



**AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
THURSDAY 17 MARCH 2016**



1.	Declaration of Opening.....	1
1.1	Recording of those present	1
1.2	Apologies.....	1
1.3	Approved leave of absence	1
1.4	Welcoming of visitors to the meeting.....	1
1.5	Announcements by the presiding member without discussion	1
2.	Public Question Time	1
2.1	Response to previous public questions taken on notice	1
2.2	Public question time	1
3.	Declarations of Interest	1
4	Confirmation of Minutes of Previous Meetings	1
4.1	Confirmation of Minutes 18 February 2016 – Ordinary Council Meeting	1
4.2	Confirmation of Minutes 25 February 2016 – Special Council Meeting	1
5.	Public Statements, Petitions, Presentations and Approved Deputations.....	1
6	Method of Dealing with Agenda Business	1
7	Reports.....	2
7.1	Reports from committees	2
7.2	Reports from the Chief Executive Officer	3
7.2.1	Status Report	3
7.2.1a	Status Report Attachment	5
7.2.2	Manager Finance and Accounting.....	10
7.2.2.1	Accounts Due for Payment (February 2016).....	10
7.2.2.1a	Attachment.....	12
7.2.2.2	Reconciliations (February 2016).....	18
7.2.2.3	Monthly Financial Statements (February 2016).....	22
7.2.2.3a	Attachment.....	24
7.2.2.4	Deceased Estate Property Gutha – March 2016.....	50
7.2.2.5	Shire of Morawa 2015/16 Financial Year Budget Review(Reports will be available prior to meeting).....	53
7.2.3	Community Development Officer.....	53
7.2.4	Project Officer.....	53
7.2.5	Executive Manager Development & Administration.....	53

7.2.6	Chief Executive Officer	54
7.2.6.1	Strategic Plan	54
7.2.6.1a	Strategic Plan Attachment.....	62
7.2.6.1b	Corporate Business Plan.....	63
7.2.6.3	Correspondence.....	88
7.2.6.4	Information Bulletin.....	88
8.	New Business of an Urgent Nature	88
9.	Applications for Leave of Absence	88
10.	Motions of Which Previous Notice Has Been Given.....	88
11.	Questions from Members without Notice.....	88
12.	Meeting Closed to Public.....	88
12.1.	Matters for which meeting may be closed	88
12.2.	Public reading of resolutions that may be made public	88
13.	Closure	88
14	Next Meeting	88

DISCLAIMER

INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:

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

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

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

**JOHN ROBERTS
CHIEF EXECUTIVE OFFICER**

COUNCIL MEETING INFORMATION NOTES

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

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

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

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

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

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

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

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

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

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

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

Local Government (Administration) Regulations 1996

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

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

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

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

Local Government (Administration) Regulations 1996

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

10. Public Inspection of Unconfirmed Minutes (Reg 13)

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

**DECLARATION OF
FINANCIAL INTEREST FORM**

TO: THE CHIEF EXECUTIVE OFFICER

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

I HEREBY DISCLOSE MY INTEREST IN THE FOLLOWING MATTERS OF

THE AGENDA PAPERS FOR THE COUNCIL MEETING DATED _____

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

DISCLOSING PERSON'S NAME: _____

SIGNATURE: _____ DATE: _____

NOTES:

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

OFFICE USE ONLY:

1. PARTICULARS OF DECLARATION GIVEN TO MEETING
2. PARTICULARS RECORDED IN MINUTES
3. PARTICULARS RECORDED IN REGISTER.

CHIEF EXECUTIVE OFFICER _____ DATED _____

SHIRE OF MORAWA
REQUEST FOR WORKS AND SERVICES

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

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

On _____ Council
Date

Chief Executive Officer

Received Date

Filed On: _____
Date

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

Councillors Name/Signature _____

Date: _____

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

1 Declaration of Opening

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

1.1 Recording of Those Present

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

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

1.2 Apologies

1.3 Approved Leave of Absence

1.4 Welcoming of Visitors to the Meeting

1.5 Announcements by the Presiding Member without Discussion

2 Public Question Time

2.1 Response to previous public questions taken on notice

2.2 Public question time

3 Declaration of Interest

Members are to declare financial, proximity and indirect interests.

4 Confirmation of Minutes of Previous Meeting

4.1	18 February 2016 – Ordinary Council Meeting
4.2	25 February 2016 – Special Council Meeting

5 Public Statements, Petitions, Presentations and Approved Deputations

6 Method of Dealing with Agenda Business

7 Reports

7.1 Reports from Committees
Nil

7.2 Reports from the Chief Executive Officer

7.2.2 Manager Finance and Accounting

7.2.3 Community Youth Development Officer

7.2.4 Project Officer

7.2.5 Executive Manager

7.2.6 Chief Executive Officer - Other

7.2 Reports from the Chief Executive Officer

<i>Date of Meeting:</i>	17 March 2016
<i>Item No:</i>	7.2.1
<i>Subject:</i>	Status Report –January 2016
<i>Date & Author:</i>	11 January 2016 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	18 February 2016 (Last Update to Council)

SUMMARY

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Shire of Morawa February 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 February 2016 as tabled.

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

			<p>meeting that perhaps it was time to revisit the Gateway Project. Council suggested that this should be done at the Briefing Forum regarding the Old Morawa Hospital. Some preliminary discussion was had on 20 March 2014.</p> <ul style="list-style-type: none"> • SP, CEO & Stuart Griffiths (SMC) met on 17 July 2014 to discuss the Gateway Project and the Future Fund.. SMC stated that the \$100,000 allocation was not tied to the Gateway Project. It was suggested it could be used for community benefit infrastructure such as a childrens' playground. • CEO met with Stuart Griffiths on 19 May 2015. CEO was advised that \$40,000 is available for allocation. Discussions took place about purpose. The possibility of using the funding for adventure equipment in the Town Square was received favourably. • 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. 		
Oct-09	8.1.2	Morawa Sports Ground Amenities Upgrade	<p>Hand basin in Ladies Changeroom is affected by distance from the hot water system – pressure issue. A quote has been received to improve the pressure. The quote of \$44k is prohibitive. This not a problem during the winter months as watering of the grounds not required (watering reduces water pressure). An amount of \$44,000 has been included in the 2015/16 draft budget to resolve the problem.</p>	CEO	Oct-13
Feb-10	8.2.2	Morawa Perenjori Trail Master Plan	<ul style="list-style-type: none"> • Initiate action to source grant funds to assist with development of Morawa Perenjori Trail Master Plan. R4R grant application lodged with the MWDC has been unsuccessful. Further grant funding options are being pursued. Approval for part funding for the Bush trial project has been received (\$65,000). Further funding for other projects is being sought from Lotteries West. A report was prepared for the August 2013 meeting for Council's consideration. Outcome was to defer project until Council's contribution could be budgeted. • Second application seeking \$65,000 was submitted in February 2013. There has been a delay due to State Elections in assessment of the application. Notification on the outcome of this application is expected January 2014; • Notified 5 March 2014 that the above application was unsuccessful; • The DCEO suggested on 20 March 2014 that perhaps there was an opportunity to combine the approved funding to the Gateway project. See Gateway Project comments. • See item 1. 	CEO	Dec-12

Jul-10	8.1.3	Heavy Industrial Land 10781 Stage 2	<ul style="list-style-type: none"> • Commence with heavy industrial land subdivision stage 2 at Lot 10781 Morawa – Yalgoo Road in accordance with Council resolution. Awaiting resolution of future access to ‘Club Road’ which will impact on the final lots to be made available. LandCorp has confirmed its interest and intent to develop the site into a new Industrial Estate for Morawa. Joint stakeholder meeting scheduled for 7th February 2011. One landholder has indicated a preference to returning the block to the Shire and another landholder has expressed an interest in developing the site. The latter has received Council approval to a proposed land development plan, but has not met timeframe requirements as required under contractual agreement. LandCorp land development application also received and adopted as a preferred plan by Council. WAPC currently considering subdivision application. • Stage 1 – Clearing: <ul style="list-style-type: none"> ○ Landcorp Board met in October 2013 regarding the high cost of this project and has approved Stage 1 of a three stage program. (This will include Club Rd, clearing of the access roads and land to the subdivision). Work started 3 March 2014 and is completed; • Stage 2 – Headworks: <ul style="list-style-type: none"> ○ Will be funded by Landcorp. Approval to finalise funding will not occur until November 2014 • Stage 3 – Installation of Roadways: <ul style="list-style-type: none"> ○ Funded by Landcorp with work to be done by Shire. Discussions have been held to explore the possibility of utilising surplus funds from the Town Centre projects when projects are complete in January 2015. ○ Letters have been sent to MWDC and DRD requested that surplus funds can be reallocated to Club Rd. This has now been approved and work is scheduled to take place in late January/early February 2016. A site visit with the CEO, PWS and PO took place on 8 December 2015. 	EMDA/PWS	Dec-12
Jul-10	Urgent Business	Club Road Access	<ul style="list-style-type: none"> • A cost estimate has been received to construct a new thoroughfare to the east of ‘Club Road’. WNR has also issued advice offering a 5 year lease to the Shire of Morawa for continued access to ‘Club Road’. During the lease term, it is proposed that both parties agree to work together as a means of jointly resolving future access or otherwise to Club Road at the completion of the 5 year term. Club road has now been included as part of the Industrial subdivision process. • Department of Environment and Regulation permits approved end of December 2013. 	EMDA/PWS	Dec-13

			<ul style="list-style-type: none"> Landcorp has recommended local contractor to assist with the clearing. This work ties in with Stage 1 of Heavy Industrial Land <p><u>Note:</u> The progress on this project is now subject to the Industrial Sub-division outcomes. See previous item. An amount of \$174,000 has been included in the 2015/16 draft budget to undertake these works. This amount is to be taken from the under spend on the town centre revitalisation projects.</p>		
Jun-11	8.2.1	Climate Change Risk Assessment & Adaptation Action Plan	<ul style="list-style-type: none"> Implement adaptation action plan strategies rated 'extreme' and 'high' as budgetary and human resources permit. Consideration required to start funding actions in 2015/16 No further action at this time. 	CEO	Jun-13

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"> Letter requesting transfer of \$500,000 to the upgrade of the Morawa Airport issued 2 April 2014; This matter replaces the previous item on this matter (Western Power – September 2007) Business Plan completed and was endorsed at the December 2014 Council meeting. Funding to be re-allocated to the airstrip upgrade project. 	CEO	In Progress
	Manager Accounting & Finance				
	Nil			MAF	
	Project Officer				
	Nil				
	Community Development Officer			CDO	
	Nil				

Legend

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

<i>Item No/Subject:</i>	7.2.2.1 Accounts Due For Payment
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	09 March 2016, Candice Smith Finance Officer
<i>Responsible Officer:</i>	Finance Officer
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	ADM0135
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

List of accounts Due & Submitted to council 17 March 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 -

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

- **Municipal EFT Payment Numbers EFT 8295 to EFT 8356 inclusive, amounting to \$115,574.66**
- **Municipal Cheque Payments Numbered 11524 to 11535 and (4) totalling \$25,532.24**
- **Municipal Direct Debit Payments Numbers DD4813.1 to DD4850.1 amounting to \$53,396.24**
- **Payroll for February 2016
10/02/2016 - \$54,988.54
24/02/2016 - \$54,653.99**

4	25/02/2016	Shire of Morawa	Petty Cash Recoup February 2016	1	298.23
EFT8295	04/02/2016	Morawa News & Gifts	Monthly Stationary and Paper Charges	1	327.03
EFT8296	04/02/2016	Kats Rural	Stick Master - PO 16925	1	139.00
EFT8297	04/02/2016	Market Creations	Freight - Business Cards	1	28.96
EFT8298	04/02/2016	S & K Electrical Contracting Pty Ltd	Repairs - PO 16878	1	157.74
EFT8299	04/02/2016	OCLC (UK) Ltd	Amlib Annual Maintenance - 11/01/2016 - 10/01/2017	1	1,467.28
EFT8300	04/02/2016	Vidguard Security Systems	Monitoring Fees 01/02/2016 – 30/04/2016	1	115.50
EFT8301	04/02/2016	Bob Waddell Consultant	Assistance with 2015/16 Budget Review 2.5 Hrs	1	330.00
EFT8302	04/02/2016	Nothern Country Zone of WALGA	Annual Subscription - 1/07/2015 - 30/06/2016	1	1,700.00
EFT8303	04/02/2016	Dongara Tree Service	Prune trees around town - PO 16873	1	746.00
EFT8304	04/02/2016	Midwest Mowers & Small Engines	Repairs and Parts - PO 16924	1	1,123.70
EFT8305	04/02/2016	Geraldton 4WD	Vehicle Service - PO 16927	1	837.60
EFT8306	04/02/2016	Central Midwest Service	Repairs - PO 16771	1	135.00
EFT8307	04/02/2016	Staples	Monthly Meter Fees - Jan 2016	1	888.54
EFT8308	04/02/2016	Incite Security	Supply and Installation of wireless internet connection	1	3,590.00
EFT8309	04/02/2016	Colliers International	Rent 01/01/2016 - 31/01/2016	1	423.85
EFT8310	11/02/2016	Ashdown Ingram	Parts - PO 167836	1	201.25
EFT8311	11/02/2016	BOC Limited	Cylinders - PO 16782	1	146.77

