



AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD ON

THURSDAY, 15 MARCH 2018

5.30^{PM}

SHIRE COUNCIL CHAMBERS

Note: 5.30pm – To be preceded by Electors Meeting



**WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY**

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 COUNCIL'S DECISION.

**CHRIS LINNELL
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.

DISCLOSURE OF FINANCIAL/IMPARTIALITY/PROXIMITY INTERESTS**Local Government Act 1995 – section 5.65, 5.70 and 5.71****Local Government (Administration) Regulation 34c**

<i>This form is provided to enable members and officers to disclose an Interest in a matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C</i>	
Name of person declaring the interest	
Position	
Date of Meeting	
Type of Meeting (Please circle one)	Council Meeting - Committee Meeting - Special Council Meeting Workshop - Briefing Forum

Interest Disclosed	
Item Number and Title	
Reason for interest	
Type of Interest (please circle one)	Financial Proximity Impartiality

Interest Disclosed	
Item Number and Title	
Reason for Interest	
Type of Interest (please circle one)	Financial Proximity impartiality

Interest Disclosed	
Item Number and Title	
Reason for Interest	
Type of Interest (please circle one)	Financial Proximity Impartiality

Signature: _____

Date: _____

Important Note: Should you declare a **Financial** or **Proximity** interest, in accordance with the Act and Regulations noted above, you are required to leave the room while the item is being Considered.

For an **Impartiality** interest, you must state the following prior to the consideration of the item:

“With regard to agenda item (read item number and title), I disclose that I have an impartiality interest because (read your reason for interest). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly

SHIRE OF MORAWA
REQUEST FOR WORKS AND SERVICES

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

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

On _____
Date

Chief Executive Officer

Received Date

Filed On: _____
Date

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

Councillors Name/Signature _____

Date: _____

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

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1 Declaration of Opening

The Shire President to declare the meeting open.

1.1 Recording of Those Present

Cr K J Chappel	President
Cr D S Agar	
Cr J M Coaker	
Cr D B Collins	
Cr K Stokes	

Mr C Linnell	Chief Executive Officer
Ms S Appleton	Executive Manager Development & Administration
Mrs J Goodbourn	Executive Manager Corporate & Community Services
Ms E Cuthbert	Economic Development Manager
Mr P Buist	Principal Works Manager
Mrs S Adams	Executive Assistant to CEO

1.2 Apologies

Cr D S Carslake

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

2.1.1 Carol Penn

Letter from Daniel James dated 10 February 2018:

Solomon Terrace recently had roadworks to reseal the road. The surface now has much loose gravel which has accumulated in a pile at the end of Solomon Terrace at the T Junction with Stokes Road. Along Solomon Terrace gravel is quite loose on the road surface and it does not appear the roadworks have been finished. Could you advise if there are further works to be conducted in the near future?

With regard to the recent reseal of Solomon Terrace the work has been completed, however, the Shire does need to undertake the final road sweep of loose gravel in mid to late March.

When my mother and I first viewed the property in June 2017 I noticed on the vacant land behind the property there was a forklift which did not appear to be in working order and also further up the back lane towards Evans Street there was a BBQ and other rubbish. Settlement finally occurred on 3 August 2017. In or about October 2017 I took a notice into the Shire Office advising of the forklift and the

BBQ and also the broken bin lid in the street outside the property. I recall handing the notice to Ellie Cuthbert but do date I have not received any acknowledgement of the content of the notice. The forklift and BBQ are still on the vacant land and the bin lid has yet to be repaired. Can you advise when these items will be removed/repaired as it does not make the area look appealing?

Your Notice of Items Requiring Attention submitted to the Shire in October 2017 was in fact presented to the front administration counter on 12 October and not to Ellie Cuthbert as suggested. Unfortunately, the notice was not received by the Principal Works Supervisor to action. The BBQ should be removed within the next two working days and the broken lid on the public bin should be repaired within 10 working days.

The BBQ has been removed and the bin lid repaired.

The forklift appears to be located on private land and the Shire will be writing to the owners of the lot requesting the removal of the forklift.

When we were considering purchasing the property I attended at the Shire Office to gather more information in regard to Morawa in general and at that time was advised about grants for new businesses. I recall discussing this later with Ellie Cuthbert who suggested I get a business plan into the Shire as soon as possible. This was prepared and sent in and I understand from my mother that Ellie Cuthbert mentioned about sending it to other business owners which was not what I wanted to occur as the information is and was confidential. It was lodged via email and Ellie responded that no grants were being considered at this time which seemed to contradict what we had been advised previously. The CEO Chris Linnell did make contact with my mother and a meeting was arranged which I unfortunately could not attend. Now this weekend I was again looking through the website for the Shire of Morawa and it still indicates that grants are available as incentives for new businesses and would appreciate it if the Council can advise when these are available and how I can make such an application.

At no time was the Business Plan document or any of its content or details shared with anyone else by the Shire.

The Shire of Morawa Business Incentives webpage states that applications under the Morawa Incentives for Investment program will only be accepted after a site visit, or an appointment with the Chief Executive Officer and projects will be considered on their merits. The decision to proceed with any proposal is at the discretion of the CEO.

The Shire of Morawa website also indicates that verge pick-ups of rubbish generally takes place twice a year but this has not occurred to date. Between the time we signed the offer to purchase the property in June 2017 up to settlement on 3 August 2017 rubbish had been dumped at the property by a person or persons unknown. AS neither my mother nor I own a vehicle able to move the rubbish we enquired when the verge pick up would occur or if a skip bin could be arranged but neither option was available. Can you advise when verge pick-ups are to take place and if our rates payments take into account that this should have been occurring as per your website.

The Shire website states two verge side rubbish collections per annum. Currently, we offer one per annum. This would usually occur in July and there are no fees for this service. We apologise for error and the website has been updated.

As indicated above we are renovating the property and hope to have the exterior looking smart, clean and presentable to be able to conduct business in the shop front part of the property. The property immediately next to us being 21 Solomon Terrace is in a sad state of repair and each storm causes more of the structure to deteriorate. The front of the building has broken glass and the patio structure is collapsing. Part of the air condition unit on the roof has moved towards the edge of the roof and could possibly fall into my property which could cause harm. Guttering on one side of the building parallel to my property has fallen down and needs repair. I understand the owner resides in Geraldton and request you to contact the owner to arrange for repairs to be done, have the front area cleaned up of the broken glass and make the building more secure to prevent children entering and injuring themselves. I attach some photos for your consideration.

The Shire's Environmental Health Officer will look into the concerns with 21 Solomon Terrace on his next visit.

The Shire's Environmental Health Officer has visited the property and contacted the property owner in Geraldton to undertake required works to the building.

Also in regard to the same building it has been brought to my attention by the former owner of my property there are petrol tanks situated in the ground at the front of 21 Solomon Terrace. Are you able to confirm these tanks are not hazardous or likely to cause any problem for my property?

It is our understanding that there have never been any petrol tanks situated at 21 Solomon Terrace, however, we will look further into the possibility.

The Shire's Environmental Health Officer has inspected the decommissioned fuel tanks and found there is no requirement to do further works. This was confirmed by the Department of Mines, Industry Regulation and Safety.

I have also noted that the Shire of Perenjori runs a 24 hour gym with very reasonable membership fees. Can the Council take into consideration this would be a useful addition to Morawa as it would promote a healthy lifestyle for the residents.

The Shire of Morawa acknowledges your request for a local 24 hour gym. The Shire would like to see the provision of such a service to our community, but has limited financial reserves.

2.2 Public question time

3 Declaration of Interest

Members are to declare financial, proximity and indirect interests.

4 Confirmation of Minutes of Previous Meetings

4.1 Ordinary Council Meeting - 15 February 2018

5 Public Statements, Petitions, Presentations and Approved Deputations

Jen Thomas - deputation regarding an application for the North Midlands region for Digital Farm Grant funding available from Department of Primary Industries and Regional Development.

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 Executive Manager Corporate & Community Services

7.2.3 Executive Manager Development & Administration

7.2.4 Economic Development Manager

Nil

7.2.5 Principal Works Manager

Nil

<i>Item No/ Subject:</i>	7.1.1 Strategic Community Plan – Major Review
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	27 February 2018 – Dale Stewart of LG Services WA
<i>Responsible Officer:</i>	Chris Linnell - Chief Executive Officer Chris Linnell -
<i>Applicant/Proponent:</i>	Chief Executive Officer
<i>File Number:</i>	CM.PLN.2
<i>Previous minute/s & Reference:</i>	

SUMMARY

A major review of the Strategic Community Plan has been undertaken with the result, the Shire's new Strategic Community Plan 2018 – 2028, now presented and recommended for advertising to receive final input from the community.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 – 7.1.1a Shire of Morawa Strategic Community Plan 2018 – 2028 (Draft)
Attachment 2 – 7.1.1b Shire of Morawa Strategic Community Plan 2018 – 2018
Information Sheet

BACKGROUND INFORMATION

The Strategic Community Plan Update was adopted on 21 June 2012.

A desktop review was undertaken on 12 September 2014 and adopted by Council on 18 September 2014.

A major (four year) review of the Strategic Community Plan commenced some time (2016) and is now concluded with this draft, based on further significant investment by the Council in consultations undertaken in 2017 and 2018.

OFFICER'S COMMENT

The Plan represents a significant departure and shift from the one adopted in 2012, immediately post the nomination and acceptance of Morawa as a 'SuperTown' in 2011.

Significant structural changes have transpired since that time including;

- A downturn in mining and associated resource industry support services;
- Effective removal of the SuperTowns program and its associated funding;
- Effective removal of grants available through Royalties for Regions and
- Drought conditions.

As a result, it has necessitated a recasting of the next 10 years priorities and resultant strategies.

Whilst our 'Vision' is significantly the same, "*A welcoming and inclusive community with diverse regional partnerships that have created a vibrant and growing economy*", our 2016 census population and predications around growth with future populations have changed. We are now casting our Plan around stabilisation and modest growth aspirations rather than seeing mining and allied resource activities as our saviour.

Once adopted, the Strategic Community Plan will form the basis of the next version of the Corporate Business Plan and the 2018/19 and subsequent budgets.

COMMUNITY CONSULTATION

The Strategic Community Plan 2018 – 2028 reflects the views of the community via several workshops, surveys, forums and engagement exercises conducted by the Shire since the minor review undertaken in 2016, by Left of Centre Concepts and Events.

These included;

Morawa Regeneration Group – October 2017

- Group Workshops in Morawa, under the banner, Morawa Regeneration Group, with an impressive 48 different residents and ratepayers contributing. It was conducted by JoynerSlot Consulting, in association with Liz Storr from Storybox, over the days of 25 and 26 October 2017. These Workshops were divided into three distinct focus groups;
 - Community (28 people);
 - Business (14 people); and
 - Farmers (6 people).
- It involved visioning exercises exploring interest areas as follows;
 - Social Capital;
 - Human Capital;
 - Financial Capital;
 - Built Capital;
 - Natural Capital;
 - Political Capital; and
 - Cultural Capital.

Strategic Community Plan Review – August 2017

- Focus Group Workshops in Morawa in August 2017, with 16% of the total population (96 persons), conducted by Dr Barbara Maidment, Director of the Margaret River Business Centre. These workshops were divided into the following distinct focus groups;
 - Ratepayers (2);
 - Teen students (11);
 - Young mothers (13);
 - Outlying community members (Canna and Gutha) (15);
 - General community (35);
 - Senior local government staff members (8); and
 - Business owners (12).
- With the exception of the teens, which involved a less formal approach, they involved visioning exercises exploring interest areas as follows;
 - Have there been any significant changes in the organisation's internal capacity?
 - Have there been any changes in the organisation's external environment?
 - Review and reaffirm values;
 - Review and reaffirm vision and mission statements;
 - Review and adjust objectives, considering new objectives, actions or strategies and;
 - Priority key focus areas.

The draft Strategic Community Plan is recommended to be advertised widely in the community seeking public comments and submissions for a period of 30 days. This is consistent with the Shire's recently adopted Community Engagement Plan and Framework.

Advertising of a draft Plan is not required by law, however, is recommended by the administration to ensure that we can validate that we correctly 'heard' what the community and its various sectors had to say, and that this is reflected in the aspirations and outcomes proposed for the next 10 years.

COUNCILLOR CONSULTATION

Given the Strategic Community Plan is required to and designed to represent the communities' aspirations and vision for the future (not the Shire's per se), elected members were formally invited to participate in the final session of engagement in early February 2018.

That session tested;

- The current 'Pillars' of the Plan, slightly changing their titles but not the intent or objectives;

- Marginally modified the proposed 'Vision', which has changed only slightly from that adopted in 2012;
- Identified many achievements and several shortcomings that the Council was cognoscente of since creation of the first Strategic Community Plan;
- Identified current priorities and potential threats; and
- Slightly modified the wording of the stated 'Values', to better reflect the communities views about greater communication and consultation needing to be demonstrated by the Council in implementing the Plan.

STATUTORY ENVIRONMENT

The Local act 1995, Section 5.56 states:

"5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district."

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

"19C. Strategic community plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

(c) demographic trends.

(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications. *Absolute majority required.

(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

(10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.”

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

In making or reviewing a strategic community plan, a local government is to have regard to the capacity of its current resources and the anticipated capacity of its future resources.

STRATEGIC IMPLICATIONS

The Strategic Community Plan, once adopted by the Council, will set future strategic directions (for at least the next two years pending the next minor review) to be incorporated into the next iteration of the Corporate Business Plan, Annual Plan and Annual Budgets.

RISK MANAGEMENT

Under the Integrated Planning and Reporting Framework, the Shire of Morawa is required to meet the compliance requirements.

This review complies with the requirements of a major review, as established by the Department of Local Government, Sport and Cultural Industries.

VOTING REQUIREMENTS

Simple Majority

OFFICER’S RECOMMENDATION

That with respect to the Strategic Community Plan 2018 – 2028 (Draft), Council:

- 1) Resolve to authorise the advertising of the document widely in the local community for a period of 30 days, encouraging written comment and submissions to be lodged.
- 2) Resolve to review all comments and submissions before considering adoption of the Plan taking into account the input received.



Shire of Morawa
Breaking New Ground
Draft Strategic Community Plan
2018 to 2028



The Shire of Morawa

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Update 2016 Prepared by:

Left of Centre Concepts and Events

Phone: 0427 426 496

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2018 – 2018 Major Review Prepared by:

Dale Stewart



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Document Management

Version: 1

Status: Draft

Date: 24 February 2018



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Our Vision

A welcoming and inclusive community with diverse regional partnerships that have created a vibrant and growing economy.

Our Mottos

Shire of Morawa: Breaking New Ground

Tourism: Exploring Wildflower Country

Message from the Shire President and Chief Executive Officer

Welcome to your Strategic Community Plan (2018 to 2028) for the Shire of Morawa. This plan captures your visions and aspirations for the future and outlines how we, as your elected representatives and local government employees will, over the next decade, work towards a brighter future for the Morawa community.

Our Strategic Community Plan outlines our long term vision, values, aspirations and objectives, based on the input provided by you, our community. The outputs will then be fed into the next iteration of our Corporate Business Plan, which is an internal working document to cover the period 2018 to 2022, and our Annual Plan (covering the period 2018/19) to ensure our priorities and resources are aligned, and provide a mechanism to ensure the strategies are delivered and our effectiveness measured.

A lot has come to pass since 2011, when the then Minister for Regional Development and Lands, Hon Brendon Grylls MLA, nominated Morawa as one of nine local governments in the southern part of the State to be part of the State Government's Royalties for Region's SuperTowns Program. And whilst Morawa is still a 'super town', we now need to respond to circumstances that present in 2018, with a different Government, a different economy, and far changed access to grants than presented in the years following 2011. So whilst the name and grant opportunities may have changed, the opportunities and confidence we have in our community as a sub-regional centre have not.

Morawa will continue to thrive and *break new ground*, as we have for the last 100 years, and innovate and develop our comparative advantages, whilst minimising and diversifying from our disadvantages.

Mining and Resource activity is still an area that the community will grasp and maximise as opportunities arise, however our mainstay continues to be Agriculture and Service Industries, together with Health and Education.

As a community we have benefited immensely from participating in the SuperTown Project, with much of the planning still valid today and upgrades to community facilities and our main street permanent and valuable legacies.

In this our second Strategic Community Plan, we believe we have captured your aspirations and have reflected these in our desired outcomes. We will work in partnership with the community and other key stakeholders to deliver these outcomes using the strategies we have detailed in this plan.

The Plan could not have been produced without the input of the local community and I thank everyone for their enthusiastic response and taking the time to fill in the surveys and attending the workshops. Your responses gave us a valuable insight into your visions and aspirations for our future.

The Strategic Community Plan is part of an Integrated Strategic Planning Framework (IPRF) that drives all of our activity. The framework has been developed in accordance with the Department of Local Government, Sport and Cultural Industries Integrated Planning and Reporting Framework and Guidelines, which were released in October 2010 (updated 2016). Section 5.56(1) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.

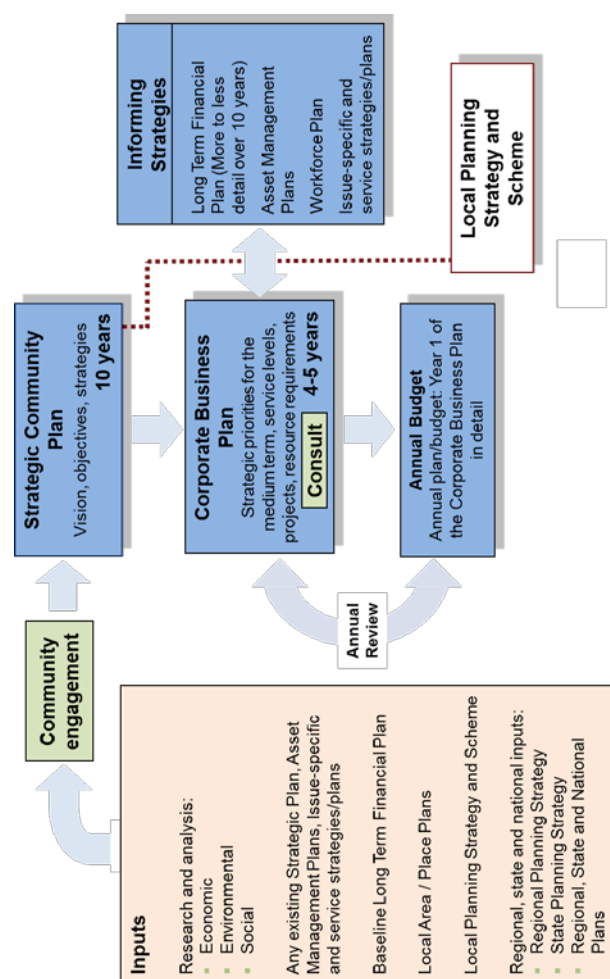


Diagram 1: Integrated Strategic Planning Framework

The framework has the following elements:

- 10 year Strategic Community Plan which outlines our vision for the future, our values and our strategic goals. This was adopted by Council in July 2012.
- 4 year Corporate Business Plan which details what we will do to implement the Strategic Community Plan. This document details the key projects and resources required to deliver on the Strategic Community Plan and details the planned project outputs/outcomes, estimated project costs, source of funds, project schedule and resources required to implement projects. The Corporate Business Plan also contains a risk assessment of the Shire's financial and human resource capacity to implement the Plan over the 4 years.
- An Asset Management Plan which enables the Shire to plan and manage their assets so that the community's aspirations can be reached. It is based upon 'whole of life' and 'whole of organisation' approaches and the effective identification and management of risks associated with the use of assets.

- 10 year Long-term Financial Plan that indicates the Shire's long term financial sustainability at a high level, allows for early identification of financial issues and their longer term impacts, and shows the financial impacts of plans and strategies.
- A Workforce Development Plan which analyses the operational capacity of the Shire, in contrast to the strategic needs created by the plans, and identifies the capacity, skills and knowledge gaps and how to address them.
- An Annual Budget which records the planned activity and expenditure for each year; and
- An Annual Report which provides the community with a detail account of what has been achieved each year and progress made towards the Performance Targets and achievement of Corporate Business Plan.

We have much to be proud of as a community, having brought much needed new investment into the Shire during the life of the 2012 Strategic Community Plan.

Amongst our successes we count a much needed and improved Town Centre and Town Square, bringing with it a much safer and attractive Main Street and gardens, improvements in rural road maintenance, new industrial and residential land subdivisions, improvements to our Swimming Pool and Skate Park and quality new Residential Aged Care Units.

This new Plan now challenges us to look beyond Royalties for Regions and SuperTowns and with our promise to communicate more and more often.

The Council and administration welcome your contributions and thoughts, and look forward to continuing our focus to ensure Morawa achieves its stated vision to be '*a welcoming and inclusive community with diverse regional partnerships that have created a vibrant and growing economy*'.



Karen Chappel

Shire President



Chris Linnell

Chief Executive Officer

About Our Shire

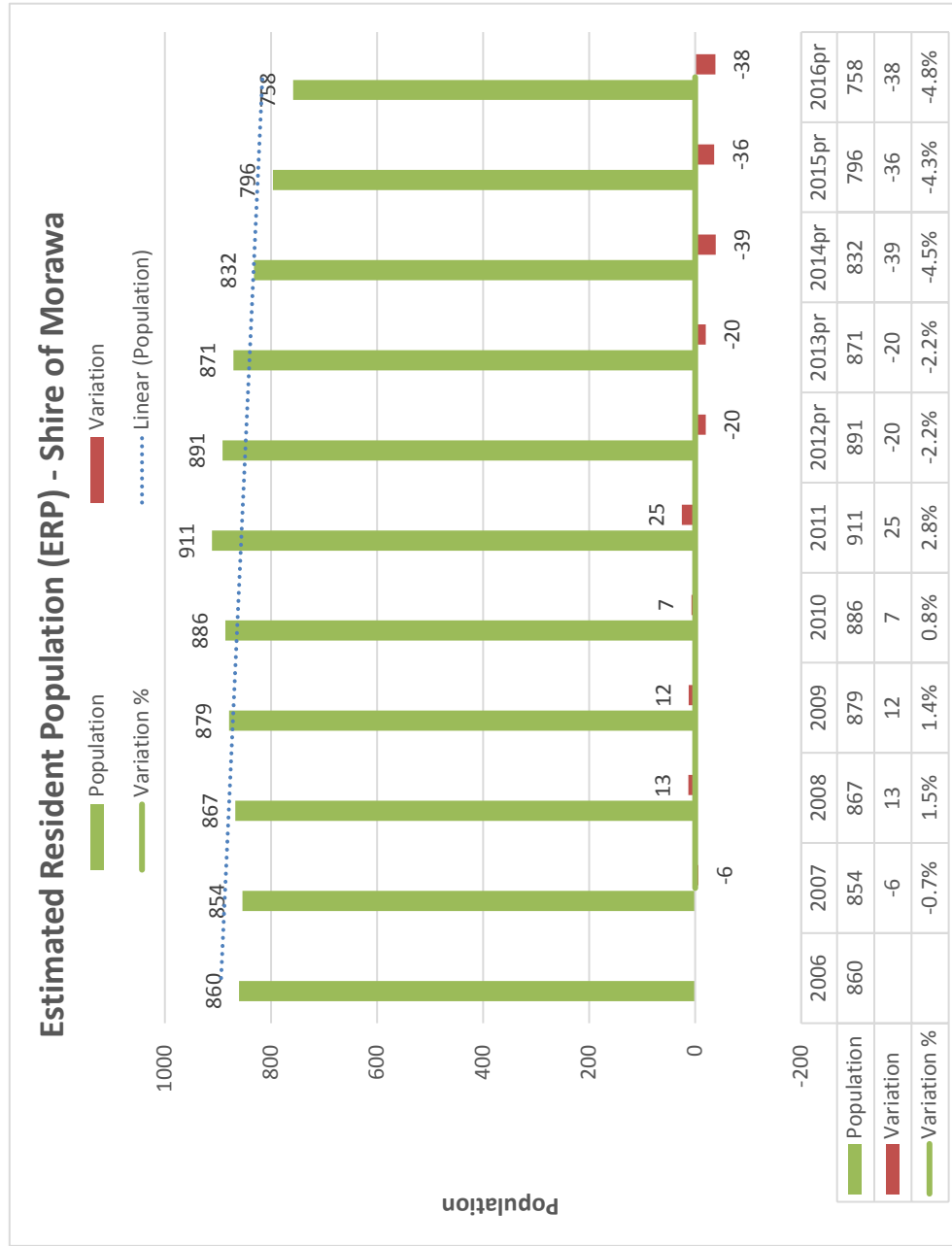
The Morawa Community Estimated Resident Population (ERP)

Source: The Australian Bureau of Statistics (ABS) 3218.0 - Regional Population Growth, Australia, 2016, Issues Date 28 July 2017.

Morawa is a proud and inclusive community with a traditional farming economic backbone. Located in the Mid West Wheatbelt (also referred to as the North Midlands) and home to 758 residents (as at 2016), Morawa is positioning itself to become a multi-faceted sub-regional centre to arrest the decline over the past decade and provide for a modest increase over the next. In addition to the town of Morawa, the District also includes the communities and localities of Canna, Gutha, Koolanooka, Merkanooka and Pintharuka.

Whilst the current estimated resident population has shown a slight decrease over the past five years, it can be predominantly be accounted for with the cyclical nature of mining and resource industry activity.

The ABS census population data showed a split of 53.3% male and 46.7% female, closely following the State proportion of 50.0% males and 50.0% females.



Source: Australian Bureau of Statistics, Regional Population Growth, Australia (3218.0) Issued date 28 July 2017.

Age structure - Service age groups, 2011 to 2016

The Age Structure of the Shire of Morawa provides key insights into the level of demand for age based services and facilities such as child care. It is an indicator of the Shire of Morawa's residential role and function and how it is likely to change in the future.

Service age groups divide the population into age categories that reflect typical life-stages. They indicate the level of demand for services that target people at different stages in life and how that demand is changing.

Care should be taken with the statistics as they do not necessarily exactly correspond with the ERP Statistics, as one is an estimate of population and the other where persons were on census night.

