



MINUTES FOR THE
ORDINARY COUNCIL MEETING
HELD ON TUESDAY
17 March 2015



MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON TUESDAY 17 March 2015

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Ordinary Meeting 16th April 2015,

1. Declaration of Opening

The Shire President to declare that the meeting open at 1.07pm

1.1 Recording of Those Present

Cr K J Chappel	President
Cr D S Carslake	Deputy President Arrived 1:24pm
Cr D J Coaker	
Cr D S Agar	
Cr M J Thornton	
Cr K P Stokes	
Mr J Roberts	Chief Executive Officer
Ms S Smith	Executive Manager
Mr P Buist	Principal Works Manager
Ms W Gledhill	Manager of Accounting and Finance
Mr J Elliot	Project Officer
Ms S Hoad	Community Development Officer

1.2 Recording of Apologies

1.3 Recording Leave of Absence Previously Approved

1.4 Welcoming of Visitors to the Meeting

1.5 Announcements by the Presiding Member without Discussion

2. Public Question Time

2.1 Response to previous public questions taken on notice

2.2 Public Question Time

3. Declaration of Interest

Members are to declare financial, proximity and indirect interests.

4. Confirmation of Minutes of Previous Meeting

4.1 Confirmation of Minutes

17th February 2015 – Ordinary Council Meeting

4.2 Confirmation of Minutes

27th January 2015 – Special Council Meeting

4.3 Confirmation of Minutes

18th December 2014 – Ordinary Council Meeting

COUNCIL RESOLUTION

Moved: Cr K P Stokes
Seconded: Cr D J Coaker
That the Minutes-

Item 4.1

17th February 2015 – Ordinary Council Meeting be confirmed.

Item 4.2

27th January 2015 – Special Council Meeting be confirmed
 (with amendments)

Item 4.3

18th December 2014 – Ordinary Council Meeting be confirmed
 (with amendments)

CARRIED 5/0

- 5. Public Statements, Petitions, Presentations and Approved Deputations**
- 6. Method of Dealing with Agenda Business**
- 7. Reports**
 - 7.1 Reports from Committees**
 Nil
 - 7.2 Reports from the Chief Executive Officer**
- 10. Applications for Leave of Absence**
 Nil
- 11. Motions of Which Previous Notice Has Been Given**
 - 11.1 Questions from Members without Notice**
 Nil
- 12. Meeting Closed**
 - 12.1 Matters for which the meeting may be closed**
 Nil

12.2 Public reading of resolutions that may be made public

Nil

13. Closure

Meeting was closed at 1.26 pm

.....**Presiding Person**

14. Next Meeting

The next Ordinary Meeting of Council is scheduled 16th April 2015

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.1
<i>Subject:</i>	Status Report – February 2015
<i>Date & Author:</i>	13 March 2015 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	17 February 2015 (Last Update to Council)

SUMMARY

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Shire of Morawa February 2015 Status Report.

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

As per the Status Report

COMMUNITY CONSULTATION

As per the Status Report

COUNCILLOR CONSULTATION

As per the Status Report

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT:

Simple Majority

OFFICER'S RECOMMENDATION

Council accepts the Shire of Morawa Status Report for February 2015.

COUNCIL RESOLUTION

Moved: Cr D S Agar

Seconded: Cr M J Thornton

Council accepts the Shire of Morawa Status Report for February 2015.

CARRIED

5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.2.1
<i>Subject:</i>	Accounts Due For Payment
<i>Date & Author:</i>	9 March 2015, Jenny Mutter – Finance Officer
<i>Responsible Officer:</i>	Finance Officer
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	ADM0135
<i>Previous minute/s & Reference:</i>	

SUMMARY

A list of accounts is attached for all payments made for the month of February 2015.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

List of accounts Due & Submitted to council 17th March 2015

BACKGROUND INFORMATION

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

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

OFFICER'S COMMENT

Nil

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 –
REG 13

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

It is recommended that the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- Municipal EFT Payment Numbers EFT 7180 to EFT 7234 inclusive, amounting to \$250,372.49
- Municipal Cheque Payments numbered 11357 to 11364 totalling \$2274.76
- Municipal Direct Debit Payments Numbers DD4275.1 to DD4318.1 amounting to \$21,600.45
- Payroll for February 2015
11/02/2015 - \$52,803.33
25/02/2015 - \$51,102.93

Be endorsed.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr D S Agar

It is recommended that the list of accounts paid by the Chief Executive Officer under delegated authority, represented by:

- **Municipal EFT Payment Numbers EFT 7180 to EFT 7234 inclusive, amounting to \$250,372.49**
- **Municipal Cheque Payments numbered 11357 to 11364 totalling \$2274.76**
- **Municipal Direct Debit Payments Numbers DD4275.1 to DD4318.1 amounting to \$21,600.45**
- **Payroll for February 2015**
11/02/2015 - \$52,803.33
25/02/2015 - \$51,102.93

Be endorsed.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.2.2
<i>Subject:</i>	Reconciliations February, 2015
<i>Date & Author:</i>	10 March 2015, Fred Gledhill – Manager Accounting & Finance
<i>Responsible Officer:</i>	Fred Gledhill / Jenny Mutter
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	ADM0189
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

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

BANK BALANCES AS AT 28th FEBRUARY, 2014

Account	2015
Municipal Account #	\$1,498,128.33
Trust Account	\$8,572.80
Business Telenet Saver (Reserve) Account	\$5,876,850.96
WA Treasury O/night Facility (Super Towns) Account	\$1,403,186.30

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 28th February, 2015 with a comparison for 28th February, 2014 is as follows:

Account	2014	2015
Municipal Account #	\$856,332.12	\$1,498,128.33
Trust Account	\$17,924.70	\$8,572.80
Reserve Account	\$7,567,799.15	\$7,280,037.26

RESERVE ACCOUNT

The Reserve Funds of \$7,280,037.26 as at 28th February, 2015 were invested in:-

- Bank of Western Australia \$5,876,850,.96 in the Business Telenet Saver Account and
- \$1,403,186.30 in the WA Treasury O/Night Facility.

