



AGENDA

ORDINARY MEETING OF COUNCIL

to be held on

**Thursday, 15 November 2018
at 5.30pm**



'This meeting is being recorded on audio tape and to assist with minute taking purposes. The public is reminded that in accordance with Section 6.16 of the Shire of Morawa Meeting Procedures Local Law 2012 that nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the presiding member.'

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Morawa for any act, omission, statement or intimation occurring during Council Meetings. The Shire of Morawa disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, and statement of intimation occurring during Council Meetings.

Any person or legal entity that acts or fails to act in reliance upon any statement, act or omission occurring in a Council Meeting does so at their own risk. The Shire of Morawa advises that any person or legal entity should only rely on formal confirmation or notification of Council resolutions.

DISCLOSURE OF FINANCIAL/ IMPARTIALITY/ PROXIMITY INTERESTS

Local Government Act 1995 – Section 5.65, 5.70 and 5.71 Local Government (Administration) Regulation 34C

<i>This form is provided to enable members and officers to disclose an Interest in a matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C</i>			
Name of person declaring the interest			
Position			
Date of Meeting			
Type of Meeting (Please circle one)	Council Meeting/ Committee Meeting/ Special Council Meeting Workshop/ Public Agenda Briefing/ Confidential Briefing		
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality

Signature: _____ **Date:** _____

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

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

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

This page is blank intentionally.

Contents

Item 1	Opening of Meeting	8
Item 2	Acknowledgement of Traditional Owners and Dignitaries	8
Item 3	Recording of Attendance	8
3.1	Attendance.....	8
3.2	Attendance by Telephone / Instantaneous Communications	8
3.3	Apologies	8
3.4	Approved Leave of Absence.....	8
3.5	Disclosure of Interests	8
Item 4	Applications for Leave of Absence	8
Item 5	Response to Previous Questions	9
Item 6	Public Question Time	9
6.1	Public Question Time.....	9
6.2	Public Statement Time.....	9
6.3	Petitions/Deputations/Presentations/Submissions.....	9
Item 7	Questions from Members without Notice.....	9
Item 8	Announcements by Presiding Member without Discussion.....	9
Item 9	Declarations of All Members to have Given Due Consideration to All Matters Contained in the Business Paper before the Meeting	10
Item 10	Confirmation of Minutes of Previous Meeting	10
10.1	Confirmation of Minutes of the Ordinary Council Meeting held on 18 October 2018	10
Item 11	Reports of Officers	11
11.1	Reports from the Chief Executive Officer.....	11
11.1.1	Local Emergency Management Committee Chair	11
11.2	Reports from the Executive Manager Corporate & Community Services.....	13
11.2.1	Reconciliations – October 2018.....	13
11.2.2	Accounts Due for Payment – October 2018.....	17
11.2.3	Monthly Financial Statements – October 2018	19
11.3	Reports from the Executive Manager Development & Administration	21
11.3.1	Council Meeting Dates 2019.....	21
11.3.2	Development Application – Second House on Rural Location.....	24
11.4	Reports from the Economic Development Manager.....	26
11.4.1	Morawa Promotion Opportunities	26
Item 12	Reports of Committees.....	31
Item 13	Motions of Which Previous Notice Has Been Given.....	31
Item 14	New Business of an Urgent Nature	31
Item 15	Matters for Which the Meeting May Be Closed (Confidential Items)	32

15.1 Closure of Meeting to the Public32

15.5 Reopening of Meeting to Public34

Item 16 Closure34

16.1 Date of Next Meeting34

16.2 Closure34

Item 1 Opening of Meeting

The President to declare the meeting open at 5.30pm.

Item 2 Acknowledgement of Traditional Owners and Dignitaries

The President acknowledges the traditional custodians, the Yamatji people, and recognises the contribution of Yamatji elders past, present and future, in working together for the future of Morawa.

This meeting is being recorded on audio tape and to assist with minute taking purposes. The public is reminded that in accordance with Section 6.16 of the Shire of Morawa Meeting Procedures Local Law 2012 that nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the presiding member.

Item 3 Recording of Attendance**3.1 Attendance****Council**

President Karen Chappel
Deputy President Dean Carslake
Councillor Darren Agar
Councillor Jane Coaker
Councillor Debbie Collins
Councillor Shirley Katona
Councillor Ken Stokes

Staff

Chief Executive Officer	Chris Linnell
Executive Manager Development & Administration	Samantha Appleton
Principal Works Supervisor	Paul Buist
Economic Development Manager	Ellie Cuthbert
Executive Assistant to CEO	Sandy Adams

Members of the Public**3.2 Attendance by Telephone / Instantaneous Communications****3.3 Apologies****3.4 Approved Leave of Absence****3.5 Disclosure of Interests****Item 4 Applications for Leave of Absence**

Item 5 Response to Previous Questions

Item 6 Public Question Time

Important note:

‘This meeting is being recorded on audio tape and to assist with minute taking purposes. The public is reminded that in accordance with Section 6.16 of the Shire of Morawa Meeting Procedures Local Law 2012 that nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the presiding member.

Members of the public are also reminded that in accordance with section 6.17(4) of the Shire of Morawa Meeting Procedures Local Law 2012 mobile telephones must be switched off and not used during the meeting.’

6.1 Public Question Time

6.2 Public Statement Time

6.3 Petitions/Deputations/Presentations/Submissions

Item 7 Questions from Members without Notice

Item 8 Announcements by Presiding Member without Discussion

Presidents Meetings for the month of October.

Date	Meeting	Details of Meeting

Item 9 Declarations of All Members to have Given Due Consideration to All Matters Contained in the Business Paper before the Meeting

Item 10 Confirmation of Minutes of Previous Meeting

10.1 Confirmation of Minutes of the Ordinary Council Meeting held on 18 October 2018

OFFICER RECOMMENDATION

That Council confirm that the Minutes of the Ordinary Council Meeting held on 18 October 2018 are a true and correct record.

SIMPLE MAJORITY VOTE REQUIRED

Disclaimer

Members of the public are cautioned against taking any action on Council decisions, on items in this agenda in which they may have an interest, until formal notification in writing from the Shire has been received. Decisions made at this meeting can be revoked pursuant to the Local Government Act 1995.

Item 11 Reports of Officers**11.1 Reports from the Chief Executive Officer****11.1.1 Local Emergency Management Committee Chair**

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That in regards to Morawa Local Emergency Management Committee, Council:

- 1. Nominates Cr _____ as Chair to the Morawa Local Emergency Management Committee.**
- 2. Authorises the Chief Executive Officer to advise the members of the Morawa Local Emergency Management Committee that Cr _____ is now Chair to the Morawa Local Emergency Management Committee.**

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

To provide an Elected Member to Chair the Morawa Local Emergency Management Committee.

DETAIL

The Emergency Management Act 2005 (EM Act) requires local governments to have local emergency management arrangements in place.

Section 38 of the EM Act requires each local government to establish, administer and maintain a Local Emergency Management Committee (LEMC).

To widen the effectiveness of the emergency management arrangements regionally the Shire has entered into a Memorandum of Understanding with the Shires of Carnamah, Mingenev, Morawa, Perenjori and Three Springs.

One of the requirements of the EM Act is that the Chair of the Morawa LEMC should be an Elected Member of Council.

LEVEL OF SIGNIFICANCE

High – The Chair will ensure the Council is kept fully informed of emergency management discussion and significant outcomes from LEMC meetings.

CONSULTATION

LEMC

LEGISLATION AND POLICY CONSIDERATIONS

- Emergency Management Act 2005
- Shire of Morawa Strategic Community Plan
 - 3.1.3 Advocate and support the maintenance of adequate police and emergency services.

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

Council appoint an Elected Member to chair the Morawa Local Emergency Management Committee.

ATTACHMENTS

Nil

11.2 Reports from the Executive Manager Corporate & Community Services

11.2.1 Reconciliations – October 2018

Author: Senior Finance Officer

Authorising Officer: Executive Manager Corporate & Community Services

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council receive the bank reconciliation report for 31 October 2018.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

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

DETAIL

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

LEVEL OF SIGNIFICANCE

This matter is considered to be of low significance, because the report is presented to Council for information purposes only.

CONSULTATION

NIL

LEGISLATION AND POLICY CONSIDERATIONS

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

Section 3 – Finance 3.11 Risk Management Controls

Section 3 – Finance 3.4.3 Investment Policy – Delegated Authority

FINANCIAL AND RESOURCES IMPLICATIONS

As presented

RISK MANAGEMENT CONSIDERATIONS

As per Policy Section 3 – Finance 3.11 Risk Management Controls

CONCLUSION

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

BANK BALANCES AS AT 31 October 2018

Account	2018
Municipal Account #	\$1,311,085.96
Trust Account	\$15,981.76
Money Market at call (Reserve) Account	\$3,563,735.07
WA Treasury O/night Facility (Super Towns) Account	\$00.00
Reserve Term Deposit (Community Development)	\$500,000.00
Reserve Term Deposit (Future Funds 1)	\$800,000.00
Reserve Term Deposit (Future Funds 2)	\$800,000.00

BANK RECONCILIATION BALANCES

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

Account	2017	2018
Municipal Account #	\$1,824,876.07	\$1,252,205.54
Trust Account	\$17,157.40	\$22,079.70
Reserve Account	\$6,053,533.53	\$5,663,735.07

RESERVE ACCOUNT

The Reserve Funds of \$5,668,275.17 as at 31 October 2018 were invested in:-

- Bank of Western Australia \$3,568,275.17 in the Money Market at Call Account
- \$0 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 October 2018 with a comparison for October 2017 is as follows:

	2017	2018
Leave Reserve	\$282,171.70	\$210,329.32
Plant Reserve	\$908,848.79	\$1,020,743.05
Building Reserve	\$100,344.33	\$121,701.77
Economic Development Reserve	\$109,709.71	\$111,084.57
Community Development Reserve	\$1,190,087.64	\$1,225,587.14
Sewerage Reserve	\$217,100.99	\$219,821.67
Unspent Grants and Contributions Reserve	\$58,133.40	\$26,546.17
Business Units Reserve	\$82,263.25	\$103,394.98
Morawa Future Funds Reserve	\$2,123,044.12	\$2,178,392.54
Morawa Community Future Funds Reserve	\$88,359.74	\$127,270.78
Refuse Transfer Station Reserve	\$27.18	\$27.21
ST N/Midlands Solar Thermal Power	\$561,705.78	\$00.00
Aged Care Units Reserve - Units 6-9	\$9,164.81	\$9,279.78
S/Towns Revitalisation Reserve	\$37,178.81	\$00.00
Legal Fees Reserve	\$20,250.93	\$25,529.97
Road Reserve	\$142,170.31	\$143,951.97
Aged Care Units Reserve - Units 1-4	\$68,213.58	\$69,068.43
Aged Care Units Reserve – Unit 5	\$54,758.46	\$55,444.88
Swimming Pool Reserve	\$0.00	\$20,100.94
TOTAL	\$6,053,533.53	\$5,668,275.17

TRANSFER OF FUNDS

\$37,750.30 from ST Morawa Revitalisation Reserve to Municipal Fund being for Project Complete and final draw down. July 2018

- **Investment Transfers**
- *\$800,000.00 from Future Funds to Term Deposit Future Funds1 for 150 days @ 2.65% interest – Matures 14 February 2019*
- *\$800,000.00 from Future Funds to Term Deposit Future Funds2 for 150 days @ 2.65% interest – Matures 14 February 2019*

- *\$500,000.00 from Community Development Fund for 150 days @ 2.65% interest – Matures 14 February 2019*

ATTACHMENTS

Nil

11.2.2 Accounts Due for Payment – October 2018

Author: Senior Finance Officer

Authorising Officer: Executive Manager Corporate & Community Services

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

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

- **Municipal EFT Payment Numbers EFT11226 to EFT11311 inclusive, amounting to \$799,381.87**
- **Municipal Cheque Payments Numbered 11887 to 11896 and Cheque 29 amounting to \$38,326.22**
- **Municipal Direct Debit Payments Numbers DD6275.1 to DD62302.3 amounting to \$25,046.71**
- **Payroll for October 2018**
03/10/2018 - \$ 48,144.56
17/10/2018 - \$ 44,979.77
- **Credit Card Payment October 2018**
\$3,709.35

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

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

DETAIL

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.

LEVEL OF SIGNIFICANCE

This matter is considered to be of low significance, because the report is presented to Council for information purposes only.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Local Government (Financial Management) Regulations 1996 – Reg 13
Section 3 – Finance 3.6 Use of Corporate Credit Cards Policy

FINANCIAL AND RESOURCES IMPLICATIONS

As per *Attachment 1*

RISK MANAGEMENT CONSIDERATIONS

As per Policy Section 3 – Finance 3.11 Risk Management Controls

CONCLUSION

Nil

ATTACHMENTS

Attachment 1 - 11.2.2a List of accounts due and submitted

11.2.3 Monthly Financial Statements – October 2018

Author: Senior Finance Officer

Authorising Officer: Executive Manager Corporate & Community Services

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council receive the Statement of Financial Activity for the period ending the 31 October 2018.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

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

DETAIL

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 and 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.

LEVEL OF SIGNIFICANCE

This matter is considered to be of low significance, because the report is presented to Council for information purposes only.

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

Local Government (Financial Management) Regulations 1996

FINANCIAL AND RESOURCES IMPLICATIONS

As presented

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

The actual opening figures contained in the report are subject to final audit and could possibly change following the annual audit which will be undertaken by the end of November. The final accounts will be confirmed by the auditors and presented to Council as part of the annual financial report for 2017/2018.

ATTACHMENTS

Attachment 1 – 11.2.3a October Monthly Financial Activity Report

A copy of the schedules are available if required.

11.3 Reports from the Executive Manager Development & Administration

11.3.1 Council Meeting Dates 2019

Author: Executive Manager Development and Administration

Authorising Officer: Executive Manager Development and Administration

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That with respect to the Shire of Morawa's Council Meeting dates for 2019, Council:

1. Resolve to set the Ordinary Council Meeting dates as follows:

- Thursday 21 February 2019
- Thursday 21 March 2019
- Tuesday 16 April 2019
- Thursday 16 May 2019
- Thursday 20 June 2019
- Thursday 18 July 2019
- Thursday 15 August 2019
- Thursday 19 September 2019
- Thursday 17 October 2019
- Thursday 21 November 2019
- Thursday 19 December 2019

2. Resolve that all ordinary Council meetings commence at 5.30pm.

3. Resolve that public notice be given of the date and time of all ordinary Council meetings.

ABSOLUTE MAJORITY VOTE REQUIRED

PURPOSE

To select meeting dates for 2019

DETAIL

The proposed motion sets Council meeting dates for 2019, with all meetings set for the third Thursday of the month. The current time of 5.30pm will be advertised as the time that the meetings will convene. Suggested meeting dates are listed below:

- Thursday 21 February 2019
- Thursday 21 March 2019
- Tuesday 16 April 2019
- Thursday 16 May 2019
- Thursday 20 June 2019
- Thursday 18 July 2019
- Thursday 15 August 2019
- Thursday 19 September 2019
- Thursday 17 October 2019
- Thursday 21 November 2019
- Thursday 19 December 2019

The day of the April meeting has been moved to the Tuesday of the third week due to the Thursday being the commencement of the Easter break.

Section 5.25 of the Local Government Act 1995 requires the giving of public notice of the date and agenda for Council or Committee meetings. Once dates are set they will be advertised.

LEVEL OF SIGNIFICANCE

High – Compliance with legislation

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS

The Local Government Act 1995 details the requirement to hold meetings of Council:

Division 2 — Council meetings, committees and their meetings and electors’ meetings

Subdivision 1 — Council meetings

5.3. Ordinary and special council meetings

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.
- (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

- (a) if called for by either —
 - (i) the mayor or president; or
 - (ii) at least 1/3 of the councillors,

in a notice to the CEO setting out the date and purpose of the proposed meeting; or

- (b) if so decided by the council.

5.5. Convening council meetings

(1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.

(2) The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.

FINANCIAL AND RESOURCES IMPLICATIONS

Cost of advertising meeting dates (budgeted).

RISK MANAGEMENT CONSIDERATIONS

There is a risk of non-compliance if the public are not notified of meeting dates, times and location.

CONCLUSION

That meeting dates be considered and advertised as per resolution of Council.

ATTACHMENTS

Nil

11.3.2 Development Application – Second House on Rural Location

Author: Executive Manager Development and Administration

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council resolves to approve the application for development approval submitted by TJ Homes on behalf of Bindanna Farms Pty Ltd (land owners) to construct a new single house on lot 8428 (1388) Canna North East Road, Canna in accordance with the details of the plans submitted, subject to compliance with the following conditions and advice notes:

1. The development be substantially commenced within a period of two years from the date of this approval. If not the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Morawa first being obtained.
2. A completed building permit application must be submitted approved by the Shire of Morawa Building Surveyor prior to the commencement of any development.
3. All stormwater drainage discharge generated by the approved structure shall be managed to the specifications and satisfaction of the Shire of Morawa.
4. The development must be provided with an adequate on-site effluent disposal system to the specifications and satisfaction of the Shire of Morawa.
5. All on-site vehicle access ways associated with the proposed house shall be constructed and maintained to the specifications and satisfaction of the Shire of Morawa.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

Council to consider a development application to construct a second residence on Lot 8428 Canna North East Road, Canna.

DETAIL

An application has been received from TR Homes to construct a second home on Lot 8428 Canna North East Road. Approval from Council is required on the basis that the additional residence (to be treated as the primary residence) is only permitted with the granting of planning approval. Lot 8428 is 1241.60 hectares in size and contiguous to one other lot owned by the same owner; the area of both lots totalling 2212.90 hectares. *Attachment 2* shows lot 8428 in pink and the other lot in green.

The proposed house is a single storey residence with Colorbond style cladding and an area of 458.10 square metres.

Due to the size of the lot it is expected that a second home will not affect the amenity of neighbouring properties. The land is zoned for rural use and it is expected that this will remain the predominant use of the land.

As per the application the new residence will be the primary residence, with the existing housing being used for worker accommodation. This would meet the requirements of the planning scheme.

Once development approval is given an application for building approval will be required.

LEVEL OF SIGNIFICANCE

Low – minimal impact on amenity

CONSULTATION

There is no requirement under the Shire of Morawa Local Planning Scheme No 2 for consultation.

LEGISLATION AND POLICY CONSIDERATIONS

Shire of Morawa Local Planning Scheme No 2

3.2.6 Notwithstanding that Residential and Grouped Dwelling are uses that are not permitted in the Rural Zone, Council may, at its discretion approve an application for a Residential Building or Grouped Dwelling in the Rural Zone so long as that building is for the accommodation of workers employed for agriculture activities on that land holding.

3.2.7 Notwithstanding that Single House is a use that is permitted in the Rural Zone, no more than one Single House is permitted on a lot within the Rural Zone unless that building is for the accommodation of workers employed for agricultural activities on that land holding.

FINANCIAL AND RESOURCES IMPLICATIONS

Planning application fee paid - \$1,114.40

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

That the development application be approved.

ATTACHMENTS

Attachment 1 - 11.3.2a – Letter for second property and development application

Attachment 2 - 11.3.2b – Lot location and site plan

11.4 Reports from the Economic Development Manager

11.4.1 Morawa Promotion Opportunities

Author: Economic Development Manager
Authorising Officer: Chief Executive Officer
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That, subject to 4 other Shires in the region supporting the media and publicity opportunities, Council resolve:

1. To support the development of the Our Town Program along with 4 other Shires.
2. To make a budget allocation of \$8,000 for the Our Town Program.
3. To provide a budget allocation for the development, production and promotion of media content in the 6 month budget review.

ABSOLUTE MAJORITY VOTE REQUIRED

PURPOSE

Council to consider the direction that they would like to pursue for media and promotional opportunities for the Shire of Morawa.

DETAIL

In recent times a number of media promotional opportunities have presented themselves to the Shire. At present the Shire of Morawa does not have a detailed media/promotions marketing plan. Although there is a small budget allocation to develop the marketing plan in the 2018/19 financial year there is currently no set budget for paid promotions.