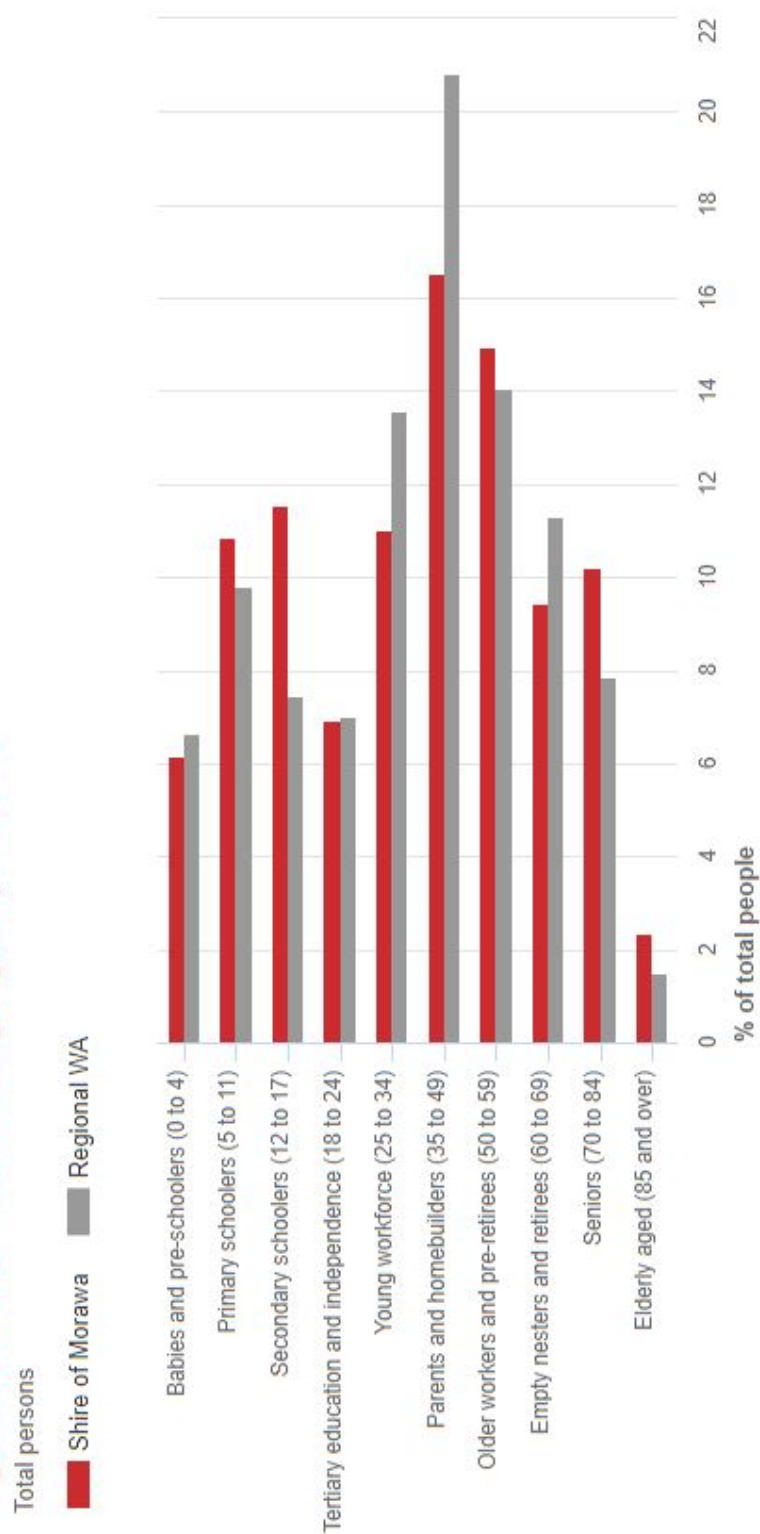
Shire of Morawa - Total Persons (Usual residence)		2016			2011			Change
Five year age groups (years)	Number	%	Regional WA %	Number	%	Regional WA %	2011 to 2016	
0 to 4	47	6.4	6.7	61	6.8	7.2	-14	
5 to 9	62	8.4	7.1	75	8.4	7.0	-13	
10 to 14	43	5.8	6.5	89	10.0	7.1	-46	
15 to 19	76	10.3	5.7	99	11.1	6.0	-23	
20 to 24	37	5.0	5.0	31	3.5	5.8	+6	
25 to 29	37	5.0	6.5	49	5.5	6.9	-12	
30 to 34	46	6.3	7.1	29	3.2	6.8	+17	
35 to 39	30	4.1	6.7	52	5.8	7.4	-22	
40 to 44	49	6.7	7.0	69	7.7	7.7	-20	
45 to 49	42	5.7	7.2	68	7.6	7.4	-26	
50 to 54	45	6.1	7.1	64	7.2	7.3	-19	
55 to 59	64	8.7	6.9	46	5.1	6.4	+18	
60 to 64	50	6.8	6.0	34	3.8	5.5	+16	
65 to 69	20	2.7	5.3	42	4.7	3.9	-22	
70 to 74	26	3.5	3.6	26	2.9	2.9	0	
75 to 79	19	2.6	2.6	26	2.9	2.0	-7	
80 to 84	25	3.4	1.6	15	1.7	1.5	+10	
85 and over	18	2.4	1.5	19	2.1	1.2	-1	
Total population	736	100.0	100.0	894	100.0	100.0	-158	

Source: Australian Bureau of Statistics, Census of Population and Housing 2016 and 2011.
Compiled and presented by .id, the population experts.

Change in age structure - service age groups, 2011 to 2016

Analysis of the service age groups of the Shire of Morawa in 2016, compared to Regional WA, shows that there was a higher proportion of people in the younger age groups (0 to 17 years), as well as a higher proportion of people in the older age groups (60+ years).

Age structure - service age groups, 2016



Source: Australian Bureau of Statistics, Census of Population and Housing 2016 and 2011.
Compiled and presented by .id, the population experts.

Overall, 28.6% of the population was aged between 0 and 17, and 22.0% were aged 60 years and over, compared with 23.9% and 20.6% respectively for Regional WA.

The major differences between the age structure of the Shire of Morawa and Regional WA were:

- A *larger* percentage of 'Secondary schoolers (12 to 17)' (11.5% compared to 7.4%)
- A *larger* percentage of 'Seniors (70 to 84)' (10.2% compared to 7.8%)
- A *smaller* percentage of 'Parents and homebuilders (35 to 49)' (16.5% compared to 20.8%)
- A *smaller* percentage of 'Young workforce (25 to 34)' (11.0% compared to 13.6%).

Emerging groups

From 2011 to 2016, Shire of Morawa's population decreased by 131 people (14.7%). This represents an average annual population change of -3.12% per year over the period.

The largest change in the age structure in this area between 2011 and 2016 was in the age group:

- Parents and homebuilders (35 to 49) (-63 people).

As mentioned earlier, this is predominantly due to the cyclical nature of activity in the mining and resource sector, and accordingly we believe this trend is not likely to continue into the next five year period.

From 2011 to 2016, 16.7% (124 people) of the population identify as being Aboriginal or Torres Strait Islander, compared with 9.7% in 2011. This is a large cohort and indicates the need to develop specific strategies and action to engage with this sector of the community.

Change in age structure - five year age groups, 2011 to 2016

Five year age groups present a classic age profile of the population. Each age group covers exactly five years, which enables direct comparison between each group.

Age structure - Service age groups

Shire of Morawa - Total Persons (Usual residence)	2016			2011			Change 2011 to 2016
	Number	%	Regional WA %	Number	%	Regional WA %	
Service age group (years)							
Babies and pre-schoolers (0 to 4)	47	6.2	6.7	61	6.8	7.2	-14
Primary schoolers (5 to 11)	83	10.9	9.8	104	11.6	9.9	-21
Secondary schoolers (12 to 17)	88	11.5	7.4	134	15.0	8.0	-46
Tertiary education and independence (18 to 24)	53	6.9	7.0	56	6.3	7.9	-3
Young workforce (25 to 34)	84	11.0	13.6	78	8.7	13.7	+6
Parents and homebuilders (35 to 49)	126	16.5	20.8	189	21.1	22.5	-63
Older workers and pre-retirees (50 to 59)	114	14.9	14.1	110	12.3	13.7	+4
Empty nesters and retirees (60 to 69)	72	9.4	11.3	76	8.5	9.5	-4
Seniors (70 to 84)	78	10.2	7.8	67	7.5	6.4	+11
Elderly aged (85 and over)	18	2.4	1.5	19	2.1	1.2	-1
Total	763	100.0	100.0	894	100.0	100.0	-131

Source: Australian Bureau of Statistics, Census of Population and Housing 2016 and 2011.
Compiled and presented by .id, the population experts.

Industry sector of employment, 2011 to 2016

Of particular note with respect to employment during the period 2011 to 2016, are the fluctuations and structural changes associated with mining or ancillary support (construction / manufacturing) services. Agriculture remains the lifeblood of the community and is steady. Government services such as administration, education and health, employ more persons overall than agriculture within the district, highlighting the importance of retention and attraction of appropriate government services. The net loss of over 100 jobs, or 25% of the workforce in the preceding five years due to these structural changes, has however placed an enormous strain on existing service industries.

Source: Australian Bureau of Statistics, Census of Population and Housing 2016 and 2011.
Compiled and presented by .id, the population experts.

Industry sector of employment

Shire of Morawa - Employed persons (Usual residence)		2016			2011			Change
Industry sector	Number	%	Regional WA %	Number	%	Regional WA %	2011 to 2016	
Agriculture, Forestry and Fishing	98	33.2	9.1	97	24.4	8.9	+1	
Mining	7	2.4	11.1	33	8.3	11.2	-26	
Manufacturing	0		5.3	7	1.8	7.2	-7	
Electricity, Gas, Water and Waste Services	0		1.3	0		1.3	0	
Construction	11	3.7	9.2	27	6.8	10.9	-16	
Retail Trade	23	7.8	8.7	24	6.0	9.2	-1	
Wholesale trade	0		2.0	10	2.5	2.5	-10	
Accommodation and Food Services	5	1.7	6.4	12	3.0	6.1	-7	
Transport, Postal and Warehousing	12	4.1	4.7	22	5.5	4.8	-10	
Information Media and Telecommunications	0		0.5	0		0.6	0	
Financial and Insurance Services	0		1.1	6	1.5	1.2	-6	
Rental, Hiring and Real Estate Services	3	1.0	1.4	3	0.8	1.5	0	
Professional, Scientific and Technical Services	0		3.3	0		3.2	0	
Administrative and Support Services	0		3.1	5	1.3	2.7	-5	
Public Administration and Safety	20	6.8	5.7	24	6.0	5.8	-4	
Education and Training	79	26.8	8.3	64	16.1	7.6	+15	
Health Care and Social Assistance	27	9.2	9.6	37	9.3	8.4	-10	
Arts and Recreation Services	0		1.1	0		0.7	0	
Other Services	0		3.9	14	3.5	3.9	-14	
Inadequately described or not stated	10	3.4	4.2	13	3.3	2.3	-3	
Total employed persons aged 15+	295	100.0	100.0	398	100.0	100.0	-103	

Index of Relative Socio-economic Disadvantage, 2011 to 2016

Socio-Economic Indexes for Areas (SEIFA), produced by the Australian Bureau of Statistics (ABS) show Morawa is consistent with the rest of regional WA.

The Shire of Morawa SEIFA Index of Disadvantage measures the relative level of socio-economic disadvantage based on a range of Census characteristics. The index is derived from attributes that reflect disadvantage such as low income, low educational attainment, high unemployment, and jobs in relatively unskilled occupations.

The Shire of Morawa's SEIFA percentile is 32%. This indicates a relatively high level of socio-economic disadvantage when compared to Western Australia at 58%. It is interesting to note that Morawa is very similar on the index to regional WA as a whole which sits at 36%. This would indicate that overall regional towns and centres are home to more disadvantaged communities than say cities.

When targeting services to the Morawa community, it has been important to also look at these underlying characteristics, as they can differ markedly between areas with similar SEIFA scores and shed light on the type of disadvantage being experienced. These demographics and population trends have influenced the outcomes and strategies contained within this plan, resulting in a number of strategies specifically to address these issues.

Please note that the 2016 Census SEIFA data is not released until later in 2018.

Index of Relative Socio-economic Disadvantage			
Shire of Morawa's small areas and benchmark areas			
Area	2011 index	Percentile	
Western Australia	1021.5	58	
Australia	1002.0	47	
Regional WA	980.5	36	
Shire of Morawa	969.9	32	

Source: Australian Bureau of Statistics, Census of Population and Housing 2011.
Compiled and presented in profile.id by .id, the population experts.

Shire of Morawa Community Profile Snapshot

Further valuable information on the Profile of the Shire of Morawa, is contained in the key informing document, *Shire of Morawa Community Profile – a Snapshot*, compiled by JoynerSlot Consulting, in December 2017, as part of the Regeneration Morawa Project.

At one of the Regeneration Morawa Forums, conducted in November 2017, the participants were asked to describe in one word, what depicted Morawa most to them.

This was the result:



Estimated Residential Population: 738 Median age: 38 years	Location 370km north of Perth Transport Road (4 hours from Perth): TransWA bus services and airport facilities	Localities Canna, Gutha, Koolanooka, Merkanooka, Morawa and Pintharuka.
Income: Median total family income: \$1,357/week Median total personal income: \$560/week	Neighbours City of Greater Geraldton to the north, Shire of Yalgoo to the east, Shires of Perenjori and Three Springs to the south, and Shire of Mingenew to the west.	Our name Morawa is named from an Aboriginal word thought to refer to the dalghe (bilby) - a small marsupial that burrows into the earth - or meaning, "the place where man ore made"
Housing Median house price: \$68,000 Median rent: \$150/week	Economy Broad acre agriculture, education and medical sectors. Emerging iron ore mining industry including mining service businesses, trades and commerce.	Environment Wheat and sheep farming town situated in the heart of wildflower country in Mid West region
Education District High School (Yrs K-12) W/A College of Agriculture (Yrs 10-12) including residential hostel and trade training centre	Facilities Medical centre, community health centre, childcare centre, youth centre, swimming pool, aged care accommodation, community resource centre, police and St John ambulance services	Retail/commercial Supermarkets, pharmacy, banks, newsagency, agricultural supplies, clothing and hardware Hospitality Hotel, cafe, caravan park with quality self contained units

Source: Shire of Community Profile, JoynerSlot Consulting December 2017.

The Natural Landscape

Morawa is located approximately 370 kilometres north east of Perth and 180 kilometres south east of Geraldton. The Shire is bordered by the community of Mullewa to the north, the Shire of Perenjori to the South, and Mingenew and Three Springs to the West and Yalgoo to the East.

The Shire covers 3,528 km² of agricultural and pastoral farmland, mining leases, Crown land and townships, and is within the Yarra catchment area. The landscape varies from large flat plains, to rolling hills and rugged breakaway country. Approximately 12.8 km² of land is salt affected or salt lakes. Soil types are primarily York Gum soil (light/heavy), interspersed with Salmon Gum clay.

Morawa is an Aboriginal name, first shown on maps of the area for a rock hole in 1910. It is possibly derived from "Morowa" or "Morowar", the Dalgite, a small marsupial which burrows into the earth. A Dalgite is a type of bilby. Another possible meaning is "the place where men are made". This is probably a reference to initiation ceremonies conducted in the area by the Aboriginal inhabitants.

Situated within the *Wildflower Region*, the landscape turns to a mass of colour when the warmth of spring arrives, particularly after a wet winter, attracting tourists from all over Australia.



The Built Landscape

Morawa was declared a townsite in 1912 and the railway service commenced in 1913.

Like many towns in the area, Morawa owed its early existence to the railway line to Geraldton, which represented a vital transport link for the agricultural industry. In 1948, Prater Airport was opened for use by light aircraft. The airstrip is fully illuminated, to allow night landings, by the Royal Flying Doctors Service and courier aircraft.

Since the 'early days', the town has grown to include quality education and medical services. The education services include a Primary School and District High School (pre-primary to Year 12), with 230 students enrolled in 2016 (up 15 from 2011) and the WA College of Agriculture with a further 62 students.

The Morawa Perenjori Multi-purpose Medical Centre, includes the Morawa-Perenjori Health Service, providing clinical services and primary health services, community care and the patient assisted scheme. The Morawa Medical Centre supports a general practitioner who services the community 3.5 days per week.

One bank, two supermarkets, agricultural agency, hardware store, drapery, pharmacy, newsagency, roadhouse, service and contractor businesses are all part of a vibrant commercial and industrial sector for the town.

To service agriculture and other industries, along with residents and visitors to the district, the Shire maintains 195km of sealed roads and 850 km of unsealed roads.

A major challenge for the area continues to be electricity supply reliability, as the town is located on the edge of the South West interconnected power grid, with power usage at 90% of available supply. Water is obtained from the Arrowsmith borefield and approximately 80% of the borefield's allocation is being extracted each year.

Sewerage is managed by the Shire of Morawa and assists maintain green parks and reserves, through effective reuse and recovery systems.



A Guide to this Plan

Community Engagement

The State Government's Integrated Planning and Reporting Framework requires all local governments to develop their 10+ year Strategic Community Plan through a process of community engagement aimed at identifying long term community aspirations, visions and objectives.

The Morawa community were asked to share their visions and aspirations for the future through a number of engagement methods, which were supported by a communications campaign that included newspaper articles and advertisements, regular information updates on the Shire's website, the distribution of project flyers and displays on information boards.

Statistically, the total responses received were from 144 persons, from all cohort age groups over the age of 11, representing an impressive 19% of the districts population of 758 (as at 2016).

With the basic community engagement standard defined in the Integrated Planning and Reporting Advisory Standard being at least 500 or 10% of residents, whichever is the fewer, and to be conducted by at least 2 documented mechanisms, Council is confident that we have a sound basis for giving us reliability in the validity of the engagement conducted in informing the 2018 Plan.

The focus groups and forums provided valuable insight into the key issues and aspirations important to the local community. These views have been recognised by the Council and subsequently shaped the visions, values, objectives and strategies documented in this Plan.

Given the Strategic Community Plan is required to and designed to represent the communities' aspirations and vision for the future (not the Council's per se), elected members were formally invited to participate in the final session of engagement in late December 2017.

That session tested;

- The current 'Pillars' of the Plan, slightly changing their titles but not the intent or objectives;
- Marginally modified some of the words in the proposed 'Vision', which has changed only slightly from that adopted in 2012;
- Identified many achievements and several shortcomings that the Council was cognoscente of since creation of the first Strategic Community Plan;
- Identified current priorities and potential threats; and
- Slightly modified the wording of the stated 'Values', to better reflect the communities views about greater communication and consultation needing to be demonstrated by the Council in implementing the Plan.

This Plan represents a significant departure and shift from the one adopted in 2012, immediately post the nomination and acceptance of Morawa as a 'SuperTown' in 2011.

Significant structural changes have transpired since that time including;

- A downturn in mining and associated resource industry support services;
- Effective removal of the SuperTowns program and its associated funding;
- Effective removal of grants available through Royalties for Regions and
- Drought conditions.

As a result, it has necessitated a recasting of the next 10 years priorities and resultant strategies.

Whilst our 'Vision' is significantly the same, "*A welcoming and inclusive community with diverse regional partnerships that have created a vibrant and growing economy*", our 2016 census population and previous predications around growth with future populations have changed. We are now casting our Plan around stabilisation and modest growth aspirations, rather than seeing mining and allied resource activities as some form of saviour.

The Strategic Community Plan 2018 – 2028 reflects the views of the community via several workshops, surveys, forums and engagement exercises conducted by the Council since the minor review undertaken in 2016, by Left of Centre Concepts and Events.

These included;

Morawa Regeneration Group – October 2017

Group Workshops in Morawa, with 48 different residents and ratepayers contributing. It was conducted by JoynerSlot Consulting, in association with Liz Storr from Storybox, over the days of 25 and 26 October 2017. These Workshops were divided into three distinct focus groups;

- Community (28 people);
- Business (14 people); and
- Farmers (6 people).

It involved visioning exercises exploring interest areas as follows;

- Social Capital;
- Human Capital;

- Financial Capital;
- Built Capital;
- Natural Capital;
- Political Capital; and
- Cultural Capital.

Strategic Community Plan Review – August 2017

Focus Group Workshops in Morawa in August 2017, with 12.66% of the total population (96 persons), conducted by Dr Barbara Maidment, Director of the Margaret River Business Centre. These workshops were divided into the following distinct focus groups;

- Ratepayers (2);
- Teen students (11);
- Young mothers (13);
- Outlying community members (Canna and Gutha) (15);
- General community (35);
- Senior local government staff members (8); and
- Business owners (12).

With the exception of the teens, which involved a less formal approach, they involved visioning exercises exploring interest areas as follows;

- Have there been any significant changes in the organisation's internal capacity?
- Have there been any changes in the organisation's external environment?
- Review and reaffirm values;
- Review and reaffirm vision and mission statements;
- Review and adjust objectives, considering new objectives, actions or strategies and;
- Priority key focus areas.

Full details of the survey methodology and cohorts can be found in the informing community engagement documents:

- Shire of Morawa Strategic Community Plan Review (Oct 2017), undertaken by Dr Barbara Maidment of the Margaret River Business Centre; and
- Morawa Regeneration Report (Nov 2017), undertaken by JoynerSlot Consulting, in association with Liz Storr from Storybox.

Community Importance and Satisfaction

A number of the focus group respondents added their views on the importance of, and satisfaction with, current Shire services and planning for proposed future services. The results of these responses are grouped and summarised in the table below, providing a guide to the prioritisation of service provision.

Whilst not a definitive priority listing, this feedback will assist guiding the Shire with prioritisation of service provision. The table categorises services according to the community's assessment of their relative importance and satisfaction.

Very Important Low Satisfaction		Very Important High Satisfaction		Important Low Satisfaction		Important High Satisfaction	
<ul style="list-style-type: none">• Long term planning• Economic development• Small Business• Maintenance• Townscape presentation• Water supplies• Support for volunteers• Aged person homes• Education and Training• Drainage, storm water and flood management• Telecommunications• Verges and footpaths• Road works• Affordable housing• Power supplies	<ul style="list-style-type: none">• Health services• Emergency services• Council's customer service• Parks and sporting facilities• Crime prevention• Playgrounds• Financial management• Child care, playgroup, maternal and infant services• Aged and disabled services• Community engagement	<ul style="list-style-type: none">• Mining partnerships• Community Resource Centre• Town planning• Waste Dump Point• Environmental initiatives• Museum management• Vegetation management• Street lighting• Employee housing• Pest control• Skate park• Libraries• Ranger services• Tourism management	<ul style="list-style-type: none">• Tourist Centre• Police licensing services• Community Halls and Rec Centre• Regional collaboration• Festival and event support• Public toilets• Youth services• Cemetery• Health administration and inspection• General garbage collection• Indigenous relations• Building control• Landscaping				

What is in the plan?

The Morawa Strategic Community Plan reflects the community's vision for the future and is the principal strategic guide for future Shire planning and activities.

Based on the community engagement results, we have set out the vision for the Shire's future and captured the community's aspirations and values.

A strategic objective has been developed for each of the four key areas of community interest, which we have called our pillars (our core foundations if you will).

They are very similar to those in the 2012 Plan, with only slight terminology changes to reflect the communities understanding of these terms. They have been grouped as underlying foundations, or *pillars*, as follows;

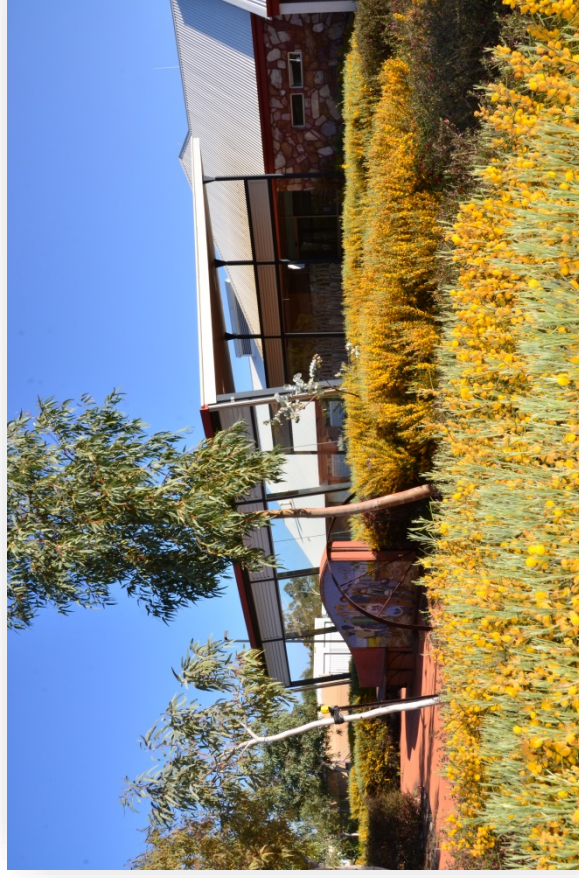
- **Economic**
- **Environmental**
- **Social Connection** and
- **Leadership & Governance.**

Desired outcomes have been determined to achieve each of these objectives, after considering the capacity of the Shire's current and future resources, along with demographic trends.

For each strategic objective, we have provided the following:

- a summary of the major issues highlighted by the community;
- a selection of the community's comments;
- the opportunities available to the Shire;
- a table of strategies to achieve our desired outcomes; and
- an overview of the primary partners that will help us achieve our objectives and outcomes.

In later sections, we have also stated how we will measure our success in achieving our objectives, and who else has influence over our ability to achieve these objectives.



How we will use this plan?

The former (and inaugural) Strategic Community Plan was produced and adopted by the Shire of Morawa Council in 2012.

The Department of Local Government, Sport and Cultural Industries' Local Government (Administration) Regulations of 1996, stipulates that every WA Council needs to fully review and update their plan every four years. Thus the first major review process commenced in 2016, with final community and stakeholder consultation and engagement concluding in early 2018 and, as a result, this updated Strategic Community Plan has now been developed.

The update to the Strategic Community Plan has involved:

- A thorough review of the population and demographic statistics for the Shire of Morawa;
- An update of the emerging trends, challenges and changes from 2012 to now an also predicting what may occur for the next four year period;
- A thorough review of the 2012 Strategic Community Plan;
- A thorough review of the 2016 Update;
- A thorough review, led by the Shire of Morawa's elected Council body, of the objectives, outcomes and strategies included in the 2012 and 2016 documents;
- The development of a new prioritised list of objectives, outcomes and strategies that the Shire of Morawa Council group have identified as assisting to reach the Shire's overall vision for the next four year period and;
- Consultation with the community via several community forums to ensure the plan reflects the long term aspirations of the community.

The Council now presents this draft Plan and provides a final opportunity for the entire community to review the draft and provide feedback, before considering those comments and submissions, with the intent of the Council to then adopt the plan (as amended).

This plan shares our visions and aspirations for the future and outlines how the Shire will, over the long term, work towards a brighter future for the Morawa community. We encourage your comments and thoughts.

The 2012 Strategic Community Plan has influenced how as a Shire we resource and deliver our services. Similarly this new Plan will be the primary strategic plan for all new planning undertaken by the Shire.

The Shire of Morawa intends to use the Strategic Community Plan in several ways, including to:

- Guide Council priority-setting and decision-making;
- Provide a framework for the on-going integration of local planning initiatives;
- Inform decision-making at other agencies and organisations, including community groups and State Government;
- Provide a rationale to pursue grants and other resources to demonstrate how specific projects align with the aspirations of our community and within the strategic direction outlined in the Strategic Community Plan;
- Inform potential investors and developers of our community's key priorities, and the ways in which we seek to grow and develop;
- Engage local businesses, community groups and residents in various ways to contribute to the Shire's future; and
- Provide a framework for monitoring progress against our vision, values and aspirations.

Importantly, plans are only effective if resourced adequately to ensure the desired outcome.

Strategies will be prioritised and actions applied (after an assessment of available resources) through the review of the current Corporate Business Plan and for this to be updated annually.

Key performance indicators will be used to report to the community on the Shire's performance in achieving the outcomes, via the Annual Report, Shire snippets and other forums and avenues from time to time.



Aspirations and Values

Whilst not critical to incorporate into a Strategic Community Plan, the Council has adopted a number of values that it has gleaned from the various workshops and stakeholder forums, including the 2017 Regeneration Morawa Forums.

Words like: *Happy, Resilient, Potential, Community Positive, Evolving, initiative, Growing, Promising Persistent, Forward-thinking and Amazing Potential*, were some of the words used, in describing how they felt about the future for Morawa.



Values

The Shire of Morawa aspires to be guided by the following values:

- Innovative and creative;
- Collaborative through partnerships;
- Open and accountable
- Strong leadership, governed by informed decisions; and
- Listen, communicate and respond.

As a result, the values described above, are what the Council and its employees seek to aspire to live up to, in communicating with the community and in passionately advocating for, on its behalf.



Pillar: Economic

Objective 1 A diverse, resilient and innovative economy.

“Morawa! Affordable housing in a community going places.”

– Member of Community

What the Community told us

Attracting steady economic growth, more jobs and population growth was one of the most common responses, in relation to the question, “what is your greatest ‘wish’ for the future?” Other important issues in relation to the economy were:

- Attract a diverse range of new businesses and maintain government services in Town;
- Industry diversification (agriculture, mining, renewable energy, supporting trades, health, education) and technological advancement;
- Population attraction and retention;
- Improving the availability and range of quality/affordable housing;
- Improved regional road access between towns and traffic management (truck freight bypass);
- That the objective remained valid;
- Retain local community character and a safe environment (including heritage properties) and improve Town Centre; and
- Improved infrastructure, particularly power, water and telecommunications.

The Opportunity

Over recent years, the Shire of Morawa has experienced an exciting phase with iron ore mining emerging in the region. While the opportunities presented by the mining industry were, and continue to be embraced, the community maintains the importance of agriculture as the local economy’s ‘backbone’. The resource sector slowing in the region has highlighted opportunities for other potential value-add businesses associated with agriculture as important employment generators, as well as services, such as health, renewable energy industries, education and government administration.

On-going liaison with the North Midlands sub-region and the Mid West Development Commission is viewed as important in facilitating these opportunities. The provision of adequate infrastructure to accommodate growth, such as a reliable power supply, suitable land supply, well-maintained roads and new technologies and innovation were noted as important issues. Whilst the community embrace the growth associated with the resources sector, they acknowledge the importance

Quotes from the Community

“Fix up the water tower making it into an observatory with telescopes.”

