



*SHIRE*

*of*

*MEEKATHARRA*

MINUTES  
of  
COUNCIL MEETING  
held  
AT THE COUNCIL CHAMBERS, MEEKATHARRA  
on  
SATURDAY 21 MARCH 2020  
COMMENCED AT 9:30AM

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

**1.1 DECLARATION OF OPENING**

**The Shire President, Cr HJ Nichols, declared the meeting opened at 9:30am.**

**1.2 DISCLAIMER READING**

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

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

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

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

**Members**

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

**Staff**

<b>Roy McClymont</b>	<b>Chief Executive Officer</b>
<b>Krys East</b>	<b>Deputy Chief Executive Officer</b>
<b>Tralee Cable</b>	<b>Community and Development Services Manager</b>

**Apologies**

**Nil**

**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 DK Hodder  
Seconded: Cr PS Clancy

That Cr MR Hall be granted Leave of Absence for the 18 April 2020 Ordinary Council Meeting.

**CARRIED 7/0**

**6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**6.1 ORDINARY COUNCIL MEETING HELD 15 FEBRUARY 2020**

**Council Resolution:**

Moved: Cr DK Hodder  
Seconded: Cr MR Hall

That the minutes from the Ordinary Council Meeting held Saturday 15 February 2020 be confirmed.

**CARRIED 7/0**

**6.2 HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 15 FEBRUARY 2020**

**Council Resolution:**

Moved: Cr DK Hodder  
Seconded: Cr PS Moses

That the Minutes from Health Building Town Planning Meeting held Saturday 15 February 2020 be received.

**CARRIED 7/0**

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

Nil

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

- Shire Finance Officer, Svenja Clare's citizenship ceremony was held in the Council Chambers 21 February 2020.
- Inspection of the Doray camp site was conducted on Thursday 5 March 2020 with Cr PS Clancy, Cr AJ Binsiar, Cr MJ Smith, Cr HJ Nichols, Chief Executive Officer Roy McClymont and the Community and Development Services Manager Tralee Cable.
- Community and Development Services Manager Tralee Cable, Chief Executive Officer Roy McClymont and Western Australian Police representative Sergeant Peach met with Western Australian Country Health Service's representatives on Thursday 12 March 2020.
- Regional Road Murchison Sub Group met via phone with Chief Executive Officer Roy McClymont and Shire President Cr HJ Nichols, 19 March 2020.

## 9 REPORTS OF COMMITTEES AND OFFICERS

### 9.1 OFFICERS MONTHLY REPORTS

#### 9.1.1 WORKS & SERVICES MANAGER'S REPORT – FEBRUARY 2020

##### **Construction Work**

- A67 Ashburton Downs Road R2R Funding:
  - Gravel mix and resheet continue on R2R.
  - Works placed on hold for one week early February due to Cyclone Damien.
  - Works continued.
- Concrete Works
  - Request for quote RFQ 19/20–7 (Concrete Slab Construction and Cut Off Wall at SLK 31.00) on Meekatharra / Mt Clere Road, closed 12 December 2019 at 3pm.
  - The Shire Council accepted quote from Solid Concrete Civil and Construction at the quoted lump sum price of \$64,900 incl. GST, on 12 December 2019.
  - Works started late January 2020.
  - Completed mid-February 2020.
- Tender Plant Hire / Works Project
  - Request sent out under RFT16/17-01 (Tender Plant Hire / Works Projects – Hourly Hire Basis) as new works for the Shire of Meekatharra.
  - Project C68 – Sandstone Road resheet various sections between SLK 0.00 to SLK 45.00.
  - Requested starting date - Monday 10 February 2020. Estimated time/date required to complete works - 6 March 2020.
  - Rates accepted per Tender Panel from MTF Services as noted by MTF email 29 January 2020.
  - Works placed On Hold early February due to Cyclone Damien. Works shall resume mid-March 2020.

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

- All works placed on hold due to Cyclone Damien.

##### **Flood Damage**

- 2019/20 DRFAWA Eligible Disaster Proclamation Notification 'Tropical Cyclone Blake, Associated Thunderstorms and Flooding (8-16 January 2020)' AGRN 888
  - Greenfield Technical Services were notified 30 January 2020 to submit to DFES a Preliminary Notification for Flood Damage within the Shire of Meekatharra on 20 (twenty) roads for review.
  - Greenfield Technical Services nominated by the Works and Services Manager as the Disaster Recovery Officer to determine if a disaster event has occurred within our Shire and meets the required eligibility criteria.
- 2019/20 DRFAWA Eligible Disaster Proclamation Notification 'Tropical Cyclone Damien and Associated Flooding (4-9 February 2020)' AGRN 899
  - Greenfield Technical Services were again notified 13<sup>th</sup> February 2020 to submit to DFES a Preliminary Notification for Flood Damage within the Shire of Meekatharra on all roads for review.
  - Greenfield Technical Services nominated by the Works and Services Manager as the Disaster Recovery Officer to determine additional damage and identify the results between the two events known. Submission provided to DFES on the disaster event that has occurred within our Shire and meets the required eligibility criteria.

- Submission by Greenfield Technical Services – SMK – P0081-J0429 Preliminary Event Notification Meekatharra TC Damien
- Submission by Greenfield Technical Services – SMK – P0083- AGRN899 Meekatharra Opening Up Grading (submitted 10<sup>th</sup> March 2020)

**Town Maintenance-Monthly Report Finishing 13 March 2020**

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts, roads and footpaths has continued and is taking up a considerable amount of time to remove.
- Sweeping of Main St was done in accordance with Council’s directive
- Mowing has taken place and vegetation trimmed on Boardwalk, laneways, Kids Zone, Walkway and Youth Centre
- Verges are being weeded on town streets
- Shire housing mowed
- Rubbish removed from Lookout and Peace Gorge
- Regular maintenances to plant used by town crew
- 1 funeral
- Cemetery maintenance carried out

**Plant Report**

**P395 2-AXLE TRAILER WITH 10,000 LITRE WATER TANK AND ABLUTION**

Checked wheel bearings and brakes – Trenfield Motors

**P450 46 FOOT FLAT TOP TRAILER SEA CONTAINER UNITS**

Serviced & repair brakes – Trenfield Motors

Replaced spring – Trenfield Motors

**P391 TRAILER WITH LISTER GENSET 1**

Serviced – Trenfield Motors

**P311 2012 TRAILER TANDEM FUEL TANKER - GENSET 2**

Serviced – Trenfield Motors

**P461 2013 CUSTOM MADE BOX TRAILER - GENSET 3**

Serviced – Trenfield Motors

**P461 2012 CUSTOM MADE BOX TRAILER FOR GENSET 4**

Serviced – Trenfield Motors

**P465 2012 CUSTOM BUILT TRAILER - GENSET 5**

Serviced – Trenfield Motors

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

Serviced – Trenfield Motors

**P469 2013 DUAL AXLE TRAILER ON 150X16 WHEELS - GENSET 7**

Serviced – Trenfield Motors

**P521 2018 MACK GRANITE 6X4 PRIME MOVER**

Replaced mudflap – Trenfield Motors

Repaired tail light – Trenfield Motors

**P517 2018 HAULMORE 30,000L WATER TANKER**

Repaired brakes – Trenfield Motors

Greased – Trenfield Motors

Repaired wiring to tail lights – Trenfield Motors

**P476 2012 BAILEYS TRI AXLE TANKER TRAILER**

Serviced – Trenfield Motors

Replaced brake maxi booster and adjust brakes – Trenfield Motors

Fitted air hose clamps – Trenfield Motors

**P332 1999 GENSET TRAILER**

Replaced battery – Trenfield Motors

**P439 2012 NISSAN PRIME MOVER**

Replaced RHS window glass – Trenfield Motors

**P475 2014 KUBOTA ZERO TURN MOWER**

Serviced – Trenfield Motors

Fixed overheating problem – Trenfield Motors

**P5497 2014 336D2L HYDRAULIC EXCAVATOR**

Replaced 2 x 12v batteries – Trenfield Motors

**P520 2018 TOYOTA DUAL CAB WORKMATE**

Serviced – Trenfield Motors

Replaced battery for Engel – Trenfield Motors

**P518 2018 TOYOTA LC70 WORKMATE**

Serviced – Trenfield Motors

**P480 2007 MACK SUPERLINER (73)**

Replaced suspension air bag – Trenfield Motors

**Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy

**Seconded:** Cr MR Hall

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

**CARRIED 7/0**

## 9.1.2 AIRPORT MANAGER'S REPORT – FEBRUARY 2020

### Aircraft Movements and Statistics

General aircraft movements for the month of February 2020 increased compared to the same time in 2019. There has been additional small charter aircraft for nearby mining operations using Meekatharra as a refuelling stop. RFDS movements decreased marginally compared to the same time in 2019 with total number of flights per month now stabilizing around 70 movements.

RFDS Operations across the state continue to experience instability with recent new pilots departing the organisation. Again new pilot recruitment is continuing with the prospect on 2 to 3 new pilots commencing in Meekatharra in the near future.

Avgas & JetA1 sales for the month both increased with JetA1 sales significantly higher compared to February 2019. General Aviation aircraft movements have increased for both JetA1 & Avgas aircraft with an increase attributable to nearby mining operations use of small charter aircraft. Heavy rainfall during the month and bad weather associated with tropical weather systems can also be attributed to higher fuel sales with aircraft requiring additional fuel holdings before departure. The increased rainfall has seen a positive effect on the local country with an increase in Pastoral activity which will hopefully see higher Avgas drum sales for mustering in the future.

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

	<b>Feb 19</b>	<b>Feb 20</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	<b>72</b>	90	<b>+25%</b>
<b>RFDS Landed</b>	71	67	<b>-5%</b>
<b>Avgas</b>	6161	7293	<b>+18%</b>
<b>Jet A1</b>	33282	51928	<b>+56%</b>
<b>Total Fuel Sold</b>	<b>39443</b>	<b>59221</b>	<b>+50%</b>

	<b>YTD 2019</b>	<b>YTD 2020</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	143	161	<b>+13%</b>
<b>RFDS Landed</b>	161	140	<b>-13%</b>
<b>Avgas</b>	13246	12041	<b>-9%</b>
<b>Jet A1</b>	73116	90167	<b>+23%</b>
<b>Total Fuel Sold</b>	<b>86362</b>	<b>102208</b>	<b>+18%</b>

### Aerodrome Works:

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.
- AirBP RFDS Fuel facility completion of installation postponed for approximately 6 weeks to allow for completion of correct lease documentation.
- Precision Approach Pathway Indicator (PAPI) maintenance commenced in mid-December requiring 6 PAPI units requiring pitted lens replacement. Due to technical calibration of units, one unit is dispatched at a time for repair. 3 PAPI units have been completed with 3 units to service. This process has been delayed by approx. 3 months



due to supply of equipment issues out of China with factory closedown due to Corona Virus Pandemic.

- Due to heavy rain in January and again on several days in February there has been a large increase in weed & grass growth along the runways. Weed spraying and chipping commenced late February after tractor repairs and will continue into March to remove excess growth from movement areas.
- Repair minor scouring to runway strip surfaces near storm water drains caused by heavy rains.

### **Aerodrome Maintenance Requiring Completion:**

Ongoing monitoring of the following areas at the aerodrome continues with recommendation for remedial works to be completed;

- Main Apron – Surface cracking has been identified in small sections across the apron near parking bay 1 & 2 and in front of the terminal.
- Main Taxiway – Shoulders at the intersection of the Main Taxiway & Runway 09/27 have cracking appearing on the outer edges and require sealing to prevent further degradation of the surface in those areas.
- Runway 09/27 – Minor cracking has been identified in areas on the outer 7.5m shoulders and require sealing to prevent further degradation.
- Runway 15/33 – Minor erosion of the runway surface has occurred due to recent drought conditions and heavy winds causing surface sand/gravel to be blown away. Aircraft movements at the take-off zones have caused moderate erosion due to prop wash. These areas can be refreshed by water application and rolling to bind surface material. No reports from pilots have been received to advise the surface area is too rough to traverse to date.
- Apron Floodlights – The apron floodlights have been replaced with an LED model similar to the old Sodium Arc floodlights. A full ground survey of the main apron lighting is pending to confirm compliance or adjustment recommendations to ensure compliance.

### **Aerodrome Security:**

Nil incidents reported during February 2020. AMS will complete the bi-annual Transport Security Program (TSP) audit due in March 2020. The current TSP is due to expire in October 2020, it was anticipated Meekatharra would be excluded from a TSP requirement however Meekatharra is still listed with 28 other aerodromes under the Tier 3 category which requires us to maintain a TSP.

### **Safety Management System:**

The SMS committee meeting was due in February and due to staff absences, should now occur in March 2020.

### **Budget items still to be commenced:**

Carried over items from 2018/19 not yet commenced.

- Renovation of the airport residence kitchen & bathroom areas is pending with a commencement date of March 04<sup>th</sup> now confirmed.
- A list of suggested future budget items (2020/2021) for the airport has been forwarded to the CDSM for consideration.

### **Airport Emergency:**

There were no aerodrome emergencies reported during February 2020. The annual aerodrome emergency exercise was held on Saturday 15<sup>th</sup> February. The exercise simulated an aircraft with technical issues during flight and a heavy landing. The exercise was well attended by relevant

agencies with appropriate responses achieved. A post exercise debrief was held at the shire office and a BBQ lunch at the fire station provided by the shire was well attended and appreciated.

**Bird/Animal Activity:**

Bird & Animal activity around the Meekatharra aerodrome has remained a low risk. Ongoing monitoring is conducted daily to further reduce the risk. Weed eradication is occurring to prevent birds being attracted to flowering and seeding grasses along the runway strips.

**General:**

The Civil Aviation Safety Authority (CASA) conducted a full aerodrome audit/inspection from Wednesday 12<sup>th</sup> to Friday 14<sup>th</sup> February. The overall result of the audit/inspection was positive with no critical findings resulting in safety hazards being identified. There were a number of minor grammatical changes required to the aerodrome manual with recommendations regarding surface degradation to the gravel runway. The audit/inspection report is due to be received from CASA in early March 2020.

Mike Cuthbertson  
Airport Manager  
02/03/2020

**Officers Recommendation / Council Resolution:**

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

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

**CARRIED 7/0**

### **9.1.3 YOUTH AND RECREATION SERVICES REPORT – FEBRUARY 2020**

**No report available at this stage.**

### **9.1.4 RANGER'S REPORT – FEBRUARY 2020**

Prepared by P Smith, Canine Control  
Date March 2020

#### **11 – 12 February 2020**

##### **COMPLAINTS RECEIVED:**

No new written or verbal complaints were received since the last visit.

##### **ANIMALS TRAPPED:**

Cages were set at various locations around town and monitored during the evenings. The cages were left overnight and checked the following morning, one feral cat was caught.

##### **ANIMALS DESTROYED:**

One feral cat was caught and destroyed.

##### **FURTHER PATROLS:**

Patrols were conducted of Peace Gorge, Cemetery, Go cart track, racecourse, rubbish tip and airport. No dogs were sighted wandering and there was nothing to report. Patrols and security checks were conducted around the townsite.

#### **25 – 27 February 2020**

##### **COMPLAINTS RECEIVED:**

No new written or verbal complaints were received since the last visit.

##### **ANIMALS TRAPPED:**

Cages were set various locations around town and monitored during the evenings. The cages were left overnight and checked the following morning. Eight feral cats were caught.

##### **ANIMALS DESTROYED:**

Eight feral cats that had been caught around town were destroyed.

##### **FURTHER PATROLS:**

Patrols were conducted of Peace Gorge, Go cart track, Cemetery, racecourse, rubbish tip and airport. No animals were sighted wandering.

#### **Officers Recommendation / Council Resolution:**

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

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

**CARRIED 7/0**

**9.1.5 STATUS REPORTS**

## Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15.07.06	9.3.6	Meekatharra Heritage and Canyon Trails Project Not proceeding with Canyon Trail until approvals are presented to Council Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project. Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project Determine status of all reserves, vesting orders and roads within the shire.	CEO/ CONS		Complete  Complete  In Progress
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	CEO/D CEO	Letter sent to Dept	Complete  In Progress

		Reserve 3917, Explosive Reserve 4748. Water Reserve 12460, Water Pipe Tracks and Id Hillside Homestead site near Nannine Townsite.			
21.11.09	9.3.4	Cornish Lift	PO	Quote approved 23.11.09. Letter of advice and order sent 23.11.09	Complete
				Contractor to build	In Progress
17.09.11	10.2	School Oval Facility – Agreement	CDSM	New report to Council required upon response from DoE	Complete
				Waiting on Reserve boundaries to be changed by DoE	Complete
				03.10.19 Survey, legal and planning application currently being undertaken by DoE.	
				Proposed new boundaries presented to OCM meeting 19 October 2019 for endorsement	
				19.10.19 Boundaries being adjusted	In Progress
20.12.13	9.3.4	Meetings with Ministers – Local Issues	CEO	No further action required	Complete
				Create Position Statement on public housing in Meeka	In Progress
12.04.14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.04.14	In Progress
				Email to DoL 17.04.14	
				Mapping to be done	
21.02.15	9.3.7	Building Assets – Review	CEO	Council Resolution sent to Darren	In Progress
				Long for implementation in the Buildings Asset Management Plan and Long Term Financial Plan. Check and present to Council.	
19.09.15	9.4.1	Meekatharra Solar Consortium – Non Binding Agreement	CDSM	Applicant advised. Further information required. Awaiting response.	In Progress
20.02.16	9.5.3	Local Planning Strategy and Local Planning Scheme No 4	CDSM	Documents Sent	Complete
				Waiting for final approval from Dept	In Progress

16.07.16	9.4.5	Old Power Station	CDSM	Horizon Power advised 16.07.16. Contamination clearance in process. 03.10.19 Contaminated soil now excavated and in the process of reinstatement. Contractors onsite in mid-November to complete the remediation. 10/02/2020 Remediation continues	In Progress
18.02.17	9.6.1	Water Bore Access Agreements & Licencing	DCEO/ CEO	Consultant engaged to assist with generating letters/agreements Maps of bore location to be prepared and included on agreements	Complete In Progress
20.01.18	9.3.3	Draft Establishment Agreement/Withdrawal Murchison Regional Vermin Council	CEO	Emailed MRVC 25.01.18 & letter sent 30.01.18 Emailed Lawyer 30.01.18 Letter to Minister & MRVC 05.06.18	Complete Complete Complete In Progress
14.12.18	10.2	Heritage Agreement Jidi Jidi	CEO	Jidi Jidi Lawyer emailed 20.12.18 Further response to draft deed emailed 04.06.19	In Progress
27.02.19	9.4.2	Review of Meekatharra Revitalisation Plan and Lions Park Development Strategy Review Revitalisation Plan	CDSM	Consultation to be undertaken 24.10.19 Facilitator has been engaged and workshop held on 24.10.19 Workshops to be arranged with Councillors in Feb.	In Progress
22.06.19	9.4.7	Review of Delegation Register	CDSM	Review underway	In Progress
22.06.19	9.7.2	Lease 17 Main St – Compliance Process	CDSM	Lease agreement being drawn up.	In Progress
21.09.19	9.4.2	Lighting at Skate Park	CDSM	Researching funding	In Progress
19.10.19	10.1	Ashburton Downs Road- Heavy Haulage	CEO	Emailed ABRA 30.10.19	In Progress
18.01.20	9.7.2	Lease of Vending Machine at Airport	CDSM	Lease issued and awaiting reply Lease Executed	Complete
15.02.20	9.3.1	Lease-Red Sandbox-Yulella	DCEO	Letter sent 21.02.20	Complete

15.02.20	9.4.1	Organisational Chart Structure	CDSM	No action required	Complete
15.02.20	9.4.2	Meeka Gymkhana Club Donation Request	CDSM	Letter sent 10.03.20	Complete
15.02.20	9.4.3	Meeka Industry Group Donation Request	CDSM	Letter sent 10.03.20	Complete
15.02.20	9.4.4	Blue Light Disco Hall Donation Request	CDSM	Letter sent 10.03.20	Complete
15.02.20	9.4.5	Application for Mining Lease M51/575	CDSM	Letter sent 10.03.20	Complete
15.02.20	10.1	Andy Well Camp	DCEO	Emailed Chris 18.02.20 re visit Visit took place 05.03.20	Complete

**Officers Recommendation / Council Resolution:**

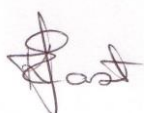

**Moved:** Cr PS Clancy

**Seconded:** Cr AJ Binsair

**That the Status report be received.**

**CARRIED 7/0**

## 9.2 FINANCE

<b>Title/Subject:</b>	<b>MONTHLY FINANCIAL REPORT PERIOD ENDED FEBRUARY 2020</b>
<b>Agenda/Minute Number:</b>	9.2.1
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 171
<b>Date of Report:</b>	12 March 2020
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Krys East Deputy Chief Executive Officer
	
	Signature of Author
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer
	
	Signature Senior Officer

### **Summary:**

Monthly Financial Report

### **Background:**

*Financial Activity Statement Report – s.6.4*

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



- 
- (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*
- [Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50; amended in Gazette 20 Jun 2008 p. 2724.]*
- [35. Deleted in Gazette 31 Mar 2005 p. 1050.]*

**Comment:**

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

**Consultation:**

Megan Shirt – Local Government Consultant

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy

Seconded: Cr AJ Binsair

**That the financial report for the period ending 29 February 2020 be received.**

**CARRIED 7/0**

**SHIRE OF MEEKATHARRA**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 29 February 2020**  
**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 29 February 2020 of \$7,299,194.

