



AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD ON

WEDNESDAY, 19 OCTOBER 2016

1.30PM

SHIRE COUNCIL CHAMBERS

9.30am to 12.00pm MEITA meeting

12.00pm to 12.30pm Lunch

12.30pm to 1.30pm MWDC presentation to Shire of Morawa Council by MWDC

1.30pm October Ordinary Council Meeting.



WESTERN AUSTRALIA'S
WILDFLOWER COUNTRY

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DISCLAIMER

INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:

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

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

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

**JOHN ROBERTS
CHIEF EXECUTIVE OFFICER**

**DECLARATION OF
FINANCIAL INTEREST FORM**

TO: THE CHIEF EXECUTIVE OFFICER

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

I HEREBY DISCLOSE MY INTEREST IN THE FOLLOWING MATTERS OF

THE AGENDA PAPERS FOR THE COUNCIL MEETING DATED _____

AGENDA ITEM No.	SUBJECT	NATURE OF INTEREST	MINUTE No.

DISCLOSING PERSON'S NAME: _____

SIGNATURE: _____ DATE: _____

NOTES:

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

OFFICE USE ONLY:

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

CHIEF EXECUTIVE OFFICER _____ DATED _____

SHIRE OF MORAWA
REQUEST FOR WORKS AND SERVICES

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

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

On _____
Date

Chief Executive Officer

Received Date

Filed On: _____
Date

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

Councillors Name/Signature _____

Date: _____

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

COUNCIL MEETING INFORMATION NOTES

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

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

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

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

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

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

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

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

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

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

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

Local Government (Administration) Regulations 1996

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

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

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

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

Local Government (Administration) Regulations 1996

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

10. Public Inspection of Unconfirmed Minutes (Reg 13)

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

1 Declaration of Opening

The Shire President to declare that the meeting open at 1:30pm

1.1 Recording of Those Present

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

Mr J Roberts	Chief Executive Officer
Mrs W Gledhill	Manager of Accounting and Finance
Mr P Buist	Principal Works Manager
Mrs S Adams	Executive Assistant to CEO

1.2 Apologies

1.3 Approved Leave of Absence

1.4 Welcoming of Visitors to the Meeting

1.5 Announcements by the Presiding Member without Discussion

2 Public Question Time

2.1 Response to previous public questions taken on notice

2.2 Public question time

3 Declaration of Interest

Members are to declare financial, proximity and indirect interests.

4 Confirmation of Minutes of Previous Meeting

4.1 4 October 2016 – Ordinary Council Meeting (September Meeting)

5 Public Statements, Petitions, Presentations and Approved Deputations

6 Method of Dealing with Agenda Business

7 Reports

7.1 Reports from Committees

Nil

7.2 Reports from the Chief Executive Officer

7.2.2 Manager Accounting and Finance

7.2.3 Community Youth Development Officer

7.2.4 Executive Manager

7.2.5 Chief Executive Officer - Other

7.2 Reports from the Chief Executive Officer

<i>Item No/ Subject:</i>	7.2.1 Status Report
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	12 October 2016 - John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer - John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	22 September 2016 (Last Update to Council)

SUMMARY

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Shire of Morawa September 2016 Status Report.

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

As per the Status Report

COMMUNITY CONSULTATION

As per the Status Report

COUNCILLOR CONSULTATION

As per the Status Report

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council accepts the Shire of Morawa Status Report for September 2016 as tabled.

Council Resolutions for Actioning or Attention Completed

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

			<p>February 2014.</p> <ul style="list-style-type: none"> The former CEO suggested to Council at the February Council meeting that perhaps it was time to revisit the Gateway Project. Council suggested that this should be done at the Briefing Forum regarding the Old Morawa Hospital. Some preliminary discussion was had on 20 March 2014. SP, CEO & Stuart Griffiths (SMC) met on 17 July 2014 to discuss the Gateway Project and the Future Fund.. SMC stated that the \$100,000 allocation was not tied to the Gateway Project. It was suggested it could be used for community benefit infrastructure such as a childrens' playground. CEO met with Stuart Griffiths on 19 May 2015. CEO was advised that \$40,000 is available for allocation. Discussions took place about purpose. The possibility of using the funding for adventure equipment in the Town Square was received favourably. Sinosteel are reviewing the Minister's Order to see if the obligation is still valid. The CEO discussed the opportunity to use the funds for the Bush Trail. The Shire CEO has invoiced Sinosteel for \$30,000. 		
Jun-11	8.2.1	Climate Change Risk Assessment & Adaptation Action Plan	<ul style="list-style-type: none"> Implement adaptation action plan strategies rated 'extreme' and 'high' as budgetary and human resources permit. Consideration required to start funding actions in 2015/16 No further action at this time. 	CEO	Jun-13
Mar 2014	12.1.1	Proposal to Reallocate Solar Thermal Feasibility Funding (\$500,000)	<ul style="list-style-type: none"> Letter requesting transfer of \$500,000 to the upgrade of the Morawa Airport issued 2 April 2014; This matter replaces the previous item on this matter (Western Power – September 2007) Business Plan completed and was endorsed at the December 2014 Council meeting. Approval 	CEO	In Progress
			<ul style="list-style-type: none"> 		

Council Resolutions for Actioning or Attention Completed

Chief Executive Officer					
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June 2016	1606016	Shire President and CEO to enter into discussions with State Government representatives in relation to the Shire of Morawa's current and future interests in the Old Morawa Hospital	Appropriate representatives identified. Need to arrange suitable times for Shire President and CEO to attend.		
June 2016	1606019	Designs plans and cost estimates to be obtained for a relocated Evaside/Stephens Road intersection including constructed width and height of the road and intersection	Design received. To be presented at the October 2016 Briefing Session for discussion on options.		
	Manager Accounting & Finance				
	Nil			MAF	
	Nil				
	Community Development Officer			CDO	
	Nil				

Legend

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

7.2 Manager Accounting & Finance

<i>Item No/Subject:</i>	7.2.2.1 Accounts Due For Payment
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	11 October 2016, Candice Smith Senior Finance Officer
<i>Responsible Officer:</i>	Senior 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 September 2016

DECLARATION OF INTEREST

Nil

ATTACHMENTS

List of accounts Due & Submitted to council 19 October 2016

BACKGROUND INFORMATION

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS
1996 – REG 13

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

OFFICER'S COMMENT

Nil

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS
1996 – REG 13

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses -

1. The list of accounts paid by the Chief Executive Officer under delegated authority, represented by:
 - Municipal EFT Payment Numbers EFT 8938 to EFT 9061 inclusive, amounting to \$933,368.57
 - Municipal Cheque Payments Numbered 11598 to 11622 and (12) amounting to \$45,114.61
 - Municipal Direct Debit Payments Numbers DD5196.1 to DD5216.1 amounting to \$22,409.23
 - Payroll for September 2016
07/09/2016 - \$52,254.45
22/09/2016 - \$55,490.24

12	15/09/2016	Shire of Morawa	Petty Cash Recoup September 2016	1	295.10
EFT8938	01/09/2016	Local Government Managers Australia	2016/2017 Affiliate Membership	1	178.00
EFT8939	01/09/2016	Barbara Browne	Education Plan July to Aug 2016	1	1,562.50
EFT8940	01/09/2016	Peter Browne Consulting	Education Plan July to Aug 2016	1	1,725.00
EFT8941	01/09/2016	Rotary Club of Pinjarra	2016 Morawa Art Awards and Exhibition Artboard installation	1	5,100.00
EFT8942	01/09/2016	IGA Morawa	Aug 29 - 31 2016 Purchases	1	71.67
EFT8943	01/09/2016	Deans Contracting WA Pty Ltd	Flood Damage Repairs 08/08/2016 to 21/08/2016	1	18,021.52
EFT8944	01/09/2016	BPH	Flood Repairs - 22/08/2016 to 28/08/2016	1	127,144.60
EFT8945	01/09/2016	CMS Plumbing & Gas	Replace Hot Water unit and alter pipework 2 Caulfield Street	1	170.50
EFT8946	01/09/2016	Department of Housing	Rates refund for assessment A221 10 Caulfield Road MORAWA	1	50.00
EFT8947	01/09/2016	Colliers	Office Rent 01/09/2016 to 30/09/2016	1	423.85
EFT8948	02/09/2016	Jason Campbell	Refund rent for 8/8/2016	1	214.00
EFT8949	02/09/2016	Dawn Hamlett	Indigenous Works Winner Award - Ochres	1	2,950.00
EFT8950	05/09/2016	BPH	Flood Repairs 08/08/2016 to 21/08/2016	1	265,316.70
EFT8951	05/09/2016	Star Track Express	Freight Cogs to Morawa	1	33.15
EFT8952	05/09/2016	IXOM	Service Fee - Chlorine Cylinder	1	169.14
EFT8953	05/09/2016	S & K Electrical Contracting Pty Ltd	Repairs – Canna Toilet Lights	1	496.10
EFT8954	05/09/2016	WA Local Government Association	2016 Banners in the Terrace banner bag	1	150.00

EFT8955	05/09/2016	Courier Australia	Freight	1	1,084.22
EFT8956	05/09/2016	Bob Waddell Consultant	2015/16 Financial Reports 7 hrs	1	924.00
EFT8957	05/09/2016	Galvins Plumbing Supplies	Parts – Caravan Park Ablutions and Surrounds	1	773.70
EFT8958	06/09/2016	Lorraine Simpson	2016 Art Show Winner - Karara mining Midwest Indigenous Acquisitive Award	1	5,000.00
EFT8959	06/09/2016	Mia Andrews	2016 Art Show Winner - Young Artist	1	100.00
EFT8960	06/09/2016	Greenfield Technical Services	Flood Damage Construction - Aug 2016	1	7,039.23
EFT8961	06/09/2016	Leading Edge Computers Dongara & Geraldton	OKI MC342 dnw, A4 colour 4-in-1 - Printer CEOs Office	1	499.00
EFT8962	06/09/2016	Deans Contracting WA Pty Ltd	Flood Damage Repairs Supervision 22/08/2016 to 27/08/2016	1	8,450.53
EFT8963	06/09/2016	Fabco	Transportable Building – Transfer Station	1	28,442.90
EFT8964	07/09/2016	Anne Hague	Art Work Sales - The Blues	1	96.00
EFT8965	07/09/2016	Daniell Lynch	Art Work Sales - Splash	1	236.00
EFT8966	07/09/2016	KATHLEEN GEDLING	Art Work Sales - Smoko	1	360.00
EFT8967	07/09/2016	Murray Ford	Art Work Sales - A Good Catch	1	500.00
EFT8968	07/09/2016	Dorothy Ingrund	Art Work Sales - Silver Glow, Spring Time	1	424.00
EFT8969	07/09/2016	Ieana Rozitis	Art Work Sales - Migration	1	360.00
EFT8970	07/09/2016	Christina Laue	Art Work Sales - Cockatoo	1	280.00
EFT8971	07/09/2016	Jennifer Borger	Art Work Sales - Chulaar Range	1	288.00
EFT8972	07/09/2016	Kat Brown	Art Work Sales - Tailed black beauty	1	880.00
EFT8973	07/09/2016	Linda Kingsley	Art Work Sales - Morawa	1	400.00

EFT8974	07/09/2016	Rayleen Spencer	Art Work Sales - Morawa - Yalgoo Rd	1	256.00
EFT8975	07/09/2016	Margaret Whitehurst	Art Work Sales - My Country	1	2,336.00
EFT8976	07/09/2016	Vanessa Kelly	Art Work Sales - Rockhole	1	800.00
EFT8977	07/09/2016	Kelli Dawson	Art Work Sales - Obelisk Moon and The Priests Cell	1	1,344.00
EFT8978	07/09/2016	Pattie Vincent	Art Work Sales - Doris	1	240.00
EFT8979	07/09/2016	Sue Valente	Art Work Sales - Coastal Shacks	1	360.00
EFT8980	07/09/2016	Richard Bristow	Art Work Sales - Poppies	1	240.00
EFT8981	07/09/2016	Kathy Beeck	Art Work Sales - What can you see	1	144.00
EFT8982	07/09/2016	Paul Fox	Art Work Sales - I'm The Boss	1	200.00
EFT8984	12/09/2016	Bob Waddell Consultant	Assistance - 2015/16 financial report, 2016/17 Budget	1	9,537.00
EFT8985	12/09/2016	Fabco	9.0mX3.4 Caravan Park Cabin	1	50,081.90
EFT8986	12/09/2016	Tahnee J Broad	Bond For hire of town Bus Refund - 09/09/2016	1	500.00
EFT8987	12/09/2016	DALLYWATER CONSULTING	Contract EHO work and travel - Onsite	1	3,212.00
EFT8988	13/09/2016	Building Civil and Landscapes	Morawa Town Centre last claim	1	54,402.99
EFT8989	15/09/2016	Morawa News & Gifts	Stationary purchases - August 2016	1	266.65
EFT8990	15/09/2016	Moore Stephens	Final Billing - Integrated planning services	1	5,500.00
EFT8991	15/09/2016	Morawa Traders	August Purchases	1	37.29
EFT8992	15/09/2016	Landmark Operations Limited	2 x Gas Bottles	1	399.65

EFT8993	15/09/2016	Landgate	Land Enquiry	1	24.85
EFT8994	15/09/2016	Geraldton Toyota	10,000km service on Toyota RAV 4WD (Doctors Vehicle	1	308.95
EFT8995	15/09/2016	Leading Edge Computers Dongara & Geraldton	Youth Centre printer cartridges	1	424.65
EFT8996	15/09/2016	CS Legal	Debt Recovery - Professional Fees	1	72.60
EFT8997	15/09/2016	HOST Catering Supplies	Trestle Linen Tablecloth Washing	1	118.69
EFT8998	15/09/2016	Wildflower Country Inc.	Annual Membership Contribution 16/07	1	4,950.00
EFT8999	15/09/2016	Samantha Appleton	Relocation Allowance - Final 50%	1	1,500.00
EFT9000	15/09/2016	Staples	Meter Charges	1	1,718.93
EFT9001	15/09/2016	Incite Security	Monthly Monitoring Services - August 2016	1	116.99
EFT9002	15/09/2016	Landmark Operations Limited	Various Goods	1	504.57
EFT9003	15/09/2016	BL & MJ Thornton Waste Removal Services	Waste Removal - August 2016	1	9,272.29
EFT9004	15/09/2016	Purcher International Pty Ltd	MO223 maintenance	1	482.19
EFT9005	15/09/2016	Mid West Auto Group	70,000 km service MO340	1	378.05
EFT9006	15/09/2016	S & K Electrical Contracting Pty Ltd	Movement of clock mechanism in cabinet and installation of UPS.	1	504.66
EFT9007	15/09/2016	Canine Control	Ranger Services - 07/09/2016	1	1,084.05
EFT9008	15/09/2016	Neverfail Springwater Limited	Monthly Cooler Rental	1	14.30
EFT9009	15/09/2016	Alinta Sales Pty Ltd	Power Usage - 01/08/2016 to 31/08/2016	1	376.64
EFT9010	15/09/2016	Covs Parts Pty Ltd	Parts	1	149.60
EFT9011	15/09/2016	AFGRI	Supply one hydraulic cylinder part no am124898	1	649.63

EFT9012	15/09/2016	Miles Glass & Fly Screens	700mm x700mm x 3mm obscure glass	1	88.00
EFT9013	15/09/2016	Fabco	Delivery of cabin to caravan park & Gatehouse to Transfer Station	1	6,050.00
EFT9014	15/09/2016	Central West Concrete PTY LTD	2.5 m3 concrete	1	1,108.80
EFT9015	15/09/2016	Water Dynamics Perth	9 x signs as per email quote	1	1,732.50
EFT9016	23/09/2016	Australian Services Union	Payroll deductions	1	158.10
EFT9017	23/09/2016	Department of Human Services	Payroll deductions	1	250.00
EFT9018	27/09/2016	Star Track Express	Freight - Water Dynamics - Morawa	1	188.75
EFT9019	27/09/2016	Shire of Yalgoo	Safe Pool operations training course - 23rd & 24th August 2016	1	511.80
EFT9020	27/09/2016	S & K Electrical Contracting Pty Ltd	Installation of new oven to CEO residence	1	108.90
EFT9021	27/09/2016	Morawa Hotel Motel	Accommodation and Food - Rotary club - PO 704 – Art Show	1	724.90
EFT9022	27/09/2016	The Paper Company of Australia	4 x Boxes of A3 paper	1	467.50
EFT9023	27/09/2016	Covs Parts Pty Ltd	Parts	1	326.84
EFT9024	27/09/2016	Blue Hill Couriers	2016 Art Awards & Exhibition Courier Service	1	1,639.00
EFT9025	27/09/2016	Totally Workwear	Work Wear - Uniform	1	300.00
EFT9026	27/09/2016	Herrings Coastal Plumbing & Gas	Test backflow at Evan St oval gate x 2 and backflow device business 1 Unit Winfield St	1	984.50
EFT9027	27/09/2016	Joanne Draper	Reimbursement - travel	1	113.62
EFT9028	27/09/2016	BPH	Flood Repairs - 05/09/2016 - 18/09/2016	1	175,215.70
EFT9029	27/09/2016	Garage Sale Trail Foundation	2016 Morawa Garage Sale Trail	1	2,200.00

EFT9030	27/09/2016	Frontline Fire & Rescue	2x Boots, 2 dozen pairs of Gloves, 2 boxes of P2 masks Disposable, stickers for AED & first aid	1	780.02
EFT9031	27/09/2016	RUD Chains Pty Ltd	Community Recycle Station - Keep Australia Beautiful - Bins	1	8,794.50
EFT9032	27/09/2016	Britex	Mirror Purchase - Public Toilets	1	682.00
EFT9033	27/09/2016	E & MJ Rosher Pty Ltd	Purchase New Kubota GL6000D-AU-B Digital Lowboy Generator	1	7,480.00
EFT9034	27/09/2016	Reliance Petroleum	Fuel Usage supplies August 2016	1	1,102.28
EFT9035	27/09/2016	GH Country Courier	Freight - Protector Fire services - Morawa	1	192.78
EFT9036	27/09/2016	Courier Australia	Freight - Perth - Morawa	1	135.86
EFT9037	27/09/2016	IGA Morawa	Purchases 01 - 13 September 2016	1	452.77
EFT9038	27/09/2016	Western Resource Recovery	Emergency pumping out of septic tank for event	1	1,677.50
EFT9039	27/09/2016	Mitchell & Brown	Wall Oven for CEO House	1	799.00
EFT9040	27/09/2016	Local Government Managers Australia	Effective Asset and Workforce Planning Using Data to Drive Decisions	1	80.00
EFT9041	27/09/2016	John Phillips Consulting	CEO KPI update and Plan	1	880.00
EFT9043	30/09/2016	Alltoilets WA	Supply and deliver to Morawa Merlin Executive Sewer Connect Portable Toilet with top lift system. – Transfer Station	1	2,900.82
EFT9044	30/09/2016	Morawa Drapery Store	Steel cap boots	1	269.90
EFT9045	30/09/2016	Think Water Geraldton	Parts	1	783.85
EFT9046	30/09/2016	S & K Electrical Contracting Pty Ltd	Various Repairs	1	3,041.07
EFT9047	30/09/2016	Bob Waddell Consultant	Assistance with depreciation assets 16/07 - 1/2 hour	1	66.00
EFT9048	30/09/2016	Jason Signmakers	Signs	1	652.30

