



*SHIRE*  
*of*  
*MEEKATHARRA*

MINUTES  
of  
COUNCIL MEETING  
held  
AT THE COUNCIL CHAMBERS, MEEKATHARRA  
on  
SATURDAY 18 JULY 2020  
COMMENCED AT 9:31AM



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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

**1.1. DECLARATION OF OPENING**

**The Shire President Cr HJ Nichols declared the meeting opened at 9:31am.**

**1.2. DISCLAIMER READING**

*No responsibility whatsoever is implied or accepted by the Shire of Meekatharra for any act, omission or statement or intimation occurring during this Meeting.*

*It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of council's decision, which will be provided within fourteen (14) days of this Meeting.*

**The Shire President Cr HJ Nichols read the disclaimer out loud.**

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OR ABSENCE**

**Members**

<b>Cr HJ Nichols</b>	<b>Shire President</b>
<b>Cr PS Clancy</b>	<b>Deputy Shire President</b>
<b>Cr AJ Binsiar</b>	
<b>Cr PS Moses</b>	
<b>Cr MR Hall</b>	
<b>Cr MJ Smith</b>	

**Staff**

<b>Roy McClymont</b>	<b>Chief Executive Officer</b>
<b>Svenja Clare</b>	<b>Acting Deputy Chief Executive Officer</b>

**Apologies**

**Cr DK Hodder**

**Approved Leave of Absence**

**Nil**

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**Nil**

**4. PUBLIC QUESTION TIME**

**Nil**

**5. APPLICATION FOR LEAVE OF ABSENCE**

**Nil**



**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**6.1. ORDINARY COUNCIL MEETING HELD 27 JUNE 2020**

**Council Resolution**

**Moved:** Cr AJ Binsiar  
**Seconded:** Cr PS Clancy

**That the minutes from the Ordinary Council Meeting held Saturday 27 June 2020 be confirmed.**

**CARRIED 6/0**

**6.2. HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 27 JUNE 2020**

**Council Resolution:**

**Moved:** Cr PS Moses  
**Seconded:** Cr MJ Smith

**That the minutes from Health Building Town Planning Meeting held Saturday 27 June 2020 be received.**

**CARRIED 6/0**

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**Nil**

**8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

- **Chief Executive Officer Roy McClymont and Shire President Harvey Nichols met with Di Franklin and Maria Malacari of Western Australia Country Health Service and Meekatharra Police Senior Sergeant Mitch Howard on 1 July 2020.**
- **Chief Executive Officer Roy McClymont and Shire President Harvey Nichols met with the ABRA Mining Chief Executive Officer Troy Flannery and Market Manager Charlie Kempson on 2 July 2020.**
- **Chief Executive Officer Roy McClymont met with our local North West Central Member of Legislative Assembly Vincent Catania on 9 July 2020.**

## **9. REPORTS OF COMMITTEES AND OFFICERS**

### **9.1. OFFICERS MONTHLY REPORTS**

#### **9.1.1. WORKS & SERVICES MANAGER'S REPORT – JUNE 2020**

##### **Construction Work**

- A67 Ashburton Downs Road R2R Funding
  - Works completed
- Construction Crew
  - C67 – Ashburton Downs Road – continue with Resheet of various sections from SLK 34.5 onwards
  - End of July 2020 Construction Crew move to A67 – Ashburton Downs Road; R2R funding SLK 0.01 to SLK 6.1 (Reconstruct and seal works 6 km)
- Concrete Works
  - RFT 19/20-01 under Panel Tender Concreting Services for new works under RFQ 19/20-13 Mt Clere SLK 18.91 One Concrete Slab & One Cut Off Wall on Meekatharra - Mt Clere Road. Works completed by Bulldog Contracting.
- Tender Plant Hire / Works Project
  - RFT 19/20-09 (Tender Plant Hire / Works Projects – Hourly Hire Basis) as new works for the Shire of Meekatharra.
  - C67 – Ashburton Downs – Meekatharra Road resheet of various sections between SLK 54.00 to SLK 69.00 completed by MTF Services plus signage & posts.

##### **Contract Maintenance Grading**

- Northampton Grader Hire
  - M5 – Wiluna North Road
  - M111 – Cashman's Access Road
- MTF Services
  - M66 – Landor – Meekatharra Road SLK 25.00 to SLK 45.00

##### **Flood Damage**

- 2019/20 DRFAWA Eligible Disaster Proclamation Notification 'Tropical Cyclone Damien and Associated Flooding (4-9 February 2020)' AGRN 899
  - Greenfield Technical Services have finalised document reports waiting for approval under the Flood Damage Preliminary Notification for Flood Damage within the Shire of Meekatharra on all roads for review. Still waiting on results from DFES approval as such time. Date 7th July 2020.
  - Waiting on final results from Council of the Tender Plant Hire – Hourly Hire Basis for the Flood Damage Works yet to proceed.
- Flood Damage AGRN899 Opening Up Contract Works
  - Opening Up works Completed end of May 2020.

All Council and Contract works in line of COVID – 19 Guidelines.

##### **Town Maintenance-Monthly Report Finishing 9 July 2020**

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts, roads and footpaths has continued and is taking up a considerable amount of time to remove.
- Sweeping of Main St was done in accordance with Council's directive
- Mowing has taken place and vegetation trimmed on Boardwalk, laneways, Kids Zone, Shire housing, Walkway and Youth Centre
- Verges are being maintained and weeds removed

- Rubbish removed from Lookout and Peace Gorge
- Regular maintenances to plant used by town crew
- Maintenance carried out at cemetery
- Assisted WSM with work on Meekatharra-Mt Clere Rd
- Removed rubbish small wheel park
- Grave prepared

**Plant Report**

**P464 2013 CATERPILLAR 272DAC SKID STEER LOADER**

Repaired hydraulic oil leak - Trenfield Motors

**P467 2013 CUSTOM BUILT 2 AXLE TRAILER FOR GENSET # 6**

Serviced - Trenfield Motors

**P520 2018 TOYOTA DUAL CAB WORKMATE**

Serviced - Trenfield Motors

**P488 2015 HINO 300 SERIES 717 MEDIUM STEEL ACE**

Replaced broken passenger door window - Trenfield Motors

**P433 CATERPILLAR 950HSW WHEEL LOADER**

Replaced blown hydraulic hose - Staff

**Officers Recommendation / Council Resolution:**

**Moved:** Cr AJ Binsiar

**Seconded:** Cr MJ Smith

**That the Works and Services Manager's report for June 2020 be received.**

**CARRIED 6/0**

**9.1.2. AIRPORT MANAGER'S REPORT- JUNE 2020*****Aircraft Movements and Statistics:***

Aircraft movements both GA, Charter & RFDS have remained consistent throughout the month. Skippers RPT flights have stabilized to Monday & Friday with increasing passenger numbers being seen towards the end of June with removal of COVID-19 restrictions. It is not known when the Wednesday Skippers flights are scheduled to resume. Cobham Aviation have reduced the Westgold chartered flights from 4 to 3 a week with the relaxing of maximum passenger numbers on flights.

The figures below reflect the differences between June 2019 and June 2020.

	<b>June19</b>	<b>June 20</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	91	79	<b>-13%</b>
<b>RFDS Landed</b>	83	91	<b>+9%</b>
<b>Avgas</b>	10034	10790	<b>+7%</b>
<b>Jet A1</b>	40582	41995	<b>+3.5%</b>
<b>Total Fuel Sold</b>	<b>50616</b>	<b>52785</b>	<b>+4%</b>

	<b>YTD 2019</b>	<b>YTD 2020</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	470	470	<b>0%</b>
<b>RFDS Landed</b>	482	434	<b>-9%</b>
<b>Avgas</b>	50009	45926	<b>-8%</b>
<b>Jet A1</b>	227854	226371	<b>-1%</b>
<b>Total Fuel Sold</b>	<b>277863</b>	<b>272297</b>	<b>-2%</b>

***Aerodrome Works:***

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.
- AirBP RFDS Fuel Facility ongoing.
- RFDS Patient Transfer Facility installation in main hangar commenced
- Precision Approach Pathway Indicator (PAPI). 4 units replaced, 2 units pending.
- Ongoing weed spraying occurring airside along runway strips to keep weed growth to a minimum and restrict grass height.

***Aerodrome Maintenance Requiring Completion:***

- Crack Patching to runway and apron surfaces.
- Runway surface & Runway End Stopping Area (RESA) Bitumen fog spray.
- Gravel Runway re-sheeting surface.

***Aerodrome Security:***

Nil incidents to report for June. Ongoing surveillance carried out across the aerodrome grounds.

***Safety Management System:***

The SMS Committee met on Thursday 25<sup>th</sup> June to review the following reports – CASA Inspection, Annual Technical Inspection, Annual Electrical Inspection and Transport Security Program.

***Budget items completed:***

Nil Pending

***Airport Emergency:***

Nil emergencies to report. Annual aerodrome emergency exercise (desktop) to be held in near future.

***Bird/Animal Activity:***

Bird & Animal activity around the Meekatharra aerodrome has remained a low risk.

***General:***

COVID-19 cleaning and sanitizing of public areas continued to be undertaken on an increased schedule to ensure a safe environment for users of the airport facilities.

Mike Cuthbertson  
Airport Manager  
01/07/2020

**Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy  
**Seconded:** Cr PS Moses

**That the Airport Manager's report for June 2020 be received.**

**CARRIED 6/0**

**9.1.3. YOUTH AND RECREATION SERVICES REPORT – JUNE 2020**

**No Youth Report available at this stage**

**9.1.4. RANGERS REPORT – JUNE 2020**

Prepared by P Smith, Canine Control  
Date July 2020

**7 – 9 June 2020**

**COMPLAINTS RECEIVED:**

No new written or verbal complaints had been received since the last visit. No complaints were received during the duration of my visit.

**ANIMALS TRAPPED:**

Trapping cages were set at various locations around town and monitored during the evenings. The cages were left overnight. Four feral cats were caught.

**ANIMALS DESTROYED:**

The four feral cats that were caught in the trapping cages were later euthanised.

**FURTHER PATROLS:**

A follow-up was conducted of the verbal complaint regarding barking dogs from the last visit. Several patrols were conducted of the location at the south end of Hill Street, but no dogs were sighted, nor any dogs heard barking.

Patrols were conducted of Peace Gorge, Cemetery, Go Cart Track, Racecourse, Rubbish Tip and Airport. No animals were sighted wandering and there was nothing to report.

Patrols and security checks were conducted around the townsite.

**Officers Recommendation / Council Resolution:**

Moved: Cr MR Hall  
Seconded: Cr PS Clancy

**That the Ranger's Report for June 2020 be received.**

**CARRIED 6/0**

**9.1.5. STATUS REPORTS****Council Decisions – Status Report**

Note: This report lists only those Council decisions which require a specific, non-repetitive action.

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15.07.06	9.3.6	Meekatharra Heritage and Canyon Trails Project Not proceeding with Canyon Trail until approvals are presented to Council Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project. Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project Determine status of all reserves, vesting orders and roads within the shire.	CEO/ CONS		Complete  Complete  In Progress
21.11.09	9.3.4	Cornish Lift	PO	Quote approved 23.11.09. Letter of advice and order sent 23.11.09 Contractor to build	Complete In Progress
17.09.11	10.2	School Oval Facility – Agreement	CDSM	New report to Council required upon response from DoE Waiting on Reserve boundaries to be changed by DoE 03.10.19 Survey, legal and planning application currently being undertaken by DoE. Proposed new boundaries presented to OCM meeting 19 October 2019 for endorsement 19.10.19 Boundaries being adjusted	Complete  Complete  In Progress
20.12.13	9.3.4	Meetings with Ministers – Local Issues	CEO	No further action required	Complete In Progress

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				Create Position Statement on public housing in Meeka	
12.04.14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.04.14 Email to DoL 17.04.14 Mapping to be done	In Progress
21.02.15	9.3.7	Building Assets – Review	CEO	Council Resolution sent to Darren Long for implementation in the Buildings Asset Management Plan and Long Term Financial Plan. Check and present to Council.	In Progress
20.02.16	9.5.3	Local Planning Strategy and Local Planning Scheme No 4	CDSM	Documents Sent Waiting for final approval from Dept	Complete Progressing
16.07.16	9.4.5	Old Power Station	CDSM	Horizon Power advised 16.07.16. Contamination clearance in process. 03.10.19 Contaminated soil now excavated and in the process of reinstatement. Contractors onsite in mid-November to complete the remediation. 10.02.20 Remediation continues	In Progress
18.02.17	9.6.1	Water Bore Access Agreements & Licencing	DCEO/CEO	Consultant engaged to assist with generating letters/agreements Maps of bore location to be prepared and included on agreements	Complete In Progress
20.01.18	9.3.3	Draft Establishment Agreement/Withdrawal Murchison Regional Vermin Council	CEO	Emailed MRVC 25.01.18 & letter sent 30.01.18 Emailed Lawyer 30.01.18 Letter to Minister & MRVC 05.06.18	Complete Complete Complete In Progress
14.12.18	10.2	Heritage Agreement Jidi Jidi	CEO	Jidi Jidi Lawyer emailed 20.12.18 Further response to draft deed emailed 04.06.19	In Progress
21.09.19	9.4.2	Lighting at Skate Park	CDSM	Researching funding	In Progress
19.10.19	10.1	Ashburton Downs Road- Heavy Haulage	CEO	Emailed ABRA 30.10.19	In Progress
21.03.20	10.3	Tenders NDRRA Flooding in WA Jan/Feb 2020	CEO	Emailed to WSM 26.04.20	In Progress



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27.06.20	9.2.4	Adoption of 2020/21 Annual Budget	A/DCEO	Submitted to Department and published on website – 03.07.20	Complete
27.06.20	9.2.5	Requests for Rate Relief /Financial Hardship Policy	CEO	Letters to AHA & AMEC 01.07.20	In Progress
27.06.20	9.3.1	Review of Register of Delegations	CDSM		In Progress
27.06.20	9.3.2	National Redress Scheme	CDO	Registration completed	Complete
27.06.20	9.4.1	Meekatharra Community Markets	CDO	CRC advised, first market held	Complete
27.06.20	9.5.1	Litter Complaint	CDSM	Complaint responded to	Complete
27.06.20	9.5.2	Local Planning Strategy & Local Planning Scheme No.4 – Endorsement to Submit to Western Australian Planning Commission	CDSM	Email Paul Bashall 30.06.20 Review to be presented to Council	In Progress
27.06.20	9.5.3	Mission Australia Short Term Accommodation Proposal	CDO/CDSM	Mission and Housing contacted Check Act - Purchases	In Progress
27.06.20	9.7.1	Meekatharra Memorial Swimming Pool Management Contract	CDSM	CAS emailed 02.07.20	In Progress
27.06.20	9.7.2	RFDS Lease Extension	CDSM	Lease finalised	Complete
27.06.20	9.7.4	Tenders – Supervision of Contractors	CEO	Tenders advised 30.06.20	Complete
27.06.20	10.1	Meekatharra Outback Festival	CDO/CDSM		Complete
27.06.20	10.2	Donation – Southern Rangelands NRM Group	CEO	Sarah Jeffery NRM advised and invoice received 30.06.20	Complete

**Officers Recommendation / Council Resolution:**



**Moved:** Cr MJ Smith

**Seconded:** Cr PS Clancy

**That the Status report be received.**

**CARRIED 6/0**

**9.2. FINANCE**

<b>Title/Subject:</b>	<b>MONTHLY FINANCIAL REPORT PERIOD ENDED JUNE 2020</b>	
<b>Agenda/Minute Number:</b>	9.2.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Date of Report:</b>	5 July 2020	
<b>Disclosure of Interest:</b>	Nil	
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer	 Signature of Author
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 Signature Senior Officer

**Summary:**

Monthly Financial Report

**Background:**

*Financial Activity Statement Report – s.6.4*

- (1A) *In this regulation — committed assets means revenue unspent but set aside under the annual budget for a specific purpose.*
- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
- (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
  - (b) *budget estimates to the end of the month to which the statement relates; and*
  - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
  - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
  - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
  - (b) *an explanation of each of the material variances referred to in sub-regulation (1)(d); and*
  - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
- (a) *according to nature and type classification; or*
  - (b) *by program; or*
  - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be —*
- (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
  - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

*[Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50; amended in Gazette 20 Jun 2008 p. 2724.]*  
*[35. Deleted in Gazette 31 Mar 2005 p. 1050.]*

**Comment:**

A monthly financial report is to be presented to Council at the next ordinary meeting following the end of the reporting period.