“Develop a regional skills audit/register and a regional/town community calendar of events.”

“Visiting artists/pop up shops; bands, pop-up bars/food trucks.”

“More attention to agriculture and food in everyday subjects at the school; help to make agriculture as a career path.”

“Morawa: the resilient town pushing through the mining and farming downturn.”

of a range of quality, affordable housing, services and amenities to ensure Morawa continues to remain an attractive district in which to live. A vibrant main street with an increased level of retail, food, commercial and entertainment services was highlighted as a keen wish for the future.

How will we get there?

The following strategies have been identified as contributing to the achievement of each outcome.

Outcome 1.1 Maintain and increase population.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.1.1	Make land available for residential, commercial and industrial uses, including progression of stage 1 industrial.	YES	HIGH	2 – 4 YEARS	LANDCORP
1.1.2	Investigate the feasibility of the Morawa Migration Settlement Research Program, encouraging skilled migrants to the area.	YES	HIGH	2 – 4 YEARS	OMI, MWDC
Outcome 1.2 Maximise business, industry and investment opportunities.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.2.1	Continue to liaise with CBH to upgrade and extend grain handling and storage facilities.	YES	HIGH	ONGOING	CBH
1.2.2	Promote Morawa as an attractive place to live and work with appropriate promotional videos suitable for different platforms, including social networking.	YES	HIGH	ONGOING	MWDC, DRD
1.2.3	Review the Morawa incentives for Investment (New Businesses) Program.	YES	HIGH	ONGOING	
1.2.4	Continue to support development of the tourism industry such as trail development, Aray Way, Pop Up Shops and enhancement of the Morawa Caravan Park.	YES	HIGH	ONGOING	TWA
1.2.5	Explore the business case for development of a Mountain Bike Trail Network.	YES	HIGH	< 1 YEAR	MWDC
1.2.6	Continue to support NMEITA and its strategic direction (Education Industry Training Alliance).	YES	HIGH	<1 YEAR	NMEITA, DoE

1.2.7	Engage with resource and mining companies to invest in the region and commit to local employment and buying local.	YES	HIGH	ONGOING	
1.2.8	Develop a Shire based Economic development Strategy aligned with NMEDS and Regional BluePrint.	YES	MEDIUM	<2 YEARS	MWDC
1.2.9	Explore any new initiatives from Morawa Regeneration Project.	YES	HIGH	1 – 4 YEARS	MWDC
1.2.10	Continue to Support the Morawa Visitors Information Centre.	YES	HIGH	ONGOING	TWA
1.2.11	Continue to support the Wildflower Country Tourism Committee.	YES	HIGH	ONGOING	TWA
1.2.12	Develop an Industry Training Centre.	YES	MEDIUM	1 – 2 YEARS	NMEITA, MWDC
1.2.13	Develop new road signage to attract and promote Morawa.	YES	MEDIUM	<5 YEARS	MRWA
Outcome 1.3 Responsive to innovation and new technologies.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.3.1	Support NEFF (North East Farming Futures) and DAFWA in the identification of agriculture innovations.	YES	HIGH	ONGOING	NEFF, DAFWA
1.3.2	Advocating for improved telecommunication options and solutions.	YES	HIGH	< 1 YEAR	MWDC, DRD, NMLGA
Outcome 1.4 Provide essential services and infrastructure to support population growth.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.4.1	Advocate and partner with Water Corp for the provision of adequate water capacity, quality and supply.	YES	HIGH	ONGOING	WC
1.4.2	Investigate and promote Morawa as ideal location to partner to explore green technologies to become independent of grid for power supplies.	YES	MEDIUM	ONGOING	MWDC, DRD
Outcome 1.5 Planned and balanced growth.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners

1.5.1	Develop North Midlands Sub-regional Economic Development Strategy	YES	MEDIUM	ONGOING	MWDC, NMLGA
Outcome 1.6 The main street is the civic and retail heart connecting the town.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.6.1	Town Centre revitalisation strategies as contained in the Morawa Growth Plan.	YES	HIGH	2 – 4 YEARS	MWDC, DRD
1.6.2	Implementation of Gateway Project subject to high level community engagement.	YES	MEDIUM	2 – 4 YEARS	MWDC, DRD
Outcome 1.7 Attractive and well maintained buildings and streetscapes.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.7.1	Continue to implement and fund Façade Enhancement, and Policy 2.3 Heritage Colours – but through the entire Shire subject to high level community engagement.	YES	LOW	ONGOING	
1.7.2	Continue to maintain a high standard of landscaping and maintenance with appropriate vegetation selection.	YES	MEDIUM	ONGOING	
1.7.3	Explore the concept, including the costs and benefits of establishing a tourism, community and cultural precinct at the old Shire Council Chambers and Town Hall.	YES	HIGH	< 1 YEAR	MWDC, DRD
1.7.4	Encourage local residents to improve presentation of their properties including removal of those dilapidated and beyond useful life or heritage value.	YES	MEDIUM	ONGOING	
1.7.5	Implement the Street Tree Planning, Footpath and Greening Project utilising native vegetation where possible.	YES	MEDIUM	ONGOING	MWDC

Outcome 1.8 Well maintained local roads and ancillary infrastructure.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.8.1	Establish a prioritisation schedule and road hierarchy for the upgrade of roads infrastructure and promote successes and completion.	YES	HIGH	< 1 YEAR	MRWA
1.8.2	Maintenance and renewal of roads, and ancillary infrastructure is undertaken in accordance to Shire Asset Management Plan.	YES	HIGH	ONGOING	MRWA
1.8.3	Lobby government and private sector for increased road maintenance funding.	YES	HIGH	ONGOING	MRWA
1.8.4	Control roadside vegetation.	YES	HIGH	ONGOING	MRWA
1.8.5	Develop Footpath Development and Asset Management Plan.	YES	MEDIUM	<2 YEARS	
Outcome 1.9 Affordable, diverse and quality accommodation options for both residential and business.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.9.1	Identify preferred sustainable options and seek funding to redevelop the old Morawa Hospital.	YES	HIGH	< 1 YEAR	HDWA
1.9.2	Investigate options and facilitate the development of a broader range of affordable and quality tourism accommodation.	YES	LOW	< 5 YEARS	
Outcome 1.10 Increased investment in transport networks.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
1.10.1	Secure funding to seal the Morawa airport.	YES	HIGH	< 5 YEARS	MWDC, DOT, DRD, RFDS
1.10.2	Continue to lobby the widening and upgrade of the Mullewa-Morawa section of the Wubin-Mullewa Rd.	YES	HIGH	< 5 YEARS	MRWA
1.10.3	Encourage multi-user activities of the Morawa aerodrome from within the aviation industry.	YES	MEDIUM	ONGOING	

Pillar: Environment

Objective 2 Protect and enhance the natural environment.

“Good job by the Shire on the wild dog/feral animal control.”
– Member of Community

What the Community told us

The key issues in relation to the environment were:

- Maintain the Town Centre's natural landscape;
- Leverage the natural environment through tourism opportunities (fauna, flora and landscape);
- That the objective remained valid;
- More natural parklands, trees and shade in town; and
- Reduced salinity.

The Opportunity

Morawa's natural environment and central location is highly regarded as one of the community's most valued attributes.

Morawa also has impressive natural and built assets, including the old Kadji Kadji Station – now part of the Karara Rangelands Park, beautiful wildflowers and significant heritage buildings.

Maintaining a natural bush landscape and the town's local character was a common message from the community.

Whilst the main street is very well presented, especially with the newly redeveloped 'Town Square', there is still concern over the presentation of other buildings in town, including commercial buildings, derelict housing and poorly maintained yards. Improved Town Centre presentation and amenity will create the impression Morawa is an attractive and inviting town, which may in turn, encourage more future residents, and entice visitors and commuters to extend their stay.

Quotes from the Community

"Come for wildflowers, warm weather, agriculture, not as much traffic and people."

"Like to see more investment in wind & solar power."

"Good job with salinity funding & programs."

"There has been no visible rehabilitation work."

"Waste management an issue; tourist use the bins at the hall for demoing."

How will we get there?

The following strategies have been identified as contributing to the achievement of each outcome.

Outcome 2.1 Ensure natural resources are used efficiently and effectively.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
2.1.1	Greater communication, encouragement and promotion of recycling and recycling initiatives.	YES	MEDIUM	ONGOING	
2.1.2	Continue promotion and visitation of Karara Rangelands Park.	YES	LOW	ONGOING	DER
2.1.3	Increase capacity of Town Dam to enable reuse greening initiatives.	YES	LOW	ONGOING	WC, DOW
2.1.4	Investigate commercial opportunities to receive and process externally sourced liquid and solid waste.	YES	MEDIUM	5 YEARS	DER, DOH
2.1.5	Investigate opportunities for co-locating alternative energy opportunities.	YES	MEDIUM	5 YEARS	DER, DOH
Outcome 2.2 Enhance and promote rehabilitation of our native vegetation.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
2.2.1	Continue to manage feral flora and fauna.	YES	HIGH	ONGOING	DER
2.2.2	Rehabilitate, protect and conserve Shire controlled land, with greater emphasis on controlling Declared and Pest Plants.	YES	MEDIUM	ONGOING	
2.2.3	Support and promote environmental management practices.	YES	MEDIUM	ONGOING	
2.2.4	Undertake a Flora and Fauna Study.	YES	LOW	5 YEARS	DER

Outcome 2.3 A regional waste management solution to achieve zero landfill.						
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners	
2.3.1	Review and update Waste Management Strategy and Identify regional locations for waste collection.	YES	HIGH	< 1 YEAR	SOP	
2.3.2	Investigate commercial opportunities to receive and process externally sourced liquid and solid waste.	YES	MEDIUM	5 YEARS	SOP, DER, DOH	



Pillar: Social Connection

Objective 3 A community that is friendly, healthy and inclusive.

“Morawa is a highly liveable town and with more connection could be more so.”

– Member of Community

What the Community told us

Morawa's people and lifestyle, its friendly, strong community spirit and its good facilities and quality infrastructure were identified as amongst the Shire's most valued social attributes.

The key issues identified in relation to social well-being, were predominately service driven and include:

- Improved medical services, particularly more doctors and dentists;
- Improve and expand the provision of education and training;
- Maintain and improve the provision of facilities and services, including Centrelink, Medicare and Police;
- More affordable housing;
- That the objective remained valid;
- Services and facilities to support the ageing population; and
- Continue to support our volunteer base.

The Opportunity

In 2011, the community overwhelmingly identified maintaining and improving social services, as fundamental to future community well-being and this has not changed in 2017 focus groups and responses.

Improved health and aged care services, particularly doctors and dentists, was highlighted as particularly important. The Shire Council considers these services as a continuing critical priority in 2018.

Morawa's economy has seen growth in the areas of education, health services and government administration in recent years. Quality and affordable housing was identified by the community as critical to meeting the future demand of new families, key workers, aged persons and students.

The development of the North Midlands Education and Industry Training Alliance (NMEITA) has seen a partnership alliance develop in Morawa to provide a high quality, customer-focused education and training program that will attract and retain the youth of the region and to be recognised as an outstanding educational

Quotes from the Community

"Much of the activity is aimed at the younger crowd; middle-aged getting overlooked."

"Maybe a youth council; it's hard to keep older kids entertained; bike track next to skate park...."

"Aboriginal recognition & inclusion through a walk trail explaining uses of bush tucker/medicines close to town...."

"Continue to support police and emergency services & police licensing."

"Continue to support GP, visiting specialist & allied health & regulatory health services."

services provider in regional Western Australia. Morawa seeks to leverage its local strengths, and has identified the opportunity to become recognised as a 'Centre of Excellence' for education, training and innovation in the North Midlands district.

This opportunity was strongly endorsed by the local community and the Shire will continue to support this education partnership alliance. NMEITA is currently undergoing significant planning to ensure their long term vision and strategies aligns with the community's aspirations in this area.

The Shire's diverse range of recreational infrastructure and events play an important role in promoting community cohesiveness and nurturing its strong community spirit. These facilities will require on-going refurbishment and consolidation, to ensure they are appropriately maintained and tailored to meet the needs of the diverse age groups comprising the local community.



How will we get there?

The following strategies have been identified as contributing to the achievement of each outcome.

Outcome 3.1 Services and facilities that meet the needs of the community.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.1.1	Support the provision of adequate GP services, Dental, allied health and the role of NDIS.	YES	HIGH	ONGOING	DoHA, WAH
3.1.2	Support and Implement the NMEITA strategy and 10 Year Education Master Plan (refer to 1.2.7).	YES	HIGH	< 1 YEAR	NMEITA
3.1.3	Advocate and support the maintenance of adequate police and emergency services.	YES	HIGH	ONGOING	FESA, WAP
3.1.4	Continue to operate and resource the Morawa Youth Centre.	YES	MEDIUM	ONGOING	DC, DSR, DCA
3.1.5	Continue to support the Morawa Community Resource Centre.	YES	LOW	ONGOING	DLG
3.1.6	Continue to provide Police Licensing Services.	YES	LOW	ONGOING	DOT, WAP
3.1.7	Investigate the provision of a visiting Vet Service.	YES	MEDIUM	<2 YEARS	
Outcome 3.2 Respect our cultural, indigenous and heritage assets.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.2.1	Support to community activities and events.	YES	HIGH	ONGOING	DCA, TWA
3.2.2	Develop a Reconciliation Action Plan (RAP) thorough high level community engagement.	YES	MEDIUM	<2 YEARS	DOP, MWDC
3.2.3	Explore opportunities and grants to appropriately repurpose heritage assets.	YES	MEDIUM	ONGOING	HCWA

Outcome 3.3 Retain a safe environment.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.3.1	Continue to support visiting ranger services.	YES	MEDIUM	ONGOING	MWRC
3.3.2	Develop a Public Health Plan	YES	LOW	<5 YEARS	HWA
Outcome 3.4 A wide range of regional events.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.4.1	Continue to support Morawa Biennial Arts Awards and Exhibition.	YES	HIGH	ONGOING	DCA
3.4.2	Work with the community to develop and promote a community events calendar and plan with a unique or iconic event.	YES	MEDIUM	ONGOING	
Outcome 3.5 Improved and well maintained community, recreational and civic infrastructure.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.5.1	Maintain community recreational and civic infrastructure in accordance to the Shire Asset Management Plans.	YES	HIGH	ONGOING	
3.5.2	Continue to implement the Recreation Master Plan to ensure Morawa recreation assets are sub-regional centre standard	YES	HIGH	ONGOING	DSR
Outcome 3.6 Promote and support a Healthy Community.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.6.1	Explore repurposing of the former Shire Chambers into a wellness and arts hub.	YES	HIGH	<2 YEARS	

Outcome 3.7 Support an Inclusive Community.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.7.1	Welcome and support new community members through appropriate activities and events.	YES	HIGH	ONGOING	OMI
3.7.2	Encourage groups and activities that provide opportunists to come together and socialise, taking into account diversity and age.	YES	HIGH	ONGOING	
3.7.3	Encourage activities and strategies that encourage children to be more engaged in community activities.	YES	MEDIUM	ONGOING	

MORAWA - BREAKING NEW GROUND

Pillar: Leadership & Governance

Objective 1 A connected community with strong leadership.

“Councillors doing a good job, but people want to know exactly where their rates are going...more transparent, talk to us!”
– Member of Community

What the Community told us

The key issues identified in relation to leadership & governance were:

- Amalgamation was perceived as inevitable, and strong representation will be important;
- Morawa as a regional services hub;
- That the objective remained valid;
- Greater collaboration with the region; and
- Greater engagement, interaction and regular communication with the community, particularly from the Council body itself.

The Opportunity

The community expects the Shire to lead by example and continue to be a respected organisation into the future. The Shire will continue strive to have strong representation and provide good leadership.

The Shire of Morawa is already well regarded for its strong relationship management and cooperative and collaborative partnerships with neighbouring communities. The Shire is committed to continue to nurture these relationships as a core focus into the future.

As a small Shire, with tremendous ambition, resource constraints will continue to confront the Shire. Where possible, the Shire will continue to advocate for funding to implement the strategies identified in this plan.

Attracting and retaining quality staff will remain an important focus to ensure the Shire can maintain the delivery of quality services to support the local community. Morawa will work closely with the community and its volunteers, as they continue to be the driving force behind Morawa's strong community spirit and pride. In response to the community's request for greater engagement, interaction and improved communication, the Shire plans to continue to proactively communicate and acknowledge local feedback to ensure the services delivered are well promoted and representative of the community's needs.

In response to this clear direction from the community for greater communication, in September 2017, the Morawa Council adopted an inaugural Community Engagement Plan and accompanying Framework as an ongoing Policy of the Shire.

Quotes from the Community

"Morawa is a highly liveable town with great connection, could be even more so."

"More town promotion via shire website /facebook/ promotional products."

"Buy-local promotion; a town festival on the salt lakes with music, entertainment, eco-activities."

"Local government needs to shop local as well so new businesses have certainty of custom as much as possible."

"Engage with resource and mining companies to invest in the region and commit to local employment."

"Promote Morawa ongoing with a new video and new road signs."

How will we get there?

The following strategies have been identified as contributing to the achievement of each outcome.

Outcome 3.8 A well informed, connected and engaged community that actively participates.

Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.8.1	Continue to produce the 'Morawa Snippets', 'Morawa Scene' and develop ways of communicating and interacting more effectively.	YES	HIGH	ONGOING	
3.8.2	Implement the communications and engagement plan and framework in all major initiatives.	YES	HIGH	ONGOING	
3.8.3	Develop and implement community development, governance and marketing strategies in the Growth Plan.	YES	MEDIUM	ONGOING	MWDC, DRD
3.8.4	More effectively utilise social engagement platforms such as Facebook to engage in a more timely and efficient manner.				

Outcome 3.9 Existing strong community spirit and pride is fostered and encouraged.

Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.9.1	Continue to support the Morawa Future Fund.	YES	HIGH	ONGOING	SMC
3.9.2	Support leaderships / youth development programs through the Morawa Youth Centre.	YES	HIGH	ONGOING	DC, DSA, DCA
3.9.3	Continue to acknowledge and support volunteers and provide access to tools and information such as through the government site https://www.dsr.wa.gov.au/clubs .	YES	HIGH	ONGOING	DC

Outcome 3.10 A local government that is respected, professional and accountable.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.10.1	Provision of professional training and development opportunities for Councillors.	YES	MEDIUM	ONGOING	DLGSCI, WALGA
3.10.2	Undertake annual customer satisfaction and feedback surveys.	YES	HIGH	ONGOING	
3.10.3	Maintain a high standard of customer service.	YES	HIGH	ONGOING	
Outcome 3.11 Strong regional partnerships with government and industry.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.11.1	Deliver services as a sub-regional hub for the North Midlands.	YES	HIGH	ONGOING	MWDC, NMLGA
Outcome 3.12 Long term financial viability.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.12.1	Maintain a Financial Health Indicator (FHI) score within acceptable benchmarks	YES	HIGH	ONGOING	DLGSCI
3.12.2	Continue to assess quality and usage of the Shire's services, facilities and assets.	YES	MEDIUM	ONGOING	
3.12.3	Ensure currency of all required IPRF documents including Assets Management Plans, Plant Replacement Programs, Corporate Business Plans and Long Term Financial Plans.	YES	HIGH	ONGOING	DLGSCI
Outcome 3.13 Attract and retain quality staff.					
Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
3.13.1	Continue to provide staff training and development.	YES	HIGH	ONGOING	DLGSCI, WALGA
3.13.2	Provide quality affordable housing for staff.	YES	MEDIUM	ONGOING	DOH

3.13.3	Provide traineeships within the Shire.	YES	HIGH	ONGOING	WALGA
3.13.4	Develop a staff attraction and retention strategy.	YES	HIGH	1 – 2 YEARS	WALGA
3.13.5	Provision of appropriate professional development opportunities for Staff.	YES	HIGH	ONGOING	WALGA, NMLGA

Summary of Objectives and Outcomes

Pillars	Objectives	Outcomes
Economic	Objective 1 A diverse, resilient and innovative economy.	1.1 Maintain and increase population. 1.2 Maximise business, industry and investment opportunities. 1.3 Responsive to innovation and new technologies. 1.4 Provide essential services and infrastructure to support population growth. 1.5 Planned and balanced growth. 1.6 The main street is the civic and retail heart connecting the town. 1.7 Attractive and well maintained buildings and streetscapes. 1.8 Well maintained local roads and ancillary infrastructure. 1.9 Affordable, diverse and quality accommodation options for both residential and business. 1.10 Increased investment in transport networks.
Environment	Objective 2 Protect and enhance the natural environment.	2.1 Ensure natural resources are used efficiently and effectively. 2.2 Enhance and promote rehabilitation of our native vegetation. 2.3 Minimise impact of salinity. 2.4 Regional waste management solution(s) to achieve zero landfill.
Social Connection	Objective 3 A community that is friendly, healthy and inclusive.	3.1 Services and facilities that meet the needs of the community. 3.2 Respect our cultural, indigenous and heritage assets. 3.3 Retain a safe environment. 3.4 A wide range of regional events. 3.5 Improved and well maintained community, recreational and civic infrastructure. 3.6 Promote and Support a healthy community. 3.7 Support an inclusive community.
Leadership & Governance	Objective 4 A connected community with strong leadership.	4.1 A well informed, connected and engaged community that actively participates. 4.2 Existing strong community and spirit and pride is fostered and encouraged. 4.3 A local government that is respected, professional and accountable. 4.4 Strong regional partnerships with government and industry. 4.5 Long term financial viability. 4.6 Attract and retain quality staff.

Who will Influence Our Success?

Pillars	Outcomes	Region	State	Federal
Economic	1.1 Maintain and increase population.	○	○	-
	1.2 Maximise business, industry and investment opportunities.	○	○	○
	1.3 Responsive to innovation and new technologies.	-	○	○
	1.4 Provide essential services and infrastructure to support population growth.	○	○	-
	1.5 Planned and balanced growth.	○	○	-
	1.6 The main street is the civic and retail heart connecting the town.	○	○	-
	1.7 Attractive and well maintained buildings and streetscapes.	○	-	-
	1.8 Well maintained local roads and ancillary infrastructure.	○	○	○
	1.9 Affordable, diverse and quality accommodation options for both residential and business.	○	○	-
	1.10 Increased investment in transport networks.	○	○	○
Environment	2.1 Ensure natural resources are used efficiently and effectively.	○	○	-
	2.2 Enhance and promote rehabilitation of our native vegetation.	○	○	-
	2.3 Minimise impact of salinity.	○	○	○
	2.4 A regional waste management solution to achieve zero landfill.	○	○	-
Social Connection	3.1 Services and facilities that meet the needs of the community.	○	○	○
	3.2 Respect our cultural, indigenous and heritage assets.	○	○	○
	3.3 Retain a safe environment.	○	○	-
	3.4 A wide range of regional events.	○	○	○
	3.5 Improved and well maintained community, recreational and civic infrastructure.	○	○	○
	3.6 Promote and Support a healthy community.	○	○	○
	3.7 Support an inclusive community.	○	○	○
Leadership & Governance	4.1 A well informed, connected and engaged community that actively participates.	-	-	-
	4.2 Existing strong community and spirit and pride is fostered and encouraged.	-	-	-
	4.3 A local government that is respected, professional and accountable.	○	○	○
	4.4 Improved regional partnerships with government and industry.	-	-	-
	4.5 Long term financial viability.	-	-	-
	4.6 Attract and retain quality staff.	-	-	-

The ability to achieve the desired outcomes may be influenced by other levels of government.

This table lists the outcomes and the various level of government which the Shire believes may have significant influence on its ability to achieve the desired outcomes.

Where achievement of an outcome is primarily influenced by Shire strategies and actions, no other level of government is indicated.

With respect to 'Region' the reference is to collaboration at a regional level.

Services and Facilities

Services undertaken, and facilities provided by the Shire, are linked with the relevant strategy of the Strategic Community Plan below. The table provides a connection between the services and facilities and the desired outcomes in seeking to achieve the community vision for the Shire of Morawa.

Services	Associated Strategies	Services	Associated Strategies
Community Services			
Affordable/Multi Use/Tourism Housing	1.9.1 1.9.2 1.9.3 1.9.6 3.2.3 4.3.2	Regional collaboration	1.1.2 2.1.4 2.1.5 2.2.4 2.3.1 4.4.1
Aged and disabled services	1.9.1 3.2.1 3.3.2 3.2.3 3.3.2 3.4.1 3.6.1 3.7.1 3.7.2 4.3.2		
Aged person homes	1.9.1 1.9.2 3.2.3 3.3.2 4.3.2	Staff development & management	4.4.1 4.6.1 4.6.3 4.6.4 4.8.1
Agriculture innovations	1.2.7 1.3.1 2.1.4 3.2.1 3.4.2	Support for volunteers	3.1.11 4.2.2 4.2.3
Arts, Heritage & Culture	1.6.1 1.7.3 1.9.1 2.1.2 3.2.1	Tourism management	1.2.7 1.2.10 1.2.11 1.6.1 1.6.2 1.9.2 4.3.2
	3.2.2 3.4.1 3.4.2 3.6.1 3.7.1		
	3.7.2 4.3.2		
Childcare, Playgroup, infant health	1.9.1 3.2.1 3.7.1 3.7.2 4.3.2	Town planning	1.5.1 1.6.1 4.3.2 4.5.2
Crime prevention	1.2.6 1.9.1 3.1.6 3.6.1 3.7.1 4.3.2	Vegetation management, Reserves, etc.	1.7.2 1.7.5 1.8.4 2.2.2 4.3.2
Education facilities/services	1.2.3 1.2.7 1.2.8 1.9.1 3.1.5 3.2.1 3.6.1 3.7.1 4.3.2	Waste collection & management	2.1.1 2.1.4 2.4.1 2.4.2 4.3.2 4.4.1
Medical services	1.9.1 3.1.1 3.1.2 3.1.3 3.3.2 4.3.2	Facilities	Associated Strategies
Youth services	1.2.3 1.2.6 1.2.13 1.9.1 1.9.2 3.1.4 3.2.1 3.6.1 3.7.1 3.7.2 3.7.3 4.2.2 4.2.3 4.3.2	Community Facilities	
Shire Services		Cemetery	1.7.4 3.5.1 3.5.4 4.3.2
		Community Halls & Rec Facilities	1.7.3 1.7.4 1.9.1 3.5.1 4.3.2
		Libraries	1.7.4 3.5.1 4.3.2
		Parks and Sporting Facilities	1.2.6 1.7.4 3.1.7 3.5.1 3.5.2 4.6.3
Council's customer service	4.1.1 4.1.2 4.3.2 4.3.3 4.6.3	Playgrounds	1.7.4 3.5.1 4.3.2

Services	Associated Strategies	Services	Associated Strategies
Drainage, stormwater and flood management	1.4.4 2.1.1 2.3.1 2.1.3	Public Toilets	1.7.4 3.5.1 4.3.2
Economic development	1.1.1 1.1.2 1.2.1 1.2.4 1.2.5 1.2.6 1.2.7 1.2.9 1.2.10 1.2.13 1.3.2 1.5.1 1.9.1 1.9.2 1.10.1 1.10.2 1.10.3 1.2.8 2.1.5 2.1.2 2.1.3 2.1.4 3.1.1 3.1.6 3.3.3 3.4.1 3.4.2 3.7.1 3.7.2 4.2.1 4.4.1 4.6.3 4.3.2	Skate Park	1.7.4 3.5.1 4.3.2
Emergency services	1.3.2 3.1.3 3.1.7 3.3.3 4.3.2	Swimming Pools	1.7.4 3.5.1 3.5.3 4.3.2
Environmental initiatives/management	1.4.2 1.8.4 2.1.1 2.1.2 2.1.4 2.1.5 2.2.1 2.2.2 2.2.3 2.2.4 2.3.1 2.3.2 3.6.1 4.3.2	Tourist Centre	1.2.11 1.2.12 1.2.14 1.7.4 1.9.2 3.5.1 4.3.2
Festival and event management	1.2.6 1.2.5 1.2.11 1.2.12 3.2.3 3.2.5 3.4.1 3.4.2 3.6.1 3.7.2 4.3.2	Youth facilities	1.7.4 3.5.1 4.3.2
Financial management	3.5.1 4.2.1 4.3.2 4.5.1 4.5.2 4.5.3	Infrastructure	
Governance & elected member support	4.1.1 4.1.2 4.1.4 4.3.1 4.51 4.5.3	Airport	1.7.4 1.10.1 1.10.3 3.5.1 4.3.2
Health administration & inspection	3.3.2 4.3.2 4.5.2	Caravan Parks	1.2.9 1.7.4 3.5.1 4.3.2
Local Business Support	1.2.2 1.2.3 1.2.4 1.3.2 1.5.1 1.7.6 1.9.7 3.2.1 3.4.2 3.6.1 3.7.1 4.1.1	Dams	2.1.3 4.3.2
Long term planning	1.1.2 1.2.4 1.2.5 1.5.2 1.8.5 1.9.4 3.5.1 4.1.4 4.2.1 4.3.2 4.5.1 4.5.2 4.5.3	Employee housing	1.7.4 1.9.5 3.5.1 4.6.2 4.6.4
Maintenance and landscaping	1.7.2	Heritage Assets/Interpretation Signage	1.7.1 1.9.1 2.1.2 3.2.1
Marketing and Promotion	1.2.3 1.2.4 3.2.1 3.4.1 3.4.2 3.6.1 4.1.3 4.1.4 4.3.2	Roads, verges and footpaths	1.2.14 1.7.4 1.8.1 1.8.2 1.8.3 1.8.4 1.8.5 1.10.2 2.1.3 2.2.1 2.2.1 3.5.1 4.5.3 4.6.3

Services	Associated Strategies	Services	Associated Strategies
Pest control	2.2.1 2.2.2 2.2.4 3.3.1 4.3.2	Sewerage infrastructure	1.4.3 2.1.1 2.1.4 4.3.2 4.5.3
Political & Industry Lobbying	1.1.1 1.1.2 1.2.1 1.2.6 1.2.7 1.2.8 1.3.2 1.3.4 1.4.1 1.4.2 1.8.3 1.9.1 1.9.4 1.10.1 1.10.2 1.10.3 1.10.4 1.10.5 1.10.6 2.1.2 2.1.4 2.1.5 2.4.2 2.3.1 4.1.1 4.1.2 4.3.2 4.4.1 4.5.3	Solar Thermal Power Project	1.3.1 1.4.2 2.1.5
Ranger services	2.2.1 2.2.2 3.3.1 3.1.7 4.3.2	Townscaping	1.6.1 1.7.4 2.1.3 2.2.1 3.5.1 4.3.

