



SHIRE
of
MEEKATHARRA

MINUTES
of
COUNCIL MEETING
held
AT THE COUNCIL CHAMBERS, MEEKATHARRA
on
SATURDAY AUGUST 18th, 2012
COMMENCING AT 9.30 am

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr TR Hutchinson, declared the meeting open at 9:30am

1.1 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 TR Hutchinson, read the disclaimer aloud.

2 RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

Members

Cr TR Hutchinson - Shire President

Cr RK Howden

Cr HJ Nichols

Cr PS Clancy

Staff

Roy McClymont - Chief Executive Officer

Krys East - Corporate & Development Services Officer

Apologies

Cr NL Trenfield - Deputy President

Cr AG Burrows

Cr JE Burgemeister

Approved Leave of Absence

Nil

Observers

Nil

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Moved: Cr HJ Nichols
Seconded: Cr PS Clancy

That Cr RK Howden be granted leave of absence for the September 2012 Ordinary Council Meeting

CARRIED 4/0

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD JULY 21, 2012

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr HJ Nichols

That the minutes from the Ordinary Council Meeting held Saturday July 21, 2012 be confirmed.

CARRIED 4/0

7 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 OFFICERS MONTHLY REPORTS

9.1.1 WORKS & SERVICES MANAGER'S REPORT – JULY 2012

Road Maintenance Grading

- M Series and 12H Grader working together have carried out maintenance grading on the Marymia road, the Ashburton Downs road from Great Northern Highway to Milgun and the Fortnum mine access road. The graders are now working on the Yarlawellor road from Milgun the Mt Clere road and will then grade the Mt Clere road from the boundary back to the Great Northern Highway.

Construction Works

- Sandstone road – Reform and grader sheeting of the section SLK 39 to SLK 54100 is now complete.
- Along this section we have converted two grids into culverts with box section extensions and concrete headwalls. Also while the plant is in this location we have done some maintenance work on the Polelle road and we are now water binding the Sandstone road from SLK54100 to the Barlongi rock.
- We are currently working on survey drawing and design of sections of the Landor road ahead of moving the construction crew

Flood Damage Repairs By Northern Goldfields Earthmoving

- Work on the Ashburton Downs road is now complete to Bummers creek and work is now underway on the next 15 kilometers

TC Heidi – January 2012 Second Claim

- Tenders are now being called for this work. The approximate value of this work is \$1,600,000.00

Town Maintenance-Monthly Report Finishing 10th August 2012

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts and footpaths has continued and is taking up a considerable amount of time to remove.
- The sweeping of town streets is being done in accordance with Council's directive. At a four to six week interval sweeping along all kerb lines is and has been undertaken to avoid sand/leaves build-up. Rubbish has been removed from vacant town blocks.
- The Public Toilets are and have been cleaned on a daily basis each week day
- Vacant Shire houses lawns mowed
- Verge Clearing throughout town-site
- Spraying of verges to reduce weeds
- Heritage Trail maintenance and weed removal
- Signage maintenance – Replace and Repair Directional signs as needed
- Road Maintenance and Bitumen Repairs – Potholes, Edge breaks, Shoulder repairs
- Assisted Works and Services Manager with survey work

- Assisted in works on Sandstone Rd
- Assisted in survey of Landor Rd

Plant report for the period 13th July 2012 to 10th August 2012

P24 Gensets

Electric repaired on genset on Sandstone Rd

P434 Bomag Multi-tyred Roller

Fan belt and idler pulley replaced.

P86 Caterpillar Scraper

Repaired air conditioner

P409 Caterpillar Excavator 330B

Batteries replaced

Hydraulic hoses replaced

Serviced

Grab installed

Repair fuel supply problems

P114 Caterpillar D6N Dozer

Hose replaced

P428 Nissan Prime Mover

Heater fan replaced

2 hydraulic hoses replaced

P419 12M Caterpillar Grader

Side window replaced

P358 12H Caterpillar Grader

Serviced

Air Conditioner repaired

Radiator repaired

P108 12H Caterpillar Grader

Air Conditioner repaired

Transmission repaired

P433 950H Caterpillar Loader

Serviced

P362 Yellow Water Tanker

Repair crack in tank and filler pipe

P24 Water Pump

Repair electric cable to submersible pump

P357 Maintenance Camp

Repair water pump and tank

P318 Water Cart

Chassis bolts tightened

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr RK Howden

That the Works and Services Manager's report for July 2012 be received.

CARRIED 4/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

Shire of Meekatharra

Major Plant Cost Report

As at: 1/08/12

Percentage of year complete: 109%

Please Note: Due to potential errors in recording data and timing issues, the information in this report is not guaranteed to be 100% accurate.

		Date Acquired	Hours/Kms Life	Hours/Kms YTD	Hours/Kms Avge/week	Repairs/Maint Costs YTD	Fuel Costs To 30/6/11	Status/ Condition/Faults	Last Full Service Date	Hrs/Kms	Note
P108	Cat 12H Grader	Oct-05	10426	1074	18.9	39,468	26,465		Apr-12		
P349	Volvo G720 Grader	Jan-02	10387	238	4.2	56,237	5,188		29/11/11		
P358	Cat 12H Grader	Mar-03	17634	1726	30.4	22,481	25,902		Apr-12		
P419	Cat 12M Grader	Jan-10	3458	1307	23.0	17,428	20,873				
P109	Nissan Prime Mover	Oct-05	Meter out	Meter out		11,016	23,170		Apr-12		
P407	Nissan Prime Mover	Jan-09	82042	23205	409.2	8,910	20,267		Apr-12		
P387	Nissan Prime Mover	Feb-07	145378	30150	531.6	12,724	16,903		Apr-12		
P428	Nissan Prime Mover	Feb-11	50465	37179	655.5	3,556	6,198		Apr-12		
P114	Cat D6N Dozer	Jun-06	3770	1069	18.8	19,834	14,970		10/04/12	3,394	
P348	Cat 950G Loader Traded	Jan-02		#VALUE!	#VALUE!	39,170	30,502				1
P86	Cat 613 Scraper	May-94	1237	769	13.6	11,928	5,531		1/05/12	778	
P338	Side Tipper	May-00				8,240					
P339	Side Tipper	May-00				11,565					
P417	Side Tipper	Dec-09				363					
P318	Water Tanker	Dec-97				11,252					
P362	Water Tanker	May-03				9,730					
P356	Multi Tyre Roller Traded	Nov-02		#VALUE!	#VALUE!	19,181	6,741				
P396	Bomag Padfoot Vib Roller	Dec-08	meter out	#VALUE!	#VALUE!	3,112	2,997		1/05/12	935	5
P418	Vibrator Roller	Jan-10	2717	1520	26.8	5,335	14,353		Apr-12		
P405	Hino 9T Crew Cab	Jan-09	101963	33373	588.4	4,242	13,756		30/09/11	78,465	
P408	Hino 2009 Medium Tipper	May-09	35800	16410	289.3	2,798	1,225		22/02/12	30,000	
P360	Cat 924G Loader (Depot)	Apr-03	4437	577	10.2	7,056	4,535		13/04/12	4,333	
P93	JD 315D Backhoe (Depot)	May-95	4433	63	1.1	7,275	88			4,054	
P102	Traxcavator	Jun-05	2728	129	2.3	10,122	904				

Notes

1. Traded replaced with P433 950H Loader
2. P433 950H Cat loader 1142 hrs service 1055hrs
3. P356 disposed off and replaced by P434 Bomag Multyred Roller
4. P434 Bomag Multi 486 Hours
5. P396 Hour meter not working

9.1.2 AIRPORT MANAGERS MONTHLY REPORT - JULY 2012

Aircraft Movements and Statistics

Aircraft movements for the month of July showed a decrease compared to the same month last year and figures were also down on last month. Avgas sales increased this month due mainly to drum-fill sales (10,000ltrs), with the commencement of the mustering season. Jet A1 figures were more than double that of July last year but were down on last month's numbers.

Network Aviation F100 Jets continue to land at Meeka on return from Solomon mine – up to 7 times a week at this stage. Network aircraft took up nearly 50% of the Jet A1 usage for the month.

RFDS aircraft movements numbered 93 for the month and used in excess of 36,000ltrs of Jet A1.

Total Jet A-1 fuel sold for the month was 155,682ltrs which was down 32,000ltrs on last month's usage.

The figures below reflect the differences between July 2011 and July 2012 and the 2011/ 2012 comparisons for the period from January to July.

The total fuel sold for the first 7 months of this year remains at over 100% up on last year's figures.

	July 2011	July 2012	Variance
General Aircraft Landed:	196	160	-22%
RFDS Aircraft Landed:	90	93	+3%
Avgas	27,009 ltrs	24,942 ltrs	-8%
Jet A-1	52,933 ltrs	119,652 ltrs	+126%
RFDS Jet A-1	Mobil	36,030 ltrs	
Total Fuel Sold	79,942ltrs	180,624 ltrs	+126%
Total Fuel Sold	Jan to Jul 11	Jan to Jul 12	
	451,091 litres	970,872 litres	+115%

Aerodrome Works:

Aerodrome works for the month include:

Clearing grass from Runway 09/27 edges and chipping weeds on Runway 15/33.

Clearing weeds from GA parking area.

Clearing weeds and grass from the front of the RFDS hangar and terminal gardens.

Clearing grass from clearance area near Runway 27 threshold.

Clearing grass and weeds from around trees on the Airport Road.

We are still awaiting the return of the Airport tractor from repairs to complete some Runway slashing.

- General maintenance upkeep of facilities and equipment.

Aerodrome Works Outstanding:

- Finalisation of the fire service system.

Aerodrome Security:

- No breaches this month.

Aerodrome Safety Management.

- No issues this month.

Aerodrome Emergency Management Committee.

The next exercise is planned for March/April next year.

Aerodrome Security Committee

The Transport Security Plan (TSP) is due for review and audit.

The next meeting is planned for March/April next year – to be held in conjunction with the AEC exercise.

Items of Interest

1. Network Aviation conducted an Aerodrome safety audit on 24th July on behalf of Kentor Minerals. Network operates 2 charter flights a week between Perth and Meekatharra for Kentor staff. No negative issues were raised. A copy of the audit report has been sent to the CEO.
2. The annual CASA aerodrome inspection is due to take place between the 20th – 24th August. The audit report is likely to be available in October.
3. Barry Krepivin has completed training as a casual aircraft refueller. Barry is currently working 5 hours a week on Thursday mornings and can be called on for further hours depending on refueling demand at the Airport. The situation will be monitored by the Airport Manager and AirBP over coming months.

Russell King
Relief Airport Manager
6th August, 2012.

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr RK Howden

That the Airport Manager's report for July 2012 be received.

CARRIED 4/0

9.1.3 YOUTH CENTRE REPORT – JULY 2012

YOUTH SERVICE REPORT TO COUNCIL

AFTER SCHOOL ACTIVITY PROGRAM

The After School Activity Program has been running for a couple of weeks now, and consists of open sessions at the Youth Centre, where kids can play pool, basketball, table tennis and the Wii. Yulella have kindly donated several computers to the Youth Centre, so it is envisaged that once these are received and set up, they can be incorporated into the program as well. An art program and dance program continue to run from the school.

EVENING PROGRAMS

Monday night continues to be an open night at the Youth Centre, however once the weather starts to warm up, it is envisaged that these nights will include some outdoor basketball matches as well.

Tuesday night has seen the return of a personal development program at Karalundi. This program continues to be very popular between children aged 10-12 years.

Wednesday night is now cooking at the Youth Centre, whereby kids can attend the Youth Centre and learn new skills by assisting with cooking a nutritious meal, and then go to the basketball courts to be involved in weekly competitions there.

Thursday nights will see the introduction of either Girls Zone, or as the weather gets warmer, the bike riding program. One of these programs will commence around week 5.

Friday night programming continues at the Youth Centre, and has been well attended by youth aged 12-18 years. These sessions have two very distinct and separate programs being run at the same time; the 'main room', where young people can come and 'hang out', and the 'music room', where young people are able to play as a band together and spend time practising particular songs. Many youth who would otherwise not access the Youth Centre, are coming on a regular basis purely for the music program, which is very exciting to see.

David has been approached by Mullewa Youth Services, who has requested a youth band from Meekatharra to play at their Youth Ball. The youth bands are also working hard at practising for the up and coming 'Jammin' In Meeka' weekend. The youth bands will also be playing at our own Youth Ball in November, and are now a regular feature at the local school assembly. Feedback from family members has been overwhelming, and the bands have proved to be such a positive role model to younger children, who can see what these older boys are able to achieve.

JULY HOLIDAY PROGRAM

The July school holidays were a busy time, with two weeks of action packed programming. The first week consisted of afternoon sessions with art/craft, games, badminton, basketball, and pool. The evening sessions of the first week consisted of open nights and a community NAIDOC bbq, funded by Department of Corrective Services. All who attended had a great time, and several staff from Department of Corrective Services came to assist with organising and conducting games, giving out prizes and organising the bbq.

Stormco conducted most of the second week, and as usual, the younger children had a ball with clowns, face painting, singing, games, art and craft activities, and a community bbq. We continued to run Monday and Friday nights for 12-18 year olds, as the older youth did not participate in the Stormco activities during the day.

Belinda Hicks (Youth Officer)

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr HJ Nichols

That the Youth Officer's report for July 2012 be received.

CARRIED 4/0

9.1.4 RECREATION REPORT – JULY 2012

Youth Sport and Recreation Report

Not much has changed regarding the Sport & Rec program.

Please refer to last report for programs.

The football Program is thriving (thanks to Paul, Shannon, Dylan and Ralf Mongoo). The wind up of season is will be at the end of the school term. I am in the process of organising the end of season stuff.

Paul has sorted out the different age groups and we would like to change the day of Auskick from Saturday to Sunday (I need to speak to parents). John Cross the Co-coordinator from Yulella has volunteered to help out with Auskick for which I am very grateful.

I am very busy with preparations for “The Shane Coaby Cup” which will be held Sunday 19th August. The day will be Suicide Prevention orientated (Shane took his own life).

Please feel free to come and watch the game between Meeka and Magnet/Wiluna.

The School Holiday Program Sports sessions and Movie nights were very successful.

I have yet to start the Zumba classes.

The Youth Ball will happen 3rd of December. This is organised and run by Parents/Carers.

Magnet, Wiluna, Karalundi, Cue, Yalgoo, Yulgajinna and Mullewa Youth have all been invited to attend. We are very lucky to have a Youth Band formed by local boys (with the help of David Hicks) in town. “The Band” (yet to be named) will perform at the Youth Ball.

We have been invited to Mullewa for their Youth Ball (at which “The Band” will perform) and accommodation has already been organised for us.

Watch this space for more information.

Elaine King

Youth Sport and Recreation Officer

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr RK Howden

That the Recreation Report for July 2012 be received.

CARRIED 4/0

9.1.5 RANGERS REPORT

Details to report

I attended Meekatharra on Friday 6, Saturday 7 and Sunday 8 (morning) July 2012. Patrols were conducted of the townsite and surrounding areas and license enquiries made. Trapping was conducted around the outskirts of the rubbish tip and throughout town. Two unregistered dogs were trapped at the rubbish tip and destroyed. Three feral cats were trapped and destroyed. I also attended Meekatharra of Sunday 22, Monday 23 and Tuesday 24 July 2012. Patrols were conducted of the townsite and surrounding areas and license enquiries made. Trapping was conducted around the outskirts of the rubbish tip and around town. Seven unregistered dogs were destroyed along with two feral cats.

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr RK Howden

That the Rangers report for July 2012 be received.

