



SHIRE

of

MEEKATHARRA

MINUTES

of

COUNCIL MEETING

held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

on

SATURDAY 18th OCTOBER 2014

COMMENCING AT 9.31 am

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr NL Trenfield declared the meeting opened at 9.31am.

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 NL Trenfield read the disclaimer out loud.

2 RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

Members

Cr NL Trenfield	Shire President
Cr PS Clancy	Deputy Shire President
Cr HJ Nichols	
Cr AG Burrows	
Cr AJ Binsiar	

Staff

Roy McClymont	Chief Executive Officer
Svenja Clare	Acting Deputy Chief Executive Officer
Geoff Carberry	Community Development Services Manager

Apologies

Cr RK Howden

Approved Leave of Absence

Nil

Observers

Nil

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATION FOR LEAVE OF ABSENCE

Moved: Cr AG Burrows
Seconded: Cr AJ Binsiar

That Cr RK Howden and Cr PS Clancy be granted Leave of Absence for the November 2014 Ordinary Council Meeting.

CARRIED 5/0

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 20 SEPTEMBER 2014

Council Resolution:

Moved: Cr HJ Nichols
Seconded: Cr AJ Binsiar

That the minutes from the Ordinary Council Meeting held Saturday 20 September 2014 be confirmed.

CARRIED 5/0

6.2 HEALTH BUILDING & TOWN PLANNING MEETING HELD 20 SEPTEMBER 2014

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AG Burrows

That the minutes from the Health Building & Town Planning Meeting held Saturday 20 September 2014 be received.

CARRIED 5/0

7 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

- **The Shire received a Certificate of Appreciation from Janine and Mickaela Mongoo for the donation towards the ABCRA National Junior Rodeo Finals in Tamworth, January 2014.**
- **Chief Executive Officer Roy McClymont advised he recently attended the Technical Working Group and Murchison Sub Group meetings. The Regional Road Group funding for 15/16 looks like going back to the minimum funding for Meekatharra.**
- **Cr HJ Nichols confirmed he will attend the MRVC meeting next Monday.**
- **The CEO advised that he attended the recent Meekatharra Human Services Agency Group meeting and that through Mr Ross Tomasini the group have requested the appointment of a Place Manager in Meekatharra to provide “legs” on the ground to progress program/projects etc.**
- **The Shire President and Chief Executive Officer will meet (28/10/14) with the Director of Liquor Licensing, WALGA and Murchison Shires about the proposed Liquor Restrictions for Meekatharra, Cue, Mount Magnet, Sandstone and Yalgoo.**

9. REPORTS OF COMMITTEES AND OFFICERS

9.1 OFFICERS MONTHLY REPORTS

9.1.1 WORKS & SERVICES MANAGER'S REPORT – SEPTEMBER 2014

Road Maintenance – Grading

The following roads have been maintenance graded:

- Landor Road has been graded from the Shire boundary to town.
- Ashburton Downs Road has been graded from the Yulgajinna turn off to the Great Northern Highway.
- Berringarra Road has been maintenance graded.

Construction Work

- The Shire crew have reconstructed the Meekatharra Race Course for the Race Club under private works.
- The Shire crew are currently working on Landor Road reconstructing the section from SLK 70 to SLK 80.6.

Flood Damage

- NGE are currently working on the Tangadee Road.
- AG Burrows have completed work on the Landor Road.

Town Maintenance-Monthly Report Finishing 8th October 2014

- Town Maintenance crew is current reduce to one person, with occasional help, reducing the amount of town maintenance completed.
- 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 Public Toilets were opened over weekends
- Graffiti in laneways painted out
- Currently the sweeping of town streets is being done in accordance with Council's directive.
- Heritage Trail maintenance and Boardwalks repaired.

Plant Report

P100 Tennant Broom

Repaired hydraulic hose

P408 Hino 5 Ton Tipping Truck

Repaired tipping tray

P449 Caterpillar 623F Scraper

Replaced defective hydraulic hose

P416 Coastmac Plant Trailer

Repaired cracks

P445 Hilux 4x4 Ute

Replaced battery

P114 Caterpillar D6N Dozer

Installed inlet manifold

Repaired track roller

Repaired blade

Repaired transmission

Repaired fan guard

Repaired air conditioner

Replaced fan belt

P115 Mercedes Rubbish Truck

Repaired hydraulic hoses

Replaced ignition

P433 Caterpillar 950H Loader

Repairs to greasing system

Repair side bucket adaptors

P360 Caterpillar 924G Loader

Repaired quick hitch

P61 Pump Trailer

Repairs carried out on electrics and body

P421 Ford Ranger Duel Cab Ute

Serviced

Repair to oil cover

Replaced tail light

P451 Bogie Dolly

Repaired brakes

P452 Nissan UD Prime Movers

Repaired faults

P338 Haulmore Side Tipping Trailer

Repaired brakes

Serviced turntable

P339 Haulmore Side Tipping Trailer

Repaired brakes

Serviced turntable

P390 Multipac Multi-tyred Roller

Repaired oil leaks

P24 Lister Genset number 1

Serviced

P437 Toyota Landcruiser

Serviced

P24 Lister Genset number 2

Serviced

P24 Lister Genset number 3

Serviced

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr HJ Nichols

That the Works and Services Manager's report for September 2014 be received.

CARRIED 5/0

9.1.2 AIRPORT MANAGER'S REPORT – SEPTEMBER 2014***Aircraft Movements and Statistics***

Aircraft movements for the month September are down over the same period last year; reflecting the downturn in the mining industry.

The figures below reflect the difference between September 2013 and September 2014 and show clearly the effects being felt from the downturn in the economy and particular cutbacks etc in the mining industry.

	Sep 2013	Sep 2014	Variance
General Aircraft Landed:	133	116	-12%
RFDS Landed	98	98	+0 %
Avgas	13,514 ltrs	16,021 ltrs	+18%
Jet A-1	86,456 ltrs	74,776 ltrs	-13%
Total Fuel Sold	99,970 ltrs	90,797 ltrs	-9%

This table represents Year to date figures for 2013 and 2014.

	YTD 2013	YTD 2014	Variance
General Aircraft Landed:	1314	956	-27 %
RFDS Landed	824	946	+15 %
Avgas	111,782 ltrs	105,550 ltrs	- 5 %
Jet A-1	816,449 ltrs	625,947 ltrs	-23 %
Total Fuel Sold	928,231 ltrs	731,497 ltrs	-22 %

Aerodrome Works:

Aerodrome works for the month include:

- General maintenance upkeep of facilities and equipment.
- Change out of both primary and secondary windsocks
- Painting runway markings, ie. Piano keys, turning node and threshold markings for runway 27.
- Continuation of transformer replacement installation of test points on runway 09/27.
- Quarterly inspection and repair of runway lights.

Outstanding items:

- Change out the Apron lights completely and replace the existing Mercury Vapour lights with High Pressure Sodium as well as run separate phases up the pole. ***Waiting for quote from S & K electrical.***

- Investigate the cause of the low insulation resistance reading of the runway edge lighting circuit. *Works in progress. We have now replaced 24 transformers and taken new readings which show some positive signs. Poor resistance is now narrowed down to one area and these will be further sectionalized by next report. A total of 70 manhours has gone into locating and digging out the 24 transformers. (See attached resistance readings drawing)*

Outstanding budgeted items:

1. **Finalise the Fire Service.** *Hydrants have been installed except for RFDS. No further work can progress on this until such time as we have definitive drawings from RFDS as to where their proposed patient transfer bay will be situated as currently, it appears as though the entrance will be right where the hydrant piping is situated.*
2. **Additional Accommodation at Airport.**
3. **Alterations to Airport Apron and parking.** *Council's Works and Services Manager (John Dyer) and Community Development Services Manager (Geoff Carberry) are currently working on surveys and putting a plan into place. John Dyer hopes to have this completed with the bitumen works prior to Christmas.*
4. **Electrical Upgrade.** *Geoff Carberry is working on specifications etc for this project and is advancing well.*

Aerodrome Security:

- No breaches this month.

Safety Management System:

The last low insulation area of runway 09/27 is in the threshold lighting at the western end of the runway. It is likely that the transformers are under the bitumen, further investigation will be carried out and this information provided to the Safety Management system committee. ***(Transformers located and 3 have been changed out. Only 1 poor section now remains which requires the replacement of a further 2 transformers.)***

Annual Technical Inspections:

The Annual Technical and Electrical Inspections were carried out during late September with minimal recommendations. A small bit of work on the Aerodrome manual was required to correct a few technical issues but no work of any significance was noted.

The Electrical inspection shows the same problems as last year's report. We have been addressing all these issues throughout the year but still have not been able to reach satisfactory resolution regarding compliance. The issues were discussed at the recent Safety Management Committee meeting and efforts are being made to finalise them in the near future.

Copies of the SMS committee meeting, the Annual Technical and Annual Electrical inspections are attached.

New Staff:

M L & G J Trenfield Contracting have now employed a new staff member Samantha (Sam) Tarling who will provide regular relief in the position as ARO while Paul takes his scheduled breaks. Sam has completed her training and will be signed off by AirBP Network Operations Manager on her next trip in November. She will be working 2 weeks on and 6 weeks off and will be basically looking after the contract for me in my absence. I am still contactable and all issues will be discussed through Sam who will keep me in the loop.

Mal Trenfield
Airport Manager
07 October 2014.

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AG Burrows

That the Airport Manager's report for September 2014 be received.

CARRIED 5/0

**MEEKATHARRA
AIRPORT SAFETY MANAGEMENT COMMITTEE
MEETING MINUTES**

Meeting held in the Shire Office on Monday, 6th October 2014 commencing at 3.02pm.

- 1.0 Open Meeting: 3.02pm
- 2.0 Present: **Mal Trenfield** , (*Meekatharra Airport Manager*), *Krys East, (Acting Shire CEO)* **Geoff Carberry**, (*Shire A/CDSM*)
- 3.0 Apologies: **Roy McClymont**(*Shire CEO*),
Paul Smith (*Meekatharra Airport Manager*),
- 4.0 Confirmation of minutes "That the minutes of the Safety Management Committee meeting held on **17 July 2014** be confirmed. Moved : Geoff Carberry, Seconded: Krys East **CARRIED**
- 5.0 Business Arising:
 - 5.1 Apron lighting, quotes have been received waiting for AMS to provide further information on requirements.
 - 5.2 LIR on runway lighting circuit. – 25 transformers now changed readings have improved but still require further work to meet spec. Will be worked on in a progressive manner to further isolate problem areas.
- 6.0 Safety Management Issues:
 - 6.1 CASA Aviation Safety Audit Report - Nil received CASA inspectors are still to attend

 - 6.2 Annual Aerodrome Technical Report – 2014 Report received
 - a) Sealing of cracks in refueling area
 - b) update NOTAM Office listing in Manual
 - c) Issue correction of ERSa data

 - 6.3 Annual Electrical Inspection Report - At the time of the meeting the Electrical report had not been received – To be discussed at the next meeting.

 - 6.4 Review Hazard Register – No new hazards identified

 - 6.5 Review Incident Reports – No incident reports received.
- 7.0 General Business
 - 7.1 Planning for the planned apron/taxiway works will commence later this month.
 - a) MOWP required to be approved by CASA
 - b) Works Safety Officer to be on site (not airport manager)
 - c) RFDS to be notified – RFDS taxiway to be completed before parking area works.

8.0 Next Meeting

January 2015 date to be advised

9.0 Close meeting

The meeting closed at 3.38pm

9.1.3 COMMUNITY DEVELOPMENT SERVICES MANAGER REPORT – SEPTEMBER 2014

Meekatharra Festival

This year's festival has been reported as very successful with very few issues being raised. The festival committee and CDO Dave Macdonald and the other volunteers that made it all happen need to be congratulated on their efforts. Events such as this just do not happen by themselves, countless hours have ensured the community's enjoyment.

Asbestos (ACM) Register

This will be an ongoing project and is required under the Occupational Health and Safety Act. It requires that all Shire buildings be inspected and any Asbestos Containing Materials be identified and labelled. It is proposed to place a label in the meter box of each building that ACM is present referring all contractors and staff to the ACM register for the actual location of the ACM. To date approximately 60% of buildings have been inspected. Of most concern is the Airport where most buildings contain ACM.

Swimming Pool

Aquatic Contract Services have a new manager on site for the beginning of the season. Whilst everything ran ok in the preseason period, on opening day (Wednesday) an electrical fault developed between the main switchboard and the pump house. As this is a major fault that will take some time to rectify it was decided to bring in a Shire generator to run the pump house. It was then discovered that the soft start module on the pump had also failed. Unfortunately the module was delayed in arriving so after expressing my concerns to the contractors a temporary repair was carried out late Friday. The pool operated over the weekend under these conditions. The soft start wasn't repaired until Wednesday; further testing has revealed the cable fault to be still evident. Isolation works will continue with a pit being installed near the pump house as a first step. If it is found that a new cable is required to be run from the main switchboard it has been quoted at \$13,300 plus GST.

Economic Development Strategy

Has been advertised and as yet no submissions have been received.

Revitalisation Plan

There have been a number of questions raised as to the progress of this plan.

Haine Saint Pierre Locomotive

The loco has been removed from the park and placed at the depot ready for transport to Perth which should occur in the next couple of weeks. The old grader was relocated to Darrigans house at the same time.

Arson

In recent weeks there has been a number of unexplained fires around the town site. It is strongly believed they are being lit by young youths. Whilst they were quickly dealt with by the Volunteer Fire and Rescue members they did threaten the Yulella gas storage facility and Darrigans House, the latter being lit in the middle of the day. It is proposed to note this worrying trend in the next edition of the Dust and asking for the community's vigilance.

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr HJ Nichols

That the Community Development Services Manager's report be received.

CARRIED 5/0

9.1.4 YOUTH AND RECREATION SERVICES REPORT – SEPTEMBER 2014**YOUTH SERVICES REPORT SEPTEMBER 2014 – Belinda Hicks (Youth Officer)**

ACTIVITIES CONDUCTED	DAY & TIME	STAFF CASUALS	VOLUNTEERS
1. Girls Dance	Monday 2.30-6pm	1	
2. Bike Prep & Ride	Tuesday 2.30-7pm	2 (driver for support vehicle, front and back rider)	
3. Youth Centre Drop In After School	Wednesday 2.30-6pm	1	
4. Girls Group – dance, cooking, art/craft	Thursday 2.30-7pm	1	
5. Youth Centre Drop After School	Friday 2.30-5pm	1 (2.30-5pm)	
6. Youth Centre Drop In	Friday 6-8pm	2 (6-8pm - supervisor for internal area, supervisor for external area, supervisor for music room)	

Attendance Breakdown per activity:

ACTIVITY/NUMBER OF SESSIONS FOR THE MONTH	ATTENDANCE		ATTENDANCE		NO. OF NEW ATTENDEES (F/M)	MONTHLY TOTAL	AVERAGE ATTENDANCE PER SESSION
	6-12 Female	6-12 Male	12-18 Female	12-18 Male			
Girls Dance	28		35			63	9
Youth Centre Drop In - nights			58	55		113	23
Youth Centre Drop In After School	22	19	37	29		107	16
Bike Prep Program & Ride	7	14	10	15		46	16
Girls Group	18		21			39	10
TOTAL	75	33	161	99		368	17

This reporting period saw an average of 17 young people in attendance at any one session.

KIDS ZONE REPORT SEPTEMBER 2014

Averages	Monday		Wednesday		Friday	
Gender	Female	Male	Female	Male	Female	Male
Age Group	6-12	6-12	6-12	6-12	6-12	6-12
	9	8	11	8	10	6
Kidzone Average/Day	17		20		16	

Total Attendees – 193

Kidzone operated for only 3 weeks due to unavailability of staff children absorbed into other activities.

YOUTH SPORTS & RECREATION REPORT AUGUST 2014

It was a busy month for Basketball. With the Meeka Muster around the corner, everyone seems to be keen on doing warm ups, drills and playing competitive games. Good to see the adults coming to practice and bringing their kids with them. Really good numbers were recorded for attendance at the Basketball throughout the month.

We organised a 'Basketball Referee Clinic' with the Dept. of Sports and Recreation on 15th of September which was a great success. All the youths in town turned up in numbers for that event. With some Professional Basketball players including Firebirds icon Ricky Grace sharing their experience with the local youth was an unforgettable experience for them. Had really good feedback from the participants and they wanted us to organise more events like that.

Meekatharra DHS conducted the Naidoc day in September and asked me to assist them with the programme. The event was a big success and I had positive feedback from the teachers and parents for the effort I've put in. It was a great experience for me too. I'm really happy to be a part of that event.

Bithun Wijeweera (YSRO)

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	Monday				Tuesday				Wednesday				Thursday				Friday				Saturday			
Monthly by Gender/Age	7	5	6	9	3	6	6	10	3	8	10	16	1	2	8	6	0	0	0	0	0	0	0	0
Monthly Average by Gender	12		15		10		16		11		26		2		14		0		0		0		0	
Rec Centre Average Activity Attendance/Day	27				26				37				16				0				0			
Total Attendance per Activity																								
Pool 3pm-5pm	0	Basketball	424	Auskick	0	Netball	0	Indoor soccer	10															
Footy	2.5	TBA	0																					
Average Attendance per Activity																								
Pool 3pm-5pm	0	Basketball	19	Auskick	0	Netball	0	Indoor soccer	2															

Officers Recommendation / Council Resolution:

Moved: Cr AJ Binsiar

Seconded: Cr PS Clancy

That the Youth and Recreation Services Officers reports for September 2014 be received.

CARRIED 5/0

9.1.5 RANGER'S REPORT – SEPTEMBER 2014

I visited Meekatharra on Thursday 4 and Friday 5 September 2014. Patrols were conducted on arrival. Several dogs were seen unattended and roaming. Owners were not able to be determined. I attended the Shire office to collect any outstanding complaints and complete other administrative duties. Three complaints were received. One complaint was for the destruction of six unwanted dogs. The address was in Consols Road. Due to a volatile situation, this task could not be carried out at this time.

A second complaint was regarding nuisance dogs wandering in Trenfield Court and Queen Street. As a result of investigations, one dog, with the assistance of the complainant, was trapped and placed in the pound. The owner was contacted and attended the Shire to pay all outstanding fines and fees to register the dog. The dog was micro chipped and returned to the owner.

The third complaint involved feral cats at the end of Darlot Street. Cat cages were set in three different locations on Darlot Street and monitored through the evening. The next day the cages were checked and removed. One feral cat was captured and destroyed. I advised the complainant that traps would be set again on the next visit.

An anonymous phone call was received reporting the shooting of several dogs in Homeswest houses in Consols Road. This was related to a violent incident that had occurred on Wednesday morning. The information was conveyed to the Meekatharra Police.

I attended the pound to clean the premises and assist in the provision of the cat management facility.

I also attended Meekatharra on Saturday 20, Sunday 21 and Monday 22 September 2014. On arrival, trapping cages were set around the outskirts of town and monitored through the night. Cages were removed the next morning but no animals were caught. Patrols were conducted throughout the day. Due to the strong winds and dust, there was very little movement of dogs or people. I attempted to set cages again but the wind was too strong and set them off.

Two people were spoken to regarding previous complaints.

I attended a residence at Consols Road and spoke to a person who requested the euthanizing of five unwanted dogs. This task was carried out.

Two unregistered dogs with no identification tags that had been trapped in the cages during the night were later destroyed. Cat traps were removed from the end of Darlot Street. This was the second attempt to catch feral cats from this area. No cats were caught on this occasion.

Registration files were set up for the 2015/2017 registration years.

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

That the Ranger's report for September 2014 be received.

CARRIED 5/0

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
17/2/07	9.4.3	Grant Applications for Drive Trail As the Canyon Trail will no longer be completed it	CDAO	Letters written to funding bodies Regional Development Scheme:	50% Funds

		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.		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.	Received 16/09/08 Will release funds once approvals have been received for PARs
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
16.07.11	9.6.1	Council Policy – Bituminous Seals	CEO/WSM	Reword Policy and submit to Council	In Progress
17.09.11	10.2	School Oval Facility – Agreement	CEO	New report to October Council meeting required	In progress
21.04.12	10.2	Solar Electricity Installations	CEO	Staff to further research	In progress
18.5.13	9.6.1	Purchases – Bitumen and Aggregates	CEO	Purchase Orders as required Review delegations & policies	Complete In progress
15.6.13	9.7.3	2012/13-9 Tender – Airport AC Power Remedial Works	A/CDSM	Tenders (4) have been advised that the decision of Council has been postponed due to new information in hand in relations to this project.	In progress
20.12.13	9.3.4	Meetings with Ministers – Local Issues	CEO	No further action required Create Position Statement on public housing in Meeka	Complete In progress

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15.3.14	9.7.2	Redevelopment of Lot 17 Main St – Consultant Quarters	CDSM	New options and estimated costs being investigated. Further report to Council on completion.	In progress Waiting further quotes
12.4.14	9.3.5	Public Toilets – Sports Ground & the Cemetery Meeka	PO	Staff to meet with Shire President to discuss Meeka style facilities. Write species, draw plans, call quotes etc, build toilets	In progress
12.4.14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.4.14 Email to DoL 17.4.14	In Progress
17.5.14	9.3.3	Administration Building Roof Upgrade	CDSM	Met with architect Staff to seek quotes from local contractors to relocate aircons etc and repair/replace roof	Complete In Progress
17.5.14	9.4.2	Town Planning Scheme & Local Planning Scheme Review	CDSM/EHO	Consultant engaged 21/5/14	In Progress
20.6.14	9.4.2	Peak Hill Locomotive	CDSM	Applicant advised of decision awaiting reply	In progress
19.7.14	9.7.1	Renewal Environmental health Services Consultancy Agreement	CDSM	In hand with Civic Legal to draw up final contract 22/7/14	In progress
19.7.14	10.1	Grader Cat 12M – Disposal (Sale)	CEO	Tender Advertised 2/8/14	In Progress
19.7.14	10.2	Liquor restrictions – Police commissioner’s comments	CEO	Meet with Minister & Commissioner Rang Minister’s Office 21/7/14 Emailed meeting request 21/7/14	In Progress

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

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19.7.14	10.3	Paddy's Flat Camp Future Use/Disposal/Land Purchase	CEO	Letter to Department of Lands 31/7/14 Letter to Vets Legion Meeka 7/8/14	In Progress
16.8.14	9.3.1	Air BP Representatives Agreement	CDSM	Agreement signed and completed as of 23/08/14.	Complete
16.8.14	9.5.1	Airport Apron & Taxiway Improvements	CDSM	Plan approved by Council. Grant funding to be applied for. Works to be undertaken	Complete In progress
20.9.14	9.2.4	Grant Application- Oval Lights	CDSM	Application prepared and lodged – 22/09/14	In Progress
20.9.14	9.2.5	Rate Write Off	DCEO	Letter sent to ratepayer 01/10/14.	In Progress
20.9.14	9.2.6	Budget Review	DCEO	Changes made; amended budget printed and distributed 09/10/14.	Complete
20.9.14	9.3.1	Funding of Pastoral CESM Position	CDSM	Letter sent – 22/09/14	In Progress
20.9.14	9.3.2	Alcohol Related Liquor Restrictions	CEO		
20.9.14	9.3.3	Exploration Drilling of Reserve 15815	CDSM	Letter sent – 22/09/14	In Progress
20.9.14	9.3.4	Peak Hill Locomotive	CDSM	Agreement signed and transport arranged – 22/09/14	Complete

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014



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20.9.14	9.4.1	Personal Trainer	CDSM	Agreement signed – 09/10/14	Complete
20.9.14	9.4.2	Proposed New Gym	CDSM/PO	Draft request for design and construction prepared. Seeking input from gym users before finalisation and consultation with Shire representatives. Aim to advertise Saturday 11 October 2014 for four weeks.	In Progress
20.9.14	9.4.3	Draft Economic Development Strategy	CDSM	Advertised – 22/09/14	In Progress
20.9.14	9.4.4	Facilities Revitalisation Plan	CDSM	Lay On The Table until 18/10/4	
20.9.14	9.5.1	Non Compliance Health Notice	CDSM/EHO	Letter sent – 25.9.14	In Progress
20.9.14	9.7.1	Supervision of Contracts	CEO		
20.9.14	9.7.2	Tenders for the Proposed Sale CAT 12M Grader	CEO/PO	<ol style="list-style-type: none"> 1. CEO Roy McClymont has informed Westrac of acceptance of offer. 2. Unsuccessful tenderers advised. 3. John Dyer, Works and Services Manager organising CAT12 to be floated to Westrac, Perth. 4. Insurance claim to be submitted for repairs by Westrac. 	

20.9.14	9.7.3	Paddy's Flat Lease	CEO		
20.9.14	9.7.4	RFDS Lease	CDSM	Lay On The Table until 18/10/14	
20.9.14	10.1	Heritage Protection Agreement/Protocol	CEO		
20.9.14	10.2	Letter Congratulating Svenja Clare- St Johns Award	DCEO	Letter sent to Svenja Clare 01/10/14	Complete

Officers Recommendation / Council Resolution:**Moved: Cr AJ Binsiar****Seconded: Cr PS Clancy****That the Status report be received.****CARRIED 5/0**

9.2 FINANCE

Title/Subject:	MONTHLY FINANCIAL REPORT PERIOD ENDED 31 SEPTEMBER 2014
Agenda/Minute Number:	9.2.1
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	15 September 2014
Author:	Krys East Corporate Services Manager/DCEO
	
	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:

Megan Shirt – 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 AJ Binsiar

Seconded: Cr AG Burrows

That the financial report for the period ending 31 September 2014 be received.

CARRIED 5/0

SHIRE OF MEEKATHARRA
MONTHLY FINANCIAL REPORT
For the Period Ended 30 September 2014
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Report Purpose

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

* Indicates Statutory Report

Statement of Financial Activity

Is presented on page 2 and 3 and shows a surplus as at 30 September 2014 of \$7,134,405.

