



MINUTES FOR THE
ORDINARY COUNCIL MEETING
HELD ON THURSDAY
17th April 2014



<p style="text-align: center;">MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON Thursday 17th April 2014</p>
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	Ordinary Meeting 15th May,2014	

1 Declaration of Opening

The Shire President to declare that the meeting open at 13.11pm

1.1 Recording of Those Present

Cr K J Chappel	President
Cr D S Carslake	Deputy President
Cr D J Coaker	
Cr D S Agar	
Cr M J Thornton	
Cr K P Stokes	
Mr S Fletcher	Chief Executive Officer
Mr D Williams	Deputy Chief Executive Office
Mr P Buist	Principal Works Manager
Ms W Gledhill	Manager of Accounting and Finance
Mr John Elliot	Project Officer

1.2 Recording of Apologies

Cr D B Collins

1.3 Recording Leave of Absence Previously Approved

Nil

1.4 Welcoming of Visitors to the Meeting

Mr Michael Davis TPG consultant

1.5 Announcements by the Presiding Member without Discussion

Nil

2 Public Question Time

Nil

2.1 Response to previous public questions taken on notice

Nil

2.2 Public question time

Nil

3 Declaration of Interest

Members are to declare financial, proximity and indirect interests.

Nil

4 Confirmation of Minutes of Previous Meeting

4.1 Confirmation of Minutes 20th March 2014 – Ordinary Council Meeting

COUNCIL RESOLUTION

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

That the Minutes item 4.1 – 20th March – Ordinary Council Meeting be confirmed

**CARRIED
6/0**

4.2 Confirmation of minutes 20th March 2014 – Annual Electors Meeting

COUNCIL RESOLUTION

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

That the Minutes item 4.1 – 20th March – Annual Electors Meeting be confirmed

**CARRIED
6/0**

5 Public Statements, Petitions, Presentations and Approved Deputations

Nil

6 Method of Dealing with Agenda Business

7 Reports

7.1 Reports from Committees

- 7.1.1 Morawa Community Aged Care Committee Report
- 7.1.1a Attachment to Above Report
- 7.2 Reports from the Chief Executive Officer
- 7.2.1 Status Report
- 7.2.1a Status Report Attachment

As provide below;

7.2 Reports from the Chief Executive Officer

Date of Meeting:	17 April 2014
Item No:	7.1.1
Subject:	Morawa Community Aged Care Committee Report
Date & Author:	7 April 2014 Sean Fletcher
Responsible Officer:	Chief Executive Officer
Applicant/Proponent:	Chief Executive Officer Sean Fletcher
File Number:	Various
Previous minute/s & Reference:	Council Briefing Session 8 April 2014

SUMMARY

The Morawa Community Aged Care Report provides an update on the progress of matters regarding the Committee.

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

Shire of Morawa April 2014 Status Report.

BACKGROUND INFORMATION

The Morawa Community Aged Care Committee met for the first time on 18 March 2014. In particular, the Committee:

- Reviewed its terms of reference;
- Workshopped key actions for the next six to 12 months; and
- Set its meeting dates for 2014 i.e. to meet every third Tuesday of each month.

OFFICER'S COMMENT

Provided for Council's information is the Committee's action matrix which is attached. In summary the key steps or work of the Committee includes:

Component	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Establish Committee • Appointment • 1 st Meeting								
Compliance Framework: • Support materials • Develop policies								
Develop Service Delivery Plan (Fees & charges, risk management, LTFP)								
Handover of units: • Joint Venture • Other								
Implement property management								
Resolve other matters e.g. stakeholder access								
Implement engagement process: • Community, Unit users								

Legend

Completed	Projected
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Timeline: Key Steps of the Work of the Committee 2014

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Council Briefing Session 8 April 2014.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT:

Simple Majority

OFFICER'S RECOMMENDATION

Council accepts the Morawa Community Aged Care Report submitted by the Chief Executive Officer.

COUNCIL RESOLUTION

Moved: Cr M J Thornton

Seconded: Cr D S Agar

Council accepts the Morawa Community Aged Care Report submitted by the Chief Executive Officer.

**CARRIED
6/0**

Date of Meeting:	17 April 2014
Item No:	7.2.1
Subject:	Status Report
Date & Author:	7 April 2014 Sean Fletcher
Responsible Officer:	Chief Executive Officer
Applicant/Proponent:	Chief Executive Officer Sean Fletcher
File Number:	Various
Previous minute/s & Reference:	20 March 2014 (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 April 2014 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).

The author stated in the November 2013 Status Report that the Status Report is not listed in the Standing Orders. In the December update to Council, the author advised this report was moved from Section 5 of the Agenda and located within Section 7.2 which is for reports from the Chief Executive Officer as per the Standing Orders. In due course, the Status Report will be moved to the Information Bulletin.

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

STRATEGIC IMPLICATIONS

Not Applicable

RISK MANAGEMENT

Not Applicable

VOTING REQUIREMENT:

Simple Majority

OFFICER'S RECOMMENDATION

Council accepts the Shire of Morawa April 2014 Status Report submitted by the Chief Executive Officer.

COUNCIL RESOLUTION

Moved: Cr D S Agar

Seconded: Cr D S Carslake

Council accepts the Shire of Morawa April 2014 Status Report submitted by the Chief Executive Officer.

**CARRIED
6/0**

7.2.2 **Manager Finance and Accounting**

Documents issued separately

Date of Meeting:	17th April 2014
Item No:	7.2.2.1
Subject:	Accounts Due for Payment
Date & Author:	03/04/2014 Jenny Mutter
Responsible Officer:	Finance Officer
Applicant/Proponent:	
File Number:	ADM 0135
Previous minute/s & Reference:	

SUMMARY

A list of accounts is attached for all payments made for the month of March 2014.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

List of accounts Due & Submitted to council March 2014

BACKGROUND INFORMATION

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

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

OFFICER'S COMMENT

COMMUNITY CONSULTATION

COUNCILLOR CONSULTATION

STATUTORY ENVIRONMENT

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 – REG 13

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

As per list of accounts

STRATEGIC IMPLICATIONS

RISK MANAGEMENT

VOTING REQUIREMENT:

Simple Majority

OFFICER'S RECOMMENDATION

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

- Municipal EFT Payment Numbers EFT6083 to EFT6183 inclusive, amounting to \$202,144.20;
- Municipal Cheque Payments numbered 11086 to 11106 totalling \$18,529.12;
- Municipal Direct Debit Payments Numbers DD3710.1, DD3712.1, DD3714.1, DD3716.1, DD3733.1, DD3735.1, DD3737.1 & DD3739.1 amounting to \$10,355.04;
- Payroll for March 2014
12/03/2014 - \$52,047.55
26/03/2014 - \$54,762.64

Be endorsed.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

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

- **Municipal EFT Payment Numbers EFT6083 to EFT6183 inclusive, amounting to \$202,144.20;**
- **Municipal Cheque Payments numbered 11086 to 11106 totalling \$18,529.12;**
- **Municipal Direct Debit Payments Numbers DD3710.1, DD3712.1, DD3714.1, DD3716.1, DD3733.1, DD3735.1, DD3737.1 & DD3739.1 amounting to \$10,355.04;**
- **Payroll for March 2014**
12/03/2014 - \$52,047.55
26/03/2014 - \$54,762.64

Be endorsed.

