



MINUTES

ORDINARY COUNCIL MEETING

HELD ON

THURSDAY, 19 July 2018

5.30^{PM}

SHIRE COUNCIL CHAMBERS



**WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY**

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Nil

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1 Declaration of Opening

The Shire President declared the meeting open at 5:30pm.

1.1 Recording of Those Present

Cr K J Chappel	President
Cr D S Carslake	Deputy President
Cr D S Agar	
Cr J M Coaker	
Cr D B Collins	
Cr SD Katona	
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 R Davy	Acting Principal Works Manager
Mrs S Adams	Executive Assistant to CEO

1.2 Apologies

Nil

1.3 Approved Leave of Absence

Nil

1.4 Welcoming of Visitors to the Meeting

The President welcomed Sylvia Buist.

1.5 Announcements by the Presiding Member without Discussion

The Morawa Community Naidoc Week celebrations "Because of Her, We Can" was a huge success. One of Morawa's proudest moments. Thank you to the organising committee and the community for their participation.

2 Public Question Time

2.1 Response to previous public questions taken on notice

Nil

2.2 Public question time

Nil

3 Declaration of Interest

Nil

4 Confirmation of Minutes of Previous Meetings

COUNCIL RESOLUTION

180701 Moved: Cr Stokes
 Seconded: Cr Collins

Council resolves that the minutes of the Ordinary Council Meeting held on 21 June 2018 be confirmed as a true and accurate record.

CARRIED 7/0

5 Public Statements, Petitions, Presentations and Approved Deputations

Nil

6 Method of Dealing with Agenda Business

Nil

7 Reports

7.1 Reports from Committees

Nil

7.2 Reports from the Chief Executive Officer

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>	7.2.1.1 Adoption of Corporate Business Plan
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	14 May 2018 – Chris Linnell
<i>Responsible Officer:</i>	Chief Executive Officer – Chris Linnell
<i>Applicant/Proponent:</i>	Chris Linnell
<i>File Number:</i>	CM.PLN.1
<i>Previous minute/s & Reference:</i>	8 May 2018 Item 3.1 - Resolution 180501

SUMMARY

A major review of the Corporate Business Plan (the Plan) has been undertaken following adoption of the Shire's new Strategic Community Plan 2018 – 2028.

The document extracts and mirrors the intended primary activities following significant community engagement associated with the new Strategic Community Plan.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 – 7.2.1.1a Draft Shire of Morawa Corporate Business Plan 2018 – 2022

BACKGROUND INFORMATION

The Shire's new Strategic Community Plan 2018 - 2028 was adopted by the Council on 8 May 2018.

A major review of the Corporate Business Plan 2013 – 2017 was undertaken in 2016, however no resolution to endorse the document occurred at that time.

This iteration and document, once adopted, by an absolute majority decision of the Council, will ensure that the organisation complies with regulation 19DA of the Local Government (Administration) Regulations 1996.

OFFICER'S COMMENT

The Plan recasts the priority investment decisions and advocacy projects for the next 12 months, based on the new strategic direction established in the recently adopted Strategic Community Plan 2018 - 2028.

Once adopted, the Corporate Business Plan will form the basis of the 2018/19 Annual Budget and subsequent reviews of that Plan (required annually).

COMMUNITY CONSULTATION

The Corporate Business Plan reflects the outputs of the adopted Strategic Community Plan 2018 – 2028.

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);
 - Business (14); and
 - Farmers (6).
- 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 Corporate Business Plan does not have a legislative requirement to be advertised, given it is seen as predominantly an internally focussed document and reflects the outputs of the Strategic Community Plan.

COUNCILLOR CONSULTATION

The Strategic Community Plan, and therefore this Corporate Business Plan, represents the community's aspirations and vision for the future (as adopted and endorsed by Council). Accordingly, elected members were formally and specifically engaged in the informing strategies and actions from February through to May 2018.

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:

“19DA. Corporate business plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a corporate business 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 corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.

(3) A corporate business plan for a district is to —

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and

- (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
- (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) A local government is to review the current corporate business plan for its district every year.*
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) A council is to consider a corporate business 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.*
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan."*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

In making or reviewing a Corporate Business Plan, a local government is to have regard to the capacity of its current resources and the anticipated capacity of its future resources, as evidenced by key informing strategies and plans such as the Shire's Long Term Financial Plan (LTFP), Asset Management Plans (AMPs) and Workforce Plan (WFP).

STRATEGIC IMPLICATIONS

The Corporate Business Plan, once adopted by the Council, establishes the priority investment projects and advocacy priorities for at least the next 12 months, pending the next review, required each financial year.

The outcomes then feed directly into the next iteration of the Annual Plan and the upcoming 2018/19 Annual Budget.

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 the Corporate Business Plan, as established by the Department of Local Government, Sport and Cultural Industries and their guidelines.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That Council resolves to adopt the Shire of Morawa Corporate Business Plan 2018 – 2022 and allow the CEO to make final formatting and editing adjustments as per the draft Corporate Business Plan.

COUNCIL RESOLUTION

180702 Moved: Cr Carslake
 Seconded: Cr Stokes

That Standing Orders be suspended at 5.31pm.

CARRIED 7/0

COUNCIL RESOLUTION

180703 Moved: Cr Carslake
 Seconded: Cr Stokes

That Standing Orders be resumed at 5.33pm.

CARRIED 7/0

COUNCIL RESOLUTION

180704 Moved: Cr Stokes
 Seconded: Cr Agar

That Council resolves to adopt the Shire of Morawa Corporate Business Plan 2018 – 2022 and allow the CEO to make final formatting and editing adjustments as per the draft Corporate Business Plan.

CARRIED BY ABSOLUTE MAJORITY 7/0

Shire of Morawa
Four Year
Draft Corporate Business Plan
2018 - 2022





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Document Management

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Strategic Community Plan

The Shire of Morawa Strategic Community Plan 2018 – 2028, was adopted by the Council in May 2018.

The Vision, Motto's, guiding Values, Objectives and Outcomes of that Plan are embedded within this '4 year slice' of that, this Corporate Business Plan 2018 – 2022, which is required to be reviewed annually.

Our Vision

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

Our Motto's

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

Our 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.
- To be flexible and grow

Message from the Shire President and Chief Executive Officer

We are delighted to introduce the Shire of Morawa's Corporate Business Plan for the period 2018 to 2022.

This plan operationalises the Vision and Goals for the future of the community, and creates a framework by which the goals in the Strategic Community Plan can be achieved. The Corporate Business Plan sets the Strategic Direction and identifies priority areas of delivery and investment. It also identifies the operational risks for the Shire to achieve the community's vision, and identified required improvements. It provides an assessment of the resource capability of the Shire and determines the resources required to deliver on the priorities and projects. It also provides performance targets that will allow Council to provide a means of reporting to the community and our project partners.

The Corporate Business Plan sets out the major activities that it intends to undertake in the next four years. The Annual Budget and Annual Plan for the Shire will be developed from the Corporate Business Plan each year. This is therefore an extremely useful document for community to read and understand, as it gives a complete picture of how the Shire is working on their behalf to achieve the vision articulated in the Strategic Community Plan 2018 – 2028.

In this Corporate Business Plan, the Shire continues its support for delivering on core services, as well as advocating and providing resources to be innovative in attracting and promoting growth and diversification.

This is in direct response to the community needs expressed in the Strategic Community Plan, and will enable Morawa to fulfil its potential as a sub-regional centre.

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 projects we have detailed in this plan.

I look forward to continuing our focus to ensure Morawa continues to be a proud and inclusive community with committed partnerships and a strong economy.



Karen Chappel
Shire President

Chris Linnell
Chief Executive Officer

Corporate Planning

The Shire of Morawa's Integrated Strategic Planning framework drives the way we 'run our business'.

The framework has been developed according to the Integrated Planning and Reporting Framework and Guidelines which were released in October 2010. 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.

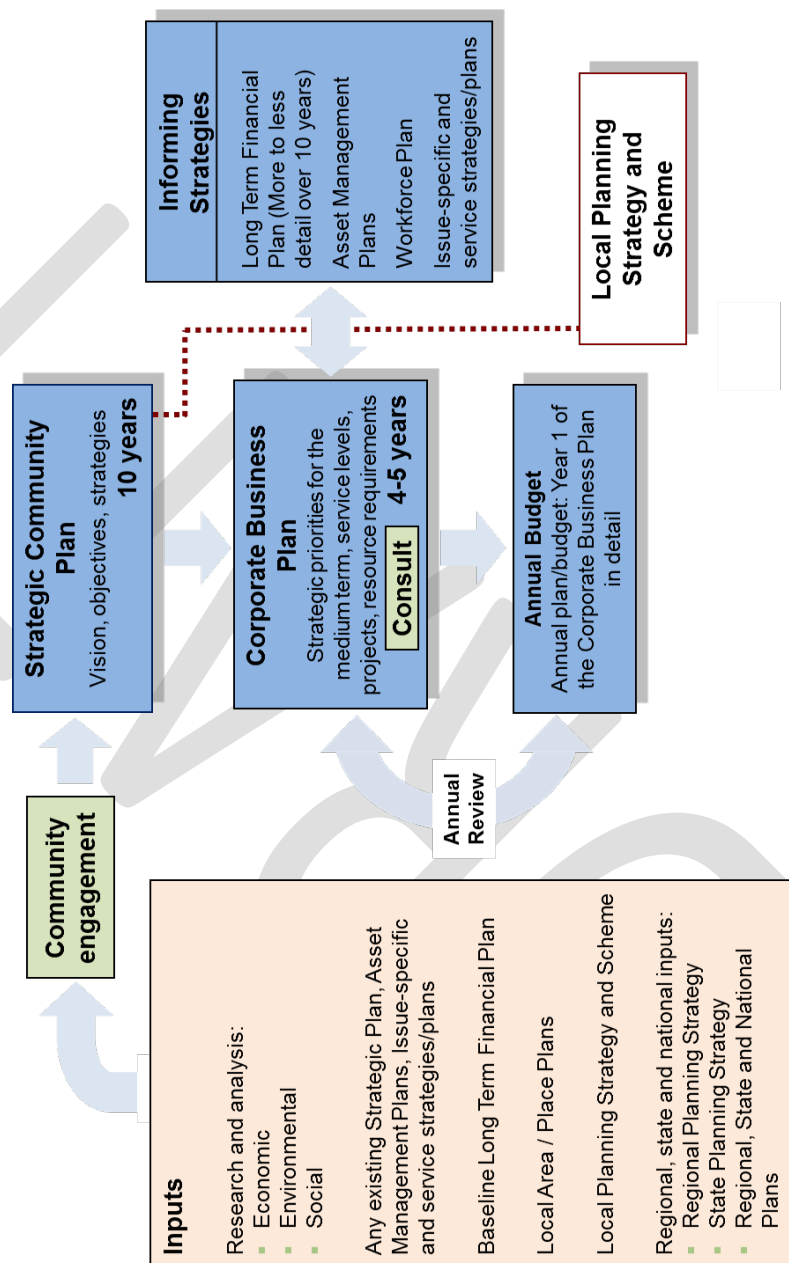


Diagram 1: Integrated Strategic Planning Framework

Framework

The framework for the Plan 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 May 2018.
- This 4 year Corporate Business Plan (2018 -2022) 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 resource required to implement projects. The Corporate Business Plan also contains a risk assessment of the Shires 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.
- A 10 year Long-term Financial Plan which is a high level document that indicates the Shires long term financial sustainability, allows for early identification of financial issues and their longer term impacts, and shows the financial impacts of plans and strategies.
- A 4 year Workforce Development Plan which will analyse the operational capacity of the Shire, contrast that to the strategic needs created by the plans, and identify the capacity, skills and knowledge gaps and how to address them; and
- An Annual Budget which will record 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.

The Corporate Business Plan outlines what the Shire seeks to achieve in more detail via:

- 4 Pillars;
- ~~and~~ 4 Primary **Objectives**;
- 26 Core **Outcomes**; and
- 87 **Strategies**.

In addition to that, is the core business of the Shire of Morawa across what is classed as 11 **Programs** and 59 **Sub-Programs**.

~~What some may class as the all-important 'roads, rates and rubbish' of what we do.~~ All of this is premised on the following core estimates, predictions and assumptions over the life of the four year plan:

- | | | |
|---------------------------------|--|---------------------------------------|
| • Rates: \$1.8M, 2% ↑ PA | • Population: Steady → at 758 | • Turnover: \$8.5M, 2% ↑ PA |
| • Employees: Steady → at 24 FTE | • Assets: \$70M Net Equity and Quality ↑ | • Debt: \$0.4M, No new debt – Loans ↓ |

- Cost Index: 2% ↑ PA
- Advocacy: Effort and Success ↑
- Political & Grant Environment: Steady →

Summary of Objectives and Outcomes

4 Pillars

4 Objectives

26 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.
	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 A Regional waste management solution 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.
	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.

Detailed Economic Strategies and Actions

Ref #	Strategy	Priority	Timeframe	Key Partners	Responsible Department	Comments	% Complete	Commence	Completion
Outcome 1.1 Maintain and increase population.									
1.1.1	Make land available for commercial and industrial uses, including progression of stage 1 industrial.	HIGH	2 – 4 YEARS	LANDCORP	Develop. Services & Admin	Residential complete and available. Planning Stage 1 Industrial completed and approved by Council. State support required.	20%	Commenced	2023
1.1.2	Investigate the feasibility of the Morawa Migration Settlement Research Program, encouraging skilled migrants to the area (part of regeneration Morawa). See 1.2.9	HIGH	2 – 4 YEARS	OMI, MWDC	Economic Development	50% grant funded, 1FTE CDO from Year 2. \$40K contribution required in 2018/19 Budget and supported by Regeneration budget.	10%	Commenced	2019
Outcome 1.2 Maximise business, industry and investment opportunities.									
1.2.1	Continue to liaise with CBH to upgrade and extend grain handling and storage facilities.	HIGH MEDIUM	Ongoing	CBH	Office of CEO	Stakeholder engagement.	Ongoing	Commenced	Ongoing
1.2.2	Promote Morawa as an attractive place to live and work with appropriate promotional videos suitable for different platforms, including social networking.	HIGH	Ongoing	MWDC, DRD	Economic Development	Prepare plan in-house, with \$20K matching for grants required in 2018/19 Budget.	0%	2018	2019
1.2.3	Continue the Morawa incentives for Investment (New Businesses) program. Has not been endorsed by Council	HIGH	Ongoing		Economic Development	<ul style="list-style-type: none"> Redefine incentives and market. New Budget allocation required of \$15k pa commencing 2018/19. Incubator Unit Paint 	Ongoing	Commenced	Ongoing

1.2.4	Continue to support development of the tourism industry such as trail development , Aray Way Bike Trail , Pop Up Shops , and enhancement of the Morawa Caravan Park.	HIGH	Ongoing	TWA	Economic Development	Trail Development - Sinosteel funding and RDC. Popups could be part of business incentive with 1.2.3.	Ongoing	Commenced	Ongoing
1.2.5	Explore the business case for development of a Mountain Bike Trail Network.	HIGH	<1 YEAR	MWDC	Economic Development	Explore Trailswest funding for planning and construction and resource companies. \$30K contribution required in 2018/19 Budget.	10%	Commenced	2019
1.2.6	Continue to support NMEITA and its strategic direction (Education Industry Training Alliance).	HIGH	< 1 YEAR	NMEITA, DoE	Office of CEO	Advocacy and support only	Ongoing	Commenced	Ongoing
1.2.7	Engage with resource and mining companies to invest in the region and commit to local employment and buying local.	HIGH	Ongoing		Economic Development	Stakeholder engagement.	Ongoing	Commenced	Ongoing
1.2.8	Develop a Shire based Economic Development Strategy aligned with NMEDS and Regional BluePrint.	MEDIUM	<2 YEARS	MWDC	Economic Development	Seek matching funds to compliment Council's \$25K in 2018/19 Budget.	0%	2019	2019
1.2.9	Explore any new initiatives from Morawa Regeneration Project.	HIGH	1 – 4 YEARS	MWDC	Economic Development	New budget allocation required of \$10K pa , commencing 2019/2020/19.	0%	2020	Ongoing
1.2.10	Continue to Support the Morawa Visitors Information Centre.	HIGH	Ongoing	TWA	Economic Development	In-kind services and need for the development of a Service Level Agreement. Continue with existing provision of \$20K pa (cash and in-kind).	Ongoing	Commenced	Ongoing

1.2.11	Continue to support the Wildflower Country Tourism Committee.	HIGH	Ongoing	TWA	Economic Development	Existing Budget allocation of approx. \$6K pa required.	Ongoing	Commenced	Ongoing
1.2.12	Develop an Industry Training Centre.	MEDIUM	1 – 2 YEARS	NMEITA, MWDC	Office of CEO	New Budget for contribution to grant of \$10K required in 2020/21.	0%	2022	2022
1.2.13	Develop new road signage to attract and promote Morawa. <u>Completed</u>	MEDIUM	<5 YEARS	MRWA	Develop. Services & Admin	Expect to be completed by 30/06/2018 subject to approval.	60%	Commenced	2018
Outcome 1.3 Responsive to innovation and new technologies.									
1.3.1	Support DAFWA in the identification of agriculture innovations.	HIGH	Ongoing	DAFWA	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
1.3.2	Advocating for improved telecommunication options and solutions.	HIGH	< 1 YEAR	MWDC, DRD, NMLGA	Office of CEO	High speed internet - Digital Farm Grants and blackspot analysis.	20%	Commenced	2020
Outcome 1.4 Provide essential services and infrastructure to support population growth.									
1.4.1	Advocate and partner with Water Corp for the provision of adequate water capacity, quality and supply.	HIGH	Ongoing	WC	Develop. Services & Admin	Focussing in this period of the CBP is improving quality	0%	2018	2019
1.4.2	Investigate and promote Morawa as ideal location to partner to explore green technologies to become independent of grid for power supplies.	MEDIUM	Ongoing	MWDC, DRD	Economic Development	TPS amended. Planning completed. Advocacy and partners to be explored. Approximate \$50K grant available for midwest local govts, subject to matching.	10%	Commenced	2023
Outcome 1.5 Planned and balanced growth.									
1.5.1	Review North Midlands Sub-regional Economic Development Strategy. <u>Part of 1.2.8</u>	MEDIUM	Ongoing	MWDC, NMLGA	Economic Development	Review document and cross # to SoM EDS.	0%	2019	2019