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

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 September 2014

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)- (a)	Var. % (b)- (a)/ (a)	Var.
Operating Revenues		\$		\$	\$	\$	%	
Rates		4,160,518	4,263,509	4,207,268	4,286,819	79,551	1.89%	
Operating Grants, Subsidies and Contributions	7	4,081,688	4,087,299	983,764	1,053,816	70,052	7.12%	
Fees and Charges		644,397	715,797	312,208	322,768	10,560	3.38%	
Service Charges		0	0	0	0	0		
Interest Earnings		674,689	674,689	162,005	148,129	(13,876)	(8.57%)	▼
Other Revenue		622,905	622,905	155,975	98,983	(56,992)	(36.54%)	▼
Profit on Disposal of Assets	9	0	0	0	0	0		
Total Operating Revenue		10,184,196	10,364,198	5,821,220	5,910,514	89,294		
Operating Expense								
Employee Costs		(1,402,731)	(1,406,731)	(367,574)	(439,754)	(72,180)	(19.64%)	▲
Materials and Contracts		(3,666,994)	(3,374,351)	(875,207)	(794,166)	81,042	9.26%	
Utility Charges		(194,625)	(194,625)	(48,631)	(47,036)	1,595	3.28%	
Depreciation on Non-Current Assets		(3,424,010)	(3,424,010)	(856,321)	(942,365)	(86,044)	(10.05%)	▲
Interest Expenses		0	0	0	0	0		
Insurance Expenses		(269,192)	(269,192)	(268,106)	(162,855)	105,251	39.26%	▼
Other Expenditure		(282,662)	(282,662)	(49,936)	(53,814)	(3,878)	(7.77%)	
Loss on Disposal of Assets	9	(262,087)	(262,087)	0	0	0		
Total Operating Expenditure		(9,502,301)	(9,213,658)	(2,465,775)	(2,439,989)	25,786		
Funding Balance Adjustments								
Add back Depreciation		3,424,010	3,424,010	856,321	942,365	86,044	10.05%	▲
Adjust (Profit)/Loss on Asset Disposal	9	262,087	262,087	0	0	0		
Adjust Provisions and Accruals		0	0	0	0	0		
Net Cash from Operations		4,367,992	4,836,638	4,211,766	4,412,891	201,124		
Capital Revenues								
Grants, Subsidies and Contributions	7	5,135,250	5,052,378	1,231,063	348,842	(882,222)	(71.66%)	▼
Proceeds from Disposal of Assets	9	357,000	357,000	0	0	0		
Total Capital Revenues		5,492,250	5,409,378	1,231,063	348,842	(882,222)		
Capital Expenses								
Land Held for Resale		0	0	0	0	0		
Land and Buildings	8	(2,255,080)	(1,863,458)	(455,000)	(225,016)	229,984	50.55%	▼
Furniture and Equipment	8	(45,300)	(49,300)	(3,000)	(15,141)	(12,141)	(404.69%)	▲
Plant and Equipment	8	(1,624,000)	(1,649,000)	(30,000)	(28,562)	1,438	4.79%	
Infrastructure - Roads	8	(6,280,291)	(6,417,292)	(1,692,289)	(983,068)	709,221	41.91%	▼
Infrastructure - Airports	8	(903,000)	(403,000)	0	(76)	(76)		
Infrastructure - Other	8	(1,117,423)	(1,075,802)	(16,000)	(8,962)	7,038	43.98%	
Total Capital Expenditure		(12,225,094)	(11,457,852)	(2,196,289)	(1,260,826)	935,463		
Net Cash from Capital Activities		(6,732,844)	(6,048,574)	(965,226)	(911,984)	53,242		
Financing								
Transfer from Reserves	6	0	0	0	0	0		
Transfer to Reserves	6	(638,245)	(2,355,236)	0	0	0		
Net Cash from Financing Activities		(638,245)	(2,355,236)	0	0	0		
Net Operations, Capital and Financing		(3,003,098)	(3,567,173)	3,246,540	3,500,906	254,366		
Opening Funding Surplus(Deficit)	2	3,003,098	3,633,499	3,633,499	3,633,499	0	0.00%	
Closing Funding Surplus(Deficit)	2	0	66,325	6,880,039	7,134,405	254,366		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

**SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 September 2014**

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues						
Governance	\$ 0	\$ 0	\$ 0	\$ 0	%	
General Purpose Funding - Rates	4,263,509	4,207,268	4,286,819	79,551	1.89%	
General Purpose Funding - Other	4,236,344	1,051,420	1,054,817	3,397	0.32%	
Law, Order and Public Safety	12,850	2,773	(5,649)	(8,422)	(303.71%)	
Health	4,078	1,739	155	(1,585)	(91.12%)	
Education and Welfare	113,065	28,265	27,421	(844)	(2.98%)	
Housing	25,500	6,375	8,160	1,785	28.00%	
Community Amenities	131,847	110,614	108,706	(1,908)	(1.72%)	
Recreation and Culture	421,325	21,513	10,383	(11,130)	(51.73%)	▼
Transport	5,803,251	1,453,890	489,135	(964,755)	(66.36%)	▼
Economic Services	240,950	116,487	98,205	(18,282)	(15.69%)	▼
Other Property and Services	163,856	51,939	181,203	129,264	248.88%	▲
Total Operating Revenue	15,416,575	7,052,283	6,259,356	(792,927)		
Operating Expense						
Governance	(604,299)	(165,168)	(154,521)	10,647	6.45%	
General Purpose Funding	(236,417)	(45,364)	(44,274)	1,090	2.40%	
Law, Order and Public Safety	(141,514)	(39,912)	(30,829)	9,083	22.76%	
Health	(98,034)	(24,478)	(15,326)	9,152	37.39%	
Education and Welfare	(717,271)	(188,831)	(154,770)	34,061	18.04%	▼
Housing	(25,500)	(37,224)	0	37,224	100.00%	▼
Community Amenities	(557,109)	(134,452)	(112,083)	22,369	16.64%	▼
Recreation and Culture	(1,112,499)	(292,138)	(209,306)	82,832	28.35%	▼
Transport	(5,023,916)	(1,184,732)	(1,429,967)	(245,235)	(20.70%)	▲
Economic Services	(467,898)	(173,312)	(169,151)	4,161	2.40%	
Other Property and Services	(229,202)	(180,164)	(119,762)	60,402	33.53%	▼
Total Operating Expenditure	(9,213,658)	(2,465,775)	(2,439,989)	25,786		
Funding Balance Adjustments						
Add back Depreciation	3,424,010	856,321	942,365	86,044	10.05%	▲
Adjust (Profit)/Loss on Asset Disposal	262,087	0	0	0		
Adjust Provisions and Accruals	0	0	0	0		
Net Cash from Operations	9,889,014	5,442,829	4,761,732	(681,097)		
Capital Revenues						
Proceeds from Disposal of Assets	357,000	0	0	0		
Total Capital Revenues	357,000	0	0	0		
Capital Expenses						
Land and Buildings	(1,863,458)	(455,000)	(225,016)	229,984	50.55%	▼
Furniture and Equipment	(49,300)	(3,000)	(15,141)	(12,141)	(404.69%)	▲
Plant and Equipment	(1,649,000)	(30,000)	(28,562)	1,438	4.79%	
Infrastructure - Roads	(6,417,292)	(1,692,289)	(983,068)	709,221	41.91%	▼
Infrastructure - Airports	(403,000)	0	(76)	(76)		
Infrastructure - Other	(1,075,902)	(16,000)	(8,962)	7,038	43.98%	
Total Capital Expenditure	(11,457,952)	(2,196,289)	(1,260,826)	935,463		
Net Cash from Capital Activities	(11,100,952)	(2,196,289)	(1,260,826)	935,463		
Net Cash from Financing Activities						
Transfer from Reserves	0	0	0	0		
Transfer to Reserves	(2,355,236)	0	0	0		
Net Cash from Financing Activities	(2,355,236)	0	0	0		
Net Operations, Capital and Financing	(3,567,174)	3,246,540	3,500,906	254,366		
Opening Funding Surplus(Deficit)	3,633,499	3,633,499	3,633,499	0	0.00%	
Closing Funding Surplus(Deficit)	66,325	6,880,039	7,134,405	254,366		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 1 for an explanation of the reasons for the variance.

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

SHIRE OF MEEKATHARRA
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 September 2014

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
Operating Revenues				
Governance	0		0	0
General Purpose Funding - Rates	4,160,518	102,991	4,263,509	4,263,509
General Purpose Funding - Other	4,257,281	(20,937)	4,236,344	995,179
Law, Order and Public Safety	12,850	0	12,850	2,773
Health	4,078	0	4,078	1,739
Education and Welfare	116,519	(3,454)	113,065	28,265
Housing	25,500	0	25,500	6,375
Community Amenities	131,847	0	131,847	110,614
Recreation and Culture	391,325	30,000	421,325	21,513
Transport	5,843,122	(39,871)	5,803,251	1,453,890
Economic Services	240,950	0	240,950	116,487
Other Property and Services	135,456	28,400	163,856	51,939
Total Operating Revenue	15,319,446	97,129	15,416,575	7,052,283
Operating Expense				
Governance	(604,299)	0	(604,299)	(165,168)
General Purpose Funding	(236,417)	0	(236,417)	(45,364)
Law, Order and Public Safety	(141,514)	0	(141,514)	(39,912)
Health	(98,034)	0	(98,034)	(24,478)
Education and Welfare	(717,271)	0	(717,271)	(188,831)
Housing	(25,500)	0	(25,500)	(37,224)
Community Amenities	(557,109)	0	(557,109)	(134,452)
Recreation and Culture	(1,123,319)	10,820	(1,112,499)	(292,138)
Transport	(5,009,516)	(14,400)	(5,023,916)	(1,184,732)
Economic Services	(467,898)	0	(467,898)	(173,312)
Other Property and Services	(521,426)	292,224	(229,202)	(180,164)
Total Operating Expenditure	(9,502,302)	288,644	(9,213,658)	(2,465,775)
Funding Balance Adjustments				
Add back Depreciation	3,424,010		3,424,010	856,321
Adjust (Profit)/Loss on Asset Disposal	262,087		262,087	0
Adjust Provisions and Accruals	0		0	0
Net Cash from Operations	9,503,241	385,773	9,889,014	5,442,829
Capital Revenues				
Proceeds from Disposal of Assets	357,000		357,000	0
Total Capital Revenues	357,000	0	357,000	0
Capital Expenses				
Land Held for Resale	0		0	0
Land and Buildings	(2,255,080)	391,622	(1,863,458)	(455,000)
Furniture and Equipment	(45,300)	(4,000)	(49,300)	(3,000)
Plant and Equipment	(1,624,000)	(25,000)	(1,649,000)	(30,000)
Infrastructure - Roads	(6,280,291)	(137,001)	(6,417,292)	(1,692,289)
Infrastructure - Airports	(903,000)	500,000	(403,000)	0
Infrastructure - Other	(1,117,423)	41,521	(1,075,902)	(16,000)
Total Capital Expenditure	(12,225,094)	767,142	(11,457,952)	(2,196,289)
Net Cash from Capital Activities	(11,868,094)	767,142	(11,100,952)	(2,196,289)
Financing				
Proceeds from New Debentures	0		0	0
Proceeds from Advances	0		0	0
Self-Supporting Loan Principal	0		0	0
Transfer from Reserves	0		0	0
Purchase of Investments	0		0	0
Advances to Community Groups	0		0	0
Repayment of Debentures	0		0	0
Transfer to Reserves	(638,245)	(1,716,991)	(2,355,236)	0
Net Cash from Financing Activities	(638,245)	(1,716,991)	(2,355,236)	0
Net Operations, Capital and Financing	(3,003,098)	(564,076)	(3,567,174)	3,246,540
Opening Funding Surplus(Deficit)	3,003,098	630,401	3,633,499	3,633,499
Closing Funding Surplus(Deficit)	(0)	66,325	66,325	6,880,039

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

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 September 2014

Note 1: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Recreation and Culture	(11,130)	(51.73%)	▼	Timing	Oval Contribution from the school has not yet been invoiced
Transport	(964,755)	(66.36%)	▼	Timing	R2R and MRD Road funding was budgetted to be part received in September.
Economic Services	(18,282)	(15.69%)	▼	Timing	Jammin in Meeka income though budgetted will not happen this financial year
Other Property and Services	129,264	248.88%	▲	Timing	An incorrect allocation of income to this Program, will be corrected next month
Operating Expense					
Education and Welfare	(34,061)	(18.04%)	▼	Timing	Youth Co-ordinator Salaries are lower than YTD budget. These will increase with future planned activities. Admin Allocated underspent for Community Development. Staff to review.
Housing	37,224	100.00%	▼	Timing	Staff Housing Maintenance is lower than year to date budget. It is anticipated that this will increase over the year
Community Amenities	22,369	16.64%	▼	Timing	Review of Town Planning Scheme 3 and Local Planning Strategy not completed yet
Recreation and Culture	82,832	28.35%	▼	Timing	Pool season just commenced. Expenditure will balance out by end of pool season.
Transport	245,235	20.70%	▲	Timing	The Road Maintenance Program is higher than year to date budget, due to programs being carried out earlier than budgetted
Funding Balance Adjustments					
Add back Depreciation	86,044	10.05%	▲	Timing	Depreciation rates due to revaluations will be reviewed by staff over future months
Capital Revenues					
Grants, Subsidies and Contributions	(882,222)	(71.66%)	▼	Timing	Various Roads Grants have been budgetted to be part received in September. They will be received in future months
Capital Expenses					
Furniture and Equipment	(12,141)	(404.69%)	▲	Permanent	Refer to Note 8 for details.
Infrastructure - Roads	709,221	41.91%	▼	Timing	Refer to Note 8 for details

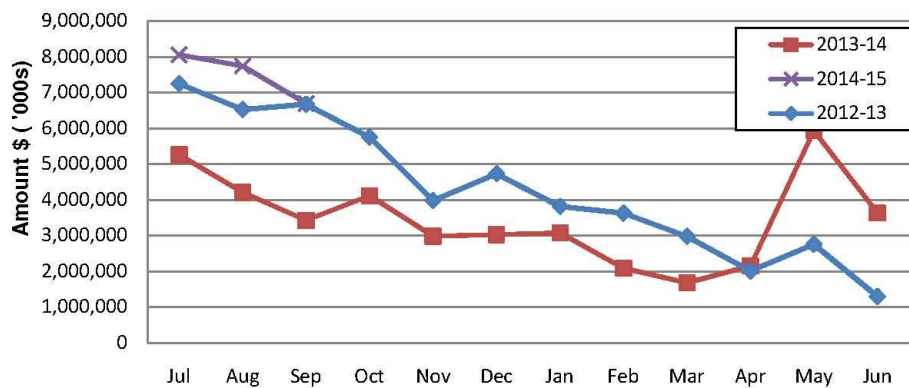
SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

Note 2: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
				YTD 30 Sep 2014	Previous Month	YTD 30 Sep 2013
Note				\$	\$	\$
Current Assets						
	Cash Unrestricted	4		4,176,824	4,670,912	833,134
	Cash Restricted	4		10,742,000	10,305,175	10,835,314
	Receivables - Rates and Rubbish	6		2,438,431	2,965,549	2,433,652
	Receivables -Other	6		(2,483)	47,250	134,617
	Interest / ATO Receivable/Trust			0	0	0
	Inventories			173,235	175,998	57,787
				17,528,007	18,164,885	14,294,504
Less: Current Liabilities						
	Payables			(88,427)	(99,245)	(38,616)
	Provisions			(177,136)	(177,136)	(159,597)
				(265,562)	(276,380)	(198,213)
	Less: Cash Reserves	7		(10,305,175)	(10,305,175)	(10,835,314)
	Plus Provisions			177,136	177,136	159,597
	Net Current Funding Position			7,134,405	7,760,464	3,420,574

Comments - Net Current Funding Position

Note 3 - Liquidity Over the Year



SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

Note 3: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	Variable	1,161,063			1,161,063	Westpac	At Call
Trust Bank Account	Variable			85,763	85,763	Westpac	At Call
Air BP	Variable	76,763			76,763	Westpac	At Call
Maxi Account	Variable	3,809,951			3,809,951	Westpac	At Call
(b) Term Deposits							
* 26-7466	3.49%		967,467		967,467	Westpac	30-Dec-14
* 45-6873	3.49%		9,774,534		9,774,534	Westpac	30-Dec-14
Total		5,047,778	10,742,000	85,763	15,875,541		

Comments/Notes - Investments

This note reflects the Actual Bank Balances as per the Shire Bank Statements

Any difference between the amounts shown at this note compared to Note 2 will be due to undeposited funds and unrepresented payments.

* See Reserves Note 6 for Detail

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

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SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

e 4: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget 14/15 Adoption		Opening Surplus/(Deficit)			\$	\$	\$	\$ (0)
			Opening Surplus/(Deficit)	3,003,098	3,633,499		630,401	0	630,401
0031	GRV Rates	20/09/2014	Operating Revenue	4,160,518	4,188,509		27,991	0	658,392
0121	Interim Rates	20/09/2014	Operating Revenue	0	75,000		75,000	0	733,392
0181	Financial Assistance Grant	20/09/2014	Operating Revenue	2,470,907	2,394,574		0	76,333	657,059
0211	Local Road Grant	20/09/2014	Operating Revenue	1,055,036	1,110,432		55,396	0	712,455
5163	Monthly Retainer - BP	20/09/2014	Operating Revenue	57,000	100,000		43,000	0	755,455
4601	FESA - Natural Disaster	20/09/2014	Operating Revenue	3,080,792	3,397,921		317,129	0	1,072,584
5963	Income from Private Works	20/09/2014	Operating Revenue	8,256	36,656		28,400	0	1,100,984
2419	Youth Grant - OSHC Program	20/09/2014	Operating Revenue	17,270	13,816		0	3,454	1,097,530
5183	RADS/RAFP/RAAP Grant Income	20/09/2014	Operating Revenue	400,000	0		0	400,000	697,530
3653	Government Grant	20/09/2014	Operating Revenue	0	30,000		30,000	0	727,530
5212	Airport Diesel Facility Expense	20/09/2014	Operating Expenses	0	400		0	400	727,130
8352	Licences	20/09/2014	Operating Expenses	7,224	15,000		0	7,776	719,354
4016	Meekeatharra Race Course Improvements	20/09/2014	Operating Expenses	10,000	16,000		0	6,000	713,354
3732	Oval Maintenance	20/09/2014	Operating Expenses	41,537	47,037		0	5,500	707,854
2439	Lot 852 Kids Zone Building - Capital	20/09/2014	Capital Expenses	35,000	69,500		0	34,500	673,354
3292	Cemetery Improvements	20/09/2014	Operating Expenses	50,000	55,000		0	5,000	668,354
4880	Depot Maintenance	20/09/2014	Operating Expenses	52,863	56,863		0	4,000	664,354
1997	Infrastructure/Buildings (Cat and Dog Compound)	20/09/2014	Operating Expenses	0	6,000		0	6,000	658,354
5044	Depot Capital Upgrade	20/09/2014	Capital Expenses	325,000	340,000		0	15,000	643,354
5052	Airport Maintenance - Other	20/09/2014	Operating Expenses	35,000	45,000		0	10,000	633,354
1216	Airport Power and Water Upgrade	20/09/2014	Capital Expenses	500,000	0		500,000	0	1,133,354
2447	YC Building - Capital	20/09/2014	Capital Expenses	6,710	8,958		0	2,248	1,131,106
3714	Pool Equipment	20/09/2014	Capital Expenses	12,500	8,500		4,000	0	1,135,106
3592	Pool Maintenance	20/09/2014	Operating Expenses	7,000	11,000		0	4,000	1,131,106
3714	Pool Equipment	20/09/2014	Capital Expenses	8,500	16,500		0	8,000	1,123,106
3666	Pool Upgrade - Capital	20/09/2014	Capital Expenses	0	20,000		0	20,000	1,103,106
3666	Pool Upgrade - Capital	20/09/2014	Capital Expenses	20,000	22,000		0	2,000	1,101,106
5034	Caravans & Equipment	20/09/2014	Capital Expenses	64,000	89,000		0	25,000	1,076,106
C66	Landor Road - Enrichment Seal	20/09/2014	Capital Expenses	100,000	0		100,000	0	1,176,106
C66	Landor Road - Reseal sections and Rework Floodways	20/09/2014	Capital Expenses	0	237,000		0	237,000	939,106
3832	Race Course Maintenance	20/09/2014	Operating Expenses	20,320	0		20,320	0	959,426
5378	Meeke Bicycle Trail	20/09/2014	Capital Expenses	50,000	0		50,000	0	1,009,426
4191	Stage 1 - Lloyds Renovations	20/09/2014	Capital Expenses	380,000	80,000		300,000	0	1,309,426
3884	New Gym	20/09/2014	Capital Expenses	250,000	300,000		0	50,000	1,259,426
9681	Telecentre Extensions	20/09/2014	Capital Expenses	76,370	0		76,370	0	1,335,796
5345	Additional Accommodation at Airport	20/09/2014	Capital Expenses	150,000	0		150,000	0	1,485,796
8776	Solar Power	20/09/2014	Capital Expenses	300,000	0		300,000	0	1,785,796
8960	Transfers to Reserves	20/09/2014	Capital Expenses	638,245	2,355,236		0	1,716,991	68,805
3664	Oval Lights	20/09/2014	Capital Expenses	109,720	112,199		0	2,479	66,326
						0	2,708,007	2,641,681	

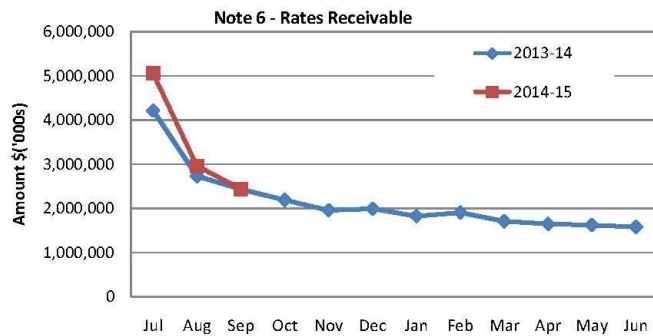
Comments/Notes - Budget Amendments

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

Note 5: RECEIVABLES

Receivables - Rates and Rubbish Receivable

	YTD 30 Sep 2014	30 June 2014
Opening Arrears Previous Years	\$ 1,585,178	\$ 1,585,178
Levied this year	4,390,485	
Less Collections to date	(3,537,233)	
Equals Current Outstanding	2,438,431	1,585,178
Net Rates and Rubbish Collectable	2,438,431	1,585,178
% Collected	59.19%	



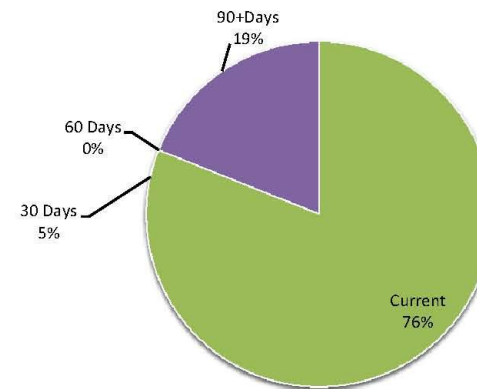
Comments/Notes - Receivables Rates

Receivables - General

	Current	30 Days	60 Days	90+Days
Receivables - Sundry Debtors	\$ 282,194	\$ 19,547	\$ 0	\$ 70,541
Total Sundry Debtors				372,282

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Other Receivables

SHIRE OF MEEKATHARRA
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 September 2014

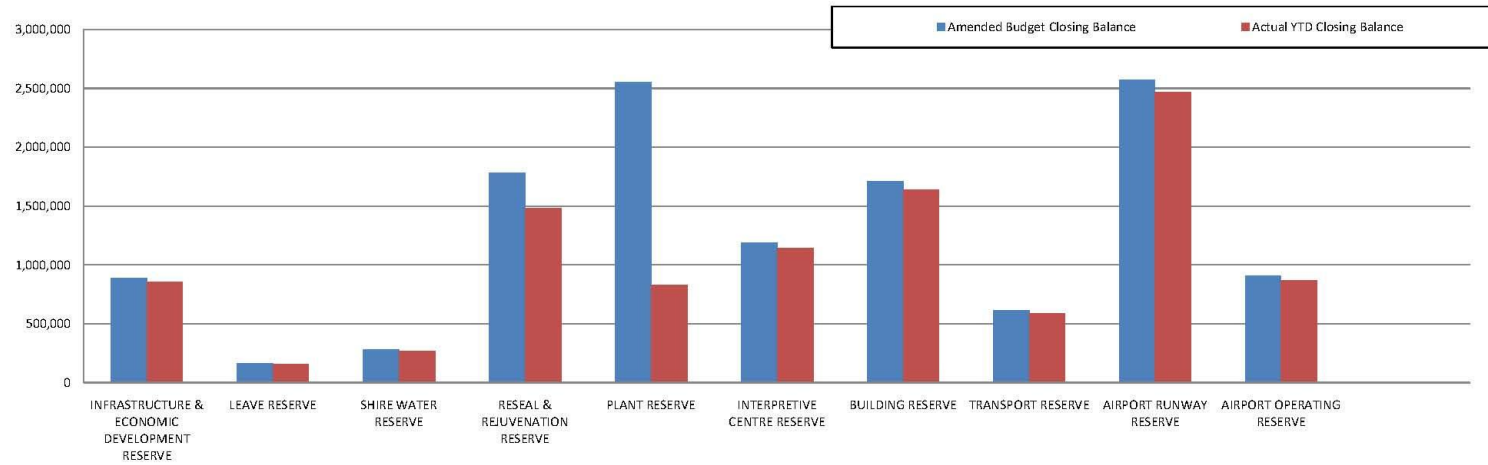
Note 6: Cash Backed Reserve.