Measuring Our Success

The aim of this Plan is to align the community's visions and aspirations for the future to the Shire's objectives and resultant strategies and plans. These objectives will be measured by both quantifiable and non-quantifiable outcomes. The Shire will use the following two *primary* types of measures, to identify how we progress towards our objectives.

Pillars	Objectives	Key Performance Measures
Economic	A diverse, resilient and innovative economy.	<ul style="list-style-type: none"> Population statistics No. of business licences Vacancy rates (business and residential) No. of building approvals
Environment	Protect and enhance the natural environment.	<ul style="list-style-type: none"> Percentage of waste placed in landfill Energy usage statistics Revegetation initiatives undertaken Incidence of feral animals
Social Connection	A community that is friendly, healthy and inclusive.	<ul style="list-style-type: none"> Crime rates Community participation rates Community satisfaction levels No. of community & cultural events

Leadership & Governance	A connected community with strong leadership.	<ul style="list-style-type: none"> • Financial ratios • Long-term financial viability • Asset sustainability ratios • Employee retention levels
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Community Satisfaction

As part of the formulation of this plan, the community was asked to provide feedback on the importance of existing services and facilities provided, and the level of satisfaction with these services and facilities.

By initiating annual community satisfaction surveys, the Shire will obtain an indication of ongoing community satisfaction levels to guide the prioritisation of the delivery of this plan and to ensure continual alignment and, importantly, comparing over time with our own improvements, and hopefully benchmark partners and peers.

Key Performance Measures

Key performance measures will be monitored and reported, which will then be able to provide an indication as to what extent the Shire is meeting the stated objectives. A combination of measures will be developed by the Shire, along with a base level and target level for each measure. In time, it is hoped that many of these will be able to be benchmarked against industry peers.

An example of some of the measures which will be used for each objective is provided in the table.

Review Requirements

This Strategic Community Plan is required be reviewed at least every four years, pursuant to regulation 19C of the Local Government (Administration) Regulations 1996.

The recommended approach by the Department of Local Government, Sport and Cultural Industries however, is that a minor review should be undertaken following every biennial election, to allow potential new incoming elected members to contribute to the strategic directions, and ensure alignment with community expectations and views, and consider trends and changes that have occurred since the last major review.

Therefore, this Plan should be subject to a minor review in at least two years, being in the year 2020.



Acronyms

The following acronyms, predominantly agencies and government departments, have been referenced within this document.

Acronym	Name	Website	Acronym	Name	Website
ABS	Australian Bureau of Statistics	www.abs.gov.au	HCWA	Heritage Council of WA	www.stateheritage.wa.gov.au
BR	Brookfield Rail (now known as Arc Infrastructure)	www.brookfieldrail.com	HWA	Department of Health	www.health.wa.gov.au
CASA	Civil Aviation Safety Authority	www.casa.gov.au	Id	Id The Population Experts	www.id.com.au
CBH	Cooperative Bulk Handling	www.cbh.com.au	IPRF	Integrated Planning & Reporting Framework	
DAFWA	Department of Agriculture and Food	www.agric.wa.gov.au	LC	LandCorp	www.landcorp.com.au
DCA	Department of Culture and the Arts (now DLGSCI)	www.dca.wa.gov.au	MIRWA	Main Roads	www.mainroads.wa.gov.au
DC	Department for Communities (now DLGSCI)	www.communities.wa.gov.au	NMEITA	North Midlands Education and Industry Training Alliance	
DER	Department of Environment and Water Regulation	www.der.wa.gov.au	MWDC	Mid West Development Commission	www.mwdc.wa.gov.au
DLGSCI	Department of Local Government, Sport and Cultural Industries	www.dlgsc.wa.gov.au	MWRC	Mid West Regional Council	www.mwrc.wa.gov.au
DoE	Department of Education	www.det.wa.edu.au	NMILGA	North Midlands Local Government Authorities	
DIA	Department of Indigenous Affairs (now department of Planning, Lands and Heritage)	http://www.daa.wa.gov.au/	PTA	Public Transport Authority	www.pta.wa.gov.au
DJTSI	Department of Jobs, Tourism, Science and Innovation	www.drd.wa.gov.au	SBDC	Small Business Development Corporation	www.smallbusiness.wa.gov.au
DLG	Department of Local Government	www.dlgsc.wa.gov.au	SMC	Sinosteel Midwest Corporation Ltd	www.smcl.com.au
DoHA	Department of Health and Ageing	www.health.gov.au	SOP	Shire of Perenjori	www.perenjori.wa.gov.au
DoH	Department of Housing	www.housing.wa.gov.au	TWA	Tourism WA	www.westernaustralia.com
DOW	Department of Water (now Department of Water and Environment Regulation)	www.water.wa.gov.au	WACHS	Western Australian Country Health Services	www.wacountry.health.wa.gov.au

Acronym	Name	Website	Acronym	Name	Website
DoP	Department for Planning, Lands & Heritage (WA Planning Commission)	www.planning.wa.gov.au	WC	Water Corporation	www.watercorporation.wa.gov.au
DOT	Department of Transport	www.transport.wa.gov.au	WP	Western Power Corporation	www.westernpower.com.au
DRD	Department of Primary Industries and Regional Development	www.drd.wa.gov.au	WALGA	Western Australian Local Government Association	www.walga.asn.au
DSD	Department of State Development (now DJTSI)	www.dsd.wa.gov.au	WAP	Western Australian Police	www.police.wa.gov.au
DSR	Department of Sport and Recreation (now DLGSCI)	www.dsr.wa.gov.au	YYCC	Yarra Yarra Catchment Council	
FESA	Fire and Emergency Services Authority	www.fesa.wa.gov.au			



References & Acknowledgements

We thank the people of the Shire of Morawa for their time and effort in being a part of our community engagement and for their invaluable input into our second Strategic Community Plan.

The Shire of Morawa Strategic Community Plan 2018 - 2028 has been developed by engaging the community and other stakeholders and through compilation of a number of reports, including the inaugural Plan, and community engagement projects undertaken since 2016 through to early 2018.

Council's Elected Members, Chief Executive Officer, Management and Staff have also provided valuable input to the development of the Plan.

Much of the information contained in this Plan has been derived from documents in the public domain and in liaison with key stakeholders via community and specific focus group workshops.

We have also made reference to the following key informing strategies and documents, or other sources and documents, during the preparation of the plan:

Shire of Morawa Strategic Community Plan 2012	Shire of Morawa Corporate Business Plan Update 2016
Shire of Morawa Strategic Plan Update August 2016	North Midlands Economic Development Strategy 2012
Shire of Morawa Strategic Community Plan Review 2017	Morawa SuperTown Growth and Implementation Plan 2012
Shire of Morawa Corporate Business Plan Update 2016	Midwest Regional Blueprint 2050 (produced 2015)
Shire of Morawa, Morawa Prospectus 2012	Midwest Investment Plan 2011
Shire of Morawa Long Term Financial Plan 2016 (Draft)	Midwest Innovation Agenda 2016
Shire of Morawa Disability Access & Inclusion Plan 2013-2019 (reviewed 2014)	Midwest Tourism Development Strategy 2014
Shire of Morawa Tourism Development Strategic Plan 2012-2017	Midwest Digital & Communication Strategy
Morawa Sport & Recreation Masterplan 2011	WA Master Bike Strategy 2015-2020
Shire of Morawa Envisio Corporate Planning Status Report February 2018	ABS Census Data 2016, 2011
Shire of Morawa Local Planning Scheme No.2	Morawa Regeneration Findings Report 2017
Shire of Morawa Workforce Plan 2013-2017	Morawa Regeneration Report 2017
Shire of Morawa Asset Management Plans 2011	North Midlands Economic Development Strategy 2012
Shire of Morawa Annual Budget 2017/18	Morawa SuperTown Growth and Implementation Plan 2012
Shire of Morawa Plan for the Future Facilitation Report 2010	Midwest Regional Blueprint 2050 (produced 2015)
Shire of Morawa Annual Report 2016/17	10 year Education & Training Masterplan 2016
Shire of Morawa Community Profile - a Snapshot December 2017	.id The Population Experts.

Disclaimer

This report has been prepared for the purposes set out in the brief and scope engagement agreed between the Shire of Morawa and LG Services WA.

Any reliance placed by a third party on this report is that party's sole responsibility. The information contained herein is believed to be reliable and accurate, however, no guarantee is given as to its accuracy and reliability, and no responsibility or liability for any information, opinions or commentary contained herein, or for any consequences of its use, will be accepted by LG Services WA, nor any members or by any person involved in the preparation of this report.



Shire of Morawa

Strategic Community Plan 2018 - 2028

Snapshot

Our Motto's

- Shire of Morawa: Breaking New Ground
- Tourism: Exploring Wildflower Country

Our Vision

A welcoming and inclusive community with diverse regional partnerships that have created a vibrant and growing economy.

Our Values

- Innovative and creative;
- Collaborative through partnerships;
- Open and accountable;
- Strong leadership, governed by informed decisions; and
- Listen, communicate and respond.

Our Pillars, Objectives and Outcomes – Foundations for Success

Pillars	Objectives	Outcomes
Economic	Objective 1 A diverse, resilient and innovative economy.	1.1 Maintain and increase population. 1.2 Maximise business, industry and investment opportunities. 1.3 Responsive to innovation and new technologies. 1.4 Provide essential services and infrastructure to support population growth. 1.5 Planned and balanced growth. 1.6 The main street is the civic and retail heart connecting the town. 1.7 Attractive and well maintained buildings and streetscapes. 1.8 Well maintained local roads and ancillary infrastructure. 1.9 Affordable, diverse and quality accommodation options for both residential and business. 1.10 Increased investment in transport networks.
Environment	Objective 2 Protect and enhance the natural environment.	2.1 Ensure natural resources are used efficiently and effectively. 2.2 Enhance and promote rehabilitation of our native vegetation. 2.3 Minimise impact of salinity. 2.4 Regional waste management solution(s) to achieve zero landfill.
Social Connection	Objective 3 A community that is friendly, healthy and inclusive.	3.1 Services and facilities that meet the needs of the community. 3.2 Respect our cultural, indigenous and heritage assets. 3.3 Retain a safe environment. 3.4 A wide range of regional events. 3.5 Improved and well maintained community, recreational and civic infrastructure. 3.6 Promote and Support a healthy community. 3.7 Support an inclusive community.
Leadership & Governance	Objective 4 A connected community with strong leadership.	4.1 A well informed, connected and engaged community that actively participates. 4.2 Existing strong community and spirit and pride is fostered and encouraged. 4.3 A local government that is respected, professional and accountable. 4.4 Improved regional partnerships with government and industry. 4.5 Be compliant with relevant legislation. 4.6 Planned, affordable and effective service delivery and infrastructure. 4.7 Long term financial viability. 4.8 Attract and retain quality staff.

The Shire of Morawa, PO Box 14, Morawa WA 6623, Phone: 08 9971 1204

<i>Item No/Subject:</i>	7.2.2.1 Accounts Due For Payment – January 2018
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	28 February 2018 — Candice Smith Senior Finance Officer
<i>Responsible Officer:</i>	Jenny Goodbourn – Executive Manager Corporate & Community Services
<i>Applicant/Proponent:</i>	Executive Manager Corporate & Community Services
<i>File Number:</i>	FM.CRD.1
<i>Previous minute/s & Reference:</i>	

SUMMARY

A list of accounts is attached for all payments made for the month of January 2018

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 - 7.2.2.1a List of accounts due and submitted to Council on 15 March 2018

BACKGROUND INFORMATION

Local Government (Financial Management) Regulations 1996 – Reg 13

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

OFFICER'S COMMENT

Nil

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 – Reg 13

POLICY IMPLICATIONS

Section 3 – Finance 3.6 Use of Corporate Credit Cards Policy

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.11 Risk Management Controls

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

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

- Municipal EFT Payment Numbers EFT 10409 to EFT 10550 inclusive, amounting to \$167,632.06
- Municipal Cheque Payments Numbered 11781 to 11789 amounting to \$200,296.83
- Municipal Direct Debit Payments Numbers DD5949.1 to DD5966.6 amounting to \$17,100.11
- Payroll for January 2018
10/01/2018 - \$ 45,882.10
24/01/2018 - \$ 46,014.67

7.2.2.1a List of accounts due and submitted to Council on 15 March 2018

5092	31/01/2018	BOQ Finance	Photocopier Lease January 2018	1	301.16
EFT10409	04/01/2018	All Fast Enterprises	Rates refund for assessment A267	1	4,242.80
EFT10410	11/01/2018	Australian Services Union	Payroll deductions	1	82.35
EFT10411	11/01/2018	Department of Human Services	Payroll deductions	1	438.96
EFT10412	11/01/2018	Department of Local Government, Sport and Cultural Industries	Refund unexpended CPRP grant monies SR/2017/105 Community Pool Revitalisation Program	1	35,200.00
EFT10413	11/01/2018	DALLYWATER CONSULTING	Contract EHO Work 08/1/2018 - 12/01/2018	1	4,444.00
EFT10414	19/01/2018	Winchester Industries	Various Blue metal for local roads	1	32,764.88
EFT10415	19/01/2018	RSM Bird Cameron	Audit Fees Various	1	28,757.93
EFT10416	19/01/2018	Morawa News & Gifts	Purchases Morawa News Dec 17	1	164.92
EFT10417	19/01/2018	Star Track Express	Various Freight	1	264.04
EFT10418	19/01/2018	Kats Rural	Retic parts	1	1,997.09
EFT10419	19/01/2018	Morawa Traders	Cleaning products Rubbish Tip	1	25.11
EFT10420	19/01/2018	Landmark Operations Limited	Various parts for sewerage scheme	1	1,554.15
EFT10421	19/01/2018	Midwest Chemical & Paper Distributors	Various Goods	1	192.01
EFT10422	19/01/2018	Landgate	Rural UV's Chargeable Schedule R2017/4	1	65.50
EFT10423	19/01/2018	Refuel Australia	Bulk Fuel Purchase Dec 2017	1	11,688.94
EFT10424	19/01/2018	Hitachi Construction Machinery (Australia) Pty Ltd	Window kit and isolator	1	337.84
EFT10425	19/01/2018	Canine Control	Ranger Services 5th Dec 17	1	2,948.16

EFT10426	19/01/2018	GH Country Courier	Freight	1	103.48
EFT10427	19/01/2018	Courier Australia	Freight	1	35.55
EFT10428	19/01/2018	Geraldton Toyota	Service MO212	1	267.70
EFT10429	19/01/2018	Vidguard Security Systems	Monitoring Medical Centre	1	102.00
EFT10430	19/01/2018	Conway Highbury	Local Laws Stage 3	1	1,108.25
EFT10431	19/01/2018	Bob Waddell & Associates Pty Ltd	Assistance with Annual Audit	1	297.00
EFT10432	19/01/2018	Geraldton Mower & Repairs Specialists	Honda Blades	1	249.00
EFT10433	19/01/2018	Leading Edge Computers Dongara & Geraldton	Works Supervisor Printer Cartridges	1	96.00
EFT10434	19/01/2018	Morawa Rural Enterprises	Various Parts	1	155.90
EFT10435	19/01/2018	Neverfail Springwater Limited	Monthly Cooler Rental	1	14.30
EFT10436	19/01/2018	Wallis Computer Solutions	Billable Services -- Medical Centre	1	875.88
EFT10437	19/01/2018	Dongara Tree Service	Pruning and removal of trees	1	2,310.00
EFT10438	19/01/2018	Herrings Coastal Plumbing & Gas	Clear blocked sewerage to Harley Street	1	722.70
EFT10439	19/01/2018	IGA Morawa	IGA Purchases Dec 2017	1	243.04
EFT10440	19/01/2018	Morawa Rural Enterprises	Parts	1	38.30
EFT10441	19/01/2018	Abrolhos Steel	Various steel	1	1,652.20
EFT10442	19/01/2018	Great Southern Fuel Supplies	Fuel Usage Dec 17	1	1,222.07
EFT10443	19/01/2018	WINC Australia	Photocopier usage	1	571.34
EFT10444	19/01/2018	Colliers	Commercial Office Rent - Depot	1	423.85

EFT10445	23/01/2018	Australian Taxation Office	December BAS 2017	1	2,021.00
EFT10446	25/01/2018	Australian Services Union	Payroll deductions	1	82.35
EFT10447	25/01/2018	Department of Human Services	Payroll deductions	1	438.96
EFT10448	30/01/2018	Department of Communities - Housing Authority	Refund of Bond	1	1,480.00
EFT10449	30/01/2018	Karen Jeanette Chappel	Sitting Fees Oct to Dec 17	1	8,250.00
EFT10450	30/01/2018	Midwest Chemical & Paper Distributors	Purchases	1	79.20
EFT10451	30/01/2018	Hitachi Construction Machinery (Australia) Pty Ltd	Various Parts	1	406.74
EFT10452	30/01/2018	Cook's Tours Pty Ltd	Advertising	1	880.00
EFT10453	30/01/2018	Cramer & Neill	Fan replacement Depot	1	1,141.60
EFT10454	30/01/2018	Alinta Sales Pty Ltd	Charges	1	343.86
EFT10455	30/01/2018	Mark Thornton	Sitting Fees Oct to Dec 17	1	2,000.00
EFT10456	30/01/2018	Batavia Coast Trimmers	Repairs	1	900.00
EFT10457	30/01/2018	Ken Stokes	Sitting Fees Oct to Dec 17	1	2,000.00
EFT10458	30/01/2018	Jane Coaker	Sitting Fees Oct to Dec 17	1	2,000.00
EFT10459	30/01/2018	Dean Carslake	Sitting Fees Oct to Dec 17	1	3,062.50
EFT10460	30/01/2018	Debbie Collins	Sitting Fees July to Sept and Oct to Dec 17	1	4,000.00
EFT10461	30/01/2018	Darren S Agar	Sitting Fees Oct to Dec 17	1	2,000.00
EFT10549	31/01/2018	Westnet Pty Ltd	Internet January 2018	1	224.75

ET10550	31/01/2018	BankWest	December Credit Card Transactions 2017	1	663.86
11781	08/01/2018	Water Corporation	Water Usage October to December 2017	1	25,041.75
11782	08/01/2018	Synergy	Usage Oct to Dec 17	1	25,392.60
11783	19/01/2018	Synergy	11 Broad Ave Electricity	1	577.45
11784	19/01/2018	Telstra Corporation Limited	Phone Usage Medical Centre - Dec 17	1	621.04
11785	19/01/2018	Morawa Licensed Post Office Emmlee's	Postage Dec 2017	1	68.00
11786	19/01/2018	Synergy	Power Usage - Swimming Pool Dec 2017	1	15,889.45
11787	19/01/2018	Telstra Corporation Limited	Phone Usage Dec 2017	1	520.31
11788	19/01/2018	Boral Resources (W.A) Limited	Spray and coat various roads	1	131,882.44
11789	30/01/2018	Telstra Corporation Limited	Phone Usage	1	303.79
DD5949.1	10/01/2018	WA Local Government Superannuation Plan	Payroll deductions	1	7,237.27
DD5949.2	10/01/2018	BT FINANCIAL GROUP	Superannuation contributions	1	313.37
DD5949.3	10/01/2018	MLC Super Fund	Superannuation contributions	1	232.34
DD5949.4	10/01/2018	Concept One	Superannuation contributions	1	181.49
DD5949.5	10/01/2018	Australian Super	Superannuation contributions	1	223.97
DD5949.6	10/01/2018	LGIA Super	Superannuation contributions	1	321.54
DD5966.1	24/01/2018	WA Local Government Superannuation Plan	Payroll deductions	1	7,278.57
DD5966.2	24/01/2018	BT FINANCIAL GROUP	Superannuation contributions	1	313.37
DD5966.3	24/01/2018	MLC Super Fund	Superannuation contributions	1	232.34

DP5966.4	24/01/2018	Concept One	Superannuation contributions	1	220.34
DP5966.5	24/01/2018	Australian Super	Superannuation contributions	1	223.97
DP5966.6	24/01/2018	LGIA Super	Superannuation contributions	1	321.54

REPORT TOTALS

EFT	\$ 167,632.06
Cheque	\$ 200,296.83
Direct Debits	\$ 17,100.11
Payroll	\$ 91,896.77
Credit Card	\$ 663.86
TOTAL	\$477,589.63

Dec-17

Business Credit Card - Chris Linnell Bankwest MasterCard

Date	Description	Accounts	Account Description	Amount	GST
			Total Purchases for C Linnell	0.00	0.00

Business Credit Card - Fred Gledhill Bankwest MasterCard

Date	Description	Accounts	Account Description	Amount	GST
				0.00	
			Total Purchases for F. Gledhill	0.00	0.00

Business Credit Card - Sam Appleton

Date	Description	Accounts	Account Description	Amount	GST
29/11/2017	Kettle for Koolanooka Unit	B13208	Koolanooka Unit	12.00	1.09
2/12/2017	Stationery	1146260.520	Stationery	71.85	6.53
6/12/2017	Promotional Flags	1132060.520	Area Promotion	457.21	41.56
9/12/2017	2 x wireless keyboards and mice	1146180.521	Office Equipment	119.90	10.90
9/12/2017	key for rear storeroom	B7702	Drs Surgery Maintenance	2.90	0.26
				0.00	
			Total Purchases for S. Appleton	663.86	60.35
			Total Fees and Charges	663.86	60.35

<i>Item No/Subject</i>	7.2.2.2 Reconciliations - January 2018
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	27 February 2018 - Candice Smith – Senior Finance Officer
<i>Responsible Officer:</i>	Jenny Goodbourn – Executive Manager Corporate & Community Services
<i>Applicant/Proponent:</i>	Executive Manager Corporate & Community Services
<i>File Number:</i>	FM.ACC.1
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

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

BANK BALANCES AS AT 31 January 2018

Account	2018
Municipal Account #	\$1,251,772.78
Trust Account	\$15,981.76
Business Telenet Saver (Reserve) Account	\$3,426,711.96
WA Treasury O/night Facility (Super Towns) Account	\$601,956.03
Reserve Term Deposit (Community Development)	\$500,000.00
Reserve Term Deposit (Future Funds 1)	\$800,000.00
Reserve Term Deposit (Future Funds 2)	\$800,000.00

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 31 January 2018 with a comparison for 31 January 2017 is as follows:

Account	2017	2018
Municipal Account #	\$538,874.88	\$1,248,556.62
Trust Account	\$13,200.29	\$18,853.40
Reserve Account	\$6,013,287.08	\$6,128,667.99

RESERVE ACCOUNT

The Reserve Funds of \$6,124,776.16 as at 31 January 2018 were invested in:-

- Bank of Western Australia \$3,426,711.96 in the Business Telenet Saver Account and
- \$601,956.03 in the WA Treasury O/Night Facility
- Term Deposit (Future Funds 1) \$800,000.00
- Term Deposit (Future Funds 2) \$800,000.00
- Term Deposit (Community Development Fund) \$500,000.00

Breakdown for January 2018 with a comparison for January 2017 is as follows:

	2017	2018
Sports Complex Upgrade Reserve	\$0.00	\$0.00
Land & Building Reserve	\$79,621.88	\$100,609.07
Plant Reserve	\$986,942.28	\$911,246.58
Leave Reserve	\$288,743.09	\$282,916.15
Economic Development Reserve	\$108,822.84	\$109,999.16
Sewerage Reserve	\$145,656.50	\$217,673.76
Unspent Grants & Contributions Reserve	\$24,807.10	\$58,286.78
Community Development Reserve	\$1,184,509.29	\$1,206,802.48
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,151,357.62	\$2,135,308.10
Morawa Future Funds Interest Reserve	\$55,103.93	\$126,027.18
Aged Care Units Reserve Units 6-9	\$9,090.64	\$9,189.10
Aged Care Units Reserve Units 1-4	0	\$68,393.55
Aged Care Units Reserve Unit 5	0	\$54,902.93
Transfer Station Reserve	\$28,994.92	\$27.18
S/Towns Revitalisation Reserve	\$175,509.85	\$37,526.19
ST Solar Thermal Power Station Reserve	\$556,309.68	\$564,429.84
Business Units Reserve	\$61,686.98	\$82,480.18
Legal Reserve	\$15,109.41	\$20,304.36
Road Reserve	\$141,021.07	\$142,545.40
TOTAL	\$6,013,287.08	\$6,128,667.99

TRANSFER OF FUNDS

- *\$521,430.00 from Unspent Grants to Municipal Fund being for General FAGS paid in advance June 2017. 17 July 2017*
 - *\$299,042.00 from Unspent Grants to Municipal Fund being for Roads FAGS paid in advance June 2017. 10 August 2017*
 - *\$140,000.00 from S/Towns Revitalisation Reserve to Municipal Fund being for monies spent on project 16/17. 26 October 2017*
 - *\$37,368.00 from Future Funds Reserve to Morawa Future Funds Interest Reserve being for 85% of interest from Term Deposit that matured October 2017 and was accrued as at the 30th June 2017. For the year 2016/17*
- **Investment Transfers**
 - *\$800,000.00 from Future Funds to Term Deposit Future Funds1 for 8 months @ 2.50% interest*
 - *\$800,000.00 from Future Funds to Term Deposit Future Funds2 for 8 months @ 2.50% interest*
 - *\$500,000.00 from Community Development Fund for 8 months @ 2.50% interest*

COMMUNITY CONSULTATION

NIL

COUNCILLOR CONSULTATION

NIL

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.11 Risk Management Controls

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to receive the bank reconciliation report for 31 January 2018.

<i>Item No/Subject:</i>	7.2.2.3 Monthly Financial Statements – January 2018
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	28 February 2018 - Candice Smith – Senior Finance Officer
<i>Responsible Officer:</i>	Jenny Goodbourn – Executive Manager Corporate & Community Services
<i>Applicant/Proponent:</i>	Executive Manager Corporate & Community Services
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 – 7.2.2.3a January 2018 Monthly Financial Activity and Variance Report
A copy of the schedules is available if required.