The Shire has recently received two television programming opportunities. While this item explores these two opportunities it further considers other opportunities available with the view to develop more specific promotional objectives for the Shire of Morawa.

Option 1 - Our Town

The Our Town WA series aims to promote why people should live, work, play and invest in the towns of Western Australia. It is produced by Visage Productions, a WA production company. In 2016 the series reached mid 40,000 viewers per episode on the GWN7 network.

The Our Town show itself is a 30 minute program, producing a 20 minute story. The quoted cost for the full episode is \$40,000 excluding GST. At present up to 4 other Shires plus our own are potentially interested in collaborating on an episode. In this view, the costs for each Shire would be in the vicinity of \$8000 excluding GST.

Each Shire will also be provided with its own discreet 4 minute story, top and tailed with their Shires logo. This type of stand-alone video can be used for social media promotions and websites. In addition, for this upcoming season Visage Productions will be filming promo packages on location with their presenter. These promo packages will then also be used on their social media sites, such as Facebook, in the lead up to the airing of the episode and can also be on-used by Shires. In addition, the Our Town Facebook page will also use paid promotions on social media to increase promotional reach.

One of the primary concerns with filming now is the timing of the production as we have just past our prime wildflower tourism season. In this view, Visage Productions have indicated that they can incorporate other high quality footage into the program.

Visage Productions have also advised that they would not create 30 second clips however, they could provide raw footage to be on-used for this purpose with another company.

Option 2 – V8 Non Wing Sprints Program

The National President of the V8 Non Wing Sprints Australia Inc, has expressed interest in commissioning a 30 minute television program featuring their State Titles at the Morawa Speedway in May 2019. This program would be aired nationally on the 7 Network via the 7Mate channel at prime spots. These would be initially on a weekend daytime slot with two repeat airings of the program occurring. As such the whole 30 minute program would receive 3 airings nationally in both metro and regional areas.

Out of the 30 minute program a 22 minute story would be produced. Of these 22 minutes approximately 3.30 to 4 minutes will be used as a feature segment on Morawa itself. Here we will have the opportunity to highlight some of our interesting spots. A brief interview with a Shire representative can also be included. The Morawa Logo will also be represented on many occasions through results tables and the like.

The V8 Non Wing Sprints Australia Inc is also committed to heavily advertise the program through their public media outlets. In addition they will promote on their Facebook page which currently exceeds 4000 page followers.

Anticipated costs for the production of this show in total is approximately \$14,000. The V8 Non Wing Sprints Australia Inc is proposing the Shires contribution range between \$3000 and \$5000 with additional costs to be covered by their sponsors and corporate partners. Other costs highlighted by the V8 Non Wing Sprints Australia Inc that they need to include in their costs are:

- Accommodation for 4 people for 1-2 nights
- 1 – 2 extra portable light towers
- Elevated platform to film at the track

It is possible that the production team could create promotional segments, but not necessarily 30 second commercials. It is further possible that they could provide raw footage to be on-used for this purpose with another company.

Option 3 – Commercial Advertising - Development & Production

Three companies have also been approached to provide some general costings to:

- Undertake filming to capture imagery of our Shire.
- Develop and Produce 2 x 30 second clips and a 90 second clip for promotional uses on TV and online.

Company 1- Geraldton Based Company

This company has experience filming and producing media across the region:

- 2 days of filming using high-end cameras and drone imagery
- Able to incorporate existing footage/imagery if of same quality
- Example of works provided via email to view online

Proposal to meet current project query:

- Filming Day rate = \$2,400 + GST
- Editing on project = \$3,200 + GST
- Other = \$1,130 + GST
- Accommodation = \$440
- *Total approximately* = \$7,170 + GST

Company 2- Perth Based Company

This company has some existing high quality footage of the Shire which includes the lakes around Jones Lake Road, pink everlastings on Carslake Road, yellow and white pom poms on Gutha East Road and imagery from Kadji Kadji.

- Filming and Photography = \$1200 + GST per day rates
- Editing footage = \$750 + GST per day rates
- Use of licenced music = \$40 per track
- Travel and Accommodation rates at cost

Other details:

- Uses high end cameras and drones
- To purchase existing footage = \$40 + GST per second
- To purchase stock photos = \$200 - \$450 + GST per image depending on number of images purchased.
- Copyright to remain with company, however, can be used for Shire promotional purposes including television and as agreed.
- Example of works provided via email to view online

Proposal to meet current project query:

- 3 days filming = \$3600 + GST
- 3 days editing = \$2250 + GST
- 4 licenced music pieces = \$160
- 4 night's accommodation = \$440
- Travel / fuel = \$300 approximately

- *Total approximately* = \$6,750 + GST

Company 3 – Geraldton Based Company

This company already has a small amount of high quality footage of some areas in the Shire and across the region. An example of works has been provided via email to view online. This organisation also recommends a general ratio of 1 day filming to 2 days editing. In general their quoted rates are:

- Daily filming rate = \$1760 + GST
- Editing day rate (8 hours) = \$1320 + GST
- Accommodation = at cost

Proposal to meet current project query.

- 2 days filming = \$3520 + GST
- 6 days editing = \$7920 + GST
- Music and sundries = \$800
- Accommodation = \$440
- Travel / fuel = \$300 approximately
- *Total approximately* = \$12,980 + GST

Promotion of Clips

After the clips have been developed the next step is to promote them via various platforms. For example clips can be embedded on our website homepage. In addition, these clips can also be promoted both for free or via paid promotions on our social media channels such as Facebook, Instagram, LinkedIn and YouTube. Promotional costs are variable, however you can set cost limits during the set up phase. Results of each promotion can be viewed and reports can also be generated which can assist in measuring the effectiveness of the campaign.

Air Time Advertising by GWN7

GWN7 regularly wins weekly ratings, and regularly attains over 40.6% network share. Likewise it has a high proportion of its programs featuring in the Top 20 program ratings. This network also has demonstrated audience numbers in excess of 40,000 viewers. The two initial quotes outlined below can be adjusted and negotiated further according to the Shire's desired promotional goals:

1. 200 x 30 second commercials per month across GWN7, 7Two and 7mate for 3 months is approximately \$6,000 +GST per month.
2. 170 x 30 second commercials per month across GWN7, 7Two and 7mate for 3 months is approximately \$3,000 +GST per month.

Finally, reach of the advertising will be assessed through regular television rating reports which will provide good insight into the reach our commercials are attaining across our paid promotional periods.

Option 4 – Do Nothing Approach

The Shire of Morawa has a fourth option available for consideration. This option would involve a ‘do nothing approach’ since there has been no budget allocation made for the development and advertising of promotional materials in the 2018/2019 financial year.

LEVEL OF SIGNIFICANCE

High impact for budget.

CONSULTATION

Consultations with Elected Members have occurred through various CEO briefing forums. During these briefings elected members have expressed their interest in exploring the opportunities to use more structured advertising through paid television promotions such as commercials.

LEGISLATION AND POLICY CONSIDERATIONS

Strategic Community Plan 2018-2028

- 1.2.2 Promote Morawa as an attractive place to live and work with appropriate promotional videos suitable for different platforms, including social networking.

FINANCIAL AND RESOURCES IMPLICATIONS

2018/19 Budget allocation - development of a marketing plan.

RISK MANAGEMENT CONSIDERATIONS

There is a risk that ad-hoc, less well thought out promotions may be less effective than a strategic promotional program. However, sometimes promotional opportunities may present themselves on short notice and without a specific campaign in place could be beneficial in raising the visibility of Morawa in general.

CONCLUSION

The Our Town television program is a good collaborative opportunity to promote Morawa as a part our wider region. For a reasonable cost the Shire would obtain a 4 minute story that can be used on our website and social media. Similarly, for a relatively low cost the V8 Non Wing Sprints Australia Inc program could be a good opportunity for the Shire to promote Morawa at a National level. However, it is argued that the development of our own clips as a part of a cohesive marketing plan would provide the best value for money over the long term. As such, this report seeks to obtain Council’s feedback as to their preferred direction for the Shire’s promotional activities in the short-term. In addition, that longer term promotional goals/objectives be articulated into the marketing plan and consequentially the budget.

ATTACHMENTS

Nil

Item 12 Reports of Committees

Item 13 Motions of Which Previous Notice Has Been Given

Item 14 New Business of an Urgent Nature

Item 15 Matters for Which the Meeting May Be Closed (Confidential Items)**15.1 Closure of Meeting to the Public**

Author: Chief Executive Officer

Authorising Officer: Chief Executive Officer

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

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 three matters of a confidential nature.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

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 the following matters:

- General Practitioner Services
- Gifting of Land
- Geraldton Alternative Settlement Agreement

DETAIL

Nil

LEVEL OF SIGNIFICANCE

High – Confidential matters to be discussed

CONSULTATION

Nil

LEGISLATION AND POLICY CONSIDERATIONS***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.

FINANCIAL AND RESOURCES IMPLICATIONS

Nil

RISK MANAGEMENT CONSIDERATIONS

Nil

CONCLUSION

Council close the meeting to consider three matters of a confidential nature.

ATTACHMENTS

Nil

15.5 Reopening of Meeting to Public

OFFICER RECOMMENDATION

That Council reopens the meeting to the public.

SIMPLE MAJORITY VOTE REQUIRED

Item 16 Closure

16.1 Date of Next Meeting

The next ordinary meeting of Council will be held on Thursday, 20 December 2018 commencing at 5.30pm.

16.2 Closure

There being no further business, the President declared the meeting closed at __. __pm.