Outcome 1.6 The main street is the civic and retail heart connecting the town.									
1.6.1	Town Centre revitalisation strategies as contained in the Morawa Growth Plan.	HIGH	2 – 4 YEARS	MWDC, DRD	Office of CEO	Grant funds to be sought, identified & priorities fleshed out / agreed. New Budget allocation required of \$50K pa in 2019/20.	10%	Commenced	2023
1.6.2	Implementation of Entrance Statement Project subject to high level community engagement.	MEDIUM	2 – 4 YEARS	MWDC, DRD	Office of CEO	New Budget allocation required of \$20K in 2018/19 & implementation funds required in later years.	0%	2018	2021
Outcome 1.7 Attractive and well maintained buildings and streetscapes.									
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.	LOW	Ongoing		Economic Development	New Budget request of \$5K pa required to encourage and implement, commencing 2018/19.	10%	Commenced	Ongoing
1.7.2	Continue to maintain a high standard of landscaping and maintenance with appropriate vegetation selection.	MEDIUM HIGH	Ongoing		Works & Services	Ongoing	Ongoing	Commenced	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.	HIGH	< 1 YEAR	MWDC, DRD	Economic Development	Planning then grant funding then construction. Initial Budget required of \$40K in 2018/19 for matching grants, later years, \$300K.	50 30%	Commenced	2019
1.7.4	Encourage local residents to improve presentation of their properties including removal of those dilapidated and beyond useful life or heritage value.	MEDIUM	Ongoing		Develop. Services & Admin	New Budget allocation required of \$5K pa commencing 2018/19 to implement.	Ongoing	Commenced	Ongoing

1.7.5	Implement the Street Tree Planning, Footpath and Greening Project utilising native vegetation where possible.	MEDIUM	Ongoing	MWDC	Works & Services	Develop Greening Plan.	0%	2019	Ongoing
Outcome 1.8 Well maintained local roads and ancillary infrastructure.									
1.8.1	Establish a prioritisation schedule and road hierarchy for the upgrade of roads infrastructure and promote successes and completion.	HIGH	< 1 YEAR	MRWA	Works & Services	Service Levels <u>Regional Strategy \$5K 2018/19</u>	0%	2018	2019
1.8.2	Maintenance and renewal of roads, and ancillary infrastructure is undertaken in accordance to Shire Asset Management Plan.	HIGH	Ongoing	MRWA	Works & Services	Ongoing	Ongoing	Commenced	Ongoing
1.8.3	Lobby government and private sector for increased road maintenance funding.	HIGH	Ongoing	MRWA	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
1.8.4	Control roadside vegetation.	HIGH	Ongoing	MRWA	Works & Services	Continue to maintain sight lines around curves and freight and transport.	Ongoing	Commenced	Ongoing
1.8.5	Develop Footpath Development and Asset Management Plan.	MEDIUM	<2 YEARS		Works & Services	Footpath plan to be developed in 2018/19 with \$20K Budget to be allocated each year from 2019/20.	0%	2019	Ongoing

Outcome 1.9 Affordable, diverse and quality accommodation options for both residential and business.									
1.9.1	Identify preferred sustainable use(s) and seek funding to redevelop the old Morawa Hospital.	HIGH	< 1 YEAR	HDWA	Office of CEO	Review whether capital funds are required in years 2-4 subject to Council's deliberations.	15%	Commenced	2019
1.9.2	Investigate options and facilitate the development of a broader range of affordable and quality tourism accommodation.	LOW	< 5 YEARS		Economic Development	Currently doing a Tourist Park Redevelopment Plan and consider becoming RV friendly. Facilitate partnerships with private operators re farmstay and B&B. Budget allocation in 2018/19 required for planning of \$10K and \$100K pa in subsequent years.	30%	Commenced	2019
Outcome 1.10 Increased investment in transport networks.									
1.10.1	Secure funding to seal the Morawa airport.	HIGH	< 5 YEARS	MWDC, DOT, DRD, RFDS	Office of CEO	Work with potential private interests/partnerships and RADS.	0%	2022	2023
1.10.2	Continue to lobby to widen and upgrade the Mullewa-Morawa section of the Wubin-Mullewa Rd.	HIGH	< 5 YEARS	MRWA	Office of CEO	Ensure continuation of funding in state budget for Main Roads completion.	20%	Commenced	2023
1.10.3	Encourage multi-user activities of the Morawa aerodrome from within the aviation industry.	MEDIUM	Ongoing		Economic Development	Usage somewhat limited subject to additional sealing.	Ongoing	Commenced	Ongoing

Detailed Environment Strategies and Actions

Ref #	Strategy	Priority	Timeframe	Key Partners	Responsible Department	Comments	% Complete	Commence	Completion
Outcome 2.1 Ensure natural resources are used efficiently and effectively.									
2.1.1	Greater communication, encouragement and promotion of recycling and recycling initiatives.	MEDIUM	Ongoing		Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
2.1.2	Continue promotion and visitation of Karara Rangelands Park. <u>Part of 1.2.4</u>	LOW	Ongoing	DER	Economic Development	New budget allocation required of \$5K pa, commencing 2018/19.	Ongoing	Commenced	Ongoing
2.1.3	Increase capacity of Town Dam to enable reuse greening initiatives.	LOW	Ongoing	WC, DOW	Economic Development	Opportunistic grants	0%	2023	2025
2.1.4	Investigate opportunities for co-locating alternative energy opportunities.	MEDIUM	5 YEARS	DER, DOH	Economic Development	Stakeholder engagement.	Ongoing	Commenced	Ongoing
Outcome 2.2 Enhance and promote rehabilitation of our native vegetation.									
2.2.1	Continue to manage feral flora and fauna.	HIGH	Ongoing	DER	Office of CEO	Contribution to the CWBA might be required in out years	Ongoing	Commenced	Ongoing
2.2.2	Rehabilitate, protect and conserve Shire controlled land, with greater emphasis on controlling Declared Pest Plants.	MEDIUM	Ongoing		Works & Services	Ongoing	Ongoing	Commenced	Ongoing
2.2.3	Support and promote environmental management practices.	MEDIUM	Ongoing		Works & Services	Ongoing	Ongoing	Commenced	Ongoing

2.2.4	Undertake a Flora and Fauna Study.	LOW	5 YEARS	DER	Office of CEO	Define intent and outcome - road reserves -v- Council reserves -v- DPAW -v- private. Budget allocation of \$50K required in 2021/22.	0%	2020	2022
Outcome 2.3 A regional waste management solution to achieve zero landfill.									
2.3.1	Review and update Waste Management Strategy and Identify regional locations for waste collection.	HIGH	< 1 YEAR	SOP	Office of CEO	In conjunction with regional partners and grants. Budget allocation required in 2020/21 \$50K.	15%	Commenced	2022
2.3.2	Investigate commercial opportunities to receive and process externally sourced liquid and solid waste.	MEDIUM	5 YEARS	SOP, DER, DOH	Office of CEO	Project stalled as financially unviable at present. Approach Water Corp re waste solutions.	0%	2020	2023

Detailed Social Connection Strategies and Actions

Ref #	Strategy	Priority	Timeframe	Key Partners	Responsible Department	Comments	% Complete	Commence	Completion
Outcome 3.1 Services and facilities that meet the needs of the community.									
3.1.1	Support the provision of adequate GP services, Dental, Allied Health and the role of NDIS and aged persons support.	HIGH	Ongoing	DoHA, WAH	Corp & Comm Services	Existing \$80K Budget allocation pa to be continued.	Ongoing	Commenced	Ongoing
3.1.2	Support and implement the NMEITA strategy and 10 Year Education Master Plan (refer to 1.2.7).	HIGH	< 1 YEAR	NMEITA	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
3.1.3	Advocate and support the maintenance of adequate police and emergency services.	HIGH	Ongoing	FESA, WAP	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
3.1.4	Continue to operate and resource the Morawa Youth Centre.	MEDIUM	Ongoing	DC, DSR, DCA	Corp & Comm Services	New dedicated employee commencing 2018/19. CDO moving from 0.3 to 1.0, adjustment of existing vacancies / programs to accommodate.	Ongoing	Commenced	Ongoing
3.1.5	Advocate ad continue to support the Morawa Community Resource Centre.	HIGH	Ongoing	DLG	Corp & Comm Services	Existing \$2K allocation required each year.	Ongoing	Commenced	Ongoing
3.1.6	Continue to provide Department of Transport Licensing Services.	LOW <u>MEDIUM</u>	Ongoing	DOT, WAP	Corp & Comm Services	Ongoing	Ongoing	Commenced	Ongoing
3.1.7	Continue to support the visiting Vet Services.	MEDIUM	<2 YEARS		Corp & Comm Services	Existing \$2K allocation required in each second year.	Ongoing	Commenced	Ongoing

Outcome 3.2 Respect our cultural, indigenous and heritage assets.									
3.2.1	Support to community activities and events.	HIGH	Ongoing	DCA, TWA	Corp & Comm Services	Existing allocation of approx. \$20K pa required.	Ongoing	Commenced	Ongoing
3.2.2	Develop a Reconciliation Action Plan (RAP) thorough high level community engagement.	MEDIUM	<2 YEARS	DOP, MWDC	Corp & Comm Services	\$10K Budget required in 2020/21 onwards	0%	2021	2022
3.2.3	Explore opportunities and grants to appropriately repurpose heritage assets.	MEDIUM	Ongoing	HCWA	Economic Development	MHI 2018/19 - \$25K Budget required in 2018/19.	0%	2018	2019
Outcome 3.3 Retain a safe environment.									
3.3.1	Continue to support visiting ranger services.	MEDIUM	Ongoing	MWRC	Develop. Services & Admin	Ongoing	Ongoing	Commenced	Ongoing
3.3.2	Develop a Public Health Plan.	LOW MEDIUM	<5 YEARS	HWA	Develop. Services & Admin	New - funds required in 2019/2022 of \$30K and /or utilise expertise of ToVP.	0%	2022	2023
Outcome 3.4 A wide range of regional events.									
3.4.1	Continue to support Morawa Biannual Arts Awards and Exhibition.	HIGH	Ongoing	DCA	Economic Development	Existing net allocation of approx. \$20K pa required.	Ongoing	Commenced	Ongoing
3.4.2	Work with the community to develop and promote a community events calendar and plan with a unique or iconic event.	MEDIUM	Ongoing		Economic Development	Indicative \$25K Budget required as seed funding in 2019/20 subject to defining intent and outcomes.	0%	2018	2019
Outcome 3.5 Improved and well maintained community, recreational and civic infrastructure.									
3.5.1	Maintain community recreational and civic infrastructure in accordance to the Shire Asset Management Plans.	HIGH	Ongoing		Works & Services	Ongoing	Ongoing	Commenced	Ongoing

3.5.2	Continue to implement the Sport/Recreation Master Plan to ensure Morawa recreation assets are sub-regional centre standard.	HIGH	Ongoing	DSR	Corp & Comm Services	\$50K required pa for matching grants in each Budget commencing 2018/19.	Ongoing	Commenced	Ongoing
Outcome 3.6 Promote and support a Healthy Community.									
3.6.1	Explore repurposing of the former Shire Chambers into a precinct for appropriate future use. <u>Part of 1.7.3</u>	HIGH	<2 YEARS		Economic Development	New	15%	Commenced	2019
3.6.2	Explore and implement outdoor gymnasium equipment.	Low	<4 YEARS	DSR	Corp & Comm Services	\$40K required for matching grants in 2021/22 Budget.	0%	2020	2021
Outcome 3.7 Support an Inclusive Community.									
3.7.1	Welcome and support new community members through appropriate activities and events.	HIGH	Ongoing	OMI	Corp & Comm Services	\$2K required pa in each Budget commencing 2018/19.	Ongoing	Commenced	Ongoing
3.7.2	Encourage groups and activities that provide opportunities to come together and socialise, taking into account diversity and age. <u>Part of 3.1.4</u>	HIGH	Ongoing		Corp & Comm Services	Tie in with CDO role	Ongoing	Commenced	Ongoing
3.7.3	Encourage activities and strategies that encourage children to be more engaged in community activities. <u>Part of 3.1.4</u>	MEDIUM	Ongoing		Corp & Comm Services	Tie in with CDO role	0%	2018	Ongoing

Detailed Leadership & Governance Strategies and Actions

Ref #	Strategy	Priority	Timeframe	Key Partners	Responsible Department	Comments	% Complete	Commence	Completion
Outcome 4.1 A well informed, connected and engaged community that actively participates.									
4.1.1	Continue to produce the Snippets and develop ways of communicating and interacting more effectively.	HIGH	Ongoing		Office of CEO	\$2K required pa in each Budget commencing 2018/19.	Ongoing	Commenced	Ongoing
4.1.2	Implement the communications and engagement plan and framework in all major initiatives.	HIGH	Ongoing		Office of CEO	New	Ongoing	Commenced	Ongoing
4.1.3	Develop and implement community development, governance and marketing strategies in the Growth Plan.	MEDIUM	Ongoing	MWDC, DRD	Office of CEO	Review Strategies in Growth Plan.	0%	2019	2020
4.1.4	Effectively utilise social engagement platforms such as Facebook to engage in a timely and efficient manner.				Office of CEO	\$1K required pa in each Budget commencing 2018/19.	Ongoing	Commenced	Ongoing
Outcome 4.2 Existing strong community spirit and pride is fostered and encouraged.									
4.2.1	Continue to administer the Morawa Future Fund.	HIGH	Ongoing	SMC	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
4.2.2	Support leaderships / youth development programs through the Morawa Youth Centre.	HIGH	Ongoing	DC, DSA, DCA	Corp & Comm Services	CDO initiatives.	0%	2019	Ongoing
4.2.3	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 .	HIGH	Ongoing	DC	Corp & Comm Services	Shared Club DO \$20K pa no longer - available for reallocation.	Ongoing	Commenced	Ongoing

Outcome 4.3 A local government that is respected, professional and accountable.									
4.3.1	Provision of professional training and development opportunities for Councillors.	MEDIUM	Ongoing	DLGSCI, WALGA	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
4.3.2	Undertake annual customer satisfaction and feedback surveys.	HIGH	Ongoing		Economic Development	Ongoing	In-house	2019	Ongoing
4.3.3	Maintain a high standard of customer service and record keeping.	HIGH	Ongoing		Corp & Comm Services	Ongoing	Develop Customer Service Charter aligned with values.	Commenced	Ongoing
Outcome 4.4 Strong regional partnerships with government and industry.									
4.4.1	Deliver services as a sub-regional hub for the North Midlands.	HIGH	Ongoing	MWDC, NMLGA	Economic Development	Ongoing	Currently deliver road sweeping services and look to expand into other opportunities.	Commenced	Ongoing
Outcome 4.5 Long term financial viability.									
4.5.1	Maintain a Financial Health Indicator (FHI) score within acceptable benchmarks	HIGH	Ongoing	DLGSCI	Corp & Comm Services	Ongoing	Ongoing	Commenced	Ongoing
4.5.2- — —	Continue to assess quality and usage of the Shire's services, facilities and assets- <u>Part of 4.3.2</u>	MEDIUM	Ongoing		Develop. Services & Admin	Ongoing	Results from Customer Service Survey and develop service level statistics.	Commenced	Ongoing

4.5.3	Ensure currency of all required IPRF documents including Assets Management Plans, Plant Replacement Programs, Corporate Business Plans and Long Term Financial Plans.	HIGH	Ongoing	DLGSCI	Office of CEO	\$15K required pa in each Budget commencing 2018/19.	60%	Commenced	2019
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Outcome 4.6 Attract and retain quality staff.									
4.6.1	Continue to provide staff training and development.	HIGH	Ongoing	DLGSCI, WALGA	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
4.6.2	Provide quality affordable rental housing for staff.	MEDIUM	Ongoing	DOH	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing
4.6.3	Provide traineeships and workforce re-entry programs within the Shire.	HIGH	Ongoing	WALGA	Office of CEO	\$70K pa required in each Budget, commencing 2018/19.	0%	2018	Ongoing
4.6.4	Develop a staff attraction and retention strategy.	HIGH	1 – 2 YEARS	WALGA	Office of CEO	New	0%	2018	2019
4.6.5 — —	Provision of appropriate professional development opportunities for Staff. <u>Part of 4.6.1</u>	HIGH	Ongoing	WALGA, NMLGA	Office of CEO	Ongoing	Ongoing	Commenced	Ongoing

Overview of Programs and Sub-Programs

The table following this page details the corresponding income, expenditure and full time equivalent employees (FTEs) required to service the relevant Program and Sub-Program *in each year* (per annum or PA) of the 4 year Plan.

- Sub-Programs are based on the Departments of Local Governments required reporting structure. Details of what is contained in each Sub-Program can be found on pages 59-71 of the WA Local Government Accounting Manual [here](#). Note that the Shire of Morawa does not necessarily have facilities or perform services in every Sub-Program, and where that is the case, expenditure and / or employee resources required, are disclosed as 0.
- Estimates are based on the 2017/18 Budget, Long Term Financial Plan and service levels and facilities being retained similar to 2017/18 levels.
- All estimates are expressed in 2018 dollars and for simplicity are not adjusted for inflation over the life the Plan.
- Capital expenditure, where required, is not listed separately, but included under the heading 'Expenditure'.
- Significant variations of expenditure may occur from year to year within a Sub-Program predominantly due to asset expansion or renewal expenditure.
- The Total Full Time Employees (FTEs) listed against each of the Sub-Programs, when added to the FTE's associated with the 87 strategies, makes up the full employment resource required for each year of the Plan (that is: 24.0).
- The estimated Net Cost PA can fluctuate from year to year due to variations in Capital Expenditure.
- Where the figure has a leading negative symbol (-), in the Net Cost PA column, it indicates that the Sub-Program generates income greater than the cost of providing or producing the facility/service(s).
- Notewell that the expenditure column includes 'non-cash' asset depreciation expenses.