EFT8312	11/02/2016	J.R. & A. Hersey Pty Ltd	Parts - PO 16884	1	1,084.64
EFT8313	11/02/2016	Morawa Traders	Purchase	1	28.70
EFT8314	11/02/2016	WesTrac Equipment Pty Ltd	Parts - PO 16780	1	661.24
EFT8315	11/02/2016	Midwest Chemical & Paper Distributors	Cleaning Supplies - PO 147	1	1,411.84
EFT8316	11/02/2016	Landgate	Rural UV Interim Valuation - Jan 2016	1	79.00
EFT8317	11/02/2016	Hitachi Construction Machinery (Australia) Pty Ltd	Parts - PO 16779	1	3,338.52
EFT8318	11/02/2016	S & K Electrical Contracting Pty Ltd	Repairs - PO 16862	1	3,205.58
EFT8319	11/02/2016	Greenfield Technical Services	Flood Damage Tender - Nov15 - Jan 16	1	7,555.36
EFT8320	11/02/2016	Jason Signmakers	Signs - PO 16870	1	5,481.30
EFT8321	11/02/2016	Leading Edge Computers Dongara & Geraldton	Ink - HP - PO 172	1	136.00
EFT8322	11/02/2016	CS Legal	Debt Recovery	1	72.60
EFT8323	11/02/2016	Alinta Sales Pty Ltd	Electricity Bill - 01/01/2016 - 31/01/2016	1	314.71
EFT8324	11/02/2016	Brookfield Rail	Water Recoup - 07/08/2016 - 07/10/2016	1	174.95
EFT8325	11/02/2016	IGA Morawa	Monthly Purchases - JAN 2016	1	518.90
EFT8327	11/02/2016	Staples	Stationary Supplies - PO 169	1	85.98
EFT8328	11/02/2016	Galvins Plumbing Supplies	Purchases - PO 16880	1	1,875.80
EFT8330	11/02/2016	Australian Services Union	Payroll deductions	1	103.20
EFT8331	17/02/2016	Midwest Kerbing	Supply and Lay Kerb - PO 16716	1	14,784.00
EFT8332	17/02/2016	GNC Concreat & Precast	Parts - PO 16882	1	6,336.00

EFT8333	18/02/2016	Morawa Roadhouse	Caravan park weekend management fees 20 Dec 15 - 7 Feb 2016	1	415.00
EFT8334	18/02/2016	Landmark Operations Limited	Parts - PO 16867	1	525.09
EFT8335	18/02/2016	Canine Control	Ranger Services - 9/02/2016	1	940.50
EFT8336	18/02/2016	GH Country Courier	Freight - Galvins Geraldton - Morawa	1	332.38
EFT8337	18/02/2016	Bob Waddell Consultant	Assistance with 2015/16 Budget Review 4hrs	1	528.00
EFT8338	18/02/2016	Leading Edge Computers Dongara & Geraldton	Various items and servicing as per quotation 3403	1	1,211.65
EFT8339	18/02/2016	Neverfail Springwater Limited	Monthly Cooler Fee - 22/01/16 - 22/02/2016	1	14.30
EFT8340	18/02/2016	TPG	Project 713-405 Morawa NPP Projects (LPS, Omnibus, DGs)	1	11,095.70
EFT8341	18/02/2016	Morawa Rural Enterprises Two	Parts - PO 16775	1	6,122.25
EFT8342	18/02/2016	AMA Services (WA) PTY LTD	Medical Supplies - PO 181	1	1,701.19
EFT8343	23/02/2016	Dr Sasha Risinger	Medical Services 27/01/2016 - 09/02/2016	1	6,966.68
EFT8344	24/02/2016	Morawa Community Resource Centre	Equipment Hire - Projector -Young Leaders	1	50.00
EFT8345	24/02/2016	BL & MJ Thornton Waste Removal Services	Waste Removal Jan 2016	1	7,919.34
EFT8346	24/02/2016	Landgate	Gross Rental Value	1	357.75
EFT8347	24/02/2016	Geraldton Fuel Company Pty Ltd	Jan 2016 Bulk Fuel & Oil Purchases	1	12,769.35
EFT8348	24/02/2016	Reliance Petroleum	Jan 2016 Fuel Usage	1	621.65
EFT8349	24/02/2016	ML Communications	Request of Music on hold - PO 187	1	60.50
EFT8350	24/02/2016	Vidguard Security Systems	Full System test and Checks	1	554.30

EFT8351	24/02/2016	CS Legal	Debt Recovery - Preparing & Lodging general procedure claim	1	914.10
EFT8352	24/02/2016	Covs Parts Pty Ltd	Parts & Workshop Supplies - PO 16888	1	683.19
EFT8353	24/02/2016	The Murray Hotel PTY LTD	Accommodation - Training - PO 16903	1	577.00
EFT8354	24/02/2016	Murdoch University	Murdoch Vet Programme Veterinary Services provided - 19th-20th November 2015	1	880.00
EFT8355	24/02/2016	Midwest Surf School	Holiday Program - Surf School - Class 1	1	625.00
EFT8356	25/02/2016	Australian Services Union	Payroll deductions	1	103.20
11524	04/02/2016	Synergy	Power Bill - 17/12/15 - 20/01/2016	1	2,001.30
11525	04/02/2016	Telstra Corporation Limited	Phone Bill Dec 15 - Jan 16	1	91.34
11526	04/02/2016	Morawa Licensed Post Office Emmlee's	Monthly Postal Fees - Jan 2016	1	203.25
11528	11/02/2016	Synergy	Power Bill - 25/12/2015 - 24/01/2016	1	3,838.80
11529	11/02/2016	Telstra Corporation Limited	Phone Usage Feb 2016	1	216.81
11530	11/02/2016	Department of Local Government and Communities	Youth Circus Program - Grant Refund unused funds	1	641.90
11531	18/02/2016	Shire of Morawa	Fire Arms Licence	1	122.00
11532	18/02/2016	Telstra Corporation Limited	Phone Bill Feb 2016	1	2,666.22
11533	22/02/2016	Black Peak Holdings Pty Ltd	Rates refund for assessment A965 LOT E70/03615	1	1,049.22
11534	25/02/2016	Synergy	Power Bill Charges 11/12/2015 to 10/02/2016	1	13,905.95
11535	25/02/2016	Synergy	Power Bill Charges 02/12/2015 to 08/02/2016	1	795.45
DD4813.1	10/02/2016	WA Local Government Superannuation Plan	Payroll deductions	1	8,642.50

DD4813.2	10/02/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	744.54
DD4813.3	10/02/2016	BT FINANCIAL GROUP	Superannuation contributions	1	296.76
DD4813.4	10/02/2016	MLC Nominees Pty Ltd	Superannuation contributions	1	219.69
DD4813.5	10/02/2016	Asteron Client Services	Superannuation contributions	1	65.31
DD4813.6	10/02/2016	Australian Super	Superannuation contributions	1	367.40
DD4813.7	10/02/2016	HOSTPLUS	Superannuation contributions	1	165.34
DD4813.8	10/02/2016	Concept One	Superannuation contributions	1	166.35
DD4819.1	01/02/2016	Westnet Pty Ltd	Internet February 2016	1	234.75
DD4821.1	04/02/2016	Samantha May Whittington	Rent For February 2016	1	300.00
DD4823.1	12/02/2016	BOQ Finance	Copier Lease February 2016	1	301.16
DD4827.1	22/02/2016	Australian Taxation Office	January BAS 2016	1	28,944.00
DD4841.1	24/02/2016	WA Local Government Superannuation Plan	Payroll deductions	1	8,645.08
DD4841.2	24/02/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	744.54
DD4841.3	24/02/2016	BT FINANCIAL GROUP	Superannuation contributions	1	296.76
DD4841.4	24/02/2016	MLC Nominees Pty Ltd	Superannuation contributions	1	219.69
DD4841.5	24/02/2016	Asteron Client Services	Superannuation contributions	1	43.54
DD4841.6	24/02/2016	Australian Super	Superannuation contributions	1	368.13
DD4841.7	24/02/2016	HOSTPLUS	Superannuation contributions	1	139.08
DD4841.8	24/02/2016	Concept One	Superannuation contributions	1	207.93

DD4848.1	18/02/2016	Samantha May Whittington	Rent for FEB 2016	1	300.00
DD4850.1	05/02/2016	BankWest	Jan 2016 Credit Card Usage	1	1,983.64

REPORT TOTALS

EFT	\$	115,574.66
Cheque	\$	25,830.47
Direct Debits	\$	53,396.19
Payroll	\$	109,642.53
Credit Card – CEO	\$	345.64
Credit Card – Manager Finance	\$	1427.00
Credit Card – EMDA	\$	211.00
TOTAL	\$	306,427.49

<i>Item No/Subject</i>	7.2.2.2 Reconciliations February, 2016
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	08 March 2016, Candice Smith Senior Finance Officer
<i>Responsible Officer:</i>	Fred Gledhill / Candice Smith
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	ADM0189
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

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

BANK BALANCES AS AT 29 February, 2016

Account	2016
Municipal Account #	\$758,969.09
Trust Account	\$9,291.08
Business Telenet Saver (Reserve) Account	\$6,284,927.37
WA Treasury O/night Facility (Super Towns) Account	\$719,897.25

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 29 February, 2016 with a comparison for 28 February, 2015 is as follows:

Account	2015	2016
Municipal Account #	\$1,496,870.93	\$754,225.49
Trust Account	\$8,572.80	\$9,991.08
Reserve Account	\$7,280,037.26	\$7,004,824.62

RESERVE ACCOUNT

The Reserve Funds of \$7,004,824.62 as at 29 February, 2016 were invested in:-

- Bank of Western Australia \$6,284,927.37 in the Business Telenet Saver Account and
- \$719,897.25 in the WA Treasury O/Night Facility.

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

	2015	2016
Sports Complex Upgrade Reserve	\$0.00	\$ -
Land & Building Reserve	\$5,117.13	\$ 5,217.04
Plant Reserve	\$737,797.34	\$ 942,603.35
Leave Reserve	\$220,155.60	\$ 280,133.36
Economic Development Reserve	\$105,394.37	\$ 107,452.23
Sewerage Reserve	\$79,142.63	\$ 123,993.39
Unspent Grants & Contributions Reserve	\$853,302.70	\$ 995,013.57
Community Development Reserve	\$1,485,127.82	\$1,389,085.33
Water Waste Management Reserve	\$0.00	\$ -
Future Funds Reserve	\$2,148,108.66	\$2,182,431.34
Morawa Community Trust Reserve	\$18,810.33	\$ 11,078.85
Aged Care Units Reserve	\$8,804.23	\$ 8,976.12
Transfer Station Reserve	\$194,717.01	\$ 197,924.89
S/Towns Revitalisation Reserve	\$865,938.94	\$ 172,650.72
ST Solar Thermal Power Station Reserve	\$537,247.36	\$ 547,246.53
Business Units Reserve	\$20,373.14	\$ 41,017.90
TOTAL	\$7,280,037.26	\$7,004,824.62

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 –

1. The bank reconciliation report for 29 February, 2016.

<i>Item No/Subject</i>	7.2.2.3 Monthly Financial Statements
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	8 March, 2016; Candice Smith Senior Finance Officer
<i>Responsible Officer:</i>	Manager Accounting & Finance
<i>Applicant/Proponent:</i>	Candice Smith Senior Finance Officer Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

NIL

ATTACHMENTS

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

OFFICER'S COMMENT

NIL

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive the Statement of Financial Activity and the Variance Report for the period ending the 29 February, 2016.