ATTACHMENTS

ORDINARY MEETING OF COUNCIL

to be held on

Thursday, 15 November 2018

at 5.30pm



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

Table of Contents

	Page
11.2.2a List of accounts due and submitted - Attachment 1	1
11.2.3a Statement of Financial Activity - Attachment 1	9
11.3.2a Second House on Rural Location - Attachment 1	35
11.3.2b Second House on Rural Location - Attachment 2	38

29	24/10/2018	Shire of Morawa	Murdoch VET Programme float	1	300.00
EFT11226	03/10/2018	Dean's Contracting WA Pty Ltd	Flood Damage Supervision 12/09/2018 - 25/09/2018	1	22,535.48
EFT11227	03/10/2018	BPH	Flood Damage Works 12/09/2018 - 25/09/2018	1	304,480.28
EFT11228	08/10/2018	Morawa News & Gifts	Stationary and Newspapers – September 2018	1	304.89
EFT11229	08/10/2018	Australian Services Union	Payroll deductions	1	77.70
EFT11230	08/10/2018	Star Track Express	Courier Service - Swimming Pool	1	1,471.76
EFT11231	08/10/2018	J.R. & A. Hersey Pty Ltd	Safety Equipment - Depot	1	550.35
EFT11232	08/10/2018	Kats Rural	Blood and bone and potting mix for Streetscape pots	1	1,790.54
EFT11233	08/10/2018	TP & MB Shields	Repairs to Slasher Frame	1	187.00
EFT11234	08/10/2018	McDonalds Wholesalers	Supplies for Caravan Park Units	1	92.95
EFT11235	08/10/2018	Hitachi Construction Machinery (Australia) Pty Ltd	Refrigerant Hose - Grader	1	1,103.43
EFT11236	08/10/2018	S & K Electrical Contracting Pty Ltd	Replacement of up lights in Town Square	1	3,086.70
EFT11237	08/10/2018	Canine Control	Ranger Services 26/09/2018	1	1,001.39
EFT11238	08/10/2018	Marketforce	Advert for CDO - Midwest Times 5/9/18	1	699.60
EFT11239	08/10/2018	Austral Mercantile Collections Pty Ltd	Debt Collection Charges	1	2,618.61
EFT11240	08/10/2018	Greenfield Technical Services	Preparation of RRG submission - Nanekine and Morawa/ Yalgoo Roads	1	3,410.00
EFT11241	08/10/2018	Bob Waddell & Associates Pty Ltd	Assistance with 2017/18 Annual Financial Report	1	33.00
EFT11242	08/10/2018	Bunnings Group Limited	Parts for repairs to RSL Memorial Park	1	396.72

EFT11243	08/10/2018	Geraldton Mower & Repairs Specialists	Labour on Compression Test/General Service - Stihl Concrete Saw	1	130.00
EFT11244	08/10/2018	Local Government Professionals Australia WA	LG Professionals Conference - CEO	1	1,500.00
EFT11245	08/10/2018	Neverfail Springwater Limited	Cooler Rental – October 2018	1	14.30
EFT11246	08/10/2018	Alinta Sales Pty Ltd	September Power Usage - Old Hospital	1	98.05
EFT11247	08/10/2018	Medelect Biomedical Services	Maintenance of Medical Equipment	1	1,446.50
EFT11248	08/10/2018	Coates Hire	Hire of Smooth Drum Vibrating Roller - Neates Road	1	4,885.33
EFT11249	08/10/2018	Herrings Coastal Plumbing & Gas	Clear Blocked Toilet Drain - Tourist Centre	1	857.38
EFT11250	08/10/2018	Asset Infrastructure Management	Annual Subscription - AIM Works Planning Tool Software	1	550.00
EFT11251	08/10/2018	Department of Human Services	Payroll deductions	1	348.58
EFT11252	08/10/2018	Infinitum Technologies Pty Ltd	IT Support for September 2018	1	2,673.00
EFT11253	08/10/2018	Avon Waste	Waste Collection - 4 weeks	1	5,925.40
EFT11254	08/10/2018	Mitchell and Brown Communications Vidguard	Security - Youth Centre - Oct to Dec	1	102.00
EFT11255	08/10/2018	HI-Power Diesel	Hydraulic Fan Motor - Bobcat MO 3615	1	1,683.30
EFT11256	08/10/2018	Pat's Mobile Mechanical	Replacement of Brake Boosters - Iveco Truck P168	1	452.21
EFT11257	08/10/2018	Colliers	Rent for Depot - October	1	423.85
EFT11258	11/10/2018	Karen Jeanette Chappel	President Allowance and Sitting Fees - Jul-Sep 2018	1	8,250.00
EFT11259	11/10/2018	Shirley Denise Katona	Members Sitting Fees - Jul-Sep 2018	1	2,000.00
EFT11260	11/10/2018	Star Track Express	Freight - Swimming Pool	1	173.95
EFT11261	11/10/2018	Kats Rural	Retic and Potting Mix - Swimming Pool	1	65.70

EFT11262	11/10/2018	Refuel Australia	Oil and card purchases	1	1,303.21
EFT11263	11/10/2018	Courier Australia	Freight	1	37.79
EFT11264	11/10/2018	Greenfield Technical Services	2017 Flood Damage (AGRN743) Superintendent and Admin	1	3,685.00
EFT11265	11/10/2018	CS Legal	Preparation Ausco Lease - Part Lot 511 White Avenue	1	918.27
EFT11266	11/10/2018	PB & SJ OFFSZANKA	Cleaning of Canna Ablutions - Jul-Sep/Reimbursement for Electrician-sensor switch	1	600.00
EFT11267	11/10/2018	Medelect Biomedical Services	Repair of Electronic Ear Syringe - Medical Centre	1	269.50
EFT11268	11/10/2018	LGISWA	LGIS Property - Second Instalment	1	71,266.35
EFT11269	11/10/2018	Ken Stokes	Members Sitting Fees - Jul-Sep 2018	1	2,000.00
EFT11270	11/10/2018	Herrings Coastal Plumbing & Gas	Town toilets - unblock urinal and repair pipe. CBH toilets - remove blockage.	1	181.50
EFT11271	11/10/2018	Jane Coaker	Members Sitting Fees - Jul-Sep 2018	1	2,000.00
EFT11272	11/10/2018	Great Southern Fuel Supplies	Fuel – card purchases	1	1,010.96
EFT11273	11/10/2018	GG Pumps and Electrical	Repair Caravan Park Dryer	1	322.36
EFT11274	11/10/2018	HI-Power Diesel	Service - Ford Ranger MO99	1	336.14
EFT11275	11/10/2018	Pat's Mobile Mechanical	Service - Grader Air conditioner	1	914.32
EFT11276	11/10/2018	Area Safe Products	3 Seats - Widimia Trail to replace those used for Winfield St	1	1,997.60
EFT11277	11/10/2018	Dean Stuart Carslake	Deputy President Allowance and Sitting Fees - Jul-Sep 2018	1	3,062.50
EFT11278	11/10/2018	Debbie Collins	Members Sitting Fees - Jul-Sep 2018	1	2,000.00
EFT11279	11/10/2018	Darren Stuart Agar	Members Sitting Fees - Jul-Sep 2018	1	2,000.00

EFT11280	11/10/2018	David Battey	Sale of Art - No Title	1	232.00
EFT11281	19/10/2018	Australian Taxation Office	September BAS 2018	1	21,342.00
EFT11282	19/10/2018	Australian Services Union	Payroll deductions	1	77.70
EFT11283	19/10/2018	Department of Human Services	Payroll deductions	1	348.58
EFT11284	24/10/2018	Herbert Edward Kenyon	Carpet Cleaning - 78 Yewers Avenue	1	135.00
EFT11285	24/10/2018	Morawa Traders	September Council Meeting	1	413.69
EFT11286	24/10/2018	Morawa Roadhouse	Catering - Outgoing CEO, incoming CEO, Vet program - Oct/Nov 2017	1	1,560.00
EFT11287	24/10/2018	Landmark Operations Limited	45kg gas bottle - 20 Barnes Street	1	283.23
EFT11288	24/10/2018	WesTrac Equipment Pty Ltd	200 Litre Cat TDTO 50 oil	1	1,158.34
EFT11289	24/10/2018	S & K Electrical Contracting Pty Ltd	Check phone line at 26 Winfield St	1	109.45
EFT11290	24/10/2018	Courier Australia	Freight	1	39.66
EFT11291	24/10/2018	ML Communications	Data/Phone Technician Labour	1	121.00
EFT11292	24/10/2018	Bob Waddell & Associates Pty Ltd	120 hrs - Fair Value Valuation	1	420.00
EFT11293	24/10/2018	Bunnings Group Limited	Door Flush silicone	1	89.30
EFT11294	24/10/2018	Geraldton Mower & Repairs Specialists	Files, starter cord and throttle cable	1	125.80
EFT11295	24/10/2018	Novus Autoglass Repairs & Replacement	Fit new Windscreen to Iveco truck	1	499.13
EFT11296	24/10/2018	Wallis Computer Solutions	Secure remote access/Firewall improvements/subscription and Setup - Surgery	1	8,754.85
EFT11297	24/10/2018	Covs Parts Pty Ltd	Various parts and protectant	1	570.27

EFT11298	24/10/2018	M & B Sales	Jarraah hard wood - one length	1	74.68
EFT11299	24/10/2018	IGA Morawa	Supplies and Refreshments	1	522.79
EFT11300	24/10/2018	MEEDAC Incorporated	Transfer Station Attendant - September 2018	1	6,056.25
EFT11301	24/10/2018	Aceway Nominees Pty Ltd T/as City Toyota	CEO Kluger MO 0 combined 50/60,000km service	1	495.00
EFT11302	24/10/2018	Morawa Rural Pty Ltd T/AS Morawa Rural Enterprises	60m air hose - compressor	1	986.55
EFT11303	24/10/2018	GG Pumps and Electrical	Submersible pump	1	698.50
EFT11304	24/10/2018	Five Star	Photocopier Billing for October 2018	1	633.18
EFT11305	24/10/2018	Pat's Mobile Mechanical	Cat Grader 1000 hr service - change all oil and filters	1	838.42
EFT11306	30/10/2018	Bob Waddell & Associates Pty Ltd	Assistance with 2017/18 Annual Financial Report	1	7,533.00
EFT11307	30/10/2018	Aflex	30% payment for Pool inflatable	1	4,733.52
EFT11308	30/10/2018	Haylie Cosgrove	Refund Bus Hire Bond - 20/10/2018	1	300.00
EFT11309	30/10/2018	Dean's Contracting WA Pty Ltd	Flood Damage Supervision 03/10/2018 - 16/10/2018	1	22,209.00
EFT11310	30/10/2018	BPH	Flood Damage Repairs 03/10/2018 - 16/10/2018	1	227,389.25
EFT11311	30/10/2018	Phillip Ward	Overpayment of rent refund and bond refund	1	1,306.28
11887	08/10/2018	Telstra Corporation Limited	SMS to Farmers - RAV Network Applications to Main Roads	1	102.96
11888	08/10/2018	Morawa Licensed Post Office Emmlee's	Post Office Charges for September 2018	1	846.66
11889	08/10/2018	McLeods Barristers and Solicitors	Winding up - Morawa Community Care	1	2,842.62
11890	11/10/2018	Telstra Corporation Limited	Telephone Usage – September 2018	1	404.60