CARRIED

6/0

Meeting Date:	17 April, 2014
Item No	7.2.2.2
Subject:	Reconciliations March 2014
Date & Author:	31/03/14 – Fred Gledhill
Responsible Officer:	Fred Gledhill/Jenny Mutter
Proponent:	Manager Accounting & Finance
File No:	ADM 0189
Voting Requirements:	Simple Majority

SUMMARY

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

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

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

OFFICER'S COMMENT

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

BANK BALANCES

The Bank Balances as at 31 March, 2014:-

- Municipal Account #	\$1,162,781.54
- Trust Account	\$ 17,924.70
- Business Telenet Saver (Reserve)	\$5,373,421.03
- WA Treasury O/Night Facility (Super Towns)	\$2,209,508.20

BANK RECONCILIATION BALANCES

The Bank Reconciliation Balances for 31 March, 2014 with a comparison for 31 March, 2013 is as follows:

	2014	2013
Municipal Account #	\$1,162,781.54	\$233,186.17
Trust Account	\$17,924.70	\$13,111.80
Reserve Account	\$7,582,929.23	\$11,296,301.96

RESERVE ACCOUNT

The Reserve Funds of \$7,582,929.23 as at 31 March, 2014 were invested in:-

- Bank of Western Australia \$5,373,421.03 in the Business Telenet Saver Account and
- \$2,209,508.20 with WA Treasury O/Night Facility.

Breakdown for March 2014 with a comparison for March 2013 is as follows:-

	2014	2013
Sports Complex Upgrade Reserve	\$383,833.47	\$870,749.16
Land & Building Reserve	\$5,003.16	\$4,867.98
Plant Reserve	\$625,191.10	\$625,824.88
Leave Reserve	\$130,414.47	\$187,388.25
Economic Development Reserve	\$103,047.31	\$100,263.29
Sewerage Reserve	\$42,640.68	\$490,147.54
Unspent Grants & Contributions Reserve	\$178,232.29	\$375,811.01
Community Development Reserve	\$1,452,055.16	\$2,586,597.96
Water Waste Management Reserve	\$0.00	\$67,610.83
Future Funds Reserve	\$2,100,271.91	\$2,043,528.57
Morawa Community Trust Reserve	\$24,576.92	\$60,091.75
Aged Care Units Reserve	\$8,608.18	\$337,561.79
Transfer Station Reserve	\$319,546.38	\$367,331.17
S/Towns Revitalisation Reserve	\$1,684,069.76	\$2,666,371.20

ST Solar Thermal Power Station Reserve	\$525,438.44	\$512,156.58
Total	\$7,582,929.23	\$11,296,301.96

TRANSFER OF FUNDS

- \$10,000 from Morawa Community Trust Reserve to Municipal Fund on 14 August, 2013 – Tennis Club lights.
- \$800,000 from Community Development Reserve to Municipal Fund on 15 August, 2013 – Sportsground Complex upgrade.
- \$400,000 from SuperTowns Revitalisation Reserve to Municipal Fund on 27th September, 2013- Project Plans and Management for Town Centre.

- \$12,500 from Municipal Fund to Community Development Reserve on 11th October, 2013-Sale of Fines .
- \$118,118.31 from Plan Reserve to Municipal Fund on 19 February, 2014 –PWS ute, works construction crew ute, ISA vehicle, 10 lt diesel fuel tank.
- \$35,532.50 from Unspent Grants Reserve to Municipal Fund on 19 February, 2014 – Last payment from Morawa Community Care.
- \$100,000.00 from Community Development Reserve to Municipal Fund on 19 February, 2014 – Sports complex upgrade final transfer.
- \$76,884.74 from Municipal Fund to Plant Reserve on 7 February, 2014 – Plant depreciation charge 1st and 2nd quarter of budget.
- \$645,000.00 from Super Towns Revitalisation Reserve to Municipal Fund on 27 February, 2014 - further work on Town Revitalisation

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

OFFICER'S RECOMMENDATION

It is recommended that the bank reconciliation report for 31 March, 2014 be received.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended that the bank reconciliation report for 31 March, 2014 be received.

CARRIED

6/0

Meeting Date:	17 April, 2014
Item No	7.2.2.3
Subject:	Monthly Financial Statements
Date & Author:	4/4/14 – Fred Gledhill
Responsible Officer:	Manager Accounting & Finance
Applicant/Proponent:	
File No:	
Voting Requirements:	Simple Majority

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 March Monthly Financial Activity Report/Variance Report and a copy of the schedules pertaining to Councils operations is provided under separate.

BACKGROUND INFORMATION

Nil

OFFICER'S COMMENT

Asset Depreciation Costs have now been allocated and are included in the March Financial Activity Statement.

STATUTORY ENVIRONMENT

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

Nil

OFFICER'S RECOMMENDATION

It is recommended that Council receive the Statement of Financial Activity Report and the variance report for March, 2014.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended that Council receive the Statement of Financial Activity Report and the variance report for March, 2014.

**CARRIED
6/0**

Meeting Date:	31 March, 2014
Item No	7.2.2.4
Subject:	Outstanding Rate Debtors 31 March, 2014
Date & Author:	1/4/2014 – Karen Dick
Responsible Officer:	Fred Gledhill/Karen Dick
Proponent:	Manager Accounting & Finance
File No:	ADM 0055
Voting Requirements:	Simple Majority

SUMMARY

A list of outstanding rate debtors for the period ending 31 March, 2014 is submitted to Council.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Nil

BACKGROUND INFORMATION

Rate notices were issued on the 18 September, 2013 with the total amount raised of \$1,407,331.63.

As at 31 March 2014 \$1,257,789.43 has been paid.

Discount of \$46,176.42 have been given to early ratepayers.

Currently \$236,073.35 is outstanding in rate debtors (including arrears).

Third instalment notices have been issued, due for payment by 6 March, 2014.

Pensioner rebates have been claimed to date.

Interim rating has been done.

Mining tenement valuation updates have been completed.

OFFICER'S COMMENT

CS Legal is following up on overdue assessments, with outstanding balances being updated and forwarded to them monthly.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As presented

STRATEGIC IMPLICATIONS

Nil

RISK MANAGEMENT

As per Policy Section 3 – Finance 3.4.7 Risk Management Controls

OFFICER’S RECOMMENDATION

It is recommended that the Outstanding Rate report for 31 March, 2014 be received.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended that the Outstanding Rate report for 31 March, 2014 be received.

CARRIED

6/0

Item No:	7.2.2.5
Subject:	Outstanding Debtors
Proponent:	Finance & Administration Officer
Signature of Officer:	Karen Dick
Signature of CEO	
Voting Requirement:	Simple Majority
Meeting Date:	17 April 2014

INTRODUCTION

A list of outstanding Debtors for the period ending 31 March 2014 is submitted to Council as required at the end of each quarter.

OFFICER'S COMMENTS

As shown on the report there are a number of accounts that have been outstanding over the 90 day period. A full review of the debtors accounts has been conducted prior to the end of March 2014 and followed up with appropriate action as per Councils policy.

Reminder notices sent to:

31214	\$ 3541.31	Reminder has been sent on March statement
30527	\$ 1736.00	Reminder has been sent on March statement
31416	\$ 100.00	Reminder has been sent on March statement
30091	\$ 75.00	Reminder has been sent on March statement
31128	\$ 3025.00	Client paying off – last payment \$1000.00 on 24/3/14
30116	\$ 97.78	Reminder has been sent on March statement

Letter of demand has been sent to:

30213	\$375.00	Owing since November 2013
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Debt Collecting has commenced with CS Legal

31155	\$10,015.10	General Procedure Claim has been lodged
30503	\$18,371.00	
31269	\$ 583.01	

STATUTORY REQUIREMENTS

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

All outstanding debtors are a cash flow risk to the Shire of Morawa until paid.

STRATEGIC IMPLICATIONS

Nil

OFFICER'S RECOMMENDATION

It is recommended that the Outstanding Debtors report as at the 31 March, 2014 be received.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended that the Outstanding Debtors report as at the 31 March, 2014 be received.