Breakdown for February, 2015 with a comparison for February, 2014 is as follows:-

	2014	2015
Sports Complex Upgrade Reserve	\$383,080.45	\$0.00
Land & Building Reserve	\$4,993.34	\$5117.13
Plant Reserve	\$623,964.58	\$737,797.34
Leave Reserve	\$130,158.62	\$220,155.60
Economic Development Reserve	\$102,845.15	\$105,394.37
Sewerage Reserve	\$42,557.03	\$79,142.63
Unspent Grants & Contributions Reserve	\$177,882.63	\$853,302.70
Community Development Reserve	\$1,449,206.47	\$1,485,127.82
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,096,151.52	\$2,148,108.66
Morawa Community Trust Reserve	\$24,528.70	\$18,810.33
Aged Care Units Reserve	\$8,591.29	8,804.23
Transfer Station Reserve	\$318,919.48	\$194,717.01
S/Towns Revitalisation Reserve	\$1,680,572.65	\$865,938.94
ST Solar Thermal Power Station Reserve	\$524,347.24	\$537,247.36
Business Units Reserve	\$0.00	\$20,373.14
TOTAL	\$7,567,799.15	\$7,280,037.26

TRANSFER OF FUNDS

- \$42,537.35 from Municipal Fund to Plant Reserve being for the 4th Quarter Plant Depreciation for 13/14 (accounted for in the 13/14 Financial Statements).
- \$64,145.37 from Unspent Grants to Municipal Fund for the S/T Road Realignment (these funds are also accounted for in the 13/14 Financial Statement).
- \$50,000 from Plant Reserve to Municipal Fund for purchase of CEO Vehicle as per 2014/15 Adopted Budget on the 20th August, 2014.
- \$348,248 from Unspent Grants Reserve to Municipal Fund for the S/T Road Realignment on the 20th August, 2014.
- \$820,000 from Unspent Grants Reserve to Municipal Fund for the S/T Road Realignment on the 5th September, 2014.
- \$48,781.29 from Municipal Fund to Plant Reserve being for the 1st Quarter Plant Depreciation transfer as per Budget on the 11th December, 2014.
- \$48,781.29 from Municipal Fund to Plant Reserve being for the 2nd Quarter Depreciation transfer as per Budget on the 14th January, 2015.
- \$855,000.00 from S/towns Revitalization Reserve to Municipal Fund for Town Street Upgrade on the 10th February, 2015.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Section 3 – Finance 3.4.7 Risk Management Controls – Monthly bank reconciliations to be prepared for each account and reported to Council Monthly

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

OFFICER'S RECOMMENDATION

It is recommended that the bank reconciliation report for 28th February, 2015 be received.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr D S Agar

It is recommended that the bank reconciliation report for 28th February, 2015 be received.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.2.3
<i>Subject:</i>	Monthly Financial Statements
<i>Date & Author:</i>	11 March 2015, Fred Gledhill – Manager Accounting & Finance
<i>Responsible Officer:</i>	Manager Accounting & Finance
<i>Applicant/Proponent:</i>	Manager Accounting & Finance Fred Gledhill
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

INTRODUCTION

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

COMMENT

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

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

OFFICER'S RECOMMENDATION

It is recommended that Council receive the Statement of Financial Activity and Variance Report for the period ending the 28th February, 2015.

COUNCIL RESOLUTION

**Moved: Cr K P Stokes
Seconded: Cr D S Agar**

It is recommended that Council receive the Statement of Financial Activity and Variance Report for the period ending the 28th February, 2015.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.3.1
<i>Subject:</i>	ANZAC Centenary – Out of budget funds request
<i>Date & Author:</i>	25 February 2015, Sally Hoad Community Development Officer
<i>Responsible Officer:</i>	Community Development Officer
<i>Applicant/Proponent:</i>	Morawa-Gutha RSL Sub-Branch
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	Raised at February Briefing Session

SUMMARY

The purpose of this report is to seek approval for an out of budget funds allocation towards the 2015 ANZAC Centenary Event.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Letter from Morawa-Gutha RSL Sub-Branch, received on 10th February 2015.
Budget for 2015 ANZAC Centenary Event

BACKGROUND INFORMATION

As the 25th April 2015 marks 100 years since the ANZAC landings in Gallipoli, the Morawa RSL would like to hold a special commemorative event. The event has been in discussions for the past two years, and the RSL have expressed that they will need assistance from the Shire to plan and run the proceedings.

A grant was applied for by a consultant, on behalf of the Shire, to attract funds to go towards this event. The Shire has recently received information that they have been granted \$2200 for this event.

The CDO met with the RSL on Thursday 29th January, and was able to have lengthy discussions about what the RSL had in mind for the event.

The CDO was able to highlight the ways that the Shire may be able to assist in the lead up to the event, such as preparing both areas for the ceremony's to take place, assistance with road closure and event set up at both locations.

OFFICER'S COMMENT

Although a \$2,200 grant has been received, the costing's of this event, together with purchase of plaque, and catering for both services will exceed this amount. The Morawa-Gutha RSL Sub-Branch have submitted a letter to the Council, to request that extra funds can be allocated towards this event.

This is an important event to take place in Morawa, and the CDO feels that the relatively small contribution from Council will ensure that the event is a very special and memorable occasion.

A full budget is attached which outlines the contributions required by the Shire.

COMMUNITY CONSULTATION

The CDO has been working with the Morawa-Gutha RSL to determine the plans for the event, and the RSL have commenced advertising the event in the Morawa Scene. The community are aware that the Shire and the RSL have plans to hold a ANZAC Centenary event.

COUNCILLOR CONSULTATION

The matter was raised at the February Briefing Session, and a full report on the plans for the event was given to Council. The Morawa-Gutha RSL Sub-Branch have now written a letter to Council for their consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As the amount requested was not budgeted for, the funds will need to be approved as an out of budget funds allocation.

These funds would be allocated from the Area Promotions budget which has not been fully expended. As there are funds available in this area of the budget, the funds can be re-allocated towards the ANZAC Centenary.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

The CDO and RSL are meeting regularly to discuss the plans for the event, to ensure that appropriate risk management plans are put in place.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

It is recommended:-

Council approve the out of budget funds request of \$2,700.00 to go towards the ANZAC Centenary event in April 2015.