11891	19/10/2018	Shire of Morawa	Payroll deductions	1	210.27
11892	24/10/2018	Synergy	Street Lighting	1	3,703.45
11893	24/10/2018	Telstra Corporation Limited	Telephone Charges - various	1	2,127.70
11894	30/10/2018	Synergy	Power usage 17 Aug - 17 Oct 2018	1	1,062.55
11895	30/10/2018	Water Corporation	Water Use Charges 17 August to 17 October 2018 - various	1	11,003.56
11896	31/10/2018	Synergy	Power Usage 17 August to 17 October 2018 - various	1	15,721.85
DD6275.1	03/10/2018	WA Local Government Superannuation Plan	Payroll deductions	1	7,408.57
DD6275.2	03/10/2018	BT FINANCIAL GROUP	Superannuation contributions	1	318.97
DD6275.3	03/10/2018	MLC Super Fund	Superannuation contributions	1	237.56
DD6275.4	03/10/2018	Australian Super	Superannuation contributions	1	232.69
DD6275.5	03/10/2018	BT Super for Life	Superannuation contributions	1	138.50
DD6275.6	03/10/2018	LGIA Super	Superannuation contributions	1	327.65
DD6283.1	17/10/2018	WA Local Government Superannuation Plan	Payroll deductions	1	6,909.11
DD6283.2	17/10/2018	BT FINANCIAL GROUP	Superannuation contributions	1	318.97
DD6283.3	17/10/2018	MLC Super Fund	Superannuation contributions	1	237.56
DD6283.4	17/10/2018	Australian Super	Superannuation contributions	1	228.21
DD6283.5	17/10/2018	BT Super for Life	Superannuation contributions	1	148.34
DD6283.6	17/10/2018	LGIA Super	Superannuation contributions	1	327.65
DD6299.1	31/10/2018	WA Local Government Superannuation Plan	Payroll deductions	1	6,559.84

DD6299.2	31/10/2018	BT FINANCIAL GROUP	Superannuation contributions	1	318.97
DD6299.3	31/10/2018	MLC Super Fund	Superannuation contributions	1	237.56
DD6299.4	31/10/2018	Australian Super	Superannuation contributions	1	246.09
DD6299.5	31/10/2018	BT Super for Life	Superannuation contributions	1	32.16
DD6299.6	31/10/2018	LGIA Super	Superannuation contributions	1	327.65
DD6302.1	05/10/2018	Bank West	Credit Card Transactions September 2018	1	3,709.35
DD6302.2	01/10/2018	Westnet Pty Ltd	Internet Oct 2018	1	224.75
DD6302.3	05/10/2018	Five Star	Photocopier lease October 2018	1	265.91

REPORT TOTALS

EFT	\$779,381.87
Cheque	\$ 38,326.22
Direct Debits	\$ 25,046.71
Payroll	\$93,124.33
Credit Card	\$ 3,709.35
TOTAL	\$939,588.48

Sep-18

Business Credit Card - Chris Linnell Bankwest MasterCard

Date	Description	Accounts	Account Description	Amount	GST
6/09/2018	Accommodation for CEO - North Country Zone Meeting	1146120.521	Travel & Accommodation - Admin GEN	125.00	11.36
13/09/2018	Prepaid SIM Card for Ipad Visitor Perception Surveys	1146230.522	Telecommunications - Admin Gen	30.00	2.73
			Total Purchases for C Linnell	155.00	14.09

Business Credit Card - Jenny Goodbourn Bankwest MasterCard

Date	Description	Accounts	Account Description	Amount	GST
20/09/2018	Advert for CDO	1146270.521	Advertising - Admin GEN	412.5	37.5
			Total Purchases for J Goodbourn	412.50	37.50

Business Credit Card - Sam Appleton

Date	Description	Accounts	Account Description	Amount	GST
3/09/2018	Accommodation for Karen Chappel WALGA Convention	1041070.520	Members Conference expenses	1015.99	92.36
14/09/2018	Voice recorder for Council Meetings	1146180.520	Office Equipment Purchases	98.00	8.91
26/09/2018	Morawa Mediacl Centre	1077100.522	Telephone medical centre	401.45	36.50
26/09/2018	Staff Housing Telstra	various	various	457.67	41.61
26/09/2018	Admin Phone	Various	various	1168.74	106.25
			Total Purchases for S. Appleton	3141.85	285.62
			Total Fees and Charges	3709.35	60.35



SHIRE OF MORAWA

MONTHLY STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

TABLE OF CONTENTS

	Page
Statement of Financial Activity	2
Notes to and Forming Part of the Statement	
1 Significant Accounting Policies	3 to 9
2 Statement of Objective	10
3 Acquisition of Assets	11 to 12
4 Disposal of Assets	13
5 Information on Borrowings	14
6 Reserves	15 to 19
7 Net Current Assets	20
8 Rating Information	21
9 Trust Funds	22
10 Operating Statement	23
11 Balance Sheet	24
12 Financial Ratio	25
Variance Report	26 to 27

SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

	NOTE	OCTOBER 2019 Actual \$	OCTOBER 2019 Y-T-D Budget \$	2018/19 Budget \$	Variences Actuals to Budget \$	Variences Actual Budget to Y-T-D %
Operating						
Revenues/Sources						
	1,2					
Governance		0	0	0	0	0.00%
General Purpose Funding		2,064,806	253,714	993,109	1,811,092	713.83%
Law, Order, Public Safety		5,783	11,712	26,560	(5,929)	(50.62%)
Health		665	1,250	5,350	(585)	(46.80%)
Education and Welfare		1,774	800	2,400	974	121.75%
Housing		31,389	15,160	115,320	16,229	107.05%
Community Amenities		423,595	162,812	488,516	260,783	160.17%
Recreation and Culture		29,391	21,837	61,796	7,554	34.59%
Transport		1,456,848	1,404,410	4,376,706	52,438	3.73%
Economic Services		80,457	44,936	171,045	35,521	79.05%
Other Property and Services		47,498	43,296	149,900	4,202	9.71%
		<u>4,142,206</u>	<u>1,959,927</u>	<u>6,390,702</u>	<u>2,182,279</u>	<u>111.34%</u>
(Expenses)/(Applications)						
	1,2					
Governance		(119,024)	(149,982)	(520,502)	30,958	0.00%
General Purpose Funding		(53,231)	(52,788)	(167,128)	(443)	(0.84%)
Law, Order, Public Safety		(16,876)	(37,558)	(119,407)	20,682	55.07%
Health		(59,613)	(77,423)	(233,708)	17,810	23.00%
Education and Welfare		(12,255)	(58,918)	(173,444)	46,663	79.20%
Housing		(85,859)	(61,132)	(251,919)	(24,727)	(40.45%)
Community Amenities		(133,415)	(234,135)	(680,815)	100,720	43.02%
Recreation & Culture		(344,262)	(475,262)	(1,442,412)	131,000	27.56%
Transport		(1,518,403)	(1,670,884)	(4,846,020)	152,481	9.13%
Economic Services		(153,415)	(356,784)	(924,033)	203,369	57.00%
Other Property and Services		(132,517)	(73,979)	(39,940)	(58,538)	(79.13%)
		<u>(2,628,870)</u>	<u>(3,248,845)</u>	<u>(9,399,329)</u>	<u>619,975</u>	<u>(19.08%)</u>
Net Result Excluding Rates		1,513,336	(1,288,918)	(3,008,626)	2,802,254	
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	4	0	(24,074)	(13,328)	24,074	100.00%
Movement in Leave Reserve (Added Back)		1,056	0	0	1,056	0.00%
Movement in Deferred Pensioner Rates/ESL (non-cu)		0	0	0	0	0.00%
Movement in Employee Benefit Provisions (non-curr)		0	0	0	0	0.00%
Rounding Adjustment		0	0	0	0	0.00%
Depreciation on Assets		0	595,120	1,785,654	(595,120)	100.00%
Capital Revenue and (Expenditure)						
Purchase of Investments		0	0	0	0	0.00%
Purchase Land Held for Resale	3	0	0	0	0	0.00%
Purchase Land and Buildings	3	(11,259)	(18,000)	(85,000)	6,741	37.45%
Purchase Plant and Equipment	3	0	(419,996)	(520,000)	419,996	100.00%
Purchase Furniture and Equipment	3	0	0	(70,000)	0	0.00%
Purchase Infrastructure Assets - Roads	3	(111,169)	(385,938)	(1,018,996)	274,769	71.20%
Purchase Infrastructure Assets - Footpaths	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Drainage	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Parks & Ovals	3	0	0	(30,000)	0	0.00%
Purchase Infrastructure Assets - Airfields	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Play Equip	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Sewerage	3	0	(8,000)	(40,000)	8,000	100.00%
Purchase Infrastructure Assets - Dams	3	0	0	0	0	0.00%
Purchase Infrastructure Assets - Other	3	(6,790)	(4,000)	(20,000)	(2,790)	(69.75%)
Proceeds from Disposal of Assets	4	0	85,000	100,000	(85,000)	(100.00%)
Repayment of Debentures	5	(25,680)	(25,679)	(75,142)	(1)	(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	(32,028)	(96,441)	(240,107)	64,413	66.79%
Transfers from Restricted Asset (Reserves)	6	37,750	356,924	540,804	(319,174)	(89.42%)
Transfers to Restricted Assets (Other)		0	0	0	0	0.00%
Transfers from Restricted Asset (Other)		0	0	0	0	0.00%
ADD Net Current Assets July 1 B/Fwd	7	931,994	931,994	880,062	0	0.00%
LESS Net Current Assets Year to Date	7	<u>2,267,279</u>	<u>1,537,079</u>	<u>18,408</u>	<u>730,200</u>	<u>(47.51%)</u>
Amount Raised from Rates	8	<u>29,931</u>	<u>(1,839,087)</u>	<u>(1,833,087)</u>	<u>1,869,018</u>	<u>(101.63%)</u>