**CARRIED
6/0**

7.2.3 Community Youth Development Officer

Nil

7.2.4 Project Officer

Date of Meeting:	17 April 2014
Item No:	7.2.4.1
Subject:	Proposed Amendment No. 3 to Local Planning Scheme No. 2 (Omnibus Scheme Amendment)
Date & Author:	10 April 2014, John Elliot (Project Officer)
Applicant/ Proponent:	Shire of Morawa
File Number:	
Previous Minute/s and Reference:	Shire of Morawa Council Meeting Minutes 15th August 2013

SUMMARY

The purpose of this report is for Council to consider the adoption of amendment (Amendment No. 3) to the Shire's Local Planning Scheme No. 2, being an omnibus scheme amendment which relates to various items considered necessary to implement the Morawa Growth and Implementation Plan.

DECLARATION OF INTEREST

Author of report has no declaration of interest.

ATTACHMENTS

Attachment 1 – Scheme Amendment Document

Attachment 2 – Schedule of Submissions

BACKGROUND INFORMATION

The Shire of Morawa Local Planning Scheme No. 2 (LPS2) was gazetted on 21 May 2007 and is now 6 years old. The Town Planning Regulations 1967 requires that local planning schemes be reviewed on a five (5) yearly basis.

The recent preparation and endorsement of the Morawa SuperTowns Growth and Implementation Plan (Growth Plan) is intended to inform the preparation of a new local planning scheme for the district (scheme review).

A scheme review process can take in the order of two (2) years to complete and therefore it is considered necessary to undertake a number of amendments to the existing LPS2, in order to reflect short term projects and strategies recommended in the Growth Plan.

The omnibus scheme amendment has been prepared in order to incorporate the key short term strategies and recommendations of the Growth Plan into LPS2.

Council at its ordinary meeting held 15th August 2013 resolved to adopt Amendment No. 3 to LPS2 for the purpose of undertaking public consultation with the community. A total of five submissions were received from the following agencies:

1. Department of Aboriginal Affairs
2. Department of Fire and Emergency Services
3. Department of Transport
4. Department of Agriculture and Food
5. Water Corporation

These submissions are summarised and addressed in the Schedule of Submissions contained at Attachment 2 to this item

OFFICER'S COMMENT

EPA Assessment

Scheme Amendment No. 3 was referred to the Environmental Protection Authority (EPA) to determine the level of assessment required. The EPA determined that the proposed scheme amendment should not be assessed under Part IV Division 3 of the *Environmental Protection Act 1986* and that it is not necessary to provide any advice or recommendations.

Formal Advertising

The scheme amendment was publicly advertised for a period of 42 days in accordance with the requirements of the *Planning and Development Act 2005* and Regulation 25 of the *Town Planning Regulations 1967*. Of the five submissions received, only one submission warranted an amendment to the scheme amendment documentation as advertised. This amendment relates to a request by the Department of Fire and Emergency Services (DFES) request for the following clause be inserted into the amendment:

“That the proponent provide evidence that the requirements of the Western Australian Planning Commission and the Department of Fire and Emergency Services publication “Planning for Bush Fire Protection” have been satisfied with respect to meeting the contained fire protection performance criteria, to the satisfaction of the Western Australian Planning Commission”.

DFES did not specify where this clause was intended to be inserted within the context of the overall proposed amendments to LPS2, however it is thought that this requirement would be most appropriately included within the new structure planning requirements contained with proposed Clause 5.2.6.1.

It is therefore proposed to amend proposed Clause 5.2.6.1 as follows:

“5.2.6.1 A proposed structure plan should include the following details where deemed relevant:

- (a) a map showing the area to which the proposed structure plan is to apply;*
- (b) landform and topography;*
- (c) existing and proposed road systems and transport networks, including the*

- standards of future roads;*
- (d) location of commercial, community facilities and recreation areas, consistent with the projected needs of the locality;*
 - (e) proposed population and residential densities, where appropriate;*
 - (f) existing and proposed services;*
 - (g) staging of the development;*
 - (h) geotechnical suitability of the land for development;*
 - (i) natural features to be retained and public parklands;*
 - (j) urban water management and drainage considerations;*
 - (k) conservation and environmental considerations including, but not limited to, flora and fauna impacts, groundwater quality, pollution, watercourses;*
 - (l) sites and features of Aboriginal and European heritage value;*
 - (m) bush fire management and planning considerations;***
 - (n) any other information as shall be requested by the Council, including specific density coding designations”.*

The above amendment is considered to be a minor amendment to the advertised document and therefore it is not considered necessary to re-advertise the proposal.

There were no other issues raised during the consultation and referral process and therefore it is requested that the Council consider the revised Amendment No. 3 documentation for final adoption.

Following the Council’s final adoption of the amendment it will be forwarded to the Western Australian Planning Commission for final approval and gazettal.

COMMUNITY CONSULTATION

The Shire of Morawa in collaboration with the project consultants has completed a range of public consultation including public meeting and workshops to gain community and business input.

The scheme amendment was publicly advertised for a period of 42 days in accordance with the requirements of the Planning and Development Act 2005 and Regulation 25 of the Town Planning Regulations 1967.

COUNCILLOR CONSULTATION

Shire of Morawa Councillors have been involved in a range of presentation and workshops associated with the preparation of the proposed Amendment No. 3 to the Shire’s Local Planning Scheme No. 2.

STATUTORY ENVIRONMENT

Local Government Act 1995
Planning and Development Act 2005

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Shire has received a total of \$55,000 grant agreement via the Department of Planning's Northern Planning Projects funding scheme. This grant will cover the entire cost associated with the preparation of the omnibus scheme amendment.

STRATEGIC IMPLICATIONS

The omnibus scheme amendment is required to implement those strategies considered to be immediate or short term strategies as contained within the Shire of Morawa SuperTowns Growth and Implementation Plan.

RISK MANAGEMENT

The scheme amendment process accords with the Planning and Development Act 2005 and the Town Planning Regulations 1967.

VOTING REQUIREMENT:

Simple majority.

OFFICER'S RECOMMENDATION

That Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend Town Planning Scheme No. 2 as follows:

1. Amend the Scheme Map by:-
 - 1.1 rezoning Lots 19, 453 (Reserve 50533) and Lots 21 to 24 Valentine Street from 'Commercial' to 'Mixed Use';
 - 1.2 amending the residential density code applicable to all lots bound by White Avenue to the north, Winfield Street to the east, Caulfield Road to the south and Dreghorn Street to the west from 'R10/R30' to 'R40';
 - 1.3 amending the residential density code applicable to all lots bound by Evan Street to the north, Valentine Street to the east, Stokes Road to the south and Solomon Terrace to the west from 'R10/R30' to 'R40';
 - 1.4 amending the residential density code applicable to all lots bound by Evan Street to the north, Neagle Street to the east, Stokes Road to the south and Valentine Street to the west from 'R10/R30' to 'R30';
 - 1.5 reclassifying Location Number 440 (Reserve 19507) from 'Public Purposes' to 'Special Use' with the notation 'V' (Various) and amending the Scheme map legend accordingly;
 - 1.6 rezoning Lot 90 Valentine Street and Lots 91 to 94 Evans Street from 'Rural Residential' to 'Residential' and 'Development Area' special control area and Lot 1 Evans Street from 'Public Purposes' to 'Residential' and 'Development Area' special control area and amending the Scheme map legend accordingly.
2. Amend the Scheme Text by:-
 - 2.1 inserting a new clause 4.7.2.1 as follows:

“4.7.2.1 In addition to the site requirements of Table 2, where a caretaker’s dwelling, grouped dwelling, multiple dwelling, residential building or single house is proposed within the Commercial zone, it must comply with the following:

- a) be located at the rear of the lot or above the commercial frontage so as not to limit the commercial potential of the property.
- b) the dwelling must occupy no more than 40% of the lot area.”