Detailed Programs and Sub-Programs

11 Programs	59 Sub-Programs	Est. Income PA	Est. Exp PA	Est. Net Cost PA	Responsible Department	Comments (relating to the life of the Plan)	F T E
General Purpose Funding	Rates	\$1,832,145	\$170,621	\$1,661,524	Corp & Comm Services	2% increase pa	0.25
	Other General Purpose Funding	\$1,682,322	\$14,781	\$1,667,541	Corp & Comm Services	Stable	0.10
Governance	Members of Council	\$70,010	\$512,386	\$442,376	Office of CEO	Stable	0.60
	Administration (Other Governance)	\$-	\$125,950	\$125,950	Develop. Services & Admin	Vic. Park MOU, Complying IPRF	1.40
Law, Order & Public Safety	Fire Prevention	\$22,905	\$46,605	\$23,700	Develop. Services & Admin	Stable - shared CFSM continuing	0.15
	Animal Control	\$3,325	\$37,281	\$33,956	Develop. Services & Admin	Stable - contracted services	0.13
	Other Law, Order & Public Safety	\$-	\$-	\$-	Develop. Services & Admin	Stable	0.10
Health	Maternal & Infant Health	\$-	\$755	\$755	Not applicable	Not applicable	0.00
	Preventative Services - Immunisation	\$-	\$-	\$-	Not applicable	Not applicable	0.00
	Preventative Services - Meat Inspection	\$350	\$350	\$-	Develop. Services & Admin	Stable - contracted services	0.10
	Preventative Services - Health Admin & Inspection	\$-	\$6,190	\$6,190	Develop. Services & Admin	Stable, new Health & Wellbeing Plan, continuation of contracted services	0.10
							0.10

	Preventative Services - Pest Control	\$-	\$5,404	\$5,404	\$5,404	Works & Services	Stable		0.00
	Preventative Services - Other	\$-	\$-	\$-	\$-	Not applicable	Not applicable		0.00
	Other Health	\$5,000	\$19,094	\$19,094	\$14,094	Office of CEO	Stable		0.12
Education & Welfare	Pre-Schools	\$550,000	\$557,293	\$557,293	\$7,293	Develop. Services & Admin	Stable		0.00
	Other Education	\$-	\$-	\$-	\$-	Office of CEO	Stable		0.00
	Care of Families & Children	\$2,000	\$31,010	\$31,010	\$29,010	Develop. Services & Admin	Stable		0.05
	Aged & Disabled - Senior Citizens Centres	\$-	\$-	\$-	\$-	Not applicable	Not applicable		0.00
	Aged & Disabled - Meals on Wheels	\$-	\$-	\$-	\$-	Not applicable	Not applicable		0.00
	Aged & Disabled - Other	\$87,297	\$114,198	\$114,198	\$26,901	Develop. Services & Admin	Stable		0.00
	Other Welfare	\$131,899	\$210,701	\$210,701	\$78,802	Corp & Comm Services	Youth Services increasing		0.30
	Staff Housing	\$2,250	\$205,881	\$205,881	\$203,631	Develop. Services & Admin	Stable		1.00
	Housing Other	\$58,214	\$126,451	\$126,451	\$68,237	Develop. Services & Admin	Stable		0.20
	Sanitation - Household	\$102,140	\$363,885	\$363,885	\$261,745	Develop. Services & Admin	Stable		0.20
Community Amenities	Sanitation - Other	\$77,760	\$101,434	\$101,434	\$23,674	Develop. Services & Admin	Stable		0.10
	Sewerage	\$330,691	\$245,421	\$245,421	-\$85,270	Works & Services	Stable		0.50
	Urban Stormwater Drainage	\$-	\$9,902	\$9,902	\$9,902	Works & Services	Stable		0.20
	Protection Environment	\$-	\$-	\$-	\$-	Not applicable	Not applicable		0.00
	Town Planning & Regional Development	\$3,000	\$35,572	\$35,572	\$32,572	Develop. Services & Admin	New TPS and LPS		0.10
	Other Community Amenities	\$150,500	\$255,619	\$255,619	\$105,119	Develop. Services & Admin	Stable		0.30

Recreation & Culture	Public Halls, Civic Centres	\$2,000	\$148,489	\$146,489	Develop. Services & Admin	Stable	0.20
	Swimming Areas & Beaches	\$53,000	\$317,452	\$264,452	Develop. Services & Admin	Stable	1.20
	Other Recreation & Sport	\$14,014	\$676,952	\$662,938	Works & Services	Stable	2.20
	Television & Radio Re-Broadcasting	\$-	\$3,169	\$3,169	Not applicable	Not applicable	0.00
	Libraries	\$200	\$25,866	\$25,666	Corp & Comm Services	Stable	0.10
	Heritage	\$-	\$-	\$-	Develop. Services & Admin	Stable	0.10
	Other Culture	\$-	\$71,955	\$71,955	Develop. Services & Admin	Stable	0.10
	Streets, Roads, Bridges, Depots	\$1,023,772	\$3,164,839	\$2,141,067	Works & Services	Stable	6.40
	Road Plant Purchases	\$-	\$108,412	\$108,412	Works & Services	Stable	0.20
	Parking Facilities	\$-	\$2,853	\$2,853	Works & Services	Stable	0.10
Transport	Traffic Control (DOT)(Vehicle Licensing)	\$18,500	\$54,547	\$36,047	Corp & Comm Services	Stable	0.40
	Aerodromes	\$60,422	\$82,348	\$21,926	Works & Services	Stable	0.30
	Water Transport Facilities	\$-	\$-	\$-	Not applicable	Not applicable	0.00
	Rural Services	\$-	\$29,688	\$29,688	Works & Services	Stable	0.30
	Tourism & Area Promotion	\$190,110	\$384,417	\$194,307	Economic Development	Stable	2.00
Economic Services	Building Control	\$4,055	\$30,389	\$26,334	Develop. Services & Admin	Stable	0.20
	Saleyards & Markets	\$-	\$-	\$-	Not applicable	Not applicable	0.00
	Plant Nurseries	\$-	\$-	\$-	Not applicable	Stable	0.00
	Economic Development	\$270,852	\$434,403	\$163,551	Economic Development	Stable	1.70
	Public Utility Services	\$-	\$-	\$-	Not applicable	Not applicable	0.00

	Other Economic Services	\$10,000	\$64,393	\$54,393	Develop. Services & Admin	Stable	0.10
Other Property & Services	Private Works	\$30,000	\$36,294	\$6,294	Works & Services	Stable	0.50
	Admin Overheads	\$159,184	\$30,482	-\$128,702	Corp & Comm Services	Stable	0.10
	Public Works Overheads	\$9,000	\$93	-\$8,907	Works & Services	Stable	0.00
	Plant Operation Costs	\$40,000	\$-	-\$40,000	Works & Services	Stable	1.10
	Salaries & Wages	\$-	\$-	\$-	Office of CEO	Stable	0.70
	Business Unit Operations	\$-	\$-	\$-	Not applicable	Not applicable	0.00
	Unclassified	\$1,000	\$-	-\$1,000	Not applicable	Not applicable	0.00
	Town Planning Schemes	\$-	\$-	\$-	Not applicable	Not applicable	0.00
Totals		\$6,997,917	\$8,863,825	\$1,865,908			24.00

Program Delivery

The Corporate Business Plan includes a Delivery Program with require specific project plans and actions for the work to be achieved in the next four years. Not all will necessarily be commenced nor completed, in the next four years, but all have been included to assist the annual review process in being able to either re-prioritise, or indeed bring new projects on line as other projects are completed.

The projects refer specifically to projects or programs that are the responsibility of Council to implement, in conjunction with key partners. Other projects that will be implemented in the Shire, but are not being managed by the Shire, are also mentioned but apart from officer time in advocacy or support, do not necessarily require budgeted dollars.

The Projects are linked to Objectives under the Strategic Community Plan and the Programs and Sub-Programs are the core business of the Shire. Together they form the total development and core program for the Shire. The categories under the Strategic Plan are:

1. Economic
2. Environment
3. Social
4. Community Leadership

All outcomes detailed in the Strategic Community Plan have a corresponding and matching Project or Program area. This is shown by the Strategic Community Plan link in the project box in each project or program plan. Some outcomes in the Strategic Community Plan are very general, and some of those have been grouped together into project areas to be achieved in a grouped program.

Resource Capability

This Plan for the Shire reflects the changes post the demise of the SuperTowns Project and declining access to grants, following tightening of the State's 'fiscal belt'.

Some of the projects from the Strategic Community Plan are beyond the current capacity of the Shire to achieve with current resourcing, so have been noted as future priorities and that will need to be reviewed in subsequent revisions of this document, or brought forward if external funding becomes available. The net result of this approach is the overall resources required to implement the Corporate Business Plan (CBP) across the next four years are within the capacity of existing staff resources.

The Full Time Equivalent (FTE) requirements for 2018/2019 to 2022/2023 to implement this plan are:

- CBP Projects – Existing employees levels
- Program & Sub-Program Areas – 24.00.

These estimated FTE's are within current staffing allocations. The Plan will be able to be delivered within current capacities. There are therefore no new workforce requirements created by this plan, although it is acknowledged that the Plan highlights an increasing desire to move into support of young persons (youth) and also by looking at the introduction of a rolling trainee program in relevant areas. These will be subject to specific Budget deliberation of the Council in each Budget year and may be partly available to be resourced and coordinated with and from existing program areas.

Key issues for the Shire are the key person dependencies created by the flat and small staff structure. This will create challenges for the Shire in managing succession planning for key roles.

This to some extent is intended to be overcome with the recent signing of an Memorandum of Understanding (MOU) with the Town of Victoria Park to share expertise in speciality areas. This will also need to be addressed in more detail in subsequent revisions of the Workforce Plan for the Shire.

The financial requirements outlined in the plan indicate that the Plan is achievable with a *discretionary* 'spend' on priority Strategies and Outcomes required in Year 1 (2018/19) of the Plan being approximately \$300,000.

This sum is somewhat of a 'stretch' target to existing discretionary levels of expenditure, based on the established base year Budget of 2017/18.

The Plan is predicated on an average rate revenue increase of 2% per annum, generally in line with cost price indices for local government in the present economic outlook and fiscally constrained environment.

Physical Assets of the Shire

Council provides a range of infrastructure, land and building and other assets to enable services to be delivered to the community.

This plan covers the following assets:

- Roads comprising roadways (974 km);
- culverts (324), railway crossings (15);
- road signs (727), floodways (115); and
- footpaths (13.8 km) and kerbing.

Buildings comprising:

- Council/ depot (3)
- Public/civic (10); and
- Housing (19).

Other assets covering:

- Recreation (5);
- Public/civic (4);
- Vehicles, Furniture, Plant & Equipment; and
- Airport (2).

What does it Cost?

There are two key indicators of cost to provide the services.

- The life cycle cost being the average cost over the life cycle of the asset; and
- The total maintenance and capital renewal expenditure required to deliver existing service levels in the next 10 years covered by Council's long term financial plan.

The life cycle cost to meet the existing need of Council's infrastructure assets is estimated currently at \$2.2M per annum, excluding extraneous activities such as one off flood damage events and the cost of inflation. Meeting this level of spending would then enable both the asset renewal and asset sustainability ratio's to achieve an acceptable standard of at least 1.0. Over the life of this Plan, the aim is to move towards achieving that benchmark target. This will require efficiencies in operations to be found and those savings covered into asset preservation in the first 4 years of the Corporate Business Plan, rather than expansion or enhancement necessarily.

Operational Risk Assessment

The following section outlines key systems, processes and resources of the Shire and assesses the current risks to those areas and proposes mitigation measures to be adopted where impact is high.

Risk	Assessment of Risk	Impact	Mitigation
Asset Base	Depreciating asset base which cannot be maintained on revenue base.	MEDIUM Long term the Shire will face increasing challenges to develop new infrastructure or community projects and maintain existing assets.	Rationalise existing asset base at every opportunity and only add high value projects that deliver clear outcomes, including revenue generation opportunities. Continue to invest in regional processes that optimise revenue base of the Shires in the region.
Project Management	Projects are managed by staff based upon individual systems and there is no consistent project management system in place	HIGH Projects need to be fully planned to enable most efficient work flows within organisation and community.	Continue to develop Project Management Training for required staff. Implement electronic project management system and ensure all projects are managed through system.
Stakeholder Management System	Stakeholders are managed by Key staff and Councillors through on going communication, without a clear managed process.	MEDIUM The current system works as the organisation is small, however increasing the project load will cause the current system to be put under pressure. Loss of any individual will cause loss of key relationships.	Stakeholder relationships to be managed through an electronic management system which records interactions, relationships and follow-up actions required.
ICT system	Current ICT system is sufficient for current resourcing.	MEDIUM ICT systems can quickly reach their tipping point, and the functionality of new technology can greatly enhance workforce productivity.	Monitor effectiveness and remote access and communication systems between staff and Councillors.

HR Processes	Succession Planning challenging due to size of organisation. Attraction and retention of key staff has been difficult in the region. Active Performance management is required to build the organisational culture that is desired.	HIGH Having the right team is critical to any successful organisation. Building that team over time and retaining key skill sets will be essential to build efforts to increase productivity.	Introduce a formalised mentoring approach that supports strong HR management at Senior levels. Implement excellent HR systems. Build the regional workforce in roles that are best delivered at that level. Provide flexible working arrangements for staff, and ensure childcare is provided in the community.
Workforce Planning and Cost Modelling	Key cost of organisation is labour cost and work utilisation of all roles difficult to assess, hence make cost control difficult to implement.	HIGH Some roles can be over-utilised and some under and without appropriate work force planning the mismatch is difficult to detect or remedy.	Effective job planning, detailed job descriptions, and monitoring or work output to be implemented to ensure over and under productivity can be managed.
Skills Development	Skills gaps and development to overcome gaps could be a risk.	MEDIUM Over reliance on key staff and consequent burn-out and low morale	A broader based set of skills can be developed in the organization to ensure key person dependency is lessened.
Workforce	Capacity to develop a high performing organisation that is highly productive and utilises the core staff cost to the best outcome for the community.	HIGH High performing parts of any organisation are affected by lower performance and the culture is set by the “lowest bar” over time. Building a high performance culture is a function of good systems, modelling behaviour and consistent leadership.	Implement systems to monitor work output and measure performance of all staff. All Senior Staff to display values that show productivity and effectiveness is critical. Ensure staff understand staff costs to community outcomes is important to Council.
Council	The task of balancing fiscal responsibility and responding to the community is a key risk for Council.	HIGH Ongoing good leadership is critical within the Council group, as cohesive responsible decision making will be.	Community expectations about what Council can deliver need to be managed. All consultation processes need the clear context of the fiscal responsibility required by the Shire.

Internal Analysis

Required improvements

The following proposed improvements for the internal management of the Shire will support the core goals of developing the community and improving financial sustainability. They relate to the mitigation measures outlined in the risk analysis.

- Invest in electronic data management systems that protect data integrity against individual work practices, establish Standard Operating Procedures and monitor their implementation. All staff to be trained in the system.
- Implement electronic project management system and ensure all projects are managed through the system.
- Stakeholder relationships to be managed through an electronic management system which records interactions, relationships and follow-up actions required.
- Monitor effectiveness and remote access and communication systems between staff and Councillors.
- Introduce a formalised mentoring approach that supports strong HR management at Senior levels.
- Implement excellent HR systems.
- Utilise the MOU with the Town of Victoria Park to deliver mutual benefits, particularly in best practice and performance systems.
- Provide flexible working arrangements for staff, and ensure childcare is provided in the community.
- Effective job planning, detailed job descriptions, and monitoring or work output to be implemented to ensure over and under productivity can be managed.
- Implement systems to monitor work output and measure performance of all staff. All Senior Staff to display values that show productivity and effectiveness is critical.
- Ensure staff understand staff costs to community outcomes are critical to the community and Council.
- Rationalise existing asset base at every opportunity and only add high value projects that deliver clear outcomes, including revenue generation opportunities.
- Continue to invest in regional processes that optimise revenue base of the Shires in the region.

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.

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.

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

Review Requirements

This Corporate Business Plan is required be reviewed, modified and adopted (by an absolute majority decision of the Council) each and every year, pursuant to regulation 19DA of the Local Government (Administration) Regulations 1996.

Therefore, this Plan should be subject to a review prior to the 2019/20 Budget.



References & Acknowledgements

The Shire of Morawa Corporate Business Plan 2018 - 2022 has been developed through compilation of a number of reports, including the inaugural Plan, the 2016 Update and a workshop with the Chief Executive Officer and Senior Staff of the Shire.

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 2018 - 2028	Shire of Morawa Corporate Business Plan Update 2016
Shire of Morawa Community Profile - a Snapshot December 2017	North Midlands Economic Development Strategy 2012
.id The Population Experts.	Morawa SuperTown Growth and Implementation Plan 2012
Shire of Morawa Corporate Business Plan 2013	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

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.

<i>Item No/ Subject:</i>	7.2.1.2 Morawa Regeneration Project – Budget
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	9 July 2018 – Chris Linnell
<i>Responsible Officer:</i>	Chris Linnell – Chief Executive Officer
<i>Applicant/Proponent:</i>	Chris Linnell
<i>File Number:</i>	ED.PRJ.12
<i>Previous minute/s & Reference:</i>	Ordinary Council Meeting – 20 September 2018 Item 12.1.2 - Resolution 1708013

SUMMARY

The purpose of this report is to seek approval from Council to further support the implementation of the Regeneration Morawa Project by way of budget allocation.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 – 7.2.1.2a Morawa Regeneration Project Report

BACKGROUND INFORMATION

In September 2017 the Shire of Morawa engaged Farmbiosis and JoynerSlot Consulting to undertake work towards the Morawa Regeneration Project, which is initially focused on population stability but includes opportunity for growth in the district.

The first part, or Stage 1, of this project involved the following key areas:

Phase 1 – Community and Business Workshops and Meetings

Objective – to meet and understand the broader Morawa community and assess their appetite and ‘buy in’ for a Morawa Regeneration project. To identify key stakeholders to drive the project and assess the ‘entrepreneurial’ spirit for innovative projects. To ascertain interest in, and commitment to, community regeneration initiative and how the current activities of the group/s might intersect with regeneration activities.

Phase 2 – Business Research – local businesses

Objective – identify opportunities/gaps for new business. This is timely as it coincides with the newly appointed Economic Development Manager.

Phase 3 – Council Workshop

Objective - present findings and work through with Council priority projects and timeline. Establish 'steering group'. Create enabling environment. Strategise partnerships – government agencies and departments, Karara Mining, MEEDAC.

The full report from the consultants was presented to a Council workshop in December 2017 outlining the findings from this work and highlighting opportunities as well as identifying 'orchestrators' or 'ambassadors' of change. – Attachment 1.

OFFICER'S COMMENT

Since the report to Council in December the resourcing of this project has been scaled back to a minimum. The rationale for this approach was twofold. Firstly, the budget allocation towards this project was close to being spent and quotes from Farmbiosis and JoynerSlot Consulting to support its continuation pushed cost well past current budget allocation. Secondly, other higher priorities needed resource allocation for the Shire to be compliant, such as the finalisation of the Strategic Community Plan (SCP).

With the SCP now completed and the Corporate Business Plan close to adoption it is timely to refocus on the Regeneration Morawa Project.

As highlighted earlier in this report the current consultant's work has captured the outcomes from the engagement process. Moving forward the Shire needs to develop an Action Plan that can clearly highlight initiatives that are bold, sustainable and support more than one outcome, along with the 'orchestrators' or 'ambassadors' of change that can champion these initiatives.

With the 2018/19 budget being considered by Council in August 2018 it is recommended that funding of \$100,000 be allocated from reserve to support the continuation of the Morawa Regeneration Project. As mentioned in the consultant's report *'The challenge is to be bold and support ideas that are sustainable, support more than one outcome and have the capacity to build on existing initiatives'*.

An allocation from reserve is the only practical means of continuing with the project as the discretionary budget is committed with planning projects. It will also show the community the Council's commitment to the vision of Regeneration Morawa; population stability with opportunity for growth.

COMMUNITY CONSULTATION

Significant engagement was undertaken during Stage 1 of the Regeneration Morawa Project.

