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

**1.1 DECLARATION OF OPENING**

The Shire President, Cr T R Hutchinson, declared the meeting open at 9:33am.

**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*

Shire President, Cr T R Hutchinson, read the disclaimer aloud.

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

**Members**

Cr T R Hutchinson	(Shire President)
Cr N L Trenfield	(Deputy Shire President)
Cr J E Burgemeister	
Cr A G Burrows	
Cr A B Downing	

**Staff**

Roy McClymont	Chief Executive Officer
Cameron Watson	Corporate & Development Services Manager

**Apologies**

Cr H Nichols

**Approved Leave of Absence**

Cr R Howden

**Observers**

Nil

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

Nil

**4 PUBLIC QUESTION TIME**

Nil

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

Cr A B Downing be allowed a leave of absence for the July 19, 2008 and August 16, 2008 meetings.

**Moved:** Cr J E Burgemeister  
**Seconded:** Cr N Trenfield

**CARRIED 5/0**

**6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**6.1 ORDINARY MEETING HELD MAY 17, 2008**

**Council Resolution:**

**Moved:** Cr A G Burrows  
**Seconded:** Cr A B Downing

**That the minutes from the Ordinary Council Meeting held Saturday, May 17, 2008 be confirmed.**

**CARRIED 5/0**

**6.2 HEALTH BUILDING AND TOWN PLANNING COMMITTEE MEETING  
MINUTES HELD MAY 7, 2008**

**Council Resolution:**

**Moved:** Cr J E Burgemeister  
**Seconded:** Cr A G Burrows

**That the minutes from the Health, Building and Town Planning Committee Meeting held Wednesday, May 7, 2008 be received.**

**CARRIED 5/0**

**6.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING  
MINUTES HELD MAY 22, 2008**

**Council Resolution:**

**Moved:** Cr A B Downing  
**Seconded:** Cr J E Burgemeister

**That the minutes from the Local Emergency Management Committee Meeting held Thursday, May 22, 2008 be received.**

**CARRIED 5/0**

**6.4 MEEKATHARRA AERODROME EMERGENCY MANAGEMENT COMMITTEE MEETING MINUTES HELD MAY 22, 2008**

**Council Resolution:**

**Moved:** Cr A G Burrows

**Seconded:** Cr A B Downing

**That the minutes from the Meekatharra Aerodrome Emergency Management Committee Meeting held Thursday, May 22, 2008 be received.**

**CARRIED 5/0**

**6.5 MEEKATHARRA AIRPORT SECURITY COMMITTEE MEETING COMMITTEE MEETING MINUTES HELD MAY 22, 2008**

**Council Resolution:**

**Moved:** Cr A G Burrows

**Seconded:** Cr A B Downing

**That the minutes from the Meekatharra Aerodrome Security Committee Meeting held Thursday, May 22, 2008 be received.**

**CARRIED 5/0**

**6.6 MEEKATHARRA FESTIVAL MANAGEMENT COMMITTEE MEETING HELD MAY 12, 2008**

**Moved:** Cr A B Downing

**Seconded:** Cr N Trenfield

**That the minutes from the Meekatharra Festival Management Committee Meeting held Monday, May 12, 2008 be received.**

**CARRIED 5/0**

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

**Nil**

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

**Roy McClymont presented the following:**

- **Duplex in Darlot street is back on the market**
- **The Governor is visiting Meekatharra on the 21<sup>st</sup> July**
- **Introduction to Bush Firefighting course on the 26<sup>th</sup> and 27<sup>th</sup> of June**
- **Midwest Development Commission has organised a meeting in Mt Magnet on 9<sup>th</sup> July to discuss Main Roads team network Contracts.**
- **CEO's Performance review is now due. Questionnaire will be sent out To Councillors soon.**

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

### **9.1 OFFICERS MONTHLY REPORTS**

#### **9.1.1 WORKS & SERVICES MANAGER'S REPORT – MAY 2008**

##### **Ashburton Downs Construction**

The construction crew are progressing well on the floodways and drainage work on Ashburton Downs Road. Major floodways have been lowered and lengthened to allow the water to disperse across the road over a bigger area this will reduce the amount of scouring on road shoulders which has taken place previously after heavy rains.

Additional bunds and humps have also been installed within the floodplain areas to control the water flow more evenly and effectively.

After the floodways are completed gravel re-sheeting will commence over rocky type limestone over a length 4.3klms x 8m in width the work will start at s.l.k19.90 and finish at s.l.k.24.20 as per the work schedule.

If we are lucky enough to receive rain while working on Ashburton Downs Road and only after completion of the re-sheeting the remaining sections of finer type limestone will be water bound compacted and shaped within this financial year.

As council is aware we have PMI carting manganese along Ashburton Downs Road the road is showing signs of wear and tear because of the dry conditions. I have spoken to PMI management and asked them to water down the road on a regular basis when possible; I also suggested that if they are prepared to water the road we would send our grader to grade the road when convenient. At the moment they are in the early stage of start up mode with the crushing however when full production is reached the amount of trucks carting the manganese will increase dramatically.

##### **Ned's Creek Construction**

Initially an allocation of \$59,670 was to be spent in 2007-08 on a section of gravel re-sheeting over 10klms x 8m in width and other minor type work at various locations. At this stage we have completed approximately 7.50 kms of the gravel re-sheeting on this project at a cost of \$100,000 this also includes the costs associated with pushing up gravel and includes mob & de-mob of hire plant.

Concerns were raised with the Works Group in relation to the cost to complete the full 10klms of re-sheeting and other associated work. Contractors were stood down and a meeting was arranged onsite to inspect the progress to date and make a decision on what was to be completed to bring the road section scheduled up to a reasonable standard without a huge expenditure blowout.

A decision was made to cut the gravel re-sheeting and cartage length short and pull in what materials we could with the grader to at least have some material on the road to cover rocks and have material to grade in future.

To complete this project it was agreed that Bluestone type material would be pushed up with council's dozer and contractors would cart this material to designated areas as per work schedule. There would be approximately 4 days carting by contractors to complete this work.

**Cameron Watson left the meeting at 10:17 am**

**Cameron Watson returned to the meeting at 10:17 am**

### **Three Rivers Road Construction**

After completion of the work on Neds Creek Road contractors will be engaged to cart gravel over a section four (4) kilometres of rocky material while plant is in the immediate area. The material will be spread by council's grader operator Michael Walley before moving onto Ashburton Downs.

### **Works Services staff**

It is my intention to employ at least 2 new plant operators to work with the construction crew as soon as possible. We have received various applications from appropriately experienced persons who will be interviewed for a position as general all round plant operator / truck drivers to bring our crew up to a total of the normal 7 employees.

### **Town Crew**

Town crew have been busy with weed spraying / rubbish removal / mowing / graffiti removal from fences in laneways. All vacant blocks / creek lines / walk trails will be tidied up as time allows. It appears that there has been a steady increase in the amount of graffiti on public buildings within the town site, my suggestion would be that we make enquiries and discuss with all the suppliers of paint products within the Meekatharra area to see who is buying pressure cans of paint that can be used to carry out this type of vandalism if the paint was not so readily available then the graffiti problem may be reduced.

Staff have also been busy with the construction of various consolidated earth pads for the installation of picnic tables and chairs at Peace Gorge they will also attempt to clean graffiti off rocks within the picnic area sites. We have also had a busy couple of months preparing graves for burials which is a very time consuming task. Depot Operations Officer has been busy checking all traffic counters are working effectively on councils arterial roads to capture accurate information in relation to types of vehicles and speeds this information is paramount for future grants and funding for the shire. The depot audit is also being advanced as time allows.

**Allen Kent**

**Works & Services Manager**

13/06/2008

**Officers Recommendation/ Council Resolution:**

**Moved: Cr A G Burrows**

**Seconded: Cr A B Downing**

**That the Works & Services Manager's report for May 2008 be received.**

**CARRIED 5/0**

**Cr A B Downing left the meeting at 10:27 am**

**Cr A B Downing returned to the meeting at 10:28 am**

**9.1.2 PLANT MECHANIC'S REPORT – MAY 2008**

There will be no report from our plant mechanic this month due to requirements for additional manpower within the Works Service Section he has been engaged operating plant on Ashburton Downs construction project. He has also been engaged in pushing up material at Neds Creek with council's dozer for the completion of that project. There are no major breakdowns to report all plant is performing well and scheduled maintenance will be carried out as services fall due.



**9.1.3 AIRPORT MANAGER'S REPORT – MAY 2008****MEEKATHARRA AERODROME***Aircraft movement and statistics:*

Once again, traffic at the airport for the Month of May was above any May figure since records have been kept in 2004. As per last month's report, the year to date figure is growing fast and far exceeds those of the same period of the last 4 years.

Network Aviation's conversion to Jet flights to Nifty mine did not take place until mid May so we gained a considerable number of their aircraft prior to this time. Skippers continued with lots of flights both into and through Meeka.

The following table is provided on aircraft movements and fuel sales for the month of *May 2008* with comparisons with *May 2006 and 2007*. The variation is shown between **2006 and 2008, 2006 being our busiest year**.

	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>Variation</b>
General Aircraft Landed:	213	158	208	+3%
Avgas Fuel Sold:	31660	25585	32402	-2%
Jet Fuel Sold:	86782	56568	76025	+14%
Total Fuel Sold	118442	82153	108427	+9%

The following table shows comparison of the year to date of 2008 against the same periods of 2006 and 2007. The variation is shown from last year to this year.

	<b>2008</b>	<b>2007</b>	<b>2006</b>	<b>Variation</b>
General Aircraft Landed:	901	740	838	+7.5%
Total Fuel sold:	504,099	390,265	464,799	+8.5%

*Aerodrome Works:*

Works carried out airside during the month of April were as follows:

- Slashing long grass from along runway edge and off runway strips.
- Chipping grass from around runway edge markers.
- Cleaning up weeds and long grass in front of the terminal building (airside)

***Aerodrome Emergency Exercise***

The Aerodrome Emergency committee met on 22<sup>nd</sup> May for the “Desk top exercise” and review of the Aerodrome Emergency Plan. A LEMAC meeting and Aerodrome Security Committee meetings was also held on that day.

***General Summary:***

Generally, the airport was very busy during May and this didn't allow much time once again for working on improvements and observations from the CASA report. I was also away for 1 week during the month.

Reith MacLeod filled in for me and did a good job once again. I have finally trained another person to back me up for weekend and short term breaks. Tony Norman from RFDS has been trained by Aerodrome Management Services as Reporting Officer and I have put him through the necessary aviation fuel training requirements.

It is planned that he will be used as short term relief only.

Mal Trenfield  
Airport Manager

11<sup>th</sup> June 2008

**Officers Recommendation/ Council Resolution:**

**Moved: Cr N Trenfield**  
**Seconded: Cr J E Burgemeister**

**That the Airport Manager's report for May 2008 be received**

**CARRIED 4/0**

#### **9.1.4 YOUTH CENTRE REPORT – MAY 2008**

##### **Youth Centre**

The Youth Centre is operating up to standard, and finally is up to cleanliness with a surprisingly wonderful new cleaner.

##### **Indoor cricket**

This month saw a new season of indoor cricket start up. It has been a huge success as more than enough people turn up every week to be able to make 2 teams. It proves to be a massive hit with the adults and teens of town and allows them to compete with and against each other. We now are trying to form teams around town so we can get a proper competition going, rather than just having 'fun'.

##### **Softball**

This month also saw the arrival of this year's season of softball for the youth of Meeka. Although there have been hiccups on other towns parts, I feel this will be very flourishing time for the youth to build better skills within themselves and as a team. The team of Meeka train on both Tuesdays and Thursdays.

##### **Basketball nights with Karalundi**

The basketball nights with Karalundi have resumed again with massive numbers turning up, solely due to more competition rather than with just the youth around town. It is a great night for the youth to show off their potential to the opposition. We are trying to introduce netball into these nights where the adults can also join in too.

##### **Auskick**

We are trying to get auskick started for the younger children, but as yet has only been training days on Wednesdays with no proper games yet. This is due to having only a small handful of kids turning up. We hope that Karalundi will join in on Wednesdays and then we can start playing matches.

**Elaine King & Anthony Lloyd**  
**Youth/Recreation Officers**

**8/06/2008**

##### **Officer Recommendation/Council Resolution**

**Moved: Cr A B Downing**  
**Seconded: Cr J E Burgemeister**

**That the Youth Centres Report for May 2008 be received**

**CARRIED 5/0**

**9.1.5 RANGER'S REPORT – MAY 2008**

**Ranger Services:**

I have attended Meekatharra on three occasions – 1<sup>st</sup>, 15<sup>th</sup>, 16<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> and 25<sup>th</sup> of May. In all 13 Unregistered dogs were Seized and destroyed. Two registered dogs were seized and returned to there owner. Two dogs were registered. Several wild cats were trapped and destroyed also.

I am trialling dog trap cages at night while staying overnight in town. At this stage they have proved quite successful. They are easy to set, quiet, unobtrusive and effective.

There still appears to be a large number of dogs roaming the streets. Hopefully these will be dealt with in future visits.

**Peter Smith  
Ranger**

8/06/2008

**Officers Recommendation/Council Resolution:**

**Moved: Cr J E Burgemeister**

**Seconded: Cr A B Downing**

**That the Ranger's report for May 2008 be received**

**CARRIED 5/0**

**9.1.6 STATUS REPORTS**

Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15/07/06	9.3.6	Meekatharra Heritage and Canyon Trails Project Not proceeding with Canyon Trail until approvals are presented to Council Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project. Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project Determine status of all reserves, vesting orders and roads within the shire.	CEO/ CONS	Letter written to funding agencies Letter written to Dept Land Information	Complete Complete In progress
15/07/06	9.5.1	Laneway Closure, Land Adjacent to Lots 425,426, 427 & 428 Railway Street  Advise the Minister for Lands that proposal was advertised, that no submissions were received by closing dates, Water Corp had no objections. That Shire of Meekatharra request Minister for Land Admin permanently close the laneway and portions adjoining be amalgamated with lots, that Shire has no objections to lots being converted to Freehold Title.	CEO/ CONS	Letter written to Minister for Lands Process to be completed by DOLI	Complete In progress
15/07/06	9.5.2	Permanent Closure of Streets within the Nannine Townsite That Council advise Dept Land Asset Management that Council doesn't wish to close Nannine Townsite That Council establish ownership of Recreation Reserve 3917, Explosive Reserve 4748. Water Reserve 12460, Water Pipe Tracks and Id Hillside Homestead site near Nannine Townsite.	CEO/ CONS	Letter sent to Dept	Complete In progress
19/08/06	9.5.2	Sale Meekatharra Lot 922 – St Barbara Mines Request Health, Building and Planning Committee to inspect property and report to Council potential uses of property etc. Advise Dept Planning & Infrastructure that Council has no objections to sale of Lot 922, however Council has interest in old building situated at in North West corner of lot. Request CEO to	CEO	Letter sent to Dept 7/9/06 Committee to inspect house obtain costs etc. Settlement imminent (St Barbs to Health Dept) CEO has advised Health Dept that Council may	Complete In progress

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		advise St Barbara Mines that Council may be interested in obtaining tenure of Old Station Masters house on Lot 922.		have an interest in old Station Masters house.	
18/11/06	9.3.4	Domestic Violence Service Council advise Minister for Family & Children's Services that it does not have the capacity to continue as Service Provider for Meekatharra Family and Domestic Violence Service. This service will cease at the latest 30/09/07 Council also to suggest the Minister investigate legal capacity of LG Authorities to act as Service Providers under these types of agreements.	CEO/ CDO/CDSM	Letter sent to Minister (DCD) 27/11/06  CEO to liaise with DCD towards termination of agreement. Agreement apparently terminated 1/12/07.	Complete  In progress
15/12/06	9.3.1	Property Valuation Project Council arrange to take up the opportunity as it is not only a major saving in respect of valuation costs but it also gives Council assurance that all property assets will carry the most up to date sums insured.	CDSM	Email to LGIS 20/12/06  Valuer in Town 27/6/2008 – 03/07/2008	In progress
15/12/06	9.5.3	Lease of Reserves 40845 & 40847 Staff re-write the terms and conditions of the lease to ensure that Council and community groups who store items on the reserves can continue to do so with unrestricted access and also to ensure that Council secures the necessary access for the Heritage Trails interpretive sites. Further, that the revised lease be presented to Council for approval.	CEO		
20/1/07	9.6.2	Reinstatement of Footpath Paving The brick paved footpath in Main Street Meekatharra is becoming uneven from tree roots and general subsidence. The works could be done by our own staff or could be subcontracted out.	CEO/ Works S'visor	Works being undertaken by Town Crew	In Progress
17/2/07	9.4.3	Grant Applications for Drive Trail As the Canyon Trail will no longer be completed it was recommended that requested be made for the funds to be transferred to stage 2 of the Drive Trail Letter have been written to the appropriate funding bodies, but as yet no reply has been received. Council decided to seek the additional funding required to complete the Drive Trail.	CDAO	Letters written to funding bodies - Lotterywest will not transfer the funds and monies have been returned. Another grant application will be submitted in June. - Regional Development Scheme: agreed to transfer	In progress

					funds on the condition that other funding is secured and any changes to budget are also submitted.
					- Regional Infrastructure Funding Program: confirmation not yet received as several queries are unable to be answered at this stage.
17/3/07	9.3.3	Adoption of Local Laws As our local laws range from 1916 to 1998 in age Council decided to repeal them all and make new ones. Public comment was advertised for and as there was no submissions after the expiry date this process was commenced in March 2005. Due to anticipated changes to local laws by the Department of Local Government and Regional Development, Council resolved to 'let the matter lay' until these changes were finalised	CDSM	To be gazetted	In progress
19/5/07	9.2.4	Meekatharra Aquatic Centre – Annual Report Contract Aquatic Services (CAS) recommended new surface coating, roof over change rooms, install 2 <sup>nd</sup> hand diving board and general maintenance during winter closure.	CEO	Email Cameron to allow in Budget Order dive board Awaiting quote from CAS (surface coating).	Actioned 21/5/07 Actioned 21/5/07 Work to be completed June 08
14/12/07	10.1.4	Goldfields Hwy –	CEO	Letter to Minister + Meet with Wiluna Awaiting response from Wiluna. Further letter to Wiluna Shire 29/2/08 – awaiting response. Letter from Wiluna Shire 24/4/08	Letters sent 20/12/07 Complete
19/01/08	10.1.5	Gings Write to Minister – declare all gings prohibited weapons	CEO	Obtain database all WA Councils Seek support of all WA Councils Database received Feb 08 letters to be sent to all Councils. Response from Minister 24/4/08. Resolution passed WALGA Zone	In progress