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

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 29 February 2020**

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
<b>Operating Revenues</b>		\$		\$	\$	\$	%
Rates		4,180,542	4,309,096	4,307,425	4,274,892	(32,534)	(0.76%)
Operating Grants, Subsidies and Contributions	7	3,947,184	2,158,014	1,674,757	1,678,073	3,316	0.20%
Fees and Charges		1,343,574	1,343,574	857,286	712,965	(144,321)	(16.83%)
Service Charges		0	0	0	0	0	
Interest Earnings		613,061	613,061	81,321	82,213	892	1.10%
Other Revenue		319,053	319,053	187,051	131,880	(55,171)	(29.50%)
Profit on Disposal of Assets	9	4,490	4,490	4,490	0	(4,490)	(100.00%)
<b>Total Operating Revenue</b>		<b>10,407,904</b>	<b>8,747,288</b>	<b>7,112,330</b>	<b>6,880,022</b>	<b>(232,308)</b>	
<b>Operating Expense</b>							
Employee Costs		(1,919,034)	(1,913,034)	(1,149,387)	(841,976)	(307,411)	(26.75%)
Materials and Contracts		(2,967,802)	(3,017,633)	(1,630,372)	(1,458,896)	(171,476)	(10.52%)
Utility Charges		(318,800)	(318,800)	(212,268)	(185,559)	(26,709)	(12.58%)
Depreciation on Non-Current Assets		(6,933,817)	(6,933,817)	(4,622,012)	(5,109,686)	487,674	10.55%
Interest Expenses		0	0	0	0	0	
Insurance Expenses		(212,711)	(212,711)	(212,703)	(234,785)	22,082	10.38%
Other Expenditure		(284,216)	(284,216)	(151,474)	(109,931)	(41,543)	(27.43%)
Loss on Disposal of Assets	9	(14,201)	(14,201)	(14,201)	(1,455)	(12,746)	89.76%
<b>Total Operating Expenditure</b>		<b>(12,650,581)</b>	<b>(12,694,411)</b>	<b>(7,992,417)</b>	<b>(7,942,288)</b>	<b>(50,129)</b>	
<b>Funding Balance Adjustments</b>							
Add back Depreciation		6,933,817	6,933,817	4,622,012	5,109,686	487,674	10.55%
Adjust (Profit)/Loss on Asset Disposal	9	9,711	9,711	9,711	1,455	(8,256)	(85.02%)
Adjust Accruals/Rounding			0	0	0	0	
<b>Net Cash from Operations</b>		<b>4,700,851</b>	<b>2,996,405</b>	<b>3,751,635</b>	<b>4,048,875</b>	<b>297,240</b>	
<b>Capital Revenues</b>							
Non-Operating Grants & Contributions	7	2,469,034	2,767,808	982,189	1,181,850	199,661	20.33%
Proceeds from Disposal of Assets	9	39,500	39,500	0	8,000	8,000	
<b>Total Capital Revenues</b>		<b>2,508,534</b>	<b>2,807,308</b>	<b>982,189</b>	<b>1,189,850</b>	<b>207,661</b>	
<b>Capital Expenses</b>							
Land Held for Resale		0	0	0	0	0	
Land and Buildings	8	(2,573,433)	(2,812,924)	(1,541,708)	(1,496,441)	(45,267)	(2.94%)
Furniture and Equipment	8	(63,000)	(63,000)	(28,000)	(32,409)	4,409	15.75%
Plant and Equipment	8	(354,000)	(848,380)	(654,380)	(630,513)	(23,867)	(3.65%)
Infrastructure - Roads	8	(4,994,918)	(5,552,020)	(1,302,618)	(1,267,411)	(35,207)	(2.70%)
Infrastructure - Airports	8	(58,667)	(92,500)	(42,500)	(42,500)	0	0.00%
Infrastructure - Other	8	(1,021,703)	(1,102,893)	(105,190)	(77,676)	(27,514)	(26.16%)
<b>Total Capital Expenditure</b>		<b>(9,065,721)</b>	<b>(10,471,717)</b>	<b>(3,674,396)</b>	<b>(3,546,950)</b>	<b>(127,446)</b>	
<b>Net Cash from Capital Activities</b>		<b>(6,557,187)</b>	<b>(7,664,409)</b>	<b>(2,692,207)</b>	<b>(2,357,100)</b>	<b>335,107</b>	
<b>Financing</b>							
Transfer to Reserves	6	(1,226,641)	(1,226,641)	0	0	0	
Transfer from Reserves	6	0	0	0	0	0	
<b>Net Cash from Financing Activities</b>		<b>(1,226,641)</b>	<b>(1,226,641)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Operations, Capital and Financing</b>		<b>(3,082,977)</b>	<b>(5,894,645)</b>	<b>1,059,428</b>	<b>1,691,775</b>	<b>632,346</b>	
<b>Opening Funding Surplus(Deficit)</b>	2	<b>3,082,977</b>	<b>5,701,812</b>	<b>5,701,812</b>	<b>5,607,419</b>	<b>(94,393)</b>	<b>(1.66%)</b>
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>(192,833)</b>	<b>6,761,240</b>	<b>7,299,194</b>	<b>537,953</b>	

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

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

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 29 February 2020**

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
<b>Operating Revenues</b>						
<b>* Includes Non- Operating Grants</b>						
Governance	80	80	80	0	0.00%	
General Purpose Funding - Rates	4,309,096	4,307,425	4,274,892	(32,534)	(0.76%)	
General Purpose Funding - Other	2,342,020	1,377,853	1,379,294	1,441	0.10%	
Law, Order and Public Safety	12,265	7,796	6,296	(1,500)	(19.24%)	
Health	6,104	6,104	5,674	(430)	(7.05%)	
Education and Welfare	134,528	94,489	98,119	3,630	3.84%	
Housing	29,500	19,654	17,593	(2,061)	(10.49%)	
Community Amenities	140,797	128,771	120,247	(8,524)	(6.62%)	
Recreation and Culture	1,329,126	248,520	252,763	4,243	1.71%	
Transport	2,901,432	1,680,055	1,734,097	54,042	3.22%	
Economic Services	190,249	161,847	115,785	(46,062)	(28.46%)	▼
Other Property and Services	119,900	61,925	57,033	(4,892)	(7.90%)	
<b>Total Operating Revenue</b>	<b>11,515,097</b>	<b>8,094,519</b>	<b>8,061,872</b>	<b>(32,647)</b>		
<b>Operating Expense</b>						
Governance	(712,260)	(459,973)	(370,754)	(89,219)	(19.40%)	▼
General Purpose Funding	(230,293)	(133,869)	(107,554)	(26,315)	(19.66%)	▼
Law, Order and Public Safety	(234,731)	(148,902)	(104,354)	(44,548)	(29.92%)	▼
Health	(111,826)	(69,138)	(62,526)	(6,612)	(9.56%)	
Education and Welfare	(813,203)	(516,179)	(366,127)	(150,052)	(29.07%)	▼
Housing	(34,500)	(10,716)	(18,928)	8,212	76.64%	
Community Amenities	(697,396)	(409,820)	(331,575)	(78,245)	(19.09%)	▼
Recreation and Culture	(1,682,862)	(1,098,365)	(932,187)	(166,178)	(15.13%)	▼
Transport	(7,310,726)	(4,692,266)	(4,910,625)	218,359	4.65%	
Economic Services	(590,781)	(369,751)	(335,729)	(34,022)	(9.20%)	
Other Property and Services	(275,833)	(83,438)	(401,931)	318,492	381.71%	▲
<b>Total Operating Expenditure</b>	<b>(12,694,411)</b>	<b>(7,992,417)</b>	<b>(7,942,288)</b>	<b>(50,129)</b>		
<b>Funding Balance Adjustments</b>						
Add back Depreciation	6,933,817	4,622,012	5,109,686	487,674	10.55%	▲
Adjust (Profit)/Loss on Asset Disposal	9,711	9,711	1,455	(8,256)	(85.02%)	
Adjust Accruals/Rounding	-	0	0	0		
<b>Net Cash from Operations</b>	<b>5,764,213</b>	<b>4,733,824</b>	<b>5,230,725</b>	<b>496,901</b>		
<b>Capital Revenues</b>						
Proceeds from Disposal of Assets	39,500	0	8,000	8,000		
<b>Total Capital Revenues</b>	<b>39,500</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>		
<b>Capital Expenses</b>						
Land and Buildings	(2,812,924)	(1,541,708)	(1,496,441)	(45,267)	(2.94%)	
Furniture and Equipment	(63,000)	(28,000)	(32,409)	4,409	15.75%	
Plant and Equipment	(848,380)	(654,380)	(630,513)	(23,867)	(3.65%)	
Infrastructure - Roads	(5,552,020)	(1,302,618)	(1,267,411)	(35,207)	(2.70%)	
Infrastructure - Airports	(92,500)	(42,500)	(42,500)	0	0.00%	
Infrastructure - Other	(1,102,893)	(105,190)	(77,676)	(27,514)	(26.16%)	▼
<b>Total Capital Expenditure</b>	<b>(10,471,717)</b>	<b>(3,674,396)</b>	<b>(3,546,950)</b>	<b>(127,446)</b>		
<b>Net Cash from Capital Activities</b>	<b>(10,432,217)</b>	<b>(3,674,396)</b>	<b>(3,538,950)</b>	<b>(135,446)</b>		
Transfer to Reserves	(1,226,641)	0	0	0		▼
Transfer from Reserves	0	0	0	0		
<b>Net Cash from Financing Activities</b>	<b>(1,226,641)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>	<b>(5,894,645)</b>	<b>1,059,428</b>	<b>1,691,775</b>	<b>632,347</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>5,701,812</b>	<b>5,701,812</b>	<b>5,607,419</b>	<b>(94,393)</b>	<b>(1.66%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>(192,833)</b>	<b>6,761,240</b>	<b>7,299,194</b>	<b>537,953</b>		

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

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

SHIRE OF MEEKATHARRA  
STATEMENT OF BUDGET AMENDMENTS  
(Statutory Reporting Program)  
For the Period Ended 29 February 2020

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
<b>Operating Revenues</b>				
Governance	80	0	80	80
General Purpose Funding - Rates	4,180,542	128,554	4,309,096	4,307,425
General Purpose Funding - Other	4,136,885	(1,794,865)	2,342,020	1,377,853
Law, Order and Public Safety	12,150	115	12,265	7,796
Health	6,104	0	6,104	6,104
Education and Welfare	147,614	(13,086)	134,528	94,489
Housing	29,500	0	29,500	19,654
Community Amenities	140,797	0	140,797	128,771
Recreation and Culture	1,329,126	0	1,329,126	248,520
Transport	2,583,992	317,440	2,901,432	1,680,055
Economic Services	190,249	0	190,249	161,847
Other Property and Services	119,900	0	119,900	61,925
<b>Total Operating Revenue</b>	<b>12,876,939</b>	<b>(1,361,842)</b>	<b>11,515,097</b>	<b>8,094,519</b>
<b>Operating Expense</b>				
Governance	(712,260)	0	(712,260)	(459,973)
General Purpose Funding	(230,293)	0	(230,293)	(133,869)
Law, Order and Public Safety	(234,731)	0	(234,731)	(148,902)
Health	(111,826)	0	(111,826)	(69,138)
Education and Welfare	(813,203)	0	(813,203)	(516,179)
Housing	(29,500)	(5,000)	(34,500)	(10,716)
Community Amenities	(697,396)	0	(697,396)	(409,820)
Recreation and Culture	(1,679,532)	(3,330)	(1,682,862)	(1,098,365)
Transport	(7,316,726)	6,000	(7,310,726)	(4,692,266)
Economic Services	(590,781)	0	(590,781)	(369,751)
Other Property and Services	(234,333)	(41,500)	(275,833)	(83,438)
<b>Total Operating Expenditure</b>	<b>(12,650,581)</b>	<b>(43,830)</b>	<b>(12,694,411)</b>	<b>(7,992,417)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	6,933,817	0	6,933,817	4,622,012
Adjust (Profit)/Loss on Asset Disposal	9,711	0	9,711	9,711
Adjust Provisions and Accruals	0	0	0	0
<b>Net Cash from Operations</b>	<b>7,169,885</b>	<b>(1,405,672)</b>	<b>5,764,213</b>	<b>4,733,824</b>
<b>Capital Revenues</b>				
Proceeds from Disposal of Assets	39,500	0	39,500	0
<b>Total Capital Revenues</b>	<b>39,500</b>	<b>0</b>	<b>39,500</b>	<b>0</b>
<b>Capital Expenses</b>				
Land and Buildings	(2,573,433)	(239,491)	(2,812,924)	(1,541,708)
Furniture and Equipment	(63,000)	0	(63,000)	(28,000)
Plant and Equipment	(354,000)	(494,380)	(848,380)	(654,380)
Infrastructure - Roads	(4,994,918)	(557,102)	(5,552,020)	(1,302,618)
Infrastructure - Footpaths	0	0	0	0
Infrastructure - Airports	(58,667)	(33,833)	(92,500)	(42,500)
Infrastructure - Other	(1,021,703)	(81,190)	(1,102,893)	(105,190)
<b>Total Capital Expenditure</b>	<b>(9,065,721)</b>	<b>(1,405,996)</b>	<b>(10,471,717)</b>	<b>(3,674,396)</b>
<b>Net Cash from Capital Activities</b>	<b>(9,026,221)</b>	<b>(1,405,996)</b>	<b>(10,432,217)</b>	<b>(3,674,396)</b>
<b>Financing</b>				
Transfer to Reserves	(1,226,641)	0	(1,226,641)	0
Transfer from Reserves	0	0	0	0
<b>Net Cash from Financing Activities</b>	<b>(1,226,641)</b>	<b>0</b>	<b>(1,226,641)</b>	<b>0</b>
<b>Net Operations, Capital and Financing</b>	<b>(3,082,977)</b>	<b>(2,811,668)</b>	<b>(5,894,645)</b>	<b>1,059,428</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>3,082,977</b>	<b>2,618,835</b>	<b>5,701,812</b>	<b>5,701,812</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>(192,833)</b>	<b>(192,833)</b>	<b>6,761,240</b>

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

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SHIRE OF MEEKATHARRA  
STATEMENT OF FINANCIAL ACTIVITY  
(By Program)  
For the Period Ended 29 February 2020

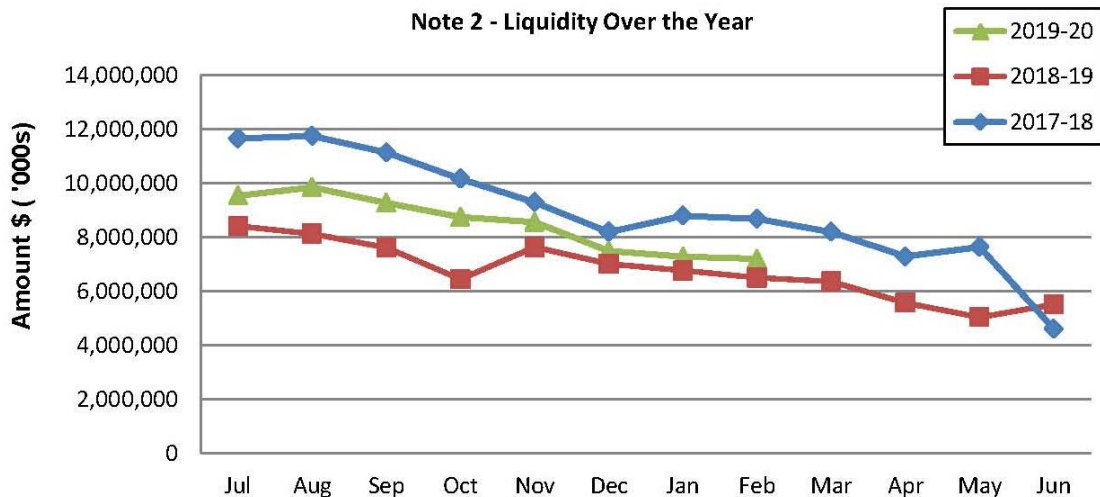
**Note 1: EXPLANATION OF MATERIAL VARIANCES**

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	0	0.00%			Under variance reporting threshold
General Purpose Funding - Rates	(32,534)	(0.76%)			Under variance reporting threshold
General Purpose Funding - Other	1,441	0.10%			Under variance reporting threshold
Law, Order and Public Safety	(1,500)	(19.24%)			Under variance reporting threshold
Health	(430)	(7.05%)			Under variance reporting threshold
Education and Welfare	3,630	3.84%			Under variance reporting threshold
Housing	(2,061)	(10.49%)			Under variance reporting threshold
Community Amenities	(8,524)	(6.62%)			Under variance reporting threshold
Recreation and Culture	4,243	1.71%			Under variance reporting threshold
Transport	54,042	3.22%			Under variance reporting threshold
Economic Services	(46,062)	(28.46%)	▼	Timing	Festival and Fundraising Income is \$37k and other Tourist sales are \$8k lower than YTD budget, these funds may be received in future months.
Other Property and Services	(4,892)	(7.90%)			Under variance reporting threshold
<b>Operating Expense</b>					
Governance	(89,219)	(19.40%)	▼	Timing	Lower YTD expenditure to YTD budget are lower in Members expenses relating to donations - \$45k, general Members expenses - 18k and Admin overheads \$26k - it is expected that these may even out over the year.
General Purpose Funding	(26,315)	(19.66%)	▼	Timing	Admin Allocations are \$20k lower than YTD budget, Rates legal expenses are \$9k lower - these may even out over the year.
Law, Order and Public Safety	(44,548)	(29.92%)	▼	Timing	Expense in Animal Control are \$11k lower than YTD budget and Fire and SES operations (particularly vehicles costs) are \$29k lower than YTD budget, these may even out during the year.
Health	(6,612)	(9.56%)			Under variance reporting threshold
Education and Welfare	(150,052)	(29.07%)	▼	Timing	Youth Centre costs are \$118k lower than YTD budget. CDO expenses are \$22k lower than YTD budget. These costs may increase at programs increase.
Housing	8,212	76.64%			Under variance reporting threshold
Community Amenities	(78,245)	(19.09%)	▼	Timing	Sanitation costs (in the main litter control) are \$30k and Town Planning expenses are \$15k lower than YTD budget. Tyre recycling and Public toilet maintenance are both 11k lower than YTD budget. These may even out over the year.
Recreation and Culture	(166,178)	(15.13%)	▼	Timing	Other Recreation and Recreation officer expenditure combined are \$122k lower than budget. Pool expense are \$18k lower than YTD budget, Library and Other Culture expenses are \$28k lower than YTD budget. Of the total variance \$30k relates to lower YTD Admin allocations. These will be reviewed with the budget review.
Transport	218,359	4.65%			Under variance reporting threshold
Economic Services	(34,022)	(9.20%)			Under variance reporting threshold
Other Property and Services	318,492	381.71%	▲	Timing	Public Works Overheads costs and recoveries and Plant Op Costs are under recovered by \$305k. Staff will review these recoveries with the budget review.
<b>Funding Balance Adjustments</b>					
Add back Depreciation	487,674	10.55%	▲	Timing	Roads depreciation is \$508k higher than YTD budget. This will be addressed with the budget review.
Adjust (Profit)/Loss on Asset Disposal	(8,256)	(85.02%)			Under variance reporting threshold
<b>Capital Revenues</b>					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	199,661	20.33%	▲	Permanent	Wandrra Funding is \$196k higher than budget. This variance will be addressed with the budget review.
Proceeds from Disposal of Assets	8,000				Under variance reporting threshold
<b>Capital Expenses</b>					
Land and Buildings	(45,267)	(2.94%)			Refer to Note 8A for project details
Furniture and Equipment	4,409	15.75%			Refer to Note 8A for project details
Plant and Equipment	(23,867)	(3.65%)			Refer to Note 8A for project details
Infrastructure - Roads	(35,207)	(2.70%)			Refer to Note 8A for project details
Infrastructure - Airports	0	0.00%			Refer to Note 8A for project details
Infrastructure - Other	(27,514)	(26.16%)	▼		Refer to Note 8A for project details
<b>Opening Funding Surplus(Deficit)</b>	(94,393)	(1.66%)			Under variance reporting threshold

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 2: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
Note	YTD 29 Feb 2020	Previous Month	YTD 28 Feb 2019	
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	4,790,855	4,889,745	4,915,272	
Cash Restricted Reserves	20,074,315	20,074,315	19,664,703	
Cash Restricted - Bonds	92,999	92,593	92,549	
Receivables - Rates and Rubbish	1,639,257	1,739,158	1,170,285	
Receivables -Other	818,875	766,153	521,073	
Interest / ATO Receivable/Trust	71,879	26,403	56,609	
Inventories	114,326	49,692	101,177	
	<b>27,602,507</b>	<b>27,638,059</b>	<b>26,521,668</b>	
<b>Less: Current Liabilities</b>				
Payables	(135,999)	(89,588)	(163,945)	
Bonds Held	(92,999)	(92,593)	(92,549)	
Provisions	(350,694)	(350,694)	(385,960)	
	<b>(579,692)</b>	<b>(532,875)</b>	<b>(642,455)</b>	
Less: Cash Reserves	(20,074,315)	(20,074,315)	(19,664,703)	
Plus Provisions	350,694	350,694	385,960	
<b>Net Current Funding Position</b>	<b>7,299,194</b>	<b>7,381,563</b>	<b>6,600,471</b>	



**Comments - Net Current Funding Position**

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

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 3: CASH AND INVESTMENTS**

	Interest Rate	Unrestricted \$	Restricted \$	Bonds \$	Balance of Account \$	Institution	Maturity Date
(a) <b>Cash Deposits</b>							
Municipal Bank Account	Variable	69,313			69,313	Westpac	At Call
Air BP	Variable	56,252			56,252	Westpac	At Call
Maxi Account	Variable	4,666,362		92,999	4,759,361	Westpac	At Call
(b) <b>Term Deposits</b>							
74-758-0859	2.35%		20,074,315		20,074,315	NAB	26-Jun-20
<b>Total</b>		<b>4,791,927</b>	<b>20,074,315</b>	<b>92,999</b>	<b>24,959,241</b>		

**Comments/Notes - Investments**

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



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

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

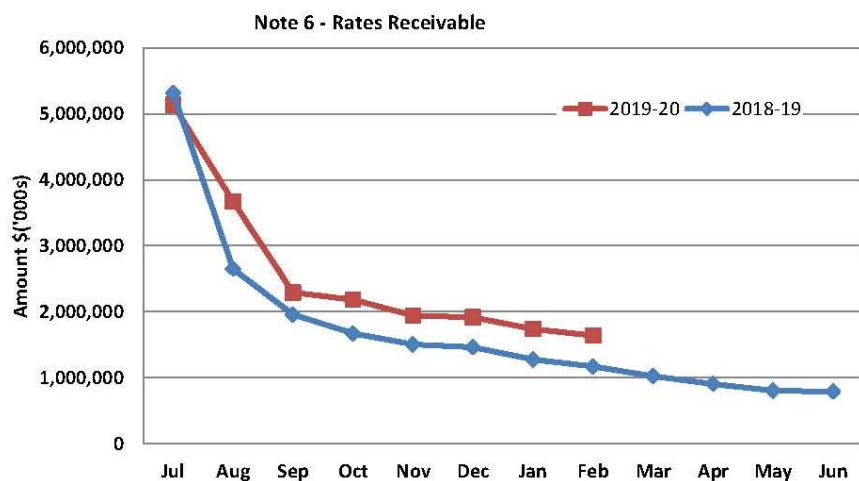
GL Account Code	Increase/Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Adopted Budget</b>					\$	\$	\$	\$
	↑		OCM 21/9/2019 9.2.4	Unaudited Budget Surplus	3,082,977	5,701,812		2,618,835	0	2,618,835
<b>Revenue</b>										
0031	↑	RATES RAISED	OCM 21/9/2019 9.2.4	Operating Revenue	4,178,603	4,307,157		128,554	0	2,747,389
0181	↓	FINANCIAL ASSISTANCE GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	2,369,226	1,139,512		0	1,229,714	1,517,675
0211	↓	LOCAL ROAD GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	1,136,498	571,347		0	565,151	952,524
1563	↑	DFES OPERATING GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	5,252	5,367		115	0	952,639
4591	↑	MAINROADS DIRECT GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	280,305	298,971		18,666	0	971,305
2419	↓	YOUTH GRANT O.S.H.C.	OCM 21/9/2019 9.2.4	Operating Revenue	26,172	13,086		0	13,086	958,219
<b>Non- Operating Revenue</b>										
4621	↑	R2R (ROADS TO RECOVERY) GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	628,495	785,619		157,124	0	1,115,343
4691	↑	MAINROADS ROAD PROJECT GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	158,350	300,000		141,650	0	1,256,993
<b>Operating Expenditure</b>										
3625	↑	ACTIVITIES - RECREATION OFFICER	OCM 20/7/2019 9.4.1	Operating Expenses	22,000	25,330		0	3,330	1,253,663
0692	↑	CONSULTING FEES - LAND SURVEY OVAL	OCM 17/8/2019 9.4.2	Operating Expenses	0	11,500		0	11,500	1,242,163
0692	↑	CONSULTING FEES - LANDOR RD BUSINESS CASE	OCM 21/9/2019 9.2.4	Operating Expenses	0	30,000		0	30,000	1,212,163
4820	↓	STREET MAINTENANCE - KERB NUMBERING	OCM 21/9/2019 9.2.4	Operating Expenses	6,000	0		6,000	0	1,218,163
0953	↑	1/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,215,663
0954	↑	2/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,213,163
<b>Non- Operating Expenditure</b>										
4015	↑	LIONS PARK	OCM 20/7/2019 9.4.1	Capital Expenses	0	57,000		0	57,000	1,156,163
3694	↑	POOL FENCE	OCM 21/9/2019 9.2.1	Capital Expenses	0	14,190		0	14,190	1,141,973
0935	↑	1/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,308		0	5,308	1,136,665
0936	↑	2/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,307		0	5,307	1,131,358
4191	↑	LLOYDS RENOVATIONS	OCM 21/9/2019 9.2.4	Capital Expenses	2,200,000	2,428,876		0	228,876	902,482
RR67	↑	ASHBURTON DOWNS ROAD RRG SLK 76-86	OCM 21/9/2019 9.2.4	Capital Expenses	237,525	497,500		0	259,975	642,507
A67	↑	ASHBURTON DOWNS ROAD R2R SLK 27-34.56	OCM 21/9/2019 9.2.4	Capital Expenses	700,000	857,124		0	157,124	485,383
5124	↑	TRUCKS - MACK TRUCK FITOUTS	OCM 21/9/2019 9.2.4	Capital Expenses	0	494,380		0	494,380	(8,997)
1216	↑	AIRPORT POWER POLES	OCM 21/9/2019 9.2.4	Capital Expenses	8,667	42,500		0	33,833	(42,830)
5389	↑	MEEKA TOWN HERITAGE WALK - BOLLARDS	OCM 21/9/2019 9.2.4	Capital Expenses	0	10,000		0	10,000	(52,830)
C1	↑	MT CLERE ROAD CONSTRUCTION	OCM 21/9/2019 9.2.4	Capital Expenses	709,000	849,000		0	140,000	(192,830)
							0	3,070,945	3,263,774	

SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 29 February 2020

**Note 5: RECEIVABLES**

Receivables - Rates and Rubbish Receivable	YTD 29 Feb 2020 \$	30/06/2019 \$
Opening Arrears Previous Years	790,994	790,994
Levied this year	4,381,085	
Less Collections to date	(3,532,822)	
Equals Current Outstanding	1,639,257	790,994
<b>Net Rates and Rubbish Collectable</b>	1,639,257	790,994
% Collected	68.31%	

Note 2



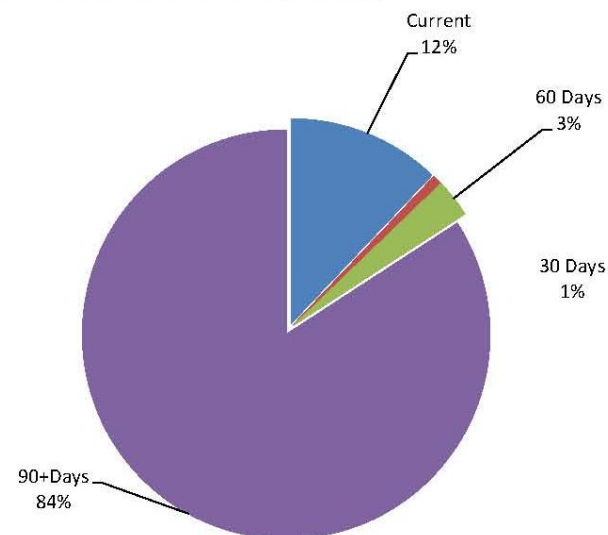
**Comments/Notes - Receivables Rates**

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

Receivables - General	Current \$	30 Days \$	60 Days \$	90+Days \$
Receivables - Sundry Debtors	123,359	7,506	30,713	857,858
<b>Total Sundry Debtors</b>				<b>1,019,435</b>

Amounts shown above include GST (where applicable)

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



**Comments/Notes - Receivables General**

77% of receivables are for Main Roads reimbursements.