BACKGROUND INFORMATION

Nil

OFFICER'S COMMENT

Nil

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to receive the Statement of Financial Activity and the Variance Report for the period ending the 31 January 2018.



SHIRE OF MORAWA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

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SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

	NOTE	JANUARY 2018 Actual \$	JANUARY 2018 Y-T-D Budget \$	2017/18 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Revenues/Sources	1,2						
Governance		18,727	0	20,010	18,727	0.00%	
General Purpose Funding		454,129	460,205	897,142	(6,076)	(1.32%)	
Law, Order, Public Safety		22,830	20,732	26,230	2,098	10.12%	
Health		2,393	2,850	5,350	(457)	(16.04%)	
Education and Welfare		14,777	71,757	133,899	(56,980)	(79.41%)	▼
Housing		58,625	35,252	147,761	23,373	66.30%	▲
Community Amenities		434,709	504,290	554,091	(69,581)	(13.80%)	▼
Recreation and Culture		42,265	22,050	69,214	20,215	91.68%	▲
Transport		743,499	682,751	1,092,894	60,748	8.90%	
Economic Services		74,689	122,016	223,319	(47,327)	(38.79%)	▼
Other Property and Services		148,135	49,693	139,184	98,442	198.10%	▲
		2,014,778	1,971,596	3,308,894	43,182	2.19%	
(Expenses)/(Applications)	1,2						
Governance		(289,298)	(295,823)	(491,640)	(289,298)	0.00%	
General Purpose Funding		(120,182)	(95,067)	(174,282)	(25,115)	(26.42%)	▲
Law, Order, Public Safety		(63,907)	(51,077)	(84,223)	(12,830)	(25.12%)	▲
Health		(146,310)	(124,977)	(210,604)	(21,333)	(17.07%)	▲
Education and Welfare		(59,554)	(413,613)	(800,015)	354,059	85.60%	▼
Housing		(195,794)	(138,448)	(313,270)	(57,346)	(41.42%)	▲
Community Amenities		(338,267)	(439,873)	(741,202)	101,606	23.10%	▼
Recreation & Culture		(868,071)	(678,802)	(1,136,614)	(189,269)	(27.88%)	▲
Transport		(1,171,558)	(931,204)	(1,598,634)	(240,354)	(25.81%)	▲
Economic Services		(339,141)	(445,173)	(794,594)	106,032	23.82%	▼
Other Property and Services		13,288	(38,232)	(36,296)	51,520	134.76%	▼
		(3,578,794)	(3,652,289)	(6,381,374)	(222,328)	(2.01%)	
Net Result Excluding Rates		(1,564,016)	(1,680,693)	(3,072,480)	(179,146)		
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	4	0	(7,581)	(13,000)	7,581	100.00%	
Movement in Leave Reserve (Added Back)		1,779	0	0	1,779	0.00%	
Movement in Deferred Pensioner Rates/ESL (non		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions (non-c		0	0	0	0	0.00%	
Rounding Adjustment		0	0	0	0	0.00%	
Depreciation on Assets		1,014,124	853,573	1,463,496	160,551	(18.81%)	▲
Capital Revenue and (Expenditure)							
Purchase of Investments		0	0	0	0	0.00%	
Purchase Land Held for Resale	3	0	(11,662)	(20,000)	11,662	100.00%	▼
Purchase Land and Buildings	3	(1,250)	(72,500)	(155,000)	71,250	98.28%	▼
Purchase Plant and Equipment	3	0	(155,000)	(155,000)	155,000	100.00%	▼
Purchase Furniture and Equipment	3	0	(12,870)	(22,870)	12,870	100.00%	▼
Purchase Infrastructure Assets - Roads	3	(590,231)	(1,017,875)	(1,631,978)	427,644	42.01%	▼
Purchase Infrastructure Assets - Footpaths	3	0	0	(27,937)	0	0.00%	
Purchase Infrastructure Assets - Drainage	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Parks & Ovals	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Airfields	3	0	(10,000)	(10,000)	10,000	100.00%	
Purchase Infrastructure Assets - Play Equip	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Sewerage	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Dams	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Other	3	(63,968)	(76,669)	(137,500)	12,701	16.57%	▼
Proceeds from Disposal of Assets	4	0	0	15,000	0	0.00%	
Repayment of Debentures	5	(47,147)	(47,485)	(70,815)	338	0.71%	
Proceeds from New Debentures	5	0	0	0	0	0.00%	
Advances to Community Groups		0	0	0	0	0.00%	
Self-Supporting Loan Principal Income	5	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)	6	(128,493)	(108,794)	(278,751)	(19,699)	(18.11%)	▲
Transfers from Restricted Asset (Reserves)	6	1,029,840	1,443,327	1,892,170	(413,487)	(28.65%)	▼
ADD Net Current Assets July 1 B/Fwd	7	558,952	428,376	428,376	130,576	30.48%	
LESS Net Current Assets Year to Date	7	1,968,850	1,326,792	564	642,058	(48.39%)	
Amount Raised from Rates	8	(1,759,259)	(1,802,645)	(1,796,852)	43,386	(2.41%)	

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

Material Variances SymbolAbove Budget Expectations
Below Budget Expectations▲
▼Greater than 10,000 and greater than 10%
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 2017 TO 31 JANUARY 2018

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 2017 TO 31 JANUARY 2018

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 2017 TO 31 JANUARY 2018

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.

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

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.

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

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 2017 TO 31 JANUARY 2018

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 2017 TO 31 JANUARY 2018

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 2017 TO 31 JANUARY 2018

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 2017 TO 31 JANUARY 2018

	2017/18 Budget \$	JANUARY 2018 YTD Budget \$	JANUARY 2018 Actual \$
3. ACQUISITION OF ASSETS			
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
Upgrade to Old Council Chambers	50,000	25,000	527.16
Housing			
Aged Person Units x 4 - water metres	60,000	30,000	0.00
Community Amenities			
New Tip Site Construction	70,000	35,000	0.00
Community Bus	135,000	135,000	0.00
Recreation and Culture			
Storage Shed 6x6	10,000	5,000	0.00
Diving Blocks	10,000	5,000	4,880.00
Sports Complex Upgrade	10,000	0	0.00
Furniture & Equipment	20,000	10,000	0.00
Morawa Interpretation Trails Project	20,000	11,669	0.00
Bowling Club Lighting	0	0	0.00
Skate Park CCTV Cameras	0	0	0.00
Skate Park	0	0	0.00
Transport			
Road Construction			
- Rural Roads Construction	1,483,543	911,183	473,325.44
- Townsite Roads Construction	148,435	106,692	116,905.52
Bridges Construction	0	0	0.00
Drainage Construction	0	0	0.00
Footpath Construction	27,937	0	0.00
Depot Upgrade	0	0	0.00
Plant & Equipment - Road Plant Purchases	0	0	0.00
Airfield Lighting Upgrade	10,000	10,000	0.00
Economic Services			
Caravan Park Camp Kitchen/Caretakers Cabin	25,000	12,500	0.00
Caravan Park Concept Plan	12,500	12,500	0.00
Morawa Gateway Project	25,000	12,500	0.00
Industrial Land Development	20,000	11,662	0.00
Phase 1 - Civic Square/Pedestrian Crossing	0	0	26,264.09
Construction of Footpath - Jubilee Park	0	0	32,824.28
Phase 2 - Road Freight Alignment	0	0	0.00
Other Property & Services			
Purchase of Lot 9000, White Ave	0	0	0.00
Administration Furniture & Equipment	2,870	2,870	0.00
Generator for Admin Building	20,000	20,000	0.00
	<u>2,160,285</u>	<u>1,356,576</u>	<u>655,449.19</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

	2017/18 Budget \$	JANUARY 2018 YTD Budget \$	JANUARY 2018 Actual \$
3. ACQUISITION OF ASSETS (Continued)			
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	20,000	11,662	0.00
Investments	0	0	0.00
Land	0	0	0.00
Buildings	155,000	72,500	1,249.86
Plant and Equipment	155,000	155,000	0.00
Furniture and Equipment	22,870	12,870	0.00
Infrastructure Assets - Roads	1,631,978	1,017,875	590,230.96
Infrastructure Assets - Footpaths	27,937	0	0.00
Infrastructure Assets - Drainage/Dams	0	0	0.00
Infrastructure Assets - Parks & Ovals	0	0	0.00
Infrastructure Assets - Airfields	10,000	10,000	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	0	0	0.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	137,500	76,669	63,968.37
	<u>2,160,285</u>	<u>1,356,576</u>	<u>655,449.19</u>

SHIRE OF MORAWA

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)	
	2017/18 Budget \$	JANUARY 2018 Actual \$	2017/18 Budget \$	JANUARY 2018 Actual \$	2017/18 Budget \$	JANUARY 2018 Actual \$
Law, Order & Public Safety						0.00
Community Amenities						0.00
1996 Toyota Coaster Community Bus MO403	2,000		15,000		13,000	0.00
Recreation & Culture						0.00
Transport						0.00
						0.00
Other Property & Services						0.00
						0.00
	2,000	0.00	15,000	0.00	13,000	0.00

By class of asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2017/18 Budget \$	JANUARY 2018 Actual \$	2017/18 Budget \$	JANUARY 2018 Actual \$	2017/18 Budget \$	JANUARY 2018 Actual \$
Plant & Equipment						
1996 Toyota Coaster Community Bus MO403	2,000	0.00	15,000	0.00	13,000	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
	2,000	0.00	15,000	0.00	13,000	0.00

2017/18	2018	
Budget	Actual	
\$ 13,000	\$ 0.00	
0	0.00	
13,000	0.00	

Summary
Profit on Asset Disposals
Loss on Asset Disposals

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$	2017/18 Budget \$	2017/18 Actual \$
Housing									
Loan 133 - GEHA House	70,621	0	0	34,156	16,799	36,465	53,822	4,076	
Loan 134 - 2 Broad Street	49,838	0	0	24,158	24,158	25,680	25,680	3,090	
Loan 136 - 24 Harley Street - Staff Housing	332,137	0	0	12,501	6,190	319,636	325,947	12,931	
	452,596	0	0	70,814.62	47,147	381,781.38	405,449	20,097	0

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

	2017/18 Budget \$	JANUARY 2018 Actual \$
6. RESERVES - CASH BACKED		
(a) Leave Reserve		
Opening Balance	281,137	281,138
Amount Set Aside / Transfer to Reserve	7,611	1,779
Amount Used / Transfer from Reserve	<u>(80,000)</u>	<u>0</u>
	<u>208,748</u>	<u>282,916</u>
(b) Sports and Recreation Facilities Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>0</u>	<u>0</u>
(c) Plant Reserve		
Opening Balance	905,518	905,518
Amount Set Aside / Transfer to Reserve	108,411	5,728
Amount Used / Transfer from Reserve	<u>(60,000)</u>	<u>0</u>
	<u>953,929</u>	<u>911,247</u>
(d) Building Reserve		
Opening Balance	99,976	99,977
Amount Set Aside / Transfer to Reserve	20,929	632
Amount Used / Transfer from Reserve	<u>(50,000)</u>	<u>0</u>
	<u>70,905</u>	<u>100,609</u>
(e) Economic Development Reserve		
Opening Balance	109,308	109,308
Amount Set Aside / Transfer to Reserve	1,015	692
Amount Used / Transfer from Reserve	<u>(25,000)</u>	<u>0</u>
	<u>85,323</u>	<u>109,999</u>
(f) Community Development Reserve		
Opening Balance	1,187,559	1,187,559
Amount Set Aside / Transfer to Reserve	11,030	19,244
Amount Used / Transfer from Reserve	<u>(10,000)</u>	<u>0</u>
	<u>1,188,589</u>	<u>1,206,802</u>
(g) Sewerage Reserve		
Opening Balance	216,306	216,305
Amount Set Aside / Transfer to Reserve	34,528	1,368
Amount Used / Transfer from Reserve	<u>(70,000)</u>	<u>0</u>
	<u>180,834</u>	<u>217,674</u>
(h) Unspent Grants and Contributions Reserve		
Opening Balance	877,391	877,390
Amount Set Aside / Transfer to Reserve	8,149	1,369
Amount Used / Transfer from Reserve	<u>(832,972)</u>	<u>(852,472)</u>
	<u>52,568</u>	<u>26,287</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

	2017/18 Budget \$	JANUARY 2018 Actual \$
6. RESERVES (Continued)		
(i) Business Units Reserve		
Opening Balance	81,961	81,962
Amount Set Aside / Transfer to Reserve	20,761	518
Amount Used / Transfer from Reserve	0	0
	<u>102,722</u>	<u>82,480</u>
(j) Morawa Future Funds Interest		
Opening Balance	88,036	88,036
Amount Set Aside / Transfer to Reserve	12,050	37,991
Amount Used / Transfer from Reserve	0	0
	<u>100,086</u>	<u>126,027</u>
(k) Morawa Community Future Funds Reserve		
Opening Balance	2,121,127	2,121,127
Amount Set Aside / Transfer to Reserve	19,703	51,549
Amount Used / Transfer from Reserve	(36,000)	(37,368)
	<u>2,104,830</u>	<u>2,135,308</u>
(l) Refuse Transfer Station Reserve		
Opening Balance	27	27
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>27</u>	<u>27</u>
(m) Aged Care Units Reserve - Units 6-9		
Opening Balance	9,131	9,131
Amount Set Aside / Transfer to Reserve	85	58
Amount Used / Transfer from Reserve	0	0
	<u>9,216</u>	<u>9,189</u>
(n) ST-N/Midlands Solar Thermal Power		
Opening Balance	559,632	558,966
Amount Set Aside / Transfer to Reserve	5,198	4,797
Amount Used / Transfer from Reserve	(550,000)	0
	<u>14,830</u>	<u>563,764</u>
(o) ST-Morawa Revitalisation Reserve		
Opening Balance	176,558	176,348
Amount Set Aside / Transfer to Reserve	1,640	968
Amount Used / Transfer from Reserve	(178,198)	(140,000)
	<u>0</u>	<u>37,316</u>
(p) Legal Fees Reserve		
Opening Balance	20,177	20,177
Amount Set Aside / Transfer to Reserve	5,187	128
Amount Used / Transfer from Reserve	0	0
	<u>25,364</u>	<u>20,304</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

	2017/18 Budget \$	JANUARY 2018 Actual \$
6. RESERVES (Continued)		
(q) Road Reserve		
Opening Balance	141,649	141,649
Amount Set Aside / Transfer to Reserve	1,316	896
Amount Used / Transfer from Reserve	0	0
	<u>142,965</u>	<u>142,545</u>
(r) Aged Care Units 1-4		
Opening Balance	67,964	67,964
Amount Set Aside / Transfer to Reserve	631	430
Amount Used / Transfer from Reserve	0	0
	<u>68,595</u>	<u>68,394</u>
(s) Aged Care Unit 5		
Opening Balance	54,558	54,558
Amount Set Aside / Transfer to Reserve	507	345
Amount Used / Transfer from Reserve	0	0
	<u>55,065</u>	<u>54,903</u>
(t) Swimming Pool Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	20,000	0
Amount Used / Transfer from Reserve	0	0
	<u>20,000</u>	<u>0</u>
 Total Cash Backed Reserves	 5,384,596	 6,095,791
 Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	7,611	1,779
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	108,411	5,728
Building Reserve	20,929	632
Economic Development Reserve	1,015	692
Community Development Reserve	11,030	19,244
Sewerage Reserve	34,528	1,368
Unspent Grants and Contributions Reserve	8,149	1,369
Business Units Reserve	20,761	518
Morawa Community Future Funds Interest	12,050	37,991
Morawa Community Future Fund Reserve	19,703	51,549
Refuse Transfer Station Reserve	0	0
Aged Care Units Reserve - Units 6-9	85	58
ST-N/Midlands Solar Thermal Power	5,198	4,797
ST-Morawa Revitalisation Reserve	1,640	968
Legal Fees Reserve	5,187	128
Road Reserve	1,316	896
Aged Care Units 1-4	631	430
Aged Care Unit 5	507	345
Swimming Pool Reserve	20,000	0
	<u>278,751</u>	<u>128,493</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

	2017/18 Budget \$	JANUARY 2018 Actual \$
6. RESERVES (Continued)		
Transfers from Reserves		
Leave Reserve	(80,000)	0
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	(60,000)	0
Building Reserve	(50,000)	0
Economic Development Reserve	(25,000)	0
Community Development Reserve	(10,000)	0
Sewerage Reserve	(70,000)	0
Unspent Grants and Contributions Reserve	(832,972)	(852,472)
Business Units Reserve	0	0
Morawa Community Future Funds Interest	0	0
Morawa Community Future Fund Reserve	(36,000)	(37,368)
Refuse Transfer Station Reserve	0	0
Aged Care Units Reserve - Units 6-9	0	0
ST-N/Midlands Solar Thermal Power	(550,000)	0
ST-Morawa Revitalisation Reserve	(178,198)	(140,000)
Legal Fees Reserve	0	0
Road Reserve	0	0
Aged Care Units 1-4	0	0
Aged Care Unit 5	0	0
Swimming Pool Reserve	0	0
	<u>(1,892,170)</u>	<u>(1,029,840)</u>
Total Transfer to/(from) Reserves	<u>(1,613,419)</u>	<u>(901,347)</u>

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

Leave Reserve

To be used to fund leave requirements.

Sportsground Complex Upgrade Reserve

To be used to upgrade the Sporting Complex Facilities.

Plant Reserve

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

Building Reserve

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

Economic Development Reserve

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

Community Development Reserve

To be used for Community Projects within the Shire of Morawa

Sewerage Reserve

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

Unspent Grants and Contributions Reserve

To be used as a quarantine for unspent committed funds.

Business Units Reserve

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

Morawa Community Future Funds Interest

To be used for Morawa Community Projects

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

6. RESERVES (Continued)

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 - R4R

Aged Care Units 6-9 Reserve

To be used for the maintenance/ construction of Aged Care Units at the Morawa Perenjori Health

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 use within a set period as further transfers to the reserve accounts are expected as funds are utilised.

Aged Care Units 1-4 Reserve

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

Aged Care Unit 5 Reserve

To be used for the maintenance/upgrade Aged Care Unit 5 at the Morawa Perenjori Health

Swimming Pool Reserve

To be used for the maintenance/upgrade to Morawa Swimming Pool

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

	2016/17 B/Fwd Per 2017/18 Budget \$	2016/17 B/Fwd Per Financial Report \$	2017/18 Actual \$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	48,420	(176,517)	1,249,207
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,998,015	6,997,139	6,127,791
Rates - Current	0	487,406	753,634
Sundry Debtors	542,642	48,351	111,277
GST Receivable	0	76,915	8,781
Accrued Income/Prepayments	0	109,256	46,756
Provision for Doubtful Debts	0	(722)	(722)
Other Current Debtors	0	0	0
Inventories	1,335	1,119	1,119
	<u>7,590,412</u>	<u>7,860,547</u>	<u>8,297,843</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(60,497)	(92,665)	1,190
Income Received in Advance	0	0	(32,040)
GST Payable	0	(44,535)	(4,341)
Payroll Creditors	0	0	0
Accrued Expenditure	0	(1,634)	0
Other Payables	0	(5,953)	(16,926)
Withholding Tax Payable	0	0	0
Payg Payable	0	(43,671)	(49,756)
Accrued Interest on Debentures	0	(3,509)	0
Accrued Salaries and Wages	0	(8,965)	0
Current Employee Benefits Provision	(384,662)	(384,662)	(384,662)
Current Loan Liability	6,938	(70,815)	(23,669)
	<u>(438,221)</u>	<u>(656,409)</u>	<u>(510,204)</u>
NET CURRENT ASSET POSITION	7,152,191	7,204,138	7,787,639
Less: Cash - Reserves - Restricted	(6,998,015)	(6,997,139)	(6,127,791)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Land Held for Resale	0	0	2,417
Add Back : Component of Leave Liability not Required to be Funded	281,138	281,138	282,916
Add Back : Current Loan Liability	(6,938)	70,815	23,669
SURPLUS/(DEFICIENCY) C/FWD	<u>428,376</u>	<u>558,952</u>	<u>1,968,850</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2017/18 Rate Revenue \$	2017/18 Interim Rates \$	2017/18 Back Rates \$	2017/18 Total Revenue \$	2017/18 Budget \$
General Rate								
GRV Residential/Commercial	0.07571	269	2,912,592	212,543	0	0	212,543	214,220
UV Rural	0.02304	205	63,004,000	1,451,801	0	0	1,451,801	1,451,801
UV Mining	0.28968	15	472,333	136,826	0	0	136,826	136,826
Sub-Totals		489	66,388,925	1,801,170	0	0	1,801,170	1,802,847
Minimum Rates	Minimum \$							
GRV Residential/Commercial	290	45	26,778	13,340	0	0	13,340	13,050
UV Rural	290	6	53,200	1,740	0	0	1,740	1,740
UV Mining	656	11	11,311	7,216	0	0	7,216	7,216
Sub-Totals		62	91,289	22,296	0	0	22,296	22,006
Discounts							1,823,466	
Total amount raised from general rates							(32,209)	(28,000)
Ex-Gratia Rates							1,791,257	1,796,853
Rates Written Off							5,914	5,792
Specified Area Rates							(2,810)	(2,000)
Movement in Excess Rates							0	0
							(36,284)	0
Total Rates							1,758,077	1,800,645

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 2017/18 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 2017 TO 31 JANUARY 2018

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-17 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds	2,000	0	0	2,000
Dreghorn Unit Bonds	1,164	0	0	1,164
Bonds Hall/Rec Centre Hire	100	800	0	900
Aged Care - Bond Karl Strudwick Number 5	1,266	0	0	1,266
Youth Centre	865	0	0	865
Council Nominations	0	320	0	320
Bill Johnson Unit 1 Bond	0	0	0	0
Haulmore Trailers Land Dep	4,641	0	0	4,641
Social Club Payments	0	0	0	0
Local Drug Action Group	660	0	0	660
BCITF/BRB Training Levy	1,818	57	(2,217)	(342)
Daphne Little - Excess Rent	1,704	0	0	1,704
Morawa Oval Function Centre	1,763	500	0	2,263
	<u>15,981</u>	<u>1,677</u>	<u>(2,217)</u>	<u>15,441</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

10. OPERATING STATEMENT

	JANUARY 2018 Actual \$	2017/18 Budget \$	2016/17 Actual \$
OPERATING REVENUES			
Governance	18,727	20,010	40
General Purpose Funding	2,245,386	2,693,995	4,202,543
Law, Order, Public Safety	22,830	26,230	396,038
Health	2,393	5,350	3,328
Education and Welfare	14,777	133,899	33,333
Housing	58,625	147,761	661,358
Community Amenities	434,709	554,091	439,329
Recreation and Culture	42,265	69,214	329,087
Transport	743,499	1,092,694	4,971,279
Economic Services	74,689	223,319	156,934
Other Property and Services	148,135	139,184	231,249
TOTAL OPERATING REVENUE	3,806,035	5,105,747	11,424,518
OPERATING EXPENSES			
Governance	289,298	491,640	449,851
General Purpose Funding	120,182	174,282	196,911
Law, Order, Public Safety	63,907	84,223	146,986
Health	146,310	210,604	155,117
Education and Welfare	59,554	800,015	176,028
Housing	195,794	313,270	152,845
Community Amenities	338,267	741,202	585,147
Recreation & Culture	868,071	1,136,614	1,164,884
Transport	1,171,558	1,598,634	5,175,238
Economic Services	339,141	794,594	415,210
Other Property and Services	(13,288)	36,296	62,476
TOTAL OPERATING EXPENSE	3,578,794	6,381,374	8,680,694
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	227,241	(1,275,627)	2,743,824

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

11. BALANCE SHEET

	JANUARY 2018 Actual \$	2016/17 Actual \$
CURRENT ASSETS		
Cash Assets	7,376,998	7,138,222
Receivables	919,726	721,205
Inventories	1,119	1,119
TOTAL CURRENT ASSETS	8,297,843	7,860,546
NON-CURRENT ASSETS		
Receivables	16,559	16,559
Inventories	0	0
Property, Plant and Equipment	22,705,876	23,105,106
Infrastructure	44,112,265	44,071,710
TOTAL NON-CURRENT ASSETS	66,834,700	67,193,375
TOTAL ASSETS	75,132,543	75,053,921
CURRENT LIABILITIES		
Payables	101,873	200,933
Interest-bearing Liabilities	23,669	70,815
Provisions	384,662	384,662
Trust Imbalance	(2,417)	239,867
TOTAL CURRENT LIABILITIES	507,787	656,410
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	381,781	381,782
Provisions	26,386	26,386
TOTAL NON-CURRENT LIABILITIES	408,167	408,168
TOTAL LIABILITIES	915,954	1,064,578
NET ASSETS	74,216,589	73,989,343
EQUITY		
Retained Surplus	35,433,810	34,337,220
Reserves - Cash Backed	6,127,791	6,997,139
Reserves - Asset Revaluation	32,654,987	32,654,987
TOTAL EQUITY	74,216,588	73,989,346

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018

12. FINANCIAL RATIO

	2017 YTD	2016	2015	2014
Current Ratio	9.650	4.220	3.530	7.880

The above rates are calculated as follows:

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

SHIRE OF MORAWA
FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018
Report on Significant variances Greater than 10% and \$10,000

Purpose

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

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

Education and Welfare - Variance below budget expectations

Youth Centre income decreased due to changes to operations of the Youth Centre -
Timing on grant income

Housing - Variance above budget expectations

Full occupancy in Dregghorn Street Units - income higher than budget expectations

Community Amenities - Variance below budget expectations.

Community Bus upgrade not going ahead as per budget review - income below budget expectations

Recreation & Culture - Variance above budget expectations.

Invoice to Karara Mining for Arts Show contribution created 17/18 year - Art Show 18/19 Financial Year

Economic Services - Variance below budget expectations.

Overall Caravan Park and Units income low due to slow season, Business units vacancy's no income - below budget expectations

Other Property & Services - Variance above budget expectations.

TAFE training offset with expenses, use of our equipment - above budget expectations

REPORTABLE OPERATING EXPENSE VARIATIONS

Note: Depreciation is not raised until after the audit is completed.
This affects variations across all programs

General Purpose Funding - Variance above budget expectations

GRV Revaluations completed (5 yearly) - timing in budget

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

Changes to SES to DFES timing

Health - Variance above budget expectations.

External EHO expenses higher the anticipated budget

Education and Welfare - Variance below budget expectations

Industry Training centre yet to commence - not likely to commence

Housing - Variance above budget expectations.

Yewers Ave house substantial repairs when tenant vacated above budget expectations

Community Amenities - Variance below budget expectations.

Tip maintenance costs and Public Toilet Amenities expenses under budget expectations

Recreation and Culture - Variance above budget expectations.

Relief Swimming Pool Manger non budgeted item

Transport - Variance above budget expectations.

DOT licensing expenses high - offset by income. Aerodrome expenses higher than budget expectations

Economic Services - Variance below budget expectations

Timing Variance on Caravan Park operation expenses

Other Property & Services - Variance above budget expectations.

Expenses offset by overheads adjusted in budget review below budget expectations

SHIRE OF MORAWA
FOR THE PERIOD 1 JULY 2017 TO 31 JANUARY 2018
Report on Significant variances Greater than 10% and \$10,000

REPORTABLE NON-CASH VARIATIONS

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

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Land & Buildings - Variance below budget expectations.

Industrial Land Development not proceeded as yet - timing
New tip site not purchase and will not proceed this financial year

Purchase of Plant & Equipment - Variance above budget expectations.

Community Bus upgrade not proceeding this financial year
Generator for Admin Building yet to be purchased

Purchase of Furniture and Equipment

Blow up play station for Swimming Pool not proceeding - was reliant on grant income

Purchase of Infrastructure Assets Roads - Variance below budget expectations.

Capital Road Works for roads under budget - timing

Purchase Infrastructure Assets - Other- Variance above budget expectations.

Timing Variance on Road Construction
Morawa Gateway Project awaiting grants
Morawa Perenjori Trails Project awaiting grants

Transfer to Reserves - Variance below budget expectations.

Transfers to Reserves - timing

REPORTABLE CAPITAL INCOME VARIATIONS

Proceeds from Disposal of Assets - Variance within budget expectations.