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

Material Variances SymbolAbove Budget Expectations
Below Budget ExpectationsGreater than 10,000 and greater than 10%
Less than 10,000 and less than 10%

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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 2018 TO 31 OCTOBER 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 2018 TO 31 OCTOBER 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.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

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

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

(ii) Loans and receivables

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

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

(iii) Held-to-maturity investments

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

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

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

(iv) Available-for-sale financial assets

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

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

(v) Financial liabilities

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

Impairment

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Estimation of Fair Value

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

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

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

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

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

(m) Impairment

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

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

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

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

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

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

(n) Trade and Other Payables

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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 2018 TO 31 OCTOBER 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 2018 TO 31 OCTOBER 2018

3. ACQUISITION OF ASSETS	2018/19 Budget \$	OCTOBER 2019 YTD Budget \$	OCTOBER 2019 Actual \$
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
General Purpose Funding			
Law, Order, Public Safety			
Health			
Ford Sedan (Doctor Vehicle)	40,000	13,332	0.00
Education & Welfare			
Housing			
Aged Person Units x 4 - water metres	40,000	8,000	5,930.00
Land Yewers Street	30,000	10,000	5,329.09
Community Amenities			
Sewerage Works	40,000	8,000	0.00
Community Bus	110,000	36,664	0.00
Refuse Transfer Station - Canna	15,000	0	0.00
Recreation and Culture			
Morawa Town Hall	70,000	0	0.00
Playground Equipment	30,000	0	0.00
Transport			
Road Construction			
- Rural Roads Construction	1,018,996	385,938	111,169.21
- Townsite Roads Construction	0	0	0.00
Economic Services			
Interpretive Signage - Stage 2	15,000	3,000	1,177.74
Morawa Bush Trail Project	5,000	1,000	5,596.36
Other Property & Services			
	<u>1,783,996</u>	<u>835,934</u>	<u>129,218.40</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

3. ACQUISITION OF ASSETS (Continued)	2018/19 Budget \$	OCTOBER 2019 YTD Budget \$	OCTOBER 2019 Actual \$
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	0	0	0.00
Investments	0	0	0.00
Land	30,000	10,000	5,329.09
Buildings	55,000	8,000	5,930.00
Plant and Equipment	520,000	419,996	0.00
Furniture and Equipment	70,000	0	0.00
Infrastructure Assets - Roads	1,018,996	385,938	111,169.21
Infrastructure Assets - Footpaths	0	0	0.00
Infrastructure Assets - Drainage/Dams	0	0	0.00
Infrastructure Assets - Parks & Ovals	30,000	0	0.00
Infrastructure Assets - Airfields	0	0	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	40,000	8,000	0.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	20,000	4,000	6,790.10
	<u>1,783,996</u>	<u>835,934</u>	<u>129,218.40</u>

SHIRE OF MORAWA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

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)	
	2018/19 Budget	OCTOBER 2019 Actual	2018/19 Budget	OCTOBER 2019 Actual	2018/19 Budget	OCTOBER 2019 Actual
	\$	\$	\$	\$	\$	\$
Health						
P240 - Docotr's Vehicle	27,058		15,000		(12,058)	0.00
Community Amenities						
P196 Community Bus	2,929		5,000		2,071	0.00
Recreation & Culture						0.00
Transport						
P228 - Nissan Patrol Ute	16,119		10,000		-6,119	0.00
P156 - Cat Loader	40,566		70,000		29,434	0.00
						0.00
Other Property & Services						0.00
						0.00
	86,672	0.00	100,000	0.00	13,328	0.00

By class of asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2018/19 Budget	OCTOBER 2019 Actual	2018/19 Budget	OCTOBER 2019 Actual	2018/19 Budget	OCTOBER 2019 Actual
	\$	\$	\$	\$	\$	\$
Plant & Equipment						
P196 Community Bus	2,929	0.00	5,000	0.00	2,071	0.00
P228 - Nissan Patrol Ute	16,119	0.00	10,000	0.00	(6,119)	0.00
P156 - Cat Loader	40,566	0.00	70,000	0.00	29,434	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
0	0	0.00	0	0.00	0	0.00
P240 - Docotr's Vehicle	27,058	0.00	15,000	0.00	(12,058)	0.00
	86,672	0.00	100,000	0.00	13,328	0.00

Summary

Profit on Asset Disposals
Loss on Asset Disposals

2018/19 Budget	OCTOBER 2019 Actual
\$	\$
31,505	0.00
(18,177)	0.00
<u>13,328</u>	<u>0.00</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$	2018/19 Budget \$	2018/19 Actual \$
Housing									
Loan 133 - GEHA House	36,465	0	0	36,465	0	0	36,465	1,801	
Loan 134 - 2 Broad Street	25,680	0	0	25,680	25,680	0	0	1,592	
Loan 136 - 24 Harley Street - Staff Housing	319,636	0	0	12,997	0	306,639	319,636	12,436	
	381,781	0	0	75,142.00	25,680	306,639.00	356,101	15,829	0

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

	2018/19 Budget \$	OCTOBER 2019 Actual \$
6. RESERVES - CASH BACKED		
(i) Leave Reserve		
Opening Balance	209,270	209,270
Amount Set Aside / Transfer to Reserve	9,241	1,056
Amount Used / Transfer from Reserve	0	
	218,511	210,326
(ii) Plant Reserve		
Opening Balance	1,015,608	1,015,608
Amount Set Aside / Transfer to Reserve	20,584	5,126
Amount Used / Transfer from Reserve	(315,000)	0
	721,192	1,020,734
(iii) Building Reserve		
Opening Balance	121,090	121,090
Amount Set Aside / Transfer to Reserve	22,454	611
Amount Used / Transfer from Reserve	(50,000)	0
	93,544	121,701
(iv) Economic Development Reserve		
Opening Balance	110,526	110,526
Amount Set Aside / Transfer to Reserve	2,240	558
Amount Used / Transfer from Reserve	0	0
	112,766	111,083
(v) Community Development Reserve		
Opening Balance	1,217,918	1,217,918
Amount Set Aside / Transfer to Reserve	24,685	6,992
Amount Used / Transfer from Reserve	(100,000)	0
	1,142,603	1,224,911
(vi) Sewerage Reserve		
Opening Balance	218,716	218,716
Amount Set Aside / Transfer to Reserve	27,233	1,104
Amount Used / Transfer from Reserve	0	0
	245,949	219,819
(vii) Unspent Grants and Contributions Reserve		
Opening Balance	26,413	26,413
Amount Set Aside / Transfer to Reserve	535	133
Amount Used / Transfer from Reserve	0	
	26,948	26,546

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

	2018/19 Budget \$	OCTOBER 2019 Actual \$
6. RESERVES (Continued)		
(viii) Business Units Reserve		
Opening Balance	102,875	102,875
Amount Set Aside / Transfer to Reserve	22,085	519
Amount Used / Transfer from Reserve	0	0
	<u>124,960</u>	<u>103,394</u>
(ix) Morawa Future Funds Interest		
Opening Balance	126,630	126,630
Amount Set Aside / Transfer to Reserve	39,874	639
Amount Used / Transfer from Reserve	0	0
	<u>166,504</u>	<u>127,270</u>
(x) Morawa Community Future Funds Reserve		
Opening Balance	2,165,470	2,165,470
Amount Set Aside / Transfer to Reserve	43,890	13,621
Amount Used / Transfer from Reserve	(37,307)	
	<u>2,172,053</u>	<u>2,179,091</u>
(xi) Refuse Transfer Station Reserve		
Opening Balance	27	27
Amount Set Aside / Transfer to Reserve	1	0
Amount Used / Transfer from Reserve	(28)	0
	<u>0</u>	<u>27</u>
(xii) Aged Care Units Reserve - Units 6-9		
Opening Balance	9,233	9,233
Amount Set Aside / Transfer to Reserve	187	47
Amount Used / Transfer from Reserve	0	0
	<u>9,420</u>	<u>9,280</u>
(xiii) ST-Morawa Revitalisation Reserve		
Opening Balance	37,705	37,705
Amount Set Aside / Transfer to Reserve	764	45
Amount Used / Transfer from Reserve	(38,469)	(37,750)
	<u>0</u>	<u>0</u>
(ix) Legal Fees Reserve		
Opening Balance	25,401	25,402
Amount Set Aside / Transfer to Reserve	515	128
Amount Used / Transfer from Reserve	0	0
	<u>25,916</u>	<u>25,530</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

	2018/19 Budget \$	OCTOBER 2019 Actual \$
6. RESERVES (Continued)		
(xx) Road Reserve		
Opening Balance	143,228	143,228
Amount Set Aside / Transfer to Reserve	2,903	723
Amount Used / Transfer from Reserve		0
	<u>146,131</u>	<u>143,951</u>
(xxi) Aged Care Units 1-4		
Opening Balance	68,721	68,721
Amount Set Aside / Transfer to Reserve	1,393	347
Amount Used / Transfer from Reserve	0	0
	<u>70,114</u>	<u>69,068</u>
(xxii) Aged Care Unit 5		
Opening Balance	55,166	55,166
Amount Set Aside / Transfer to Reserve	1,118	279
Amount Used / Transfer from Reserve	0	0
	<u>56,284</u>	<u>55,444</u>
(xxiii) Swimming Pool Reserve		
Opening Balance	20,000	20,000
Amount Set Aside / Transfer to Reserve	20,405	101
Amount Used / Transfer from Reserve	0	0
	<u>40,405</u>	<u>20,101</u>
 Total Cash Backed Reserves	 5,373,300	 5,668,275
 Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	9,241	1,056
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	20,584	5,126
Building Reserve	22,454	611
Economic Development Reserve	2,240	558
Community Development Reserve	24,685	6,992
Sewerage Reserve	27,233	1,104
Unspent Grants and Contributions Reserve	535	133
Business Units Reserve	22,085	519
Morawa Community Future Funds Interest	39,874	639
Morawa Community Future Fund Reserve	43,890	13,621
Refuse Transfer Station Reserve	1	0
Aged Care Units Reserve - Units 6-9	187	47
ST-N/Midlands Solar Thermal Power	0	0
ST-Morawa Revitalisation Reserve	764	45
Legal Fees Reserve	515	128
Road Reserve	2,903	723
Aged Care Units 1-4	1,393	347
Aged Care Unit 5	1,118	279
Swimming Pool Reserve	20,405	101
	<u>240,107</u>	<u>32,028</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