CARRIED 4/0

9.1.6 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
15/07/06	9.5.1	Laneway Closure, Land Adjacent to Lots 425,426, 427 & 428 Railway Street Advise the Minister for Lands that proposal was advertised, that no submissions were received by closing dates, Water Corp had no objections. That Shire of Meekatharra request Minister for Land Admin permanently close the laneway and portions adjoining be amalgamated with lots, that Shire has no objections to lots being converted to Freehold Title.	CEO/ CONS	Letter written to Minister for Lands Process to be completed by DOLI	Complete In progress
15/07/06	9.5.2	Permanent Closure of Streets within the Nannine Townsite That Council advise Dept Land Asset Management that Council doesn't wish to close Nannine Townsite That Council establish ownership of Recreation Reserve 3917, Explosive Reserve 4748. Water Reserve 12460, Water Pipe Tracks and Id Hillside Homestead site near Nannine Townsite.	CEO/ CONS/ CDAO	Letter sent to Dept	Complete In progress

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19/08/06	9.5.2	Sale Meekatharra Lot 922 – St Barbara Mines Request Health, Building and Planning Committee to inspect property and report to Council potential uses of property etc. Advise Dept Planning & Infrastructure that Council has no objections to sale of Lot 922, however Council has interest in old building situated at in North West corner of lot. Request CEO to advise St Barbara Mines that Council may be interested in obtaining tenure of Old Station Masters house on Lot 922.	CEO	Letter sent to Dept 7/9/06 Committee to inspect house obtain costs etc. Settlement imminent (St Barbs to Health Dept) CEO has advised Health Dept that Council may have an interest in old Station Masters house.	Complete In progress
15/12/06	9.5.3	Lease of Reserves 40845 & 40847 Staff re-write the terms and conditions of the lease to ensure that Council and community groups who store items on the reserves can continue to do so with unrestricted access and also to ensure that Council secures the necessary access for the Heritage Trails interpretive sites. Further, that the revised lease be presented to Council for approval.	CEO		
17/2/07	9.4.3	Grant Applications for Drive Trail As the Canyon Trail will no longer be completed it was recommended that requested be made for the funds to be transferred to stage 2 of the Drive Trail Letter have been written to the appropriate funding bodies, but as yet no reply has been received. Council decided to seek the additional funding required to complete the Drive Trail.	CDAO	Letters written to funding bodies Regional Development Scheme: agreed to transfer funds on the condition that other funding is secured and any changes to budget are also submitted. Regional Infrastructure Funding Program: confirmation not yet received as several queries are unable to be answered at this stage.	50% Funds Received 16/09/08 Will release funds once approvals have been received for PARs
21/06/08	9.3.6	Plastic shopping bag reduction program. Replace plastic with calico and charge for the calico bags.	CEO	Purchase 10,000 calico bags Consult Retailers Commence project	23/06/08 In Process

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21/11/09	9.3.4	Cornish Lift	PO	Quote approved 23/11/09. Letter of advise and order sent 23/11/09 Contractor to build	Complete In progress
18/12/09	9.3.1	Relocation Main Street Park Displays	CEO	Copy to Rigby & Cameron 22/12/09 Works to be undertaken	Complete In progress
20.05.11	9.3.3	Lease K076047 – Meekatharra Lots 589, 590, 591, 598, 599 & 600 – Paddy's Flat	CEO	Email sent 26.05.11 – Renew Lease Check Status, Request freehold Await response from Landgate	Complete Complete Complete In progress
20.05.11	9.3.5	Management/Structure Review	CEO	Liaise/advise staff Amend/create PD's & Infopacks Recruit new manager	Complete In progress
20.05.11	9.4.1	Meekatharra Trails Project – Financial Reimbursement Mid West Development Commission	CDAO	Advise MWDC & return funds Invoice to be sent & funds returned Awaiting MWDC Invoice	Complete In progress In progress
18.06.11	9.3.3	Council Policy – Camping allowance amendment	CEO	Email WSM, OO, Payroll 20/6/11 Letter to crew 24/6/11 Policy amended 24/6/11 Distribute amendment	Complete Complete Complete In progress
16.07.11	9.3.1	Annual Leave and Local Government Public Holiday Policy	DCEO	Changes made to Payroll Leave Records Letter sent to outside crew informing of change Policy distributed to Policy Manual Holders	Complete Complete In progress
16.07.11	9.6.1	Council Policy – Bituminous Seals	CEO/WSM	Reword Policy and submit to Council	In Progress

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16.07.11	9.6.2	Council Policy – Crossovers	CEO/WSM	Update & Distribute Policy	In progress
17.09.11	10.2	School Oval Facility – Agreement	CEO	New report to October Council meeting required	In progress
17.09.11	10.4	Renovations to Lot 208 Hill Street	DCEO	Architect to draw plans, tender to be written and tenders invited. Waiting on architect	In progress
15.10.11	9.3.2	Installation of CCTV in Main Street Meekatharra	CEO	Engage Consultant – rang 20/10/11 Emailed again 27/3/12 - Awaiting on consultant to visit Advise local police OIC – email 20/10/11	In progress Complete
15.10.11	9.3.4	Lloyd's Shops Main Street Meekatharra	CEO	Council inspection Community Consultation	Complete Not started
19.11.11	10.1	Amendments to the schedule of fees and charges	DCEO	Staff to provide further options	In progress
21.01.12	9.3.2	Goldfields Highway / National Transport Route / Carnarvon Link	CEO	Advised Wiluna CEO of Council decision. Email sent 24.01.12 Wiluna to advise suitable meeting time	In progress
18.02.12	9.4.3	Location and Financing of Fitness Equipment	CDAO/DCEO	Amount noted in Budget Review	In progress
17.03.12	9.4.1	Building Maintenance – Meekatharra Youth Centre	CDAO	Further information requested by CEO from Health and Building Supervisor. Storage access door to be installed. Additional fire escape being re-assessed.	In progress
17.03.12	9.4.2	Picture Gardens Maintenance	CDAO	Informed MWDC of Council support for upgrade with a view to seeking funds from them. MWDC advised that they will keep CDAO updated with funding opportunities that arise or that can be accessed. CDAO has begun researching grant opportunities around heritage.	In progress

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21.04.12	9.3.4	CEO Annual Leave and Appointment of Acting CEO	CEO	DCEO advised August approved Jan 2013 leave to be discussed	Complete In progress
21.04.12	9.5.2	Building Act 2011 – Authorisations	DCEO/EHO		
21.04.12	10.2	Solar Electricity Installations	CEO	Staff to further research	In progress
19.05.12	9.6.1	Tenders Concrete Works Mt Clere Road	WSM	Advised Tuss Concrete to go ahead Carried out site visit with Tuss to set programme 7 th June 2012 Current status “rain delay”	Complete
19.05.12	10.2	Alcohol problems – Meekatharra	CEO	Invite Dr Tierney to meet with Council. Letter sent to Dr Tierney 23.05.12 CEO & CDAO met with Dr Tierney 24/5/12 at her request .	In progress
16.06.12	9.3.1	Delegation register – Annual Review	CEO	Copy minute to master copy of delegation register	In progress
16.06.12	9.4.1	Donation – Eastern Gascoyne Gymkhana Club	CDAO	Letter written 19.06.12 and sent requesting invoice	In progress
16.06.12	9.4.2	Donation – Meekatharra Christmas Hampers	CDAO	Letter written 19.06.12 to progress donation	In progress
16.06.12	9.4.3	Medicare Locals and Establishment of Primary Health Care Hubs	CDAO	RSVP'd – Meeting postponed	In progress
16.06.12	9.4.5	Community Development Committee	CEO	Letter to Yulella 18.06.2012 CEO to meet with Mr Curley	Complete In progress
16.06.12	9.6.1	Tenders Flood Damage Reinstatement	WSM	Emailed John 18.06.2012 Letter of Appointment sent to successful tenderers GNE and MTF 10.07.2012	In progress

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

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16.06.12	10.1	Airport Refuelling Assistance	CEO	Email sent Airport MCR 18.06.2012 Copy of minutes and email to contract file	In progress
21.07.12	9.2.4	Budget Amendments	CDAO	Staff informed of amendments	Complete
21.07.12	9.3.2	Freedom of Information Statement	CDAO	Statement updated on Shire Web Site and sent to relevant authority.	Complete
21.07.12	9.3.4	Disability, Access and Inclusion Plan Review	CDAO	Updated plan available on Shire Web site and sent to relevant authority	Complete
21.07.12	9.4.1	Donation – For Kerry Salmon to attend an awards ceremony on behalf of the community of Meekatharra	CDAO	Letter sent to Kerry Salmon advising of Councils decision	Complete
21.07.12	9.4.2	Request for camping at the sports complex	CDAO	Desert Feet Tour advised they are able to camp at complex	Complete
21.07.12	9.4.3	Donation – Eastern Gascoyne Race Club	CDAO	Letter sent to Eastern Gascoyne Race Club	In progress
21.07.12	9.3.1	Leasing of hairdressing salon – Lloyds Building	DCEO	Preparing site suitable for leasing, informed Julie Peckham of council decision. Commenced drawing up lease agreement	Complete
21.07.12	9.5.1	Town planning – proposal to develop secure storage units – lots 2 and 836 Main Street Meekatharra	DCEO	Michael Clancy informed of council decision and planning consent permit issued	In progress
25.07.12	9.6.1	Tenders – NDRRA – Cyclone Heidi 2 nd claim	CEO	Emailed works and services manager John Dyer and Greenfields	In progress
25.07.12	9.6.2	Tender/contract variation water bores for NDRRA flood damage works	CEO	Emailed works and services manager John Dyer and Greenfields	In progress

21.07.12	9.6.3	Tenders – supervision of contracts	CEO		
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21.07.12	10.1	Murchison regional vermin council – CLGF regional funds	CEO	Sent letter to ranger Peter Smith	In progress
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Officers Recommendation / Council Resolution:



Moved: Cr PS Clancy

Seconded: Cr HJ Nichols

That the Status reports be received.

CARRIED 4/0

9.2 FINANCE

Title/Subject:	MONTHLY FINANCIAL REPORT PERIOD ENDED JULY 31, 2012
Agenda/Minute Number:	9.2.1
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	16 July 2012
Author:	Krys East Corporate & Development Services Officer
	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer
	 Signature Senior Officer

Summary:

Monthly Financial Report

Background:

Financial Activity Statement Report – s.6.4

- (1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as 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);*
 - (b) *Budget estimates to the end of the month to which the statement relates;*
 - (c) *Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (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;*
 - (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,*
 - (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 to the council –

(i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or

(ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting;

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 AAS 5, to be used in statements of financial activity for reporting material variances.

(6) In this regulation –

} committed assets~ means revenue unspent but set aside under the annual budget for a specific purpose;

} restricted assets~ have the same meaning as in AAS 27.

[Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50.]

[35. Repealed 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:

Ron Back – Local Government Consultant

Statutory Environment:

Local Government Act 1995 Section 6.4 Financial Report
Financial Management Regulations 34 & 35

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr HJ Nichols

That the financial report for the period ending July 31, 2012 be received.

CARRIED 4/0



**Monthly Financial Statements
for the period ended 31 July 2012.**

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Shire of Meekatharra		Monthly Financial Report		
<i>for the period ended 31 July 2012.</i>		Income Statement		
	2013/14			
	2012/13	2012/13	2012/13	
	Budget	YTD Budget	31 Jul 2012	
	\$	\$	\$	
OPERATING EXPENDITURE				
Governance	554,986	34,584	34,396	
General Purpose Funding	203,509	10,883	10,196	
Law, Order, & Public Safety	136,303	9,990	12,429	
Health	98,546	5,042	3,588	
Education and Welfare	654,044	32,585	33,102	
Housing	18,501	15,389	-	
Community Amenities	513,049	19,997	24,587	
Recreation and Culture	1,198,379	52,132	60,672	
Transport	3,507,035	267,148	91,307	
Economic Services	366,092	12,983	12,689	
Other Property and Services	<u>427,066</u>	<u>11,174</u>	<u>(57,214)</u>	
OPERATING EXPENDITURE	7,677,510	471,907	225,753	
OPERATING REVENUE				
Governance	38,900	33	180	
General Purpose Funding	6,756,526	3,778,197	3,763,993	
Law, Order, & Public Safety	10,713	2,240	20	
Health	1,900	67	-	
Education and Welfare	101,642	-	3,307	
Housing	18,500	1,542	2,040	
Community Amenities	139,100	112,275	80,006	
Recreation and Culture	133,350	1,688	884	
Transport	635,502	80,828	64,378	
Economic Services	217,183	11,641	11,110	
Other Property and Services	<u>55,000</u>	<u>1,500</u>	<u>774</u>	
OPERATING REVENUE	8,108,316	3,990,011	3,926,692	
GRANTS/CONTRIBUTIONS FOR THE DEVELOPMENT OF ASSETS				
Law, Order, & Public Safety	8,000	-	-	-
Recreation and Culture	100,000	-	-	-
Transport	<u>11,018,383</u>	<u>424,845</u>	<u>424,846</u>	-
Total	11,126,383	424,845	424,846	
PROFIT/(LOSS) on DISPOSAL				
Transport	<u>(11,425)</u>	<u>-</u>	<u>-</u>	
PROFIT/(LOSS) on DISPOSAL	(11,425)	-	-	
NET RESULT	<u>11,545,764</u>	<u>3,942,949</u>	<u>4,125,785</u>	

Shire of Meekatharra		Monthly Financial Report			
<i>for the period ended 31 July 2012.</i>		Statement of Financial Activity			
		2013/14			
	Note	2012/13 Budget \$	2012/13 YTD Budget \$	2012/13 31 Jul 2012 \$	
Expenditures					
Governance		(554,986)	(34,584)	(34,396)	1%
General Purpose Funding		(203,509)	(10,883)	(10,196)	6%
Law, Order, Public Safety		(136,303)	(9,990)	(12,429)	(24%)
Health		(98,546)	(5,042)	(3,588)	29%
Education and Welfare		(654,044)	(32,585)	(33,102)	(2%)
Housing		(18,501)	(15,389)	-	100%
Community Amenities		(513,049)	(19,997)	(24,587)	(23%)
Recreation and Culture		(1,198,379)	(52,132)	(60,672)	(16%)
Transport		(3,507,035)	(267,148)	(91,307)	66%
Economic Services		(366,092)	(12,983)	(12,689)	2%
Other Property and Services		(427,066)	(11,174)	57,214	612%
Less Depreciation on Assets		2,996,265	249,686	-	100%
Expenditures	3	<u>(4,681,245)</u>	<u>(222,221)</u>	<u>(225,753)</u>	(2%)
Revenues					
Governance		38,900	33	180	
General Purpose Funding		3,015,337	37,008	43,805	18%
Law, Order, Public Safety		10,713	2,240	20	
Health		1,900	67	-	
Education and Welfare		101,642	-	3,307	
Housing		18,500	1,542	2,040	
Community Amenities		139,100	112,275	80,006	(29%)
Recreation & Culture		133,350	1,688	884	
Transport		635,502	80,828	64,378	(20%)
Economic Services		217,183	11,641	11,110	(5%)
Other Property and Services		55,000	1,500	774	
Revenues	1	<u>4,367,127</u>	<u>248,822</u>	<u>206,504</u>	(17%)
Adjustments for Non-Cash items					
Non current liabilities/assets		(4,007)	(833)	514	
Net operating requirements		<u>(318,125)</u>	<u>25,768</u>	<u>(18,735)</u>	
CAPITAL Income and outlays()					
Contributions/Grants	2	11,126,383	424,845	424,846	0%
Land & Buildings	4	(1,867,616)	(5,946)	(407)	93%
Plant & Equipment	4	(1,347,689)	-	(4,053)	
Furniture and Equipment	4	(262,602)	(9,167)	(84,890)	(826%)
Infrastructure	4	(13,097,536)	(246,000)	(231,506)	6%
Proceeds from Disposal of Assets		46,000	-	-	
Transfers to Reserves	5	(1,486,606)	(36,998)	(255,815)	(591%)
Net capital requirement		<u>(6,889,666)</u>	<u>126,734</u>	<u>(151,825)</u>	
ADD Net Current Assets 1st July B/Fwd		3,466,602	3,466,602	3,301,758	(5%)
LESS Net Current Assets Year to Date		-	(7,361,126)	(6,851,387)	
Amount Raised from Rates		<u>3,741,189</u>	<u>3,741,189</u>	<u>3,720,188</u>	(1%)

() bracket represents an outflow of funds. This statements is to be read in conjunction with the accompanying notes.

Shire of Meekatharra

**Monthly Financial Report
Statement of Financial Activity**

for the period ended 31 July 2012.

2013/14

SIGNIFICANT VARIANCES IN THE STATEMENT OF FINANCIAL ACTIVITY REPORT

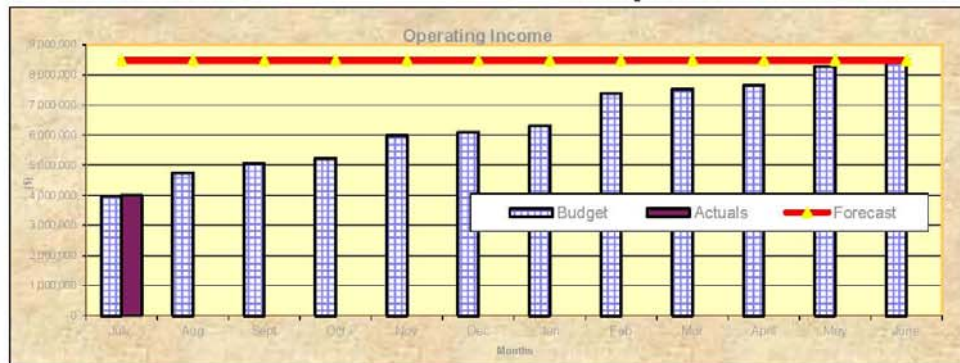
General Comments

Budget generally tracking below budget estimates. Variations arising tend to be from the timing of budget estimates. Notes on variations are included at page 25

All bank reconciliation have been completed.