COUNCIL RESOLUTION

**Moved: Cr M J Thornton
Seconded: Cr K P Stokes**

It is recommended:-

Council approve the out of budget funds request of \$2,700.00 to go towards the ANZAC Centenary event in April 2015.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.3.2
<i>Subject:</i>	Morawa Hotspot Security
<i>Date & Author:</i>	11 March 2015, Sally Hoad - Community Development Officer
<i>Responsible Officer:</i>	Community Development Officer
<i>Applicant/Proponent:</i>	Community Development Officer Sally Hoad
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	Raised at March Briefing Session

SUMMARY

The purpose of this report is for Council to authorise the Chief Executive Officer to sign off on acceptance of a grant from the Strategic Crime Prevention Unit WA Police, in respect of the Morawa Hotspot Security project.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Letter from WA Police re: grant success.

BACKGROUND INFORMATION

The CDO submitted an application to the Community Crime Prevention Fund to cover the cost of four CCTV cameras. Two cameras are to be placed at the Skate Park, one at the rear of the Youth Centre, and one at the South side of the Youth Centre building to capture the area surrounding the Town Hall and Prater St Carpark. The footage will be wirelessly transmitted to a monitoring station which will be set up at the Morawa Youth Centre. The footage will not be continuously monitored however the footage can be checked if an incident occurs. The CDO has recently received confirmation that an amount of \$9,091.00 has been approved from the Community Crime Prevention Fund for this project.

OFFICER'S COMMENT

The CDO hopes that the CCTV being placed in the designated areas will prevent crime and anti-social behaviour from taking place.

COMMUNITY CONSULTATION

The CDO has discussed with youth of Morawa the reasons as to why CCTV would be installed in these areas.

COUNCILLOR CONSULTATION

The success of the grant application was raised at the March briefing session.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

A contribution of \$909.09 (excluding GST) would be required to contribute towards the project. This amount has not been budgeted for however the funds could come out of the 'Youth Centre – Other Equipment' budget.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Signs would be placed around the areas that would be covered by the cameras to alert the general public that CCTV is in place.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

It is recommended:-

Council give authorisation for the Chief Executive Officer to sign off on the acceptance of the Morawa Hotspot Security grant.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended:-

Council give authorisation for the Chief Executive Officer to sign off on the acceptance of the Morawa Hotspot Security grant.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.3.3
<i>Subject:</i>	Gundduwa Regional Conservation Association Grant
<i>Date & Author:</i>	12 March 2015, Sally Hoad Community Development Officer
<i>Responsible Officer:</i>	Community Development Officer
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

SUMMARY

The purpose of this report is for Council to approve the Community Development Officers application to the Gundduwa Regional Conservation Association Project Fund for the amount of \$20,000.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Nil

BACKGROUND INFORMATION

During 2014, the Shire's of Morawa and Perenjori partnered to deliver a successful program called *Gundduwa Young Leaders*. The program engaged 12 local young people in a 6 month leadership program, with an underlying theme of conservation and the environment. The young people were selected to take part in the program through the knowledge that they all had the ability to become leaders amongst their peers or community.

The main aims of the program were to connect the participants with the environment and the land, increase their knowledge on the importance of conservation, educate about aspects of cultural history and heritage, and enhance their teamwork and leadership skills. These aims were achieved through two camps held at the Charles Darwin Reserve, focusing on environment and conservation, practical bush work and activities, and a range of leadership and team work activities. The program also involved a range of other activities including; project planning sessions, career development, presentation and performance skills, and first aid training.

The program is unique in that it connects the young people with the land and away from technology or other distractions, teaches them important life skills, and encourages them to reflect on how they can play a part in conserving our environment. The program was primarily funded by Gunduwa Regional Conservation Association, who contributed \$20,000 towards the project. The Shires of Morawa and Perenjori both made a contribution of \$1,500. Various partners from Bush Heritage, Geraldton Regional Community Education Centre, Mt Gibson Iron, and both the Shire of Morawa and Perenjori worked together to ensure that the program was successful.

Gunduwa Regional Conservation Association has now advertised round two of their funding, and the Shires of Morawa and Perenjori would once again like to apply for \$20,000, to partner and deliver another leadership program with young people from both towns.

OFFICER'S COMMENT

The CDO's from both Morawa and Perenjori can see areas in which the program can be developed and improvements made in order to have a greater impact on both the young people and their communities. Aspects of the program which can be developed include; each young leader taking on a position within a local community group, the possibility of creating a 'Youth Committee' where the young people are given experience with chairing meetings and minute taking tasks, implementing a 'day with a CEO' program so that the young people can see what it is like to take on a position of leadership within their chosen field, and a guided wilderness camp which includes a cultural heritage walk.

The CDO feels that this is an important program to continue in our community, and feels that the \$20,000 from Gunduwa Regional Conservation Association can greatly assist the two Shires to develop the project further. Gunduwa have indicated that they would like to see an application from both Shires, and are interested in funding the project again.

COMMUNITY CONSULTATION

The CDO has consulted with the Principal of the Morawa District High School (MDHS) who has expressed support for this program to continue in 2015. The CDO has also presented to a MDHS assembly to promote the leadership program to all secondary school students.

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Shires of Morawa and Perenjori can access up to \$20,000 from Gunduwa. Each Shire would need to contribute \$1,500. This contribution amount could be included into the 15/16 budget.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

All risks related to the project are well considered by the CDO and full risk management plans are completed prior to each aspect of the project taking place.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council supports the Community Development Officers application to the Gunduwa Regional Conservation Association Project Fund, for \$20,000 to run a Young Leaders Program in conjunction with the Shire of Perenjori.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr D S Agar

That Council supports the Community Development Officers application to the Gunduwa Regional Conservation Association Project Fund, for \$20,000 to run a Young Leaders Program in conjunction with the Shire of Perenjori.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.4.1
<i>Subject:</i>	Road Dedication Mullewa- Wubin Road
<i>Date & Author:</i>	11 March 2015, John Elliot - Project Officer
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/ Proponent:</i>	Shire of Morawa
<i>File Number:</i>	ADM 0287
<i>Previous Minute/s and Reference:</i>	

SUMMARY

The purpose of this report is for Council to consider the proposed dedication of land by Main Roads Western Australia as detailed on drawings 1460-051 to 1460-056.