SHIRE OF MORAWA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

TABLE OF CONTENTS

	Page
Statement of Financial Activity	2
Notes to and Forming Part of the Statement	
1 Significant Accounting Policies	3 to 8
2 Statement of Objective	9
3 Acquisition of Assets	10 to 11
4 Disposal of Assets	12
5 Information on Borrowings	13 to 14
6 Reserves	15 to 17
7 Net Current Assets	18
8 Rating Information	19
9 Trust Funds	20
10 Operating Statement	21
11 Balance Sheet	22
12 Financial Ratio	23

SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

	NOTE	FEBRUARY 2016 Actual \$	FEBRUARY 2016 Y-T-D Budget \$	2015/16 Budget \$	Variences Actuals to Budget \$	Variences Actual Budget to Y-T-D %
Operating						
Revenues/Sources	1,2					
Governance		85,210	5,664	99,469	85,210	0.00%
General Purpose Funding		673,521	723,556	985,278	(50,035)	(6.92%)
Law, Order, Public Safety		32,563	32,815	44,420	(252)	(0.77%)
Health		24,292	6,500	13,000	17,792	273.72%
Education and Welfare		9,724	296,156	448,600	(286,432)	(96.72%)
Housing		30,417	35,832	122,901	(5,415)	(15.11%)
Community Amenities		445,508	561,384	1,947,267	(115,876)	(20.64%)
Recreation and Culture		35,843	39,551	264,476	(3,708)	(9.38%)
Transport		750,201	2,623,634	3,178,920	(1,873,433)	(71.41%)
Economic Services		114,120	152,784	716,899	(38,664)	(25.31%)
Other Property and Services		42,418	61,736	92,617	(19,318)	(31.29%)
		<u>2,243,817</u>	<u>4,539,612</u>	<u>7,913,847</u>	<u>(2,290,131)</u>	<u>(50.57%)</u>
(Expenses)/(Applications)	1,2					
Governance		(265,826)	(334,830)	(499,849)	(265,826)	0.00%
General Purpose Funding		(118,958)	(129,024)	(193,557)	10,066	7.80%
Law, Order, Public Safety		(86,302)	(99,142)	(148,151)	12,840	12.95%
Health		(148,046)	(154,705)	(226,949)	6,659	4.30%
Education and Welfare		(169,795)	(519,826)	(769,575)	350,031	67.34%
Housing		(80,839)	(84,500)	(172,364)	3,661	4.33%
Community Amenities		(314,128)	(355,731)	(515,784)	41,603	11.70%
Recreation & Culture		(756,419)	(754,949)	(1,088,407)	(1,470)	(0.19%)
Transport		(1,549,139)	(1,236,218)	(1,816,974)	(312,921)	(25.31%)
Economic Services		(387,309)	(433,830)	(627,851)	46,521	10.72%
Other Property and Services		(23,617)	(20,658)	(28,878)	(2,959)	(14.32%)
		<u>(3,900,378)</u>	<u>(4,123,413)</u>	<u>(6,088,339)</u>	<u>(111,795)</u>	<u>(5.41%)</u>
Net Result Excluding Rates		(1,656,561)	416,199	1,825,508	(2,401,926)	
Adjustments for Non-Cash						
(Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	4	0	27,280	40,944	(27,280)	100.00%
Movement in Leave Reserve (Added Back)		3,417	0	0	3,417	0.00%
Movement in Deferred Pensioner Rates/ESL (nor		0	0	0	0	0.00%
Movement in Employee Benefit Provisions (non-c		0	0	0	0	0.00%
Rounding Adjustment		4	0	0	4	0.00%
Depreciation on Assets		1,139,018	924,400	1,386,877	214,618	(23.22%)
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	3	0	0	0	0	0.00%
Purchase Land and Buildings	3	(385,585)	(728,064)	(932,011)	342,479	47.04%
Purchase Plant and Equipment	3	(423,860)	(600,056)	(900,105)	176,196	29.36%
Purchase Furniture and Equipment	3	(1,074)	(12,232)	(18,350)	11,158	91.22%
Purchase Infrastructure Assets - Roads	3	(358,318)	(1,491,087)	(1,509,960)	1,132,769	75.97%
Purchase Infrastructure Assets - Footpaths	3	0	0	(76,650)	0	0.00%
Purchase Infrastructure Assets - Drainage	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Parks & Ovals	3	(15,970)	(17,188)	(34,374)	1,218	7.09%
Purchase Infrastructure Assets - Airfields	3	0	(2,600,000)	(2,600,000)	2,600,000	100.00%
Purchase Infrastructure Assets - Play Equip	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Sewerage	3	0	(33,208)	(49,809)	33,208	100.00%
Purchase Infrastructure Assets - Dams	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Other	3	(192,529)	(1,219,200)	(1,765,200)	1,026,671	84.21%
Proceeds from Disposal of Assets	4	0	74,056	77,091	(74,056)	(100.00%)
Repayment of Debentures	5	(45,688)	(47,176)	(70,783)	1,488	3.15%
Proceeds from New Debentures	5	350,000	0	0	350,000	0.00%
Advances to Community Groups		0	0	0	0	0.00%
Self-Supporting Loan Principal Income	5	0	0	0	0	0.00%
Transfers to Restricted Assets (Reserves)	6	(176,878)	(472,960)	(709,511)	296,082	62.60%
Transfers from Restricted Asset (Reserves)	6	0	1,724,215	2,387,648	(1,724,215)	(100.00%)
ADD Net Current Assets July 1 B/Fwd	7	1,502,727	1,401,033	1,401,033	101,694	7.26%
LESS Net Current Assets Year to Date	7	<u>1,172,026</u>	<u>(1,105,039)</u>	<u>0</u>	<u>2,277,065</u>	<u>206.06%</u>
Amount Raised from Rates	8	<u>(1,433,323)</u>	<u>(1,548,949)</u>	<u>(1,547,652)</u>	<u>115,626</u>	<u>(7.46%)</u>

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

Material Variances Symbol

Above Budget Expectations



Greater than 10,000 and greater than 10%

Below Budget Expectations



Less than 10,000 and less than 10%

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 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 2015 TO 29 FEBRUARY 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 2015 TO 29 FEBRUARY 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 2015 TO 29 FEBRUARY 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Capitalisation Threshold

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

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

Capitalisation Threshold

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

(k) Financial Instruments

Initial Recognition and Measurement

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

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

Classification and Subsequent Measurement

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

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

Amortised cost is calculated as:

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

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 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 2015 TO 29 FEBRUARY 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Estimation of Fair Value

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

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

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

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

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

(m) Impairment

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

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

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

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

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

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

(n) Trade and Other Payables

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 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 2015 TO 29 FEBRUARY 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 2015 TO 29 FEBRUARY 2016

3. ACQUISITION OF ASSETS	2015/16 Budget \$	FEBRUARY 2016 YTD Budget \$	FEBRUARY 2016 Actual \$
The following assets have been acquired during the period under review:			
By Program			
Governance			
Upgrade to Old Council Chambers	181,011	181,011	20,067.72
General Purpose Funding			
Health			
Ford Sedan (Doctor Vehicle)	32,500	21,664	0.00
Education & Welfare			
Skate Park CCTV Cameras	0	0	0.00
Housing			
Staff Housing - Postings to GL	0	0	361,235.00
Aged Person Units x 4	18,000	10,800	0.00
Community Amenities			
Cemetery Upgrade	0	0	0.00
Sewerage Upgrade	49,809	33,208	0.00
New Tip Site Construction	1,200,000	900,000	0.00
Closure/Rehabilitation Old Tip Site	20,000	15,000	0.00
Compactors/Transfer Bins for Transfer Station	40,000	26,664	0.00
Refuse Transfer Station - Storage Shed	55,000	41,253	0.00
Purchase Land For New Waste Site	300,000	225,000	0.00
Recreation and Culture			
Morawa Town Hall Kitchen Rendering	150,000	100,000	0.00
Upgrade to Pool Pump House	170,000	170,000	4,200.00
Pool Plant & Equipment	396,605	264,400	423,860.00
Sports Complex Upgrade	14,000	0	0.00
Recreation Centre Floor Restoration	44,000	0	0.00
Bowling Club Lighting	28,200	0	12,996.36
Skate Park CCTV Cameras	10,000	0	8,396.64
Skate Park	34,374	17,188	15,970.14
Transport			
Road Construction			
- Rural Roads Construction	948,425	948,416	164,824.15
- Townsite Roads Construction	561,535	542,671	193,494.33
Footpath Construction	76,650	0	0.00
Plant & Equipment - Road Plant Purchases	357,000	238,000	0.00
Airfield Infrastructure	2,600,000	2,600,000	0.00
Economic Services			
New On site Caravan	40,000	26,664	0.00
Morawa Gateway Project	40,000	24,000	0.00
Morawa Perenjori Trails Project	467,000	280,200	0.00
Phase 1 - Civic Square/Pedestrian Crossing	0	0	165,548.76
MWIP-Morawa Town Revitalisation Project	0	0	5,587.68
Other Property & Services			
Administration Furniture & Equipment	18,350	12,232	395.45
CEO/DCEO/MAF Vehicles	34,000	22,664	0.00
	<u>7,886,459</u>	<u>6,701,035</u>	<u>1,377,336.53</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

3. ACQUISITION OF ASSETS (Continued)	2015/16 Budget \$	FEBRUARY 2016 YTD Budget \$	FEBRUARY 2016 Actual \$
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	0	0	0.00
Investments	0	0	0.00
Land	0	0	0.00
Buildings	932,011	728,064	385,584.88
Plant and Equipment	900,105	600,056	423,860.00
Furniture and Equipment	18,350	12,232	1,073.59
Infrastructure Assets - Roads	1,509,960	1,491,087	358,318.48
Infrastructure Assets - Footpaths	76,650	0	0.00
Infrastructure Assets - Drainage/Dams	0	0	0.00
Infrastructure Assets - Parks & Ovals	34,374	17,188	15,970.14
Infrastructure Assets - Airfields	2,600,000	2,600,000	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	49,809	33,208	0.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	1,765,200	1,219,200	192,529.44
	<u>7,886,459</u>	<u>6,701,035</u>	<u>1,377,336.53</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

4. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	2015/16 Budget \$	FEBRUARY 2016 Actual \$	2015/16 Budget \$	FEBRUARY 2016 Actual \$	2015/16 Budget \$	FEBRUARY 2016 Actual \$
Health (Asset 364) Ford FG G6 Sedan (Doctors)	24,100	0.00	9,091	0.00	(15,009)	0.00
Transport (Asset 272) Case Backhoe - P192	46,300	0.00	35,000	0.00	(11,300)	0.00
(Asset 476) Works Supervisor Vehicle	28,838	0.00	22,000	0.00	(6,838)	0.00
Economic Services	0	0.00	0	0.00	0	0.00
Other Property & Services (Asset 476) Ford Falcon Sedan - MAF	18,797	0.00	11,000	0.00	(7,797)	0.00
	118,035	0.00	77,091	0.00	(40,944)	0.00

By class of asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2015/16 Budget \$	FEBRUARY 2016 Actual \$	2015/16 Budget \$	FEBRUARY 2016 Actual \$	2015/16 Budget \$	FEBRUARY 2016 Actual \$
Plant & Equipment (Asset 364) Ford FG G6 Sedan (Doctors)	24,100	0.00	9,091	0.00	(15,009)	0.00
(Asset 476) Ford Falcon Sedan - MAF	18,797	0.00	11,000	0.00	(7,797)	0.00
(Asset 272) Case Backhoe - P192	46,300	0.00	35,000	0.00	(11,300)	0.00
(Asset 476) Works Supervisor Vehicle	28,838	0.00	22,000	0.00	(6,838)	0.00
	118,035	0.00	77,091	0.00	(40,944)	0.00

Summary

Profit on Asset Disposals
Loss on Asset Disposals

	2015/16 Budget \$	FEBRUARY 2016 Actual \$
	0	0.00
	(40,944)	0.00
	<u>(40,944)</u>	<u>0.00</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding 2015/16 Budget \$	Interest Repayments	
		2015/16 Budget \$	2015/16 Actual \$	2015/16 Budget \$	2015/16 Actual \$		2015/16 Budget \$	2015/16 Actual \$
Housing								
Loan 133 - GEHA House	132,581	0	0	29,967	14,739	102,614	8,337	4,413
Loan 134 - 2 Broad Street	93,943	0	0	21,379	21,379	72,564	6,118	6,118
Loan 135 - Staff Housing	19,437	0	0	19,437	9,570	0	1,005	651
Loan 136 - 24 Harley Street - Staff Housing	0	0	350,000	0	0	0	0	0
Transport								
Loan 138 - Plant Replacement	0	0		0	0	0	0	0
Other Property & Services								
	245,961	0	350,000	70,783	45,688	175,178	15,460	11,183

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 2015 TO 29 FEBRUARY 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 \$	
Loan 136 - 24 Harley Street - Staff Housing	0	350,000	WATC	Debenture			0	350,000	0