EFT9049	30/09/2016	Leading Edge Computers Dongara & Geraldton	Oki Magenta printer cartridge DAO	1	110.00
EFT9050	30/09/2016	CS Legal	Debt Recovery	1	165.00
EFT9051	30/09/2016	SUNNY INDUSTRIAL BRUSHWARE	2 x Road Broom Brushes	1	1,500.40
EFT9052	30/09/2016	Covs Parts Pty Ltd	Parts	1	400.84
EFT9053	30/09/2016	Catwest Road Maintenance	supply 1000lt emulsion	1	1,430.00
EFT9054	30/09/2016	Coates Hire	Delivery of two additional toilets for event at Gutha Hall	1	323.48
EFT9055	30/09/2016	Apollo Fabrications	14 x 6m Steel Waste Bins - 8 x 6m Mesh Waste Bins	1	40,722.00
EFT9056	30/09/2016	Deans Contracting WA Pty Ltd	Flood Damage Supervision 12/09/2016 to 25/09/2016	1	28,132.50
EFT9057	30/09/2016	CMS Plumbing & Gas	Supply and Install Septic System to Transfer Station	1	3,538.70
EFT9058	30/09/2016	Star Track Express	Freight coves - Morawa	1	51.05
EFT9059	30/09/2016	WA College of Agriculture - Morawa	Catering – farewell May 2015	1	550.00
EFT9060	30/09/2016	Canine Control	Ranger Services 19/09/2016	1	962.50
EFT9061	30/09/2016	Brookfield Rail	Water Usage 13/07/2016 to 9/08/2016	1	119.11
11598	01/09/2016	Synergy	Power Usage 14/06 - 10/08 2016	1	14,973.80
11599	01/09/2016	Water Corporation	Power Usage 14/06 - 10/08 2016	1	49.24
11600	01/09/2016	Synergy	Power Charges - 14/06 to 10/08 2016	1	967.60
11601	01/09/2016	Telstra Corporation Limited	Phone Charges Aug 2016	1	389.02
11602	06/09/2016	Kathleen Therese Beeck	2016 Art Show Winner - Best Local Artist	1	1,150.00
11603	06/09/2016	Leesa Padget	2016 Art Show Winner - Shire of Morawa Acquisitive Award	1	5,000.00

11604	06/09/2016	Leon Holmes	2016 Art Show Winner - Works on Canvas	1	1,750.00
11605	06/09/2016	Leanna Taylor	2016 Art Show Winner - Works on paper	1	1,750.00
11606	06/09/2016	Murray Ford	2016 Art Show Winner - 3D Works	1	1,750.00
11607	06/09/2016	Dannielle Hemsley	2016 Art Show Winner - Youth Artist 2nd and 3rd place	1	250.00
11608	06/09/2016	Danielle Letton	2016 Art Show Winner - Youth Artist	1	70.00
11609	06/09/2016	Carly Ballantyne	2016 Art Show Winner - Young Artist	1	100.00
11610	06/09/2016	Irene Osborne	2016 Art Show Winner - Peoples Choice Award	1	1,150.00
11611	06/09/2016	Jessica Wallace	2016 Art Show Winner - Youth Artist 1st Place	1	250.00
11612	06/09/2016	Synergy	Power Usage 14/06 to 11/08 2016	1	423.55
11613	07/09/2016	Mim Wells	Art Work Sales - Frogmouth Family and Gekos	1	1,312.00
11614	15/09/2016	Synergy	Power Usage - 25 July to 24 Aug 2016	1	3,762.75
11615	15/09/2016	McLeods Barristers and Solicitors	Re: Extractive Industries License	1	1,154.20
11616	27/09/2016	Julie King	Art Show 2016 Judging -PO 705	1	500.00
11617	27/09/2016	Telstra Corporation Limited	Telephone Expense - Aug 2016	1	1,444.00
11618	27/09/2016	Shire of Morawa	Reimbursement to Perenjori Shire - 2016 WALGA Dinner	1	90.00
11619	28/09/2016	Ronald Craig Freebairn	Rates refund for assessment A80 55 VALENTINE ST MORAWA	1	1,151.34
11620	28/09/2016	Shire of Morawa	Rates refund for assessment A80 55 VALENTINE ST MORAWA	1	396.62
11621	30/09/2016	Synergy	Power Usage 18/08/2016 to 14/09/2016	1	2,987.55

11622	30/09/2016	Telstra Corporation Limited	Phone Usage - August 2016	1	1,997.84
DD5196.1	21/09/2016	WA Local Government Superannuation Plan	Payroll deductions	1	8,844.58
DD5196.2	21/09/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	810.45
DD5196.3	21/09/2016	BT FINANCIAL GROUP	Superannuation contributions	1	321.56
DD5196.4	21/09/2016	MLC Nominees Pty Ltd	Superannuation contributions	1	238.49
DD5196.5	21/09/2016	HOSTPLUS	Superannuation contributions	1	245.51
DD5196.6	21/09/2016	Concept One	Superannuation contributions	1	226.33
DD5196.7	21/09/2016	Australian Super	Superannuation contributions	1	230.06
DD5196.8	21/09/2016	Mercer Superannuation PTY LTD	Superannuation contributions	1	106.57
DD5197.1	07/09/2016	WA Local Government Superannuation Plan	Payroll deductions	1	8,207.78
DD5197.2	07/09/2016	AMP LIFE LTD - SUPERANNUATION	Superannuation contributions	1	744.54
DD5197.3	07/09/2016	BT FINANCIAL GROUP	Superannuation contributions	1	296.76
DD5197.4	07/09/2016	MLC Nominees Pty Ltd	Superannuation contributions	1	219.69
DD5197.5	07/09/2016	HOSTPLUS	Superannuation contributions	1	210.14
DD5197.6	07/09/2016	Concept One	Superannuation contributions	1	207.93
DD5197.7	07/09/2016	Australian Super	Superannuation contributions	1	211.36
DD5197.8	07/09/2016	Mercer Superannuation PTY LTD	Superannuation contributions	1	106.57
DD5208.1	01/09/2016	Samantha May Whittington	Rent September 2016	1	300.00
DD5210.1	16/09/2016	Samantha May Whittington	Rent September 16 2016	1	300.00

DD5212.1	12/09/2016	BOQ Finance	BAFL Copier Lease Sep 2016	1	301.16
DD5216.1	01/09/2016	Westnet Pty Ltd	Internet Usage - September 2016	1	279.75

Business Credit Card - John Roberts Bankwest Mastercard

Date	Description	Accounts	Account Description	Amount	GST
5/08/2016	Parts for CEO IPAD	1146170.520	Office equipment maintenance	130.00	11.82
6/08/2016	Parking - CEO	1146120.502	Travel and Accom Staff	10.00	0.91
7/08/2016	Stock refreshments Council	1041030.580	Refreshments and receptions	243.90	22.17
7/08/2016	Stock refreshments Council	1041030.580	Refreshments and receptions	205.75	18.70
7/08/2016	Stock refreshments Council	1041030.580	Refreshments and receptions	224.80	20.44
30/08/2016	Annual Bank Fees	1146290.580	Bank Fees	39.00	
Total Purchases for J. Roberts				853.45	74.04

Business Credit Card - Fred Gledhill Bankwest Mastercard

Date	Description	Accounts	Account Description	Amount	GST
17/08/2016	Accommodation - Sandy Reardon LIWA Conference and Life Guard Training	1146120.502	Travel & Accommodation	1121.58	112.16
20/08/2016	Dash mat for 0 MO	P242	MAF RAV 0 MO	34.97	3.50
Total Purchases for F. Gledhill				1156.55	115.66

Business Credit Card - Sam Appleton

Date	Description	Accounts	Account Description	Amount	GST
28/07/2016	Fuel for MO 0	P229	CEO Kluger MO 0	50.00	5.00
6/08/2016	Padlock - Cake Stall	107010.520	Cake Stall	26.98	2.70
6/08/2016	Exhaust Fan Merkanooka	B13217	Merkanooka Unit	39.78	3.98
6/08/2016	Meals - CEO Local Government Week	1146120.502	Travel and Accom Staff	21.00	2.10
8/08/2016	Accommodation Jo Draper - Training	1146120.502	Travel and Accom Staff	525.00	47.73
14/08/2016	Exhaust Fan - Merkanooka	B13217	Merkanooka Unit	148.00	13.45
14/08/2016	Exhaust Fan returned - Merkanooka	B13217	Merkanooka Unit	-39.78	-3.62
17/08/2016	Accommodation Sam Appleton - Emergency Services Conference	1146120.502	Travel and Accom Staff	107.10	9.74
22/08/2016	Dinner - Sam Appleton Emergency Services Conference	1146120.502	Travel and Accom Staff	35.90	3.26
22/08/2016	Dinner - Sam Appleton Emergency Services Conference	1146120.502	Travel and Accom Staff	81.52	7.41
22/08/2016	Dinner Credited - Sam Appleton Emergency Services Conference	1146120.502	Travel and Accom Staff	-81.52	-7.41
23/08/2016	Parking - Sam Appleton Emergency Services Conference	1146120.502	Travel and Accom Staff	4.60	0.42
26/08/2016	Building Permits - Caravan Park Manager Cabin	1132560.520	Plant and Equipment - Tourism GEN	263.02	23.91
26/08/2016	Padlock and Chain for Gate - Frosty's Yard	1107090.520	Frosty's Yard	39.10	3.55
27/08/2016	Keys Cut	1107090.520	Frosty's Yard	5.40	0.49
27/08/2016	Fabric for Notice Board	B14615	Shire Office	35.98	3.27
29/08/2016	Load restraint training for Paul Buist and Troy Speedy	1142090.502	OSH Meetings and Training	100.00	9.09
					0.00

	Total Fees and Charges	1362.08	125.08
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	Total Fees and Charges	3372.08	314.77
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REPORT TOTALS

EFT	\$ 933,368.57
Cheque	\$ 45,114.61
Direct Debits	\$ 22,409.23
Payroll	\$ 107,744.69
Credit Card	\$ 3,372.08
TOTAL	\$1,112,009.18

07/09

Item No/Subject

7.2.2.2 Reconciliations September, 2016

Date of Meeting:

19 October 2016

Date & Author:

**07 October 2016, Candice Smith
Senior Finance Officer**

Responsible Officer:

Fred Gledhill

Applicant/Proponent:

Manager Accounting & Finance Fred Gledhill

File Number:

ADM0189

*Previous minute/s
& Reference:*

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

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

BANK BALANCES AS AT 30 September, 2016

Account	2016
Municipal Account #	\$1,471,886.49
Trust Account	\$10,910.18
Business Telenet Saver (Reserve) Account	\$5,561,874.02
WA Treasury O/night Facility (Super Towns) Account	\$728,254.36

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 30 September, 2016 with a comparison for 30 September, 2015 is as follows:

Account	2015	2016
Municipal Account #	\$756,893.11	\$1,471,886.49
Trust Account	\$10,713.65	\$11,564.98
Reserve Account	\$6,849,967.27	\$6,290,128.38

RESERVE ACCOUNT

The Reserve Funds of \$6,290,128.38 as at 30 September, 2016 were invested in:-

- Bank of Western Australia \$5,561,874.02 in the Business Telenet Saver Account and
- \$728,254.36 in the WA Treasury O/Night Facility.

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

	2015	2016
Sports Complex Upgrade Reserve	\$0.00	\$0.00
Land & Building Reserve	\$5,177.81	\$79,304.76
Plant Reserve	\$844,179.48	\$944,432.78
Leave Reserve	\$278,026.77	\$287,593.08
Economic Development Reserve	\$106,644.20	\$108,389.42
Sewerage Reserve	\$122,471.39	\$145,076.37
Unspent Grants & Contributions Reserve	\$987,531.14	\$52,497.66
Community Development Reserve	\$1,378,639.50	\$1,381,110.41
Water Waste Management Reserve	\$0.00	\$0.00
Future Funds Reserve	\$2,166,019.60	\$2,147,624.31
Morawa Community Trust Reserve	\$10,995.51	\$54,884.45
Aged Care Units Reserve	\$8,908.64	\$9,054.41
Transfer Station Reserve	\$197,026.09	\$134,956.42
S/Towns Revitalisation Reserve	\$171,246.46	\$174,654.69
ST Solar Thermal Power Station Reserve	\$542,795.05	\$553,599.67
Business Units Reserve	\$40,709.45	\$61,441.29
Legal Reserve	\$0.00	\$15,049.23
Road Reserve	\$0.00	\$140,459.43
TOTAL	\$6,849,967.27	\$6,282,337.23

TRANSFER OF FUNDS

- *\$27,898.75 from Unspent Grants to Municipal Fund being for Interest earned on MWIP S/Towns Revitalization Town Square up to and including 30/06/2014,30/06/2015. 5th August 2016*
- *\$12,606.63 from Unspent Grants to Municipal Fund being for Interest earned on S/Towns Interest 15/16. 10th August 2016*

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive –

- 1. The bank reconciliation report for 30 September, 2016.**

<i>Item No/Subject</i>	7.2.2.3 Monthly Financial Statements
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	07 October 2016 - Candice Smith
<i>Responsible Officer:</i>	Manager Accounting & Finance
<i>Applicant/Proponent:</i>	Candice Smith - Senior Finance Officer Manager Accounting & Finance - Fred Gledhill
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

SUMMARY

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

DECLARATION OF INTEREST

NIL

ATTACHMENTS

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

OFFICER'S COMMENT

NIL

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

It is recommended that Council receive the Statement of Financial Activity and the Variance Report for the period ending the 30 September 2016.



SHIRE OF MORAWA
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

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SHIRE OF MORAWA

STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

	NOTE	SEPTEMBER 2016 Actual \$	SEPTEMBER 2016 Y-T-D Budget \$	2016/17 Budget \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %	
Operating							
Revenues/Sources							
Governance	1,2	4	0	10	4	0.00%	
General Purpose Funding		374,448	441,002	1,783,153	(66,554)	(15.09%)	▼
Law, Order, Public Safety		1,085	5,002	44,720	(3,917)	(78.31%)	
Health		0	0	8,000	0	0.00%	
Education and Welfare		15,803	4,848	45,500	10,955	225.97%	▲
Housing		19,084	13,842	142,711	5,242	37.87%	
Community Amenities		428,697	443,575	611,431	(14,878)	(3.35%)	
Recreation and Culture		24,497	28,677	346,031	(4,180)	(14.58%)	
Transport		2,138,538	166,939	3,591,841	1,971,599	1181.03%	▲
Economic Services		76,646	35,766	192,699	40,880	114.30%	▲
Other Property and Services		13,309	20,287	123,722	(6,978)	(34.40%)	
		<u>3,092,111</u>	<u>1,159,938</u>	<u>6,889,818</u>	<u>1,932,173</u>	<u>166.58%</u>	
(Expenses)/(Applications)							
Governance	1,2	(101,032)	(105,155)	(485,349)	(101,032)	0.00%	
General Purpose Funding		(44,023)	(45,510)	(198,855)	1,487	3.27%	
Law, Order, Public Safety		(19,571)	(38,023)	(147,658)	18,452	48.53%	▼
Health		(28,002)	(36,883)	(154,150)	8,881	24.08%	
Education and Welfare		(58,801)	(70,912)	(299,878)	12,111	17.08%	▼
Housing		(18,641)	(19,375)	(178,753)	734	3.79%	
Community Amenities		(61,643)	(154,665)	(616,434)	93,022	60.14%	▼
Recreation & Culture		(228,810)	(298,358)	(1,143,712)	69,548	23.31%	▼
Transport		(1,640,791)	(461,747)	(1,769,563)	(1,179,044)	(255.34%)	▲
Economic Services		(92,732)	(215,721)	(628,406)	122,989	57.01%	▼
Other Property and Services		92,017	(68,985)	(29,715)	161,002	233.39%	▼
		<u>(2,202,029)</u>	<u>(1,515,334)</u>	<u>(5,652,471)</u>	<u>(791,850)</u>	<u>45.32%</u>	
Net Result Excluding Rates		890,082	(355,396)	1,237,348	1,140,323		
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	4	0	6,154	18,259	(6,154)	100.00%	
Movement in Leave Reserve (Added Back)		941	0	0	941	0.00%	
Movement in Deferred Pensioner Rates/ESL (non-c)		2,871	0	0	2,871	0.00%	
Movement in Employee Benefit Provisions (non-c)		0	0	0	0	0.00%	
Rounding Adjustment		0	0	0	0	0.00%	
Depreciation on Assets		1,713,603	420,750	1,683,278	1,292,853	(307.27%)	▲
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	3	0	0	0	0	0.00%	
Purchase Land and Buildings	3	(47,144)	(3,000)	(869,434)	(44,144)	(1471.47%)	▲
Purchase Plant and Equipment	3	(93,191)	(105,000)	(387,000)	11,809	11.25%	▼
Purchase Furniture and Equipment	3	0	(2,870)	(2,870)	2,870	100.00%	
Purchase Infrastructure Assets - Roads	3	(160,475)	(438,992)	(1,877,746)	278,517	63.44%	▼
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	(122)	0	0	(122)	0.00%	
Purchase Infrastructure Assets - Airfields	3	0	0	(2,600,000)	0	0.00%	
Purchase Infrastructure Assets - Play Equip	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Sewerage	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Dams	3	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Other	3	(57,220)	(1,600)	(1,114,800)	(55,620)	(3476.25%)	▲
Proceeds from Disposal of Assets	4	0	77,000	135,500	(77,000)	(100.00%)	▼
Repayment of Debentures	5	(22,726)	(24,157)	(68,175)	1,431	5.92%	
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	(22,112)	(169,587)	(519,121)	147,475	86.96%	▼
Transfers from Restricted Asset (Reserves)	6	40,505	120,852	1,472,931	(80,347)	(66.48%)	▼
ADD Net Current Assets July 1 B/Fwd	7	1,081,055	1,088,809	1,088,809	(7,754)	(0.71%)	
LESS Net Current Assets Year to Date	7	<u>3,280,711</u>	<u>2,269,686</u>	<u>0</u>	<u>1,011,025</u>	<u>(44.54%)</u>	
Amount Raised from Rates	8	<u>(1,668,247)</u>	<u>(1,656,723)</u>	<u>(1,803,021)</u>	<u>(11,524)</u>	<u>0.70%</u>	

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

Material Variances SymbolAbove Budget Expectations
Below Budget Expectations▲
▼Greater than 10,000 and greater than 10%
Less than 10,000 and less than 10%

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

The budget has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

The budget has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Superannuation

The Council contributes to a number of superannuation funds on behalf of employees.

(g) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities on the statement of financial position.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Trade and Other Receivables

Collectibility of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(i) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is complete are expensed.

Revenue arising from the sale of property is recognised in the statement of comprehensive income as at the time of signing an unconditional contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(j) Fixed Assets

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation or impairment losses.

Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases in the same asset are charged against fair value reserves directly in equity; all other decreases are charged to the statement of comprehensive income.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Land Under Roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst this treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	50 to 100 years
Furniture and Equipment	10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	20 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years

Depreciation of Non-Current Assets (Continued)

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Fixed Assets (Continued)

Capitalisation Threshold

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

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

Capitalisation Threshold

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

(k) Financial Instruments

Initial Recognition and Measurement

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

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

Classification and Subsequent Measurement

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

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

Amortised cost is calculated as:

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

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Financial Instruments (Continued)

Classification and Subsequent Measurement (Continued)

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

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

(ii) Loans and receivables

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

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

(iii) Held-to-maturity investments

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

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

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

(iv) Available-for-sale financial assets

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

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

(v) Financial liabilities

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

Impairment

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Estimation of Fair Value

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

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

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

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

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

(m) Impairment

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

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

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

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

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

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

(n) Trade and Other Payables

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Council has a present obligation to pay resulting from employees' services provided to reporting date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(p) Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(q) Provisions

Provisions are recognised when:

- a) the Council has a present legal or constructive obligation as a result of past events;
- b) for which it is probable that an outflow of economic benefits will result to settle the obligation; and
- c) that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Provisions are not recognised for future operating losses.

(r) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

(s) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation of the current budget year.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

2. STATEMENT OF OBJECTIVE

The Shire of Morawa is dedicated to providing high quality services to the community through the various service orientated programs which it has established.

GOVERNANCE

Includes members of Council, Civic Functions & Public Relations, Council Elections, Training/Education. Objective is to provide a management & administrative structure to service Council & the community.

GENERAL PURPOSE FUNDING

Includes Rates, Loans, Investments & Grants. Objective is to manage Council's finances.

LAW, ORDER, PUBLIC SAFETY

Includes Emergency Services & Animal Control. Objective is to provide, develop & manage services in response to community needs.

HEALTH

Includes Environmental Health, Medical & Health facilities. Objective is to provide, develop & manage services in response to community needs.

EDUCATION AND WELFARE

Includes Education, Welfare & Children's Services. Objective is to provide, develop & manage services in response to community needs.

HOUSING

Includes Staff & Other Housing. Objective is to ensure quality housing and appropriate infrastructure is maintained.

COMMUNITY AMENITIES

Includes Refuse Collection, Sewerage, Cemetery, Building Control, Town Planning & Townscape. Objective is to provide, develop & manage services in response to community needs.