**Consultation:**

Megan Shirt – Local Government Consultant

**Statutory Environment:**

Local Government Act 1995 Section 6.4 Financial Report  
Financial Management Regulations 34

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy  
Seconded: Cr AJ Binsiar

**That the financial report for the period ending 30 June 2020 be received.**

**CARRIED 6/0**

**SHIRE OF MEEKATHARRA**

**MONTHLY FINANCIAL REPORT**

**For the Period Ended 30 June 2020**

**LOCAL GOVERNMENT ACT 1995**

**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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\*Statement of Financial Activity By Nature or Type

Statement of Budget Amendments

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\*Note 2 Net Current Funding Position

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Note 4 Budget Amendments

Note 5 Receivables

Note 6 Cash Backed Reserves

Note 7 Grants

Note 8a Capital Expenditure

Note 8b Capital Expenditure - Road Infrastructure Detail

Note 9 Capital Disposals

**Report Purpose**

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

\* Indicates Statutory Report

**Statement of Financial Activity**

Is presented on page 2 and 3 and shows a surplus as at 30 June 2020 of \$7,110,032.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary with the completion of Year end processes.

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 June 2020**

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
<b>Operating Revenues</b>		\$		\$	\$	\$	%
Rates		4,180,542	4,309,096	4,309,096	4,274,148	(34,948)	(0.81%)
Operating Grants, Subsidies and Contributions	7	3,947,184	2,417,096	2,417,096	4,039,894	1,622,797	67.14%
Fees and Charges		1,343,574	1,343,574	1,343,574	1,232,858	(110,716)	(8.24%)
Service Charges		0	0	0	0	0	
Interest Earnings		613,061	613,061	613,061	601,417	(11,644)	(1.90%)
Other Revenue		319,053	319,053	319,053	259,901	(59,152)	(18.54%)
Profit on Disposal of Assets	9	4,490	4,490	4,490	0	(4,490)	(100.00%)
<b>Total Operating Revenue</b>		<b>10,407,904</b>	<b>9,006,370</b>	<b>9,006,370</b>	<b>10,408,218</b>	<b>1,401,847</b>	
<b>Operating Expense</b>							
Employee Costs		(1,919,034)	(1,802,649)	(1,802,649)	(1,290,777)	(511,872)	(28.40%)
Materials and Contracts		(2,967,802)	(3,334,146)	(3,334,146)	(2,167,077)	(1,167,069)	(35.00%)
Utility Charges		(318,800)	(321,800)	(321,800)	(306,686)	(15,114)	(4.70%)
Depreciation on Non-Current Assets		(6,933,817)	(6,933,817)	(6,933,817)	(7,158,515)	224,698	3.24%
Interest Expenses		0	0	0	0	0	
Insurance Expenses		(212,711)	(212,711)	(212,711)	(235,506)	22,795	10.72%
Other Expenditure		(284,216)	(320,216)	(320,216)	(247,966)	(72,249)	(22.56%)
Loss on Disposal of Assets	9	(14,201)	(14,201)	(14,201)	(16,097)	1,896	(13.35%)
<b>Total Operating Expenditure</b>		<b>(12,650,581)</b>	<b>(12,939,539)</b>	<b>(12,939,539)</b>	<b>(11,422,625)</b>	<b>(1,516,915)</b>	
<b>Funding Balance Adjustments</b>							
Add back Depreciation		6,933,817	6,933,817	6,933,817	7,158,515	224,698	3.24%
Adjust (Profit)/Loss on Asset Disposal	9	9,711	9,711	9,711	16,097	6,386	65.76%
Adjust Provisions			0	0	16,380	16,380	
<b>Net Cash from Operations</b>		<b>4,700,851</b>	<b>3,010,359</b>	<b>3,010,359</b>	<b>6,176,586</b>	<b>3,166,226</b>	
<b>Capital Revenues</b>							
Non-Operating Grants & Contributions	7	2,469,034	2,767,808	2,767,808	2,235,646	(532,162)	(19.23%)
Proceeds from Disposal of Assets	9	39,500	39,500	39,500	50,545	11,045	27.96%
<b>Total Capital Revenues</b>		<b>2,508,534</b>	<b>2,807,308</b>	<b>2,807,308</b>	<b>2,286,191</b>	<b>(521,117)</b>	
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0	0	
Land and Buildings	8	(2,573,433)	(2,805,506)	(2,805,506)	(2,066,401)	(739,105)	(26.34%)
Furniture and Equipment	8	(63,000)	(35,000)	(35,000)	(22,205)	(12,795)	(36.56%)
Plant and Equipment	8	(354,000)	(848,380)	(848,380)	(687,827)	(160,553)	(18.92%)
Infrastructure - Roads	8	(4,994,918)	(5,552,017)	(5,552,017)	(2,815,635)	(2,736,382)	(49.29%)
Infrastructure - Footpaths	8	0	0	0	0	0	0.00%
Infrastructure - Airports	8	(58,667)	(92,500)	(92,500)	(42,500)	(50,000)	(54.05%)
Infrastructure - Other	8	(1,021,703)	(1,116,002)	(1,116,002)	(119,564)	(996,438)	(89.29%)
<b>Total Capital Expenditure</b>		<b>(9,065,721)</b>	<b>(10,449,405)</b>	<b>(10,449,405)</b>	<b>(5,754,131)</b>	<b>(4,695,274)</b>	
<b>Net Cash from Capital Activities</b>		<b>(6,557,187)</b>	<b>(7,642,097)</b>	<b>(7,642,097)</b>	<b>(3,467,940)</b>	<b>4,174,157</b>	
<b>Financing</b>							
Transfer to Reserves	6	(1,226,641)	(1,226,641)	(1,226,641)	(1,206,034)	20,607	(1.68%)
Transfer from Reserves	6	0	0	0	0	0	
<b>Net Cash from Financing Activities</b>		<b>(1,226,641)</b>	<b>(1,226,641)</b>	<b>(1,226,641)</b>	<b>(1,206,034)</b>	<b>20,607</b>	
<b>Net Operations, Capital and Financing</b>		<b>(3,082,977)</b>	<b>(5,858,379)</b>	<b>(5,858,379)</b>	<b>1,502,612</b>	<b>7,360,990</b>	
<b>Opening Funding Surplus(Deficit)</b>	2	<b>3,082,977</b>	<b>5,607,420</b>	<b>5,607,420</b>	<b>5,607,420</b>	<b>0</b>	<b>0.00%</b>
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>(250,959)</b>	<b>(250,959)</b>	<b>7,110,032</b>	<b>7,360,990</b>	

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 June 2020**

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>	\$	\$	\$	\$	%	
<b>* Includes Non- Operating Grants</b>						
Governance	80	80	80	0	0.00%	
General Purpose Funding - Rates	4,309,096	4,309,096	4,274,148	(34,948)	(0.81%)	
General Purpose Funding - Other	2,342,020	2,342,020	4,229,287	1,887,267	80.58%	▲
Law, Order and Public Safety	12,265	12,265	11,029	(1,236)	(10.08%)	
Health	6,104	6,104	9,774	3,670	60.12%	
Education and Welfare	147,610	147,610	123,650	(23,960)	(16.28%)	▼
Housing	29,500	29,500	47,151	17,651	59.83%	▲
Community Amenities	140,797	140,797	118,611	(22,186)	(15.76%)	▼
Recreation and Culture	1,329,126	1,329,126	729,169	(599,957)	(45.14%)	▼
Transport	2,901,432	2,901,432	2,816,751	(84,681)	(2.92%)	
Economic Services	436,249	436,249	178,225	(258,024)	(59.15%)	▼
Other Property and Services	119,900	119,900	105,989	(13,911)	(11.60%)	▼
<b>Total Operating Revenue</b>	<b>11,774,179</b>	<b>11,774,179</b>	<b>12,643,863</b>	<b>869,685</b>		
<b>Operating Expense</b>						
Governance	(712,260)	(712,260)	(548,557)	(163,703)	(22.98%)	▼
General Purpose Funding	(266,293)	(266,293)	(212,705)	(53,588)	(20.12%)	▼
Law, Order and Public Safety	(234,731)	(234,731)	(159,204)	(75,527)	(32.18%)	▼
Health	(111,826)	(111,826)	(88,472)	(23,354)	(20.88%)	▼
Education and Welfare	(747,548)	(747,548)	(549,719)	(197,828)	(26.46%)	▼
Housing	(34,500)	(34,500)	(36,231)	(1,731)	5.02%	
Community Amenities	(697,396)	(697,396)	(452,450)	(244,946)	(35.12%)	▼
Recreation and Culture	(1,644,352)	(1,644,352)	(1,331,758)	(312,594)	(19.01%)	▼
Transport	(7,329,061)	(7,329,061)	(7,503,113)	(174,051)	2.37%	
Economic Services	(850,738)	(850,738)	(454,656)	(396,082)	(46.56%)	▼
Other Property and Services	(310,833)	(310,833)	(85,759)	(225,074)	(72.41%)	▼
<b>Total Operating Expenditure</b>	<b>(12,939,539)</b>	<b>(12,939,539)</b>	<b>(11,422,624)</b>	<b>(1,516,915)</b>		
<b>Funding Balance Adjustments</b>						
Add back Depreciation	6,933,817	6,933,817	7,158,515	224,698	3.24%	
Adjust (Profit)/Loss on Asset Disposal	9,711	9,711	16,097	6,386	65.76%	
Adjust Provisions	-	0	16,380	16,380		▲
<b>Net Cash from Operations</b>	<b>5,778,168</b>	<b>5,778,168</b>	<b>8,412,232</b>	<b>2,634,064</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	39,500	39,500	50,545	11,045	27.96%	▲
<b>Total Capital Revenues</b>	<b>39,500</b>	<b>39,500</b>	<b>50,545</b>	<b>11,045</b>		
<b>Capital Expenses</b>						
Land and Buildings	(2,805,506)	(2,805,506)	(2,066,401)	(739,105)	(26.34%)	▼
Furniture and Equipment	(35,000)	(35,000)	(22,205)	(12,795)	(36.56%)	▼
Plant and Equipment	(848,380)	(848,380)	(687,827)	(160,553)	(18.92%)	▼
Infrastructure - Roads	(5,552,017)	(5,552,017)	(2,815,635)	(2,736,382)	(49.29%)	▼
Infrastructure - Airports	(92,500)	(92,500)	(42,500)	(50,000)	(54.05%)	▼
Infrastructure - Other	(1,116,002)	(1,116,002)	(119,564)	(996,438)	(89.29%)	▼
<b>Total Capital Expenditure</b>	<b>(10,449,405)</b>	<b>(10,449,405)</b>	<b>(5,754,131)</b>	<b>(4,695,274)</b>		
<b>Net Cash from Capital Activities</b>	<b>(10,409,905)</b>	<b>(10,409,905)</b>	<b>(5,703,586)</b>	<b>(4,706,319)</b>		
Transfer to Reserves	(1,226,641)	(1,226,641)	(1,206,034)	20,607	(1.68%)	
Transfer from Reserves	0	0	0	0		
<b>Net Cash from Financing Activities</b>	<b>(1,226,641)</b>	<b>(1,226,641)</b>	<b>(1,206,034)</b>	<b>20,607</b>		
<b>Net Operations, Capital and Financing</b>	<b>(5,858,378)</b>	<b>(5,858,378)</b>	<b>1,502,612</b>	<b>7,360,990</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>5,607,420</b>	<b>5,607,420</b>	<b>5,607,420</b>	<b>0</b>	<b>0.00%</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>(250,959)</b>	<b>(250,959)</b>	<b>7,110,032</b>	<b>7,360,990</b>		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 1 for an explanation of the reasons for the variance.

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



**SHIRE OF MEEKATHARRA**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 June 2020**

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
<b>Operating Revenues</b>	\$	\$	\$	\$
Governance	80	0	80	80
General Purpose Funding - Rates	4,180,542	128,554	4,309,096	4,309,096
General Purpose Funding - Other	4,136,885	(1,794,865)	2,342,020	2,342,020
Law, Order and Public Safety	12,150	115	12,265	12,265
Health	6,104	0	6,104	6,104
Education and Welfare	147,614	(4)	147,610	147,610
Housing	29,500	0	29,500	29,500
Community Amenities	140,797	0	140,797	140,797
Recreation and Culture	1,329,126	0	1,329,126	1,329,126
Transport	2,583,992	317,440	2,901,432	2,901,432
Economic Services	190,249	246,000	436,249	436,249
Other Property and Services	119,900	0	119,900	119,900
<b>Total Operating Revenue</b>	<b>12,876,989</b>	<b>(1,102,760)</b>	<b>11,774,179</b>	<b>11,774,179</b>
<b>Operating Expense</b>				
Governance	(712,260)	0	(712,260)	(712,260)
General Purpose Funding	(230,293)	(36,000)	(266,293)	(266,293)
Law, Order and Public Safety	(234,731)	0	(234,731)	(234,731)
Health	(111,826)	0	(111,826)	(111,826)
Education and Welfare	(813,203)	65,655	(747,548)	(747,548)
Housing	(29,500)	(5,000)	(34,500)	(34,500)
Community Amenities	(697,396)	0	(697,396)	(697,396)
Recreation and Culture	(1,679,532)	35,179	(1,644,352)	(1,644,352)
Transport	(7,316,726)	(12,335)	(7,329,061)	(7,329,061)
Economic Services	(590,781)	(259,957)	(850,738)	(850,738)
Other Property and Services	(294,333)	(76,500)	(310,833)	(310,833)
<b>Total Operating Expenditure</b>	<b>(12,650,581)</b>	<b>(288,958)</b>	<b>(12,939,539)</b>	<b>(12,939,539)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	6,933,817	0	6,933,817	6,933,817
Adjust (Profit)/Loss on Asset Disposal	9,711	0	9,711	9,711
Adjust Provisions and Accruals	0	0	0	0
<b>Net Cash from Operations</b>	<b>7,169,885</b>	<b>(1,391,718)</b>	<b>5,778,168</b>	<b>5,778,168</b>
<b>Capital Revenues</b>				
Proceeds from Disposal of Assets	39,500	0	39,500	39,500
<b>Total Capital Revenues</b>	<b>39,500</b>	<b>0</b>	<b>39,500</b>	<b>39,500</b>
<b>Capital Expenses</b>				
Land and Buildings	(2,573,433)	(232,073)	(2,805,506)	(2,805,506)
Furniture and Equipment	(63,000)	28,000	(35,000)	(35,000)
Plant and Equipment	(354,000)	(494,380)	(848,380)	(848,380)
Infrastructure - Roads	(4,994,918)	(557,099)	(5,552,017)	(5,552,017)
Infrastructure - Footpaths	0	0	0	0
Infrastructure - Airports	(58,667)	(33,833)	(92,500)	(92,500)
Infrastructure - Other	(1,021,703)	(94,299)	(1,116,002)	(1,116,002)
<b>Total Capital Expenditure</b>	<b>(9,065,721)</b>	<b>(1,383,684)</b>	<b>(10,449,405)</b>	<b>(10,449,405)</b>
<b>Net Cash from Capital Activities</b>	<b>(9,026,221)</b>	<b>(1,383,684)</b>	<b>(10,409,905)</b>	<b>(10,409,905)</b>
<b>Financing</b>				
Transfer to Reserves	(1,226,641)	0	(1,226,641)	(1,226,641)
Transfer from Reserves	0	0	0	0
<b>Net Cash from Financing Activities</b>	<b>(1,226,641)</b>	<b>0</b>	<b>(1,226,641)</b>	<b>(1,226,641)</b>
<b>Net Operations, Capital and Financing</b>	<b>(3,082,977)</b>	<b>(2,775,402)</b>	<b>(5,858,378)</b>	<b>(5,858,378)</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>3,082,977</b>	<b>2,524,443</b>	<b>5,607,420</b>	<b>5,607,420</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>(250,959)</b>	<b>(250,959)</b>	<b>(250,959)</b>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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SHIRE OF MEEKATHARRA  
STATEMENT OF FINANCIAL ACTIVITY  
(By Program)  
For the Period Ended 30 June 2020