**REVENUES & CAPITAL INCOME
OPERATING INCOME**

Year elapsed 8.1% versus income to annual budget 47.1%



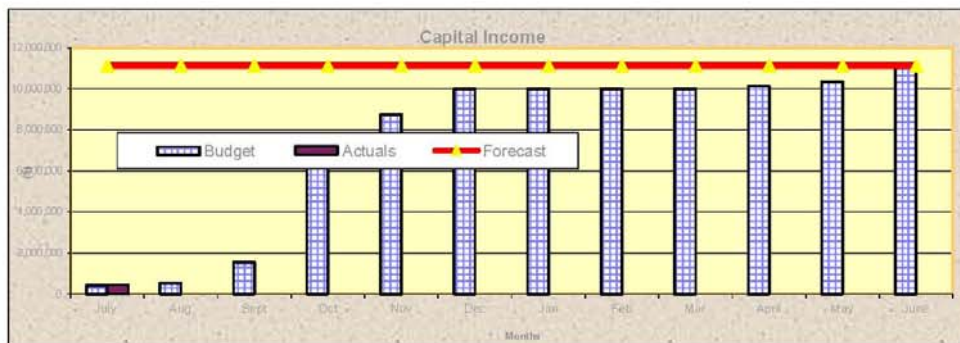
Comments

Budget YTD Budget 31 Jul 2012

- 1 Revenues are within .2% of estimated budget as at 31 Jul 2012. There are no material variations.

CAPITAL INCOME/CONTRIBUTIONS

Year elapsed 8.0% versus income to annual budget 3.8%



Comments

YTD \$424,846 Total Budget \$11,126,383

- 2 Revenues are within .0% of estimated budget as at 31 Jul 2012. There are no material variations.

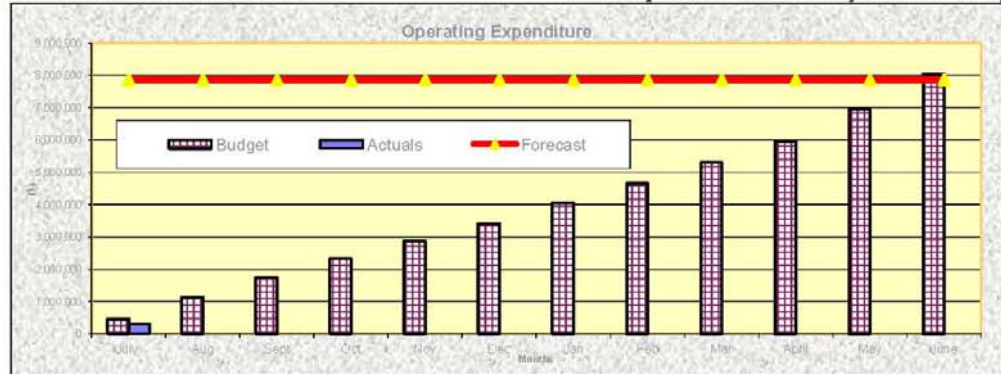
Proceeds from asset sales are within budget expectations and there are no material variations.

Shire of Meekatharra **Monthly Financial Report**
Statement of Financial Activity
for the period ended 31 July 2012. **2013/14**

OPERATING EXPENSES & CAPITAL OUTLAYS

OPERATING EXPENDITURES

Year elapsed 8.0% versus outlays to annual budget 3.7%

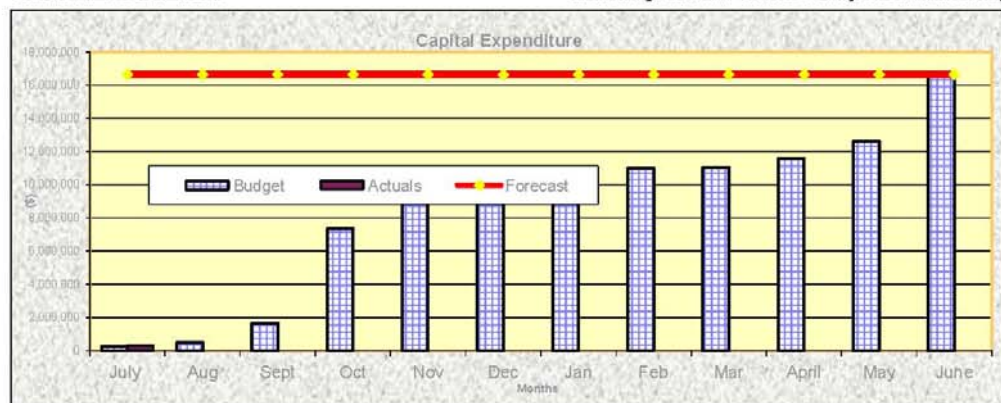


Comments YTD \$225,753 Total Budget \$8,047,510

- 3 Total operating expenses are 37.8% below budget estimates.. Excluding the effect of depreciation the expenses are .% above budget estimates.

CAPITAL OUTLAYS

Year elapsed 8.0% versus outlays to annual budget 1.9%



Comments YTD \$320,856 Total Budget \$16,585,443

- 4 Total capital expenses are 22.9% above budget estimates as at 31 Jul 2012. There are no material variations.

Shire of Meekatharra	Monthly Financial Report
<i>for the period ended 31 July 2012.</i>	Notes to the Financial Statements
	2012/13

1. SIGNIFICANT ACCOUNTING POLICIES

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

a) Basis of Accounting

The budget has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended). The budget has also been prepared on the accrual basis under the convention of historical cost accounting.

b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.

2 CASH AND CASH EQUIVALENTS

a) Reconciliation of cash

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the statement of financial position as follows:

Cash assets	2012/13 Budget	2012/13 YTD Budget	2012/13 31 Jul 2012
Cash - Unrestricted	78,600	6,563,908	2,152,280
Cash - Restricted	10,408,963	8,959,355	9,603,018
	<u>10,487,563</u>	<u>15,523,263</u>	<u>11,755,299</u>
<i>Cash assets are represented by -</i>			
Cash on hand	600	600	83,047
Municipal Bank Account	78,000	6,563,308	(850,348)
Bank Term Deposits	-	-	3,344,427
Reserve Accounts Bank	10,408,963	8,959,355	9,178,172
	<u>10,487,563</u>	<u>15,523,263</u>	<u>11,755,299</u>
Cash backed reserves	10,408,963	8,959,355	9,178,172
Grants/Contributions	-	-	424,846
	<u>10,408,963</u>	<u>8,959,355</u>	<u>9,603,018</u>

3 STATEMENT OF NET CURRENT ASSETS

	2012/13 Budget	2012/13 YTD Budget	2012/13 31 Jul 2012
CURRENT ASSETS			
Cash & Cash Equivalents	10,487,563	15,523,263	11,755,299
Trade and other receivables	450,000	967,542	4,243,883
Inventories	50,000	90,963	132,097
	<u>10,987,563</u>	<u>16,581,768</u>	<u>16,131,279</u>
LESS: CURRENT LIABILITIES			
Trade and other payables	578,600	261,287	101,720
Provisions	100,000	105,434	105,434
	<u>678,600</u>	<u>366,721</u>	<u>207,154</u>
NET CURRENT ASSETS	10,308,963	16,215,047	15,924,125
Less: Cash - Restricted	(10,408,963)	(8,959,355)	(9,178,172)
Current Employee Liabilities	100,000	105,434	105,434
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	(0)	7,361,126	6,851,387

4 NON CURRENT ASSETS

a) Asset acquisitions by class

Land and Buildings

	2012/13 Budget	2012/13 YTD Budget	2012/13 31 Jul 2012
Administration Building Improvements	21,500	-	-
Re-Roof Office/Administration Building	215,000	-	-
Unisex Toilet and Shower	8,000	-	-
Youth Centre Office	67,000	-	-
Staff Housing Upgrades	374,261	5,000	407
SPQ Mcleary St "Paddy's Flat"	30,000	-	-

Shire of Meekatharra	Monthly Financial Report		
<i>for the period ended 31 July 2012.</i>	Notes to the Financial Statements		
	2012/13		
Cemetery Improvements	81,000	-	-
Construct Oval Toilets	100,000	-	-
Upgrade Pool Grounds	116,500	-	-
Rec Centre Floor Coverings	11,355	946	-
New Gym	250,000	-	-
War Memorial	4,500	-	-
Race Course Buildings	10,000	-	-
Mt Gould Police Station - security	20,000	-	-
Stage 1 - Lloyd's Renovations	380,000	-	-
Meekatharra CRC building extension	80,000	-	-
Depot Improvements	95,000	-	-
Terminal - Refurbish Toilets	33,500	-	-
<u>Plant and Equipment</u>			
Managers Vehicle	50,000	-	-
Project Officers Vehicle	35,000	-	-
Security Cameras	100,000	-	-
Hall Equipment	17,000	-	-
Mulcher	10,000	-	-
Cornish Lift	35,000	-	-
Pool Plant and equipment	2,000	-	-
Pool Equipment	43,000	-	-
Sports Complex Equipment	32,000	-	-
Play ground Equipment	28,000	-	-
New Pump/fittings - oval	40,000	-	-
Gym equipment upgrade	10,000	-	315
Tank, Fence & Fittings	95,000	-	-
Miscellaneous Plant (Small Equipment)	18,000	-	-
Caravans & Equipment	122,600	-	1,000
Utility Various	-	-	3,053
Sweeper modifications	10,000	-	-
Scraper	250,000	-	-
Prime Mover	206,189	-	-
Grader	150,000	-	-
Engines & Pumps	145,000	-	-
Airport Fire Fighting System	40,000	-	-
Trailer	142,500	-	-
Gen Set (Construction)	40,000	-	-
Communication Equipment	46,400	-	-
Skid steer loader	80,000	-	-
<u>Furniture and Equipment</u>			
Furniture and Equipment	15,000	7,500	5,595
Computer Equipment	46,202	-	-
Key System	-	-	78,980
Asset Labelling Recording System	20,000	1,667	-
Furniture & Equipment	21,400	-	-
Air conditioner Gym	15,000	-	-
Sports Complex Kitchen airconditioner	5,000	-	-
<u>Infrastructure Assets</u>			
Road/Infrastructure Construction	11,992,833	246,000	231,506
<u>Infrastructure Assets Other</u>			
Sewerage Lagoon	140,000	-	-
Viewing platform at headframe	30,000	-	-
Luke Pit Water Scheme	80,000	-	-
Parks & Gardens - Capital	13,200	-	-
Improve Drainage between Commercial Hotel a	4,000	-	-
Airport Improvements	282,800	-	-
Meeka North Heritage Drive Trails	90,302	-	-
Meeka South Drive - Heritage	120,016	-	-
Meeka Heritage Drive Trails	54,385	-	-
	16,575,443	261,113	320,856

Shire of Meekatharra	Monthly Financial Report		
<i>for the period ended 31 July 2012.</i>	Notes to the Financial Statements		
	2012/13		

5 CASH BACKED RESERVES	2012/13	2012/13	2012/13
a) Infrastructure & Economic Development Res	Budget	YTD Budget	31 Jul 2012
Opening Balance	769,078	769,078	769,078
Amount Set Aside / Transfer to Reserve	43,453	3,189	22,050
Amount Used / Transfer from Reserve	-	-	-
	812,531	772,267	791,129
b) Leave Reserve			
Opening Balance	47,170	47,170	47,170
Amount Set Aside / Transfer to Reserve	2,665	196	1,352
Amount Used / Transfer from Reserve	-	-	-
	49,835	47,366	48,523
c) Shire Water Reserve			
Opening Balance	150,713	150,713	150,713
Amount Set Aside / Transfer to Reserve	108,515	625	4,321
Amount Used / Transfer from Reserve	-	-	-
	259,228	151,338	155,034
d) Plant Reserve			
Opening Balance	1,656,725	1,656,725	1,656,725
Amount Set Aside / Transfer to Reserve	393,605	6,870	47,500
Amount Used / Transfer from Reserve	-	-	-
	2,050,330	1,663,595	1,704,225
e) Building Reserve			
Opening Balance	960,299	960,299	960,298
Amount Set Aside / Transfer to Reserve	254,257	3,982	27,533
Amount Used / Transfer from Reserve	-	-	-
	1,214,556	964,281	987,831
f) Transport Reserve			
Opening Balance	530,777	530,777	530,777
Amount Set Aside / Transfer to Reserve	29,989	2,201	15,218
Amount Used / Transfer from Reserve	-	-	-
	560,766	532,978	545,995
g) Airport Runway Reserve			
Opening Balance	2,224,924	2,224,924	2,224,924
Amount Set Aside / Transfer to Reserve	125,708	9,226	63,791
Amount Used / Transfer from Reserve	-	-	-
	2,350,632	2,234,150	2,288,715
h) Airport Operating Reserve			
Opening Balance	784,966	784,966	784,966
Amount Set Aside / Transfer to Reserve	44,351	3,255	22,506
Amount Used / Transfer from Reserve	-	-	-
	829,317	788,221	807,472
i) Reseal & Rejuvenation of Sealed Roads Reserve			
Opening Balance	727,867	727,867	727,867
Amount Set Aside / Transfer to Reserve	291,124	3,018	20,869
Amount Used / Transfer from Reserve	-	-	-
	1,018,991	730,885	748,736
j) Interpretive Centre Reserve			
Opening Balance	904,607	904,607	904,607
Amount Set Aside / Transfer to Reserve	183,603	3,751	25,936
Amount Used / Transfer from Reserve	-	-	-
	1,088,210	908,358	930,544
k) Digital TV Reserve			
Opening Balance	165,231	165,231	165,232
Amount Set Aside / Transfer to Reserve	9,336	685	4,737
Amount Used / Transfer from Reserve	-	-	-
	174,567	165,916	169,969
Total Cash Backed Reserves	10,408,963	8,959,355	9,178,172

All of the above reserve accounts are to be supported by money held in financial institutions.

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

There were no actions that require reporting to council in July 2012.

SHIRE OF MEEKATHARRA



INVESTMENT REGISTER

Total Investments as at 31 July 2012

Account	Institution	Account Type	Maturity Date	Interest Rate	Opening Balance 1/07/2012	Interest Earned to 30/06/2012	Interest Earned This Period	Transfers To Investments	Transfers From Investments	Closing Balance 31/07/2012
350243	Westpac	6 month TD	31/07/2012	5.75%	8,922,357.43	-	255,814.99	-	-	9,178,172.42
26-7466	Westpac	At Call		Variable	3,344,427.00	-	9,495.22	-	(500,000.00)	2,853,922.22
TOTALS					12,266,784.43	-	265,310.21	-	(500,000.00)	12,032,094.64

Investments by Nature

General Ledger Code	Investment Purpose	% of Investment	Opening Balance 1/07/2012	Interest Earned to 30/06/2012	Interest Earned This Period	Transfers To Investments	Transfers From Investments	Closing Balance 31/07/2012
170300	Plant Reserve	18.57%	1,656,724.92	-	47,500.35	-	-	1,704,225.27
170500	Building Reserve	10.76%	960,298.41	-	27,532.94	-	-	987,831.35
170200	Water Reserve	1.69%	150,712.98	-	4,321.13	-	-	155,034.11
170700	Airport Runway Reserve	24.94%	2,224,923.83	-	63,791.31	-	-	2,288,715.14
170800	Airport Operations Reserve	8.80%	784,965.60	-	22,505.93	-	-	807,471.53
170600	Transport Reserve	5.95%	530,777.05	-	15,218.03	-	-	545,995.08
170100	Infrastructure Reserve	8.62%	769,078.39	-	22,050.43	-	-	791,128.82
170150	Leave Reserve	0.53%	47,170.22	-	1,352.43	-	-	48,522.65
170250	Reseal & Rejuvenation Reserve	8.16%	727,867.13	-	20,868.85	-	-	748,735.98
173500	Upgrade to Digital TV Reserve	1.85%	165,231.54	-	4,737.39	-	-	169,968.93
170450	Interpretive Centre Reserve	10.14%	904,607.36	-	25,936.21	-	-	930,543.57
SUB TOTAL ON RESERVES			100.00%	8,922,357.43	-	255,814.99	-	9,178,172.42
6001	Municipal Fund	100.00%	3,344,427.00	-	9,495.22	-	(500,000.00)	2,853,922.22
TOTAL INVESTMENTS BY NATURE			100.00%	12,266,784.43	-	265,310.21	(500,000.00)	12,032,094.64

Title/Subject:	OUTSTANDING DEBTORS
Agenda/Minute Number:	9.2.2
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	13 August 2012
Author:	Krys East Debtors & Creditors
	 <i>Signature of Author</i>
Senior Officer:	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 –

>90 day – All outstanding debtors with 90 days or more are sent a 7 day debt collection letter.

>60 day – All outstanding debtors with 60 days or more are sent a reminder letter.

>30 day – All outstanding debtors with 30 days or more account are sent a statement with a reminder sticker attached.

Comment:

Although the outstanding > 90 day accounts are sent letters stating that they will be forwarded onto the debt collection agency, Council needs to be aware of the cost to do so. Therefore from time to time, in relation to minimal amounts i.e. landing fees it is required that Council write off the debt incurred.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Loss of revenue

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr RK Howden

That Council receives the outstanding monthly Debtor Trial Balance for July 31, 2012.