Transfer from Reserves - Variance below budget expectations.

Transfers to Municipal Fund - timing on completion of projects

<i>Item No/ Subject:</i>	7.2.3.1 Business Signage
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	1 March 2018 – Samantha Appleton
<i>Responsible Officer:</i>	Samantha Appleton – Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Executive Manager Development & Administration
<i>File Number:</i>	ED.IND.3
<i>Previous minute/s & Reference:</i>	Ordinary Council Meetings 12/09/2016 and 14/12/2016

SUMMARY

Council to consider approving the placement of proposed business promotional signage on the Wubin Mullewa Road.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 - 7.2.3.1a Application to Main Roads

BACKGROUND INFORMATION

The Shire have been considering the manufacture and placement of business promotional signage for some years. This item is to support the application being made to Main Roads to place the signage on the verge of the Wubin Mullewa Road – Attachment 1.

OFFICER'S COMMENT

Shire officers met with Mr Peter Herbert and Mr Bernie Miller of Main Roads in January 2018 to progress the project. The project had stalled due to issues with the type of proposed signage not fitting a specific Main Roads category for signage.

During the meeting it was indicated that Main Roads were amenable to accepting the proposed signage with certain conditions prescribed. As part of their visit Main Roads vetted the sites for the signage.

Mr Joshua Kirk of Greenfield Technical Services was then engaged to prepare the application for the signage due to the technical requirements of the application. The

application is now complete and Council approval is required to enable the application to be submitted.

Under the Shire of Morawa Town Planning Scheme the sign locations are zoned “no zone” as they will be located within Main Roads Western Australia road reserves.

The sign dimensions and design are included in Attachment 1. The signs will be “frangible” to meet Main Roads requirements. The signs do not include any moving parts and will not utilise any form of lighting.

Planning policy 13.0 Advertising was consulted as part of the preparation of this item. The policy does not specifically mention this type of signage, the policy does mention a preference for signage that is externally lit.

COMMUNITY CONSULTATION

The business community is aware of the proposal and is supportive of the signage.

COUNCILLOR CONSULTATION

Previous agendas and briefing sessions.

STATUTORY ENVIRONMENT

Main Roads (Control of Advertisements) Regulations 1996

7. Approvals

- (1) Subject to subregulation (4), on an application under regulation 6(1) the Commissioner may approve the erection or construction of a hoarding or other advertising structure or the exhibition of an advertisement that is a subject of the application.
- (2) The Commissioner’s approval may be given on any condition that is set out in, or provided with, the notification of the approval.
- (3) The duration of the period of approval is to be set out in, or provided with, the notification of the approval.
- (4) The Commissioner is not to approve the erection or construction of a hoarding or other advertising structure or the exhibition of an advertisement unless the Commissioner is satisfied —
 - (a) that the local government of the district in which the hoarding or other advertising structure or advertisement is to be located has approved the hoarding, structure or advertisement for the purposes of the *Local Government Act 1995* and the *Town Planning and Development Act 1928*; and
 - (b) that each condition imposed by the local government for the purposes referred to in paragraph (a) would be consistent with an approval for the purposes of these regulations.

POLICY IMPLICATIONS

Shire of Morawa Local Planning Scheme No 2 – Planning Policy 13 – Advertising Signage - Attachment 2

FINANCIAL IMPLICATIONS

2017/18 Budget

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan

1.6 The main street is the civic and retail heart connecting the town.

RISK MANAGEMENT

Main Roads approval and following of their guidelines will mitigate risk.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That in respect of proposed business promotional signage Council resolve to endorse the application to Main Roads for approval of business signage on Wubin Mullewa Road.

Main Roads (Control of Advertisements) Regulations 1996

Application to Display an Advertising Sign on or in the Vicinity of a State Road

INFORMATION FOR APPLICANTS

1. Applications will be assessed against the criteria set out in Sections 3 and 4 of the Policy and Application Guidelines, and any other relevant conditions existing at the proposed site. Applicants should therefore be aware of the requirements of the Guidelines prior to completing this application. Copies of the Guidelines are available from Main Roads website at www.mainroads.wa.gov.au.
2. Completed applications should be sent to the Manager Traffic Operations and Services in the Metropolitan area and the Regional Manager at the nearest Main Roads Regional Office outside the Metropolitan area.
3. Each application must include a written approval from the relevant Local Government and, other authorities and the property owner as appropriate, to enable the application to be considered by Main Roads.
4. Applications for billboard signs, business signs, promotional signs, illuminated street name signs, and pole-mounted banners and flags, must include the engineering certifications and Western Power approvals as specified in the Guide. For all other signs, a certification of structural adequacy may be required if there is a risk that a falling or fallen sign could cause damage or injury.
5. A facsimile of the advertising content in A4 or A3 size format must accompany all applications.
6. Applications must also be accompanied by a detailed copy of the specification/plans showing all relevant construction and fixing details of the proposed sign and its relationship to adjacent buildings or other structures on the site, if any.
7. All approvals are subject to both the General Conditions of Approval which appear in this Application Form and also to any special conditions which may be attached to that approval.

Main Roads (Control of Advertisements) Regulations 1996
APPLICATION TO ERECT/MODIFY ROADSIDE ADVERTISING SIGN

Name of Sign Owner:	SHIRE OF MORAWA		
Postal Address of Sign Owner:	PO BOX 14, MORAWA WA 6623		
Name of Applicant:	CHRIS LINNELL	Telephone Number:	08 9971 1204
Email Address:	ceo@morawa.wa.gov.au	Mobile Number:	
Is this application for a new sign or for changing an existing sign? (Tick ✓ applicable):	Application for new sign <input checked="" type="checkbox"/> Application to modify existing sign <input checked="" type="checkbox"/>		
Specify period of time in which it is anticipated sign will be displayed	Install date: APRIL 2018	Remove date:	<input type="text"/> or N/a <input checked="" type="checkbox"/>

Sign Location Details

Road Name:	Various – see attached	City/Town/Shire of:	Morawa
Is the sign located <u>within</u> or <u>beyond</u> a State road reserve? (Tick ✓ applicable):	Within the road reserve <input checked="" type="checkbox"/> Beyond the road reserve <input type="checkbox"/>		

Sketch of sign location showing distance to nearest identifiable road feature, (e.g. intersection), distance from property line and/or road edge, etc. Indicate if signs are to be attached to fences or other structures. (Attach a separate sketch if insufficient space.)

PLEASE SEE ATTACHED:

- Sketches of proposed location of new entry signs, and
- Concept design of entry signage.

Scope comprises:

- Installation of 5 new signs, and
- The relocation and reinstallation of 1 existing sign.

The proposed signs will be permanent installations all of which will be installed outside the clear zone. Signs will be constructed of two posts, each 60.3 CHS 2.9.

Footings to be circular in-situ concrete footings. Footing diameter min. 0.4m. Footing depth min. 0.8m, min. embedment depth of post into footing 0.4m. One footing per leg of sign.

Each sign will contain 6 x removable panels that will be used for promoting local businesses and/or attractions. Minimum text sizing for signs 1, 2 & 5 (within an 80km/hr zone) will be 195mm. Min. text size for signs 3 & 4 (within a 50km/hr zone) will be 165mm. As such, the removable panels will be approximately 200 – 250mm in height and 1000mm in length.

The 5 proposed new signs and the 1 relocated sign are located such that they are at least greater than 1.2 times the travel speed of passing traffic from other permanent advertising signs, major intersections, pedestrian crossings, school zones, railway crossings, traffic signs and/or directional signs. Refer attached for details of sign locations.

Sign Type Details				
Nominate type of new sign to be installed or existing sign to be modified? (Tick ✓ applicable):	Billboard (Freestanding)	<input type="checkbox"/>	Billboard (On Overhead Infrastructure)	<input type="checkbox"/>
	Business Sign (Non Portable)	<input checked="" type="checkbox"/>	Portable Business Sign	<input type="checkbox"/>
	Promotional Sign	<input checked="" type="checkbox"/>	Temporary Event Sign	<input type="checkbox"/>
	Illuminated Street Name Sign	<input type="checkbox"/>	Bus Shelter, Seat or Litter Bin Sign	<input type="checkbox"/>
	Pole Mounted Banner/Flag	<input type="checkbox"/>	Sign Beyond State Road Reserve	<input type="checkbox"/>
Size of Displayed Advertising Content:	<input type="text" value="1"/> <input type="text" value="1"/> m X <input type="text" value="1"/> <input type="text" value="2"/> m	Total Sign Panel Size:	<input type="text" value="2"/> <input type="text" value="1"/> m X <input type="text" value="1"/> <input type="text" value="1"/> m	
Approvals				
Local Government Approval. (Applicant to arrange Local Government authorised signature. Alternatively, a separate Local Government approval letter can be attached.)	For the purposes of Regulation 7(4) of the <u>Main Roads (Control of Advertisements) Regulations 1996</u> , I confirm that the City/Town/Shire of MORAWA approved the subject hoarding, structure or advertisement for the purposes of the <u>Local Government Act 1995</u> and the <u>Planning and Development Act 2005</u> , subject to the following conditions (if any): 1. 2. 3. Authorised Signature: Date/...../.....			
Land Owner Approval (For signs located beyond the road reserve)	I approve the erection of this sign on land owned by me, being Loc/Lot No. Signed: Date/...../.....			
Applicant's Declaration				
I/We the applicant(s): (a) in accordance with the provisions of the <u>Main Roads (Control of Advertisements) Regulations 1996</u> , request approval to construct, maintain and display the advertising sign described above; (b) warrant that the information contained in this application (including all attached documents) is, to the best of my/our knowledge, accurate and correct. (c) have read the General Conditions of Approval and agree that, if this application is approved I/we shall be deemed to have undertaken to comply fully and unreservedly with all of the terms and conditions attached to that approval when I/we commence erection, installation or modification of the above described advertising sign. Authorised Signature Date/...../..... Note: Please attach facsimile of advertising content as well as copies of all necessary plans, specifications, certifications and any other relevant documents.				

GENERAL CONDITIONS OF APPROVAL

1. Applicants shall have insurance policies as specified in the Guide.
2. The owner of the advertising sign shall install and display the advertisement in accordance with these General Conditions and any other special conditions attached to the Managing Director of Main Roads' approval and/or local government approval for display of the advertising sign.
3. The owner of the advertising sign shall erect and maintain the sign in good repair and condition to the satisfaction of the Managing Director of Main Roads.
4. The approved advertising sign content or advertising structure shall not be modified in any way during the approved period of display. All proposed changes to the advertising display or modifications to the advertising device shall be subject to a new application.
5. The owner of the advertising sign shall renew the approval by resubmitting an application before the expiry date of the approval period. Re application is due whether or not the owner has received a renewal notice.
6. Where re application has not been received by the due date the sign owner shall be given written notice by the Managing Director of Main Roads that the advertising sign must be removed by the owner at the owner's expense within 14 days of the date of the notice.
7. The Managing Director of Main Roads reserves the right to remove, relocate or make safe the advertising sign or advertising structure and to approve of the erection of other advertising signs or advertising structures together or in conjunction with the said signs or structures. Generally, the Managing Director of Main Roads' rights will be exercised in any or all of the following circumstances:
 - Where the sign has not been maintained to the satisfaction of the Managing Director of Main Roads.
 - Where roadworks and/or the installation of public utility services necessitates the removal of the sign.
 - Where there is a substantial change in the nature of traffic or the alignment of the road in the vicinity of the sign.
 - Where the information conveyed on the sign is no longer current.
 - Upon expiration of the period of approval.
8. Where the circumstances described in Clause 7 require the removal of the advertising sign the owner shall promptly remove the sign.
9. Where the owner does not promptly modify, repair or remove the sign as required by the Managing Director of Main Roads' delegated powers under Clauses 6, 7 and 8, the Managing Director of Main Roads shall obscure, modify, reposition or remove the sign. Subject to the provisions of Clause 10 the cost of such actions shall become a debt due and payable by the owner to the Managing Director of Main Roads. A removed advertising sign shall be destroyed or disposed of by the Managing Director of Main Roads in accordance with the Main Roads (Control of Advertisements) Regulations 1996.
10. Should roadworks or the installation or maintenance of public utility services necessitate the removal and/or relocation of an approved advertising sign within the boundaries of a State road reserve, the cost of the work will be met by the Managing Director of Main Roads or service utility provider and shall be limited to the reasonable costs of removal and/or relocation only. While the Managing Director of Main Roads will make every effort to establish a suitable alternative site for the sign, it is not guaranteed that such a site shall be allocated.

END OF POLICY AND APPLICATION GUIDELINES

Summary of Proposed Roadside Signs

Sign No.	SLK	Location relative to road	Speed Zone (km/hr)	Design ADT	Batter	Clear Zone Width (m)	Proposed Sign Distance from edge of road (m)	Min. letter sizing (mm)
1	126.13	East	80	1501 - 6000	6:1 to flat	5.5	5.5	195
2	125.85	East	80	1501 – 6000	6:1 to flat	5.5	5.5	195
3	124.34	West	50	1501 – 6000	6:1 to flat	4.5	4.5	165
4	123.93	West	50	1501 – 6000	6:1 to flat	4.5	15.0	165
5	123.56	East	80	1501 – 6000	6:1 to flat	5.5	5.5	195
6*	124.51	West	50	1501 – 6000	6:1 to flat	4.5	15.0	165
*Sign 6 is a relocation of an existing sign to adjacent the intersection of Broad Av & Mullewa – Wubin Road								



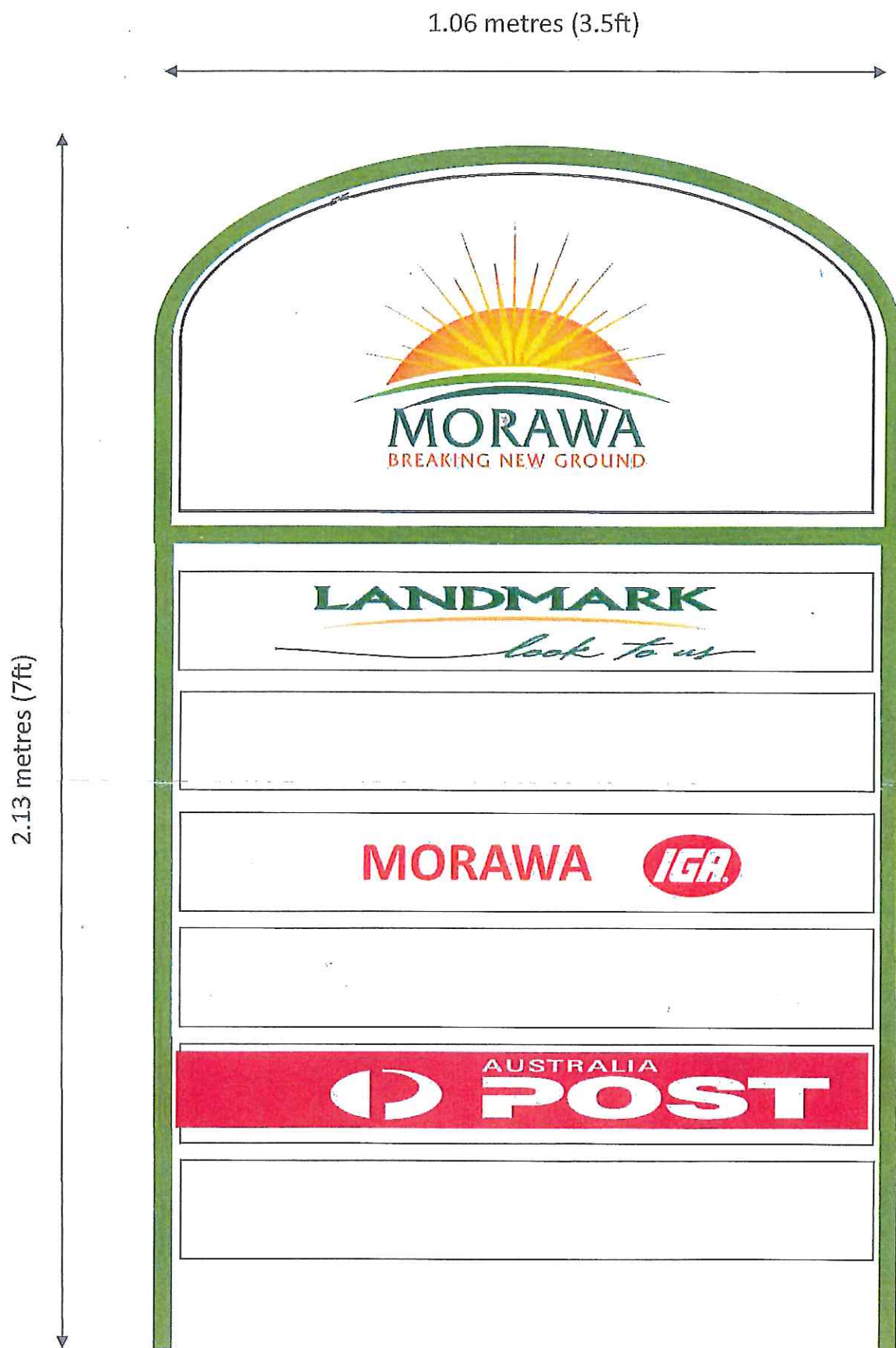












<i>Item No/ Subject:</i>	7.2.3.2 Aged Units Water Main Upgrade
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	28 February 2018 – Samantha Appleton
<i>Responsible Officer:</i>	Samantha Appleton – Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Water Corporation
<i>File Number:</i>	CP.ACQ.4
<i>Previous minute/s & Reference:</i>	

SUMMARY

Council to consider proceeding with the required upgrade to the water main servicing the Aged Persons Units in Yewers Street.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 - 7.2.3.2a Works Agreement with the Water Corporation for Execution
Attachment 2 - 7.2.3.2b Hydraulic Plan for Proposed Upgrade

BACKGROUND INFORMATION

The current hospital was built on a reserve managed by the Shire of Morawa where the Morawa Villas (Aged Persons Units) were located and the units were serviced by the water mains on Caulfield Street. The same connection was also used for the hospital, with water usage for the units being metered using sub meters.

The reserve has since been subdivided with the units now on their own lot separate to the hospital. The subdivision has triggered the requirement for the units to have their own water supply. The Yewers Street main will be required to be upgraded from 58mm to 100mm to service the units.

OFFICER'S COMMENT

A hydraulic plan has been done for the upgrade – Attachment 2. This will enable the upgrade to take place subject to the approval of the Water Corporation.

The Shire is now required to complete and execute an agreement with the Water Corporation for the works to be undertaken and to the required standard of the Water Corporation. When the works are completed the Water Corporation will assume ownership and control of the works, subject to the works meeting their standards. There will be no opportunity to recoup the cost of the upgrade from the Water Corporation. As the works are on an already existing network no bond will be required to be lodged with the Water Corporation, however infrastructure contribution of \$2180.00 will need to be paid with the lodgement of the Agreement.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Previous briefing sessions and agendas

STATUTORY ENVIRONMENT

Local Government Act 1995

Division 3 — Documents

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer,

each of whom is to sign the document to attest that the common seal was so affixed.

- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

[Section 9.49A inserted by No. 17 of 2009 s. 43.]

9.49B. Contract formalities

- (1) Insofar as the formalities of making, varying or discharging a contract are concerned, a person acting under the authority of a local government may make, vary or discharge a contract in the name of or on behalf of the local government in the same manner as if that contract was made, varied or discharged by a natural person.
- (2) The making, variation or discharge of a contract in accordance with subsection (1) is effectual in law and binds the local government concerned and other parties to the contract.
- (3) Subsection (1) does not prevent a local government from making, varying or discharging a contract under its common seal.

[Section 9.49B inserted by No. 17 of 2009 s. 43.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Provision of \$60,000 has been made in the 2017/18 budget (GL 09351)

STRATEGIC IMPLICATIONS

Shire of Morawa – Strategic Community Plan

1.9 Affordable, diverse and quality accommodation options for both residential and business.

RISK MANAGEMENT

Compliance with Water Corporation Requirements

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That in respect of the upgrade to the water main servicing the Aged Persons Units, Council:

1. Resolve to enter into the Water Corporation Customer Funded Works Agreement relating to the upgrade of water mains to service 48 Yewers Avenue; and
2. Resolve that pursuant to section 9.49a of the Local Government Act 1995 the agreement be executed and that the common seal be affixed.



Office Use Only	
File	JT1 2018 01207 v01

CUSTOMER FUNDED WORKS AGREEMENT

The offer set out in this Agreement is valid for six months from:

23 February 2018

This Agreement between

[name]

[address]

(Customer)

and

WATER CORPORATION

A statutory body created by the Water Corporation Act 1995, of 629 Newcastle Street, Leederville, Western Australia, 6007

(Corporation)

DEFINITIONS AND INTERPRETATION

- A1 **Building Plans** – plans for the construction or alteration of a building or equipment
- A2 **Code of Conduct** means the Western Australian Building and Construction Industry Code of Conduct 2016.
- A3 **Day/s** – Corporation working day/s
- A4 **Land** – land as described in Schedule 1
- A5 **Service** – where applicable, a water supply service comprising of a meter, the connection pipe and fittings from the main to the meter or a sewer junction or drainage connection.
- A6 **Works** – where applicable, all water supply or sewer pipework and fittings necessary to provide a connection point to the Land or Corporation drainage works or diversion of existing works, associated with works shown on Plan Set: **MV20**

AGREEMENT

This agreement sets the terms and conditions upon which the Corporation will agree to allow Works to be done.

The Corporation agrees:

- B1 To operate and maintain the Works for the lots served once they are handed over to the Corporation.
- B2 To apply Corporation Water Service Regulations 2013, fees and charges to all the lots served by the Works.
- B3 This Agreement will remain valid for twelve months from the acceptance of the design in accordance with the Corporation's Developer's Manual.
- B4 To provide a level of service that complies with the requirements of its Water Services Licence.

The Customer agrees:

- C1 To engage a consulting engineer to arrange the design and construction of the reticulation to the requirements of the Corporation's Developer's Manual.
- C2 To ensure the Works are undertaken by or under the supervision of a consulting engineer who is a registered holder of all the Corporation's relevant servicing manuals for design and construction of Works.
- C3 To provide satisfactory as constructed information within eight weeks of final takeover inspection to the Corporation.
- C4 To be liable for the design and /or construction of the Works, and / or service indemnify the Corporation against any claim for compensation, damages, or losses that may be brought against the Corporation, whether based in common law or statute, arising as a result of the Works or Service.
- C5 Upon completion of the Works to Corporation's specifications, they will be taken over and become the property of the Corporation.
- C6 To pay all Corporation fees and charges applicable to the Works and Services according to Schedule 2.

- C7 If improvements on the Land are proposed, to submit building plans to the Corporation and pay fees as required.
- C8 Where specified by the Corporation, to provide an easement.
- C9 If other properties become serviceable, to provide ownership details of each property to the Corporation.
- C10 To comply with the requirements of Schedule 3.
- C11 That if for any reason whatsoever, the Works or Services do not proceed, there will be no claim against the Corporation for refund of any money expended in connection with any part of the Works or Service.
- C12 That the Corporation's water supply schemes are designed to meet the level of service required by its Water Services Licence. As a result, the Customer's unique requirements cannot be guaranteed (eg pressure and flows for building fire service).
- C13 They are subject to the Code of Conduct, and must comply with the obligations described in the Code of Conduct for the term of this Agreement.

SCHEDULE 1 - Property Details

House	48
Street	Yewers Ave
Town/Suburb	Morawa

SCHEDULE 2

see attached

SCHEDULE 3

not applicable

Customer	Name & Signature & Date	Private Customer
In the presence of (Witness Name)	Name & Signature & Date	
Address		
On the common seal of	Affix Seal Here	Company With Common Seal
Affixed herein the presence of	Director	
	Director / Secretary	
Director	Name & Signature & Date	Company
Director / Secretary	Name & Signature & Date	
Authorised officer of the Corporation:	Name & Signature & Date	Water Corporation



TAX INVOICE AGREEMENT PAYMENTS SCHEDULE 2

Developer: SHIRE OF MORAWA
Address: PO BOX 14
MORAWA WA 6623

Issue date:	26/02/2018
Invoice valid	30/06/2018
Enquiries:	DS NETWORK
Tel:	null

Application details:

REGION: Mid West
LOCAL AUTHORITY: Morawa, Shire Of
SPECIAL AGREEMENT AREA: STANDARD
DEVELOPMENT: Yewers Av Morawa
STAGE: Initial

WAPC: WMD1801207
AGREEMENT: 1814686
FILE: JT1 2018 01207 V01

Your account summary:

Payment amount only valid to:	30/06/2018
Paid	Unpaid

STANDARD INFRASTRUCTURE CONTRIBUTIONS

A4 - Water Supply		\$2,180.00
Sub-total h : Total infrastructure contributions now payable		2,180.00

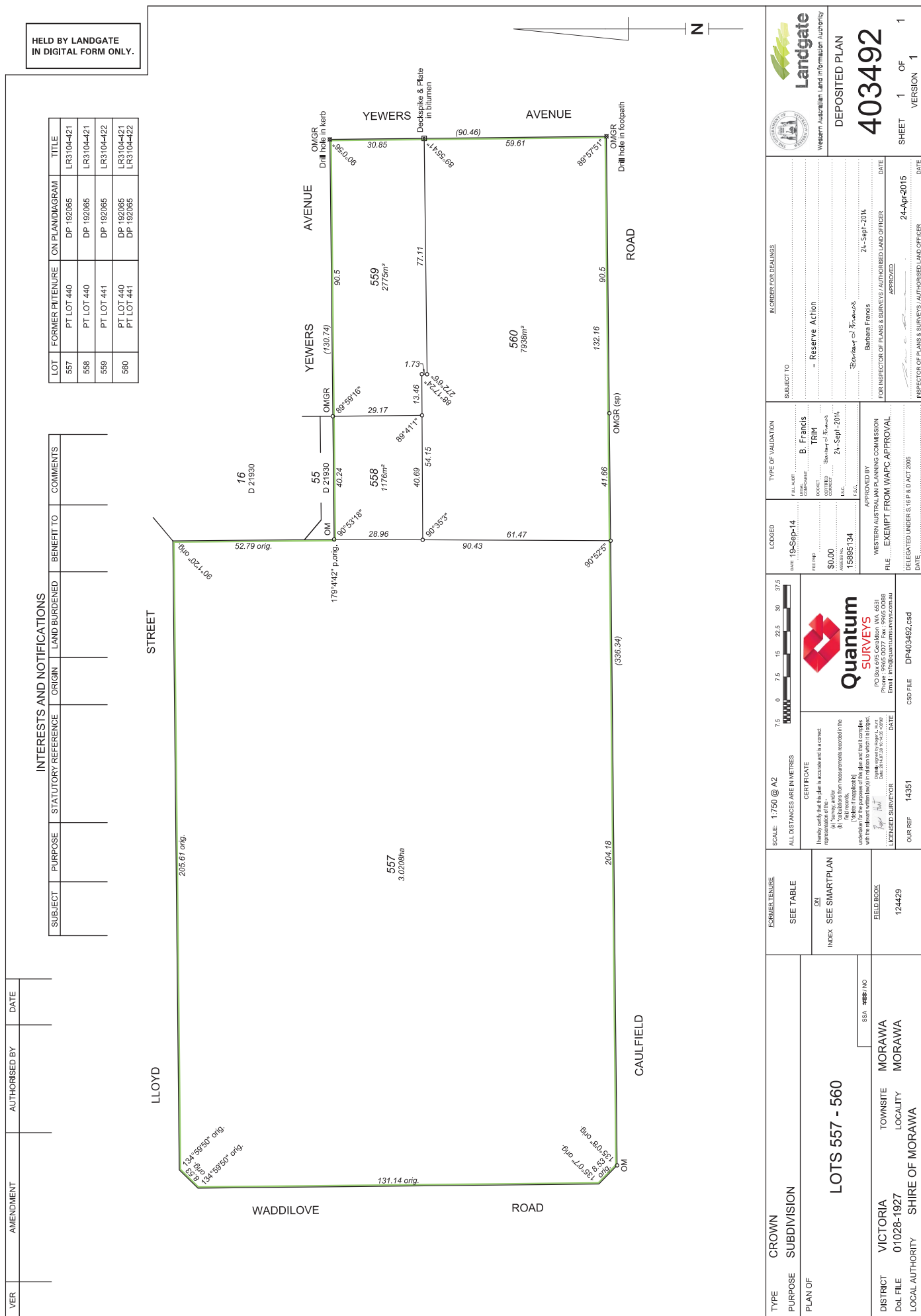
OTHER FEES & CHARGES

stw Sub-Total w	0.00
stl Sub-Total l	2,180.00
GST:	0.00
Total (inc GST) :	2,180.00

Information:

This document will be a tax invoice for GST when payment is received. This schedule is based on the requirements applicable at the time of agreement preparation and in accordance with your agreement request. Should there be any changes to these that affect the amounts payable before payment is received a revised Schedule 2 will be produced with adjusted amounts. Please note full payment is required before clearance can be issued.