2.2 deleting part (ii) of Clause 4.2 and resubstituting with the following:

‘(ii) the lot has a minimum lot area of 2,000 m2’.

2.3 inserting item (8.) within sub-clause 3.1.1, as follows:

‘8. Mixed Use’

2.4 inserting the following within Table 2 – Site Requirements:

“ZONE	MINIMUM SETBACKS FROM BOUNDARIES		
	FRONT	REAR	SIDE
Mixed Use	At the discretion of Council”		

2.5 inserting a new Clause 4.12, as follows:

“4.12 MIXED USE ZONE

4.12.1 Objectives

- a) to provide for a compatible mixture of residential development with small scale businesses in a primarily residential scale environment.*
- b) allow appropriate businesses to locate and develop in conjunction with residential uses.*
- c) provide an increase to the level of employment opportunities in the locality.*

4.12.2 Site Requirements: See Table 2.

4.12.3 Development Requirements

4.12.3.1 Development shall not exceed 2 storeys in height except where the Council considers that particular circumstances may warrant an exception being made and provided such development will not affect local amenity and is consistent with the residential scale and amenity of the place.”

2.6 inserting the following permissible land uses against the ‘Mixed Use’ zone within Table 1:

Uses	Mixed Use
------	-----------

Aged or dependent persons dwelling	AA
Ancillary accommodation	AA
Caravan park	
Caretakers dwelling	AA
Civic building	AA
Club premises	
Consulting rooms	AA
Dry cleaning establishment	SA
Education establishment	
Fuel depot	
Grouped dwelling	P
Home occupation	SA
Hotel	
Industry cottage	AA
Industry – extractive	
Industry – general	
Industry – light	
Industry – rural	
Industry – service	
Intensive agriculture	
Motel	SA
Motor vehicle repair	
Multiple dwelling	P
Office	P
Piggery	
Plant nursery	
Poultry farm	
Public amusement	
Public utility	AA
Public worship	AA
Residential building	AA
Restaurant	
Rural home business	
Rural pursuit	
Service station	
Shop	
Showroom	AA
Single house	P
Trade display	
Transient workforce accommodation	
Transport depot	
Tourist accommodation	SA
Tourist facilities	
Veterinary hospital	

2.7 inserting the a new item within Appendix No. 3 – Special Use zone, as follows:

NO	LAND PARTICULARS	PERMITTED USES	DEVELOPMENT STANDARDS/
----	------------------	----------------	------------------------

			CONDITIONS
2.	Location 440 (Reserve 19507) Caulfield Road, Morawa	<ul style="list-style-type: none"> • Aged or Dependant Persons Dwelling • Caretakers Dwelling • Residential Building • Transient Workforce Accommodation • Tourist Accommodation • Grouped Dwelling • Multiple Dwelling 	As determined by Council

2.8 inserting a new Part V as follows in the Scheme text and renumber subsequent parts accordingly:

“PART V – SPECIAL CONTROL AREAS

5.1 Operation of Special Control Areas

*5.1.1 The following special control areas are shown on the Scheme Map:
(a) Development Areas shown on the Scheme Map as DA with a number and included in Appendix 9.*

5.1.2 In respect of a special control area shown on a Scheme Map, the provisions applying to the special control area apply in addition to the provisions applying to any underlying zone or reserve and any general provisions of the Scheme.

5.2 Development Areas

5.2.1 Interpretation

In clause 5.2, unless the context otherwise requires:

‘owner’ means an owner or owners of land in the Development Area; and

‘structure plan’ means a structure plan that has come into effect in accordance with clause 5.2.12.1.

5.2.2 Purpose of Development Areas

*5.2.2.1 The purposes of Development Areas are to:
(a) identify areas requiring comprehensive planning; and
(b) coordinate subdivision and development in areas requiring comprehensive planning.*

5.2.2.2 Appendix 9 describes the Development Areas in detail and sets out the specific purposes and requirements that apply to the Development Areas.

5.2.3 Subdivision and Development in Development Areas

5.2.3.1 The development of land within a Development Area is to comply with Appendix 9.

5.2.3.2 The subdivision and development of land within a Development Area is to generally be in accordance with any structure plan that applies to that land.

5.2.4 Structure Plan Required

5.2.4.1 The local government is not to:

- (a) consider recommending subdivision; or*
- (b) approve development;*

of land within a Development Area unless there is a structure plan for the Development Area or for the relevant part of the Development Area.

5.2.4.2 Notwithstanding clause 5.2.4.1, a local government may recommend subdivision or approve the development of land within a Development Area prior to a structure plan coming into effect in relation to that land, if the local government is satisfied that this will not prejudice the specific purposes and requirements of the Development Area.

5.2.5 Preparation of Proposed Structure Plans

5.2.5.1 A proposed structure plan may be prepared by:

- (a) the local government; or*
- (b) an owner.*

5.2.5.2 A proposed structure plan may be prepared for all, or part of, a Development Area.

5.2.6 Details of Proposed Structure Plan

5.2.6.1 A proposed structure plan should include the following details where deemed relevant:

- (a) a map showing the area to which the proposed structure plan is to apply;*
- (b) landform and topography;*
- (c) existing and proposed road systems and transport networks, including the standards of future roads;*
- (d) location of commercial, community facilities and recreation areas, consistent with the projected needs of the locality;*
- (e) proposed population and residential densities, where appropriate;*
- (f) existing and proposed services;*

- (g) *staging of the development;*
- (h) *geotechnical suitability of the land for development;*
- (i) *natural features to be retained and public parklands;*
- (j) *urban water management and drainage considerations;*
- (k) *conservation and environmental considerations including, but not limited to, flora and fauna impacts, groundwater quality, pollution, watercourses;*
- (l) *sites and features of Aboriginal and European heritage value;*
- (m) *bush fire management and planning considerations;*
- (n) *any other information as shall be requested by the Council, including specific density coding designations;*
- (o) *a written report to explain the mapping and to address the following:*
 - (i) *the planning framework for the structure plan including any applicable regional or district structure plans, and any policies, strategies and scheme provisions which apply to the land, and any environmental conditions which apply under the Scheme;*
 - (ii) *the site analysis including reference to the matters listed above, and, in particular, the significance of the conservation, environmental and heritage values of the site;*
 - (iii) *the context analysis including reference to the matters listed above;*
 - (iv) *how planning for the Development Area is to be integrated with the surrounding land;*
 - (v) *the design rationale for the proposed pattern of subdivision, land use and development;*
 - (vi) *traffic management and safety;*
 - (vii) *parkland provision and management;*
 - (viii) *urban water management;*
 - (ix) *proposals for public utilities including sewerage, water supply, drainage, gas, electricity and communication services;*
 - (x) *the proposed method of implementation including any cost sharing arrangements and details of any staging of subdivision and development; and*
 - (xi) *any other matter that is required for orderly and proper planning.*

5.2.6.2 *The maps referred to in clause 5.2.6.1 are to:*

- (a) *be drawn to a scale that clearly illustrates the details referred to in clause 5.2.6.1; and*
- (b) *include a north point, visual bar scale, key street names and a drawing title and number.*

5.2.6.3 *A proposed structure plan may, to the extent that it does not conflict with Scheme, impose a classification on the land included in it by reference to reserves, zones or the Residential Design Codes, and where the proposed structure plan becomes a structure plan, the local government is to have due regard to such reserves, zones or*

Residential Design Codes when recommending subdivision or approving development of land within a Development Area.