CARRIED 4/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

Printed on : 01.08.12 at 09:16

*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance As at 31.07.2012					Total	
Debtor #	Name	Credit Limit	02.05.2012 GT 90 days	Age	01.06.2012 GT 60 days	01.07.2012 GT 30 days	31.07.2012 Current	Total
			Of Oldest Invoice (90Days)					
A041	AD ASTRAL AVIATION		0.00	0	281.58	572.10	425.35	1279.03
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	0.00	94.68	94.68
B092	ADRIAN BAUMGARTEN (JNR)		0.00	0	-0.25	0.00	362.61	362.36
U001	AEROQUEST AIRBOURNE		650.24	133	0.00	107.72	22.00	779.96
A054	AFRAN CIVIL CONSTRUCTIONS		0.00	0	0.00	0.00	22.00	22.00
B2	AIR BP AUSTRALIA PTY LTD -		0.00	0	415.44	0.00	0.00	415.44
A100	AIR NATIONAL AUSTRALIA PTY		0.00	0	144.20	0.00	0.00	144.20
A029	AIR PHOENIX INTERNATIONAL		0.00	0	0.00	0.00	97.28	97.28
C7	AIRSERVICES AUSTRALIA		0.00	0	0.00	0.00	-1298.44	-1298.44
S095	ANITA SEERY		0.00	0	0.00	0.00	14.70	14.70
A017	AUSTRALIAN TAXATION OFFI		0.00	0	0.00	0.00	28083.42	28083.42
B01	BAYSWATER ROAD PTY LTD		0.00	0	0.00	0.00	184.12	184.12
B016	BELELE STATION		624.00	1919	0.00	0.00	0.00	624.00
A11	BILL ATYEO		0.00	0	0.00	0.00	125.32	125.32
S074	BRENT SMOOTHY		44.00	727	0.00	0.00	0.00	44.00
B035	BRISTOW HELICOPTERS PTY LT		0.00	0	0.00	79.27	0.00	79.27
B038	BROOME AIR SERVICES PTY LT		0.00	0	0.00	51.27	0.00	51.27
B5	BROOME AVIATION PTY LTD		-354.24	90	0.00	0.00	0.00	-354.24
C026	CHINA SOUTHERN W/AUSTRALIA		0.00	0	0.00	0.00	382.54	382.54
B022	CLARK BUTSON		0.00	0	40.41	28.43	0.00	68.84
C100	COATES HIRE		132.00	153	0.00	0.00	0.00	132.00
L006	COLIN LAURITSEN		0.00	0	0.00	0.00	124.96	124.96
C011	COMMERCIAL HOTEL		0.00	0	0.00	0.00	6.00	6.00
C021	COMPLETE AVIATION SERVICES		1029.16	271	187.12	187.12	187.12	1590.52
P070	CORINGLE PASTORAL CO		0.00	0	0.00	0.00	1284.30	1284.30
B100	CRAZY'S SPIC AND SPAN		77.00	119	38.50	0.00	38.50	154.00
E028	EDGAR EDWARDS		0.00	0	0.00	0.00	9.50	9.50
E037	EVENTSCORP		0.00	0	0.00	0.00	4950.00	4950.00
F11	FRONTIER SERVICES		0.00	0	0.00	0.00	148.65	148.65
G011	GERALDTON AIR CHARTER		172.86	120	0.00	0.00	147.40	320.26
G010	GERALDTON FUEL COMPANY		0.00	0	0.00	0.00	3422.40	3422.40
G065	GINGIRANA PTY LTD		0.00	0	0.00	0.00	491.12	491.12
G062	GIPPSAERO PTY LTD		0.00	0	29.93	0.00	0.00	29.93
G063	GOODING, BRADLEY JOHN		0.00	0	29.93	0.00	0.00	29.93
G053	GREEN MINING PTY LTD		0.00	0	0.00	0.00	22.00	22.00

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

Printed on : 01.08.12 at 09:16

*** SHIRE OF MEEKATHARRA ***



Debtor #	Name	Debtors Trial Balance As at 31.07.2012						Total
		Credit Limit	02.05.2012 GT 90 days	Age	01.06.2012 GT 60 days	01.07.2012 GT 30 days	31.07.2012 Current	
				Of Oldest Invoice (90Days)				
H028	HELI-AUST PTY LTD		103.95	133	34.65	0.00	0.00	138.60
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	86.66	0.00	86.66
I020	INNOVAERO PTY LTD		0.00	0	0.00	56.86	28.43	85.29
S086	JOAN SHAY		37.40	406	0.00	0.00	0.00	37.40
D056	JOHN DYER		0.00	0	0.09	0.00	77.83	77.92
S056	JOHN SHINER		0.00	0	0.00	0.00	22.00	22.00
K029	KALBARRI SCENIC FLIGHTS PT		0.00	0	0.00	0.00	28.43	28.43
K039	KALGOORLIE BOULDER AERO CL		-44.00	133	0.00	0.00	0.00	-44.00
K003	KARALUNDI ABORIGINAL EDUCA		0.00	0	0.00	0.00	3132.00	3132.00
K004	KILLARA STATION		0.00	0	0.00	866.40	1284.30	2150.70
K100	KINETIC IT		0.00	0	0.00	0.00	82.50	82.50
K055	KIRWAN TRAINING PTY LTD		0.00	0	0.00	0.00	50.51	50.51
K026	KOONMARRA STATION		0.00	0	0.00	866.40	0.00	866.40
S004	MARK SMITH PTY LTD		0.00	0	0.00	0.00	440.00	440.00
D068	MATT DAVIES		0.00	0	0.00	0.00	38.50	38.50
MC1D	MEEKATHARRA CARAVAN PARK		-81.60	118	0.00	0.00	40.00	-41.60
M9	MEEKATHARRA DISTRICT HIGH		0.00	0	0.00	0.00	2500.00	2500.00
H05	MICHAEL HARLEY		0.00	0	0.00	0.00	257.16	257.16
M024	MIDWEST DEVELOPMENT COMMIS		0.00	0	8074.00	0.00	0.00	8074.00
M139	MIDWEST HIRE SERVICE		121.50	153	0.00	0.00	0.00	121.50
M023	MILGUN STATION		0.00	0	0.00	1732.80	4706.70	6439.50
T2	ML & GJ TRENFIELD CONTRACT		0.00	0	0.00	0.00	128.63	128.63
M052	MOBIL OIL AUSTRALIA PTY LT		0.00	0	0.00	0.00	1258.18	1258.18
M028	MT AUGUSTUS STATION		0.00	0	0.00	0.00	3850.20	3850.20
N009	NANTAY PTY LTD - MAROOMBA		0.00	0	0.00	292.66	1264.33	1556.99
Y017	NAOMI MCCOOKE		-4.00	242	0.00	0.00	0.00	-4.00
N002	NETWORK AVIATION		0.00	0	9393.90	12350.72	19717.57	41462.19
U003	NEVILLE ULPH		103.46	811	0.00	0.00	0.00	103.46
N001	NEWMAN VETERINARY HOSPITAL		23.80	91	23.80	0.00	23.80	71.40
N010	NORWEST AIR WORKS PTY LTD		0.00	0	80.79	0.00	0.00	80.79
O027	OUTBACK ENERGY SUPPLY		66.00	182	0.00	0.00	0.00	66.00
O029	OXFORD AVIATION ACADEMY		0.00	0	0.00	0.00	28.43	28.43
O025	OZSHORE PTY LTD		0.00	0	0.00	0.00	28.45	28.45
P076	PERCIVAL, SCOTT		22.00	159	0.00	0.00	0.00	22.00
H021	PHILIP HOOPER - COCKLES		0.00	0	0.00	23.50	0.00	23.50

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

Printed on : 01.08.12 at 09:16

*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 31.07.2012						
Debtor #	Name	Credit Limit	02.05.2012		01.06.2012	01.07.2012	31.07.2012	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
		Of						
		Oldest						
		Invoice						
		(90Days)						
P083	POWERCHILL ELECTRICAL & RE		0.00	0	46.50	0.00	0.00	46.50
Q007	QASCO PTY. LTD.		0.00	0	47.16	0.00	0.00	47.16
M26	REBECCA MARU		291.55	448	0.00	0.00	0.00	291.55
R032	ROTORWEST PTY LTD		0.00	0	0.00	75.08	23.96	99.04
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	0.00	6935.28	6935.28
S055	SHINE AVIATION SERVICES		0.00	0	262.67	443.75	663.04	1369.46
S007	SKIPPERS AVIATION		0.00	0	0.00	7824.55	8219.08	16043.63
S078	STAR AVIATION PTY LTD		0.00	0	-205.27	40.41	253.59	88.73
S066	SUKARJEN HOLDINGS PTY LTD		0.00	0	27.31	27.31	0.00	54.62
T047	TADMAR INVESTMENTS PTY LTD		0.00	0	0.00	0.00	26.94	26.94
T040	THOMSON AVIATION PTY LTD		448.16	109	0.00	0.00	0.00	448.16
T053	TINY TOTS IMAGES PHOTOGRAP		0.00	0	0.00	302.50	0.00	302.50
B070	WATSON-BATES, JOHN		0.00	0	0.00	0.00	19.97	19.97
W028	WIELAND HELICOPTER COMPANY		0.00	0	132.00	0.00	0.00	132.00
Y018	YULELLA INCORPORATED		0.00	0	0.00	0.00	66.00	66.00
		Totals	3463.24		19084.46	26015.51	94543.34	143106.55

Title/Subject:	LIST OF ACCOUNTS ENDED JULY 2012	
Agenda/Minute Number:	9.2.3	
Applicant:	Nil	
File Ref:	ADM 171	
Disclosure of Interest:	Nil	
Date of Report:	13 August 2012	
Author:	Krys East Debtors & Creditors	
		<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	
		<i>Signature Senior Officer</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	Voucher No's	Amount: \$	1,698,397.69
Trust Account	Voucher No's	Amount: \$	12,804.40
Air BP	Voucher No's	Amount: \$	573.00

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 HJ Nichols

Seconded: Cr RK Howden

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

CARRIED 4/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

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SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
18th August 2012

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT6899	13/07/2012	AAC ID SOLUTIONS	300 CUSTOM PRINT SILICON WRISTBANDS ADULT SIZE 200 CUSTOM PRINT	-622.50	-	-
EFT6900	13/07/2012	BDO	PROFESSIONAL FEES IN RELATION TO AUDIT OF FINANCIAL REPORT	-3835.74	-	-
EFT6901	13/07/2012	BEELINE SERVICES	TRENCHING CONCRETE WORKS MT CLERE RD	-9269.70	-	-
EFT6902	13/07/2012	BOC GASES	CYLINDER RENT	-118.52	-	-
EFT6903	13/07/2012	BROADCAST AUSTRALIA PTY LTD	FACILITIES LEASING 01/07/12 - 30/06/13 - GWNTV	-4492.15	-	-
EFT6904	13/07/2012	BURROWS A.G.	HIRE OF ROAD TRAIN	-28217.75	-	-
EFT6905	13/07/2012	CANINE CONTROL	ADDITIONAL RANGER SERVICES - VET PROGRAM	-1650.00	-	-
EFT6906	13/07/2012	COATES HIRE	HIRE OF TRANSFER PUMP - FLOOD DAMAGE	-1386.54	-	-
EFT6907	13/07/2012	COURIER AUSTRALIA	FREIGHT	-389.87	-	-
EFT6908	13/07/2012	DANIKA CHANDLER	FINANCIAL CONSULTING BANK RECS MAY 2012 + RATES	-1440.00	-	-
EFT6909	13/07/2012	ELITE ELECTRICAL CONTRACTING	SUPPLY AND INSTALL RCDS TO SHIRE OFFICE	-1174.25	-	-
EFT6910	13/07/2012	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING IMPRESSIONS ONLY - COLOUR AND B&W	-3514.33	-	-
EFT6911	13/07/2012	GERALDTON FUEL COMPANY	PURCHASE DIESEL STOCK	-142914.46	-	-
EFT6912	13/07/2012	GERALDTON TROPHY CENTRE	STAFF UNIFORMS	-739.97	-	-
EFT6913	13/07/2012	GREAT NORTHERN RURAL SERVICE	BUCTRIL AND ROUNDUP FOR WEED REMOVAL	-329.34	-	-
EFT6914	13/07/2012	GREENFIELD TECHNICAL SERVICES	PROVISION OF PROFESSIONAL SERVICES AS ENGINEERING CONSULTANT -	-3113.00	-	-
EFT6915	13/07/2012	IT VISION COMPUTER SYSTEMS	RENEW SYNERGYSOFT AND UNIVERSE ANNUAL LICENCE FEES TO	-18012.50	-	-
EFT6916	13/07/2012	JAY'S ELECTRICAL SERVICE	INSTALL EXTRA GPOS AND RCDS	-3520.00	-	-
EFT6917	13/07/2012	LANDGATE	MINING TENEMENTS SCHEDULE M2012/7	-962.50	-	-
EFT6918	13/07/2012	LAURITSEN MECHANICAL	REPAIRS TO HYDRAULIC HOSES	-1151.63	-	-
EFT6919	13/07/2012	LEE PASCU	REIMBURSEMENT	-595.89	-	-
EFT6920	13/07/2012	LETS PARTY	DECORATIONS FOR FESTIVAL EVENTS	-171.72	-	-
EFT6921	13/07/2012	MEEKATHARRA CORNER STORE	GAS BOTTLES AND OTHER STORES	-1250.56	-	-
EFT6922	13/07/2012	MIDWEST AUTO GROUP	PX RANGER 4X4 CREW CAB	-36844.20	-	-
EFT6923	13/07/2012	ML & GJ TRENFIELD CONTRACTING	MANAGEMENT SERVICES FOR MEEKA AIRPORT MONTH OF JUNE 2012	-16720.00	-	-
EFT6924	13/07/2012	MOBILE MASTERS	PARTS FOR TIPPER	-522.50	-	-
EFT6925	13/07/2012	MURCHISON COUNTRY ZONE WALGA	MURCHISON COUNTRY ZONE WALGA SUBSCRIPTION 2012/13	-2100.00	-	-
EFT6926	13/07/2012	OFFICEWORKS BUSINESS DIRECT	STATIONERY SUPPLIES	-272.07	-	-
EFT6927	13/07/2012	ORICA AUSTRALIA P/L	CHLORINE CYLINDER RENTAL	-112.86	-	-
EFT6928	13/07/2012	PK & TL ELLIOT	MAINTENANCE GRADING THREE RIVERS, BR YAH RD	-2887.50	-	-
EFT6929	13/07/2012	SADLEIRS-NEXUS LOGISTICS	FREIGHT FROM COCKBURN CEMENT	-4470.28	-	-
EFT6930	13/07/2012	SKIPPER'S AVIATION PTY LTD	FLIGHTS FOR CR TRENFIELD	-780.00	-	-
EFT6931	13/07/2012	T J SULLIVAN CRANE HIRE	4 HOURS OF CRANE HIRE @ \$250/HR+GST ACCOMMODATION UNIT	-1100.00	-	-
EFT6932	13/07/2012	TOLL EXPRESS	FREIGHT FOR LINO FOR 303 DARLOT STREET	-193.53	-	-
EFT6933	13/07/2012	TRENFIELD MOTORS	SUPERVISION FOR FLOOD DAMAGE REPAIRS ON ASHBURTON DOWNS	-50496.38	-	-
EFT6934	13/07/2012	TRISSET BOSS PTY LTD	1000 A4 RATES NOTICES	-803.00	-	-
EFT6935	13/07/2012	TUSS CONCRETE	CONCRETE WORKS MT CLERE ROAD	-313795.68	-	-
EFT6936	13/07/2012	TUTT BRYANT EQUIPMENT	V-BELT TIGHTENER	-1202.31	-	-
EFT6937	13/07/2012	WESTRAC EQUIPMENT	REPAIR HYD RAM	-8560.82	-	-
EFT6938	13/07/2012	YULELLA VISION	ITEMS FOR YOUTH HOLIDAY PROGRAM	-220.59	-	-
EFT6939	18/07/2012	ALMOST ANYTHING AUDIO (AAA)	AUDIO EQUIPMENT	-2594.00	-	-
EFT6940	18/07/2012	AMD CHARTERED ACCOUNTANTS	AQUITTAL AUDIT FOR THE SHIRE OF MEEKATHARRA BROADBAND	-759.00	-	-
EFT6941	18/07/2012	AUSTRALIA POST	POSTAGE CHARGES PERIOD ENDING 30.06.12	-352.36	-	-
EFT6942	18/07/2012	C & B WILLIAMS	CONCRETE PAD FOR SHIRE HALL	-860.00	-	-
EFT6943	18/07/2012	CANINE CONTROL	RANGER SERVICES ON FRI 6 SAT 7 AND SUN 8	-2618.00	-	-
EFT6944	18/07/2012	DEPARTMENT OF ENVIRONMENT AND CONSERVATION	ANUAL REFUSE SITE FEE	-700.80	-	-
EFT6945	18/07/2012	DEPT OF REGIONAL DEVELOPMENT & LANDS	LEASE RENT 6 MONTHS FROM 01/07/2012	-1265.00	-	-
EFT6946	18/07/2012	FARMER JACKS	VARIOUS PURCHASES FOR THE MONTH OF JULY	-3734.06	-	-
EFT6947	18/07/2012	LGIS INSURANCE BROKING	INSURANCES	-73227.58	-	-
EFT6948	18/07/2012	LGIS WA	INSURANCES	-103814.07	-	-
EFT6949	18/07/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMA CORP COUNCIL MEMBERSHIP SUBSCRIPTION	-1180.00	-	-
EFT6950	18/07/2012	MARKET CREATIONS	CONTENT MANAGEMENT CONTRACT JULY 2012	-1727.00	-	-
EFT6951	18/07/2012	MEGA MUSIC	2 X SPEAKERS 100W 3 WAY	-3925.00	-	-
EFT6952	18/07/2012	ROYAL FLYING DOCTOR SERVICE	LANDING FEE CONTRIBUTION MAY 12	-10457.37	-	-