This report seeks the consent of the Council to dedicate portions of land as road under Section 56 of Land Administration Act 1997.

DECLARATION OF INTEREST

Author of report has no declaration of interest.

ATTACHMENTS

- Attachment 1– Letter from Main Roads Western Australia
- Attachment 2– Drawing 1460-051 to 1460-056
- Attachment 3– Main Roads Consultation Report

BACKGROUND INFORMATION

Main Roads Western Australia (MRWA) has advised that a section of land located on the Mullewa-Wubin Road within the Shire of Morawa Local Government boundary was cleared as part of the road reserve and fenced in 2011.

To dedicate the section of land to form part of the Mullewa- Wubin road reserve MRWA require Shire of Morawa approval to dedicate the portions of land as detailed in attachment 2 (MRWA Drawing 1460-151 to 1460-156).

OFFICER'S COMMENT

While MRWA has care, control and management responsibility of the Mullewa- Wubin Road, the Land Administration Act 1997 requires that the local government provides consent be given to the dedication action.

Associated road works and fencing was completed in 2011 and the completion of this dedication process will formalise the current constructed road design.

MRWA has consulted with landowners directly impacted from the road works and associated fencing and now seeks to formalise the dedication process. MRWA has formally written to the Shire of Morawa requesting that the dedication of land is completed under section 56 of the Land Administration Act 1997.

MRWA indemnifies Council against all costs and charges in pursuant of section 56 Land Administration Act 1997. Land will be acquired by MRWA in accordance with the Land Administration Act 1997.

COMMUNITY CONSULTATION

No Community Consultation is required under the Section 56 process.

MRWA have completed individual consultation, as detailed in Attachment 3, with all private landowners directly affected by the dedication.

COUNCILLOR CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Land Administration Act 1997
Local Government Act 1995

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

MRWA has advised that the dedication of all sections of land detailed in attachment 2 (MRWA Drawing 1460-151 to 1460-156) will be at the cost and completed by Main Roads Western Australia. The Shire of Morawa will also be indemnified against all costs and charges that relate to the dedication action.

STRATEGIC IMPLICATIONS

The completed verge road works and associated fencing comply with Main Roads Western Australia policy and procedures.

RISK MANAGEMENT

The procedure follows the formal Section 56 process under the Land Administration Act 1997.

VOTING REQUIREMENT:

Simple majority.

OFFICER'S RECOMMENDATION

It is recommended:-

Council at its meeting of the 17 March 2015 concurred to the dedication of the land, the subject to Main Roads Drawings 1460-151 to 1460-156, as road under Section 56 of the Land Administration Act 1997.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended:-

Council at its meeting of the 17 March 2015 concurred to the dedication of the land, the subject to Main Roads Drawings 1460-151 to 1460-156, as road under Section 56 of the Land Administration Act 1997.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.4.2
<i>Subject:</i>	Town Centre Feature Element
<i>Date & Author:</i>	11 March 2015, John Elliot – Project Officer
<i>Responsible Officer:</i>	Project Officer John Elliot
<i>Applicant/Proponent:</i>	Shire of Morawa
<i>File Number:</i>	ADM0619
<i>Previous minute/s & Reference:</i>	Shire of Morawa Council Meeting Minutes February 2015, January 2015, November 2014, June 2014, October 2013, September 2013 and September 2012.

SUMMARY

The purpose of this report is for Council to approve the ribbon design element for the Town Square Central Feature Element.

DECLARATION OF INTEREST

Author of report has no declaration of interest.

ATTACHMENTS

Attachment 1- Option 1 Wheat Ribbon Design
Attachment 2- Option 2 Wheat and Windmill Ribbon Design

BACKGROUND INFORMATION

On 6th July 2011, Morawa was identified as one of nine towns to be named as a Super Town under the State Government Royalties for Regions Regional Centres Development Plan initiative.

Morawa was chosen as a Super Town because of its growth potential. The Super Towns vision is to have balanced communities with lifestyle options and access to services. They will have affordable, quality housing and a diverse range of lifestyle and job opportunities. It will have flow on benefits to neighbouring towns, communities, and regional cities. As a Super Town, Morawa will offer more choices for people wanting to live in regional areas and provide an attractive alternative to living in the metropolitan area.

The total project is anticipated to include the following five stages:-

1. Creation of the Civic Square and Pedestrian Crossing
2. Construction of the Parallel Freight Alignment
3. Upgrade of Central Portion of Winfield Street
4. Upgrade remaining extent of Winfield Street
5. Prater Street streetscaping works

At the meeting of the Council on the 25th September 2012 in relation to the Morawa Town Centre Project it was resolved that:

1. Council endorse the Morawa SuperTown Town Centre Revitalisation concept design plan Stages (1 & 2) as detailed in the outcome report.

Funding of \$5,326,000 has been received to complete stages 1 & 2. Project consultants have completed detailed design drawings for the Creation of the Civic Square (including the Central Feature Element) and Pedestrian Crossing (Stage 1) and Construction of the Parallel Freight Alignment (Stage 2).

Emerge Associates (Landscape Architects) have been engaged by the Shire of Morawa to provide design plans, completion of tender/quotation and project manage the construction of the Civic Square, including the Civic Square Feature Element.

Little Rhino Designs were approved in November 2014 through tender to design and construct the Central Feature element at a total fixed price of \$95,000 (GST Exclusive).

Little Rhino Designs had prepared Ribbon design options for the Town Square Central Feature element for a special Council meeting held in January 2015 and a Council Meeting held in February 2015. Council did not move a motion to support any of the designs provided at either meeting.

Council did approve at the January 2015 Council meeting construction options as detailed below.

Option 1- Etched Motif to Lower Section:

This Option maintains the original approved form of the ribbon and provides artistic interpretation and detailed visual interest from ground level, all the way up to the highest clock face. In order to mitigate finger grips, footholds or finger entrapment issues it is proposed that any motif below approximately 1900mm above ground level will be etched into the metal or have laser cutting voids of width less than 6mm, and remain in 2 dimensional form. Above 1900mm the motifs would be laser cut and given a 3 dimensional characteristic. Artistically this option is preferred as it provides visual interest and interpretation at ground level that engages the public close up.