	2018/19 Budget \$	OCTOBER 2019 Actual \$
6. RESERVES (Continued)		
Transfers from Reserves		
Leave Reserve	0	0
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	(315,000)	0
Building Reserve	(50,000)	0
Economic Development Reserve	0	0
Community Development Reserve	(100,000)	0
Sewerage Reserve	0	0
Unspent Grants and Contributions Reserve	0	0
Business Units Reserve	0	0
Morawa Community Future Funds Interest	0	0
Morawa Community Future Fund Reserve	(37,307)	0
Refuse Transfer Station Reserve	(28)	0
Aged Care Units Reserve - Units 6-9	0	0
ST-N/Midlands Solar Thermal Power	0	0
ST-Morawa Revitalisation Reserve	(38,469)	(37,750)
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
	(540,804)	(37,750)
	(300,697)	(5,722)
Total Transfer to/(from) Reserves		

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.

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 2018 TO 31 OCTOBER 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

Aged Care Units 6-9 Reserve

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

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 2018 TO 31 OCTOBER 2018

	2017/18 B/Fwd Per 2018/19 Budget \$	2017/18 B/Fwd Per Financial Report \$	2018/19 Actual \$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	658,041	339,293	1,252,856
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	5,673,997	5,673,997	5,668,275
Rates - Current	504,980	558,537	1,078,676
Sundry Debtors	77,352	71,410	54,587
GST Receivable	93,062	166,677	68,242
Accrued Income/Prepayments	0	10,173	0
Provision for Doubtful Debts	(723)	(7,746)	(7,746)
Other Current Debtors	46,756	0	0
Inventories	1,118	14,846	14,846
	<u>7,054,583</u>	<u>7,144,787</u>	<u>8,129,736</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(294,254)	(295,629)	0
Income Received in Advance	0	0	(12,925)
GST Payable	0	(10,724)	(1,087)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	0	(2,077)	(32,306)
Withholding Tax Payable	0	0	0
Payg Payable	0	(97,170)	(30,204)
Accrued Interest on Debentures	(11,325)	(3,440)	0
Accrued Salaries and Wages	(19,553)	(11,325)	0
Current Employee Benefits Provision	(384,662)	(328,849)	(328,849)
Current Loan Liability	0	(75,142)	(49,462)
	<u>(709,794)</u>	<u>(824,356)</u>	<u>(454,833)</u>
NET CURRENT ASSET POSITION	6,344,789	6,320,431	7,674,903
Less: Cash - Reserves - Restricted	(5,673,997)	(5,673,997)	(5,668,275)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Land Held for Resale	0	1,148	863
Add Back : Component of Leave Liability not Required to be Funded	209,270	209,270	210,326
Add Back : Current Loan Liability	0	75,142	49,462
SURPLUS/(DEFICIENCY) C/FWD	<u>880,062</u>	<u>931,994</u>	<u>2,267,279</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2018/19 Rate Revenue \$	2018/19 Interim Rates \$	2018/19 Back Rates \$	2018/19 Total Revenue \$	2018/19 Budget \$
General Rate								
GRV Residential/Commercial	0.07715	268	2,794,698			0	0	215,597
UV Rural	0.02348	204	63,330,000			0	0	1,487,052
UV Mining	0.29519	17	492,470			0	0	145,370
					0			0
Sub-Totals		489	66,617,168	0	0	0	0	1,848,019
Minimum Rates	Minimum \$							
GRV Residential/Commercial	296	45	27,075			0	0	13,320
UV Rural	296	7	60,100		0	0	0	2,072
UV Mining	668	7	5,428		0	0	0	4,676
Sub-Totals		59	92,603	0	0	0	0	20,068
Discounts							0	
							(29,929)	(35,000)
Total amount raised from general rates							(29,929)	1,833,087
Ex-Gratia Rates							6,027	6,000
Rates Written Off							(8)	(3,000)
Specified Area Rates							0	252,417
Movement in Excess Rates							(59,958)	0
Total Rates							(83,868)	2,088,504

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

The general rates detailed above for the 2018/19 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 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 2018 TO 31 OCTOBER 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-18 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds	2,000	1,100	0	3,100
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	113	(57)	1,874
Daphne Little - Excess Rent	1,704	0	0	1,704
Morawa Oval Function Centre	1,763	0	0	1,763
	<u>15,981</u>	<u>2,333</u>	<u>(57)</u>	<u>18,257</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

10. OPERATING STATEMENT

	OCTOBER 2019 Actual \$	2018/19 Budget \$	2017/18 Actual \$
OPERATING REVENUES			
Governance	0	0	20,570
General Purpose Funding	2,034,877	2,826,196	3,527,616
Law, Order, Public Safety	5,783	26,560	37,839
Health	665	5,350	3,906
Education and Welfare	1,774	2,400	14,402
Housing	31,389	115,320	96,698
Community Amenities	423,595	488,516	437,386
Recreation and Culture	29,391	61,796	55,074
Transport	1,456,848	4,376,706	2,265,724
Economic Services	80,457	171,045	150,733
Other Property and Services	47,498	149,900	214,125
TOTAL OPERATING REVENUE	4,112,277	8,223,789	6,824,074
OPERATING EXPENSES			
Governance	119,024	520,502	439,643
General Purpose Funding	53,231	167,128	196,393
Law, Order, Public Safety	16,876	119,407	103,822
Health	59,613	233,708	219,698
Education and Welfare	12,255	173,444	96,458
Housing	85,859	251,919	318,823
Community Amenities	133,415	680,815	583,404
Recreation & Culture	344,262	1,442,412	1,419,177
Transport	1,518,403	4,846,020	3,422,166
Economic Services	153,415	924,033	1,128,832
Other Property and Services	132,517	39,940	1,120
TOTAL OPERATING EXPENSE	2,628,870	9,399,329	7,929,535
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>1,483,407</u>	<u>(1,175,539)</u>	<u>(1,105,461)</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

11. BALANCE SHEET

	OCTOBER 2019 Actual \$	2017/18 Actual \$
CURRENT ASSETS		
Cash Assets	6,921,131	6,330,890
Receivables	1,193,759	799,051
Inventories	14,846	14,846
TOTAL CURRENT ASSETS	8,129,736	7,144,787
NON-CURRENT ASSETS		
Receivables	22,961	22,961
Inventories	0	0
Property, Plant and Equipment	22,523,777	22,512,518
Infrastructure	47,662,266	47,544,306
TOTAL NON-CURRENT ASSETS	70,209,004	70,079,785
TOTAL ASSETS	78,338,740	77,224,572
CURRENT LIABILITIES		
Payables	76,523	420,365
Interest-bearing Liabilities	49,462	75,142
Provisions	328,849	328,849
Trust Imbalance	(863)	153,449
TOTAL CURRENT LIABILITIES	453,971	824,356
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	306,640	306,641
Provisions	40,178	40,178
TOTAL NON-CURRENT LIABILITIES	346,818	346,819
TOTAL LIABILITIES	800,789	1,171,175
NET ASSETS	77,537,951	76,053,397
EQUITY		
Retained Surplus	36,044,027	34,554,900
Reserves - Cash Backed	5,668,275	5,673,997
Reserves - Asset Revaluation	35,825,648	35,825,648
TOTAL EQUITY	77,537,950	76,054,545

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 2018

12. FINANCIAL RATIO

	2018/19 YTD	2017/18	2016/17	2014/15
Current Ratio	10.100	1.750	2.210	3.550

The above rates are calculated as follows:

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

SHIRE OF MORAWA
FOR THE PERIOD 1 JULY 2018 TO 31 OCTOBER 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

All rates have been raised - timing variance

Housing - Variance above budget expectations

Budget timing of rental income

Economic Services - Variance above budget expectations.

Caravan Park Takings Higher than budgeted.

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 below budget expectations

Budget timing of general maintenance costs on Fire Brigade

Health - Variance below budget expectations.

Timing variance - administration allocations

Education and Welfare - Variance below budget expectations

CDO/Youth officer not yet on board

Housing - Variance above budget expectations

Timing variances

Community Amenities - Variance below budget expectations.

Timing of sewerage upgrade works
Timing - Heritage Inventory not started

Recreation and Culture - Variance below budget expectations.

Costs reduced. Depreciation journals not yet run.

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

Economic Services - Variance below budget expectations

Timing of transfer from future fund reserves
Caravan park operating expenses less than expected

Other Property & Services - Variance above budget expectations.

Timing of projects. Depreciation journal not yet run.
Fuel prices rising

REPORTABLE NON-CASH VARIATIONS

(Profit)/Loss on Asset Disposals -

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Land & Buildings -

Purchase of Plant & Equipment - Variance below budget expectations.

Timing of purchases

Purchase of Furniture and Equipment -

Purchase of Infrastructure Assets Roads - Variance below budget expectations

Timing of Road Works

Purchase Infrastructure Assets -Sewerage - Variance below budget expectations

Purchase Infrastructure Assets - Other - Variance above budget expectations

Transfer to Reserves - Variance below budget expectations

REPORTABLE CAPITAL INCOME VARIATIONS

Proceeds from Disposal of Assets

Timing variance

Transfer from Reserves - Variation below budget expectations

Timing variance



November 6th, 2018



**Shire of Morawa
PO Box 14
Morawa WA 6623**

TR Reference: 95061

Dear Sir or Madam,

Development Application – Lot 8428, (#1388) Canna North East Road, Canna WA 6623

On behalf of our client we are seeking planning approval for a New Steel Framed Modular Dwelling constructed in our production facility and transported to the above Lot. This new development will be the primary residence on the Lot, and the existing house will be for farm workers accommodation for Bindanna Farms Pty Ltd.