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

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SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
18th August 2012

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT6953	18/07/2012	VIDGUARD SECURITY SYSTEMS	MONITORING FEES 01/07/2012-30/09/2012	-2310.00	-	-
EFT6954	18/07/2012	WESTRAC EQUIPMENT	REPAIRS AND PARTS	-2375.67	-	-
EFT6955	20/07/2012	TRENFIELD B & E	TOWN MAINTENANCE - PARKS & GARDENS	-4812.50	-	-
EFT6956	31/07/2012	ABC CONTAINERS PTY LTD	SEA CONTAINER FOR RODEO EVENT	-6154.50	-	-
EFT6957	31/07/2012	BOC GASES	CYLINDER RENT OXY & ACETYLENE BAL REM	-48.52	-	-
EFT6958	31/07/2012	BT FINANCIAL GROUP WESTPAC	SUPERANNUATION CONTRIBUTIONS	-363.41	-	-
EFT6959	31/07/2012	BURROWS A.G.	MEETING ATTENDANCE FEES 21/07/2012	-120.00	-	-
EFT6960	31/07/2012	CANINE CONTROL	RANGER SERVICES ON SUN 22, MON 23, TUES 24 2012	-2618.00	-	-
EFT6961	31/07/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-1212.98	-	-
EFT6962	31/07/2012	CIVIC LEGAL	PROFESSIONAL FEES - BDO AUDIT	-276.71	-	-
EFT6963	31/07/2012	CLEVERPATCH	PAINT & BRUSHES FOR FESTIVAL BANNERS	-344.61	-	-
EFT6964	31/07/2012	COMMERCIAL HOTEL MEEKATHARRA	FOOD FOR STAFF FAREWELL	-120.00	-	-
EFT6965	31/07/2012	CUMMINS ENGINE COMPANY PTY LTD	GASKET AIR COMPRESSOR	-9.78	-	-
EFT6966	31/07/2012	DA DOO RON RON - DJ ENTERTAINMENT	50% DEPOSIT FOR FESTIVAL DJ	-175.00	-	-
EFT6967	31/07/2012	ECCLES FOUNDRY & ENGINEERING (ALLCAST)	CEMETARY MARKERS	-425.92	-	-
EFT6968	31/07/2012	EMBROIDME CLAREMONT	TOURISM STOCK	-3210.90	-	-
EFT6969	31/07/2012	G&T FAMILY TRUST	DOMESTIC RUBBISH COLLECTION CONTRACT	-17044.67	-	-
EFT6970	31/07/2012	G. C. SALES (W.A.)	24 WHEELIE BINS	-1848.00	-	-
EFT6971	31/07/2012	GERALDTON TROPHY CENTRE	STAFF UNIFORMS	-354.20	-	-
EFT6972	31/07/2012	HICKS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-774.08	-	-
EFT6973	31/07/2012	HUTCHINSON T.R.	MEETING ATTENDANCE FEE 21/07/2012	-270.00	-	-
EFT6974	31/07/2012	JARAM FLEET EQUIPMENT	TOOL BOX & MEGA CHEST FOR LEADING HANDS UTE	-3358.00	-	-
EFT6975	31/07/2012	JO-ANNE BURGEMEISTER	MEETING ATTENDANCE FEE 21/07/2012	-150.00	-	-
EFT6976	31/07/2012	JOKAPHINE SUPER FUND	PAYROLL DEDUCTIONS	-3441.72	-	-
EFT6977	31/07/2012	KELLY FUHRMANN	SAM FAREWELL GIFT - COUNCIL PORTION	-100.00	-	-
EFT6978	31/07/2012	KINGS SECURITY SYSTEMS	SUPPLY OF CYBERLOCK SECURITY SYSTEM	-86878.00	-	-
EFT6979	31/07/2012	LANDGATE	TITLE SEARCH	-147.50	-	-
EFT6980	31/07/2012	LEE PASCU	REIMBURSEMENT FOR RECREATION EQUIP FOR GYM	-315.00	-	-
EFT6981	31/07/2012	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	-155.20	-	-
EFT6982	31/07/2012	LO-GO APPOINTMENTS	ACCOUNTS PAYABLE - SHELLEY SMITH	-2602.88	-	-
EFT6983	31/07/2012	MARKET CREATIONS	TOURISM	-764.00	-	-
EFT6984	31/07/2012	MAYLANDS CANVAS WORKS	BANNERS FOR MEEKA FESTIVAL	-792.00	-	-
EFT6985	31/07/2012	ML & GJ TRENFIELD CONTRACTING	MANAGEMENT SERVICES AIRPORT FOR MONTH OF JULY 2012	-16720.00	-	-
EFT6986	31/07/2012	NGE NORTHERN GOLDFIELDS EARTHMOVING	FLOOD DAMAGE WORKS	-467832.75	-	-
EFT6987	31/07/2012	OCEAN CENTRE HOTEL	ACCOMMODATION STAFF TRAINING	-236.50	-	-
EFT6988	31/07/2012	OFFICEWORKS BUSINESS DIRECT	STATIONERY SUPPLIES - OFFICE	-340.53	-	-
EFT6989	31/07/2012	PA SMITH SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-629.35	-	-
EFT6990	31/07/2012	POWERPLAY SPORTS PTY LTD	FOOTBALL JUMPERS	-924.00	-	-
EFT6991	31/07/2012	RURAL HEALTH WEST	1 YEAR MEMBERSHIP RENEWAL FOR 2012	-100.00	-	-
EFT6992	31/07/2012	SADLEIRS-NEXUS LOGISTICS	FREIGHT	-288.48	-	-
EFT6993	31/07/2012	SKIPPERS AVIATION PTY LTD	RETURN FLIGHT COST SHELLEY SMITH	-780.00	-	-
EFT6994	31/07/2012	SQUIRE SANDERS (AU)	LEGAL CONSULT FEE FOR VARIOUS GOLDFIELDS CLAIMS DEC 2011 - JUNE	-2313.15	-	-
EFT6995	31/07/2012	SYDNEY DAVEY - SYDNEY DAVEY OR THE BUSH	DEPOSIT FOR SYDNEY OR THE BUSH FOR FESTIVAL	-1320.00	-	-
EFT6996	31/07/2012	TOLL EXPRESS	FREIGHT	-258.46	-	-
EFT6998	31/07/2012	TRENFIELD B & E	PARKS & GARDENS	-4812.50	-	-
EFT6999	31/07/2012	TRENFIELD, NORMAN	MEMBERS MEETING FEES	-120.00	-	-
EFT7000	31/07/2012	TRUCK CENTRE WESTERN AUSTRALIA	FREIGHT TRUCK CENTRE - MOTOR HEATER	-755.60	-	-
EFT7001	31/07/2012	WA LOCAL GOVT. SUPERANNUATION PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	-10296.24	-	-
EFT7002	31/07/2012	WEST AUSTRALIAN FOOTBALL DEVELOPMENT	AUSKICK PACKS	-1720.00	-	-
EFT7003	31/07/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT	CONCRETE TENDER ADS	-948.64	-	-
EFT7004	31/07/2012	WESTRAC EQUIPMENT	REPAIRS AND PARTS	-3552.41	-	-
EFT7005	31/07/2012	YULELLA INCORPORATED	REPAIR TO SHIRE HALL EXIT DOORS - LATCHES	-236.00	-	-
EFT7006	31/07/2012	YULELLA VISION	ITEMS FOR YC HOLIDAY PROGRAM	-131.00	-	-
EFT7007	31/07/2012	BARRY JOHN KREPIVIN	REPAIR OF CAMERA SYSTEM AT MEEKA DEPOT	-640.00	-	-

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY AUGUST 18, 2012

SHIRE OF MEEKATHARRA



Accounts Due and Paid under Delegated Authority and Submitted to Council on the
18th August 2012

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT7008	31/07/2012	CEMETERIES & CREMATORIA ASSOCIATION OF WA	ORDINARY MEMBERSHIP RENEWAL	-100.00	-	-
EFT7009	31/07/2012	REDWAVE MEDIA LTD	RADIO ADVERTISING FOR OUTBACK FESTIVAL	-1110.00	-	-
EFT7010	31/07/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT	FOOD VANS FOR MARKET STALLS ADVERT	-260.90	-	-
EFT7011	31/07/2012	WESTRAC EQUIPMENT	REPAIRS AND PARTS	-1144.92	-	-
24413	05/07/2012	PETTY CASH	PLANT INSPECTION	-395.15	-	-
24414	13/07/2012	DEPARTMENT OF TRANSPORT	LICENCE AND THIRD PARTY INSURANCE	-349.90	-	-
24415	13/07/2012	LAURA GRAY	REVIEW OF MUNICIPAL INVENTORY, PROFESSIONAL FEES CLAIM RE:	-7898.00	-	-
24416	13/07/2012	PETTY CASH	CASH FLOAT FOR TRIVIA NIGHT 4TH AUGUST 2012	-800.00	-	-
24417	13/07/2012	REECE PTY LTD	BOSCH 16H HYDRO POWER EXT HWU	-855.28	-	-
24418	13/07/2012	SANDRA KAY PLAYLE	RESEARCH 250 SOLDIERS	-5000.00	-	-
24419	13/07/2012	STATE EMERGENCY SERVICE MEEKATHARRA	VARIOUS PURCHASES FOR THE MONTH OF JULY	-273.30	-	-
24420	13/07/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES ADMINISTRATION	-2750.48	-	-
24421	13/07/2012	VETERANS LEGION OF AUSTRALIA	ACCOMMODATION FOR MURDOCH UNI VET PROGRAM	-2520.00	-	-
24422	18/07/2012	HORIZON POWER	ELECTRICITY CHARGES 01/06/12 - 30/06/12	-18368.60	-	-
24423	18/07/2012	OZOWNED SUPPLIES & SERVICES	CARPET CLEANING AT VARIOUS LOCATIONS	-495.00	-	-
24424	18/07/2012	STORM CO. SEVENTH DAY ADVENTIST CHURCH	COUNCIL APPROVED DONATION FOR JULY SCHOOL HOL PROG	-1000.00	-	-
24425	18/07/2012	TELSTRA CORPORATION LIMITED	MOBILE CHARGES	-263.65	-	-
24426	18/07/2012	WATER CORPORATION	WATER RATES 1 JULY 2012 TO 30 JUNE 2013	-8602.75	-	-
24427	18/07/2012	WESTNET PTY LTD	JULY CHARGES	-219.80	-	-
24428	31/07/2012	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-260.43	-	-
24429	31/07/2012	NEVMAN RETRAVISION HIFI & COMPUTING	2 X WASHING MACHING	-3400.00	-	-
24430	31/07/2012	NICHOLS H.J.	MEETING ATTENDANCE FEE	-120.00	-	-
24431	31/07/2012	PETER CLANCY	COUNCIL MEETING FEES 21/07/2012	-120.00	-	-
24432	31/07/2012	PIVOTEL SATELLITE PTY LTD	SATELLITE PHONE	-480.90	-	-
24433	31/07/2012	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	-364.53	-	-
24434	31/07/2012	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	-431.70	-	-
24435	31/07/2012	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-1261.75	-	-
24436	31/07/2012	WESTNET PTY LTD	INTERNET BROADBAND CEO MONTHLY CHARGE	-219.80	-	-
DD9828.1	04/07/2012	BP OIL (AIR BP)	PAYMENT FOR MONTH OF JULY	-	-12804.40	-
DD9838.1	11/07/2012	RELIANCE PETROLEUM	DIESEL STOCK PURCHASE	-101248.96	-	-
DD9838.2	11/07/2012	WESTPAC CREDIT CARD	PURCHASES FOR THE MONTH OF JULY	-777.00	-	-
100834	18/07/2012	BUILDERS REGISTRATION BOARD	BRB REFUND	-	-	-573.00
224439	31/07/2012	ELENA GHERGORI	REIMBURSEMENT FOR PURCHASE OF UKULELES FOR YC	-500.00	-	-
224440	31/07/2012	HORIZON POWER	ELECTRICITY CHARGES 01/05/2012 - 29/06/2012	-1306.65	-	-
				- 1,698,397.69	-12,804.40	- 573.00

THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

MUNICIPAL ACCOUNT - 1,698,397.69
 AIR BP ACCOUNT - 12,804.40
 TRUST ACCOUNT - 573.00
-1,711,775.09

TOTALLING \$1,711,775.09 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON THE 18/07/2011 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.

Title/Subject:	REQUEST FOR RATES PENALTY INTEREST WRITE-OFF	
Agenda/Minute Number:	9.2.4	
Applicant:	Nil	
File Ref:	A	
Disclosure of Interest:	Nil	
Date of Report:	14 th August 2012	
Author:	Krys East Corporate and Development Services Manager	
		<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	
		<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Pacific Corporate Services have requested on behalf of Grand Enterprises Pty Ltd (Grand Enterprises) that penalty interest be waived on Assessment A5348.

Attachments:

Nil

Background:

Grand Enterprises recently received a letter from AMPAC (Shire of Meekatharra's Debt Recovery agent) stating the sum of \$596.78 plus the interest that is accruing on a daily basis remain outstanding for E52/1530. This tenement expired on 20 February 2007 and when Grand Enterprises received the revaluation notice they believed that the \$362.56 on the rates notice was for the remainder of the 2007-2008 rating period and that as the tenement had expired that they did not need to pay the amount. Even after receiving a later rates notice which showed the amount of \$362.56 plus \$6.03 in interest they didn't pay it and did not contact the Shire.

Subsequent letters and rates notices were returned to the Shire. The address on the Shire's system is not the address that AMPAC sent the demand letter to. It is a responsibility of the owner to ensure that the Council is notified in writing within 22 days of the sale/disposal of property.

Comment:

Whilst it could be argued that the rates notice received after revaluation may be a bit ambiguous, an enquiry from Grand Enterprises sent on receipt of the received second rates notice may have explained to Grand Enterprises that this amount was actually the pro-rata rates still payable for the 01.07.06 – 20.02.07 period.

It should be noted that no communication had been received until after the debt recovery letter from AMPAC was received.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995, section 6.12 (1) (c) allows for the write off of any debt.

Policy Implications:

Nil

Budget/Financial Implications:

The 2012/2013 budget has an Allocation of \$25,000 towards the write off of Rates.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommended Options:

That Council:-

Option 1:

Authorise the write-off of Penalty interest only on assessment A5348 which is \$193.40.

OR

Option 2:

Advise Pacific Corporate Services that the amount outstanding on assessment A5348 is correct and payable.

Council Resolution:

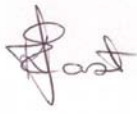

Moved: Cr PS Clancy

Seconded: Cr RK Howden

Authorise the write-off of Penalty interest only on assessment A5348 which is \$193.40.

**CARRIED 4/0
BY AN ABSOLUTE MAJORITY**

9.3 ADMINISTRATION

Title/Subject:	ADVERTISING SIGNAGE AT MEEKATHARRA AIRPORT
Agenda/Minute Number:	9.3.1
Applicant:	Paramount – Charles Maasdorp
File Ref:	ADM 0187
Disclosure of Interest:	Nil
Date of Report:	13 th August 2012
Author:	Krys East Corporate and Development Services Manager
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Report raises a proposal to place a Billboard on the access road to Meekatharra Airport.

Attachments:

Site picture
Sample site Photo
Draft lease

Background:

An email has been received from Charles Maasdorp the Development Manager for Paramount Outdoor Australia (Paramount). Paramount is an advertising company that deals with large scale outdoor media. Their proposal to Council requests permission to construct an advertising sign on the road access to Meekatharra Airport. The sign face is 8m x 2m (landscape) and it stands 2 m clear of the ground. The site would be the responsibility of Paramount and all maintenance would be done by Paramount. Paramount advertising is either large national corporations or Government organizations, which include the Office of Road Safety and the Royal Flying Doctor.

Paramount propose a 10 year lease with an annual rental of \$1,000 excluding GST, to be paid annually in advance, with an option to renew for a further 5 years. The rental is subject to annual CPI increases.

The signage would also include optional directional signage on the bottom skirting of the sign, this can be used for “Welcome to the Meekatharra Airport” or any other Shire directional messaging.

Any damage that may occur to the property during installation or maintenance of the sign will be the responsibility of Paramount and will be repaired and paid for by Paramount.