RECREATION AND CULTURE

Includes Pools, Halls, Library, Oval, Parks & Gardens & Recreational Facilities. Objective is to ensure the recreational & cultural needs of the community are met.

TRANSPORT

Includes Roads, Footpaths, Private Works, Machine Operating Costs, Outside Wages & Airstrip. Objective is to effectively manage transport infrastructure.

ECONOMIC SERVICES

Includes Tourism, Rural Services, Economic Development & Caravan Park. Objective is to foster economic development, tourism & rural services in the district.

OTHER PROPERTY & SERVICES

Includes Private Works, Public Works Overheads, Plant Operating Costs, Administration Overheads and Unclassified Items. Objective is to provide control accounts and reporting facilities for all other operations.

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

3. ACQUISITION OF ASSETS	2016/17 Budget \$	SEPTEMBER 2016 YTD Budget \$	SEPTEMBER 2016 Actual \$
The following assets have been acquired during the period under review:			
<u>By Program</u>			
Governance			
Upgrade to Old Council Chambers	539,434	0	0.00
General Purpose Funding			
Health			
Ford Sedan (Doctor Vehicle)	0	0	0.00
Education & Welfare			
Skate Park CCTV Cameras	0	0	0.00
Housing			
Staff Housing - Postings to GL	0	0	0.00
Aged Person Units x 4	30,000	3,000	0.00
Community Amenities			
Cemetery Upgrade	0	0	0.00
Sewerage Upgrade	0	0	0.00
New Tip Site Construction	0	0	3,493.82
Closure/Rehabilitation Old Tip Site	0	0	0.00
Compactors/Transfer Bins for Transfer Station	0	0	43,820.00
Refuse Transfer Station - Storage Shed	0	0	43,459.38
Purchase Land For New Waste Site	300,000	0	0.00
Recreation and Culture			
Morawa Town Hall Kitchen Rendering	0	0	0.00
Upgrade to Pool Pump House	0	0	3,684.54
Pool Swimming Filtration System	950,000	0	0.00
Sports Complex Upgrade	0	0	0.00
Recreation Centre Floor Restoration	0	0	0.00
Bowling Club Lighting	0	0	0.00
Skate Park CCTV Cameras	0	0	0.00
Skate Park	0	0	122.30
Transport			
Road Construction			
- Rural Roads Construction	1,401,788	320,003	160,188.31
- Townsite Roads Construction	327,158	81,789	286.74
Footpath Construction	0	0	0.00
Plant & Equipment - Road Plant Purchases	237,000	0	0.00
Airfield Infrastructure	2,600,000	0	0.00
Economic Services			
Caravan Park Managers Office	50,000	5,000	49,370.91
WIFI System - Caravan Park/Main ST	16,000	1,600	0.00
Morawa Perenjori Trails Project	0	0	0.00
Phase 1 - Civic Square/Pedestrian Crossing	148,800	0	53,726.17
MWIP-Morawa Town Revitalisation Project	0	0	0.00
Other Property & Services			
Administration Furniture & Equipment	2,870	2,870	0.00
CEO/DCEO/MAF Vehicles	100,000	100,000	0.00
	<u>6,851,850</u>	<u>551,462</u>	<u>358,152.17</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

3. ACQUISITION OF ASSETS (Continued)	2016/17 Budget \$	SEPTEMBER 2016 YTD Budget \$	SEPTEMBER 2016 Actual \$
The following assets have been acquired during the period under review:			
<u>By Class</u>			
Land Held for Resale	0	0	0.00
Investments	0	0	0.00
Land	0	0	0.00
Buildings	869,434	3,000	47,143.92
Plant and Equipment	387,000	105,000	93,190.91
Furniture and Equipment	2,870	2,870	0.00
Infrastructure Assets - Roads	1,877,746	438,992	160,475.05
Infrastructure Assets - Footpaths	0	0	0.00
Infrastructure Assets - Drainage/Dams	0	0	0.00
Infrastructure Assets - Parks & Ovals	0	0	122.30
Infrastructure Assets - Airfields	2,600,000	0	0.00
Infrastructure Assets - Playground Equipment	0	0	0.00
Infrastructure Assets - Sewerage	0	0	0.00
Infrastructure Assets - Dams	0	0	0.00
Infrastructure Assets - Other	1,114,800	1,600	57,219.99
	<u>6,851,850</u>	<u>551,462</u>	<u>358,152.17</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

4. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	2016/17	SEPTEMBER	2016/17	SEPTEMBER	2016/17	SEPTEMBER
	Budget	2016	Budget	2016	Budget	2016
	\$	\$	\$	\$	\$	\$
Health	0	0.00	0	0.00	0	0.00
						0.00
Transport						
(Asset 45) 1999 Ford Courier Tray Top	0	0.00	1,500	0.00	1,500	0.00
(Asset 272) - Backhoe Case P192	46,300	0.00	35,000	0.00	(11,300)	0.00
(Asset 476) - Ford Ranger - PWS	28,838	0.00	22,000	0.00	(6,838)	0.00
Recreation & Culture						
	0	0.00	0	0.00	0	0.00
Other Property & Services						
(Asset 600) Kluger AWD V6 Wagon - CEO	44,111	0.00	42,000	0.00	(2,111)	0.00
(Asset 580) 2013 - Nissan Patrol Wagon - EM	34,510	0.00	35,000	0.00	490	0.00
	0	0.00	0	0.00	0	0.00
	0	0.00	0	0.00	0	0.00
	153,759	0.00	135,500	0.00	(18,259)	0.00

By class of asset	Written Down Value		Sale Proceeds		Profit(Loss)	
	2016/17	SEPTEMBER	2016/17	SEPTEMBER	2016/17	SEPTEMBER
	Budget	2016	Budget	2016	Budget	2016
	\$	\$	\$	\$	\$	\$
Land & Buildings	0	0.00	0	0.00	0	0.00
Plant & Equipment						
(Asset 45) 1999 Ford Courier Tray Top	0	0	1,500	0	1,500	0
(Asset 272) - Backhoe Case P192	46,300	0	35,000	0	(11,300)	0
(Asset 476) - Ford Ranger - PWS	28,838	0	22,000	0	(6,838)	0
(Asset 600) Kluger AWD V6 Wagon - CEO	44,111	0	42,000	0	(2,111)	0
(Asset 580) 2013 - Nissan Patrol Wagon - EM	34,510	0	35,000	0	490	0
	153,759	0.00	135,500	0.00	(18,259)	0.00

Summary

Profit on Asset Disposals
Loss on Asset Disposals

	2016/17	SEPTEMBER
	Budget	2016
	\$	Actual
	\$	\$
	1,990	0.00
	(20,249)	0.00
	(18,259)	0.00

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans		Principal Repayments		Principal Outstanding	Interest Repayments	
		2016/17 Budget \$	2016/17 Actual \$	2016/17 Budget \$	2016/17 Actual \$		2016/17 Budget \$	2016/17 Actual \$
Housing								
Loan 133 - GEHA House	102,614	0	0	31,993	0	70,621	6,206	0
Loan 134 - 2 Broad Street	72,564	0	0	24,158	22,726	48,406	3,090	0
Loan 135 - Staff Housing	0	0	0	0	0	0	0	0
Loan 136 - 24 Harley Street - Staff Housing	344,161	0	0	12,024	0	332,137	13,408	(517)
Transport								
Loan 138 - Plant Replacement	0	0	0	0	0	0	0	0
Other Property & Services								
	519,339	0	0	68,175	22,726	451,164	22,704	(517)

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 2016 TO 30 SEPTEMBER 2016

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2015/16

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges \$	Amount Used		Balance Unspent \$
	Budget \$	Actual \$					Budget \$	Actual \$	
	0	0					0	0	0

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

	2016/17 Budget \$	SEPTEMBER 2016 Actual \$
6. RESERVES - CASH BACKED		
(a) Leave Reserve		
Opening Balance	286,652	286,652
Amount Set Aside / Transfer to Reserve	14,088	941
Amount Used / Transfer from Reserve	(39,000)	0
	<u>261,740</u>	<u>287,593</u>
(b) Sports and Recreation Facilities Reserve		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>0</u>
(c) Plant Reserve		
Opening Balance	941,344	941,344
Amount Set Aside / Transfer to Reserve	198,998	3,089
Amount Used / Transfer from Reserve	(201,500)	0
	<u>938,842</u>	<u>944,433</u>
(d) Building Reserve		
Opening Balance	79,045	79,045
Amount Set Aside / Transfer to Reserve	22,506	259
Amount Used / Transfer from Reserve	0	0
	<u>101,551</u>	<u>79,305</u>
(e) Economic Development Reserve		
Opening Balance	108,035	108,035
Amount Set Aside / Transfer to Reserve	3,425	355
Amount Used / Transfer from Reserve	0	0
	<u>111,460</u>	<u>108,389</u>
(f) Community Development Reserve		
Opening Balance	1,376,593	1,376,593
Amount Set Aside / Transfer to Reserve	43,642	4,517
Amount Used / Transfer from Reserve	(400,000)	0
	<u>1,020,235</u>	<u>1,381,110</u>
(g) Sewerage Reserve		
Opening Balance	144,602	144,602
Amount Set Aside / Transfer to Reserve	74,584	475
Amount Used / Transfer from Reserve	0	0
	<u>219,186</u>	<u>145,076</u>
(h) Unspent Grants and Contributions Reserve		
Opening Balance	92,743	92,743
Amount Set Aside / Transfer to Reserve	2,940	260
Amount Used / Transfer from Reserve	(55,505)	(40,505)
	<u>40,178</u>	<u>52,498</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

	2016/17 Budget \$	SEPTEMBER 2016 Actual \$
6. RESERVES (Continued)		
(i) Business Units Reserve		
Opening Balance	61,240	61,240
Amount Set Aside / Transfer to Reserve	21,942	201
Amount Used / Transfer from Reserve	0	0
	83,182	61,441
(j) Morawa Community Trust Reserve		
Opening Balance	54,705	54,705
Amount Set Aside / Transfer to Reserve	31,701	180
Amount Used / Transfer from Reserve	0	0
	86,406	54,884
(k) Morawa Community Future Funds Reserve		
Opening Balance	2,140,600	2,140,600
Amount Set Aside / Transfer to Reserve	67,861	7,025
Amount Used / Transfer from Reserve	(57,682)	0
	2,150,779	2,147,624
(l) Refuse Transfer Station Reserve		
Opening Balance	134,515	134,515
Amount Set Aside / Transfer to Reserve	4,265	441
Amount Used / Transfer from Reserve	-	0
	138,780	134,956
(m) Aged Care Units Reserve		
Opening Balance	9,025	9,025
Amount Set Aside / Transfer to Reserve	286	30
Amount Used / Transfer from Reserve	-	0
	9,311	9,054
(n) ST-N/Midlands Solar Thermal Power		
Opening Balance	550,687	550,687
Amount Set Aside / Transfer to Reserve	17,459	2,912
Amount Used / Transfer from Reserve	(540,000)	0
	28,146	553,600
(o) ST-Morawa Revitalisation Reserve		
Opening Balance	173,736	173,736
Amount Set Aside / Transfer to Reserve	5,508	919
Amount Used / Transfer from Reserve	(179,244)	0
	0	174,655
(p) Legal Fees Reserve		
Opening Balance	15,000	15,000
Amount Set Aside / Transfer to Reserve	5,478	49
Amount Used / Transfer from Reserve	0	0
	20,478	15,049

SHIRE OF MORAWA
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

	2016/17 Budget \$	SEPTEMBER 2016 Actual \$
6. RESERVES (Continued)		
(q) Road Reserve		
Opening Balance	140,000	140,000
Amount Set Aside / Transfer to Reserve	4,438	459
Amount Used / Transfer from Reserve	0	0
	<u>144,438</u>	<u>140,459</u>
 Total Cash Backed Reserves	5,354,712	6,290,128
 Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	14,088	941
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	198,998	3,089
Building Reserve	22,506	259
Economic Development Reserve	3,425	355
Community Development Reserve	43,642	4,517
Sewerage Reserve	74,584	475
Unspent Grants and Contributions Reserve	2,940	260
Business Units Reserve	21,942	201
Morawa Community Trust Reserve	31,701	180
Morawa Community Future Fund Reserve	67,861	7,025
Refuse Transfer Station Reserve	4,265	441
Aged Care Units Reserve	286	30
ST-N/Midlands Solar Thermal Power	17,459	2,912
ST-Morawa Revitalisation Reserve	5,508	919
Legal Fees Reserve	5,478	49
Road Reserve	4,438	459
	<u>519,121</u>	<u>22,112</u>
 Transfers from Reserves		
Leave Reserve	(39,000)	0
Sports and Recreation Facilities Reserve	0	0
Plant Reserve	(201,500)	0
Building Reserve	0	0
Economic Development Reserve	0	0
Community Development Reserve	(400,000)	0
Sewerage Reserve	0	0
Unspent Grants and Contributions Reserve	(55,505)	(40,505)
Business Units Reserve	0	0
Morawa Community Trust Reserve	0	0
Morawa Community Future Fund Reserve	(57,682)	0
Refuse Transfer Station Reserve	0	0
Aged Care Units Reserve	0	0
ST-N/Midlands Solar Thermal Power	(540,000)	0
ST-Morawa Revitalisation Reserve	(179,244)	0
Legal Fees Reserve	0	0
Road Reserve	0	0
	<u>(1,472,931)</u>	<u>(40,505)</u>
 Total Transfer to/(from) Reserves	(953,810)	(18,393)

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

6. RESERVES (Continued)

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

Leave Reserve

To be used to fund leave requirements.

Sportsground Complex Upgrade Reserve

To be used to upgrade the Sporting Complex Facilities.

Plant Reserve

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

Building Reserve

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

Economic Development Reserve

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

Community Development Reserve

To be used for Community Projects within the Shire of Morawa

Sewerage Reserve

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

Unspent Grants and Contributions Reserve

To be used as a quarantine for unspent committed funds.

Business Units Reserve

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

Morawa Community Trust Reserve

To be used for Morawa Community Projects

Morawa Community Future Fund Reserve

To be used to provide an ongoing conduit for benefits to the people and environment of the Morawa Shire through the Sinosteel Midwest Corporation Morawa Future Fund Foundation Memorandum

Refuse Transfer Station Reserve

To be used for Morawa Landfill closure and Refuse Transfer Station implementation project -

Aged Persons Units Reserve

To be used for the maintenance of 4 Aged Care Units at the Morawa Perenjori Health

ST - N/Midlands Solar Thermal Power Reserves

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

ST-Morawa Revitalisation Reserve

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

Legal Fees Reserve

to be utilised for unforeseen Legal Fees

Road Reserve

to be utilised for future Road Construction and Maintenance

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

	2015/16 B/Fwd Per 2016/17 Budget \$	2015/16 B/Fwd Per Financial Report \$	2016/17 Actual \$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	(9,447)	(213,515)	1,472,437
Cash - Restricted Unspent Grants	0	317,600	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,308,522	6,308,522	6,290,128
Rates - Current	377,248	374,377	1,532,521
Sundry Debtors	998,442	998,442	594,429
GST Receivable	75,083	75,084	108,654
Accrued Income/Prepayments	6,882	6,882	0
Provision for Doubtful Debts	(15,595)	(15,595)	(15,595)
Other Current Debtors	0	0	0
Inventories	1,335	1,335	1,335
	<u>7,742,470</u>	<u>7,853,132</u>	<u>9,983,909</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(136,955)	(250,489)	(271,711)
Income Received in Advance	0	0	(8,242)
GST Payable	(56,092)	(56,092)	(6,385)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Other Payables	(6,025)	(6,025)	(35,292)
Withholding Tax Payable	0	0	0
Payg Payable	(48,960)	(48,960)	(33,532)
Accrued Interest on Debentures	0	(4,870)	0
Accrued Salaries and Wages	(38,370)	(38,370)	0
Current Employee Benefits Provision	(345,401)	(345,401)	(345,401)
Current Loan Liability	(60,904)	(66,743)	(38,178)
	<u>(692,707)</u>	<u>(816,950)</u>	<u>(738,741)</u>
NET CURRENT ASSET POSITION	7,049,763	7,036,182	9,245,168
Less: Cash - Reserves - Restricted	(6,308,522)	(6,308,522)	(6,290,128)
Less: Cash - Unspent Grants - Restricted	0	0	0
Adjustment for Trust Transactions Within Muni	12	0	(100)
Add Back : Component of Leave Liability not Required to be Funded	286,652	286,652	287,593
Add Back : Current Loan Liability	60,904	66,743	38,178
SURPLUS/(DEFICIENCY) C/FWD	<u>1,088,809</u>	<u>1,081,055</u>	<u>3,280,711</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2016/17 Rate Revenue \$	2016/17 Interim Rates \$	2016/17 Back Rates \$	2016/17 Total Revenue \$	2016/17 Budget \$
General Rate								
GRV Residential/Commercial	0.07415	268	2,912,592	215,960	0	0	215,960	215,960
UV Rural	0.02257	204	57,874,600	1,306,461	0	0	1,306,461	1,306,461
UV Mining	0.28968	16	469,309	135,950	0	0	135,950	135,950
Sub-Totals		488	61,256,501	1,658,371	0	0	1,658,371	1,658,371
Minimum Rates	Minimum \$							
GRV Residential/Commercial	279	48	39,055	13,392			13,392	13,392
UV Rural	279	7	55,400	1,953			1,953	1,953
UV Mining	656	11	10,939	7,216			7,216	7,216
Sub-Totals		66	105,394	22,561	0	0	22,561	22,561
Specified Area Rates							0	0
Ex-Gratia Rates							1,680,932	1,680,932
Discounts							5,792	5,792
Rates Written Off							1,686,724	1,686,724
Movement in Excess Rates							(18,479)	(30,000)
Totals							0	(2,500)
							1,668,245	1,654,224

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 2016/17 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-16 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Housing Bonds	2,000	0	0	2,000
Dreghorn Unit Bonds	498	0	0	498
Bonds Hall/Rec Centre Hire	0	0	0	0
Extractive Industries Licence	0	0	0	0
Youth Centre	865	0	0	865
Council Nominations	0	0	0	0
Bill Johnson Unit 1 Bond	0	0	0	0
Haulmore Trailers Land Dep	4,641	0	0	4,641
Social Club Payments	0	0	0	0
Local Drug Action Group	660	0	0	660
BCITF/BRB Training Levy	427	307	0	734
DPI Licensing	0	0	0	0
Morawa Oval Function Centre	1,762	0	0	1,762
	10,853	307	0	11,160

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

10. OPERATING STATEMENT

	SEPTEMBER 2016 Actual \$	2016/17 Budget \$	2015/16 Actual \$
OPERATING REVENUES			
Governance	4	10	85,353
General Purpose Funding	2,042,693	3,437,377	2,375,239
Law, Order, Public Safety	1,085	44,720	47,691
Health	0	8,000	59,064
Education and Welfare	15,803	45,500	17,905
Housing	19,084	142,711	46,856
Community Amenities	428,697	611,431	538,402
Recreation and Culture	24,497	346,031	260,759
Transport	2,138,538	3,591,841	2,756,444
Economic Services	76,646	192,699	210,929
Other Property and Services	13,309	123,722	93,296
TOTAL OPERATING REVENUE	4,760,356	8,544,042	6,491,937
OPERATING EXPENSES			
Governance	101,032	485,349	453,942
General Purpose Funding	44,023	198,855	193,155
Law, Order, Public Safety	19,571	147,658	147,445
Health	28,002	154,150	274,928
Education and Welfare	58,801	299,878	285,792
Housing	18,641	178,753	121,158
Community Amenities	61,643	616,434	482,500
Recreation & Culture	228,810	1,143,712	1,155,380
Transport	1,640,791	1,769,563	3,228,997
Economic Services	92,732	628,406	538,733
Other Property and Services	(92,017)	29,715	39,141
TOTAL OPERATING EXPENSE	2,202,029	5,652,471	6,921,171
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	<u>2,558,327</u>	<u>2,891,572</u>	<u>(429,234)</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

11. BALANCE SHEET

	SEPTEMBER 2016 Actual \$	2015/16 Actual \$
CURRENT ASSETS		
Cash Assets	7,762,565	6,412,607
Receivables	2,220,009	1,439,191
Inventories	1,335	1,335
TOTAL CURRENT ASSETS	<u>9,983,909</u>	<u>7,853,133</u>
NON-CURRENT ASSETS		
Receivables	11,064	13,935
Inventories	0	0
Property, Plant and Equipment	26,659,219	26,518,884
Infrastructure	43,315,153	43,097,335
TOTAL NON-CURRENT ASSETS	<u>69,985,436</u>	<u>69,630,154</u>
TOTAL ASSETS	<u>79,969,345</u>	<u>77,483,287</u>
CURRENT LIABILITIES		
Payables	355,163	404,807
Interest-bearing Liabilities	38,178	66,743
Provisions	345,401	345,401
TOTAL CURRENT LIABILITIES	<u>738,742</u>	<u>816,951</u>
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	458,435	452,597
Provisions	37,661	37,661
TOTAL NON-CURRENT LIABILITIES	<u>496,096</u>	<u>490,258</u>
TOTAL LIABILITIES	<u>1,234,838</u>	<u>1,307,209</u>
NET ASSETS	<u>78,734,507</u>	<u>76,176,078</u>
EQUITY		
Retained Surplus	35,449,009	32,872,289
Reserves - Cash Backed	6,290,128	6,308,522
Reserves - Asset Revaluation	36,995,271	36,995,271
TOTAL EQUITY	<u>78,734,408</u>	<u>76,176,082</u>

SHIRE OF MORAWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2016 TO 30 SEPTEMBER 2016

12. FINANCIAL RATIO

	2016 YTD	2015	2014	2013
Current Ratio	8.190	3.530	7.880	1.870

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 2016 TO 30 SEPTEMBER 2016
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

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 below budget expectations

Timing - Rates slower coming in than budget

Education and Welfare - Variance above budget expectations

Small grants for Youth Centre received and invoiced ahead of budget expectations

Housing - Variance below budget expectations

Single units only recently rented. Income below budget expectations

Transport - Variance above expectations.