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 6: Cash Backed Reserves**

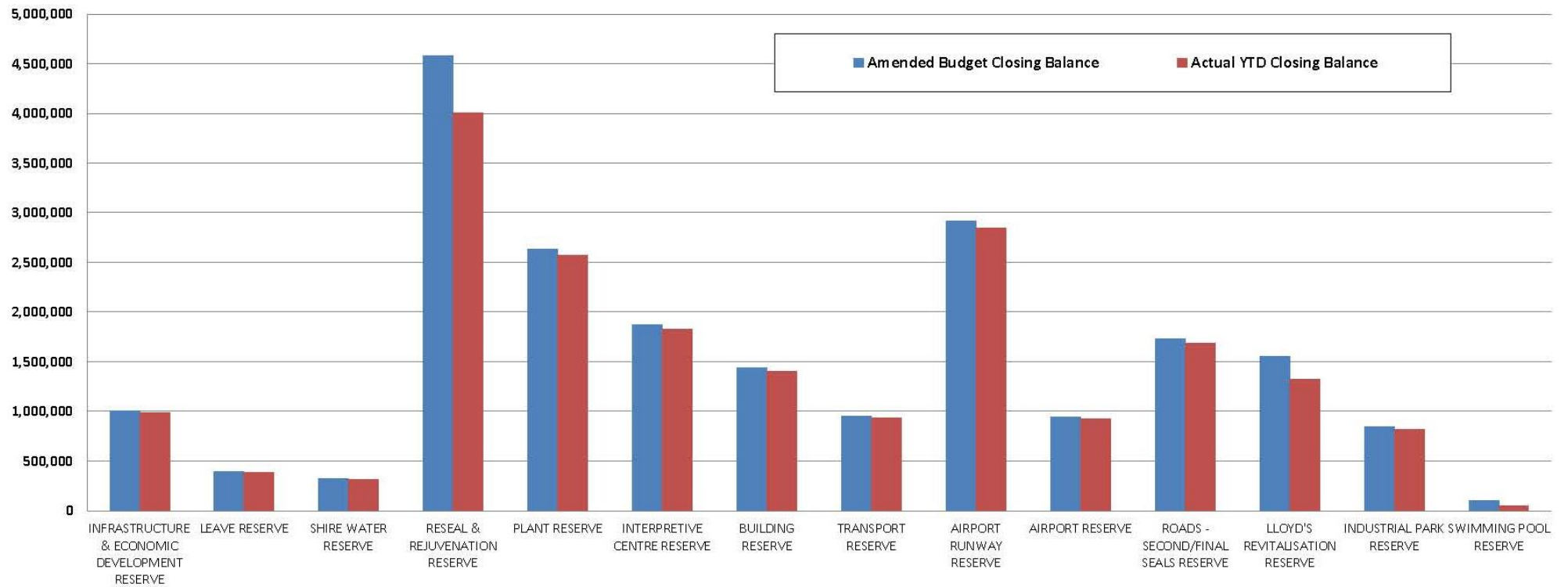
Name	Actual Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
INFRASTRUCTURE & ECONOMIC DEVELOPMENT RESERVE	984,234	24,114	0	0	0	0	0	1,008,348	984,234
LEAVE RESERVE	385,189	9,437	0	0	0	0	0	394,626	385,189
SHIRE WATER RESERVE	312,137	7,647	0	0	0	0	0	319,784	312,137
RESEAL & REJUVENATION RESERVE	4,006,542	98,160	0	479,680	0	0	0	4,584,382	4,006,542
PLANT RESERVE	2,573,716	62,297	0	0	0	0	0	2,636,013	2,573,716
INTERPRETIVE CENTRE RESERVE	1,829,622	44,826	0	0	0	0	0	1,874,448	1,829,622
BUILDING RESERVE	1,403,941	34,397	0	0	0	0	0	1,438,338	1,403,941
TRANSPORT RESERVE	929,893	22,782	0	0	0	0	0	952,675	929,893
AIRPORT RUNWAY RESERVE	2,847,311	69,759	0	0	0	0	0	2,917,070	2,847,311
AIRPORT RESERVE	922,337	22,597	0	0	0	0	0	944,934	922,337
ROADS - SECOND/FINAL SEALS RESERVE	1,687,914	41,354	0	0	0	0	0	1,729,268	1,687,914
LLOYD'S REVITALISATION RESERVE	1,319,317	32,323	0	205,900	0	0	0	1,557,540	1,319,317
INDUSTRIAL PARK RESERVE	822,160	20,143	0	0	0	0	0	842,303	822,160
SWIMMING POOL RESERVE	50,000	1,225	0	50,000	0	0	0	101,225	50,000
	<b>20,074,315</b>	<b>491,061</b>	<b>0</b>	<b>735,580</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,300,956</b>	<b>20,074,315</b>

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020  
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SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 29 February 2020

Note 6: Cash Backed Reserves cont'd

Year To Date Reserve Balance to End of Year Estimate



**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 29 February 2020

**Note7: GRANTS**

Program/Details GL	TYPE		2019-20 Original Budget	Variations Additions (Deletions)	2019-20 Amended Budget	Operating	Non- Operating	Recoup Status	
								Received	Balance
			\$	\$		\$	\$	\$	\$
<b>General Purpose Funding</b>									
0181	Operating Grant	Financial Assistance Grant	2,369,226	(1,229,714)	1,139,512	1,139,512	0	854,634	284,878
0211	Operating Grant	Local Road Grant	1,136,498	(565,151)	571,347	571,347	0	428,510	142,837
<b>Law, Order, Public Safety</b>									
1563	Operating Grant	D.F.E.S. Operating Grant	5,252	115	5,367	5,367	0	3,599	1,768
2003	Operating Grant	S.E.S. Operating Grant	2,898	0	2,898	2,898	0	1,723	1,175
<b>Education &amp; Welfare</b>									
2417	Operating Grant	Misc Youth - Grants Other	10,000	0	10,000	10,000	0	0	10,000
2419	Operating Grant	Youth Grant - O.S.H.C. Program	26,172	(13,086)	13,086	13,086	0	26,168	(13,082)
2421	Operating Grant	Youth Services Grant - D.C.P. - W.A.	85,642	0	85,642	85,642	0	64,467	21,175
<b>Recreation And Culture</b>									
3626	Operating Grant	Miscellaneous Grants - Rec Off	10,000	0	10,000	10,000	0	0	10,000
3713	Operating Grant	Recreation Grants	10,000	0	10,000	10,000	0	0	10,000
4163	Non-Operating	Misc Grants	1,000,000	0	1,000,000	0	1,000,000	2,875	997,125
3873	Non-Operating	Lotterywest Grant	200,000	0	200,000	0	200,000	200,000	0
<b>Transport</b>									
4591	Operating Grant	Mrd - Direct Grant	280,305	18,666	298,971	298,971	0	298,971	0
4843	Operating Grant	Street - Lighting - Operating Grant	5,192	0	5,192	5,192	0	0	5,192
4601	Non-Operating	Wandrra - Natural Disaster	482,189	0	482,189	0	482,189	678,975	(196,786)
4621	Non-Operating	R2R Grant	628,495	157,124	785,619	0	785,619	0	785,619
4691	Non-Operating	Mrd Road Project Grant	158,350	141,650	300,000	0	300,000	300,000	0
<b>Economic Services</b>									
5391	Operating Grant	Fundraising Misc Income	6,000	0	6,000	6,000	0	0	6,000
<b>TOTALS</b>			<b>6,416,218</b>	<b>(1,490,396)</b>	<b>4,925,822</b>	<b>2,158,014</b>	<b>2,767,808</b>	<b>2,859,922</b>	<b>2,065,901</b>

<b>Operating Grant</b>	3,947,184	2,158,014	1,678,072	479,942
<b>Non-Operating</b>	2,469,034	2,767,808	1,181,850	1,585,958
	<b>6,416,218</b>	<b>4,925,822</b>	<b>2,859,922</b>	<b>2,065,901</b>

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 29 February 2020

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Buildings</b>								
ADMIN BUILDING IMPROVEMENTS	1328	100,000	0	100,000	0	5,226	5,226	
LOT 852 KIDS ZONE BUILDING - RENEWAL & NEW	2439	5,216	0	5,216	0	0	0	
HOUSING - CAPITAL IMPROVEMENTS	2704	172,425	10,615	183,040	183,040	39,990	(143,050)	
TOWN HALL - BUILDING	3544	47,000	0	47,000	8,000	2,550	(5,450)	
POOL - BUILDINGS	3666	16,292	0	16,292	16,292	1,241	(15,051)	
SPORTS COMPLEX BUILDINGS	3680	26,000	0	26,000	2,000	1,750	(250)	
MASONIC LODGE - CAPITAL	4171	3,500	0	3,500	3,500	2,866	(634)	
STAGE 1 - LLOYDS RENOVATIONS	4191	2,200,000	228,876	2,428,876	1,328,876	1,439,818	110,942	
AIRPORT - TERMINAL	5219	3,000	0	3,000	0	3,000	3,000	
<b>Buildings Total</b>		<b>2,573,433</b>	<b>239,491</b>	<b>2,812,924</b>	<b>1,541,708</b>	<b>1,496,441</b>	<b>(48,267)</b>	
<b>Furniture &amp; Office Equip.</b>								
COMPUTER EQUIPMENT	1244	35,000	0	35,000	0	0	0	
PICTURE GARDENS - FURNITURE & EQUIPMENT	3803	28,000	0	28,000	28,000	32,409	4,409	
<b>Furniture &amp; Office Equip. Total</b>		<b>63,000</b>	<b>0</b>	<b>63,000</b>	<b>28,000</b>	<b>32,409</b>	<b>4,409</b>	
<b>Plant, Equip. &amp; Vehicles</b>								
MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)	5014	10,000	0	10,000	0	0	0	
DOWN HOLE BORE PUMPS AND TRAILERS	5064	100,000	0	100,000	0	0	0	
SWEeper	5094	160,000	0	160,000	160,000	146,320	(13,680)	
TRUCK	5124	0	494,380	494,380	494,380	484,193	(10,187)	Mack Truck was expected to be paid for in 2018/19 but delivery and payment have occurred 2019/20
WORKS MANAGER VEHICLE	5144	64,000	0	64,000	0	0	0	
ENGINES & PUMPS (> \$5,000 OTHERWISE USE GL4810)	5154	20,000	0	20,000	0	0	0	
<b>Plant, Equip. &amp; Vehicles Total</b>		<b>354,000</b>	<b>494,380</b>	<b>848,380</b>	<b>654,380</b>	<b>630,513</b>	<b>(23,867)</b>	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 29 February 2020

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Roads Infrastructure</b>								
ROAD CONSTRUCTION VARIOUS	4200	4,994,918	557,102	5,552,020	1,302,618	1,267,411	(35,207)	See Note 8b for detail
<b>Roads Infrastructure Total</b>		<b>4,994,918</b>	<b>557,102</b>	<b>5,552,020</b>	<b>1,302,618</b>	<b>1,267,411</b>	<b>(35,207)</b>	
<b>Footpath Infrastructure</b>								
FOOTPATHS - NEW AND RENEWAL	5046	0	0	0	0	0	0	
<b>Footpath Infrastructure Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Airport Infrastructure</b>								
AIRPORT CONSTRUCTION - RUNWAYS, APRON, LIGHTING AND SERVICE	5104	58,667	33,833	92,500	42,500	42,500	0	
<b>Airport Infrastructure Total</b>		<b>58,667</b>	<b>33,833</b>	<b>92,500</b>	<b>42,500</b>	<b>42,500</b>	<b>0</b>	
<b>Other Infrastructure</b>								
MAIN STREET SECURITY CAMERA'S & LIGHTING	2027	55,000	0	55,000	0	0	0	
INDUSTRIAL PARK - CAPITAL WORKS - OTHER INFRASTRUCTURE	3154	500,000	0	500,000	0	0	0	
CEMETERY - OTHER INFRASTRUCTURE	3274	30,000	0	30,000	0	0	0	
NANNINE CEMETERY	3285	28,000	0	28,000	28,000	8,700	(19,300)	
TOWN DRINKING FOUNTAIN	3286	6,000	0	6,000	6,000	4,573	(1,427)	
CORNISH LIFT	3624	35,000	0	35,000	0	0	0	
POOL - MAIN POOL, WADING POOL & OTHER INFRASTRUCTURE	3694	0	14,190	14,190	14,190	14,900	710	
LUKES PIT WATER SCHEME	3944	30,000	0	30,000	0	0	0	
LIONS PARK	4015	0	57,000	57,000	57,000	49,504	(7,496)	
SPEEDWAY/HOTROD/GOKART CAPITAL EXPENSE	4066	10,000	0	10,000	0	0	0	
MAINSTREET SCAPING	4984	20,000	0	20,000	0	0	0	
MEEKA NORTH DRIVE - HERITAGE	5387	90,302	0	90,302	0	0	0	
MEEKA SOUTH DRIVE - HERITAGE	5388	120,016	0	120,016	0	0	0	
MEEKA TOWN WALK - HERITAGE	5389	16,500	10,000	26,500	0	0	0	
CANYON TRAIL & BRIDGE - INC. RESEARCH & PLANNING	5390	10,000	0	10,000	0	0	0	
MEEKA TOWN DRIVE - HERITAGE	5394	70,885	0	70,885	0	0	0	
<b>Other Infrastructure Total</b>		<b>1,021,703</b>	<b>81,190</b>	<b>1,102,893</b>	<b>105,190</b>	<b>77,676</b>	<b>(27,514)</b>	
<b>Capital Expenditure Total</b>		<b>9,065,721</b>	<b>1,405,996</b>	<b>10,471,717</b>	<b>3,674,396</b>	<b>3,546,950</b>	<b>(127,446)</b>	

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 29 February 2020**

**Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail**

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
Town Streets Construction	1261	125,000	125,000	0	0	(125,000)
Grids Construction	1266	150,000	150,000	39,500	21,308	(128,692)
Water Bores	1268	150,000	150,000	53,000	16,074	(133,926)
Cut Off Walls And Drainage General	1269	500,000	500,000	27,000	25,820	(474,180)
Mt Clere Rd - Construction	C1	709,000	849,000	303,978	302,816	(546,184)
High Street - Construction	C43	60,000	60,000	0	0	(60,000)
Landor Rd - Council Funding	O66	1,006,393	1,006,393	0	0	(1,006,393)
Ashburton Downs-Meekatharra Rd - Construction	O67	1,125,000	1,125,000	251,250	252,551	(872,449)
Sandstone Rd - Construction	O68	232,000	232,000	0	248	(231,752)
Agm: 888 (Jan 2020) General Expense	FDB00	0	0	0	1,375	1,375
<b>Roads Infrastructure Total</b>		<b>4,994,918</b>	<b>5,552,020</b>	<b>1,302,618</b>	<b>1,267,411</b>	<b>(4,284,609.)</b>

Comments



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

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SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 29 February 2020

Note 9: CAPITAL DISPOSALS

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

Comments



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

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

Purchase Orders

There was one purchase order to be presented to Council as per resolution 9.7.1 from the Ordinary Council Meeting held 18 February 2017.

<b>Order Number</b>	<b>Order Date</b>	<b>Order Value</b>	<b>Creditor Code</b>	<b>Name</b>	<b>Description</b>	<b>Line Description</b>
68178	05/02/2020	200000.00	M175	MTF SERVICES	SANDSTONE RD - CONSTRUCTION	RESHEET VARIOUS SECTIONS ON MEEKATHARRA - SANDSTONE ROAD SLK 0.00 TO 45.00 UNDER TENDER ; 16/17-01 , PANEL OF PREFERRED SUPPLIER FOR THE PROVISION OF PLANT HIRE / WORKS PROJECT .

<b>Title/Subject:</b>	<b>OUTSTANDING DEBTORS</b>
<b>Agenda/Minute Number:</b>	9.2.2
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 171
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	12 March 2020
<b>Author:</b>	Svenja Clare Finance Officer
	
	<i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

**Summary:**

Attached is a copy of the detailed outstanding Sundry Debtors.

**Background:**

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

The following applies to all outstanding debtors –

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

**Comment:**

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

**Consultation:**

Roy McClymont Chief Executive Officer  
Krys East Deputy Chief Executive Officer

**Statutory Environment:**

Nil

**Policy Implications:**

4.11 Sundry Debt Collection

**Financial Implications:**

Loss of revenue

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:** Cr AJ Binsair  
**Seconded:** Cr MR Hall

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

**CARRIED 7/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

Printed on : 03.03.20 at 09:02

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

		Debtors Trial Balance							
		As at 28.02.2020							
Debtor #	Name	Credit Limit	30.11.2019		30.12.2019	29.01.2020	28.02.2020	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current		
				Of				Notes for debts >90 days old	
				Oldest Invoice (90Days)					
A041	AD ASTRAL AVIATION SERVICE		28737.89	1472	0.00	0.00	0.00	28737.89	will need w/off
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	0.00	522.74	522.74	
A092	AEROHIRE PTY LTD		0.00	0	0.00	0.00	346.15	346.15	
A119	AEROLANE PTY LTD		0.00	0	0.00	0.00	185.27	185.27	
A124	AEROMETREX PTY LTD		0.00	0	0.00	0.00	268.24	268.24	
A137	AERPOWER HOLDINGS PTY LTD		0.00	0	0.00	0.00	23.20	23.20	
A029	AIR PHOENIX INTERNATIONAL		0.00	0	0.00	0.00	467.80	467.80	
A045	AIRFLITE PTY LTD		0.00	0	0.00	0.00	28.43	28.43	
D096	ANDREW PETER DEAN		0.00	0	0.00	0.00	26.94	26.94	
A099	ASHWORTH NOMINEES (WA) PTY		0.00	0	0.00	0.00	79.32	79.32	
A017	AUSTRALIAN TAXATION OFFICE		0.00	0	0.00	0.00	0.00	-17.16	
B26	BALLINA CORPORATION		0.00	0	0.00	0.00	59.13	59.13	
B01	BAYSWATER ROAD PTY LTD		0.00	0	0.00	0.00	125.74	125.74	
B106	BAZDALE INVESTMENTS P/L		0.00	0	0.00	0.00	88.00	88.00	
B110	BIG BELL GOLD OPERATIONS P		0.00	0	0.00	1000.00	0.00	1000.00	
A11	BILL ATYEO		0.00	0	0.00	0.00	0.00	-20.00	
B134	BINSIAR, ANDREW (JNR)		0.00	0	0.00	0.00	0.00	-1785.42	
B2	BP AUSTRALIA PTY LTD		0.00	0	33.94	0.00	0.00	33.94	
B064	BROWN, CLINTON		22.00	114	0.00	0.00	0.00	22.00	debtor looking into
B021	BUNBURY AERO CLUB (INC)		0.00	0	0.00	0.00	44.00	44.00	
C027	CENTRAL AIR		167.64	99	0.00	0.00	83.82	251.46	correction made 21/2
F014	CGG AVIATION (AUSTRALIA) P		0.00	0	0.00	0.00	139.22	139.22	
C113	COBHAM AVIATION		0.00	0	0.00	0.00	73795.92	73795.92	
C098	COCKLES PTY LTD		0.00	0	0.00	0.00	44.92	44.92	
C021	COMPLETE AVIATION SERVICES		0.00	0	0.00	0.00	1126.44	1126.44	
C0222	CORSAIRE PTY LTD		23.94	298	0.00	0.00	245.10	269.04	looked into + resent
S083	DARREN STEVENS		0.00	0	0.00	0.00	93.56	93.56	
D1	DEPARTMENT OF EDUCATION		0.00	0	30514.58	0.00	0.00	30514.58	
D054	DORAY MINERALS PTY LTD		39202.72	267	0.00	0.00	0.00	39202.72	paying off
E009	ESPERANCE AIR SERVICES		56.86	114	0.00	0.00	0.00	56.86	needs letter
G108	GIULIANO, JOE TREVOR JOHN		0.00	0	0.00	926.25	0.00	926.25	
G008	GOLDFIELDS AIR SERVICES		0.00	0	0.00	0.00	53.96	53.96	
G080	GRBIC, RICKY		0.00	0	0.00	1386.99	0.00	1386.99	
G069	GREAT BARRIER REEF SEAPLAN		0.00	0	0.00	0.00	59.86	59.86	
G053	GREEN MINING PTY LTD		123.25	1234	0.00	0.00	0.00	123.25	needs follow up

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

Printed on : 03.03.20 at 09:02

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

Debtors Trial Balance

As at 28.02.2020

Debtor #	Name	Credit Limit	30.11.2019		30.12.2019	29.01.2020	28.02.2020	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current		
				Of Oldest Invoice (90Days)					
G077	GREY MARE TRANSPORT		574.22	651	0.00	0.00	0.00	574.22	in liquidation
H077	HANDEL AVIATION PTY LTD		0.00	0	0.00	0.00	56.86	56.86	
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	311.62	311.62	
H012	HNZ AUSTRALIA PTY LTD		0.00	0	0.00	0.00	529.06	529.06	
H096	HOOD GLENN NEIL		0.00	0	0.00	0.00	22.00	22.00	
V027	JEFFERY PAUL VAN SCHIE		0.00	0	0.00	0.00	110.00	110.00	
S056	JOHN SHINER		0.00	0	0.00	0.00	48.64	48.64	
K004	KILLARA STATION		0.00	0	0.00	0.00	4060.88	4060.88	
K027	KYANGA, ROBERT		0.00	0	0.00	1442.68	0.00	1442.68	
M191	MAGSPEC AVIATION LTD		0.00	0	0.00	0.00	0.00	-28.47	
M4	MAIN ROADS		787748.77	448	0.00	0.00	0.00	787748.77	Flood Damage
S134	MARK STURGEON		0.00	0	0.00	730.07	0.00	730.07	
M187	MICHAELS, STELLA		0.00	0	0.00	0.00	0.00	-39.65	
M157	MINOVATION PTY LTD		0.00	0	0.00	0.00	22.44	22.44	
N011	NAPIER CORPORATION		0.00	0	0.00	0.00	22.00	22.00	
P006	PAROO STATION		0.00	0	0.00	0.00	0.00	-0.10	
P109	PENJET PTY LTD		0.00	0	0.00	0.00	3478.41	3478.41	
P107	PRENDERGAST & GRACE PTY LT		0.00	0	0.00	0.00	28.43	28.43	
R098	REILLY & CO		0.00	0	0.00	0.00	0.00	-74.05	
R071	ROADSTONE WEST PTY LTD		0.00	0	0.00	0.00	22.00	22.00	
S060	ROBERT SLATER		0.00	0	0.00	0.00	26.93	26.93	
M000	ROY MCCLYMONT		0.00	0	0.00	0.00	14.32	14.32	
R013	ROYAL ANTEDILUVIAN ORDER O		0.00	0	0.00	0.00	260.09	260.09	
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	0.00	21743.04	21743.04	
R4	RUSSELL AVIATION		50.37	298	0.00	0.00	0.00	50.37	needs letter
S064	SACHSE FARMING PTY.LTD. -		0.00	0	0.00	0.00	52.39	52.39	
S141	SHAW, GLENN		0.00	0	0.00	0.00	44.00	44.00	
S079	SHAW, GREGORY		0.00	0	0.00	0.00	93.56	93.56	
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	1739.41	1739.41	
W045	SIMON WILDING		0.00	0	0.00	0.00	0.00	-50.10	
S081	SINAD PTY LTD (FLETCHER CO		0.00	0	0.00	0.00	93.56	93.56	
S007	SKIPPERS AVIATION		0.00	0	0.00	0.00	10785.00	10785.00	
S059	SLINGAIR PTY LTD		0.00	0	0.00	0.00	48.64	48.64	
S062	SNOWY WILDERNESS PTY LTD		0.00	0	0.00	0.00	62.87	62.87	
S073	SOUTHERN AVIATION PTY LTD		0.00	0	0.00	0.00	69.60	69.60	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