2014-15	Actual Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
INFRASTRUCTURE & ECONOMIC DEVELOPMENT RESERVE	\$ 853,485	\$ 35,567	\$	\$	\$ 0	\$	\$ 0		\$ 889,052	\$ 853,485
LEAVE RESERVE	155,801	6,493			0		0		162,294	155,801
SHIRE WATER RESERVE	270,700	11,281			0		0		281,981	270,700
RESEAL & REJUVENATION RESERVE	1,483,979	61,978		238,799	0		0		1,784,756	1,483,979
PLANT RESERVE	831,960	98,923		1,622,547	0		0		2,553,430	831,960
INTERPRETIVE CENTRE RESERVE	1,140,982	47,547			0		0		1,188,529	1,140,982
BUILDING RESERVE	1,639,027	68,360			0		0		1,707,387	1,639,027
TRANSPORT RESERVE	589,023	24,546			0		0		613,569	589,023
AIRPORT RUNWAY RESERVE	2,469,103	102,894			0		0		2,571,997	2,469,103
AIRPORT OPERATING RESERVE	871,116	36,301			0		0		907,417	871,116
	10,305,175	493,890	0	1,861,346	0	0	0		12,660,411	10,305,175

SHIRE OF MEEKATHARRA
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 September 2014

Note 6: Cash Backed Reserve cont'd

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comment
Buildings							
Law, Order and Public Safety							
INFRASTRUCTURE/BUILDINGS (CAT & DOG COMPOUNDS)	1,997	0	6,000	0	8,565	8,565	
Law, Order & Public Safety Total		0	6,000	0	8,565	8,565	
Education and Welfare							
YC BUILDING - CAPITAL	2447	6,710	8,958	0	0	0	
LOT 852 KIDS ZONE BUILDING - CAPITAL	2439	35,000	69,500	0	7,278	7,278	
TELECENTRE EXTENSIONS	9681	76,370	0	0	0	0	
Education and Welfare Total		118,080	78,458	0	7,278	7,278	
Housing							
HOUSING - CAPITAL IMPROVEMENTS	2704	408,000	408,000	0	728	728	
Housing Total		408,000	408,000	0	728	728	
Community Amenities							
CEMETERY CAPITAL EXPENDITURE	3292	50,000	55,000	0	0	0	
Community Amenities Total		50,000	55,000	0	0	0	
Recreation And Culture							
STAGE 1 - LLOYD'S RENOVATIONS	4191	380,000	80,000	0	0	0	
MASONIC LODGE - CAPITAL	4171	115,000	115,000	115,000	110,686	(4,314)	
OVAL TOILETS	3634	100,000	100,000	0	0	0	
POOL UPGRADE - CAPITAL	3666	0	22,000	0	0	0	
REC CENTRE BUILDINGS	3680	64,000	64,000	0	0	0	
NEW GYM BUILDING	3884	250,000	300,000	0	0	0	
INDOOR CRICKET CENTRE	4036	35,000	35,000	0	17	17	
Recreation And Culture Total		944,000	716,000	115,000	110,703	-4,297	
Transport							
DEPOT CAPITAL IMPROVEMENTS	5044	325,000	340,000	340,000	96,137	(243,863)	
AIRPORT ADDITIONAL ACCOMODATION	5345	150,000	0	0	0	0	
TERMINAL - CAPITAL WORKS	5219	30,000	30,000	0	0	0	
Transport Total		505,000	370,000	340,000	96,137	(243,863)	
Other Property and Services							
RE-ROOF OFFICE/ADMINISTRATION BUILDING	1334	215,000	215,000	0	0	0	
KEY SYSTEM	1323	15,000	15,000	0	1,606	1,606	
Transport Total		230,000	230,000	0	1,606	1,606	
Buildings Total		2,255,080	1,863,458	455,000	225,016	-229,984	

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comment
Furniture & Office Equip.							
Education and Welfare							
YC - FURNITURE & EQUIPMENT	2445	1,800	1,800	0	0	0	
LOT 852 KIDS ZONE EQUIPMENT - CAPITAL	2438	0	0	0	12,141	12,141	Carry Over from 13/14 to be addressed at Budget Review
Education and Welfare Total		1,800	1,800	0	12,141	12,141	
Recreation And Culture							
HALL EQUIPMENT	3534	11,000	11,000	0	0	0	
POOL EQUIPMENT	3714	12,500	16,500	3,000	3,000	0	
GYM EQUIPMENT UPGRADES	3974	20,000	20,000	0	0	0	
Recreation And Culture Total		43,500	47,500	3,000	3,000	0	
Furniture & Office Equip. Total		45,300	49,300	3,000	15,141	12,141	
Plant , Equip. & Vehicles							
Education and Welfare							
CDO VEHICLE PURCHASE	2444	30,000	30,000	30,000	27,494	(2,506)	
Education and Welfare Total		30,000	30,000	30,000	27,494	(2,506)	
Recreation and Culture							
PLANT PURCHASE	3614	35,000	35,000	0	0	0	
Recreation and Culture Total		35,000	35,000	0	0	0	
Transport							
MISC PLANT (SMALL EQUIPMENT)	5014	15,000	15,000	0	0	0	
CARAVANS & EQUIPMENT	5034	64,000	89,000	0	773	773	
SWEEPER	5094	10,000	10,000	0	0	0	
TRUCK	5124	400,000	400,000	0	0	0	
GRADERS	5134	400,000	400,000	0	0	0	
WORKS MANAGER VEHICLE	5144	71,000	71,000	0	0	0	
ENGINES & PUMPS	5154	50,000	50,000	0	295	295	
TRAILER	5264	30,000	30,000	0	0	0	
GENERATOR	5284	55,000	55,000	0	0	0	
MISC PLANT - PURCHASED UNDER COUNCIL APPROVAL	5414	350,000	350,000	0	0	0	
MOWER	5454	20,000	20,000	0	0	0	
AIRPORT FIRE FIGHTING SYSTEM	5216	40,000	40,000	0	0	0	
Transport Total		1,505,000	1,530,000	0	1,067	1,067	
Other Property and Services							
DCEO VEHICLE	1355	54,000	54,000	0	0	0	
Transport Total		54,000	54,000	0	0	0	
Plant , Equip. & Vehicles Total		1,624,000	1,649,000	30,000	28,562	(1,438)	

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comment
Roads Infrastructure							
Transport							
ROAD CONSTRUCTION VARIOUS	4200	6,280,291	6,417,292	1,692,289	983,068	(709,221)	See Note 8b for detail.
Transport Total		6,280,291	6,417,292	1,692,289	983,068	(709,221)	
Roads Infrastructure Total		6,280,291	6,417,292	1,692,289	983,068	(709,221)	
Airport Infrastructure							
Transport							
AIRPORT CONSTRUCTION	5104	903,000	403,000	0	76	76	
Transport Total		903,000	403,000	0	76	76	
Airport Infrastructure Total		903,000	403,000	0	76	76	
Other Infrastructure							
Recreation and Culture							
MT GOULD POLICE STATION - CAPITAL	4181	10,000	10,000	0	0	0	
CORNISH LIFT	3624	35,000	35,000	0	0	0	
VIEWING PLATFORM FOR HEADFRAME	3637	30,000	30,000	0	0	0	
OVAL LIGHTS - CAP EXP	3664	109,720	112,199	0	0	0	
PLAYGROUND EQUIPMENT	3904	28,000	28,000	0	0	0	
NEW PUMP & FITTINGS	3914	20,000	20,000	0	0	0	
TANK, FENCE & FITTINGS	3994	100,000	100,000	0	0	0	
LUKES PIT WATER SCHEME	3944	50,000	50,000	0	493	493	
GRANT'S PIT WATER SCHEME	3954	110,000	110,000	0	0	0	
MEEKATHARRA RACE COURSE IMPROVEMENTS	4016	10,000	16,000	16,000	8,469	(7,531)	
BASKETBALL COURT	4046	50,000	50,000	0	0	0	
Recreation and Culture Total		552,720	561,199	16,000	8,962	-7,038	
Transport							
MAINSTREET SCAPING	4984	250,000	250,000	0	0	0	
Transport Total		250,000	250,000	0	0	0	
Economic Services							
MEEKA BICYCLE TRAIL	5378	50,000	0	0	0	0	
MEEKA NORTH DRIVE - HERITAGE	5387	90,302	90,302	0	0	0	
MEEKA SOUTH DRIVE - HERITAGE	5388	120,016	120,016	0	0	0	
MEEKA TOWN DRIVE - HERITAGE	5394	54,385	54,385	0	0	0	
Economic Services Total		314,703	264,703	0	0	0	
Other Infrastructure Total		1,117,423	1,075,902	16,000	8,962	-7,038	
Capital Expenditure Total		12,225,094	11,457,952	2,196,289	1,260,826	(935,463)	

SHIRE OF MEEKATHARRA
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 September 2014

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

Assets	Job	Original Annual Budget	Amended Annual Budget	YTD Actual	Variance (Under)/Over
Grids Construction	1266	200,000	200,000	37,535	(162,465)
Road Construction Misc	1267	500,000	500,000	0	(500,000)
Water Bores	1268	250,000	250,000	2,361	(247,639)
Drainage General	1269	350,000	180,122	0	(350,000)
Landor Rd - Roads 2 Recovery Funded	A66	600,000	600,000	0	(600,000)
Mt Clere Rd - Construction	C1	0	163,295	174,638	174,638
Murchison Rd - Cemetery	C137	150,000	150,000	1,651	(148,349)
Mingah Springs Rd - Construction	C41	0	6,584	6,584	6,584
Connaughton Street - Construction	C57	50,000	50,000	0	(50,000)
Landor Rd - Council Funding	C66	100,000	237,000	7,364	(92,636)
Meekatharra Mt Clere Road - Agrn 606	L1	0	0	7,503	7,503
Peak Hill - Horse Shoe Lights Road - Agrn 606	L114	2,740,791	2,740,791	3,610	(2,737,181)
Wheelarrana West Road - Agrn 606	L18	0	0	1,769	1,769
Peak Hill - Three Rivers Road - Agrn 606	L2	0	0	4,237	4,237
Trillbar Road - Agrn 606	L24	0	0	9,630	9,630
Milgun Yarlarweelor Road - Agrn 606	L26	0	0	1,805	1,805
Woodlands Mt Augustus Road - Agrn 606	L28	0	0	117,196	117,196
Mingah Springs Road - Agrn 606	L41	0	0	163,031	163,031
Neds Creek - Wiluna North Road - Agrn 606	L5	120,000	120,000	0	(120,000)
Tangadee Road - Agrn 606	L63	0	0	21,756	21,756
Landor Meekatharra Road - Agrn 606	L66	0	0	40,235	40,235
Ashburton Downs Meekatharra Road - Agrn 606	L67	0	0	366,234	366,234
Pingandy Road - Agrn 606	L69	0	0	2,884	2,884
Ashburton Downs Rd - Regional Road Group Funding \$300,000	RA67	452,500	452,500	0	(452,500)
Ashburton Downs Rd - Regional Road Group Funding \$211,333	RB67	317,000	317,000	0	(317,000)
Landor Rd - Regional Road Group Funding	RR66	450,000	450,000	13,045	(436,955)
Roads Infrastructure Total		6,280,291	6,417,292	983,068	(5,297,223)

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2014

Note 9: CAPITAL DISPOSALS



Original Budget Profit/(Loss) of Asset Disposal			Disposals	Actual YTD				Comments
Net Book Value	Proceeds	Profit (Loss)		Cost	Net Book Value	Proceeds	Profit (Loss)	
\$	\$	\$						
			Plant and Equipment					
11,983	11,000	(983)	P402 Toyota Hilux 2008					Vehicle Not Yet Traded
98,938	50,000	(48,938)	P405 WA Hino Dual Cab Truck - 2009					Vehicle Not Yet Traded
89,945	50,000	(39,945)	P349 - Volvo G720 Grader					Vehicle Not Yet Traded
256,602	150,000	(106,602)	P419 - 2009 Cat 12M Grader					Vehicle Not Yet Traded
76,453	20,000	(56,453)	P109 - Nissan UD Prime Mover					Vehicle Not Yet Traded
43,927	41,000	(2,927)	P437 - Toyota Landcruiser GXL					Vehicle Not Yet Traded
41,239	35,000	(6,239)	DCEO Vehicle					Vehicle Not Yet Traded
619,087	357,000	(262,087)		0	0	0	0	

Comments

There have been no trade-ins to date.

ACTIONS TAKEN UNDER DELEGATED POWER REQUIRING NOTIFICATION TO COUNCIL.

Debtor/Rates	Debtor/Assess	Name	Amount	Invoice/ Property	Charge Type	Reason for Write Off
Rates	A6876	BAKER FE PTY LTD	\$7.96	E52/2536	Rates/Interest	Tenement surrendered 2013, owner paid bulk of rates except for some interest and rates. The owner has no other live tenements. Not feasible to follow up on such small amount.
Rates	A6988	SHACKLETO N CAPITAL PTY LTD	\$7.83	E51/1445	Rates/Interest	Tenement surrendered 2013, owner paid bulk of rates except for some interest and rates. The owner has no other live tenements. Not feasible to follow up on such small amount.
Rates	A5691	A.C.N. 125 615 232 PTY LIMITED	\$1.03	E52/1689	Rates/Interest	Tenement surrendered 2013, owner paid bulk of rates except for some interest and rates. The owner has no other live tenements. Not feasible to follow up on such small amount.
Rates	A1662	REED RESOURCES	\$34.93	Bluebird Gold Mine Rubbish	Interest	Bluebird Gold Mine was recently sold from Reed Resources to Big Bell Gold Operations. GMK Exploration used to pay the rates for Reed Resources but went into administration during 2013. During correspondence with GMK we advised them of all unpaid GMK rates but did not include the rates outstanding on this assessment as it was in Reed's name therefore the final payment from GMK did not include these rates. The new owner don't accept liability for the \$34.93 interest.

Title/Subject:	OUTSTANDING DEBTORS
Agenda/Minute Number:	9.2.2
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	15 September 2014
Author:	Svenja Clare Finance Officer
	 <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 AG Burrows

Seconded: Cr PS Clancy

That Council receives the outstanding monthly Debtor Trial Balance for 30 September 2014.

CARRIED 5/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 30.09.2014						
Debtor #	Name	Credit Limit	02.07.2014		01.08.2014	31.08.2014	30.09.2014	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
				Of				
				Oldest				
				Invoice				
				(90Days)				
D071	DRILLPOWER		0.00	0	0.00	0.00	12710.83	12710.83
A041	AD ASTRAL AVIATION		0.00	0	0.00	0.00	4095.96	4095.96
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	0.00	608.26	608.26
B092	ADRIAN BAUMGARTEN (JNR)		827.56	446	0.00	0.00	0.00	827.56
U001	AEROQUEST AIRBOURNE		0.00	0	0.00	0.00	38.79	38.79
A113	AEROSPACE OPERATIONS AUSTR		0.00	0	0.00	0.00	44.00	44.00
A054	AFRAN CIVIL CONSTRUCTIONS		238.60	127	138.60	145.60	42.40	565.20
A029	AIR PHOENIX INTERNATIONAL		0.00	0	0.00	0.00	115.71	115.71
S097	ALAN SATTLER		0.00	0	22.00	0.00	0.00	22.00
A017	AUSTRALIAN TAXATION OFFI		0.00	0	0.00	0.00	0.00	-9.38
A102	AVIATION PARTNERS PTY LTD		0.00	0	0.00	0.00	70.88	70.88
B016	BELELE STATION		624.00	2710	0.00	0.00	0.00	624.00
A11	BILL ATYEO		0.00	0	0.00	0.00	1219.98	1219.98
B2	BP AUSTRALIA PTY LTD		15.04	98	492.29	0.00	9552.85	10060.18
B035	BRISTOW HELICOPTERS PTY LT		0.00	0	0.00	0.00	496.42	496.42
B002	BURROWS AG		0.00	0	0.00	0.00	3154.95	3154.95
B45	BUSSELTON AIR SERVICE PTY		0.00	0	0.00	0.00	54.28	54.28
F014	CGG AVIATION (AUSTRALIA) P		0.00	0	0.00	0.00	114.32	114.32
C852	CHINA SOUTHERN WA FLYING C		0.00	0	0.00	0.00	374.05	374.05
C133	CITY OF WANNEROO		0.00	0	0.00	0.00	120.70	120.70
C021	COMPLETE AVIATION SERVICES		0.00	0	0.00	0.00	446.50	446.50
C132	COOLIBAH VILLAGE		176.00	110	0.00	0.00	0.00	176.00
11	CURTIN ENGINE RECONDITIONI		0.00	0	0.00	0.00	22.00	22.00
H01	DAVID AND BELINDA HICKS		0.00	0	0.00	0.00	7.04	7.04
40	DEPARTMENT OF FIRE & EMER		0.00	0	0.00	0.00	0.00	-6618.15
E039	EXCLUSIVE CONTRACTING (WA)		0.00	0	0.00	0.00	36.43	36.43
F046	FRIG TECH SERVICES		0.00	0	0.00	42.40	0.00	42.40
F11	FRONTIER SERVICES		0.00	0	0.00	0.00	263.27	263.27
C128	GEOFFREY CARBERRY		0.00	0	0.00	0.00	37.16	37.16
G010	GERALDTON FUEL COMPANY		0.00	0	69.30	0.00	0.00	69.30
G053	GREEN MINING PTY LTD		69.30	148	23.10	24.25	24.25	140.90
H077	HANDEL AVIATION PTY LTD		51.70	116	0.00	0.00	27.14	78.84
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	22.00	22.00
H011	HELIFLITE PTY LTD		0.00	0	0.00	0.00	22.00	22.00
K059	IAN IVAN KUCHEL		0.00	0	0.00	0.00	48.58	48.58

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 30.09.2014						
Debtor #	Name	Credit Limit	02.07.2014		01.08.2014	31.08.2014	30.09.2014	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
				Of				
				Oldest				
				Invoice				
				(90Days)				
K060	JAMES ANGUS KINGSLEY		0.00	0	0.00	0.00	25.70	25.70
J033	JAMES JOSEPH BUCHANAN		0.00	0	0.00	0.00	30.45	30.45
J018	JANDAKOT FLIGHT CENTRE		48.92	110	0.00	0.00	0.00	48.92
D056	JOHN DYER		0.00	0	0.00	0.00	137.73	137.73
J039	JULIE'S BEAUTY		479.10	104	40.40	42.40	922.40	1484.30
K021	KING LEOPOLD AIR		25.85	264	0.00	0.00	25.70	51.55
L029	LEIMAC BUILDING PTY LTD		0.00	0	48.96	0.00	0.00	48.96
L036	LGIS WORKCARE		0.00	0	0.00	0.00	2064.93	2064.93
V026	MALCOLM VIVIAN		0.00	0	0.00	0.00	22.00	22.00
MC1D	MEEKATHARRA CARAVAN PARK		0.00	0	0.00	98.13	124.80	222.93
M2	METEOROLOGY DEPT OF		0.00	0	0.00	0.00	656.88	656.88
M024	MIDWEST DEVELOPMENT COMMIS		0.00	0	0.00	0.00	1100.00	1100.00
M023	MILGUN STATION		0.00	0	1959.20	0.00	0.00	1959.20
M161	MISSION AUSTRALIA		0.00	0	0.00	0.00	220.75	220.75
T2	ML & GJ TRENFIELD CONTRACT		0.00	0	0.00	0.00	175.23	175.23
M052	MOBIL OIL AUSTRALIA PTY LT		0.00	0	0.00	0.00	646.36	646.36
D022	MR DAVID WESLEY FORD		0.00	0	0.00	0.00	0.00	-44.00
N002	NETWORK AVIATION		0.00	0	0.00	0.00	1137.40	1137.40
N001	NEWMAN VETERINARY HOSPITAL		0.00	0	0.00	0.00	26.25	26.25
O033	OLSEN & CO CONTRACTORS		46.20	228	0.00	0.00	0.00	46.20
P006	PAROO STATION		0.00	0	0.00	0.00	1905.60	1905.60
L011	PAUL LYONS AVIATION PTY LT		0.00	0	0.00	0.00	185.38	185.38
V025	PETER JOHN VERMEERSCH		0.00	0	0.00	0.00	22.00	22.00
H021	PHILIP HOOPER - COCKLES		0.00	0	0.00	0.00	0.00	-74.25
E21	PILBARA ACCESS PTY LTD		0.00	0	0.00	0.00	0.00	-221.10
P058	POLICE AIR WING SUPPORT UN		0.00	0	0.00	0.00	64.58	64.58
L003	RICHE BRENNAN - LANDOR ST		0.00	0	0.00	0.00	1388.10	1388.10
B028	RL & MA BELL		0.00	0	0.00	0.00	11.79	11.79
M000	ROY MCCLYMONT		0.00	0	0.00	0.00	47.90	47.90
R009	ROYAL AERO CLUB OF WA		0.00	0	0.00	0.00	22.00	22.00
R013	ROYAL ANTEDILUVIAN ORDER O		0.00	0	0.00	0.00	254.05	254.05
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	0.00	10245.81	10245.81
R006	ROYAL MAIL HOTEL		0.00	0	0.00	0.00	0.00	-69.30
S096	S&K ELECTRICAL CONTRACTING		0.00	0	0.00	72.75	0.00	72.75
H080	SELINA JANE HILDITCH		0.00	0	0.00	0.00	22.00	22.00


MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014


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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 30.09.2014						
Debtor #	Name	Credit Limit	02.07.2014		01.08.2014	31.08.2014	30.09.2014	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of					
			Oldest					
			Invoice					
			(90Days)					
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	678.63	678.63
S007	SKIPPERS AVIATION		0.00	0	0.00	0.00	9703.31	9703.31
S098	SLACK WATER SAFARIS PTY LT		22.00	264	0.00	0.00	0.00	22.00
E036	SONJA ELLIOT		0.00	0	0.00	0.00	17.75	17.75
S078	STAR AVIATION PTY LTD		47.63	123	0.00	0.00	0.00	47.63
T056	TEX ONSITE PTY LTD		0.00	0	91.84	0.00	191.06	282.90
N033	THE NATIONALS FOR REGIONAL		0.00	0	0.00	0.00	0.00	-62.70
T059	TIDMAN OPTICAL		100.00	200	0.00	0.00	0.00	100.00
V004	VEE-H AVIATION		0.00	0	0.00	0.00	60.01	60.01
W6	W.A. AEROMEDICAL PTY LTD		0.00	0	0.00	0.00	0.00	-45.90
B070	WATSON-BATES, JOHN		0.00	0	0.00	0.00	27.33	27.33
W058	WIJEWEERA, BITHUN		0.00	0	0.00	0.00	17.84	17.84
Y018	YULELLA INCORPORATED		0.00	0	0.00	0.00	578.65	578.65
Totals --- Credit Balances:		-7144.78	2771.90		2885.69	425.53	66531.12	65469.46

Title/Subject:	LIST OF ACCOUNTS ENDED SEPTEMBER 2014
Agenda/Minute Number:	9.2.3
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	15 September 2014
Author:	Svenja Clare Finance Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

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:	\$	1,055,323.93
Trust Account	Voucher No's	Amount:	\$	18,947.18
Air BP	Voucher No's	Amount:	\$	6,558.24
		Total	\$	<u>1,055,323.93</u>

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Accounts to be paid

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr HJ Nichols

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

CARRIED 5/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

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SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
18-Oct-14