**Note 1: EXPLANATION OF MATERIAL VARIANCES**

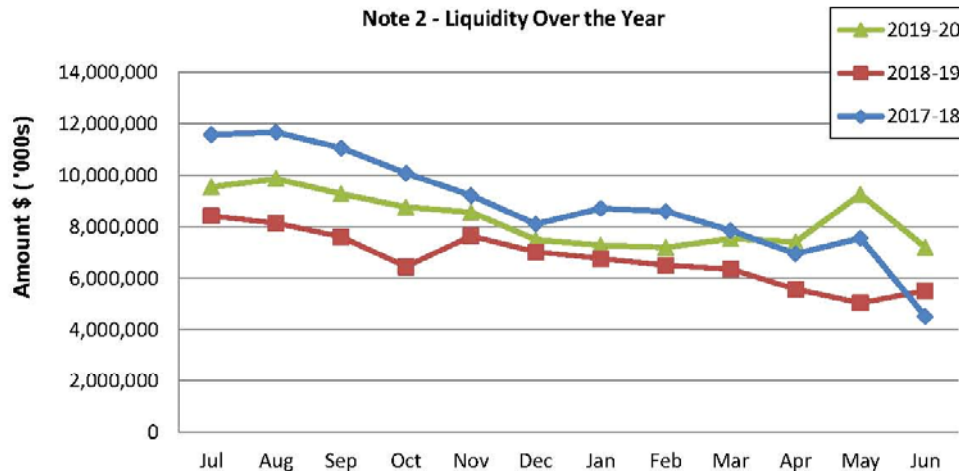
BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	0	0.00%			Under variance reporting threshold
General Purpose Funding - Rates	(34,948)	(0.81%)			Under variance reporting threshold
General Purpose Funding - Other	1,887,267	80.58%	▲	Permanent	The Shire has received an advanced payment for the FAGS grants 20/21 totalling \$1.9m, Investment interest was \$20k lower than budgeted due to lower than budgeted interest rates
Law, Order and Public Safety	(1,236)	(10.08%)			Under variance reporting threshold
Health	3,670	60.12%			Under variance reporting threshold
Education and Welfare	(23,960)	(16.23%)	▼	Permanent	Budgeted grant income for the Youth Centre did not eventuate, and CDO income was \$12k lower than budgeted. These are offset by lower expenditure.
Housing	17,651	59.83%	▲	Permanent	Staff Utility usage reimbursements are higher than budget. These will be offset by higher expenditure.
Community Amenities	(22,186)	(15.76%)	▼	Permanent	Burial charges Revenue is \$15k lower than budget.
Recreation and Culture	(599,957)	(45.14%)	▼	Permanent	Recreation grant income budgeted in relation to Lloyds renovations has not been received yet. This is offset by lower expenditure and is deferred until FY21.
Transport	(84,681)	(2.92%)			Under variance reporting threshold
Economic Services	(258,024)	(59.15%)	▼	Permanent	Tourism and Area promotion revenue is \$47k lower than budget, these funds were not received due to restrictions in place re COVID19. Grant revenue of \$246k for Combatting pests has not been received yet. There will be an offsetting reduction in expenditure.
Other Property and Services	(13,911)	(11.60%)	▼	Permanent	Standpipe \$14k and Fuel rebate \$18k are higher than budgeted, reimbursements & rebates are \$45k lower than budget.
<b>Operating Expense</b>					
Governance	(163,703)	(22.98%)	▼	Permanent	Lower expenditure to budget are lower in Members expenses relating to donations - \$55k, general Members expenses - \$51k and Admin overheads \$68k. Higher audit fees of \$10k to Annual budget due to costs associated with the Financial Management Review.
General Purpose Funding	(53,588)	(20.12%)	▼	Permanent	Lower annual expenditure in Legal expenses and administration of \$50k, Doubtful debts provision of \$10k, may be taken up with End Of Year processes
Law, Order and Public Safety	(75,527)	(32.18%)	▼	Permanent	Expense in Animal Control and Ranger Services are \$23k lower than budget and Fire and SES operations (particularly vehicles costs - \$26k) are \$52k lower than budget.
Health	(23,354)	(20.88%)	▼	Permanent	Consultants fees and other expenses are \$19k lower than budget.
Education and Welfare	(197,828)	(26.46%)	▼	Permanent	Youth Centre costs are \$121k lower than budget. CDO expenses are \$67k lower than budget. General Education expenses are \$10k lower than budget.
Housing	1,731	5.02%			Under variance reporting threshold
Community Amenities	(244,946)	(35.12%)	▼	Permanent	Sanitation costs (in the main litter control \$37k) are \$51k and Town Planning expenses are \$96k (mainly due to a delay in \$75k expenses relating to Industrial are planning) lower than budget. Other Community amenities including Tyre recycling, Public toilets and cemetery maintenance are \$93k lower than budget. There are some items that will be offset by lower expenditure.
Recreation and Culture	(312,594)	(19.01%)	▼	Permanent	Depreciation \$32k, Rec Officer expenses \$63k, Other recreation including parks and ovals maintenance \$123k, and Other Culture and libraries \$57k, Swimming Pool \$53k all lower than budget. There have been reduced activities with COVID 19 restrictions
Transport	174,051	2.37%			Under variance reporting threshold
Economic Services	(396,082)	(46.56%)	▼	Permanent	Tourism expenditure including events and contributions are \$140k lower than expenditure due to COVID19 restrictions. Combatting pests expenditure of \$246k has not yet occurred.
Other Property and Services	(225,074)	(72.41%)	▼	Permanent	Recoveries are lower than budget due to lower expenditure and recovery. There will be further movements as year end processes occur to ensure that these balance out.
<b>Funding Balance Adjustments</b>					
Add back Depreciation	224,698	3.24%			Under variance reporting threshold
Adjust (Profit)/Loss on Asset Disposal	6,386	65.76%			Under variance reporting threshold
<b>Capital Revenues</b>					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	(532,162)	(19.23%)	▼		This variance relates to the funding for Lloyd renovations that has not been received in FY20. This has been budgeted in FY21.
Proceeds from Disposal of Assets	11,045	27.96%	▲		Higher trade ins for vehicles than budgeted.
<b>Capital Expenses</b>					
Land and Buildings	(739,105)	(26.34%)	▼		Refer to Note 8A for project details
Furniture and Equipment	(12,795)	(96.56%)	▼		Refer to Note 8A for project details
Plant and Equipment	(160,553)	(18.92%)	▼		Refer to Note 8A for project details
Infrastructure - Roads	(2,736,382)	(49.29%)	▼		Refer to Note 8A for project details
Infrastructure - Airports	(50,000)	(54.05%)	▼		Refer to Note 8A for project details
Infrastructure - Other	(996,438)	(89.29%)	▼		Refer to Note 8A for project details
<b>Opening Funding Surplus(Deficit)</b>	0	0.00%			Under variance reporting threshold



**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

**Note 2: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)				
Note	YTD 30 Jun 2020	Previous Month	YTD 30 Jun 2019	
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	3	5,613,933	7,644,897	4,231,648
Cash Restricted Reserves	3	21,280,349	20,074,315	20,167,394
Cash Restricted - Bonds to be allocated		0	851	93,079
Receivables - Rates and Rubbish	5	1,362,717	1,428,462	790,994
Receivables -Other	5	119,222	152,631	1,139,772
Interest / ATO Receivable/Trust		129,375	38,372	153,449
Inventories		73,206	95,259	90,303
		<b>28,578,802</b>	<b>29,434,788</b>	<b>26,666,641</b>
<b>Less: Current Liabilities</b>				
Payables		(96,061)	(98,937)	(798,748)
Bonds Held		(92,360)	(92,360)	(93,079)
Provisions		(354,285)	(350,694)	(350,694)
		<b>(542,706)</b>	<b>(541,991)</b>	<b>(1,242,521)</b>
Less: Cash Reserves	6	(21,280,349)	(20,074,315)	(20,167,394)
Plus Provisions		354,285	350,694	350,694
<b>Net Current Funding Position</b>		<b>7,110,032</b>	<b>9,169,176</b>	<b>5,607,419</b>

**Note 2 - Liquidity Over the Year****Comments - Net Current Funding Position**

The Auditor General recommended that Local Government should recognise Bonds and funds controlled as Municipal funds, as opposed to previously being recognised as Trust Funds. The Accounts now show funds held as restricted with an offsetting liability. The Trust fund should only hold funds not controlled by the Shire.

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

**Note 3: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Bonds \$	Balance of Account \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>							
Municipal Bank Account	Variable	172,837		0	172,837	Westpac	At Call
Air BP	Variable	61,510			61,510	Westpac	At Call
Maxi Account	Variable	5,332,540		92,360	5,424,899	Westpac	At Call
(b) <b>Term Deposits</b>							
74-758-0859	1.00%		21,280,349		21,280,349	NAB	26-Jun-21
<b>Total</b>		5,566,886	21,280,349	92,360	26,939,595		

**Comments/Notes - Investments**

- \* This note reflects the Actual Bank Balances as per the Shire Bank Statements.
- \* Any difference between the amounts shown at this note compared to Note 2 will be due to undeposited funds and unrepresented payments.
- \* The Auditor General recommended that Local Government should recognise Bonds and funds controlled as Municipal funds, as opposed to previously being recognised as Trust Funds. The Trust fund should only hold funds not controlled by the Shire.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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SHIRE OF MEEKATHARRA  
Budget Amendments  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY

GL Account Code	Increase/ Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Adopted Budget</b>					\$	\$	\$	\$
	↑		OCM 21/9/2019 9.2.4	Unaudited Budget Surplus	3,082,977	5,701,812		2,618,835	0	2,618,835
	↓		OCM 13/12/2019 9.2.7	Audited Budget Surplus	5,701,812	5,607,420		0	(94,392)	2,524,443
<b>Revenue</b>										
0031	↑	RATES RAISED	OCM 21/9/2019 9.2.4	Operating Revenue	4,178,603	4,307,157		128,554	0	2,652,997
0181	↓	FINANCIAL ASSISTANCE GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	2,369,226	1,139,512		0	1,229,714	1,423,283
0211	↓	LOCAL ROAD GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	1,136,498	571,347		0	565,151	858,132
1563	↑	DFES OPERATING GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	5,252	5,367		115	0	858,247
4591	↑	MAINROADS DIRECT GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	280,305	298,971		18,666	0	876,913
2419	↓	YOUTH GRANT O.S.H.C.	OCM 21/9/2019 9.2.4	Operating Revenue	26,172	13,086		0	13,086	863,827
1953	↑	ANIMAL CONTROL - COMBATTING PESTS (MRBA)	OCM 21/3/2020 9.2.4	Operating Revenue	0	246,000		246,000	0	1,109,827
2419	↑	YOUTH GRANT O.S.H.C.	OCM 21/3/2020 9.2.4	Operating Revenue	13,086	26,168		13,082	0	1,122,909
<b>Non- Operating Revenue</b>										
4621	↑	R2R (ROADS TO RECOVERY) GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	628,495	785,619		157,124	0	1,280,033
4691	↑	MAINROADS ROAD PROJECT GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	158,350	300,000		141,650	0	1,421,683
<b>Operating Expenditure</b>										
3625	↑	ACTIVITIES - RECREATION OFFICER	OCM 20/7/2019 9.4.1	Operating Expenses	22,000	25,330		0	3,330	1,418,353
0692	↑	CONSULTING FEES - LAND SURVEY OVAL	OCM 17/8/2019 9.4.2	Operating Expenses	0	11,500		0	11,500	1,406,853
0692	↑	CONSULTING FEES - LANDOR RD BUSINESS CASE	OCM 21/9/2019 9.2.4	Operating Expenses	0	30,000		0	30,000	1,376,853
4820	↓	STREET MAINTENANCE - KERB NUMBERING	OCM 21/9/2019 9.2.4	Operating Expenses	6,000	0		6,000	0	1,382,853
0953	↑	1/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,380,353
0954	↑	2/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,377,853
1902	↑	CONTROL EXPENSES - COMBATTING PESTS (MRBA)	OCM 21/3/2020 9.2.4	Operating Expenses	74,994	320,994		0	246,000	1,131,853
CD5	↓	BIG HOOHAA / TOURING PERFORMERS	OCM 21/3/2020 9.2.4	Operating Expenses	8,000	8,000		0	0	1,131,853
2422	↓	YOUTH SALARIES	OCM 21/3/2020 9.2.4	Operating Expenses	165,655	100,000		65,655	0	1,197,508
3617	↓	SPORT & REC SALARIES	OCM 21/3/2020 9.2.4	Operating Expenses	98,687	50,000		48,687	0	1,246,195
5052	↑	AIRPORT MAINTENANCE	OCM 21/3/2020 9.2.4	Operating Expenses	47,550	60,000		0	12,450	1,233,745
5926	↑	MAINTENANCE TRAILS & LOOKOUTS	OCM 21/3/2020 9.2.4	Operating Expenses	16,043	30,000		0	13,957	1,219,788
5021	↑	AERODROME CONSULTANTS	OCM 21/3/2020 9.2.4	Operating Expenses	21,115	27,000		0	5,885	1,213,903
3362	↑	TOWN HALL MAINTENANCE & CLEANING	OCM 21/3/2020 9.2.4	Operating Expenses	34,822	45,000		0	10,178	1,203,725
8022	↑	ENGINEERING OFFICE & OTHER EXPENSES	OCM 21/3/2020 9.2.4	Operating Expenses	2,000	9,000		0	7,000	1,196,725
0702	↑	LEGAL EXPENSES	OCM 21/3/2020 9.2.4	Operating Expenses	12,000	40,000		0	28,000	1,168,725
0555	↑	SUNDRY DEBTORS WRITE OFF	OCM 16/5/2020 9.2.4	Operating Expenses	5,000	29,000		0	24,000	1,144,725
0233	↑	RATES WRITE OFF	OCM 16/5/2020 9.2.4	Operating Expenses	10,000	22,000		0	12,000	1,132,725
								0	0	1,132,725

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020  
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**SHIRE OF MEEKATHARRA**  
**Budget Amendments**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**

GL Account Code	Increase/ Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
<b>Non- Operating Expenditure</b>										
4015	↑	LIONS PARK	OCM 20/7/2019 9.4.1	Capital Expenses	0	57,000		0	57,000	1,075,725
3694	↑	POOL FENCE	OCM 21/9/2019 9.2.1	Capital Expenses	0	14,190			14,190	1,061,535
0935	↑	1/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,308		0	5,308	1,056,227
0936	↑	2/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,307		0	5,307	1,050,920
4191	↑	LLOYDS RENOVATIONS	OCM 21/9/2019 9.2.4	Capital Expenses	2,200,000	2,428,876		0	228,876	822,044
RR67	↑	ASHBURTON DOWNS ROAD RRG SLK 76-86	OCM 21/9/2019 9.2.4	Capital Expenses	237,525	497,500		0	259,975	562,069
A67	↑	ASHBURTON DOWNS ROAD R2R SLK 27-34.56	OCM 21/9/2019 9.2.4	Capital Expenses	700,000	857,124		0	157,124	404,945
5124	↑	TRUCKS - MACK TRUCK FITOUTS	OCM 21/9/2019 9.2.4	Capital Expenses	0	494,380		0	494,380	(89,435)
1216	↑	AIRPORT POWER POLES	OCM 21/9/2019 9.2.4	Capital Expenses	8,667	42,500		0	33,833	(123,268)
5389	↑	MEEKA TOWN HERITAGE WALK - BOLLARDS	OCM 21/9/2019 9.2.4	Capital Expenses	0	10,000		0	10,000	(133,268)
C1	↑	MT CLERE ROAD CONSTRUCTION	OCM 21/9/2019 9.2.4	Capital Expenses	709,000	849,000		0	140,000	(273,268)
3285	↓	NANNINE CEMETERY - FENCE	OCM 21/3/2020 9.2.4	Capital Expenses	28,000	8,700		19,300	0	(253,968)
HC07	↓	HALL - FENCE BETWEEN KITCHEN AND LANEWAY	OCM 21/3/2020 9.2.4	Capital Expenses	8,000	2,550		5,450	0	(248,518)
HC08	↑	HALL - COOLROOM RENEWAL	OCM 21/3/2020 9.2.4	Capital Expenses	0	8,000		0	8,000	(256,518)
3666	↓	POOL - CHANGEROOMS/TOILETS	OCM 21/3/2020 9.2.4	Capital Expenses	16,292	6,324		9,968	0	(246,550)
SR08	↓	PICTURE GARDENS - F&E - REPLACE FENCING	OCM 21/3/2020 9.2.4	Capital Expenses	28,000	0		28,000	0	(218,550)
3804	↑	PICTURE GARDENS - INFRAS. - REPLACE FENCING	OCM 21/3/2020 9.2.4	Capital Expenses	0	32,409		0	32,409	(250,959)
							0	3,507,087	3,569,261	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020  
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**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2020**