5.2.6.4 *A proposed structure plan must, in the opinion of the local government, be consistent with orderly and proper planning.*

5.2.7 *Submission to Local Government and Commission*

5.2.7.1 *A proposed structure plan prepared by an owner is to be submitted to the local government.*

5.2.7.2 *Within seven days of preparing or receiving a proposed structure plan which proposes the subdivision of land, the local government is to forward a copy of the proposed structure plan to the Commission.*

5.2.7.3 *The Commission is to provide comments to the local government as to whether it is prepared to endorse the proposed structure plan with or without modifications.*

5.2.7.4 *The Commission must provide its comments to the local government within 30 days of receiving the proposed structure plan.*

5.2.8 *Advertising of Structure Plan*

5.2.8.1 *Within 60 days of preparing or receiving a proposed structure plan that conforms with clause 5.2.6.1 and complies with the Scheme (or such longer time as may be agreed in writing between the owner who submitted the proposed structure plan and the local government), the local government is to:*

(a) advertise, or require the owner who submitted the proposed structure plan to advertise, the proposed structure plan for public inspection in accordance with the advertising procedures outlined in clause 6.3.3, except that the submission period shall be extended to 60 days, to persons that are likely to be affected by the adoption of the proposed structure plan.

5.2.9 *Adoption of Proposed Structure Plan*

5.2.9.1 *The local government is to consider all submissions received and within 60 days of the latest date specified in the notice or advertisement for the making of submissions is to:*

(a) adopt the proposed structure plan, with or without modifications; or

(b) refuse to adopt the proposed structure plan and, where the proposed structure plan was submitted by an owner, give reasons for this to the owner.

5.2.9.2 *(a) in making a determination under clause 5.2.9.1, the local government is to have due regard to the comments and advise*

received from the Commission in relation to the proposed structure plan.

- (b) If the Commission requires modifications to the proposed structure plan, the local government is to consult with the Commission prior to making a determination under clause 5.2.9.1.*

5.2.9.3 If the local government, after consultation with the Commission, is of the opinion that a modification to the proposed structure plan is substantial, the local government may:

- (a) readvertise the proposed structure plan; or*
- (b) require the owner who submitted the proposed structure plan to readvertise the proposed structure plan; and thereafter, the procedures set out in clause 5.2.8.1 onwards are to apply.*

5.2.9.4 If within the period referred to in clause 5.2.9.1, or such further time as may be agreed in writing between the owner who submitted the proposed structure plan and the local government, the local government has not made a determination under clause 5.2.9.1, the local government is deemed to have refused to adopt the proposed structure plan.

5.2.10 Endorsement by Commission

5.2.10.1 If the proposed structure plan proposes the subdivision of land, then within seven days of making its determination under clause 5.2.9.1, the local government is to forward the proposed structure plan to the Commission for its endorsement.

5.2.10.2 As soon as practicable after receiving the proposed structure plan, the Commission is to determine whether to endorse the proposed structure plan and notify the local government of its determination accordingly.

5.2.11 Notification of Structure Plan

5.2.11.1 As soon as practicable after adopting a proposed structure plan under clause 5.2.9.1 and if clause 5.2.10 applies, as soon as practicable after being notified of the Commission's decision under clause 5.2.10.2, the local government is to forward a copy of the structure plan to:

- (a) any public authority or person that the local government thinks fit;*
- (b) where the structure plan was submitted by an owner, to the owner.*

5.2.12 Operation of Structure Plan

5.2.12.1 A structure plan comes into effect:

- (a) where the structure plan proposes the subdivision of land, on the day on which it is endorsed by the Commission pursuant to clause 5.2.10.2; or
- (b) on the day on which it is adopted by the local government under clause 5.2.9.1 in all other cases.

5.2.12.2 *If a provision of a structure plan is inconsistent with a provision of the Scheme, then the provision of the Scheme prevails to the extent of the inconsistency.*

5.2.13 *Inspection of Structure Plan*

5.2.13.1 *The structure plan and the Commission's notification under clause 5.2.10.3 is to be kept at the local government's administrative offices, and is to be made available for inspection by any member of the public during office hours.*

5.2.14 *Variation to Structure Plan*

5.2.14.1 *The local government may vary a structure plan:*

- (a) *by resolution if, in the opinion of the local government, the variation does not materially alter the intent of the structure plan;*
- (b) *otherwise, in accordance with the procedures set out in clause 5.2.6 onwards.*

5.2.14.2 *If the local government varies a structure plan by resolution, and the variation does not propose the subdivision of land, the local government is to forward a copy of the variation to the Commission within 10 days of making the resolution.*

5.2.14.3 *If the local government varies a structure plan by resolution, and the variation proposes the subdivision of land, the local government is to forward a copy of the variation to the Commission within 10 days of making the resolution for its endorsement.*

5.2.14.4 *As soon as practicable after receiving the copy of the variation referred to in clause 5.2.14.3, the Commission is to determine whether to endorse the proposed variation.*

5.2.14.5 *The Commission is to notify the local government of its determination under clause 5.2.14.4.*

5.2.14.6 *A variation to a structure plan by resolution comes into effect:*

- (a) *where the variation proposes the subdivision of land, on the day on which it is endorsed by the Commission pursuant to clause 5.2.14.4; or*
- (b) *on the day on which the local government resolves to make the variation under clause 5.2.14.1 (a).*

2.9 inserting a new Appendix 9 – Development Areas with the following table inserted:

REF. NO.	AREA	PROVISIONS
DA 1	Lot 1 Evans Street, Lot 90 Valentine Street and Lots 91- 94 Evans Street	<ol style="list-style-type: none"> 1. An approved Structure Plan together with all approved amendments shall apply to the land in order to guide subdivision and development. 2. Land uses classified on the Structure Plan apply in accordance with clause 5.2.6.3.

- 2.10 inserting ‘transient workforce accommodation’ as a ‘permitted use’ within item no. 1 of Appendix No. 3 – Special Use Zone, as follows:

NO	LAND PARTICULARS	PERMITTED USES	DEVELOPMENT STANDARDS/C ONDITIONS
1.	Lot 425 Reserve 33537 White Avenue, Morawa	<ul style="list-style-type: none"> • Caravan Park • Transient Workforce Accommodation 	As determined by Council

- 2.11 deleting the ‘X’ symbol within Table 1 against the ‘Transient Workforce Accommodation’ use class within the ‘Residential’, ‘Industrial’ and ‘Rural Residential’ zone columns.

3. Authorises the Shire President and Chief Executive Officer to execute three (3) copies of the amendment documents in accordance with the Town Planning Regulations 1967 (as amended), including the fixing of the Council’s seal;
4. Forwards three (3) copies of the adopted scheme amendment and associated documentation to the Western Australian Planning Commission for Ministerial Consent in accordance with the Town Planning Regulations 1967 (as amended).

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

The item be deferred as land zoning use was not as Council had directed.

**CARRIED
6/0**

Date of Meeting:	17 April 2014
Item No:	7.2.4.2
Subject:	Proposed Draft Local Planning Policy Morawa Town Centre Urban Design Guidelines
Date & Author:	10 April 2014, John Elliot (Project Officer)
Applicant/ Proponent:	Shire of Morawa
File Number:	
Previous Minute/s and Reference:	Shire of Morawa Council Meeting Minutes 15th August 2013

SUMMARY

The purpose of this report is for Council to consider adoption of the Morawa Town Centre Design Guidelines as a draft Local Planning Policy and consent to the initiation of public advertising in accordance with the Shire of Morawa Town Planning Scheme No 2.

DECLARATION OF INTEREST

Author of report has no declaration of interest.

ATTACHMENTS

Attachment 1 – Draft Morawa Town Centre Design Guidelines

BACKGROUND INFORMATION

The Shire of Morawa was successful in gaining funding to prepare Morawa Town Centre Design Guidelines to assist in the future planning and development of the Morawa town centre area.