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

Debtors Trial Balance

As at 28.02.2020


Debtor #	Name	Credit Limit	30.11.2019		30.12.2019	29.01.2020	28.02.2020	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
				Of Oldest Invoice (90Days)				
S057	SOVEREIGN HEALTH CARE AUST		0.00	0	0.00	0.00	48.64	48.64
S080	SPORTLINE NOMINEES PTY LTD		0.00	0	0.00	0.00	93.56	93.56
S078	STAR AVIATION PTY LTD		0.00	0	0.00	0.00	1153.98	1153.98
S046	STATE OF WA - POLICE AIR W		0.00	0	0.00	0.00	298.32	298.32
S063	STICKLIZARD PTY LTD		0.00	0	0.00	0.00	52.39	52.39
S082	SUREGOLD CORPORATION PTY L		0.00	0	0.00	0.00	93.56	93.56
S033	SURVELLANCE AUSTRALIA PTY		0.00	0	0.00	0.00	47.00	47.00
S061	SUTCLIFFE LABORATORIES PTY		0.00	0	0.00	0.00	52.39	52.39
T056	TEX ONSITE PTY LTD		0.00	0	0.00	0.00	50.51	50.51
T040	THOMSON AVIATION PTY LTD		0.00	0	0.00	0.00	56.86	56.86
W063	TONY WILTON		0.00	0	90.00	0.00	0.00	90.00
T041	TWINCREEK HOLDINGS PTY LTD		0.00	0	0.00	0.00	0.00	-25.25
V034	VANGO MINING LIMITED		176.00	252	0.00	0.00	0.00	176.00
W112	WALTER WHIP & THE FLAMES		975.00	471	0.00	0.00	0.00	975.00
B070	WATSON-BATES, JOHN		0.00	0	0.00	0.00	93.03	93.03
W081	WELLINGTON ELECTRICAL		0.00	0	74.05	0.00	0.00	74.05
W062	WEST COAST AIR SERVICES PT		0.00	0	0.00	0.00	59.88	59.88
S058	WILLIAM JOHN SMITH		0.00	0	0.00	0.00	52.39	52.39
H035	Warren Hope & Lisa Skrypic		0.00	0	0.00	0.00	46.40	46.40
Y004	YARLARWHEELOR STATION		0.00	0	0.00	2019.68	0.00	2019.68
Y12	YULELLA BUILDING & CONSTRU		0.00	0	0.00	0.00	0.00	-292.06
Y018	YULELLA INCORPORATED		0.00	0	0.00	0.00	1838.59	1838.59
Totals --- Credit Balances:		-2332.26	857858.66		30712.57	7505.67	125691.01	1019435.65

debtor querying inv  
at Debt Collect.

**Title/Subject:** LIST OF ACCOUNTS ENDED 29 FEBRUARY 2020  
**Agenda/Minute Number:** 9.2.3  
**Applicant:** Nil  
**File Ref:** ADM 171  
**Disclosure of Interest:** Nil  
**Date of Report:** 12 March 2020  
**Author:** Svenja Clare  
Finance Officer

  
*Signature of Author*

**Senior Officer:** Roy McClymont  
Chief Executive Officer

  
*Signature of Author*

**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:	\$ 900,785.99
Trust Account	Voucher No's	Amount:	\$ 80.00
Air BP	Voucher No's	Amount:	\$ 0.00
		<b>Total</b>	<b>\$ 900,865.99</b>

**Consultation:**

Roy McClymont – Chief Executive Officer



**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Accounts to be paid

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy

**Seconded:** Cr MJ Smith

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

**CARRIED 7/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
21-Mar-20

			MUNI	AIR BP	TRUST
EFT16653	03/02/2020	CORAL COAST HOMES CONSTRUCTION	PROGRESS CLAIM 7 FOR REDEVELOPMENT OF LLOYDS BUILDING		-213857.60
EFT16654	14/02/2020	AIRPORT LIGHTING SPECIALISTS (RESEARCH ENGINEERS)	SPARE PAPI LIGHT INCLUDING FREIGHT TO MEEKA THARRA		-568.34
EFT16655	14/02/2020	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES FOR JANUARY 2020		-11226.60
EFT16656	14/02/2020	AUSTRALIA POST	OFFICE POSTAGE JANUARY 2020		-183.62
EFT16657	14/02/2020	AUSTRALIAN TAXATION OFFICE	JANUARY BAS 2020		-30294.51
EFT16658	14/02/2020	CANINE CONTROL	RANGER SERVICES ON 25,26 AND 27 JANUARY 2020		-3821.42
EFT16659	14/02/2020	COMMERCIAL HOTEL	SUPPLY ACCOMMODATION FOR PAINTER JAN 2020		-520.00
EFT16660	14/02/2020	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE)	SECURITY MONITORING FOR ALL SHIRE PROPERTIES UNTIL 30/6/2020		-4290.00
EFT16661	14/02/2020	DINGO DESIGN	2020 MEEKATHARRA MAP AND DIRECTORY SUPPORT FEE		-5500.00
EFT16662	14/02/2020	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 5/2/20		-854.61
EFT16663	14/02/2020	FARMER JACKS	CONSUMABLES FOR SHIRE OFFICE KITCHEN & REFRESHMENTS FOR COUNCIL MEETING; VARIOUS ITEMS & CONSUMABLES FOR YOUTH ACTIVITIES; VARIOUS ITEMS FOR SHIRE PROPERTY MAINTENANCE		-1227.88
EFT16664	14/02/2020	FRETURN ENGINEERING	WELD AND REPAIR CRACKS UNDERSIDE CHASSI FRAME AND BODY ON 2008 SIDE TIPPER ( VARIOUS SECTIONS ) INCLUDES PARTS, TRAVEL AND LABOUR		-6798.00
EFT16665	14/02/2020	IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)	CHEMICALS FOR POOL FOR JANUARY 202		-84.57
EFT16666	14/02/2020	JR & A HERSEY PTY LTD	VARIOUS PROTECTIVE WEAR/EQUIPMENT AND TOOLS FOR DEPOT		-1202.43
EFT16667	14/02/2020	KOTT GUNNING LAWYERS	LEGAL COUNSEL/REPRESENTATION FOR RATE EXEMPTION REQUEST		-16920.64
EFT16668	14/02/2020	MARKETFORCE PTY LTD	CDO POSITION ADVERTISED IN WEST AUSTRALIAN, BUNBURY SOUTH WESTERN TIMES, GERALDTON GUARDIAN, KALGOORLIE MINER, THE KIMBERLEY ECHO AND PILBARA NEWS 25/1/20, 29/1/20 AND 30/1/20		-2883.89
EFT16669	14/02/2020	MEEKATHARRA CORNER STORE	15 X 15L NEVERFAIL WATER FOR SHIRE OFFICE; PETROL FOR TOWN CREW USE & YOUTH STAFF & BUS; 4 X 45KGM GAS BOTTLES FOR CAMP; BATTERY FOR GENSET.		-1619.97
EFT16670	14/02/2020	MEG FORRESTER	VARIOUS SHIRE PROPERTY CLEANING JAN 2020		-1526.25
EFT16671	14/02/2020	MOORE STEPHENS (UHY)	FRINGE BENEFIT TAX COURSE - DCEO - 9TH MARCH 2020		-770.00
EFT16672	14/02/2020	ORBIT HEALTH & FITNESS SOLUTIONS PTY LTD	EXERCISE MATS FOR YOGA		-390.00
EFT16673	14/02/2020	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	SET UP OUTLOOK FOR EHO ACCOUNT ON LAPTOP 16/01/20, MONTHLY DAILY MONITORING FEE AND RESOLUTION OF DISASTER RECOVERY OPTIONS AT SITE JANUARY		-127.50
EFT16674	14/02/2020	PRACSYS	UPDATE AND ENHANCE COST BENEFIT ANALYSIS FOR BUIDLING BETTER REGIONS FUND		-4400.00
EFT16675	14/02/2020	PUBLIC LIBRARIES WA INC	PLWA MEMBERSHIP RENEWAL FOR 2019-2020		-110.00
EFT16676	14/02/2020	REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	BULK FUEL AND FUEL CARD PURCHASES JANUARY 2020		-72028.37
EFT16677	14/02/2020	S&K ELECTRICAL CONTRACTING PTY LTD	INSTALL GPO IN FIRST AID ROOM AT TOWN POOL INVESTIGATE FAULT WITH GENSET		-464.85
EFT16678	14/02/2020	SEEK LIMITED	SEEK JOB ADVERT FOR CDO POSITION		-313.50
EFT16679	14/02/2020	SHIRE OF HALLS CREEK	LONG SERVICES LEAVE CONTRIBUTION TO SHIRE OF HALLS CREEK FOR L.DRANSFIELD		-2065.44
EFT16680	14/02/2020	SOLID CONCRETE SERVICES AND CONSTRUCTION PTY LTD	MANUFACTURE 6 X CATTLE GRID BASES UNDER RFT 19/20-1 PANEL OF SUPPLIERS FOR THE PROVISION OF CONCRETING MATERIALS & SERVICES MESH SUPPLIED BY SCS CONCRETE SUPPLY BY THE SHIRE SCS QUOTE NUMBER # 0867		-6930.00
EFT16681	14/02/2020	SPOTLIGHT STORES P/L	DECORATIONS FOR 2019 MEEKA OUTBACK BALL		-1509.07
EFT16682	14/02/2020	SVENJA CLARE PHOTOGRAPHY	TOURISM PHOTO FOR GOLDEN OUTBACK BROCHURE (LICENSING FOR 1 YEAR 31/10/19)		-150.00
EFT16683	14/02/2020	T-QUIP	HINGE, SIDE BROOM AND HOSE CIRCULATING WATER FOR ROAD SWEEPER		-1147.85
EFT16684	14/02/2020	THE GOOD GUYS	3 X SAMSUNG GALAXY TAB A 10.1 128GB FOR COUNCILLORS TO RECEIVE AGENDAS/MINUTES		-1197.00
EFT16685	14/02/2020	TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT JAN 2020		-60.67
EFT16686	14/02/2020	TRACY MURRAY	REIMBURSMENT TO TRACY FOR UNIFORMS		-165.00
EFT16687	14/02/2020	TRENFIELD MOTORS	VARIOUS REPAIRS, PARTS AND SERVICES FOR SHIRE VEHICLES; ROAD INSPECTIONS; SET UP PUMPS ON ASHBURTON DOWNS ROAD		-24568.40
EFT16688	14/02/2020	TRUCK CENTRE WESTERN AUSTRALIA	SOLENOID PART FOR 2007 MACK SUPERLINER INCLUDING FREIGHT		-250.83
EFT16689	14/02/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION - WALGA	1 DAY WALGA TRAINING - DEALING WITH DIFFICULT CUSTOMERS - 14/02/2020 CSO - WAYNE DARK		-2918.00
EFT16690	14/02/2020	WESTERN INDEPENDENT FOODS	FREIGHT FROM GERALDTON JANUARY 2020		-29.60
EFT16691	14/02/2020	WESTRAC EQUIPMENT	VARIOUS LOADER AND GRADER REPAIRS AND PARTS DEC 19 AND JAN 2020		-10081.02
EFT16692	14/02/2020	WINC AUSTRALIA PTY LTD (STAPLES)	SANITISING WIPES FOR GYM, WIRELESS KEYBOARD AND MOUSE FOR PROJECTOR AND WHITEBOARD FOR DEPOT		-481.67
EFT16693	19/02/2020	GREAT WESTERN EXPLORATION LIMITED	RATES REFUND FOR ASSESSMENT INSTALMENT INCORRECTLY PAID TWICE		-16605.35
EFT16694	28/02/2020	ABCO PRODUCTS	91 CM DUST CONTROL MOP AND 10 X 48 ROLLS TOILET PAPER		-384.08
EFT16695	28/02/2020	ANDREW BINSIAR	MEETING FEE OCM AND HBTP 15 FEB 2020		-550.00
EFT16696	28/02/2020	AUSTRALIAN INSTITUTE OF MANAGEMENT (AIM WA)	CORPORATE BRONZE MEMBERSHIP 1/4/20 - 31/3/21		-550.00
EFT16697	28/02/2020	B & E TRENFIELD	PARKS & GARDENS CONTRACT FEB 2020		-11517.45
EFT16698	28/02/2020	CABCHARGE AUSTRALIA LIMITED	ACCOUNT KEEPING FEE FEB 2020		-6.00
EFT16699	28/02/2020	CANINE CONTROL	RANGER SERVICES ON 4 AND 5 FEBRUARY 2020		-3821.42
EFT16700	28/02/2020	COMMERCIAL HOTEL	LUCHES FOR THE COUNCILLORS ON SATURDAY 15 FEBRUARY 2020		-342.4

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

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Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
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			MUNI	AIR BP	TRUST
EFT16701	28/02/2020	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE FEBRUARY 2020	-19873.33	
EFT16702	28/02/2020	CORAL COAST HOMES CONSTRUCTION	PROGRESS CLAIM 8 FOR REDEVELOPMENT OF LLOYDS BUILDING	-131602.90	
EFT16703	28/02/2020	CUTTING EDGES PTY LTD	GRADER BLADES HEAT TREATED 7FT X 8IN X 3/4THICK X 5/8BOLT	-2064.39	
EFT16704	28/02/2020	DAVID KENNETH HODDER	MEETING FEE OCM AND HBTP 15 FEB 2020	-550.00	
EFT16705	28/02/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	ESL RETURN QUARTER 3 2019/20	-22309.91	
EFT16706	28/02/2020	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 19/2/20	-854.61	
EFT16707	28/02/2020	EASTMAN POLETTI SHERWOOD ARCHITECTS	CONTRACT ADMINISTRATION VARIATION 2 - PRELIMINARY DESIGN OF KITCHEN FEB 2020	-12030.04	
EFT16708	28/02/2020	FILTERS PLUS	OIL FILTER FOR AIRPORT GENSET	-69.30	
EFT16709	28/02/2020	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING FOR OFFICE AND DEPOT PRINTERS JAN 2020	-501.26	
EFT16710	28/02/2020	GLOBE AUSTRALIA PTY LTD	MAINTENANCE AND REPAIRS TO BLACK HAWK 2620 FOGGER	-774.40	
EFT16711	28/02/2020	GREENFIELD TECHNICAL SERVICES	PHYSICAL INSPECTION AND PREPARATION OF A FUNDING SUBMISSION FOR THE SHIRES JANUARY 2020 FLOOD DAMAGE AGRN888	-18763.40	
EFT16712	28/02/2020	HARVEY JAMES NICHOLS	MEETING FEE OCM AND HBTP 15 FEB 2020	-700.00	
EFT16713	28/02/2020	HILLE THOMPSON & DELFOS (HTD)	ADDITIONAL LEVELLED STAKES AT 10M OFFSET ON BOTH SIDES ( ROADS TO RECOVERY WORKS ) ( QUOTE # 859A )	-8074.00	
EFT16714	28/02/2020	JR & A HERSEY PTY LTD	VARIOUS PROTECTIVE WEAR/EQUIPMENT AND TOOLS FOR DEPOT	-905.41	
EFT16715	28/02/2020	KOTT GUNNING LAWYERS	CHECK DRAFT TOWN MAINTENANCE CONTRACT AND PROVIDE ADVICE ON POTENTIAL RAMIFICATIONS OF THE LEGAL STATUS OF CONTRACTORS	-2356.20	
EFT16716	28/02/2020	LGIS INSURANCE BROKING	MOTOR VEHICLE INSURANCE ADJUSTMENT	-683.49	
EFT16717	28/02/2020	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	-38.80	
EFT16718	28/02/2020	MARK SMITH	MEETING FEE OCM AND HBTP 15 FEB 2020	-550.00	
EFT16719	28/02/2020	MARKETFORCE PTY LTD	ADVERTISING IN THE WEST AUSTRALIAN 01/01/2020 ANNUAL MEETING OF ELECTORS	-231.10	
EFT16720	28/02/2020	MATTHEW HALL	MEETING FEE OCM AND HBTP AND TRAVEL FEE 15 FEB 2020	-975.75	
EFT16721	28/02/2020	MONUMENT MURCHISON PTY LTD	RATES REFUND FOR ASSESSMENT A6974 P51/2662 PEAK HILL GOLD FIELD	-1338.62	
EFT16722	28/02/2020	MOSES, PHILLIP	MEETING FEE OCM AND HBTP 15 FEB 2020	-550.00	
EFT16723	28/02/2020	MURCHISON RUBBISH SERVICES	RUBBISH CONTRACT FOR FEBRUARY 2020	-20399.94	
EFT16724	28/02/2020	NEUK PORT AD-HAIR	AERODROME MANAGEMENT CONTRACT FOR MONTH OF FEB 2020	-22622.60	
EFT16725	28/02/2020	NORTHAMPTON GRADER HIRE	GABININTHA - NANNINE ROAD MAINTENANCE AS DIRECTED BY WORKS AND SERVICES MANAGER , VARIOUS SECTIONS . ( 3 TO 5 DAYS MAXIMUM )	-16073.75	
EFT16726	28/02/2020	OCEAN CENTRE HOTEL	ONE NIGHTS ACCOMMODATION FOR CEO ROY MCCLYMONT TO ATTEND MEETING IN GERALDTON, IN 17/02/2020 OUT 18/02/2020. INCLUDES MEALS.	-321.00	
EFT16727	28/02/2020	ORA GOLD LIMITED	RATES REFUND FOR ASSESSMENT A6563 E52/2402 PEAK HILL GOLD FIELD	-315.42	
EFT16728	28/02/2020	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	SECURITY CERTIFICATE 2 YRS. 29/1/20 CEO ACCESS ONLY TO PERSONNEL FILES, 31/1/20 PASSWORD PROTECT ADDITIONAL FILES FOR DCEO AND CDSM, 7/2/20 RENEW SSL CERT, 11/2/20 RECOVER PASSWORDS AND FILE	-477.50	
EFT16729	28/02/2020	S&K ELECTRICAL CONTRACTING PTY LTD	TRACE ELECTRICAL SHORT FROM OUTDOOR TAP AT KIDZONE, REPAIR ICE MACHINE IN CARAVAN AND REPAIR GENSET	-1683.00	
EFT16730	28/02/2020	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-2042.68	
EFT16731	28/02/2020	SOLID CONCRETE SERVICES AND CONSTRUCTION PTY LTD	CONSTRUCT FLOODWAY ON MT CLERE / MEEKATHARRA ROAD SLK 31.00 , UNDER QUOTE RFQ 19/20-7 UNDER COUNCIL APPROVED RFT 19/20-1 PANEL OF SUPPLIERS FOR THE PROVISION OF CONCRETING MATERIALS & SERVICES ( SOLID CONCRETE CIVILS & CONSTRUCTION QUOTE # 0873 , \$59,000.00 PLUS GST 12/12/19 )	-64900.00	
EFT16732	28/02/2020	TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT DECEMBER 2019	-249.49	
EFT16733	28/02/2020	TRALEE CABLE	REIMBURSEMENT FOR DECORATIONS FOR TOWN CHRISTMAS PARTY 2020	-199.00	
EFT16734	28/02/2020	TRENFIELD MOTORS	VARIOUS REPAIRS, PARTS AND SERVICES FOR SHIRE VEHICLES JAN 2020	-9456.97	
EFT16735	28/02/2020	TRUCK CENTRE WESTERN AUSTRALIA	1 X RH COMPLETE DOOR TRIM FOR MACK SUPERLINER	-821.85	
EFT16736	28/02/2020	VERIS AUSTRALIA PTY LTD	PREPARE PRELIMINARY DESIGN FOR OVAL SUBDIVISION AND ISSUE TO CLIENT AS PER APPROVED PROPOSAL	-825.00	
EFT16737	28/02/2020	WAYNE DARK	REIMBURSEMENT FOR PRIVATE ACCOMMODATION OR MEALS FOR STAFF ON COUNCIL BUSINESS AS PER POLICY 03.25. 2X \$160- WALGA TRAINING COURSE 14/2/20	-320.00	
EFT16738	28/02/2020	WESTRAC EQUIPMENT	REPAIR BUCKET LIFTING HYDRAULICS ON 2012 272DAC SKID STEER LOADER - CATERPILLAR AND VARIOUS OTHER PLANT PARTS AND REPAIRS	-20482.98	
EFT16739	28/02/2020	WILSONS SIGN SOLUTIONS	6 X NAMED HONOUR PLAQUES, NL TRENFIELD X 2, PW CURLEY, HJ NICHOLS, MJ SMITH, PS MOSES FOR COUNCIL CHAMBERS	-158.40	
EFT16740	28/02/2020	CLANCY, HELEN	REFUND OF NOMINATION FEES FOR 2019 LOCAL GOVERNMENT ELECTIONS		-80.00
25753	14/02/2020	TELSTRA CORPORATION LIMITED	MOBILE PHONE CHARGES JAN 2020	-158.19	
25754	14/02/2020	WATER CORPORATION	VARIOUS SHIRE PROPERTIES WATER CHARGES - 11/12/19 - 12/2/20	-17950.48	
25755	28/02/2020	TELSTRA CORPORATION LIMITED	LANDLINE PHONE CHARGES FEB 2020	-2069.46	
25756	28/02/2020	WATER CORPORATION	POST OFFICE WATER CHARGES - 9/12/19 - 11/2/20	-691.34	
25757	28/02/2020	ZACATECAS MINERALS PTY LTD	RATES REFUND FOR ASSESSMENT A8206 E8/3018 NANNINE GOLD FIELD	-688.74	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 21 MARCH 2020

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Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
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			MUNI	AIR BP	TRUST
DD13105.3	05/02/2020 MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-793.81		
DD13105.4	05/02/2020 CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-825.00		
DD13105.5	05/02/2020 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-746.55		
DD13105.6	05/02/2020 BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-172.11		
DD13105.7	05/02/2020 RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-64.27		
DD13119.1	23/02/2020 HORIZON POWER	VARIOUS SHIRE PROPERTIES ELECTRICITY CHARGES	-5067.21		
DD13123.1	19/02/2020 WA SUPER	PAYROLL DEDUCTIONS	-6241.54		
DD13123.2	19/02/2020 AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-995.00		
DD13123.3	19/02/2020 MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-825.00		
DD13123.4	19/02/2020 CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-825.00		
DD13123.5	19/02/2020 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-689.90		
DD13123.6	19/02/2020 BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-228.04		
DD13123.7	19/02/2020 RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-105.32		
THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:			MUNI BANK	-900,785.99	
			AIR BP ACCOUNT	0.00	
			TRUST ACCOUNT		-80.00

TOTALLING -\$900,865.99 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Saturday, 21 March 2020  
AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

<b>Title/Subject:</b>	<b>2019/2020 BUDGET REVIEW</b>
<b>Agenda/Minute Number:</b>	9.2.4
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 0241
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	27 February 2020
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer
	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

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

**Attachments:**

2019/2020 Budget Review

**Background:**

The Local Government (Financial Management) Regulations 1996, regulation 33A as amended, came into effect 31<sup>st</sup> March 2005 and requires that local governments conduct at least one budget review between 1 January and 31 March in each financial year.