**Note 5: RECEIVABLES**

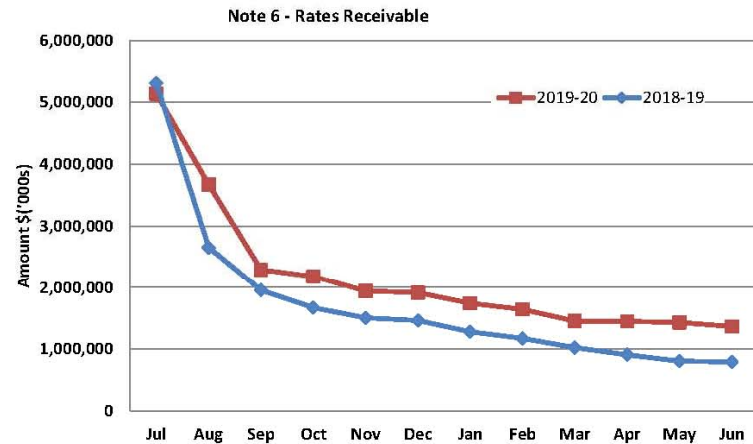
**Receivables - Rates and Rubbish Receivable**

Opening Arrears Previous Years  
Levied this year  
Less Collections to date  
Equals Current Outstanding

**Net Rates and Rubbish Collectable**  
% Collected

Note 2

YTD 30 Jun 2020	30/06/2019
\$	\$
790,994	790,994
4,375,770	
(3,804,048)	
<b>1,362,717</b>	<b>790,994</b>
<b>1,362,717</b>	<b>790,994</b>
73.63%	



**Receivables - General**

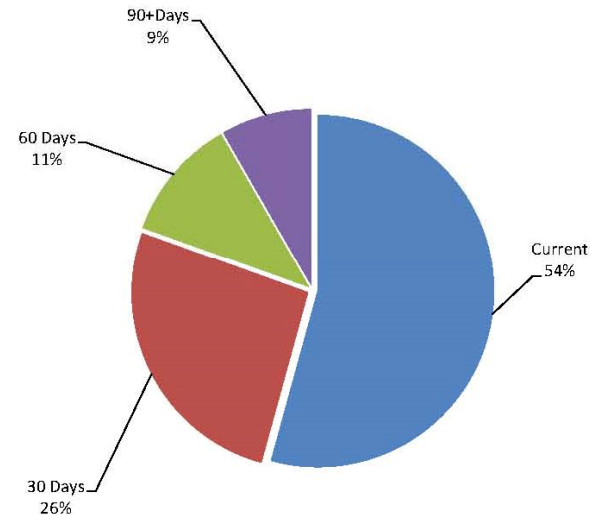
Receivables - Sundry Debtors

**Total Sundry Debtors**

Amounts shown above include GST (where applicable)

Current	30 Days	60 Days	90+Days
\$	\$	\$	\$
173,562	83,836	35,844	26,540
<b>319,782</b>			

**Note 6 - Accounts Receivable (non-rates)**



**Comments/Notes - Receivables Rates**

Rates were levied on 25 July 2019  
Full Payment or Instalment 1 due 2 September 2019  
Instalment 2 due 6 November 2019  
Instalment 3 due 10 January 2020  
Instalment 4 due 17 March 2020

**Comments/Notes - Receivables General**



SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2020

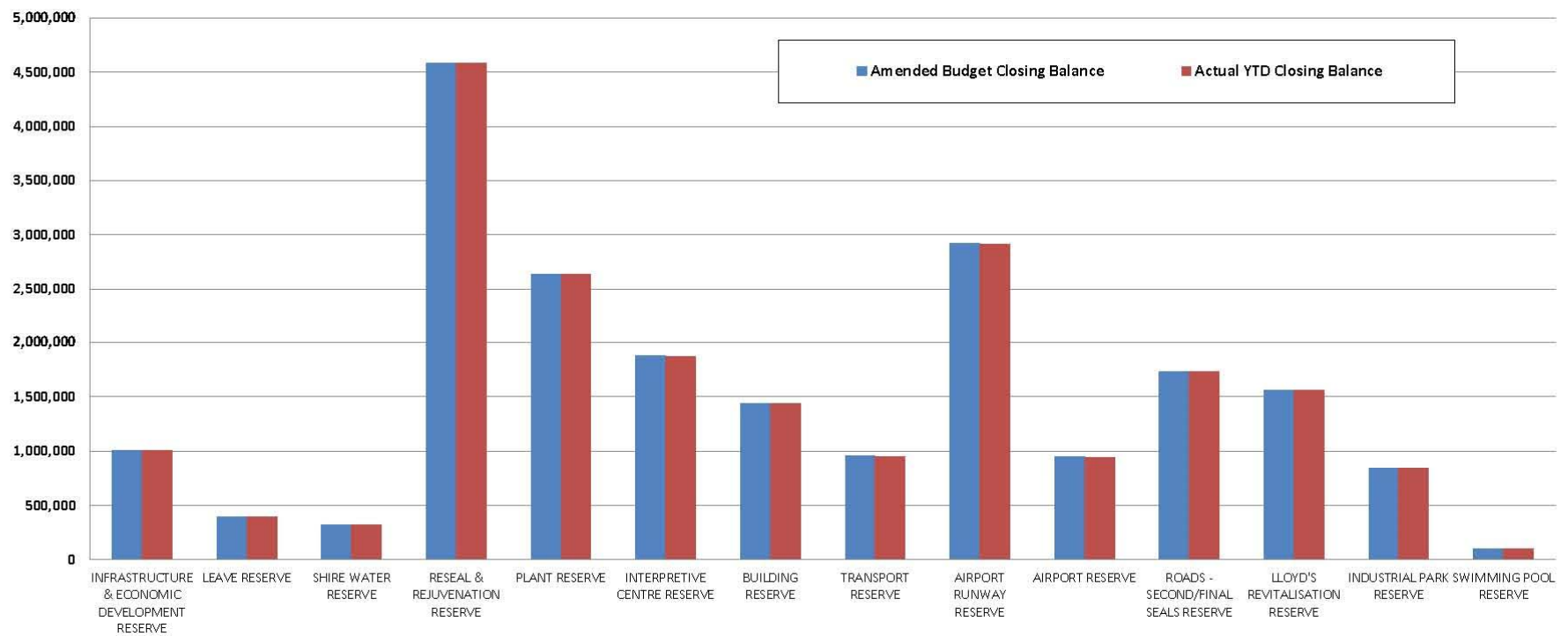
**Note 6: Cash Backed Reserves**

Name	Actual Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
INFRASTRUCTURE & ECONOMIC DEVELOPMENT RESERVE	984,234	24,114	23,066	0	0	0	0	1,008,348	1,007,301
LEAVE RESERVE	385,189	9,437	9,027	0	0	0	0	394,626	394,216
SHIRE WATER RESERVE	312,137	7,647	7,315	0	0	0	0	319,784	319,452
RESEAL & REJUVENATION RESERVE	4,006,542	98,160	93,896	479,680	479,680	0	0	4,584,382	4,580,118
PLANT RESERVE	2,573,716	62,297	60,317	0	0	0	0	2,636,013	2,634,032
INTERPRETIVE CENTRE RESERVE	1,829,622	44,826	42,878	0	0	0	0	1,874,448	1,872,501
BUILDING RESERVE	1,403,941	34,397	32,902	0	0	0	0	1,438,338	1,436,843
TRANSPORT RESERVE	929,893	22,782	21,793	0	0	0	0	952,675	951,686
AIRPORT RUNWAY RESERVE	2,847,311	69,759	66,728	0	0	0	0	2,917,070	2,914,039
AIRPORT RESERVE	922,337	22,597	21,616	0	0	0	0	944,934	943,953
ROADS - SECOND/FINAL SEALS RESERVE	1,687,914	41,354	39,557	0	0	0	0	1,729,268	1,727,471
LLOYD'S REVITALISATION RESERVE	1,319,317	32,323	30,919	205,900	205,900	0	0	1,557,540	1,556,137
INDUSTRIAL PARK RESERVE	822,160	20,143	19,268	0	0	0	0	842,303	841,428
SWIMMING POOL RESERVE	50,000	1,225	1,172	50,000	50,000	0	0	101,225	101,172
	<b>20,074,315</b>	<b>491,061</b>	<b>470,454</b>	<b>735,580</b>	<b>735,580</b>	<b>0</b>	<b>0</b>	<b>21,300,956</b>	<b>21,280,349</b>

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2020

Note 6: Cash Backed Reserves cont'd

Year To Date Reserve Balance to End of Year Estimate



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2020

**Note7: GRANTS**

Program/Details GL	TYPE		2019-20 Original Budget	Variations Additions (Deletions)	2019-20 Amended Budget	Operating	Non- Operating	Recoup Status	
								Received	Balance
			\$	\$		\$	\$	\$	\$
<b>General Purpose Funding</b>									
0181	Operating Grant	Financial Assistance Grant	2,369,226	(1,229,714)	1,139,512	1,139,512	0	2,333,484	(1,193,972)
0211	Operating Grant	Local Road Grant	1,136,498	(565,151)	571,347	571,347	0	1,279,894	(708,547)
<b>Law, Order, Public Safety</b>									
1563	Operating Grant	D.F.E.S. Operating Grant	5,252	115	5,367	5,367	0	5,904	(537)
2003	Operating Grant	S.E.S. Operating Grant	2,898	0	2,898	2,898	0	4,101	(1,203)
<b>Education &amp; Welfare</b>									
2417	Operating Grant	Misc Youth - Grants Other	10,000	0	10,000	10,000	0	0	10,000
2419	Operating Grant	Youth Grant - O.S.H.C. Program	26,172	(4)	26,168	26,168	0	26,168	0
2421	Operating Grant	Youth Services Grant - D.C.P. - W.A.	85,642	0	85,642	85,642	0	85,956	(314)
<b>Recreation And Culture</b>									
3626	Operating Grant	Miscellaneous Grants - Rec Off	10,000	0	10,000	10,000	0	0	10,000
3713	Operating Grant	Recreation Grants	10,000	0	10,000	10,000	0	0	10,000
4163	Non-Operating	Misc Grants	1,000,000	0	1,000,000	0	1,000,000	419,452	580,548
3873	Non-Operating	Lotterywest Grant	200,000	0	200,000	0	200,000	200,000	0
<b>Transport</b>									
4591	Operating Grant	Mrd - Direct Grant	280,305	18,666	298,971	298,971	0	298,971	0
4651	Operating Grant	Royalties For Regions Grant - Direct	0	0	0	0	0	0	0
4843	Operating Grant	Street - Lighting - Operating Grant	5,192	0	5,192	5,192	0	5,416	(224)
4601	Non-Operating	Wandrra - Natural Disaster	482,189	0	482,189	0	482,189	530,575	(48,386)
4621	Non-Operating	R2R Grant	628,495	157,124	785,619	0	785,619	785,619	0
4691	Non-Operating	Mrd Road Project Grant	158,350	141,650	300,000	0	300,000	300,000	0
<b>Economic Services</b>									
5391	Operating Grant	Fundraising Misc Income	6,000	0	6,000	6,000	0	0	6,000
5723	Operating Grant	Grant Income - Combating Pests (Meekatharra Rangelands Biosecurity Assoc.)	0	246,000	246,000	246,000	0	0	246,000
<b>TOTALS</b>			<b>6,416,218</b>	<b>(1,231,314)</b>	<b>5,184,904</b>	<b>2,417,096</b>	<b>2,767,808</b>	<b>6,275,539</b>	<b>(1,090,634)</b>
<b>Operating Grant</b>			3,947,184		2,417,096			4,039,893	(1,622,797)
<b>Non-Operating</b>			2,469,034		2,767,808			2,235,646	532,162
			<b>6,416,218</b>		<b>5,184,904</b>			<b>6,275,539</b>	<b>(1,090,634)</b>



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020  
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SHIRE OF MEEKATHARRA NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30 June 2020								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Buildings</b>								
ADMIN BUILDING IMPROVEMENTS	1328	100,000	0	100,000	100,000	5,872	(94,128)	Four jobs to be carried over to FY21
LOT 852 KIDS ZONE BUILDING - RENEWAL & NEW	2439	5,216	0	5,216	5,216	0	(5,216)	Project cancelled
HOUSING - CAPITAL IMPROVEMENTS	2704	172,425	10,615	183,040	183,040	113,420	(69,620)	Some improvements to be carried over to FY21
TOWN HALL - BUILDING	3544	47,000	2,550	49,550	49,550	17,281	(32,269)	
POOL - BUILDINGS	3666	16,292	-9,968	6,324	6,324	1,241	(5,083)	Project to be carried over to FY21
SPORTS COMPLEX BUILDINGS	3680	26,000	0	26,000	26,000	17,625	(8,375)	Came in under budget
MASONIC LODGE - CAPITAL	4171	3,500	0	3,500	3,500	2,866	(634)	
STAGE 1 - LLOYDS RENOVATIONS	4191	2,200,000	228,876	2,428,876	2,428,876	1,905,096	(523,780)	Will partly carry over, to be addressed in September Budget Review.
AIRPORT - TERMINAL	5219	3,000	0	3,000	3,000	3,000	0	
<b>Buildings Total</b>		<b>2,573,433</b>	<b>232,073</b>	<b>2,805,506</b>	<b>2,805,506</b>	<b>2,066,401</b>	<b>(739,105)</b>	
<b>Furniture &amp; Office Equip.</b>								
COMPUTER EQUIPMENT	1244	35,000	0	35,000	35,000	22,205	(12,795)	To be finalised in FY20
PICTURE GARDENS - FURNITURE & EQUIPMENT	3803	28,000	-28,000	0	0	0	0	
<b>Furniture &amp; Office Equip. Total</b>		<b>63,000</b>	<b>-28,000</b>	<b>35,000</b>	<b>35,000</b>	<b>22,205</b>	<b>(12,795)</b>	
<b>Plant, Equip. &amp; Vehicles</b>								
MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)	5014	10,000	0	10,000	10,000	0	(10,000)	Purchases to be carried over to FY21
DOWN HOLE BORE PUMPS AND TRAILERS	5064	100,000	0	100,000	100,000	0	(100,000)	Purchases to be carried over to FY21
SWEEPER	5094	160,000	0	160,000	160,000	146,320	(13,680)	Came in under budget
TRUCK	5124	0	494,380	494,380	494,380	484,193	(10,187)	Came in under budget
WORKS MANAGER VEHICLE	5144	64,000	0	64,000	64,000	57,314	(6,686)	Came in under budget
ENGINES & PUMPS (> \$5,000 OTHERWISE USE GL4810)	5154	20,000	0	20,000	20,000	0	(20,000)	Purchases to be carried over to FY21
<b>Plant, Equip. &amp; Vehicles Total</b>		<b>354,000</b>	<b>494,380</b>	<b>848,380</b>	<b>848,380</b>	<b>687,827</b>	<b>(160,553)</b>	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020  
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SHIRE OF MEEKATHARRA NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30 June 2020								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Roads Infrastructure</b>								
ROAD CONSTRUCTION VARIOUS	4200	4,994,918	557,099	5,552,017	5,552,017	2,815,635	(2,736,382)	See Note 8b for Road project details
<b>Roads Infrastructure Total</b>		<b>4,994,918</b>	<b>557,099</b>	<b>5,552,017</b>	<b>5,552,017</b>	<b>2,815,635</b>	<b>(2,736,382)</b>	
<b>Footpath Infrastructure</b>								
FOOTPATHS - NEW AND RENEWAL	5046	0	0	0	0	0	0	
<b>Footpath Infrastructure Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Airport Infrastructure</b>								
AIRPORT CONSTRUCTION - RUNWAYS, APRON, LIGHTING AND SERVICES	5104	58,667	33,833	92,500	92,500	42,500	(50,000)	
<b>Airport Infrastructure Total</b>		<b>58,667</b>	<b>33,833</b>	<b>92,500</b>	<b>92,500</b>	<b>42,500</b>	<b>(50,000)</b>	
<b>Other Infrastructure</b>								
MAIN STREET SECURITY CAMERA'S & LIGHTING	2027	55,000	0	55,000	55,000	0	(55,000)	Project cancelled
INDUSTRIAL PARK - CAPITAL WORKS - OTHER INFRASTRUCTURE	3154	500,000	0	500,000	500,000	0	(500,000)	\$75k for research to be carried over to FY21
CEMETERY - OTHER INFRASTRUCTURE	3274	30,000	0	30,000	30,000	0	(30,000)	Project cancelled
NANNINE CEMETERY	3285	28,000	-19,300	8,700	8,700	8,700	0	
TOWN DRINKING FOUNTAIN	3286	6,000	0	6,000	6,000	4,961	(1,039)	
CORNISH LIFT	3624	35,000	0	35,000	35,000	0	(35,000)	May be addressed in September Budget Review
POOL - MAIN POOL, WADING POOL & OTHER INFRASTRUCTURE	3694	0	14,190	14,190	14,190	14,900	710	
PICTURE GARDENS - OTHER INFRASTRUCTURE	3804	0	32,409	32,409	32,409	32,409	(0)	
LUKES PIT WATER SCHEME	3944	30,000	0	30,000	30,000	0	(30,000)	Project to be carried over to FY21
LIONS PARK	4015	0	57,000	57,000	57,000	49,504	(7,496)	Came in under budget
SPEEDWAY/HOTROD/GOKART CAPITAL EXPENSE	4066	10,000	0	10,000	10,000	9,091	(909)	
MAIN STREET SCAPING	4984	20,000	0	20,000	20,000	0	(20,000)	To be partly carried over to FY21
MEEKA NORTH DRIVE - HERITAGE	5387	90,302	0	90,302	90,302	0	(90,302)	Project to be carried over to FY21
MEEKA SOUTH DRIVE - HERITAGE	5388	120,016	0	120,016	120,016	0	(120,016)	Project to be carried over to FY21
MEEKA TOWN WALK - HERITAGE	5389	16,500	10,000	26,500	26,500	0	(26,500)	To be partly carried over to FY21
CANYON TRAIL & BRIDGE - INC. RESEARCH & PLANNING	5390	10,000	0	10,000	10,000	0	(10,000)	Project to be carried over to FY21
MEEKA TOWN DRIVE - HERITAGE	5394	70,885	0	70,885	70,885	0	(70,885)	Project to be carried over to FY21
<b>Other Infrastructure Total</b>		<b>1,021,703</b>	<b>94,299</b>	<b>1,116,002</b>	<b>1,116,002</b>	<b>119,564</b>	<b>(996,438)</b>	
<b>Capital Expenditure Total</b>		<b>9,065,721</b>	<b>1,383,684</b>	<b>10,449,405</b>	<b>10,449,405</b>	<b>5,754,131</b>	<b>(4,695,274)</b>	