The lease would be between the Shire of Meekatharra and Primedia Pty Ltd who is a subsidiary company of Paramount, specializing in regional projects.

Comment:

Council received a request for signage at Meekatharra Airport in January 2012. At the Ordinary Council meeting held 21st January 2012 Council resolved to not allow signage at the terminal but to allow some business cards to be placed within the terminal, with the following reason:-

“Council considered that it is important to have a policy that stipulates the many variables such as size and type of signs allowed, locations etc along with any appropriate fees so that all potential advertisers have the same clear options and associated costs. Council was mindful of keeping the applicants costs to a minimum but to still allow some advertising while a policy is being prepared”

A policy was subsequently presented to Council at the February 2012 meeting where Council resolved:-

“This item to lay on the table and that:

- 1. To assist Council to make a decision, a letter be sent out to all local businesses to ascertain the level of support in advertising via a TV monitor displaying slides / video media at the Meekatharra airport at a cost of \$200 per year for slides and \$350 per year per video, with businesses responsible for the production of their own slides/video.*
- 2. \$6000 be included in budget considerations for the 2012/13 financial year.”*

Staff conducted the required survey. Of the twenty seven local businesses that were contacted, responses from three (3) businesses were received. Other businesses either didn't reply or showed no interest.

When this was presented at the March meeting, Council resolved to lay this item on the table due to lack of community response/interest.

The major difference between the original request, the digital media advertising and this request is that the proposed signage would be the location. Whilst the previous request requested signage in and around the terminal, the location for Paramount would be a distance from the terminal area.

Consultation:

Roy McClymont

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommended Options:

That Council :

Option 1:

Enter into an agreement with Paramount Outdoor Australia (Paramount) for the construction of an advertising sign, Welcome to Meekatharra Airport on one side and Welcome to Meekatharra Airport on the other side. 8m x 2m (landscape) standing 2m clear of the ground, on the Meekatharra Airport access road at a location suitable to the Airport Manager, CEO and Paramount, for a period of ten (10) years with an option to renew for a further five (5) years. The annual rental of \$1000 (ex GST) per annum is payable in advance and the rental is subject to annual CPI increases.

OR

Option 2:

Enter into an agreement with Paramount Outdoor Australia (Paramount) for the construction of an advertising sign on the Meekatharra Airport access road at a location suitable to the Airport Manager, CEO and Paramount, for a period of _____ years with an option to renew for a further _____ years. Negotiate with Paramount to have the annual rental set at \$_____ (ex GST) per annum payable in advance and the rental is subject to annual CPI increases.

OR

Option 3:

Advise Paramount Outdoor Australia (Paramount) that Council do not want to have advertising at Meekatharra Airport.

Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr HJ Nichols

That council enter into an agreement with Paramount Outdoor Australia (Paramount) for the construction of an advertising sign, Welcome to Meekatharra Airport on one side and Welcome to Meekatharra Airport on the other side. W8m x 2m (landscape) standing 2m clear of the ground, on the Meekatharra Airport access road at a location suitable to the Airport Manager, CEO and Paramount, for a period of ten (10) years with an option to renew for a further five (5) years. The annual rental of \$1000 (ex GST) per annum is payable in advance and the rental is subject to annual CPI increases. "Welcome to Meekatharra" and "Welcome to Meekatharra Airport" signage to be placed on the bottom skirting of Paramount sign as appropriate.

CARRIED 4/0





e

PRIMEDIA PTY LTD

ACN : 151644450
46 Coomoorard, Ardross, WA, 6153
Fax/tel (08) 93864923
Mob: 0439909318

RENTAL AGREEMENT

I

(the lessor") hereby leases to PRIMEDIA PTY LTD advertising space situated at :

GPS:

for a annual rental of \$1000.00 exclusive of GST to be paid annually in advance. The rental is subject to a 5 % annual increase

1. PRIMEDIA (PM) hereby covenants:

- (a) to use the area only for advertising purposes.
- (b) to be responsible for any damage caused to the landlords property during the erection or Maintenance of PM's advertisements arising from negligence on the part of PM, its employees or Agents
- (c) to pay rent from 31 July 2012, and then annually from that day forth.

2. The lessor hereby covenants:

- (a) to give PM the exclusive right to use and to have quiet enjoyment of the area for ten (10) years, including the right to erect all necessary structures, devices and connections thereto together with the right to remove all or any existing impairments to the area.
- (b) to allow PM, its employees and agents access to the area at all reasonable times to erect, maintain, change, illuminate or remove its advertisements.
- (c) the advertising structure is to be built and owned by PM

3. PM shall have the option to renew the lease for a similar period by giving notice in writing at the end of the contract. If no notice is given the agreement will continue on a 2 yearly basis, unless objected by the landlord.

4. The agreement may be terminated by PM at anytime if its use of the area is hindered, prohibited or restricted in any way whatsoever or if in its opinion the advertising value of the area is in anyway Diminished.

5. This printed agreement constitutes the entire agreement between the parties and no alterations, deletions or additions hereto (other than the completion of the details in the schedule) have any validity unless and until this agreement is signed by a manager or other authorised signatory of PM.

6. The Lessor warrants and represents that it has the authority and right to grant the lease contained in this agreement.

8. This agreement shall bind and extend to the benefit of the Lessor and PM and their respective assignees and successors in title and PM shall be entitled at anytime to assign its rights under this agreement.

Signed by the Lessor this



_____ day of _____
20_____

Signature (Lessor) _____

Signed for and on behalf of Primedia(PM)

as Lessee this _____ day of _____
20_____

Signature (Lessee) _____

Title/Subject:	DONATION – REVISE-WA
Agenda/Minute Number:	9.3.2
Applicant:	REVISE-WA
File Ref:	ADM 063
Disclosure of Interest:	
Date of Report:	10 th August 2012
Author:	Kelly Fuhrmann Community Development/Admin Officer 
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer 
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may wish to consider a donation to REVISE – WA towards travel costs incurred by their volunteers in providing help and respite to outback mothers who are educating their children through School of the Air or Distance Education.

Attachments:

A letter from REVISE – WA received on 24th July 2012

Background:

REVISE-WA is a not for profit organisation whose ‘elderly’ members and spouses freely offer their time (4 to 6 weeks) and expertise once or twice a year. In the last twenty years the volunteer retiree teachers have travelled to stations and roads houses across WA, teaching hundreds of children and offering ideas, advice and reassurance to the home tutors. The volunteers live in Perth, as well as rural WA and travel large distances to help. Revise-WA provides a travel allowance of 25c per kilometer and a contribution of \$80 per night (up to 4 nights) to cover some of the accommodation costs on the road to placements. When volunteers travel by air the cost is covered by REVISE-WA.

Comment:

REVISE-WA currently receives support and/or sponsorship from the WA Farmers Federation, the WA Education Department, School of the Air, Country Women’s Associations and the Isolated Children Parent’s Association. Unfortunately REVISE –WA are still not in a position to always recoup the entire costs of each visit. The cost of travel has steadily increased, whilst the number of family donations has decreased. There has also been a change in the dynamics on many of the properties, with some families no longer able to offer the volunteers either food or accommodation.

REVISE-WA offers a valued and ongoing service within the Shire of Meekatharra’s boundaries and the request from REVISE-WA is a one off request. Should Council decided to make a donation, REVISE-WA will ensure that the host families within the District be informed of it, and the donation will be acknowledged on their website.

Consultation:

Roy McClymont

Statutory Environment:

Nil

Policy Implications:

2.9 Donations

Budget/Financial Implications:

Council has allocated \$10,000 in the 2011/12 budget for *other donations*.

Strategic Implications:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr RK Howden

Seconded: Cr HJ Nichols

That Council makes a donation of \$500 to REVISE-WA towards travel costs for their volunteers.

CARRIED 4/0



REVISE – WA

Retired Educator Volunteers For Isolated Students Education
In conjunction with Isolated Children's Parents' Association Inc. WA (ICPA WA)



Website: www.revisewa.com.au Ph: 08-9486-2100 Fax: 08-9361-3544 Email: revisewa@bigpond.com

Postal address: PO Box 6291, EAST PERTH, WA 6892 ABN 6317 9353 424

Street address: c/o WA Farmers' Federation, 28 Thorogood St, Burswood, WA 6100

Bank account: BSB 016 267 A/c 904 086 601 Name: REVISE WA

24th July, 2012

Mr Roy W. McClymont
CEO
Shire of Meekatharra
Meekatharra
WA 6642

Mr Tom Hutchinson
President

Dear Mr McClymont and Cr Hutchinson

On behalf of REVISE-WA, I am writing to you and other CEO's from rural shires that we service, seeking financial help - possibly \$200 - to enable us to continue offering help and respite to outback mothers who are educating their children through schools of the air (SOTA) or distance education (SIDE).

REVISE-WA is a not-for-profit organisation, whose "elderly" members and spouses freely offer their time (4 to 6 weeks) and expertise once or twice a year. In the last 20 years our volunteer retired teachers have travelled to stations and road houses all over remote WA, teaching hundreds of children and offering ideas, advice and reassurance to the home tutors. The volunteers live in Perth, as well as rural WA and travel vast distances to help, sometimes in excess of 2,000 kilometres. REVISE-WA gives them a travel allowance of 35c per kilometre and a contribution of \$80 per night (up to 4 nights) to cover some of the accommodation costs on the road to placements. When they travel by air or bus, their fare is paid by us.

We are fortunate to receive support and/or sponsorship from the WA Farmers' Federation, the WA Education Department, SOTA, CWA and ICPA, as well as voluntary contributions from host families. Last month we received a generous donation from the Connellan Airways Trust, which we are to spend as they specified. However, we are still not in a position to always recoup the full cost of each visit, so sometimes the tutors are out of pocket. While the cost of travel has steadily increased, the number of family donations has decreased - in 2011 our travel costs were \$16,115 and the voluntary contributions were \$6,416.



REVISE – WA

Retired Educator Volunteers For Isolated Students Education
In conjunction with Isolated Children's Parents' Association Inc. WA (ICPA WA)



There has also been a change in the dynamics on many of the properties, with some families no longer able to offer the volunteers either food or accommodation. Unfortunately the cost of sending volunteers to these families, as well as providing them with food and accommodation is prohibitive, and we have regretfully declined their applications.

We appreciate that local governments are often called upon for donations and free services. However, REVISE is hopeful that you and your councillors will recognise that we offer a valued and ongoing service in your district and will therefore agree to this one-off request. If we are fortunate enough to receive financial assistance from the Meekatharra Shire Council, we will ensure that all the host families in your area are informed of it and your donation will be acknowledged on our website.



I look forward to your assistance and would appreciate an acknowledgement of this letter, whatever your decision. Please don't hesitate to contact me for further information.

*Yours sincerely,
Lyn Beaton
Secretary
REVISE-WA*

*6 Nyaania Court
Glen Forrest
WA 6071*

*Phone: 08 9298 9116
Email: beaolyn@iinet.net.au
Website: www.revisewa.com.au*

9.4 COMMUNITY DEVELOPMENT

Title/Subject:	USE OF SHIRE HALL AND SPORTS COMPLEX DURING THE MEEKATHARRA FESTIVAL WEEKEND	
Agenda/Minute Number:	9.4.1	
Applicant:	Kelly Fuhrmann	
File Ref:	ADM 116 - 117	
Disclosure of Interest:		
Date of Report:	10 th August 2012	
Author:	Kelly Fuhrmann Community Development /Administration Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The Festival Management Committee would like to request that the fees and charges for use of the Shire Hall and Sports Complex Kitchen be waived for the duration of the Festival Weekend.

Attachments:

Nil

Background:

During the 2012 June 16th Council Meeting Council resolved to waive the fees and charges for itinerant vendors for the duration of the Meekatharra Festival Weekend. Currently the Festival Management Committee is struggling to find food vans or caterers willing to travel for this year's event, possibly because the Royal Show is also on at this time and the Sunshine Festival in Geraldton is held in close proximity. As of August 10th 2012 no food vans or caterers for the event have been secured.

Comment:

Attracting food vans or caterers to Meekatharra's Outback Festival is important in ensuring the Meekatharra Shire and the Meekatharra Race Club comply with their liquor license conditions. It is also important in keeping participants and spectators at each venue.

The Festival Management Committee has received an offer from a local person who is willing to provide food for the duration of the weekend. The enormity of this task has been explained to the interested party. Discussions have been held with Environmental Health Officer Bill Atyeo to ensure the interested party would comply with health and insurance regulations. These regulations can be complied with if the interested party can use the Meekatharra Shire Hall kitchen and sporting complex for food preparation and storage.

Given the importance of securing food vans and caterers for this event, allowing the use of these facilities would be seen as beneficial for Council. Council would not need to pay for generators and fuel for large food vans and money spent on food over the duration of the weekend would be kept within the town of Meekatharra rather than going outside of town.

Consultation:

Meekatharra Festival Committee
Bill Atyeo – Environmental Health Officer

Statutory Environment:

Local Government Act 1995 – Sect 6.12

Policy Implications:

Nil

Budget/Financial Implications:

Loss of associated income from hire of the Shire Hall and Sporting Complex Kitchen

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation:

That council waives the fees associated with the use of the Meekatharra Shire Hall and Sporting Complex for catering purposes for the duration of the Meekatharra Festival Weekend.

Council Resolution:

**Moved: Cr PS Clancy
Seconded: Cr HJ Nichols**

That council waives the fees associated with the use of the Meekatharra Shire Hall and Sporting Complex for catering purposes for the duration of the Meekatharra Festival Weekend. A reduced bond payment to cover kitchen use only at both facilities is still required. Council, as a one off fee, has set this amount at \$400.00 (\$200.00 for the sporting complex kitchen and \$200.00 for the Meekatharra Shire Hall kitchen)

**CARRIED 4/0
BY AN ABSOLUTE MAJORITY**

Title/Subject:	MEEKATHARRA FESTIVAL MANAGEMENT COMMITTEE	
Agenda/Minute Number:	9.4.2	
Applicant:	Kelly Fuhrmann	
File Ref:	ADM 116 - 117	
Disclosure of Interest:		
Date of Report:	10 th August 2012	
Author:	Kelly Fuhrmann Community Development/ Administration Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The Community Development Administration Officer requests that the Festival Management Committee be dissolved and a working group of volunteers be formed for future Festival Celebrations from 2012 onwards.

Attachments:

Local Government Act 1995 – Sect 5.1 – 5.24

Background:

The Shire has been hosting an annual Festival since 2004. After the 2006 event numbers of volunteers were limited with the entire preparation of the event left to Shire employees. As a result during the 2007 February 17th Council Meeting Council resolved that;

“Council provide financial and in-kind support towards the annual Meekatharra celebrations for 2007

A Management Committee of at least six (6) people be appointed for the 2007 Meekatharra Celebrations. This may be in the form of a festival like previous years, or in another format

Council advertise and call for expressions of interest from community members to join the committee so that committee members can be appointed at the next Ordinary Council Meeting

The Management Committee be appointed subject to the terms of the Local Government Act (1995) and be comprised of interested Councillors, shire employees and representatives from the community

The Management Committee will be responsible for the supervision of the celebration coordination and will have delegated powers necessary for the conduct of the celebrations, but not to the extent of exceeding the budget once it has been prepared and adopted by the Council;

Interested members of the community can nominate to be members of the Committee. The members of the Committee will be appointed by Council. Council will replace members who may depart for one reason or another to maintain the numbers on the Committee; The meetings of the Committee will be formal (properly prepared agenda etc.) and regular. As a Committee to which the Council has delegated powers, meetings of the Committee will be open to the public; Council review supporting and funding of an annual celebration for the Shire of Meekatharra in 2007, if the response from the community is inadequate to be able to form a committee.”

Following this resolution an informal meeting was held to call for volunteers for the 2007 Festival on Tuesday 6th March. As a result of this meeting during the 2007 April 21st Council Meeting Council resolved to;

“Appoint the following individuals to form a Management Committee for the 2007 Meekatharra Festival: Therese Edwards, Edgar Edwards, Jo-Anne Burgemeister, Wanda Flanagan, Elaine King and Megan Alchin”

Council was then requested to delegate the necessary authority to manage and control the Meekatharra Festival and associated events to the Meekatharra Festival Management Committee. During the 2012 May 19th Council Meeting Council therefore resolved;

“To delegate authority for the organisation of the 2007 Meekatharra Festival to the Festival Planning Committee subject to compliance with all relevant legislation, Council Policies and Council Budgets (2006/2007 and 2007/2008)”

The Festival Planning Committee, now known as the Meekatharra Festival Management Committee, has been in operation in various forms since it was delegated authority for the organisation of the 2007 Meekatharra Festival.

Comment:

Council have made regular budget provisions annually, upon request, for the Meekatharra Rodeo, Meekatharra Outback Festival, and associated Festival Fundraising events since October 2008. As a result of these contributions, Outback Festival events have remained somewhat stable across the past four years. The CDAO has been involved in preparations for the 2010, 2011 and now the 2012 Festival with dwindling numbers on the Festival Management Committee. With a structure now in place the main role of Festival Management Committee members is to volunteer at fundraising events and across the duration of the Outback Festival Weekend. The budgeting, planning and preparation for the event is generally undertaken by the CDAO.