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIRBP	TRUST
EFT9792	04/09/2014	B & E TRENFIELD	PARKS AND GARDENS CONTRACT 16/08/14 TO 30/08/14	-5311.91		
EFT9793	04/09/2014	BT SUPER FOR LIFE	Superannuation contributions	-1396.14		
EFT9794	04/09/2014	CHILD SUPPORT AGENCY	Payroll deductions	-2048.15		
EFT9795	04/09/2014	COLONIAL FIRST STATE	Superannuation contributions	-335.44		
EFT9796	04/09/2014	G&T FAMILY TRUST - BYRNE CASH ENTERPRISES	RUBBISH COLLECTION CONTRACT AUGUST 2014	-17011.50		
EFT9797	04/09/2014	GIBSON, ANDREA	REIMBURSEMENT FOR BLACK JAZZ BOOTS FOR MEEKA FESTIVAL DANCE GROUP	-337.50		
EFT9798	04/09/2014	HICKS SUPERANNUATION FUND	Superannuation contributions	-451.16		
EFT9799	04/09/2014	JOKAPHINE SUPER FUND	Payroll deductions	-2698.37		
EFT9800	04/09/2014	LGRCU (FORMERLY) MUNICIPAL EMPLOYEES UNION	Payroll deductions	-38.80		
EFT9801	04/09/2014	TRENFIELD MOTORS	VARIOUS PLANT REPAIRS AND SERVICE; GRIDS; ENGINE OIL ETC; WATER BORES	-54463.69		
EFT9802	04/09/2014	WA SUPER	Superannuation contributions	-10026.06		
EFT9803	05/09/2014	GERALDTON FUEL	JULY 2014 BULK FUEL AND FUEL CARD PURCHASES	-41538.84		
EFT9804	15/09/2014	LION ONE AUSTRALIA PTY LTD	Rates refund for various assessments as requested by owner	-2686.83		
EFT9805	15/09/2014	AMPAC DEBT RECOVERY (WA) PTY LTD	COMMISSIONS AND COSTS FOR RATES RECOVERY AUGUST 2014	-2220.69		
EFT9806	15/09/2014	AUSTRALASIAN CEMETERIES & CREMATORIA ASSOCIATION	ORDINARY MEMBERSHIP 01/07/14 TO 30/06/2015	-275.00		
EFT9807	15/09/2014	AUSTRALIA POST	POSTAGE FOR AUG 2014	-266.89		
EFT9808	15/09/2014	B & E TRENFIELD	PARKS AND GARDENS 01/09/14 TO 15/09/14	-5311.91		
EFT9809	15/09/2014	BLOWEYS FABRICATION & WELDING	FABRICATE 6 GRID SECTIONS (3 COMPLETE GRIDS); FABRICATE CAGE FOR HILUX	-9823.00		
EFT9810	15/09/2014	BLUESCOPE DISTRIBUTION - (METALCORP)	SUPPLY VARIOUS STEEL AND CLADDING FOR DEPOT, GRIDS AND CARAVANS	-12119.45		
EFT9811	15/09/2014	BRIDGING THE GAP	FIRST AID COURSE FOR SPORT AND REC OFFICER BITHUN WUEWEERA	-150.00		
EFT9812	15/09/2014	CABCHARGE AUSTRALIA LIMITED	TRAVEL EXPENSE FOR N.TRENFIELD FROM OFFICE TO BURSWOOD FOR LG CONVENTION + ADMIN FEE	-41.49		
EFT9813	15/09/2014	CANINE CONTROL	RANGER SERVICES ON 17-18 AUGUST 2014	-3234.00		
EFT9814	15/09/2014	CEMETERIES & CREMATORIA ASSOCIATION OF WA	ORDINARY MEMBERSHIP RENEWAL 2014/2015	-100.00		
EFT9815	15/09/2014	CORPORATE WEAR WEST	UNIFORMS FOR ADMIN RACHEL QUINN AND CSO STACEY ALFORD	-780.79		
EFT9816	15/09/2014	COURIER AUSTRALIA	VARIOUS FREIGHT CHARGES	-106.93		
EFT9817	15/09/2014	DA DOO RON RON-DJ ENTERTAINMENT	DJ FOR FESTIVAL AND BALL	-2990.00		
EFT9818	15/09/2014	DAIMLER TRUCKS PERTH (SKIPPER TRUCKS)	PARTS FOR MERCEDES GARBAGE TRUCK	-209.03		
EFT9819	15/09/2014	DANIKA CHANDLER	BANK RECS JULY & AUGUST, RATES JULY & AUGUST 2014	-2805.00		
EFT9820	15/09/2014	DINGO DESIGN	COUNCIL NEWS DUST SEPTEMBER	-300.00		
EFT9821	15/09/2014	DORAY MINERALS LIMITED	Rates refund for various assessments as requested by owner	-10321.16		
EFT9822	15/09/2014	EDUCATIONAL ART SUPPLIES	FACE PAINTING MATERIAL FOR FESTIVAL	-178.50		
EFT9823	15/09/2014	FARMER JACKS	VARIOUS PURCHASES	-1023.00		
EFT9824	15/09/2014	FRIG TECH SERVICES	REPAIR CAMP AIR CON	-451.00		
EFT9825	15/09/2014	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES FOR OFFICE AND DEPOT PRINTERS	-1265.89		
EFT9826	15/09/2014	GARY MARTIN	REIMBURSEMENT OF FUEL FOR G.MARTIN - RETURN TRIP EATON TO MEEKA	-100.01		
EFT9827	15/09/2014	GERALDTON FUEL	AUGUST 2014 FUEL CARD PURCHASES	-1962.01		
EFT9828	15/09/2014	GERALDTON MURCHISON FREIGHT (KL & HS KEYNES)	VARIOUS FREIGHT CHARGES	-308.00		
EFT9829	15/09/2014	GRANTS EMPIRE	WRITING GRANT APPLICATION FOR RADS FUNDING 2015-2016 - PAYMENT 2 OF 2	-346.50		
EFT9830	15/09/2014	GREENFIELD TECHNICAL SERVICES	CONSULTANCY FOR RRG SUBMISSIONS AUG 2014	-2075.30		
EFT9831	15/09/2014	HITACHI CONSTRUCTION MACHINERY (AUST) PL	JOHN DEERE BELTS FOR GENSETS	-57.27		
EFT9832	15/09/2014	HOWDEN CONTRACTING AND TRANSPORT	LABOUR HIRE FOR VARIOUS JOBS	-4620.00		
EFT9833	15/09/2014	JAMES DOYLE AMUSEMENTS	BALANCE PAYMENT FOR ENTERTAINMENT AT FESTIVAL	-3184.00		
EFT9834	15/09/2014	JR & A HERSEY PTY LTD	VARIOUS SUPPLIES FOR DEPOT	-242.00		
EFT9835	15/09/2014	LANDGATE	PURCHASE OF GEOSPATIAL DATA FOR TPS REVIEW; MINING TENEMENT SCHEDULES; LAND ENQUIRIES	-2581.30		
EFT9836	15/09/2014	LAURITSEN MECHANICAL	VARIOUS PLANT REPAIRS	-1437.48		
EFT9837	15/09/2014	LOMAX MEDIA	PRODUCTION OF TV COMMERCIAL FOR FESTIVAL	-968.00		
EFT9838	15/09/2014	MARK SMITH PTY LTD	50% CONTRIBUTION FOR CROSSOVER AT 92 HILL STREET	-1353.00		
EFT9839	15/09/2014	MEEKATHARRA CORNER STORE	VARIOUS PURCHASES	-291.62		
EFT9840	15/09/2014	MEEKATHARRA RACE CLUB	DONATION FOR 2014 FOOT RACE; HI-VIS VESTS FOR VOLUNTEERS	-3362.50		
EFT9841	15/09/2014	MIDWEST VETERINARY CENTRE	RODEO 2014 VET ATTENDANCE	-2304.01		
EFT9842	15/09/2014	MOBILE MASTERS	2-WAY RADIOS, HANDHELDS AND AERIALS FOR DEPOT STORES	-2978.25		
EFT9843	15/09/2014	NAVSDRON PTY LTD (MEGAN SHIRT)	FINANCE CONSULTING FOR BUDGET, MONTHLY FINANCIALS AND OTHER FINANCIAL ASSISTANCE	-11110.00		
EFT9844	15/09/2014	NGE NORTHERN GOLDFIELDS EARTHMOVING	CONTRACT WORKS FOR VARIOUS ROADS	-95810.00		
EFT9845	15/09/2014	OCEAN CENTRE HOTEL	ACCOMMODATION & BREAKFAST FOR R.MCCLYMONT TO ATTEND MEETING	-197.00		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

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SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
18-Oct-14

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIRBP	TRUST
EFT9846	15/09/2014	OLIVIER MARILL	FILM AND PRODUCE DVD OF THE 2014 FESTIVAL - PAYMENT 1 OF 2	-3000.00		
EFT9847	15/09/2014	ORICA AUSTRALIA P/L	CHLORINE 01/08/14 TO 31/08/14	-211.42		
EFT9848	15/09/2014	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	COMPUTER MAINTENANCE AS REQUESTED	-552.50		
EFT9849	15/09/2014	PETER BAXENDALE CONSULTING ENGINEER	INSPECTION AND REMEDIAL WORKS FOR STORM DAMAGED MASONIC LODGE	-5422.14		
EFT9850	15/09/2014	POP MAGIC	BALANCE PAYMENT FOR ENTERTAINMENT AT FESTIVAL	-2171.40		
EFT9851	15/09/2014	PUBLIC LIBRARIES WA INC	PLWA MEMBERSHIP 2014/2015	-157.59		
EFT9852	15/09/2014	ROCKWELL OLIVIER (CIVIC LEGAL)	DRAWING UP OF EHO CONTRACT	-3300.00		
EFT9853	15/09/2014	ROSS FAULKNER PTY LTD	AUSKICK MEDALS	-86.70		
EFT9854	15/09/2014	S&K ELECTRICAL CONTRACTING PTY LTD	FIT BATTERY TO SOLAR LIGHT AT OVAL PLAYGROUND; YC LIGHTSWITCH REPLACEMENT	-449.35		
EFT9855	15/09/2014	SADLERS-NEXUS LOGISTICS	VARIOUS FREIGHT CHARGES	-1099.90		
EFT9856	15/09/2014	SKIPPERS AVIATION PTY LTD	FLIGHTS FOR CURTIN VOLUNTEERS	-2310.00		
EFT9857	15/09/2014	SPOTLIGHT STORES P/L	SEWING MACHINE FOR YOUTH CENTRE SEWING PROJECT	-220.44		
EFT9858	15/09/2014	STAPLES AUSTRALIA PTY LIMITED	VARIOUS STATIONERY REQUIREMENTS	-670.38		
EFT9859	15/09/2014	SUNNY SIGN COMPANY PTY LTD	COMPLIANCE SIGNAGE FOR AIRPORT DIESEL FACILITY + FREIGHT	-480.74		
EFT9860	15/09/2014	TAYLOR'S CARNIVAL	FUEL FOR TAYLOR'S CARNIVAL TO ATTEND FESTIVAL	-4600.00		
EFT9861	15/09/2014	TENNAANT AUSTRALIA PTY LTD	VARIOUS PARTS FOR SWEEPER	-364.84		
EFT9862	15/09/2014	TOTALLY WORKWEAR GERALDTON	UNIFORM FOR DCEO K.EAST	-73.91		
EFT9863	15/09/2014	TRENFIELD MOTORS	VARIOUS PLANT REPAIRS	-4340.06		
EFT9864	15/09/2014	TUTT BRYANT EQUIPMENT	REPLACEMENT PARTS FOR BOMAG ROLLER	-403.12		
EFT9865	15/09/2014	WA HINO SALES & SERVICE	PARTS FOR HINO TIPPER TRUCK	-633.06		
EFT9866	15/09/2014	WESTERN AUSTRALIA SHOWBAG SERVICES P/L	SHOWBAGS FOR FESTIVAL	-1038.75		
EFT9867	15/09/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION -	LOCAL GOVERNMENT CONVENTION- REGISTRATION FOR N.TRENFIELD	-1475.00		
EFT9868	15/09/2014	WESTRAC EQUIPMENT	VARIOUS PARTS FOR VARIOUS PLANT ITEMS	-323.37		
EFT9869	15/09/2014	YULELLA BUILDING AND CONSTRUCTION	CAPITAL IMPROVEMENT TO KIDZONE	-8005.39		
EFT9870	15/09/2014	ZAP CIRCUS	FESTIVAL ENTERTAINMENT- ZAP CIRCUS	-7337.00		
EFT9871	30/09/2014	ABCO PRODUCTS	CLEANING EQUIPMENT FOR TOWN HALL	-365.41		
EFT9872	30/09/2014	ABRA MINING PTY LTD	Rates refund for various assessments as requested by owner	-3882.09		
EFT9873	30/09/2014	AG BURROWS PLANT	VARIOUS PLANT HIRE FOR VARIOUS ROADS	-69305.50		
EFT9874	30/09/2014	ANDREW BINSIAR	MEETING ATTENDANCE FEE SEPTEMBER 14	-300.00		
EFT9875	30/09/2014	AUSKI INLAND MOTEL	ACCOMMODATION FOR PLANNING CONSULTANT 2 NIGHTS & MEALS	-487.00		
EFT9876	30/09/2014	B & E TRENFIELD	PARKS AND GARDENS CONTRACT 16/09/14 TO 30/09/14	-5311.91		
EFT9877	30/09/2014	BATTERY WORLD WELSHPOOL	SOLAR BATTERY X 2 LIGHT PARK SPORT CENTRE	-598.00		
EFT9878	30/09/2014	BIG ROCK TOYOTA	DOOR CONTROLS FOR YC BUS	-889.53		
EFT9879	30/09/2014	BLOWEY'S FABRICATION & WELDING	FABRICATION AND REPAIRS FOR VARIOUS PLANTS, TRAILERS, CARAVANS, PROPERTIES	-3597.00		
EFT9880	30/09/2014	BOC GASES	CYLINDER RENT + PRODUCT CHARGES AUGUST 2014	-210.82		
EFT9881	30/09/2014	BT SUPER FOR LIFE	Superannuation contributions	-916.34		
EFT9882	30/09/2014	BURROWS A.G.	MEETING ATTENDANCE FEES SEPTEMBER 14	-300.00		
EFT9883	30/09/2014	CABCHARGE AUSTRALIA LIMITED	TRAVEL FOR R.MCCLYMONT AND N.TRENFIELD FOR MEETING WITH MINISTERS	-173.67		
EFT9884	30/09/2014	CANINE CONTROL	RANGER SERVICES ON 04/09/14 - 05/09/14	-3234.00		
EFT9885	30/09/2014	CEBAS PTY LTD (KEA)	SUPPLIES FOR LIBRARY KIDS AREA	-328.00		
EFT9886	30/09/2014	CHILD SUPPORT AGENCY	Payroll deductions	-779.43		
EFT9887	30/09/2014	CHRISTIAN SUPER	Superannuation contributions	-54.41		
EFT9888	30/09/2014	COLONIAL FIRST STATE	Superannuation contributions	-362.96		
EFT9889	30/09/2014	COMMERCIAL HOTEL MEEKATHARRA	COUNCIL LUNCHEONS 20/09/14	-132.00		
EFT9890	30/09/2014	COMMS TECH SERVICES (CTS)	TROUBLESHOOT PROBLEM WITH PHONE SOFTWARE AND CORRECT + PARTS	-320.76		
EFT9891	30/09/2014	DIAMOND INDUSTRIAL TOOLS	PARTS FOR WATER SUPPLY	-887.39		
EFT9892	30/09/2014	ELECTRICAL ADDITIONS AND DESIGN (GRANT SHAW)	EXIT LIGHTS REPAIRS AT PICTURE GARDENS	-484.00		
EFT9893	30/09/2014	G&T FAMILY TRUST - BYRNE CASH ENTERPRISES	RUBBISH CONTRACT SEPTEMBER 2014	-17011.50		
EFT9894	30/09/2014	GARY MARTIN	PROJECT OFFICER 18-22/8/14 AND 3-12/9/14 + TRAVEL	-12650.00		
EFT9895	30/09/2014	GERALDTON LOCK AND KEY SPECIALISTS	KEYED-ALIKE PADLOCKS AND 12 KEYS FOR CONSULTANT QUARTERS GATE	-116.30		
EFT9896	30/09/2014	GERALDTON MURCHISON FREIGHT (KL & HS KEYNES)	VARIOUS FREIGHT CHARGES	-357.50		
EFT9897	30/09/2014	GREAT NORTHERN RURAL SERVICE	HERBICIDE FOR OVAL	-242.00		
EFT9898	30/09/2014	HICKS SUPERANNUATION FUND	Superannuation contributions	-451.16		
EFT9899	30/09/2014	HOWDEN CONTRACTING AND TRANSPORT	LABOUR HIRE FOR VARIOUS JOBS	-8772.50		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
18-Oct-14

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIRBP	TRUST
EFT9900	30/09/2014	JOKAPHINE SUPER FUND	Payroll deductions	-2664.02		
EFT9901	30/09/2014	KENDLE HOLDINGS PTY LTD	LANDOR AND MT CLERE ROAD HEADWALLS; GRID SECTIONS; VARIOUS DEPOT WORKS	-35963.07		
EFT9902	30/09/2014	LAURITSEN MECHANICAL	REPAIRS TO SCRAPER AND PADFOOT ROLLER	-1149.50		
EFT9903	30/09/2014	LGRCEU (FORMERLY) MUNICIPAL EMPLOYEES UNION	Payroll deductions	-38.80		
EFT9904	30/09/2014	LOCAL GOVERNMENT MANAGERS AUSTRALIA	2014/2015 LGMA CORPORATE COUNCIL MEMBERSHIP SUBSCRIPTION	-1315.00		
EFT9905	30/09/2014	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2013-2014	-495.95		
EFT9906	30/09/2014	MEEKA GOES GREEN INC.	DONATION TO MEEKA GOES GREEN AS PER 14/15 BUDGET	-3530.00		
EFT9907	30/09/2014	MEEKATHARRA COMMUNITY RESOURCE CENTRE	VARIOUS PRINTING AND DESIGN JOBS FOR FESTIVAL	-517.50		
EFT9908	30/09/2014	MEEKATHARRA RACE CLUB	FUNDING FOR PURCHASE AND INSTALLATION OF SHADE SAILS FOR FAMILY AREA AT RACE COURSE	-6000.00		
EFT9909	30/09/2014	MID WEST GROUP OF AFFILIATED AGRICULTURAL SOC	2014 MIDWEST DISTRICT DONATION	-500.00		
EFT9910	30/09/2014	ML & GJ TRENFIELD CONTRACTING	AERODROME MANAGEMENT CONTRACT SEPTEMBER 2014	-20900.00		
EFT9911	30/09/2014	NGE NORTHERN GOLDFIELDS EARTHMOVING	EXCAVATOR 330DL DAILY DOCKET NO. 9982	-365082.85		
EFT9912	30/09/2014	NICHOLS H.J.	MEETING ATTENDANCE FEE SEPTEMBER 14	-300.00		
EFT9913	30/09/2014	ONESTEEL DISTRIBUTION	STEEL TRUSSES FOR MECHANICS PIT	-4026.00		
EFT9914	30/09/2014	PATHWEST MEEKATHARRA	PATHWEST CHARGE FOR PRE-EMPLOYMENT MEDICAL FOR ROBERT BEETON	-35.00		
EFT9915	30/09/2014	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	1 X 24 VIEWSONIC MONITOR FOR CSO"	-510.00		
EFT9916	30/09/2014	PETER SHANE CLANCY	MEETING ATTENDANCE FEE SEPTEMBER 14	-300.00		
EFT9917	30/09/2014	PILBARA ACCESS PTY LTD	REFUND TO OVERPAID LANDING FEES - SEE DEBTOR E21	-221.10		
EFT9918	30/09/2014	S&K ELECTRICAL CONTRACTING PTY LTD	INSTALL 15 TEST POINT TRANSFORMERS ON RUNWAY LIGHTING CCT	-3436.36		
EFT9919	30/09/2014	SADLEIRS-NEXUS LOGISTICS	FREIGHT OF COCKBURN CEMENT	-9704.98		
EFT9920	30/09/2014	SKIPPER AVIATION PTY LTD	FLIGHTS TO PERTH FOR R.MCCLYMONT & N.TRENFIELD TO MEET WITH MINISTERS	-1264.00		
EFT9921	30/09/2014	STAPLES AUSTRALIA PTY LIMITED	VARIOUS OFFICE STATIONARY	-289.32		
EFT9922	30/09/2014	TOTALLY WORKWEAR GERALDTON	ASSORTED UNIFORM FOR K.FAST	-475.34		
EFT9923	30/09/2014	TRENFIELD, NORMAN	MEMBERS MEETING FEES SEPTEMBER 14	-400.00		
EFT9924	30/09/2014	WA LIBRARY SUPPLIES	TOUCH 65+ SCANNER AND STAND FOR LIBRARY COMPUTER	-264.90		
EFT9925	30/09/2014	WA SUPER	Superannuation contributions	-10515.82		
EFT9926	30/09/2014	WESTRAC EQUIPMENT	VARIOUS PARTS FOR 623F SCRAPER	-4947.21		
EFT9927	30/09/2014	WIJEWERA PATABEDIGE, BITHUN KAVINDA	PAYROLL DEDUCTION ON 24/09/2014 PROCESSED IN ERROR.	-17.84		
25006	04/09/2014	HOSTPLUS	Superannuation contributions	-428.10		
25007	04/09/2014	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	Superannuation contributions	-697.44		
25008	04/09/2014	SHIRE OF MEEKATHARRA	Payroll deductions	-200.00		
25009	04/09/2014	SHIRE OF MEEKATHARRA - TRUST	Payroll deductions	-300.00		
25010	04/09/2014	TAL LIFE LIMITED	Superannuation contributions	-378.62		
25011	05/09/2014	PETTY CASH	OFFICE REFRESHMENTS	-369.25		
25012	15/09/2014	DAMPIER (PLUTONIC) PTY LTD	Rates refund for assessment A6525 P52/1224 as requested by owner	-71.58		
25013	15/09/2014	DESERT RESOURCES PTY LTD	Rates refund for assessment A5608 E52/1581 as requested by owner	-26.57		
25014	15/09/2014	DULUX TRADE CENTRE	ATEX ACRASHIELD MATT PAINT 15L FOR LLOYDS	-162.25		
25015	15/09/2014	GIRALIA RESOURCES PTY LTD	Rates refund for assessment A6432 E52/2272 as requested by owner	-13.14		
25016	15/09/2014	HORIZON POWER	ELECTRICITY CHARGES 01/08/14 TO 31/08/14	-24634.28		
25017	15/09/2014	INDEPENDENCE KARLAWINDA PTY LTD	Rates refund for assessment A7272 E52/2769 as requested by owner	-49.26		
25018	15/09/2014	LITHOS EXPLORATION SERVICES PTY LTD	Rates refund for assessment A6939 E52/2719 as requested by owner	-28.85		
25019	15/09/2014	MEEKA FM COMMUNITY RADIO STATION INC	DONATION TO MEEKA FM AS PER 2014/15 BUDGET	-3000.00		
25020	15/09/2014	PILBARA IRON COMPANY (SERVICES) PTY LTD	Rates refund for various assessments as requested by owner	-554.73		
25021	15/09/2014	SHIRE OF MEEKATHARRA - TRUST	Rates refund for various assessments as requested by owner	-237.58		
25022	15/09/2014	TELSTRA CORPORATION LIMITED	TELEPHONE AUG 14 - ADMINISTRATION	-3679.25		
25023	15/09/2014	WATER CORPORATION	SERVICE CHARGES , 01/09/14 TO 31/10/14	-72.88		
25024	23/09/2014	PETTY CASH	FLOAT FOR ALL EVENTS OF THE MEEKATHARRA FESTIVAL 2014	-1849.50		
25025	30/09/2014	HOSTPLUS	Superannuation contributions	-462.42		
25026	30/09/2014	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE CHARGES AUG -SEPT 14	-521.41		
25027	30/09/2014	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	Superannuation contributions	-766.54		
25028	30/09/2014	RUBIANNA RESOURCES LTD	Rates refund for assessment A7203 E51/1539 as requested by owner	-58.78		
25029	30/09/2014	SHIRE OF MEEKATHARRA	Payroll deductions	-791.74		
25030	30/09/2014	SHIRE OF MEEKATHARRA - TRUST	Payroll deductions	-400.00		
25031	30/09/2014	TAL LIFE LIMITED	Superannuation contributions	-373.42		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 OCTOBER 2014

SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
18-Oct-14


Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIRBP	TRUST
25032	30/09/2014	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES SEPTEMBER 2014	-3152.29		
25033	30/09/2014	WESTNET PTY LTD	INTERNET CHARGES + MAIL RELAY WITH EMAIL PROTECTION 14/9/14 - 14/9/15	-403.80		
25034	30/09/2014	YELLOW ROCK RESOURCES LTD	Rates refund for assessment A7404 E51/1534 as requested by owner	-84.60		
100855	09/09/2014	SHIRE OF MEEKATHARRA	RETENTION OF TRUST FUNDS AS PER COUNCIL MEETING 19 JULY 2014			-18737.18
100856	10/09/2014	PEARSE, REGINA	REFUND OF GYM KEY BOND REGINA PEARSE			-210.00
DD10852.1	22/09/2014	BP OIL (AIR BP)	AUGUST 2014 AVGAS PURCHASES		-6558.24	
DD10862.1	18/09/2014	WESTPAC CREDIT CARD	AUGUST 2014 CREDIT CARD PURCHASES	-2331.06		
				MUNICIPAL ACCOUNT	-\$ 1,029,818.51	
				AIR BP ACCOUNT	-\$ 6,558.24	
				TRUST ACCOUNT	-\$ 18,947.18	
					<u>-\$ 1,055,323.93</u>	


THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

TOTALLING \$1,055,323.93 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON THE 18/10/2014 AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McCLYMONT
CHIEF EXECUTIVE OFFICER

Title/Subject:	REQUEST FOR DEBTORS WRITE-OFF
Agenda/Minute Number:	9.2.4
Applicant:	Nil
File Ref:	ADM152
Disclosure of Interest:	Nil
Date of Report:	8 October 2014
Author:	Svenja Clare Acting Deputy Chief Executive Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

Council to grant approval for the write-off of debtor invoices as staff deems these amounts to be unrecoverable.

Attachments:

Nil

Background:

Over time debtor amounts are raised that, for one reason or another, are not able to be collected and need to be written off.

Comment:

Following is a list of debtor amounts that need to be written off:

Debtor Code	Debtor Name	Invoice Numbers	Invoice Date	Amount	Reason for Write Off
B092	Adrian Baumgarten (Jnr)	19005 19004 19166 19141	11/07/2013 11/07/2013 18/09/2013 18/09/2013	\$331.70 \$81.89 \$53.97 \$360.00 Total: \$827.56	Adrian Baumgarten (Jnr) used to be a shire employee who left September 2013. These invoices relate to electricity, telephone and rental charges. His housing bond was retained. Multiple unsuccessful attempts were made to recover these funds.
B016	Belele Station	11901	30/04/2007	\$624.00 Total: \$624.00	This invoice relates to AVGAS fuel purchased in April 2007. Attempts were made to recover these funds and the debt collection agency had been engaged unsuccessfully. The current lessee of Belele Station does not assume responsibility for this purchase. A caveat has been placed on the property however sale of the property is not likely in the near future.

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 2014/2015 budget has an allocation of \$5,000 towards the write off of Sundry Debtors.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:



Moved: Cr AG Burrows

Seconded: Cr HJ Nichols

That Council authorise staff to write-off the amounts as per the table below as these amounts are unrecoverable.

Debtor No	Debtor Name	Total
B092	Adrian Baumgarten (Jnr)	\$ 827.56
B016	Belele Station	\$ 624.00
		\$1,451.56

**CARRIED 5/0
BY AN ABSOLUTE MAJORITY**

Title/Subject:	PURCHASES – BITUMEN AND AGGREGATES
Agenda/Minute Number:	9.2.5
Applicant:	Nil
File Ref:	ADM 209
Disclosure of Interest:	Nil
Date of Report:	8 October 2014
Author:	Krys East Acting Chief Executive Officer
	
	Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer
	
	Signature Senior Officer

Summary/Matter for Consideration:

Approval is sought from Council for the CEO to approve purchases from WA Local Government Association (WALGA) Preferred Supplier Contract system for the supply of bitumen and aggregate for budgeted road sealing works.

Attachments:

Nil

Background:

Council has previously resolved the supply of bitumen and aggregates by tender process however at the Ordinary Council Meeting held May 2013 Council resolved as follows:

“That Council

- 1. Approves staff action in using the WALGA Preferred Supplier Contract system (in lieu of the tender process) for the supply, spray and cover of bitumen for 2012/13 budgeted projects and endorse the use of the same process for 2013/14 budgeted projects.*
- 2. Authorise the CEO to sign purchase orders for the supply, spray and cover of bitumen products and services for 2012/13 and 2013/14 projects, acknowledging that purchase orders may exceed \$100,000 (exc GST) in value.*
- 3. Approves the use of the WALGA Preferred Supplier Contract system, when required under legislation, (in lieu of the tender process) for the purchase of road sealing aggregates for 2013/14 projects and authorises the CEO to sign purchase orders for the purchase of aggregates for 2013/14 projects, acknowledging that purchase orders may exceed \$100,000 (exc GST) in value.*
- 4. Provide the CEO with some direction as to how Council would like to deal with future purchases using the WALGA Preferred Supplier Contract system in lieu of the tender process.*

CARRIED 6/0

Councillors agreed that the current CEO should be given authority to purchase all required materials and services to undertake budgeted sealing works when required. CEO to provide recommendations to Council to achieve this.”