The draft budget is presented to Council in May, and at this time staff are only able to provide financial estimates regarding future spending. A review of the adopted budget was held in September 2019 after the completion of the draft 2018/19 financial report figures as staff had identified some necessary amendments to these initial financial estimates.

This budget review addresses the mandatory requirement and some recommendations due to the completion of the final 2018/19 financial report.

**Comment:**

The requested amendments are as follows:

Adjustment to 2018/19 surplus

1. As previously presented to Council during the December Audit Committee and Ordinary Council Meeting the actual Budget Surplus was \$5,607,420 as opposed to the original surplus of \$5,701,812 – a decrease of \$94,392.

Variations to Budgeted Figures

2. No change at this stage, just FYI: GL4601 has a budget of \$482,189 for remaining flood damage income from AGRN 781. \$678,975.75 (+GST) has been invoiced, a difference of \$196,785.75. At this stage that claim is still being audited by Main Roads and it is not clear whether the Shire will receive the full \$678k or only a portion of it. As the final figure is not yet clear no budget amendment is suggested at this stage but Council should be aware that this could possibly be a significant variance.
3. At the September 2019 budget review the Youth Grant for Outside School Hours Care was reduced from \$26,172 to \$13,086 because it was thought that this funding was coming to an end. It has now been extended and funding has been received so the budget can be increased again, to \$26,168.

4. An \$8,000 budget exists for “The Big Hoojaa” as a community development activity. This particular performer has cancelled their trip so it is suggested that this be renamed to “Touring Performers” so it’s not restricted to the one performer. The budget value does not need to be changed.
5. Both Youth salaries and Sport & Recreation salaries are well below budget. This is mostly due to fewer casuals having been employed than the budget allows for. Furthermore there have been periods of unpaid leave amongst the full time staff which resulted in reduced costs. The Youth salaries (GL 2422) can be reduced from \$165,655 to \$100,000 and the Sport and Recreation salaries (GL 3617) can be reduced from \$98,687 to \$50,000.
6. The budget for Airport Maintenance needs to be increased by from \$47,550 to \$60,000 as there have been a couple of relatively costly maintenance issues that had to be resolved (being the transformer and apron globes), in addition to the usual smaller maintenance requirements.
7. The \$16,043 budget for Trails & Lookout Maintenance is insufficient and is requested to be increased to \$30,000. New signs and more maintenance have resulted in higher costs.
8. A budget of \$34,822 is allocated for Town Hall Maintenance & Cleaning. So far already over \$31k has been spent which means this account will be overspent by the year end. Maintenance in general has been higher than usual with unforeseen costs such as light replacements, cool room repairs and a new floor polisher adding significantly to this overspend. It is suggested this budget be increased to \$45,000.
9. \$28k was budgeted for the Nannine cemetery fence. This came in a lot cheaper at \$8.7k as a simpler style fence was used, resulting in savings of \$19.3k.
10. The fence/gate at the Shire Hall between the cool room and the existing fence also came in a lot cheaper at \$2,550 instead of \$8,000.
11. The cool room refrigeration unit at the Hall was beyond repair and had to be replaced at a cost of \$8k.
12. A budget of \$16,292 exists for the Pool Change-rooms retiling and urinal replacement. This was done in 18/19 and apart from one late invoice the majority of this was posted to last financial year. This means that the current year’s budget can be reduced by \$9,968 to \$6,324. The remaining budget is for the kiosk roller shutters/windows which are yet to be done.
13. The fencing replacement at the Picture Gardens had \$28k allocated to SR08 – Picture Gardens “Furniture & Equipment”. Fencing however is an “Infrastructure” expenditure so this budget needs to be allocated to GL 3804 instead. It also came in slightly more expensive at \$32,409 so it is suggested that the budget be amended to this figure.
14. An increase of \$7k (from \$2k to \$9k) is requested for Engineering Office Expenses. The high rainfall has resulted in more road inspections and road closures which have brought the costs up.
15. The budget of \$12k for legal expenses is insufficient due to the unforeseen legal counsel that was sought. It is suggested this budget be increased to \$40k.

#### Timing Differences

16. At the January 2020 meeting Council agreed to auspice a grant application by the Meekatharra Rangelands Biosecurity Association under the Federal *Communities Combating Pest and Weed Impacts During Drought Program - Biosecurity Management of Pests and Weeds – Round 2*. The grant of \$246,000 was expected to be received and expended next financial year however it now appears that it will happen prior to 30<sup>th</sup> June 2020 and therefore needs to be included in this year’s budget.
17. \$21,115 has been budgeted for Aerodrome Consultants. It is requested this be increased to \$27k because the Annual Technical Inspection, the Annual Electrical Inspection and the review of the Transport Security Plan will be happening earlier therefore falling into this financial year.

Request for New Budget Items

Nil

Non Cash Differences

Nil

The overall budget impact of all these changes, if adopted as presented by Council, combined with previously adopted budget amendments, is that there will be a deficit of approx. \$214,959. To provide a balanced budget Council may resolve to amend budgeted transfers from the Reserves as they deem fit. However, historically it is likely that the budget will at the end of the financial year be in surplus therefore it may be prudent to not make any budget balancing amendments at this time.

**Consultation:**

Roy McClymont	Chief Executive Officer
Krys East	Deputy Chief Executive Officer
Peter Cox	Works and Services Manager
Tralee Cable	Community & Development Services Manager
David Macdonald	Project Officer
Megan Shirt	Financial Consultant

**Statutory Environment:**

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

- “(1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
- (a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) *consider the local government’s financial position as at the date of the review; and*
  - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*  
*\*Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Budget amendments form part of the Officers Recommendation

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Officers Recommendation / Council Resolution:**

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

**That Council confirms all budget amendments previously adopted by Council totalling \$-192,830 and the 2018/19 surplus as being \$5,607,420 (changed by \$-94,392) and adopts the following new amendments totalling \$72,263:**

**1. Income Accounts:**

*Increased*

- **2419 Youth OSHC Program +\$13,082**
- **1953 Animal Control – Combatting Pests +\$246,000**

**2. Expense Accounts:**

*Reduced*

- **2422 Youth Salaries -\$65,655**
- **3617 Sport & Rec Salaries -\$48,687**
- **3285 Nannine Cemetery -\$19,300**
- **HC07 Hall Fence -\$5,450**
- **3666 Pool Building -\$9,968**
- **SR08 Picture Gardens Furniture & Equipment -\$28,000**
- **CD5 Big Hoohaa – renamed to Touring Performers**

*Increased*

- **1902 Control Expenses – Combatting Pests +\$246,000**
- **5052 Airport Maintenance +\$12,450**
- **5926 Maintenance Trails & Lookouts +\$13,957**
- **5021 Aerodrome Consultants +\$5,885**
- **3362 Town Hall Maintenance & Cleaning +\$10,178**
- **HC08 Hall Cool Room Renewal +\$8,000**
- **3804 Picture Gardens Infrastructure +\$32,409**
- **8022 Engineering Office +\$7,000**
- **0702 Legal Expenses +\$28,000**

**CARRIED 7/0  
BY AN ABSOLUTE MAJORITY**



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

GL Account Code	Increase/Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Adopted Budget</b>					\$	\$	\$	\$
	↑		OCM 21/9/2019 9.2.4	Unaudited Budget Surplus	3,082,977	5,701,812		2,618,835	0	2,618,835
	↓		OCM 13/12/2019 9.2.7	Audited Budget Surplus	5,701,812	5,607,420		0	(94,392)	2,524,443
<b>Revenue</b>										
0031	↑	RATES RAISED	OCM 21/9/2019 9.2.4	Operating Revenue	4,178,603	4,307,157		128,554	0	2,652,997
0181	↓	FINANCIAL ASSISTANCE GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	2,369,226	1,139,512		0	1,229,714	1,423,283
0211	↓	LOCAL ROAD GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	1,136,498	571,347		0	565,151	858,132
1563	↑	DFES OPERATING GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	5,252	5,367		115	0	858,247
4591	↑	MAINROADS DIRECT GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	280,305	298,971		18,666	0	876,913
2419	↓	YOUTH GRANT O.S.H.C.	OCM 21/9/2019 9.2.4	Operating Revenue	26,172	13,086		0	13,086	863,827
1953	↑	ANIMAL CONTROL - COMBATting PESTS (MRBA)		Operating Revenue	0	246,000		246,000	0	1,109,827
2419	↑	YOUTH GRANT O.S.H.C.		Operating Revenue	13,086	26,168		13,082	0	1,122,909
<b>Non- Operating Revenue</b>										
4621	↑	R2R (ROADS TO RECOVERY) GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	628,495	785,619		157,124	0	1,280,033
4691	↑	MAINROADS ROAD PROJECT GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	158,350	300,000		141,650	0	1,421,683
<b>Operating Expenditure</b>										
3625	↑	ACTIVITIES - RECREATION OFFICER	OCM 20/7/2019 9.4.1	Operating Expenses	22,000	25,330		0	3,330	1,418,353
0692	↑	CONSULTING FEES - LAND SURVEY OVAL	OCM 17/8/2019 9.4.2	Operating Expenses	0	11,500		0	11,500	1,406,853
0692	↑	CONSULTING FEES - LANDOR RD BUSINESS CASE	OCM 21/9/2019 9.2.4	Operating Expenses	0	30,000		0	30,000	1,376,853
4820	↓	STREET MAINTENANCE - KERB NUMBERING	OCM 21/9/2019 9.2.4	Operating Expenses	6,000	0		6,000	0	1,382,853
0953	↑	1/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,380,353
0954	↑	2/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,377,853
1902	↑	CONTROL EXPENSES - COMBATting PESTS (MRBA)		Operating Expenses	74,994	320,994		0	246,000	1,131,853
CD5		BIG HOOHAA / TOURING PERFORMERS		Operating Expenses	8,000	8,000		0	0	1,131,853
2422	↓	YOUTH SALARIES		Operating Expenses	165,655	100,000		65,655	0	1,197,508
3617	↓	SPORT & REC SALARIES		Operating Expenses	98,687	50,000		48,687	0	1,246,195
5052	↑	AIRPORT MAINTENANCE		Operating Expenses	47,550	60,000		0	12,450	1,233,745
5926	↑	MAINTENANCE TRAILS & LOOKOUTS		Operating Expenses	16,043	30,000		0	13,957	1,219,788
5021	↑	AERODROME CONSULTANTS		Operating Expenses	21,115	27,000		0	5,885	1,213,903
3362	↑	TOWN HALL MAINTENANCE & CLEANING		Operating Expenses	34,822	45,000		0	10,178	1,203,725
8022	↑	ENGINEERING OFFICE & OTHER EXPENSES		Operating Expenses	2,000	9,000		0	7,000	1,196,725
0702	↑	LEGAL EXPENSES		Operating Expenses	12,000	40,000		0	28,000	1,168,725
<b>Non- Operating Expenditure</b>										
4015	↑	LIONS PARK	OCM 20/7/2019 9.4.1	Capital Expenses	0	57,000		0	57,000	1,111,725
3694	↑	POOL FENCE	OCM 21/9/2019 9.2.1	Capital Expenses	0	14,190		0	14,190	1,097,535
0935	↑	1/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,308		0	5,308	1,092,227
0936	↑	2/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,307		0	5,307	1,086,920
4191	↑	LLOYDS RENOVATIONS	OCM 21/9/2019 9.2.4	Capital Expenses	2,200,000	2,428,876		0	228,876	858,044
RR67	↑	ASHBURTON DOWNS ROAD RRG SLK 76-86	OCM 21/9/2019 9.2.4	Capital Expenses	237,525	497,500		0	259,975	598,069

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

GL Account Code	Increase/Decrease to Budget	Description	Council Resolution		Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				Classification						
A67	↑	ASHBURTON DOWNS ROAD R2R SLK 27-34.56	OCM 21/9/2019 9.2.4	Capital Expenses	700,000	857,124		0	157,124	440,945
5124	↑	TRUCKS - MACK TRUCK FITOUTS	OCM 21/9/2019 9.2.4	Capital Expenses	0	494,380		0	494,380	(53,435)
1216	↑	AIRPORT POWER POLES	OCM 21/9/2019 9.2.4	Capital Expenses	8,667	42,500		0	33,833	(87,268)
5389	↑	MEEKA TOWN HERITAGE WALK - BOLLARDS	OCM 21/9/2019 9.2.4	Capital Expenses	0	10,000		0	10,000	(97,268)
C1	↑	MT CLERE ROAD CONSTRUCTION	OCM 21/9/2019 9.2.4	Capital Expenses	709,000	849,000		0	140,000	(237,268)
3285	↓	NANNINE CEMETERY - FENCE		Capital Expenses	28,000	8,700		19,300	0	(217,968)
HC07	↓	HALL - FENCE BETWEEN KITCHEN AND LANEWAY		Capital Expenses	8,000	2,550		5,450	0	(212,518)
HC08	↑	HALL - COOLROOM RENEWAL		Capital Expenses	0	8,000		0	8,000	(220,518)
3666	↓	POOL - CHANGEROOMS/TOILETS		Capital Expenses	16,292	6,324		9,968	0	(210,550)
SR08	↓	PICTURE GARDENS - F&E - REPLACE FENCING		Capital Expenses	28,000	0		28,000	0	(182,550)
3804	↑	PICTURE GARDENS - INFRAS. - REPLACE FENCING		Capital Expenses	0	32,409		0	32,409	(214,959)
							0	3,507,087	3,533,261	

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2020**

	Adopted Budget	Previously Adopted Budget Amendments	Proposed Budget Amendments	Year End Predicted	YTD Actual
	\$	\$	\$	\$	\$
<b>Operating Revenues</b>					
Governance	80			80	80
General Purpose Funding - Rates	4,180,542	128,554		4,309,096	4,290,508
General Purpose Funding - Other	4,136,885	(1,794,865)		2,342,020	951,145
Law, Order and Public Safety	12,150	115	246,000	258,265	6,296
Health	6,104			6,104	5,674
Education and Welfare	147,614	(13,086)	13,082	147,610	81,884
Housing	29,500			29,500	16,073
Community Amenities	140,797			140,797	118,252
Recreation and Culture	1,329,126			1,329,126	250,776
Transport	2,583,992	317,440		2,901,432	1,418,513
Economic Services	190,249			190,249	115,127
Other Property and Services	119,900			119,900	55,070
<b>Total Operating Revenue</b>	<b>12,876,939</b>	<b>(1,361,842)</b>	<b>259,082</b>	<b>11,774,179</b>	<b>7,309,397</b>
<b>Operating Expense</b>					
Governance	(712,260)			(712,260)	(331,381)
General Purpose Funding	(230,293)			(230,293)	(94,923)
Law, Order and Public Safety	(234,731)		(246,000)	(480,731)	(92,133)
Health	(111,826)			(111,826)	(49,002)
Education and Welfare	(813,203)		65,655	(747,548)	(326,239)
Housing	(29,500)	(5,000)		(34,500)	(16,187)
Community Amenities	(697,396)			(697,396)	(296,633)
Recreation and Culture	(1,679,532)	(3,330)	38,509	(1,644,353)	(825,909)
Transport	(7,316,726)	6,000	(25,335)	(7,336,061)	(4,384,650)
Economic Services	(590,781)		(13,957)	(604,738)	(309,307)
Other Property and Services	(234,333)	(41,500)	(28,000)	(303,833)	(339,412)
<b>Total Operating Expenditure</b>	<b>(12,650,581)</b>	<b>(43,830)</b>	<b>(209,128)</b>	<b>(12,903,539)</b>	<b>(7,065,778)</b>
<b>Funding Balance Adjustments</b>					
Add back Depreciation	6,933,817			6,933,817	4,561,616
Adjust (Profit)/Loss on Asset Disposal	9,711			9,711	1,455
Adjust Provisions and Accruals	0			0	0
<b>Net Cash from Operations</b>	<b>7,169,885</b>	<b>(1,405,672)</b>	<b>49,954</b>	<b>5,814,168</b>	<b>4,806,689</b>
<b>Capital Revenues</b>					
Proceeds from Disposal of Assets	39,500			39,500	8,000
<b>Total Capital Revenues</b>	<b>39,500</b>	<b>0</b>	<b>0</b>	<b>39,500</b>	<b>8,000</b>
<b>Capital Expenses</b>					
Land and Buildings	(2,573,433)	(239,491)	7,418	(2,805,506)	(1,171,450)
Furniture and Equipment	(63,000)		28,000	(35,000)	(32,409)
Plant and Equipment	(354,000)	(494,380)		(848,380)	(630,513)
Infrastructure - Roads	(4,994,918)	(557,099)		(5,552,017)	(1,085,998)
Infrastructure - Footpaths	0			0	0
Infrastructure - Airports	(58,667)	(33,833)		(92,500)	(42,500)
Infrastructure - Other	(1,021,703)	(81,190)	(13,109)	(1,116,002)	(77,676)
<b>Total Capital Expenditure</b>	<b>(9,065,721)</b>	<b>(1,405,993)</b>	<b>22,309</b>	<b>(10,449,405)</b>	<b>(3,040,545)</b>
<b>Net Cash from Capital Activities</b>	<b>(9,026,221)</b>	<b>(1,405,993)</b>	<b>22,309</b>	<b>(10,409,905)</b>	<b>(3,032,545)</b>
<b>Financing</b>					
Transfer to Reserves	(1,226,641)			(1,226,641)	0
Transfer from Reserves	0			0	0
<b>Net Cash from Financing Activities</b>	<b>(1,226,641)</b>	<b>0</b>	<b>0</b>	<b>(1,226,641)</b>	<b>0</b>
<b>Net Operations, Capital and Financing</b>	<b>(3,082,977)</b>	<b>(2,811,665)</b>	<b>72,263</b>	<b>(5,822,379)</b>	<b>1,774,144</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>3,082,977</b>	<b>2,618,835</b>	<b>(94,392)</b>	<b>5,607,420</b>	<b>5,607,419</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>(192,830)</b>	<b>(22,129)</b>	<b>(214,959)</b>	<b>7,381,563</b>

### 9.3 ADMINISTRATION

<b>Title/Subject:</b>	<b>LOCAL GOVERNMENT HOUSE TRUST DEED VARIATION</b>
<b>Agenda/Minute Number:</b>	9.3.1
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 206
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	10 March 2020
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer
	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council to consent to a variation to the Trust Deed for the Local Government House Trust (the Trust).

**Attachments:**

Email received from Nick Sloan from WALGA on 19 February 2020  
Deed of Variation  
Excerpt from 1994 Trust Deed, Clause 12

**Background:**

The Shire of Meekatharra owns units in the Local Government House Trust which is a unit trust created back in 1980 for the purpose of providing building accommodation to the Western Australian Local Government Association (WALGA). It's providing WALGA with the ONE70 building in West Leederville.

**Comment:**

WALGA would like to vary the Trust Deed in order to assist the Trust's income tax exempt status and requires consent of at least 75% if all beneficiaries, the Shire of Meekatharra being one of them, in order to execute this variation.

The amendments provide greater power to beneficiaries through the Board of Management and as such WALGA anticipate they will be considered acceptable.

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officer Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy  
**Seconded:** Cr DK Hodder

**That Council consent to WALGA's proposed variation to the Trust Deed for the Local Government House Trust.**

**CARRIED 7/0**

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**Meeka Customer Service Officer**

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**From:** Communications <communications@walga.asn.au>  
**Sent:** Wednesday, 19 February 2020 9:03 AM  
**To:** Meeka Customer Service Officer  
**Subject:** Local Government House Trust- Deed of Variation  
**Attachments:** Attachment 1 Deed of Variation.pdf; Attachment 2 Clause 12 of Trust Deed 1994.pdf

*Sent on behalf of WALGA CEO Nick Sloan*

19 February 2020

Our Ref: NS/RM

Mr Roy McClymont  
Chief Executive Officer  
Shire of Meekatharra

Dear Mr McClymont,

**Re: Local Government House Trust – Deed of Variation**

I am writing to seek your Council's consent by formal resolution to a variation to the Trust Deed for the Local Government House Trust (The Trust).

Shire of Meekatharra is a unit holder and beneficiary to the Local Government House Trust, holding 3 unit/s as advised in WALGA's recent Quarterly Report Q4 2019.

The Trust's Board of Management is seeking to vary the Trust Deed in order to assist the Trust's income tax exempt status. As stipulated by the Deed, the Trust requires consent of at least 75 per cent of all beneficiaries in order to execute this variation.

As a beneficiary, the Shire of Meekatharra is requested to consent to the enclosed Deed of Variation supported by a resolution of Council; and to communicate this consent to us in writing. Please note, we are requesting consent for the Trustee to formally execute the attached Deed of Variation – your Local Government is not required to sign the enclosed document.

Further details on the particular Deed Variations and objectives to be achieved by this variation are outlined below.

**Background on the Local Government House Trust**

The Local Government House Trust ("The Trust") exists primarily to provide building accommodation for the Western Australian Local Government Association. Since January 2014, the Trust has provided WALGA with accommodation at 170 Railway Parade West Leederville.

The current trust deed commenced in 1993 and was amended in 2002 to reflect the merger of the metropolitan and country associations into WALGA. The current Trust Deed pronounces WALGA as Trustee and unit holders as Beneficiaries, with the Trustee holding property and associated monies "upon Trust" and in proportion to the units provided.

Commencement date of the current deed is 17 February 1993, with a vesting date 79 years from commencement - which means that the Trust ends in 2072.

The Trust is exempt from income tax on the basis of being a State / Territory Body (STB) pursuant to *Division 1AB of the Income Tax Assessment Act 1936*.

## Trust Deed Variation

Trust Deed amendments set out in the Deed of Variation are based on legal advice and are intended to assist the Trust's income tax exempt status by strengthening the position that the Trust is a State / Territory Body (STB).

Legal advice identified that the Trustee's ability to retire and appoint a new Trustee might affect the Trust's classification as a State or Territory Body (STB). This view, while based upon highly technical grounds, is a risk nonetheless.

Subsequently the Deed of Variation aims to strengthen the position that the Trust is a STB through the following amendments:

1. removing the existing Trustee's power to retire and appoint a new Trustee (Clause 2.1 and 2.2 (22.3) of the Deed of Variation)
2. enabling the beneficiaries to appoint and remove a Trustee (Clause 2.2 (22.4) of the Deed of Variation), and
3. ensuring that the Board of Management is the 'governing body' of the Trust (Clause 2.3 of the Deed of Variation)

The three proposed amendments when applied to the relevant clauses inserted by the Deed of Variation dated 5 June 2002 will subsequently read as follows (proposed amendments shown in red text):

1. Variation 2.1 amends clause 22.1 to point to additional clause:

22.1 Any Trustee of the Trust may retire as Trustee of the Trust. ~~The~~ **Subject to clause 22.3, the** right to appoint any new or additional trustee or trustees of the Trust is hereby vested in the retiring or continuing trustee. A corporation or incorporated association may be appointed as Trustee of the Trust.

2. Variation 2.2 inserts two new clauses:

**22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.**

**22.4 The Beneficiaries may at any time by Special Resolution:**

**(a) remove a Trustee from the office as Trustee of the Trust;**  
**and**

**(b) appoint such new or additional Trustee.**

3. Variation 2.3 insert a new clause 13A

### **13A Delegation to the Board of Management**

**Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities**

**and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do**

**such things as may be necessary to give effect to the exercise of a power, authority**

**or discretion by the Board of Management.**

## Comment

The first two amendments outlined above remove powers granted to the Trustee in the 2002 Deed Variation resulting from the merger to a single Association representing WA Local Governments. These amendments which previously facilitated the transfer of trusteeship to the then new Western Australian Local Government Association are removed, but with the clarification that any appointment must be with the consent of the beneficiaries.

The final amendment intends to confirm that power rests with the Board of Management. As the Board of Management comprises Local Governments, this satisfies the requirements of a STB for tax purposes. This amendment reflects the actual operation of the Trustee in implementing the decisions of the Board of Management whilst retaining sufficient operational discretion to place and renew investments and pay suppliers.

These amendments provide greater power to beneficiaries through the Board of Management, and as such it is anticipated they will be considered acceptable.

Thank you for your consideration of the above amendments we look forward to receiving formal consent to execute these changes via resolution of Council.