Flood damage reimbursements received in August - not in budget

Economic Services - Variance above budget expectations.

Tourism - Caravan Park Challet income very high due to peak tourist season

REPORTABLE OPERATING EXPENSE VARIATIONS

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

Timing - SES expenses less than anticipated

Education and Welfare - Variance below budget expectations

Timing - Youth Centre costs below budget
Timing - Child Care Mtce below budget

Community Amenities - Variance below budget expectations.

Tip Maintenance Costs below budget - Timing

Recreation and Culture - Variance below budget expectations.

Swimming pool costs below budget expectations due to major works

Transport - Variance above budget expectations.

Flood damage costs not budgeted for offset by income

Economic Services - Variance below budget expectations

Caravan Park operation expenses under budget

Other Property & Services - Variance below budget expectations.

Fuel and Oils, Tyres and Tubes underspent - timing

SHIRE OF MORAWA
FOR THE PERIOD 1 JULY 2016 TO 31 AUGUST 2016
Report on Significant variances Greater than 10% and \$10,000

REPORTABLE NON-CASH VARIATIONS

REPORTABLE CAPITAL EXPENSE VARIATIONS

Purchase of Infrastructure Assets Roads - Variance below budget expectations.
Capital Road Works for roads under budget - timing

REPORTABLE CAPITAL INCOME VARIATIONS

Transfer from Reserves - Variance below budget expectations.
Transfers to Municipal Fund - timing on completion of projects

<i>Item No/Subject</i>	7.2.2.4 Shire of Morawa 2016/17 Financial Year Interim Budget Review
<i>Meeting Date:</i>	19 October, 2016
<i>Date & Author:</i>	12 October, 2016 Manager Accounting & Finance
<i>Applicant/Proponent:</i>	
<i>File Number:</i>	
<i>Voting Requirements</i>	Absolute majority

INTRODUCTION

The purpose of this report is for Council to adopt the 2016/17 Interim Budget Review

ATTACHMENTS

Report of the progress of the Recovery Plan as presented to Council on 11 October, 2016 is attached with the Chief Executive Officer’s Agenda Item on the Recovery Plan..

BACKGROUND INFORMATION

As part of the Recovery Plan to the Department of Local Government and Communities it was recommended that an Interim Budget Review be carried out prior to the end of October, 2016. Council is then required to consider the outcome of the review submitted to it and is required to determine (by Absolute Majority) whether or not to adopt the review, any parts of the review or any recommendations made in the review.

OFFICER’S COMMENT

An interim budget review has been conducted by the CEO and Manager Accounting & Finance, and the following changes to the budget have been recognised as savings.

INCOME Increase

Sch 3	Other General Purpose Funding	
	1032230 Municipal Fund Interest	15,000
Sch 14	Administration	
	1146730 Transfer from Leave Reserve	31,000

EXPENSES Decrease

Sch 8 Other Education

1082100 MEA Consultancy – Masterplan	15,000
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Other Welfare

1086020 CDO Employee expenses	37,500
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1086050 Youth Development Projects	26,000
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Sch 14 Plant Operation Costs

1143040 Fuels and Oils	50,000
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Administration

1146000 Salaries and Wages Admin	45,000
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1146260 Printing and Stationary – Admin	5,000
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1147010 Gross Salaries and Wages h/duties	8,500
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Budget Reallocation

Sch 11 Swimming Areas & Beaches

1112530 Infrastructure – Other Capex Swimming Pool variances	(130,000)
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Budget Impact

The net effect of projected income and expenditure on the Interim Budget Review to 30 June 2017 is that Council is expected to have a surplus of \$103,000 at the end of the financial year. This will be reviewed at the mid year Review in February.

STATUTORY ENVIRONMENT

Financial Management Regulation 33A – Review of Budget:

1. A council is to consider a review submitted to it and is to determine * whether or not to adopt the review, any parts of the review or any recommendations made in the review.* **Absolute majority required.**

POLICY IMPLICATIONS

In accordance with section 34(5) of the Local Government (Financial Management) Regulations 1996 Council has adopted the following materiality thresholds:

- Actual variances up to 5% of budget: Don't report
- Actual variances up to 10% of budget: Use management discretion
- Actual variances exceeding 10% of budget
And a value greater than \$10,000 must be reported

FINANCIAL IMPLICATIONS

The Shire of Morawa 2016/17 Interim Budget Review outcome is that Council is expected to have a reasonable surplus of \$103,000 towards other Asset improvements.

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

A budget review process provides an excellent basis for taking stock of current trends and movements in the financial affairs of the business as a means of projecting the likely financial outcome at financial year end. This then enables management to introduce measures to ensure that the desired financial result is achieved.

OFFICER'S RECOMMENDATION

That Council:

Adopt the Shire of Morawa 2016/17 Interim Budget Review as part of the Recovery Plan to be forwarded to the Department of Local Government and Communities.

**7.2.3 Community Development Officer
No Items Presented.**

7.2.4. Executive Manager Development & Administration

<i>Item No/Subject</i>	7.2.4.1 RAV Permit – Peter Stickney
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	07 October 2016 – Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Executive Manager Development & Administration
<i>File Number:</i>	ADM 0284
<i>Previous minute/s & Reference:</i>	

SUMMARY

Mr Peter Stickney has approached Council for a Restricted Access Vehicle (RAV) Network 3 Class 2/3 approval to operate a Pocket Road Train combination to 27.5m.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Nil

BACKGROUND INFORMATION

The application was received on 4 October 2016.

Mr Stickney will be travelling on the following roads he will be carting grain, lime and fertilizer.

- Jones Lake
- Judge
- Koolanooka Dam
- Norton
- Tait
- Lochada
- Baxter
- Fallon
- Olden
- Old Three Springs
- Wooltana

OFFICER'S COMMENT

All roads are Network 4, and written approval is not required from the Shire with the exception of Baxter Road. Mr Stickney would like an ongoing permit rather than a seasonal permit and would like to be able to cart grain from the beginning of harvest.

Under Main Roads Western Australia (WA) RAV networks conditions, there is a need to seek approval by certain RAV users to travel on roads controlled by Council.

Council has previously considered restricted access application permits and resolved to approve restricted access vehicle permits on Shire roads.

The conditions for Baxter Road are

A current written approval from Local Government, permitting use of the road, must be carried and produced on demand.

No operation on unsealed road segment when visibly wet.

Maximum speed 70km.

The Shire of Morawa local road network (before increased mining activity) has been subject to low level usage with the exception of harvest.

Increased activities impact on the Council's resources being able to maintain certain roads to a level of access and safety required and detailed in the Main Roads Heavy Vehicle Operations document '*GUIDELINES FOR ASSESSING THE SUITABILITY OF ROUTES FOR RESTRICTED ACCESS VEHICLES*'.

COMMUNITY CONSULTATION

Feed-back is received at Council from road users and assists in monitoring the impact the large vehicles have on local roads and user safety.

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Main Roads Act 1930

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Council's review of the process for issuing RAV permits provides part of an asset review for use of road infrastructure in the Shire.

RISK MANAGEMENT

An approval of RAV network permits provides the Shire with consultation and a due diligence process for road users in the Shire of Morawa. Without the process Council's road network assets could become unsafe and unmanageable for current resources. There are inherent risks to the Shire in approving this request. The main risk relates to increased road maintenance costs and the other is setting a precedent for other similar applications to follow.

The Shire of Morawa local road network has been audited and rated. The majority of Local roads are rated as a local volume RAV 2/3 roads. The requested use seeks to permit for up to RAV 7 combinations. This would appear in contrary to the audit and rating process as undertaken by the Shire of Morawa in 2009.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approve:

1. A Restricted Access Vehicle (RAV) Network 3 Class 2/3 permit to Mr Peter Stickney to operate a pocket road train combination to 27.5 metres on Baxter Road within the Shire of Morawa.
2. The approval is ongoing but may be revoked at any time subject to:

Standard Conditions of Use:

- a) *Maximum speed on Baxter Road is 70 km.*
- b) *Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- c) *Headlights on at all times*
- d) *Removing dust from tyres rims when entering sealed roads*
- e) *Compliance with maximum gross weight limits*
- f) *Vehicle length not to exceed 27.5 metres*
- g) *No operation after a heavy rain fall event or where an unsealed road is visibly wet*
- h) *No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days)*
- i) *Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place*
- j) *Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- k) *Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and*

road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.

The applicant must seek Main Roads approval for all RAV network permits.
Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.

<i>Item No/ Subject:</i>	7.2.4.2 Non Directional Beacon Land – Deed of Surrender and Transfer
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	5 October 2016, Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development &
<i>Applicant/Proponent:</i>	Administration Executive Manager Development
<i>File Number:</i>	& Administration ADM 0284
<i>Previous minute/s & Reference:</i>	Briefing sessions – September and October 2016

SUMMARY

Council to endorse the signing of an agreement with Airservices Australia to surrender a portion of land on the airport reserve leased from the Shire of Morawa.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Deed of Surrender and Transfer from Airservices Australia

BACKGROUND INFORMATION

Mr Kyle Flannery of Airservices Australia has contacted the Shire of Morawa regarding the removal of a Non Directional Beacon installation at the airport and the conclusion of a lease on the portion of the airport where the beacon is located. The Deed of Surrender and Transfer to terminate the lease of the land from the Shire of Morawa has now been received.

COMMENT

The Non Directional Beacon has been used as a navigational aid for a number of years. Navigational aids around Australia are currently being decommissioned as part of a transition to the Global Navigational Satellite System (GNSS).

Airservices Australia intends to demolish the towers and arrange disposal of the steel work. It is noted that there is power supplied to the site. As the site is close to the new proposed apron and infrastructure proposed as part of the airport upgrade, it has been requested that the power poles and lines remain

in place. Airservices Australia has already enquired about approvals for the removal of infrastructure from the site.

Clause 7 of the agreement comments on issues relating to contamination of the land and future liability. It is suggested that the land be inspected and that the Shire of Morawa satisfies itself that the land is in good condition prior to signing the agreement to reduce the risk of acquiring future liabilities or responsibility for cleaning up the site.

STATUTORY ENVIRONMENT

Building Act 2011 – Section 10

Section 123 of the Corporations Act 2001 – Common Seal

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Morawa Strategic Community Plan 4.4 - Improved regional partnerships with government and industry

RISK MANAGEMENT

Shire of Morawa Risk Management Plan

Provide transparent and formal oversight of the risk and control environment to enable effective decision making

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That:

1. Council endorse the signing of the Deed of Surrender and Transfer of the leased land (L385565) from Airservices Australia to the Shire of Morawa, conditional on the Shire of Morawa satisfying itself that there are no contamination or possible liabilities to be incurred by taking on the site;
2. That the common seal be applied to the agreement upon signing.

Deed of Surrender and Transfer

Morawa Airport

Shire of Morawa
ABN 95 047 014 897
(Lessor)

Airservices Australia
ABN 59 698 720 886
(Lessee)

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Parties

Shire of Morawa ABN 95 047 014 897 (**Lessor**)

Airservices Australia ABN 59 698 720 886, Alan Woods Building, 25 Constitution Avenue
Canberra ACT 2600, Australia (**Lessee**)

Background

- A The Lessor leases the Land to the Lessee under the Lease.
- B The Lessor and the Lessee have agreed that the Lessee will surrender, and the Lessor will accept the surrender, of the Lease on the Surrender Date, subject to this Deed.
- C On the Surrender Date, the Lessee assigns all of its Property remaining on the Land to the Lessor, subject to this Deed.

Terms and conditions

1 Definitions and interpretation

1.1 Definitions

In this Deed, unless the contrary intention appears:

- Claim** includes actions, proceedings, suits, causes of action, arbitrations, verdicts and judgments either at law or in equity or arising under a statute, debts, dues, demands, claims of any nature, costs and expenses.
- Deed** means this deed and includes its schedules, annexures and any attachments.
- Disclosure Material** means the HAZMAT survey and photograph dated 24 April 2014 included in Schedule 1.
- GST** has the same meaning as in the GST Act.
- GST Act** means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and associated regulations.
- Land** means the land described in the Lease.
- Lease** means the lease between the parties dealing number L385565.
- Property** means all goods, materials, works and fixtures located on or in the Land on the Surrender Date and, but for the operation of this Deed, owned by the Lessee, and includes the Towers.
- Surrender Date** means **[insert date]**.
- Towers** means the 2 x 22m H Metters Towers, inclusive of guy wire and aerials, but not including concrete footings.

1.2 Interpretation

In this Deed, unless the contrary intention appears:

- (a) words in the singular include the plural and vice versa;
- (b) where any word or phrase is given a defined meaning, any other part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning;
- (c) if a period of time is specified and dates from a given day or the day of an act or event, it is to be calculated exclusive of that day;

- (d) the verb "include" (in all its parts, tenses and variants) is not used as, nor is it to be interpreted as, a word of limitation;
- (e) a reference to a day is to be interpreted as the period of time commencing at midnight and ending 24 hours later;
- (f) headings are inserted for convenience and do not affect the interpretation of this Deed;
- (g) no rule of construction will apply to a clause to the disadvantage of a party merely because that party put forward the clause or would otherwise benefit from it; and
- (h) a reference to:
 - (i) a person includes a partnership, joint venture, unincorporated association, corporation and a government or statutory body or authority and (as the case may be) the person's legal personal representatives, successors, assigns and persons substituted by novation;
 - (ii) statute includes delegated legislation, regulations and other subordinate laws and any modifications or replacements of them;
 - (iii) an obligation includes a warranty or representation and a reference to a failure to comply with an obligation includes a breach of warranty or representation;
 - (iv) a right includes a benefit, remedy, discretion or power;
 - (v) "\$" or "dollars" is a reference to Australian currency;
 - (vi) this or any other document includes the document as novated, varied or replaced and despite any change in the identity of the parties; and
 - (vii) writing includes any mode of representing or reproducing words in tangible and permanently visible form, and includes fax transmissions.

2 Surrender and acceptance

Subject to this Deed, with effect from the Surrender Date:

- (a) the Lessee as beneficial owner surrenders the Lessee's interest in the Lease and the Land to the Lessor; and
- (b) the Lessor accepts that surrender.

3 Surrender process

3.1 Removal of Towers

- (a) The Lessee agrees that it will remove the Towers from the Land and dispose of all steelwork before 29 February 2020. **[date to be confirmed]**
- (b) The Lessor agrees to grant the Lessee all necessary rights, including rights to access the Land to discharge its obligation to remove the Towers in accordance with clause 3.1(a).

3.2 Condition of Land

On the Surrender Date the Lessee is taken to:

- (a) have left the Land;
- (b) no longer be in possession or occupation of the Land; and
- (c) to have given the Land back to the Lessor,

notwithstanding any of the Property or the Towers remaining on the Land.

3.3 Transfer of Property

- (a) On the Surrender Date, the Lessee assigns all of its rights, title and interest in the Property and the Towers to the Lessor.
- (b) The Lessor:
 - (i) releases the Lessee from any Claim arising in respect of or in relation to the Property or the Towers from the Surrender Date; and

- (ii) indemnifies the Lessee against any Claim arising in respect of or in relation to the Property or the Towers from the Surrender Date.

3.4 Condition and suitability of Property

The Lessor acknowledges that:

- (a) it:
 - (i) accepts the Property and the Towers in the condition and location each is in at the Surrender Date;
 - (ii) accepts any and all existing and future risks and liabilities associated with owning any of the Property and the Towers;
 - (iii) accepts that the Lessee may not have applied for or obtained approvals, certificates or other permissions for the installation, construction or alteration of Property or Towers under any relevant legislation;
 - (iv) has and will have no Claim against the Lessee in respect of or in relation to the Property or the Towers;
 - (v) has made and relied on its own enquiries, inspection and physical examination in relation to the condition, location and suitability of the Property and the Towers;
 - (vi) warrants that it has not relied on any express or implied warranty, representation or promise made by or on behalf of the Lessee in respect of the Property or the Towers; and
- (b) the Lessee makes no warranty in respect of or in relation to the Property including as to the condition of the Property or to the suitability of the Property for any purpose.

3.5 Acceptance of liabilities

On and from the Surrender Date the Lessor accepts responsibility for and assumes all costs and liabilities associated with the Property and the Towers.

3.6 Adjustments

The Lessor and the Lessee must make all adjustments of rent (if any), outgoings, fees, and other amounts payable under the Lease as at the Surrender Date on the basis that the Lessee is liable for all of those amounts up to and including the Surrender Date.

4 Confidentiality

4.1 Confidentiality

Subject to clauses 4.2 and 4.3, each party must keep the terms of this Deed confidential.

4.2 Information not to be disclosed

A party must not, without the prior written consent of the other party, disclose the terms of this Deed to a third party unless the information:

- (a) is disclosed only to the extent strictly necessary in order for a party to manage and perform its obligations or to exercise or enforce its rights under this Deed or to abide by legal obligations;
- (b) is disclosed by a party to its personnel solely in order to comply with obligations, or to exercise rights, under this Deed;
- (c) is disclosed to a party's internal management personnel, solely to enable effective management or auditing of Deed-related activities;
- (d) is disclosed by the Lessee to the responsible Australian Government Minister or a House or a Committee of the Parliament of the Commonwealth of Australia;
- (e) is shared by the Lessee with another Australian Government agency or the agency's advisers, where this serves the Lessee's legitimate interests;
- (f) is authorised or required by law to be disclosed; or
- (g) is in the public domain other than as a result of a breach of this clause 4.

4.3 Public announcements

Except as required by law or a regulatory body, all press releases and other public announcements in connection with this Deed must be in terms agreed by the parties.

5 Releases

5.1 Release by Lessor

- (a) From the Surrender Date, the Lessor releases the Lessee from its obligations under the Lease.
- (b) Without limiting the generality of clause 5.1(a), the Lessor releases the Lessee from any obligations, under the Lease or otherwise, to:
 - (i) remove works, fixtures, goods or materials from the Land;
 - (ii) repair or make good the Land; or
 - (iii) yield up the Land in a substantially clean or tidy condition.
- (c) The Lessor indemnifies the Lessee in respect of any existing or future obligation owed by the Lessee to any third party to make good or repair the Land.

5.2 Release by Lessee

From the Surrender Date, the Lessee releases the Lessor from the Lessor's obligations under the Lease.

5.3 Bar to proceedings

Either party may plead this Deed as a complete defence to any proceedings arising from or in connection with the other party's release in this Deed.

6 Disclosure Material

6.1 Disclosure Material

The Lessee discloses to the Lessor the Disclosure Material.