Comment:

Council's resolution authorizing the use of WALGA Preferred Suppliers for supply of these services and products as well as granting the CEO authorization to sign purchase orders in connection with bitumen and aggregate supply/service, in excess of \$100,000 (exc GST) was time efficient and cost effective. However Council only resolved that this process be approved for the 2012/13 and 2013/14 period.

The intent to have in place procedure(s) to allow staff, under the CEO's signature to order items such as bitumen and aggregates without requiring Council approval is clear from the paragraph following the Council resolution at the OCM April 2013, but unfortunately no action has been implemented to allow this to happen. Currently the CEO's Purchase Order authorisation limit is \$100,000.

Staff are working on reviewing both Delegation Register and Policy Manual and aim to have it ready to present to Council for adoption by the end of the current year. These documents should provide appropriate authorization when implemented to no longer require Council approval in each instance of purchasing bitumen and aggregate, as well as the bitumen works.

Meantime Council approval is again sought to allow staff, under the CEO's signature to purchase through the WALGA Preferred Suppliers Contract list (in lieu of the tender process), such items as bitumen and aggregate, acknowledging that purchase orders may exceed \$100,000 (ex GST) without requiring Council approval for the 2014/15 and 2015/16 periods. The inclusion of the 2015/16 period is to avoid having to get Council to adopt a similar agenda item in that financial year if there is a delay in adopting the revised Delegation Register and Policy Manual.

Consultation:

John Dyer - Works and Services Manager

Statutory Environment:

Local Government Act and Tender Regulations

Policy Implications:

Nil

Budget/Financial Implications:

In accordance with adopted budgets.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AJ Binsiar

That Council

- 1. Approves staff action in using the WALGA Preferred Supplier Contract system (in lieu of the tender process) for the supply, spray and cover of bitumen for 2014/15 budgeted projects and endorse the use of the same process for 2015/16 budgeted projects.**
- 2. Authorise the CEO to sign purchase orders for the supply, spray and cover of bitumen products and services for 2014/15 and 2015/16 projects, acknowledging that purchase orders may exceed \$100,000 (exc GST) in value.**
- 3. Approves the use of the WALGA Preferred Supplier Contract system, when required under legislation, (in lieu of the tender process) for the purchase of road sealing aggregates for 2014/15 and 2015/16 projects and authorises the CEO to sign purchase orders for the purchase of aggregates for 2014/15 and 2015/16 projects, acknowledging that purchase orders may exceed \$100,000 (exc GST) in value.**

CARRIED 5/0

9.3 ADMINISTRATION

Title/Subject:	LOT 82 MAIN STREET - MINISTERIAL APPROVAL
Agenda/Minute Number:	9.3.1
Applicant:	Nil
File Ref:	A5406
Disclosure of Interest:	Nil
Date of Report:	19 September 2014
Author:	Krys East Corporate & Development Services Manager
	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council to authorise Staff write to Minister seeking approval to become the registered proprietor of Lot 82 Main Street Meekatharra.

Attachments:

Nil

Background:

In June 2009, a list of properties with rates more than three years in arrears was submitted to Council, where it resolved to authorise commencement of proceedings under Section 6.64 of the Local Government Act 1995, to sell various properties by public auction.

The sale of these properties took place on the 22 October 2010 at the Shire Hall. One of the properties that were offered for sale by public auction was Lot 82 Main Street with a current outstanding amount at the time for rates of \$2124.18. Mr Gunn's winning bid for this property was \$2,000.

Shortly after the auction Mr Terry Gunn contacted the Shire administration office. He was upset because the property that he bought, Lot 82 Main Street Meekatharra, had a 'culvert running through it'. A letter was received from Mr Gunn requesting that the contract for Sale of Land entered into between the Shire and himself be terminated, due to the parcel of land being mistakenly identified and being unsuitable due to a large spoon drain running through it.

There is a drainage channel going from the north east corner of the property and exiting almost midway along the western boundary.

The location of the watercourse does not impede access into the property, but could pose a problem for building, with extra costs for site works and potential problems in the future from the

water as this channel is the natural runoff for water. The erosion caused by the water flowing through this property is fairly significant with the channel being quite deep in some places.

In November 2010 Mr Gunn's request was taken to Council where Council resolved to:

*“Moved: Cr NL Trenfield
Seconded: Cr PS Clancy*

That Council:

- Authorise that the Offer and Acceptance Contract entered into by the Shire of Meekatharra with Mr Terrence Gunn for Lot 82 Main Street be terminated.*
- Commence action to have Lot 82 Main Street Meekatharra reserved for 'Drainage' purposes.*
- Authorise the rates for Lot 82 Main Street Meekatharra be written off.*

CARRIED 6/0”

Comment:

Staff have sought advice from the Department of Lands on the process to convert Lot 82 into a reserve for 'Drainage' purposes.

The first step in this process is to make a request to the Minister for Local Government seeking approval to become the registered proprietor of Lot 82 due to an accrual of unpaid Council rates.

If approval is received the Shire can then submit a request to the Department of Lands to have Lot 82 revested (removed from the operation of the Transfer of Land Act 1983) and set aside as a reserve for the purpose of "Drainage" with care, control and management of the reserve placed in the Shire of Meekatharra.

Consultation:

Dave Foster – Department of Lands
Roy McClymont – Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Loss of possible rates revenue

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:


Moved: Cr PS Clancy
Seconded: Cr AJ Binsiar


That Council:

- Authorise staff request that the Minister for Local Government approve the Shire of Meekatharra become the registered proprietor of Lot 82 due to an accrual of unpaid Council rates.
- On receipt of Ministerial approval authorise staff to submit a request to the Department of Lands to have Lot 82 revested (removed from the operation of the Transfer of Land Act 1893) and set aside as a reserve for the purpose of “Drainage” with care, control and management of the reserve placed in the Shire of Meekatharra.
- Authorise the rates accrued since last write off (November 2010) for Lot 82 Main Street Meekatharra be written off and make this assessment non-rateable.

**CARRIED 5/0
BY AN ABSOLUTE MAJORITY**

Title/Subject:	RANGER SERVICES CONTRACT – CHANGE OF TRADING NAME
Agenda/Minute Number:	9.3.2
Applicant:	Nil
File Ref:	ADM 0212
Disclosure of Interest:	Nil
Date of Report:	8 July 2014
Author:	Geoffrey Carberry Community and Development Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

This item is to advise Council of a change of trading name by the contractor for Ranger Services.

Attachments:

Letter from Canine Control

Background:

Canine Control are the appointed supplier of Ranger Services to the Shire of Meekatharra.

Comment:

Advice as been received that Canine Control are now a division of Trepheene Pty Ltd, with Peter Smith being the sole director of the company and his wife a share holder of the company.

Whilst the letter states costs and services will remain the same it does not mention if staff providing the service will remain the same.

If Council agrees, Trepheene Pty Ltd will be the names supplier on the contract.

Consultation:

K East - Acting Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Strategic Plan 2012-2022

Voting Requirements

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr AG Burrows

That Council approves the name change on the provision of the ranger services contract to Trepheene Pty Ltd noting that Canine Control is a division of Trepheene Pty Ltd.

CARRIED 5/0

Canine Control

A division of Trepheene Pty Ltd
ABN: 49 169 665 043

PO Box 1076
Geraldton WA 6531
Tel: 99261387
Fax: 99261397
Mob: 0427261397
Email: admin@caninecontrol.com.au



CEO
Roy McClymont
Shire of Meekatharra
PO Box 129
Meekatharra WA 6642

Notification to add the name 'Trepheene Pty Ltd' to existing contract

Dear Andrea

Following a change to our business structure it has been necessary to change our trading name. Canine Control is now a division of our company Trepheene Pty Ltd.

I am the sole Director of Trepheene Pty Ltd and my wife is a shareholder. There are no other people involved in our company.

Canine Control will be providing the same service that has been afforded in the past with no changes to costs or conditions associated with the existing contract.

If you require any further information for clarification please don't hesitate to contact us.

If you are satisfied with this explanation and accept our proposal to add the name Trepheene Pty Ltd to the contract, could you please sign this letter and return to us.

Yours faithfully



PETER JOHN SMITH

Trepheene Pty Ltd
22 September 2014

I _____ of _____
Name Position


accept the notification of name change from Canine Control to Trepheene Pty Ltd.


Signed _____

Date _____

Cr PS Clancy declared a financial interest in item 9.3.3 and left the meeting at 10.00am.

Title/Subject:	TRADING IN PUBLIC PLACES
Agenda/Minute Number:	9.3.3
Applicant:	Shire of Meekatharra
File Ref:	ADM0298
Disclosure of Interest:	Nil
Date of Report:	13 October 2014
Author:	Geoff Carberry Corporate and Development Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary

This item is to seek approval of Council to allow Northwest Mobile Butcher to trade from the Tourist Information Bay Main St Meekatharra.

Attachments

Application
Insurance certificates

Background

Council has previously approved various sites for trading activities.

Places already determined as appropriate are:

- 1. Between the Picture Gardens and the Bakery – Main Street (power not supplied)*
- 2. Corner of Savage and Main Street – Opposite side to the Police Station*
- 3. Savage and Main Street – Adjacent to Shire Offices and opposite Farmer Jacks*
- 4. Adjacent to Head Frame – Main Street*
- 5. Information Bay adjacent to creek*
- 6. Airport Terminal – Consult Manager and Skipper's person in charge*
- 7. Oval grounds*

No power is to be supplied by Council at any of these locations.

CARRIED 6/0"

Comment

The applicant currently delivers products that have been pre ordered via a website to a business and several residents in Meekatharra. He now wishes to trade on an occasional basis whilst in town. It is his request to be allowed to sell from the Tourist Information Bay before making his deliveries.

The applicant operates 2 butcher shops in Perth and services Newman, Tom Price, Onslow, Karratha, Wickham and Port Hedland from his mobile facility. The facility meets all current standards for this type of activity. He will be selling meat and pre ordered premium vegetables.

This application was received after the close off time for agenda items. Staff will undertake further research and provide additional information and recommendations at the meeting.

Consultation

Krys East – Acting Chief Executive Officer

Bill Atyeo – Environmental Health Officer Building Surveyor

Statutory Environment

Shire of Meekatharra Local Laws as gazetted

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

At The Meeting

The Tourist Bay has previously been deemed as one of the areas suitable for trading. This area is just over 300m from the closest business that sells the same or a similar type of products. The local law for Trading in Public Places and Thoroughfares states the distance shall be no closer than 300m. Most products are pre-ordered via the company's website; something that is likely to continue. The applicant is to operate for one hour each month.

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr AG Burrows

That Council grants permission for Northwest Express Mobile Butcher to trade from the Tourist Information Bay located in Main Street Meekatharra. A condition of approval shall be compliance with the requirements of the Health and Food Acts and Regulations of Western Australia.

CARRIED 4/0

Cr PS Clancy returned to the meeting at 10.05am.



TRADING IN PUBLIC PLACES
APPLICATION FOR LICENCE

Please Note: It is a requirement that a "Trader" that sells merchandise or products, must not be located within 300m of a permanent retailer that is selling similar merchandise or products.

Name of Applicant: Larry Brewer
Name of Business: North West Express Mobile Butcher
Address: 37 Mattingley's App Burns Beach WA
Postal Address: As Above
Phone: (08) 93056499 Fax: () Mobile: () 0415833661
Location of proposed Trading Activity: Tourist Bay Meeka

Nature of proposed Trading Activity: (Describe goods/services to be sold)

Retail Butcher

Details of proposed

trading facility: (eg. Trailer/Van, Cart, Table or Rack etc.)

Truck Trailer

Specifications of above:

Dimensions: 19 mtr's

Colour: White & Blue

Type of Material: Semi Trailer

Number of assistants/persons other than the applicant expected to engage in trading: 2

Proposed date(s) of operation: Mon Morn. 3rd Week of every Month

Proposed hours of operation: 9-10am

Application Type: Daily - Fee \$31.50 inc GST per day Annual - Fee \$210.00 inc GST

Does the applicant hold Public Risk Insurance: Yes No (If Yes, attach copy of Policy)

Signed: L Brewer

Date: 14/10/14

OFFICE USE ONLY

Application received on: _____

Payment received on application: Yes No Receipt No: _____

Refer to Actions over the page



CERTIFICATE OF CURRENCY Business Pack Insurance

This certificate acknowledges that the policy referred to is in force for the period shown.

Details of the cover are listed below.

Policy Number: **78A832712BPK**
Period of Insurance: From **6 March 2014** to **21 March 2015** at 4.00pm
Insured Name: **LARRY BREWER NORTH WEST EXPRESS MOBILE BUTCHER**
Interested Party: **None**

Liability Section	Sum Insured	Excess
Location: IGA CONNOLLY, FAIRWAY CIRCLE CONNOLLY WA6027	Public Liability: \$10,000,000 Products Liability: \$10,000,000	
Type of Business: RETAIL MOBILE BUTCHER/GROCER	Property Owner: No	
	Property Damage Excess:	\$500

Issued by: QBE Australia
Date Issued: 13 October 2014

QBE Australia
ABN 78 003 191 035
AFS Licence No. 239545 of 82 Pitt Street Sydney



QBE Insurance (Australia) Ltd
ABN 78 003 191 035

200 ST GEORGES TERRACE
PERTH WA 6000

GPO BOX N1116
PERTH WA 6843

Telephone: (08) 9213 6100
Facsimile: (08) 9213 6185

CERTIFICATE OF CURRENCY

ATF BREWER FAMILY TRUST
37 MATTINGLEYS APPROACH
BURNS BEACH
WA 6028

The following insurance policy covers the employers liability under the Workers Compensation & Injury Management Act 1981.

(1) Coverage

The Certificate is Valid from: to

The Information provided in this certificate is correct at:

(2) Employers Information

Policy Number: Workcover Number:

Legal Name:

Trading Name:

ABN:

Premium (Industry) Classification:

Full Business Description:

(3) IMPORTANT INFORMATION

This policy commences and finishes at 4.00pm on the dates specified above

Common law limited to \$50 million any one person and \$50 million in the aggregate any one event.


Jason Hammond


General Manager, Workers Compensation

Employers are required to ensure a valid certificate of currency is available for inspection at their principal office or place of business.

9.4 COMMUNITY DEVELOPMENT

Title/Subject:	SUPPORT OF THE MEEKATHARRA RACE MEETING
Agenda/Minute Number:	9.4.1
Applicant:	Nil
File Ref:	ADM 0063
Disclosure of Interest:	G Carberry (Author, Member - Meekatharra Race club)
Date of Report:	8 October 2014
Author:	Geoffrey Carberry Community and Development Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

This item is to seek approval to support the Meekatharra race meetings by provision of a donation by way of man hours and plant to water the course as required.

Attachments:

Nil

Background:

It has become apparent the resources have been traditionally supplied to assist the running of the Meekatharra races. These resources are outside of the normal budget and have involved watering the track prior to each race.

These works are also outside of the resurfacing of the track which was formally requested by the Racing Club as private works and is the subject of an approved grant.

Comment:

Council may wish to amend its budget to make an allocation to provide for this support or it may wish to include this support as an annual donation.

This year's total expanded man hours taking into consideration penalty factors is 58.5 hours. Plant hours being 2 prime movers and semi water carts is 22 hours.

Total cost being approximately \$9,115.

Consultation:

K. East - Acting Chief Executive Officer

J. Dyer - Works and Services Manager

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

No funding has been directly allocated in the budget for such an event but G/L 0252 has an allocation of \$11,000 for "Other Donations" which to date has not been used. Council may allocate \$5000 towards the Meeka Muster in another decision.

Strategic Implications:

Strategic Plan 2012-2022

Voting Requirements

Absolute Majority

At The Meeting

Chief Executive Officer Roy McClymont advised this year's actual cost was \$7011.06 and recommended the second recommendation with an allocation of at least \$7,000 to G/L 3832 – Race Course Maintenance.

Officers Recommended Options:

1. That Council donates the cost of supplying manpower and plant by way of track watering in support of the Meekatharra race meetings up to the value of \$10,000.
2. That Council amends the budget allocation of G/L 0252 by the required amount to meet this resolution.
3. That Council approves an annual donation of up to \$10,000 by way of manpower and plant to cover the cost of track watering for support of the Meekatharra race meetings.

Or

1. Council approves to amend the 2014/2015 budget by making an allocation of \$10,000 for the track watering in support of the Meekatharra race meetings, such allocations be considered in future budgets.

Council Resolution:


Moved: Cr HJ Nichols


Seconded: Cr PS Clancy

Council approves to amend the 2014/2015 budget by making an allocation of \$10,000 to GL 3832 – Race Course Maintenance for the track watering in support of the 2014 Meekatharra race meeting, with further allocations to be considered in future budgets.

**CARRIED 5/0
BY AN ABSOLUTE MAJORITY**

Title/Subject:	REVIEW OF RPT TRANSPORT ROUTES
Agenda/Minute Number:	9.4.2
Applicant:	Nil
File Ref:	ADM 0085
Disclosure of Interest:	Nil
Date of Report:	7 October 2014
Author:	Geoffrey Carberry Community and Development Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

This item is to advise Council of the current review of regulated regular public transport air routes in Western Australia including the Northern Goldfields.

Attachments:

Excerpt from Position Paper

Background:

The current arrangement was commenced in 2011 after the completion of a tender process in 2010. This midterm review is to determine if suitability of current arrangements and to make recommendations for routes post 2016.

Comment:

As per the attached excerpt passenger numbers for the North Goldfields route have declined significantly. In fact figures at Meekatharra for 2013/2014 indicate a fall of 1076 on the previous 12 months. The current recommendation in the report is to:

“Regulate air routes in the Northern Goldfields beyond February 2016 by either maintaining the existing route connections or establishing new route configurations, direct or triangulated, between Perth and the following airports: Laverton, Leonora, Meekatharra, Mt Magnet and Wiluna. Discontinue Leinster as an RPT airport beyond February 2016 or earlier.”

Council now has the opportunity to provide its own feedback on the position paper.

Consultation:

M Trenfield – Airport Manager
R McClymont – Chief Executive Officer

Statutory Environment:

Civil Aviation Safety Authority [CASA], 2009 Regulatory Policy
Classification and Regulation of Closed-Charter Operations

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Strategic Plan 2012-2022

Voting Requirements:

Simple Majority

Officers Recommendation:

That Council provides comment to the Review of Regulated Regular Public Transport Air Routes (RPT) in Western Australia as follows:

- 1. The RPT services to Meekatharra to be maintained at current or improved service levels with at least 3 flights per week.**
- 2. The route is to remain regulated past 2016.**
- 3. Options should be explored to reduce the higher than average cost of flights to and from Meekatharra.**
- 4. All current and future charter flights to be assessed as to their effect on the sustainability of RPT services.**

Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AJ Binsiar

That Council provides comment to the Review of Regulated Regular Public Transport Air Routes (RPT) in Western Australia as follows:

- 1. The RPT services to Meekatharra to be maintained at current or improved service levels with at least 3 flights per week.**
- 2. The route is to remain regulated past 2016.**
- 3. All current and future charter flights to be assessed as to their affect on the sustainability of RPT services.**

CARRIED 5/0

Reason for Council Decision Differing from Officers Recommendation:

Fares are struck by the airline/s based on a range of commercial imperatives and a request from Council to reduce the cost of fares will have no effect.

6.5. From Perth to the Northern Goldfields

Regional location

Stretching between 500 km and 900 km north-east of Perth and situated north of Kalgoorlie-Boulder, the Northern Goldfields region is rich in natural resources and has an abundant Australian outback history and Indigenous culture. It is also known for its variety of wildflowers and as the gateway to the Outback Way across Australia.

There are three regulated RPT air services in the Northern Goldfields and they have fairly similar characteristics in terms of traffic volume, market type, distance from Perth, schedules and airfares. Furthermore, each of the Northern Goldfields RPT routes has a stronger and a weaker airport in terms of passenger volumes. The RPT air services in the Northern Goldfields generally have been triangulated, connecting Perth with the towns:

- Wiluna and Leinster;
- Leonora and Laverton; and
- Meekatharra and Mt Magnet.

Demand profile

The economy of the Northern Goldfields region is underpinned almost in its entirety by the resources sector. Some of the mining companies include Saracen, Ramelius Resources and Rosslyn Hill. The mining industry has strong needs for regular and reliable air services in order to transport their FIFO staff to mine sites. Many mining operations require frequent flights each weekday, with a distinct peak between Tuesdays and Thursdays.

Some of the passenger demand from the resources sector is met by charter flights timed to meet specific mining industry needs. Other mining operators that need less regular transportation opt for the RPT air service rather than sign up for charter contracts. The RPT services also provide access to Perth

for the small local communities. Thus, both charter and RPT air services in the Northern Goldfields play a critical role in carrying personnel for the resources sector and in connecting remote communities, including residents and general business travellers with Perth.

An undesirable but common characteristic of all three RPT routes is that they are considered "thin" or marginal routes, due to very small passenger volumes that generate limited revenue. Additionally, passenger demand can be significantly greater on one leg of the route (compared to other legs), further increasing the marginal nature of the route.

Fixed costs, such as fuel and staff salaries, are incurred regardless of the number of passengers on the plane. From an airline's viewpoint high load factors are essential for any route's viability. The load factor across all Northern Goldfields routes in 2012-13 is poor and well below the desired level of at least 75 per cent. Furthermore, the volatility of the resources sector makes traffic levels on the Northern Goldfields routes unstable and difficult to predict.

Statistics collected by DoT over the past seven years show that the Northern Goldfields routes are volatile and there has been no growth in passenger movements (table 30). RPT passenger volumes even declined in 2011-12 compared to the previous year. The number of passenger movements across all three Northern Goldfields routes combined was approximately 31,600 in 2012-13. A breakdown of all passenger movements for each of the three Northern Goldfields airports is provided in table 31. Demand in the first half of 2013-14 suggests further declines compared to 2012-13. At the same time, mining companies have been pressing for more charter flights over the Northern Goldfields regulated RPT routes. There have been suggestions on several occasions that some RPT flights may soon become unviable if charter operations continue to expand.

Table 30: Northern Goldfields passenger movements

FINANCIAL YEAR	NORTHERN GOLDFIELDS PASSENGER MOVEMENTS
2006-07	29,120
2007-08	39,660
2008-09	40,685
2009-10	31,597
2010-11	36,520
2011-12	30,488
2012-13	31,649

Figure 11: Northern Goldfields passenger movements

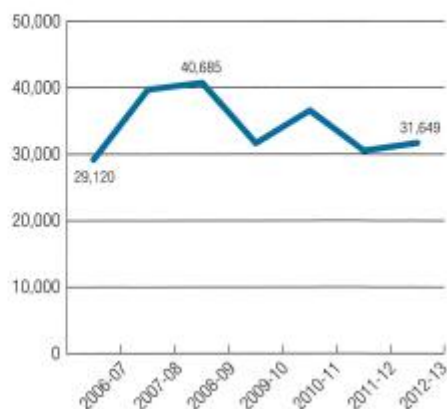


Table 31: Northern Goldfields passenger movements by airport

FINANCIAL YEAR	PASSENGER MOVEMENTS MEEKATHARRA	PASSENGER MOVEMENTS MT MAGNET	PASSENGER MOVEMENTS LAVERTON	PASSENGER MOVEMENTS LEONORA	PASSENGER MOVEMENTS LEINSTER	PASSENGER MOVEMENTS WILUNA
2006-07	6459	3980	3635	8826	3325	2895
2007-08	5263	4110	5633	15,892	4586	4176
2008-09	6265	4063	4284	18,352	2925	4796
2009-10	4598	2205	3791	16,897	1925	2181
2010-11	3424	3082	5304	20,982	1405	2323
2011-12	4738	2134	4767	14,786	1593	2490
2012-13	5822	1907	5294	15,144	923	2559

Wiluna-Leinster

The Wiluna-Leinster route is the most marginal route in the Northern Goldfields. Of the six airports in the region, Leinster had the lowest RPT traffic, with just over 900 passengers in 2012-13. This is because Leinster is a closed mining town operated exclusively by BHP Billiton Nickel West (BHP). The population of Leinster is comprised of mining staff and their families as well as medical practitioners, teachers and police officers, all of whom are associated with BHP's mining operations. As such, Leinster residents are able to access frequent BHP charter flights provided between Perth and Leinster. As a result, RPT flights to Leinster have been described by some stakeholders as obsolete as there is no need for air services for the general public. RPT services to Leinster can therefore be discontinued in the future.

BHP has had a longstanding commitment to State Government to support the RPT service on the Perth-Wiluna-Leinster route by purchasing 17 RPT seats per week. This commitment has played a vital role in maintaining the provision of three weekly RPT flights to and from the town of Wiluna.

However, if RPT services to Leinster cease to exist and with this BHP's commitment to purchase 17 RPT seats a week, there is a significant risk to the viability of RPT flights to Wiluna, which only had 2559 passengers in 2012-13. Direct RPT services between Perth and Wiluna are unlikely to be sustainable on their own.

Community and stakeholder consultation led to a trial of suspension of the RPT services to Leinster in late 2013 to test the viability of a standalone direct service between Perth and Wiluna. The trial commenced on 30 September 2013 and results have signalled that the Perth-Wiluna service is unviable on its own. Therefore, a further trial to 31 December 2014 has been undertaken to include services to and from Wiluna via Mt Magnet and Meekatharra using larger aircraft. Other options regarding the future of RPT services to Wiluna prior to and beyond 2016 are currently being considered by the State Government and include a possible change of flight configurations across other Northern Goldfields routes.