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

	2015/16 Budget \$	FEBRUARY 2016 Actual \$
6. RESERVES - CASH BACKED		
(a) Leave Reserve		
Opening Balance	276,716	276,716
Amount Set Aside / Transfer to Reserve	63,104	3,417
Amount Used / Transfer from Reserve	0	0
	339,820	280,133
(b) Sports and Recreation Facilities Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	0	0
(c) Plant Reserve		
Opening Balance	840,201	840,201
Amount Set Aside / Transfer to Reserve	193,761	102,403
Amount Used / Transfer from Reserve	(381,409)	0
	652,553	942,604
(d) Building Reserve		
Opening Balance	5,153	5,153
Amount Set Aside / Transfer to Reserve	73,951	64
Amount Used / Transfer from Reserve	0	0
	79,104	5,217
(e) Economic Development Reserve		
Opening Balance	106,142	106,142
Amount Set Aside / Transfer to Reserve	3,109	1,311
Amount Used / Transfer from Reserve	0	0
	109,251	107,453
(f) Community Development Reserve		
Opening Balance	1,372,142	1,372,142
Amount Set Aside / Transfer to Reserve	40,183	16,944
Amount Used / Transfer from Reserve	(245,026)	0
	1,167,299	1,389,086
(g) Sewerage Reserve		
Opening Balance	121,894	121,894
Amount Set Aside / Transfer to Reserve	40,127	1,505
Amount Used / Transfer from Reserve	0	0
	162,021	123,399
(h) Unspent Grants and Contributions Reserve		
Opening Balance	982,919	982,918
Amount Set Aside / Transfer to Reserve	28,786	12,095
Amount Used / Transfer from Reserve	(926,767)	0
	84,938	995,014

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

	2015/16 Budget \$	FEBRUARY 2016 Actual \$
6. RESERVES (Continued)		
(i) Business Units Reserve		
Opening Balance	40,517	40,518
Amount Set Aside / Transfer to Reserve	21,187	500
Amount Used / Transfer from Reserve	0	0
	<u>61,704</u>	<u>41,018</u>
(j) Morawa Community Trust Reserve		
Opening Balance	10,944	10,944
Amount Set Aside / Transfer to Reserve	321	135
Amount Used / Transfer from Reserve	(10,100)	0
	<u>1,165</u>	<u>11,079</u>
(k) Morawa Community Future Funds Reserve		
Opening Balance	2,155,811	2,155,811
Amount Set Aside / Transfer to Reserve	63,136	26,620
Amount Used / Transfer from Reserve	(53,666)	0
	<u>2,165,281</u>	<u>2,182,431</u>
(l) Refuse Transfer Station Reserve		
Opening Balance	196,097	196,097
Amount Set Aside / Transfer to Reserve	5,743	2,421
Amount Used / Transfer from Reserve	(95,000)	0
	<u>106,840</u>	<u>198,519</u>
(m) Aged Care Units Reserve		
Opening Balance	8,867	8,867
Amount Set Aside / Transfer to Reserve	260	109
Amount Used / Transfer from Reserve	-	0
	<u>9,127</u>	<u>8,976</u>
(n) ST-N/Midlands Solar Thermal Power		
Opening Balance	541,001	540,136
Amount Set Aside / Transfer to Reserve	15,844	7,111
Amount Used / Transfer from Reserve	(500,000)	0
	<u>56,845</u>	<u>547,247</u>
(o) ST-Morawa Revitalisation Reserve		
Opening Balance	170,681	170,408
Amount Set Aside / Transfer to Reserve	4,999	2,243
Amount Used / Transfer from Reserve	(175,680)	0
	<u>0</u>	<u>172,651</u>
(p) Legal Fees Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	15,000	0
Amount Used / Transfer from Reserve	0	0
	<u>15,000</u>	<u>0</u>

SHIRE OF MORAWA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

	2015/16 Budget \$	FEBRUARY 2016 Actual \$
6. RESERVES (Continued)		
(q) Road Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	140,000	0
Amount Used / Transfer from Reserve	0	0
	140,000	0
Total Cash Backed Reserves	5,150,948	7,004,825
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	63,104	3,417
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	193,761	102,403
Building Reserve	73,951	64
Economic Development Reserve	3,109	1,311
Community Development Reserve	40,183	16,944
Sewerage Reserve	40,127	1,505
Unspent Grants and Contributions Reserve	28,786	12,095
Business Units Reserve	21,187	500
Morawa Community Trust Reserve	321	135
Morawa Community Future Fund Reserve	63,136	26,620
Refuse Transfer Station Reserve	5,743	2,421
Aged Care Units Reserve	260	109
ST-N/Midlands Solar Thermal Power	15,844	7,111
ST-Morawa Revitalisation Reserve	4,999	2,243
Legal Fees Reserve	15,000	0
Road Reserve	140,000	0
	709,511	176,878
Transfers from Reserves		
Leave Reserve	0	0
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	(381,409)	0
Building Reserve	0	0
Economic Development Reserve	0	0
Community Development Reserve	(245,026)	0
Sewerage Reserve	0	0
Unspent Grants and Contributions Reserve	(926,767)	0
Business Units Reserve	0	0
Morawa Community Trust Reserve	(10,100)	0
Morawa Community Future Fund Reserve	(53,666)	0
Refuse Transfer Station Reserve	(95,000)	0
Aged Care Units Reserve	0	0
ST-N/Midlands Solar Thermal Power	(500,000)	0
ST-Morawa Revitalisation Reserve	(175,680)	0
Legal Fees Reserve	0	0
Road Reserve	0	0
	(2,387,648)	0
Total Transfer to/(from) Reserves	(1,678,137)	176,878

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 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 2015 TO 29 FEBRUARY 2016

	2014/15 B/Fwd Per 2015/16 Budget \$	2014/15 B/Fwd Per Financial Report \$	2015/16 Actual \$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,086,705	769,180	754,075
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,829,085	6,827,946	7,004,825
Rates - Current	248,621	242,859	466,224
Sundry Debtors	375,943	375,943	103,838
GST Receivable	78,172	78,836	12,170
Accrued Income/Prepayments	16,328	10,416	0
Provision for Doubtful Debts	(2,632)	(15,624)	(15,624)
Other Current Debtors	27	27	0
Inventories	12,905	10,124	10,124
	8,645,154	8,617,307	8,335,632
LESS: CURRENT LIABILITIES			
Sundry Creditors	(119,308)	(112,291)	(29,303)
Income Received in Advance	(111,331)	0	(49,977)
GST Payable	(49,793)	(50,156)	(7,887)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	(9,512)	(2,661)	(19,906)
Withholding Tax Payable	0	0	0
Payg Payable	(32,110)	(32,110)	(32,792)
Accrued Interest on Debentures	(6,864)	(5,737)	0
Accrued Salaries and Wages	(55,522)	(61,334)	0
Current Employee Benefits Provision	(307,312)	(299,061)	(299,061)
Current Loan Liability	(70,783)	(70,783)	(25,095)
	(762,535)	(634,133)	(464,021)
NET CURRENT ASSET POSITION	7,882,619	7,983,174	7,871,611
Less: Cash - Reserves - Restricted	(6,829,085)	(6,827,946)	(7,004,825)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	0	0	12
Add Back : Component of Leave Liability not Required to be Funded	276,716	276,716	280,133
Add Back : Current Loan Liability	70,783	70,783	25,095
SURPLUS/(DEFICIENCY) C/FWD	1,401,033	1,502,727	1,172,026

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2015/16 Rate Revenue \$	2015/16 Interim Rates \$	2015/16 Back Rates \$	2015/16 Total Revenue \$	2015/16 Budget \$
General Rate								
GRV Residential/Commercial	0.07199	267	2,899,072	208,698	702	0	209,400	208,698
UV Rural	0.02192	208	56,190,000	1,231,536	(108)	0	1,231,428	1,231,525
UV Mining	0.28968	17	455,557	131,966	3,642	0	135,609	137,401
Sub-Totals		492	59,544,629	1,572,201	4,236	0	1,576,437	1,577,624
Minimum Rates								
GRV Residential/Commercial	271	50	40,840	13,558		0	13,558	13,550
UV Rural	271	6	48,000	1,627	0	0	1,627	1,626
UV Mining	656	12	11,145	7,872	0	0	7,872	8,528
Sub-Totals		68	99,985	23,056	0	0	23,056	23,704
Ex-Gratia Rates								
							1,599,494	1,601,328
							5,624	5,624
Discounts								
Rates Written Off							1,605,118	1,606,952
Movement in Excess Rates							(59,723)	(58,000)
							(733)	(1,300)
							(111,331)	0
Totals							1,433,331	1,547,652

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 2015/16 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF MORAWA

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 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-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds	0	2,000	0	2,000
Child Care Bonds	0	0	0	0
Bonds Hall/Rec Centre Hire	0	0	0	0
Extractive Industries Licence	0	0	0	0
Youth Centre	865	0	0	865
Council Nominations	0	320	(320)	0
Bill Johnson Unit 1 Bond	0	0	0	0
Haulmore Trailers Land Dep	4,641	0	0	4,641
Social Club Payments	0	0	0	0
Local Drug Action Group	560	100	0	660
BCITF/BRB Training Levy	2,885	(12)	(2,823)	50
DPI Licensing	0	0	0	0
Morawa Oval Function Centre	1,762	0	0	1,762
	<u>10,714</u>	<u>2,408</u>	<u>(3,143)</u>	<u>9,979</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

10. OPERATING STATEMENT

	FEBRUARY 2016 Actual \$	2015/16 Budget \$	2014/15 Actual \$
OPERATING REVENUES			
Governance	85,210	99,469	9,899
General Purpose Funding	2,106,852	2,532,930	4,102,157
Law, Order, Public Safety	32,563	44,420	45,841
Health	24,292	13,000	4,759
Education and Welfare	9,724	448,600	62,813
Housing	30,417	122,901	48,270
Community Amenities	445,508	1,947,267	430,274
Recreation and Culture	35,843	264,476	525,931
Transport	750,201	3,178,920	1,535,940
Economic Services	114,120	716,899	281,693
Other Property and Services	42,418	92,617	114,320
TOTAL OPERATING REVENUE	3,677,148	9,461,499	7,161,898
OPERATING EXPENSES			
Governance	265,826	499,849	427,808
General Purpose Funding	118,958	193,557	178,137
Law, Order, Public Safety	86,302	148,151	125,997
Health	148,046	226,949	205,675
Education and Welfare	169,795	769,575	233,474
Housing	80,839	172,364	112,723
Community Amenities	314,128	515,784	439,886
Recreation & Culture	756,419	1,088,407	1,213,729
Transport	1,549,139	1,816,974	2,092,360
Economic Services	387,309	627,851	3,311,506
Other Property and Services	23,617	28,878	(46,198)
TOTAL OPERATING EXPENSE	3,900,378	6,088,339	8,295,096
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(223,230)</u>	<u>3,373,160</u>	<u>(1,133,198)</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

11. BALANCE SHEET

	FEBRUARY 2016 Actual \$	2014/15 Actual \$
CURRENT ASSETS		
Cash Assets	7,758,900	7,914,726
Receivables	566,609	692,458
Inventories	10,124	10,124
TOTAL CURRENT ASSETS	8,335,633	8,617,308
NON-CURRENT ASSETS		
Receivables	11,064	11,064
Inventories	0	0
Property, Plant and Equipment	27,121,661	26,804,567
Infrastructure	41,935,398	42,014,173
TOTAL NON-CURRENT ASSETS	69,068,123	68,829,804
TOTAL ASSETS	77,403,756	77,447,112
CURRENT LIABILITIES		
Payables	139,865	264,288
Interest-bearing Liabilities	25,095	70,783
Provisions	299,061	299,061
TOTAL CURRENT LIABILITIES	464,021	634,132
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	525,178	175,179
Provisions	30,834	30,834
TOTAL NON-CURRENT LIABILITIES	556,012	206,013
TOTAL LIABILITIES	1,020,033	840,145
NET ASSETS	76,383,723	76,606,967
EQUITY		
Retained Surplus	32,381,987	32,782,098
Reserves - Cash Backed	7,004,825	6,827,946
Reserves - Asset Revaluation	36,996,923	36,996,923
TOTAL EQUITY	76,383,735	76,606,967

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 29 FEBRUARY 2016

12. FINANCIAL RATIO

	2015 YTD	2014	2013	2012
Current Ratio	7.240	7.880	1.870	2.230

The above rates are calculated as follows:

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

Purpose

The purpose of the Monthly Variance Report is to highlight circumstances where there is a major variance from the YTD Monthly Budget and YTD Actual figures. These variances can occur because of a change in timing of the activity, circumstances change (eg a grants were budgeted for but was not received) or changes to the original budget projections. The Report is designed to highlight these issues and explain the reason for the

The Materiality variances adopted by Council are:

Actual Variance to YTD Budget up to 5%:	Don't Report
Actual Variance exceeding 10% of YTD Budget	Use Management Discretion
Actual Variance exceeding 10% of YTD Budget and a value greater than \$10,000:	Must Report

REPORTABLE OPERATING REVENUE VARIATIONS

Health - Variance above budget expectations

Income from Doctors surgery to the Shire not budgeted for - offset with Dr Sasha's expenses

Education and Welfare - Variance below budget expectations

Industry Training Centre - timing

Housing - Variance below budget expectations

Single units are not rented out at present - no income generating from these

Community Amenities - Variance below budget expectations.