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					meeting 9/5/08 requesting WALGA to lobby for amendment of Regs
16/02/08		Cemetery Plaque	CDSM / AA	Contacted Glen, approve proof of plaque.  To be installed by local contractor	Plaque received 24.04.08 In progress
15/03/08	9.5.2	Oval Lights Tender 07/08-5 Discontinue project & return grant funds received	CDSM	Cancelled and all money received to be returned to Department of Sport and Rec.	Complete
15/03/08	9.5.3	Tender 07/08-4 – two new houses, Accept Fleetwood tender, Commence demolitions/site works. Decision on septic system to be made by Council.	CDSM	Order and write out PO	Complete Started
15/03/08	9.5.5	Zero Waste Plans – Phase 2 Join with Yalgoo and other shires in region in engaging a consultant to prepare a Strategic Waste Mgt Plan	CDSM/EHO	Advise Yalgoo liaise other shires. Consultant close to being engaged. Sandstone, Wiluna	18/03/08 In Progress
15/03/08	10.1.1	Creation of Works Committee – a formal committee under the Local Government Act 1995. Report to be presented to April 08 Council meeting.	CEO/WSM	CEO to discuss details of this proposal with Works Group members/Councillors to assist with writing a report. Topics: purpose, functional areas to be covered, meeting dates & timing issues, staff reporting procedures, committee membership (Cr's/staff), allocation of administration responsibilities.	In progress
19/04/08	9.3.1	Review of Local Authority Number plates Council accepted and Implements the suggested design	AA	Fill in appropriate forms, write a letter and a Purchase order for the amount of \$190	Complete 24.04.2008
19/04/08	9.3.2	Donation – Karen Morrissey – 2020 Summit. Council declined the request	CEO	Write and send a letter to Karen Morrissey	Sent 23/4/08
19/04/08	9.3.3	Walga Endorsement of “ The Journey”	CEO	Email Sandstone & contribute/vote at	Complete



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		The Sandstone proposal be included as an agenda item at either 2008 or 2009 Annual General Meeting		WALGA Zone Meeting 9/5/08	
19/04/08	9.6.1	GTS-MEEK-0701 Grave Ck Floodway Reconstruction immediate payment to Moses Contracting and a further payment for extra volume of slurry to be paid after inspection	WSM	Immediate Payment of \$5085 Floodway Inspected 24/4/08. Corrective works required by Contractor	In progress Complete In progress
19/04/08	9.6.2	Mt Clere Rd – Floodways – Quotes/ Tenders Will not call for tenders just use quotes	WSM	Letter to Moses Contracting accepting quote. Specis/drawings to be completed. Write Purchase order/contract	Advised In progress
19/04/08	10.1.1	Pollelle Rd Grid / Fences Agree with letter.	WSM	Purchase \$2,200 worth of steel star pickets. Write to Mr Lacey accepting his proposal	Complete Advised
19/04/08	10.1.2	Service delivery to indigenous communities Accept Draft response of questionnaire Create a Council position statement and submission to the Local Government Advisory Board.	CEO	Send completed Questionnaire and position statement	Sent 22/4/08
17/05/08	9.2.4	08/09 Draft Management Budget Council receives budget, Advertise of a different rate Allow expenditure on solar hot water system	CDSM	Make modifications  Advertise	In process  Complete 26.05.08
17/05/08	9.2.5	Amendments to the schedule of fees and charges Make any additions, deletions or modifications	CDSM		In Process
17/05/08	9.3.1	Blue Light Waive the fees for hall hire	AA/ CDAO	Write a letter to the committee Let reception know of the waiver	Complete 21.05.08
17/05/08	9.3.2	Donation Council donate \$500 to the Fresh Start Recovery Programme	AA/ CDAO	Write a letter attached with a cheque	Complete 28.05.08
17/05/08	9.3.3	Sustainability- "The Journey" – WALGA Report Council endorses the comments provided by staff and submit	CEO	Comments sent to WALGA	Completed 10.06.08

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the comments to WALGA for consideration.

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17/05/08	9.6.1	Judal- Mileura rd section Council not undertake any work or maintenance on this road. That the Mt Gould – Berringarra rd be Councils Perferred link Between the shires	CEO/ WSM	Mr Patrick be advised of this decision	Complete 19.05.08
				Staff process the official closure of this section of road	In Process
17/05/08	9.6.2	Goldfields highway Meeka- Wiluna section. Council supports Wiluna shires petition. Wiluna be requested to undertake the role of final collection and forwarding to Parliament	CEO/ AA	Inform Wiluna of Councils support	Complete 19.05.08
				Distribution of Petition	Complete 30.05.08
				Collection of Petition	In Process
17/05/08	10.1.1	Donation- Community Patrol, Donation of \$6000.00 to be budgeted for, the use of the operation of the Meeka Community Patrol. Authorise the CEO to sign off on the final draft Memorandum of Understanding. Appoint Cr Downing as councils rep.	CEO	Letter informing Yulella of support	Complete 19.05.08
				Include \$6000 in the 08/09 budget	
				CEO to sign off on the final draft Memorandum of Understanding	
				Appoint Cr A Downing	
17/05/08	10.1.2	Development of Leased land on Airport – RFDS Approve the development.	EHSO	Approve Building licence	In Process
				Approval of the Office of Transport Security in regards to the fence.	
17/05/08		Replace the Airport hot water system with a solar system	CEO/ MAL		
17/05/08		Gings	CEO	Write a letter to WALGA	Complete 26.05.08

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The following tasks and projects have been identified by staff and Councillors as being important to be addressed in the short term in order to bring Council up to date with compliance, governance and general sound management principles.

Priority	Tasks/projects to be done	Status
5	Assets - stocktake assets and create procedure to manage major and minor assets	Started
5	Auditing Review scope of current financial audit	Not started
1	Buildings create 10 year maintenance and new building program	Started
2	Cemeteries - review facilities and upgrade - eg. interment of ashes	Not started
	Code of conduct - Review within 12 months of each election	Started
1	Employment Contracts/letters - review and change to Workplace Agreements as req'd	In progress
5	Employee start up and termination procedures create checklist	In progress
1	Evacuation plans - signs etc create/review	Not started
1	First aid kits and training - review	In progress
3	Fuel use, procurement and systems for monitoring - review and update systems as reqd	In progress
5	Gravel pit reinstatement	In progress
5	Gravel pit use - legalise	Started
5	Health - mosquito - create full researched plan	Not started
5	Insurance Claims Procedure review, create check lists etc	Not started
5	Interpretive centre planning, procurement, title, funding etc etc etc	Started
1	Lease Reserves 40845, 40847 - formalise & legalise lease	In progress
1	Local laws - enact new ones	In progress
2	Heritage - Municipal Inventory - Review	In progress
1	Occ health and safety compliance - review and ensure compliance	Started
4	Plant maintenance - training of operators and management	In progress
5	Property addressing - clear numbers on houses/curbs formalise with DLI and implement.	In progress
	Public Safety Check Lists for playgrounds, BMX track etc create & set procedures	In progress
5	Recruitment and induction procedures - review, create, improve	In progress
1	<b>Review Community Development - Create Plan for Future then review structure</b>	In progress
5	<b>Roads - update and improve annual road maintenance list (create schedule)</b>	Started
5	<b>Roads - create 5 year road construction program/schedule</b>	Started
5	<b>Roads - create grid improvement program (seal/stabilise approaches)</b>	Not started
5	Roads - list unfenced grids, seek approvals and remove grids	Not started

5	Roads - ensure compliance with Clearing of Land legislation	Started
1	Rubbish Tip - improve day to day management - recycling, attended, open times etc	In progress
1	Rubbish tip - set up system to monitor use of Septic Waste Pond (septic, clinical etc)	Not started
5	Stock - gravel metal cement sand etc booking out procedures - review	Started
5	Stock (filters, oils, parts, cement etc) - set procedures and levels	Started
5	Tenancies - regular inspections of houses and other properties	Started
5	Tenancies - write/rewrite all agreements to comply with act and include bonds (amend policy)	In progress
	Trails projects - review and implement Stage 2	In progress
5	Work instructions/procedures - none exist - create	Started
1	<b>Works construction - prepare water, gravel etc for Construction Program</b>	On-going
1	<b>Town Planning Scheme No 3 - finalise process - Planning Commission letters</b>	In progress
	Controlled Waste Regulations 2004 - set up reporting system	Started
	Office drive data crash - recover data or recreate documents & data	In progress
	<b>Airport apply for Security Agents License for Airport</b>	Delete
	<b>Airport managers relief - sort out and schedule</b>	Complete
	<b>Airport reporting officers qualification - 3 day course - CEO, CSO, CDO</b>	Complete
	<b>Airport Security Training - 6 day course - Admin Staff? Advertise for Locals??</b>	Delete
	Appointment of Bush Fire Control Officers + CBFCO & DCBFCO check if required	OK Delete
	Budget 2006/2007 - advertise diff rates, adopt budget and rates.	Complete
	Environmental Health Officer - Consultancy Agreement - review, amend sign off	Complete
	<b>Airport emergency drill - facilitate agencies to conduct drill</b>	Complete
	Fire Arms Act - check compliance and change procedures as necessary	Complete
	Motor Vehicles - analyse optimum change over times for light vehicles	Complete
	Property Addressing - Geographic Names Committee - April 02 - research & respond	Complete
	<b>Rubbish Contract - call tenders - tender specs, contract etc</b>	Complete
	Swimming pool - complete concourse upgrade	Complete
	Tender - call tenders for residence Lot 304 Darlot St	Delete
	Trainee Parks and Gardens worker - research possibility/feasibility	Complete
1	Airport - review Managers role, relief, fueling tasks etc etc New Position Asst Manager	Complete
	Annual report & electors meeting	Complete
1	Auditing Have external compliance and situational audit done	Complete
1	Budget Create budget procedures and timelines for 07/08 budget	Complete
5	Dog registration procedures - check compliance	Complete
1	Domestic Violence Service - check legalities, council responsibilities, authorities etc	Complete
5	Freedom of information act - Check for compliance & create/update as required	Complete

1	<b>Housing - inspect and arrange higher cost maintenance items of houses</b>	Complete
1	Policy manual - review	Complete
1	<b>Ranger/security officer - recruit</b>	Complete
5	Records Act - complete review by Sept 06	Complete
5	Public Interest Disclosure Act 2003 - implement the legislation	Complete
1	<b>Review Administration and Management Structure</b>	Complete
1	<b>Works construction Schedule, cost and program works 06/07</b>	Complete
1	Re-start and organise monthly interagency meetings	Complete
	Overtime authorities and procedures	OK
1	Overtime of works crews - review efficiencies	OK
	Payroll procedures - timesheets, time in lieu, works reporting - check	OK
2	CEO's regulatory responsibilities - ensure compliance - procedures	Complete
2	Cemeteries - review compliance	Complete
1	<b>Housing - arrange basic repairs of houses as per tenants reports</b>	Complete
1	<b>Housing - urgent - set up facilities for consultants/contractors</b>	Complete
1	Plant Replacement Program - review and update	Complete
5	Airport security - engage Geraldton Security Agent to take on emergency security	Complete
1	Airport - create Tender and contract documents - call tenders	Complete
1	Delegations register - review annually - after Policy Manual completed	Complete
5	Disability service act compliance- Access & Inclusion Plan by 30/06/07 + annual report	Complete
	Employee contracts/agreements review and check conditions being followed	Complete

	<b>Completed/Finalised Tasks</b>	<b>Status</b>
5	Fuel sales - review legal and moral issues	Complete
2	Fees & charges full review of fees and charges schedule inc Cemeteries	Complete
1	Lease - Wesfarmers Yard - review lease terms and conditions + seek approvals	Complete
1	<b>Performance reviews - review/create procedures and performance indicators - conduct performance reviews - Krys, Terry, Megan</b>	Complete
1	Plan for the future - a strategic plan	Complete
5	<b>Works crew numbers and efficient requirements - review and create procedures</b>	Complete
	Contaminated Sites Legislation - report by 1 May 2007	Complete
	Works & Services Manager - recruit	Complete
	Admin/relief officer - finalise position description and recruit	Complete
5	Training - skills, knowledge, qualifications of employees create training program	Complete
	<b>Works construction Schedule, cost and program works 07/08</b>	Complete
5	Emergency Management Act 2005 - compliance - committee, plans etc	Complete
	Leases/contracts review all and create action list	Complete
	Leases/contracts - action list of tasks to be done	Complete

5	Purchasing procedures review, create and implement improved procedures	Complete
5	Tenancies - procedures for Property Conditions reports at start and finish of tenancies	Complete
5	Tenancies - compliance with Tenancies act - check, improve	Complete
1	Workers Comp Claims Procedure	Complete
	Log books ensure FBT compliance	Complete
5	Records Act - implement records management review	Complete

**Officers Recommendation/ Council Resolution:**

**Moved: Cr N Trenfield**

**Seconded: Cr A B Downing**

**That the Status report for May 2008 be received**

**CARRIED 5/0**

## 9.2 FINANCE

### 9.2.1 MONTHLY FINANCIAL REPORT PERIOD ENDED MAY 30, 2008

**LOCATION:** N/A  
**APPLICATION:** CAMERON WATSON  
**FILE REF:** ADM 0171  
**DISCLOSURE OF INTEREST:** NIL  
**DATE OF REPORT:** 7 JUNE 2008  
**AUTHOR:** CAMERON WATSON  
CORPORATE & DEVELOPMENT  
SERVICES MANAGER

**SIGNATURE OF AUTHOR:**   
**SENIOR OFFICER:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER:** 

**Summary:**  
Monthly Financial Report

**Background:**  
*Financial Activity Statement Report – s.6.4*

(1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as out in the annual budget under regulation 22(1)(d), for that month in the following detail –*

- (a) *Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or(c);*
- (b) *Budget estimates to the end of the month to which the statement relates;*
- (c) *Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- (d) *Material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) *The net current assets at the end of the month to which the statement relates.*

(2) *Each statement of financial activity is to be accompanied by documents containing-*

- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
- (b) *An explanation of each of the material variances referred to in sub-regulation (1)(d); and*
- (c) *Such other supporting information as is considered relevant by the local government.*

(3) *The information in a statement of financial activity may be shown –*

- (a) According to nature and type classification,*
- (b) By program; or*
- (c) By business unit.*

(4) *A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be –*

- (a) presented to the council –*
  - (i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or*
  - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting;*

*And*

- (b) Recorded in the minutes of the meeting at which it is presented.*

(5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.*

*(6) In this regulation –*

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

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

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

*[35. Repealed in Gazette 31 Mar 2005 p. 1050.]*

**Comment:**

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

**Consultation:**

Ron Back – Local Government Consultant

**Statutory Environment:**

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

**Policy Implications:**

Nil



**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation/Council Resolution:**

**Moved: Cr N Trenfield**

**Seconded: Cr A B Downing**

**That the financial report for the period ending May 30, 2008 be received.**

**CARRIED 5/0**



**Monthly Financial Statements**  
**for the period ended 31 May 2008.**

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<b>Shire of Meekatharra</b>		<b>Monthly Financial Report</b>	
<i>for the period ended 31 May 2008.</i>		<b>Income Statement</b>	
	<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
	<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>OPERATING EXPENDITURE</b>			
Governance	358,258	305,806	333,527
General Purpose Funding	233,950	196,504	169,636
Law, Order, & Public Safety	178,101	162,192	119,968
Health	93,499	66,484	50,582
Education and Welfare	715,295	484,208	332,067
Housing	8,320	(6,948)	16,610
Community Amenities	373,124	290,145	245,980
Recreation and Culture	870,703	751,331	498,543
Transport	2,870,121	2,593,870	2,129,677
Economic Services	263,273	201,038	156,551
Other Property and Services	1,000	(26,728)	228,055
<b>OPERATING EXPENDITURE</b>	<b>5,965,644</b>	<b>5,017,902</b>	<b>4,281,195</b>
<b>OPERATING REVENUE</b>			
Governance	11,600	11,592	21,887
General Purpose Funding	4,308,648	4,308,565	4,544,248
Law, Order, & Public Safety	34,501	32,668	34,723
Health	820	367	250
Education and Welfare	244,042	227,040	180,091
Housing	10,020	9,185	9,091
Community Amenities	99,100	98,433	95,880
Recreation and Culture	49,850	33,916	41,029
Transport	527,915	506,455	498,299
Economic Services	41,550	40,605	58,447
Other Property and Services	32,500	28,325	38,592
<b>OPERATING REVENUE</b>	<b>5,360,546</b>	<b>5,297,151</b>	<b>5,522,536</b>
<b>GRANTS/CONTRIBUTIONS FOR THE DEVELOPMENT OF ASSETS</b>			
Recreation and Culture	11,666	-	-
Transport	1,607,603	1,262,525	1,298,791
Economic Services	192,132	-	-
<b>Total</b>	<b>1,811,401</b>	<b>1,262,525</b>	<b>1,298,791</b>
<b>PROFIT/(LOSS) on DISPOSAL</b>			
Education and Welfare	3,000	3,000	(7,954)
Transport	-	-	(6,004)
<b>PROFIT/(LOSS) on DISPOSAL</b>	<b>3,000</b>	<b>3,000</b>	<b>(13,959)</b>
<b>NET RESULT</b>	<b>1,209,303</b>	<b>1,544,774</b>	<b>2,526,174</b>

<b>Shire of Meekatharra</b>		<b>Monthly Financial Report</b>			
<i>for the period ended 31 May 2008.</i>		<b>Statement of Financial Activity</b>			
		<b>2007/08</b>			
	Note	2007/08 Amd Budget \$	2007/08 YTD Budget \$	2007/08 31 May 2008 \$	
<b>Expenditures</b>					
Governance		(358,258)	(305,806)	(333,527)	(9%)
General Purpose Funding		(233,950)	(196,504)	(169,636)	14%
Law, Order, Public Safety		(178,101)	(162,192)	(119,968)	26%
Health		(93,499)	(66,484)	(50,582)	24%
Education and Welfare		(715,295)	(484,208)	(332,067)	31%
Housing		(8,320)	6,948	(16,610)	339%
Community Amenities		(373,124)	(290,145)	(245,980)	15%
Recreation and Culture		(870,703)	(751,331)	(498,543)	34%
Transport		(2,870,121)	(2,593,870)	(2,129,677)	18%
Economic Services		(263,273)	(201,038)	(156,551)	22%
Other Property and Services		(1,000)	26,728	(228,055)	953%
Less Depreciation on Assets		2,356,298	2,159,939	1,852,116	14%
Expenditures	3	<b>(3,609,346)</b>	<b>(2,857,963)</b>	<b>(2,429,079)</b>	15%
<b>Revenues</b>					
Governance		11,600	11,592	21,887	89%
General Purpose Funding		2,673,523	2,673,440	2,831,986	6%
Law, Order, Public Safety		34,501	32,668	34,723	6%
Health		820	367	250	
Education and Welfare		244,042	227,040	180,091	(21%)
Housing		10,020	9,185	9,091	(1%)
Community Amenities		99,100	98,433	95,880	(3%)
Recreation & Culture		49,850	33,916	41,029	21%
Transport		527,915	506,455	498,299	(2%)
Economic Services		41,550	40,605	58,447	44%
Other Property and Services		32,500	28,325	38,592	36%
Revenues	1	<b>3,725,421</b>	<b>3,662,026</b>	<b>3,810,275</b>	4%
<b>Net operating requirements</b>		<b>116,075</b>	<b>804,063</b>	<b>1,381,196</b>	
<b>CAPITAL Income and outlays()</b>					
Contributions/Grants	2	1,811,401	1,262,525	1,298,791	3%
Land & Buildings	4	(629,500)	(172,200)	(162,426)	6%
Plant & Equipment	4	(450,050)	(222,554)	(201,000)	10%
Furniture and Equipment	4	(53,511)	(21,011)	(18,764)	11%
Infrastructure	4	(3,540,110)	(2,422,803)	(1,976,713)	18%
Proceeds from Disposal of Assets		6,000	6,000	20,439	(241%)
Transfers to Reserves	5	(1,267,673)	(1,241,839)	(1,163,132)	6%
Transfers from Reserve	5	166,000	4,000	3,870	(3%)
<b>Net capital requirement</b>		<b>(3,957,443)</b>	<b>(2,807,882)</b>	<b>(2,198,936)</b>	
ADD Net Current Assets 1st July B/Fwd		2,206,243	2,206,243	2,085,936	(8%)
LESS Net Current Assets Year to Date		-	(1,837,549)	(2,980,457)	
<b>Amount Raised from Rates</b>		<b>1,635,125</b>	<b>1,635,125</b>	<b>1,712,262</b>	5%



Shire of Meekatharra

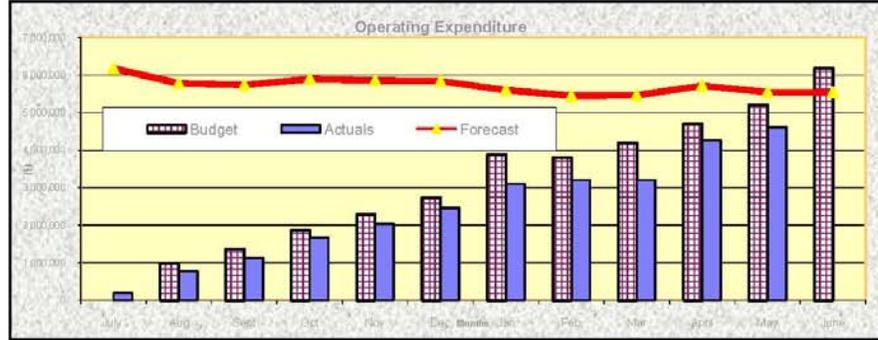
Monthly Financial Report  
Statement of Financial Activity

for the period ended 31 May 2008.