Meekatharra-Mt Magnet

Apart from Leinster, demand for RPT services to Mt Magnet is the lowest in the region with annual passenger movements of only 1900 in 2012-13. This represents a 10 per cent decrease from the previous year. Over recent years demand for Mt Magnet RPT services has declined. This could be associated to a certain extent with recently increased charter operations on the Perth-Mt Magnet route.

Meekatharra had 5800 passenger movements in 2012-13, representing a 22 per cent increase on the previous year. Over the past few years, RPT passenger numbers to Meekatharra show some growth on the route. The recent decline in Mt Magnet passengers is compensated by the increase in Meekatharra air traffic and hence the entire Perth-Mt Magnet-Meekatharra route appears to be stable and viable.

Leonora-Laverton

Of the six RPT centres in the Northern Goldfields, Leonora historically has had the highest annual passenger volume, with more than 15,000 travellers in 2012-13. Nevertheless, this number is still relatively low compared to most other regulated routes in WA, ranging from approximately 25,000 (Carnarvon) to 58,000 (Albany) passengers annually. Furthermore, Leonora's passenger numbers dropped significantly in the second quarter of 2013-14 to approximately half the number of passengers in previous quarters. This is largely due to recently increased charter operations on the route. In addition, discussions with key stakeholders have indicated that in some instances, Leonora travellers opt to drive more than 200 km to Kalgoorlie, which is an unregulated airport that receives frequent RPT air services.

Passenger movements to Laverton have been relatively stable over the years with an annual volume of 5300 in 2012-13. However, there was a significant reduction in the second quarter of 2013-14 to approximately half the number of passengers in previous quarters. This decrease is in part due to the slowdown in mining activities in the region.

Table 32: Northern Goldfields average fare – by airport

FINANCIAL YEAR	AVERAGE AIRFARE (ONE WAY) LAVERTON	AVERAGE AIRFARE (ONE WAY) LEONORA	AVERAGE AIRFARE (ONE WAY) MEEKATHARRA	AVERAGE AIRFARE (ONE WAY) MT MAGNET	AVERAGE AIRFARE (ONE WAY) LEINSTER	AVERAGE AIRFARE (ONE WAY) WILUNA
2011-12	\$319	\$210	\$311	\$264	\$316	\$303
2012-13	\$366	\$250	\$363	\$305	\$338	\$345

*Average airfares are based on data provided by airline to DoT.

Frequency of services and operator

All three routes in the Northern Goldfields are currently serviced by a sole RPT operator – Skippers Aviation. The main aircraft used on two of the routes – Mt Magnet-Meekatharra and Leonora-Laverton – are turboprop Dash-8 and Embraer Brasilia with a capacity of 30, 36 and 50 seats depending on demand. Wiluna has been serviced primarily by 19-seat turboprop Metroliners, which are the smallest planes used across all regulated RPT routes and are generally not the aircraft preferred by the community. However, larger 30 and 36-seater planes currently land at Wiluna as part of the trial, including stops in Mt Magnet and Meekatharra.

Initially, when the regulatory framework was established in early 2011, the frequency of most RPT flights in the Northern Goldfields was above three services per week. Gradually, the decrease in demand has necessitated a reduction in the number of weekly services to most Northern Goldfields airports, which receive the minimum level of three weekly RPT services required under the airline's deed with the State Government (except Leonora which currently receives four weekly flights although it started with seven services per week). Furthermore, declines in demand have resulted in the use of smaller aircraft with a reduced capacity from 50 seats to 36 or 30 seats on some days. Nevertheless, it is important to recognise that all regulated Northern Goldfields routes have been sustainable without a State Government subsidy.

Airfares

The average one-way airfare of more than \$300 in 2012-13 across nearly all Northern Goldfields flights is relatively high. The exception to this is Leonora, which had a lower average airfare of \$250 in 2012-13. The State Government has little control over the number and extent of airfare concessions. However, generally no complaints have been made regarding the airfares. This is perhaps because the majority of business passengers using the Northern Goldfields RPT services do not pay their own fares.

The incumbent RPT airline, Skippers, is currently able to operate on the Northern Goldfields routes without the requirement for security screening of passengers and baggage. This is due to the airline's use of small aircraft below the OTS weight threshold of 20,000 kg. This benefits passengers who are not charged with a security screening tax, thus reducing the overall airfare. As such, it should be recognised that due to the lack of security screening charges and other fees, the total taxes on the Northern Goldfields routes of approximately \$50 each way represent a much lower portion of the airfare compared to that seen in other regional airports in WA. If Fokker 50 planes were to operate on any of the Northern Goldfields routes, however, they would be subject to security screening requirements. The Northern Goldfields airports currently do not have such facilities. To allow landing of such planes, the airports would need to make a significant investment in security screening equipment, for which currently there is no economic justification.

Future regulatory options

Many stakeholders have expressed a concern that if any of the Northern Goldfields routes is deregulated beyond 2016, the regional communities are very likely to lose their RPT services. The potential reduction in the number of flights or an absence of flights altogether would be detrimental to the communities, who would then have no access to any flights at all since the general public is not allowed to use closed charter flights under Commonwealth legislation administered by CASA.

In the context of charter operations, it is important to indicate that charter airlines and their mining clients have complained about having to comply with special charter conditions placed by State Government on charter aircraft licences. These special charter conditions (refer to part 7, charter policy for more details) require the purchase of a certain number of seats on the RPT flights in order to reduce the impact of charters on the viability of the RPT services. Comments from charter and mining stakeholders have suggested that although the notion for supporting

Some concerns from Northern Goldfields stakeholders have been expressed in relation to the lack of seat availability on certain RPT flights due to block bookings by mining companies. This appears to be an issue on Tuesdays and Thursdays, the peak days of the week due to typical mining rosters. However, these concerns have been diminishing with the slowdown of the resource industry, the falling price of gold and the generally reduced demand for RPT services in the region. In addition, it has been highlighted that bookings of RPT seats is essential at least two to three weeks in advance, as is the case with many flights around the world.

A key question for the future of aviation services in the Northern Goldfields is the possible permanent removal of RPT flights to Leinster. As mentioned earlier, Leinster is a closed mining town that exists solely for the established mining operations of BHP Billiton and therefore has no need for community air services. The permanent removal of RPT service to Leinster means that BHP Billiton's longstanding commitment for financial support of the RPT air services would cease. This would have a significant impact on the viability of Wiluna's RPT services because under the current economic conditions Wiluna is unlikely to sustain on its own. Various trials for RPT services between Perth and Wiluna with or without a triangulation of other regional airports in the region are being undertaken by the State Government in order to determine how best to regulate RPT services into Wiluna in the future.

the RPT services is broadly acceptable, such support should be minimal and applied fairly and transparently, rather than on a case-by-case basis. Part 7 charter policy provides more details about charter operations.

Another concern raised by stakeholders on some occasions is the On-Time Performance (OTP) on some of the Northern Goldfields routes, particularly for Leonora and Meekatharra. The OTP to these airports has been seen as inadequate for some time and well below the 80 per cent benchmark established under the airline deed. For instance, the poor OTP has been indicated by stakeholders as a key reason for mining companies that previously used the RPT services to switch to charter operations. However, it is essential to recognise that the OTP across all Northern Goldfields routes, including Leonora and Meekatharra, has significantly improved since early 2013. The OTP of all Northern Goldfields routes has increased above 80 per cent since August 2013 through Skippers' initiatives such as schedule changes and the introduction of the Perth Airport slot management system.

There is limited interest from airlines in providing RPT services on the Northern Goldfields routes beyond 2016 due to the following reasons:

- With a relatively low passenger volume, the Northern Goldfields routes are generally deemed marginal and barely sufficient for one operator, let alone for more airlines.
- Larger airlines are generally focused on higher volume routes rather than operating smaller aircraft that are appropriate to meet demand on Northern Goldfields routes.
- To qualify as an RPT airline, charter operators must obtain an RPT licence from CASA. The process of obtaining such licences generally involves costs in the order of \$60,000 to \$100,000 and may take many months.

There is a considerable risk of market failure if any Northern Goldfields routes is deregulated beyond 2016, given the low and declining passenger volumes. As such, were the routes to be deregulated it would be unlikely that an RPT airline could be relied upon to provide a service without the safety net of a regulated market. Furthermore, even maintaining a regulated market will not guarantee the continuation of RPT air services given the low passenger traffic. Future charter policy settings will have a significant impact on the future of RPT services.

To ensure access to air services and minimise the potential threat of market failure in the future, regulation would be the most appropriate course of action for the State Government beyond 2016.

The future of air routes in the Northern Goldfields may be subject to various regulatory options including, but not limited to, the following:

- undertake an open competitive tender process; and/or
- exercise the current extension option in the deed with the incumbent RPT airline, Skippers Aviation, and extend the current deed arrangements for up to five years; and/or
- establish new route configurations, direct or triangulated, between Perth (or another major RPT airport, such as Kalgoorlie or Geraldton) and any of the Northern Goldfields airports except Leinster.

Key findings

- *All three RPT routes in the Northern Goldfields have similar characteristics and are currently marginal. The passenger volume on each route is very low and almost insufficient for one operator, let alone for more operators. Recent declines in demand have necessitated a reduction in the number of weekly services to the minimum level stipulated in the airline's deed and, in some cases, the use of smaller aircraft. Few local residents use the Northern Goldfields RPT services. However, RPT flights are deemed a necessity for the regional communities and essential for their welfare.*
- *The principal industry in the Northern Goldfields region is mining. The vast majority of passengers use the RPT services for business purposes and most of these are from the resources sector. While some mining companies in the Northern Goldfields use the RPT services, the resources industry generally prefers charters. The volume of charter traffic significantly exceeds the volume of RPT traffic in the Northern Goldfields. This poses a significant risk to the existing RPT services.*
- *The State Government must regulate charter operations to ensure charters do not undermine the RPT services' viability in the Northern Goldfields. In some cases, therefore, special charter conditions are placed on charter licences to support the RPT service. The charter and mining industry's position is that such support of the RPT services should be minimal and applied fairly and transparently.*

- *None of the RPT flights on the Northern Goldfields is currently subject to security screening due to the small size of aircraft (under 20,000 kg). This significantly reduces the total airfare for consumers. Security screening for RPT passengers otherwise involves additional airport taxes and fees. Larger planes, such as jets, will only be able to land at most regulated Northern Goldfields airports after they are upgraded to accommodate security screening operations. These upgrade works require substantial capital investment for which there is no current economic justification.*
- *Leinster is a closed town and has no need for RPT services; thus, Leinster can be discontinued as an RPT airport in the future. Residents in Leinster are associated with mining work and can access charters. A trial for direct services between Perth and Wiluna without a triangulation leg with Leinster has revealed that Wiluna is unlikely to be able to sustain services on its own. Various options regarding how best to regulate RPT services into Wiluna in the future will be considered by the State Government.*
- *There is a considerable risk of market failure (that is, inadequate or no air services at all) if any of the Northern Goldfields routes is deregulated beyond 2016, given the low and declining passenger volumes. In such an environment, were the routes to be deregulated, it would be unlikely that an RPT airline could be relied upon to provide a service without the safety net of a regulated market.*

Recommendation:

- *Regulate air routes in the Northern Goldfields beyond February 2016 by either maintaining the existing route connections or establishing new route configurations, direct or triangulated, between Perth and the following airports: Laverton, Leonora, Meekatharra, Mt Magnet and Wiluna.*
- *Discontinue Leinster as an RPT airport beyond February 2016 or earlier.*



Department of
Transport

Regulated Air Routes Review

Northern Goldfields - Route Dynamics

Financial Year	Passenger movements Meekatharra	Passenger movements Mt Magnet	Passenger movements Laverton	Passenger movements Leonora	Passenger movements Leinster	Passenger movements Wiluna
2006-07	6459	3980	3635	8826	3325	2895
2007-08	5263	4110	5633	15,892	4586	4176
2008-09	6265	4063	4284	18,352	2925	4796
2009-10	4598	2205	3791	16,897	1925	2181
2010-11	3424	3082	5304	20,982	1405	2323
2011-12	4738	2134	4767	14,766	1593	2490
2012-13	5822	1907	5294	15,144	923	2559
2013-14	4746	1670	2981	7524	NA	3585

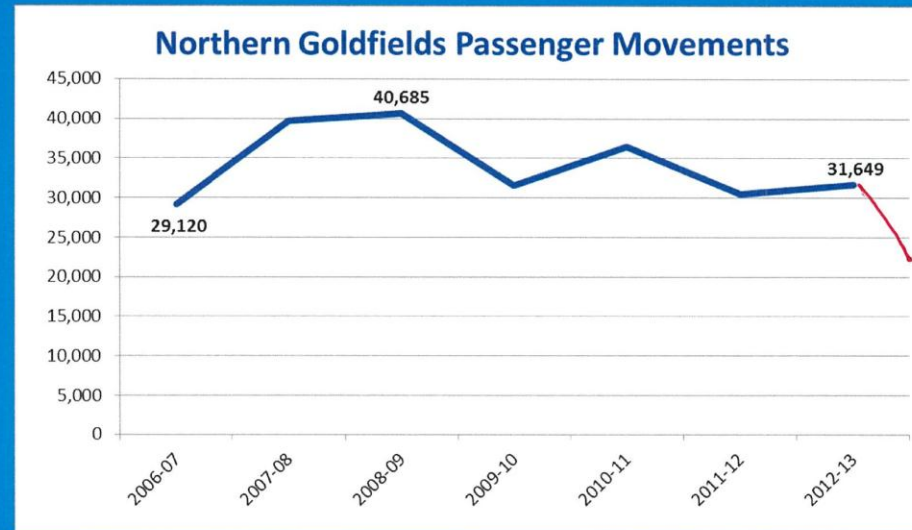


Department of
Transport

Regulated Air Routes Review


Northern Goldfields - Route Dynamics (6 airports)


Financial Year	Northern Goldfields Passenger Movements
2006-07	29,120
2007-08	39,660
2008-09	40,685
2009-10	31,597
2010-11	36,520
2011-12	30,488
2012-13	31,649
2013-14	20,506



- The Northern Goldfields RPT routes are considered “thin” or marginal routes due to very small passenger volumes which are almost insufficient for one operator, let alone for more operators and generate limited revenue.
- The economy of the Northern Goldfields region is underpinned almost in its entirety by the resources sector.

Title/Subject:	REQUEST TO MAKE GRANT APPLICATION ON BEHALF OF MEEKATHARRA BASKETBALL ASSOCIATION
Agenda/Minute Number:	9.2.3
Applicant:	Nil
File Ref:	ADM 0356, ADM0010
Disclosure of Interest:	To be declared
Date of Report:	7 October 2014
Author:	Geoffrey Carberry Community and Development Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

This item is presented to Council for consideration to apply for a grant application on behalf of the Meekatharra Basketball Association (MBA) or to make a donation to that body.

Attachments:

Grant application and event guidelines.

Background:

The Meeka Muster has previously been run over a number of years but ceased to be run after some antisocial behavior at the 2006 event.

Comment:

A new committee has been formed and has been holding regular meetings, to which the shire Youth Sports and Recreation Officer (YSRO) has been an attendee. A lot of the previous concerns have been addressed. A code of conduct has been developed for the event and it is to be a drug and alcohol free. Security officers have been arranged.

One of the concerns the committee wishes to further address is the perception of biased umpiring and therefore wants to bring in 3 neutral umpires. The cost of doing so is approximately \$5000 which was to be covered by a grant. The grant was to be applied for by the Meekatharra Basketball Association but it is unlikely to succeed due to the following:

1. The body does not have an ABN
2. The body is not incorporated
3. The body does not hold public liability insurance
4. The processing time for the grant is 6 weeks
5. Dept of Sports and Recreation may not have been directly consulted
6. It is unlikely that the short timeframe until the event will be acceptable under the grant guidelines.

The event is to be held 31 Oct 2014 to 3 November 2014. It is proposed the event will cater for under 15's through to adults from Meekatharra and surrounding communities. This event is seen as an opportunity to progress the longer term participation of youth and adults in sports in Meekatharra.

A breakdown of the costs are:

Umpire fees 3 x \$300 per day (2days)	\$1,800
Return Airfares (3)	\$2,100
Meals - 3 Meals, 3 persons (2 days)	\$ 500
	<u>\$4,400</u>

A verbal request has been received to use the Consultant's Accommodation for the umpires. The group also seek to use the Council Recreation facilities at no cost.

Consultation:

K East – Acting Chief Executive Officer
D Macdonald – Community Development Officer
B Wijeweera – Youth Sport Recreation Officer
A Binsiar – President MBA

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

No funding has been directly allocated in the budget for such an event but G/L 0252 has an allocation of \$11,000 for "Other Donations" which to date has not been used.

Strategic Implications:

Strategic Plan 2012-2022

Voting Requirements

Absolute Majority

Officers Recommended Options:

Option A

That Council advise the Meekatharra Basketball Association that it will not be making a donation towards the Meekatharra Muster for provision of neutral umpires on this occasion however, if feasible, Council will submit an application for the funding to the Department of Sport and Recreation. Council will however make a donation of \$200 to adequately cover the hire fees of the facilities and permits the use of the Consultants Quarters for the umpires (subject to availability).

Option B

That Council donates up to \$5000 towards the cost of supplying neutral umpires for the Meeka Muster basketball event.

That the Meekatharra Basketball Association be encouraged to become an Incorporated Body to allow it to seek grant funding for future events.

That Council includes, as part of the \$5,000 donation, all fees for the hire of the courts and recreation facility but still holds the required bond against misuse or damage to the facility.

The Meekatharra Basketball Association is to be responsible for all cleaning of the facility and the grounds to the satisfaction of the Shire.

That approval be given for the use of the Consultants Accommodation for the neutral umpires.

Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr HJ Nichols

That Council donates up to \$5000 towards the cost of supplying neutral umpires for the Meeka Muster basketball event.

That the Meekatharra Basketball Association be encouraged to become an Incorporated Body to allow it to seek grant funding for future events.

That Council includes, as part of the \$5,000 donation, all fees for the hire of the courts and recreation facility but still holds the required bond against misuse or damage to the facility.

The Meekatharra Basketball Association is to be responsible for all cleaning of the facility and the grounds to the satisfaction of the Shire.

That approval be given for the use of the Consultants Accommodation for the neutral umpires - subject to availability.

**CARRIED 5/0
BY AN ABSOLUTE MAJORITY**



2014

MEEKA MUSTER!

1ST AND 2ND NOVEMBER, 2014

8.30am-8.00pm

COME ON DOWN AND SUPPORT TEAMS FROM MEEKATHARRA AND SURROUNDING TOWNS AS THEY GO HEAD TO HEAD IN AN ENTIRE WEEKEND OF BASKETBALL!!



A DRUG AND ALCOHOL FREE EVENT

Meeka Muster Basketball Weekend Code of Conduct

There are two reasons for this code of conduct:

- 1) to increase everyone's enjoyment of this weekend &
- 2) to create wider goodwill towards the Meeka Muster and promote the chances of Meekatharra being able to continue to host events like this more frequently in future.

We, the _____ Team

from _____ agree to the following Code of Conduct for the duration of the Meeka Muster. Both our team members and our supporters agree to:

- Be alcohol and violence-free in line with the organizer's wishes for this event.
- Act with self-respect and respect for others, both on and off the court.
- Play by the rules, accept the umpires' decisions and show good sportsmanship.
- Applaud all good performances and efforts from all individuals and teams.
- Encourage everyone to increase the positive atmosphere of the event and motivate all players to perform well.
- Condemn the use of violence in any form, whether it is by spectators, coaches, officials or players.
- Show respect for our team's opponents. Without them, there would be no game.
- Encourage players to follow the rules and the umpire's decisions.

Teams will be held responsible for the individual conduct of players and supporters. Each team member needs to sign, date and provide phone number or address below:

Player's Name:	
Player's Signature:	Date:
Contact Details:	

Player's Name:	
Player's Signature:	Date:
Contact Details:	

Event Schedule

Saturday

Court 1	Court 2	Court 3
9:00 Mens 1 vs. 8	Mens 2 vs. 7	Mens 3 vs. 6
10:00 Mens 4 vs. 5	U15 1 vs 4	U15 2 vs. 3
11:00 womens 1 vs. 8	Womens 2 vs. 7	Womens 3 vs. 6
12:00 womens 4 vs. 5	U15 4 vs. 3	U15 1 vs. 2
1:00 – 2:00 Lunch	Lunch	Lunch

Saturday afternoon

court 1	Court 2	Court 3
2:00 Mens 1 vs 2	Mens 3 vs 4	Mens 5 vs 6
3:00 Mens 7 vs 8	U15 1 vs 2	U15 3 vs 4
4:00 Womens 1 vs 2	Womens 3 vs 4	Womens 5 vs 6
5:00 Womens 7 vs 8	U15 1 vs 3	U15 2 vs 4

Saturday Night

Court 1	Court 2	Court 3
6:00 Mens 2 vs 8	Mens 3 vs 5	Mens 1 vs 4
7:00 womens 2 vs 8	Womens 3 vs 5	Womens 1 vs 4

Sunday

Court 1	Court 2	Court 3
9:00 mens 1 vs 5	Mens 2 vs 6	Mens 3 vs 8
10:00 mens 4 vs 7	Womens 1 vs 5	Womens 2 vs 6
11:00 womens 3 vs 8	Womens 4 vs 7	Mens 1 vs 3
12:00 mens 2 vs 4	Mens 5 vs 7	Mens 6 vs 8
1:00 womens 1 vs 3	Womens 2 vs 4	Womens 5 vs 7
2:00 womens 6 vs 8	U15 Grand final	U15 3rd vs 4th

Sunday Afternoon

FINALS

Court 1	Court 2	Court 3
Finals	Finals	Finals
Finals	Finals	Finals
Finals	Finals	Finals
GRAND FINAL	GRAND FINAL	

The finals and grand finals are to be decided by the outcome of Saturdays scores.

If your team is not on the court and ready to play by game time then you have 10 minutes before you forfeit the match.



Government of Western Australia
Department of Sport and Recreation

Office Use Only
TRIM: _____
Grant No: _____
Project Coordinator: _____

Community Participation Funding Application Form

Applicant's details

Organisation Name: MEEKA BASKETBALL ASSOCIATION

Postal Address: PO BOX 37

Suburb: MEEKATHARZA State: WA Postcode: 6642

Street Address:

Suburb: State: Postcode:

Preferred contact person

All application correspondence will be directed to this person

Name: ANDREW BINSIAR Title: Dr Mr Mrs Ms

Position Held: PRESIDENT

Business Phone: Facsimile:

Mobile Phone: 0428 734 678 Web Address:

Email: bubbabinsiar@gmail.com

Business details

Does your organisation have an ABN? Yes ABN:

If Organisation does not have an ABN then your organisation should contact the Australian Taxation Office (ATO) to discuss their eligibility to obtain an ABN.

Is your organisation registered for GST? Yes No

Is your organisation not-for-profit? Yes No

Is your organisation incorporated? Yes No

Incorporation Number: *Please attach a copy of the incorporation certificate

Does your organisation have current public liability insurance? Yes No

Account Name:

BSB Number: Account number:

Full name of Bank:

Promotional use of project material

DSR may wish to use certain information from your grant for promotional purposes.

If your application is successful, can we promote your project to the media? Yes No

Project information

Project Title:

Project START Date: 31/10/2014

Project END Date: 3/11/2014

Project Location: MEEKATHARRA

Have you contacted your local DSR office?

Yes No

If yes, who did you discuss your project with?

Consultants Name:

Please categorise the target group of your project (please select from below)

Culturally and Linguistically Diverse (CaLD) People with Disability

Aboriginal

Other low participation group - please specify

Please tick any relevant target age groups

Under 25

26 – 45

46 – 59

60 and over

Does your program involve children under 18 years old?

Yes No

Your organisation will create a safe environment for children and comply with Working with Children Legislation

(more information available on the [Department's website](#))

Yes No

Is this a new project? (If no, please comment) Has been a yearly event

Yes No

but has not had an event since 2006

Project Description: (a brief overview of the project – Who, What and Why)

Project Objectives

- How does your project increase physical activity (participation)?
- How will you develop the skills of people within your organisation (people development)?

Please provide a brief outline in 2 or 3 sentences of what your project will achieve and how it will occur.

As we have not had an event since 2006, we would like to hold one to get towns together to start off something which we hope we can start a weekly competition between towns and get younger people to participate as we dont have any sport going at the moment, where we can

Project Budget	
GRANT	AMOUNT
Requested from DSR (Min \$1,000 / Max \$5,000)	\$ 5,000
EXPENSES (not inclusive of GST) What do you plan to spend the DSR grant amount on? (Travel, facility construction, prize money and purchase of equipment are NOT eligible for funding)	5,000 - A13
Umpire Fees 3 @ \$300 per day x 2 days	\$ 1,800
Return Airfares x 3	\$ 2,100
Meals x 3 per day, per person x 2 days	\$ 1,000
	\$
	\$
	\$
	\$
TOTAL EXPENDITURE OF DSR GRANT AMOUNT	\$ 4,900

Privacy statement and Statement of Disclosure

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation. The information will only include the applicant's organisation name, sport, location, grant purpose and grant amount.

Applicant's Certification

I certify that the information supplied is to the best of my knowledge, true and correct.

I certify that I have the authority, as vested by the Board/Committee/Council/CEO, to submit this application by electronic transmission.

Name: ANDREW BINSIAR

Office Bearer/Position: PRESIDENT

Signature: 

Date: 8/10/2014

If you have any queries about your eligibility or the details required when applying for this grant, please contact the Department of Sport and Recreation on (08) 9492 9700.

Please return a completed and signed copy of this application with a copy of your incorporation certificate to your local Department and Sport and Recreation office.

Title/Subject:	FACILITIES REVITALISATION PLAN
Agenda/Minute Number:	9.4.4
Applicant:	Nil
File Ref:	ADM 0337
Disclosure of Interest:	Nil
Date of Report:	10 September 2014
Author:	Geoffrey Carberry Community and Development Services Manager

Senior Officer:	Roy McClymont Chief Executive Officer
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Signature of Author



Signature Senior Officer

Summary/Matter for Consideration:

This item for Council to receive and endorse the Facilities Revitalisation Plan.