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

It is recommended that \$100,000 is allocated from Morawa Community Future Fund Reserve (*to be used to provide an ongoing conduit for benefits to the people and environment of the Morawa Shire*) to support the Regeneration Morawa Project. The budget would be allocated over two areas. The first area would see \$30,000 utilised to continue the use of independent professional consultants that have experience in this type of work. The remaining \$70,000 would be used to support grant applications and/or to implement initiatives.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

That with regard to the request for a budget allocation to continue the Morawa Regeneration Project, Council;

- Direct the CEO to allocate \$100,000 from the Morawa Community Future Fund Reserve Account to the Regeneration Morawa Project as part of the 2018/2019 budget .
- Resolve to consider this as part of the 2018/2019 budget process.

COUNCIL RESOLUTION

180705 Moved: Cr Stokes
 Seconded: Cr Agar

That with regard to the request for a budget allocation to continue the Morawa Regeneration Project, Council;

- **Direct the CEO to allocate \$100,000 from the Morawa Community Future Fund Reserve Account to the Regeneration Morawa Project as part of the 2018/2019 budget .**
- **Resolve to consider this as part of the 2018/2019 budget process.**

CARRIED BY ABSOLUTE MAJORITY 7/0

REPORT

Morawa Regeneration Project

Prepared for

Shire of Morawa

December 2017



JoynerSlot
CONSULTING

Disclaimer

This report has been prepared for the Shire of Morawa. The information contained in this document has been prepared with care by the authors and all reasonable attention has been taken in preparation of the project findings, however no liability for the accuracy of third party data can be entered into. This document is only for use of the party to whom it is addressed, and the authors disclaim any responsibility to any third party acting upon or using the whole or part of its contents.

In July 2017, the Shire of Morawa (Shire), keen to develop something tangible, realistic and achievable with its community, engaged Joynerslot Consulting and Farmbiosis to collaborate on the Morawa Regeneration Project. For the Shire, population stability, with an opportunity for growth, is an important factor regarding the district.

The objectives of Morawa Regeneration Project – Stage 1 were as follows;

Phase 1 – Community and Business Workshops and Meetings

Objective – to meet and understand the broader Morawa community and assess their appetite and ‘buy in’ for a Morawa Regeneration project. To identify key stakeholders to drive the project and assess the ‘entrepreneurial’ spirit for innovative projects. To ascertain interest in, and commitment to, community regeneration initiative and how the current activities of the group/s might intersect with regeneration activities.

Phase 2 – Business Research – local businesses

Objective – identify opportunities/gaps for new business. This is timely as it coincides with the newly appointed Economic Development Manager.

Phase 3 – Council Workshop

Objective - present findings and work through with Council priority projects and timeline. Establish ‘steering group’. Create enabling environment. Strategise partnerships – government agencies and departments, Karara Mining, MEEDAC etc.

It was essential that each phase of the project remained fluid with the ability to modify and adapt. This proved to be vitally important to ensure that the whole community remained included and engaged. We responded to information and data gathered from the community and amended our methodology in response to all stakeholders and potential partners. Subsequent meetings with the newly appointed Chief Executive Officer were required to continue a collaborative, inclusive approach to the project.

A review of available demographic data and analysis of recent trends was conducted. Engagement with the local community, farmers, local businesses and relevant stakeholders provided an invaluable ‘snap shot’ of the appetite from the Morawa community for regeneration.

The robust engagement resulted in the identification of individuals who have a diverse array of skills, expertise and knowledge to assist in various regeneration projects. An impressive 42 people participated in the workshops with 20 males and 22 females. The ratio of gender, and diversity of age evidences the communities dedication and commitment. Meetings with Karara Mining and MEEDAC identified strong partnerships and innovative projects and opportunities.

After meeting with the Business Group, and upon further consultation with the CEO, a review was conducted on the outcomes and deliverables of Phase 2 – Business Research. As the Business Group had progressed works in this space it was agreed that the funds would be better allocated elsewhere.

Community, Business and Farmers' Group Workshops Objectives and Methodology

Workshop objectives

- To inspire participants about what community regeneration could look like for Morawa;
- To start a conversation about regeneration for our community and how the strength and motivation must start from within the community using the resources we already have;
- To provide examples of other regional regeneration initiatives and the impact on their communities;
- To identify the key assets within this community that could be mobilised and leveraged to create new opportunities and regeneration projects; and
- To establish a list of individuals from within the Morawa community who have a diverse array of skills, expertise and knowledge that may assist in various regeneration projects.

At the commencement of all the workshops three examples of regeneration initiatives in other regional communities were presented:

1. Recent regional repopulation program in Dalwallinu WA, which started with the aim of recruiting unskilled labor to meet local business needs by encouraging humanitarian refugee settlement into the local community (as part of the national settlement program focused on regional areas). Ultimately, the program saw skilled workers coming to Dalwallinu and, in turn, bringing their families to Australia (and to Dalwallinu in particular), applying for Australian residency and many now becoming Australian citizens;
2. Long term community diversification and migration program at Katanning WA based on the demand for skilled and unskilled workers in the local abattoir; and
3. Repopulation initiative in Nhill VIC, for humanitarian refugees supported in their relocation with farm-based housing, agricultural work and integration support programs.

The facilitated workshops guided participants through the following exercises:

1. Community visioning – participants were asked to close their eyes and imagine Morawa when it was absolutely thriving – to think about how it sounded, felt and how it made them feel.
2. Pride in our community - understanding the activities, people, moments and events that make people most proud of their community can help us to recognise the community's strengths and the times when people felt that Morawa was at its best. From these experiences, we can identify attributes that may become the platform for future regeneration. In pairs, participants discussed the following two questions:
 - What are two things that make you proud of Morawa?
 - Describe a time in recent memory when the Morawa community came together and worked well.

3. Community capitals and assets brainstorm - identifying the assets that already exist within the community, which can be drawn upon for future regeneration initiatives. Identifying assets rather than gaps or deficits is important, as it helps to point out the positive attributes of the community. Assets are the skills, knowledge and resources that we want to keep, to build upon and to sustain for future generations. Assets can be physical things such as a building or iconic landmark, or intangible things like the work of volunteers or the strong links between families. Individuals have assets and so do businesses, groups, towns and community groups.

Each group was also asked to consider, who are the people across our community (and considering diversity of age, gender, experience) with the following skills:

- Organising and coordinating
- Planning and strategy
- Communicating – face to face, written, public speaking
- Connecting people
- Influencing others
- Financial management and business planning
- Mentoring

(Refer Morawa Summary of Findings report.)

Orchestrating a Change to Regenerate Morawa

Ultimately it will only be a coordinated approach that is successful. Like a jigsaw puzzle, the ultimate success is the totality of all the pieces as they come together to complete the picture. As we join clusters of the pieces of the jigsaw together we start to see reward for effort.

Momentum may be lost if we just create projects that remain isolated for too long or stakeholders and partners cannot see other pieces coming together. It is the establishment and scaling up of a range of projects that collectively creates something special. Something that ultimately multiplies in the efficiencies and capabilities of this collaborative regenerative approach to landscape, community and economic regeneration. As the pieces come together we get this vertical and horizontal integration of projects that transform the jigsaw into a more three-dimensional image. It is the demonstration of this that will provide real inspiration and act as a catalyst of change.

The perception is that “big visions require big thinkers and big enablers of change” but we also like the statement “from little things big things grow”. Everyone is important to enable change. There have been talks about ‘orchestrators’ through participation with stakeholders to identify the enabling factors to create regeneration. This approach is paramount to any change.

Without broad stakeholder commitment to support, implement and demonstrate the value of this approach, change will be difficult.

Looking forward

Improving diversity in production and seeking opportunities to value add wherever possible will have a positive impact on regenerating landscapes, providing extra jobs and ensuring greater financial security.

This is not a quick solution. We have all become accustomed to treating a problem and seeing a result that provides immediate benefit. A process of reflection with an honest examination of “business as usual” is also needed along with openness to innovative ideas and alternative approaches. This is not about immediate wide spread change, but a preparedness for looking, investigating and implementing projects that can be scaled up when beneficial.

Local Opportunities

Morawa is fortunate that there are already two great examples that demonstrate this innovative approach. The horticulture and poultry enterprise at Innovation Park, and the Coaker's Barramundi operation are prime examples. An opportunity to support and value add to these types of business innovation could provide some early wins.

Discussions with Karara Mining have identified that there is a significant number of people based in for work. Establishing a partnership to attract permanent employees for resettlement as opposed to transient labour not only benefits Karara but also has the potential to attract permanent residents and their families. Exploration of a project to produce more food products to supply to the minesite and opportunities to provide mechanical services would also create jobs.

Our meeting with MEEDAC identified that they are looking to employ a further 20 people within the next 4-5 years. Developing a partnership to assist with the attraction of workers, and as above, ignite another resident attraction and settlement project.

A valuable list of identified 'orchestrators' or 'ambassadors' of change has been gathered from the Engagement Workshops. These community members will provide essential expertise and skills for establishing steering groups for each individual project.

The challenge is to be bold and support ideas that are sustainable, support more than one outcome and have the capacity to build on existing initiatives.

These ideas are the basis for orchestrating a change towards Regeneration Morawa.

<i>Item No/Subject:</i>	7.2.2.1 Accounts Due For Payment – June 2018
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	12 July 2018 — Candice Murphy 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 June 2018

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 - 7.2.2.1a List of accounts due and submitted

BACKGROUND INFORMATION

Local Government (Financial Management) Regulations 1996 – Reg 13

The local government has delegated to the CEO the exercise of power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is 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 resolve to endorse the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- Municipal EFT Payment Numbers EFT10815 to EFT10911 inclusive, amounting to \$857,312.07
- Municipal Cheque Payments Numbered 11839 to 11849 amounting to \$13,310.26
- Municipal Direct Debit Payments Numbers DD6120.1 to DD6164.3 amounting to \$18,099.45
- Payroll for June 2018
13/06/2018 - \$ 47,640.92
27/06/2018 - \$ 47,401.79
- Credit Card Payment June 2018
\$1,583.43

COUNCIL RESOLUTION

180705 **Moved: Cr Coaker**
 Seconded: Cr Collins

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

- **Municipal EFT Payment Numbers EFT10815 to EFT10911 inclusive, amounting to \$857,312.07**
- **Municipal Cheque Payments Numbered 11839 to 11849 amounting to \$13,310.26**
- **Municipal Direct Debit Payments Numbers DD6120.1 to DD6164.3 amounting to \$18,099.45**
- **Payroll for June 2018**
13/06/2018 - \$ 47,640.92
27/06/2018 - \$ 47,401.79
- **Credit Card Payment June 2018**
\$1,583.43

CARRIED 7/0

7.2.2.1a List of accounts due and submitted

Minutes OCM 19 July 2018

EFT10815	01/06/2018	Australian Services Union	Payroll deductions	1	82.35
EFT10816	01/06/2018	Department of Human Services	Payroll deductions	1	334.24
EFT10817	06/06/2018	Department of Fire and Emergency Services	2017/18 ESLB Quarter 4 Contribution	1	4,155.85
EFT10818	06/06/2018	Metal Artwork Creations	Name plaque for Shirley Katona	1	12.93
EFT10819	06/06/2018	Landmark Operations Limited	Chicken wire fencing for separation of hockey and netball	1	160.60
EFT10820	06/06/2018	WesTrac Equipment Pty Ltd	Various Filters and parts for grader	1	1,782.43
EFT10821	06/06/2018	Midwest Chemical & Paper Distributors	Cleaning Products Shire Admin Building	1	1,202.80
EFT10822	06/06/2018	Purcher International Pty Ltd	Duplex Distribution - P172	1	524.19
EFT10823	06/06/2018	S & K Electrical Contracting Pty Ltd	Damage at Hockey and Netball lights	1	5,521.42
EFT10824	06/06/2018	Conway Highbury	Acting Principal Works Supervisor - May 18	1	11,880.00
EFT10825	06/06/2018	Cramer & Neill	Drain Valve Assembly 24 Volt	1	500.46
EFT10826	06/06/2018	Neverfail Springwater Limited	Rental 22/5/2018 to 22/6/2018	1	14.30
EFT10827	06/06/2018	Covs Parts Pty Ltd	Various Parts	1	363.33
EFT10828	06/06/2018	The Peninsula	Accommodation - Financial Management Workshops	1	390.00
EFT10829	06/06/2018	Harvey Norman Electrics Geraldton	Vacuum cleaner for office	1	796.00
EFT10830	06/06/2018	HIP Pocket Workwear Safety Geraldton	Name plaques for Honour boards Council Chambers & Town Hall	1	192.50
EFT10831	06/06/2018	WINC Australia	Printing 20/4/2018 to 20/5/2018	1	792.11
EFT10832	08/06/2018	Boral Resources (W.A) Limited	Supply of Bitumen Spray and Seal Nanekine Road 17/18	1	104,380.65
EFT10833	08/06/2018	Dean's Contracting WA Pty Ltd	Flood Damage Supervision 16/05/2018 - 22/05/2018	1	11,440.44

EFT10834	08/06/2018	BPH	Flood Damage 16/05/2018 - 22/05/2018	1	113,808.75
EFT10835	08/06/2018	Star Track Express	Freight	1	43.25
EFT10836	08/06/2018	BOC Limited	Annual container service charge 1/6/2018 to 31/5/2018	1	757.18
EFT10837	08/06/2018	Kats Rural	Planter boxes for the Winfield streetscape clean up - Deposit	1	424.00
EFT10838	08/06/2018	Moore Stephens	Purchase revised Budget model for 2018/19	1	660.00
EFT10839	08/06/2018	Canine Control	Rangers services 17 th May 2018	1	982.72
EFT10840	08/06/2018	Courier Australia	Freight	1	20.88
EFT10841	08/06/2018	Austral Mercantile Collections Pty Ltd	Collections fees for May 18	1	191.95
EFT10842	08/06/2018	ChemCentre	Water sample – Sewerage Ponds	1	237.60
EFT10843	08/06/2018	Bob Waddell & Associates Pty Ltd	Presentation of Monthly financial statements and annual budget	1	264.00
EFT10844	08/06/2018	Herrings Coastal Plumbing & Gas	Change out Gas Stove and unblock drain - 24 Harley St	1	304.88
EFT10845	08/06/2018	Kats Cartage	Truck hire with Operator - Nanekine Road	1	5,098.00
EFT10846	08/06/2018	Structerre Consulting Engineers	Hydraulic Engineer Services - Aged housing water connection	1	2,035.00
EFT10847	08/06/2018	Colliers	Rent 1/6/2018 to 30/6/2018	1	423.85
EFT10848	15/06/2018	Australian Services Union	Payroll deductions	1	82.35
EFT10849	15/06/2018	Department of Human Services	Payroll deductions	1	334.24
EFT10850	19/06/2018	Greenfield Technical Services	Flood Damage 2017 Flood Damage Superintendent and Administration	1	9,832.90
EFT10851	19/06/2018	Dean's Contracting WA Pty Ltd	Flood Damage Supervisor 30/05/2018 - 07/06/2018	1	14,693.03

EFT10852	19/06/2018	BPH	Flood Damage repairs 30/05/2018 - 07/06/2018	1	157,800.50
EFT10853	20/06/2018	Morawa News & Gifts	Stationary and papers for the month of May	1	144.52
EFT10854	20/06/2018	Morawa Community Resource Centre	Hire of Conference Room	1	90.00
EFT10855	20/06/2018	St John Ambulance	New battery for defibrillator	1	243.00
EFT10856	20/06/2018	Star Track Express	Freight	1	5.08
EFT10857	20/06/2018	Kats Rural	Planter boxes for the Winfield streetscape clean-up	1	3,816.00
EFT10858	20/06/2018	Landmark Operations Limited	Gas bottle for CEO house	1	125.00
EFT10859	20/06/2018	Market Creations	Business Cards for Ellie Cuthbert	1	154.00
EFT10860	20/06/2018	Refuel Australia	Card purchases for May 18	1	1,382.60
EFT10861	20/06/2018	S & K Electrical Contracting Pty Ltd	RCD smoke alarm testing	1	1,989.63
EFT10862	20/06/2018	Marketforce	Advertising of Local Laws - the West Australian 9 May 2018	1	1,304.19
EFT10863	20/06/2018	Bunnings Group Limited	Rope	1	95.00
EFT10864	20/06/2018	Geraldton Mower & Repairs Specialists	Balance of invoice not paid on original	1	55.00
EFT10865	20/06/2018	Alinta Sales Pty Ltd	Usage 01/5/2018 - 31/05/2018	1	108.58
EFT10866	20/06/2018	Dongara Tree Service	Remove overhanging branches Town Park Winfield Street, grind Stumps on Stokes Road, Remove trees and grind stumps Barnes Street, trim overhanging branches Winfield Street	1	2,255.00
EFT10867	20/06/2018	Coates Hire	Hire of Roller for Stephens Roads R2R016	1	12,897.79
EFT10868	20/06/2018	IGA Morawa	Purchases for May 18	1	415.65

EFT10869	20/06/2018	MEEDAC Incorporated	120 hours Tip Attendant - 4/5, 7/5, 11/5, 14/5, 18/5, 21/5, 25/5 and 28/5.	1	5,100.00
EFT10870	20/06/2018	Great Southern Fuel Supplies	Card purchases for May 18	1	1,201.28
EFT10871	20/06/2018	Shap Joondalup	Part payment Biennial Art Awards & Exhibition Entry form, Poster design, Catalogue and Opening Night Tickets	1	470.86
EFT10872	20/06/2018	Carol Penn	Refund for council Nominations - Carol Penn	1	80.00
EFT10873	20/06/2018	Avon Waste	May collection	1	6,376.90
EFT10874	20/06/2018	Grant Woodhams	Chair MEITA meeting 10/5/2018	1	574.00
EFT10875	20/06/2018	Incite Security	Monthly Monitoring Service Sports ground	1	116.99
EFT10876	27/06/2018	Australian Services Union	Payroll deductions	1	82.35
EFT10877	27/06/2018	Department of Human Services	Payroll deductions	1	334.24
EFT10878	29/06/2018	Bitutek Pty Ltd	Reseal Offszanka Road 13,600m2	1	71,767.34
EFT10879	29/06/2018	Creative Spaces	Final Invoice Heritage Trail Sign design and construction of each Information signage/plinth.	1	9,058.50
EFT10880	29/06/2018	Midwest Chemical & Paper Distributors	Various Cleaning Products	1	118.32
EFT10881	29/06/2018	Courier Australia	Freight	1	20.88
EFT10882	29/06/2018	Bob Waddell & Associates Pty Ltd	Assistance with asset register reconciling	1	66.00
EFT10883	29/06/2018	Bunnings Group Limited	Treated Pine x 20, 3 x Screws batten	1	1,070.53
EFT10884	29/06/2018	Starick Tyres	4 x new tyres CEO car	1	1,440.12
EFT10885	29/06/2018	Covs Parts Pty Ltd	Drill bits and Locktite	1	83.05