2007/08

**OPERATING EXPENSES & CAPITAL OUTLAYS**

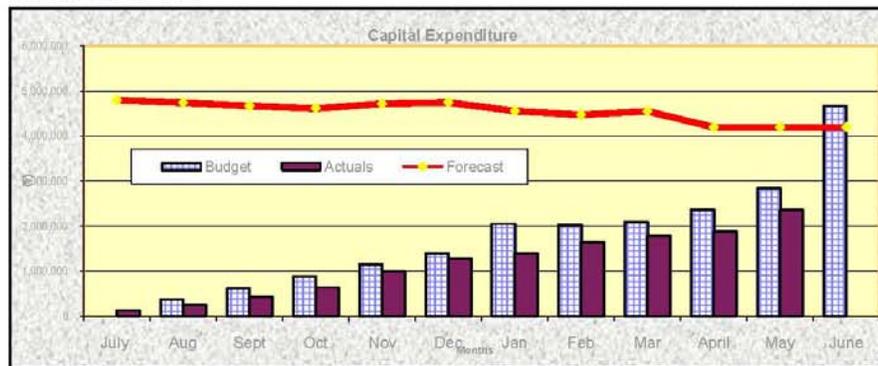
**OPERATING EXPENDITURES**



Comments YTD \$4,297,593 Total Budget \$6,175,644

- 3 Total operating expenses are 11.6% below budget estimates. Excluding the effect of deprecation the expenses are 9.7% below budget estimates as at 31 May 2008. The following material variations are present - Staff shortages and delays in programs.

**CAPITAL OUTLAYS**



Comments YTD \$2,358,904 Total Budget \$4,673,171

- 4 Total capital expenses are 16.9% below budget estimates as at 31 May 2008. The following material variations are present - Shortages of resources are delaying the works program.
- 5 Net Reserve transaction are within 6.3% of estimated budget as at 31 May 2008.

<b>Shire of Meekatharra</b>	<b>Monthly Financial Report</b>
<i>for the period ended 31 May 2008.</i>	<b>Notes to the Financial Statements</b>
	<b>2007/08</b>

**1. SIGNIFICANT ACCOUNTING POLICIES**

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

**a) Basis of Accounting**

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

**b) The Local Government Reporting Entity**

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

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

**c) Rounding Off Figures**

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

**2 CASH AND CASH EQUIVALENTS**

**a) Reconciliation of cash**

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

Cash assets	2007/08	2007/08	2007/08
	Amd Budget	YTD Budget	31 May 2008
Cash - Unrestricted	-	1,830,100	1,962,622
Cash - Restricted	5,918,860	6,055,026	6,820,044
	<u>5,918,860</u>	<u>7,885,126</u>	<u>8,782,666</u>
<i>Cash assets are represented by -</i>			
Cash on hand	-	600	7,618
Municipal Bank Account	-	1,829,500	(327,963)
Bank Term Deposits	-	-	3,126,524
Reserve Accounts Bank	5,918,860	6,055,026	5,976,487
	<u>5,918,860</u>	<u>7,885,126</u>	<u>8,782,666</u>
<b>b) Restricted assets</b>			
Cash backed reserves	5,918,860	6,055,026	5,976,487
Grants/Contributions	-	-	843,557
	<u>5,918,860</u>	<u>6,055,026</u>	<u>6,820,044</u>

<b>Shire of Meekatharra</b>	<b>Monthly Financial Report</b>
<i>for the period ended 31 May 2008.</i>	<b>Notes to the Financial Statements</b>
	<b>2007/08</b>

**3 STATEMENT OF NET CURRENT ASSETS**

	2007/08 Amd Budget	2007/08 YTD Budget	2007/08 31 May 2008
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	5,918,860	7,885,126	8,782,666
Trade and other receivables	213,000	218,721	128,273
Inventories	84,000	88,674	173,270
	6,215,860	8,192,521	9,081,209
<b>LESS: CURRENT LIABILITIES</b>			
Trade and other payables	286,027	288,973	92,632
Provisions	50,000	50,000	70,660
	336,027	338,973	163,292
<b>NET CURRENT ASSETS</b>	5,879,833	7,853,548	8,917,917
Less: Cash - Restricted	(5,918,860)	(6,055,026)	(5,976,487)
Current Employee Liabilities	39,027	39,027	39,027
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWI</b>	-	1,837,549	2,980,457

**4 NON CURRENT ASSETS**

**a) Asset acquisitions by class**

	2007/08 Amd Budget	2007/08 YTD Budget	2007/08 31 May 2008
<b>Land and Buildings</b>			
Housing - capital improvements	330,000	145,000	146,654
Upgrade Pool Changerooms	90,000	-	-
Construct Oval Toilets	50,000	-	-
Tennis practice wall	3,000	-	-
Replace pine rails around oval	8,000	7,200	3,577
Airport Toilets - Refurbish	6,500	-	-
Repair Ceiling Office Passagway	10,000	-	-
Paint External Office Building	30,000	-	-
Airport Security fencing, signage & lighting.	17,000	17,000	12,745
Race Course Buildings	40,000	20,000	12,195
Town Hall - capital improvements	42,000	-	-
Mt Gould Police Station - security	6,500	-	-
Upgrade of Dog Pound	8,500	-	-
Youth Centre Office Carpets	6,500	-	-
Domestic Violence Cwa House - carpets	5,000	-	-
<b>Plant and Equipment</b>			
I T Equipment	25,000	25,000	25,117
Vehicle - CDO	20,000	20,000	18,502
Security cameras for mainstreet	60,000	-	-
Install Split System Airconditioners	6,000	-	-
F&E - Floor Scrubber	4,000	4,000	3,426
Pool - Upgrade Tank to 20,000 litres	5,000	-	-
Oval Line Marking Machine	750	-	395
Cornish Lift	6,000	-	-
Sports Complex Equipment	15,000	-	-
New Pump/fittings - oval	30,000	15,000	5,871
Gym Equipment	4,300	4,300	4,029
Recoat Pool/Diving Board	24,000	-	-
<b>Transport</b>			
Miscellaneous Plant (Small Equipment)	28,246	-	-
Traffic Counters (2)	1,754	1,754	1,754
Vehicle - (Small Equipment)	22,000	22,000	17,072



<b>Shire of Meekatharra</b>		<b>Monthly Financial Report</b>	
<i>for the period ended 31 May 2008.</i>		<b>Notes to the Financial Statements</b>	
		<b>2007/08</b>	
Towable road sweeper (2nd hand)	25,000	-	-
Maintenance Caravan	65,000	-	-
Pumps + Generators	39,000	39,000	36,583
Gen Set (Construction)	39,000	39,000	43,629
Airport Fire Fighting System	25,000	12,500	6,118
Airport - plant & equipment	14,000	14,000	11,730
<b><u>Furniture and Equipment</u></b>			
<b>Governance</b>			
Office Furniture restructure and CEO office	13,511	13,511	9,411
<b>Other</b>			
Office IT Equipment	3,500	3,500	1,905
Collection of Mining Relics	10,000	-	-
Airconditioner Gym	5,000	-	-
Ranger Office Upgrades	-	-	4,022
<b><u>Infrastructure Assets Roads</u></b>			
<b>Road Construction</b>	2,251,311	2,063,703	-
Mt Clere Road	-	-	196,810
Neds Creek Road	-	-	28,010
Hill Street - Construction	-	-	4,125
Landor Road	-	-	470,085
Ashburton Downs-Meekatharra Road - Const	-	-	43,965
Sandstone Rd - Construction	-	-	226,889
Regan Street - Construction	-	-	6,000
Connaughton Street - Construction	-	-	227,242
Peak Hill Three Rivers Road Construction	-	-	(8)
Murchison Downs Road - Construction	-	-	64,721
Youno Downs Road - Construction	-	-	21,167
High Street - Construction	-	-	3,500
Savage Street - Construction	-	-	3,500
Meehan Street - Construction	-	-	2,700
Darlot Street - Construction	-	-	3,600
Oliver Street - Construction	-	-	780
Mccleary Street - Construction	-	-	6,474
<b>Flood Damage</b>			
Ashburton Downs	-	-	293,160
<b>Black Spot</b>			
Main Street	225,000	180,000	190,750
<b>Other</b>			
Town Streets Construction	98,065	-	-
Town Streets - reseal	180,000	90,000	92,096
Connaughton/GNH - modifications	90,000	-	-
Signs Various	-	-	1,536
<b><u>Infrastructure Assets Other</u></b>			
Meeka Heritage Drive Trails	294,768	16,000	17,128
Entry Statements & Signs	30,000	-	-
Tourist rest Area	-	-	211
Runway Reseal/respray	150,000	-	-
Oval lights	75,966	-	-
Water Tank - Oval	85,000	66,100	59,726
BBQ & Light Oval Park	12,000	-	-
Viewing platform at headframe (view mosaic	7,000	-	-
	<b>4,673,171</b>	<b>2,838,568</b>	<b>2,358,904</b>

## **SHIRE OF MEEKATHARRA**

### **Management Budgets**

**for the period ended 31 May 2008.**



<b>Shire of Meekatharra</b>	<b>Management Budget SUMMARY</b>		
<i>for the period ended 31 May 2008.</i>	<b>2007/08</b>		
<b>SUMMARY</b>	<b>2007/08 Amd Budget</b>	<b>2007/08 YTD Budget</b>	<b>2007/08 31 May 2008</b>
<b>OPERATING EXPENDITURE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Governance	358,258	305,806	333,527
General Purpose Funding	233,950	196,504	169,636
Law, Order, & Public Safety	178,101	162,192	119,968
Health	93,499	66,484	50,582
Education and Welfare	715,295	484,208	332,067
Housing	8,320	(6,948)	16,610
Community Amenities	373,124	290,145	245,980
Recreation and Culture	870,703	751,331	498,543
Transport	2,870,121	2,593,870	2,129,677
Economic Services	263,273	201,038	156,551
Other Property and Services	1,000	(26,728)	228,055
	<u>5,965,644</u>	<u>5,017,902</u>	<u>4,281,195</u>
<b>LOSS ON DISPOSAL</b>			
Education and Welfare	0	-	10,393
Transport	-	-	6,004
	<u>0</u>	<u>-</u>	<u>16,398</u>
<b>OPERATING INCOME</b>			
Governance	11,600	11,592	21,887
General Purpose Funding	4,308,648	4,308,565	4,544,248
Law, Order, & Public Safety	34,501	32,668	34,723
Health	820	367	250
Education and Welfare	244,042	227,040	180,091
Housing	10,020	9,185	9,091
Community Amenities	99,100	98,433	95,880
Recreation and Culture	49,850	33,916	41,029
Transport	527,915	506,455	498,299
Economic Services	41,550	40,605	58,447
Other Property and Services	32,500	28,325	38,592
	<u>5,360,546</u>	<u>5,297,151</u>	<u>5,522,536</u>
<b>PROFIT ON SALE</b>			
Education and Welfare	3,000	3,000	2,439
	<u>3,000</u>	<u>3,000</u>	<u>2,439</u>
Net operating excl capital contributions	(602,098)	282,249	1,227,382
Capital Grants/Contributions	1,811,401	1,262,525	1,298,791
Net operating result	<u>1,209,303</u>	<u>1,544,774</u>	<u>2,526,173</u>

<b>Shire of Meekatharra</b>	<b>Management Budget SUMMARY</b>		
<i>for the period ended 31 May 2008.</i>	<b>2007/08</b>		

<b>CAPITAL WORKS/ACQUISITIONS</b>	<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
<b>CAPITAL GRANTS/CONTRIBUTIONS</b>	<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
Recreation and Culture	11,666	-	-
Transport	1,607,603	1,262,525	1,298,791
Economic Services	192,132	-	-
	<b>1,811,401</b>	<b>1,262,525</b>	<b>1,298,791</b>
 <b>PROCEED FROM SALES</b>			
Education and Welfare	6,000	6,000	2,439
Transport	-	-	18,000
	<b>6,000</b>	<b>6,000</b>	<b>20,439</b>
 <b>CAPITAL WORKS</b>			
Governance	78,511	38,511	34,528
Law, Order, & Public Safety	74,500	-	4,022
Education and Welfare	39,000	27,500	23,833
Housing	330,000	145,000	146,654
Recreation and Culture	509,516	102,600	85,793
Transport	3,306,876	2,508,957	2,046,735
Economic Services	334,768	16,000	17,339
	<b>4,673,171</b>	<b>2,838,568</b>	<b>2,358,904</b>
 Net funding for capital	<b>(2,855,770)</b>	<b>(1,570,043)</b>	<b>(1,039,674)</b>

<b>Shire of Meekatharra</b>		<b>Management Budget General Purpose Funding</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
	<b>2007/08 Amd Budget</b>	<b>2007/08 YTD Budget</b>	<b>2007/08 31 May 2008</b>	
	<b>\$</b>	<b>\$</b>	<b>\$</b>	
<b>RATE REVENUE</b>				
<i>Operating Expenditure</i>				
101920	Valuation & Title Search	5,000	4,583	6,033
102330	Rates Written Off	25,000	12,500	8,019
103420	Legal Expenses - Rates	10,000	8,300	4,458
101120	Administration Allocated	75,089	68,832	60,281
	<b>Total Operating Expenditure</b>	<b>115,089</b>	<b>94,215</b>	<b>78,791</b>
<i>Operating Income</i>				
100310	Rates Levied	1,635,125	1,635,125	1,712,262
101610	Ex Gratia Rates	3,000	3,000	-
102210	Rate Instalment Fee	2,000	2,000	2,280
101410	Rate Instalment Interest	4,500	4,500	5,164
101510	Rates Non-Payment Penalty	15,000	15,000	13,789
102810	Legal Fees Recovered	3,000	3,000	951
	<b>Total Operating Income</b>	<b>1,662,625</b>	<b>1,662,625</b>	<b>1,734,445</b>
<b>GENERAL PURPOSE GRANTS</b>				
<i>Operating Expenditure</i>				
101930	Grants Expenses	9,500	7,125	900
103320	Administration Allocation	10,429	9,560	8,354
	<b>Total Operating Expenditure</b>	<b>19,929</b>	<b>16,685</b>	<b>9,254</b>
<i>Operating Income</i>				
101810	General Purpose Grant	1,426,264	1,426,264	1,434,569
102110	Local Road Component Grant	824,759	824,759	831,408
	<b>Total Operating Income</b>	<b>2,251,023</b>	<b>2,251,023</b>	<b>2,266,977</b>
<b>OTHER GENERAL PURPOSE FUNDING</b>				
<i>Operating Expenditure</i>				
105520	Bank Charges	4,500	4,125	3,690
105550	Sundry Debtor Write Offs	1,000	-	-
102310	Doubtful Debts Expense	10,000	5,000	7,531.0
105930	Administration allocated	83,432	76,479	70,371
106820	Rounding Adjustment	-	-	0
	<b>Total Operating Expenditure</b>	<b>98,932</b>	<b>85,604</b>	<b>81,592</b>
<i>Operating Income</i>				
103110	Esl Administration Fee	4,000	4,000	4,000
102830	Other Minor Income	1,000	917	838
192230	Interest on Municipal Investmen	80,000	80,000	203,486
192240	Interest on Reserve Investments	310,000	310,000	335,502
	<b>Total Operating Income</b>	<b>395,000</b>	<b>394,917</b>	<b>543,826</b>
	<b>Net Funding Demands</b>	<b>4,074,698</b>	<b>4,112,061</b>	<b>4,374,611</b>

<b>Shire of Meekatharra</b>		<b>Management Budget Governance</b>			
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>			
		2007/08 <b>Amd Budget</b> \$	2007/08 <b>YTD Budget</b> \$	2007/08 <b>31 May 2008</b> \$	
<b>MEMBERS OF COUNCIL</b>					
<i>Operating Expenditure</i>					
102320	President's Allowance	8,000	8,000	8,000	
112020	Deputy President Allowance	2,000	2,000	2,000	
103020	Members - Meeting Fees	14,400	13,200	9,925	
103120	Members Travelling	6,000	5,500	3,890	
102020	Fax & Email Costs	2,000	1,833	1,350	
102120	Conference, Training & Uniform	6,550	6,004	4,474	
102420	Refreshments & Receptions	10,000	9,167	8,467	
102720	Members Insurance	2,702	2,477	2,702	
102820	Members Subscriptions	14,005	10,504	2,889	4
102920	Members - telephone	500	458	272	
102220	Election Expenses	12,000	12,000	3,405	5
102520	Donations	8,250	7,563	6,150	
112220	Donations - Rfids Airport	45,000	33,750	35,081	
102550	Native Title Claims	2,000	1,833	1,916	
102620	Council Chambers Mtce	1,000	917	291	
106220	Audit	11,000	11,000	17,180	6
103220	Depreciation	100	92	139	
105620	Admin Alloc-Governance	212,751	195,022	175,896	
<b>Total Operating Expenditure</b>		<b>358,258</b>	<b>321,320</b>	<b>284,028</b>	
<i>Operating Income</i>					
112330	Reimbursements	100	92	-	
<b>Total Operating Income</b>		<b>100</b>	<b>92</b>	<b>-</b>	
<b>ADMINISTRATION</b>					
<i>Operating Expenditure</i>					
106940	Staff Uniform Expenses	3,000	2,750	3,448	
103520	Salaries - Admin	393,779	360,964	362,217	
103920	Super - Admin	47,693	43,719	40,767	
104020	Fringe Benefit Tax	32,000	25,000	24,921	
104120	Admin Centre Operations	10,000	9,167	1,670	7
104220	Admin Centre Maintenance	18,000	16,500	17,697	
104520	Stationery	12,000	11,000	10,951	
105020	Telephone	20,000	18,333	13,487	
105320	Postage	6,000	5,500	3,390	
104320	Advertising	7,500	6,875	8,061	
105420	Equipment Maintenance & Cons	15,000	13,750	10,992	
107120	Computer Software	16,610	15,226	13,790	
105220	Computer Hardware	3,000	2,750	2,629	
106920	Accounting & Consulting	50,000	33,000	31,255	
		<b>634,582</b>	<b>564,534</b>	<b>545,276</b>	

Continued...