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2020

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Town Streets Construction	1261	125,000	125,000	125,000	0	(125,000)	To be carried over to FY21
Grids Construction	1266	150,000	150,000	150,000	38,864	(111,136)	
Water Bores	1268	150,000	150,000	150,000	16,074	(133,926)	To be carried over to FY21
Cut Off Walls And Drainage General	1269	500,000	500,000	500,000	27,860	(472,140)	
Mt Clere Rd - Construction	C1	709,000	849,000	849,000	307,682	(541,318)	To be carried over to FY21
High Street - Construction	C43	60,000	60,000	60,000	0	(60,000)	To be carried over to FY21
Landor Rd - Council Funding	C66	1,006,393	1,006,393	1,006,393	3,000	(1,003,393)	To be carried over to FY21
Ashburton Downs-Meekatharra Rd - Construction	C67	1,125,000	1,125,000	1,125,000	762,528	(362,472)	To be carried over to FY21
Sandstone Rd - Construction	C68	232,000	232,000	232,000	178,038	(53,962)	
Agmn: 888 (Jan 2020) Meekatharra - Mt Clere Rd	FDB1	0	0	0	2,956	2,956	
Agmn: 888 (Jan 2020) Yourio Downs Rd	FDB22	0	0	0	735	735	
Agmn: 888 (Jan 2020) Murchison Downs Rd	FDB30	0	0	0	1,679	1,679	
Agmn: 888 (Jan 2020) Marymia Rd	FDB33	0	0	0	1,092	1,092	
Agmn: 888 (Jan 2020) Bulloo Downs Rd	FDB4	0	0	0	810	810	
Agmn: 888 (Jan 2020) Wiluna North Rd	FDB5	0	0	0	1,129	1,129	
Agmn: 888 (Jan 2020) Landor-Meekatharra Rd	FDB66	0	0	0	2,291	2,291	
Agmn: 888 (Jan 2020) Ashburton Downs - Meekatharra Road	FDB67	0	0	0	4,393	4,393	
Agmn: 888 (Jan 2020) Meekatharra - Sandstone Rd	FDB68	0	0	0	2,459	2,459	
Agmn: 888 (Jan 2020) Paroo Rd	FDB7	0	0	0	970	970	
Agmn: 888 (Jan 2020) Killara Rd	FDB8	0	0	0	535	535	
Agmn: 888 (Jan 2020) Hillview - Murchison Downs Rd	FDB80	0	0	0	200	200	
Agmn: 899 (Feb 2020) Flood Damage - Meekatharra - Mt Clere Road	FDC1	0	0	0	13,147	13,147	
Agmn: 899 (Feb 2020) Flood Damage - Weelarrana Road	FDC18	0	0	0	1,298	1,298	
Agmn: 899 (Feb 2020) Flood Damage - Sylvania Road	FDC19	0	0	0	478	478	
Agmn: 899 (Feb 2020) Flood Damage - Peak Hill - Three Rivers Road	FDC2	0	0	0	1,810	1,810	
Agmn: 899 (Feb 2020) Flood Damage - Turee Creek Road	FDC20	0	0	0	6,444	6,444	
Agmn: 899 (Feb 2020) Flood Damage - Yourio Downs Road	FDC22	0	0	0	976	976	
Agmn: 899 (Feb 2020) Flood Damage - Trillbar Road	FDC24	0	0	0	3,597	3,597	
Agmn: 899 (Feb 2020) Flood Damage - Milgun Yarlalweelor Road	FDC26	0	0	0	5,846	5,846	
Agmn: 899 (Feb 2020) Flood Damage - Woodlands - Mt Augustus Road	FDC28	0	0	0	9,023	9,023	
Agmn: 899 (Feb 2020) Flood Damage - Murchison Downs Road	FDC30	0	0	0	777	777	
Agmn: 899 (Feb 2020) Flood Damage - Munarra Station Road	FDC31	0	0	0	2,025	2,025	
Agmn: 899 (Feb 2020) Flood Damage - Marymia Road	FDC33	0	0	0	2,907	2,907	
Agmn: 899 (Feb 2020) Flood Damage - Bulloo Downs Road	FDC4	0	0	0	2,505	2,505	
Agmn: 899 (Feb 2020) Flood Damage - Mingah Springs Road	FDC41	0	0	0	2,245	2,245	
Agmn: 899 (Feb 2020) Flood Damage - Wiluna North Road	FDC5	0	0	0	4,096	4,096	
Agmn: 899 (Feb 2020) Flood Damage - Tangadee Road	FDC63	0	0	0	4,642	4,642	
Agmn: 899 (Feb 2020) Flood Damage - Jigalong Road	FDC65	0	0	0	5,846	5,846	
Agmn: 899 (Feb 2020) Flood Damage - Landor - Meekatharra Road	FDC66	0	0	0	11,212	11,212	
Agmn: 899 (Feb 2020) Flood Damage - Ashburton Downs Meekatharra Road	FDC67	0	0	0	20,064	20,064	
Agmn: 899 (Feb 2020) Flood Damage - Meekatharra Sandstone Road	FDC68	0	0	0	1,072	1,072	
Agmn: 899 (Feb 2020) Flood Damage - Pingandy Road	FDC69	0	0	0	2,044	2,044	
Agmn: 899 (Feb 2020) Flood Damage - Killara Road	FDC8	0	0	0	378	378	
Agmn: 899 (Feb 2020) Flood Damage - Hillview - Murchison Downs Road	FDC80	0	0	0	1,994	1,994	
Ashburton Rd - Regional Road Group Funding	RR67	237,525	497,500	497,500	501,149	3,649	
#N/A	0	0	0	0	0	0	
<b>Roads Infrastructure Total</b>		<b>4,994,918</b>	<b>5,552,017</b>	<b>5,552,017</b>	<b>2,815,635</b>	<b>(2,736,382)</b>	

Comments

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020  
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SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2020

Note 9: CAPITAL DISPOSALS

Original Budget Profit/(Loss) of Asset Disposal			Current Budget Profit/(Loss) of Asset Disposal			Disposals	Actual YTD			Comments
Net Book Value	Proceeds	Profit (Loss)	Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	
\$	\$	\$				Transport				
42,516	30,000	(12,516)	42,516	30,000	(12,516)	P516 - 2018 Toyota Prado Diesel Wagon (Automatic) (MK151)	49,037	38,545	(10,492)	
3,185	1,500	(1,685)	3,185	1,500	(1,685)	P438 - 2005 Toyota 4 X 4 Landcruiser Utility (1CJF782)	8,150	4,000	(4,150)	
3,510	8,000	4,490	3,510	8,000	4,490	P100 - 2005 Tennant Road Sweeper	9,455	8,000	(1,455)	
					0				0	
					0				0	
					0				0	
49,211	39,500	(9,711)	49,211	39,500	(9,711)		66,642	50,545	(16,097)	

Comments



***ACTIONS TAKEN UNDER DELEGATED POWER REQUIRING NOTIFICATION TO COUNCIL***Write Offs

There were no actions taken under delegated powers in June 2020 that require reporting to Council.

Purchase Orders

There are two purchase orders to be presented to Council as per resolution 9.7.1 from the Ordinary Council Meeting held 18 February 2017.

Order Number	Order Date	Order Value	Creditor Code	Name	Line Description
68645	12/06/2020	50000.00	M175	MTF SERVICES	MAINTENANCE GRADE ON C66- LANDOR -MEEKATHARRA ROAD - SLK 100.00 TO SLK 130.00 ( GRADE , WATER BIND AND ROLL ) VARIOUS SECTIONS AS DIRECTED BY SHIRE WORKS MANAGER . ( PLUS MOBE / DEMOBE ) MTF SERVICES ARE ON REQUEST UNDER TENDER PLANT HIRE / WORKS PROJECTS – HOURLY HIRE BASIS , NUMBER RFT 19/20 - 02, CONTRACTOR ALREADY IN LOCATION - NO QUOTES CALLED
68655#	23/06/2020	19230.20	M175	MTF SERVICES	RFQ 19/20-09 , REQUEST UNDER TENDER PLANT HIRE / WORKS PROJECTS – HOURLY HIRE BASIS , NUMBER RFT 19/20 – 02 -CARRY OUT ROAD WORKS TO RAISE ROAD OVER NEW CULVERTS AT SLK 47.1 ON MEEKATHARRA SANDSTONE RD AS PER TENDER RATES SUBMITTED BY MTF SERVICES MTF WORKING IN AREA REDUCE MOB COSTS

<b>Title/Subject:</b>	<b>OUTSTANDING DEBTORS</b>	
<b>Agenda/Minute Number:</b>	9.2.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	5 July 2020	
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary:**

Attached is a copy of the detailed outstanding Sundry Debtors.

**Background:**

At the end of every month an aged detailed trial balance is performed.

The following applies to all outstanding debtors –

- >30 day – Outstanding debtors with an account older than 30 days are sent a statement
- >60 day – Outstanding debtors with an account older than 60 days or more are sent a reminder letter and are followed up with a phone call and/or email if possible
- >90 day – Outstanding debtors with an account older than 90 days will be sent to a debt collection agent.

**Comment:**

Council policy 4.11 stipulates sundry debt collection. Some matters with particular circumstances may be referred to Council for consideration.

**Consultation:**

Roy McClymont – Chief Executive Officer

Krys East – Deputy Chief Executive Officer

**Statutory Environment:**

Nil

**Policy Implications:**

4.11 Sundry Debt Collection

**Financial Implications:**

Loss of revenue

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy

Seconded: Cr AJ Binsiar

**That Council receives the outstanding monthly Debtor Trial Balance for June 2020.**

**CARRIED 6/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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\*\*\* SHIRE OF MEEKATHARRA \*\*\*

		Debtors Trial Balance						
		As at today						
Debtor #	Name	Credit Limit	03.04.2020	03.05.2020	02.06.2020	02.07.2020	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of					
			Oldest					
			Invoice					
			(90Days)					
V035	28 VILLAGES PTY LTD		0.00	0	0.00	0.00	176.00	176.00
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	0.00	0.00	-137.07
A345	AERODROME MANAGEMENT SERVI		0.00	0	0.00	0.00	53.88	53.88
A092	AEROHIRE PTY LTD		0.00	0	0.00	0.00	51.27	51.27
A119	AEROLANE PTY LTD		0.00	0	59.88	0.00	0.00	59.88
A134	AGSR PTY LTD		0.00	0	0.00	29.93	0.00	29.93
D096	ANDREW PETER DEAN		0.00	0	0.00	0.00	0.00	-26.94
A005	AUSKI INLAND MOTEL		0.00	0	0.00	0.00	176.00	176.00
A017	AUSTRALIAN TAXATION OFFICE		0.00	0	0.00	0.00	0.00	-17.03
B106	BAZDALE INVESTMENTS P/L		0.00	0	0.00	88.00	44.00	132.00
B134	BINSIAR, ANDREW (JNR)		0.00	0	0.00	0.00	0.00	-152.08
B109	BUSSELTON AVIATION PTY LTD		0.00	0	0.00	0.00	56.86	56.86
C152	CATANIA, V		0.00	0	0.00	0.00	43.10	43.10
C110	CATER CARE SERVICES PTY LT		0.00	0	0.00	0.00	176.00	176.00
C113	COBHAM AVIATION		0.00	0	0.00	53228.38	82472.20	135700.58
C011	COMMERCIAL HOTEL		0.00	0	0.00	0.00	74.05	74.05
C021	COMPLETE AVIATION SERVICES		0.00	0	0.00	0.00	48.64	48.64
C065	CONTRACT AQUATIC SERVICES		0.00	0	0.00	1845.04	0.00	1845.04
C0222	CORSAIRE PTY LTD		0.00	0	0.00	0.00	147.44	147.44
D1	DEPARTMENT OF EDUCATION		0.00	0	32904.45	26789.32	0.00	59693.77
H007	DEPARTMENT OF HOUSING		0.00	0	0.00	0.00	160.10	160.10
D054	DORAY MINERALS PTY LTD		21410.72	392	0.00	0.00	62117.15	83527.87
E035	EUREKA OPERATIONS PTY LTD		0.00	0	0.00	0.00	176.00	176.00
L066	FABIAN LOCKYER		375.00	112	0.00	0.00	0.00	375.00
F049	FORTESCUE HELICOPTERS PTY		0.00	0	22.00	22.00	22.00	66.00
F047	FRONTIER HELICOPTERS PTY L		0.00	0	0.00	0.00	0.00	-25.06
G011	GERALDTON AIR CHARTER		0.00	0	0.00	0.00	0.00	-26.93
G108	GIULIANO, JOE TREVOR JOHN		1821.40	164	0.00	765.97	533.25	3120.62
G080	GRBIC, RICKY		1083.99	162	0.00	0.00	0.00	1083.99
G053	GREEN MINING PTY LTD		123.25	1359	0.00	0.00	0.00	123.25
G077	GREY MARE TRANSPORT		574.22	776	0.00	0.00	0.00	574.22
H077	HANDEL AVIATION PTY LTD		0.00	0	0.00	28.43	0.00	28.43
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	62.38	62.38
6	HELIDOC PTY LTD		0.00	0	0.00	0.00	22.00	22.00
S003	HON ROBIN SCOTT MLC		0.00	0	0.00	0.00	148.10	148.10

Notes for debts  
>90 days old

paying off

awaiting bond release

staff through payroll

paying off

needs follow up

in liquidation

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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\*\*\* SHIRE OF MEEKATHARRA \*\*\*