EFT10886	29/06/2018	Coates Hire	Dingo Hire at \$150 per day for approximately 6 weeks to create Bush Walk Trail through reserve land	1	929.79
EFT10887	29/06/2018	Infinitum Technologies Pty Ltd	Printer Cartridges for Finance Printer	1	459.00
EFT10888	29/06/2018	Max & Claire Pty Ltd T/AS Ergolink	Ergonomic Office Supplies for Staff members	1	1,245.55
EFT10889	29/06/2018	Creative Spaces	Second Invoice - Heritage Trail Sign design and construction of each information signage/plinth.	1	4,070.00
EFT10890	29/06/2018	Star Track Express	Freight from Cova Parts Perth	1	62.98
EFT10891	29/06/2018	Kats Rural	Replacement Oven for 36 Dreghorn	1	3,906.43
EFT10892	29/06/2018	Midwest Chemical & Paper Distributors	Cleaning Products	1	730.09
EFT10893	29/06/2018	S & K Electrical Contracting Pty Ltd	Repair Hot water system 18A Evans St	1	109.45
EFT10894	29/06/2018	GH Country Courier	Freight from Purcher Geraldton	1	86.22
EFT10895	29/06/2018	Asset Infrastructure Management	Preparation of Water Asset Management Plan as per quotation \$5900 plus travel and incidentals	1	6,490.00
EFT10896	29/06/2018	Aceway Nominees Pty Ltd T/as City Toyota	40,000km service - CEO Car	1	620.00
EFT10897	29/06/2018	Creative Spaces	Two additional signs for the Bush trail	1	2,875.40
EFT10898	29/06/2018	Haines Signs	Window stickers and contra vision of old photographs on 2 Winfield Street businesses as a part of the Morawa Heritage town Trail Walk.	1	7,923.04
EFT10899	29/06/2018	Incite Security	CCTV repairs - Youth Centre	1	272.25
EFT10900	29/06/2018	Ashdown Ingram	Starter Kit - P138	1	400.40
EFT10901	29/06/2018	Kats Rural	Safety glasses	1	40.00
EFT10902	29/06/2018	WesTrac Equipment Pty Ltd	Hose x 2	1	262.70

EFT10903	29/06/2018	Purcher International Pty Ltd	Valve - P172	1	222.79
EFT10904	29/06/2018	Refuel Australia	11,000 litres diesel @ 1.2947 plus GST	1	15,690.20
EFT10905	29/06/2018	Covs Parts Pty Ltd	Cut off wheel, batteries, spray and wipe cleaner	1	573.96
EFT10906	29/06/2018	Morawa Rural Pty Ltd T/AS Morawa Rural Enterprises	8 x Tyres P138, P219 and P228	1	4,021.30
EFT10907	29/06/2018	Bagoc Pty Ltd	Car service reimbursement P240	1	450.00
EFT10908	29/06/2018	Wheatstone Engineering Pty Ltd	Repairs to P007	1	367.95
EFT10909	29/06/2018	Tyrepower Geraldton	4 x New Tyres for MO 340	1	796.00
EFT10910	29/06/2018	BPH	Flood Damage Repairs 13/06/2018 - 26/06/2018	1	221,717.49
EFT10911	29/06/2018	Undaminda	Supply of Gravel 4500 Cubic M - Nanekine Road	1	7,425.00
11839	06/06/2018	Shire of Morawa	12 Months rego for P242	1	394.70
11840	06/06/2018	Synergy	Usage 19 Apr to 17th May 2018 - Oval Buildings	1	1,642.40
11841	08/06/2018	Synergy	Usage 19/4/2018 to 24/5/2018 unit 6 Aged care - final account	1	76.10
11842	08/06/2018	Telstra Corporation Limited	Usage 16 th April to 15th May 2018	1	40.85
11843	19/06/2018	Telstra Corporation Limited	Usage Admin mobiles	1	783.31
11844	19/06/2018	Morawa Licensed Post Office Emmlee's	Postage for May 18	1	168.36
11845	22/06/2018	Building Commission	Permit number 03/18 BSL Levy May 18	1	56.65
11846	29/06/2018	Synergy	Streetlights usage period 2 May to 1 June 2018	1	3,556.55
11847	29/06/2018	Telstra Corporation Limited	Telephone usage - Admin and Depot	1	1,475.57

DD6138.48	29/06/2018	McLeods Barristers and Solicitors	Advice - Winding up incorporated association	1	5,023.37
DD6138.49	29/06/2018	Elgas Limited	Service Charge x 2 41 Solomon TCE	1	92.40
DD6120.1	13/06/2018	WA Local Government Superannuation Plan	Payroll deductions	1	7,644.39
DD6120.2	13/06/2018	BT FINANCIAL GROUP	Superannuation contributions	1	313.37
DD6120.3	13/06/2018	MLC Super Fund	Superannuation contributions	1	232.34
DD6120.4	13/06/2018	Australian Super	Superannuation contributions	1	223.97
DD6120.5	13/06/2018	LGIA Super	Superannuation contributions	1	321.54
DD6138.1	27/06/2018	WA Local Government Superannuation Plan	Payroll deductions	1	7,716.71
DD6138.2	27/06/2018	BT FINANCIAL GROUP	Superannuation contributions	1	313.37
DD6138.3	27/06/2018	MLC Super Fund	Superannuation contributions	1	232.34
DD6138.4	27/06/2018	Australian Super	Superannuation contributions	1	223.97
DD6138.5	27/06/2018	LGIA Super	Superannuation contributions	1	321.54
DD6164.1	05/06/2018	Bankwest	Credit Card May 2018	1	1,583.43
DD6164.2	01/06/2018	West net Pty Ltd	June Internet	1	254.75
DD6164.3	12/06/2018	BOQ Finance	Photocopier Lease June 2018	1	301.16

REPORT TOTALS

EFT	\$ 857,312.07
Cheque	\$ 13,310.26
Direct Debits	\$ 18,099.45
Payroll	\$ 195,242.71
Credit Card	\$ 1,583.43
TOTAL	\$1,085,547.92

May-18**Business Credit Card - Chris Linnell Bankwest Mastercard**

Date	Description	Accounts	Account Description	Amount	GST
18/05/2018	Tourism Conference Geraldton	1146100.520	Conference Expenses	185.00	16.82
18/05/2018	Accommodation Chris Linnell - Tourism Conference	1146120.520	Travel & Accommodation	701.04	63.73
			Total Purchases for C Linnell	886.04	80.55

Business Credit Card - Jenny Goodbourn Bankwest Mastercard

Date	Description	Accounts	Account Description	Amount	GST
26/05/2018	Fuel for P242	P242	Toyota Rav 4	60.83	5.53
29/05/2018	Archive Boxes	1146260.520	Printing & Stationery	286.00	26.00
				0.00	0.00
			Total Purchases for J Goodbourn	346.83	31.53

Business Credit Card - Sam Appleton

Date	Description	Accounts	Account Description	Amount	GST
28/04/2018	Incorrect card accidentally used	1146210.520	Misc/Other Expenses	89.97	8.18
30/04/2018	Police Clearance - Stevie Walley	1146210.520	Misc/Other Expenses	50.24	4.57

30/04/2018	15Ltr Liquid Pool Acid	B11205	Maint - Swimming Pool	39.50	3.59
25/05/2018	Printing & Laminating	1146260.520	Printing & Stationery	57.60	5.24
26/05/2018	Face Washers and Hand Towels for Caravan Park Units	Various	Various	97.00	8.82
26/05/2018	Stationery	1146260.520	Printing & Stationery	16.25	1.48
				0.00	
			Total Purchases for S. Appleton	350.56	31.87
Total Fees and Charges				1583.43	60.35

<i>Item No/Subject</i>	7.2.2.2 Reconciliations - June 2018
<i>Date of Meeting:</i>	19 June 2018
<i>Date & Author:</i>	12 July 2018 - Candice Murphy – 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 30 June 2018

Account	2018
Municipal Account #	\$849,456.28
Trust Account	\$15,981.76
Business Telenet Saver (Reserve) Account	\$3,446,291.79
WA Treasury O/night Facility (Super Towns) Account	\$37,705.30
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 30 June 2018 with a comparison for 30 June 2017 is as follows:

Account	2017	2018
Municipal Account #	\$191,146.39	\$748,681.76
Trust Account	\$14,696.94	\$21,716.40
Reserve Account	\$6,998,015.44	\$5,583,997.09

RESERVE ACCOUNT

The Reserve Funds of \$5,583,997.09 as at 30 June 2018 were invested in:-

- Bank of Western Australia \$3,446,291.79 in the Business Telenet Saver Account and
- \$37,705.30 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 June 2018 with a comparison for June 2017 is as follows:

	2017	2018
Sports Complex Upgrade Reserve	\$0.00	\$0.00
Land & Building Reserve	\$99,976.60	\$101,089.62
Plant Reserve	\$905,518.16	\$915,608.12
Leave Reserve	\$281,137.64	\$284,270.28
Economic Development Reserve	\$109,307.63	\$110,525.66
Sewerage Reserve	\$216,305.39	\$218,715.62
Unspent Grants & Contributions Reserve	\$877,389.61	\$26,412.60
Community Development Reserve	\$1,187,558.70	\$1,217,918.17
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,121,127.33	\$2,165,470.18
Morawa Future Funds Interest Reserve	\$88,035.93	\$126,630.40
Aged Care Units Reserve Units 6-9	\$9,131.13	\$9,233.08
Aged Care Units Reserve Units 1-4	\$67,963.59	\$68,720.90
Aged Care Units Reserve Unit 5	\$54,557.78	\$55,165.78
Transfer Station Reserve	\$27.18	\$27.18
S/Towns Revitalisation Reserve	\$176,558.39	\$37,705.30
ST Solar Thermal Power Station Reserve	\$559,632.58	0
Business Units Reserve	\$81,961.78	\$82,874.96
Legal Reserve	\$20,176.72	\$20,401.57
Road Reserve	\$141,649.30	\$143,227.67
TOTAL	\$6,998,015.44	\$5,583,997.09

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
 - \$32,000.00 from Unspent Grants Reserve to Municipal Fund being for returning of monies for Swimming Pool Operating Grant unspent 15/16 as pool did not open. 11 January 2018
 - \$564,429.84 from ST Solar Thermal Power Station Reserve to Municipal Fund being for monies returned to DPIRD as project did not commence. 28 February 2018
- **Investment Transfers**
 - \$800,000.00 from Future Funds to Money Market Term Deposit Future Funds1 for 3 months @ 2.70% interest
 - \$800,000.00 from Future Funds to Money Market Term Deposit Future Funds2 for 3 months @ 2.70% interest
 - \$500,000.00 from Community Development Fund to Money Market Term Deposit for 3 months @ 2.70% 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 30 June 2018.

COUNCIL RESOLUTION

180707 Moved: Cr Carslake
 Seconded: Cr Agar

That Council resolve to receive the bank reconciliation report for 30 June 2018.

CARRIED 7/0

<i>Item No/Subject:</i>	7.2.2.3 Monthly Financial Statements – June 2018
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	12 July 2018 - Candice Murphy – 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 June Monthly Financial Activity Report
A copy of the schedules is available if required.

BACKGROUND INFORMATION

As per the Financial Management Regulation 34 each local government is to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget under regulation 22 (1) (d), for that month with the following detail ;-

- The annual budget estimates;
- The operating revenue, operating income and all other income and expenses;
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the reporting period;
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period;
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result;
- Include an operating statement; and
- Any other required supporting notes.

OFFICER'S COMMENT

The actual amounts contained in the report are subject to final year end adjustment and audit and could possibly change following the annual audit which will take place during September/October. The final accounts will be confirmed by the auditor and presented to council as part of the annual financial report for 2017/2018.

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 30 June 2018.

COUNCIL RESOLUTION

180708 **Moved: Cr Stokes**
 Seconded: Cr Coaker

That Council resolve to receive the Statement of Financial Activity and the Variance Report for the period ending the 30 June 2018.

CARRIED 7/0



SHIRE OF MORAWA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

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SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

	NOTE	JUNE 2018 Actual \$	JUNE 2018 Y-T-D Budget \$	2017/18 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<u>Operating</u>							
Revenues/Sources	1,2						
Governance		18,752	20,010	20,010	18,752	0.00%	
General Purpose Funding		1,727,122	893,350	897,142	833,772	93.33%	▲
Law, Order, Public Safety		32,077	26,230	26,230	5,847	22.29%	
Health		3,906	5,350	5,350	(1,444)	(26.99%)	
Education and Welfare		14,402	133,899	133,899	(119,497)	(89.24%)	▼
Housing		102,641	147,761	147,761	(45,120)	(30.54%)	▼
Community Amenities		437,386	554,091	554,091	(116,705)	(21.06%)	▼
Recreation and Culture		55,074	69,214	69,214	(14,140)	(20.43%)	▼
Transport		2,265,724	1,092,694	1,092,694	1,173,030	107.35%	▲
Economic Services		150,733	223,319	223,319	(72,586)	(32.50%)	▼
Other Property and Services		206,016	139,184	139,184	66,832	48.02%	▲
		<u>5,013,833</u>	<u>3,305,102</u>	<u>3,308,894</u>	<u>1,728,741</u>	<u>51.70%</u>	
(Expenses)/(Applications)	1,2						
Governance		(415,355)	(491,640)	(491,640)	(415,355)	0.00%	
General Purpose Funding		(195,624)	(174,282)	(174,282)	(21,342)	(12.25%)	▲
Law, Order, Public Safety		(100,117)	(84,223)	(84,223)	(15,894)	(18.87%)	▲
Health		(212,612)	(210,604)	(210,604)	(2,008)	(0.95%)	
Education and Welfare		(96,308)	(800,015)	(800,015)	703,707	87.96%	▼
Housing		(313,037)	(227,201)	(313,270)	(85,836)	(37.78%)	▲
Community Amenities		(575,334)	(741,202)	(741,202)	165,868	22.38%	▼
Recreation & Culture		(1,409,018)	(1,136,614)	(1,136,614)	(272,404)	(23.97%)	▲
Transport		(3,321,263)	(1,598,634)	(1,598,634)	(1,722,629)	(107.76%)	▲
Economic Services		(1,119,314)	(794,594)	(794,594)	(324,720)	(40.87%)	▲
Other Property and Services		(76,953)	(36,296)	(36,296)	(40,657)	(112.02%)	▲
		<u>(7,834,935)</u>	<u>(6,295,305)</u>	<u>(6,381,374)</u>	<u>(2,031,270)</u>	<u>24.46%</u>	
Net Result Excluding Rates		<u>(2,821,102)</u>	<u>(2,990,203)</u>	<u>(3,072,480)</u>	<u>(302,529)</u>		
<u>Adjustments for Non-Cash (Revenue) and Expenditure</u>							
(Profit)/Loss on Asset Disposals	4	284	(13,000)	(13,000)	13,284	102.18%	▼
Movement in Leave Reserve (Added Back)		3,133	0	0	3,133	0.00%	
Movement in Deferred Pensioner Rates/ESL (nor		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions (non-c		0	0	0	0	0.00%	
Rounding Adjustment		0	0	0	0	0.00%	
Depreciation on Assets		1,713,121	1,463,496	1,463,496	249,625	(17.06%)	▲
<u>Capital Revenue and (Expenditure)</u>							
Purchase of Investments		0	0	0	0	0.00%	
Purchase Land Held for Resale	3	0	(20,000)	(20,000)	20,000	100.00%	▼
Purchase Land and Buildings	3	(37,749)	(155,000)	(155,000)	117,251	75.65%	▼
Purchase Plant and Equipment	3	0	(155,000)	(155,000)	155,000	100.00%	▼
Purchase Furniture and Equipment	3	0	(22,870)	(22,870)	22,870	100.00%	▼
Purchase Infrastructure Assets - Roads	3	(1,158,656)	(1,631,978)	(1,631,978)	473,322	29.00%	▼
Purchase Infrastructure Assets - Footpaths	3	0	(27,937)	(27,937)	27,937	100.00%	▼
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	(166,597)	(137,500)	(137,500)	(29,097)	(21.16%)	▲
Proceeds from Disposal of Assets	4	1,091	15,000	15,000	(13,909)	(92.73%)	▼
Repayment of Debentures	5	(70,815)	(70,815)	(70,815)	(0)	(0.00%)	
Proceeds from New Debentures	5	0	0	0	0	0.00%	
Advances to Community Groups		0	0	0	0	0.00%	
Self-Supporting Loan Principal Income	5	0	0	0	0	0.00%	
Transfers to Restricted Assets (Reserves)	6	(181,128)	(278,751)	(278,751)	97,623	35.02%	▼
Transfers from Restricted Asset (Reserves)	6	1,594,270	1,892,170	1,892,170	(297,900)	(15.74%)	▼
ADD Net Current Assets July 1 B/Fwd	7	<u>558,952</u>	<u>428,376</u>	<u>428,376</u>	<u>130,576</u>	<u>30.48%</u>	
LESS Net Current Assets Year to Date	7	<u>1,224,073</u>	<u>86,634</u>	<u>564</u>	<u>1,137,439</u>	<u>(1312.93%)</u>	
Amount Raised from Rates	8	<u>(1,789,269)</u>	<u>(1,800,645)</u>	<u>(1,796,852)</u>	<u>11,376</u>	<u>(0.63%)</u>	

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

Material Variances Symbol

Above Budget Expectations



Greater than 10,000 and greater than 10%

Below Budget Expectations



Less than 10,000 and less than 10%

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 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 30 JUNE 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 30 JUNE 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 30 JUNE 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

- 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 30 JUNE 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.

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 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.