<b>Shire of Meekatharra</b>		<b>Management Budget Governance</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
continued .....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>Operating Expenditure</b>				
105720 Other	20,000	18,333	6,410	8
106020 CEO Vehicle	6,000	5,500	10,272	
106030 DCEO Vehicle	6,000	5,500	6,149	
106620 Accommodation and Travel	16,200	13,916	4,224	9
104620 Training & Conferences	10,570	8,773	7,635	
106420 Staff Recruitment & Relocation	10,000	7,500	8,941	
107020 Legal Fees	1,000	917	6,080	10
107220 Depreciation	33,000	30,250	28,923	
103820 Insurance	21,589	21,589	21,966	
113240 Office Equipment	7,190	3,575	7,080	
104920 Housing Allocations	61,970	56,806	35,469	11
110820 Admin Allocated to Functions	(828,061)	(752,707)	(638,926)	12
<b>Total Operating Expenditure</b>	<b>-</b>	<b>(15,514)</b>	<b>49,499</b>	
<b>Operating Income</b>				
111230 Reimbursements	11,500	11,500	21,758	13
111250 Fees And Charges	-	-	99	
111830 Title Search Income	-	-	30	
<b>Total Operating Income</b>	<b>11,500</b>	<b>11,500</b>	<b>21,887</b>	
<b>Capital Expenditure</b>				
112440 IT Equipment	25,000	25,000	25,117	
113260 Office Furniture	13,511	13,511	9,411	
113280 Repair Ceiling Office	10,000	-	-	
113290 Paint External Office Building	30,000	-	-	
<b>Total Capital Expenditure</b>	<b>78,511</b>	<b>38,511</b>	<b>34,528</b>	
<b>Net Funding Demands</b>	<b>(425,169)</b>	<b>(332,725)</b>	<b>(346,169)</b>	

<b>Shire of Meekatharra</b>		<b>Management Budget</b>			
<i>for the period ended 31 May 2008.</i>		<b>Law, Order &amp; Public Safety</b>			
		<b>2007/08</b>			
		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>	
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>	
<b>FIRE PREVENTION</b>					
115720	Bush Fire Control	4,068	4,068	-	
115820	Vehicle Operational Costs	1,149	1,053	10,349	14
115620	Fire Insurance	2,788	2,556	2,788	
115820	Depreciation	3,000	2,750	2,344	
115420	Protective Burning	500	500	-	
Total Operating Expenditure		11,505	10,927	15,481	
<b>Operating Income</b>					
115630	FESA - BFB Grant	9,500	9,500	14,325	
Total Operating Income		9,500	9,500	14,325	
<b>ANIMAL CONTROL</b>					
<b>Operating Expenditure</b>					
119220	Pound Maintenance	500	500	79	
119020	Animal Control Expenses	2,770	2,539	2,122	
119230	Admin Alloc - Animal	2,000	1,833	-	
Total Operating Expenditure		5,270	4,872	2,201	
<b>Operating Income</b>					
119730	Fines & Penalties	1,000	1,000	37	
119830	Impounding Fees	500	458	74	
119630	Charges	150	138	11	
119930	Dog Registration	2,000	2,000	1,090	
Total Operating Income		3,650	3,596	1,212	
<b>Capital Expenditure</b>					
12028a	Pound Upgrade	8,500	-	-	
Total Capital Expenditure		8,500	-	-	
<b>OTHER LAW, ORDER &amp; PUBLIC SAFETY</b>					
116020	Salaries	75,496	69,205	39,797	15
116120	Superannuation	6,345	5,816	2,948	
116520	Uniforms	1,000	1,000	-	
116220	Housing	12,393	11,154	-	16
116250	Insurance	1,663	1,663	1,663	
116320	Vehicle Operating Costs	8,500	7,792	8,505	
116010	Administration Allocated	8,343	7,648	6,683	
116420	Miscellaneous	8,200	7,517	24,702	17
Ranger Services		121,940	111,795	84,298	
<b>Other Expenses</b>					
120020	State Emergency Services	19,300	16,019	6,409	18
120120	Administration	2,086	1,912	1,671	
120160	Safer WA	16,000	14,667	9,908	
120320	St John Ambulance	2,000	2,000	-	
Total Operating Expenditure		161,326	146,393	102,286	
<b>Operating Income</b>					
120030	FESA - SES Grant	19,300	17,692	14,475	
120130	Community Safety & Crime	-	-	1,200	
116430	Reimbursements - Ranger	2,051	1,880	3,511	
Total Operating Income		21,351	19,572	19,186	
<b>Capital Expenditure</b>					
120260	Airconditioning	6,000	-	-	
120270	Security Cameras	60,000	-	-	
116470	Ranger Office Upgrades	-	-	4,022	
Total Capital Expenditure		66,000	-	4,022	
Net Funding Demands		(218,100)	(129,524)	(89,267)	



<b>Shire of Meekatharra</b>		<b>Management Budget Health</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>HEALTH INSPECTIONS &amp; ADMINISTRATION</b>				
<b>Operating Expenditure</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
122960	Health Consultancy	55,000	36,300	34,080
121320	Insurance	4,443	4,443	4,443
122920	Depreciation	120	110	100
121920	Subscriptions & Journals	1,000	1,000	450
121620	Admin Alloc - Secretarial	7,300	6,892	192
122980	Other Expenses	11,600	7,656	5,604
Total Operating Expenditure		<u>79,463</u>	<u>56,201</u>	<u>44,868</u>
<b>Operating Income</b>				
123000	Health Fees & Licenses	400	367	-
123930	Itinerant vendors Fees	320	-	-
123010	Other Income	-	-	250
Total Operating Income		<u>720</u>	<u>367</u>	<u>250</u>
<b>PREVENTATIVE SERVICES - PEST CONTROL</b>				
<b>Operating Expenditure</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
123720	Mosquito Control	10,000	7,500	3,347
123820	Depreciation	450	413	362
123800	Other Pest Control	1,000	-	-
Total Operating Expenditure		<u>11,450</u>	<u>7,913</u>	<u>3,708</u>
<b>Operating Income</b>				
123910	Health Fees & Licenses	100	-	-
Total Operating Income		<u>100</u>	<u>-</u>	<u>-</u>
<b>PREVENTIVE SERVICES - OTHER</b>				
<b>Operating Expenditure</b>				
124020	Analytical Expenses	500	458	335
124040	Administration Allocated	2,086	1,912	1,671
Total Operating Expenditure		<u>2,586</u>	<u>2,370</u>	<u>2,006</u>
Net Funding Demands		<u>(92,679)</u>	<u>(66,117)</u>	<u>(50,332)</u>

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<b>Shire of Meekatharra</b>		<b>Management Budget Education and Welfare</b>			
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>	
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>	
		<b>\$</b>	<b>\$</b>	<b>\$</b>	
<b>PRE SCHOOL</b>					
<i>Operating Expenditure</i>					
120420	Pre School Contribution	200	200	-	
120520	Pre-School Centre Mtce	2,000	1,833	1,451	
120430	Insurance	293	293	292	
124260	Depreciation	6,200	5,683	5,033	
120440	Administration Allocated	8,343	7,648	6,701	
Total Operating Expenditure		<u>17,036</u>	<u>15,657</u>	<u>13,477</u>	
<i>Operating Income</i>					
120330	Rental	100	100	-	
Total Operating Income		<u>100</u>	<u>100</u>	<u>-</u>	
<b>OTHER EDUCATION</b>					
<i>Operating Expenditure</i>					
120720	Telecentre Costs	6,300	5,775	7,084	
124250	Administration Allocated	-	-	8	
Total Operating Expenditure		<u>6,300</u>	<u>5,775</u>	<u>7,092</u>	
<i>Operating Income</i>					
120730	Telecentre Reimbursement	200	200	-	
Total Operating Income		<u>200</u>	<u>200</u>	<u>-</u>	
<b>DAY CARE CENTRE</b>					
<i>Operating Expenditure</i>					
124120	Day Care Centre Maintenance	7,000	6,417	5,298	
Total Operating Expenditure		<u>7,000</u>	<u>6,417</u>	<u>5,298</u>	
<b>DOMESTIC VIOLENCE</b>					
<i>Operating Expenditure</i>					
125360	Salaries	73,735	73,735	39,121	20
125380	Superannuation	6,565	6,018	3,664	
125390	Housing Expenses	7,320	6,710	7,510	
125550	Training	7,000	6,417	1,025	
125400	Insurance	6,346	6,346	6,449	
125410	Vehicle Expense	8,000	7,333	5,766	
125430	Stationery	1,500	1,375	209	
125440	Telephone	2,500	2,292	2,328	
125590	Utilities	1,000	1,000	961	
125630	Building Maintenance	5,000	4,583	1,717	
125570	Audit Fees	500	500	1,000	
125600	Projects	8,000	8,000	1,678	
125580	Consumables (Food, Cleaning)	5,000	4,583	1,779	
125640	Resources	6,000	5,500	2,109	
125300	Unallocated Expenditure	160,886	-	3,171	
125510	Misc Grants Expenditure	11,000	8,800	11,422	
125530	Administration Allocated	6,257	5,736	3,923	
102240	Donations Assets (Non Cash)	0	-	10,393	21
125540	Depreciation	1,800	1,650	1,330	
Total Operating Expenditure		<u>318,409</u>	<u>150,578</u>	<u>105,553</u>	
<i>Operating Income</i>					
125310	Domestic Violence Grant	138,211	121,626	57,588	
125450	Reimbursements	5,000	4,583	3,331	
Total Operating Income		<u>143,211</u>	<u>126,209</u>	<u>60,919</u>	

<b>Shire of Meekatharra</b>		<b>Management Budget Education and Welfare</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
continued.....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>Capital Expenditure</b>				
125330	Domestic Violence Cwa House -	5,000	-	-
125900	Office IT Equipment	3,500	3,500	1,905
Total Capital Expenditure		8,500	3,500	1,905
<b>COMMUNITY DEVELOPMENT</b>				
<b>Operating Expenditure</b>				
124570	Salaries	58,722	53,829	54,915
124580	Superannuation	8,221	7,536	4,832
124640	Staff Replacement & Relocation	3,000	3,000	-
124650	Training & Conferences	4,500	4,500	1,919
124630	Housing	12,394	11,361	2,710
124590	Vehicle Expenses	4,000	3,667	2,919
124530	Insurance	1,532	1,532	1,532
124670	Consultants	25,000	-	-
124500	Administration Allocated	27,115	24,855	21,787
124320	Activities	12,000	7,920	12,890
124420	Miscellaneous Grant Expenses	10,000	6,600	3,201
124520	Depreciation	1,000	917	509
Total Operating Expenditure		167,484	125,717	107,213
<b>Operating Income</b>				
124600	Miscellaneous Grants	10,000	10,000	21,862
124710	Profit on sale of assets	3,000	3,000	2,439
124510	Reimbursements	3,000	3,000	6,200
124680	Misc Fees & Charges	-	-	164
Total Operating Income		16,000	16,000	30,664
<b>Capital Expenditure</b>				
124440	Vehicle - CDO	20,000	20,000	18,502
Total Capital Expenditure		20,000	20,000	18,502
<b>Capital Income</b>				
12421b	Proceeds Sale Of Assets	6,000	6,000	2,439
Total Capital Income		6,000	6,000	2,439

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<b>Shire of Meekatharra</b>		<b>Management Budget Education and Welfare</b>			
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>			
continued.....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>	
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>	
<b>YOUTH CENTRE OPERATIONS</b>					
<b>Operating Expenditure</b>					
124220	Salaries - Youth Co-ordinator	70,393	70,393	44,175	23
125240	Salaries - Scholarship	5,359	-	-	
125260	Superannuation	9,094	8,336	6,061	
125290	Staff Training, Accommodation &	4,500	4,500	-	
125340	Staff Replacement and Relocatio	2,000	2,000	-	
124820	Housing Costs	300	300	-	
125280	Housing Allocated	12,394	11,361	2,396	24
125230	Insurance	1,532	1,532	1,532	
125520	Administration Allocated	18,772	17,208	13,433	
125220	Depreciation	13,000	11,917	9,236	
125120	Youth Centre Building Maintena	12,000	11,000	13,606	
125130	Youth Centre Operational Costs	13,350	12,238	7,962	
125370	Iris Curley Fund Expenses	24,372	18,279	1,214	25
125350	Activities Expenses Various	7,000	6,417	3,851	
124160	Miscellaneous Grants Activity E	5,000	4,583	358	
Total Operating Expenditure		<u>199,066</u>	<u>180,064</u>	<u>103,826</u>	
<b>Operating Income</b>					
124180	YAS	11,154	11,154	11,154	
124190	OSCH	10,123	10,123	12,148	
124210	DCD Youth Services	60,154	60,154	61,697	
124200	Indigenous Youth Scholarship	-	-	0	
124150	School Holidays	1,000	1,000	-	
124170	Miscellaneous Grants	5,000	5,000	5,000	
124110	Reimbursements	100	100	948	
Total Operating Income		<u>87,531</u>	<u>87,531</u>	<u>90,946</u>	
<b>Capital Expenditure</b>					
12444a	Youth Centre Office Carpets	6,500	-	-	
124450	F&E - Floor Scrubber	4,000	4,000	3,426	
Total Capital Expenditure		<u>10,500</u>	<u>4,000</u>	<u>3,426</u>	
Net Funding Demands		<u>(501,253)</u>	<u>(275,668)</u>	<u>(181,324)</u>	

<b>Shire of Meekatharra</b>		<b>Management Budget Housing</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
		<b>2007/08 Amd Budget \$</b>	<b>2007/08 YTD Budget \$</b>	<b>2007/08 31 May 2008 \$</b>
<b>STAFF HOUSING</b>				
<b>Operating Expenditure</b>				
125620	Lot 303 - CEO	9,000	8,250	4,632
126220	Lot 304	8,500	7,792	9,955
126420	Lot 208 Hill	8,500	7,792	2,859
127720	Lot 205 Hill	1,000	917	351
125720	Lot 206 -Hill	9,150	8,388	3,439
125820	Lot 220 - Works Supervisor	8,500	7,792	5,006
125920	Lot 246 - Transport	8,500	7,792	6,978
126020	Lot 213 - Transport - SPQ	-	-	20,652
126120	Lot 87 - Transport	12,500	10,000	1,566
126320	Lot 255 - Transport	8,500	7,792	6,549
126920	Lot 408 - Transport	8,500	7,792	8,480
127020	Lot 17 Staff (Heatwave)	8,500	7,792	11,013
127220	1/16 Regan Street	9,150	8,388	7,679
127320	2/16 Regan Street	9,150	8,388	7,314
127420	3/16 Regan Street	9,150	8,388	3,232
127520	4/16 Regan Street	9,000	8,250	2,749
127120	Airport Residence	8,500	7,792	2,176
126820	Sports Complex Residence	7,500	6,875	3,891
126640	Remote Alarm Monitoring	7,500	6,875	6,055
126650	Housing Rental Subsidy	24,960	-	-
127620	Lot 207 Hill	3,000	2,750	411
126630	Insurance	11,759	11,759	11,759
126620	Depreciation	28,200	25,850	19,495
126820	Allocated to Function Areas	(210,699)	(184,362)	(129,631)
<b>Total Operating Expenditure</b>		<b>8,320</b>	<b>(6,948)</b>	<b>16,610</b>
<b>Operating Income</b>				
127130	Housing Rental - Staff	8,320	7,627	2,340
127330	Rent Lot 87	-	-	1,160
127530	Rent Lot 255 - Admin	-	-	1,840
128130	Rent 2/16 Regan St	-	-	257
127730	Rent Lot 304 Darlot	-	-	280
127630	Rent Lot 208 - Pool Manager	-	-	2,240
128830	Reimbursements - Other	1,700	1,558	974
<b>Total Operating Income</b>		<b>10,020</b>	<b>9,185</b>	<b>9,091</b>
<b>Capital Expenditure</b>				
127040	Staff Housing Upgrades	330,000	145,000	146,654
<b>Total Capital Expenditure</b>		<b>330,000</b>	<b>145,000</b>	<b>146,654</b>
<b>Net Funding Demands</b>		<b>(328,300)</b>	<b>(128,867)</b>	<b>(154,172)</b>

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<b>Shire of Meekatharra</b>		<b>Management Budget Community Amenities</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>SANITATION - HOUSEHOLD REFUSE</b>				
<b>Operating Expenditure</b>				
128320	Refuse Collection	137,148	109,718	103,495
128420	Refuse Site Maintenance	81,500	61,125	55,234
128350	Insurance	2,390	2,390	2,390
129140	New Bins & Equipment	3,000	3,000	2,361
12914a	Plastic Bag ban program	5,000	-	-
129160	Litter Control/Town Tidying	10,000	7,500	3,197
128220	Administration Allocated	10,429	9,560	8,354
Total Operating Expenditure		249,467	193,293	175,031
<b>Operating Income</b>				
128630	Refuse Collection	90,200	90,200	83,504
129030	Sale of Bins	3,000	2,750	2,466
129150	Sale of scrap	-	-	5,136
Total Operating Income		93,200	92,950	91,106
<b>SEWERAGE</b>				
<b>Operating Expenditure</b>				
129920	Sewerage Pond Maintenance	15,000	7,500	4,349
129740	Insurance	1,063	1,063	1,063
129720	Depreciation	3,096	2,838	2,578
129700	Administration Allocated	4,172	3,824	3,341
Total Operating Expenditure		23,331	15,225	11,332
<b>Operating Income</b>				
129830	Septic Tank Fees	800	800	237
Total Operating Income		800	800	237
<b>TOWN PLANNING AND REGIONAL DEVELOPMENT</b>				
<b>Operating Expenditure</b>				
131010	Scheme Amendments	1,000	1,000	-
131030	Consultants	1,000	1,000	-
131120	Insurance	1,063	1,063	1,063
131000	Administration Allocated	5,214	4,780	4,210
Total Operating Expenditure		8,277	7,843	5,273
<b>Operating Income</b>				
131230	Fees	100	100	-
Total Operating Income		100	100	-

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Continued...