If you have any questions regarding the variations, please email Financial Controller Rick Murray at [rmurray@walga.asn.au](mailto:rmurray@walga.asn.au).

Yours sincerely,  
Nick

**Nick Sloan | Chief Executive Officer | WALGA**

(p) (08) 9213 2025 | (m) 0408 941 792 | (e) [nsloan@walga.asn.au](mailto:nsloan@walga.asn.au)

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

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### Attachments

1. Deed of Variation – Copy for information only, this document does not require signing.
2. Clause 12 of Trust Deed 1994. (Excerpt)

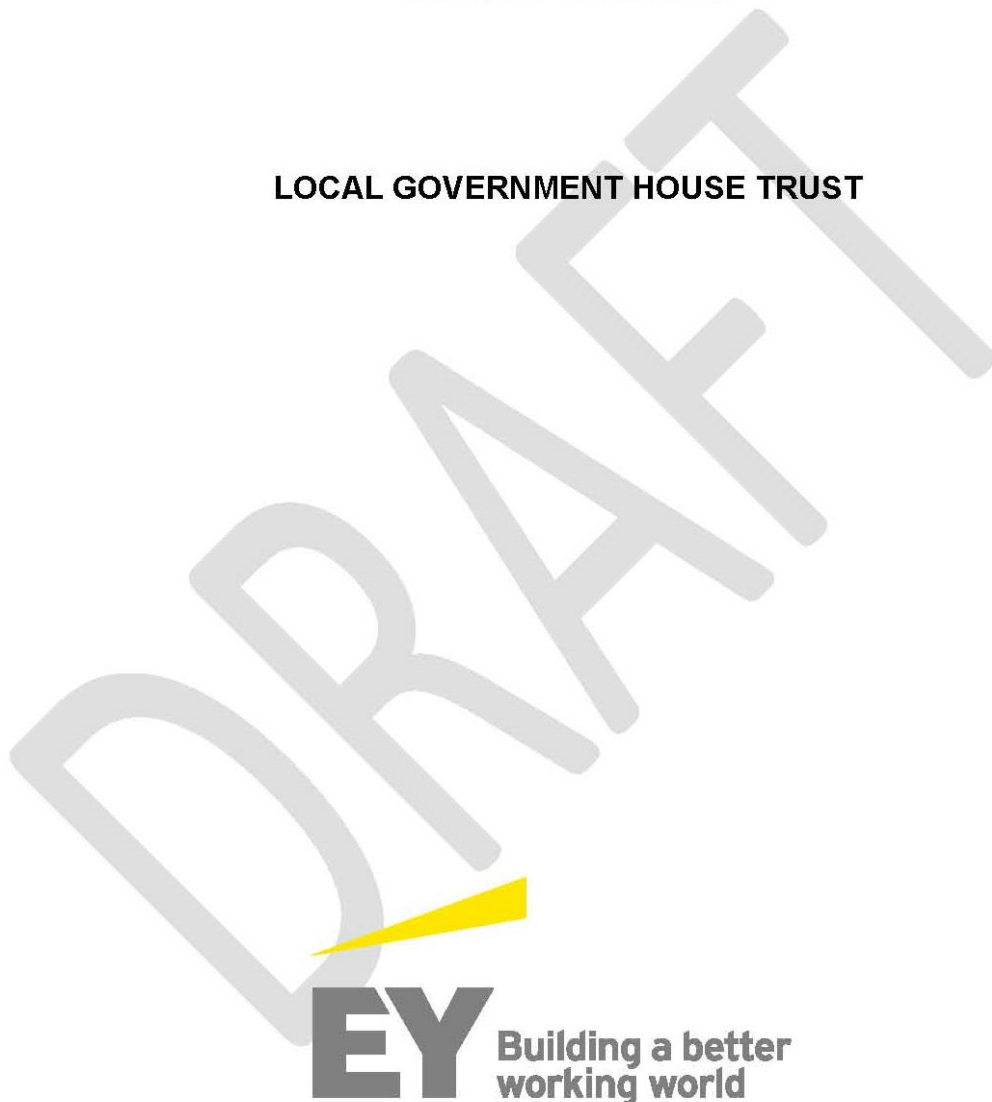


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**Attachment 1**

**DEED OF VARIATION**

**LOCAL GOVERNMENT HOUSE TRUST**



LAW

PERTH

11 Mounts Bay Road, Perth WA 6000

Telephone (08) 9429 2222 Facsimile: (08) 9429 2434

[eylawperth@au.ey.com](mailto:eylawperth@au.ey.com) [www.ey.com](http://www.ey.com)

Our Ref: 4WAL / 2004 7043

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**Attachment 1**

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EY

**THIS DEED** dated the \_\_\_\_\_ day of \_\_\_\_\_ 2019

**BY**

**WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION** of Level 1, 170 Railway Parade, West Leederville in the State of Western Australia (the 'Trustee')

**RECITALS**

- A. By Deed of Trust undated but stamped 12 February 1980 ('Original Trust Deed') made between CHARLES WILSON TUCKEY, LYAL GORDON RICHARDSON, GORDON LAWRENCE KILPATRICK, HARRY STICKLAND and MAXWELL RAY FINLAYSON (the 'Original Trustees') and THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA and the COUNTRY SHIRE COUNCILS ASSOCIATION (the 'Retired Trustees') the Original Trustees declared that they would hold the property therein referred to as the Headquarters and the monies therein referred to as the Trust Fund upon trust for the beneficiaries specified in the second schedule to the Original Deed upon the terms and conditions therein contained (the 'Original Trust').
- B. By Deed dated 2 October 1981 made between the Original Trustees and the Retired Trustees the Original Trustees retired and appointed the Retired Trustees as the trustees of the Original Trust in their place.
- C. By Deed dated 4 May 1994 (the 'New Deed') the Retired Trustees (in the New Deed referred to as THE LOCAL GOVERNMENT ASSOCIATION OF WESTERN AUSTRALIA (INC) and THE COUNTRY SHIRE COUNCILS' ASSOCIATION OF WESTERN AUSTRALIA (INC)) agreed that the proceeds from the sale of the Headquarters and the Trust Fund and the income thereof should be from 17 February 1993 held upon the terms and conditions set out in the New Deed (the 'Trust').
- D. By Deed of Variation dated 5 June 2002 the Retired Trustees varied the New Deed (collectively, the 'Trust Deed') to provide for a new Clause 22 which provides that any trustee of the Trust may retire as trustee of the Trust and appoint a new trustee to act as trustee of the Trust and that notwithstanding that the original number of trustees of the Trust was five where a corporation or incorporated association is appointed as trustee of the Trust then it shall not be obligatory to appoint more than one new trustee.
- E. By Deed dated 6 June 2002 made between the Retired Trustees and the Trustee, the Retired Trustees retired and appointed the Trustee as the trustee of the Trust.
- F. Clause 21.1 of the Trust Deed provides that the Trustees may at any time and from time to time (with the consent of not less than 75% of the Beneficiaries) by deed revoke add to or vary the trusts of the Trust Deed or declare (inter alia) any new or other powers, authorities or discretions concerning the management, control or investment of the Trust Fund upon the terms contained therein.
- G. The Trustee wishes to add to and vary the Trust Deed and declare (inter alia) new or other powers, authorities and discretions concerning the management, control or investment of the Trust Fund in accordance with the terms of this Deed.
- H. More than 75% of the Beneficiaries have consented in writing to the variations to the New Deed and the records relating to this consent will be placed with the original of this Deed.

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**Attachment 1**

EY

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**NOW THIS DEED WITNESSES**

**1. DEFINITIONS AND INTERPRETATION**

In this Deed, unless the context otherwise requires:

- 1.1 a word importing the singular includes the plural and vice versa, and a word of any gender includes other genders;
- 1.2 another grammatical form of a defined word or expression has a corresponding meaning;
- 1.3 a reference to a clause, paragraph, recital, schedule or annexure is to a clause, paragraph or recital of, or schedule or annexure to, this Deed, and a reference to this Deed includes any schedule or annexure;
- 1.4 a reference to a document or instrument includes the document or instrument as varied, novated, altered, supplemented or replaced from time to time;
- 1.5 a reference to a person includes a natural person, the estate of an individual, a partnership, body corporate, the trustee of a trust (in the trustee's capacity as trustee of the trust), association, governmental or local authority or agency or other entity;
- 1.6 a reference to a statute, ordinance, code or other law includes regulations and other instruments under it and consolidations, amendments, re-enactments or replacements of any of them;
- 1.7 the meaning of general words is not limited by specific examples introduced by 'including, for example' or similar expressions;
- 1.8 Recitals A to H inclusive form part of and are included in this Deed;
- 1.9 headings are for ease of reference and do not affect interpretation;
- 1.10 'Deed' means this deed;
- 1.11 unless specified otherwise, terms which are defined in the Trust Deed and used in this Deed bear the same meanings in this Deed which are ascribed to them in the Trust Deed; and
- 1.12 in the event of any inconsistency between the provisions of the Trust Deed and the provisions of this Deed, the provisions of this Deed will prevail.

**2. OPERATIVE PART**

The Trustee in exercise of the power given to the Trustee by clause 21.1 of the Trust Deed and with the consent of more than 75% of the Beneficiaries hereby adds to and varies the Trust Deed and declares (inter alia) the following new or other powers authorities and discretions concerning the management, control or investment of the Trust Fund as follows:

- 2.1 delete the word "The" appearing after the words "Any trustee of the Trust may retire as trustee of the Trust." in the existing clause 22.1 and replace it with the words "Subject to clause 22.3, the";

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## Attachment 1

EY

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2.2 insert after clause 22.2 the following:

“22.3 The retiring or continuing trustee shall only be entitled to appoint any new or additional trustee of the Trust with the consent of not less than 75% of the Beneficiaries.

22.4 The Beneficiaries may at any time by Special Resolution:

- (a) remove a Trustee from the office as trustee of the Trust; and
- (b) appoint such new or additional Trustee.

For the purposes of this clause 22.4, “Special Resolution” means a resolution passed or decision made by not less than 75% of the Beneficiaries.”

2.3 insert a new clause 13A as follows:

“13A **DELEGATION TO THE BOARD OF MANAGEMENT**

Unless the Beneficiaries otherwise direct (such direction to be given by not less than 75% of the Beneficiaries), the Trustees shall delegate all of the powers authorities and discretions contained in subclauses (a) to (x) of clause 12 to the Board of Management. The Trustees shall, at the direction of the Board of Management, do such things as may be necessary to give effect to the exercise of a power, authority or discretion by the Board of Management.”

### 3. **SEVERABILITY**

3.1 If any provision of this Deed is found by a competent authority (including without limitation a Court) to be void or unenforceable, then such finding shall not affect the other provisions of this Deed.

3.2 If making a subsequent amendment to this Deed avoids any invalidity or unenforceability of any provision of this Deed, the parties may elect to make that amendment, which shall be deemed for all purposes to be effective immediately prior to the occurrence of that invalidity or unenforceability.

### 4. **FURTHER ASSURANCES**

All parties shall make, execute and do all acts, deeds, documents and things and sign all documents which may reasonably be required to give full effect to this Deed, and the Trustee shall bear the costs of observing, performing and complying with this clause.

### 5. **COSTS**

The Trustee shall bear and pay the costs of and incidental to the preparation, execution and stamping of this Deed.

### 6. **RATIFICATION AND CONFIRMATION**

In all other respects the terms of the Trust Deed are hereby ratified and confirmed.

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**Attachment 1**

EY

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7. **PROPER LAW**

This Deed shall be governed by the laws of the State of Western Australia and the parties submit to the jurisdiction of the Courts of the State of Western Australia.

**EXECUTED** as a Deed

**THE COMMON SEAL** of **WESTERN** )  
**AUSTRALIAN LOCAL GOVERNMENT** )  
**ASSOCIATION** is hereunto affixed in the )  
presence of: )

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Signature of Chief Executive Officer

\_\_\_\_\_  
Name of President

\_\_\_\_\_  
Name of Chief Executive Officer

DRAFT

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

- 10 -

demands outgoings debts and liabilities incurred in respect of the Trust Fund.

10.2 The Trustees may subject to any law in force at the time in relation to this Deed so permitting accumulate all or any part of the income arisen or arising during an accounting period and such accumulation shall be dealt with as an accretion to the Trust Fund but so that the Trustees may at any time or times resort to all such accumulations and pay or apply the whole or any part or parts thereof as if they were income of the Trust Fund for the then current accounting period.

10.3 Subject to Clause 10.2 the Trustees may at any time at their discretion pay the whole or part of the income of the Trust Fund for any accounting period to the beneficiaries in proportion to the number of units of which they are respectively registered as holders at the last day of such accounting period.

**11.0 ADVANCEMENT OF CAPITAL**

The Trustees may at any time and from time to time set aside from the capital of the Trust Fund or raise therefrom any sum or sums of money and pay the same to the beneficiaries in proportion to the number of units in respect of which they are respectively registered at the date of each such payment for their own use and benefit. The payment of any such sum or sums of capital may be made in the same manner and subject to the same provisions as contained in Clause 10.3 in relation to the payment application or setting aside of any income of the Trust Fund.

**12.0 POWERS OF INVESTMENT AND MANAGEMENT**

The Trustees shall apply and invest the Trust Fund in any of the investments from time to time authorised by law for the investment of trust funds by trustees and in addition to and without limiting the powers authorities and discretions vested in the Trustees by law and notwithstanding the trusts hereinbefore declared shall have the following powers authorities and discretions which may be exercised by the Trustees at any time and from time to time in the

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

absolute and uncontrolled discretion of the Trustees in carrying out the trusts hereof:

- (a) to invest the Trust Fund and deal with manage transpose and realise the Trust Fund or any part thereof whether real or personal property with such powers in all respects as if the Trustees were the absolute owner thereof;
- (b) to purchase or otherwise acquire any investments for cash or otherwise and upon any terms and conditions and to make any such purchase or acquisition for a sum greater than the amount of the Trust Fund for the time being and to agree to pay for any such investments wholly or in part from any future moneys which may come into the Trustees' hands including dividends profits interest or other income payable in respect of any such investments;
- (c) to sell or otherwise dispose of any real or personal property or interest therein for the time being forming the whole or part of the Trust Fund by public auction tender or private treaty at such price or prices and whether for cash or on terms and generally upon any terms and conditions and to grant options for such sale or disposition as aforesaid;
- (d)
  - (i) to borrow and raise moneys from; or
  - (ii) to secure by mortgage or otherwise howsoever the payment of or obligation to pay money to,  
  
any person (including a beneficiary) upon any terms with or without security or interest;
- (e) to vary or transpose any investments and to vary the terms of or property comprised in any security;
- (f) to hold use purchase construct demolish maintain repair renovate reconstruct develop improve sell transfer convey surrender let lease exchange take and grant options or rights in alienate mortgage charge pledge reconvey release or discharge or otherwise deal with any real or personal

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

- 12 -

property PROVIDED THAT in the improvement or development of any part of the Trust Fund the Trustees shall not be bound by the limitation contained in Section 30(1)(c) of the Trustees Act and the Trustees shall not be bound to apply to any Court to exceed such limitation;

- (g) to pay out of the Trust Fund or the income thereof all costs charges and expenses of and incidental to the management of the Trust Fund or to the exercise of any power authority or discretion hereby or by law conferred on the Trustees or in carrying out or performing the trusts hereof which the Trustees may at any time incur including all taxes of whatever kind payable in respect of the Trust Fund and costs in any way connected with the preparation and execution of these presents;
- (h) to act as manager or to employ any persons (including a Trustee hereof or a unit holder) contractors managers solicitors accountants clerks workmen employees servants or agents to transact all or any business of whatever nature including the receipt and payment of money and to decide the remuneration to be allowed and paid and to pay all charges and expenses so incurred and to create or arrange any scheme or superannuation retirement benefit or pension for the benefit of any person so employed;
- (i) to partition or agree to the partition of or to subdivide or agree to the subdivision or strata title or agree to the strata-titling of any land or other property which or any interest in which may for the time being be subject to the trusts hereof and to pay any moneys by way of equality of partition;
- (j) to determine whether any real or personal property or any increase or decrease in amount number or value of any property or holdings of property or any profit loss receipt or payments from for or in connection with any real or personal property shall be treated as and credited or debited to capital or to income and generally to determine all matters as to which any doubt difficulty or question



**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

- 13 -

may arise under or in relation to the execution of the trusts and powers of this Deed and every determination of the Trustees in relation to any of the matters aforesaid whether made upon a question formally or actually raised or implied in any of the acts or proceedings of the Trustees in relation to the Trust Fund shall bind all parties interested therein and shall not be objected to or questioned on any ground whatsoever;

- (k) to open accounts with any bank or building society and to operate by and in all usual ways any such accounts;
- (l) to give effectual receipts and discharges for any moneys received by or on behalf of the Trustees or otherwise relating to any of the acts matters and things provided for in these presents;
- (m) to provide and set aside out of the Trust Fund or the income thereof such sum of money as the Trustees shall consider is available or necessary for and to pay or apply the same in or towards the discharge or reduction of any encumbrance debt or other liability for the time being affecting the Trust Fund or any part thereof;
- (n) to let sub-let lease or sub-lease for any period (and including to any beneficiary) and at any rental any real or personal property comprised in the Trust Fund upon any terms conditions or covenants;
- (o) to purchase take on lease sub-lease assignment hire or otherwise acquire any estate or interest in any real or personal property for any price premium rental charge payment fee or other consideration and subject to any terms conditions and covenants;
- (p) to take such action as the Trustees shall think fit for the adequate protection of any part of the Trust Fund and to do all such other things as may be incidental to the exercise of any of the powers authorities and discretions hereby or by law conferred on the Trustees;

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

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- (q) to take and act upon the opinion (given in writing) of a solicitor an attorney at law or counsel practising in any country where the Trust Fund or any part thereof may for the time being be or be proposed to be invested in relation to the interpretation or effect of these presents or any other document or statute or as to the administration of the trusts hereof without being liable to any of the beneficiaries in respect of any act done by the Trustees in accordance with such opinion PROVIDED THAT nothing in this provision shall prohibit or impede the Trustees from applying to any Court if it shall think fit or prohibit any unit holder from so doing;
- (r) to allow any beneficiary to occupy have custody of or use any part of the Trust Fund on any terms or conditions as to inventories repair replacement insurance outgoings or otherwise but the Trustees shall not be liable for any loss or damage which may occur to any such part of the Trust Fund during or by reason of any such occupation custody or use except insofar as such loss or damage shall be occasioned by the conscious and wilful default or neglect of the Trustees;
- (s) to permit any part of the Trust Fund to be held or registered in the name of any nominee of the Trustees and to deposit securities deeds and other documents belonging or related to the Trust Fund with any bank or solicitor;
- (t) in the event of any gift stamp or other duties fees or taxes becoming payable in any part of the world in respect of these presents or the Trust Fund or any part thereof in any circumstances to pay all or any part of such duties fees and taxes out of the Trust Fund notwithstanding that such duties fees or taxes or some part thereof are not or may not be recoverable from the Trust Fund by legal process;
- (u) to receive and accept any real or personal property by gift inter vivos or by Will or under the provisions of any other trust or otherwise from any other person as additions to the Trust Fund and to hold the same upon the trusts herein

**Attachment 2 Clause 12 of Trust Deed (Excerpt)**

set forth and to administer such additions under the provisions hereof;



- (v) at any time and from time to time to ascertain and fix the value of the Trust Fund in accordance with the provisions herein contained and for that purpose to engage such competent valuers or experts as the Trustees may select and the Trustees may cause the value so ascertained and fixed to be entered from time to time in a book kept for that purpose;
- (w) to appoint any date earlier than the Vesting Date to be the Vesting Date;
- (x) during an accounting period to nominate any date not more than 18 months after the date of commencement of the then current accounting period as the last day of that accounting period and thereafter the accounting period shall mean each succeeding 12 month period commencing on the day following such nominated date until the anniversary of such nominated date immediately preceding the Vesting Date and the period thereafter until the Vesting Date.

**13.0 DELEGATION OF TRUSTEE POWERS**

The Trustees if at any time they are more than one shall act jointly and may delegate the exercise of all or any of the powers authorities or discretions hereby or by law conferred on the Trustees:-

- (a) to the Board of Management constituted by clause 14.0 of this Deed, or
- (b) to any other person or persons,

and execute any power of attorney or other instrument necessary to effectuate such purpose.

<b>Title/Subject:</b>	<b>REFUND REQUEST – BULLSEYE PROJECT</b>	
<b>Agenda/Minute Number:</b>	9.3.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 255	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	12 March 2020	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	
		<i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	
		<i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

This report recommends that Council consider a refund request from the Gascoyne Catchments Group for the Shire Complex hire.

**Attachments:**

Letter from Greg Brennan, Acting Manager for the Bullseye Project an initiative of the Gascoyne Catchments Group dated 10 March 2020.

**Background:**

The Gascoyne Catchments Group hired the Sports Complex from 6 – 9 March 2020 for a meeting. After the booking had been confirmed it was noted that the toilets at the complex were not going to be available for the duration of the meeting due to planned budget works being undertaken during that period. The Gascoyne Catchment Group was advised that alternative toilets were available for their use. They were also advised that they could reschedule or find alternative location for their meeting. They chose to proceed with the meeting at the complex.

**Comment:**

A letter has been received advising that the noise of the renovations impacted their meeting and they seek a refund of 50% of the complex hire fee. The hire fee is \$99.23 per day; therefore 50% of the hire for 4 days is \$148.85 (not \$230 as stated in the attached letter). Staff has liaised with Mr Brennan who has confirmed acknowledgement of the amended refund amount.

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officer Recommendation / Council Resolution:**

**Moved:** Cr DK Hodder  
**Seconded:** Cr PS Clancy

**That Council have considered the impact renovation work may have had on a meeting held at the Meekatharra Sports Complex over the period 6<sup>th</sup> to 9<sup>th</sup> March 2020 and approve a \$148.85 complex hire refund to the Gascoyne Catchments Group.**

**CARRIED 7/0**

The Chief Executive Officer  
Meekatharra Shire Council  
54 Main St,  
Meekatharra WA 6642

Bullseye Project  
Gascoyne Catchments Group  
PO Box 111  
Carnarvon WA 6701

Tuesday 10 March 2020

Dear Mr McClymont,

**Re: Refunding 50% of the hire charge for the Sporting Complex 6-9 March**

The Bullseye Project, an initiative of the Gascoyne Catchments Group and funded by the WA State Government's Grower Group R & D program, hired the Sporting Complex from Friday 6 to Sunday 8 March to hold an important ruminant nutrition training program for pastoralists of Meekatharra and surrounding districts.

When making the booking I was warned that one of the toilets would not be available due to renovations. However, I was not informed that renovations would be proceeding during the conduct of the training program. Reports from those in attendance indicated that despite the builders' efforts to contain the noise, there were numerous times when the presenter had to pause until the noise stopped.



This training program represented a significant investment by the Bullseye project and the pastoralists who committed their time to attend. This highly regarded, three-day training program in ruminant nutrition cost the project approximately \$14,000. It is a very intensive course demanding a high level of concentration by the participants. Those in attendance (including Shire President Harvey Nichols) reported that they experienced significant distractions due to the noises created by the renovators.

Due to these circumstances, I request that the Meekatharra Shire Council reduce the hire charges for the three days by 50% and refund the project by \$230, according to my calculations.

Your faithfully,



Greg Brennan  
Acting manager, Bullseye Project

<b>Title/Subject:</b>	<b>COMPLIANCE AUDIT RETURN 2019</b>	
<b>Agenda/Minute Number:</b>	9.3.3	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 206	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	11 March 2020	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council is required to annually complete a Compliance Audit Return and submit it to the Local Government Department.

**Attachments:**

Meekatharra's Compliance Audit Return 2019

**Background:**

In 2011 Regulation 14 of the Local Government (Audit) Regulations 1996 was amended by the insertion of sub regulation (3A) to require the Audit Committee to review the Compliance Audit return prior to its submission to Council.

This year the return consists of 104 questions (as opposed to 95 the previous year). There are three new questions in relation to gift disclosures and declaration of interest, two fewer questions in the Finance section with regards to the Reg 17 audit and audit findings, two new questions about Elections, four new Optional questions and two new questions about Tenders. Prior to 2011 returns averaged about 300 questions. For the last six years the return was completed in-house whereas the five returns prior were completed by independent consultants. This was a prudent practice because it gave Council an independent opinion of their compliance.