OFFICER'S COMMENT

Little Rhino Designs have provided two design options for Councils consideration addressing wheat and wheat/windmill themes.

Option 1 –:

The artist has designed a rural farming design incorporating a consistent wheat pattern. The wheat would be etched into the lower portion of the ribbon and laser cut into the middle and upper sections of the ribbon (shaped to create 2 and 3 dimensional effects).

Option 2 –

The design incorporates rural elements including a windmill and wheat design. The wheat motif would be etched in the lower section of the ribbon and wheat and windmill laser cut into the mid and upper portion of the ribbon, creating 2 and 3 dimensional imagery along the ribbon.

The artist has advised that that designs are place in segmented portions of the ribbon to ensure rigidity of the ribbon during the fabrication and installation process.

COMMUNITY CONSULTATION

The Shire of Morawa in collaboration with the project consultants has completed a range of public consultation including public meetings, surveys and workshops to gain community and business input during the inception and design phases. The consultants have also conducted meetings with key landowners potentially impacted by the construction of the Civic Square project including the Central Feature Element on the 19th and 20th March 2013. This level of engagement is considered sufficient to alleviate any perceived concerns of inadequate community consultation.

COUNCILLOR CONSULTATION

Shire of Morawa Councillors have been involved in a range of presentation and workshops associated with the development and design of the Civic Square project including the Central Feature Element. Designs options have also been discussed at Council briefing sessions.

STATUTORY ENVIRONMENT

The Civic Square Feature element and Civic Square project is required to comply with the Shire of Morawa Town Planning Scheme No 2 and associated Shire of Morawa policies.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Little Rhino Designs were approved in November 2014 through tender to design and construct the Central Feature element at a total fixed price of \$95,000 (GST Exclusive). The design and construction designs would not increase the agreed fixed price.

STRATEGIC IMPLICATIONS

The Shire of Morawa Corporate Business Plan 2012-2016 endorsed by Council incorporates the following project:

Project 26 Main Street Project

“The Main Street of Morawa will be revitalised to provide new opportunities for community interaction and an increased level of retail and commercial services.”

The construction of the Civic Square, incorporating the central feature element is a key component identified under project 26 and will meet a key objective of this project.

The Morawa SuperTown Growth and Implementation Plan 2012 endorsed by the Western Australian Government and Shire of Morawa identify the construction of the Civic Square including the central feature element as a significant project.

The Shire of Morawa Strategic Community Plan – Plan for the Future has the following adopted strategy objective:-3.5.2

“Improved and well maintained community, recreational and civic infrastructure.”

RISK MANAGEMENT

The approved construction option has been prepared to stop potential climbing of the central feature element and the artist has engaged a structure engineer to approve the structures design.

The Morawa SuperTown Financial Assistance Agreement states that the Shire of Morawa bears the sole risk for any project cost overruns. This risk has been mitigated through the negotiation of a fixed price contract for construction of the Civic Square Central Feature Element and associated works.

Past civil Shire of Morawa projects have been able to be completed within the allocated budgets.

VOTING REQUIREMENT

Simple majority.

OFFICER'S RECOMMENDATION

1. Council approve design option 2 depicting wheat and windmill motifs for the ribbon component of the Morawa SuperTown Civic Square Central Feature Element. The design is also to include both 2 dimensional and 3 dimensional cut out imagery for the ribbon component.

COUNCIL RESOLUTION

Moved: Cr M J Thornton

Seconded: Cr D S Agar

- 1. Council approve design option 2 depicting wheat and windmill motifs for the ribbon component of the Morawa SuperTown Civic Square Central Feature Element. The design is also to include both 2 dimensional and 3 dimensional cut out imagery for the ribbon component.**

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.4.3
<i>Subject:</i>	Financial Assistance Agreement Royalties for Regions Country Local Government Fund 2012-13 Morawa Swimming Pool
<i>Date & Author:</i>	12 March 2014, John Elliot - Project Officer
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Shire of Morawa
<i>Previous minute/s & Reference:</i>	August 2011, July 2012, June 2013, August 2014

SUMMARY

The purpose of this report is for Council to authorise the affixation of the Common Seal of the Shire of Morawa to the Royalty for Regions Financial Assistance Agreement Country Local Government Fund 2012-13 Morawa Swimming Pool in the presence of the Shire President and the Chief Executive Officer.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Royalty for Regions Financial Assistance Agreement – Country Local Government Fund 2012-13 Morawa Swimming Pool

BACKGROUND INFORMATION

The project is to replace the existing pool filtration system with a system that meets current legislative requirements and meets the future demand of the facility. To achieve this, a number of construction elements are incorporated into the project, including:

- Establishment of a new filtration plant and backwash tank
- Replace existing plant room building and associated site works
- Renovation of existing balance tank

A total amount of \$358,578 Country Local Government Funding 2012/13 has been approved toward the project.

The Department of Regional Development have prepared the associated Financial Assistance Agreement (Attachment 1) and provided two copies of the documentation for signing and placement of the Shire of Morawa common seal as part of the execution of the agreement.

OFFICER'S COMMENT

The Financial Assistance Agreement is a legal document between the Department of Regional Development and the Shire to access \$358,578 in Royalty for Regions Funding.

The document provides an agreed structure to access funds and achieves affixation of the Shire of Morawa Common Seal to bind the agreement.

The local Government Act 1995, section 9.49A states:

- (1) *A document is duly executed by a local government if —*
 - (a) *the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or*
 - (b) *it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so*
- (2) *The common seal of a local government is not to be affixed to any document except as authorised by the local government.*
- (3) *The common seal of the local government is to be affixed to a document in the presence of —*
 - (a) *the mayor or president; and*
 - (b) *the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.*
- (4) *A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.*

Conforming to the abovementioned procedures is required under the Local Government Act 1995.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

The project and associated Country Local Government Funding 2012/13 has been discussed at Council briefing sessions.