<b>Shire of Meekatharra</b>		<b>Management Budget Community Amenities</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
continued.....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>PROTECTION OF THE ENVIRONMENT</b>				
<i>Operating Expenditure</i>				
130340	Waste Oil Facility	500	500	-
130320	Tyre Recycling	6,000	6,000	3,763
Total Operating Expenditure		<u>6,500</u>	<u>6,500</u>	<u>3,763</u>
<b>OTHER COMMUNITY AMENITIES</b>				
<i>Operating Expenditure</i>				
132120	Cemetery Operations	21,000	10,500	11,692
131920	Burial plot preparations	30,000	24,900	11,221
132020	Hearse & Shed Costs	5,000	4,583	587
132420	Cemetery Plaques	1,500	1,500	-
132620	Depreciation	4,600	4,217	4,593
132720	Insurance	1,063	1,063	1,063
132820	Administration Allocated	9,386	8,604	7,557
132520	Public Toilets	10,000	9,167	11,395
132220	SPO Mcleary St "Paddy's Flat"	3,000	2,750	2,473
Total Operating Expenditure		<u>85,549</u>	<u>67,284</u>	<u>50,581</u>
<i>Operating Income</i>				
132630	Charges - Cemetery Fees	5,000	4,583	4,537
Total Operating Income		<u>5,000</u>	<u>4,583</u>	<u>4,537</u>
Net Funding Demands		<u>(274,024)</u>	<u>(191,712)</u>	<u>(180,100)</u>

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<b>Shire of Meekatharra</b>		<b>Management Budget Recreation &amp; Culture</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>PUBLIC HALLS AND CIVIC CENTRES</b>				
<b>Operating Expenditure</b>				
133620	Town Hall Maintenance	24,850	22,779	20,058
133420	Insurance	8,439	8,439	8,439
13342C	Consultant building inspection	15,420	-	-
133720	Depreciation	12,000	11,000	9,605
133850	Administration Allocated	14,601	13,384	11,695
Total Operating Expenditure		75,310	55,602	49,798
<b>Operating Income</b>				
134630	Hall Hire Fees	2,500	2,292	1,443
Total Operating Income		2,500	2,292	1,443
<b>Capital Expenditure</b>				
13484a	Town Hall - capital improvemen	42,000	-	-
Total Capital Expenditure		42,000	-	-
<b>SWIMMING AREAS AND BEACHES</b>				
<b>Operating Expenditure</b>				
135420	Swimming Pool Contract	67,500	67,500	67,564
136020	Housing	12,395	11,362	6,529
135620	Insurance	6,196	6,196	6,287
135920	Swimming Pool Maintenance	12,000	11,000	11,690
135720	Swimming Pool Water/Sewerag	5,000	4,583	74
135820	Swimming Pool Chemicals/Gas/	8,000	7,333	5,346
135820	Swimming Pool Electricity	10,000	10,000	9,043
137040	Swimming Pool Other	5,000	4,583	246
136620	Depreciation	15,500	14,208	12,607
135320	Administration Allocated	6,257	5,736	5,015
Total Operating Expenditure		147,848	142,501	124,399
<b>Operating Income</b>				
136530	Swimming Pool Subsidy	3,000	3,000	3,000
136430	Swimming Pool Admission	8,000	8,000	8,214
136830	Reimbursements	0	-	1,105
Total Operating Income		11,000	11,000	12,318
<b>Capital Expenditure</b>				
136670	Upgrade Pool Change rooms	90,000	-	-
136940	Re-coat pool/Diving Board	24,000	-	-
137140	Pool Equipment	5,000	-	-
Total Capital Expenditure		119,000	-	-

Continued...



<b>Shire of Meekatharra</b>		<b>Management Budget Recreation &amp; Culture</b>			
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>			
continued.....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>	
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>	
<b>RECREATION OFFICER</b>					
<b>Operating Expenditure</b>					
136170	Salaries	70,386	64,972	20,994	29
136180	Superannuation	6,335	5,807	1,951	
136190	Staff Replacement & Relocation	2,000	2,000	-	
136210	Vehicle Operating Costs	13,000	11,917	6,190	30
137020	Housing Allocation	-	-	2,656	
136150	Administration Allocated	25,030	22,944	20,139	
137620	Insurance	7,952	7,952	7,951	
136250	Activities	14,000	14,000	9,780	
136200	Misc Grant Activities	3,603	-	-	
<b>Total Operating Expenditure</b>		<b>142,306</b>	<b>129,592</b>	<b>69,662</b>	
<b>Operating Income</b>					
136230	Reimbursements	500	500	2,701	
136260	Miscellaneous Grants	15,000	-	-	
<b>Total Operating Income</b>		<b>15,500</b>	<b>500</b>	<b>2,701</b>	
<b>OTHER RECREATION AND SPORT</b>					
<b>Operating Expenditure</b>					
138100	Housing Allocation	12,394	11,361	3,183	31
138120	Reticulation Maintenance	5,000	4,583	351	
138020	Picture Gardens	500	458	72	
137920	Parks, Gardens & Reserves	200,404	184,988	71,402	32
137420	Scheme Water	5,000	3,750	2,609	
137320	Sports ground (oval) maintenanc	32,000	29,333	21,471	33
137220	Sports Complex Maintenance	28,500	26,125	14,039	34
138920	Other Building Maintenance	6,000	5,500	1,263	
138720	Gym Building Maintenance	6,500	5,958	1,634	
138260	Gym Operating Costs	1,000	917	367	
138250	Community Bus Operating costs	15,000	7,500	7,996	
138620	Utilities - Gym	1,000	1,000	709	
138130	Insurance	4,380	4,380	4,380	
138810	Gym Equipment	400	-	-	
139720	Depreciation	63,000	57,750	53,375	
138110	Administration Allocated	16,686	15,296	13,433	
<b>Total Operating Expenditure</b>		<b>397,764</b>	<b>358,899</b>	<b>196,283</b>	
<b>Operating Income</b>					
139630	Complex Fees	2,000	1,833	1,929	
139930	Gym Fees	3,000	2,750	3,913	
138930	School Oval Contribution	12,000	12,000	16,193	
138850	Community Bus fees	3,500	3,208	1,303	
140730	Reimbursements	-	-	749	
139430	Complex Fees Tennis	150	150	-	
<b>Total Operating Income</b>		<b>20,650</b>	<b>19,941</b>	<b>24,087</b>	

Continued...

<b>Shire of Meekatharra</b>		<b>Management Budget Recreation &amp; Culture</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
continued.....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
<b>OTHER RECREATION AND SPORT</b>		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>Capital Expenditure</b>				
136340	Construct Oval Toilets	50,000	-	-
136350	Practice wall for tennis courts	3,000	-	-
136540	Air conditioner Gym	5,000	-	-
136360	Oval Line Marking Machine	750	-	395
137840	BBQ & Light	12,000	-	-
136240	Cornish Lift	6,000	-	-
136370	Viewing platform at headframe	7,000	-	-
136380	Replace pine rails around oval	8,000	7,200	3,577
136640	Oval lights	75,966	-	-
136390	Water Tank - Oval	85,000	56,100	59,726
138820	Gym Equipment	4,300	4,300	4,029
138940	Sports Complex Equipment	15,000	-	-
139140	New Pump/fittings - oval	30,000	15,000	5,871
140160	Race Course Buildings	40,000	20,000	12,195
13639a	Mt Gould Police Station - securit	6,500	-	-
Total Capital Expenditure		<u>348,516</u>	<u>102,600</u>	<u>85,793</u>
<b>Capital Income</b>				
138860	Oval Lighting	11,666	-	-
170200U	Shire Water Reserve	12,000	-	-
Total Capital Income		<u>23,666</u>	<u>-</u>	<u>-</u>
<b>TELEVISION AND RADIO BROADCASTING</b>				
<b>Operating Expenditure</b>				
139860	Administration Allocated	2,086	1,912	1,671
140820	Depreciation	1,310	1,201	1,086
139880	Insurance	439	439	439
139920	Operating Costs	1,000	917	2,669
139820	Site Sharing Costs	6,000	5,500	5,853
Total Operating Expenditure		<u>10,835</u>	<u>9,969</u>	<u>11,717</u>
<b>LIBRARIES</b>				
<b>Operating Expenditure</b>				
140120	Book exchange costs	1,000	917	382
140620	Lost/damaged/replaced stock	400	367	230
140520	Library operations	5,000	4,583	1,751
140420	Insurance	439	439	439
140320	Book Purchases	0	-	195
140180	Administration Allocated	33,790	30,974	27,133
140720	Depreciation	751	688	625
Total Operating Expenditure		<u>41,380</u>	<u>37,968</u>	<u>30,755</u>
<b>Operating Income</b>				
140530	Library Charges	200	183	54
Total Operating Income		<u>200</u>	<u>183</u>	<u>54</u>
<b>OTHER CULTURE</b>				
<b>Operating Expenditure</b>				
141320	25 Mile Well Maintenance	1,500	1,375	717
141420	Mt Gould Police Station	1,500	1,375	732
141520	Museum Maintenance	1,000	917	376
141720	Municipal Inventory Review	15,000	-	2,448
141730	Preservation of Historical Image	22,000	-	-
141120	Insurance	731	731	731
141820	Administration Allocated	10,429	9,560	8,374
141620	Depreciation	3,100	2,842	2,552
Total Operating Expenditure		<u>55,260</u>	<u>16,800</u>	<u>15,930</u>
<b>Operating Income</b>				
141530	Masonic Lodge Income	-	-	426
Total Operating Income		<u>-</u>	<u>-</u>	<u>426</u>
Net Funding Demands		<u>(1,306,703)</u>	<u>(820,015)</u>	<u>(543,307)</u>

<b>Shire of Meekatharra</b>		<b>Management Budget Transport</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>MAINTENANCE - STREETS, ROADS, BRIDGES &amp; DEPOTS</b>				
<b>Operating Expenditure</b>				
149020	Administration Allocated	73,003	66,919	63,622
148800	Depot Maintenance	34,900	34,900	57,515
148400	Lighting of Streets	25,000	22,917	20,170
148500	Street Cleaning Sweeping	55,000	50,769	14,875
148200	Street Maintenance	55,325	55,325	60,088
149000	Signage of Streets & Roadworks	35,000	-	2,941
147500	Rural Roads Maintenance - Day Lab	440,840	406,929	334,536
148550	Rehabilitation of Gravel Pits	55,325	55,325	13,162
148600	Contract & Consulting Supervision (	10,000	-	1,120
148820	Infrastructure Depreciation Expens	1,495,000	1,370,417	1,130,483
	<b>Total Operating Expenditure</b>	<b>2,279,393</b>	<b>2,063,501</b>	<b>1,698,511</b>
<b>Operating Income</b>				
145910	Grant - MRWA Direct	149,315	149,315	142,564
148230	Reimbursements	-	-	5,100
	<b>Total Operating Income</b>	<b>149,315</b>	<b>149,315</b>	<b>147,664</b>
<b>CONSTRUCTION - STREETS, ROADS, BRIDGES &amp; DEPOTS</b>				
<b>Capital Expenditure</b>				
142000	<b>Road Construction</b>	2,251,311	2,063,703	-
	Mt Clere Road	-	-	196,810
	Neds Creek Road	-	-	28,010
	Hill Street	-	-	4,125
	Landor Road	-	-	470,085
	Ashburton Downs-Meekatharra Roa	-	-	43,965
	Sandstone Rd	-	-	226,689
	Regan Street	-	-	6,000
	Connaughton Street - Construction	-	-	227,242
	Youno Downs Road - Construction	-	-	21,167
	Murchison Downs Road - Constructi	-	-	64,721
	Peak Hill Three Rivers Road Constr	-	-	(8)
	High Street - Construction	-	-	3,500
	Savage Street - Construction	-	-	3,500
	Meehan Street - Construction	-	-	2,700
	Darlot Street - Construction	-	-	3,600
	Oliver Street - Construction	-	-	780
	Mccleary Street - Construction	-	-	6,474
	<b>Flood Damage</b>	-	-	-
	Ashburton Downs	-	-	293,160
	<b>Black Spot</b>	-	-	-
	Main Street	225,000	180,000	190,750
	<b>Other</b>	-	-	-
	Town Streets Construction	98,065	-	-
	Signs Various	-	-	1,536
	Town Streets - reseal	180,000	90,000	92,096
	Connaughton/GNH - modifications	90,000	-	-
	<b>Total Capital Expenditure</b>	<b>2,844,376</b>	<b>2,333,703</b>	<b>1,886,903</b>
<b>Capital Income</b>				
146810	Grant - MRWA Flood Damage	403,292	403,292	403,293
146210	Grant - Roads to Recovery (R2R)	822,000	657,600	695,283
146410	Black Spot - Main Street	180,678	-	-
146910	Grant - Roads 2020 (Regional Road	194,333	194,333	194,333
	<b>Total Capital Income</b>	<b>1,600,303</b>	<b>1,255,225</b>	<b>1,292,909</b>

Continued...

<b>Shire of Meekatharra</b>		<b>Management Budget Transport</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
continued.....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>ROAD PLANT PURCHASES</b>				
<b>Capital Expenditure</b>				
152050	Vehicle for restructure	52,000	52,000	47,273
152070	Towable Road Sweeper (2nd hand)	25,000	-	-
150340	Maintenance Caravan	65,000	-	-
152840	Gen Set (Construction)	39,000	39,000	43,629
151540	Pumps	39,000	39,000	36,583
150140	Miscellaneous Plant (Small Equipme	28,246	-	-
153240	Traffic Counters	1,754	1,754	1,754
<b>Total Capital Expenditure</b>		<b>280,000</b>	<b>131,754</b>	<b>129,238</b>
<b>AIR BP</b>				
<b>Operating Expenditure</b>				
160520	Administration Allocated	8,343	7,648	6,683
160220	Salaries	-	-	4,420
160020	Wages Call Outs	-	-	3,060
160320	Cost of Fuel Sold	55,000	55,000	60,451
160420	Bank Charges	480	413	-
160720	Other Charges	2,100	1,925	1,728
<b>Total Operating Expenditure</b>		<b>65,893</b>	<b>64,986</b>	<b>76,342</b>
<b>Operating Income</b>				
151130	Fuel Sales - Cash	62,000	62,000	67,782
151330	Fuel Sales - Commission	-	-	147
151230	Call Out Fees	-	-	4,940
151630	BP Monthly Retainer	57,000	52,250	52,502
<b>Total Operating Income</b>		<b>119,000</b>	<b>114,250</b>	<b>125,371</b>
<b>Capital Expenditure</b>				
15216a	Runway Re-seal/re-spray	150,000	-	-
153850	Airport - plant & equipment	14,000	14,000	11,730
<b>Total Capital Expenditure</b>		<b>164,000</b>	<b>14,000</b>	<b>11,730</b>
<b>Capital Income</b>				
170700U	Airport Runway Reserve	150,000	-	-
<b>Total Capital Income</b>		<b>150,000</b>	<b>-</b>	<b>-</b>
<b>AERODROME</b>				
<b>Operating Expenditure</b>				
150020	Salaries	33,313	33,313	33,313
150120	Superannuation	4,758	4,758	4,758
150600	Training and Conferences	3,000	3,000	-
151620	Housing Allocations	12,394	11,361	2,176
150210	Consultancy	11,000	11,000	4,300
150220	Utilities & Other Costs	50,000	42,950	34,080
150620	Insurance	9,601	9,601	9,717
150320	Aerodrome Operations (Air)	40,500	33,615	6,408
150520	Aerodrome Maintenance	52,500	45,098	15,196
150900	Security Operating Expenses	-	-	174
150720	Depreciation	170,000	155,833	140,275
151420	Administration Allocated	5,840	5,353	4,678
152020	Management contract	131,929	109,501	99,750
151920	Loss On Disposal Of Assets	-	-	6,004
<b>Total Operating Expenditure</b>		<b>524,835</b>	<b>465,383</b>	<b>360,828</b>

<b>Shire of Meekatharra</b>				
<i>for the period ended 31 August 2007.</i>		<b>2007/08</b>		
continued.....		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
<b>AERODROME</b>		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>Operating Income</b>				
152030	Airport Landing Charges	175,000	175,000	182,373
150030	Other Landing Charges	6,000	-	-
150130	Airport Leases	24,000	24,000	31,998
151930	RFDS Refuelling	10,000	9,167	7,650
150330	Reimbursements	24,000	15,840	16,598
150530	Reimbursements Telephone	600	550	1,495
150630	Reimbursements Other	-	-	218
<b>Airport Diesel Operations</b>				
153030	Sales	230,000	210,833	297,020
150910	Less Wages	-	-	(3,257)
150920	Issues	(210,000)	(192,500)	(308,833)
	Cost of goods sold	(210,000)	(192,500)	(312,090)
	Profit/(Loss) on operations	20,000	18,333	(15,069)
Total Operating Income		<u>259,600</u>	<u>242,890</u>	<u>225,264</u>
<b>Capital Expenditure</b>				
152140	Airport Security fencing, signage &	17,000	17,000	12,745
152160	Airport Fire Fighting System	25,000	12,500	6,118
152190	Terminal - Refurbish Toilets	6,500	-	-
Total Capital Expenditure		<u>48,500</u>	<u>29,500</u>	<u>18,863</u>
<b>Capital Income</b>				
151830	RADS Grant	7,300	7,300	5,882
151900	Proceeds Sale of Asset	-	-	18,000
Total Capital Income		<u>7,300</u>	<u>7,300</u>	<u>23,882</u>
Net Funding Demands		<u>(3,891,479)</u>	<u>(3,333,847)</u>	<u>(2,367,326)</u>

<b>Shire of Meekatharra</b>		<b>Management Budget Economic Services</b>			
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>			
		2007/08 Amd Budget	2007/08 YTD Budget	2007/08 31 May 2008	
<b>RURAL SERVICES</b>					
<b>Operating Expenditure</b>					
153020	MRVC Vermin Control	6,500	6,500	6,514	
153120	Noxious Weeds and Pests	3,000	-	-	
157520	Stockyard Maintenance	2,000	1,833	1,476	
157420	Shop Premises Maintenance	2,500	2,292	52	
157540	Assistance to Community Group	5,000	-	-	
157620	Depreciation	19,571	17,940	16,301	
157320	Lot 742 Douglas St	0	-	2,111	
Total Operating Expenditure		38,571	28,565	26,453	
<b>Operating Income</b>					
157430	Shop Premises Rent	-	-	800	
157630	Wesfarmers Yard Lease	2,500	2,292	-	
187750	Bill Board Rental	750	688	688	
157730	Reimbursements	1,500	1,375	64	
Total Operating Income		4,750	4,355	1,552	
<b>TOURISM AND AREA PROMOTION</b>					
<b>Operating Expenditure</b>					
159250	Administration Allocated	42,759	39,196	32,679	44
159220	Depreciation	29,500	27,042	25,160	
153820	Tourism Promotions	16,000	14,667	18,707	
154620	Maps & Souvenirs	10,000	7,500	2,766	
154220	Information Bays	4,000	3,667	594	
159260	Maintenance Trails & Lookouts	20,000	18,462	17,240	
153920	Centenary Celebrations	51,400	51,400	25,638	45
154030	Meekatharra Rodeo	5,000	-	-	
154420	Local Newspaper Production	5,000	4,583	3,151	
154720	Town Beautification	10,000	5,000	1,236	
Total Operating Expenditure		193,659	171,517	127,170	
<b>Operating Income</b>					
153930	Centenary Income	30,200	30,200	33,772	
154330	Local Newspaper Revenue	2,000	1,833	1,096	
154730	Sale of Maps & Souvenirs	2,000	1,833	1,475	
154430	Meeka Dust Advertising	100	92	1,569	
Total Operating Income		34,300	33,958	37,912	

Continued...