6.2 Review of Disclosure Material and inspection of Property

- (a) The Lessor acknowledges and agrees that:
 - (i) the Disclosure Material was prepared for the benefit of the Lessee and the Lessee is disclosing the Disclosure Material to it in good faith and for its information only;
 - (ii) it has reviewed the Disclosure Material and is aware of and understands its contents;
 - (iii) it has made its own enquiries in relation to the matters which are the subject of the Disclosure Material; and
 - (iv) the Lessee has not prevented or impeded the Lessor in making any inquiries, inspections or assessments of the Property.
- (b) The Lessor warrants that it did not rely on the Disclosure Material in entering into this Deed.

6.3 No warranty

The Lessee does not warrant or represent that:

- (a) the Disclosure Material is accurate, complete or a comprehensive treatment of the matters which are the subject of the Disclosure Material; or
- (b) it has complied with, or will comply with, any recommendations or other matters contained within the Disclosure Material.

6.4 Defects and non-compliance

The Lessor acknowledges that if the Disclosure Material discloses:

- (a) any defects of any nature in or relating to the Property;
- (b) the presence of asbestos or any other contamination in the Property;
- (c) any contamination or pollution of or emanating from the Property or any other land; or
- (d) any non-compliance with any law relating to the Property, the Land or both or the use of the Property or the Land or both,

the Lessee is under no obligation to take any action or attempt to remedy those matters and the Lessee accepts full liability and responsibility for those matters, despite any other clause in this Deed or any other document between the parties to the contrary.

7 The Property

7.1 Review of Disclosure Material and inspection of Property

The Lessor acknowledges and agrees that the Lessee has not prevented or impeded the Lessor in making any inquiries, inspections or assessments of the Property.

7.2 Defects and non-compliance

The Lessor acknowledges that if:

- (a) there are any defects of any nature in or relating to the Property;
- (b) asbestos or any other contamination is present in the Property;
- (c) there is any contamination or pollution of or emanating from the Property or any other land; or
- (d) there is any non-compliance with any law relating to the Property, the Land or both or the use of the Property or the Land or both,

the Lessee is under no obligation to take any action or attempt to remedy those matters and the Lessor accepts full liability and responsibility for those matters, despite any other clause in this Deed or any other document between the parties to the contrary.

8 GST

8.1 Definitions

In this clause 8 words defined in the GST Act have the same meaning in this clause.

8.2 GST payable

A recipient of a taxable supply under this Deed must:

- (a) pay to the supplier an amount equal to any GST for which the supplier is liable on any supply by the supplier under this document, without deduction or set-off of any other amount; and
- (b) make that payment as and when the consideration or part of it must be paid or provided. If the recipient does not pay the GST at that time, then it must pay the GST within 7 days of a written request by the supplier for payment of the GST.

8.1 Tax invoice

Each party making a taxable supply under this document must issue a tax invoice to the other party for each taxable supply at or before the time it makes the taxable supply.

8.2 Reimbursement

Any payment or reimbursement required to be made under this Deed that is calculated by reference to an amount paid or incurred is limited to the total amount less any input tax credit to which an entity is entitled for an acquisition to which the amount relates.

9 General

9.1 Notices

Each communication (including each notice, consent, approval, request and demand) under or in connection with this Deed must be in writing and addressed as follows (or as otherwise notified by that party to each other party from time to time):

- (a) **Lessor:**

Name **[insert details]**
Shire of Morawa

Postal
address

PO Box 14, Morawa WA 6623

(b)	Lessee:	
	Name	Property Manager, Airservices Australia
	Physical address	25 Constitution Avenue, Canberra, ACT 2601
	Postal address	Locked Bag 747 Eagle Farm QLD 4009
	E-mail	property.management@airservicesaustralia.com

9.2 Law and jurisdiction

This Deed will be governed by and construed in accordance with the laws in force under the Lease.

9.3 Amendments

This Deed may only be varied in writing signed by both parties.

9.4 Waiver

A provision of, or a right created under, this Deed may not be waived except in writing signed by the party or parties to be bound.

9.5 Further acts and documents

Each party must promptly do all further acts and execute and deliver all further documents (in form and content reasonably satisfactory to that party) required by law or reasonably requested by another party to give effect to this Deed.

9.6 Consents

A consent required under this Deed from a party may be given or withheld, or may be given subject to any conditions, as that party (in its absolute discretion) thinks fit, unless this Deed expressly provides otherwise.

9.7 Counterparts

This Deed may consist of a number of counterparts and the counterparts taken together constitute one and the same instrument.

9.8 No representation or reliance

- (a) Each party acknowledges that no party (nor any person acting on a party's behalf) has made any representation or other inducement to it to enter into this Deed, except for representations or inducements expressly set out in this Deed.
- (b) Each party acknowledges and confirms that it does not enter into this Deed in reliance on any representation or other inducement by or on behalf of any other party, except for representations or inducements expressly set out in this Deed.

9.9 Costs of Deed

Each party must pay its own legal costs and expenses in relation to the negotiation, preparation and finalisation of this Deed.

9.10 Registration

The Lessor must register this Deed and/or all relevant forms to effect the surrender of the Lease.

Executed as a deed

SIGNED SEALED and DELIVERED

by **Airservices Australia ABN 59 698 720**

886 by its Group A Attorney

under power of attorney dated 9 February 2015, who declares that the Group A Attorney has not received any notice of the revocation of such Power of Attorney

Name of Group A Attorney (print)

Name of witness (print)

Signature of Group A Attorney

Signature of witness

Chief Executive Officer, Chief Financial Officer and General Counsel

Position of Group A Attorney (select one)

Date

Power of Attorney number

Date

SIGNED SEALED and DELIVERED

by **Airservices Australia ABN 59 698 720**

886 by its Group B Attorney

under power of attorney dated 9 February 2015, who declares that the Group B Attorney has not received any notice of the revocation of such Power of Attorney

Name of Group B Attorney (print)

Name of witness (print)

Signature of Group B Attorney

Signature of witness

Executive General Manager - Projects and Engineering, National Property Manager

Position of Group B Attorney (select one)

Address of witness

Power of Attorney number

Date

Date

SIGNED, SEALED AND DELIVERED for
and on behalf of Shire of Morawa ABN 95
047 014 897 by a duly authorised
representative who warrants that they
have the authority to sign this Deed on
behalf of Shire of Morawa

Name of authorised representative (print)

Name of witness (print)

Signature of authorised representative

Signature of witness

Date

Date

Draft

Airservices Australia Western Australia Region Asbestos Register 2012

HAZMAT REGISTER	Location Name: Morowa NDB			Survey Date: 24/04/2012			
	BE: 530	BU: 1	Bldg No:	Re-inspect Date: 24/04/2013			
Room/Area Description	Hazmat Location	Hazmat Description	Sample	Comments / Recommendations	Priority	Analytical Results	Label
External grounds							
Aerial Towers x2	Painted surface	Lead paint		Paint	P3	Lead check positive	No
Aerial Couplings Unit				Fibreglass	P3		No
Instrument panel	Battery box	Lead acid		12v batteries x2	P3		No

Legend:

- P1 Hazardous materials identified in unsatisfactory condition. Action required.
- P2 Hazardous materials identified in fair condition. Attention required.
- P3 Hazardous materials identified in satisfactory condition. Leave and monitor.



Airservices Australia Western Australia Region Asbestos Register 2012



Morowa NDB BE 530, BU1

Draft

<i>Item No/Subject</i>	7.2.4.3 RAV Permit – Merkanooka Haulage
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	07 October 2016 – Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Angela McTaggart, Merkanooka Haulage
<i>File Number:</i>	ADM 0284
<i>Previous minute/s & Reference:</i>	

SUMMARY

Merkanooka Haulage has approached Council for 5 Restricted Access Vehicle approvals as follows;

(RAV) 2/3 network 7 to operate a B Double & Dog Combination to 36.5 metres through the following section of local roads

- Morawa Yalgoo Road.
- Franko Road.
- Pintharuka Road through to Tropiano Road.
- Tropiano Road for approx. 600m to Emu Springs.
- Yongarloo Road
- Yamapool Road
- Neates Road

Carting grain and lime for the harvest season commencing 20 October 2016 to March 31 2017.

(RAV) 2/3 network 4 to operate a Prime Mover Semi Trailer and Dog Trailer to 27.5 meters through the following section of local roads

- Morawa Yalgoo Road.
- Franko Road.
- Pintharuka Road through to Tropiano Road.
- Tropiano Road for approx. 600m to Emu Springs.
- Yongarloo Road
- Yamapool Road
- Neates Road

Carting grain and lime for the harvest period commencing 20 October 2016 to 31 March 2017.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Letter from Merkanooka Haulage

BACKGROUND INFORMATION

Under Main Roads Western Australia (WA) RAV networks conditions, there is a need to seek approval by certain RAV users to travel on roads controlled by Council.

Main Roads WA in consultation with the Shire of Morawa have classified the majority of local roads and low volume roads in the Shire as a RAV 2/3 network. The network allows for RAV 3 to carry a mass of eighty four (84) tonnes with a length of twenty seven point five (27.5m) metres and a height of four point six (4.6m) metres. RAV 2 classification is lower in weight and in some cases shorter in length.

Main Roads WA website provides information regarding the Class 2/3 RAV network publication Morawa Shire LG511 Audit dated 12 March 2009.

Main Roads WA has also provided the following feedback regarding RAV vehicles on Shire of Morawa Local Road RAV 2/3 network as is provided below;

The road design requirements for RAV 3 and RAV 4 are the same. They have the same approved maximum length and the same number of axle groups.

If Morawa Shire requests an upgrade, a route assessment would be undertaken and the roads could then be added to the RAV network 4 Road Tables; however the roads are not designed for continual use by larger RAV networks.

Council has previously considered restricted access application permits and resolved to approve restricted access vehicle permits on Shire roads.

OFFICER'S COMMENT

Shire staff have recently received training on RAV permits including the use of the Main Roads RAV mapping tool that can be used to identify RAV routes including the rating of the roads. Information from the RAV mapping tool (attached) show that the roads requested are rated as follows:

- | | |
|---|-----------|
| • Morawa Yalgoo Road. | Network 7 |
| • Franco Road. | Network 4 |
| • Pintharuka Road through to Tropiano Road | Network 4 |
| • Tropiano Road for approx. 600m to Emu Springs | Network 4 |
| • Yongarloos Road | Network 4 |

- Yamapool Road
- Neates Road

Network 5
Network 4

This information means that RAV permits issued previously for Network 7 combinations would not have been valid due to the rating of the roads. Should a Network 7 combination traverse these roads there would be the possibility of an infringement for the driver and risk management issues for both the Shire and the operator should an incident occur.

In order to get a higher rating for these roads a route assessment of the roads would need to be done. The assessment is done by Main Roads and takes into consideration the following factors:

- Traffic Counts
- Accident Statistics
- Load Capacity
- Overhead clearances
- Road Width
- Traffic Volumes
- Signage
- Provision for Overtaking
- Gradients
- Turning Clearances

Anecdotal evidence from staff is that the assessment of Shire roads was done approximately ten years ago by Main Roads. Since this time the roads are relatively unchanged. Having the route assessment done again may not result in a change to the rating of the roads without changes to the roads. An enquiry to Main Roads with regard to having RAV route assessments revealed that there is a backlog of requests currently for assessments to be done.

With this in mind, three recommendations with regard to the issuing of a permit will be made:

- The first recommendation is as requested by the applicant.
- The second recommendation is to reject the application in its entirety and seek reclassification of the roads.
- The third recommendation is to allow combinations to traverse routes for which they are rated.

Council will need to consider each recommendation and select one taking into mind risk management issues addressed earlier in this item.

Increased activities impact on the Council's resources being able to maintain certain roads to a level of access and safety required and detailed in the Main Roads Heavy Vehicle Operations document '*GUIDELINES FOR ASSESSING THE SUITABILITY OF ROUTES FOR RESTRICTED ACCESS VEHICLES*'.

By permitting this application as requested, even with conditions, places the Shire of Morawa in a position both in terms of probable increased maintenance costs and creating a precedent for others to potentially follow. This request seeks an approval which is both inside and outside of the grain harvest period.

After consultation with Rod Gillis from Main Roads Geraldton, MJ & BC Thornton (Morawa School Bus Company) and the Principal Works Manager of the Shire of Morawa it is this officers' recommendation that a condition of the RAV permit approval be that travel is restricted during school bus run hours.

COMMUNITY CONSULTATION

Feed-back is received at Council from road users and assists in monitoring the impact the large vehicles have on local roads and user safety.

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995
Main Roads Act 1930

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Council's review of the process for issuing RAV permits provides part of an asset review for use of road infrastructure in the Shire.

RISK MANAGEMENT

An approval of RAV network permits provides the Shire with consultation and a due diligence process for road users in the Shire of Morawa. Without the process Council's road network assets could become unsafe and unmanageable for current resources. There are inherent risks to the Shire in approving this request. The main risk relates to increased road maintenance costs and the other is setting a precedent for other similar applications to follow.

The Shire of Morawa local road network has been audited and rated. The majority of Local roads are rated as a local volume RAV 2/3 roads. The requested use seeks to permit for up to RAV 7 combinations. This would appear in contrary to the audit and rating process as undertaken by the Shire of Morawa in 2009.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

1. That Council approve the application of Merkanooka Haulage to operate the following:

(RAV) 2/3 network 7 to operate a B Double & Dog Combinations to 36.5 metres; and

(RAV) 2/3 network 4 to operate a Prime Mover Semi Trailer and Dog Combinations to 27.5 metres; on

- Morawa Yalgoo Road
- Franco Road
- Pintharuka Road through to Tropiano Road
- Tropiano Road for approx. 600m to Emu Springs
- Yongarloo Road
- Yammapool Road
- Neates Road

This approval is only for the period commencing 20 October 2016 to March 31 2017.

Standard Conditions of Use:

- a) *Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*
- b) *Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage*
- c) *Maximum speed of 40kms/hr in built up areas including the Morawa Town site*
- d) *Only approved routes will be permitted in the Morawa Town site*
- e) *Reduce speed to 60kms/hr and moving over to give way to oncoming traffic*
- f) *Headlights on at all times*
- g) *Removing dust from tyres rims when entering sealed roads*
- h) *Compliance with maximum gross weight limits*
- i) *Vehicle length not to exceed 36.5 metres*
- j) *No operation after a heavy rain fall event*
- k) *No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days)*
- l) *Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place*
- m) *Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit*
- n) *Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is*

not repaired to the satisfaction of the Council's representative.

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.

The applicant must seek Main Roads approval for all RAV network permits.

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the permit.

Or

1. That Council not approve the application
2. That Council request officers apply to Main Roads WA to assess the following roads for RAV 7 Route Classification;
 - Franco Road
 - Pintharuka Road through to Tropiano Road
 - Tropiano Road for approx. 600m to Emu Springs
 - Yongarloo Road
 - Yammapool Road
 - Neates Road

Or

That Council approve:

(RAV) 2/3 network 7 to operate a B Double & Dog Combinations to 36.5 metres; on Morawa Yalgoo Road only; and

(RAV) 2/3 network 4 to operate a Prime Mover Semi Trailer and Dog Combinations to 27.5 metres; on

- Franco Road
- Pintharuka Road through to Tropiano Road
- Tropiano Road for approx. 600m to Emu Springs
- Yongarloo Road
- Yammapool Road
- Neates Road

This approval is only for the period commencing 20 October 2016 to March 31

Standard Conditions of Use:

- a) *Maximum speed unsealed roads 60kms/hr or 10kms/hr less than designated signage*

- b) Maximum speed sealed roads 90kms/hr or 10kms/hr less than designated signage**
- c) Maximum speed of 40kms/hr in built up areas including the Morawa Town site**
- d) Only approved routes will be permitted in the Morawa Town site**
- e) Reduce speed to 60kms/hr and moving over to give way to oncoming traffic**
- f) Headlights on at all times**
- g) Removing dust from tyres rims when entering sealed roads**
- h) Compliance with maximum gross weight limits**
- i) Vehicle length not to exceed 36.5 metres**
- j) No operation after a heavy rain fall event**
- k) No operation during school bus routes drop off and pick up times (7.00am to 8.30am and 3.00pm to 5.00pm school days)**
- l) Signage warning of oversized vehicle be in operation are placed at entry and egress points unless already in place**
- m) Vehicle to be operated as required by the Mains Roads Class 2/3 RAV permit**
- n) Entries to properties being serviced by the permit holder must be constructed for safety and to prevent damage to sealed edges and road verges. Approval may be withdrawn if damage occurs and is not repaired to the satisfaction of the Council's representative.**

Condition CA07 All operators must carry written approval from the Local Government authority permitting use of the roads.

The applicant must seek Main Roads approval for all RAV network permits.

Further applications may be considered subject to an assessment of the Shire road conditions at the expiry of the permit.



MERKANOOKA
HAULAGE

Mr. J Roberts
Chief Executive Officer
PO Box 14
MORAWA WA 6623

RE: LOCAL GOVERNMENT ROAD ACCESS APPROVAL

Dear Mr. Roberts,

I am writing to ask for approval from the Mingenew Shire to access the roads listed below with a B double and dog from October through the 2016/2017 harvest season. The B double and dog combination is approximately 36.5m long, we will be carting grain and lime during this period.

Morawa Yalgoo Rd
Franko Rd
Pintharuka Rd through to Tropiano Rd
Tropiano Rd for approx. 600m to Emu Springs
Yongarloo Rd
Yamapool Rd
Neates Rd

We have been on the Main Roads RAV Network site and it specifies that with the combinations we intend to drive we would be required to drive at a speed limit 10kms lower than the posted speed limit and/or no operation on unsealed road segment when visibly wet. We fully intend to adhere to these restrictions when using this road.

It also states that we must hold current written approval from the Local Government permitting use of the road.

We appreciated your time in this matter and should you require any further information please do not hesitate to contact our office on 9971 6003.

Kind Regards

Angela McTaggart
Administration and Logistics Manager
2412 Mingenew Morawa Road
Morawa WA 6623

<i>Date of Meeting:</i>	19 October 2016
<i>Item No:</i>	7.2.4.4
<i>Subject:</i>	Appointment of Bush Fire Control Officers – Bush Fire Act 1954
<i>Date & Author:</i>	6 October 2016 - Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development and Administration
<i>Applicant/Proponent:</i>	Executive Manager Development and Administration
<i>File Number:</i>	ADM 0253
<i>Previous minute/s & Reference:</i>	October 2014 ADM 0253

INTRODUCTION

The purpose of this report is for the Bush Fire Advisory Committee to nominate Officers to hold the positions of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer, Permit Issuing Officers, Fire Weather Officer and make a recommendation to Council in relation to those nominations.

ATTACHMENTS

Copy of Bush Fire Advisory Meeting Minutes – 22 September 2015

BACKGROUND INFORMATION

The Morawa Bush Fire Advisory Committee met on 22 September 2015 and resolved that the Shire of Morawa be notified that it was their view that certain persons be appointed as bush fire control offices for the purposes of the Act. The Act enables Bush Fire Control Officers to issue Permits to Burn ie section 18, subsection (6) provides:

Subject to this Act, a person shall not set fire to the bush on land within a zone of the state during the restricted burning times for that zone of the State unless –

- (a) He has obtained a permit in writing to burn the bush from a bush fire control officer of the local government in whose district the land upon which the bush proposed to be burnt is situated, or from the Chief Executive Officer of the local government if a bush fire control officer is not available; and*
- (b) The conditions prescribed for the purposes of this section are complied with in relation to the burning of the bush.*

The persons then nominated persons for appointment as chief bush fire control officer and deputy chief bushfire control officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bushfire control officers, and subject thereto may determine the seniority of the other bushfire control officers appointed by it.

The functions of the Bush Fire Advisory Committee are in accordance with Section 67 of the Bush Fires Act 1964, that provides;

3.11 Bush Fire Advisory Committee to nominate bush fire control officers

As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Advisory Committee is to nominate to the local government, from the persons nominated by each bush fire brigade, a person or persons for the position of a bush fire control officer(s) for the brigade area.

3.12 Local government to have regard to nominees

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Advisory Committee, but is not bound to appoint the persons nominated.

3.13 Bush Fire Advisory Committee to consider bush fire brigade recommendations

The Bush Fire Advisory Committee is to make recommendations to the local government on all recommendations received by the Bush Fire Advisory Committee from bush fire brigades.

The following brigade members be appointed to the position of Bushfire Fire Control Officers for the Shire of Morawa.