The Shire of Morawa appointed TPG Town Planning Urban Design &Heritage as a consultant to prepare the Design Guidelines. Since such time, Shire officers have worked closely with TPG in the preparation of a document which puts all the requirements of the planning requirements into a format that business owners, developers and Shire of Morawa staff can use to design future buildings expected to be developed with the town centre.

To accord with Royalty for Regions objectives the Morawa Town Centre Design Guidelines have been designed to assist in:

1. Development of the Shire of Morawa’s capacity in terms of ability to properly plan for future commercial and mixed use development in the town centre.
2. Appropriately control development, ensuring compatible land uses are located together and to facilitate the orderly and proper planning of the locality.
3. Promote further commercial uses to develop in the town centre through guidelines outlining the Shire of Morawa’s Council planning directives.
4. Promote revitalisation in turn attracting a wider range of activity and utilisation of the Morawa Town Centre.

The guidelines have been prepared in order to comply with strategies and recommendations of

the Morawa SuperTown Growth and Implementation Plan.

OFFICER'S COMMENT

The draft guidelines have been structured into various sections, identifying the commercial and mixed use needs of the town centre and best practice guidelines on how to develop and buildings.

Key design areas covered by the guidelines include:

1. Height, Scale and Form
2. Facades
3. Enhancement contribution Scheme
4. Awnings and Verandas
5. Spacial Design
6. Parking and Site Access
7. Mixed Use Development

The aim of the guidelines is to provide for open shopfront commercial development, providing opportunities for residential mixed use on a second floor or behind commercial buildings fronting Winfield Street and Solomon Terrace.

The document also caters for mixed use activities on Valentine Street ensuring a built form that merges with the adjacent residential zoned land.

It is proposed to adopt the Morawa Town Centre Design Guidelines as a Local Planning Policy under the Shire of Morawa Town Planning Scheme No 2. Business owners and developers will be required to design and renovate buildings located within the Town Centre Commercial and Mixed Use zoned areas in accordance with the design guidelines as it will form part of the local planning framework.

COMMUNITY CONSULTATION

The Shire of Morawa in collaboration with the project consultants has completed a range of public consultation including public meeting and workshops to gain community and business input.

Further public comment will be initiated as part of the formal public consultation period associated with adoption of the design guidelines as a planning policy.

COUNCILLOR CONSULTATION

Shire of Morawa Councillors have been involved in a range of presentation and workshops associated with the preparation of the Morawa Town Centre Design Guidelines.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Shire has received a total of \$55,000 grant agreement via the Department of Planning's Northern Planning Projects funding scheme. This grant will cover the entire cost associated with the preparation and adoption of the Design Guidelines as a planning policy.

STRATEGIC IMPLICATIONS

The Morawa Town Centre Design Guidelines is identified as a key planning project identified and to be implemented within the Shire of Morawa SuperTown Growth and Implementation Plan.

RISK MANAGEMENT

The adoption of the Morawa Town Centre Design Guidelines as a Local Planning Policy will only become operative following completion of the process detailed in section 8.6.2 of the Shire of Morawa Town Planning Scheme No 2.

A Policy shall become operative only after the following procedures have been completed:

- a) The Council having prepared and adopted a draft Policy shall publish a notice once a week for two consecutive weeks in a local newspaper circulating within the Scheme Area giving details of where the draft Policy may be inspected, and in what form and during what period (being not less than 21 days) submissions may be made.*
- b) Policies which the Council considers may be inconsistent with other provisions of the Scheme or with State and regional planning policies are to be submitted to the Commission for consideration and advice.*
- c) The Council shall review the draft Policy in the light of any submissions made and advice received and shall then resolve either to finally adopt the draft Policy with or without modification, or not to proceed with the draft Policy.*
- d) Following final adoption of a Policy, notification of the final adoption shall be published once in a newspaper circulating within the Scheme Area.*

The adoption of the Morawa Town Centre Design Guidelines as a local Planning Policy will conform to this process

7.2.5 Deputy Chief Executive officer

Date of Meeting:	9 April 2014
Item No:	7.2.5.1
Subject:	Agreement to Perform Works Level Crossing upgrade Brookfield Rail -Shire of Morawa
Date & Author:	27 February 2014 David Williams
Responsible Officer:	David Williams Deputy Chief Executive Officer
Applicant/Proponent:	David Williams
Previous minute/s & Reference:	March 2013

SUMMARY

The purpose of this report is for Council to authorise:

- i) That the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Morawa authorised by the Chief Executive Officer from time to time is authorised to sign the Agreement to Perform Works for the Level Crossing upgrade between Brookfield Rail and the Shire of Morawa at the station building crossing.
- ii) To approve the affixation of the Common Seal of the Shire of Morawa to the said agreement in the presence of the Mayor or President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Morawa authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Agreement to Perform Works Level Crossing upgrade, Brookfield Rail -Shire of Morawa

BACKGROUND INFORMATION

The Shire of Morawa is responsible for the existing pedestrian crossing at the station building in the middle of town.

PTA/Brookfield Rail have identified as one of the conditions for the road realignment project that there will need for an upgrade of the Pedestrian crossing at the old station building to facilitate safer pedestrian crossings. Work is expected to commence in late April 2014 and completed by June 2014.

OFFICER'S COMMENT

The agreement provides a framework, within which the parties commit to co-operatively managing the identified safety risks, describes the responsibilities of the parties relating to the agreement, provides the mechanism to jointly manage the construction of the pedestrian crossing and requires authorised signatories to bind the agreement.

The local Government Act 1995, *section 9.49A (4) provides* Council may by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

COMMUNITY CONSULTATION

Previously carried out with report to Council in March 2013

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

The Local Government Act 1995 section 9.49A

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost of the construction has been provided for in the budget for the Morawa Supertowns road realignment project. Value of the construction is \$140.910

STRATEGIC IMPLICATIONS

There benefit to the Shire of Morawa is having the crossing brought up to a safe standard providing the Shire of Morawa community a safer crossing path across the rail line from one side of town to the other.

RISK MANAGEMENT

The purpose of the agreement is to provide a mechanism of communication to reduce risks associated with the construction of the pedestrian crossing operations providing safer access and egress for the community.

VOTING REQUIREMENT:

Simple Majority

OFFICER'S RECOMMENDATION

Shire of Morawa: Minutes of the Ordinary Meeting of Council held Thursday 17th April 2014

It is recommended:-

Council approve;

- i) That the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Morawa authorised by the Chief Executive Officer from time to time is authorised to sign the Agreement to Perform Works for the Level Crossing upgrade between Brookfield Rail and the Shire of Morawa at the station building crossing.
- ii) Approve the affixation of the Common Seal of the Shire of Morawa to the said agreement in the presence of the Mayor or President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Morawa authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal.
- iii) That *The Local Government Act 1995 Section 9.49* is complied with when signing the documents and applying the seal.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr D S Agar

Council approve;

- i) **That the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Morawa authorised by the Chief Executive Officer from time to time is authorised to sign the Agreement to Perform Works for the Level Crossing upgrade between Brookfield Rail and the Shire of Morawa at the station building crossing.**
- ii) **Approve the affixation of the Common Seal of the Shire of Morawa to the said agreement in the presence of the Mayor or President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Morawa authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal.**
- iii) **That *The Local Government Act 1995 Section 9.49* is complied with when signing the documents and applying the seal.**

CARRIED

6/0

Date of Meeting:	20 March 2014
Item No:	7.2.5.2
Subject:	Western Australian Treasury Corporation (WATC) Execution of Master Lending Agreement
Date & Author:	27 February 2014 David Williams
Responsible Officer:	David Williams Deputy Chief Executive Officer
Applicant/Proponent:	David Williams
File Number:	Adm: 0159
Previous minute/s & Reference:	

SUMMARY

The Western Australia Treasury has requested the Shire of Morawa combine all loans. The process is described below in the officer's report.