<b>Shire of Meekatharra</b>		<b>Management Budget Economic Services</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>		
		<b>2007/08</b>	<b>2007/08</b>	<b>2007/08</b>
		<b>Amd Budget</b>	<b>YTD Budget</b>	<b>31 May 2008</b>
<b>TOURISM AND AREA PROMOTION ...continued</b>				
<b>Capital Expenditure</b>				
153940	Meeka Heritage Drive Trails	294,768	16,000	17,128
153970	Collection of Mining Relics	10,000	-	-
154240	Entry Statements & Signs	30,000	-	-
153950	Tourist rest Area	-	-	211
Total Capital Expenditure		334,768	16,000	17,339
<b>Capital Income</b>				
153810	Trails Grant	192,132	-	-
Total Capital Income		192,132	-	-
<b>BUILDING CONTROL</b>				
<b>Operating Expenditure</b>				
156420	MRH S Building Costs	20,000	-	-
157740	Insurance	-	-	2,058
156520	Demolition costs	10,000	-	-
157720	Administration Allocated	1,043	956	870
Total Operating Expenditure		31,043	956	2,928
<b>Operating Income</b>				
156830	Building Permit Fees	1,500	1,375	2,884
156930	Building Demolition Fees	1,000	917	16,100
Total Operating Income		2,500	2,292	18,984
Net Funding Demands		<b>(364,359)</b>	<b>(176,433)</b>	<b>(115,443)</b>

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<b>Shire of Meekatharra</b>		<b>Management Budget Other Property &amp; Services</b>			
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>			
		<b>2007/08 Amd Budget</b>	<b>2007/08 YTD Budget</b>	<b>2007/08 31 May 2008</b>	
<b>PRIVATE WORKS</b>					
<i>Operating Expenditure</i>					
159520	Private Works	1,000	-	1,440	
Total Operating Expenditure		<u>1,000</u>	<u>-</u>	<u>1,440</u>	
<i>Operating Income</i>					
159630	Charges - Private Works	1,600	-	462	
Total Operating Income		<u>1,600</u>	<u>-</u>	<u>462</u>	
<b>PUBLIC WORKS OVERHEAD</b>					
<i>Operating Expenditure</i>					
180120	Supervision - Salaries	152,734	131,199	78,447	47
181220	Unallocated Wages	-	-	313	
181320	Superannuation of Workmen	74,359	65,064	38,216	48
180320	Annual Leave, Sick Leave, Publi	84,345	75,911	38,584	49
180820	Rostered days Off	-	-	(2,394)	
180720	Relocation & Recruitment Costs	10,000	9,167	5,677	
181520	Allowances and Incentives	59,724	59,724	68,458	50
181720	Long Service Leave	6,900	6,325	6,731	
180620	Camping Requirements	11,000	10,083	5,708	
180820	Camping Telephone Costs	9,000	8,250	8,347	
180920	Travelling and Conference Expt	5,000	3,300	33	
181020	Protective Clothing & Equipmer	6,000	5,500	2,966	
182320	Allocation from Housing	74,364	74,364	47,637	51
180220	Engineering - Office and Other	44,000	40,615	6,003	52
180420	Insurance on Works	46,826	46,826	49,492	
182720	Occupational Health & Safety	7,000	4,620	-	
181420	Work Supervisors Vehicle	25,000	12,500	14,298	
182520	Administration Allocated	66,745	61,183	53,601	53
181820	Less PWO allocated to works	(682,997)	(630,459)	(276,449)	54
Total Operating Expenditure		<u>-</u>	<u>(15,828)</u>	<u>145,658</u>	
<i>Operating Income</i>					
181330	Reimbursements - Stores & Tele	7,900	7,242	23,280	
181530	Reimbursements - Gst Free	0	-	83	
185630	Reimbursements - Workers Con	-	-	1,448	
170150U	Transfer from Leave Reserve	4,000	4,000	3,870	
Total Operating Income		<u>11,900</u>	<u>11,242</u>	<u>28,680</u>	
<b>PLANT OPERATION COSTS</b>					
<i>Operating Expenditure</i>					
183020	Fuel and Oil	300,000	270,000	178,839	55
183320	Parts and Repairs (external)	265,000	265,000	263,258	
183420	Repairs - Wages	20,000	20,000	52,943	56
183220	Tyres	80,000	66,400	31,002	
183620	Consumable Stores	25,000	25,000	40,150	57
184320	Replacement Tools	10,000	9,167	5,138	
183520	Licenses	15,000	-	1,652	
183820	Insurance	39,445	39,445	39,445	
183230	Mechanics Vehicle	12,000	11,000	12,326	
183920	Cutting Edges	10,000	-	-	
183010	Administration Allocated	30,244	27,724	24,391	
184020	Less Alloc To Works	(806,689)	(744,636)	(730,523)	
Total Operating Expenditure		<u>-</u>	<u>(10,900)</u>	<u>(81,380)</u>	
<i>Operating Income</i>					
183030	Diesel Fuel Rebate	18,000	16,500	12,762	
Total Operating Income		<u>18,000</u>	<u>16,500</u>	<u>12,762</u>	



<b>Shire of Meekatharra</b>	<b>Management Budget Other Property &amp; Services</b>		
<i>for the period ended 31 March 2007.</i>	<b>2006-07</b>		
continued.....	<b>2006/07 Budget</b>	<b>2006/07 YTD Budget</b>	<b>2006/07 31 Mar 2007</b>
<b>PLANT DEPRECIATION</b>			
<b>Operating Expenditure</b>			
183120 Depreciation	452,000	414,333	383,298
184040 Less Plant Depreciation Allocate	(452,000)	(414,333)	(198,834)
Total Operating Expenditure	-	-	184,465
<b>Operating Income</b>			
187630 Sale Of Scrap	5,000	4,583	557
Total Operating Income	5,000	4,583	557
<b>SALARIES AND WAGES</b>			
185300 Salaries & Wages	1,850,593	1,696,378	1,183,442
185400 Salaries & Wages Alloc	(1,850,593)	(1,696,378)	(1,205,581)
Total Operating Expenditure	-	-	(22,139)
Net Funding Demands	35,500	59,053	(185,593)

<b>Shire of Meekatharra</b>	<b>Management Budget</b>
<i>for the period ended 31 May 2008.</i>	<b>Notes on Variations</b>
	<b>2007/08</b>

Variations for revenues and expenses that are greater than \$5,000 and 10.0% when compared to the budget year to date estimates. New items reported in this reporting period are identified with an #.

Ref	Act	Description	Anl Budget	YTD Budget	31 May 2008
1	101120	Administration Allocated <i>Offset by Administration allocations</i>	75,089	68,832	\$ 60,281 # 12%
2	101930	Grants Expenses <i>No submission made</i>	9,500	7,125	\$ 900 # 87%
3	192230	Interest on Municipal Investmen <i>Higher Municipal Funds available for investment.</i>	80,000	80,000	\$ 203,486 154%
4	102820	Members Subscriptions <i>WALGA subscriptions paid in June 2007.</i>	14,005	10,504	\$ 2,889 72%
5	102220	Election Expenses <i>Not required this financial year.</i>	12,000	12,000	3,405 72%
6	106220	Audit <i>Additional work undertaken ( 4 early review).</i>	11,000	11,000	17,180 # 56%
7	104120	Admin Centre Operations <i>Over estimation.</i>	10,000	9,167	1,670 82%
8	105720	Other <i>Over estimation.</i>	20,000	18,333	6,410 65%
9	106620	Accommodation and Travel <i>Reduced requirement this financial year.</i>	16,200	13,916	4,224 70%
10	107020	Legal Fees <i>Airport tender and contract management.</i>	1,000	917	6,080 563%
11	104920	Housing Allocations <i>Reduced requirement this financial year.</i>	61,970	56,806	35,469 38%
12	110820	Admin Allocated to Functions <i>Allocations to be reviewed</i>	(828,061)	(752,707)	(638,926) # 15%
13	111230	Reimbursements <i>Includes advertising \$3,378, Insurance \$11,725, Salary Sacrifice \$5,088.</i>	11,500	11,500	21,758 89%
14	115820	Vehicle Operational Costs <i>Higher operational costs - not budgeted.</i>	1,149	1,053	10,349 883%
15	116020	Salaries <i>Staff shortages - contract services now used.</i>	75,496	69,205	39,797 42%
16	116220	Housing <i>Housing not used.</i>	12,393	11,154	- 100%
17	116420	Miscellaneous <i>Contract services used to cover staff shortages.</i>	8,200	7,517	24,702 229%
18	120020	State Emergency Services <i>Services not required.</i>	19,300	16,019	6,409 60%
19	121620	Admin Alloc - Secretarial <i>Allocations to be done.</i>	7,300	6,692	192 97%
20	125360	Salaries <i>Project transferred</i>	73,735	73,735	39,121 47%
21	102240	Donations Assets (Non Cash) <i>Transfer to new service provider.</i>	0	-	10,393
22	124630	Housing <i>Reduced requirement</i>	12,394	11,361	2,710 76%
23	124220	Salaries - Youth Co-ordinator <i>Staff shortages.</i>	70,393	70,393	44,175 37%
24	125280	Housing Allocated <i>Staff shortages - housing not used.</i>	12,394	11,361	2,396 79%
25	125370	Iris Curley Fund Expenses <i>Staff shortages.</i>	24,372	18,279	1,214 # 93%
26	126620	Depreciation <i>Non cash depreciation expense. No effect on budget outcome.</i>	28,200	25,850	19,495 # 25%
27	129150	Sale of scrap <i>Sale of scrap from tip site.</i>	-	-	5,136

<b>Shire of Meekatharra</b>		<b>Management Budget</b>		
<i>for the period ended 31 May 2008.</i>		<b>2007/08</b>	<b>Notes on Variations</b>	
28	131920 Burial plot preparations <i>Service not required</i>	30,000	24,900	11,221 55%
29	136170 Salaries <i>Staff shortages. Officer has now been appointed.</i>	70,386	64,972	20,994 68%
30	136210 Vehicle Operating Costs <i>Staff shortages. Officer has now been appointed.</i>	13,000	11,917	6,190 48%
31	138100 Housing Allocation <i>Staff shortages - housing not required.</i>	12,394	11,361	3,183 72%
32	137920 Parks, Gardens & Reserves <i>Staff shortages - reduced maintenance.</i>	200,404	184,988	71,402 61%
33	137320 Sports ground (oval) maintenance <i>Staff shortages - reduced maintenance.</i>	32,000	29,333	21,471 27%
34	137220 Sports Complex Maintenance <i>Staff shortages - reduced maintenance.</i>	28,500	26,125	14,039 46%
35	148800 Depot Maintenance <i>Security system and general upgrade.</i>	34,900	34,900	57,515 65%
36	148800 Street Cleaning Sweeping <i>Staff shortage - unable to complete.</i>	55,000	50,769	14,875 71%
37	147800 Rural Roads Maintenance - Day <i>Staff shortage - unable to complete.</i>	440,840	406,929	334,536 18%
38	148950 Rehabilitation of Gravel Pits <i>Staff shortage - unable to complete.</i>	55,325	55,325	13,162 # 76%
39	148820 Infrastructure Depreciation Exp <i>Non cash depreciation expense. No effect on budget outcome.</i>	1,495,000	1,370,417	1,130,483 18%
40	148230 Reimbursements <i>Insurance claim on depot damage.</i>	-	-	5,100
41	150130 Airport Leases <i>Additional fees from 2005/06.</i>	24,000	24,000	31,998 33%
42	Air Profit/(Loss) on operations <i>To be reviewed</i>	20,000	18,333	(15,069) # 182%
43	151900 Proceeds Sale of Asset <i>Plant and equipment sold to new contractor.</i>	-	-	18,000
44	159250 Administration Allocated <i>Offset by Administration allocations</i>	42,759	39,196	32,679 # 17%
45	153920 Centenary Celebrations <i>Lower costs incurred by Council in running this event.</i>	51,400	51,400	25,638 50%
46	156930 Building Demolition Fees <i>Revenue received from demolitions - to be held in Trust.</i>	1,000	917	16,100
47	180120 Supervision - Salaries <i>Works Manager costs allocated to Administration. To be adjusted.</i>	152,734	131,199	78,447 40%
48	181320 Superannuation of Workmen <i>Staff shortages - reduced allocations.</i>	74,359	65,064	38,216 # 41%
49	180320 Annual Leave, Sick Leave, Public <i>Staff shortages - reduced allocations.</i>	84,345	75,911	38,584 # 49%
50	181920 Allowances and Incentives <i>To be reviewed</i>	59,724	59,724	68,458 # 15%
51	182320 Allocation from Housing <i>Staff shortages - reduced allocations.</i>	74,364	74,364	47,637 # 36%
52	180220 Engineering - Office and Other <i>Contract manager did not proceed.</i>	44,000	40,615	6,003 85%
53	182820 Administration Allocated <i>Staff shortages - reduced allocations.</i>	66,745	61,183	53,601 # 12%
54	181820 Less PWO allocated to works <i>Staff shortages - reduced allocations.</i>	(682,997)	(630,459)	(276,449) 56%
55	183020 Fuel and Oil <i>Travel reduced.</i>	300,000	270,000	178,839 34%
56	183420 Repairs - Wages <i>Major breakdown.</i>	20,000	20,000	52,943 # 165%
57	183620 Consumable Stores <i>Under budgeted</i>	25,000	25,000	40,150 # 61%

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

There were no actions taken under delegated power requiring notification to Council in May 2008.

**SHIRE OF MEEKATHARRA**

*INVESTMENT REGISTER*

Total Investments as at 31st May 2008

<b>Account</b>	<b>Institution</b>	<b>Interest Rate</b>	<b>Opening Balance 1/07/2007</b>	<b>Interest Earned to 30/04/2008</b>	<b>Interest Earned This Period</b>	<b>Transfers To Investments</b>	<b>Transfers From Investments</b>	<b>Closing Balance 31/05/2008</b>
946020606	Home Building Society	Variable	4,817,224.45	298,883.59	36,618.51	827,630.00	( 3,869.69 )	5,976,486.86
26-7466	Westpac Bank	Variable	2,134,857.91	177,712.62	19,582.97	3,800,000.00	( 3,005,630.00 )	3,126,523.50
<b>TOTALS</b>			<b>6,952,082.36</b>	<b>476,596.21</b>	<b>56,201.48</b>	<b>4,627,630.00</b>	<b>( 3,009,499.69 )</b>	<b>9,103,010.36</b>

*Investments by Nature*

<b>General Ledger Code</b>	<b>Investment Purpose</b>	<b>% of Investment</b>	<b>Opening Balance 1/07/2007</b>	<b>Interest Earned to 30/04/2008</b>	<b>Interest Earned This Period</b>	<b>Transfers To Investments</b>	<b>Transfers From Investments</b>	<b>Closing Balance 31/05/2008</b>
170300	Plant Reserve	27.15%	1,307,648.02	81,132.72	9,940.19	122,000.00	-	1,520,720.93
170500	Building Reserve	5.29%	254,778.24	15,807.66	1,936.72	705,630.00	-	978,152.61
170200	Water Reserve	2.35%	113,399.17	7,035.83	862.01	-	-	121,297.01
170700	Airport Runway Reserve	34.75%	1,674,072.78	103,867.46	12,725.60	-	-	1,790,665.84
170800	Airport Operations Reserve	12.26%	590,622.25	36,645.02	4,489.66	-	-	631,756.93
170600	Transport Reserve	5.38%	258,952.99	16,066.68	1,968.45	-	-	276,988.12
170100	Infrastructure Reserve	12.01%	578,668.44	35,903.35	4,398.79	-	-	618,970.58
170150	Leave Reserve	0.81%	39,082.56	2,424.87	297.09	-	( 3,869.69 )	37,934.83
<b>SUB TOTAL ON RESERVES</b>		<b>100.00%</b>	<b>4,817,224.45</b>	<b>298,883.59</b>	<b>36,618.51</b>	<b>827,630.00</b>	<b>( 3,869.69 )</b>	<b>5,976,486.86</b>
6001	Municipal Fund	100.00%	2,134,857.91	177,712.62	19,582.97	3,800,000.00	( 3,005,630.00 )	3,126,523.50
<b>TOTAL INVESTMENTS BY NATURE</b>			<b>6,952,082.36</b>	<b>476,596.21</b>	<b>56,201.48</b>	<b>4,627,630.00</b>	<b>( 3,009,499.69 )</b>	<b>9,103,010.36</b>

**9.2.2 OUTSTANDING DEBTORS**

**LOCATION:** NIL  
**APPLICATION:** NIL  
**FILE REF:** ADM 171  
**DISCLOSURE OF INTEREST:** NIL  
**DATE OF REPORT:** 7 JUNE 2008  
**AUTHOR:** CAMERON WATSON  
CORPORATE & DEVELOPMENT  
SERVICES MANAGER



**SIGNATURE OF AUTHOR:**  
**SENIOR OFFICER:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER



**SIGNATURE OF SENIOR OFFICER:**

**Summary:**

Attached is a copy of the detailed outstanding Sundry Debtors.