The Meekatharra Festival Management Committee is made up of Shire employees, community members and two Council appointed representatives – in this case Cr PS (Peter) Clancy and Cr AG (Tony) Burrows.

The minutes from the Ordinary Council Meetings held in February, March and May 2007 suggest that the Meekatharra Festival Management Committee was formed and given delegation solely for the 2007 Meekatharra Festival Celebrations which raises a question as to whether this Committee still remains a Committee of Council.

During the Ordinary Council Meeting held on April 21st 2007 six individuals were elected to this committee. Of these six members only two now remain. Other community members have come and gone from the committee as a result of the transient nature of Meekatharra and a downturn in volunteer numbers. According to the Local Government Act Section 5.10 a committee is to have its member's appointed (by absolute majority) by the local government. The Festival Management Committee has not been aware of this regulation.

Section 5.18 of the Local Government Act state that a register of delegations is to be made by a Committee of Council and this register is to be reviewed at least once every financial year. The Festival Management Committee has not been aware of this regulation nor has it kept an accurate or ongoing register of delegations.

In light of the Festival Management Committee being unaware of the roles and responsibilities of being a Committee of Council, the CDAO would like to suggest that the Committee be disbanded as a Committee of Council. The Committee would still remain as a working or volunteer group. Members would be made aware by the CDAO of the budgetary commitment as adopted by Council towards the event and make a submission to Council each year regarding proposed events. Any major decisions would therefore still be made by Council.

It would be in Councils interest to continue to appoint a Councillor to this group. The Festival Management Committee has been poor with its past efforts in advising current Council representatives of meeting dates and keeping them up to date with the minutes. The CDAO would like to suggest that should he be in agreeance, Councillor Trenfield would be a worthwhile appointment to the working group. Councillor Trenfield already volunteers his time for the Festival Management Committee in its current form, in particular for the Rodeo. Councillor Trenfield would not be expected to be at every meeting and minutes of each meeting could be faxed through to him each month.

It would be worthwhile to continue to include a Council representative on the working group in order to keep Council abreast of the way that the group is being run; the number of volunteers engaged with the event, and importantly to feed back to Council any issues surrounding the event. The Committee would still send through the approved minutes of each meeting to be presented during each Ordinary Council Meeting.

Consultation:

Meekatharra Festival Committee

Statutory Environment:

Local Government Act 1995 – Sect 5.1 – 5.24

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr RK Howden

That council dissolves the Festival Management Committee as a Committee of Council and continues to support the CDAO and associated working group with its annual Festival plans

**CARRIED 4/0
BY AN ABSOLUTE MAJORITY**

Part 5 — Administration

What this Part is about

This Part deals with —

- (a) *council meetings, committees and their meetings and electors' meetings;*
- (b) *the employment of persons by local governments and matters relating to local government employees;*
- (c) *annual reports and plans;*
- (d) *the disclosure of financial interests in matters affecting local government decisions and in returns;*
- (e) *public access to local government information;*
- (f) *the limitation of the payment of fees, expenses and allowances to council and committee members, mayors and presidents; and*
- (g) *codes of conduct.*

[Description amended by No. 49 of 2004 s. 42(1).]

Division 1 — Introduction

5.1. Term used: committee

In this Part, unless the contrary intention appears —
committee means a committee of a council.

5.2. Administration of local governments

The council of a local government is to ensure that there is an appropriate structure for administering the local government.

Local Government Act 1995

Part 5 Administration

Division 2 Council meetings, committees and their meetings and electors' meetings

s. 5.3

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

Subdivision 1 — Council meetings

5.3. Ordinary and special council meetings

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

5.4. Calling council meetings

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

- (a) if called for by either —
 - (i) the mayor or president; or
 - (ii) at least $\frac{1}{3}$ of the councillors,
in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- (b) if so decided by the council.

5.5. Convening council meetings

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

5.6. Who presides at council meetings

- (1) The mayor or president is to preside at all meetings of the council.

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- (2) If the circumstances mentioned in section 5.34(a) or (b) apply the deputy mayor or deputy president may preside at a meeting of the council in accordance with that section.
- (3) If the circumstances mentioned in section 5.34(a) or (b) apply and —
 - (a) the office of deputy mayor or deputy president is vacant; or
 - (b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,

then, the council is to choose one of the councillors present to preside at the meeting.

5.7. Minister may reduce number for quorum and certain majorities

- (1) The Minister may reduce the number of offices of member required for a quorum at a council meeting specified by the Minister if there would not otherwise be a quorum for the meeting.
- (2) The Minister may reduce the number of offices of member required at a council meeting to make a decision specified by the Minister if the decision is one which would otherwise be required to be made by an absolute majority and a sufficient number of members would not otherwise be present at the meeting.

Subdivision 2 — Committees and their meetings

5.8. Establishment of committees

A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

** Absolute majority required.*

Local Government Act 1995

Part 5 Administration

Division 2 Council meetings, committees and their meetings and electors' meetings

s. 5.9

5.9. Types of committees

- (1) In this section —
other person means a person who is not a council member or an employee.
- (2) A committee is to comprise —
 - (a) council members only;
 - (b) council members and employees;
 - (c) council members, employees and other persons;
 - (d) council members and other persons;
 - (e) employees and other persons; or
 - (f) other persons only.

5.10. Appointment of committee members

- (1) A committee is to have as its members —
 - (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* *Absolute majority required.*

- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under

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section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.

- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
 - (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee,

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

5.11A. Deputy committee members

- (1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

** Absolute majority required.*
- (2) A person who is appointed as a deputy of a member of a committee is to be —
 - (a) if the member of the committee is a council member — a council member; or
 - (b) if the member of the committee is an employee — an employee; or
 - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or

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s. 5.11

- (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

[Section 5.11A inserted by No. 17 of 2009 s. 20.]

5.11. Tenure of committee membership

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
 - (b) the person resigns from membership of the committee;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the term of the person's appointment as a committee member expires;
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
 - (c) the committee is disbanded; or

(d) the next ordinary elections day,
whichever happens first.

5.12. Election of presiding members and deputies

- (1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —
 - (a) to “office” were references to “office of presiding member”;
 - (b) to “council” were references to “committee”; and
 - (c) to “councillors” were references to “committee members”.
- (2) The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —
 - (a) to “office” were references to “office of deputy presiding member”;
 - (b) to “council” were references to “committee”;
 - (c) to “councillors” were references to “committee members”; and
 - (d) to “mayor or president” were references to “presiding member”.

5.13. Functions of deputy presiding members

If, in relation to the presiding member of a committee —

- (a) the office of presiding member is vacant; or
- (b) the presiding member is not available or is unable or unwilling to perform the functions of presiding member,

then the deputy presiding member, if any, may perform the functions of presiding member.

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s. 5.14

5.14. Who acts if no presiding member

If, in relation to the presiding member of a committee —

- (a) the office of presiding member and the office of deputy presiding member are vacant; or
- (b) the presiding member and the deputy presiding member, if any, are not available or are unable or unwilling to perform the functions of presiding member,

then the committee members present at the meeting are to choose one of themselves to preside at the meeting.

5.15. Reduction of quorum for committees

The local government may reduce* the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.

** Absolute majority required.*

5.16. Delegation of some powers and duties to certain committees

- (1) Under and subject to section 5.17, a local government may delegate* to a committee any of its powers and duties other than this power of delegation.

** Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) Without limiting the application of sections 58 and 59 of the *Interpretation Act 1984* —
 - (a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and
 - (b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.

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- (4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

5.17. Limits on delegation of powers and duties to certain committees

- (1) A local government can delegate —
- (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —
 - (i) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
 - (ii) any other power or duty that is prescribed;
 - (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and
 - (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
 - (i) the local government's property; or
 - (ii) an event in which the local government is involved.
- (2) A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).

[Section 5.17 amended by No. 49 of 2004 s. 16(2).]

5.18. Register of delegations to committees

A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.

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Part 5 Administration

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s. 5.19

Subdivision 3 — Matters affecting council and committee meetings

5.19. Quorum for meetings

The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

5.20. Decisions of councils and committees

- (1) A decision of a council does not have effect unless it has been made by a simple majority or, if another kind of majority is required under any provision of this Act or has been prescribed by regulations or a local law for the particular kind of decision, by that kind of majority.
- (2) A decision of a committee does not have effect unless it has been made by a simple majority or, if another kind of majority has been prescribed by regulations or a local law for the particular kind of decision, by that kind of majority.
- (3) This section does not apply to elections —
 - (a) by a council of the local government's mayor or president under section 2.11;
 - (b) by a council of the local government's deputy mayor or president under section 2.15; or
 - (c) by a committee of the committee's presiding member or deputy presiding member under section 5.12.

5.21. Voting

- (1) Each council member and each member of a committee who is present at a meeting of the council or committee is entitled to one vote.
- (2) Subject to section 5.67, each council member and each member of a committee to which a local government power or duty has been delegated who is present at a meeting of the council or committee is to vote.

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- (3) If the votes of members present at a council or a committee meeting are equally divided, the person presiding is to cast a second vote.
- (4) If a member of a council or a committee specifically requests that there be recorded —
 - (a) his or her vote; or
 - (b) the vote of all members present,on a matter voted on at a meeting of the council or the committee, the person presiding is to cause the vote or votes, as the case may be, to be recorded in the minutes.
- (5) A person who fails to comply with subsection (2) or (3) commits an offence.

[Section 5.21 amended by No. 49 of 2004 s. 43.]

5.22. Minutes of council and committee meetings

- (1) The person presiding at a meeting of a council or a committee is to cause minutes to be kept of the meeting's proceedings.
- (2) The minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.
- (3) The person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

5.23. Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may

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close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees;
- (b) the personal affairs of any person;
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
- (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
- (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971*; and
- (h) such other matters as may be prescribed.

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	s. 5.24

- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

5.24. Question time for public

- (1) Time is to be allocated for questions to be raised by members of the public and responded to at —
- (a) every ordinary meeting of a council; and
 - (b) such other meetings of councils or committees as may be prescribed.
- (2) Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

5.25. Regulations about council and committee meetings and committees

- (1) Without limiting the generality of section 9.59, regulations may make provision in relation to —
- (a) the matters to be dealt with at ordinary or at special meetings of councils;
 - (b) the functions of committees or types of committee;
 - (ba) the holding of council or committee meetings by telephone, video conference or other electronic means;
 - (c) the procedure to be followed at, and in respect of, council or committee meetings;
 - (d) methods of voting at council or committee meetings;
 - (e) the circumstances and manner in which a decision made at a council or a committee meeting may be revoked or changed (which may differ from the manner in which the decision was made);
 - (f) the content and confirmation of minutes of council or committee meetings and the keeping and preserving of the minutes and any documents relating to meetings;

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s. 5.26

- (g) the giving of public notice of the date and agenda for council or committee meetings;
- (h) the exclusion from meetings of persons whose conduct is not conducive to the proper conduct of the meetings and the steps to be taken in the event of persons refusing to leave meetings;
- (i) the circumstances and time in which the unconfirmed minutes of council or committee meetings are to be made available for inspection by members of the public; and
- (j) the circumstances and time in which notice papers and agenda relating to any council or committee meeting and reports and other documents which could be —
 - (i) tabled at a council or committee meeting; or
 - (ii) produced by the local government or a committee for presentation at a council or committee meeting,

are to be made available for inspection by members of the public.

- (2) Regulations providing for meetings to be held by telephone, video conference or other electronic means may modify the application of this Act in relation to those meetings to the extent necessary or convenient to facilitate the holding of those meetings in that way.



[Section 5.25 amended by No. 64 of 1998 s. 28.]

Subdivision 4 — Electors' meetings

5.26. Term used: electors

In this Subdivision —

electors includes ratepayers.

Title/Subject:	USE OF DARRIGANS HOUSE	
Agenda/Minute Number:	9.4.3	
Applicant:	Kelly Fuhrmann	
File Ref:	A117	
Disclosure of Interest:		
Date of Report:	13 th August 2012	
Author:	Kelly Fuhrmann Community Development /Administration Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The Meekatharra Men's Group would like to use Darrigans House as a meeting place and to work with young men to provide guidance and role modeling opportunities

Attachments:

A letter from the Meekatharra Men's Group received via email on 13th August 2012.

Background:

The Meekatharra Men's Group has recently formed and now meets on a regular basis. This group is being heavily supported by the Interagency Group and by local staff from the Northern and Remote Country Health Service (formerly the Western Australian Country Health Service). The Community Development/Administration Officer (CDAO) met with two members of the newly formed men's group on August 10th 2012 to discuss opportunities for the group. The CDAO took the two members through Darrigans House upon request.

Darrigans House has been vacant for approximately five years with the only interest in its use during this period being from the Shire of Meekatharra Youth Services staff for its girls group. The girls group was initially interested in using the building on a regular basis however declined to move forward with their expression of interest due to the work that was required to be done to the building both inside and out.

Comment:

The CDAO and the Corporate and Development Services Manager (CDSM) undertook a review of what was required for Darrigans House to be safe and useable in March 2012. The following list documents the major findings and associated costings of this review:

- Plumbing and running water is working.
- Electrical works required – two RCD's and running some power and a light to the outside toilet. Verbal quote of \$500 provided by Elite Electrical.
- Three windows to be replaced at a cost of approximately \$250 each (Cost based upon similar window replacement by Brian Williams)
- The wooden trim on the inside of the toilet door needs replacing.
- A man hole cover needs replacing

- The building requires a paint job but this is not urgent/essential.
- The septic tank cover needs to be replaced. (no quote obtained but verbally estimated by Mark Smith Pty Ltd to be approximately \$350)
- The property grounds need weeding/tidying.
- Items from inside the building such as chairs and shelving need to be removed.
- The toilets (whilst working) need to be cleaned.

The approximate costs to bring Darrigans House up to an acceptable and safe standard would therefore be \$1600.

The Meekatharra Men's group has shown an interest in using the open shed next to Darrigan's House as a workshop and would be happy to spend some time undertaking any heavy lifting or general maintenance required to improve the standard of both the building and grounds. They hope to take an active role in improving the attitude and behaviour of some of the young men in town and will do this through a boxing program which could be run from the outside surrounds of the building. The men have a variety of skills and are also interested in helping to preserve some of the old machinery and items located on the property which help to maintain the history of Meekatharra.

It would seem that assisting the Meekatharra Men's group to move forward by offering the use of Darrigan's House would be a positive thing for the people of Meekatharra.

Consultation:

Krys East – Corporate and Development Services Manager

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Council has allocated \$5000 in the 2012/13 budget for other building maintenance

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommended Options:

Option 1

Council enters in to a written agreement for the use of Darrigans House with the Meekatharra Men's Group with no costs attached to its use. The agreement may offer a three to six month probationary period to ensure the building and property is maintained to a required standard.

OR

Option 2

Council enters in to a written agreement for the use of Darrigans House with the Meekatharra Men's Group at a cost of \$_____ per annum. The agreement may offer a three to six month probationary period to ensure the building and property is maintained to a required standard.

Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr RK Howden

That Council allows the Meekatharra Mens Group use of Darrigans House for their meetings and to work with the young men of Meekatharra by entering in to a written agreement for the use of Darrigans House with the Meekatharra Men's Group with no costs attached to its use. A lease to be drawn up for an initial term of twenty three (23) months.

CARRIED 4/0

Reason for council Resolution differing from officers recommendation:

Council are able to lease these premises for a period of up to 2 years under Regulation 30 (2) (e) of the Local Government (Functions and General) Regulations 1996.

By offering a longer lease of twenty three (23) months this will allow the Meekatharra Men's Group to proceed with more security.



Government of Western Australia
Department of Health
Health Information Network

Men's Group Meekatharra

Shire of Meekatharra

To Whom It May Concern:

The men's group would like to ask the Shire of Meekatharra for it support in

Backing the men's group for use of your property the old play group

We need to have some where to meet with the men's group and to start our

Boxing training by having both entities working together out of the old play

Group this will benefit both the young men and older men alike here will be

Our roll models and guidance coming down through the older men down to

The younger guys by having the boxing we hope to achieve professionalism

And discipline to show them that being fit and healthy is the best way to be

We hope that through Drug, Alcohol counselling and posters we will give the

Guys something to talk about to get the message out that alcohol is killing

Our people and destroying there families and that a lot of Aboriginal people

Are more likely to end up on Dialysis than any other race and that eating

Healthy and staying fit is more beneficial to our people than alcohol and

Drugs with commitment and drive we can make this work



Thanking you

Darren Quartermaine

Drug and alcohol Project worker

PH: 9981 0635

Fax: 99810650

Title/Subject:	PROPOSED USE FOR LOT 852 PRE-PRIMARY CENTRE
Agenda/Minute Number:	9.4.4
Applicant:	
File Ref:	A1659
Disclosure of Interest:	Nil
Date of Report:	31 st July 2012
Author:	Krys East Corporate and Development Services Manager
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The Department of Education have recently terminated their lease of Lot 852 Darlot Street known as the Pre-primary centre. Consideration now needs to be given by Council for the possible use of this building.