STATUTORY ENVIRONMENT

The Local Government Act 1995 section 9.49A

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The approved \$358,578 in Royalty for Regions CLGF 2012/13 funding will assist in the successful completion of the Morawa Swimming Pool project.

Other funding sources towards the project include:

- Community Sporting and Recreation Facilities Fund (CSRFF) funding of \$229,716
- Shire of Morawa general funding of \$170,000
- Community Sporting and Recreation Facilities Fund (CPRP) of \$10,000

STRATEGIC IMPLICATIONS

This project is consistent with the Shire of Morawa Sport & Recreation Master Plan.

RISK MANAGEMENT

The purpose of the Financial Assistance Agreement is to provide a structure detailing Department of Regional Development and Shire of Morawa project responsibilities and requirements for the receivable of the Royalty for Regions CLGF 2012/13 allocation.

The document provides a detailed and legal mechanism to ensure project funding and completion of the project is achieved within budget and in accordance with sound project management methodology.

VOTING REQUIREMENT:

Simple Majority

OFFICER'S RECOMMENDATION

Council under section 9.49 of the Local Government Act 1995 approves:

The common seal of the Shire of Morawa to be affixed to the Royalty for Regions Financial Assistance Agreement - Country Local Government Fund 2012-13 Morawa Swimming Pool in the presence of the Shire President and the Chief Executive Officer, each of whom is to sign the document to attest that the common seal was so affixed.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr D S Agar

Council under section 9.49 of the Local Government Act 1995 approves:

The common seal of the Shire of Morawa to be affixed to the Royalty for Regions Financial Assistance Agreement - Country Local Government Fund 2012-13 Morawa Swimming Pool in the presence of the Shire President and the Chief Executive Officer, each of whom is to sign the document to attest that the common seal was so affixed.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.5.1
<i>Subject:</i>	LGA Sale – Statutory Declaration & Amended Transfer of Land for 1 Solomon Terrace, Morawa
<i>Date & Author:</i>	24 February 2015, Shelley Smith – Executive Manager
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

SUMMARY

The purpose of this report is for Council to execute the amended Transfer of Land and Statutory Declaration for 1 Solomon Terrace, Morawa.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

1. Letter CS Legal
2. 2nd Transfer of Land
3. Original Transfer of Land
4. Statutory Declaration
5. Copy of 17th Feb 2015 Council Meeting Minutes
6. Town Map Location of 1 Solomon Terrace, Morawa

BACKGROUND INFORMATION

On the 16th September 2013 under section 6.64 of the Local Government Act 1995 for non-payment of rates and service charges for a period of at least 3 years, 1 Solomon Terrace Morawa was offered for sale by public auction.

The auction produced no bidders and the property was passed in. Notice pursuant to Schedule 6.3 of the Local Government Act 1995 it was then placed on the market for sale.

The property was listed with real estate agent Ray White Dongara for a period of 12 months during which time no offers were received it was then to be transferred back to the Shire of Morawa by council execution of Transfer of Land and Withdrawal of caveat.

At the 17th February 2015 council meeting, a motion was granted to execute the Transfer of Land and Withdrawal of Caveat to complete the process as per the attached minutes.

The executed documents were returned to CS Legal who advised that upon further investigation it was recommended that an amended Transfer of Land and Statutory Declaration be executed.

The amended Transfer of Land now includes in the consideration “the local government act for non-payment of rates for a period of at least three years” and the new Statutory Declaration provides details of the actions taken and the timeline.

OFFICER’S COMMENT

Nil

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENT:

Absolute Majority

OFFICER'S RECOMMENDATION

That Council executes the Statutory Declaration in support of the amended Transfer of Land for 1 Solomon Tce, Morawa. It is recommended that the property be noted on the Asset Register for the Shire of Morawa and further discussions tabled by council for the properties future use.

COUNCIL RESOLUTION

**Moved: Cr M J Thornton
Seconded: Cr D S Agar**

That Council executes the Statutory Declaration in support of the amended Transfer of Land for 1 Solomon Tce, Morawa. It is recommended that the property be noted on the Asset Register for the Shire of Morawa and further discussions tabled by council for the properties future use.

CARRIED 5/0

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.5.2
<i>Subject:</i>	Child Day Care Centre
<i>Date & Author:</i>	26 February 2015, Shelley Smith – Executive Manager
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

SUMMARY

The purpose of this report is to update Council as to the status of the Morawa Child Day Care Centre.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

1. Deed of Commercial Lease.
2. Service Agreement.
3. Copy of 17th February 2015 Council Meeting Minutes.

BACKGROUND INFORMATION

The Morawa Day Care Centre has not been operational since December 2014 after the previous educator left.

Attempts to find a replacement approved provider to take over the running of the centre proved difficult. Although there was interest by Ready Set Grow they could not commit until further investigation was undertaken by them as to the financial viability of the venture.

Due to time constraints and the urgency of providing a service to the community it was put to council to re visit appointing Kylie Whitehurst to run the Morawa Child Day Care Centre under Bright Stars, as Approved Provider, for a period expiring 31st December 2015, with a legal agreement to be drafted by the CEO setting out the provisions of the operational contract.

Motion was granted as per 17th February 2014 minutes attached.

OFFICER'S COMMENT

Extensive work was completed on the Day Care Centre building and outside gardens and play area. The play equipment was removed as a result of safety issues and risk to children and the playgrounds made safe.

A full inventory with photos was undertaken on completion of the final clean.

The CEO met with Kylie Whitehurst and discussed the possibility of entering into a contract with the Shire: fortunately she was still interested. Kylie and Bright Stars have provided all required information as to accreditation and indemnity insurance.

A commercial lease has been drafted by the Acting CEO for review by council.

The keys were given to Kylie on Tuesday 24th Feb 2015 so that she could set up and prepare for a registration and orientation day scheduled for Thursday 26th 2015.

Kylie commenced day care operations on Tuesday 3rd March 2015 under the name of Jolly Jumpers Family Day Care. She advised that she had a full complement of 7 children for Tuesdays however there are still some vacancies remaining for other days. After a good response to the orientation day she is confident the centre will be fully booked within a short period of time.