Grants for Refuse Site yet to be received - timing

Recreation & Culture - Variance below budget expectations.

Timing - small grants received - KABC and Main Roads

Transport - Variance below expectations.

RRG & R2R funding - timing

Economic Services - Variance below budget expectations.

Tourism - Caravan Park Challet income lower due to off tourism season
Vacant Business units so income lower than budget expectations

Other Property & Services - Variance below budget expectations.

Private Works on mines roads moved to Roads Maintenance - making actuals for YTD below expectations

REPORTABLE OPERATING EXPENSE VARIATIONS

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

SES maintenance of equipment less than budget

Education and Welfare - Variance below budget expectations

Industry training centre expenditure yet to commence.
Child Care Mtce below budget

Community Amenities - Variance below budget expectations.

Town Planning Expenses below budget expectations

Transport - Variance above budget expectations.

Maintenance of Rural Roads within budget, Town Streets and the Depot is below budget - timing.
Department of Transport licensing reflected in budget - off set by income

Economic Services - Variance within budget expectations

Caravan Park operations under budget
North Midlands Solar Thermal Power expenditure delayed.

Other Property & Services - Variance above budget expectations.

Private Works expenditure above budget - timing.
Administration expenditure above budget - timing

REPORTABLE NON-CASH VARIATIONS

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Land & Buildings - Variance below budget expectations.

Upgrade to Old Council Chambers postponed
Town Hall Kitchen rendering not complete

Purchase of Plant & Equipment - Variance below budget expectations.

Shire vehicles not upgraded as yet - timing

Purchase of Infrastructure Assets Roads - Variance below budget expectations.

Capital Road Works for roads under budget - timing

Purchase Furniture and Equipment - Variance below budget expectations

Timing - Server Upgrade not proceeded with as yet (ordered and arriving March)

Purchase Infrastructure Assests - Other- Variance below budget expectations.

Construction of the Transfer Station in progress
Morawa Gateway Project awaiting grants - Not Proceeding with
Morawa Perenjori Trails Project awaiting grants - not proceeding with

Transfer to Reserves - Variance below budget expectations.

Transfers to Reserves - timing

REPORTABLE CAPITAL INCOME VARIATIONS

Proceeds from Disposal of Assets - Variance within budget expectations.

Transfer from Reserves - Variance below budget expectations.

Transfers to Municipal Fund - timing on completion of projects

<i>Item No:</i>	7.2.2.4
<i>Subject:</i>	Deceased Estate Property Gutha – March 2016
<i>Date of Meeting:</i>	17 March 2016
<i>Date & Author:</i>	4 March 2016, Katrina Kingston – Rates Officer
<i>Responsible Officer:</i>	Katrina Kingston
<i>File Number:</i>	ADM0055
<i>Previous minute/s & Reference:</i>	

SUMMARY

Lot 12 Simpson Street Gutha has unpaid rates since 2009. Currently it is in ownership of the Estate of PWJ Sermon. Lot 12 is a vacant block near Gutha Hall. It occasionally gets used when there are functions being held at Gutha Hall and is used as an overflow carpark.

DECLARATION OF INTEREST

Author has no interest

ATTACHMENTS

Nil

BACKGROUND INFORMATION

Council received a letter from the niece of PWJ Sermon in 2009, stating that they don't want the block and wish to turn it over to the shire. In October 2009 this was taken to council and the resolution was:

Moved: Cr M N Milloy-Rakich

Seconded: Cr G R North

Council support the request from Ms P Wells for the Shire of Morawa to accept ownership of Lot 12 Gutha.

**Carried
7-0**

Since the resolution was made it was revealed that the deceased estate never went to probate and the niece does not have control of the block of land, therefore the Shire can't take ownership this way.

CS Legal has advised the Shire of 3 ways to move forward to obtain ownership/control of Lot 12 Simpson Street Gutha.

Options:

1. Request the Minister to return the land to Crown Land and the Shire can obtain permission to manage the land.
2. Sell the land due to unpaid rates and put it up for Auction, the Shire can bid for it.

3. Put the property up for sale due to unpaid rates of over 3 years, if the property doesn't sell after 12 months it can be transferred into the Shire's name.

Option one means that it is not actually owned by the Shire. Option two, the Shire runs the risk of being outbid by another buyer.

OFFICER'S COMMENT

Nil

STATUTORY ENVIRONMENT

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

6.64. Actions to be taken

- (1) If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and —
 - (a) from time to time lease the land; or
 - (b) sell the land; or
 - (c) cause the land to be transferred to the Crown; or
 - (d) cause the land to be transferred to itself.
- (2) On taking possession of any land under this section, the local government is to give to the owner of the land such notification as is prescribed and then to affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
- (3) Where payment of rates or service charges imposed in respect of any land is in arrears the local government has an interest in the land in respect of which it may lodge a caveat to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.

6.68 . Exercise of power to sell land

- (1) Subject to subsection (2), a local government is not to exercise its power under section 6.64(1)(b) (in this Subdivision and Schedule 6.3 referred to as the **power of sale**) in relation to any land unless, within the period of 3 years prior to the exercise of the power of sale, the local government has at least once attempted under section 6.56 to recover money due to it.
- (2) A local government is not required to attempt under section 6.56 to recover money due to it before exercising the power of sale where the local government —

- (a) has a reasonable belief that the cost of the proceedings under that section will equal or exceed the value of the land; or
 - (b) having made reasonable efforts to locate the owner of the property is unable to do so.
- (3A) A local government is to ensure that a decision to exercise a power of sale without having, within the period of 3 years prior to the exercise of the power of sale, attempted under section 6.56 to recover the money due to it and the reasons for the decision are recorded in the minutes of the meeting at which the decision was made.
- (3) Schedule 6.3 has effect in relation to the exercise of the power of sale.

6.71 . Power to transfer land to Crown or to local government

- (1) If under this Subdivision land is offered for sale but at the expiration of 12 months a contract for the sale of the land has not been entered into by the local government, it may by transfer, where the land is subject to the provisions of the [Transfer of Land Act 1893](#) , and by deed, where the land is not subject to the provisions of that Act, transfer or convey the estate in fee simple in the land to —
- (a) the Crown in right of the State; or
 - (b) the local government.
- (2) When a local government exercises the power referred to in subsection (1)(a) in relation to any land all encumbrances affecting the land are, by virtue of this section of no further force or effect against that land and the Registrar of Titles or the Registrar of Deeds and Transfers, as the case requires, is to give effect to this section.
- (3) When exercising the power referred to in subsection (1)(b) the local government is required to pay the sum secured by, or payable under, a mortgage, lease, tenancy, encumbrance or charge in favour of the Crown in right of the State or a department, agency, or instrumentality of the Crown in right of the State.
- (4) Schedule 6.3 has effect in relation to the exercise of the power referred to in subsection (1).

POLICY IMPLICATIONS

Section 3 – Finance 3.4.7 Risk Management Controls

FINANCIAL IMPLICATIONS

CS Legal fees to assist the Shire in this entire process. Fees subject to option chosen.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That: (1) Lot 12 Simpson Street Gutha, be put up for sale due to unpaid rates of more than 3 years.

 (2) Should the property not be sold within 12 months, the property is to be transferred to the ownership of the Shire of Morawa and the Outstanding rates be written off.

7.2.2.5 Shire of Morawa 2015/16 Financial Year Budget Review

7.2.3 COMMUNITY DEVELOPMENT OFFICER

NIL

7.2.4 PROJECT OFFICER

NIL

7.2.5 Executive Manager Development & Administration

NIL

7.2.6 Chief Executive Officer - Other

<i>Date of Meeting:</i>	17 March 2016
<i>Item No:</i>	7.2.6.1
<i>Subject:</i>	Strategic Plan Update and Progress Report
<i>Date & Author:</i>	11 March 2016 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	18 February 2016 (Last update to Council)

SUMMARY

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

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

Other updates are also provided regarding the informing strategies including:

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

- 2015/16 Project Summary Report;
- Shire of Morawa February 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.

Currently, the Strategic Community Plan has 106 actions listed:

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

Table One: Summary of Strategic Actions

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

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

Informing Strategies

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

Long Term Financial Plan

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

Status

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

Asset Management Plan

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

Status

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 in February/March 2016.

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.

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 February 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:

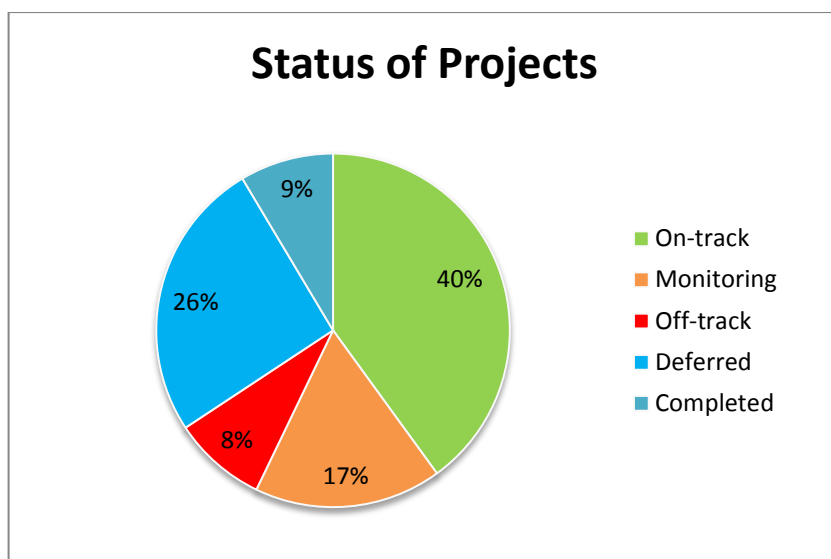


Chart 1: Breakdown on Status of Projects for 2015/16

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"> • Staff resourcing in terms of key roles has been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014. • The second key issue has been waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> - Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification has been developed. - MWDC requirement to continually review business cases (Project 15) ; • Thirdly competing re-allocation of resources undermining the strategic focus e.g. ongoing maintenance of key assets not provided for. However, the Asset Management Plan should improve this over time.
Completed	3 (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:

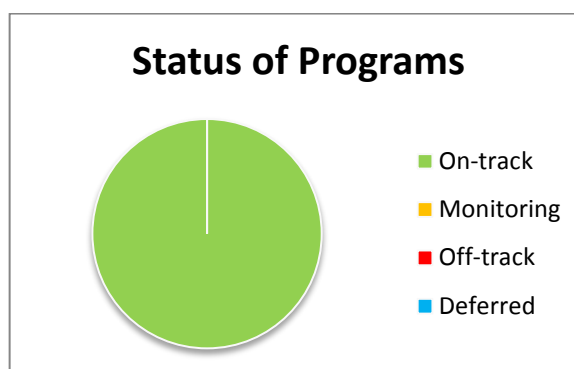


Chart 2: Breakdown on Status of Programs for 2015/16

Chart 2 indicates that four program areas on track i.e. the Roads (62%); Ongoing Health Care Provision (51%); Governance (50%); and Sports Facilities and Programs (60%). The programs on track are subject to key

operational or day to day activities and are impacted by seasonal issues. The latter programs generally take time for the costs to come through.

COMMUNITY CONSULTATION

As per the Strategic Plan Update and Progress Report

COUNCILLOR CONSULTATION

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

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

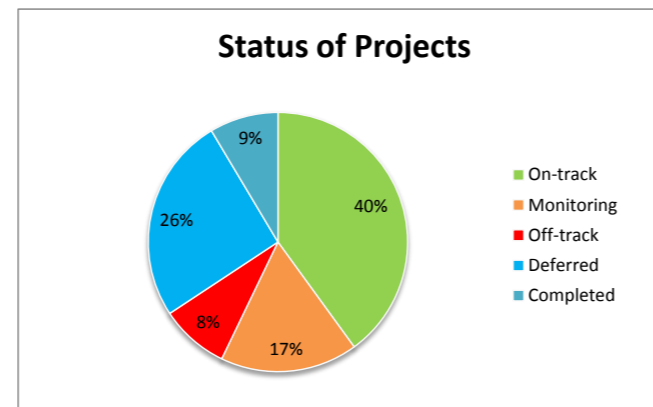
Accepts the Shire of Morawa Strategic Plan Update and Progress Report for February 2016, as tabled.