7.2.3.2b Hydraulic Plan for Proposed Upgrade



<i>Item No/ Subject:</i>	7.2.3.3 Local Emergency Management Arrangements
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	28 February 2018 – Samantha Appleton
<i>Responsible Officer:</i>	Samantha Appleton – Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Richard Ryan – Community Emergency Service Manager
<i>File Number:</i>	ES.PLN.2
<i>Previous minute/s & Reference:</i>	

SUMMARY

Council to consider adopting a revised Local Emergency Management Arrangements.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 - 7.2.3.4a Draft Shire of Morawa Local Emergency Management Arrangements

BACKGROUND INFORMATION

It is a requirement of the Emergency Management Act 2005 for a local government to ensure that effective local emergency management arrangements are prepared and maintained for its district.

The Shire has reviewed its local emergency management arrangements and is now proposing Council endorse its new Local Emergency Management Arrangements (LEMA) – Attachment 1.

OFFICER'S COMMENT

The LEMA refers to the collection of all emergency management documentation, systems, processes, agreements and memorandums of understanding which affect the local government district. It is the overarching document and associated plans that the local government is responsible for developing, maintaining and testing.

The existing LEMA was developed jointly with the Shires of Mingenew, Three Springs and Perenjori and contained the arrangements of all the Shires participating in the Local

Emergency Management Committee. The draft LEMA presented contains information relevant to the Shire of Morawa only and is consistent with *“for a local government to ensure that effective local emergency management arrangements are prepared and maintained for its district”*.

The prepared LEMA is consistent with State Emergency Management Policies and Plans (i.e. the State Emergency Management Plan and Westplans) and in accordance with section 41(2) of the Emergency Management Act 2005.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Emergency Management Act 2005

41. Emergency management arrangements in local government district

- (1) A local government is to ensure that arrangements (***local emergency management arrangements***) for emergency management in the local government's district are prepared.
- (2) The local emergency management arrangements are to set out —
 - (a) the local government's policies for emergency management; and
 - (b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district; and
 - (c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b); and
 - (d) a description of emergencies that are likely to occur in the local government district; and
 - (e) strategies and priorities for emergency management in the local government district; and
 - (f) other matters about emergency management in the local government district prescribed by the regulations; and
 - (g) other matters about emergency management in the local government district the local government considers appropriate.
- (3) Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.
- (4) Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.

- (5) A local government is to deliver a copy of its local emergency management arrangements, and any amendment to the arrangements, to the SEMC as soon as is practicable after they are prepared.

42. Reviewing and renewing local emergency management arrangements

- (1) A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.
- (2) Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan
3.3 Retain a safe environment.

RISK MANAGEMENT

Should the Shire not have an appropriate LEMA in place then there could be significant health, financial, reputational and environmental consequences that would be considered catastrophic, with a likelihood of possible. Therefore the overall risk rating is considered to be high.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That in respect of revised Local Emergency Management Arrangements, Council:

1. Pursuant to to Section 41 of the Emergency Management Act 2005 adopt the 2017 Local Emergency Management Arrangements as presented and to submit to the Midwest Gascoyne District Emergency Management Committee.
2. Resolve to authorise the CEO to make minor amendments as required that do not change the intent of the document.



LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

2017 – V1.0 DRAFT

Approved by LEMC meeting:

Date of LEMC Review Approval:

Date of LEMC Endorsement:

Date of LG Endorsement:

Review Date:

☐ Public Copy

☐ Restricted Copy

These Arrangements have been produced and issued under the authority of S41 (1) of the Emergency Management Act 2005, endorsed by the Morawa Local Emergency Management Committee (LEMC) and have been tabled with the Midwest Gascoyne District Emergency Management Committee (DEMC).

Chairperson LEMC

Date

Endorsed by Council

Date

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DISTRIBUTION MATRIX

This document will be distributed in full including appendices to all members of the Morawa LEMC.

A public version not containing appendices will be made available on the Shire of Morawa's website.

Distribution

<u>Organisation</u>	<u>Location/Officer</u>	No of Copies
SHIRE OF MORAWA		
Shire of Morawa	CEO	1
Shire of Morawa	EM	1
Shire of Morawa	Works Manager	1
Shire of Morawa	Shire President	1
LOCAL EMERGENCY MANAGEMENT COMMITTEE		
LEMC Chair	CEO of Morawa	1
Executive Officer		1
WA Police	Mullewa Police Station	1
WA Police	Yalgoo Police Station	1
Dept. of Communities	Geraldton	1
St John Ambulance	Morawa	1
Bush Fire Services	Morawa Volunteers Bushfire Brigades Morawa VFES Brigade	2
DFES Regional Office	Geraldton	1
Parks & Wildlife Service	Geraldton	1
ADJOINING SHIREs/LEMCs:		
Shire of Perenjori	LEMC	1
Shire of Mingenew	LEMC	1
Shire of Carnamah	LEMC	1
Shire of Three Springs	LEMC	1
		1
		1
Shire of Yalgoo	LEMC	1
		1

AMENDMENT RECORD

Suggestions and comments from the community and stakeholders can help improve these arrangements and subsequent amendments.

Feedback can include:

- What you do and / or don't like about the arrangements;
- Unclear or incorrect expression;
- Out of date information or practices;
- Inadequacies; and
- Errors, omissions or suggested improvements.

To forward feedback, copy the relevant section, mark the proposed changes and forward to:

Chairperson
Local Emergency Management Committee
Shire of Morawa
PO Box 14
Prater Street
MORAWA WA 6623

The Chairperson will refer any correspondence to the LEMC for consideration and/or approval. Amendments promulgated are to be certified in the following table, when updated.

Amendment Record

<u>Amendment</u>		<u>Details of Amendment</u>	<u>Amended by</u>
<u>No.</u>	<u>Date</u>		<u>*Initial/Date</u>
01		Complete review of 2012 LEMA with new version due for submission to LEMC, DEMC, and SEMC.	CESM District Advisor CEO
02			
03			
04			
05			
06			
07			

Glossary of Terms

Terminology used throughout this document shall have the meaning as prescribed in either Section 3 of the Emergency Management Act 2005 or as defined in the State EM Glossary.

District: means an area of the State that is declared to be a district under Section 2.1 Local Government Act 1995.

Local Emergency Coordinator (LEC): That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during incidents and operations.

Local Emergency Management Committee (LEMC): Means a committee established under Section 38 of the Emergency Management Act 2005

Municipality: Means the district of the local government.

Preparedness: Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. See also **comprehensive approach** in the State EM Glossary.

Risk register: A register of the risks within the local government that is identified through the Community Emergency Risk Management process.

Risk statement: A statement identifying the hazard, element at risk and source of risk.

Treatment options: A range of options identified through the emergency risk management process, to select appropriate strategies which minimize the potential harm to the community.

Vulnerability: The degree of susceptibility and resilience of the community and environment to hazards. *The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

For further Acronyms refer to the State EM Glossary.

GENERAL ACRONYMS USED IN THESE ARRANGEMENTS

BFB	Bush Fire Brigade
BFS	Bush Fire Service
BoM	Bureau of Meteorology
SMO	Shire of Morawa
DC	Department of Communities
P&W	Parks and Wildlife – Dept. Biodiversity and Attraction
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
ECC	Emergency Coordination Centre
EM	Emergency Management
FRS	Fire & Rescue Services
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LGA	Local Government Authority
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
OEM	Office of Emergency Management
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures
WAPOL	Western Australia Police

PART 1 – INTRODUCTION

1.1 Authority

These arrangements have been prepared in accordance with sS41(1) of the *Emergency Management Act 2005*, endorsed by the Morawa Local Emergency Management Committee and approved by the Morawa Local Emergency Management Committee on the 00 January 2018.

1.2 Community Consultation

The community has been consulted through other forums and through the LEMC committee members.

1.3 Document Availability

In accordance with S43 of the *Emergency Management Act 2005* a copy of these arrangements is available for inspection free of charge by members of the public during office hours at the Shire of Morawa Council office. These arrangements will also be available via the Councils' website.

Copies of these Arrangements shall be distributed to the following and shall be free of charge during office hours:

- Shire's Administration Office
Morawa
Prater Street
Morawa WA 6623
- Shire's Website in PDF format
- Stakeholder and LEMC agencies and organisations
- Related committees
- DFES Regional Office
- Midwest Gascoyne District Emergency Management Committee
- Office of Emergency Management
- State Emergency Management Committee (Secretary) – electronic format

1.4 Area Covered

The Shire of Morawa consists of farming, pastoral, mining leases and town sites of Morawa & Canna an Aboriginal and a Local Government reserve, areas of vacant crown land and various other reserves. The Morawa town ship being the major source of population and services.

The major industries of the Shire is are broad acre farming, mining and wildflower tourism.

The Shire is traversed by the Yarra Yarra lake system which is generally dry and only fill following significant rainfall events.

Rainfall averages around 291 mm per year, however this amount varies from year to year. Most rain is experienced in the winter months. The area is subject to rainfall at the tail end of summer cyclones and summer thunderstorms. Large amounts of wildflowers bloom following good winter rainfall.

Summers in the Shire of Morawa are mostly hot, with summer temperatures generally being over 30 degrees Celsius, and there are frequently long periods where the temperature exceeds 37.5 degrees Celsius. Winters are generally cool and sunny.

2016 Morawa Figures:

- 3,517 sq. km
- Population 758
- No. Dwellings 405
- LG Employees 24

1.5 Aim

The aim of this document is to define the management of identified risks and provide detail on proposed planning, response and recovery activities for the Shire of Morawa.

1.6 Purpose

The purpose of these arrangements is to set out:

- The Shire of Morawa's policies for emergency management;
- The roles and responsibilities of public authorities and other agencies involved in emergency management in the Shire of Morawa;
- Provisions about the coordination of emergency operations and activities relating to emergency management;
- A description of emergencies that are likely to occur in the LGA;
- Strategies and priorities for emergency management;
- Other matters about emergency management in the Shire of Morawa prescribed by the regulations; and
- Other matters about emergency management in the Shire of Morawa that the Council considers appropriate. [\[s. 41\(2\) of the EM Act 2005\]](#)

1.7 Scope

These arrangements are to ensure there are suitable plans in place to deal with the identified emergencies should they arise. It is not the intent of this document to detail the procedures for HMA's in dealing with an emergency. These should be detailed in the HMA's individual plan.

Furthermore:

- This document applies to the LGA of the Shire of Morawa;
- This document covers areas where the Shire of Morawa provides support to HMA's in the event of an incident;
- This document details the Shire of Morawa's capacity to provide resources in support of an emergency, while still maintaining business continuity; and
- The Shire of Morawa's responsibility for recovery management.

These arrangements are to serve as a guide to be used at the local level. Incidents may arise that require action or assistance from district, state or federal level.

1.8 Related Documents

This document covers the key arrangements to enable the delivery of integrated and coordinated emergency management to the Shire of Morawa. The Shire of Morawa currently does not have any policies that specifically relates to emergency management, unique to this local government area.

1.9 Local Emergency Management Policies

Document	Owner	Date

1.10 Existing Plans and Arrangements

Document	Owner	Date
Site Emergency Management Plan – CBH	Shire of Morawa	

1.11 Agreements, Understandings and Commitments

This is a list formal agreements or MOUs that are in between the Shire of Morawa and other local governments, organisations or industries in relation to the provision of assistance during times of need are in place. Currently this is under review.

Parties to the Agreement	Summary of the Agreement	Special Considerations

1.12 Special considerations

Special considerations include;

- Wildflower season: April – September
- Annual migration of the “Grey Nomads”: April – September
- Various car rallies
- School Sports Events
- Seasonal conditions e.g. bushfires, cyclones, storms, flood

1.13 Special Needs Groups

Special needs groups are available at Appendix 5 and are reviewed periodically to ensure accuracy. These groups include schools, culturally and linguistically diverse groups and retirement villages.

- Special needs group may have been identified through the medical service and documented through medical records and cultural processes.

1.14 Resources

The Hazard Management Agency (HMA) is responsible for the determination of resources required to combat the hazards for which they have responsibility. The Shire of Morawa has conducted a broad analysis of resources available within the Shire of Morawa including the Farming, pastoral properties, Mining Leases and collated these

in the Shire of Morawa Emergency Resources and these are recorded in the Shire of Morawa Contacts and Resources Register (Restricted document).

1.15 Roles & Responsibilities

As stated in Emergency Management Regulations, the following table outlines descriptions and responsibilities of key positions in relation to local community emergency management.

Local role	Description of responsibilities
Local government	The responsibilities of the Shire of Morawa are defined in Section 36 of the EM Act.
Local emergency coordinator	The responsibilities of the LEC are defined in Section 36 of the EM Act.
Local recovery coordinator	To ensure the development and maintenance of effective recovery management arrangements for the local government. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident.
Local welfare coordinator	<p>The Local Welfare Coordinator is appointed by the DCPFS District Director to:</p> <ul style="list-style-type: none"> • Establish, chair and manage the activities of the Local Welfare Emergency Committee (LWEC), where determined appropriate by the District Director; • Prepare, promulgate, test and maintain the Local Welfare Plans; • Represent the department and the emergency welfare function on the Local Emergency Management Committee and Local Recovery Committee; • Establish and maintain the Local Welfare Emergency Coordination Centre; • Ensure personnel and organisations are trained and exercised in their welfare responsibilities; • Coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and • Represent the department on the Incident Management Group when required.
LG welfare liaison officer	During an evacuation where a local government facility is utilised by CPFS provide advice, information and resources regarding the operation of the facility.

LG liaison officer (to the ISG/IMT)	During a major emergency the liaison officer attends ISG meetings to represent the local government, provides local knowledge input and provides details contained in the LEMA.
Local government – Incident management	<ul style="list-style-type: none"> • Ensure planning and preparation for emergencies is undertaken • Implement procedures that assist the community and emergency services deal with incidents • Ensure that all personnel with emergency planning and preparation, response and recovery responsibilities are properly trained in their role • Keep appropriate records of incidents that have occurred to ensure continual improvement of the Shires emergency response capability. • Liaise with the incident controller (provide liaison officer) • Participate in the ISG and provide local support • Where an identified evacuation centre is a building owned and operated by the local government, provide a liaison officer to support the CPFS.
LEMC Chair	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the local government district is undertaken.
LEMC Executive Officer	<p>Provide executive support to the LEMC by:</p> <ul style="list-style-type: none"> • Provide secretariat support including: – Meeting agenda; – Minutes and action lists; – Correspondence; – Committee membership contact register; • Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including; – Annual Report; – Annual Business Plan; – Local Emergency Management Arrangements; • Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and • Participate as a member of sub-committees and working groups as required;
Local Emergency Management Committee	<p>The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.</p> <p>The LEMC is not an operational committee but rather the organisation established by the local government to ensure that local emergency</p>

	<p>management arrangements are written and placed into effect for its district.</p> <p>The LEMC membership must include at least one local government representative and the identified Local Emergency Coordinator (LEC). Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.</p> <p>The term of appointment of LEMC members shall be determined by the local government in consultation with the parent organisation of the members.</p> <p>The functions of LEMC are [s. 39 of the Act]:</p> <p>To advise and assist the local government in establishing local emergency managements for the district;</p> <ul style="list-style-type: none"> • to liaise with public authorities and other persons in the development, review and testing of the local emergency management arrangements; and • To carry out other emergency management activities as directed by SEMC or prescribed by regulations. <p>Other Functions of the LEMC.</p>
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency. The function of a Controlling Agency is to;</p> <ul style="list-style-type: none"> • undertake all responsibilities as prescribed in Agency specific legislation for Prevention and Preparedness. • control all aspects of the response to an incident. During Recovery the Controlling Agency will ensure effective transition to recovery.
Hazard Management Agency	<p>A hazard management agency is 'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' [EM Act 2005 s4] The HMAs is prescribed in the Emergency Management Regulations 2006. Their function is to:</p> <ul style="list-style-type: none"> • Undertake responsibilities where prescribed for these aspects [EM Regulations] • Appoint Hazard Management Officers [s55 Act] • Declare / revoke emergency situation [s 50 & 53 Act]

	<ul style="list-style-type: none"> • Coordinate the development of the West plan for that hazard [State EM Policy Section 1.5] • Ensure effective transition to recovery by local government
Combat Agency	A Combat Agency as prescribed under subsection (1) of the Emergency Management Act 2005 is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.
Support Organisation	A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (State EM Glossary)

LEMC Executive

Chair	Shire of Morawa Councillor
Deputy Chair	OIC Morawa Police Station
Executive Officer	Council staff member

PART 2 – PLANNING

This section outlines the minimum administration and planning requirements of the LEMC under the Emergency Management Act 2005 & policies.

2.1 LEMC Membership

The Shire of Morawa has established a LEMC to plan, administer and test the local emergency management arrangements.

Membership of the LEMC is representative of the agencies, community groups, non-government organisations and expertise relevant to the identified community hazards and risks and emergency management arrangements.

Executive	
Chair:	Shire of Morawa Councillor / CEO
Deputy Chair:	Officer in Charge / LEC Morawa Police
Executive Officer:	Shire of Morawa Staff member
Local Recovery Coordinator:	Shire of Morawa CEO
Administrative Support:	Shire of Morawa Administrative Officer
HMA's	
Shire of Morawa	Chief Bush Fire Control Officer
Parks & Wildlife	Regional Fire Coordinator
Department of Fire & Emergency Services	District/Area Officer
Dept. of Transport	Regional Manager
Health	Regional Director
Agriculture & Food	Site Manager
Police Morawa	Officer in Charge
Welfare Support	
Centrelink	Team Leader
Community Services	District Emergency Services Officer
Red Cross	Team Leader
Salvation Army	Lieutenant
Utilities	
Alinta Gas	Local Manager

Main Roads WA	Network Manager
Telstra	Area Manager
Additional Membership as directed by Local Government	
St John Ambulance	Regional Manager/Community Para Medic
Shire of Morawa	Works Manager
DFES	Regional Superintendent
WALGA	
Department of Education	Morawa SHS & Ag Collage

2.2 Meeting Schedule

Preparedness Procedure 7 states that 'LEMC's shall meet every three months and as required.' The Morawa LEMC schedules meetings in February, May, August & November each year. The LEMC may convene a special meeting if required for example after any major emergency incident.

2.3 Constitution & Procedures

Each meeting of the LEMC should consider, but not be restricted to, the following matters, as appropriate:

- a) Every meeting:
 - i. Confirmation of local emergency management arrangements contact details;
 - ii. Review of any post-incident reports and post exercise reports generated since last meeting;
 - iii. Progress of emergency risk management process;
 - iv. Progress of treatment strategies arising from emergency risk management process;
 - v. Progress the development or review of local emergency management arrangements; and
 - vi. Other matters determined by the local government.
- b) First quarter:
 - i. Development and approval of next financial year LEMC exercise schedule (to be forwarded to relevant DEMC);
 - ii. Begin developing annual business plan.
- c) Second quarter:
 - i. Preparation of LEMC annual report (to be forwarded to relevant DEMC for inclusion in the SEMC annual report);
 - ii. Finalisation and approval of annual business plan.
- d) Third quarter:

- i. Identify emergency management projects for possible grant funding.
- e) Fourth quarter:
 - i. National and State funding nominations.

2.4 Annual Reporting

The annual report of the LEMC is to be completed and submitted to the DEMC within two (2) weeks of the end of the financial year for which the annual report is prepared. The LEMC is required to submit a signed hard copy of the annual report to the Executive Officer of the DEMC.

The LEMC annual report is to contain, for the reporting period:

- a) a description of the area covered by the LEMC,
 - b) a description of activities undertaken by it, including:
 - i. the number of LEMC meetings and the number of meetings each member, or their deputy, attended,
 - ii. a description of emergencies within the area covered by the LEMC involving the activation of an Incident Support Group (ISG),
 - iii. a description of exercises that exercised the local emergency management arrangements for the area covered by the LEMC,
 - iv. the level of development of the local emergency management arrangements for the area covered by the LEMC
 - v. the level of development of the local recovery plan for the area covered by the LEMC,
 - vi. the progress of establishing a risk register for the area covered by the LEMC, and
 - vii. a description of major achievements against the Annual Business Plan.
 - c) the text of any direction given to it by the local government that established it.
 - d) the major objectives of the annual business plan of the LEMC for the next financial year.
- [Emergency Management Preparedness Procedure 17](#) – Annual Reporting refers.

2.5 Annual Business Plan

Preparedness Procedure 8 notes each LEMC will complete and submit to the DEMC an annual report at the end of each financial year. One of the requirements of the Annual Report is to have a Business Plan.

The Shire of Morawa will develop an Annual Business Plan incorporated as an attachment to the LEMC annual report in accordance with the SEMC Guidelines.

2.7 Emergency Risk Management

The LEMC has undertaken the emergency risk management process in accordance with Standards Australia AS/NZS 31000:2009 Risk Management within a community emergency risk management context.

A risk register has been developed and is included in Appendix 1, and will be continuously reviewed in collaboration with relevant public authorities and/or any other relevant agencies or community groups as appropriate, in accordance with State Emergency Management Procedure 1 – Emergency Risk Management Planning. This register contains descriptions of emergencies likely to occur, and priorities.

Emergency Management Strategies & Priorities will be developed in 2017 in association with the State Emergency Management Committee's 'State Risk Project'.

PART 3 – SUPPORT TO RESPONSE

3.1 Risks – Emergencies Likely to Occur & Responsible HMA

The LEMC identified the following hazards within the Shire of Morawa from the emergency risk management process.

Hazard	HMA	WESTPLAN (Date)
Air Crash Emergency	WA Police	Air Crash 2016
Animal & Plant Biosecurity Emergency	Agriculture & Food – Dept. Primary Industries and Regional Development	Animal & Plant Biosecurity 2016
ARC Rail Emergency	Arc Rail	Arc Rail 2016
Fire Emergency (Includes Bush & Urban Fire)	DFES/LG/P&W	State Hazard Plan Fire 2017 (interim)
Flood Emergency	DFES	Flood 2016
Hazardous Materials Emergency	DFES	HAZMAT 2016
Heatwave Emergency	Dept. of Health	Heatwave 2016
Human Epidemic Emergency	Dept. of Health	Human Epidemic 2016
Land Search & Rescue Emergency	WA Police	Land Search 2016
Marine Oil Pollution Emergency	Dept. of Transport	Marine Oil Pollution 2016
Marine Transport Emergency	Dept. of Transport	Marine Transport Emergency 2016
Road Crash Emergency	WA Police	Road Crash Emergency 2016
Storm Emergency	DFES-SES	Storm 2016
Tsunami Emergency	DFES	Tsunami 2016

These arrangements are based upon the premise that the Hazard Management Agency will be responsible for the above risks and will develop, test and review appropriate emergency management plans for their hazard.

It is recognised that the HMA's may require the Shire of Morawa resources and assistance during an emergency. The Shire of Morawa may provide

assistance/support if the required resources are available, through the ISG when formed.

3.2 Incident Support Group

The ISG is convened by the HMA or the Local Emergency Coordinator in consultation with the HMA to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

3.2.1 Role

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

1.14

1.15 Membership of an ISG

The ISG is made up of agencies/representatives that provide support to the HMA. As a general rule, the Local Recovery Coordinator (LRC) should be a member of the ISG from the onset, to ensure consistency of information flow and transition into recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

3.2.2 Triggers for an ISG

The triggers for an incident support group are outlined under the State Emergency Plan 5 – Response. Broadly the requirement is identified when there is a need to coordinate multiple agencies. Specifically, these can be if one of the following triggers is met;

- requires multi agency response;
- has a protracted duration;
- requires coordination of multi-agency resources;
- requires resources from outside the local area;
- Some impact on critical infrastructure;
- has a medium level of complexity;
- has a medium impact on the routine functioning of the community;
- has potential to be declared an 'Emergency Situation'; and/or
- consists of multiple hazards.

State EM Plan S5 – ‘Response’ should be consulted for further detail.

1.16 3.2.3 Frequency of Meetings

Frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities and goals by agencies sharing information and resources.

1.17 3.2.4 Location of ISG Meetings

Proposed locations for ISG meetings are detailed at appendix 2.

3.3 Media Management and Public Information

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the Controlling Agency. This is achieved through the Incident Management Team position of ‘Public Information Officer’ as per the AIIMS Structure. However at the time of handover of the Incident, the responsibility of sign-off of communication material is handed over to the Local Recovery Coordinator

3.4 Critical Infrastructure

The Shire of Morawa has identified critical infrastructure within its district. Due to the sensitive nature of this information the details of Critical infrastructure is included in appendix 4 and **not for public distribution**.

3.5 Financial Arrangements

State EM Policy Section 5.12, State EM Plan Section 5.4 and 6.10 and State EM Recovery Procedures 1-2) outlines the responsibilities for funding during multi-agency emergencies. While recognising the above, the *Shire of Morawa* is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately an emergency event requiring resourcing by the *Shire of Morawa* occurs to ensure the desired level of support is achieved.

3.6 Evacuation

[Refer to State EM Policy 5.7.8 and 5.7.9](#)

A range of hazards regularly pose a risk to communities throughout Western Australia. Evacuation of people from an area affected by a hazard is one of the strategies that may be employed by emergency managers to mitigate the potential loss of, or harm to, life. Experience has also shown that the evacuation of residents is not always the optimum solution to managing the risk. Alternatives to evacuation such as to stay and protect and control, or restrict movement should also be considered where appropriate.'

Evacuation is a risk management strategy which may need to be implemented, particularly in regards to cyclones, flooding and bush fires. The decision to evacuate will be based on an assessment of the nature and extent of the hazard, the anticipated speed of onset, the number and category of people to be evacuated, evacuation priorities and the availability of resources. These considerations should focus on providing all the needs of those being evacuated to ensure their safety and on-going welfare.

The Controlling Agency will make decisions on evacuation and ensure that community members have appropriate information to make an informed decision as to whether to stay or go during an emergency.

3.6.1 Evacuation Planning Principles

The decision to evacuate will only be made by a Controlling Agency or an authorised officer when the members of the community at risk do not have the capability to make an informed decision or when it is evident that loss of life or injury is imminent.

The WA Police Community Evacuation Plan for the Shire of Morawa will be provided as an Annex to these arrangements.

Evacuation can be either:

Controlled –The decision to undertake a controlled evacuation must be made by the controlling agency or an Authorised Officer who will also determine if the evacuation is to be recommended (voluntary) or directed (compulsory).

Directed - A HMA/Controlling Agency may issue a direction for people and/or animals to evacuate/be evacuated with which they are obliged to comply in circumstances where it is believed there is an imminent and real threat to life should they remain.

Recommended - A controlled evacuation whereby a HMA/Controlling Agency provides advice to members of a community that they evacuate, when the Incident Controller believes this represents the best option to mitigate the effects of an emergency on a community, based on the agency's risk assessment at that time, but where the risk is not perceived as extreme/imminent.

All evacuations shall be managed in accordance with:

- [Emergency Management Response Procedure 8](#) – Direction concerning the movement and evacuation in an emergency situation;
- [Emergency Management Response Procedure 17](#) – Direction concerning movement and evacuation during a State of Emergency
- [Western Australia Community Evacuation in Emergencies Guide](#).

3.6.2 Evacuation Management

The responsibility for managing evacuation rests with the Controlling Agency. The Controlling Agency is responsible for planning, communicating and effecting the evacuation and ensuring the welfare of the evacuees is maintained. The Controlling Agency is also responsible for ensuring the safe return of evacuees. These aspects also incorporate the financial costs associated with the evacuation unless prior arrangements have been made. In most cases the WA Police may be the 'combat agency' for carrying out the evacuation.