Attachments:

Facilities Revitalisation Plan

Background:

CCS Strategic was appointed to carry out a study of current facilities and prepare a plan for future uses. The guidelines for the plan were amended to include the revitalisation of facilities within the Meekatharra town site.

A series of public and private consultations were carried out covering a range of facilities and outcomes. Stake holders were further consulted on various ideas during the preparation of the plan.

The draft report was presented to Councilors on the 9th of September 2014 for comment. At the last Ordinary Council Meeting Council resolved to defer action until further discussion could be held.

Comment:

The plan is comprehensive covering many points raised during the consultation process.

Whilst the plan makes a number of suggestions for improvements and possible revitalisation of the facilities, it will be up to Council to select the projects which will meet the goals of improving Meekatharra. Projects will need to be assessed so as to bring the most benefit within the community's expectation and timeframes.

The benefit of having the plan allows the activities to be prioritised and staged with a foreseeable outcome. Council has the option of not carrying out some suggestions and adding their own to the overall plan as situations change.

Consultation:

Community of Meekatharra
Shire Staff

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Some projects have been funded in the current budget once projects are prioritised grants applications can be made and funds can be allocated in future budgets.

Strategic Implications:

Strategic Plan 2012-2022

Voting Requirements

Simple Majority

Officers Recommendation:

That Council:

- 1. Endorse the strategies outlined in the Meekatharra Revitalisation Plan and the associated master plan concepts presented herein.**
- 2. Seek to implement the program of works specifically targeting:**
 - a) The sale (option 2) or long term tenancy (option 1) of portion of the Lloyds building to an essential services provider (health/medical, education, justice)**
 - b) The offer of tenancy of part of the Lloyds building as a café supported by a key anchor tenant or new owner and the Shire's community service outlets**
 - c) The relocation of the library and museum and the CRC and bank to the Lloyds building coincident with the opening of the essential services outlet and café.**
- 3. Review and consolidate the engagement of community development personnel specifically focused on:**
 - a) Children's programs (Kidzone, youth and sporting precincts)**
 - b) Youth programs (Youth Centre, youth and sporting precincts)**
 - c) Community programs (Meeka festival and other activities)**
 - d) Economic development (retention of essential services)**
 - e) Economic development (incentivisation of commercial and retail activities)**
- 4. Seek funding to assist in the infrastructure renewal and development programs outlined in the master plans and associated cost schedule.**
- 5. Undertake specific engagement with the children and youth of the town through the**

agency of a facility designer to clearly articulate the preferred development option for Lions Park.

- 6. Commence Main Street improvements as outlined in the Master Plan at the earliest opportunity to demonstrate a commitment to revitalisation.**

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AJ Binsiar

That Council:



- 1. Endorse the strategies outlined in the Meekatharra Revitalisation Plan and the associated master plan concepts presented therein.**
- 2. Meet Thursday 24 October 2014 at 4.00pm to refine strategies and actions.**

CARRIED 5/0

Reason for Council Decision Differing from Officers Recommendation:

Given the importance of this document, Council wishes to discuss in detail the document and to refine the strategies and actions before committing to any specific actions or projects.

9.5 HEALTH, BUILDING AND TOWN PLANNING

Title/Subject:	HERITAGE PROTECTION AGREEMENT/PROTOCOL	
Agenda/Minute Number:	9.5.1	
Applicant:	Nil	
File Ref:	ADM 107	
Disclosure of Interest:	Nil	
Date of Report:	3 October 2014	
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 may further consider a Heritage Protection Agreement/Protocol.

Attachments:

Letter received from Mr Ambrose Cummins dated 7 October 2014.

Background:

The Shire President and CEO met Jidi Jidi Aboriginal Corporation representatives, Gary Robinson and Ambrose Cummins, on 16 September 2014. The group are concerned that any future road works and in particular road realignments might damage heritage sites and therefore seek to enter into an agreement to ensure all parties understand what is required and the processes to follow.

At its meeting on 20 September 2014 Council resolved:

“That Council defer further discussion on this matter until the CEO has received an estimate of legal costs for producing the agreement from Jidi Jidi’s Lawyer, Mr Ambrose Cummins.”

Comment:

The creation of a Heritage Protection Agreement will have benefits for all parties because it will provide clarity as to the steps and processes that need to be followed when any road works are proposed on new ground.

This request does however raise the question as to whether Council should consider entering into similar agreements with other Native Title groups that have claims or determinations within the Meekatharra Shire district.

The CEO has discussed this matter with Mr Ambrose Cummins and generally agreed on a process. Mr Cummins has provided an estimate of \$4,340 plus GST. This is based on Mr Cummins standard hourly fee of \$260 per hour which is the hourly rate that will be charged for any work that may be required beyond his estimate (which is anticipated to be minimal).

A draft agreement will be created by Mr Cummins and Council’s CEO, Roy McClymont. When agreement is reached on the draft it will be presented to Council and Jidi Jidi for their discussion

and comment. At this stage the process may be complete (if all parties agree on the draft). However should either Council or Jidi Jidi require further work on the draft then those amendments will need to be agreed by both parties (Council and Jidi Jidi).

Consultation:

Mr Ambrose Cummins – Lawyer for Jidi Jidi Aboriginal Corporation

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AJ Binsiar

That Council agrees to the development of a Heritage Protection Agreement/Protocol between the Shire of Meekatharra and Jidi Jidi Aboriginal Corporation (Nharnuwangga Wajarri and Ngarlawangga claimants) and requests that staff commence negotiations on a draft agreement and that Council agrees to cover reasonable legal costs associated with the development of the agreement, as estimated by Mr Ambrose Cummins.

Further that Council agrees that staff may need to engage Council's lawyers, if required, to assist with and advise on the creation of the draft agreement.

CARRIED 5/0

Acting Deputy Chief Executive Officer Svenja Clare left the meeting at 10.44am.

Acting Deputy Chief Executive Officer Svenja Clare returned to the meeting at 10.46am.

Chief Executive Officer Roy McClymont left the meeting at 11.16am.

Chief Executive Officer Roy McClymont returned to the meeting at 11.17am.

Cr AG Burrows left the meeting at 11.32am.

Cr AG Burrows returned to the meeting at 11.34am.

Cross Country Native Title Services Pty Ltd Lawyers and Consultants	
PO Box 5814 St Georges Terrace Perth WA 6831 ABN: 51160735142	
Sophie Kilpatrick 0412411023 sophie.kilpatrick@crosscountrynts.com.au	Ambrose Cummins 0407088076 ambrose.cummins@crosscountrynts.com.au

7 October 2014

Mr Roy McClymont
CEO
Shire of Meekatharra
By email: executive@meekashire.wa.gov.au

Dear Roy,

Jidi Jidi Aboriginal Corporation – Aboriginal heritage protection

I refer to your letter dated 24 September 2014 and to my telephone discussion with you on 3 October 2014.

As discussed, my recollection of the conversation at the Shire offices on 16 September 2014 in relation to the site near Mulgul station homestead differs from the account in your letter. If need be we can discuss this further in due course, in light of what is worked out concerning the setback of the road from the site and the construction of a better fence around the site.

In relation to the proposal to develop a heritage agreement / protocol between JJAC and the Shire, as you and I discussed the most efficient way to proceed may be for you and I to liaise with each other with a view to developing a proposed heritage agreement which you and I respectively would present to the Shire Council and the JJAC board of directors. I understand that the Shire may also wish to obtain its own legal advice at the appropriate time.

Our standard fees are \$260 per hour (reviewable at the beginning of 2015). Based on the method of proceeding that you and I discussed I estimate that our fees and disbursements would be approximately \$4,340 plus GST, calculated as follows:

Prepare initial draft heritage agreement for your consideration - 5 hours	\$1300
Liaise with you about the draft, further drafting work to develop agreed document to be presented to the Shire Council and the JJAC Board - 5 hours	\$1300
Present the proposed agreement to the JJAC directors for approval and, if approved, execution - 4 hours including component of travel time (note that I would endeavour to tie this work in with other business so as to apportion travel costs)	\$1040
Disbursements (Shire contribution to my travel and accommodation costs for attending JJAC directors meeting at Yulga Jinna)	\$700
<i>Total estimated costs</i>	<i>\$4,340 plus GST</i>

If the Shire Council and / or the JJAC directors require any changes to the document or further steps to be taken before executing the agreement then, subject to agreement, we would charge for any additional legal work at our standard hourly rate.

Please note that if the time taken turns out to be less than estimated we would accordingly charge less. If additional time is required we would advise you and seek approval before proceeding. Please let me know if you have any queries about this estimate.



Please advise whether the Shire is willing to proceed on this basis.

Yours sincerely,



.....
Ambrose Cummins

9.6 WORKS AND SERVICES

Title/Subject:	LANDOR ROAD SEALING PROGRAM – FUNDING APPLICATION	
Agenda/Minute Number:	9.6.1	
Applicant:	Nil	
File Ref:	RD 066	
Disclosure of Interest:	Nil	
Date of Report:	2 October 2014	
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 may consider a potential funding application for the continuation of the sealing program on Landor Road.

Attachments:

Copy of Mid-West Investment Plan Expression of Interest submitted 20 August 2014.

Background:

Some 50 kilometres of Landor Road have been sealed in the last five financial years and since the inception of the Royalties for Regions, Country Local Government Fund (CLGF) program.

With the cessation of the CLGF program, staff has been enquiring into other possible funding avenues to continue this program.

Comment:

Staff lodged the attached Expression of Interest (EOI) with the Mid West Development Commission (MWDC) on 20 August 2014.

The MWDC have responded very positively to the EOI and requested that we prepare a Business Case for their further consideration. The lodgement of the Business Case is the final stage in application process.

Staff aims to lodge the Business Case with the MWDC by 15 October 2014 (based on advice from the MWDC).

The funding arrangements proposed by staff in the EOI (that fit with the funding philosophy of the MWDC) are for a \$3 million grant over three years that is supported by leveraged funding of \$1 million from Council and \$1 million from Roads to Recovery. In other words a \$5 million project staged over three years to seal a further estimated 20 kilometres.

Staff now seeks Council's endorsement of the actions taken so far and a commitment to the project in the event that the grant funding is approved.

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Proposal is for a \$5 million project staged over the three financial years 2015/16, 2016/17 and 2017/18.

Strategic Implications:

Landor Road upgrade is a priority project in Councils Strategic Community Plan.

Voting Requirements:

Absolute Majority (for budget pre-commitments)

Officers Recommendation / Council Resolution:

Moved: Cr AG Burrows

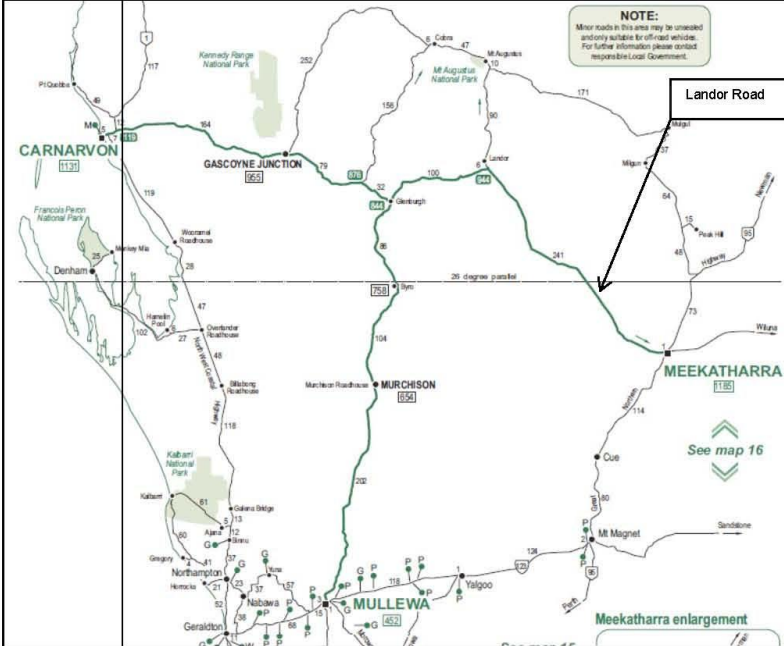
Seconded: Cr HJ Nichols

That Council

- 1. Endorses staff action in submitting an Expression of Interest to the Mid-West Development Commission for a \$5,000,000 project to extend the seal on Landor Road by approximately 20 kilometres.**
- 2. Approves the lodgment of a Business Case for the \$5,000,000 project to the Mid-West Development Commission as the final stage in the grant application process.**
- 3. Approves the total project budget of \$5,000,000 comprising of Grant Funding from the Mid-West Development Commission under the Mid-West Investment Plan of \$3,000,000, Councils own source funding of \$1,000,000 and an allocation of Councils Roads to Recovery funding of \$1,000,000 with the project to be staged over the three financial years 2015/16, 2016/17 and 2017/18.**

**CARRIED 5/0
BY AN ABSOLUTE MAJORITY**

Mid West Investment Plan Expression of Interest

DETAILS OF PROJECT	
Date of Submission	8 August 2014
Name of Applicant	Shire of Meekatharra
Applicant Contact Details	Roy McClymont, Chief Executive Officer PO Box 129, Meekatharra, WA 6642 Tel: 9980 0600 Fax: 99811505 Mob: 0417 989 076 Email: executive@meekashire.wa.gov.au
Project Proponent(s)	Shire of Meekatharra
Project Title	Meekatharra – Carnarvon Route Upgrade and Seal Sub Region/s: Murchison Regions: Mid West, Gascoyne and Goldfields
Project Location	<p>Landor – Meekatharra Road, being portion of the Wiluna to Carnarvon Route ultimately creating an alternative east-west route to the Coral Coast and Carnarvon horticulture region.</p> 
Project Description	<p>The short term objective for this project is to widen, drain, reconstruct and primer seal, to a Type 5 Standard, approximately 20 kilometres of Landor Road over a three year period commencing in 2015-2016.</p> <p>A Type 5 standard is defined by Main Roads WA as-</p> <p><i>A sealed road with a 7m sealed width to cater for higher traffic volumes and a high proportion of heavy vehicles.</i></p>
Project Type	Infrastructure <input checked="" type="checkbox"/> MWIP Project # 45 and Ranking; High Priority

MWIP ALIGNMENT									
To which MWIP category does this project align?									
Key Infrastructure & Services	Community Development & Town Revitalisation	Tourism	Maritime	Housing & Land Development	Education & Training	Health	Energy	Water & Sewage	Business Devt.
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Comment: The project will also provide considerable benefits to the Tourism and Business Development categories.</p> <p>The project will also create "connectivity" between the communities of Camarvon, Burringurrah, Gascoyne Junction, Meekatharra and Wiluna, as outlined in the Highly Desirable communities aspiration of the current DRAFT Regional Blueprint.</p>									

DETAILS OF FUNDING			
Funding Summary:			
R4R Request MWIP \$ (Provide funding split by financial year)	Applicant Contribution	Other Funding \$ (Specify source)	Total Project Cost (including MWIP)
2015/16:1,000,000 2016/17:1,000,000 2017/18:1,000,000	Cash: 1,000,000 In Kind:	1,000,000 (Roads to Recovery Program)	\$5,000,000
R4R % of total cost of project:			60%
Provide details of confirmed funding; Approval of the new Roads to Recovery Program is imminent.			

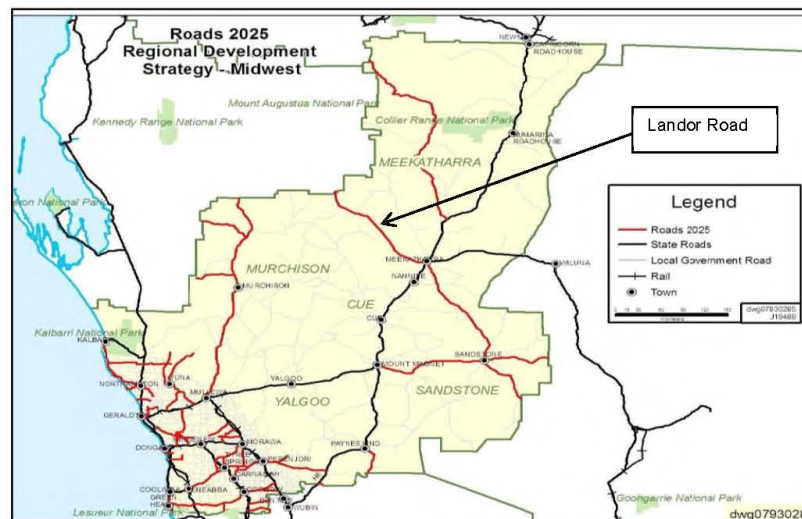
Is the project ready to proceed? (if not, likely year)	Yes ready to proceed in 2015/16 The project is scalable and can be reduced incrementally in line with the level of available funding.
What other leveraging opportunities have been explored?	This is an ongoing project. All possible funding opportunities have been explored in recent years. The Project expenditure of \$8 million to date has been funded by: Council 39% Roads to Recovery 12% Main Roads 2% Royalties for Regions CLGF 47%
How are any ongoing costs of the project being met?	Council makes substantial calculated budget allocations every year to a Reseal and Rejuvenation Reserve Account. As at 30/6/14 the Reserve had a balance of \$1.5 million. This reserve account has been structured to adequately cover (if required) a reseal of Councils entire sealed road assets every 8-10 years.
What aspects of the project will MWIP funds be used for?	Shire resources for earthworks to build and prepare the road and associated costs, bitumen and aggregate products for sealing, contractor costs for road sealing and bitumen services.

MATTERS TO BE CONSIDERED BY MWDC BOARD WHEN SELECTING PROJECTS TO PROCEED TO FULL APPLICATION

What need or priority/priorities does your project address? Describe the benefits of the project for the local/regional community (max 350 words)

Landor Road (Upgrade Meekatharra – Carnarvon Road) is listed as a high priority project for the Murchison sub region in the Mid West investment Plan.

Landor - Meekatharra Road is designated as a 'Regionally Significant Local Road' and a strategic regional connector in the *Roads 2025 Road Development Strategy* produced by Main Roads WA. It is a major connectivity route between the North West Coast Highway and Great Northern Highway, and links regional population centres to Carnarvon and Meekatharra.



The overall outcome for this project will be the construction of a quality all weather sealed road that provides safe and efficient transport for road users between Meekatharra in the East and Carnarvon in the West, including providing a substantial inter-regional/national transport connection between the Great Eastern Highway, the Great Northern Highway and the North West Coastal Highway.

The full east – west connecting route between Meekatharra and Carnarvon consists of approximately 629 kilometres traversing the Shires of Carnarvon, Upper Gascoyne and Meekatharra, linking four communities and crossing two regions; the Gascoyne and the Mid West. If the state controlled Goldfields Highway between Wiluna and Meekatharra is encompassed, the route crosses three state regions and links the five communities of Wiluna, Meekatharra, Burringurrah, Gascoyne Junction and Carnarvon.

Approximately 244 kilometres (39%) (between Meekatharra and Carnarvon) has been sealed; with the section between Carnarvon and Gascoyne Junction, (to the west), completed and officially opened on 20 May 2011. The section between Gascoyne Junction and the Shire of Meekatharra boundary is currently under construction, with 12 kilometres constructed and sealed heading east from Gascoyne Junction. The Shire of Meekatharra has already sealed approximately 54 kilometres.

Landor Road is one of the most important strategic regional connectors, servicing the mining, pastoral and tourism industries in the Murchison sub-region of the Mid West. Once Landor Road is sealed, along with the Meekatharra - Wiluna Road, it will provide a direct sealed freight route for a range of goods (particularly horticultural produce) from Carnarvon to the Eastern States. It may also enable fresh horticultural produce to travel directly to the hinterland areas of the Murchison region providing significant health benefits for local people and tourists with likely positive impacts on the pricing of healthy produce in local stores and markets.

Landor Road's importance as a tourist route cannot be under estimated. It currently forms part of one of the recognised Gascoyne – Murchison Outback Pathways, more commonly referred to as the 'Kingsford Smith Mail Run', which is listed as one of Australia's Top 50 Drive Trails, and provides direct linkage to the Miners Pathway and the Wool Wagon Pathway; three very popular tourist routes within the Mid West region.

Its importance as a tourist route is substantial, particularly for tourists seeking to explore the natural landscape that offers opportunities for walking, scenic lookouts, nature observation and camping. These opportunities are limited unless travellers have a 4WD vehicle.

Upgrading Landor Road to a sealed standard will provide-

- (1) direct all weather access to Mt Augustus National Park from Meekatharra and further east, with the majority of the route sealed once completed;
- (2) direct all weather access to Kennedy Range National Park from Meekatharra and further east, with the majority of the route sealed once completed;
- (3) sealed access to the Burringurah Aboriginal Community;
- (4) direct all weather access to the Ningaloo Coast and other coastal locations north;
- (5) direct all weather access to Landor Station for the 'Landor Races', a significant regional cultural event; and
- (6) improved access to the renowned Kingsford Smith Mail Run Outback Pathway.

The widening, reconstruction and sealing of Landor Road will complete the construction of an all-weather regional route, which will connect communities from as far as the Goldfields, through to the west coast locations of Shark Bay, Carnarvon, Coral Bay and Exmouth.

The upgrading of Landor Road will provide specific advantages from an economic perspective in relation to improved travel and transport times between Carnarvon, other west coast locations, and Meekatharra. In addition, it will provide improved inward and outward freight movement of goods and services, for the mining and pastoral industries located in the Murchison sub-region.

The sealing of Landor Road will provide a significant boost to the fledgling tourism industry in the Murchison sub-region, and particularly in Meekatharra, making it an important point of destination for tourists. The achievement of this project will also complement the objectives of the-

- (1) report completed by the Mt Augustus and Gascoyne Outback Development Taskforce and the Gascoyne Development Commission in addressing

impediments to development of the inland Gascoyne area.

- (2) State Government of WA and Main Roads WA in meeting a key strategy outlined in the *Mid West Roads 2025 Strategy*.
- (3) Mid West Investment Plan - Outcome 12 'Continued Expansion of the Tourism Industry'. *"Tourism has become a growth industry and a significant employer which will become increasingly important in the future. During the period from 2007 to 2009, there was an average of 440,500 visitors per year to the Mid West region, with around 48% being tourists. The mining and pastoral heritage in the Murchison is an attraction for many caravan based Australian travellers. Improving facilities and implementing strategies to further develop and promote the Gascoyne Murchison Outback Pathways will benefit the Murchison."* The upgrading of Landor Road will directly address this strategy in the Murchison sub-region.
- (4) The Mid West Development Commissions Regional Blueprint aims and aspirations in regards to tourism, connected communities and infrastructure development to increase market potentials.
- (5) In addition to the above the Landor project will meet the following policy objectives of the Royalties for Regions program:

Policy Objective	Details
Building capacity in regional communities	The capacity of a number of remote communities will be ultimately be enhanced by improving transport connectivity between the communities and beyond.
Retaining benefits in regional communities	There is potential for fresh produce from the Carnarvon area to be direct supplied to Meekatharra, Wiluna and the Murchison Sub Region.
Improving services to regional communities	<p>The remoteness of Meekatharra and its distance from larger regional centres places an imperative on the provision of shorter travel times for essential services and the delivery of goods unable to be sourced locally.</p> <p>The progressive sealing of Landor Road will provide a fully sealed route to the west coast facilitating improved transport movements for the delivery of goods and services to the mining and pastoral sectors.</p> <p>The Burringurrah Aboriginal Community is a remote Indigenous community in the Shire of Upper Gascoyne, approximately 480 kms east of Carnarvon. The closest regional service centre by road is Meekatharra some 310kms to the south east. The sealing of Landor Road will improve access to essential services for the Burringurrah Aboriginal Community which are delivered from Meekatharra.</p> <p>It will ultimately also increase access to fresh produce, vital in addressing community health and prevention objectives to enhance liveability of the area/region.</p>
Attaining sustainability	Improved vehicular connectivity will contribute towards more sustainable and safer communities.
Expanding opportunities	<p>There are specific challenges in developing opportunities beyond the immediate pastoral and mining economy.</p> <p>Diversification of the local economy is required to develop</p>

	<p>opportunities. These opportunities require more than cash to facilitate them – they require the provision of infrastructure (specifically transport) and people.</p> <p>The construction of a strategic regional connector such as Landor Road, will allow direct linkage to iconic tourist attractions for local travellers and interstate tourists. This infrastructure project has the potential to deliver an injection to the tourism industry through increased visitations (east and west), creating an opportunity for new traditional and indigenous tourism business start-ups. Such enterprise development will create increased employment opportunities at a local level.</p>
Growing Prosperity	Improved road links to communities will improve safety and ultimately increase tourism activity and expenditure.

Describe the community support for the project, including the extent of support and the nature of supporting organisations?(max 350 words)

The ultimate sealing of the Wiluna to Carnarvon route will provide a new northern WA east-west link to Carnarvon and the Coral Coast. The project is therefore of Regional, State and Federal significance.

The Wiluna to Meekatharra section of the route is part of the Goldfields Highway under the control of Main Roads WA. The WA state government intends to seal this section of highway and is currently in the process of completing the seal of a further 20 kilometres of this section of road.

The project is fully supported by the Murchison and Gascoyne communities and more specifically by the Shires of Wiluna, Meekatharra, Upper Gascoyne and Carnarvon.

The Project is also fully endorsed and supported by Main Roads WA.

In recent years the Shires of Carnarvon, Murchison, Upper Gascoyne and Wiluna have all made significant contributions towards the sealing of this route.

The Shires of Murchison, Upper Gascoyne and Wiluna have all made significant financial contributions toward the sealing of the Landor Road within the Meekatharra Shire. In recent years these Shires have contributed \$1.2 million to the Meekatharra Shire for the Landor Road sealing project. These neighbouring shires joined with the Meekatharra Shire through the Royalties for Regions Country Local Government Fund regional group program.

Confirm the project timeline including approvals that have to be obtained, including the status of those approvals, and project delivery arrangements (max 350 words)

Work will be scheduled to commence in July/August 2015 with the three year project completed by the end of March 2018. The project will be split into to three separate and equal segments to be undertaken in each of the three years of the project. This timeline incorporates potential delays and disruptions due to weather events and allows for sealing works to be undertaken at optimal ground temperatures.