**Background:**

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

The following applies to all outstanding debtors –

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

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

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

**Comment:**

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

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Loss of revenue

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved: Cr A B Downing**

**Seconded: Cr J E Burgemeister**

**That Council receives the outstanding monthly Debtor Trial Balance for May 31, 2008.**

**CARRIED 5/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY 21 JUNE 2008

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SHIRE OF MEEKATHARRA

Debtor #	Name	Debtors Trial Balance As at 31.05.2008				Total
		02.03.2008 > 90 days	01.04.2008 > 60 days	01.05.2008 > 30 days	31.05.2008 Current	
A041	AD ASTRAL AVIATION	0.00	0.00	0.00	91.10	91.10
A345	AERODROME MANAGEMENT SERVICES	29.31	0.00	0.00	0.00	29.31
A049	AIR AUSTRALIA INTERNATIONAL	0.00	0.00	0.00	110.33	110.33
A029	AIR PHOENIX INTERNATIONAL	0.00	0.00	293.61	222.27	515.88
A084	AIR SOUTH PTY LTD	0.00	0.00	0.00	92.20	92.20
C7	AIRSERVICES AUSTRALIA	0.00	0.00	0.00	1412.05	1412.05
W099	ALAN ARTHUR WEST	0.00	0.00	0.00	11.00	11.00
L1	ANTHONY LLOYD	8.71	52.05	0.00	140.40	201.16
A064	AUSTRALASIAN JET PTY. LTD.	0.00	0.00	0.00	34.56	34.56
A083	AUSTRALIAN ACCESS PTY LTD	0.00	0.00	0.00	29.36	29.36
A046	AUSTRALIAN AERIAL SURVEYS P/LTD	0.00	-33.68	0.00	0.00	-33.68
A081	AVWEST PTY LTD	0.00	0.00	0.00	54.46	54.46
B8	BALI AIR CHARTER	8.00	0.00	0.00	0.00	8.00
B068	BARRY JOHN	0.00	0.00	0.00	15.37	15.37
B016	BELELE STATION	624.00	0.00	0.00	0.00	624.00
B065	BGC AUSTRALIA PTY LTD	0.00	0.00	200.00	0.00	200.00
B038	BROOME AIR SERVICES PTY LTD	0.00	0.00	0.00	59.26	59.26
W036	CAMERON WATSON	3874.84	0.00	0.00	0.00	3874.84
C019	CASAIR PTY LTD	0.00	0.00	0.00	22.00	22.00
C026	CHINA SOUTHERN W/AUSTRALIA	0.00	0.00	0.00	146.10	146.10
L09	CHRIS LANE	0.00	122.40	0.00	50.70	173.10
C028	CHRISHINE NOMINEES	217.87	425.54	153.11	319.94	1116.46
B022	CLARK BUTSON	0.26	19.75	29.63	0.00	49.64
T019	CLARKE TERENCE	-83.00	0.00	0.00	0.00	-83.00
C15	COURIER AUSTRALIA	-46.50	0.00	0.00	0.00	-46.50
B1	DEAN BOATMAN	0.00	0.00	0.00	14.54	14.54
H007	DEPARTMENT OF HOUSING AND WORKS	0.00	0.00	0.00	142.76	142.76
D032	DEVEREAUX HOLDINGS PTY LTD	0.00	0.00	0.00	54.46	54.46
E013	EDSAL PTY LTD	0.00	0.00	-41.70	0.00	-41.70
K1	ELAINE KING	0.00	0.00	0.00	801.50	801.50
E009	ESPERANCE AIR CHARTER	0.00	0.00	83.40	0.00	83.40
F024	FIRE & EMERGENCY SERVICES AUTHORITY OF W	0.00	0.00	0.00	357.18	357.18
F014	FUGRO AIRBORNE SURVEYS	0.00	0.00	133.79	93.17	226.96
G011	GERALDTON AIR CHARTER	0.00	71.90	0.00	140.47	212.37
G039	GLENEAGLE GOLD LIMITED	440.00	0.00	0.00	0.00	440.00
G008	GOLDFIELDS AIR SERVICES	0.00	0.00	0.00	39.57	39.57
B11	GRAEME BOATMAN	0.00	0.00	0.00	12.62	12.62
5	HANCOCK PROSPECTING	0.00	0.00	13.16	13.16	26.32
M099	HAOUST S V	0.00	0.00	0.00	27.98	27.98
G032	HELEN GOULD	0.00	0.00	0.00	31.34	31.34
H028	HELI-AUST PTY LTD	0.00	0.00	0.00	29.80	29.80
H014	HELIBITS PTY LTD	0.00	64.54	80.83	13.99	159.36
H012	HELICOPTERS AUSTRALIA PTY LTD	0.00	0.00	0.00	23.60	23.60
C075	IRIS CURLEY	0.00	0.00	0.00	142.76	142.76
J018	JANDAKOT FLIGHT CENTRE	0.00	0.00	0.00	-24.25	-24.25
J028	JANDAKOT HELICOPTERS	11.00	0.00	0.00	0.00	11.00
J060	JINGLE HOLDINGS	0.00	127.05	508.20	338.80	974.05
G095	JOHN GOOCH	0.00	0.00	0.00	29.08	29.08
J1	JUDAL PASTORAL COMPANY	0.00	0.00	0.00	1099.20	1099.20
P055	JULIE PEAKHAM	194.72	0.00	0.00	0.00	194.72
K023	K & G AVIATION PTY LTD	-47.39	0.00	0.00	0.00	-47.39
D15	K. DERSCHOW & S. GILBERT	-55.00	0.00	0.00	0.00	-55.00



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SHIRE OF MEEKATHARRA

Debtor #	Name	Debtors Trial Balance As at 31.05.2008				Total
		02.03.2008 > 90 days	01.04.2008 > 60 days	01.05.2008 > 30 days	31.05.2008 Current	
K011	KARRATHA FLYING SERVICES	0.00	0.00	120.76	0.00	120.76
K047	KAYAR PTY LTD	0.00	0.00	0.00	11.00	11.00
K004	KILLARA STATION	0.00	0.00	0.00	2270.40	2270.40
K048	KIMBERLY AIRCRAFT PTY LTD	0.00	0.00	0.00	20.86	20.86
K021	KING LEOPOLD AIR	0.00	0.00	-20.85	39.50	18.65
K099	KITTYHAWK HOLDINGS	21.18	0.00	0.00	0.00	21.18
L056	LYNDEN AVIATION PTY LTD	203.31	0.00	0.00	0.00	203.31
M4	MAIN ROADS WA	0.00	0.00	0.00	146418.00	146418.00
S004	MARK SMITH PTY LTD	0.00	0.00	100.00	0.00	100.00
S15	MAUREEN STACK	155.50	0.00	0.00	0.00	155.50
M103	MERCATOR GOLD AUSTRALIA PTY LTD	0.00	0.00	0.00	1570.36	1570.36
M035	MISSION AUSTRALIA	0.00	0.00	500.00	0.00	500.00
T2	ML & GJ TRENFIELD CONTRACTING	0.00	0.00	0.00	142.25	142.25
M10	MOSES DRILLING CO. PTY LTD	-589.47	0.00	1534.25	0.00	944.78
F006	MR JACOB FLENTRI	41.66	0.00	0.00	0.00	41.66
B019	MR STUART BURNS	0.00	0.00	0.00	35.67	35.67
M008	MT CLERE STATION	0.00	0.00	0.00	1465.60	1465.60
M032	MURCHISON AVIATION	0.00	0.00	0.00	12.62	12.62
M107	MURCHISON CARPENTRY	0.00	0.00	0.00	200.00	200.00
M075	MURCHISON ELECTRICAL SERVICES	23.80	0.00	0.00	0.00	23.80
M111	MURCHISON REGION ABORIGINAL CORPORATION	0.00	0.00	0.00	142.76	142.76
N009	NANTAY PTY LTD - MAROOMBA	0.00	0.00	0.00	68.74	68.74
N002	NETWORK AVIATION	0.00	0.00	4438.55	2928.82	7367.37
U003	NEVILLE ULPH	260.70	0.00	270.80	166.80	698.30
N019	NICHOLSON GEOFFREY	0.00	0.00	0.00	16.19	16.19
P028	PANORAMA ELECTRONICS PTY LTD	-18.63	0.00	0.00	0.00	-18.63
L011	PAUL LYONS	0.00	0.00	0.00	176.70	176.70
P061	PEPPI NOMINEES PTY LTD	0.00	37.59	0.00	37.59	75.18
C078	PETER COLLINS	0.00	0.00	0.00	20.86	20.86
K049	PETER KEENAN	0.00	0.00	0.00	11.00	11.00
H021	PHILIP HOOPER - COCKLES	-13.57	0.00	0.00	18.66	5.09
P021	POLAR AVIATION	0.00	0.00	0.00	15.37	15.37
Q004	PRESTON QUARTERMAINE	168.45	0.00	0.00	0.00	168.45
R076	ROSSY ROTOR AVIATION	0.00	0.00	0.00	11.00	11.00
M000	ROY MCCLYMONT	0.00	0.00	22.28	0.00	22.28
R005	ROYAL FLYING DOCTOR SERVICE	0.00	0.00	0.00	6767.05	6767.05
R006	ROYAL MAIL HOTEL	878.33	0.00	0.00	0.00	878.33
B004	S. BAJRAI	0.00	0.00	0.00	200.00	200.00
S051	SHINE AIR PTY LTD	-19.15	0.00	0.00	0.00	-19.15
S055	SHINE AVIATION SERVICES	0.00	13.16	0.00	0.00	13.16
M3	SHIRE OF MT MAGNET	0.00	0.00	436.45	0.00	436.45
W2	SHIRE OF WILUNA	0.00	614.95	0.00	0.00	614.95
S007	SKIPPERS AVIATION	0.00	0.00	0.00	14972.36	14972.36
S049	SMOOTHY HELICOPTERS	0.00	0.00	0.00	11.00	11.00
K045	STEVE KELLY	61.13	144.12	0.00	19.76	225.01
T018	TRENFIELD MAL	0.00	0.00	0.00	54.60	54.60
T037	TRENFIELD MOTORS	0.00	0.00	200.00	0.00	200.00
T044	TRENK CONTRACTING	0.00	0.00	0.00	64.76	64.76
T007	TROPIC AIR SERVICES	0.00	0.00	260.94	83.07	344.01
T045	TROY ROBERT THOMAS	0.00	0.00	0.00	20.85	20.85
U006	UNBROKEN SPIRIT PTY LTD	0.00	0.00	0.00	11.00	11.00
U001	UNIVERSAL TRACKING SYSTEMS	0.00	-175.82	0.00	0.00	-175.82
U005	UTS AVIATION	0.00	175.82	0.00	476.80	652.62

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SHIRE OF MEEKATHARRA

Debtor #	Name	Debtors Trial Balance As at 31.05.2008				Total
		02.03.2008 > 90 days	01.04.2008 > 60 days	01.05.2008 > 30 days	31.05.2008 Current	
V004	VEE-H AVIATION	0.00	0.00	184.40	0.00	184.40
W100	WARD JOHN	0.00	0.00	0.00	15.37	15.37
A071	WAYNE AUSTIN	25.08	0.00	0.00	0.00	25.08
M104	WAYNE MOORE	0.00	0.00	11.00	108.35	119.35
R3	William E. Riley	342.97	0.00	0.00	0.00	342.97
Y004	YARLARWHEELOR STATION	0.00	0.00	0.00	732.80	732.80
Totals		6718.11	1659.37	9512.61	185531.35	203421.44

**9.2.3 LIST OF ACCOUNTS PERIOD ENDED MARCH 2008**

**LOCATION:** N/A  
**APPLICATION:** CAMERON WATSON  
**FILE REF:** ADM 171  
**DISCLOSURE OF INTEREST:** NIL  
**DATE OF REPORT:** 6 JUNE 2008  
**AUTHOR:** CAMERON WATSON  
CORPORATE & DEVELOPMENT  
SERVICES MANAGER



**SIGNATURE OF AUTHOR:**  
**SENIOR OFFICER:**

ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER



**SIGNATURE OF SENIOR OFFICER:**

**Summary:**

Accounts are to be presented to council for payments.

**Background:**

List of accounts

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

**Comment:**

Each month the accounts are presented to council for payment;

Municipal	Voucher No's	Amount: \$	832870.01
Trust Account	Voucher No's	Amount: \$	.00
Air BP	Voucher No's VARIOUS	Amount: \$	.00

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Accounts to be paid.

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**That the accounts as detailed for March 2008 be paid.**

**Officers Recommendation / Council Resolution:**

**Moved: Cr A B Downing**

**Seconded: Cr A G Burrows**

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

**CARRIED 5/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY 21 JUNE 2008

SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the 21st June 2008

Chq/EFT	Date	Creditor	Description	MUNICIAPL	AIR BP	TRUST
EFT2063	12/05/2008	WA LOCAL GOVT. SUPERANNUATION PLAN PTY LTE	SUPERANNUATION CONTRIBUTIONS	-17,080.36		
EFT2064	12/05/2008	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-597.63		
EFT2065	12/05/2008	ABCO PRODUCTS	CLEANING PRODUCTS,TOILET ROLLS, BATTRIES	-677.88		
EFT2066	12/05/2008	AUS RECORDS	2D SYSTEM FILES QTY-400, ROLL OF 'A' AND '3'	-499.40		
EFT2067	12/05/2008	AV TRUCKS	FILTER ELEMENT QTY - 4	-81.22		
EFT2068	12/05/2008	AG BURROWS PLANT	HIRE OF P/ MOVER & S/TIPPERF FOR 34 HRS @ \$112 PER HR	-3,962.00		
EFT2069	12/05/2008	AUSTRALIA POST	POSTAGE	-220.37		
EFT2070	12/05/2008	ATYEO'S ENVIROMENTAL HEALTH SERVICES PL	EHO DUTIES FROM 7-11 APR 08	-3,671.25		
EFT2071	12/05/2008	BURROWS A.G.	MEETING ATTENDANCE FEES	-120.00		
EFT2073	12/05/2008	COURIER AUSTRALIA	FREIGHT FROM WESTRAC & HOPPY'S	-315.58		
EFT2074	12/05/2008	PETER COLLIS	SCREEN DOOR	-3,252.00		
EFT2075	12/05/2008	COMMERCIAL HOTEL MEEKATHARRA	LUNCHES FOR 9 PERSON, CTN CASCADE LIGHT & HAHN LIGHT	-302.90		
EFT2076	12/05/2008	CANINE CONTROL	RANGER SERVICES FOR 30 APRIL,1,2,24,25,26 MAY 08	-3,218.70		
EFT2077	12/05/2008	COMMANDER AUSTRALIA LIMITED	MAINTENANCE CONTRACT ON COMMANDER PHONE SYSTEM	-155.60		
EFT2078	12/05/2008	A B DOWNING	MEETING ATTENDANCE FEE	-120.00		
EFT2079	12/05/2008	THE DOBSON SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-321.55		
EFT2080	12/05/2008	E & MJ ROSHER PTY LTD	SEAT, ORING PIPE LANCE & NOZZLE	-111.90		
EFT2081	12/05/2008	FOSSIL'S ENTERPRISES PTY LTD	PLANT REPAIRS 4 HRS @ \$ 50 PER HR	-2,860.00		
EFT2082	12/05/2008	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING FOR PERIOD 01/04/08-30/04/08	-964.10		
EFT2083	12/05/2008	FARMER JACKS	MISC. GROSRIES FOR FAMILIES WEEK	-324.08		
EFT2084	12/05/2008	FILTERS PLUS	TRANSMISSION FILETERS QTY -4	-69.30		
EFT2085	12/05/2008	G&T FAMILY TRUST	RUBBISH COLLECTION CONTRACT HALF MONTH PAYMENT MAY 2008	-7,713.75		
EFT2086	12/05/2008	GERALDTON FUEL COMPANY	RANDO HD 68 OIL	-746.20		
EFT2087	12/05/2008	HOPPY'S PARTS R U	CABLE LUGS, BLADE FUSES, AIR FITTINGS & HOSE CLAMPS	-2,866.58		
EFT2088	12/05/2008	TOLL IPEC PTY LTD	FREIGHT FROM JASON SIGNS	-593.90		
EFT2089	12/05/2008	JACKSONS DRAWING SUPPLIES PTY LTD	ACRYLIC PAINT	-499.63		
EFT2090	12/05/2008	LONGMUIR R,J.	TRAILER OF SCRAP TYRE DELIVERED	-660.00		
EFT2091	12/05/2008	LANDGATE	MINING TENEMENTS	-601.00		
EFT2092	12/05/2008	MITCHELL & BROWN	MEMORY STICK 8GB	-165.00		
EFT2094	12/05/2008	MLB CONTRACTING	REPLACE CHROME BUTTON ON LADIES TOILET	-1,305.70		
EFT2095	12/05/2008	MURCHISON POWER SERVICES	RESTORE POWER TO AIRPORT	-1,910.86		
EFT2096	12/05/2008	MIDWEST PEST MANAGEMENT	SPIDER TREATMENT	-1,749.00		
EFT2097	12/05/2008	OFFICEWORKS BUSINESS DIRECT	WRIST BANDS, G LATTE CUPS AND SACHET & DELIVERY CHARGES	-943.08		
EFT2098	12/05/2008	MARK SMITH PTY LTD	DIG AND EXCAVATE 2 GRAVES, ROCKBREAKING 8 HRS & EXCAVATOR	-3,515.00		
EFT2099	12/05/2008	SYLEX PTY LTD	7 CHAIRS & 3 ETHOS MONZA ADJ ARM PLUS FRIEGHT	-3,515.60		
EFT2100	12/05/2008	TRENFIELD B & E	TOWN MAINTENANCE CONTRACT	-4,066.40		
EFT2101	12/05/2008	ML & GJ TRENFIELD CONTRACTING	AIRPORT MANAGEMENT	-15,675.00		
EFT2102	12/05/2008	IT VISION COMPUTER SYSTEMS	PAYROLL WORKSHOP FOR KRYS ON 8/9 APRIL 08	-880.00		
EFT2103	12/05/2008	TOLL WEST	FRIEGHT FOR ANTHONY'S BOOTS FROM TOTALLY WORKWEAR	-127.86		
EFT2104	12/05/2008	WESTRAC EQUIPMENT	SUSPENTION & SEAT	-4,174.78		
EFT2105	12/05/2008	WA LOCAL GOVERNMENT ASSOCIATION	WA GOVERNMENT DIRECTORY- 3 COPIES	-121.02		
EFT2106	12/05/2008	YULELLA VISION	WASHING MACHINE, SHOWER CURTAINS AND SPLIT RING	-1,075.00		
EFT2107	13/05/2008	HELLS BELLS	PERFORMANCE HELLS BELLS, A SALUTETO AC/DC	-4,500.00		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY 21 JUNE 2008