SUMMARY OF CORPORATE BUSINESS PLAN STATUS 2015/2016

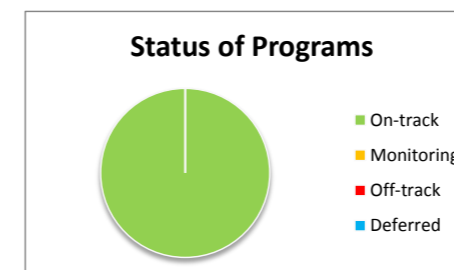
No.	Project	Who	Start	Cost	Cost Remaining	% Completed	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Greater Sports Ground Development	PO				100												
2	Sports Club Development Officer	CEO				100												
3	Recreational Facility Development	PO				90												
4	Morawa Community Care	EMDA				95												
5	Refurbish Old Chambers	CEO				85												
6	Childcare Centre Development	CEO				0												
7	Community Group Support	CDO				39												
8	Community Engagement & Communication	CEO				25												
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				0												
14	Sustainability Program	EMDA				0												
15	Develop Industry Training Centre	PO				25												
16	Migration Settlement Scheme (Research)	CEO				0												
17	Develop Additional Business Incubator Units	CEO				0												
18	Industry Attraction & Retention Project	CEO				83												
19	Local Tourism Industry Development	CDO				0												
20	Upgrade Morawa Airport	CEO				50												
21	Upgrade Major Roads and Annual Road Program	PWS				16												
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				80												
32	Old Morawa Hospital	CEO				80												
33	Leadership and Mentoring Young People	CDO				48												
34	Leadership and Advocacy Role	CEO				83												
35	Invest in Council's Capacity	CEO				83												
	Total					56.81												

Program Areas	Who	Start	Cost	Cost Remaining	% Completed	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Sports Facilities and Programs	CDO				60											
2	Ongoing Healthcare Provision	CEO				51											
3	Roads	PWS				62											
4	Governance	EMDA				50											
	Total					55.75											

Status	Projects
On-track	14
Monitoring	6
Off-track	3
Deferred	9
Completed	3



Status	Programs
On-track	4
Monitoring	0
Off-track	0
Deferred	0



Overview

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

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

Program Area: Recreation & Leisure

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

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

<p>Project management 0.1 FTE</p> <p>Percentage Completed: 70% 3.1: 80% 3.2: 100%</p>										<p>installed.</p> <ul style="list-style-type: none"> o A new backwash tank will be installed early in 2015/16 o 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. o A number of delays and contractual disagreements have occurred and the current estimate for opening the pool is 21 November 2015. o The floor surface of the pool has deteriorated since August 2015 and will need to be restored. o Following an independent assessment Council have directed the CEO to call tenders for works to tile the floor,walls, and wet deck surfaces. o Prior to calling tenders specialist engineers have been engaged to assess if concrete cancer is present. <hr/> <p>Reduction of Vandalism</p> <ul style="list-style-type: none"> • Maintenance costs (reduced) <p>Improved School Attendance</p> <ul style="list-style-type: none"> • School attendance records
<p>Program Area Operating Cost:</p> <ul style="list-style-type: none"> • Undertake ongoing maintenance and management of the Sports facilities and programs <p>Percentage Completed: 60%</p>	Ongoing			775,000	790,000	805,000	821,000			<p>Recurrent Cost post 2017: \$905,233 Staff Required: 3 FTE 2015/16 Budget \$911,316 Cost YTD: \$546,977</p> <p>Note: (Swimming Pools & Other Recreation)</p>
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)	
<p>Program Area Operating Cost:</p> <ul style="list-style-type: none"> • Support the implementation of the North Midlands Primary Care Project • Support the provision of 	Ongoing	3.1.1, 3.1.2, 3.1.3, 3.1.4		251,884	256,900	262,000	267,000			<p>Note:</p> <ul style="list-style-type: none"> • Expenditure for 2015/16: \$162,316; <p>Recurrent Cost post 2017: \$272,000 Staff Required: 0.02 FTE Cost YTD: \$82,644.66</p>

adequate GP services										
• Support the Three Springs Dental Service										
Percentage Completed: 51%										

Program Area: Community Amenities

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Morawa Community Care <p>Project management 0.6 FTE</p> <p>Percentage Completed: 95% 4 Units: 100% Management: 90%</p>	High	1.9.1	CEO	528,800	420,718	40,000	40,000	Morawa Community Care	<p>Construction 2013:</p> <ul style="list-style-type: none"> Construction of the 4 units completed Cost post 2013/14 are recurrent costs. Will need revaluation <p>Management:</p> <ul style="list-style-type: none"> Committee commenced 18 March 2014 and identified action matrix; Draft service delivery plan and policies developed and considered 13/05/14; Handover of units underway 30 April 2014; Sean Fletcher has been engaged to finalise the transfer of the Morawa Aged Care Units to the Shire. Transfer of land management order underway. The Department of Housing are proposing a deed of assignment transferring the interests of the MCC to the Shire. This option negates the need for a new JV agreement which has caused a significant time delay. Application and information packs have been prepared and will be marketed. A Deed of Novation has been presented to the 18 December 2015 OCM. The Management Order has been received. Shire staff are now working to complete the final agreements with a view to concluding the transfer of the JV and MCC units by 30 June 2016. <p>Elderly people age in their home community</p> <ul style="list-style-type: none"> Census figures <p>Older people able to live independently</p> <ul style="list-style-type: none"> Increase in number aged people

									staying in community
<ul style="list-style-type: none"> Refurbish Old Council Chambers <p>Percentage Completed: 85%</p>	High	1.7.3	CEO	0	220,000			LotteryWest	<ul style="list-style-type: none"> Capital Works for 2015/16 set at \$181,011. Funded: <ul style="list-style-type: none"> Municipal 45,026 Lotterywest: 90,595 Reserve: 45,026 Quotes have now been obtained for the remaining works. Use for the building to be discussed at the October briefing session This work has now been placed on-hold as the funds may be needed to fund the unexpected swimming pool works. 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. <p>Increased level volunteer activity</p> <ul style="list-style-type: none"> Annual survey Volunteering statistics available every census <p>Older people able to live independently</p> <ul style="list-style-type: none"> Number community activities per year monitored <p>Note: regular use is occurring.</p>
<ul style="list-style-type: none"> Childcare Centre development <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	3.1.8	CEO	0	0	0	0	<ul style="list-style-type: none"> Department of Communities Mid West Development Commission LotteryWest 	<ul style="list-style-type: none"> Deferred post 2015/16 Expected cost \$750,000 Expected completion date 2018 <p>Additional childcare places available to the community</p> <ul style="list-style-type: none"> Uptake of service <p>Employment opportunities in the caring industry</p> <ul style="list-style-type: none"> Number of people employed <p>Respite care available to parents</p> <ul style="list-style-type: none"> Respite visits number per annum
<ul style="list-style-type: none"> Community Group 	Medium	3.2.2, 3.2.4,	CEO	35,000	35,000	35,000	35,000		<ul style="list-style-type: none"> Future Fund agreement has been completed. The fund will be accessible

<p>Support:</p> <ul style="list-style-type: none"> • Billaranga Arts Studio • Morawa Historical Society • Community events • Morawa CRC • Biennial Arts Festival • Morawa Future Fund • Community connectedness forum • Morawa Chamber of Commerce <p>Project management 0.1 FTE Percentage Completed: 39%</p>		3.2.5, 3.4.1							<p>in 2015/16 based on 2014/15 interest earnings.</p> <ul style="list-style-type: none"> • CEO engaged with CCI • Power supply has been connected to the new Historical Society shed. <p>Budget 2015/16</p> <ul style="list-style-type: none"> • YTD: <ul style="list-style-type: none"> ○ Arts Festival \$10,000 ○ Museum: \$1,000 ○ Depreciation: \$9,922 <p>Costs 2015/16</p> <ul style="list-style-type: none"> • YTD: <ul style="list-style-type: none"> ○ Arts Festival \$0 ○ Museum: \$2,347 ○ Depreciation: \$5,836 • Recurrent costs post 2016 are \$35,000 per annum <hr/> <p>Community events enhance liveability of community</p> <ul style="list-style-type: none"> • Reports to Council community groups <p>Community feedback on events</p> <ul style="list-style-type: none"> • Annual community survey
<ul style="list-style-type: none"> • Community Engagement and Communication <p>Project management 0.05 FTE</p> <p>Percentage Completed: 25%</p>	Medium	4.1.1, 4.1.2	CEO	1,020	1,020	1,020	1,020		<p>Costs 2014/15</p> <ul style="list-style-type: none"> • Met through Public Relations Budget (\$21,000) • Recurrent costs post 2016 are \$1,020 per annum • Communication strategy and media consultant (Left of Centre LOC) have been included in the 15/16 budget at \$11,000. LOC have set up a Facebook page and are preparing content for media and Shire Snippets. <hr/> <p>Good relationship between community and Council</p> <ul style="list-style-type: none"> • Annual community survey
<ul style="list-style-type: none"> • Trails Strategy <p>Project management 0.1 FTE</p> <p>Percentage Completed: 20%</p>	Medium	1.7.2	CEO	0	0	260,000	0	<ul style="list-style-type: none"> • LotteryWest • Department of Regional Development 	<p>Morawa Perenjori Wildflower Drive Trail</p> <ul style="list-style-type: none"> • R4R Grant required listed in 2013/14 Budget: \$467,000 - Pending <p>Town Heritage Walk Trails 2014/15</p> <ul style="list-style-type: none"> • \$65,000 Lotterywest application unsuccessful (7 March 2014) • \$65,000 Shire contribution not budgeted <p>Bush Trails 2014/15?</p>

									<ul style="list-style-type: none"> • \$65,000 application "parked" with Lotterywest subject to Council contribution ; • \$65,000 Shire contribution required Recurrent cost post 2016: \$5,000 PA 2015/16 <ul style="list-style-type: none"> • Wildflower Drive trail \$138,915 • Town Heritage Walk \$128,970 • Bush Trail \$198,690 • Total \$467,000 has been included in the budget but only \$65,000 is funded. This is to be amended in the 15/16 mid year review. • Funding is to sought from Lotterywest, DRD are funding \$40,000 (from town centre revitalisation project) and it hoped this will be matched by Sinosteel. <p>Increased level of community activity and activation trails</p> <ul style="list-style-type: none"> • Annual community survey
--	--	--	--	--	--	--	--	--	---

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

Program Area: Environment

Goal: Protect and enhance the natural environment

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> • Waste Management – Regional Project <p>Project management 0.15 FTE</p> <p>Percentage Completed: 45%</p>	High	2.4	CEO, MWRC	0	360,000	0	0	Shires of Carnamah, Coorow, Mullewa, Perenjori, Three Springs and Mingenew	<ul style="list-style-type: none"> • Capital works for tip set at \$265,000. Funded by Refuse Station Reserve • Recurrent costs post 2016: \$60,000; • Joint project identified between Shire of Morawa and Shire of Perenjori: <ul style="list-style-type: none"> ○ DCEO successfully applied for \$5,000 in planning funding; ○ Joint approach discussed on 9 December 2013 at meeting between Presidents, Deputy President and CEO's - Agreed this is a key project. • Dallywater Consulting have developed strategic plan which was presented to Council on 17 July 2014 • Application for funding in the Waste Authority Regional Funding Program

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

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

Objective: A diverse, resilient and innovative economy

Program Area: Economic Services

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Develop Industry Training Centre <p>Project management 0.1 FTE</p> <p>Percentage Completed: 25%</p>	High	1.2.8, 3.1.5	MEITA & Shire	0	508,404	0	0	<ul style="list-style-type: none"> MWDC, Durack Institute, Department of Training & Workforce Development, Karara Mining Limited 	<ul style="list-style-type: none"> Training Centre expenditure: <ul style="list-style-type: none"> 2013/14 set at \$433,908; Funded through Mid West Investment Plan; Business case reviewed and submitted to MWRC Board 28 November 2013. Further changes completed: <ul style="list-style-type: none"> Improve in-kind contribution re project management; Develop job description form for training coordinator. 13 December 2013 the MWDC Board approved funding for this project; Final estimate received Business Case reviewed and submitted to MWDC. The business case needs to be re-drafted following discussions with the MWDC. Design and specifications have been prepared by EPS. CEO has received updated letters of support from Doray, Karara and Marrak. The project was shelved on the advice of MWDC, however following discussions between the CEO and SP the business is being updated by LOC. It was agreed at the SCP workshop held on 10 March 2016 that further submissions for grant funding will not be made at present. Recurrent cost post 2016: \$80,000 <hr/> <p>Students demand training and gain jobs in the mining industry as a result</p> <ul style="list-style-type: none"> Annual student numbers, conversion to employment <p>Specialist training provided through facility</p> <ul style="list-style-type: none"> Educational staff numbers (increase)
<ul style="list-style-type: none"> Migration Settlement Scheme (Research) <p>Project management 0.3 FTE</p>	Medium	Super Town Growth Implementation	CEO	0	0	0	0	<ul style="list-style-type: none"> Department of Immigration, Department of Training and Workforce 	<ul style="list-style-type: none"> Deferred post 2015/16 Expected cost \$45,000 <hr/> <p>Sustainable increase in population</p>