Community Emergency Services Manager Richard Ryan (Rick)

Brigades

Canna/Gutha Jerome Short, Wayne Kowald, Garry Collins, Jeromey Wasley, Rod Madden

Koolanooka Glen Tapscott

Morawa West Darren Yewers

Pintharuka Mark Coaker, Laurie North

Town Brigade Keven Beattie

The Bush Fire Advisory Committee has recommended to Council the following appointments:

Chief Fire Control Officer	Robert Kowald
Deputy Chief Fire Control Officer	Glen Tapscott No.1 and Darren Yewers No.2

That Colin Malcolm be appointed to the position of Shire of Morawa Fire Weather Officer.

The Following Fire Control Officers be appointed as Permit Issuing Officers

Chief Bush Fire Control Officer	Robert Kowald
Deputy Chief Bush Fire Control Officers	Glen Tapscott and Darren Yewers
Town Fire Control Officer	Keven Beattie
Community Emergency Services Manager	Rick Ryan
Chief Executive Officer Shire of Morawa	John Roberts

OFFICER'S COMMENT

The Bush Fire Advisory Committee is considered to be the preferred committee to recommend such appointments. These are made as prescribed under the Act as Council has little expertise in fire control. However under the Bush Fires Act and the Local Government Act, Council has a responsibility to appoint officers.

Where a local government that has been served with a notice pursuant to section 38 subsections (2c) fails or neglects to comply with the requirements of that notice the DFES Commissioner may appoint a person who is not employed in the department to a vacant office.

STATUTORY ENVIRONMENT

Bushfires Act 1954 – Sections 18 (6), 38 (2c) and 67 (3.11)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Shire of Morawa Community Strategic Plan:

- 3.1.5 Advocate and support the maintenance of adequate police and emergency services.
- 4.2.4 Continue to acknowledge and support volunteers.

RISK MANAGEMENT

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

It is recommended that:-

- (a) Council appoint the following as Bushfire Control Officers for the Shire of Morawa;

Community Emergency Services Manager Richard Ryan (Rick)

Brigades

Canna/Gutha Jerome Short, Wayne Kowald, Garry Collins, Jeromey Wasley, Rod Madden

Koolanooka Glen Tapscott

Morawa West Darren Yewers

Pintharuka Mark Coaker, Laurie North

Town Brigade Keven Beattie

- (b) Council endorses appointments of the following Bushfire Control Officers as;

Chief Fire Control Officer Robert Kowald
Deputy Chief Fire Control Officer Glen Tapscott No.1and Darren Yewers No.2

- (c) Council endorses the appointment of the following Bushfire Control Officer as;

Shire of Morawa Fire Weather Officer Colin Malcolm

- (d) The following Bush Fire Control Officers be appointed as Permit Issuing Officers;

Chief Bush Fire Control Officer Robert Kowald

Deputy Chief Bush Fire Control Officers Glen Tapscott and Darren Yewers

Town Fire Control Officer Keven Beattie

Community Emergency Services Manager Rick Ryan

Chief Executive Officer Shire of Morawa John Roberts

7.2.5 Chief Executive Officer - Other

<i>Item No/Subject:</i>	7.2.5.1 Strategic Plan Update and Progress Report
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	12 October 2016 John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	22 September 2016 (Last update to Council)

SUMMARY

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

- Shire of Morawa Strategic Community Plan 2012, and
 - Corporate Business Plan.
- Other updates are also provided regarding the informing strategies including:
- The Long Term Financial Plan;
 - The Asset Management Plan; and
 - The Workforce Plan.

Please note:

The Shire of Morawa Integrated Plans are all currently under review. As a consequence of this, reporting is shown against the existing actions. This will occur until the new plans have been endorsed by Council after which new reporting matrix will be prepared.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

- 2015/16 Project Summary Report;

- Shire of Morawa September 2016 *Strategic Plan Update and Progress Report*.

BACKGROUND INFORMATION

The Strategic Plan Update and Progress Report is provided to Council each month for information. The Strategic Community Plan was adopted 21 June 2012. A desktop review was undertaken on 12 September 2014 and adopted by Council on 18 September 2014. The four year review of the Strategic Community Plan has commenced with an Elected Member workshop held on the 10 March 2016. Council undertook a review of the current Corporate Business Plan (CBP). Council decided to seek suggestions from the community of items they wished to be considered for inclusion in the new CBP.

Currently, the Strategic Community Plan has 106 actions listed:

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

Table One: Summary of Strategic Actions

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

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

Informing Strategies

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

Long Term Financial Plan

The long term financial plan is currently being reviewed. A budget allocation has been included in the 2015/16 budget.

Status

Moore Stephens have been engaged to update the LTFP. Discussions between Moore Stephens and the Executive Management Team took place on 18 July 2016 to review the initial draft prior to being presented to Council for further input. Moore Stephens gave a presentation to Council on 9 August 2016. The LTFP will be updated further in conjunction with the development of the CBP.

Asset Management Plan

All of the Asset Management Plan (AMP) have now been reviewed.

Status

Greenfield Technical Services have undertaken a full assessment of road infrastructure condition and fair values.

Roman II has been updated with local road data.

A consultant, Ben Symmonds, has been engaged to update the Shire's Asset Management Plans. A meeting took place on 3 August 2016 to clarify issues raised by Ben Symmons and Moore Stephens. Attendees were Michael Keane (Greenfields), Ben Symmons, CEO, MAF and PWS.

The meeting was very productive and clarified a number of topics.

Workforce Plan

The Workforce Plan is monitored by the Department of Local Government and Communities. This plan requires an assessment by staff.

Status

A final review is now required.

Information Communication and Technology (ICT) Plan

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

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

Status

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

Other Key Informing Strategies

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

Risk Management Framework and Compliance Plan

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

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

The CEO prepared a report to the audit committee on the appropriateness and effectiveness of the Shire's Risk Management systems and procedures in December 2014. This concluded the project.

OFFICER'S COMMENT

Strategic Community Plan

Further to the above, the success of the Strategic Community Plan (SCP) is based on the outcomes of the Corporate Business Plan and the key performance measures (KPIs) that have formed part of the SCP since March 2014. The key performance measures show the desired trend to be achieved for each objective (Economic, Environment, Social and Governance). The key performance measures were inserted into the SCP at the Council meeting on 20 March 2014. The four year review of the Strategic Community Plan has commenced with an Elected Member workshop held on the 10 March 2016. A draft of the updated strategic directions has been compiled and distributed to Elected Members for comment. A community survey will be circulated in the near future followed by a community consultation presentation.

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 July 2016 is attached.

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

Projects

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

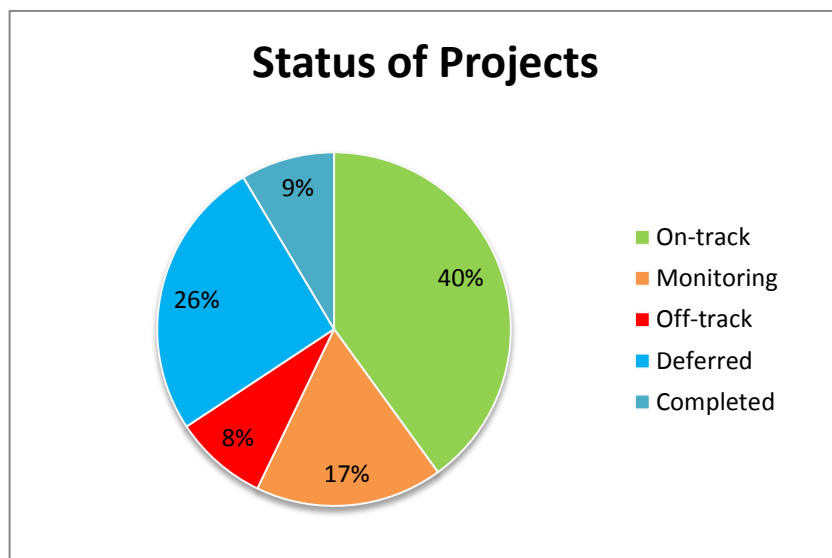


Chart 1: Breakdown on Status of Projects for 2015/16

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

Status Type	Status	Comment
Overall Completion	In terms of overall completion (i.e. the percentage of each project completed divided by the number of projects underway), this is 56.81%.	
On-track	There are 14 (40%) projects on track (3, 5, 7, 8, 12, 13, 14, 21, 29, 31, 32, 33, 34, & 35).	
Monitoring	6 (17%) projects are at the monitoring level (4, 10, 18, 19, 20 and 27)	
Off-track	In total there are 3 (8%) projects off track (9, 15 and 30).	<p>The impacts on these projects include:</p> <ul style="list-style-type: none"> • Staff resourcing in terms of key roles has been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position (Project 9 lacked a project owner and Project 30 – Gateway Project is subject to further discussions with the key funding stakeholder) Discussions took place with Sinosteel on 17 July 2014. • The second key issue has been waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> - Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification has been developed. - MWDC requirement to continually review business cases (Project 15) ; • Thirdly competing re-allocation of resources undermining the strategic focus e.g. ongoing maintenance of key assets not provided for. However, the Asset Management Plan should improve this over time.
Completed	3 (9%) projects have been completed. (1, 2, and 26)	
Deferred	There are nine projects (26%) deferred due to fiscal constraints and other resourcing issues or because the priority has changed (6, 11, 16, 17, 22, 23, 24, 25 & 28);	There is no change to the status of these projects following the desktop review of the Strategic Community Plan in August 2014.

Programs

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

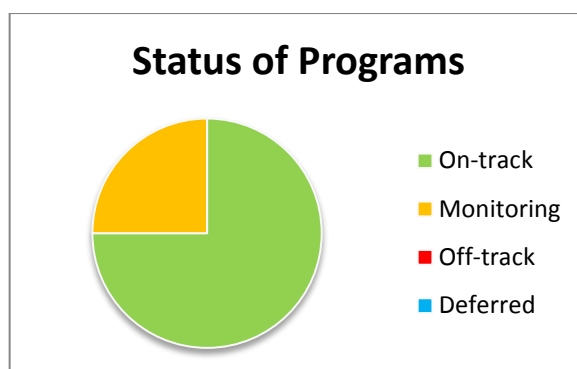


Chart 2: Breakdown on Status of Programs for 2015/16

Chart 2 indicates that of the four program areas, three are on track; Governance (98%); Roads (92%); and Ongoing Health Care Provision (115%); The programs on track are subject to key operational or day to day activities and are affected by seasonal issues. One program area is being reviewed, Sports Facilities and Programs (115%).

Some Flood Damage costs are at present included in the Roads costings, and the Health Care provision is high due to unbudgeted expenses for medical centre renovations.

COMMUNITY CONSULTATION

As per the Strategic Plan Update and Progress Report

COUNCILLOR CONSULTATION

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

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

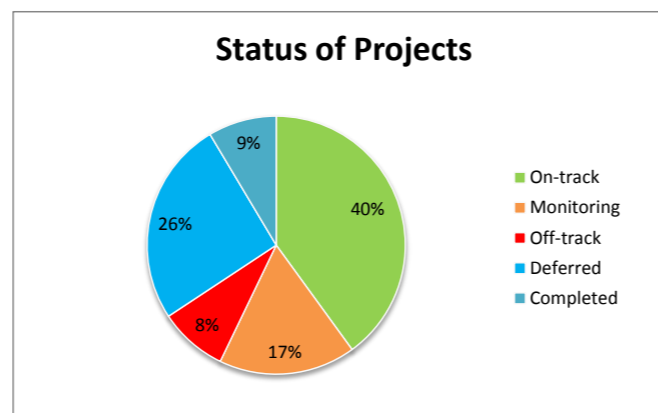
That Council accepts the Shire of Morawa Strategic Plan Update and Progress Report, for September 2016, as tabled.

SUMMARY OF CORPORATE BUSINESS PLAN STATUS 2015/2016

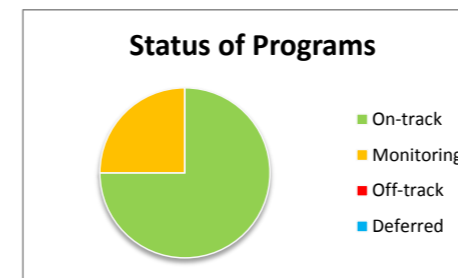
No.	Project	Who	Start	Cost	Cost Remaining	% Completed	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Greater Sports Ground Development	PO				100												
2	Sports Club Development Officer	CEO				100												
3	Recreational Facility Development	PO				100												
4	Morawa Community Care	EMDA				95												
5	Refurbish Old Chambers	CEO				85												
6	Childcare Centre Development	CEO				0												
7	Community Group Support	CDO				39												
8	Community Engagement & Communication	CEO				50												
9	Trails Strategy	CEO				20												
10	Waste Management Project	CEO				45												
11	Water Supply Development	CEO				0												
12	Solar Thermal Power Station - Feasibility Study	CEO				95												
13	Waste Water Plant Upgrade	EMDA				90												
14	Sustainability Program	EMDA				0												
15	Develop Industry Training Centre	PO				25												
16	Migration Settlement Scheme (Research)	CEO				0												
17	Develop Additional Business Incubator Units	CEO				0												
18	Industry Attraction & Retention Project	CEO				83												
19	Local Tourism Industry Development	CDO				0												
20	Upgrade Morawa Airport	CEO				50												
21	Upgrade Major Roads and Annual Road Program	PWS				100												
22	Key Worker Housing	CEO				0												
23	Staff Housing	EMDA				0												
24	Expansion Van Park	CEO				0												
25	Lifestyle Village for the Aged	CEO				0												
26	Main Street Project	PO				100												
27	Wireless and Mobile Blackspot Coverage	CEO				50												
28	Powerline Upgrade	CEO				0												
29	Land Development	CEO				75												
30	Gateway Project Plans	CEO				10												
31	Omnibus Scheme Development	PO				93												
32	Old Morawa Hospital	CEO				80												
33	Leadership and Mentoring Young People	CDO				60												
34	Leadership and Advocacy Role	CEO				83												
35	Invest in Council's Capacity	CEO				83												
	Total					65.81												

Program Areas						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Sports Facilities and Programs	CDO				115											
2	Ongoing Healthcare Provision	CEO				115											
3	Roads	PWS				92											
4	Governance	CEO				98											
	Total					105.00											

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



Status	Programs
On-track	3
Monitoring	1
Off-track	0
Deferred	0



Overview

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

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

Program Area: Recreation & Leisure

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Greater Sports Ground Project <p>Project management 0.0 FTE 2014/15</p> <p>Percentage Completed: 100%</p>	High	3.5.2	CEO	0	2,800,000	0	0	Department of Sport and Recreation	<ul style="list-style-type: none"> The ramp adjacent to the playground has proved problematic due to regulations regarding disabled access. Council has decided that steps are to be installed as opposed to the ramp due to cost. Shire staff are applying for a Community Inclusion and Participation Grant to fund a ramp. Shire staff has received acquittal documentation from MWDC to formally finalise the project. <hr/> <p>Increased Sporting Participation</p> <ul style="list-style-type: none"> Club membership numbers reported by clubs <p>Increased Usage</p> <ul style="list-style-type: none"> Additional events reported by Sporting Committee. To date: two events held
<ul style="list-style-type: none"> Sports Club Development Officer – Regional Project <p>Project management 0 FTE</p> <p>Percentage Completed: 100%</p>	Medium	3.1.7	CEO, Shire of Three Springs	0	12,500	12,500	12,500	<ul style="list-style-type: none"> Department of Sport and Recreation Shire of Three Springs Shire of Perenjori Shire of Mingenew 	<ul style="list-style-type: none"> Lara Stanley has resigned from the role. Interviews for a replacement were held on 6 September 2016. A job offer is being made with a proposed start date of 31 October 2016. <hr/> <p>Increased Support for Members & Volunteers</p> <ul style="list-style-type: none"> Membership numbers <p>Club Officials trained in financial and corporate governance</p> <ul style="list-style-type: none"> Clubs report improvement
<ul style="list-style-type: none"> Recreational Facility 	Medium	3.5.3	CEO	0				Department of Sport	Swimming Pool (Works 2015/16 -

Development: 3.1 Swimming Pool Upgrade 3.2 Construction of the Skate Park Project management 0.1 FTE Percentage Completed: 100% 3.1: 100% 3.2 100%					800,000	400,000	0	and Recreation	\$566,605) <ul style="list-style-type: none"> • Steps: <ul style="list-style-type: none"> ○ Tender has been awarded to Safeway Building & Renovations ○ The new shed has been erected. The filtration equipment has been installed. ○ A new backwash tank will be installed early in 2015/16 ○ Repairs to the existing balance tank will be undertaken as per the contract. This tank will need to be replaced in the next 5 years. ○ A number of delays and contractual disagreements have occurred and the current estimate for opening the pool is 21 November 2015. ○ The floor surface of the pool has deteriorated since August 2015 and will need to be restored. • Swimming Pool (Works 2015/16 - \$) <ul style="list-style-type: none"> ○ Following an independent assessment Council have directed the CEO to call tenders for works to tile the floor,walls, and wet deck surfaces. ○ Prior to calling tenders specialist engineers have been engaged to assess if concrete cancer is present. A report for this is due on 15 April 2016. ○ The pool has been surveyed so that design plans can be prepared for the tiling tender specifications. ○ Tenders have been called with a closing date of 1 June 2016. ○ The tender for works has been awarded to Safeway Building & Construction. ○ All render has now been removed. The central channel cover has needed to be removed to expose pipework, all will be replaced as a variance to the contract. 80% of the tiles have been delivered. ○ Tiling is underway with significant progress being made.
					300,000		0		

										Reduction of Vandalism <ul style="list-style-type: none"> Maintenance costs (reduced) Improved School Attendance <ul style="list-style-type: none"> School attendance records
Program Area Operating Cost: <ul style="list-style-type: none"> Undertake ongoing maintenance and management of the Sports facilities and programs Percentage Completed: 115%	Ongoing			775,000	790,000	805,000	821,000			Recurrent Cost post 2017: \$905,233 Staff Required: 3 FTE 2015/16 Budget: \$953,065 Cost YTD: \$1,100,635 Note: (Swimming Pools & Other Recreation)

Program Area: Health Provision

Goal: Support ongoing health care provision through existing arrangements

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
Program Area Operating Cost: <ul style="list-style-type: none"> Support the implementation of the North Midlands Primary Care Project Support the provision of adequate GP services Support the Three Springs Dental Service Percentage Completed: 115%	Ongoing	3.1.1, 3.1.2, 3.1.3, 3.1.4		251,884	256,900	262,000	267,000		Note: <ul style="list-style-type: none"> Budget 2015/16: \$150,639 Expenditure for 2015/16: \$173,530; Recurrent Cost post 2017: \$272,000 Staff Required: 0.02 FTE

Program Area: Community Amenities

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Morawa Community Care Project management 0.6 FTE Percentage Completed: 95% 4 Units: 100% Management: 90%	High	1.9.1	CEO	528,800	420,718	40,000	40,000	Morawa Community Care	Construction 2013: <ul style="list-style-type: none"> Construction of the 4 units completed Cost post 2013/14 are recurrent costs. Will need revaluation Management: <ul style="list-style-type: none"> Committee commenced 18 March 2014 and identified action matrix; Draft service delivery plan and policies developed and considered 13/05/14; Handover of units underway 30 April 2014; Sean Fletcher has been engaged to

									<p>finalise the transfer of the Morawa Aged Care Units to the Shire.</p> <ul style="list-style-type: none"> • Transfer of land management order underway. • The Department of Housing are proposing a deed of assignment transferring the interests of the MCC to the Shire. This option negates the need for a new JV agreement which has caused a significant time delay. • Application and information packs have been prepared and will be marketed. • A Deed of Novation has been presented to the 18 December 2015 OCM. • The Management Order has been received. • Shire staff is now working to complete the final agreements with a view to concluding the transfer of the JV and MCC units by 30 June 2016. This has been delayed due to CS Legal delays. • The Shire has now taken receipt of keys for 2 vacant JV units. Shire staff will view these properties on 15 August 2016 to assess work needing to be undertaken prior to letting. • Emily Sutherland has produced a marketing document for use in securing tenants in the Asset Based units. • Council resolved at the September OCM to reduce the wekkly renatl to \$185. <p>Elderly people age in their home community</p> <ul style="list-style-type: none"> • Census figures <p>Older people able to live independently</p> <ul style="list-style-type: none"> • Increase in number aged people staying in community
<ul style="list-style-type: none"> • Refurbish Old Council Chambers <p>Percentage Completed: 85%</p>	High	1.7.3	CEO	0	220,000			LotteryWest	<ul style="list-style-type: none"> • Capital Works for 2015/16 set at \$181,011. Funded: <ul style="list-style-type: none"> ○ Municipal 45,026 ○ Lotterywest: 90,595 ○ Reserve: 45,026 ○ Quotes have now been obtained for the remaining works. ○ Use for the building to be discussed at the October briefing session ○ This work has now been placed