However, given that there is a significant reduction in the number of questions to research and answer, staff again consider that the engagement of a consultant is not practical. In 2013 one consultant advised that he had undertaken two Compliance Audit Returns during that year with each taking just 5 hours to complete. Clearly the cost of airfares and travel is not warranted for potentially up to 5 hours work for a consultant.

**Comment:**

In terms of compliance requirements, this audit covers a very small sample of the legislation that imposes tasks/responsibilities on Local Government. The last count from a reliable source suggested that there are over 114 separate pieces of legislation that involve Local Government.

Integrated Planning and Reporting questions 5-7: The review of the Asset Management Plans, Corporate Business Plan and Long Term Financial Plans are not yet complete. Most of these were adopted by Council in 2013 so are due for review and amending. The review and amendments have been ongoing.

**Consultation:**

Nil

**Statutory Environment:**

Regulation 14 &amp; 15 of the Local Government (Audit) Regulations 1996

*“14. Compliance audits by local governments*

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) The local government’s audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*
  - (a) presented to the council at a meeting of the council; and*
  - (b) adopted by the council; and*
  - (c) recorded in the minutes of the meeting at which it is adopted.”*

*15. Certified copy of compliance audit return and other documents to be given to Departmental CEO*

- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
  - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
  - (b) any additional information explaining or qualifying the compliance audit,*

*is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.”***Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Committee Recommendation / Council Resolution:****Moved: Cr PS Clancy****Seconded: Cr MR Hall**

**That Council adopts the attached Compliance Audit Return 2019 and submits it to the Director General, Department of Local Government, Sport and Cultural Industries by 31 March 2020.**

**CARRIED 7/0**





Department of  
**Local Government, Sport  
and Cultural Industries**

## Meekatharra - Compliance Audit Return 2019

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A		Svenja Clare
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A		Svenja Clare
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A		Svenja Clare
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A		Svenja Clare
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Svenja Clare



<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	N/A	no delegations made to committees	Svenja Clare
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	N/A		Svenja Clare
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	N/A		Svenja Clare
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Svenja Clare
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	N/A		Svenja Clare
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes	no new delegations to the CEO made in 2019	Svenja Clare
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	N/A	no new delegations to the CEO made in 2019	Svenja Clare
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	N/A	no new delegations to the CEO made in 2019	Svenja Clare
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	N/A	no new delegations from the CEO to any employee in 2019	Svenja Clare
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	N/A	No delegations were amended or revoked during 2019. The delegation register was adopted without amendment in June 2019.	Svenja Clare
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes		Svenja Clare
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes	in June 2019	Svenja Clare
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes		Svenja Clare

#### **Disclosure of Interest**

<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Svenja Clare



No	Reference	Question	Response	Comments	Respondent
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	Yes	Nobody declaring an interest remained in the meeting for the discussion.	Svenja Clare
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	Yes		Svenja Clare
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A		Svenja Clare
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A		Svenja Clare
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes	Yes, however two returns for new councillors weren't due until the 2020 year.	Svenja Clare
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	Yes		Svenja Clare
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Svenja Clare
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Svenja Clare
10	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Svenja Clare
11	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Svenja Clare
12	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Svenja Clare
13	s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	Yes	Register not yet in exact format of Form 4 of the Regs. Website in process of being rebuilt and updated.	Svenja Clare
14	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Svenja Clare

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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No	Reference	Question	Response	Comments	Respondent
15	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Svenja Clare
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Svenja Clare
17	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	Yes		Svenja Clare
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	Yes		Svenja Clare
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Svenja Clare

#### Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	Yes		Svenja Clare
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Svenja Clare



<b>Elections</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Elect Reg 30G (1) (2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	N/A	register was established and maintained but no disclosures were made	Svenja Clare
2	Elect Reg 30G(3) & (4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of at least 2 years?	N/A		Svenja Clare
<b>Finance</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	At 16/11/2019 Ordinary Council Meeting after the Elections	Svenja Clare
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	no delegated powers	Svenja Clare
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	Yes	The OAG appointed AMD	Svenja Clare
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	N/A	The OAG appointed AMD	Svenja Clare
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes		Svenja Clare
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes		Svenja Clare
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	Yes		Svenja Clare

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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No	Reference	Question	Response	Comments	Respondent
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	Yes	submitted annual financial report via Smart Hub (sufficient according to email rcvd 14/2/20)	Svenja Clare
9	S7.12A (5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes		Svenja Clare
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes		Svenja Clare
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit?	Yes		Svenja Clare
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes		Svenja Clare
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes		Svenja Clare
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes		Svenja Clare



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<b>Integrated Planning and Reporting</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	19 October 2013 - in the process of being reviewed	Svenja Clare	
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	No		Svenja Clare	
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	21 October 2017	Svenja Clare	
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments.  Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	N/A	21 October 2017	Svenja Clare	
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	Various AMPs with adoption dates from June 2013 to Dec 2014. All are in the process of being reviewed.	Svenja Clare	
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	20 July 2013 - in the process of being reviewed	Svenja Clare	
7	S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?	Yes	20 June 2015	Svenja Clare	

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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<b>Local Government Employees</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	No vacancy	Svenja Clare	
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	Yes	Advertised for WSM	Svenja Clare	
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	N/A		Svenja Clare	
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	N/A		Svenja Clare	
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	Yes		Svenja Clare	





Department of  
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<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A	CEO is the complaints officer	Svenja Clare
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Svenja Clare
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Svenja Clare
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?	Yes		Svenja Clare
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	Yes		Svenja Clare
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes		Svenja Clare



<b>Optional Questions</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5 (2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	13 December 2019	Svenja Clare
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	13 December 2019	Svenja Clare
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes		Svenja Clare
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes		Svenja Clare

<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Svenja Clare
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	Yes		Svenja Clare
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Svenja Clare
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Svenja Clare



No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes		Svenja Clare
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Svenja Clare
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes		Svenja Clare
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Svenja Clare
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Svenja Clare
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Svenja Clare
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	N/A	No expressions of interest were called	Svenja Clare
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	N/A		Svenja Clare
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	N/A		Svenja Clare
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	N/A		Svenja Clare
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	Yes		Svenja Clare
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	Yes	RFT19/20-01 Panel Tender Concreting Services	Svenja Clare
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	Yes		Svenja Clare



Department of  
**Local Government, Sport  
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	Yes		Svenja Clare
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	Yes		Svenja Clare
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	Yes		Svenja Clare
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Svenja Clare
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	Yes		Svenja Clare
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	Yes		Svenja Clare
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A		Svenja Clare
25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	N/A		Svenja Clare
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Svenja Clare

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return





Department of  
**Local Government, Sport  
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Svenja Clare

I certify this Compliance Audit return has been adopted by Council at its meeting on \_\_\_\_\_

\_\_\_\_\_  
Signed Mayor / President, Meekatharra

\_\_\_\_\_  
Signed CEO, Meekatharra

<b>Title/Subject:</b>	<b>CORONA VIRUS - ARRANGEMENTS/CONSIDERATIONS</b>	
<b>Agenda/Minute Number:</b>	9.3.4	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 279	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	16 March 2020	
<b>Author:</b>	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider some matters and possible measures relating to the Corona Virus (COVID-19).

**Attachments:**

Nil

**Background:**

Nil

**Comment:**

Councillors will no doubt be aware of the federal and state government reactions regarding the Corona virus and these reactions are changing on a daily/hourly basis. Local Government has responsibilities under the State Emergency Plan. However in terms of the Corona virus the only likely requirement of Local Governments, and in particular Meekatharra, is to assist where possible when requested. Such requests, if made, will most likely come from the Health Department. Therefore Council's role is a reactive one. However, if any Councillor has any ideas or suggestions for more proactive actions or arrangements please let Roy know.

This report has been written somewhat "on the fly" without time to fully ensure the correct wording or to fully assess available information from the state and federal governments – of which there is a plethora. Information and guidelines are changing and being updated every day. Additionally, the announcement of enforced self-isolation was only made yesterday (at the time of writing the report) and governments are still working through the requirements, ramifications and recommendations. Staff will provide updates on the various items and measures at the Council meeting.

**Internally, the overall aim is to minimise the risk of viral transmission at Shire workplaces.**

This will reduce the risk to shire employees who are susceptible of becoming very sick. It will also reduce or slow the transmission of viral diseases within the community, lessening the impact on the local health system. This will also have beneficial impacts in terms of the Shire's business continuity and minimising service disruption.

The CEO and Managers have already made arrangements for increased personal hygiene measures for all employees, to minimise person to person contact and for people to work from home if required and where possible.

Council can take action in this matter on two basic levels; internal (shire) arrangements and external actions within the community.

No action will be implemented that will jeopardise the Shire's ability to attract funding or assistance from the federal or state governments, e.g. payroll assistance for mandatory self-isolation.

Some potential actions that Council may consider endorsing are:

Note: the terms personal leave and sick leave have the same meaning in this report.

- a) Approve all Councillors and staff to attend Council meetings by telephone or other means of instantaneous communication for the 2020 calendar year.
- b) Request staff and councillors to minimise their person to person contact including attending meetings by telephone or video conferencing where possible.
- c) Extend sick leave for eligible full time employees by 10 working days in the event that they are required to self-isolate for a 14 day period (when the employee is not sick).
- d) Provide pro-rata sick leave for casual employees who are required to self-isolate. Leave to be provided based on the average weekly hours worked in the three months immediately prior to the self-isolation.
- e) Extend sick leave to all employees eligible for sick leave by offering 5 extra days for employees who have contracted COVID-9 or flu like symptoms. This will allow all employees to ensure they are over a virus and no longer contagious before returning to work.
- f) Place signs at the entrance to the shire office and library providing that people who have any cold or flu symptoms should not enter – providing a contact number for people to call. Place similar restrictions on entry to the depot office and youth centre.
- g) Hold Council and committee meetings in the town hall or patio area – to enable suitable/required spacing between attendees.
- h) Provide a bar of soap to Youth Centre participants who don't have access to soap at home.
- i) Provide the CEO with a nominal budget of \$2,000 to undertake measures within the community.

The estimated maximum cost (rough) of the above measures is \$35,000 but will more likely be in the range of \$10,000 to \$15,000. These estimates do not include for any potential assistance from the federal or state governments.

Ultimately any decisions concerning actions relating to Corona virus will be at the discretion of the CEO – subject to budgetary and policy constraints.

**Consultation:**

Managers Krys East, Tralee Cable and Peter Cox

**Statutory Environment:**

Local Government (Administration) Regulations 1996

*“14A. Attendance by telephone etc. (Act s. 5.25(1)(ba))”*

*(1) A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —*

- (a) *the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and*
- (b) *the person is in a suitable place; and*
- (c) *the council has approved\* of the arrangement.*
- (2) *A council cannot give approval under subregulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person (other than a person with a disability) who was not physically present was taken to be present in accordance with this regulation.*
- (3) *A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.*
- (4) *In this regulation —*
- disability has the meaning given in the Disability Services Act 1993 section 3;*
- suitable place —*
- (a) *in relation to a person with a disability — means a place that the council has approved\* as a suitable place for the purpose of this paragraph; and*
- (b) *in relation to any other person — means a place that the council has approved\* as a suitable place for the purpose of this paragraph and that is located —*
- (i) *in a townsite or other residential area; and*
- (ii) *150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;*
- townsite has the same meaning given to that term in the Land Administration Act 1997 section 3(1).*
- \*“Absolute majority required.”*

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Potential additional costs if assistance is extended to employees

**Voting Requirements:**

Simple Majority – Absolute majority required for budget amendment.

**At the meeting:**

An amended recommendation was presented to Council along with Draft Guidelines for Covid 19 Leave for the Shire.

The CEO read from a recent WALGA Employee Relations Advice concerning additional paid leave:

*COVID -19 is likely to be a public health issue for the foreseeable future and therefore Local Governments should carefully consider the ongoing cost associated with the provision of additional leave.*

*If you plan to implement additional leave, we suggest the parameters for the amount of leave, the rate of pay and the eligibility requirements are clearly set out in a procedure and are applied fairly and consistently across the workplace.*

The CEO also advised that the estimated maximum cost of \$35,000 was roughly based on half the eligible employees taking half of the 20 day leave entitlement (a 25% take up of the leave). This is considered a reasonable estimate although there are so many unknowns with this virus.



Staff have done a further calculation based on all eligible employees taking the full 20 day leave. This cost is estimated to be \$114,404.

The CEO also advised that the draft guidelines are very generous and explained how the Draft Guidelines differ from the current WA Public Sector provision for Covid 19 Leave. The CEO suggested that Council could reasonably moderate the draft provisions if they wished.

**Officers Recommendation:**

**That Council endorses the above list of actions and recommends the CEO take all or any of the above listed actions along with any other prudent actions that may be required or beneficial to the Shire or wider community during the period of Corona Virus epidemic. When appropriate, such measures may be taken in consultation with the Shire President and/or the Health Building Planning Committee.**

**Further that Council specifically:**

- a) **Requests staff and councilors to minimise their person to person contact including attending meetings by telephone or video conferencing where possible.  
And/or**
- b) **Holds all Council and committee meetings in the Town Hall with a minimum of 2 metres person to person separation – until further discussion by Council.**
- c) **Bans any person with a cough, fever, sore throat or any other cold or flu symptoms from attending Council or committee meetings other than by telephone or video conferencing.**
- d) **Supports the CEO in providing that employees may be granted up to 20 days additional leave (Covid 19 Leave) at the discretion of the CEO – see draft guidelines**
- e) **Provides the CEO with a nominal budget of \$2,000 to undertake measures within the community. To be allocated or journaled from Councils Donations Budget**
- f) **Community engagement and leadership ?**

**Council Resolution:**

**Moved: Cr PS Clancy  
Seconded: Cr DK Hodder**

**That council endorses the above list of actions and recommends the CEO take all or any of the above listed actions along with any other prudent actions that may be required or beneficial to the Shire or wider community during the period of corona Virus epidemic. When appropriate, such measures may be taken in consultation with the Shire President and/or the Health Building Planning Committee.**

**Further that Council specifically:**

- a) **Holds all Council and Committee meeting in the Town hall if required and at the discretion of the President with a minimum of 2 metres person to person separation.**

- b) **Bans any person with a cough, fever, sore throat or any other cold or flu symptoms from attending council or committee meetings other than by telephone or video conferencing.**
- c) **Supports the CEO in providing that employees may be granted up to 20 days additional leave (COVID-19 Leave) at the discretion of the CEO – see draft guidelines.**
- d) **Provides the CEO with a nominal budget of \$2,000 to undertake measures within the community. To be allocated or journaled from Councils Donations Budget.**
- e) **Community engagement and leadership? (*Discussed at the meeting with no specific measures adopted*)**

**CARRIED 7/0  
BY AN ABSOLUTE MAJORITY**

**Reason for Council Decision differing from Officers Recommendation:**

**Decision does not differ substantially from the Officers Recommendation.**

Shire of Meekatharra

Ref: ADM 144/279

**Covid 19 related additional personal (sick) leave (Covid 19 Leave) – DRAFT Guidelines**

Employees who are currently entitled to personal (sick) leave may be granted up to 20 days additional personal leave at the discretion of the CEO if the employee:

1. Has or may have a contagious illness or disease including cold or flu symptoms
2. Is required to self-isolate due to a requirement or directive of the federal government, state government or the shire CEO
3. Needs to care for another person who has or may have a contagious illness or disease including cold or flu symptoms
4. Due to extraordinary circumstances and when authorised in writing by the CEO, needs to care for another person who is required to self-isolate due to a requirement or directive of the federal government, state government or other authority.
5. is otherwise prevented from working because of Covid 19 related issues/requirements/directives when authorised in writing by the CEO.

Covid 19 leave is available immediately it is approved by the CEO. An employee granted Covid 19 Leave is not required to clear any accrued personal leave or annual leave prior to or during a period of Covid 19 leave.

Covid 19 leave:

1. is paid leave, with leave being calculated in the same way as for personal (sick) leave.
2. Does affect annual leave or long service leave accruals (annual leave and long service leave accrues whilst an employee is on Covid 19 leave).
3. Is not accruable.
4. Is available at the CEO's discretion whilst the Covid 19 virus remains a threat.
5. Is not available to casual employees unless authorised in writing by the CEO due to extraordinary circumstances (because of the true casual nature of the shires casual employees)

Whilst the Covid 19 virus remains a threat, the CEO at his/her discretion may choose to waive any requirement for leave evidence if satisfied an absence is justified in response to the Covid 19 situation.

Working from home arrangements can be accessed at the discretion of the CEO and subject to, among other things, the employee keeping accurate records of time spent working whilst at home.

As usually required; employees are expected to attend work or notify the employer of reasons for not attending. All notifications for this purpose are to be done by telephone, text or email (not in person). Employees not attending work without notification will be deemed to be on leave without pay.

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**9.4 COMMUNITY DEVELOPMENT**

**Nil**

**9.5 HEALTH BUILDING AND TOWN PLANNING**

**Nil**

## 9.6 WORKS AND SERVICE

<b>Title/Subject:</b>	<b>ROAD CLOSURE – OLD GREAT NORTHERN HIGHWAY</b>
<b>Agenda/Minute Number:</b>	9.6.1
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 288
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	13 March 2020
<b>Author:</b>	Roy McClymont Chief Executive Officer
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer



*Signature of Author*



*Signature Senior Officer*

### **Summary/Matter for Consideration:**

Council may consider a request for closure of portion of the old Great Northern Highway.

### **Attachments:**

Letter and enclosures from Rob Rhodes, MNG 26 February 2020

### **Background:**

Nil

### **Comment:**

The proposed section of the old Great Northern Highway to be closed is approximately 14 kilometres in length and is located on the east side of the current highway between Ilgararie Road and Jigalong Community Road.

It does not encroach on any shire assets.

### **Statutory Environment:**

Nil

### **Policy Implications:**

Nil

### **Strategic Implications:**

Nil

### **Voting Requirements:**

Simple Majority

### **Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy

**Seconded:** Cr AJ Binsair

**That Council advise MNG that it has no objection to the proposed closure of portion of the old Great Northern Highway as described in their letter of 26 February 2020 and attachments.**

**CARRIED 7/0**



26 February 2020  
Ref: 102861

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

Dear Sir

**ROAD CLOSURE OF OLD GREAT NORTHERN HIGHWAY, CAPRICORN & KUMARINA**

I hereby request Shire of Meekatharra support for the road closure of portion of old Great Northern Highway as indicated on the attached drawings. Great Northern Highway has been deviated on DP 217097 and this section is no longer required as a public road reserve.

We intend to submit a Crown Land Enquiry Form to Department of Planning Lands and Heritage however prior to doing this we require Shire of Meekatharra support for the proposal.

Following consent by DPLH we will then arrange the necessary consents and advertising for the road closure.

We will also request survey instructions from DPLH and prepare a Deposited Plan depicting the road to be closed and submit this to Landgate.

The purpose of our application to have this section of road closed is to enable exploitation of low-grade manganese resources being undertaken in the vicinity to the benefit of the State.

The accompanying drawing shows the impact the road reserve currently has on the Yanneri Ridge and Ilgarari Ridge mineral field areas.

Thank you for your assistance in relation to this matter.

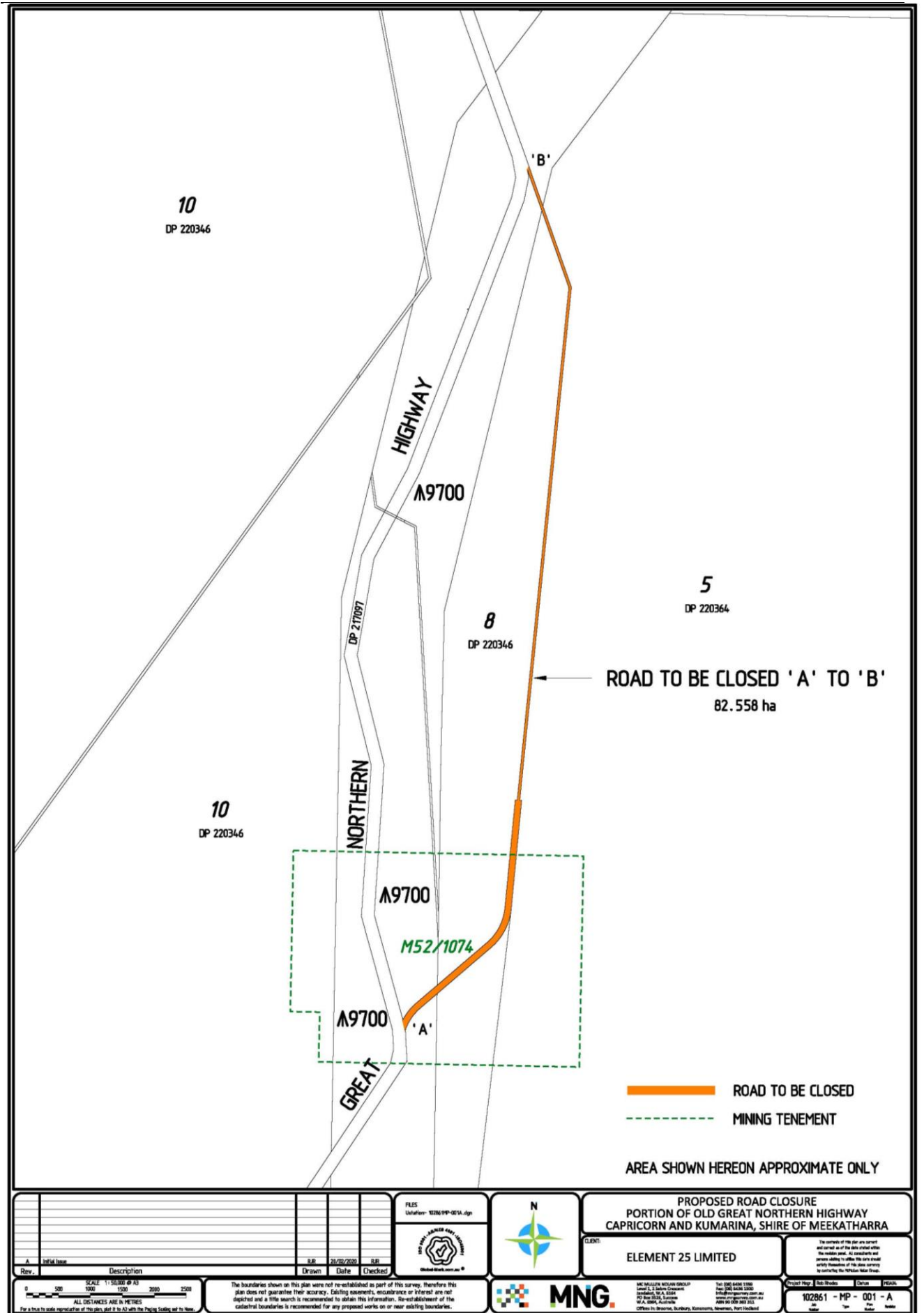
Yours faithfully

A handwritten signature in black ink, appearing to read 'Rob Rhodes', is written over a light blue horizontal line.

**Rob Rhodes**  
*Project Manager*

**Perth** Level 1, 2 Sabre Crescent, Jandakot WA 6164  
PO Box 3526, Success WA 6964  
**Phone** 08 6436 1599 **Fax** 08 6436 1500 **Email** info@mngsurvey.com.au  
McMullen Nolan Group Pty Ltd **ABN** 90 009 363 311





Rev.	Initial Issue	Description	Drawn	Date	Checked
A					

FILES  
Urufator-102861-001A.dwg



**PROPOSED ROAD CLOSURE**  
**PORTION OF OLD GREAT NORTHERN HIGHWAY**  
**CAPRICORN AND KUMARINA, SHIRE OF MEEKATHARRA**

CLIENT:  
**ELEMENT 25 LIMITED**

The contents of this plan are correct and correct as of the date stated within the middle panel. All consultants and persons adding to this plan must advise the Shire of Meekatharra of any changes to the data entering to complete the Meekatharra plan sheet.

102861 - MP - 001 - A

SCALE 1:15000 @ A3  
0 500 1000 1500 2000 2500  
ALL DISTANCES ARE IN METRES  
For a true to scale reproduction of this plan, plot it to A3 with this Pacing Scale set to True.