Debtors Trial Balance							
As at today							
Debtor #	Name	Credit Limit	03.04.2020	03.05.2020	02.06.2020	02.07.2020	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current
			Of Oldest Invoice (90Days)				
I018	ILHA PTY LTD		0.00	0	0.00	26.94	26.94
K003	KARALUNDI ABORIGINAL EDUCA		0.00	0	0.00	0.00	552.00
K027	KYANGA, ROBERT		0.00	0	0.00	248.43	501.66
M4	MAIN ROADS		0.01	6371	0.00	0.00	0.00
S134	MARK STURGEON		0.00	0	0.00	410.05	440.44
MC1D	MEEKATHARRA CARAVAN PARK		0.00	0	0.00	0.00	592.20
MO21	MEEKATHARRA COMMUNITY RESO		0.00	0	0.00	0.00	215.00
M27	MEEKATHARRA HOTEL		0.00	0	0.00	0.00	176.00
M148	MELISSA PRICE MP		0.00	0	0.00	74.05	74.05
M214	MIDWEST MENTAL HEALTH & CA		0.00	0	0.00	0.00	78.80
MO34	MILEURA STATION		0.00	0	1826.32	0.00	0.00
N035	NAJARA ENTERPRISES PTY LTD		0.00	0	0.00	0.00	46.40
N009	NANTAY PTY LTD - MAROOMBA		0.00	0	0.00	0.00	170.81
N044	NEUK PORT AD-HAIR		0.00	0	0.00	94.94	245.12
N020	NORTHAM AIR SERVICES		0.00	0	0.00	0.00	45.28
O038	OTWAY HELICOPTERS PTY LTD		0.00	0	37.13	0.00	0.00
O031	OUTLINE GLOBAL		0.00	0	0.00	0.00	46.40
P006	PAROO STATION		0.00	0	0.00	0.00	0.00
P106	PEGASUS AIR PTY LTD		0.00	0	0.00	0.00	78.21
R043	RACHLAN HOLDINGS PTY LTD		0.00	0	0.00	22.00	0.00
R098	REILLY & CO		0.00	0	0.00	0.00	0.00
D077	REVD LESLEY DEGRUSSA-MACAU		0.00	0	0.00	39.65	0.00
F051	ROGER ERNEST FORRESTER		0.00	0	994.32	0.00	0.00
R013	ROYAL ANTEDILUVIAN ORDER O		0.00	0	0.00	0.00	251.95
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	0.00	12401.42
S096	S&K ELECTRICAL CONTRACTING		0.00	0	0.00	0.00	74.05
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	574.75
W045	SIMON WILDING		0.00	0	0.00	0.00	0.00
S007	SKIPPERS AVIATION		0.00	0	0.00	0.00	1018.37
S111	SODEXO		0.00	0	0.00	0.00	704.00
S078	STAR AVIATION PTY LTD		0.00	0	0.00	0.00	477.50
S046	STATE OF WA - POLICE AIR W		0.00	0	0.00	0.00	156.42
T040	THOMSON AVIATION PTY LTD		0.00	0	0.00	0.00	142.15
T041	TWINCREEK HOLDINGS PTY LTD		0.00	0	0.00	0.00	0.00
V034	VANGO MINING LIMITED		176.00	377	0.00	0.00	176.00

written off

needs follow up




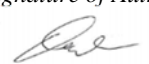
MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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\*\*\* SHIRE OF MEEKATHARRA \*\*\*

		Debtors Trial Balance						
		As at today						
Debtor #	Name	Credit Limit	03.04.2020	03.05.2020	02.06.2020	02.07.2020	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of					
			Oldest					
			Invoice					
			(90Days)					
W112	WALTER WHIP & THE FLAMES		975.00	596	0.00	0.00	0.00	975.00 at Debt Collect.
W104	WESTERN AUSTRALIA POLICE -		0.00	0	0.00	0.00	67.65	67.65
Y003	YARRABUBBA STATION		0.00	0	0.00	0.00	0.00	-39.65
Y021	YEEDA PASTORAL COMPANY		0.00	0	0.00	0.00	22.00	22.00
Y015	YUGUNGA-NYA PEOPLE'S TRUST		0.00	0	0.00	0.00	1072.50	1072.50
Y018	YULELLA INCORPORATED		0.00	0	0.00	39.65	350.01	389.66
Totals --- Credit Balances:		-574.26	26539.59		35844.10	83752.78	167538.50	313100.71

<b>Title/Subject:</b>	<b>LIST OF ACCOUNTS ENDED 30 JUNE 2020</b>	
<b>Agenda/Minute Number:</b>	9.2.3	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	5 June 2020	
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>

**Summary:**

Accounts are to be presented to council for payments.

**Background:**

List of accounts

- (1) If the local government has delegated to the CEO the exercise of its 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 each account paid since the last such list was prepared –
  - (a) the payee's name;
  - (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing –
  - (a) each account which requires council authorization in that month –
    - (i) the payee's name
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction; and
  - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub-regulation (1) or (2) is to be –
  - (a) presented to the council at the next ordinary meeting of council after the list is prepared; and recorded in the minutes of that meeting.

**Comment:**

Each month the accounts are presented to council for payment;

Municipal	\$ 1,495,399.53
Air BP	\$ 3,417.69
Trust	\$ 0.00
<b>Total</b>	<b>\$1,498,817.22</b>

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996 S.6.10.13 List of Accounts.

**Policy Implications:**

Nil

**Financial Implications:**

Accounts to be paid

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy

**Seconded:** Cr MR Hall

**That Council receives the attached list of creditor accounts paid under delegated power.**

**CARRIED 6/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
18-Jul-20

			MUNI	AIR BP	TRUST
EFT17004	16/06/2020 ABCO PRODUCTS	16 X CARTON PAPER TOWEL; SPRAY BOTTLES	-146.85		
EFT17005	16/06/2020 AIRPORT LIGHTING SPECIALISTS (RESEARCH ENGINEERS)	SPARE PAPI LIGHT INCLUDING FREIGHT TO MEEKATHARRA	-568.34		
EFT17006	16/06/2020 ALL DECOR	SUPPLY BLIND FOR UNIT 1/213 DARLOT STREET	-320.00		
EFT17007	16/06/2020 ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	MAY 2020 SERVICES	-3257.10		
EFT17008	16/06/2020 AUSTRALIA POST	POSTAGE - PERIOD 01- 31/05/20	-212.10		
EFT17009	16/06/2020 AV ELECTRONICS PTY LTD T/A SIGNS PLUS	NAME BADGE - AMY THOMAS, COMMUNITY DEVELOPMENT OFFICER	-20.10		
EFT17011	16/06/2020 BOC GASES	GAS CYLINDER RENT MAY 2020	-50.24		
EFT17012	16/06/2020 BUNNINGS GROUP LIMITED	SUPPLY 6 X SHOWER HEADS, 6 X CISTERNS, COUPLING REDUCERS,	-1005.60		
EFT17013	16/06/2020 C4 CLEANING	CLEANING MAY 2020 VARIOUS SHIRE PROPERTIES	-2090.00		
EFT17014	16/06/2020 CANINE CONTROL	RANGER SERVICES ON 25-27 FEB 2020 + 26-28 MAY 2020	-7642.84		
EFT17015	16/06/2020 COMMERCIAL HOTEL	MEALS FOR RYAN JOHNSON (PCS / SERVER UPGRADE) 5-8/06/20	-141.00		
EFT17016	16/06/2020 DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE SPY SECURITY)	MAY HALF YEARLY SERVICE OF VARIOUS SHIRE FIRE EQUIPMENT; MONITORING KIDZONE AND RED SAND BOX	-1652.20		
EFT17017	16/06/2020 DINGO DESIGN	MONTHLY COUNCIL NEWS FOR MONTH OF JUNE	-350.00		
EFT17018	16/06/2020 EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 10/06/20	-854.61		
EFT17019	16/06/2020 EVIDEO COMMUNICATIONS	LLOYDS BUILDING - SECURITY SYSTEM INCLUDING 12 MONTH	-16251.95		
EFT17020	16/06/2020 FARMER JACKS	VARIOUS PURCHASES (INCL 3X TVS FOR SINGLE PERSONS QUARTERS)	-3146.92		
EFT17021	16/06/2020 FUJI XEROX AUSTRALIA PTY LTD	PRINTER COSTS SHIRE OFFICE APRIL + MAY 2020	-1365.40		
EFT17022	16/06/2020 HIGHLUX PTY LTD	SUPPLY 2 X HIGH POWER SOLAR BOLLARD LIGHTS FOR SPORT COMPLEX	-1540.00		
EFT17023	16/06/2020 INFRABUILD STEEL / ONESTEEL DISTRIBUTION	SUPPLY 6 X 65X65X2.5 RHS STEEL TUBE FOR 204 HILL STREET	-581.79		
EFT17024	16/06/2020 IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)	CHEMICALS FOR POOL FOR MAY 2020	-84.57		
EFT17025	16/06/2020 KOTT GUNNING LAWYERS	DRAFT SHIRE LEASE AGREEMENT WITH RFDS FOR FUEL TANK SITE AT	-3300.00		
EFT17026	16/06/2020 MARINDI METALS OPERATIONS PTY LTD	RATES REFUND VARIOUS ASSESSMENTS	-8356.87		
EFT17028	16/06/2020 MCMAHON BURNETT TRANSPORT	P332 - 33 KVA GENSET - FREIGHT MEEKATHARRA TO LISTER SERVICES	-467.02		
EFT17029	16/06/2020 MEEKATHARRA CORNER STORE	VARIOUS PURCHASES	-277.96		
EFT17030	16/06/2020 MEEKATHARRA GP CLINIC	PRE EMPLOYMENT MEDICAL FOR AMY THOMAS	-130.02		
EFT17031	16/06/2020 MIDWEST WINDSCREENS & WINDOW TINTING	REPLACE BROKEN WINDOW AT AIRPORT TERMINAL INCL TRAVEL AND	-588.50		
EFT17032	16/06/2020 PARKER ALUMINIUM WINDOWS	RED SANDBOX SECURITY SCREENS; SCREEN DOOR AT SPORTS COMPLEX	-6457.00		
EFT17033	16/06/2020 PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	SERVER UPGRADE (HARDWARE & LABOUR)	-25047.50		
EFT17034	16/06/2020 REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	FUEL CARD MAY - CEO	-1049.22		
EFT17035	16/06/2020 S&K ELECTRICAL CONTRACTING PTY LTD	AIRPORT RESIDENCE BATHROOM LIGHT/EXHAUST CHANGES	-367.95		
EFT17036	16/06/2020 SUNNY SIGN COMPANY PTY LTD	SUPPLY UV PROTECTED SIGN FOR WELCOME PARK 3300*1200 INC 1.6M	-638.00		
EFT17037	16/06/2020 TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT	-57.41		
EFT17038	16/06/2020 TRENFIELD MOTORS	SERVICE 3 X GEN SETS, 2 X HAULMORE TRAILERS, 7 X SIDE TIPPER, P420 (SES) P520, BORE PUMP AT AIRPORT. 250HR CAT SERVICES - 950F, 924G, 272 DAC SKID, 500HR CAT SERVICES 303CCR EXCAVATOR. HD SHOCKIES ON P520 & P518. SUPPLY/INSTALL BATTERIES P521, P426, P418, P23, P106. WELDING ON MK4357 & P476 WATER TANKER. REPAIRS TO P523 ROAD SWEEPER. P516 BREAKDOWN TOW FLOAT TO MKR. REPAIR COUNCIL MEMBER COURSE - SERVING ON COUNCIL - CRS MOSES, NICHOLS, SMITH, BINSIAR	-20151.88		
EFT17039	16/06/2020 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - WALGA		-780.00		
EFT17040	16/06/2020 WESTRAC EQUIPMENT	P358 REPAIRS. P497 AC CLEAN & REPAIR. 250 & 500 HR SERVICES INC. OILS/AIR FILTER SERVICE ON P433, P519,P497, P513, P484.	-7878.72		
EFT17041	16/06/2020 WINC AUSTRALIA PTY LTD (STAPLES)	OFFICE STATIONERY	-128.96		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
18-Jul-20