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 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 30 JUNE 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 30 JUNE 2018

	2017/18 Budget \$	JUNE 2018 YTD Budget \$	JUNE 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	50,000	4,277.16
General Purpose Funding			
Law, Order, Public Safety			
New fire truck	0	0	0.00
Housing			
Staff Housing - Postings to GL	0	0	0.00
Staff Housing - Lot 347 Broad - Bathroom Renovations	0	0	0.00
Staff Housing - Lot 350 Broad - Garden Shed/Carpets	0	0	0.00
Staff Housing - Reserve 3931 Oval House - Replace Fence	0	0	0.00
Dreghorn Street - Bedroom Suite	0	0	0.00
Other Housing - 2 Caulfield St (Old Doctors House)-Painting/Carpets	0	0	0.00
Other Housing - 78 Yewers Ave - kitchen Lino	0	0	0.00
10% Deposit to Purchase Lot 559 Yewers Street	0	0	28,636.37
Aged Person Units x 4 - water metres	60,000	60,000	4,030.00
Community Amenities			
New Tip Site Construction	70,000	70,000	0.00
Community Bus	135,000	135,000	0.00
Recreation and Culture			
Storage Shed 6x6	10,000	10,000	0.00
Diving Blocks	10,000	10,000	4,880.00
Sports Complex Upgrade	10,000	10,000	0.00
Furniture & Equipment	20,000	20,000	0.00
Morawa Interpretation Trails Project	20,000	20,000	0.00
Transport			
Road Construction			
- Rural Roads Construction	1,483,543	1,483,543	1,041,750.97
- Townsite Roads Construction	148,435	148,435	116,905.52
Footpath Construction	27,937	27,937	0.00
Airfield Lighting Upgrade	10,000	10,000	0.00
Economic Services			
Caravan Park Camp Kitchen/Caretakers Cabin	25,000	25,000	0.00
Caravan Park Concept Plan	12,500	12,500	0.00
Morawa Gateway Project	25,000	25,000	0.00
Industrial Land Development	20,000	20,000	0.00
Phase 1 - Civic Square/Pedestrian Crossing	0	0	42,183.23
Construction of Footpath - Jubilee Park	0	0	50,025.22
Morawa Perenjori Gateway Project	0	0	69,508.65
Other Property & Services			
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>2,160,285</u>	<u>1,363,002.12</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

3. ACQUISITION OF ASSETS (Continued)	2017/18 Budget \$	JUNE 2018 YTD Budget \$	JUNE 2018 Actual \$
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	20,000	20,000	0.00
Investments	0	0	0.00
Land	0	0	805.00
Buildings	155,000	155,000	36,943.53
Plant and Equipment	155,000	155,000	0.00
Furniture and Equipment	22,870	22,870	0.00
Infrastructure Assets - Roads	1,631,978	1,631,978	1,158,656.49
Infrastructure Assets - Footpaths	27,937	27,937	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	137,500	166,597.10
	<u>2,160,285</u>	<u>2,160,285</u>	<u>1,363,002.12</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 \$	JUNE 2018 Actual \$	2017/18 Budget \$	JUNE 2018 Actual \$	2017/18 Budget \$	JUNE 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						
Proceeds of sale of Asset P128		1,375.08		1,090.91		(284.17)
						0.00
						0.00
Other Property & Services						0.00
						0.00
	2,000	1,375.08	15,000	1,090.91	13,000	(284.17)

[illegible]

Summary

Profit on Asset Disposals

2017/18 Budget \$	2018 Actual \$	JUNE
13,000	0.00	
0	(284.17)	
13,000	(284.17)	

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 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	34,156	36,465	36,465	4,076	3,458
Loan 134 - 2 Broad Street	49,838	0	0	24,158	24,158	25,680	25,680	3,090	643
Loan 136 - 24 Harley Street - Staff Housing	332,137	0	0	12,501	12,501	319,636	319,636	12,931	12,396
	452,596	0	0	70,814.62	70,815	381,781.38	381,781	20,097	16,497

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 30 JUNE 2018

	2017/18 Budget \$	JUNE 2018 Actual \$
6. RESERVES - CASH BACKED		
(a) Leave Reserve		
Opening Balance	281,137	281,138
Amount Set Aside / Transfer to Reserve	7,611	3,133
Amount Used / Transfer from Reserve	(80,000)	0
	<u>208,748</u>	<u>284,270</u>
(b) Sports and Recreation Facilities Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>0</u>
(c) Plant Reserve		
Opening Balance	905,518	905,518
Amount Set Aside / Transfer to Reserve	108,411	10,090
Amount Used / Transfer from Reserve	(60,000)	0
	<u>953,929</u>	<u>915,608</u>
(d) Building Reserve		
Opening Balance	99,976	99,977
Amount Set Aside / Transfer to Reserve	20,929	1,113
Amount Used / Transfer from Reserve	(50,000)	0
	<u>70,905</u>	<u>101,090</u>
(e) Economic Development Reserve		
Opening Balance	109,308	109,308
Amount Set Aside / Transfer to Reserve	1,015	1,218
Amount Used / Transfer from Reserve	(25,000)	0
	<u>85,323</u>	<u>110,526</u>
(f) Community Development Reserve		
Opening Balance	1,187,559	1,187,559
Amount Set Aside / Transfer to Reserve	11,030	30,359
Amount Used / Transfer from Reserve	(10,000)	0
	<u>1,188,589</u>	<u>1,217,918</u>
(g) Sewerage Reserve		
Opening Balance	216,306	216,305
Amount Set Aside / Transfer to Reserve	34,528	2,410
Amount Used / Transfer from Reserve	(70,000)	0
	<u>180,834</u>	<u>218,716</u>
(h) Unspent Grants and Contributions Reserve		
Opening Balance	877,391	877,390
Amount Set Aside / Transfer to Reserve	8,149	1,495
Amount Used / Transfer from Reserve	(832,972)	(852,472)
	<u>52,568</u>	<u>26,413</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

	2017/18 Budget \$	JUNE 2018 Actual \$
6. RESERVES (Continued)		
(i) Business Units Reserve		
Opening Balance	81,961	81,962
Amount Set Aside / Transfer to Reserve	20,761	913
Amount Used / Transfer from Reserve	0	0
	<u>102,722</u>	<u>82,875</u>
(j) Morawa Future Funds Interest		
Opening Balance	88,036	88,036
Amount Set Aside / Transfer to Reserve	12,050	38,594
Amount Used / Transfer from Reserve	0	0
	<u>100,086</u>	<u>126,630</u>
(k) Morawa Community Future Funds Reserve		
Opening Balance	2,121,127	2,121,127
Amount Set Aside / Transfer to Reserve	19,703	81,711
Amount Used / Transfer from Reserve	(36,000)	(37,368)
	<u>2,104,830</u>	<u>2,165,470</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	102
Amount Used / Transfer from Reserve	0	0
	<u>9,216</u>	<u>9,233</u>
(n) ST-N/Midlands Solar Thermal Power		
Opening Balance	559,632	558,966
Amount Set Aside / Transfer to Reserve	5,198	5,464
Amount Used / Transfer from Reserve	(550,000)	(564,430)
	<u>14,830</u>	<u>0</u>
(o) ST-Morawa Revitalisation Reserve		
Opening Balance	176,558	176,348
Amount Set Aside / Transfer to Reserve	1,640	1,357
Amount Used / Transfer from Reserve	(178,198)	(140,000)
	<u>0</u>	<u>37,705</u>
(p) Legal Fees Reserve		
Opening Balance	20,177	20,177
Amount Set Aside / Transfer to Reserve	5,187	225
Amount Used / Transfer from Reserve	0	0
	<u>25,364</u>	<u>20,402</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

	2017/18 Budget \$	JUNE 2018 Actual \$
6. RESERVES (Continued)		
(q) Road Reserve		
Opening Balance	141,649	141,649
Amount Set Aside / Transfer to Reserve	1,316	1,578
Amount Used / Transfer from Reserve	0	0
	<u>142,965</u>	<u>143,228</u>
(r) Aged Care Units 1-4		
Opening Balance	67,964	67,964
Amount Set Aside / Transfer to Reserve	631	757
Amount Used / Transfer from Reserve	0	0
	<u>68,595</u>	<u>68,721</u>
(s) Aged Care Unit 5		
Opening Balance	54,558	54,558
Amount Set Aside / Transfer to Reserve	507	608
Amount Used / Transfer from Reserve	0	0
	<u>55,065</u>	<u>55,166</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	5,583,997
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	7,611	3,133
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	108,411	10,090
Building Reserve	20,929	1,113
Economic Development Reserve	1,015	1,218
Community Development Reserve	11,030	30,359
Sewerage Reserve	34,528	2,410
Unspent Grants and Contributions Reserve	8,149	1,495
Business Units Reserve	20,761	913
Morawa Community Future Funds Interest	12,050	38,594
Morawa Community Future Fund Reserve	19,703	81,711
Refuse Transfer Station Reserve	0	0
Aged Care Units Reserve - Units 6-9	85	102
ST-N/Midlands Solar Thermal Power	5,198	5,464
ST-Morawa Revitalisation Reserve	1,640	1,357
Legal Fees Reserve	5,187	225
Road Reserve	1,316	1,578
Aged Care Units 1-4	631	757
Aged Care Unit 5	507	608
Swimming Pool Reserve	20,000	0
	<u>278,751</u>	<u>181,128</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

	2017/18 Budget \$	JUNE 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)	(564,430)
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>(1,594,270)</u>
Total Transfer to/(from) Reserves	<u>(1,613,419)</u>	<u>(1,413,142)</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 30 JUNE 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 -

Aged Care Units 6-9 Reserve

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

ST - N/Midlands Solar Thermal Power

Reserves

Super Town funds to be used for the N/Midlands Solar Thermal Power feasibility Study Project

ST-Morawa Revitalisation Reserve

Super Town funds to be used for the Morawa Town Revitalisation Project

Legal Fees Reserve

to be utilised for unforeseen Legal Fees

Road Reserve

to be utilised for future Road Construction and Maintenance

Except for the Unspent Grants and Contributions Reserve, the Reserves are not expected to be used within a set period as further transfers to the reserve accounts are expected as funds are utilised.

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 30 JUNE 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)	749,332
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,998,015	6,997,139	5,583,997
Rates - Current	0	487,406	563,292
Sundry Debtors	542,642	48,351	77,352
GST Receivable	0	76,915	151,218
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>7,172,344</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(60,497)	(92,665)	(105,255)
Income Received in Advance	0	0	(59,958)
GST Payable	0	(44,535)	(3,855)
Payroll Creditors	0	0	0
Accrued Expenditure	0	(1,634)	0
Other Payables	0	(5,953)	1,375
Withholding Tax Payable	0	0	0
Payg Payable	0	(43,671)	(97,337)
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)	0
	<u>(438,221)</u>	<u>(656,409)</u>	<u>(649,692)</u>
NET CURRENT ASSET POSITION	7,152,191	7,204,138	6,522,652
Less: Cash - Reserves - Restricted	(6,998,015)	(6,997,139)	(5,583,997)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Land Held for Resale	0	0	1,148
Add Back : Component of Leave Liability not Required to be Funded	281,138	281,138	284,270
Add Back : Current Loan Liability	(6,938)	70,815	0
SURPLUS/(DEFICIENCY) C/FWD	<u>428,376</u>	<u>558,952</u>	<u>1,224,073</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 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	268	2,807,436	212,543	(1,450)	0	211,093	214,220
UV Rural	0.02304	202	63,004,000	1,457,564	(814)	0	1,456,750	1,451,801
UV Mining	0.28968	15	472,333	136,826	0	0	136,826	136,826
Sub-Totals		485	66,283,769	1,806,932	(2,264)	0	1,804,669	1,802,847
Minimum Rates	Minimum \$							
GRV Residential/Commercial	290	46	27,078	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		63	91,589	22,296	0	0	22,296	22,006
Discounts							1,826,965	(28,000)
Total amount raised from general rates							(37,696)	
Ex-Gratia Rates							1,789,269	1,796,853
Rates Written Off							5,914	5,792
Specified Area Rates							(3,973)	(2,000)
Movement in Excess Rates							0	0
							(36,284)	0
Total Rates							1,754,926	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 30 JUNE 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	3,108	0	5,108
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	1,412	(3,628)	(398)
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>6,140</u>	<u>(3,628)</u>	<u>18,493</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

10. OPERATING STATEMENT

	JUNE 2018 Actual \$	2017/18 Budget \$	2016/17 Actual \$
OPERATING REVENUES			
Governance	18,752	20,010	40
General Purpose Funding	3,516,391	2,693,995	4,202,543
Law, Order, Public Safety	32,077	26,230	396,038
Health	3,906	5,350	3,328
Education and Welfare	14,402	133,899	33,333
Housing	102,641	147,761	661,358
Community Amenities	437,386	554,091	439,329
Recreation and Culture	55,074	69,214	329,087
Transport	2,265,724	1,092,694	4,971,279
Economic Services	150,733	223,319	156,934
Other Property and Services	206,016	139,184	231,249
TOTAL OPERATING REVENUE	6,803,102	5,105,747	11,424,518
OPERATING EXPENSES			
Governance	415,355	491,640	449,851
General Purpose Funding	195,624	174,282	196,911
Law, Order, Public Safety	100,117	84,223	146,986
Health	212,612	210,604	155,117
Education and Welfare	96,308	800,015	176,028
Housing	313,037	313,270	152,845
Community Amenities	575,334	741,202	585,147
Recreation & Culture	1,409,018	1,136,614	1,164,884
Transport	3,321,263	1,598,634	5,175,238
Economic Services	1,119,314	794,594	415,210
Other Property and Services	76,953	36,296	62,476
TOTAL OPERATING EXPENSE	7,834,935	6,381,374	8,680,694
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>(1,031,833)</u>	<u>(1,275,627)</u>	<u>2,743,824</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

11. BALANCE SHEET

	JUNE 2018 Actual \$	2016/17 Actual \$
CURRENT ASSETS		
Cash Assets	6,333,329	7,138,222
Receivables	837,897	721,205
Inventories	1,119	1,119
TOTAL CURRENT ASSETS	7,172,345	7,860,546
NON-CURRENT ASSETS		
Receivables	16,559	16,559
Inventories	0	0
Property, Plant and Equipment	22,470,126	23,105,106
Infrastructure	44,355,196	44,071,710
TOTAL NON-CURRENT ASSETS	66,841,881	67,193,375
TOTAL ASSETS	74,014,226	75,053,921
CURRENT LIABILITIES		
Payables	265,031	200,933
Interest-bearing Liabilities	0	70,815
Provisions	384,662	384,662
Trust Imbalance	(1,148)	239,867
TOTAL CURRENT LIABILITIES	648,545	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	1,056,712	1,064,578
NET ASSETS	72,957,514	73,989,343
EQUITY		
Retained Surplus	34,718,529	34,337,220
Reserves - Cash Backed	5,583,997	6,997,139
Reserves - Asset Revaluation	32,654,987	32,654,987
TOTAL EQUITY	72,957,513	73,989,346

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 2018

12. FINANCIAL RATIO

	2017/18 YTD	2016/17	2015/16	2014/15
Current Ratio	4.360	2.210	3.530	3.550

The above rates are calculated as follows:

Current Ratio equals	$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$
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SHIRE OF MORAWA
FOR THE PERIOD 1 JULY 2017 TO 30 JUNE 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

General Purpose Funding - Variance above budget expectations

Timing - FAGS money for 18/19 received early

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 below budget expectations

Aged Care Units not fully utilised as 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 below budget expectations.

Pool admissions lower than budget prediction. 32k operational grant ceased.

Transport - Variance above expectations.

Flood Damage income offset by outgoing

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

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

Changes to SES to DFES timing

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 above budget expectations

Solar Thermal Grant 550k sent back to department unspent

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 30 JUNE 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 below budget expectations.

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

Purchase of Furniture and Equipment - Variance below budget expectations.

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>	7.2.2.4 Interim Audit Report
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	10 July 2018 – Jenny Goodbourn
<i>Responsible Officer:</i>	Chris Linnell– Chief Executive Officer
<i>Applicant/Proponent:</i>	Jenny Goodbourn – Executive Manager Corporate & Community Services
<i>File Number:</i>	FM.FRP.1
<i>Previous minute/s & Reference:</i>	

SUMMARY

The Interim Audit Report for the year ending 30 June 2018 has been received and is presented to Council.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 – 7.2.2.4a Annual Financial Report Interim Audit Results

BACKGROUND INFORMATION

This year has seen some major changes to the annual audit process as discussed at the Audit Committee Meeting held on 8 May 2018. In the past each Local Government appointed an independent auditor for a three year period to carry out the annual audit. With effect from the 2017/2018 financial year the Office of the Auditor General has taken over the audit responsibility for all Local Governments in WA. We were advised by the Auditor General on 13 February that they had approved RSM Bird Cameron to carry out the audit for the year ended 30 June 2018 on their behalf.

As part of the new audit process the Audit Committee had to meet with the Auditor and a representative of the Office of the Auditor General to review the Audit Planning Memorandum. The primary purpose of the Audit Planning Memorandum (APM) is to brief the Audit Committee on the proposed approach to the audit of the financial report of the Shire.

OFFICER'S COMMENT

One of the changes to come from the new approach to the audit process was the formalising of the interim audit with a management letter being produced at its completion. Previously a report and letter had only been produced at completion of the End of Year Audit.

RSM Bird Cameron were on site at the Shire on 21-22 May 2018 to conduct the interim audit and then followed up on any issues with the Executive Management Team before reporting the outcome to the Auditor General. We have now received the interim audit report from the OAG which is presented to Council for their information and/or comment.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan

4.3 A local government that is respected professional and accountable.

RISK MANAGEMENT

Establishment of appropriate internal controls and procedures minimises the risk of oversight and loss to the Shire of Morawa.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

With regards to the Interim Audit by the Office of Auditor General, Council notes the Interim Audit Report.

COUNCIL RESOLUTION

180709 Moved: Cr Stokes
 Seconded: Cr Agar

That Standing Orders be suspended at 5.46pm.

CARRIED 7/0

COUNCIL RESOLUTION

180710 Moved: Cr Agar
 Seconded: Cr Stokes

That Standing Orders be resumed at 5.50pm.

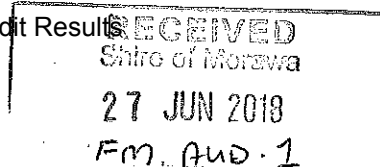
CARRIED 7/0

COUNCIL RESOLUTION

180711 Moved: Cr Carslake
 Seconded: Cr Agar

With regards to the Interim Audit by the Office of Auditor General, Council notes the Interim Audit Report.

CARRIED 7/0



Our Ref: 7948

Mr Chris Linnell
Chief Executive Officer
Shire of Morawa
PO Box 14
MORAWA WA 6623

7th Floor, Albert Facey House
469 Wellington Street, Perth

Mail to: Perth BC
PO Box 8489
PERTH WA 6849

Tel: (08) 6557 7500
Fax: (08) 6557 7600
Email: info@audit.wa.gov.au

Dear Mr Linnell

**ANNUAL FINANCIAL REPORT
INTERIM AUDIT RESULTS FOR THE YEAR ENDING 30 JUNE 2018**

We have completed the interim audit for the year ending 30 June 2018. We performed this phase of the audit in accordance with our audit plan. The focus of our interim audit was to evaluate your overall control environment, but not for the purpose of expressing an opinion on the effectiveness of internal control, and to obtain an understanding of the key business processes, risks and internal controls relevant to our audit of the annual financial report.

Management Control Issues

I would like to draw your attention to the attached listing of deficiencies in internal control and other matters that were identified during the course of the interim audit. These matters have been discussed with management and their comments have been included on the attachment. The matters reported are limited to those deficiencies that were identified during the interim audit that we have concluded are of sufficient importance to merit being reported to management. Some of the matters may be included in our auditor's report in accordance with section 7.9(2) of the *Local Government Act 1995* or regulation 10(3)(a) and (b) of the *Local Government (Audit) Regulations 1996*. If so, we will inform you before we finalise the report.

This letter has been provided for the purposes of your local government and may not be suitable for other purposes.

We have forwarded a copy of this letter to the President. A copy will also be forwarded to the Minister for Local Government when we forward our auditor's report on the annual financial report to the Minister on completion of the audit.

Feel free to contact me on 6557 7716 if you would like to discuss these matters further.

Yours faithfully

PP Renuka V.