Please find enclosed an application for Planning Consent and a cheque of **\$1,114.40** for the planning fee.

The contract amount is \$348,250 (excluding GST).

Additionally, please find enclosed the following items:

1. Completed Application for Planning Approval Form
2. Certificate of Title
3. Colour & Materials Schedule
4. BAL Report
5. 3 x A3 Architectural Drawings

Should you require anything further, please do not hesitate to contact the office on 9493 2998 or sknowles@trhomes.com.au

Once approved, please email a copy of the approval to sknowles@trhomes.com.au and post hard copies of approval to 105 Kelvin Road, Maddington WA 6109.

Kind Regards,

AL 10630

**Stacey Knowles
Client Services Co-Ordinator
TR Homes**



APPENDIX NO. 4

APPLICATION FOR PLANNING APPROVAL

SHIRE OF MORAWA
LOCAL PLANNING SCHEME NO. 2
DISTRICT SCHEME

OFFICE USE

Application Number: _____
Date Received: _____
Notice of Application _____

Application for Planning Consent

I/We Murray River North PTY LTD T/A TR Homes
(Full Name of Applicant)
of 105 Kelvin Road, Maddington WA P/Code 6109
(Address for Correspondence)

hereby apply for planning consent to:

1. Use the land/premises situated at and described as:
Lot 8428 (#1388) Canna North East Road, Canna WA 6623
2. Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies).

The existing use of the land/building is _____

The approximate cost of the proposed development is \$ 383, 075

The estimated time of completion is _____

The approximate number of persons to be housed/employed when the development is completed is _____

DESCRIPTION OF LAND

LOCALITY PLAN

House No. 1338 Street Canna NE Road (indicate distance to nearest intersecting street)

Lot No. 8428 Plan or Diagram 152001 Location Canna

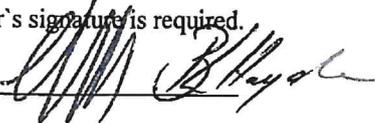
Certificate of Title: Volume 1161 Folio 914

Dimensions: Site Area _____ sq. metres Frontage _____ metres Depth _____ m north

Signature of Applicant Jsmich

Date: 11/10/18

Where the applicant is not the owner the owner's signature is required.

Signature of Owner: 15-10-18 

Date: 15-10-18

THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH APPLICATION ON PAGE 2 HEREOF.

Note: This is not an application for a building licence.

PARTICULARS REQUIRED WITH APPLICATIONS

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent must, unless otherwise required by the Council.

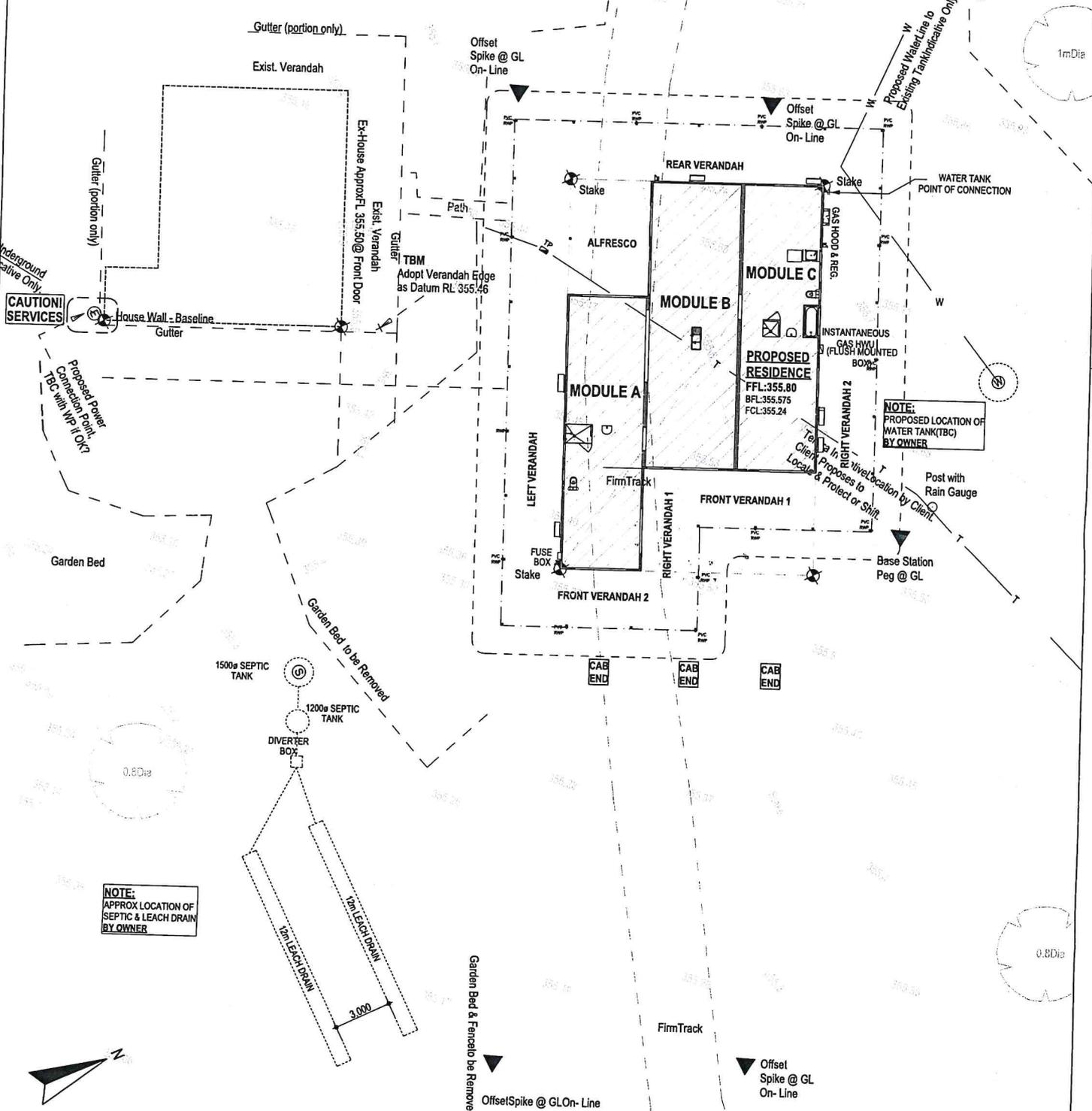
1. indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
2. indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed used in relation to existing and proposed contours;
3. indicate the position, type and height of all existing trees on the site and indicate those to be retained and those to be removed;
4. indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
5. indicate site contours and details of any proposed alteration to the natural contour of the area;
6. indicate car parking areas, their layout and accessways, dimensions and the position of existing and proposed crossovers;
7. indicate site dimensions and be to metric scale.



NOTE: BAL 12.5 REQUIREMENTS

- ALL JOINTS TO EXTERNAL WALL CLADDING SHALL BE SEALED/OVERLAPPED TO PREVENT GAPS GREATER THAN 3mm.
- ALL ROOF, EAVE & WALL VENTS TO BE COVERED WITH NON-CORROSSIVE MESH OR EMBER GUARDS WITH A MAX 2mm APERTURE.
- ALUMINIUM SLIDING DOOR & WINDOW FRAMES THROUGHOUT.
- 5mm TOUGHENED GLAZING TO ALL SLIDING DOORS.
- ALUMINIUM FLYSCREENS WITH NON-CORROSSIVE STEEL MESH WITH A MAX. APERTURE OF 2mm TO ALL OPENING SASHES OF ALL WINDOWS & SLIDING DOORS.
- SEAL WALL/ROOF JUNCTION TO PREVENT OPENINGS GREATER THAN 3mm.
- ALL GLAZING LESS THAN 400mm FROM THE GROUND TO BE 4mm GRADE 'A' SAFETY GLASS.
- BAL 12.5 (MIN.) RATED EXTERNAL HINGED DOOR & FRAME.
- WEATHER STRIPS TO BE INSTALLED AT THE BASE OF EXTERNAL HINGED DOORS.
- ALL ABOVE GROUND, EXPOSED WATER & GAS PIPES SHALL BE METAL.

DO NOT SCALE FROM THIS DRAWING
 ALL SUBCONTRACTORS TO CHECK DIMENSIONS AND NOTES PRIOR TO COMMENCEMENT OF ANY WORKS. ANY DISCREPANCIES TO BE NOTIFIED TO THE SITE SUPERVISOR WITHOUT DELAY.
 ALL INTERNAL DIMENSIONS TO STUDWORK
 CLIENT NOTE:
 THIS PLAN IS TO BE READ IN CONJUNCTION WITH TR STANDARD SPECIFICATION, ADDENDA AND ENGINEERS DETAILS.
CEILING HEIGHT - 2725 (RAKING CEILING)
SOIL CLASSIFICATION - M
BAL RATING - 12.5



NOTE:
 APPROX LOCATION OF SEPTIC & LEACH DRAIN BY OWNER

NOTE:
 PROPOSED LOCATION OF WATER TANK (TBC) BY OWNER

Site Plan
 1:200



SIGNATURES:
 CLIENT: _____
 CLIENT: _____
 BUILDER: _____

CLIENT:
 Bindanna Farms Pty Ltd.
ADDRESS:
 Lot 8428, (#1388) Canna North East Road,
 Canna WA 6623

VARIATIONS:				VARIATIONS CONT'D:			
NO.	REV.	DATE:	INT:	NO.	REV.	DATE:	INT:
WD, PCV1, 2, 3, 4	A	09/10/18	VN-NOR				
V01	B	01/11/18	VN-EJE				

THE PILBARA			
DRAWN:	VN-EJE	DATE:	01/11/18
CHECKED:	MR	WIND RATING:	N3
CLIMATE ZONE:	4	WIND REGION:	39 A
SHEET NO:	20 OF 22	JOB NO:	95061
		REV:	B