			MUNI	AIR BP	TRUST
EFT17042	29/06/2020	AIRPORT LIGHTING SPECIALISTS (RESEARCH ENGINEERS)	95MPH COMPONENT FOR RFDS TAXIWAY RUNWAY LIGHTS + FREIGHT	-216.00	
EFT17043	29/06/2020	ANDREW BINSIAR	OCM + HBTP FEE 27 JUNE 2020	-550.00	
EFT17044	29/06/2020	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES JUNE 2020	-5544.00	
EFT17045	29/06/2020	AUSTRALIA'S GOLDEN OUTBACK	SHIRE EDITORIAL IN 2020 AUSTRALIAS GOLDEN HOLIDAY PLANNER	-1675.00	
EFT17046	29/06/2020	AUSTRALIAN AIRPORTS ASSOCIATION	ANNUAL MEMBERSHIP SUBSCRIPTION 2020/21	-2368.30	
EFT17047	29/06/2020	AUSTRALIAN TAXATION OFFICE	MAY 2020 BAS	-23234.00	
EFT17048	29/06/2020	B & E TRENFIELD	PARKS & GARDENS CONTRACT JUNE 2020	-12317.71	
EFT17049	29/06/2020	BIOMAX	SUPPLY 2 PUMPS FOR ATUS AND 1 TUB CHLORINE	-2578.18	
EFT17050	29/06/2020	BLACKTOP CONSULTING ENGINEERS	MT CLERE RD CONSTRUCTION DESIGN FOR NEW SLAB PANEL/CUT OFF WALL; LANDOR RD - YALGAR RIVER FLOODWAY - ENGINEER DESIGN	-3300.00	
EFT17052	29/06/2020	BOC GASES	GAS CYLINDER RENT JUNE 2020	-47.86	
EFT17053	29/06/2020	BULLDOG CONTRACTING	INSTALL OF CUT OFF WALLS CONSTRUCTION ON ASHBURTON DOWNS RD	-60500.00	
EFT17054	29/06/2020	CANINE CONTROL	RANGER SERVICES ON JUNE 7-9 2020	-3821.42	
EFT17055	29/06/2020	COLAS WEST AUSTRALIA PTY LTD (RNR)	SUPPLY AND LAY OF BITUMINOUS PRODUCTS INC AGGREGATE RFQ19/20-	-443722.16	
EFT17056	29/06/2020	COMMERCIAL LOCKSMITHS	SERVICE EKA PADLOCKS AND SEND BACK TO MEEKATHARRA	-154.00	
EFT17057	29/06/2020	DAVID KENNETH HODDER	OCM + HBTP FEE 27 JUNE 2020	-550.00	
EFT17058	29/06/2020	DULUX TRADE CENTRE	SUPPLY 4 LT HERITAGE RED FOR LOT 204 HILL STREET	-83.53	
EFT17059	29/06/2020	DUNNING INVESTMENTS P/L	50855 LITRES DIESEL @ \$1.0124 P/LTR DELIVERED TO MKA AIRPORT	-51485.40	
EFT17060	29/06/2020	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 24/06/2020	-854.61	
EFT17061	29/06/2020	EASTMAN POLETTI SHERWOOD ARCHITECTS	LLOYD'S REDEVELOPMENT - CONTRACT & CONTRACTOR ADMIN	-32760.86	
EFT17062	29/06/2020	HARVEY JAMES NICHOLS	OCM + HBTP FEE 27 JUNE 2020	-700.00	
EFT17064	29/06/2020	IT VISION AUSTRALIA PTY LTD	SYNERGY COMPUTER SOFTWARE ANNUAL LICENCE 2021/20 LESS CNOS	-22378.10	
EFT17065	29/06/2020	JP CONSULTING	ASSIST WITH PREPARATION AND REPORTS FOR ANNUAL CEO PERFORMANCE APPRAISAL INC DRAFTING AGENDA ITEM FOR OCM	-550.00	
EFT17066	29/06/2020	KLEENHEAT GAS	DOMESTIC GAS CYLINDER RENTAL 2020/21	-950.40	
EFT17067	29/06/2020	KOTT GUNNING LAWYERS	LEGAL SERVICES TO AMEND SHIRE LEASE WITH MEEKATHARRA DIRT KART	-447.92	
EFT17068	29/06/2020	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	-38.80	
EFT17069	29/06/2020	MARK SMITH	OCM + HBTP FEE 27 JUNE 2020	-550.00	
EFT17070	29/06/2020	MARKET CREATIONS	PRINTING OF 100 X BUSINESS CARDS FOR AMY THOMAS - CDO	-154.00	
EFT17072	29/06/2020	MATTHEW HALL	OCM + HBTP FEE 27 JUNE 2020 VEHICLE KM FEE 430 KM @ \$0.990/KM	-975.74	
EFT17073	29/06/2020	MCMAHON BURNETT TRANSPORT	P332 - 33 KVA GENSET - DELIVERY / PICKUP - TRANSPORT FROM	-607.05	
EFT17074	29/06/2020	MEEKATHARRA SPEEDWAY CLUB	CONTRIBUTION TO SPEEDWAY LIGHTS 2019/20 & 2020/21	-20000.00	
EFT17075	29/06/2020	MELVILLE MOTORS (2006) PTY LTD TA MELVILLE HOLDEN	SERVICE P508 COLORADO SUPPLY & FIT 5 TYRES & WHEEL ALIGNMENT FOR FRONT END. SERVICE TYRE MONITORING SYSTEM	-2653.50	
EFT17076	29/06/2020	MOSES, PHILLIP	OCM + HBTP FEE 27 JUNE 2020	-550.00	
EFT17077	29/06/2020	MTF SERVICES	RE-SHEET SECTIONS SLK 0.00 TO 45.00-MEEKATHARRA/SANDSTONE ROAD. INSTALL NEW SIGNS AND GUIDE POSTS-SANDSTONE RD, ASHBURTON RD & LANDOR RD. INSTALL NEW GRID-SANDSTONE RD. EQUIP HIRE- MAY/JUNE LANDOR RD, ASHBURTON DOWNS RD. INSTALL RUBBISH CONTRACT - JUNE 2020	-462046.20	
EFT17078	29/06/2020	MURCHISON RUBBISH SERVICES	AERODROME MANAGEMENT CONTRACT FOR MONTH OF JUNE 2020	-20828.34	
EFT17079	29/06/2020	NEUK PORT AD-HAIR	GRADER HIRE MARYMIA RD, ASHBURTON DWNS RD, CASHMANS ACCESS	-22622.60	
EFT17080	29/06/2020	NORTHAMPTON GRADER HIRE	OCM + HBTP FEE 27 JUNE 2020	-36327.50	
EFT17082	29/06/2020	PETER SHANE CLANCY	FIRE EQUIPMENT SERVICE MAY 2020	-550.00	
EFT17083	29/06/2020	PROTECTOR FIRE SERVICES PTY LTD		-136.29	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
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			MUNI	AIR BP	TRUST
EFT17084	29/06/2020	RAMM SOFTWARE PTY LTD	RAMM ANNUAL SUPPORT AND MAINTENANCE FEE 2020/21	-7872.59	
EFT17085	29/06/2020	RAYMOND GEORGE SIMPSON	Rates refund for assessment A399 29 CONSOLS ROAD MEEKATHARRA	-220.00	
EFT17086	29/06/2020	S&K ELECTRICAL CONTRACTING PTY LTD	REPAIR BLUE LIGHT ON RFDS TAXIWAY RUNWAY; C/Q SEPTIC PUMP	-427.90	
EFT17087	29/06/2020	SEEK LIMITED	EMPLOYMENT AD FOR ADMINISTRATION OFFICER	-313.50	
EFT17088	29/06/2020	TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT	-1070.23	
EFT17089	29/06/2020	TRANSAIR TWO-WAY RADIO	2 X BATTERY - ICOM BP-232WP FOR TWO WAY RADIO	-221.10	
EFT17090	29/06/2020	TRENFELD MOTORS	GEN SETS 1-7 SERVICE. P497 RE-GAS ON ASHBURTON RD. P484 AC REPAIR ON ASHBURTON RD. TYRE REPAIRS AND REPLACEMENTS P516 P360 P498 P520 P518 P464 P477. P144 & P433 BATTERY REPLACEMENT. P510 60K SERVICE. P518 REPAIR WINDSCREEN AND FUEL NOZZLE	-20124.72	
EFT17091	29/06/2020	WESTRAC EQUIPMENT	CAT ROLLER REPAIRS, CAT GRADER FAULT, REPLACE PUMP, SERVICED	-22069.10	
EFT17092	29/06/2020	MARKETFORCE PTY LTD	ADVERTISING WEST AUSTRALIAN 20/05/2020- SCHEDULE OF MEETING	-244.63	
EFT17093	29/06/2020	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-1669.57	
EFT17095	30/06/2020	HIGHTAIL PASTORAL PTY LTD	GRID MAINTENANCE COGLA DOWNS RD	-1177.00	
25772	16/06/2020	DEPARTMENT OF TRANSPORT	VEHICLE (ALL) LICENCE RENEWAL TO 30/06/21	-16033.25	
25773	16/06/2020	PCYC (POLICE AND COMMUNITY YOUTH CENTRES)	CLIMBING WALL HIRE FOR 2019 MEEKA FESTIVAL (INVOICE WAS MISSED)	-4740.00	
25774	16/06/2020	TELSTRA CORPORATION LIMITED	MOBILE CHARGES MAY 2020	-167.91	
25775	16/06/2020	THE LISTER SPECIALISTS PTY LTD	P332 - 33 KVA GENSET - REPAIRS, PARTS, TESTING AND NEW AVR CARD	-981.20	
25776	29/06/2020	GALLERIA TOYOTA	SUPPLY TOYOTA PRADO GXL WAGON FOR WORKS MANAGER - TRADE-IN	-21059.26	
25777	29/06/2020	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE JUNE 2020	-340.00	
25778	29/06/2020	TELSTRA CORPORATION LIMITED	LANDLINE JUNE 2020	-1923.72	
25779	29/06/2020	WATER CORPORATION	WATER CHARGES - 06/04/20 - 10/06/20	-14994.76	
DD13278.1	10/06/2020	WA SUPER	PAYROLL DEDUCTIONS	-5091.86	
DD13278.2	10/06/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-1030.51	
DD13278.3	10/06/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-825.00	
DD13278.4	10/06/2020	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-660.00	
DD13278.5	10/06/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1206.18	
DD13278.6	10/06/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-588.05	
DD13278.7	10/06/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-169.24	
DD13292.2	15/06/2020	HORIZON POWER	ELECTRICITY CHARGES 15/04 - 12/06/20	2328.88	
DD13294.1	23/06/2020	WESTPAC CREDIT CARD	HH WEBB - PAIR 30' GREEN LOWERING STRAPS, LOWERING DEVICE	-466.40	
DD13294.1	23/06/2020	WESTPAC CREDIT CARD	RIPPER'S ENGINES - ANNUAL INSPECTION OF TOYOTA COASTER BUS	-188.35	
DD13294.1	23/06/2020	WESTPAC CREDIT CARD	MAIN ROADS - CLASS 1 RAV OVERSIZE PERIOD PERMIT FOR 1DOG751	-50.00	
DD13294.1	23/06/2020	WESTPAC CREDIT CARD	CREDIT CARD FEE 2020/21	-75.00	
DD13296.1	24/06/2020	WA SUPER	PAYROLL DEDUCTIONS	-5101.97	
DD13296.2	24/06/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-1087.17	
DD13296.3	24/06/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-825.00	
DD13296.4	24/06/2020	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-825.00	
DD13296.5	24/06/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1105.97	
DD13296.6	24/06/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-470.43	
DD13296.7	24/06/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-169.67	
DD13298.1	22/06/2020	BP OIL (AIR BP)	MAY 2020 AVGAS PURCHASES		-3417.69
DD13300.1	18/06/2020	HORIZON POWER	ELECTRICITY CHARGES 02/05/2020 - 01/06/2020	-6354.08	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 JULY 2020  
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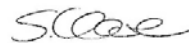

**SHIRE OF MEEKATHARRA**

Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
18-Jul-20

		<b>MUNI</b>	<b>AIR BP</b>	<b>TRUST</b>
THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:	MUNI BANK -\$	1,495,399.53		
	AIR BP ACCOUNT		-3,417.69	
	TRUST ACCOUNT			0.00

TOTALLING -\$1,498,817.22 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Saturday, 18 July 2020  
AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

<b>Title/Subject:</b>	<b>INTERIM AUDIT RESULTS</b>
<b>Agenda/Minute Number:</b>	9.2.4
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 0090
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	7 July 2020
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer
	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council to consider and accept the 2019/20 Interim Audit Results for the year ending 30 June 2020.

**Attachments:**

Letter received from Office of the Auditor General (OAG) dated 29 June 2020

**Background:**

Section 6.4 of the Local Government Act 1995 requires Local Governments to prepare an Annual Financial Report for submission to its Auditor by 30 September of each year.

The Shire of Meekatharra audit is now the responsibility of the OAG. The annual financial statement audit of the Shire for the year ended 30 June 2020 will be completed by the Auditor General (same as last year). The Auditor General has contracted AMD Chartered Accountants to undertake the audit.

The audit is designed to specifically focus on the key areas of risk faced by the Shire in reporting on finances and performance.

The audit is separated into two components, the interim audit and the final audit.

The interim audit includes:

- understanding the Shire's current business practices;
- understanding the control environment and evaluating the design and implementation of key controls and, where appropriate, whether they are operating effectively;
- testing transactions to confirm the accuracy and completeness of processing accounting transactions;
- clarifying significant accounting issues before the annual financial report is prepared for audit;
- review and assess legislative compliance; and follow up prior year management letter comments and recommendations.

**Comment:**

Whilst normally the auditors attend the shire offices in person, due to the COVID-19 pandemic and the resulting social distancing measures this year's interim audit was conducted remotely.

The interim audit findings were discussed with management by AMD at the completion of the interim audit. A draft management letter was provided to the Shire's DCEO for comments from management. The comments were then reviewed by the OAG.

The Interim Audit results are presented to the Audit Committee for consideration and acceptance.



**Consultation:**

Roy McClymont – Chief Executive Officer  
Megan Shirt – Consultant  
AMD Chartered Accountants

**Statutory Environment:**

Local Government Act 1995 sections 5.53, 5.54, and 6.4  
Local Government (Financial Management) Regulations 1996 – 51(2)  
Local Government (Audit) Regulations 1996

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Committee Recommendation / Committee Resolution:**

Moved: Cr PS Clancy  
Seconded: Cr MR Hall

**That Council receive the 2019/20 Interim Audit Results as provided by the Office of the Auditor General Western Australia and note the management comments in respect to addressing the non-compliant issues.**

**CARRIED 6/0**



Our Ref: 8334

Mr Roy McClymont  
Chief Executive Officer  
Shire of Meekatharra  
PO Box 129  
MEEKATHARRA WA 6642

<b>SHIRE OF MEEKATHARRA</b>	
FILE No.....	
DATE <b>02 JUL 2020</b>	REC'D
OFFICER <b>CEO</b>	
Response/Action Req'd .....	
Delegated To.....	

COPY TO: **DCBO**  
**18 JUL 20**



Office of the Auditor General  
Serving the Public Interest

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

Mail to: Perth BC  
PO Box 8489  
PERTH WA 6849

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

Dear Sir

**ANNUAL FINANCIAL REPORT  
INTERIM AUDIT RESULTS FOR THE YEAR ENDING 30 JUNE 2020**

We have completed the interim audit for the year ending 30 June 2020. We performed this phase of the audit in accordance with our audit plan. The focus of our interim audit was to evaluate your overall control environment, but not for the purpose of expressing an opinion on the effectiveness of internal control, and to obtain an understanding of the key business processes, risks and internal controls relevant to our audit of the annual financial report.

**Management Control Issues**

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

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

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

Feel free to contact me on 6557 7544 if you would like to discuss these matters further.

Yours faithfully

PUNITHA PERUMAL  
ASSISTANT DIRECTOR  
FINANCIAL AUDIT

29 June 2020

Attach

**ATTACHMENT****SHIRE OF MEEKATHARRA****PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020****FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
1. Outdated Gift Register on Website		✓	
2. Risk Management Policy		✓	
Prior Year Issue			
3. Code of conduct			✓

**KEY TO RATINGS**

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

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

**ATTACHMENT**

**SHIRE OF MEEKATHARRA**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020**

**FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

**1. Outdated Register of Gifts on Website**

**Finding**

At the time of our interim audit, the up to date Register of Gifts was not published on the Shire's website, as required by Section 5.89A(3)&(5) of the *Local Government Act 1995*.

**Rating: Moderate**

**Implication**

Non-compliance with Section 5.89A(3)&(5) of the *Local Government Act 1995*.

**Recommendation**

In accordance with Section 5.89A(3)&(5) of the *Local Government Act 1995*, we recommend the up to date Register of Gifts be published on the Shire's website.

**Management Comment**

Noted and agreed. A general website overhaul has been planned which was going to include an updated gift register. We will make sure to update the gift register in the mean time and keep it up to date.

**Responsible Officer:**

Deputy Chief Executive Officer (DCEO)

**Completion Date:**

by 30<sup>th</sup> June 2020

**ATTACHMENT**

**SHIRE OF MEEKATHARRA**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020**

**FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

**2. Risk Management Policy**

**Finding**

We noted the Shire's Risk Management Policy that was reviewed on March 2019 has references to the former Australia Standard AS/NZS ISO 31000:2009.

**Rating: Moderate**

**Implication**

Shire approach to risk and identification may be outdated as the Risk Management Policy is not based on current guidance.

**Recommendation**

We recommend that the Shire's Risk Management Policy be re-assessed in accordance with the current standard ISO 31000:2018.

**Management Comment**

Noted and agreed. We will update the Risk Management Policy in line with the current standard, prior to the annual audit in October 2020.

**Responsible Officer:** DCEO  
**Completion Date:** by 10 October 2020

**ATTACHMENT**

**SHIRE OF MEEKATHARRA**

**PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020**

**FINDINGS IDENTIFIED DURING THE INTERIM AUDIT**

**Prior Year Issue**

**3. Code of Conduct**

**Finding**

**2019/20**

Prior year issue not resolved as the Code of Conduct is still not reviewed.

**2018/19**

We noted there is no scheduled review date for the Code of Conduct created on 21 November 2009.

**Rating: Minor**

**Implication**

Risk of the Code of Conduct may not meet the requirements of the Shire.

**Recommendation**

We recommend the Code of Conduct be reviewed on a periodic basis to ensure it continues to satisfy the requirements of the Shire and its representatives.

**Management Comment**

Noted (again) and agreed. We will endeavour to review this prior to the annual audit in October 2020.

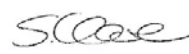

**Responsible Officer:**

CEO

**Completion Date:**

by 10 October 2020

**9.3. ADMINISTRATION**

<b>Title/Subject:</b>	<b>FREEDOM OF INFORMATION STATEMENT</b>
<b>Agenda/Minute Number:</b>	9.3.1
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 0175
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	7 July 2020
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer
	 Signature of Author
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer
	 Signature Senior Officer

**Summary/Matter for Consideration:**

Under the Freedom of Information Act 1992 Council is expected to review its Freedom of Information Statement at intervals of not more than 12 months. A reviewed statement is attached for Council to approve.

**Attachments:**

Shire of Meekatharra Freedom of Information Statement reviewed July 2020

**Background:**

The Freedom of Information Act 1992 is an act which provides for public access to documents, and enables the public to ensure that personal information in documents is accurate, complete, up to date and not misleading, and for related purposes. The Corporate Services Manager/Deputy Chief Executive Officer is the Freedom of Information Officer for the Shire of Meekatharra.

The Freedom of Information Act 1992 requires the Shire of Meekatharra to publish and information statement that outlines the following:

- a statement of the structure and functions of the agency;
- a description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;
- a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the performance of the agency's functions;
- a description of the kinds of documents that are usually held by the agency
- a description of the agency's arrangements for giving members of the public access to documents mentioned.
- a description of the agency's procedures for giving members of the public access to the documents of the agency including
  - (i) the designation of the officer or officers to whom initial inquiries as to access to documents can be made; and
  - (ii) the address or addresses at which access applications can be lodged
- a description of the agency's procedures for amending personal information in the documents of the agency including

- (i) the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and
- (ii) the address or addresses at which applications for amendment of personal information can be lodged.

The Shire of Meekatharra Freedom of Information Statement is required to be updated at intervals of not less than twelve months.

**Comment:**

Staff have reviewed and updated the Shire of Meekatharra's Freedom of Information Statement.

The Freedom of Information document is attached for Council to receive.

**Consultation:**

Nil

**Statutory Environment:**

Freedom of Information Act 1992

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:** Cr MJ Smith  
**Seconded:** Cr PS Clancy

**Council receives the reviewed Freedom of Information Statement for the Shire of Meekatharra and authorise a copy be provided to the Commissioner as required under Section 97 of the Freedom of Information Act 1992.**

**CARRIED 6/0**





# INFORMATION STATEMENT

FREEDOM OF  
INFORMATION ACT 1992

Revised July 2020



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## 1.0 OVERVIEW OF COUNCIL

The Meekatharra Shire is situated in the Murchison region of the State.

The Council consists of seven (7) Councillors. The President is elected by the Councillors.

Position	Name	Term Expires
President	H J (Harvey) Nichols	2023
Deputy President	P S (Peter) Clancy	2021
Councillor	A J (Andrew) Binsiar	2023
Councillor	D K (David) Hodder	2021
Councillor	M R (Matthew) Hall	2021
Councillor	M J (Mark) Smith	2023
Councillor	P S (Philip) Moses	2023

Council meetings are held on the third Saturday of each month in the Meekatharra Shire Council Chambers. Council is committed to improve the quality of lifestyle and is cognisant to the community's needs.