SUBHA GUNALAN
DIRECTOR FINANCIAL AUDIT
June 2018

SHIRE OF MORAWA

PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018

FINDINGS IDENTIFIED DURING THE INTERIM AUDIT

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
1. PRIOR YEAR ISSUES			
1.1 Non-compliance with internal purchasing policy	✓		
1.2 Excessive annual leave balances		✓	
2. CURRENT YEAR ISSUE			
2.1 Notice of change of fees and charges		✓	

KEY TO RATINGS

The Ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

SHIRE OF MORAWA**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE INTERIM AUDIT****1 PRIOR YEAR ISSUES****1.1 Non-compliance with internal purchasing policy****Finding 2017:**

Section 3.10 *Purchasing Policy* of the Shire's Policy Manual, as reviewed on 19 December 2016, requires that purchases meet certain conditions to comply with the *Local Government (Functions and General) Regulations 1996 Part 4* and *Local Government (Finance and General ledger) Regulations 11A (3)(b)* (the Regulations).

During our procurement testing, our audit sample identified instances of insufficient documentation to indicate that the requisite number of quotations had either been obtained or, in some cases, had not been attached to the payment record.

In addition to the above, the following exceptions were noted during sample payment testing:

- Bitutek Pty Ltd provided services in respect of the Jones Lake and Gutha East Roads, in excess of the tender threshold of \$150,000. While the Shire obtained WALGA e-quotes in terms of Section 11(2)(b) of the Regulations to satisfy the tender exemption requirements, this was not approved by Council resolution as required by the Shire's Purchasing Policy.
- Purchase orders had not been raised for certain transactions, contrary to the requirements of the Shire's purchasing policy.

Status 2018:

The Shire's purchasing policy requires written quotations be obtained for purchases, depending on the respective purchasing threshold.

During our controls testing, from a sample of 23 purchase transactions, 9 instances were identified where there was insufficient evidence of the requisite number of quotations either being obtained or, in some cases, not attached to the payment record. In such cases, the payment record did not document the reason as to why the requisite number of quotations had not been obtained.

Rating: Significant**Implication:**

Purchases may not reflect the best value for money, and/or suppliers may be unduly favoured if quotations are not obtained when required. In addition, non-compliance with the internal purchasing policy increases the risk of breaching the *Local Government (Functions and General) Regulations 1996 Part 4* and *Local Government (Financial Management) Regulations 11A (3)(b)*.

Recommendation:

The requirement for full compliance with the Shire's purchasing policy should be communicated to all staff and closely monitored by management, to ensure compliance with *Local Government (Functions and General) Regulations 1996 Part 4* and *Local Government (Financial Management) Regulations 11A (3)(b)*.

SHIRE OF MORAWA**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

If instances arise where the Shire is unable to obtain the requisite number of quotations, the reasons thereof should be recorded and attached to the purchase order at the time of the purchase being made.

Management Comment 2017:

A new Policy Manual has been passed by Council since 2016/17 financial year which now shows a clear and concise procedure for our Purchasing Policy.

Management Comment 2018:

The situation is improving. Since adoption of the revised purchasing policy in August 2017 the Shire is continuing to monitor and train employees on the correct procedures. Of the three instances raised at the interim audit, the one to Joyner Slot Consulting was for specialist services and related to work commenced prior to the new purchasing policy and it appears only their quote was obtained at that time. The other two are for contracted road works and concrete works, there may have been two quotes obtained but the works supervisor is currently on long service leave and a search of his computer and office hasn't found anything.

The Shire realises this is an important matter and all staff are now constantly reminded of the need to adhere to the purchasing policy and quote requirements.

Executive staff will prioritise this to ensure there is ongoing improvement and adherence to the policy adopted by Council.

Responsible Person: Chief Executive Officer and Manager Corporate & Community Services

Completion Date: Completed now but ongoing training of all new staff and regular reviews to ensure compliance will be undertaken.

SHIRE OF MORAWA**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE INTERIM AUDIT****1.2 Excessive annual leave balances****Finding 2017:**

During our review we identified instances where employees have annual leave accrued balances in excess of 300 hours each.

Status 2018:

During our review at the interim phase of the audit we identified 2 instances where employees have annual leave accrued balances in excess of 300 hours each.

Rating: Moderate**Implication:**

Excessive annual leave balances accrued increases the risk of an adverse impact through excessive financial liabilities and may also indicate over-reliance on key individuals. This over-reliance can result in business interruption when the employee takes extended leave or is no longer employed by the Shire. Failure to take leave can also mask fraud.

Recommendation:

The Shire should continue to manage and monitor the excessive annual leave balances to reduce the financial liability, as well as the risk of business interruption and fraud.

Management Comment 2017:

3 staff with excessive leave entitlements have been identified and 2 are retiring within the next 4 months and one has booked and had approved long services leave to be taken within this financial year. Other staff with leave outstanding are to be contacted to book leave.

Management Comment 2018:

The situation is being addressed. One member of staff is currently on extended leave to reduce their hours, another has retired, another will be retiring in July and other leave is being arranged – there are still two staff with leave in excess of 300 hours. One of these is seasonal being the swimming pool manager who takes her leave during the closed season, the other is our payroll officer and we are working on time management to reduce TOIL and encourage leave to be utilised.

Responsible Person:

Chief Executive Officer, Executive Management Team

Completion Date:

31 December 2018

SHIRE OF MORAWA**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2018****FINDINGS IDENTIFIED DURING THE INTERIM AUDIT****2 CURRENT YEAR ISSUE****2.1 Notice of change of fees and charges****Finding:**

At the 16 November 2017 Ordinary Council Meeting, Council resolved to revise the entrance fees of the Morawa Swimming Pool, effective 18 November 2017.

Local Government Act (WA) 1995 Subdivision 2 sets out the legislative requirements for Fees and Charges. S6.19 states:

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of:

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.

Local Public Notice, as defined in Section 1.7(1)(a) of the *Act*, was not given as to the amendment to the 2017/18 Schedule of Fees and Charges for the above revision.

Rating: Moderate**Implication:**

Non-compliance with the requirements of *Local Government Act (WA) 1995* S6.19.

Recommendation:

The Shire should review policies and procedures to ensure that local public notice is given where fees and charges are imposed or amended after the annual budget has been adopted.

Management Comment:

The change to the Swimming pool fees and charges was advertised on the shire notice boards, shire social media and locally throughout the shire. However, it was not actually put in a newspaper circulating in the district as it should have been. This has now been advised to the person responsible and executive managers have been made aware of the requirements to fulfil local public notice and state-wide public notice to ensure compliance in the future.

Responsible Person:

Chief Executive Officer, Executive Management Team

Completion Date:

30 June 2018

<i>Item No/ Subject:</i>	7.2.2.5 Sale of Land for Non-payment of Rates
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	10 July 2018 – Jenny Goodbourn
<i>Responsible Officer:</i>	Jenny Goodbourn – Executive Manager Corporate & Community Services
<i>Applicant/Proponent:</i>	Executive Manager Corporate & Community Services
<i>File Number:</i>	A683
<i>Previous minute/s & Reference:</i>	16 March 2016 Item 7.2.2.4 – Resolution 1603004 23 February 2017 Item 7.2.2.7 – Resolution 1702009

SUMMARY

Auction of Lots 12 and 13 Simpson Street, Gutha on 4 August 2018 for non-payment of rates. Lots adjoining Gutha Town Hall which occasionally get used when functions are being held at the hall.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 – 7.2.2.5a Form 5 – Sale of 12 Simpson Street, Gutha

BACKGROUND INFORMATION

This is an ongoing matter that has been before Council previously. The owner of the property is deceased and there has been no probate applied for on the estate. In 2009 a letter was received from the deceased's niece advising the Shire of no interest in the land and that the family wanted to return it to the Shire. However, as there is no probate, there was no executor to formally authorise this. The best way to proceed according to CS Legal was to follow the process under section 6.64 of the Local Government Act 1995 and proceed with sale of the land for non-payment of outstanding rates or service charges.

At the Ordinary Council Meeting on 23 February 2017 Council resolved:

COUNCIL RESOLUTION

1702009 Moved: Cr Thornton
 Seconded: Cr Coaker

That Council :

(1) Rescind motion 1603004 –

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

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

CARRIED 7/0

(2) Resolves to exercise its power of sale under Part 6 Subdivision of Local Government Act 1995 (WA) over Lots 12 & 13 on Deposited Plan 142516 being all that piece of land contained in Certificate of Title Volume 1035 Folio 876, more commonly known as Lots 12 & 13 Simpson Street Gutha.

CARRIED 6/0

OFFICER'S COMMENT

The legal process to advise of the Shire's intention and to comply with necessary legislation has been undertaken and the property can now be put up for auction. In the event of the auction being unsuccessful and if after a further 12 months there has been no sale the Shire can request the land be transferred into its ownership.

The auction is scheduled for Saturday, 4 August 2018 at 11am, to be conducted at the Shire office.

Valuation of the property is thought to be negligible due to its remote location, with a market appraisal from local real estate agents being in the region of \$1,000 - \$2,000.

A reserve price will be required for the auction. Current rates and charges outstanding amount to \$3,908 and there are likely to be around another \$2,000 in charges incurred to complete the legal process and conduct the auction. It would be prudent to set a reserve to cover the outstanding charges; no or a low reserve would mean that Council would be looking at writing off the majority of the debt. A reserve of \$6,000 is recommended.

At the auction it will be necessary for a representative of the Shire to attend and able to enter into any contract of sale on behalf of the Shire that might be accepted.

At the June 2018 Ordinary Council Meeting Council passed a delegation for Disposing of Property to the CEO; however the CEO will not be available to attend the auction, being in Perth for the WALGA annual conference, and as this auction is slightly different to some of the conditions of that delegation it is requested that delegation be granted to the Executive Manager Corporate & Community Services for this specific transaction should it be required rather than the CEO making a sub-delegation.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Section 6.64 Local Government Act 1995

Section 6.68 Local Government Act 1995

Section 5.42 Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil – Sale would have no material effect to the budget

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION

In respect of the auction of Lots 12 and 13 Simpson Street, Gutha, that Council:

- Set a reserve price of \$6,000 for the auction, and
- Delegate authority to the Executive Manager Corporate & Community Services as the Shire representative to sign any contract for sale of land should it be required on the day of the auction being 4 August 2018.

COUNCIL RESOLUTION

**1807012 Moved: Cr Carslake
 Seconded: Cr Agar**

In respect of the auction of Lots 12 and 13 Simpson Street, Gutha, that Council:

- **Set a reserve price of \$6,000 for the auction, and**
- **Delegate authority to the Executive Manager Corporate & Community Services as the Shire representative to sign any contract for sale of land should it be required on the day of the auction being 4 August 2018.**

CARRIED BY ABSOLUTE MAJORITY 7/0

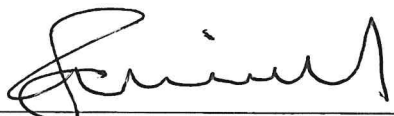
Form 5

*Local Government Act 1995**Local Government (Financial Management) Regulations 1996***Notice pursuant to Schedule 6.3 of the *Local Government Act 1995* of sale of land for non-payment of outstanding rates or service charges**

Notice is hereby given that, under section 6.64 of the *Local Government Act 1995*, as rates and service charges having been owing for a period of at least 3 years the Shire of Morawa is to offer for sale by public auction at Shire of Morawa, Winfield Street, Morawa at 11:00AM on 4 August 2018 the land described below.

Signed for and on behalf of the Shire of Morawa

this 04 day of July 2018



Chief Executive Officer

Description of Land etc.

Description of land and lot or location number	Lots 12 & 13
Plan or Diagram Number	Deposited Plan 142516
Title Reference	Volume 1035 Folio 876
Area	2024m ²
Street	Simpson Street
Description of improvements, if any	No Improvements
Name of Owner	Percy William Joseph Sermon
Names of other persons appearing to have an estate or interest	N/A
Rates/service charges outstanding	\$2,054.15
Other charges due on the land	\$739.29 – Emergency Services Levy and interest; \$1,114.74 – Rates/service Charges Interest; and \$2,871.70 – Legal Charges

<i>Item No/ Subject:</i>	7.2.2.6 Differential Rating 2018-2019 - Review of Submissions
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	18 July 2018 – Jenny Goodbourn
<i>Responsible Officer:</i>	Chris Linnell – Chief Executive Officer
<i>Applicant/Proponent:</i>	Executive Manager Corporate & Community Services
<i>File Number:</i>	GS.PRG.3
<i>Previous minute/s & Reference:</i>	June 2018 Item 7.2.2.4 – Resolution 180608

SUMMARY

That Council reviews any submissions received in connection with the proposed differential rates for 2018/19 and determines to apply for Ministerial Approval to adopt differential rates for the Shire of Morawa for 2018/19.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 – 7.2.2.6a Email from Southern Sky Energy Pty Ltd
Attachment 2 – 7.2.2.6b Response to Southern Sky Energy Pty Ltd

BACKGROUND INFORMATION

At the June Ordinary Council Meeting, Council resolved:-

COUNCIL RESOLUTION

180608 **Moved: Cr Collins**
 Seconded: Cr Coaker

That Council resolves to:

- 1. Adopt the Statement of Objects and Reasons for Differential Rating for 2018/2019;**

2. Pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, adopt a 1.9% rate increase across all categories to form the basis of the proposed rate setting for the 2018/2019 budget as detailed below:

SHIRE OF MORAWA				
Proposed rate categories fro 2018/2019				
	Rate in \$ 2018/2019	Number of properties	Rateable Value \$	2018/2019 Projected Income
General Rates				
GRV Residential/Commercial	7.7145	268	2,794,698.00	215,597
UV Rural	2.3481	204	63,330,000.00	1,487,052
UV Mining	29.5185	17	492,470.00	145,370
Minimum Rates				
GRV Residential/Commercial	296	45	27,075.00	13,320
UV Rural	296	7	60,100.00	2,072
UV Mining	668	7	5,428.00	4,676
		548	66,709,771	1,868,087
Income before discounts				1,868,087

3. Authorise the Chief Executive Officer to advertise the proposed Differential rates for 2018/2019 and call for submissions in accordance with the Local Government Act 1995 Section 6.36 – for a minimum of 21 days; and
4. Authorise the Chief Executive Officer to seek Ministerial approval under Section 6.33 of the Local Government Act 1995 to impose differential rates at the end of the advertising period, subject to no submissions being received.

CARRIED BY ABSOLUTE MAJORITY 6/0

OFFICER'S COMMENT

The intention to impose differential rates was advertised in accordance with s6.36 of the *Local Government Act 1995* in the Geraldton Guardian newspaper on Tuesday, June 26 2018.

The advertisement contained details of each differential general rate and minimum payment endorsed by Council; advised of the availability of the statement detailing the objectives and reasons and invited submissions from electors or ratepayers in respect of the proposed differential general or minimum payment and any related matters within 21 days.

The notice was also posted on the Shire notice boards, webpage, Facebook and letters were sent out to all ratepayers within the proposed differential category, as required under the Rating Policy – Giving Notice Guidelines.

Submissions closed at 4pm on Wednesday, 18 July 2018.

At the close of submissions one email response had been received.

Council is required, as part of the Differential Rating process to consider and assess any submissions that it receives regarding the Objects and Reasons for implementing differential rating prior to seeking ministerial approval.

The submission received was from Southern Sky Energy who hold one small petroleum permit within the Shire that was granted in February 2018 for a term of six years. The matters raised in the submission are not actually an objection to the imposition of a differential rate but rather a request that as they expect to do little work within the Shire of Morawa that they be rated as a minimum rate.

The CEO has replied to Southern Sky Energy explaining the basis of how rates are calculated and that the Shire is not able to choose to apply a minimum rate to an assessment, but rather has to use the value provided by Landgate to calculate the appropriate rate. It should be noted that the proposed minimum rate for UV mining for 2018/19 is \$668 and the proposed rate for this assessment is \$709.62. The difference being some \$41.62 it is not considered material.

It is therefore recommended that there is no change to the proposed differential rates as advertised and that a submission be made requesting Ministerial Approval on that basis.

COMMUNITY CONSULTATION

As per the comments regarding differential rating in this report – Advertising of Objects and Reasons.

COUNCILLOR CONSULTATION

Budget Briefing Sessions May 2018
Ordinary Council Meeting 21 June 2018

STATUTORY ENVIRONMENT

Section 6.33(1) of the *Local Government Act 1995* and Financial Management Regulation 52A. A local government may impose a differential rate.

An application to the Minister for Local Government is required for approval to

impose a differential general rate under section 6.33(3) of the *Local Government Act 1995* that is more than twice the lowest differential rate being imposed.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The level of rates raised including the impact of the differential rates for UV Mining is summarised as follows:

SHIRE OF MORAWA								
Projected rate incomes with 1.9% increases with a comparison to 2017/2018								
	Number of properties	Rateable Value \$	Rate in \$ 2017/2018	Actual Income 2017/2018	Number of properties	Rateable Value \$	Rate in \$ 2018/2019 1.9% CPI Increase	2018/2019 Projected Income
General Rates								
GRV Residential/Commercial	268	2,788,190	7.5707	211,093	268	2,794,698.00	7.7145	215,597
UV Rural	202	63,224,999	2.3043	1,456,750	204	63,330,000.00	2.3481	1,487,052
UV Mining	15	472,333	28.9681	136,826	17	492,470.00	29.5185	145,370
Minimum Rates								
GRV Residential/Commercial	46	27,078	290	13,340	45	27,075.00	296	13,320
UV Rural	6	53,200	290	1,740	7	60,100.00	296	2,072
UV Mining	11	11,311	656	7,216	7	5,428.00	668	4,676
	548	66,577,111		1,826,964	548	66,709,771		1,868,087
Income before discounts								
				1,826,964				1,868,087

The 1.9% increase will see total funds raised in excess to 2017/18 of \$41,123.

STRATEGIC IMPLICATIONS

Outcome 4.5 Long term financial viability.