Whenever evacuation is being considered the Department of Communities must be consulted during the planning stages. This is because DC has responsibility under State Arrangements to maintain the welfare of evacuees under State Emergency Welfare Plan.

3.7 Vulnerable Groups

For information on welfare arrangements for vulnerable groups please refer to the DC Emergency Welfare Plan.

3.8 Routes and Maps

The main routes through the Shire of Morawa are as follows:

- Mullewa Wubin Road (Bitumen): Main access road from Mullewa, through Morawa Township to Wubin.
- Morawa Three Springs Road (Bitumen Road): East/West access from the Three Springs.

Refer to Appendix 7. This section provides a map of the locality and identifies any issues and local land marks.

3.9 Welfare

In emergency management terminology, Welfare is defined as providing immediate and ongoing supportive services to alleviate as far as practicable the effects on persons affected by an emergency.

The role of managing welfare function during an emergency has been delegated to the Department of Communities (DC). The DC will develop a Local Welfare Emergency Support Management Plan that will be used to coordinate the management of the welfare centre(s) for the Morawa LEMC.

3.10 Local Welfare Coordinator

The Local Welfare Coordinator is appointed by the Department of Communities District Director to:

- establish, chair and manage the activities of the Local Welfare Emergency Committee (LWEC), where determined appropriate by the DC District Director;
- prepare, promulgate, test and maintain the Local Welfare Plans;
- represent the department and the emergency welfare function on the LEMC and the Local Recovery Committee;
- establish and maintain the Local Welfare Emergency Coordination Centre;
- ensure personnel and organisations are trained and exercised in their welfare responsibilities;
- provide training and support to Local Welfare Liaison Officers in Local Governments;
- coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and
- represent the department on the Incident Management Group when required

Refer to Contacts & Resources Register (Restricted document)

3.11 Local Welfare Liaison Officer

Local Government shall appoint a Local Welfare Liaison Officer who has the responsibility to provide support and assistance to the Local Evacuation/Welfare Centre, including the management of emergency evacuation/welfare centres, such as building opening, closing, security and maintenance.

It is important to identify what initial arrangements for welfare will be required, particularly in remote areas, where it may take some time for the DC to arrive. With the delay in the DC arriving, it may be necessary for the Local Welfare Liaison Officer to activate the Local Welfare Support Plan or components thereof, with authority of the Local Welfare Coordinator.

Refer to Contacts & Resources Register (Restricted document).

3.12 State and National Registration and Inquiry

The DC is to be contacted whenever an evacuation is considered as the Department has responsibility for the provision of welfare services to evacuees and management of registration and inquiry services using the Red Cross 'Register. Find. Reunite' system and associated forms which can be located at <https://register.redcross.org.au>

3.13 Animals

The Shire will provide support only to assistance animals that come into Evacuation Centres therefore the general community will have to make arrangements for their own animals. The Shire may provide an area/location for animals.

3.14 Welfare Centres

The Shire of Morawa holds an Emergency Welfare Centre Register which allows for DC to utilise the buildings contained within the document for Welfare purposes. For a detail list of evacuation / welfare centres refer to appendix 3.

PART 4 – RECOVERY

Refer to the Shire of Morawa Local Recovery Plan 2018 which is a sub-plan to these arrangements.

PART 5 –EXERCISING, REVIEWING AND REPORTING

5.1 The Aim of Exercising

The [State Emergency Management Preparedness Procedure 7](#) directs that the local government will ensure the local arrangements are exercised at least annually in either of the following formats:

- Discussion (Seminars, Workshops, Desktops)
- Functional (Drills or game style)
- Field or Full Deployment (large scale)

The benefits of testing these arrangements include:

- Determining the effectiveness of the arrangements;
- Bringing together all relevant people to promote knowledge of and confidence in the arrangements and individuals;
- Providing the opportunity to promote the arrangements and educate the community;
- Providing the opportunity for testing participating agencies operational procedures and skills in simulated emergency conditions while testing the ability of agencies to work together on common tasks;
- Improving the arrangements in accordance with the results of exercise debriefings.

It should be remembered that as the primary role of local government in emergency management is 'recovery', programs that exercise recovery activities and preparedness are to be foremost.

5.2 Frequency of Exercises

Preparedness Procedure 19 – Exercise Management, requires the LEMC to exercise their arrangements on an annual basis.

5.3 Types of Exercises

Some examples of exercises types include:

- Desktop/Discussion
- A phone tree recall exercise
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- Operating procedures of an Emergency Coordination Centre
- Locating and activating resources on the Emergency Resources Register
- Complex

Where possible the community should be encouraged to participate in or observe the exercise.

5.4 Reporting of Exercises

The LEMC reports exercises scheduled to the relevant DEMC by the 1st May each year. The DEMC compiles the reports and send the dates to the Emergency Services Sub-committee to be included in the SEMC Annual Report (ref Preparedness Procedure 19).

Once the exercises have been completed they should be reported to the DEMC via the template found at 'appendix C' of State EM Preparedness Procedure 19 - 'Exercise Management'.

5.5 Review of Local Emergency Management Arrangements

These Local Emergency Management Arrangements shall be reviewed and amended in accordance with SEMC Preparedness Procedure 7 – *Emergency Management in Local Government Districts* and replaced whenever the local government considers it appropriate (S42 of the EM Act).

According to the State Emergency Management Plan, the LEMA (including recovery plans) are to be reviewed and amended as follows:

- contact lists are reviewed and updated quarterly;
- a review is conducted after training that exercises the arrangements;
- an entire review is undertaken every five (5) years, as risks might vary due to climate, environment and population changes; and
- Circumstances may require more frequent reviews.

5.6 Review of Local Emergency Management Committee Positions

The Shire of Morawa shall determine the term and composition of LEMC positions. (Preparedness Procedure 7). When determining the composition of the LEMC the Shire of Morawa will take into consideration Preparedness Procedure 7, s15-18 that provides a list of recommended members. Additional members may be invited where their membership will benefit the function of emergency management for the Shire.

The Shire of Morawa will conduct a formal review of the LEMC membership in conjunction with each review of the Local Emergency Management Arrangements.

5.7 Review of the Resources Register

The Executive Officer shall have the resources register checked and updated on an annual basis, but ongoing amendments may occur at any LEMC meeting. Generally, this will occur at the beginning of October each year.

PART 6 –APPENDIXES

APPENDIX 1. RISK REGISTER

Risk Register Schedule

Refer Appendix 8

Risk Statement

Risk Treatment Strategies

There is the potential that fire will destroy Farm & pastoral land and threaten homes & Farming & Mining Infrastructure and other property

Retain the risk by informed decision
i.e. community are aware and prepared;
Remove flammable waste from near built up areas to reduce risk to homes and property;
Put fire breaks around homesteads.

There is the potential that a weather event will cause a flood that closes and isolates the community and impacts farming & Mining industry's

Retain the risk by informed decision
i.e. community are aware and prepared;
Share the risk with insurance company;
Ensure that the low level crossing is maintained as a back-up access route.

There is the potential that a cyclone will decimate the Morawa town Ship and surrounding farming and mining industry's

Retain the risk by informed decision
i.e. community are aware and prepared;
Share the risk with insurance company;
Ensure building regulations are hazard specific. The Community is kept well informed

There is the that an Aviation incident

APPENDIX 2. ISG MEETING LOCATIONS

ISG Meeting Locations

Location One: **Morawa Police Station**
Address:

	Name	Phone
1 st Contact	OIC	0400 000 000
2 nd Contact	Station	9960 1666

Location Two: **Shire of Morawa – Council Chambers**
Address: **Winfield Street Morawa**

	Name	Phone	Mob Phone
1 st Contact	CEO	08 99711 204	0427 711 204
2 nd Contact	EMDA	08 99711 204	0417 309 265
2 nd Contact	Works Supervisor	08 99711 204	0427 380 312

Location Three: **Shire of Morawa – Evacuation Centre**
Address: **Evans Street Morawa**

	Name	Phone	Mob Phone
1 st Contact	CEO	08 99711 204	0427 711 204
2 nd Contact	EMDA	08 99711 204	0417 309 265
3 rd Contact	Works Supervisor	08 9963 7999	0424 219 721

APPENDIX 3. EVACUATION & WELFARE CENTRE INFORMATION

Evacuation / Welfare Centre Information

	Details
Establishment/Facility:	Morawa Sporting Complex
Physical Address	Club Road Morawa
General Description of the Complex	A complex consisting of 4 outside and 1 inside basketball courts and 6 tennis courts with a kids play ground and 2 squash courts
Site Limitations	Timber flooring for the basketball court
Telephone No	08 99711 204
Fax No	08 99711 284
Email Address	admin@morawa.wa.gov.au

Contacts/Access Details

Position	Work Contact	A/Hrs. Contact
CEO	089971 1 204	0427 711 204
EMDA	089971 1 204	0417 309 265
Works Supervisor	0899711 204	0427 380 312
Keys	Shire Office	
Alarm	No Alarm	
Security	No	
Universal Access	Ye s	



Accommodation Numbers – as per Health Regulations

	Details
Sitting / Standing	300
Sleeping	80
Duration	1 day

Ablution Amenities

Item	Yes/No	Notes
<u>Male Toilets:</u> change rooms		
Toilets	Yes	1 W/C
Urinal	Yes	1 110mm
Shower	Yes	2 Cubicles
Hand Basins	Yes	1
Change area		5m x 5m
<u>Female Toilets:</u> change rooms		
Toilets	Yes	3 W/C & 1 Disable
Shower	Yes	2 shower cubicles
Hand Basin	Yes	2
Baby Change Table	No	
Change area		5m x 5m
<u>Disabled Toilet:</u>		
Toilet	Yes	In the Ladies
Hand Basin		

General Amenities

Item	Yes/No	Notes
<u>Kitchen Facilities:</u>		
Stoves (types)	Yes	4 burner electric
Refrigeration	Yes	1 x 2 door &
Microwave	Yes	1 house hold
Sink	Yes	1 x 2 tub sink
Hand Basin	Yes	
Servery's	Yes	2x 1.8 m facing outside
Ovens	Yes	2 house hold electric

Power points	Yes	4 x 2 double
Bench space	Yes	1 x 3m long
<u>Dining Facilities:</u>		
Tables	Yes	10 folding
Chairs	Yes	52 chairs
Cutlery and Crockery	Yes	
<u>General Facilities:</u>		
Rooms	Yes	1 meeting room 10 x 8 m
RCD Protected	Yes	
Power Points	Yes	
Generator Port	No	
Fire Equipment	Yes	
Air Conditioning (type)	Yes	Split system
Heating		
Ceiling Fans		
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines		
Internet Access	No	
Water Cooler	No	
Hot Water System (type)	Yes	
Bins	Yes	
Septic Sewerage		Deep sewerage
<u>Amenities Areas:</u>		
Enclosed Covered Areas		
Outside Children's Play Area	Yes	
Recreation Rooms		
BBQs	Yes	
Conference Rooms		
Meeting Rooms	Yes	
Swimming Pool	No	
Oval	No	
Netball/Basketball Court	Yes	
Tennis Court	Yes	
<u>External Facilities:</u>		

Power Outlets		
Water	Yes	
Parking	Yes	
Area for Tents	Yes	Small area
Toilets		
Caravan/Articulated Vehicles	No	
Other:		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly	No	
Main Electrical Board Location	Yes	To the right of the front Door/ main entrance
Water Stop Cock Location		
Surrounded by Bush	No	
Built on a Flood Plain	No	
Site Access		Good
Timeframe before pump out of septic		On deep sewerage as long as main Town pump has power to pump to ponds

Establishment/Facility:	Morawa Sports Pavilion
Physical Address	Evans Street Morawa
General Description of the Complex	<p>A sporting complex with Football Oval, Hockey field and Netball Courts. This has been upgraded 2014.</p> <p>Asses to the all areas is very easy has ramp all the way around the complex. All doors into the pavilion area are bifold doors with a min opening of 2m providing great wheel chair asses</p>
Site Limitations	<p>Must have power to maintain the workings of the deep sewage.</p> <p>Site is on the same level as the town</p>
Telephone No	<p>Main Office 08 99711 204</p> <p>CEO 0427 711 204</p>
Fax No	Main Office 0899711 284

Email Address	admin@morawa .wa.gov.au
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Contacts

Position	Work Contact	A/Hrs. Contact
CEO		0427 711 204
EMDA	9971 1204	0427 711 204



Access Details

	Details
Keys	Held at the Shire
Alarm	Yes key staff have codes
Security	No
Universal Access	yes

Accommodation Numbers – as per Health Regulations

	Details
Sitting / Standing	Standing Inside 200 Seating 200 with more under cover area outside
Sleeping	100
Duration	One day with no power due to the requirement for power to run the sewage system
Outside under cover area 10 x 20 m	Plenty of room as it fronts onto the football oval and has total area of 390sqm of undercover area

Ablution Amenities

Item	Yes/No	Notes
<u>Male Toilets</u>		
Toilets	Yes	2 W/C
Urinal	Yes	4 single
Shower		
Hand Basins	Yes	2
<u>Female Toilets:</u>		
Toilets	Yes	5 W/C
Shower	No	
Hand Basin	Yes	3
Baby Change Table		1 change table in the unsex toilet
<u>Disabled Toilet:</u>		
Toilet	Yes	With disable facility's
Hand Basin	Yes	
Shower	Yes	With disable facility's
Baby change table	Yes	1
<u>Female Change room:</u>		
Showers	Yes	4 cubicles
Toilets	Yes	4 W/C
Equipment room	Yes	4m x2.5 with cupboards
Basin	Yes	1
Total area of change rooms		6m x 7m area
<u>Male Change room:</u>		
Showers	Yes	5 cubicles
Toilets	Yes	1 W/C
Urinal	Yes	1 single unit
Basin	Yes	1
Rub down room		
Total area of change rooms		9m x 9m area
<u>Visitors Change room:</u>		
Showers	Yes	5 cubicles
Toilets	Yes	1 W/C
Urinal	Yes	1 single unit

Basin	Yes	1
Total area of change rooms		9m x 9m area
<u>Umpires Change room:</u>		
Showers	Yes	1
Toilets	Yes	1 W/C
Urinal	Yes	1 single unit
Basin	Yes	1
Total area of change rooms		3m x 3m area

General Amenities

Item	Yes/No	Notes
<u>Kitchen Facilities:</u>		
Stoves (types)	Yes	6 burner electric stove with a 600mm oven
Turbo Oven	yes	Commercial units
Refrigeration	Yes	3 Door unit
Glass Washer	Yes	Commercial unit
Dish Washer	Yes	Commercial unit
Hot water urn	Yes	One large constant hot water unit
Birko	Yes	1 x 20lt
Sink	Yes	1 x 2 bowl sink large
Hand basin	Yes	With soap dispenser
Microwave	Yes	2 commercial units
Servery's	Yes	1 outside by 2m long and 1 inside 1.5 long
Bench	Yes	3 x 2 m stainless steel work benches
<u>Bar Area</u>		
Cool room		4 full door cool room 2m x 3.5m long
servery		2.5m counter with roller door
Sully area		2.5m x 4m area with sink and wash down
<u>Dining Facilities:</u>		
Tables	Yes	10 large round and 27 x 2m long tables
Chairs	Yes	100
Cutlery and Crockery	Yes	
Total dining area		22m x 12m well ventilated and well light also with easy access
<u>General Facilities:</u>		

First Aide room		With basin and cupboards 4m x 3m
RCD Protected	Yes	
Power Points	Yes	7 x external units and internal units double P/P
Generator Port	Yes	2 generator ports on eastern side of building
Fire Equipment	Yes	
Air Conditioning (type)	Yes	Mutable Reversible cycle units
Heating	Yes	Reverse Cycle Aircon
Ceiling Fans	No	
Lighting (internal)	Yes	
Lighting (external)	Yes	
Telephone Lines	Yes	One line
Internet Access	No	Wireless available
Water Cooler	yes	
Hot Water System (type)	Yes	Electric mutable units
Bins	Yes	10 plus 240 lt wheelie bin around complex
Septic Sewerage	Yes	Connected to deep sewerage must have power to maintain
<u>Amenities Areas:</u>		
Enclosed Covered Areas	Yes	
Outside Children's Play Area	Yes	Fenced playground
BBQs	yes	2 by 800mm gas
Conference Rooms	No	
Meeting Rooms	No	
Swimming Pool	No	Completely separate complex
Oval	Yes	With lights
Netball/Basketball Court	Yes	With lights also has a 7 x 21m 3 sided shed and power
Hockey	Yes	One field with lights and 10 x 5 shed
<u>External Facilities:</u>		
Power Outlets		
Water	Yes	
Parking	Yes	200 plus
Area for Tents	Yes	On oval and flat area to the side
Toilets	no	
Caravan/Articulated Vehicles	Yes	

Other:		
Mobile Phone Coverage	Yes	
Storage	No	
Pet friendly	Yes	
Main Electrical Board Location	Yes	By side door
Water Stop Cock Location		
Surrounded by Bush		Bush on 2 sides well away from buildings
Built on a Flood Plain	No	
Site Access	yes	One road in from town on the way to airstrip
Timeframe before pump out of septic		On deep sewerage as long as main Town pump has power to pump to ponds

APPENDIX 4. CRITICAL INFRASTRUCTURE

Critical Infrastructure

The infrastructure scheduled below is those that the community considers to be critical within the Shire of Morawa and therefore should be treated as such in an emergency:

INFRASTRUCTURE	AGENCY RESPONSIBLE
• Morawa Sports Club – First Aid Room	Shire
• Power Generation	Western Power
• Power Reticulation	Western Power
• All roads within the Shire	Shire/MRWA
• Water Supply	Watercorp
• Waste Water Treatment	Shire
• Morawa Aerodrome	Shire
• Communication Towers	Various providers
• Evacuation Centre's	Shire
• Shire Administration Centre	Shire

APPENDIX 5. SPECIAL NEED GROUPS

Special Need Groups

Name	Address	Contact 1	Contact 2	No People	Have they got an evacuation plan?
Morawa DHS	Gill Street Morawa	Principal			Yes
Morawa Ag College	Carslake Road Morawa	Principal			Yes
Morawa District Hospital	Caulfield Street	Director of Nursing			Yes
Morawa Villas	Yewers Street	Shire of Morawa CEO		6	Yes

APPENDIX 6. LOCAL DISTRICT MAPS

Local District Maps

Morawa Town Site

Canna

Morawa Shire

APPENDIX 7. RESOURCE REGISTER

Interpreters services

Name	Where	Contact number
Aust-Asia Migration & Interpreting Service	Perth	0414 497 199
Italian T/I Services Translating & Interpreting	Perth	08 9344 7663
Translating & Interpreting Services (TIS National)		Ph. 1300 655 082 Fax 1300 654 151 24Hrs 13 14 50
Hellenic Interpreting & Translating Services	Perth	0404 887 007
Deaf Society of W.A.	Perth	Ph. 08 9441 2677 Fax 08 9441 2616
National Relay Service	National	13 36 77 A/H 0410 017 540

Air Services

Murchison Coast Air Charter	Geraldton	1300 660 834	info@abrolhosbat.com.au
Geraldton Air Charter	Geraldton	Ph. 9923 3434 Fax 9923 3262	geroair@midwest.com.au
Shine Aviation	Geraldton	9923 3600	admin@shineaviation.com.au

Traffic Controllers

Midwest Traffic Controllers	Geraldton	9965 5888 0418 939 378
Quality Traffic Communications	Geraldton	9923 9278 0419 700 160

Bus Services & Hire

Mark Thornton	School Bus Service	Morawa	9971 1040	
Morawa Ag College	School Bus Service	Morawa	0428 722 053	
Nicholls Bus Service	School Bus Service	Three Springs		
Lucas Bus Services	School Bus Service	Carnamah	9951 1105 0427 775 753	
Bus Hire		Geraldton	9926 1197	reception@srs.reline.com.au
Thrifty Car Rental		Geraldton	9923 3841	
Hertz Car Rental		Geraldton	9965 2844	Geraldton@hertzrentals.com.au

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Crane Hire

Geraldton Crane & Haulage	Geraldton	Ph. 9921 6477 Fax 9921 6677	gtncrane@iinet.net.au
Boon Logistics Ltd Geraldton	Geraldton	Ph. 9921 1177 Fax 9921 8434	dmcaldonald@boomlogistics.com.au
OKG Cranes		Mob 0400 383 355 Fax 9938 3300	kavak@bigpond.com
Freo Granes	Geraldton	Ph. 9965 2007 Fax 9964 2006	Geraldton@freogroup.com.au

Equipment Hire

Coates Hire	Morawa/Geraldton	Ph. 9920 4200 Fax 9921 9040	
Tru Blu Hire	Geraldton	Ph. 9921 4288	
Geraldton Hire & Scaffolding	Geraldton	Ph. 9964 1048 0428 641 048	
State Wide Equipment Hire	Geraldton	Ph. 9965 2255 Fax 9965 2211	Geraldton@sweh.com.au

Earth moving

Central Earthmoving	Geraldton	Ph. 9965 6565 Fax 9921 5910	cenearth@cenearth.com.au
North Coast Contractors	Meru	0419 954 447 Fax 9923 7050	
CPC Earthmoving	Geraldton	Ph. 9964 7388 0428 939 611	gpcearthmoving@bigpond.com
Midwest Mini Excavator & Bobcat Hire	Geraldton	Ph. 9938 1411 0418 939 701	
Murchison Bobcat & Tip Truck Hire	Geraldton	Ph. 9923 1372 0427 184 308	willow@modnet.com.au
GBH Earth Moving	Geraldton	Ph. 9938 1667 0408 939 567	GBHEarthmoving@bigpond.com

Electrical Services

S & K Electrical Contracting Pty Ltd	Morawa	Ph. 99711 210 0457 855 980	morawa@skec.com.au

Electrical Suppliers

Mitchell & Brown		Ph. 9965 9999	sales@mitchellandbrown.com.au
Harvey Norman		Ph. 9964 0111 Fax 9964 5722	
ML Communications		Ph. 9965 7555 Michael 0418 939 325	

Generators Suppliers

Coates Hire		Ph. 9920 4200 Fax 9921 9040	Geraldton@coateshire.com.au
Midwest Rewinds Generators		Ph. 9965 0785	

Plumbers & Plumbing Suppliers

Sun City Plumbing		Ph. 9921 1700	admin@suncityplumbing.com.au
Herrings Coast Plumbing & Gas Fitting		Ph. 9964 4171 Chris 0418 939 659	
G & K Wheat Plumbing		Ph. 9921 3601 Fax 9964 4161	

Tree Loppers

Top Notch Tree	Geraldton	Ph. 9964 6699 Fax 9923 2886 Peter 0427 230 309	
Down to Earth Tree Lopping		Ph. 9921 2042 0408 404 477	

Waste Removal

Avon Waste		Ph. 9641 1318	
Veolia Environmental Services		Ph. 9964 2844	

Air Strips

Shire/Mine	GPS Position	Direction	Length	Surface	Windsock	Strip markers	Lights	Fuel
Morawa	29.12.164 South 116.01.326 East	09.27 15.33	1230m 1350m	Sealed	Yes	Yes Cones	Yes Pilot Activated	Can be arranged
Perenjori	29.25.361 South 116.16.838 East	09.27 14.32	1300m 1000m	Gravel	Yes	Yes	Yes Pilot Activated	
Karara	29.14.309 South 116.42.327 East							

Appendix 8. Risk Matrix

RISK No.	RISK STATEMENT	LIKELIHOOD RATING	CONSEQUENCE RATING	LEVEL OF RISK	ELEMENT AT RISK	PRIORITY	TREAT Y/N
01/17	There is a risk that a road transport emergency will cause serious injury or death to people. Road transport emergencies involving interaction between heavy vehicles and other traffic such as tourist coaches and trains may occur. Heavy vehicles are prevalent on highways within the Shire of Morawa Local Government Area. The Shire of Morawa has a number of major heavy vehicle routes within its boundaries.	ALMOST CERTAIN	MAJOR	EXTREME	PEOPLE		
02/17	There is a risk that a severe storm will cause damage to or destroy infrastructure. Severe storm events affect the Midwest-Gascoyne area including the Shire of Morawa on an annual basis. There may also be significant damage caused to lifelines such as power lines. Damage to roads from flash flooding is also likely in low lying areas.	LIKELY	MODERATE	HIGH	INFRASTRUCTURE		
03/17	There is a risk that bush fires will cause death or serious injury to people. Farming areas adjacent to natural heath scrub are particularly at risk from bush fires.	LIKELY	MODERATE	HIGH	PEOPLE		
04/17	There is a risk that bush fires will cause damage to or destroy the environment. Bush fires in the pasture lands can remove vegetation exposing the top soil subject to erosion from wind or rain	LIKELY	MODERATE	HIGH	ENVIRONMENT		
05/17	There is a risk that bush fires will affect the economy of the community. The farming community around Morawa may be exposed to financial losses from crop damage during harvest.	POSSIBLE	MODERATE	HIGH	ECONOMY		
06/17	There is a risk that bush fires will cause damage to or destroy infrastructure. Bush fires can cause damage to infrastructure such as bridges, fencing, and power lines.	ALMOST CERTAIN	MODERATE	HIGH	INFRASTRUCTURE		
07/17	There is a risk that a hazardous materials spill will cause serious injury to people. Hazardous materials may release toxic fumes which could cause injuries especially in the more densely populated urban areas.	LIKELY	MODERATE	HIGH	PEOPLE		
08/17	There is a risk that a hazardous materials spill will cause harm to human health. Hazardous materials may release toxic fumes which could cause injuries especially in densely populated areas.	LIKELY	MODERATE	HIGH	PEOPLE		
09/17	There is a risk that a riverine flood will cause damage to or destroy infrastructure. The river has a history of flooding and should a flooding event occur it is likely that infrastructure such as buildings, roads, fencing and bridges may be damaged	LIKELY	MODERATE	HIGH	INFRASTRUCTURE		

10/17	There is a risk that a severe storm will cause loss or damage to the environment. There is a possibility that heavy rainfall may cause serious erosion damage in sensitive environmental areas such as rivers and creeks	POSSIBLE	MODERATE	MEDIUM	ENVIRONMENT		
11/17	There is a risk that a severe storm will affect the economy of the community.	POSSIBLE	MODERATE	MEDIUM	ECONOMY		
12/17	There is a risk that a road transport emergency will cause damage to or destroy the environment.	POSSIBLE	MODERATE	MEDIUM	ENVIRONMENT		
13/17	There is a risk that a hazardous materials spill will cause death. Hazardous materials emit toxic fumes and may cause death through inhalation.	UNLIKELY	MAJOR	MEDIUM	PEOPLE		
14/17	There is a risk that a hazardous materials spill will affect the economy of the community.	UNLIKELY	MODERATE	MEDIUM	ECONOMY		

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

<i>Item No/ Subject:</i>	12.1.1 Closure of Meeting to the Public
<i>Date of Meeting:</i>	15 March 2018
<i>Date & Author:</i>	1 March 2018 – Chris Linnell
<i>Responsible Officer:</i>	Chris Linnell - Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer
<i>File Number:</i>	GV.CMT.1
<i>Previous minute/s & Reference:</i>	

SUMMARY

This item seeks Council's approval under s5.23 (2) (c) of the *Local Government Act 1995* to move into camera or closed session to consider a matter regarding the Old Morawa Hospital.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

Nil

OFFICER'S COMMENT

In item 12.1.2 Council will be presented with the CEO's recommendation regarding the Old Morawa Hospital.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

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

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

Shire of Morawa Standing Orders Local Law 2011

The key parts include:

- 6.2 (1) The CEO may recommend that part of the meeting is closed.
- 6.2 (2) The Council may decide to close a meeting or part of a meeting.
- 6.2 (3) The presiding member is to direct everyone to leave the meeting except, members, the CEO and any officer specified.
- 6.2 (5) Clause 8.9 (re speaking twice)
- 6.2 (7) The presiding member is to ensure any resolution of the Council made while the meeting was closed is to read out including a vote of a member.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council closes the meeting to the public under section 5.23 (2) c) of the *Local Government Act 1995* and the *Shire of Morawa Standing Orders Local Law 2011* s 6.2 (2) so that it can consider a matter regarding the Old Morawa Hospital.

12.2 Public reading of resolutions that may be made public

13. Closure

Next Meeting - Ordinary Meeting 19 April 2018