The Road is a Shire controlled asset and no specific approvals are required.

Since the inception of the Royalties for Regions program, over the last five financial years, the Shire has been progressively upgrading the road to a very high standard. During that time processes, prices, quality and execution have been perfected, making the Meekatharra Shire an effective and efficient builder of sealed roads.

Name	Position
Signature	Date

Please return the information to

Margie.Robinson@mwdc.wa.gov.au

Title/Subject:	TENDER PLANT HIRE & MINOR WORKS – HOURLY HIRE BASIS	
Agenda/Minute Number:	9.6.2	
Applicant:	Nil	
File Ref:	RFT 14/15 - 2	
Disclosure of Interest:	Nil	
Date of Report:	1 October 2014	
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 may resolve to endorse the Request for Tender for plant hire along similar lines to previous years.

Attachments:

Draft Request for Tender – Plant Hire – Hourly Rate – includes selection criteria

Background:

Over the last eight years, Council ran this tender and appointed a panel of contractors to be called on when required for various plant hire and works projects.

Comment:

The intention of this Tender is to appoint a panel of preferred contractors that can be called on from time to time to undertake various works.

As the need arises for the hire of specific plant, or for specific works projects, staff will assess the rates provided by the tenderers for the plant required and then endeavour to hire the most suitable contractor with the lowest hourly rate.

As in recent years, the tender will have a term of two years from 1/1/2015 to 31/12/2016.

Two years is considered to be a reasonable term for this type of tender/contract.

Council has approved the basic tender documents (and the Selection Criteria) on four previous occasions.

In recent months there has been some conjecture from the WA Local government Association and the Local Government Department over some forms of panel tenders and whether or not they comply with the requirements of the Local Government Act 1995 and Regulations.

Staff considers that the methodology and processes used for this tender make it compliant.

Consultation:

Works and Services Manager - John Dyer

Statutory Environment:

Local Government Act 1995

Local Government (Functions and General) Regulations 1996 Part 4

The Local Government Act 1995 Section 3.58 (2a) provides that “the local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.”

Policy Implications:

Policy 4.2 – Purchasing

Policy 4.3 – Local Purchase Policy

Delegation 02 – Purchase Order Authorisation

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr AJ Binsiar

That Council request staff to call tenders for the provision of Plant Hire/Works Projects on an Hourly Hire Basis for a two year period from 1/1/15 to 31/12/16 generally under the terms and conditions listed in the attached Request for Tender documents including the criteria for deciding the tender as detailed below:

Selection Criteria

The Contract may be awarded to a panel of Tenderers who best demonstrates the ability to provide quality products and/or services at a competitive price. The tendered prices will be assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

The Principal has adopted a best value for money approach to this Request.

This means that, although price is considered, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

Tenders will be evaluated based on the information supplied. Tenderers may provide any information that they consider relevant regardless of whether or not that information is specifically requested in these documents. Once a panel of preferred contractors has been appointed, the Principal will engage individual contractors as and when required based on price, availability and qualitative criteria.

CARRIED 5/0



REQUEST FOR TENDER

Tender Number 14/15 - 2

Request for Tender (RFT)	Plant Hire/Works Projects – Hourly Hire Basis
Deadline:	4.00 pm Wednesday 19th November 2014
Address for Delivery:	“Tender – Plant Hire” Shire of Meekatharra Main Street (PO Box 129) MEEKATHARRA WA 6642 <i>[ELECTRONIC MAIL AND FACSIMILE TENDERS WILL NOT BE ACCEPTED]</i>

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ATTACHMENT: PRICE SCHEDULE

1 PRINCIPAL'S REQUEST

1.1 CONTRACT REQUIREMENTS IN BRIEF

Council is seeking to appoint a panel of Contractors to provide plant hire and minor works on an hourly hire basis.

Panel members may be requested to undertake tasks ranging from short term hire of single machines through to provision of full service road construction/upgrading up to a cost of \$200,000 or more.

Contractors may be used under this tender during the 2 year period commencing 1 January 2015.

1.2 TENDER DOCUMENTS

This Request for Tender is comprised of the following parts:

- (a) Part 1 – Principal's Request (read and keep this part);
- (b) Part 2 – Specification and/or plans/drawings (read and keep this part);
- (c) Part 3 – Tenderer's Offer (complete and return this part);

1.3 DEFINITIONS

Below is a summary of some of the important defined terms used in this Request:

Attachments:	The documents you attach as part of your Tender;
Contractor:	Means the person or persons, corporation or corporations whose Tender is accepted by the Principal, and includes the executors or administrators, successors and assigns of such person or persons, corporation or corporations;
Deadline:	The deadline for lodgement of your Tender;
Offer:	Your offer to be selected to supply the Requirements;
Principal:	Shire of Meekatharra
Request:	This document;
Requirements:	The goods and/or services requested by the Principal;
Selection Criteria:	The criteria used by the Principal in evaluating your Tender;
Special Conditions:	The additional contractual terms;
Specification:	The statement of Requirements that the Principal requests you to provide if selected;
Tender:	Completed Offer form, response to the Selection Criteria and Attachments;
Tenderer:	Someone who has or intends to submit an Offer to the Principal.

1.4 HOW TO PREPARE YOUR TENDER

- (a) Carefully read all parts of this document.
- (b) Ensure you understand the Requirements.
- (c) Complete and return the Offer (Part 3) in all respects and include all Attachments.
- (d) Make sure you have signed the Offer Form and responded to all of the Selection Criteria.
- (e) Lodge your Tender before the Deadline.

1.5 CONTACT PERSONS

Tenderers should not rely on any information provided by any person(s) other than those listed below:

Name: **Roy McClymont**
Telephone: **9980 0600**
Facsimile: **9981 1505**
Email: **executive@meekashire.wa.gov.au**

1.6 SELECTION CRITERIA

The Contract may be awarded to a panel of Tenderers who best demonstrates the ability to provide quality products and/or services at a competitive price. The tendered prices will be assessed together with qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

The Principal has adopted a best value for money approach to this Request.

This means that, although price is considered, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

Tenders will be evaluated based on the information supplied. Tenderers may provide any information that they consider relevant regardless of whether or not that information is specifically requested in these documents.

Once a panel of preferred contractors has been appointed, the Principal will engage individual contractors as and when required based on price, availability and qualitative criteria.

1.7 PRICE BASIS

Tendered prices must **exclude** Goods and Services Tax (GST). (Do not include GST in any prices quoted).

Fuel Price Adjustments

Contractors who wish to make adjustments to the prices tendered based on future changes to fuel prices should complete the "Average Diesel Consumption Per Hour/Km" column in the Schedule of Rates. The Principal will reference movements in Terminal Gate Prices (Perth) as a basis for negotiating reasonable price variations due to movements in fuel prices. Terminal Gate Prices will be sourced from the Australian Institute of Petroleum. The Principal will also check the contractors claimed fuel consumption rates against industry standards. The Principal reserves the right to negotiate a reasonable price reduction with contractors in the event that fuel prices fall significantly at any time during the term of the contract.

Fixed Price

Prices quoted will be fixed for the 2 year term (until 31 December 2016) other than Fuel Price Adjustments detailed above.

Unless otherwise indicated prices tendered must include all costs associated with the supply, maintenance, cleaning, parts, fuels, oils, etc and all costs associated with the provision of a suitably qualified and experienced operators and all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional may not be allowed as a charge for any transaction under any resultant Contract.

1.8 THE PRINCIPAL'S POLICIES THAT MAY AFFECT SELECTION

The following policies may affect this selection:

POLICY: LOCAL PURCHASE POLICY

POLICY NO: 4.3

Copies of this policy are available from the Principal on request.

Council encourages tenderers to inform themselves as to the availability of Local Services and to make use of those services where possible.

1.9 CONDITIONS OF TENDERING

LODGEMENT OF TENDERS AND DELIVERY METHOD

Tenders must be lodged by the Deadline. The Deadline for this Request is 4.00pm (WST) Wednesday 19th November 2014. The Tender is to be:

- (a) placed in a sealed envelope clearly endorsed with the words “**Tender – Plant Hire**”; and
- (b) delivered by hand to the Shire Offices, 81 Main Street, Meekatharra (by the Tenderer or the Tenderer’s private agent) or sent through the mail to the Chief Executive Officer, Shire of Meekatharra, PO Box 129, Meekatharra WA 6642.

Tenders submitted by electronic mail or facsimile **will not** be accepted.

REJECTION OF TENDERS

A Tender will be rejected without consideration of its merits in the event that:

- (a) it is not submitted before the Deadline; or
- (b) it is not submitted at the place specified in the Request; or
- (c) it may be rejected if it fails to comply with any other requirements of the Request.

ACCEPTANCE OF TENDERS

The Principal is not bound to accept the lowest Tender and may reject any or all Tenders submitted.

All Tenderers will be given particulars of the successful Tenderer(s) or advising that no Tender was accepted.

TENDERERS TO INFORM THEMSELVES

Tenderers will be deemed to have:

- (a) examined the Request and any other information available in writing to Tenderers for the purpose of tendering;
- (b) examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their Tender which is obtainable by the making of reasonable enquires;
- (c) satisfied themselves as to the correctness and sufficiency of their Tenders including tendered prices which will be deemed to cover the cost of complying with all the Conditions of Tendering and of all matters and things necessary for the due and proper performance and completion of the work described therein;
- (d) acknowledged that the Principal may enter into negotiations with a chosen Tenderer (or chosen Tenderers) and that negotiations are to be carried out in good faith; and
- (e) satisfied themselves they have a full set of the Request documents and all relevant attachments.

CANVASSING OF OFFICIALS

If a Tenderer, whether personally or by an agent, canvasses any of the Principal’s Councillors or Officers with a view to influencing the acceptance of any Tender made by it or any other Tenderer, then regardless of such canvassing having any influence on the acceptance of such Tender, the Principal may at its absolute discretion omit the Tenderer from consideration.

TENDER OPENING

Tenders will be opened in the Principal’s offices, following the advertised Deadline. All Tenderers and members of the public may attend or be represented at the opening of Tenders.

The names of the persons who submitted a Tender by the due Deadline will be read out at the tender opening. No discussions will be entered into between Tenderers and the Principal’s officers present or otherwise, concerning the Tenders submitted.

The Tender opening will be held as soon as possible after the due deadline. Tenderers who would like to attend the opening should contact the Principal prior to the deadline to obtain the time and place of opening.

2 SPECIFICATION

2.1 INTRODUCTION

From time to time, Council requires the services of contractors to supplement Council's own Maintenance and Construction Crews. This work can be both urgent and non-urgent and can range from hiring of a single item of plant for a short period through to undertaking significant construction works over a longer period.

2.2 BACKGROUND INFORMATION

Council intends to use contractors to assist with the completion of road construction and maintenance programs.

2.3 SPECIFIC REQUIREMENTS/CONDITIONS OF THE CONTRACT

- Council is seeking a list of plant and machinery available from suitable contractors at hourly hire rates.
- The intent is to appoint a panel of suitable contractors that can be called upon to undertake various miscellaneous works. Works may range from Council supervised plant hire to larger projects where the contractor may be required to coordinate the works.
- Please note that a contract may be awarded to more than one tenderer. The intention is hire contractors for specific works as required by issue of Purchase Orders.
- This Tender process provides compliance with the provisions of the Local Government Act 1995 and Local Government (Function and General) Regulations 1996.
- No guarantee is given or implied as to the minimum value of work contracted out to the successful tenderer/s in the letting of the contract.
- The Principal has invited tenders for Plant Hire, as and when required, on an hourly basis, over a period of two years commencing from 1 January 2015 and terminating 31 December 2016.
- The Contractor may be required to work in isolated locations.
- The hours of work are to fit in with the Principal's requirements which will be communicated by the Principals representative.
- The hours charged shall be dedicated hours. Unless otherwise arranged no payment will be made for plant that is not operating directly on the task at hand or in stand by mode.
- Some jobs/projects may require that the Contractor is self reliant in regards to their camping and refueling resources.
- The contractor may be requested (if able) to coordinate specific project/s.
- In the case of inclement weather preventing work being carried out, the Principal will not be responsible for down time.
- The Contractor shall have an easily accessible and fully operational satellite telephone or radio communications system, which shall be switched on at all times. The communications system must allow contact with the Principal at all times.
- The Contractor shall also supply and wear the required safety clothing at all times.
- The Contractors plant shall have a fully operational UHF radio for contact with other work site machines.
- The Contractor shall ensure that sufficient supplies of fuel, oil, water, wear parts, and various other miscellaneous items required for remote area operations are carried.
- The Contractor must, at all times, comply fully with the Department of Environmental Protection Guidelines regarding servicing of their plant and disposal of waste lubricants/petroleum products etc.
- All machines and vehicles (including ancillary plant and equipment such as utilities, caravans and trailers) are required to be fully operational, well maintained and licensed if required.
- The Principal will not be charged for or be liable for any down time due to the Contractor undertaking repairs and maintenance to plant.

- The Principal reserves the right to refuse a plant operator access to the site if he has grounds to believe it is in the best interests of the project to do so. He shall not make such a decision until he has discussed the matter with the Contractor.
- Any plant which, in the opinion of the Principal, does not comply with the relevant Worksafe Western Australia Guidelines, State Legislation or the Principal's Specifications and General Conditions, shall be excluded from site.
- All plant and personnel on site will come under the direction of the Principal, who will delegate the on site authority to other persons.
- All interpretations of the specifications shall be at the sole discretion of the Principal.
- The Principal reserves the right to cancel any contract and access other plant if, in his opinion, the Contractor is not endeavouring to operate or maintain his plant in an efficient manner.
- The Contractor may be required to present *daily* work dockets to the Principal to be signed on a *daily* basis. The Principal has the authority to exclude plant from working if, unless by other arrangements, the work dockets are more than one day in arrears.
- Invoices for payment shall be forwarded to the Principal's office, and payment will be made within 25 days of receipt of an approved invoice providing the contractor permits payments by electronic transfer.

3 TENDERER'S OFFER

PLEASE COMPLETE AND RETURN THE NEXT FOUR PAGES AND ANY ATTACHMENTS

3.1 OFFER FORM

The Chief Executive Officer
Shire of Meekatharra
Main Street
MEEKATHARRA WA 6642

I/We _____
(BLOCK LETTERS)

of _____
(ADDRESS)

ABN/GST Status _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

Mobile/Satellite Phone Nos: _____

E-mail (if any): _____

Name of person/s to contact in relation to this Tender: _____

In response to the Request For Tenders – Plant Hire:

I/We agree that I am/We are bound by, and will comply with this Request and its associated schedules and attachments.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Tender irrespective of its outcome.

The tendered consideration is as provided under the Price Schedule in the prescribed format and submitted with this Tender.

Dated this _____ day of _____ 20__

Signature of authorised signatory of Tenderer: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Address: _____

3.2 TENDERER'S RESPONSE

Where it is necessary to provide additional information please ensure that all documents are clearly marked with the relevant attachment title to assist with their assessment.

(NOTE: All pages within Part 3 are to be completed and returned to the Principal as they form part of your Tender submission).

PRICE INFORMATION

NOTE: All prices are to be listed exclusive of GST (Do not include GST in any prices quoted).

Tenderers **must** complete the attached "Price Schedule". Before completing the Price Schedule, Tenderers should ensure they have read this entire Request.

Please provide prices and details of any plant that you have available for this contract. It is not necessary to provide prices for all the types of plant listed. For example if you own and operate a backhoe and no other plant simply provide prices and details of your backhoe only.

Tenderers should also provide full details of any other charges that may be applicable to the contract.

Specifically, any charges that will apply for camping out should be included clearly stating rates per person/per day.

Fuel Price Adjustments

Contractors who wish to make adjustments to the prices tendered based on future changes to fuel prices should complete the "Average Diesel Consumption Per Hour/Km" column in the Schedule of Rates. The Principal will reference movements in Terminal Gate Prices (Perth) as a basis for negotiating reasonable price variations due to movements in fuel prices. Terminal Gate Prices will be sourced from the Australian Institute of Petroleum. The Principal will also check the contractors claimed fuel consumption rates against industry standards. The Principal reserves the right to negotiate reasonable price reductions with contractors in the event that fuel prices fall significantly at any time during the term of the contract.

Fixed Price

Prices quoted will be fixed for the 2 year term (until 31 December 2016) other than Fuel Price Adjustments detailed above.

Unless otherwise indicated prices tendered must include all costs associated with the supply, maintenance, cleaning, parts, fuels, oils, etc and all costs associated with the provision of a suitably qualified and experienced operators and all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional may not be allowed as a charge for any transaction under any resultant Contract.

INSURANCE COVERAGE

Tenderers are to supply evidence of their insurance coverage in a format as outlined below or in an attachment labelled " Insurance Coverage ". A copy of the Certificate of Currency is to be provided to the Principal within 30 days of acceptance.				
Type	Insurer – Broker	Policy Number	Value (\$)	Expiry Date
Public Liability				
Comprehensive Plant				
Workers Compensation				

EXPERIENCE

Tenderers must, as a minimum, provide brief details of three recent contracts undertaken and contact details of referees for each project.

CAMPING AND FUELING

Supply details of camping and fueling resources available to be used if required.

Additional charge per person/per day (if any) for camping out \$ _____ (excluding GST)

CONFLICTS OF INTEREST



Will any actual or potential conflict of interest in the performance of your obligations under the Contract exist if you are awarded the Contract, or are any such conflicts of interest likely to arise during the Contract?	Yes / No	
If Yes, please state details of any actual or potential conflict of interest and the way in which any conflict will be dealt with: _____ _____ _____		

Examples of the types of plant that may included in the Price Schedule:

Prime Movers, Water Trucks, Water Carts (Trailers), Superlifts, Side Tippers, Dozers, Graders, Scrapers, Front End Loaders, Excavators, Backhoes, Vibrating Rollers, Rubber Tyred Rollers, Tip Trucks, Bobcats, Other small plant, Utes etc.

Also include rates for combinations that may be available eg. Prime Mover & Semi Trailer (Water Cart, Side Tipper), Prime Mover & Road Train Trailer Combinations, Prime Mover & Low Loader.

Also include any other specific rates that may be offered (eg. Cubic metre rates for Dozers pushing up material).

Title/Subject:	ROADS TO RECOVERY ROAD WORKS FOR 2015-2019
Agenda/Minute Number:	9.6.3
Applicant:	Nil
File Ref:	ADM 202
Disclosure of Interest:	Nil
Date of Report:	10 October 2014
Author:	Krys East Acting Chief Executive Officer
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The Shire of Meekatharra has received advice from the Minister for Infrastructure and Regional Development in regards to future funding from Roads to Recovery (R2R). Council may wish to give consideration on how best to expend the allocations.

Attachments:

Letter received from The Hon Warren Truss MP on the 03/10/14.

Background:

In preceding years \$2,555,479 has been received from R2R. These funds have been spent as follows:

Ashburton Downs Road	\$ 511,096
Sandstone Road	\$1,022,192
Landor Road	\$1,022,192

\$525,497 is expected in this financial year and this work has been allocated to extending the seal on Landor Road.

Comment:

Over the next 4 years Council will be receiving the following amounts:

<i>Financial Year</i>	<i>Allocation</i>
2015-16	\$1,050,995
2016-17	\$ 525,497
2017-18	\$ 525,497
2018-19	\$ 525,497

The Capital Works Program from the adopted Long Term Financial Plan (LTFP) allocates Roads to Recovery funding as follows:

<i>Road</i>	<i>2014/15</i>	<i>2015/16</i>	<i>2016/17</i>	<i>2017/18</i>	<i>2018/19</i>
Landor	540,000		540,000	540,000	540,000
Sandstone					
Ashburton Downs		540,000			
Mt Clere Road	400,000				
Total	940,000	540,000	540,000	540,000	540,000

This may be amended to better reflect the actual allocations that are now known.

The Corporate Business Plan and LTFP are currently under review and will be presented to Council once the review is complete.

A suggested amended Road Capital Works Program for Roads to Recovery projects is:

<i>Road</i>	<i>2014/15</i>	<i>2015/16</i>	<i>2016/17</i>	<i>2017/18</i>	<i>2018/19</i>
Landor	600,000		600,000	600,000	
Sandstone					600,000
Ashburton Downs		600,000			
Mt Clere Road					600,000
Total	600,000	600,000	600,000	600,000	1,200,000

These expenditure allocations reflect a Council contribution to each project of \$74,503

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

The 2014/15 budget has an income of \$515,000 and a corresponding expenditure. Council resolution will impact on future budgets.

Strategic Implications:

The Capital Works Program from the adopted (LTFP) may be amended dependent on Council's resolution.

Voting Requirements:

Absolute Majority

At the Meeting:

The CEO suggested that years 2016/17 and 2017/18 will likely be allocated to the 3 year, \$5,000,000 project and therefore could be reduced to the actual funded amounts.

Officers Recommendation / Council Resolution:

Moved: Cr AG Burrows
Seconded: Cr PS Clancy

That Council approves the projects for Roads to Recovery funding expenditure as follows (to be incorporated into the required integrated plans):

<i>Road</i>	<i>2014/15</i>	<i>2015/16</i>	<i>2016/17</i>	<i>2017/18</i>	<i>2018/19</i>
Landor	600,000		525,497	525,497	
Sandstone					600,000
Ashburton Downs		600,000			
Mt Clere Road					600,000
Total	600,000	600,000	600,000	600,000	1,200,000

**CARRIED 5/0
BY AN ABSOLUTE MAJORITY**



The Hon Warren Truss MP

Deputy Prime Minister
Minister for Infrastructure and Regional Development
Leader of The Nationals
Member for Wide Bay

The Mayor
Shire of Meekatharra
PO Box 129
MEEKATHARRA WA 6642

SHIRE OF MEEKATHARRA	
FILE No.	ADM 300
DATE	3 OCT 2014
REC'D	
OFFICER	CKD
Meeting Date	

Dear Mayor

I am writing to advise you of your Council's funding allocation under the Roads to Recovery Programme from 1 July 2014 to 30 June 2019.

In addition to our commitment to maintain Roads to Recovery funding at the current level of \$350 million per annum, the 2014 Budget announced that a further \$350 million will be provided in 2015-16. This brings total funding for the programme to \$2.1 billion over the five years to 2018-19 and the additional funding in 2015-16 means that each council will receive the equivalent of one extra year's Roads to Recovery funding.

A total of \$307.2m has been allocated to WA, which has been divided between the councils in the State on the basis of the 2014-15 recommendations of the Local Government Grants Commission for the roads component of the Financial Assistance Grants. This methodology is consistent with the allocation of Roads to Recovery funding for previous programmes.

Your Council's life of programme allocation for the period 1 July 2014 to 30 June 2019 will be \$3,152,984. This amount includes the double payment in 2015-16 and is allocated as follows:

Financial Year	Allocation
2014-15	\$525,497
2015-16	\$1,050,995
2016-17	\$525,497
2017-18	\$525,497
2018-19	\$525,497

Councils will be able to enter projects for Roads to Recovery funding and provide a quarterly report during October and the first payment of the new programme will be made in November 2014. Councils must have submitted a satisfactory 2013-14 Roads to Recovery Annual Report by 31 October 2014 to be eligible for a payment in November 2014.

The programme will continue to run under simple administrative arrangements with councils free to decide the projects to be funded under the programme. My Department will advise you of the formal funding conditions in the coming weeks.

This funding will greatly assist all councils to deliver the better, safer local roads and streets their communities need and I look forward to continuing the successful relationship between the Australian Government and your council over the coming years.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Warren Truss', written in a cursive style.

WARREN TRUSS

9.7 CONFIDENTIAL ITEMS

Moved: Cr HJ Nichols
Seconded: Cr AG Burrows

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

CARRIED 5/0

CONFIDENTIAL ITEM

Contains information concerning a contract that may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Title/Subject:	LEASE - ROYAL FLYING DOCTOR SERVICE
Agenda/Minute Number:	9.7.1
Applicant:	Nil
File Ref:	Lease File
Disclosure of Interest:	Nil
Date of Report:	6 October 2014
Author:	Geoffrey Carberry Community and Development Services Manager


Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer


Signature Senior Officer

Summary/Matter for Consideration:

Following Councils deferment at the September meeting this item is represented to Council for endorsement of the new lease for the Royal Flying Doctor Service (RFDS) at the Meekatharra Airport.

Confidential content not available to the public

CONFIDENTIAL ITEM

Contains information concerning contractual services

Title/Subject:	2014/15-4 TENDER AIRPORT POWER UPGRADE
Agenda/Minute Number:	9.7.2
Applicant:	Nil
File Ref:	ADM 0083/ RFT 2014/15-4
Disclosure of Interest:	Nil
Date of Report:	13 October 2014
Author:	Geoff Carberry Community Development and Services Manager


Signature of Author

Senior Officer:	Roy McClymont Chief Executive Officer
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Signature Senior Officer

Summary/Matter for Consideration:

This report requests Council's approval to commence the Request for Tenders process for the Airport AC Power Upgrade Works.

Confidential content not available to the public

That the meeting be opened to the public.

CARRIED 5/0

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

Moved: Cr PS Clancy
Seconded: Cr HJ Nichols

That the urgent new business be discussed.

CARRIED 5/0

10.1 MASONIC LODGE AIR CONDITIONING

Title/Subject: MASONIC LODGE AIR CONDITIONING
Agenda/Minute Number: 10.1

The Royal Antediluvian Order of Buffaloes members have asked about the status of the air conditioning systems for the Masonic Hall provided for in the 2014/15 budget (\$15,000). The CEO advised Council that the budget provides for \$15,000 to install split systems and suggested that split systems may not be the most appropriate type of air conditioning for this building given its size, structure, heritage listing and current level of usage. Council discussed the matter.

Moved: Cr PS Clancy
Seconded: Cr AJ Binsiar

That Council amend the budget under GL 4171 from \$15,000 for installation of split systems to \$5,000 for a portable evaporative air conditioner for the old Masonic Lodge.

CARRIED 5/0
BY AN ABSOLUTE MAJORITY

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 CLOSURE OF MEETING

The Shire President, Cr NL Trenfield declared the meeting closed at 12.27pm.