Reference	Strategy	Still Relevant	Priority	Timeframe	Key Partners
4.5.1	Maintain a Financial Health Indicator (FHI) score within acceptable benchmarks	YES	HIGH	ONGOING	DLGSCI
4.5.2	Continue to assess quality and usage of the Shire's services, facilities and assets.	YES	MEDIUM	ONGOING	

4.5.3	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
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RISK MANAGEMENT

Under the Shire's risk governance framework, non-compliance with the requirements regarding differential rates is a major risk i.e. imposed penalties. Such a penalty would be imposed by the Department of Local Government. Through complying with the requirements of the State Rating Policy: Differential General Rates, the risk is mitigated from High to Low.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to endorse Ministerial Approval be sought to adopt differential general rates as detailed below for the Shire of Morawa for the 2018-19 financial year:

SHIRE OF MORAWA				
Proposed rate categories for 2018/2019				
	Rate in \$ 2018/2019	Number of properties	Rateable Value \$	2018/2019 Projected Income
General Rates				
GRV Residential/Commercial	7.7145	268	2,794,698.00	215,597
UV Rural	2.3481	204	63,330,000.00	1,487,052
UV Mining	29.5185	17	492,470.00	145,370
Minimum Rates				
GRV Residential/Commercial	296	45	27,075.00	13,320
UV Rural	296	7	60,100.00	2,072
UV Mining	668	7	5,428.00	4,676
		548	66,709,771	1,868,087
Income before discounts				1,868,087

COUNCIL RESOLUTION

180713 Moved: Cr Stokes
 Seconded: Cr Carslake

That Council resolve to endorse Ministerial Approval be sought to adopt differential general rates as detailed below for the Shire of Morawa for the 2018-19 financial year:

SHIRE OF MORAWA				
Proposed rate categories for 2018/2019				
General Rates				
GRV Residential/Commercial	7.7145	268	2,794,698.00	215,597
UV Rural	2.3481	204	63,330,000.00	1,487,052
UV Mining	29.5185	17	492,470.00	145,370
Minimum Rates				
GRV Residential/Commercial	296	45	27,075.00	13,320
UV Rural	296	7	60,100.00	2,072
UV Mining	668	7	5,428.00	4,676
		548	66,709,771	1,868,087
Income before discounts				1,868,087

CARRIED 7/0

<i>Item No/ Subject:</i>	7.2.3.1 Application for Exploration Licence
<i>Date of Meeting:</i>	20 July 2018
<i>Date & Author:</i>	10 July 2018 – Samantha Appleton
<i>Responsible Officer:</i>	Samantha Appleton Executive Manager Development and Administration
<i>Applicant/Proponent:</i>	Deblin Tenement Management Services on behalf of Galahad Resources Pty Ltd
<i>File Number:</i>	ED.IND.1
<i>Previous minute/s & Reference:</i>	

SUMMARY

Council to consider an application for an Exploration Licence by Galahad Resources Pty Ltd.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Attachment 1 - 7.2.3.1a Letter advising of application and supporting documents

BACKGROUND INFORMATION

An application has been lodged with the Mining Registrar by Devlin Tenement Management Services, acting on behalf of the Galahad Resources Pty Ltd for an Exploration Licence covering a total of 19 blocks. The land affected is in both the Morawa and Perenjori Shires, with approximately 7.5 blocks being in the Morawa Shire area.

The proposed Exploration Licence is located in an area between Koolanooka Springs Road and the southern portion of Lochada Road. The correspondent has verbally indicated that the exploration will be primarily for gold.

OFFICER'S COMMENT

As part of the approval process, where new tenements are being granted, interested parties are notified so that any objections to the proposed grant may be lodged. Objections must be lodged prior to 2 August 2018.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

MINING ACT 1978 - SECT 59

59 . Determination of application for exploration licence

(1) A person who wishes to object to the granting of an application for an exploration licence shall lodge a notice of objection within the prescribed time and in the prescribed manner.

(2) Where no notice of objection is lodged within the prescribed time, or any notice of objection is withdrawn, the mining registrar shall, unless subsection (4)(b) applies, forward to the Minister a report which recommends the grant or refusal of the exploration licence and sets out the reasons for that recommendation.

(3) The mining registrar shall —

(a) recommend the grant of the exploration licence if satisfied that the applicant has complied in all respects with the provisions of this Act; or

(b) recommend the refusal of the exploration licence if not so satisfied.

(4) Where a notice of objection —

(a) is lodged within the prescribed time; or

(b) is not lodged within the prescribed time but is lodged before the mining registrar has forwarded a report to the Minister under subsection (2) and the warden is satisfied that there are reasonable grounds for late lodgement,

and the notice of objection is not withdrawn, the warden shall hear the application for the exploration licence on a day appointed by the warden and may give any person who has lodged such a notice of objection an opportunity to be heard.

(5) The warden shall as soon as practicable after the hearing of the application forward to the Minister for the Minister's consideration —

(a) the notes of evidence; and

(b) any maps or other documents referred to in the notes of evidence; and

(c) a report which recommends the grant or refusal of the exploration licence and sets out the reasons for that recommendation.

(6) On receipt of a report under subsection (2) or (5), the Minister may grant or refuse the exploration licence as the Minister thinks fit, and irrespective of whether —

(a) the report recommends the grant or refusal of the exploration licence; and

(b) the applicant has or has not complied in all respects with the provisions of this Act.

[Section 59 inserted by No. 58 of 1994 s. 15(1); amended by No. 39 of 2004 s. 59; No. 12 of 2010 s. 22.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Granting of new tenements will result in a small increase of rate income subject to the valuation of the new tenement.

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan
1.2 Maximise business, industry and investment opportunities.

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

Council resolves that pursuant to the Mining Act 1978, Section 59, the Shire of Morawa does not lodge an objection to the granting of proposed Exploration Licence 70/5189.

COUNCIL RESOLUTION

180714 **Moved:** **Cr Stokes**
 Seconded: **Cr Collins**

Council resolves that pursuant to the Mining Act 1978, Section 59, the Shire of Morawa does not lodge an objection to the granting of proposed Exploration Licence 70/5189.

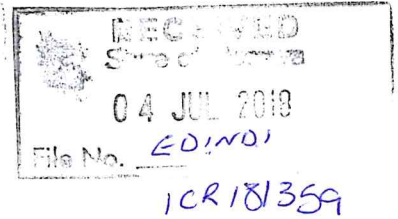
CARRIED 7/0

Deblin Tenement Management Services

PO Box 456, Mount Hawthorn WA 6915
Mobile: 0402 464 190 Email: linda@deblin.com.au

29 June 2018

VIA REGISTERED POST



The CEO
Shire of Morawa
PO Box 14
Morawa WA 6623

Dear Sir,

RE: APPLICATION FOR EXPLORATION LICENCE 70/5189 BY GALAHAD RESOURCES PTY LTD

We act as tenement managers to Galahad Resources Pty Ltd who have applied for Exploration Licence 70/5189.

Pursuant to Section 33(1a) of the *Mining Act*, we are obliged to notify:-

(b) In cases of sub-surface applications (i.e. Only for land below a depth of 30 metres from the lowest part of the natural surface) then service on the clerk of the council of the municipality only – Section 33 (1a).

The above-mentioned application encroaches upon private land within your LGA, as shown in the "Quick Appraisal" provided by DMIRS.

Please find attached copies of lodged Form 21 with attachment 1 plus location plan. If you have any queries on the attached, please contact the undersigned.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'Linda Skender'.

Linda Skender
Principal Consultant
Deblin Tenement Management Services
PO Box 456, Mount Hawthorn WA 6915
m 0402 464 190
e linda@deblin.com.au
enc.



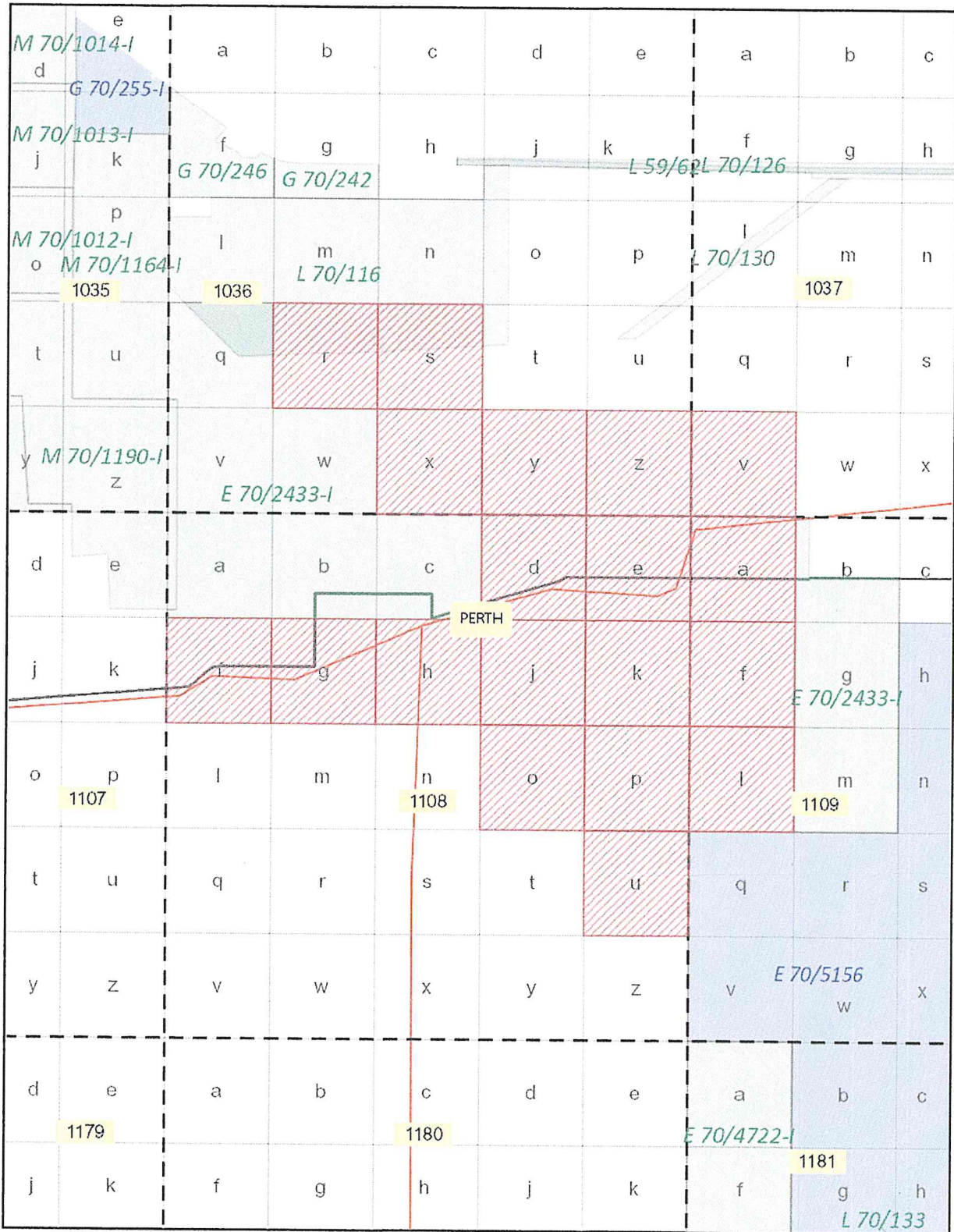
Mining Act 1978
Sec. 58; Reg. 64

FORM 21 - ATTACHMENT 2

Plan Name(s) - PERTH

Time Officially Received : 28/06/2018 08:30:00

User Id : ex17874



MAP SHOWING BLOCKS APPLIED FOR IN
EXPLORATION LICENCE NO. 70/5189



Graticular Section Applied For

Form 21

WESTERN AUSTRALIA

Mining Act 1978

(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

APPLICATION FOR MINING TENEMENT

(a) Type of tenement	(a) Exploration Licence		No. E 70/5189
(b) Time & Date marked out (where applicable)			
(c) Mineral Field	(b) a.m./p.m. / /	(c) SOUTH WEST	
For each applicant:			
(d) Full Name and ACN/ABN	(d) and (e) GALAHAD RESOURCES PTY LTD (ACN: 601 223 778) C/- DEBLIN TENEMENT MANAGEMENT SERVICES, PO BOX 456, MOUNT HAWTHORN, WA, 6915		(f) Shares 100
(e) Address			
(f) No. of shares			
(g) Total No. of shares			(g) Total 100
DESCRIPTION OF GROUND APPLIED FOR:	(h) South West		
(For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.)	(i) (j) This application affects Private Property. Details of Private Property Affected: "IN RESPECT TO PRIVATE LAND, THE TENEMENT APPLICANT IS SEEKING SUBSURFACE RIGHTS ONLY, THEREFORE SECTION 33(1a) OF THE MINING ACT 1978 APPLIES TO PRIVATE LAND NOTICES."		
(h) Locality			
(i) Datum Peg			
(j) Boundaries			
(k) Area (ha or km ²)	(k) 19 BL		
(l) Signature of applicant or agent (if agent state full name and address)	(l) Linda Maree Skender THE TENEMENT MANAGER, PO BOX 456, MOUNT HAWTHORN, WA, 6915		Date: 28/06/2018

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 2nd day of August 2018 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at	08:30:00	on	28 June 2018	with fees of
Application	\$1,362.00			
Rent	\$2,546.00			
TOTAL	\$3,908.00			
Receipt No:	84797444016			

Mining Registrar

NOTES

Note 1: EXPLORATION LICENCE

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
 - (a) public plan search; (b) register search; (c) ground inspection.

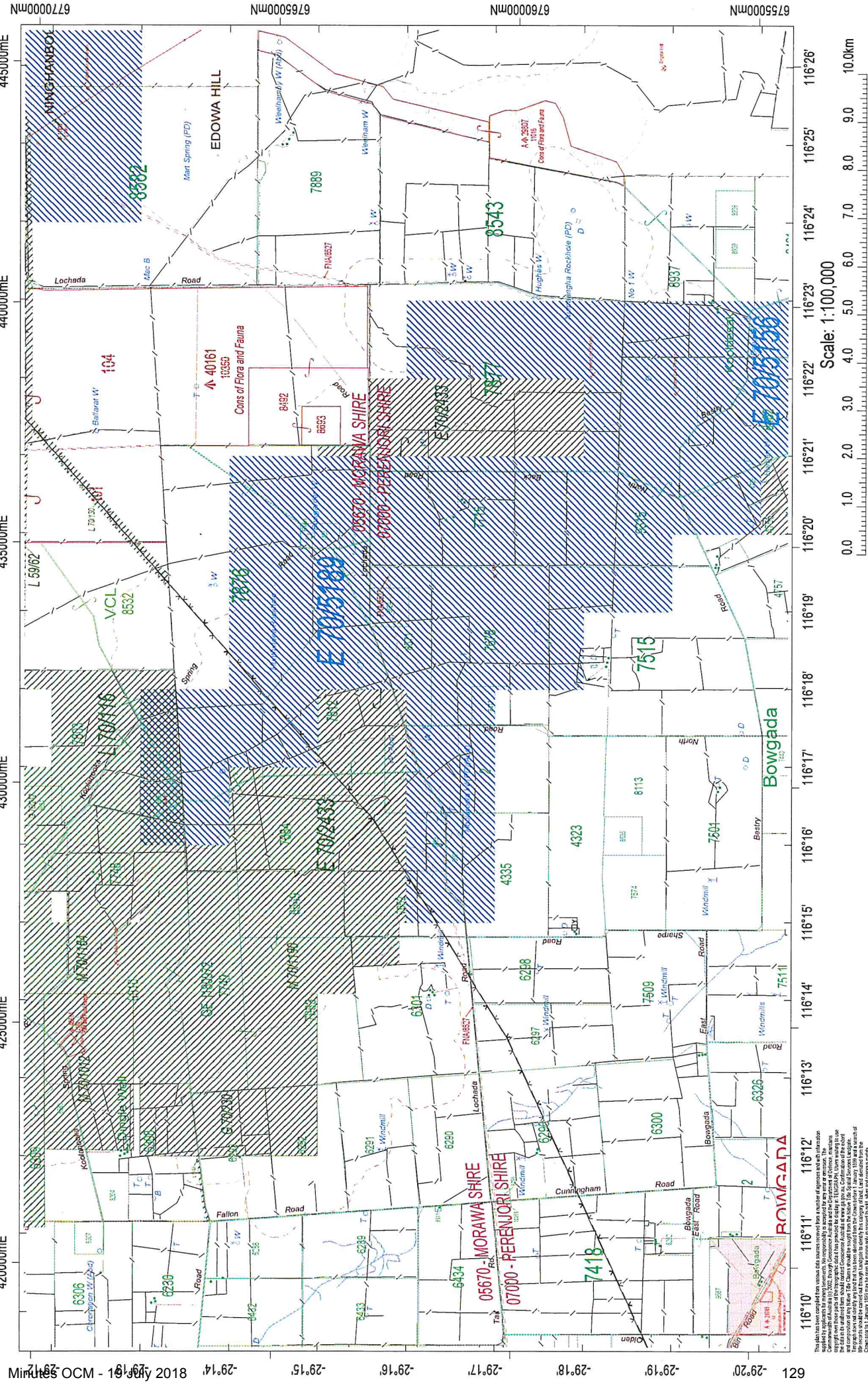
Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.

WESTERN AUSTRALIA Mining Act 1978 Sec. 58; Reg. 64			FORM 21 - ATTACHMENT 1		
EXPLORATION LICENCE NO. 70/5189					
THIS SECTION MUST BE COMPLETED IN FULL FOR ALL EXPLORATION LICENCE APPLICATIONS					
LOCALITY: South West					
BLOCK IDENTIFIER (All three sections must be completed)					
1:1,000,000 PLAN NAME		PRIMARY NUMBER		GRATICULAR SECTION	
PERTH		1036		rsxyz	
PERTH		1037		v	
PERTH		1108		defghjkopu	
PERTH		1109		afl	
TOTAL BLOCKS:				19	



TENGRAPH (c) 1992, 1993
10:01 AM, 10/07/2018
[Public Plan] EX17874 TGOL91



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

Nil

9. **Applications for Leave of Absence**

Nil

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

Nil

11. **Questions from Members without Notice**

Nil

12. **Meeting Closed to Public**

<i>Item No/ Subject:</i>	12.1 Closure of Meeting to the Public
<i>Date of Meeting:</i>	19 July 2018
<i>Date & Author:</i>	10 July 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 lease of a Business Incubator Unit and extension of the existing lease of Lot 511 White Avenue, Morawa to Ausco.

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 for the lease of a Business Incubator Unit and extension of the existing lease of Lot 511 White Avenue, Morawa to Ausco.

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 lease of a Business Incubator Unit and extension of the existing lease of Lot 511 White Avenue, Morawa to Ausco.

COUNCIL RESOLUTION

180715 Moved: Cr Collins
 Seconded: Cr Carslake

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 lease of a Business Incubator Unit and extension of the existing lease of Lot 511 White Avenue, Morawa to Ausco.

CARRIED 7/0

Sylvia Buist left the meeting at 5.54pm

12.2 Public reading of resolutions that may be made public

13. Closure

The President declared the meeting closed at 5.58pm.

14. Reopening of Meeting

COUNCIL RESOLUTION

180718 **Moved: Cr Stokes**
 Seconded: Cr Collins

That the meeting be reopened.

CARRIED 6/0

The President declared the meeting reopened at 7.22pm.

14.1 Recording of Those Present

Cr K J Chappel	President
Cr D S Agar	
Cr J M Coaker	
Cr D B Collins	
Cr SD Katona	
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 R Davy	Acting Principal Works Manager
Mrs S Adams	Executive Assistant to CEO

COUNCIL RESOLUTION

180719 **Moved: Cr Agar**
 Seconded: Cr Collins

That Council reschedule the August Ordinary Council Meeting from 16 August 2018 to 23 August 2018, with public notification to be given as per the Local Government Act 1995.

CARRIED 6/0

15. Closure

The President declared the meeting closed at 7.24pm.

..... Presiding Person

Next Meeting - Ordinary Meeting 23 August 2018