The purpose of this report is for Council to consider resolving:

- i) That the Shire of Morawa enters into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at this meeting.
- ii) To approve the affixation of the Common Seal of the Shire of Morawa to the said Master Lending Agreement in the presence of the Mayor or President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Morawa authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and
- iii) That the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Morawa authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Morawa.

DECLARATION OF INTEREST

Nil

ATTACHMENTS

Letter of request from Western Australian Treasury Corporation WATC and Local Government Master Lending Agreement (LGMLA) for the Shire of Morawa

BACKGROUND INFORMATION

Extract from attached Letter

The Western Australian Treasury Corporation (WATC) advises the previously requested information provided by the Shire of Morawa has now been incorporated into the enclosed final Local Government Master Lending Agreement (LGMLA) for the Shire of Morawa.

Enclosed are two final copies of the LGMLA for the Shire of Morawa which sweeps all existing loans under the LGMLA and facilitates future borrowings under the one agreement thereby removing the need for individual loan agreements to be executed under seal each time the Shire of Morawa borrows from WATC. Any borrowing under the LGMLA will be subject to WATC's credit approval policy at the time of the application, and the release of funds is subject to the issuance of a firm rate quote by WATC and its acceptance by an authorised signatory of the Shire of Morawa.

For the LGMLA to be effective WATC requires that the Shire of Morawa execute the LGMLA under its Common Seal as authorised by a resolution of the Shire of Morawa. Please see the Attachment to this letter for the preferred wording of the resolution to be passed by the Shire of Morawa.

OFFICER'S COMMENT

Council currently has three loans with the WATC under 3 separate agreements with approximately \$348,000 remaining to pay. Details on the existing loans are detailed below

Debentures

Loan Number	Principal Amount	Interest Rate	Lending Date	Maturity Date
134	\$260,000.00	6.3000% p.a.*	15/09/2003	15/09/2018
133	\$360,000.00	6.6500% p.a.*	20/05/2004	20/05/2019
135	\$150,000.00	6.2000% p.a.	01/06/2006	30/05/2016

*guarantee fee incorporated into the interest rate.

WATC have provided information stating that master agreement is to bring the governance of the existing loans into one agreement with the term and interest of the existing loans remaining the same. Future loans, terms and conditions will remain the same as from the day of execution.

COMMUNITY CONSULTATION

Nil

COUNCILLOR CONSULTATION

Nil

STATUTORY ENVIRONMENT

The Local Government Act 1995 Section 9.49.a and the Local Government (Financial Management) Regulations 21,29

Shire of Morawa: Minutes of the Ordinary Meeting of Council held Thursday 17th April 2014

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Included in the background comment

STRATEGIC IMPLICATIONS

Resolving to sign the agreement will continue to meet the objectives for Strategy 4.5.1 of the Strategic Community Plan

RISK MANAGEMENT

Nil

VOTING REQUIREMENT:

Absolute Majority

OFFICER'S RECOMMENDATION

It is recommended:-

The Shire of Morawa hereby resolves:

- i) That the Shire of Morawa enters into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at this meeting.
- ii) To approve the affixation of the Common Seal of the Shire of Morawa to the said Master Lending Agreement in the presence of the Mayor or President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Morawa authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and
- iii) That the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Morawa authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Morawa.
- iv) *The Local Government Act 1995 Section 9.49* is complied with when signing the documents and applying the seal.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

It is recommended:-

The Shire of Morawa hereby resolves:

- i) That the Shire of Morawa enters into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at this meeting.**
- ii) To approve the affixation of the Common Seal of the Shire of Morawa to the said Master Lending Agreement in the presence of the Mayor or President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Morawa authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and**
- iii) That the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Morawa authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Morawa.**
- iv) *The Local Government Act 1995 Section 9.49* is complied with when signing the documents and applying the seal.**

**CARRIED
6/0**

7.2.6 Chief Executive Officer - Other

Date of Meeting:	20 March 2014
Item No:	7.2.6.1
Subject:	Strategic Plan Update and Progress Report
Date & Author:	7 April 2014 Sean Fletcher
Responsible Officer:	Chief Executive Officer
Applicant/Proponent:	Chief Executive Officer Sean Fletcher
File Number:	Various
Previous minute/s & Reference:	20 March 2014 (Last Update to Council) and Briefing Session 8 April 2014

SUMMARY

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

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

Other updates are also provided regarding the informing strategies including:

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

DECLARATION OF INTEREST

The author has no interest to declare in this report.

ATTACHMENTS

- 2013/14 Project Summary Report;
- Shire of Morawa April 2014 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.

At this point in time, the Strategic Community Plan has some 109 actions listed:

Objective	Actions	Projects 2013/14	Programs 2013/14	Comment
1. A diverse, resilient and innovative economy	46	9	3	This objective is divided into two sub-objectives with nine key projects and three programs covering 27 of the 46 actions which are due for completion in 2013/14
2. Protect and enhance the natural environment	14	5	0	Five key projects covering 11 strategic actions are required to be completed for 2013/14
3. A community that is friendly, healthy and inclusive	26	5	0	Five key projects covering 17 of the 26 actions are due for completion for 2013/14
4. A connected community with strong leadership	23	3	1	Three key projects and one program area covering 18 actions are due for completion for 2013/14

Table One: Summary of Strategic Actions

Accordingly, the progress of the projects and program areas covering the strategic actions for 2013/14 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 due for review this year.

Status

The Long Term Financial Plan requires expansion to incorporate new out years. UHY Haines Norton will provide costs to do this for the 2014/15 Budget.

Asset Management Plan

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

Status

The fair value report regarding plant and equipment needs to go to Morrison Low so that the AMP can be updated.

A meeting with Greenfields will occur next month to look at road infrastructure regarding fair value for 2014/15.

Romans II will also need updating regarding local road data.

Workforce Plan

The Workforce Plan is also monitored by the Department of Local Government and Communities. This requires assessment by staff by the end of March 2014.

Status

The CEO, DCEO and MFA commenced this review on 4 April 2014.

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 not required, but from a business continuity perspective it would be prudent to do so (in line with the Local Government Audit Regulations - Regulation 17).

Other Key Informing Strategies

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

Risk Management Framework and Compliance Plan

As per comments made in the February report, the CEO has now attended a briefing on the requirements of the Local Government (Audit) Regulations – Regulation 17. The Shire (CEO) by 31 December 2014 will need to have in place:

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

Status

Council resolved at the 20 February 2014 that the implementation of the requirements for Regulation 17 were forwarded for 2014/15 Budget consideration.