									<p>on-hold as the funds may be needed to fund the unexpected swimming pool works.</p> <ul style="list-style-type: none"> ○ Future use of the old Shire office was discussed at the SCP workshop held on 10 March 2016. It was agreed the future use was to be tourism and cultural purposes. ○ It is proposed to request the reallocation of the Solar Thermal Feasibility Study funds to this project. This option has now been placed on hold pending the outcome of an amended business case for the airstrip. ○ There is an option to apply for a grant in the next RGS round. <p>Increased level volunteer activity</p> <ul style="list-style-type: none"> • Annual survey • Volunteering statistics available every census <p>Older people able to live independently</p> <ul style="list-style-type: none"> • Number community activities per year monitored <p>Note: regular use is occurring.</p>
<ul style="list-style-type: none"> • Childcare Centre development <p>Project management 0.2 FTE</p> <p>Percentage Completed: N/A</p>	Medium	3.1.8	CEO	0	0	0	0	<ul style="list-style-type: none"> • Department of Communities • Mid West Development Commission • LotteryWest 	<ul style="list-style-type: none"> • Deferred post 2015/16 • Expected cost \$750,000 • Expected completion date 2018 <p>Additional childcare places available to the community</p> <ul style="list-style-type: none"> • Uptake of service <p>Employment opportunities in the caring industry</p> <ul style="list-style-type: none"> • Number of people employed <p>Respite care available to parents</p> <ul style="list-style-type: none"> • Respite visits number per annum
<ul style="list-style-type: none"> • Community Group Support: <ul style="list-style-type: none"> • Billaranga Arts Studio • Morawa Historical Society • Community events • Morawa CRC • Biennial Arts Festival • Morawa Future Fund • Community connectedness forum 	Medium	3.2.2, 3.2.4, 3.2.5, 3.4.1	CEO	35,000	35,000	35,000	35,000		<ul style="list-style-type: none"> • Future Fund agreement has been completed. The fund will be accessible in 2015/16 based on 2014/15 interest earnings. • CEO has engaged with CCIWA • Power supply has been connected to the new Historical Society shed. <p>Budget 2015/16</p> <ul style="list-style-type: none"> • YTD: <ul style="list-style-type: none"> ○ Arts Festival \$10,000 ○ Museum: \$1,000

<ul style="list-style-type: none"> Morawa Chamber of Commerce <p>Project management 0.1 FTE Percentage Completed: 39%</p>									<ul style="list-style-type: none"> Depreciation: \$8,307 <p>Costs 2015/16</p> <ul style="list-style-type: none"> YTD: <ul style="list-style-type: none"> Arts Festival \$5,260 Museum: \$3,293 Depreciation: \$9,908 Recurrent costs post 2016 are \$35,000 per annum <hr/> <p>Community events enhance liveability of community</p> <ul style="list-style-type: none"> Reports to Council community groups <p>Community feedback on events</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Community Engagement and Communication <p>Project management 0.05 FTE Percentage Completed: 50%</p>	Medium	4.1.1, 4.1.2	CEO	1,020	1,020	1,020	1,020		<p>Costs 2014/15</p> <ul style="list-style-type: none"> Met through Public Relations Budget (\$21,000) Recurrent costs post 2016 are \$1,020 per annum Communication strategy and media consultant (Left of Centre LOC) have been included in the 15/16 budget at \$11,000. LOC have set up a Facebook page and are preparing content for media and Shire Snippets. <hr/> <p>Good relationship between community and Council</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Trails Strategy <p>Project management 0.1 FTE Percentage Completed: 20%</p>	Medium	1.7.2	CEO	0	0	260,000	0	<ul style="list-style-type: none"> LotteryWest Department of Regional Development 	<p>Morawa Perenjori Wildflower Drive Trail</p> <ul style="list-style-type: none"> R4R Grant required listed in 2013/14 Budget: \$467,000 - Pending <p>Town Heritage Walk Trails 2014/15</p> <ul style="list-style-type: none"> \$65,000 Lotterywest application unsuccessful (7 March 2014) \$65,000 Shire contribution not budgeted <p>Bush Trails 2014/15?</p> <ul style="list-style-type: none"> \$65,000 application "parked" with Lotterywest subject to Council contribution ; \$65,000 Shire contribution required Recurrent cost post 2016: \$5,000 PA <p>2015/16</p> <ul style="list-style-type: none"> Wildflower Drive trail \$138,915 Town Heritage Walk \$128,970

									<p>Mingenew to discuss a regional solution. The meeting took place on 14 April 2015.</p> <ul style="list-style-type: none"> • CEO has received data from neighbouring Shires and is in the process of collating it. • CEO has discussed with Karara and Sinosteel the possibility of purchasing or leasing a portion of Dingle Dell as a possible site for location of a landfill site. • <p>Transfer Station</p> <ul style="list-style-type: none"> • CEO has met with Avon Waste and Dallywater to determine the optimum size of transfer bins and collection methods. • The shed has been constructed, earthworks are complete and the office has been installed • It is proposed to man the Transfer Station for a trial period of 6 months subject to Council approval. <hr/> <p>Coordinated waste management by Shires</p> <ul style="list-style-type: none"> • Removal of waste to sub-regional station
<ul style="list-style-type: none"> • Water Supply Development <p>Project management 0.05 FTE</p> <p>Percentage Completed: N/A</p>	Medium	1.4.1	CEO	0	0	0	Unknown	<ul style="list-style-type: none"> • Water Corporation • Department of Water 	<ul style="list-style-type: none"> • Recurrent costs post 2016: Unknown • Drainage re greening of the Town. Not until 2015/16 Stage Three SuperTowns. • Subject to be raised with the Minister at the WALGA Convention in August 2014. <hr/> <p>Future water needs secured</p> <ul style="list-style-type: none"> • Water storage constructed
<ul style="list-style-type: none"> • Solar Thermal Power Station Feasibility Study <p>Project management 0.1 FTE</p> <p>Percentage Completed: 95%</p>	Medium	1.3.1	Project Officer	0	500,000	0	0	<ul style="list-style-type: none"> • Western Power • Public utilities Office 	<ul style="list-style-type: none"> • Legal advice received re reallocation of \$500,000 to another project; • Shire President and CEO met with Paul Rosair 17 February 2014 to discuss; • Project suspended indefinitely; • Letter issued to DRD 2 April 2014 seeking reallocation of funding to Airport Project. • Adjusted the SCP at September 2014

									<p>Review</p> <ul style="list-style-type: none"> A letter was sent to DRD in June 2016 requested these funds be held available for 2016/17. A response has been received providing an extension to 30 September 2016 to ascertain the status of the Aerodrome Business Case. Recurrent costs post 2016: \$60,000 <hr/> <p>Feasibility study completed</p> <ul style="list-style-type: none"> Completion. (Note: The feasibility study will not proceed) <p>Endorsement key agencies Satisfaction Western Power, Public utilities Office</p>
<ul style="list-style-type: none"> Water Supply Development and Waste Water Plant Upgrade <p>Project management 0.05 FTE</p> <p>Percentage Completed: 90%</p>	Medium	1.4.4, 2.1.1, 2.1.3	CEO	0	140,000	0	0	<ul style="list-style-type: none"> Watercorp 	<p>Works for 2015/16</p> <ul style="list-style-type: none"> One pond remaining (\$49,681). This was completed in April 2016. Funding from Reserve. <p>Recurrent costs post 2016: Unknown</p> <hr/> <p>Overflow managed in winter</p> <ul style="list-style-type: none"> Nil events <p>Improved use of waste water for irrigation</p> <ul style="list-style-type: none"> Reduced potable water usage
<ul style="list-style-type: none"> Sustainability Program: Identify policies to manage carbon sequestration Implement the Climate Change and Adaption Plan Continue to manage feral flora and fauna Rehabilitate, protect and conserve Shire controlled land Support and promote environmental management practices <p>Project management 0.1 FTE</p> <p>Percentage Completed: 0%</p>	Medium	2.1.5, 2.1.6, 2.2.1, 2.2.2, 2.2.3	DCEO	0	0	0	0	<ul style="list-style-type: none"> 	<p>2015/16</p> <ul style="list-style-type: none"> Costs are as per in accordance with the EHO role; Sequestration policies to be included in LPS and Strategy; The Climate Change Risk Assessment & Adaption Action Plan was included in the 2015/16 budget but will be removed in the mid-year review; Flora & Fauna pests in conjunction with Department of Agriculture Bio-Security Officer in Morawa; Shire has rehabilitation policy in place; Environmental management practices are supported through implementation of relevant infrastructure; Continuing monitoring and upgrading of key facilities <hr/> <p>Sustainability initiatives achieved</p>

- Set of nominated activities achieved

Objective: A diverse, resilient and innovative economy

Program Area: Economic Services

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

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

<ul style="list-style-type: none"> • Migration Settlement Scheme (Research) Project management 0.3 FTE Percentage Completed: N/A 	Medium	Super Town Growth Implementation Plan	CEO	0	0	0	0	<ul style="list-style-type: none"> • Department of Immigration, • Department of Training and Workforce Development 	<ul style="list-style-type: none"> • Deferred post 2015/16 • Expected cost \$45,000 <hr/> <p>Sustainable increase in population</p> <ul style="list-style-type: none"> • Population trends
<ul style="list-style-type: none"> • Develop Additional Business Incubator Units Project management 0.2 FTE Percentage Completed: N/A 	Medium	1.9.7	CEO	0	0	0	0	<ul style="list-style-type: none"> • MWDC, MEITS 	<ul style="list-style-type: none"> • Deferred post 2015/16 • Costs not identified <hr/> <p>New business established</p> <ul style="list-style-type: none"> • New business establishment
<ul style="list-style-type: none"> • Industry Attraction and Retention Project Regional Resource – Investment Coordinator: 1.25 FTE (Funded MWIP) Project management 0.08 FTE Percentage Completed: 83% 	High	1.2.5, 1.5.2	Super Towns Project Manager	85,800	100,000	100,000	100,000	<ul style="list-style-type: none"> • MWDC, MWCCI, Other Shires 	<p>2011/12</p> <ul style="list-style-type: none"> • PRACYS developed Growth & Implementation Plan <p>2012/13</p> <ul style="list-style-type: none"> • PRACYS commenced North Midlands Economic Development Strategy (\$85,800 inc GST); • Prospectus reviewed January 2013 <p>2013/14</p> <ul style="list-style-type: none"> • PRACYS developing North Midlands Economic Development Strategy: <ul style="list-style-type: none"> ◦ Framework finalised December 2013 ◦ Working Group established Feb 2014 (CEOs meeting 13 April 2014 for briefing); • Investment plan required (attraction process defined)? • Funding of \$100,000 pa from CLGF/Mid West Investment Plan not requested?; • Project requires revaluation <p>2014</p> <ul style="list-style-type: none"> • Regional Resource Coordinator employed and prospectus issued? <p>2015</p> <p>No further progress</p> <hr/> <p>Service gaps filled</p> <ul style="list-style-type: none"> • Reported by community <p>Increased business activity</p> <ul style="list-style-type: none"> • Applications recorded • Reported by CCI

<ul style="list-style-type: none"> Local Tourism Industry Development Support Visitor Information Centre 0.02 FTE Project management 0.02 FTE Percentage Completed: 50% 	Medium	1.2.7, 1.2.10, 1.2.11	CEO	0	50,000	0	0	<ul style="list-style-type: none"> Wildflower Way Committee, Local Tourism Group 	<p>2015/16</p> <ul style="list-style-type: none"> CEO & CDO are attending Wildflower Country Committee meetings \$40,000 allocated for the Caravan park Caretaker accommodation to be cfwd from 14/15 to 15/16. This has now been delivered. A temporary caretaker was appointed for the period July to September 2016. This was a huge success in 2015 and again in 2016. <hr/> <p>Increase in visitor numbers</p> <ul style="list-style-type: none"> Visitor numbers Caravan park <p>Wildflower Way project</p> <ul style="list-style-type: none"> Completion of project
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Objective: Morawa is a comfortable and welcoming place to live, work and visit

Program Area: Transport Infrastructure and Services

Goal: Provide transport linkages and infrastructure which enables industry and community to grow and develop

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Upgrade Morawa Airport Project development support 0.02 FTE 13/14 Project management: 0.2 FTE – External 14/15 Asset management: 0.2 FTE - ongoing Percentage Completed: 50% 	High	1.10.1, 1.10.2	Project Officer	0	40,000	1,000,000	1,500,000	RDAF	<p>2013/14</p> <ul style="list-style-type: none"> New airport road sealed Feb 2014; An EOI has been requested by MDC for \$900k funding. This was submitted by 11 July 2014. Business Plans have been requested by DRD for the reallocation of \$500k Solar Thermal funds and \$1m Blackspot funds. These are now complete and were endorsed by Council at the December 2014 OCM. <p>2014/15</p> <ul style="list-style-type: none"> CEO has received letters of support from Doray, Karara., RFDS and Marrak. CEO has received letter from DRD informing the Shire that the reallocation of mobile blackspot funding has not been approved. <p>2015/16</p>

									<ul style="list-style-type: none"> Following discussions with the MWDC and DRD the CEO has prepared a new business case which will include a number of funding options. The business case option 1 (full upgrade) was endorsed by the MWDC subject to a commitment by Doray to use the airstrip. The CEO is to discuss the project again with the MWDC on 14 March 2016, following the receipt of 2 letters received from DRD regarding the reallocation of the Solar Thermal Funding. Discussions with DRD and MWDC indicate this project will not be supported. MWDC have significantly amended the airport business case with a focus on Community Benefit. Three RADS applications were lodged on 5 August 2016 for components of the upgrade. The amended business case was endorsed by Council on 18 August 2016. The business case has been presented to MWDC and DRD. Commencement commercial facility <ul style="list-style-type: none"> Commencement Improved transport hub to the region <ul style="list-style-type: none"> Volume traffic flow Service hub RFDS <ul style="list-style-type: none"> Usage
<ul style="list-style-type: none"> Upgrade Major Roads and Annual Road Program <p>Project management:</p> <p>Percentage Completed: 100%</p>	Medium	1.8	Works Manager	1,580,000	1,580,000	1,580,000	1,580,000	Department of Main Roads	<p>2015/16 (\$1,666,911) YTD: \$1,174,968</p> <p>Completed</p> <ul style="list-style-type: none"> Recurrent cost post 2016: \$1.6M <hr/> <p>Road safety</p> <ul style="list-style-type: none"> Survey <p>Asset maintenance</p> <ul style="list-style-type: none"> Improvement in asset ratios
•									

Program Area Operating Cost:	Ongoing		Works Manager	2,059,403	2,100,000	2,142,000	2,185,000		2015/16 (\$1,625,054) Staff Required: 11 FTE Cost YTD: \$1,502,030 Recurrent Cost post 2017: \$2.23M
Percentage Completed: 92%									

Program Area: Housing									
Goal: Provide housing for all needs (staff, aged, tourism) to facilitate growth and development									
Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Key Worker Housing Percentage Completed: N/A	Medium	1.9.3	CEO	0	0	0	0	Department of Housing	Project deferred until development of next corporate business plan
<ul style="list-style-type: none"> Staff Housing Project management 0.1 FTE Percentage Completed: N/A	High	1.9.5	CEO	0	0	350,000	350,000	Royalties for Regions - CLGF	2014/15 <ul style="list-style-type: none"> \$139,316 has been allocated for maintenance Recurrent cost post 2016: \$14,000 <hr/> Houses constructed <ul style="list-style-type: none"> Houses in place Staff satisfaction with housing <ul style="list-style-type: none"> Staff satisfaction (annual survey)
<ul style="list-style-type: none"> Expansion Caravan Park Project management 0.2 FTE Percentage Completed: N/A	Medium	1.2.9, 1.9.6	CEO	0	0	0	0		Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> 4 dwellings constructed; Budget \$500,000 from Shire funds <hr/> Additional people stay in town <ul style="list-style-type: none"> Accommodation statistics Additional expenditure <ul style="list-style-type: none"> Increased estimated expenditure
<ul style="list-style-type: none"> Lifestyle Village for Aged Care Project management 0.3 FTE Percentage Completed: N/A	Medium	1.9.1	CEO EDO	0	0	0	0	MWDC, RFR – CLGF, Morawa Community Care	Project deferred until development of next corporate business plan: <ul style="list-style-type: none"> Plan and feasibility study for additional aged care housing; Budget \$10M from various sources.

Note:

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

Program Area: Town Centre Revitalisation

Goal:

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Main Street Project Landcorp Project Management 1 FTE funded Project support: 0.5 FTE – External 13/14 Percentage Completed: 100% Stage 1: 100% Stage 2: 100% 	High	1.7.1, 1.7.5, 1.6.1	Project Officer	0	3,536,000	2,200,000	0	SuperTowns Project – R4R	<ul style="list-style-type: none"> The main street of Morawa will be revitalised to provide new opportunities for community interaction and an increased level of retail and commercial services: <ul style="list-style-type: none"> Freight Realignment (Stage 1) - 2013/14/15 Civic Square (Stage 2) - 2013/14/15 Recurrent costs of \$50,000 Stage 3 deferred beyond 2015/16 Stage 4 deferred beyond 2015/15 Stage 5 commenced pending funding <p>2013/14</p> <ul style="list-style-type: none"> Additional funding of \$2.536M announced 12 February 2014. ; <ul style="list-style-type: none"> Preferred tenderer (BCL Group) selected by Emerge and endorsed by Council on 31 July 2014. <p>2014/15</p> <ul style="list-style-type: none"> Work has commenced on project. BCL proposed a redesign due to ground levels. New design not acceptable to Council. Emerge have been requested to keep amended design close to the original. Amended design went to OCM in October. <p>2015/16</p> <ul style="list-style-type: none">

									<ul style="list-style-type: none"> Projects completed. Now in defects period. Morawa Stone and the clock are outstanding items. The clock controls are to be relocated and a UPS purchased. <hr/> <p>Civic Square constructed</p> <ul style="list-style-type: none"> Project opened 30 April 2015. A commemorative plaque has been installed under the clock tower.
<ul style="list-style-type: none"> Wireless and Mobile Blackspot Coverage <p>Project involves Shires of Morawa, Mingenew, Perenjori and Three Springs and MWDC</p> <p>Project management: 0.1</p> <p>Percentage Completed: 50%</p>	High	1.3.2, 1.3.4	Project Officer	0	375,000	0	0	CLGF	<p>Shire of Morawa coordinating update to project business case. Funding required is as follows:</p> <ul style="list-style-type: none"> Merkanooka (\$680,000) <ul style="list-style-type: none"> CLGF – R: \$ 83,333 MWIP: \$534,167 Shire Funds: \$ 62,500 Morawa East High (\$942,000): <ul style="list-style-type: none"> CLGF – R: \$500,000 MWIP: \$379,500 Shire Funds: \$ 62,500 <ul style="list-style-type: none"> Business went to the MWDC Board on 28 February 2014; Minister Redman announced 7 March 2014 \$1M approved from CLGF – R; FAA for project received by CEO. Advised DRD awaiting outcome of MWIP decision before project milestones developed; MWDC Board advised 19/03/14 it does not support EOI. Advice issued to participating shire presidents; Issue also referred to Shane Love MLA to discuss with Minister Redman; Council briefed on current position 20 March 2014. Indicated that funding should now go to the upgrading of the Morawa Airport; CEOs have had preliminary discussions on allocation of funding to the Airport project; Item will be required by Council to seek reallocation of funding (May OCM 2014); Letter of support received from Shire of Mingenew 29 April 2014. See comments under item 20.