On Tuesday 3rd March 2014, the Executive Manager received a phone call from Fritz Grader from Ready Set Grow requesting to come and visit the facility that day. Acting CEO advised him that council had appointed Kylie in the interim for a probationary period but would still like to arrange a time for him to come and view the premises at a later date. Fritz agreed and a tentative time was discussed for the 1st week in April when CEO returns from leave.

COMMUNITY CONSULTATION

As identified previously there is great interest and demand for this service as was evident at the recent registration opening day. Kylie is fully committed to providing a valuable service to the community.

COUNCILLOR CONSULTATION

This matter was discussed at the previous council meeting and as agreed, the relationship between the Shire and Kylie would be reviewed at the end of the year.

STATUTORY ENVIRONMENT

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

The Shire has spent on cleaning and refurbishing the building and currently pays the electricity, water and rates.

STRATEGIC IMPLICATIONS

This has provided an opportunity for a local person to fulfil an important need within the community and has created prospect for this type of business to develop further.

RISK MANAGEMENT

As Jolly Jumpers Family Day Care is fully accredited under Bright Stars (City Of Geraldton) who will complete regular audits and accreditation compliance checks, the Shire is only a lessor and Jolly Jumpers a lessee so it would only be responsible for the general maintenance only. The perceived risk would be the nominal rent payment and the lease term which will terminate December 2015 and be subject to future council consideration.

VOTING REQUIREMENT

NA

OFFICER'S RECOMMENDATION

That council agree to receive the report.

SUSPENSION OF STANDING ORDERS

Moved: Cr K P Stokes
Seconded: Cr M J Thornton

That Standing Orders be suspended at 1.15pm.

CARRIED 5/0

Council discussed the need for the Chief Executive Officer and Executive Manager to provide more information on the item. Council suggested that this item be withdrawn.

RESUME STANDING ORDERS

Moved: Cr D S Agar
Seconded: Cr K P Stokes

That Standing Orders be resumed at 1.23pm.

CARRIED 5/0

COUNCIL RESOLUTION

Moved: Cr D S Agar
Seconded: Cr K P Stokes

It is recommended:-

Council agree to receive the report.

The Officers report was withdrawn as Council requested there be further discussion and review of the Child Day Care Centre Legal Documents before the plan could be endorsed by Council.

CARRIED 5/0

7.2.6 Chief Executive Officer

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.6.1
<i>Subject:</i>	Strategic Plan Update and Progress Report
<i>Date & Author:</i>	17 March 2015, John Roberts – Chief Executive Officer
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	17 February 2015 Council Meeting

SUMMARY

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

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

Other updates are also provided regarding the informing strategies including:

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

- 2014/15 Project Summary Report;
- Shire of Morawa February 2015 Strategic Plan Update and Progress Report.

BACKGROUND INFORMATION

The Strategic Plan Update and Progress Report is provided to Council each month for information. The Strategic Community Plan was adopted 21 June 2012 and a desktop review was undertaken on 12 September 2014 and adopted by Council on 18 September 2014.

Currently, the Strategic Community Plan has 106 actions listed:

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

Table One: Summary of Strategic Actions

Accordingly, the progress of the projects and program areas covering the strategic actions for 2014/15 are tracked within the Corporate Business Plan. This is because:

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

Informing Strategies

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

Long Term Financial Plan

The long term financial plan will be reviewed early in 2016. A budget allocation has been included in the 2014/15 budget.

Status

No change - The Long Term Financial Plan requires updating. UHY Haines Norton have provided a quote which has been included in the 2014/15 Budget.

Asset Management Plan

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

Status

No change - The fair value report regarding plant and equipment needs to go to Morrison Low so that the AMP can be updated.

A meeting with Greenfields took place on 9 September 2014 discussing road infrastructure fair values for 2013/14. Approval has been given to Greenfields to undertake the assessment.

Roman II has been updated with local road data.

Workforce Plan

The Workforce Plan is monitored by the Department of Local Government and Communities. This will require assessment by staff by the end of June 2014.

Status

The Acting CEO, DCEO and MFA commenced this review on 4 April 2014. A final review is now required. This has not yet been completed.

Information Communication and Technology (ICT) Plan

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

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

Status

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

Other Key Informing Strategies

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

Risk Management Framework and Compliance Plan

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

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

Status

The project commenced on 26 August 2014 with a regional meeting to receive and discuss an LGIS prepared Risk Management Governance Framework which will be the subject of a report to Council at the October OCM. The following day a workshop took place, facilitated by LGIS, involving Shire staff. At this workshop risk profiles for 16 themes were developed. This project enabled the CEO to prepare a report to the audit committee on the appropriateness and effectiveness of the Shire's Risk Management systems and procedures. The project was concluded in December 2014.

OFFICER'S COMMENT

Strategic Community Plan

Further to the above, the success of the Strategic Community Plan (SCP) is based on the outcomes of the Corporate Business Plan and the key performance measures (KPIs) that will form part of the SCP from March 2014. The key performance measures show the desired trend to be achieved for each objective (Economic, Environment, Social and Governance). The key performance measures were inserted into the SCP at the Council meeting on 20 March 2014.

Corporate Business Plan

The Corporate Business Plan Report is provided to Council each month. Accordingly, a summary report and full copy of the Corporate Business Plan report for February 2015 is attached.