OFFICER'S COMMENT

Strategic Community Plan

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

Corporate Business Plan

The Corporate Business Plan Report is provided each month. Accordingly, a summary report and full copy of the Corporate Business Plan report for April 2014 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:

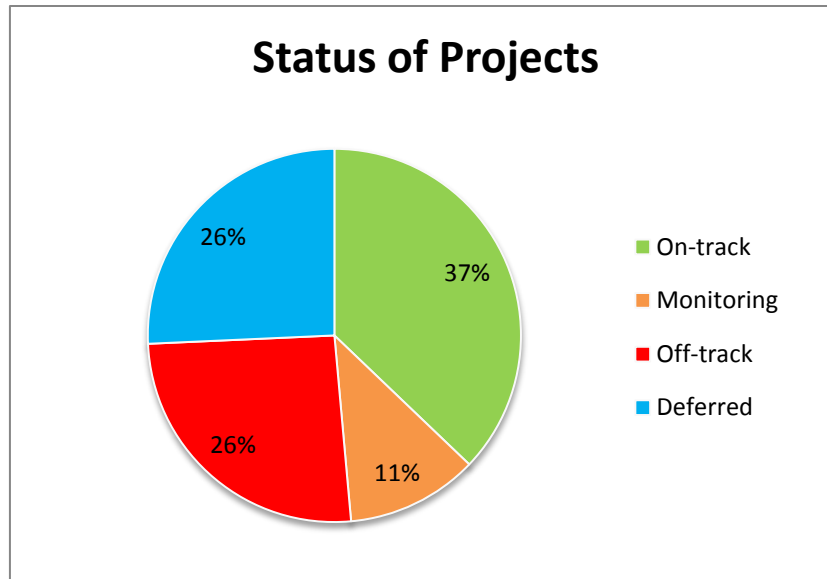


Chart 1: Breakdown on Status of Projects for 2013/14

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 58.50%.	Overall completion in February 2014 was 38%. The dramatic improvement is due to one project reaching completion (Project 29) and the number of projects reaching on-track status has increased from 5 to 13.
On-track	There are 13 (37%) projects on track (1, 2, 3, 4, 12, 13, 14, 19, 29, 32, 33, 34, & 35), up from five listed last month.	<ul style="list-style-type: none"> • The major works for the Sporting Pavilion are completed and the facility is in use (Project 1); • Approval of funding for the Club Development Officer of \$30,000PA from 2014/15 (Project 2). The project is shared between the Shire's of Morawa, Perenjori and Three Springs; • With the development of recreational facilities (Project 3), the Skate Park has been completed. However, the works to the swimming pool are on hold subject to further clarification regarding the status of CLGF funding before seeking a loan to complete the works for 2013/14; • Although the Morawa Community Aged Units have been completed, a management committee to take over and manage the units has been established (Project 4); • The Solar Thermal project is now 90%

		<p>completed due to the change in direction of this project (12);</p> <ul style="list-style-type: none"> • The Waste Water Treatment Pond works for 2013/14 are completed. Final account to be paid (Project 13); • The sustainability program is as per the EHO area (Project 14); • The local tourism industry development are as per support for the local information centre and development of the North Midlands Tourism strategy (Project 19); • The Land Development project regarding residential land and industrial land is completed for 2013/14 (Project 29); • In terms of the Old Morawa Hospital, Council is in the process of reviewing the engineering report to resolve a way forward regarding this facility (Project 32); • The leadership and mentoring of young people is occurring according to the CYDOs key programs (Project 33); • With the leadership and advocacy role, the Shire is progressing with championing regional cooperation (Project 34); • Invest in Council's Capacity includes (Project 35)
Monitoring	Four (11%) projects are at the monitoring level (18, 20, 27 & 30)	<p>The four projects in monitoring mode are down from nine projects the previous month. This is because have achieved 70% completion or better (projects: 14, 19, 31, 33, 34 & 35).</p> <ul style="list-style-type: none"> • In terms of Project 27 -the Mobile Black Spot project, this was unsuccessful securing key finding from the MWIP.
Off-track	In total there are nine projects off track (5, 7, 8, 9, 10, 15, 21, 26 and 30).	<p>The number of projects off-track has improved from 12 to 9. The issues regarding:</p> <ul style="list-style-type: none"> • Staff resourcing in terms of key roles is 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

		<p>whilst it makes a decision (Project 26 - Town Centre Revitalisation and Freight Road Re-alignment). This should be completed by December 2014;</p> <ul style="list-style-type: none"> ○ Scrapping of Commonwealth funding programs e.g. RADF5 (Project 5 - Town Hall project). The tender specification will now be developed during April 2014; ○ Changes to Royalties for Regions (CLGF) funding or not meeting acquittal requirements (Includes key funding regarding Project 3 regarding the Morawa Swimming Pool); ○ MWDC requirement to continually review business cases (Project 15) With the training centre, still waiting on final approvals; ○ Competition regarding the availability of bitumen for major road projects (Project 21). Sealing works were successfully completed in March 2014, so will be on track once final costs are paid. ● 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.
Deferred	There are nine projects deferred due to fiscal constraints and other resourcing issues or because the priority has changed (6, 11, 16, 17, 22, 23, 24, 25 & 28);	These projects will require further review as part of the SCP review in June 2014.

Programs

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

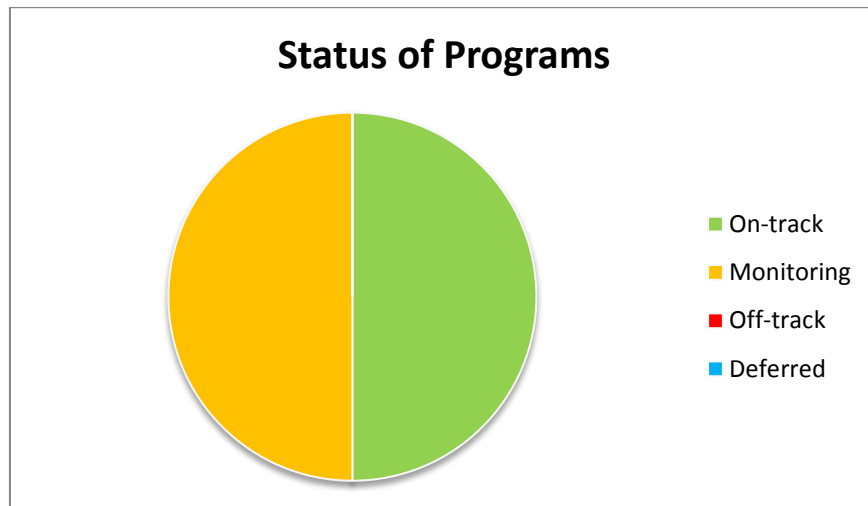


Chart 2: Breakdown on Status of Programs for 2013/14

Chart 2 indicates that there are two program areas on track i.e. the Sports Facilities and Programs and the Roads Program. The program areas requiring monitoring are Ongoing Health Care Provision (49% completed) and Governance (55% completed). The last two programs reflect the level of expenditure achieved for key operational activities undertaken.

COMMUNITY CONSULTATION

As per the Strategic Plan Update and Progress Report

COUNCILLOR CONSULTATION

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

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

RISK MANAGEMENT

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

requirements regarding Integrated Planning and Reporting, the Shire will avoid further scrutiny and action by the Department of Local Government and Communities.

VOTING REQUIREMENT:

Simple Majority

OFFICER'S RECOMMENDATION

Council accepts the Shire of Morawa April 2014 Strategic Plan Update and Progress Report submitted by the Chief Executive Officer.

COUNCIL RESOLUTION

Moved: Cr K P Stokes

Seconded: Cr M J Thornton

Council accepts the Shire of Morawa April 2014 Strategic Plan Update and Progress Report submitted by the Chief Executive Officer.

CARRIED

6/0

7.2.6.4 Correspondence

Nil

7.2.6.4 Information Bulletin

COUNCIL RESOLUTION

Moved: Cr D S Carslake

Seconded: Cr D S Agar

It is recommended that:

The Information Bulletin submitted for the 17th April 2014, Ordinary Meeting be received.

CARRIED

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8. New Business of an Urgent Nature

Nil

9. Applications for Leave of Absence

Nil

10. Motions of Which Previous Notice Has Been Given

Nil

11. Questions from Members without Notice

Nil

12. Meeting Closed

12.1 Matters for which the meeting may be closed

12.2 Public reading of resolutions that may be made public

13. Closure

Meeting was closed at 13:38 pm

.....**Presiding Person**

14. Next Meeting

The next Ordinary Meeting of Council is scheduled for 15th May 2014