Attachments:

Nil

Background:

Lot 852 is a Reserve under Management Order with the Shire of Meekatharra. In 2008 Council resolved to extend the existing lease agreement with the Minister for Education. This lease is due to expire December 2012. Staff received a letter in January 2012 from the Department of Education advising that they are in the process of providing an on site pre-primary facility to the Meekatharra District High School and would no longer be requiring the building in 2012, in effect terminating their lease and giving the Shire six months notice as required under their lease.

Comments:

As the building and property is now vacant Council may wish to give consideration to further use of this land and building. However, limitations are put on what Council can currently do with this Reserve as the Title Deed for this reserve states:

“RESERVE IS FOR THE PURPOSE OF PRE PRIMARY CENTRE MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED. WITH POWER TO LEASE FOR ANY TERM NOT EXCEEDING 21 YEARS, SUBJECT TO THE CONSENT OF THE MINISTER FOR LANDS”

In consultation with Landgate, this reserve, with the conditions and purposes attached can be leased to an entity only for the purpose of pre primary centre. As the Department of Education now will provide their own facilities for this purpose it is highly unlikely that this reserve will be required for this purpose in the future. In order to make use of these premises Council will need to apply to have the purpose of the Reserve amended.

In discussion with committee members of the Health Building and Town Planning Committee, the probable future is that this building will continue to be leased out and not used by Council itself. Already a few local organisations have advised staff that they are interested in entering into a lease with the Shire of Meekatharra for these premises.

1. The Department of Housing has requested a short term lease for a period of at least two months. This would allow the Department of Housing Meekatharra branch to continue to function while the local office is refurbished.
2. Yulella Incorporated would like to run various projects from the building. One possible project would be 'Women on the Move'. This project is aimed at assisting women aged between 16 and 25 in getting possible employment through new skills. Another project is a 'breakfast program' which is aimed at allowing families to be better informed about the activities Yulella provides.
3. A group have also expressed interest for the purpose of an Arts Centre.

To ensure that the Reserve is available to any prospective tenants and possibly avoid the process of having the use of Reserve repeated, it is suggested that the purpose be changed from Pre-primary to a more broader use:- 'Civic, Community and Cultural'. Given such a large scope of 'Use' it is probable that this may encompass all prospective tenants and their intended usage.

Council may also wish to consider converting the Reserve to Freehold. This may be a lengthy process and costly but would ensure that Council own the land and buildings for whatever purpose they require this property for.

Once the change of purpose has been completed, Council may wish to lease the reserve. The Local Government Act 1995, Part 3, Division 3 Sect 3.58 states how Council must dispose of property owned by local government.

It states:

“ (1) *In this section —*

dispose *includes to sell, lease, or otherwise dispose of, whether absolutely or not;*

property *includes the whole or any part of the interest of a local government in property, but does not include money.*

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

(b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
 - and*
 - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- (5) *This section does not apply to —*
- (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - (d) *any other disposition that is excluded by regulations from the application of this section.”*

To ensure that the building on this Reserve is put to the best use for the community and to guarantee that all parties who may be interested in leasing this premise are considered, calling for tenders under Section 3.58 (2) (a) may be the best option.

Consultation:

Roy McClymont - CEO

Statutory Environment:

Town Planning Scheme No 3

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommended:

That Council authorise staff:

- To start the process for changing the purpose of Reserve 38524 from 'Pre Primary Centre' to 'Civic, Community and Cultural'. When this process is completed staff to call for tenders, as per Section 3.58 (2) (b) of the Local Government Act 1995, for lease of Reserve 38524.
- To investigate the procedure and costs associated with converting Reserve 38524 to Freehold and present to Council when known.

Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr PS Clancy

That Council authorise staff:



- To start the process for changing the purpose of Reserve 38524 from 'Pre Primary Centre' to 'Civic, Community and Cultural'. When this process is completed staff to call for tenders, as per Section 3.58 (2) (b) of the Local Government Act 1995, for lease of Reserve 38524.
- To investigate the procedure and costs associated with converting Reserve 38524 to Freehold and present to Council when known.
- Staff to arrange with the Department of Housing a short term lease whilst their office is refurbished subject to ministerial approval

CARRIED 4/0

Reason for council Resolution differing from officers recommendation:

The short term lease to the Department of Housing will assist the Department and provide some use to the towns people while staff proceed with the other directives.

9.5 HEALTH, BUILDING & TOWN PLANNING

Title/Subject:	TRANSFER OF LEASE OF PREMISES – PORTION OF LOT 1017 FROM DORAY MINERALS LTD TO ANDY WELL MINING PTY LTD
Agenda/Minute Number:	9.5.1
Applicant:	Nil
File Ref:	A4340
Disclosure of Interest:	Nil
Date of Report:	8 th August 2012
Author:	Krys East Corporate and Development
	Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer
	 <i>Signature of Author</i>
	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

A request has been received from Doray Minerals Ltd to transfer the Lease that Council have entered into with Doray Minerals Ltd to Andy Well Mining Pty Ltd.

Attachments:

Tabled - Letter of Consent
Tabled - Deed of Assignment of Lease
Tabled - Direct Agreement – Shire Lease

Background:

Council has entered into a lease agreement with Doray Mining Ltd for a portion of Lot 1017 for the construction and operation of an Accommodation Village. This lease commenced 1st July 2012.

Comment:

Doray Minerals Ltd now wishes to assign the Lease for portion of Lot 1017 to its wholly owned subsidiary – Andy Well Mining Pty Ltd (AWMPL). It is proposed by Doray Minerals Ltd that AWMPL will hold all the assets for the project – the processing infrastructure, relevant mining tenement, the Accommodation Village and this lease. This will facilitate Doray Minerals Ltd funding with regard to the Meeka project by allowing one entity as security by the bank.

Doray Minerals Ltd have prepared documents which require Council's Common Seal and signature of the President and Chief Executive Officer. These are:

- An Assignment Deed for the Lease Agreement which transfers the Lease to AWMPL
- Letter of consent to Landgate that allows the transfer of the Lease to AWMPL.
- Direct Agreement – Shire Lease. This document has been prepared by Doray Minerals Ltd bank’s lawyer with the intention that if a default occurred under the lease, or the tenant went into liquidation the Shire would have to notify the bank who could then remedy the situation. The bank would normally want to be able to step in and recover the loan through the ongoing operation of the enterprise or sale of it, and if the Shire could immediately end the Lease it could significantly reduce the value of the assets (ie a purchaser might not be able to accommodate workers without the Lease in place).

Consultation:

Roy McClymont – Chief Executive Officer

Mark Cossom – Development Manager Doray Minerals Ltd

Statutory Environment:

Local Government Act 1995 Section 3.58

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr PS Clancy



That Council authorises the use of Councils Common Seal and the signing of the following documents by the President and Chief Executive Officer: -

- **Assignment Deed for the Lease Agreement which transfers the Lease Council previously entered into with Doray Minerals Ltd for Portion of Lot 1017 Meekatharra for use as an Accommodation Village from Doray Minerals Ltd to Andy Well Mining Pty Ltd.**
- **A letter of consent to Landgate that allows the transfer of the Lease between the Shire of Meekatharra and Doray Minerals Ltd to be transferred to the Shire of Meekatharra and Andy Well Mining Pty Ltd.**
- **A ‘Direct Agreement – Shire Lease’**

CARRIED 4/0

9.6 WORKS AND SERVICES

Title/Subject:	ROYALTIES FOR REGIONS – COUNTRY LOCAL GOVERNMENT FUND (CLGF) 2012-13 REGIONAL FUNDS
Agenda/Minute Number:	9.6.1
Applicant:	
File Ref:	ADM 383
Disclosure of Interest:	
Date of Report:	2 nd August 2012
Author:	Roy McClymont Chief Executive Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Summary/Matter for Consideration:

Council to consider arrangements for this years group project/s.

Attachments:

Nil

Background:

We are part of a three shire group with Upper Gascoyne and Murchison Shires.

By the time of the council meeting, a workshop will have been held by the Mid West Development Commission to discuss this year's group projects. Further information will be provided to Council at the meeting.

Last years funding from the group was entirely allocated to Upper Gascoyne to assist them in rebuilding their town after devastating floods.

Upper Gascoyne agreed that funding for the next two years would go to Meeka and Murchison.

At the time of writing, Murchison had indicated that they would likely agree to a straight funding split (50/50) each year between Murchison and Meekatharra for 2012/13 and 2013/14.

Comment:

The regional funding allocations for the three shires in 2012/13 is:

Murchison	\$505,851
Upper Gascoyne	\$516,320
Meekatharra	<u>\$521,579</u>
Total	\$1,543,750

Meekatharra's priority project for all CLGF funding is the upgrading and sealing of Landor Road.

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Budget amendments should be considered and adopted once the projects are approved by RDL.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority – (unless amending the budget).

At The Meeting:

The CEO advised Council of the Shire of Wiluna's request for support of \$1M towards the construction of an interpretive center focusing on the Canning Stock Route and the Gunbarrel Highway.

The CEO also informed Councillors that the sub regional workshop, held yesterday and attended by representatives from Cue, Mt Magnet, Yalgoo, Sandstone and Wiluna, agreed that (for 2012/13) \$1M be allocated towards the Wiluna Interpretive Centre and the group pool balance of \$1,021,675 be allocated towards a vermin exclusion cell. The workshop also agreed that the MRVC fence upgrade be funded from the 2013/2014 Regional CLGF.

Tony Doust, acting Wiluna CEO, given the pleasing result from the Workshop, has asked only that Meekatharra consider supporting Wiluna's Interpretive Centre project by providing a letter of support when required and verbal support when appropriate.



Officer Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr RK Howden

That Council approves the 2012/2013 CLGF Regional pool between the Meekatharra, Murchison and Upper Gascoyne Shires of \$1,543,750.00 being allocated with 50% to the Shire of Meekatharra and 50% to The Shire of Murchison with the projects being upgrade of Murchison's Road infrastructure including, but not limited to Ballinyoo Bridge, and the Meekatharra project being a continuation of the upgrade and sealing of Landor road.

CARRIED 4/0

Title/Subject:	TENDER/PURCHASE NEW PRIME MOVER	
Agenda/Minute Number:	9.6.2	
Applicant:		
File Ref:		
Disclosure of Interest:		
Date of Report:	2 August 2012	
Author:	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council has budgeted for the trade of P109 Nissan Prime Mover.

Attachments:

Nil

Background:

Nil

Comment:

Should council choose to use the WALGA preferred supplier system for the purchase of the new Prime Mover it provides exemption from the requirement to go to tender. However Council may still call tenders in the usual manner.

Staff will obtain purchase and trade prices (under the WALGA Preferred Supplier System) for the replacement of the P109 Prime Mover and provide this information, along with a recommendation to Council at the meeting.

Consultation:

John Dyer, Works and Services Manager

Statutory Environment:

Local Government Act 1995 and Regulations

Policy Implications:

Nil

Budget/Financial Implications:

Budget for new Prime Mover \$206,189
Budget for trade vehicle income \$46,000

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

At The Meeting:

The CEO presented the purchase and trade prices received under the WALGA preferred Supplier System. The best purchase price for the new Prime Mover is from Truck Centre WA at \$207,030.00 Truck Centre also offered to purchase P109 at \$50,000.00

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr RK Howden

Council authorise that staff purchase a suitable new Prime Mover from Truck Centre WA at the quoted cost of \$207,030.00 (Exc GST) and call for tenders for the disposal of P109 2005 UD Nissan Prime Mover with the criteria for deciding the tender being price 100%.



CARRIED 4/0

10 NEW BUSINESS OF AN URGENT NATURE – INTRODUCED BY RESOLUTION OF THE MEETING

Moved: Cr HJ Nichols
Seconded: Cr PS Clancy

That the new business be discussed

CARRIED 4/0

Title/Subject:	2012/2013 BUDGET REVIEW	
Agenda/Minute Number:	10.1	
Applicant:	Nil	
File Ref:	ADM 0241	
Disclosure of Interest:	Nil	
Date of Report:	17 th August 2012	
Author:	Krys East Corporate and Development Services Manager	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

This report presents to Council a list of recommended budget amendments identified during a review process

Attachments:

Nil

Background:

The requirements to perform at least one review during the period 1st January to 31 March on the budget of any given year came into effect 31st March 2005. Council may however, have as many budget reviews as required. Due to the requirement to adopt the 2012/2013 budget in June 2012, staff are only able to provide financial estimates regarding future spending. Since the adoption of the 2012/2013 budget and completion of the 2011/12 financial report figures, staff have identified some necessary amendments to these initial financial estimates.

Comment:

The requested amendments are as follows:

- The actual anticipated for 2011/2012 was expected to produce an estimated surplus of \$3,466,602. The completion of the 2011/12 financial year annuals show that the actual was \$3,235,894 a difference of \$230,708
- An estimated figure was used for both the Financial Assistance Grant and Financial Assistance Road Grant. Since budget adoption staff have been advised of the correct figures for both grants. This is a combined increase of \$789,403 on the adopted budget figure.

- Council has made several flood damage claims. At the time of setting the budget staff were still waiting to hear how much was to be allocated for the 4th claim. On advise of the allocated amounts the FESA – Natural Disaster income needs to be amended by an increase of \$85,690. The relevant expenditure also needs amending to allow for works undertaken prior to June 30th 2012. This reduces the allocated expense for flood damage by \$922, 389.
- Correct figures have also been received from FESA for the FESA Operating Grant and the SES Operating Grant. These are \$2,532 and \$11,385 respectively. A combined increase of \$4,804 above what was adopted.
- We have also received advice that the expected MRWA Direct Grant is now \$13,125 above what was originally anticipated.
- Council is to receive a further amount of \$521,579 for the 2012-2013 Direct individual allocation from Royalties for Regions. Based on the fact that Council received the 2011-2012 grant late June 2012 staff are expecting this year's grant will be received late in this financial year rather than in the next and therefore request this budget amendment.
- The DCP grant has been reduced by \$38,099. This is due to the retention of the Domestic Violence Grant in the previous year.
- Expenditure on the key system was meant to be finalised in the previous fiscal year but was not received until Mid July 2012. The carryover had not been factored into this year's budget.
- An omission on the original budget did not factor in an anticipated loss on the disposal of the Nissan Prime Mover (P109)

To provide a balanced budget, with these amendments and the amendments adopted by Council at the July 2012 Ordinary Council Meeting there is a surplus of \$732, 833. Staff suggest that Council allocate a further \$90,000 to the renovations of Lot 208 Hill St, \$182,833 to the Building Reserve and \$100,000 to the Leave Reserve.

Consultation:

Roy McClymont – Chief Executive Officer

Keith Anderson – Finance Consultant

Statutory Environment:

Local Government (Financial Management) Regulations 1996, Reg 33A

Policy Implications:

Nil

Budget/Financial Implications:

Budget amendments form part of the Officer Recommendation.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr PS Clancy

That Council authorizes the following budget amendments:

GL Account	Description	Adopted Budget	Revised Budget	Increase/ Decrease
	Surplus Carried Forward	-3466602	-3235894	-230708
Income				
0181	Financial Assistance Grant Income	-1342994	-1127272	-215722
0211	Financial Assistance Road Grant	-1047530	-473849	-573681
4601	Flood	-9451346	-9537036	85690
1563	FESA Grant	-352	-2532	2180
2003	FESA Grant	-8761	-11385	2624
4591	MRWA Direct Grant	-170000	-183125	13125
4651	Royalties	-424845	-946405	521560
2421	DCP Grant	-72314	-34215	-38099
CE05	Festival	-30000	-45000	15000
Expenditure				
1323	Key System	0	100000	-100000
4200	Flood Damage	11992833	11070444	922389
5132	Asset Loss	0	11425	-11425
RO9	Go Tennis	0	4000	-4000
3627	REC Washing Machine	2700	3800	-1100
CE1	Festival	55000	70000	-15000
7050	Building Reserve	200000	382833	-182833
7015	Leave Reserve	0	100000	-100000
929	Lot 208	160000	250000	-90000
Totals				0

**CARRIED 4/0
BY AN ABSOLUTE MAJORITY**

10.2 DEVELOPMENT - INDUSTRIAL PARK

Title/Subject: DEVELOPMENT - INDUSTRIAL PARK
Agenda/Minute Number: 10.2

Cr PS Clancy suggested that Council may wish to look into the process of making land available for industrial purposes with the view that in future there is a land available, if required, transport depots.

CR TR Hutchison suggested that to ensure the availability of land for future light industrial projects that Council could initiate the required processes to ensure that the land is available when required.

Moved: Cr PS Clancy
Seconded: Cr HJ Nichols

Staff to investigate options and processes required for the creation of an industrial park north of town.

CARRIED 4/0

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 CLOSURE OF MEETING

The Shire President, Cr TR Hutchinson, declared the meeting closed at 12:05pm