## 2.0 LEGISLATION ADMINISTERED

Including, yet not limited to:

Freedom of Information Act 1992

Local Government Act 1995

Dog Act 1976

Planning and Development Act 2005

Local Government (Miscellaneous Provisions) Act 1960

Bushfires Act 1954

Health Act 1911

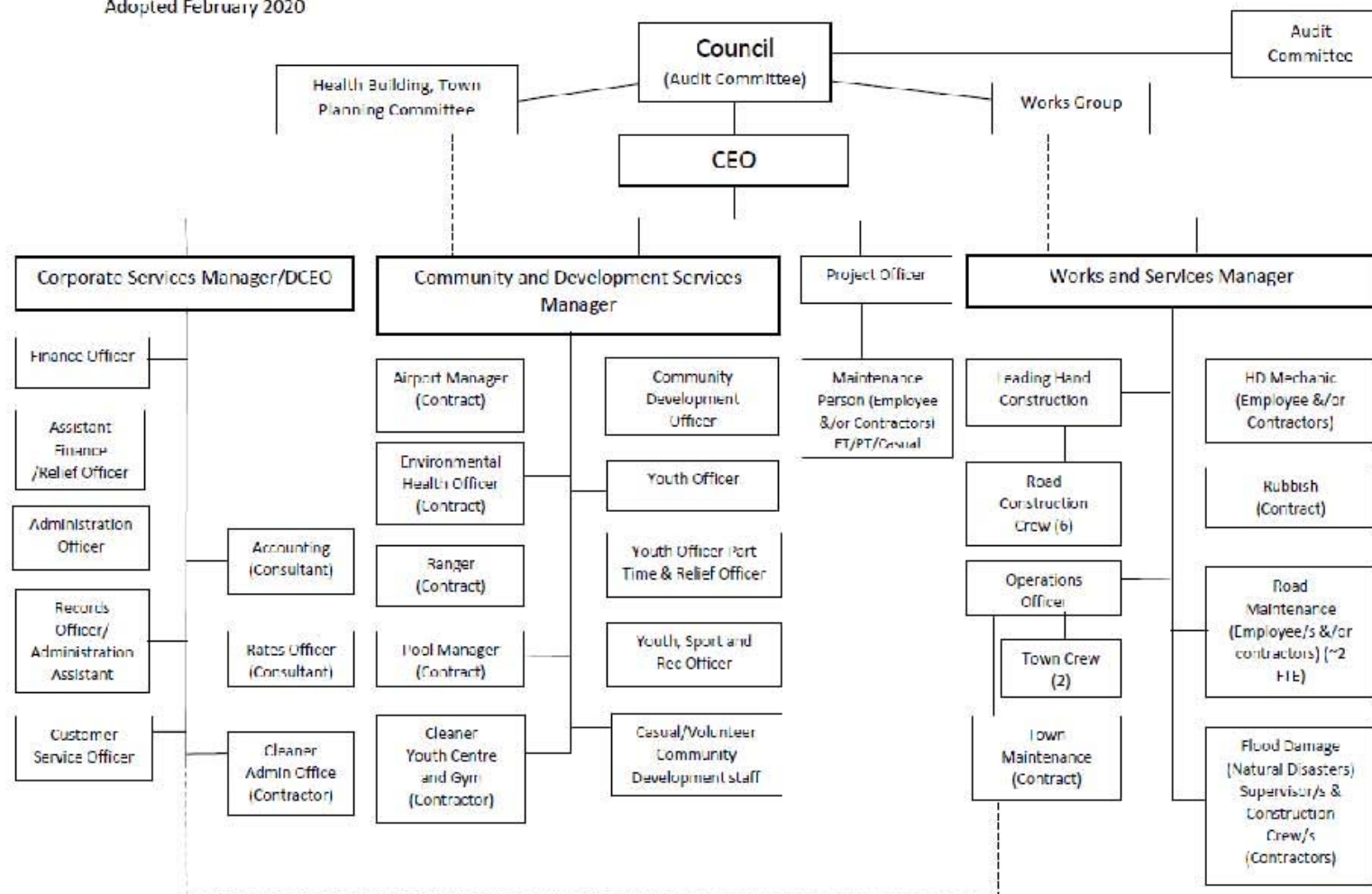
and all other legislation relevant to Local Government functions

Shire of Meekatharra Local Laws, as gazetted.

## 3.0 COUNCIL AND SHIRE STRUCTURE

### 3.1 SHIRE STRUCTURE

Shire of Meekatharra – Organisational Chart  
Adopted February 2020



The CEO is to assess the best use of Human Resources to assist the various departments in times of excess workloads (such as flood damage claims) or periods of leave. This can be through temporary reallocation of administration/finance staff or via the engagement of external personnel.

**3.2 COMMITTEES/DELEGATES**

Shire President	Cr Harvey Nichols
Deputy Shire President	Cr Peter Clancy
Audit Committee	Full Council
Health, Building & Town Planning Committee	Full Council
Works Group Committee	Full Council
Recruitment/Selection Panel for: Manager Corporate Services/DCEO, CDSM & Works & Services Mgr	Cr Harvey Nichols Cr Peter Clancy
CEO Performance Review Panel	Cr Harvey Nichols Cr Peter Clancy
Murchison Zone of the WA Local Government Association	Roy McClymont (CEO) Cr Harvey Nichols Cr Peter Clancy (as proxy)
Regional Road Sub Group	Cr Harvey Nichols Roy McClymont (CEO) or his delegate
Meekatharra/Mt Magnet Aviation Community Consultation Group	Cr Harvey Nichols Cr Peter Clancy (as proxy) Roy McClymont (CEO) Community & Development Services Manager
Meekatharra Festival Management Committee	Cr Harvey Nichols Community & Development Services Manager Community Development Officer
Local Emergency Management Committee	Roy McClymont (CEO) Meekatharra Airport Manager – Mike Cuthbertson Community & Development Services Manager
Chief Bush Fire Control Officer (CBFCO)	Roy McClymont (CEO)
Deputy Chief Bush Fire Control Officer (DCBFCO)	Mr Norm Trenfield
Meekatharra Liquor Accord Group	Roy McClymont (CEO) Cr Andrew Binsiar
Doray Meekatharra Community Development Trust	Shire President Harvey Nichols
Meekatharra Human Services Agency Group	Roy McClymont (CEO)
	Cr Clancy
	Community & Development Services Manager
Chairman Local Recovery Coordinating Committee	Shire President Harvey Nichols
	Deputy Shire President (as proxy)
Local Recovery Coordinator	Roy McClymont (CEO)
Development Assessment Panel for the Shire of Meekatharra	Cr Harvey Nichols Cr Peter Clancy Cr MJ Smith (as proxy) Cr MR Hall (as proxy)

#### **4.0 DECISION MAKING FUNCTIONS**

The Chief Executive Officer and other Officers have delegated authority from Council to make decisions on a number of specified administrative and policy matters. These delegations are listed in Council's Policy Manual.

Local Laws and Policies applying to the Shire of Meekatharra's district only, are made by Council under the Local Government Act 1995.

Council may provide that contravention of a provision of the local law is an offense, and may provide for penalties to be imposed.

#### **5.0 PUBLIC PARTICIPATION IN THE FORMULATION OF POLICY AND PERFORMANCE OF SHIRE FUNCTIONS**

Members of the public have a number of opportunities to put forward their views on issues before the Council.

These are:

- a) Question time for the public at each ordinary meeting of Council; and such other meetings of Council or Committees as prescribed.
- b) Written request presented to Council
- c) Through an Elected Member

#### **6.0 DOCUMENTS FOR INSPECTION**

The following documents are available for public inspection at the Council Office during office hours, free of charge, subject to limitations any of the following in relation to council in the form in which it is normally held.

Council Agenda  
Confirmed Minutes of Council, committee and electors meetings  
Policy Manual  
Council Annual Budget  
Council Annual Financial Statements  
Council By-Laws  
Building Application Register  
Rate Book  
Consolidated Roll  
Owner & Occupier Roll  
Long Term Financial Plan  
Register of Financial Interest  
Schedule of Fees and Charges  
Any written law that Council has the duty or power to enforce  
Rates record  
Corporate Business Plan  
Strategic Community Plan  
Municipal Inventory  
Freedom of Information Statement

Members of the public may purchase copies of these documents for the amount in the Schedule of Fees and Charges in the annual Shire Budget.

## 6.1 Other Information Requests

Requests for other information not shown will be considered in accordance with the Freedom of Information (WA) Act 1992.

It is the aim of the Shire of Meekatharra to make information available promptly and at the least possible cost, and whenever possible documents will be provided outside the Freedom of Information process.

If information is not routinely available, the Freedom of Information Act 1992 provides the right to apply for documents held by the Shire of Meekatharra and to enable the public to ensure that personal information in documents is accurate, complete and up to date and not misleading.

### Freedom of Information Applications

Access applications have to –

- be in writing;
- give enough information so that the documents requested can be identified;
- give an Australian address to which notices can be sent; and
- be lodged at the Shire of Meekatharra's administration office with any fee payable.

The applicant may choose to complete and lodge a Shire approved form.

Applications and enquiries should be addressed to the Freedom of Information Officer or by telephone to:

**The Freedom of Information Officer**

Shire of Meekatharra  
PO Box 129  
Meekatharra WA 6642

Phone: 08 9980 0600

Applications will be acknowledged in writing and the applicant will be notified of the decision within 45 (calendar) days.

### Freedom of Information Charges

There are no fees and charges associated with Freedom of Information applications for personal information about the applicant. Fees and charges only apply for non-personal information.

1. Type of Fee

- |   |         |
|---|---------|
| • Personal information about the applicant.....       | No Fee  |
| • Application Fee (for non-personal information)..... | \$30.00 |

2. Type of Charge

- |   |         |
|---|---------|
| • Supervised access to Council's records – per hour.....            | \$30.00 |
| • Photocopying by staff – in addition to above fees – per hour..... | \$30.00 |
| • Photocopying by staff – in addition to above fees – per copy..... | \$ 0.20 |
| • Delivery, packaging and postage.....                              | At cost |

3. Deposits

- |   |     |
|---|-----|
| • Advance deposit which may be required, expressed as a percentage of the estimated charges which will be payable in excess of the application fee .....        | 25% |
| • Further advance deposit which may be required, expressed as a percentage of the estimated charges which will be payable in excess of the application fee..... | 75% |

**Access arrangements**

Access to documents can be granted by way of inspection or a copy of a document.

**Notice of Decision**

As soon as possible but in any case with 45 days the applicant will be provided with a notice of decision which will include details such as

- the date the decision was made
- the name and the designation of the officer who made the decision
- if the document is an exempt document the reasons for the classifying the matter exempt; or the fact that access is given to an edited document
- information on the right to review and the procedures to be followed to exercise those rights.

**Refusal of Access**

Applicants who are dissatisfied with a decision of the agency are entitled to ask for an internal review by the Shire of Meekatharra. Application should be made in writing within 30 days of receiving the notice of decision.

Applicants will be notified of the outcome of the review within 15 days.

If the applicant disagrees with the result the applicant can apply to the Information Commissioner for an **external review**, and details would be advised to applicants when the internal review decision is issued.

**7.0 AMENDMENT OF COUNCIL RECORDS**

Access to Council documents may be gained by a member of the Public to seek amendments concerning their personal affairs by making a request under the Freedom of Information Act (WA) 1992.



## SHIRE OF MEEKATHARRA APPLICATION FOR ACCESS TO DOCUMENTS

(under Freedom of Information Act 1992, S.12)

**DETAILS OF APPLICANT**

Surname: .....

Given Names: .....

Australian Postal Address: .....

Post Code: ..... Telephone No.(s).....

If application is on behalf of an organisation

Name of Organisation/Business .....

**DETAILS OF REQUEST**

(Please tick)

Personal  
documents☐Non-Personal  
documents☐

I am applying for access to document(s) concerning .....

**FORM OF ACCESS**

I wish to inspect the document(s)

Yes

☐

No

☐

I require a copy of the document(s)

Yes

☐

No

☐

I require access in another form

Yes

☐

No

☐

(Specify) .....

**FEES AND CHARGES**

Attached is a cheque/cash to the amount of \$ ..... to cover the application fee. I understand that before I obtain access to documents I may be required to pay processing charges in respect of this application and that I will be supplied with a statement of charges if appropriate.

*In certain cases Charges may be waived or reduced if the applicant is impecunious. Evidence to substantiate this claim **must** be provided.*

I am requesting a reduction in fees and charges

Yes

☐

No

☐

APPLICANTS SIGNATURE ..... Date...../...../.....

(Office Use Only)

FOI Reference Number .....

Received on: ...../...../.....

Deadline for Response: ...../...../.....

Acknowledgement sent on ...../...../.....

Proof of Identity (if applicable) Type ..... Sighted .....

**9.4. COMMUNITY DEVELOPMENT****9.5. HEALTH BUILDING AND TOWN PLANNING****9.6. WORKS AND SERVICE****9.7. CONFIDENTIAL ITEMS**

Moved: Cr MJ Smith  
 Seconded: Cr PS Clancy

That the meeting is closed to members of the public to allow Council to discuss items 9.7.1 and 9.7.2 which concern matters of a confidential nature.



**CARRIED 6/0**

Cr MR Hall declared an impartiality interest in item 9.7.1.

## **CONFIDENTIAL ITEM**

Local Government Act 1995 Section 5.23 (c)

Deals with a contract entered into or which may be entered into.

<b>Title/Subject:</b>	<b>TENDERS FLOOD DAMAGE REINSTATEMENT</b>	
<b>Agenda/Minute Number:</b>	9.7.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	RFT 19/20 - 5	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	10 July 2020	
<b>Author:</b>	Roy McClymont Chief Executive Officer	 Signature of Author
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 Signature Senior Officer

**Summary/Matter for Consideration:**

Council may now consider awarding a contract/s for flood damage reinstatement works on roads in the Shire.

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy  
 Seconded: Cr PS Moses

**That Council;**

- award two contracts under *Tender No 19/20-05 – Supply of Hired Road Construction Plant with Operators* to undertake road construction and repairs including but not limited to those associated with reinstatement works under the Disaster Relief and Recovery Arrangements (AGRN 888 & 899) to an estimated total value of approximately \$15,000,000 excluding GST, plus any variations, to MTF Services and Northern Goldfields Earthmoving.
- authorises the CEO, in consultation with the Works and Services Manager to allocate works, by the issue of purchase orders, to specific contractors based on maximising efficiency, the shire's operational requirements and the availability and suitability of contractors to undertake specific road repairs, upgrades and reinstatement projects.



- acknowledges that as the original funding submission is an estimate and the tender is a schedule of rates tender, the actual final cost of the works will vary in accordance with the total actual hours worked on both the flood damage repairs and other allocated projects.

CARRIED 6/0

## CONFIDENTIAL ITEM

Local Government Act 1995 Section 5.23 (c)

Deals with a contract entered into or which may be entered into.

<b>Title/Subject:</b>	<b>TENDERS – SUPERVISION OF CONTRACTORS</b>	
<b>Agenda/Minute Number:</b>	9.7.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 203, RFT 19/20-4	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	13 July 2020	
<b>Author:</b>	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

### Summary/Matter for Consideration:

Council to decide tenders for the supervision of contractors including, but not limited to the NDRRA flood damage reinstatement contractors.

### Officers Recommendation / Council Resolution:

**Moved:** Cr AJ Binsiar  
**Seconded:** Cr PS Clancy

That Council award tender number 19/20-04 for Supervision of Contractors – Hourly Hire Basis to Trenfield Motors (Norman Trenfield), as tendered.

Further, that (subject to the agreement of the tenderer) the initial term is to be for three years with an option to extend the contract for a further period of one to three years at the Shire's absolute discretion.

LOST 2/4

### Council Resolution:

**Moved:** Cr MJ Smith  
**Seconded:** Cr MR Hall

That Council award tender number 19/20-04 for Supervision of Contractors – Hourly Hire Basis to Brat Endeavours Pty Ltd (Trevor Renk), as tendered.

Further, that (subject to the agreement of the tenderer) the initial term is to be for three years with an option to extend the contract for a further period of one to three years at the Shire's absolute discretion.

CARRIED 4/2

**Cr PS Clancy and Cr AJ Binsiar requested that their votes against the motion be recorded.**

**Reason for Resolution Differing from Officers Recommendation:**

**Moving forward, Council wanted a new direction in awarding the contract.**

**10. NEW BUSINESS OF AN URGENT NATURE-INTRODUCED BY RESOLUTION OF THE MEETING**

**Nil**

**11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**Nil**

**12. CLOSURE OF MEETING**

**The Shire President Cr HJ Nichols declared the meeting closed at 10:44am.**