<p>Percentage Completed: N/A</p>		Plan						Development	<ul style="list-style-type: none"> Population trends
<ul style="list-style-type: none"> Develop Additional Business Incubator Units <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.9.7	CEO	0	0	0	0	<ul style="list-style-type: none"> MWDC, MEITS 	<ul style="list-style-type: none"> Deferred post 2015/16 Costs not identified <hr/> <p>New business established</p> <ul style="list-style-type: none"> New business establishment
<ul style="list-style-type: none"> Industry Attraction and Retention Project <p>Regional Resource – Investment Coordinator: 1.25 FTE (Funded MWIP)</p> <p>Project management 0.08 FTE</p> <p>Percentage Completed: 83%</p>	High	1.2.5, 1.5.2	Super Towns Project Manager	85,800	100,000	100,000	100,000	<ul style="list-style-type: none"> MWDC, MWCCI, Other Shires 	<p>2011/12</p> <ul style="list-style-type: none"> PRACYS developed Growth & Implementation Plan <p>2012/13</p> <ul style="list-style-type: none"> PRACYS commenced North Midlands Economic Development Strategy (\$85,800 inc GST); Prospectus reviewed January 2013 <p>2013/14</p> <ul style="list-style-type: none"> PRACYS developing North Midlands Economic Development Strategy: <ul style="list-style-type: none"> Framework finalised December 2013 Working Group established Feb 2014 (CEOs meeting 13 April 2014 for briefing); Investment plan required (attraction process defined)? Funding of \$100,000 pa from CLGF/Mid West Investment Plan not requested?; Project requires revaluation <p>2014</p> <ul style="list-style-type: none"> Regional Resource Coordinator employed and prospectus issued? <p>2015</p> <p>No further progress</p> <hr/> <p>Service gaps filled</p> <ul style="list-style-type: none"> Reported by community <p>Increased business activity</p> <ul style="list-style-type: none"> Applications recorded Reported by CCI
<ul style="list-style-type: none"> Local Tourism Industry Development <p>Support Visitor Information</p>	Medium	1.2.7, 1.2.10, 1.2.11	CEO	0	50,000	0	0	<ul style="list-style-type: none"> Wildflower Way Committee, Local Tourism Group 	<p>2015/16</p> <ul style="list-style-type: none"> CEO & CDO are attending Wildflower Country Committee meetings \$40,000 allocated for the Caravan park

Centre 0.02 FTE Project management 0.02 FTE Percentage Completed: 0%									Caretaker accommodation to be cfwd from 14/15 to 15/16. The need for this is under review. <ul style="list-style-type: none"> A temporary caretaker was appointed for the period July to September. This was a huge success and has lifted the caravan site profile. It is intended to employ similarly again in 2016. <hr/> Increase in visitor numbers <ul style="list-style-type: none"> Visitor numbers Caravan park Wildflower Way project <ul style="list-style-type: none"> Completion of project
---	--	--	--	--	--	--	--	--	--

Objective: Morawa is a comfortable and welcoming place to live, work and visit									
Program Area: Transport Infrastructure and Services									
Goal: Provide transport linkages and infrastructure which enables industry and community to grow and develop									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Upgrade Morawa Airport Project development support 0.02 FTE 13/14 Project management: 0.2 FTE – External 14/15 Asset management: 0.2 FTE - ongoing Percentage Completed: 50%	High	1.10.1, 1.10.2	Project Officer	0	40,000	1,000,000	1,500,000	RDAF	2013/14 <ul style="list-style-type: none"> New airport road sealed Feb 2014; An EOI has been requested by MDC for \$900k funding. This was submitted by 11 July 2014. Business Plans have been requested by DRD for the reallocation of \$500k Solar Thermal funds and \$1m Blackspot funds. These are now complete and were endorsed by Council at the December 2014 OCM. <ul style="list-style-type: none"> 2014/15 CEO has received letters of support from Doray, Karara., RFDS and Marrak. CEO has received letter from DRD informing the Shire that the reallocation of mobile blackspot funding has not been approved. 2015/16 <ul style="list-style-type: none"> Following discussions with the MWDC and DRD the CEO has prepared a new business case which will include a number of funding options.

									<ul style="list-style-type: none"> The business case option 1 (full upgrade) was endorsed by the MWDC subject to a commitment by Doray to use the airstrip. The CEO is to discuss the project again with the MWDC on 14 March 2016, following the receipt of 2 letters received from DRD regarding the reallocation of the Solar Thermal Funding. <hr/> <p>Commencement commercial facility</p> <ul style="list-style-type: none"> Commencement <p>Improved transport hub to the region</p> <ul style="list-style-type: none"> Volume traffic flow <p>Service hub RFDS</p> <ul style="list-style-type: none"> Usage
<ul style="list-style-type: none"> Upgrade Major Roads and Annual Road Program <p>Project management: 0.9</p> <p>Percentage Completed: 16%</p>	Medium	1.8	Works Manager	1,580,000	1,580,000	1,580,000	1,580,000	Department of Main Roads	<p>2015/16 (\$1,755,396) YTD: \$288,731</p> <p>Completed</p> <ul style="list-style-type: none"> Recurrent cost post 2016: \$1.6M <hr/> <p>Road safety</p> <ul style="list-style-type: none"> Survey <p>Asset maintenance</p> <ul style="list-style-type: none"> Improvement in asset ratios

<p>Program Area Operating Cost:</p> <p>Percentage Completed: 62%</p>	Ongoing		Works Manager	2,059,403	2,100,000	2,142,000	2,185,000		<p>2015/16 (\$1,619,388) Staff Required: 11 FTE Cost YTD: \$1,023,886</p> <hr/> <p>Recurrent Cost post 2017: \$2.23M</p>
---	---------	--	---------------	-----------	-----------	-----------	-----------	--	---

Program Area: Housing									
Goal: Provide housing for all needs (staff, aged, tourism) to facilitate growth and development									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)

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

Note:

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

Program Area: Town Centre Revitalisation									
Goal:									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
• Main Street Project	High	1.7.1,	Project	0	3,536,000	2,200,000	0	SuperTowns Project –	• The main street of Morawa will be

<p>Landcorp Project Management 1 FTE funded</p> <p>Project support: 0.5 FTE – External 13/14</p> <p>Percentage Completed: 80% Stage 1: 100% Stage 2: 100%</p>		1.7.5, 1.6.1	Officer					R4R	<p>revitalised to provide new opportunities for community interaction and an increased level of retail and commercial services:</p> <ul style="list-style-type: none"> o Freight Realignment (Stage 1) - 2013/14/15 o Civic Square (Stage 2) - 2013/14/15 o Recurrent costs of \$50,000 o Stage 3 deferred beyond 2015/16 o Stage 4 deferred beyond 2015/15 o Stage 5 commenced pending funding <p>2013/14</p> <ul style="list-style-type: none"> • Additional funding of \$2.536M announced 12 February 2014. • ; <ul style="list-style-type: none"> o Preferred tenderer (BCL Group) selected by Emerge and endorsed by Council on 31 July 2014. <p>2014/15</p> <ul style="list-style-type: none"> o Work has commenced on project. o BCL proposed a redesign due to ground levels. New design not acceptable to Council. Emerge have been requested to keep amended design close to the original. Amended design went to OCM in October. <p>2015/16</p> <ul style="list-style-type: none"> o • Projects completed. Now in defects period. • Outstanding are the completion of gravel works. BCL are waiting for MRWA approval of traffic management plans. <p>Civic Square constructed</p> <ul style="list-style-type: none"> • Project opened 30 April 2015. A commemorative plaque has been installed under the clock tower.
<ul style="list-style-type: none"> • Wireless and Mobile Blackspot Coverage 	High	1.3.2, 1.3.4	Project Officer	0	375,000	0	0	CLGF	<p>Shire of Morawa coordinating update to project business case. Funding required is as follows:</p>

<p>Project involves Shires of Morawa, Mingenew, Perenjori and Three Springs and MWDC</p> <p>Project management: 0.1</p> <p>Percentage Completed: 50%</p>									<ul style="list-style-type: none"> ○ Merkanooka (\$680,000) <ul style="list-style-type: none"> ▪ CLGF – R: \$ 83,333 ▪ MWIP: \$534,167 ▪ Shire Funds: \$ 62,500 ○ Morawa East High (\$942,000): <ul style="list-style-type: none"> ▪ CLGF – R: \$500,000 ▪ MWIP: \$379,500 ▪ Shire Funds: \$ 62,500 • Business went to the MWDC Board on 28 February 2014; • Minister Redman announced 7 March 2014 \$1M approved from CLGF – R; • FAA for project received by CEO. Advised DRD awaiting outcome of MWIP decision before project milestones developed; • MWDC Board advised 19/03/14 it does not support EOI. Advice issued to participating shire presidents; • Issue also referred to Shane Love MLA to discuss with Minister Redman; • Council briefed on current position 20 March 2014. Indicated that funding should now go to the upgrading of the Morawa Airport; • CEOs have had preliminary discussions on allocation of funding to the Airport project; • Item will be required by Council to seek reallocation of funding (May OCM 2014); • Letter of support received from Shire of Mingenew 29 April 2014. • See comments under item 20. <p>Note: The 2013/14 Budget contained an additional \$250,000 from the Community Development Reserve for electrical works</p> <hr/> <p>Meets community standards</p> <ul style="list-style-type: none"> • Monitoring data speed <p>Increase coverage and reliability</p> <ul style="list-style-type: none"> • Telstra
<ul style="list-style-type: none"> • Power Line Upgrade 	Medium	1.4.2	MWDC	0	0	0	0	Wester Power	Project deferred until development of next corporate business plan:

<p>Project management: 0.1</p> <p>Percentage Completed: N/A</p>									<ul style="list-style-type: none"> ○ Must be externally funded; ○ Budget \$7M
<ul style="list-style-type: none"> • Land Development – Residential and Industrial <p>Project management: Landcorp?</p> <p>Percentage Completed: 100%</p> <ul style="list-style-type: none"> • Residential: 100% • Industrial: 50% 	High	1.1.2	CEO	800,000 Landcorp	900,000 Landcorp			Landcorp	<p>Costs for 2012/13, 13/14 met by Landcorp:</p> <ul style="list-style-type: none"> • 38 residential lots • 50 industrial lots <p>2014/15 Residential Sub-division</p> <ul style="list-style-type: none"> • First stage of residential sub-division completed – 8 blocks. Non yet sold. <p>2015/16 Industrial Sub-division</p> <ul style="list-style-type: none"> • First stage of industrial sub-division – 6 blocks. Clearing re Club Road completed 8 March 2014. Part of the surplus from the Town Centre projects is being used to fund the sealing of Club Road. • An amount of \$174,000 has been included in the 15/16 draft budget to relocate Club Road • The realignment and sealing of Club road has been completed. Kerbing will occur during March. Brookfield and Landcorp have been advised. <hr/> <p>Lots successfully developed</p> <ul style="list-style-type: none"> • Sale of lots
<ul style="list-style-type: none"> • Gateway Project Plans <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"> • Designs received previously. Matters to be determined: level of funding, Munckton Road, the design (tower) • Funding sources : <ul style="list-style-type: none"> ○ Sinosteel: \$200,000. Stated in CBP confirmed. However, only \$30,000 put aside; ○ Shire: \$50,000 to be budgeted. Has not happened. ○ 13/14 Budget \$250,000 Sinosteel? ○ SMC are now offering \$100,000 ○ The CEO and SP have met with SMC on 17 July 2014 to discuss. SMC contribution to the gateway project. SMC agreed the contribution was not tied.