									<p>Note: The 2013/14 Budget contained an additional \$250,000 from the Community Development Reserve for electrical works</p> <hr/> <p>Meets community standards</p> <ul style="list-style-type: none"> Monitoring data speed <p>Increase coverage and reliability</p> <ul style="list-style-type: none"> Telstra
<ul style="list-style-type: none"> Power Line Upgrade <p>Project management: 0.1</p> <p>Percentage Completed: N/A</p>	Medium	1.4.2	MWDC	0	0	0	0	Wester Power	<p>Project deferred until development of next corporate business plan:</p> <ul style="list-style-type: none"> Must be externally funded; Budget \$7M
<ul style="list-style-type: none"> Land Development – Residential and Industrial <p>Project management: Landcorp?</p> <p>Percentage Completed: 100%</p> <ul style="list-style-type: none"> Residential: 100% Industrial: 50% 	High	1.1.2	CEO	800,000 Landcorp	900,000 Landcorp			Landcorp	<p>Costs for 2012/13, 13/14 met by Landcorp:</p> <ul style="list-style-type: none"> 38 residential lots 50 industrial lots <p>2014/15 Residential Sub-division</p> <ul style="list-style-type: none"> First stage of residential sub-division completed – 8 blocks. Non yet sold. <p>2015/16 Industrial Sub-division</p> <ul style="list-style-type: none"> First stage of industrial sub-division – 6 blocks. Clearing re Club Road completed 8 March 2014. Part of the surplus from the Town Centre projects is being used to fund the sealing of Club Road. An amount of \$174,000 has been included in the 15/16 draft budget to relocate Club Road The realignment and sealing of Club road has been completed. Kerbing has occurred. Brookfield and Landcorp have been advised. <hr/> <p>Lots successfully developed</p> <ul style="list-style-type: none"> Sale of lots
<ul style="list-style-type: none"> Gateway Project Plans <p>Project management: 0.1</p>	High	1.2.3, 1.6.1	CEO	0	250,000	0	0	Sinosteel	<ul style="list-style-type: none"> Designs received previously. Matters to be determined: level of funding, Munckton Road, the design (tower)

<p>Percentage Completed: 10%</p>									<ul style="list-style-type: none"> Funding sources : <ul style="list-style-type: none"> Sinosteel: \$200,000. Stated in CBP confirmed. However, only \$30,000 put aside; Shire: \$50,000 to be budgeted. Has not happened. 13/14 Budget \$250,000 Sinosteel? SMC are now offering \$100,000 The CEO and SP have met with SMC on 17 July 2014 to discuss. SMC contribution to the gateway project. SMC agreed the contribution was not tied. CEO has requested Emerge to develop a nature playground concept for the town square. Recurrent costs post 2016 \$2,500 <hr/> <p>Formal entry will provide sense of place</p> <ul style="list-style-type: none"> Annual community survey Visitor survey conducted visitor centre
<ul style="list-style-type: none"> Omnibus Scheme Development <p>Project management: 0.2</p> <p>Percentage Completed: 93%</p> <ul style="list-style-type: none"> Omnibus: 100% Urban Design: 90% LP Strategy: 90% 	Medium	1.5.1	Planning Officer CEO	0	350,000	300,000	0	WAPC, EPA	<p>2013/14 \$232,844 in Budget</p> <ul style="list-style-type: none"> Urban Design Guidelines developed: <ul style="list-style-type: none"> Individual meetings held with business owners; Staff briefed 25 February 2014; Community meeting to be rescheduled; Mike Davis briefed Council 17 April 2014 – matter deferred pending corrections submitted to May meeting Omnibus amendments due 30/06/14, presented to Council 19 June 2014. Public comment period closed 7 July 2014. No submissions received at present. Scheme strategy changes due 30/09/14 <p>2015/16</p> <ul style="list-style-type: none"> Council will be fully briefed at the November 2016 briefing session to conclude the project. <p>Budget \$79,450 YTD \$41,761</p>

									<ul style="list-style-type: none"> LP Strategy and Scheme Completed report WAPC Omnibus Completed report WAPC Urban design guidelines Endorsement by Shire of Morawa as policy
<ul style="list-style-type: none"> Old Morawa Hospital <p>Project management: 0.05</p> <p>Percentage Completed: 80%</p>	Medium	1.9.4	CEO	0	50,000	0	0	MWDC, R4R	<p>2013/14</p> <ul style="list-style-type: none"> \$50,000 not budgeted; Technical report received 16/11/13. Cost of report: \$3,900 funded from Consultancy Services Admin; Scope of report discussed with Council 11 February 2014; Separate site visit and briefing completed 20 March 2014; Extension for management order (Intention to Take): <ul style="list-style-type: none"> Sort by CEO/DCEO/PO 3 April 2014 as current order expires in May 2014; Order approved until further notice Further resolution on use of site required. The CEO to arrange a meeting with the Department of Health for himself and the Shire President to attend. <hr/> <p>Hospital is renewed as community asset</p> <ul style="list-style-type: none"> Project completion and new community use

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

Program Area: Governance and Leadership

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

Project	Priority	SCP Link	Who	12/13 \$	13/14 \$	14/15 \$	15/16 \$	Stakeholders	Progress (Including Performance Indicators)
<ul style="list-style-type: none"> Leadership and Mentoring – Young people <p>Project management 0.01</p>	High	3.1.9	CYDO	0	120,000	120,000	120,000	<ul style="list-style-type: none"> Morawa Youth Centre 	<p>2013/14</p> <ul style="list-style-type: none"> Operating \$112,634; Projects \$24,200 (Grants): <p>2014/15</p> <ul style="list-style-type: none"> Operating \$158,892 YTD \$15,396;

<p>FTE</p> <p>Percentage Completed: 88%</p>									<p>2015/16</p> <ul style="list-style-type: none"> Operating \$268,205 Projects \$96,275 (Grants \$42,500) YTD \$236,235 <hr/> <p>Young people move into leadership role</p> <ul style="list-style-type: none"> Number in community organisations and Council
<ul style="list-style-type: none"> Leadership and Advocacy Role: <ul style="list-style-type: none"> CBH to upgrade and extend facilities Lobby for access to education system Advocate with State Government to deliver NBN Advocate with Western Power for an upgrade of the Morawa Three Springs Feeder Lobby State Government to retain grain on rail Lobby for Roads Funding Engage with State Government re Kadji Kadji Station Advocate for visiting specialist and allied health Advocate for adequate police and emergency services <p>Project management 0.1 FTE</p> <p>Percentage Completed: 83%</p>	High	1.2.1, 1.3.4	CEO	0	0	0	0	<ul style="list-style-type: none"> All major service providers, State and Australian Government Agencies 	<p>Met through normal operating costs</p> <p>2013/14</p> <ul style="list-style-type: none"> CBH: Has changed focus? No further action Education System: MEITA project – Interim Business Case completed; NBN: Satellite to Mt Campbell; Optic to Town; Western Power – Townsite has been upgraded, but feeder line under review see Status Report; Grain on Rail: Watching Brief; Kadji Kadji: Conservation watching brief; Specialist & Allied Health: <ul style="list-style-type: none"> GP expanding practice, RFDS Dental Van in place; Police & Emergency Services: LEMC and CESM Program in place; Participated in Northern Zone Conference; <hr/> <p>Agencies and Service Providers meet community needs</p> <ul style="list-style-type: none"> Annual community survey
<ul style="list-style-type: none"> Invest in Council's Capacity <p>Oversee Management of Shire 0.1 FTE</p> <p>Integrated Strategic Planning Support: 0.2 FTE</p> <p>Annual Customer Survey: 0.1 FTE</p>	High	4.3.1, 4.3.2, 4.3.3, 4.4.1, 4.4.2, 4.5.1, 4.5.2, 4.5.3, 4.6.1, 4.6.2, 4.7.1, 4.7.2,	CEO	0	0	0	0		<p>Met through normal operating costs:</p> <p>Staff Training and Development</p> <ul style="list-style-type: none"> PWOH: \$34,438 Administration \$10,000 <p>Professional Development Councillors</p> <ul style="list-style-type: none"> \$4,000. <p>Traineeships</p> <ul style="list-style-type: none"> \$21,700. CII Student 5 day a week engaged

<p>Percentage Completed: 83%</p>		<p>4.8.1, 4.8.3</p>									<p>Whole of Life Costings</p> <ul style="list-style-type: none"> • 12/13 Plant & Equipment • 13/14 Land & Buildings • 14/15 Road Infrastructure • 15/16 Furniture & Equipment <p>Implemented IPR Framework</p> <ul style="list-style-type: none"> • SCP 21/06/12; CBP 20/06/13; • Department requested modifications to SCP by 31 March 2014 – completed 25/03/14; • SCP reviewed in September 2014. A full review will occur in February 2016. • Risk Management policy, compliance plan and strategy now complete. Endorsed by Council November 2014. • (Reg. 17). Commenced and completed in August 2014 by LGIS. Endorsed by Council in December 2014 <p>Review Council Policies and Local Laws</p> <ul style="list-style-type: none"> • The review of policies is underway and will be presented to Council October 2016. • Local Laws review will be undertaken in 2016/17. <p>Compliance with all Legislation and LG Act</p> <ul style="list-style-type: none"> • Annual Compliance Return 2014 completed and submitted in March 2016. • PID annual survey completed, 30 June 2016 • FOI annual return completed 30 June 2016 • A governance calendar has been compiled. A consultant has been engaged to provide an electronic calendar. <p>Delivery of Services as Sub-Regional Hub</p> <ul style="list-style-type: none"> • Ongoing Shared Services, further discussions to take place. <p>Annual Customer Surveys</p> <ul style="list-style-type: none"> • Process to be revisited during 2015/16 <p>Excellence in governance, management and leadership</p>
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										<ul style="list-style-type: none"> Annual community survey
Program Area Operating Cost: Percentage Completed: 98%	Ongoing		CEO	836,083	852,000	869,000	886,000			2015/16 YTD (\$47,072) Staff Required: 1 FTE Members of Council Budget: \$331,127 Actual: \$380,603 Governance – General Budget: \$122,475 YTD Actual: \$62,409 Recurrent Cost post 2017: \$903,000

Assessment






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

Criterion	Key Requirements	Progress/Comment	Tracking
Assessment of Projects	<p>Projects (35):</p> <p>Projects on-track: 14 Projects monitored: 5 Projects off-track: 4 Projects deferred: 9 Projects completed: 3 Percentage Completed: 65.81%</p> <p>Program Areas-Operating (4):</p> <p>Monitor 1 On-track 3 Off-track 0</p>	<p>Projects</p> <ul style="list-style-type: none"> Staff resourcing in terms of key roles had been a constant issue regarding consistency and progressing of goals i.e. the long term vacancy of the CEO position; The second key issue has been the constant waiting on the approval of funding or resources for key projects: <ul style="list-style-type: none"> State Cabinet – continual delays whilst it makes a decision (Town Centre Revitalisation and Freight Road Re-alignment); Scrapping of Commonwealth funding programs e.g. RADF5 (Town Hall project); Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding the Morawa Swimming Pool); MWDC requirement to continually review business cases; Competition regarding the availability of bitumen for major road projects (has been secured for Feb 2014, so will be on track) The majority of projects with monitoring status, although they have a low completion status, are on track in terms of where they are regarding the timeline of the project. <p>Program Areas-Operating Each program area – operating although they have a monitoring status and off-track status, are on track in terms of normal operations for this time of year.</p>	
Resource Capability (Staff)	<ul style="list-style-type: none"> CBP: 2.08 FTE Programs: 24.07 FTE Project Officer funded externally MWRC setting up support re: <ul style="list-style-type: none"> Human Resource Management Higher Level Financial Management Engineering Health and Building Succession planning/mentoring 	<p>The key issue here is that the MWRC has dissolved and so is no longer in a position to provide additional support. In particular:</p> <ul style="list-style-type: none"> HRM appears to be lacking; Higher level financial management appears to be lacking; Engineering support has fallen over; Health and building support has fallen over. Now using City of Greater Geraldton, however this is proving a difficult relationship. CEO is currently assessing these issues. <p>The balance between SuperTowns and local government operations is impacting on staff. Key impacts include:</p>	

		<ul style="list-style-type: none"> • The struggle to provide consistent governance support; • Records management constantly suffers; • Front line services constantly interrupt administration support. <p>Resource sharing with Shire of Perenjori is now being explored to help address the above. CEO has made contact with Perenjori CEO to discuss further.</p>	
Assets of the Shire	Whole of Life costs for the next 10 years are put at \$2,426,700 per annum	No change. However, this may change once the review of the asset management plans are completed at the end of 2015.	
Financial Estimates of the SCP	Funding: <ul style="list-style-type: none"> • Shire Contribution \$3,041,238 • CLGF – Regional: \$ 250,000 • CLGF – Local: \$ 718,000 • Mid West DC: \$3,049,980 • Other: \$5,147,500 Financial Ratios <ul style="list-style-type: none"> • It is not believed that the CBP will negatively impact on the ratios • Will need recalculation in line with the long term financial plan 	Funding: As per Assessment of Projects: <ul style="list-style-type: none"> • CLGF – R for Mobile Blackspot Tower Project of \$583,333 (out of \$1M approved 7 March 2014); • CLGF – L 358,000 for 2012/13 is subject to reinstatement as part of the State Budget process for 2014/15 Financial Ratios The 2014/15 auditor’s report puts three ratios within acceptable limits and three that are borderline	
Operational Risk Assessment	Consists of three key elements: <ul style="list-style-type: none"> • Systems • Processes • Resources 	A Corporate Risk Management Plan and Matrix has been prepared for the Shire <p>Document Management</p> <ul style="list-style-type: none"> • Staff is in the process of setting up electronic records management. <p>Project Management</p> <ul style="list-style-type: none"> • A project management policy has been prepared and was endorsed by Council at the October 2014 Council Meeting <p>Stakeholder Management System</p> <ul style="list-style-type: none"> • Not in place. CEO is currently developing this. <p>ICT System</p> <ul style="list-style-type: none"> • Current system is adequate for needs. Requires optimisation of its use. An ICT Strategic Plan is required. <p>HR Processes</p> <ul style="list-style-type: none"> • Training and development is budgeted for; • Flexible work arrangements are in place; • Recruitment processes have been improved since November 2013 (recruitment start up sheet and interview assessment sheet 	

		<p>introduced);</p> <ul style="list-style-type: none"> • Performance review process has been developed. <p>Workforce Planning and Cost Modelling</p> <ul style="list-style-type: none"> • Performance management system required; • A review of JDFs (PDs) is being undertaken and is due to be completed by end of December 2016. <p>Skills Development</p> <p>See HR processes and Workforce Planning and Cost Modelling</p> <p>Workforce</p> <ul style="list-style-type: none"> • Corporate Business Plan monthly report developed and implemented December 2013; • Also see workforce planning and cost modelling. <p>Council</p> <ul style="list-style-type: none"> • Engagement of community regarding the role of the Shire and Council's responsibilities is required; • Review of the community engagement policy required; <p>Asset Base</p> <ul style="list-style-type: none"> • Rationalisation of assets will occur with the adoption of the asset management plans; • Collaborative regional processes that optimise the revenue base is occurring 	
<p>Internal Analysis (Required Improvements)</p>	<p>There are 10 key improvements required:</p> <ol style="list-style-type: none"> 1. Invest in electronic data management 2. Implement electronic project management. Microsoft Project software purchased. 3. Stakeholder relationships managed electronically. A stakeholder schedule will be developed early 2016/17 4. Communication systems between staff and councillors 5. Formal HR mentoring for senior staff 6. Implement HR systems 7. Effective job planning, detailed JDFs are being developed. 8. Implement work output monitoring systems 9. Rationalise asset base at every opportunity 10. Continue to invest in regional 	<p>See Operational Risk Assessment</p>	

	processes that optimise Shire revenue base		
Measuring Our Success	<p>The Key Performance Measures are:</p> <ul style="list-style-type: none"> • Community satisfaction telecommunication services (AS); • Community satisfaction town amenity (AS); • Community satisfaction housing supply (AS); • Community satisfaction other services (AS) • Number houses built per year; • Land availability for projects; • Nil waste targets achieved; • All residents able to access primary health care service within 24 hour target; • Number cultural events held; • Annual community satisfaction with cultural, heritage and recreation services (AS); • Volunteering rate each census period; • Community satisfaction with engagement with Council (AS); • Improvement in financial ratios • Low employee turnover • Successful fundraising for key projects 50% target 	<p>Annual Survey (AS) Outcomes:</p> <ul style="list-style-type: none"> • Survey process is in place. Satisfaction levels developed based on Shire of Morawa Community Engagement Report 2012. <p>House Built Statistics:</p> <ul style="list-style-type: none"> • To be determined (possibly 2 per annum) <p>Waste Targets</p> <ul style="list-style-type: none"> • Closure of Landfill by 2016; Subregional centre in place 2016 <p>Primary Health Care Access (24 hour)</p> <ul style="list-style-type: none"> • Increase satisfaction rating from 2.23 – 2.93. <p>Cultural Events</p> <ul style="list-style-type: none"> • There are 12 – 15 events in place a year. • Arts festival in place <p>Volunteering Rate (ABS Census)</p> <ul style="list-style-type: none"> • To be ascertained <p>Financial Ratios</p> <ul style="list-style-type: none"> • These are now compiled and form part of the 2015/1 annual financial statements. <p>Employee Turnover</p> <ul style="list-style-type: none"> • Currently 7%. The benchmark for local government is 12%-16% <p>Successful Fundraising for key Projects = 50%</p> <ul style="list-style-type: none"> • Grants approved to date include: <ul style="list-style-type: none"> ◦ RADS funding \$20,000 to develop Airport Masterplan. Shire contribution will be \$20,000; ◦ DER - Waste Management Strategic Plan: \$5,000. Shire's contribution \$5,000. • It would be appropriate to develop a grants plan and matrix to Identify, track and summarise all grants received 	

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

<i>Item No/ Subject:</i>	7.2.5.2 Confidential Item - Recovery Plan Progress Report
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	12 October 2016 - John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer
<i>Applicant/Proponent:</i>	Chief Executive Officer - John Roberts
<i>File Number:</i>	Various
<i>Previous minute/s & Reference:</i>	

<i>Item No/ Subject:</i>	7.2.5.3 Confidential Item - Cleaning Tender 02/2016
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	5 October 2016 – Samantha Appleton
<i>Responsible Officer:</i>	Executive Manager Development & Administration
<i>Applicant/Proponent:</i>	Executive Manager Development & Administration
<i>File Number:</i>	ADM 0388
<i>Previous minute/s & Reference:</i>	

<i>Item No/ Subject:</i>	7.2.5.4 - Appointment of Acting Chief Executive Officer
<i>Date of Meeting:</i>	19 October 2016
<i>Date & Author:</i>	13 October 2016 - John Roberts
<i>Responsible Officer:</i>	Chief Executive Officer - John Roberts
<i>Applicant/Proponent:</i>	Chief Executive Officer - John Roberts
<i>File Number:</i>	
<i>Previous minute/s & Reference:</i>	

INTRODUCTION

The purpose of this report is for Council to consider appointing Mr Sean Fletcher as Acting Chief Executive Officer for the Shire of Morawa for the period 21 November 2016 to 6 December 2016 inclusive.

ATTACHMENTS

Nil

BACKGROUND INFORMATION

The Shire of Morawa Chief Executive Officer, Mr John Roberts has applied for annual leave for the period 21 November 2016 to 9 December 2016.

OFFICER'S COMMENT

Mr Sean Fletcher has previously been Acting CEO for the Shire of Morawa and has knowledge of the organisation and staff is familiar working with him.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

It is essential that an Acting Chief Executive Officer is appointed to provide continued focus on the strategic priorities and to oversee the day to day operations.

RISK MANAGEMENT

Appointing an Acting Chief Executive will alleviate the risk of the Shire of Morawa stalling on projects that require immediate attention and action.

OFFICER'S RECOMMENDATION

It is recommended that Mr Sean Fletcher is appointed Acting Chief Executive Officer for the Shire of Morawa effective from 21 November 2016 to 6 December 2016 inclusive.

- 7.2.5.5 Correspondence
- 7.2.5.6 Information Bulletin

- 8. **New Business of an Urgent Nature**
- 9. **Applications for Leave of Absence**
- 10. **Motions of Which Previous Notice Has Been Given**
- 11. **Questions from Members without Notice**
- 12. **Meeting Closed**
 - 12.1 Matters for which the meeting may be closed
 - 12.2 Public reading of resolutions that may be made public
- 13. **Closure**

Next Meeting

Ordinary Meeting 15 December 2016
No meeting in November