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

Projects

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

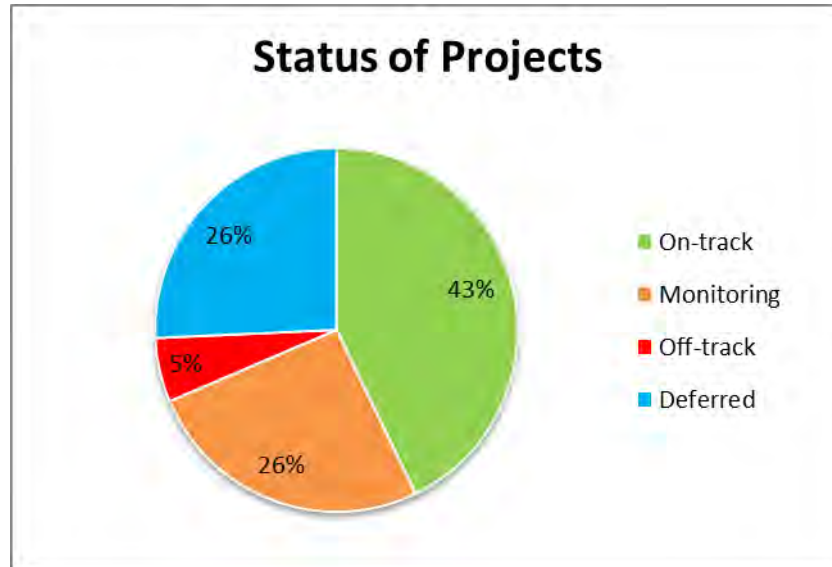


Chart 1: Breakdown on Status of Projects for 2014/15

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

Status Type	Status	Comment
Overall Completion	In terms of overall completion (i.e. the percentage of each project completed divided by the number of projects underway), this is 59.65%.	
On-track	There are 15 (43%) projects on track (1, 2, 3, 5, 12, 13, 14, 19, 20, 26, 32, 33, 34, & 35).	
Monitoring	9 (26%) projects are at the monitoring level (4, 7, 8, 10, 15, 18, 21, 27, 31)	
Off-track	In total there are 2 (5%) projects off track (9, and 30).	projects include: Staff resourcing in terms of key roles has been a constant issue regarding

		<p>consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014.</p> <p>The second key issue has been waiting on the approval of funding or resources for key projects: Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification has been developed. The impacts on these MWDC requirement to continually review business cases (Project 15) ; Thirdly competing re-allocation of resources undermining the strategic focus e.g. ongoing maintenance of key assets not provided for. However, the Asset Management Plan should improve this over time.</p>
Deferred	There are nine projects (26%) deferred due to fiscal constraints and other resourcing issues or because the priority has changed (6, 11, 16, 17, 22, 23, 24, 25 & 28);	There is no change to the status of these projects following the desktop review of the Strategic Community Plan in August 2014.

Programs

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

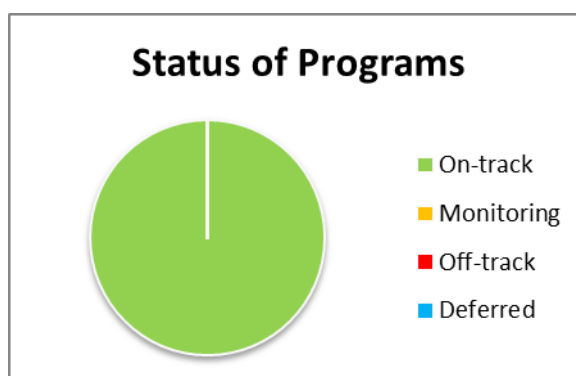


Chart 2: Breakdown on Status of Programs for 2014/15

Chart 2 indicates that all four program areas on track i.e. the Sports Facilities and Programs (82%), Roads Program (69%), Ongoing Health Care Provision (30%) and Governance (52%). The programs on track are subject to key operational or day to day activities and are impacted by seasonal issues. The latter programs generally take time for the costs to come through.

COMMUNITY CONSULTATION

As per the Strategic Plan Update and Progress Report

COUNCILLOR CONSULTATION

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

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

Council accepts the Shire of Morawa Strategic Plan Update and Progress Report for February 2015.

COUNCIL RESOLUTION

Moved: Cr D S Agar

Seconded: Cr K P Stokes

Council accepts the Shire of Morawa Strategic Plan Update and Progress Report for February 2015.

CARRIED 5/0

7.2.6 Chief Executive Officer

<i>Date of Meeting:</i>	17 March 2015
<i>Item No:</i>	7.2.6.2
<i>Subject:</i>	2014 Compliance Audit Return
<i>Date & Author :</i>	March 2015, Nicholas Els – Acting Chief Executive Officer
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant /Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	ADM0553
<i>Previous minute/s Reference:</i>	Various

SUMMARY

The Department of Local Government has distributed the 2014 Compliance Audit Return for completion by the Shire of Morawa. The Compliance Audit Return is one of the tools that allow Councils to monitor how the organisation is functioning.

Each local government is to carry out a compliance audit for the period 1 January to 31 December 2014 against the requirements included in the 2014 Compliance Audit Return.

The Compliance Audit Return is to be:-

1. Presented to Council at a meeting of the Council;
2. Adopted by the Council; and
3. The adoption recorded in the minutes of the meeting at which it is adopted.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

The Compliance Audit Return 2014

BACKGROUND INFORMATION

This year's return places emphasis on the need to bring to Council's attention cases of non-compliance or where full compliance was not achieved. In addition to explaining or qualifying cases of non-compliance, the return also requires Council to endorse any remedial action taken or proposed to be taken in regard to instances of non-compliance.

This year's return has again been prepared by electronic means of Local Government access and submission.

OFFICER'S COMMENT

An audit review has been carried out by the Shire of Morawa Chief Executive Officer as a means of ensuring compliance. A copy of the final completed Compliance Audit Return has been appended to this report.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

The 2014 Audit Report is presented to council at this briefing session for clarification of any questions or points of interest.

STATUTORY ENVIRONMENT

The Local Government Act (1995) and accompanying Regulations as detailed in the compliance return 2014

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Sound internal controls assists business organisations like the Shire of Morawa to minimise events of oversight and shortcomings as identified in the review as undertaken via the attached 2014 Compliance Audit Return

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

It is recommended:-

Council resolve;

The 2014 Compliance Audit Return be adopted by Council.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended:-

Council resolve;

The 2014 Compliance Audit Return be adopted by Council.

CARRIED 6/0

8 New Business of an Urgent Nature

Nil

9. Applications for Leave of Absence

Nil

10. Motions of Which Previous Notice Has Been Given

Nil

10.1 Questions from Members without Notice

Nil

11. Meeting Closed

11.1 Matters for which the meeting may be closed

Nil

11.2 Public reading of resolutions that may be made public

Nil

12. Closure

Meeting was closed at 1.26pm

.....**Presiding Person**

13. Next Meeting

The next Ordinary Meeting of Council is scheduled 16th April 2015