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

									<p>(Intention to Take):</p> <ul style="list-style-type: none"> ○ Sort by CEO/DCEO/PO 3 April 2014 as current order expires in May 2014; ○ Order approved until further notice <ul style="list-style-type: none"> • Further resolution on use of site required. • CEO has obtained a legal opinion on the transfer of the building and this has been distributed to councillors. <hr/> <p>Hospital is renewed as community asset</p> <ul style="list-style-type: none"> • Project completion and new community use
--	--	--	--	--	--	--	--	--	--

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

Program Area: Governance and Leadership

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> • Leadership and Mentoring – Young people <p>Project management 0.01 FTE</p> <p>Percentage Completed: 48%</p>	High	3.1.9	CYDO	0	120,000	120,000	120,000	<ul style="list-style-type: none"> • Morawa Youth Centre 	<p>2013/14</p> <ul style="list-style-type: none"> • Operating \$112,634; • Projects \$24,200 (Grants): <p>2014/15</p> <ul style="list-style-type: none"> • Operating \$158,892 • YTD \$15,396; <p>2015/16</p> <ul style="list-style-type: none"> • Operating \$186,330 • Projects \$96,275 (Grants \$42,500) • YTD \$134,937 <hr/> <p>Young people move into leadership role</p> <ul style="list-style-type: none"> • Number in community organisations and Council
<ul style="list-style-type: none"> • Leadership and Advocacy Role: • CBH to upgrade and extend facilities • Lobby for access to education system • Advocate with State Government to deliver NBN • Advocate with Western 	High	1.2.1, 1.3.4	CEO	0	0	0	0	<ul style="list-style-type: none"> • All major service providers, • State and Australian Government Agencies 	<p>Met through normal operating costs</p> <p>2013/14</p> <ul style="list-style-type: none"> • CBH: Has changed focus? No further action • Education System: MEITA project – Interim Business Case completed; • NBN: Satellite to Mt Campbell; Optic to Town; • Western Power – Townsite has been

<p>Power for an upgrade of the Morawa Three Springs Feeder</p> <ul style="list-style-type: none"> Lobby State Government to retain grain on rail Lobby for Roads Funding Engage with State Government re Kadji Kadji Station Advocate for visiting specialist and allied health Advocate for adequate police and emergency services <p>Project management 0.1 FTE</p> <p>Percentage Completed: 83%</p>									<p>upgraded, but feeder line under review see Status Report;</p> <ul style="list-style-type: none"> Grain on Rail: Watching Brief; Kadji Kadji: Conservation watching brief; Specialist & Allied Health: <ul style="list-style-type: none"> GP expanding practice, RFDS Dental Van in place; Police & Emergency Services: LEMC and CESM Program in place; Participated in Northern Zone Conference; <hr/> <p>Agencies and Service Providers meet community needs</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Invest in Council's Capacity <p>Oversee Management of Shire 0.1 FTE</p> <p>Integrated Strategic Planning Support: 0.2 FTE</p> <p>Annual Customer Survey: 0.1 FTE</p> <p>Percentage Completed: 83%</p>	High	4.3.1, 4.3.2, 4.3.3, 4.4.1, 4.4.2, 4.5.1, 4.5.2, 4.5.3, 4.6.1, 4.6.2, 4.7.1, 4.7.2, 4.8.1, 4.8.3	CEO	0	0	0	0		<p>Met through normal operating costs:</p> <p>Staff Training and Development</p> <ul style="list-style-type: none"> PWOH: \$34,438 Administration \$10,000 <p>Professional Development Councillors</p> <ul style="list-style-type: none"> \$4,000. <p>Traineeships</p> <ul style="list-style-type: none"> \$21,700. CII Student 5 day a week engaged <p>Whole of Life Costings</p> <ul style="list-style-type: none"> 12/13 Plant & Equipment 13/14 Land & Buildings 14/15 Road Infrastructure 15/16 Furniture & Equipment <p>Implemented IPR Framework</p> <ul style="list-style-type: none"> SCP 21/06/12; CBP 20/06/13; Department requested modifications to SCP by 31 March 2014 – completed 25/03/14; SCP reviewed in September 2014. A full review will occur in February 2016. Risk Management policy, compliance plan and strategy now complete. Endorsed by Council November 2014. (Reg. 17). Commenced and completed in August 2014 by LGIS. Endorsed by

									<p>Council in December 2014</p> <p>Review Council Policies and Local Laws</p> <ul style="list-style-type: none"> The review of policies has been completed and will be presented to Council August 2015. Local Laws review will be undertaken in 2015/16. <p>Compliance with all Legislation and LG Act</p> <ul style="list-style-type: none"> Annual Compliance Return 2014 completed and submitted in March 2015. PID annual survey completed, 30 June 2014 FOI annual return completed 30 June 2014 A governance calendar has been compiled. <p>Delivery of Services as Sub-Regional Hub</p> <ul style="list-style-type: none"> Ongoing Shared Services, further discussions to take place. <p>Annual Customer Surveys</p> <ul style="list-style-type: none"> Process to be revisited during 2015/16 <p>Excellence in governance, management and leadership</p> <ul style="list-style-type: none"> Annual community survey
--	--	--	--	--	--	--	--	--	---

<p>Program Area Operating Cost:</p> <p>Percentage Completed: 50%</p>	Ongoing		CEO	836,083	852,000	869,000	886,000		<p>2015/16 YTD (\$47,072)</p> <p>Staff Required: 1 FTE</p> <p>Members of Council</p> <p>Budget: \$376,187</p> <p>Actual: \$221,507</p> <p>Governance – General</p> <p>Budget: \$123,662</p> <p>YTD Actual: \$28,160</p> <p>Recurrent Cost post 2017: \$903,000</p>
---	---------	--	-----	---------	---------	---------	---------	--	---

Assessment

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






Criterion	Key Requirements	Progress/Comment	Tracking
Assessment of Projects	<p>Projects (35):</p> <p>Projects on-track: 14 Projects monitored: 5 Projects off-track: 4 Projects deferred: 9 Projects completed: 3 Percentage Completed: 50.35%</p> <p>Program Areas-Operating (4):</p> <p>Monitor 0 On-track 4 Off-track 0</p>	<p>Projects</p> <ul style="list-style-type: none"> Staff resourcing in terms of key roles had been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position; The second key issue has been the constant waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> State Cabinet – continual delays whilst it makes a decision (Town Centre Revitalisation and Freight Road Re-alignment); Scrapping of Commonwealth funding programs e.g. RADF5 (Town Hall project); Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding the Morawa Swimming Pool); MWDC requirement to continually review business cases; Competition regarding the availability of bitumen for major road projects (has been secured for Feb 2014, so will be on track) The majority of projects with monitoring status, although they have a low completion status, are on track in terms of where they are regarding the timeline of the project. <p>Program Areas-Operating Each program area – operating although they have a monitoring status and off-track status, are on track in terms of normal operations for this time of year.</p>	

Resource Capability (Staff)	<ul style="list-style-type: none"> • CBP: 2.08 FTE • Programs: 24.07 FTE • Project Officer funded externally • MWRC setting up support re: <ul style="list-style-type: none"> ○ Human Resource Management ○ Higher Level Financial Management ○ Engineering ○ Health and Building • Succession planning/mentoring 	<p>The key issue here is that the MWRC has dissolved and so is no longer in a position to provide additional support. In particular:</p> <ul style="list-style-type: none"> • HRM appears to be lacking; • Higher level financial management appears to be lacking; • Engineering support has fallen over; • Health and building support has fallen over. Now using City of Greater Geraldton, however this is proving a difficult relationship. • CEO is currently assessing these issues. <p>The balance between SuperTownships and local government operations is impacting on staff. Key impacts include:</p> <ul style="list-style-type: none"> • The struggle to provide consistent governance support; • Records management constantly suffers; • Front line services constantly interrupt administration support. <p>Resource sharing with Shire of Perenjori is now being explored to help address the above. CEO has made contact with Perenjori CEO to discuss further.</p>	
Assets of the Shire	<p>Whole of Life costs for the next 10 years are put at \$2,426,700 per annum</p>	<p>No change. However, this may change once the review of the asset management plans are completed at the end of 2015.</p>	
Financial Estimates of the SCP	<p>Funding:</p> <ul style="list-style-type: none"> • Shire Contribution \$3,041,238 • CLGF – Regional: \$ 250,000 • CLGF – Local: \$ 718,000 • Mid West DC: \$3,049,980 • Other: \$5,147,500 <p>Financial Ratios</p> <ul style="list-style-type: none"> • It is not believed that the CBP will negatively impact on the ratios • Will need recalculation in line with the long term financial plan 	<p>Funding:</p> <p>As per Assessment of Projects:</p> <ul style="list-style-type: none"> • CLGF – R for Mobile Blackspot Tower Project of \$583,333 (out of \$1M approved 7 March 2014); • CLGF – L 358,000 for 2012/13 is subject to reinstatement as part of the State Budget process for 2014/15 <p>Financial Ratios</p> <p>The 2014/15 auditor's report puts three ratios within acceptable limits and three that are borderline</p>	
Operational Risk Assessment	<p>Consists of three key elements:</p> <ul style="list-style-type: none"> • Systems • Processes • Resources 	<p>A Corporate Risk Management Plan and Matrix has been prepared for the Shire</p> <p>Document Management</p> <ul style="list-style-type: none"> • Staff is in the process of setting up electronic records management. <p>Project Management</p> <ul style="list-style-type: none"> • A project management policy has been prepared and was 	

		<p>endorsed by Council at the October 2014 Council Meeting</p> <p>Stakeholder Management System</p> <ul style="list-style-type: none"> • Not in place. CEO is currently developing this. <p>ICT System</p> <ul style="list-style-type: none"> • Current system is adequate for needs. Requires optimisation of its use. An ICT Strategic Plan is required. <p>HR Processes</p> <ul style="list-style-type: none"> • Training and development is budgeted for; • Flexible work arrangements are in place; • Recruitment processes have been improved since November 2013 (recruitment start up sheet and interview assessment sheet introduced); • Performance review process has been developed and is currently underway and will be completed by end of September 2015. <p>Workforce Planning and Cost Modelling</p> <ul style="list-style-type: none"> • Performance management system required; • A review of JDFs (PDs) is being undertaken and is due to be completed by end of September 2015. <p>Skills Development</p> <p>See HR processes and Workforce Planning and Cost Modelling</p> <p>Workforce</p> <ul style="list-style-type: none"> • Corporate Business Plan monthly report developed and implemented December 2013; • Also see workforce planning and cost modelling. <p>Council</p> <ul style="list-style-type: none"> • Engagement of community regarding the role of the Shire and Council's responsibilities is required; • Review of the community engagement policy required; <p>Asset Base</p> <ul style="list-style-type: none"> • Rationalisation of assets will occur with the adoption of the asset management plans; • Collaborative regional processes that optimise the revenue base is occurring 	
<p>Internal Analysis (Required Improvements)</p>	<p>There are 10 key improvements required:</p> <ol style="list-style-type: none"> 1. Invest in electronic data management 2. Implement electronic project management. Microsoft Project software purchased. 3. Stakeholder relationships managed 	<p>See Operational Risk Assessment</p>	

	<p>electronically. A stakeholder schedule will be developed early 2015/16.</p> <ol style="list-style-type: none"> 4. Communication systems between staff and councillors 5. Formal HR mentoring for senior staff 6. Implement HR systems 7. Effective job planning, detailed JDFs are being developed. 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 		
<p>Measuring Our Success</p>	<p>The Key Performance Measures are:</p> <ul style="list-style-type: none"> • Community satisfaction telecommunication services (AS); • Community satisfaction town amenity (AS); • Community satisfaction housing supply (AS); • Community satisfaction other services (AS) • Number houses built per year; • Land availability for projects; • Nil waste targets achieved; • All residents able to access primary health care service within 24 hour target; • Number cultural events held; • Annual community satisfaction with cultural, heritage and recreation services (AS); • Volunteering rate each census period; • Community satisfaction with engagement with Council (AS); • Improvement in financial ratios • Low employee turnover 	<p>Annual Survey (AS) Outcomes:</p> <ul style="list-style-type: none"> • Survey process is in place. Satisfaction levels developed based on Shire of Morawa Community Engagement Report 2012. <p>House Built Statistics:</p> <ul style="list-style-type: none"> • To be determined (possibly 2 per annum) <p>Waste Targets</p> <ul style="list-style-type: none"> • Closure of Landfill by 2016; Subregional centre in place 2016 <p>Primary Health Care Access (24 hour)</p> <ul style="list-style-type: none"> • Increase satisfaction rating from 2.23 – 2.93. <p>Cultural Events</p> <ul style="list-style-type: none"> • There are 12 – 15 events in place a year. • Arts festival in place <p>Volunteering Rate (ABS Census)</p> <ul style="list-style-type: none"> • To be ascertained <p>Financial Ratios</p> <ul style="list-style-type: none"> • These are now compiled and form part of the 2014/15 annual financial statements. <p>Employee Turnover</p> <ul style="list-style-type: none"> • Currently 7%. The benchmark for local government is 12%-16% <p>Successful Fundraising for key Projects = 50%</p> <ul style="list-style-type: none"> • Grants approved to date include: <ul style="list-style-type: none"> ○ RADS funding \$20,000 to develop Airport Masterplan. Shire contribution will be \$20,000; ○ DER - Waste Management Strategic Plan: \$5,000. Shire's contribution \$5,000. 	

- Successful fundraising for key projects 50% target
- It would be appropriate to develop a grants plan and matrix to Identify, track and summarise all grants received

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

7.2.6.2 Correspondence

7.2.6.3 Information Bulletin

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

9. **Applications for Leave of Absence**

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

11. **Questions from Members without Notice**

12. **Meeting Closed**

12.1 Matters for which the meeting may be closed

12.2 Public reading of resolutions that may be made public

13. **Closure**

Next Meeting

Ordinary Meeting 21 April 2016