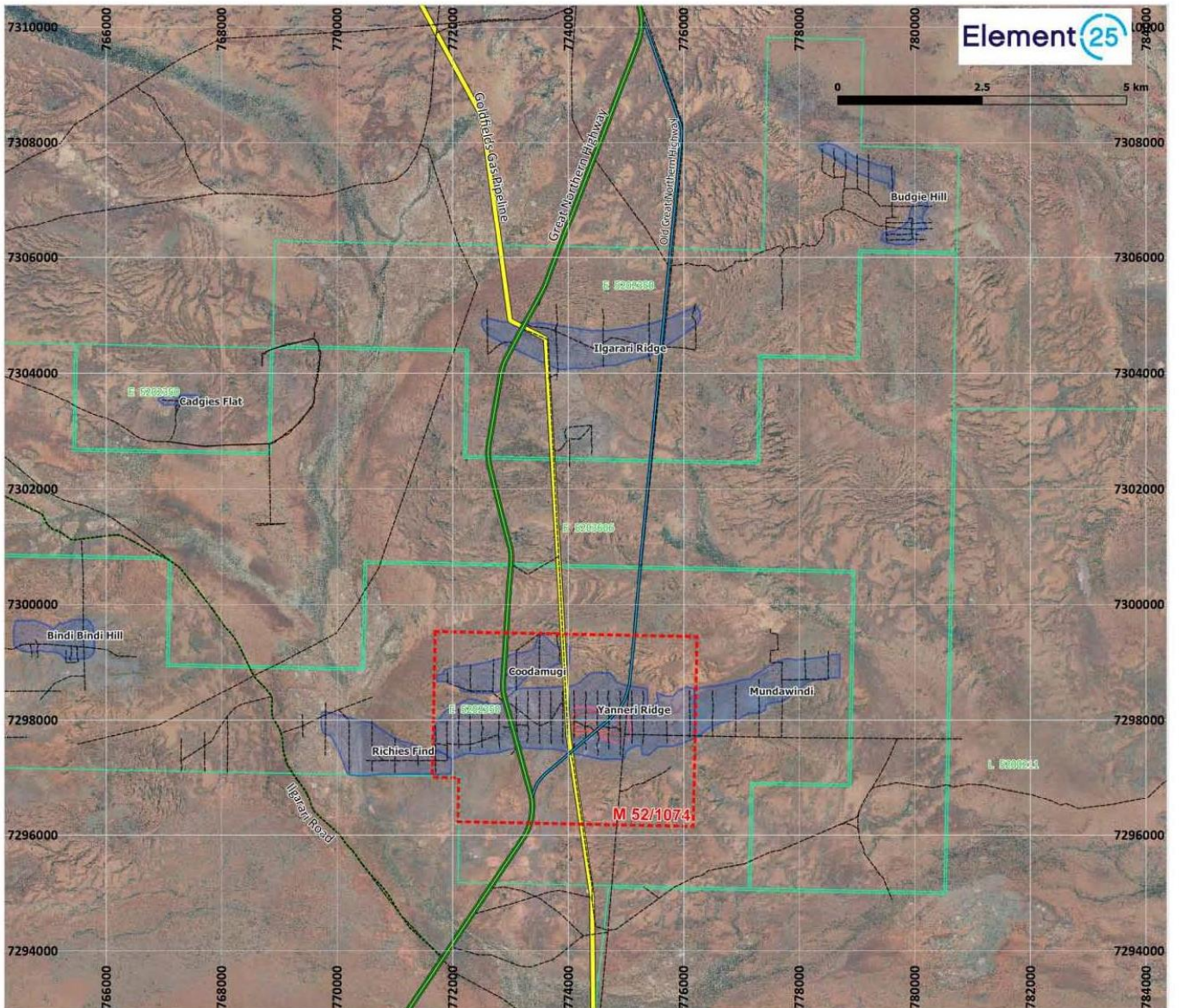
The boundaries shown on this plan were not re-established as part of this survey, therefore this plan does not guarantee their accuracy. Existing easements, encroachments or interests are not depicted and a title search is recommended to obtain this information. Re-establishment of the cadastral boundaries is recommended for any proposed works on or near existing boundaries.



MCGILLIVRA METALS GROUP  
Level 2, 2 Lakeview Crescent  
Cairns, QLD 4870  
PO Box 2025, Cairns  
QLD 4870  
M.A. 0891, Australia  
Offices in Brisbane, Bundaberg, Mackay, Newman, Port Hedland

File: 102861-001  
Date: 20/03/2020  
1:15000  
102861-001.dwg

Client No.	Plan Number	Date	Sheet
102861	MP - 001	A	





**9.7 CONFIDENTIAL ITEMS**



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

**That the meeting is closed to members of the public to allow Council to discuss item 9.7.1 which concerns matters of a confidential nature.**

**CARRIED 7/0**

**CONFIDENTIAL ITEM**

**A contract entered into, or which may be entered into, by the local government  
Local Government Act 1995 section 5.23 (2)(c)**

<b>Title/Subject:</b>	<b>RFDS LEASE EXTENSION</b>	
<b>Agenda/Minute Number:</b>	9.7.1	
<b>Applicant:</b>	RFDS	
<b>File Ref:</b>	ADM 0002, ADM 125	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	13 March 2020	
<b>Author:</b>	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider a request for lease extension by the RFDS to include the section of the airport previously leased to World Fuel Supplies

**Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy  
**Seconded:** Cr MR Hall

**That Council grant a lease over the area as defined by the extinguished Mobil Australia Lease to the Royal Flying Doctor Service at the rate of \$5,077.90 for the 2019/20 financial year with an adjustment for either CPI or 5%, whichever is lower annually, for a term of 3 years with two further term options of 3 years each. That such a lease shall indemnify RFDS from any historic soil or water contamination on this lease.**

**That Council approve the early installation of fuel tanks on the site prior to lease execution.**

**CARRIED 7/0**

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

**That the meeting be opened to members of the public.**



**CARRIED 7/0**

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

**Moved:** Cr MR Hall  
**Seconded:** Cr PS Clancy

**That the urgent new business be discussed.**

**CARRIED 7/0**

<b>Title/Subject:</b>	<b>MANAGEMENT MODEL FOR LLOYDS</b>	
<b>Agenda/Minute Number:</b>	10.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	A 0165 V2	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	19 March 2020	
<b>Author:</b>	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider the mode of management of the Lloyds facility.

**Attachments:**

Nil

**Background:**

The project to rebuild Lloyds precinct is drawing near to completion, and consideration is now due in relation to the management model to be implemented.

Council have a range of options available to tailor the model to suit the particular business need. At the ordinary council meeting on 25<sup>th</sup> March, 2019, Council resolved –

“That Council

1. Approve the proposed building works to the Lloyds Building under the Meekatharra Town Planning Scheme V3.
2. Agrees to develop further 9 parking bays to the rear of the Lloyds redevelopment, subject to available space.
3. Agrees to engage Eastman Poletti Sherwood designers to plan fit out to the Café, Hairdresser, Gallery, Museum, Conference/training room and the Mall, and to include this fit out with the current project.
4. Agrees to advertise Expression of Interest for the Café and Hairdresser, and develop a Register of Interest for Retail Outlets and Gallery operator.

5. Requests staff to undertake further negotiations with the Community Resource Centre to establish tenure, responsibilities etc for Council consideration.
6. Write to all retail food outlets in Town advising of Council's plans and processes regarding the Café in Lloyds Plaza."

Fit out to Café, Hairdresser, Gallery, Museum, Mall and Conference/training room is underway. Registrations of interest advertisements have been published for six months with no responses. There have been two over the counter queries that indicated interest that were not converted to tenancy. To this date, expressions of interest have not been called for the Café or Hairdresser due to the facility not yet being finished.

Negotiations have begun with the Community Resource Centre (CRC) to determine appetite for responsibility and tenure, however Council direction is now sought on a preferred mode of operation. The CRC are a government funded Not For Profit Organisation with governance provided by a local volunteer committee. There are currently two employees in the organisation – a manager and customer service officer and it is anticipated that any management fee agreed with the organisation will be sufficient to ensure appropriately qualified staffing is provided to facilitate suitable service delivery.

There are a vast range of options available for management of the facility that vary from very hand off to very intensive. Three tables below broadly outline examples of some of the options available for consideration.

Model A transfers all responsibility and risk for the Management of the facility to the CRC with the CRC receiving any and all income derived from the building, and being entirely responsible for all expenditure, with the exception of major maintenance or capital improvements. Café, Hairdresser and Gallery management could be either contracted or paid employees of the committee, depending on their own model. A commercial lease fee payable to the Shire by the CRC would be required to be settled upon through negotiation.

Model B demonstrates a middle ground model, whereby separate commercial lease agreements with the Shire are reached by the CRC, Hairdresser, Café and gallery management. The Shire would be responsible for collecting rent. Under this model it is still recommended the CRC be engaged for day to day Facilities, Museum and the conference room Management, for an agreed service fee.

Model C would likely require a dedicated position in the Shire organisation chart, located in the Lloyds building itself to be responsive for IT setup, and general facilities queries and management. Under this model the Shire directly contracts or employs Café, Hairdressing and Art Gallery staff or contractors, and manages conference room bookings.

It is anticipated that under any model, the Facilities manager would be responsible for organising cleaning and minor maintenance matters.

Model A	CRC	Shire	Independent Tenant
Day to Day Facilities Management (blocked drains, blown lights etc)	X		
Museum Management	X		
Bookings for conference room	X		
Leasing of retail outlets	X		
Art Gallery Management	X		
Hairdressing Salon Management	X		
Café Management	X		
Collection of rent	X		

Model B	CRC	Shire	Independent Tenant
Day to Day Facilities Management (blocked drains, blown lights etc)	X		
Museum Management	X		
Bookings for conference room	X		
Leasing of retail outlets		X	
Art Gallery Management			X
Hairdressing Salon Management			X
Café Management			X
Collection of rent		X	

Model C	CRC	Shire	Independent Tenant
Day to Day Facilities Management (blocked drains, blown lights etc)		X	
Museum Management	X		
Bookings for conference room		X	
Leasing of retail outlets		X	
Art Gallery Management		X	
Hairdressing Salon Management		X	
Café Management		X	
Collection of rent		X	

**Comment:**

Each model has benefits and drawbacks. Under Model A, the Shire is guaranteed a regular income, with all risk for occupancy and vacancy assumed by the CRC. It is likely the committee would not be willing to assume such risk.

Under model B the Shire assumes the risk of vacancy, but also has the ability to undertake unique or individual arrangements to ensure occupancy with individual traders. There will be a moderate amount of management of the various leases by the Shire staff required for this model, though this management should be absorbed within the existing organisational structure.

Under model C, the Shire assumes full responsibility for occupancy and contractor/staff management. This would be a very labor intensive model, requiring a dedicated staff member with a specific knowledge of facilities and contract management.

The recommended solution is model B, in some form. Should attraction of hairdresser, gallery or café tenants prove problematic, this model allows for the direct employment for these services to ensure full occupancy.

**Consultation:**

Roy McClymont

Chief Executive Officer

Krys East

Deputy Chief Executive Officer

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Decisions made about Facilities management have the potential of impacting income and expenditure once the facility is operational.

**Strategic Implications:**

The management model is critical to ensuring occupancy of the facility is at optimum capacity, generating a sense of community vibrancy.

**Voting Requirements:**

Due to the possibility of budget implications an Absolute Majority is necessary.

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy



Seconded: Cr AJ Binsiar

**That Council endorse the mode of management modeled in the table below, and authorise the CEO to negotiate with prospective tenants to secure tenure and appropriate management of the facility.**

Model B	CRC	Shire	Independent Tenant
Day to Day Facilities Management (blocked drains, blown lights etc)	X		
Museum Management	X		
Bookings for conference room	X		
Leasing of retail outlets		X	
Art Gallery Management			X
Hairdressing Salon Management			X
Café Management			X
Collection of rent		X	

**Further that Council that this arrangement be reviewed 12 months after the CRC have moved into the premises.**

**CARRIED 7/0  
BY AN ABSOLUTE MAJORITY**

<b>Title/Subject:</b>	<b>ANDY WELL CAMP</b>	
<b>Agenda/Minute Number:</b>	10.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	A7094 + Lease File	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	18 March 2020	
<b>Author:</b>	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider their response to the request from Silver Lake Resources for confirmation on what the requirements for clearance of site will be upon removal of accommodation buildings as per the lease agreement.

**Attachments:**

Email from Chris Davidson of Silver Lake Resources

**Background:**

In the February 2020 Council meeting, members resolved

*“That the Council conduct a site visit of the Andy Well accommodation village at Lot 1017 to view the existing infrastructure and discuss possible uses in order to make a decision at the 21 March 2020 Ordinary Council Meeting.”*

On Thursday 5<sup>th</sup> March, Councilors attended the site and reviewed the situation.

**Comment:**

Under section 13 of the lease agreement, Andy Well Mining Ltd must remove all improvements and restore the premises to pre-lease conditions at the end of the lease, unless an agreement is arranged with Council otherwise.

Council have two options in this occasion –

- 1 Require complete removal and site rehabilitation
- 2 Specify some infrastructure to remain

There are benefits to both courses of action. Should a new tenant for the location be secured, remaining infrastructure could be costly to remove if not suitable for their plans. This could pose a significant cost to Council should an incoming tenant require a clear site.

If Andy Well Ltd were to leave behind certain portions of the infrastructure, this could pose a capital cost reduction to an incoming tenant who has a plan that is sympathetic to the existing camp as the cost advantage of not replicating the construction of these items could be significant.

There will also be a cost for Council associated with maintaining and taking care of any remaining infrastructure on the vacant location in a safe and secure manner.

Andy Well have requested guidance from Council on the following items of infrastructure –

- Sewer Setup
- Underground power and sewer reticulation

- Tennis court
- Perimeter fencing and sliding gate

Should Council elect to allow Andy Well to leave the sewer setup and reticulation, there will be requirement for the tanks and lines be flushed and capped to prevent debris entering the system by the outgoing tenant.

Council currently maintains a set of tennis courts for community use at the Sport Complex. The potential upkeep of a set of courts that lay isolated from other facilities and likely dormant may not be insignificant, and run the risk of a deteriorating, ugly asset. It is recommended the court be removed.

Should Council elect to allow the perimeter fencing and sliding gate to remain, Council should consider this would require power to continue to be connected and the system to be maintained in the absence of a tenant.

**Consultation:**

Chris Davidson – Silver Lake Resources  
Councilors  
Roy McClymont - CEO

**Statutory Environment:**

Local Government Act 1995

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Potential cost to Council to remove items left onsite if future incoming tenant requires.

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommended Options:**

**That Council endorse:**

**Option A**

**Andy Well Ltd to remove all infrastructure on site and rehabilitate as per lease agreement and Environmental Health/Town Planning regulations.**

**OR**

**Option B**

**Andy Well Ltd to leave the following infrastructure and rehabilitate the rest of site as per lease agreement and Environmental Health/Town Planning regulations. Infrastructure to remain -----**

**Council Resolution:**

**Moved: Cr PS Clancy**  
**Seconded: Cr DK Hodder**

**That Council adopt “Option B” as presented with the Infrastructure to remain being:**

- **Sewer Setup - Empty, flush and cap**
- **Underground power and sewer reticulation. Power is to be transferred into the Shire of Meekatharra’s name and remain connected. However nothing is to be connected to the power so there is no unnecessary expense.**
- **Tennis court**
- **Perimeter fencing and sliding gate. The security sliding gate is to be left open and removable bollards placed in the gate opening to prevent unauthorised vehicle access.**

**CARRIED 7/0**

**From:** Chris Davidson [<mailto:cdavidson@silverlakeresources.com.au>]

**Sent:** Thursday, 6 February 2020 3:15 PM

**To:** Krys East

**Cc:** Liz Hough

**Subject:** Andy Well Camp

Good Afternoon,

As discussed on the phone, Silver Lake are in the process of planning the removal of some infrastructure from the Andy Well camp located in Meekatharra. This infrastructure will be used to setup a new mine at Rothsay.

As part of this process, we would like to discuss if there is any infrastructure that the shire would like to keep as part of the hand back. There may be value in the remnant infrastructure, either to the community or as a potential new camp site. Some items not currently in the plan for removal are: The site sewer setup, underground power and sewer reticulation, tennis court, perimeter fencing and sliding gate. If there is no value to the shire, Silverlake will rehabilitate the lease as per the lease agreement.

We plan on carrying out the removal works over the next four months.

Thanks

Chris

**Chris Davidson**

Alt UG Manager





“Delivering today, developing for tomorrow and discovering for the future”

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<b>Title/Subject:</b>	<b>TENDERS –NDRRA – FLOODING IN WA (January/February 2020)</b>	
<b>Agenda/Minute Number:</b>	10.3	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 203	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	20 March 2020	
<b>Author:</b>	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council to consider calling tenders for the reinstatement of roads damaged through flooding as a result of the flooding in WA in January and February 2020.

**Attachments:**

Nil

**Background:**

During early 2020 extensive damage was caused to roads in the Meekatharra Shire.

Staff arranged inspection of the roads and submission of a claim under the WA Natural Disaster Relief and Recovery Arrangements. Preliminary advice indicates that the claim will amount to well over \$10,000,000.

**Comment:**

The claim includes reinstatement works on most shire roads.

In accordance with the Local Government Act 1995 section 3.57 (2a), Council is required to determine in writing the criteria for deciding which tender should be accepted.

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995 section 3.57

Local Government (functions and General) Regulations 1996 Part 4 Division 2 – Tenders for providing goods or services.

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Council's required contribution is likely to be in the order of \$160,000 being the trigger amount contribution required. The budget amounts may be resolved by Council once more information is available concerning the extent and cost of the damage.

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**



**Moved:** Cr MR Hall

**Seconded:** Cr AJ Binsiar

**That Council:**

1. Authorise calling of tenders for the hire of civil construction equipment to undertake various road works including the reinstatement of roads damaged as a result of the flooding in early 2020 with the criteria for deciding the tenders being:
  - Tender Price: 25%
  - Quality & Completeness of plant / equipment: 15%
  - Demonstrated Remote Area Construction Experience: 15%
  - Demonstrated ability to source suitable local materials: 15%
  - Local content of plant / equipment and resources: 10%
  - Capacity to complete contract works: 10%
  - Provisions for mechanical support: 10%
2. Aims to award at least two separate contracts under this tender however Council provides no guarantee whatsoever as to the value of work that may be allocated under any contract awarded under this tender. Works under the Tender will include, but not be limited to, the flood damage reinstatement works. The Shire will allocate works to specific contractors based on maximising efficiency, the shires operational requirements and the availability and suitability of the contractors to undertake specific tasks.
3. Authorises the CEO to request plant hire quotes, under the Shires Prequalified Plant Hire Panel or the WALGA preferred supplier system for urgent flood damage reinstatement works to be undertaken in the short term to badly damaged sections of road. The value of these works is estimated to be up to \$2,000,000. The Shire Works Group is to assess quotes and make recommendations to the CEO on the appointment of contractors for these works.

**CARRIED 7/0**

<b>Title/Subject:</b>	<b>TRANSPORT INFRASTRUCTURE PROJECTS</b>	
<b>Agenda/Minute Number:</b>	10.4	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	RD 066	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	21 March 2020	
<b>Author:</b>	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider a request from the Hon Michael McCormack Member of Parliament to provide transport projects for possible future funding.

**Attachments:**

Letter from the Hon Michael McCormack Member of Parliament  
Project submission – Jointly with Shires of Murchison and Upper Gascoyne.

**Background:****Comment:**

The Shire Works Group discussed the request from Hon Michael McCormack Member of Parliament at their most recent meeting. The group resolved to put up the Landor road project that has previously been submitted to the Building Better Regions Fund for funding. This project was originally planned to be completed over a 3 year period. However with this new request the aim is to have short term projects that are ready to commence within 6 months.

The project is for upgrading and seal of 27.6 kilometres of the Landor Road at a total estimated cost of \$6,549,254 with a Council contribution of \$2,500,000.

Should we ultimately be successful with this request, completion of the project within 12 months will be very challenging and will likely require significant additional overhead costs. The shorter time frame will also likely require significant reserve transfers to achieve the Shire contribution of \$2.5M.

Following the Works Group meeting the Chief Executive Officer continued to liaise with the Chief Executive Officers of the Murchison and Upper Gascoyne. The result was an agreement between the CEO's to submit a joint submission with each Shire providing one project on the Meekatharra–Carnarvon or Carnarvon-Mullewa routes.

This tripartite agreement approach will not have any impact on the individual shires (they will each run their own project as usual) but will likely be seen in a much better light by the assessors and politicians in Canberra.

**Consultation:**

Works Group and Chief Executive Officers of the Murchison and Upper Gascoyne Shires

**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 PS Moses

**That Council endorse the submission of the Landor Road project (\$6,549,254) to the Hon Michael McCormack MP in conjunction with the Shires of Murchison and Upper Gascoyne.**

**CARRIED 7/0**

OFFICIAL



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**The Hon Michael McCormack MP**

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**Deputy Prime Minister  
Minister for Infrastructure, Transport and Regional Development  
Leader of The Nationals  
Federal Member for Riverina**

Ref: MS20-000401

Dear Mayors/Councillors

I am writing to seek your assistance in fast-tracking the delivery of land transport infrastructure projects on local roads.

Fast-tracking the delivery of critical road projects across Australia is key to driving jobs, strengthening the economy and getting people home sooner and safer.

Through the Infrastructure Investment Program, the Australian Government assists local governments to upgrade local roads, bridges and intersections. These investments, including through the Roads to Recovery Program, are critical to improving the safety and efficiency of local roads, and contributes to the prosperity and wellbeing of local economies.

I am seeking your assistance in the identification of any Australian Government land transport infrastructure projects for which construction could commence or be brought forward in the next three to six months. This could include new or existing projects with, or that would qualify for, Australian Government contribution. I would appreciate receiving your response in the attached template by 20 March 2020 through my Department at [IIP@infrastructure.gov.au](mailto:IIP@infrastructure.gov.au). The government will communicate the outcome of the process in due course.

I look forward to continuing to work closely with you to deliver infrastructure needed to ensure the ongoing stable contribution to the Australian economy.

Yours sincerely

A handwritten signature in black ink that reads "Michael McCormack".

Michael McCormack

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The Hon Michael McCormack MP  
Parliament House Canberra | (02) 6277 7520 | [minister.mccormack@infrastructure.gov.au](mailto:minister.mccormack@infrastructure.gov.au)  
Suite 2, 11-15 Fitzmaurice Street, Wagga Wagga NSW 2650 | [michael.mccormack.mp@aph.gov.au](mailto:michael.mccormack.mp@aph.gov.au)

OFFICIAL

**Local Government Land Transport Infrastructure Projects: Potential for Construction to Commence in 3-6 Months**

<b>Project name/description</b>	<b>Relevant Council</b>	<b>Total Project Cost</b>	<b>Australian Government contribution</b>	<b>Other contribution</b>	<b>Potential construction start date</b>	<b>Potential construction end date</b>
<b>Murchison – Gascoyne Remote Links</b>						
<b>A tripartite inter-regional transport link project being undertaken by the Shires of Meekatharra, Murchison and Upper Gascoyne. Jointly supported by the ten local authorities of the Murchison and Gascoyne Regions of Western Australia.</b>						
<b>Landor-Meekatharra Road Upgrade 27.6 kilometres of Landor Road to 7.2 metre wide Type 5 sealed standard.</b>	Meekatharra	\$6,549,254  Scalable	\$4,049,254	\$2,500,000	1 July 2020	30 May 2021
<b>Dalgety-Landor Road Upgrade 15 kilometres of Landor / Dalgety Road to 7.2 metre wide Type 5 sealed standard.</b>	Upper Gascoyne	\$2,844,000  Scalable	\$1,896,000	\$948,000	1 July 2020	30 May 2021
<b>Carnarvon- Mullewa Road Upgrade 12 kilometres of the Carnarvon-Mullewa Road to a 7.2 metre wide Type 5 sealed standard.</b>	Murchison	\$2,847,500  Scalable	\$1,898,000	\$949,500	1 July 2020	30 May 2021
<b>Overall Project Totals</b>		\$12,240,754	\$7,843,254	\$4,397,500		

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

**Nil**

**12 CLOSURE OF MEETING**

**The Shire President Cr HJ Nichols declared the meeting closed at 11:11am.**