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the 21st June 2008

Chq/EFT	Date	Creditor	Description	MUNICIAPL	AIR BP	TRUST
EFT2108	13/05/2008	MEEKATHARRA CORNER STORE	GAS BOTTLE REPLACEMENT-3	-1,033.94		
EFT2109	13/05/2008	ROCKWEST PRODUCTION & DJ SERVICES	SOUND & LIGHTING FOR HELLS BELLS TRIBUTE CONCERT	-3,000.00		
EFT2110	14/05/2008	BOC GASES	CYLINDER RENT OXY & ACETYLENE	-135.77		
EFT2111	14/05/2008	BUNNINGS GROUP LIMITED	BRASS HOUSE NUMBERS	-42.63		
EFT2112	14/05/2008	GRANGE RESOURCES LIMITED	RATES REFUND FOR ASSESSMENT	-7,307.43		
EFT2113	14/05/2008	MOSES CONTRACTING	GRAVE CREEK FLOODWAY	-5,085.00		
EFT2114	27/05/2008	AV TRUCKS	POWER TAKE OFF PUMP, HYD PUMP & GEAR BOX IFTTER PLUG	-2,951.12		
EFT2115	27/05/2008	AIR LIQUIDE WA PTY LTD	OXY & ACETYLENE	-9.22		
EFT2116	27/05/2008	ATYEO'S ENVIORNENTAL HEALTH SERVICES PL	EHO DUTIES 5 TH TO 13TH MAY 08	-6,022.50		
EFT2117	27/05/2008	BENET INTERNET SERVICES	INSTALL DATA & PHONE CONNECTION AT BILL ATYEO'S DESK	-188.00		
EFT2118	27/05/2008	BURROWS A.G.	MEETING ATTENDANCE FEES	-120.00		
EFT2119	27/05/2008	BUNNINGS GROUP LIMITED	FLOWERS & SHRUBS	-333.51		
EFT2120	27/05/2008	BORAL CONSTRUCTION MATERIALS GROUP LTD	TOWN STREETS RESEALS	-91,267.09		
EFT2121	27/05/2008	COURIER AUSTRALIA	FREIGHT FROM HOPPY'S PART & GERLATON TOYOTA	-216.73		
EFT2122	27/05/2008	PETER COLLIS	WALL CLADING TO DOOR	-418.00		
EFT2123	27/05/2008	A B DOWNING	MEETING ATTENDANCE FEE FOR ORDINARY & H,B & TP	-150.00		
EFT2124	27/05/2008	FARMER JACKS	CLEANING PRODUCTS,TOILET ROLLS, BATTRIES	-1,948.42		
EFT2125	27/05/2008	GERALDTON MOWER & REPAIR SPECIALISTS	3 WATER PUMP"	-599.00		
EFT2126	27/05/2008	GERALDTON FUEL COMPANY	BULK DIESEL DELIVERED 69052 LTRS @ \$1.6820	-118,591.61		
EFT2127	27/05/2008	PIVOTEL SATELLITE PTY LTD	SATELLITE PHONE CALL CHARGES TILL 14 MAY 08	-382.77		
EFT2128	27/05/2008	GREENFIELD TECHNICAL SERVICES	PROVISION OF PROFFESIONAL SERVICES	-1,232.00		
EFT2129	27/05/2008	G.C. SALES (W.A.)	25 GEEN BINS, 25 GREEN MGB LIDS & 50 LID PINS	-2,205.50		
EFT2130	27/05/2008	UHY HAINES NORTON CHARTERED ACCOUNTANTS	AUDIT FEE FOR OCP ALCOHOL AND SUBSTANCE ABUSE PROJECT	-660.00		
EFT2131	27/05/2008	HART SPORT	ENGRAVED PERPETUAL SHIELD	-179.70		
EFT2132	27/05/2008	HOPPY'S PARTS R U	T BOLTS & CLAMPS	-1,929.82		
EFT2133	27/05/2008	TOLL IPEC PTY LTD	FREIGHT FROM AV TRUCKS	-63.80		
EFT2134	27/05/2008	JASON SIGNMAKERS	CLAMPS AND BOLTS	-539.55		
EFT2135	27/05/2008	K & R INDEPENDENT RURAL SUPPLIES PTY LTD	BLACK POSTS 5'6 QTY - 400"	-1,852.40		
EFT2136	27/05/2008	LANDGATE	TITLE SEARCH	-91.95		
EFT2137	27/05/2008	MARKET CREATIONS	MONTHLY PR CONTRACT CONSULTANCY - APR 08	-572.00		
EFT2138	27/05/2008	MINESITE GLASS NORTH WEST	REPLACE BROKEN WINDOW AT FRONT OF HALL	-801.50		
EFT2139	27/05/2008	MLB CONTRACTING	SUPPLY & FIT PUSH BUTTON & ASSEMBLY TO LADIES TOILET	-1,098.81		
EFT2140	27/05/2008	MT MAGNET WASTE DISPOSAL	RUBBISH COLLECTION	-11,000.00		
EFT2141	27/05/2008	MARY G ENTERPRISES	BATTLE OF THE BANDS 16/17 AUG 08	-4,180.00		
EFT2142	27/05/2008	ORICA AUSTRALIA P/L	CHLORINE, SERVICE FEE FOR 5 CYLINDER @ \$1.14	-188.10		
EFT2143	27/05/2008	RJ BACK	FINACIAL REPORT PREPARATION	-1,018.87		
EFT2144	27/05/2008	REDWAVE MEDIA LTD	RED FM BROADCAST FROM MEEKATHARRA	-825.00		
EFT2145	27/05/2008	MARK SMITH PTY LTD	REPAIR TO TOILET AT YOUTH CENTRE	-763.36		
EFT2146	27/05/2008	SUNNY BRUSHWARE SUPPLIES PTY LTD	ROADBROOM REFILLS 8'	-639.10		
EFT2147	27/05/2008	SPOTLIGHT STORES P/L	CRAFT ITEMS & GST	-88.16		
EFT2148	27/05/2008	TOTALLY WORKWEAR GERALDTON	PROTECTIVE CLOTHING	-1,616.84		
EFT2149	27/05/2008	TRENFIELD B & E	TOWN MAINTENANCE CONTRACT	-3,991.40		
EFT2150	27/05/2008	TRENK CONTRACTING PTY LTD	PUSH GRAVEL	-30,811.00		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY 21 JUNE 2008

SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the 21st June 2008

Chq/EFT	Date	Creditor	Description	MUNICIAPL	AIR BP	TRUST
EFT2151	27/05/2008	TIGER TEK PTY LTD	ORANGE BARRIER MESH 14 KG QTY - 2	-197.45		
EFT2152	27/05/2008	VIDGUARD SECURITY SYSTEMS	SERVICE TO RE-LOCATE PHONE POINT DEPOT OFFICE	-99.00		
EFT2153	27/05/2008	TOLL WEST	FRIEGHT OF BINS FROM GC SALES ON 7/05	-366.14		
EFT2154	27/05/2008	WESTRAC EQUIPMENT	208 LTRS OF ENGINE OIL	-2,119.73		
EFT2155	27/05/2008	WA LOCAL GOVERNMENT ASSOCIATION	APRIL 2008 MARKET FORCE ADVERTISING	-52.00		
EFT2156	27/05/2008	WESTNET PTY LTD	INTERNETFROM 1/06/08-1/07/08	-274.70		
EFT2157	27/05/2008	LANDMARK	20 LTRS RESLIN	-1,960.75		
EFT2158	27/05/2008	YULELLA ABORIGINAL CORPORATION	LABOUR HIRE	-4,290.00		
EFT2159	27/05/2008	YULELLA MECHANICAL	A/C GAS, WORKSHOP SUPPLIES & LABOUR	-414.50		
23015	12/05/2008	STATE EMERGENCY SERVICE MEEKATHARRA	R & R TAPE LINE ITEMS - 1	-2,053.40		
23016	12/05/2008	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-459.43		
23017	12/05/2008	JO-ANNE BURGEMEISTER	MEETING ATTENDANCE FEE	-120.00		
23018	12/05/2008	CORPORATE EXPRESS	STATIONERY	-285.93		
23019	12/05/2008	CSIRO PUBLISHING	BOOK & POSTAGE	-43.95		
23020	12/05/2008	DEPARTMENT OF SPORT AND RECREATION	RETURN OF GRANT FOR OVAL LIGHTING PROJECT	-38,500.00		
23021	12/05/2008	GERALDTON TOYOTA	COLLANT 40LTRS	-251.94		
23022	12/05/2008	HUTCHINSON T.R.	MEETING ATTENDANCE FEE	-240.00		
23023	12/05/2008	HOWDEN R.K.	MEETING ATTENDANCE FEE	-199.70		
23024	12/05/2008	HORIZON POWER	ELECTRICITY CHARGES 22 FEB TO 23 APR 08	-13,885.85		
23025	12/05/2008	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-945.81		
23026	12/05/2008	MEEKA FM COMMUNITY RADIO STATION INC	DONATION TO MEEKA FM	-750.00		
23027	12/05/2008	NICHOLS H.J.	MEETING ATTENDANCE FEE	-120.00		
23028	12/05/2008	STARTRACK EXPRESS	FRIEGHT FROM JASON SIGNS	-51.50		
23029	12/05/2008	SAM'S FITNESS	TURBO SQUAT CALF & POWERTEC WEIGHT RACK & FREIGHT	-1,670.39		
23030	12/05/2008	TELSTRA CORPORATION LIMITED	TELEPHONE	-2,360.89		
23031	12/05/2008	DEPT FOR PLANNING AND INFRASTRUCTURE (TRAI	LICENSE FEE TO 05/06/2009	-54.40		
23032	12/05/2008	TRENFIELD, NORMAN	MEMBERS MEETING FEES	-120.00		
23033	12/05/2008	WEST AUSTRALIAN NEWSPAPERS LIMITED	MID WEST MAPS QTY -30	-131.10		
23034	27/05/2008	AMPRF	DONATION TO AMPRF	-500.00		
23035	27/05/2008	JO-ANNE BURGEMEISTER	MEETING ATTENDANCE FEES	-180.00		
23036	27/05/2008	CREDIPAC AUSTRALIA	DEBT COLLECTION - RATES	-2,722.39		
23037	27/05/2008	EXECUTIVE MEDIA PTY LTD	ADVERSEMENT IN CARAVANNING AUSTRALIA WINTER 2008	-750.00		
23038	27/05/2008	A & N J FRANCO	RENT LOT 887 OLIVER ST MEEKATHARRA	-1,780.00		
23039	27/05/2008	HUTCHINSON T.R.	MEETING ATTENDANCE FEE	-240.00		
23040	27/05/2008	HORIZON POWER	MAIN STREET MEEKATHARRA STREET LIGHTS AS PER DRAWING	-334,856.10		
23041	27/05/2008	MOORA MOTEL PTY LTD	ACCOMODATION AND MEAL FOR ROY FOR HIS STAY ON 13/5/08	-128.00		
23042	27/05/2008	NICHOLS H.J.	MEETING ATTENDANCE FEES	-259.44		
23043	27/05/2008	TELSTRA CORPORATION LIMITED	TELEPHONE 0438993013 ANTHONY	-218.54		
23044	27/05/2008	TRENFIELD, NORMAN	MEMBERS MEETING FEES	-120.00		
23045	27/05/2008	TRENFIELD MOTORS (AIR)	FLIGHT FOR WEN SHEIN & FRANCIOS GILLES ON 7/5 & 9/5	-3,662.00		
23046	27/05/2008	VODAFONE PTY LTD	VODAFONE CHARGES FROM 31/03/08 TO 30/04/08	-10.00		
23047	27/05/2008	WATER CORPORATION	WATER CHARGES 8 JAN 2008 13 MAY 08	-12,942.20		
				- 832,870.01	-	-

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY 21 JUNE 2008

SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the 21st June 2008

<u>Chq/EFT</u>	<u>Date</u>	<u>Creditor</u>	<u>Description</u>	<u>MUNICIAPL</u>	<u>AIR BP</u>	<u>TRUST</u>
THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:						
				MUNICIPAL ACCOUNT -	832,870.01	
				AIR BP ACCOUNT	-	
				TRUST ACCOUNT	-	
					<u>- 832,870.01</u>	

TOTALLING \$832,870.01 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON THE 21ST JUNE 2008 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



**9.2.4 FINANCIAL MANAGEMENT REVIEW**

<b>LOCATION</b>	NIL
<b>APPLICANT</b>	NIL
<b>FILE REFERENCE</b>	ADM 0090
<b>DISCLOSURE OF INTEREST</b>	NIL
<b>DATE OF REPORT</b>	30 <sup>th</sup> MAY 2008
<b>AUTHOR</b>	CAMERON WATSON CORPORATE & DEVELOPMENT SERVICES MANAGER

**SIGNATURE OF AUTHOR  
SENIOR OFFICER**

  
ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER**



**Summary:**

This report presents the 2008 Financial Management Review to Council for acceptance.

**Attachments:**

2008 Financial Management Review.

**Background:**

Once in every four year period, a review of the appropriateness and effectiveness of Councils financial management systems and procedures is required to be undertaken with the outcome of this review being subsequently reported to Council.

**Comment:**

In May 2008, Councils Auditors – UHY Haines Norton Chartered Accountants, performed an independent financial management review on behalf of Council. Their findings and associated report are attached to this item.

Overall the review was positive with the Auditors final conclusion being in part;

*“Whilst a number of areas have been noted as requiring attention, we consider the overall effectiveness of the financial management systems and procedures of Council are sound and appropriate for Councils current level of operations.”*

**Consultation:**

Nil

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996, section 5 (2) (c)

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officer Recommendation / Committee Resolution:**

**Moved: Cr A G Burrows**

**Seconded: Cr A B Downing**

**That Council receives the Financial Management Review for 2008**

**CARRIED 5/0**

**SHIRE OF MEEKATHARRA**  
FINANCIAL MANAGEMENT REVIEW  
May 2008

# Financial Management Review

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**1.0 OVERVIEW AND SCOPE**

The objective of our engagement was to test the financial management system of the Shire of Meekatharra and report on the appropriateness and effectiveness of the control environment within, as required by Local Government (Financial Management) Regulation 5(2)(c).

This report summarises in **Section 2.0** the factual findings and observations of our examination and makes recommendations we consider appropriate for the Shire to improve any weaknesses in systems and controls.

We also followed up those matters noted and raised during the course of our last audit and management report being for the year ended 30 June 2007. These findings and observations are summarised in **Section 3.0** of this report.

As agreed, our examination covered the period July 2007 to March/April 2008. Our examination included the following financial systems and procedures of Council:

- Bank Reconciliations and Petty Cash
- Trust Fund
- Receipts and Receivables
- Budget
- Rates
- Fees and Charges
- Purchases, Payments and Payables
- Wages and Salaries
- Fixed Assets
- Financial Reports
- Minutes and Meetings
- Annual Electors Meeting
- Plan for the Future of the District
- Registers (i.e. tenders, financial interest, contracts and legal documents)
- Delegations
- Audit Committee
- Insurance
- Storage of Documents/Record Keeping
- Other Matters

We did not necessarily examine compliance with provisions of the Act or Regulations, which were not financial in nature. That is, Parts 2, 4, 8 and 9 of the Act, some provisions of Parts 3 and 5 as well as most regulations (apart from the Financial Management Regulations), which did not impact on the areas examined above.

**It should be noted this examination was not an assurance engagement, audit or review in accordance with the Framework for Assurance Engagements, Australian Auditing Standards (ASAs), Auditing Standards on Review Engagements (ASREs) or Standards on Assurance Engagements (ASAEs).**

**The role of expressing assurance on balances rests with the external audit function and those procedures are carried out separately from this examination with a view to forming an opinion on the financial report (consistent with the requirements of Australian Auditing Standards and Local Government Act 1995) subsequent to the conclusion of the current financial year (30 June 2008).**

**The objective is to examine the appropriateness and effectiveness of the financial management systems and procedures of the Shire on behalf of the CEO. This report is intended solely to assist the CEO prepare their review for presentation to Council as required by Financial Management Regulation 5 (2) (c). It is not intended to express or imply any assurance. It takes the form of an agreed upon procedures engagement in accordance with Australian Auditing Standards and is in addition to our role as external auditors.**

**Our examination and this report should be considered on this basis.**

## **2.0 AREAS REVIEWED AND FINDINGS**

### **2.1 BANK RECONCILIATIONS AND PETTY CASH**

#### ***Bank Reconciliations***

An examination of the bank reconciliations and procedures noted they are up to date as well as being prepared regularly and promptly.

#### ***Petty Cash***

We also examined the petty cash system and procedures and concluded these were being properly controlled and maintained.

### **2.2 TRUST FUND**

Trust funds held by Council were examined to determine compliance with regulatory requirements.

Our observation and testing confirmed that trust funds are adequately controlled and all statutory requirements were satisfactorily met.

### **2.3 RECEIPTS AND RECEIVABLES**

Detailed testing of a number of receipts, judgementally selected, was performed. This included tracing to individual receipt detail, bank deposits and the general ledger to ensure allocation/posting was correctly performed.

The receivables system including raising of invoices was examined with limited testing in respect to allocation/posting.

Overall testing was completed satisfactorily. Controls and procedures are considered to be operating effectively and are appropriate for Council's current scope of operations.

### **2.4 BUDGET**

The 2007/2008 budget document and documents surrounding budget adoption including the review of the current annual budgets were examined to ensure compliance with regulatory requirements.

All statutory requirements were satisfactorily met.

## 2.0 AREAS REVIEWED AND FINDINGS (Continued)

### 2.5 RATES

Council's rating procedures were examined to ensure they were in compliance with requirements and rates were being imposed correctly. This also included inspection of the rate record, rate notices, instalment notices and valuation reconciliations.

From testing, we concluded the rate record is being properly maintained and rates correctly imposed except:

- Local public notice of Council's intention to impose differential general rates was not given prior to its adoption as required by Section 6.36(1) of the Act.

**Recommendation: To help ensure compliance with statutory provisions, we recommend procedures be implemented in the current system to ensure this requirement be correctly addressed in the future.**

- The instalment reminder notice did not include the rate of interest to be imposed on unpaid rates as required by Financial Management Regulation 57(2).

**Recommendation: To help ensure compliance with statutory provisions, we recommend this requirement be correctly addressed in the future.**

**As the above matters raised represent non-compliance with the financial management provisions of the Act and Financial Management Regulations, they may be carried forward to our audit report for the year ended 30 June 2008.**

### 2.6 FEES AND CHARGES

Fees and Charges imposed at the time of budget adoption were found to be in accordance with legislative requirements.

### 2.7 PURCHASES, PAYMENTS AND PAYABLES

A number of payments were judgementally selected and testing performed to determine whether purchases were authorised/budgeted and payments were supported, certified, authorised and correctly allocated.

In general, controls and procedures over payments and payables are operating effectively and are appropriate for Council's current scope of operation.

### 2.8 WAGES AND SALARIES

A number of individual employees were selected and testing performed to ensure:

- the employee existed;
- the correct rate of pay used;
- non-statutory deduction authorities on hand;
- time sheet properly completed and authorised;
- hours worked authorised; and
- allocation reasonable and correctly posted.

The system described to us and its supporting controls were found to be operating effectively.

## 2.0 AREAS REVIEWED AND FINDINGS (Continued)

### 2.9 FIXED ASSETS AND INVESTMENTS

#### *General*

An examination of the fixed assets management system concluded fixed assets are properly accounted and supporting controls are operating effectively.

#### *Acquisition and Disposal of Property*

Minutes of Council meetings were inspected and general discussions with staff were held to determine compliance with legislative requirements.

From our examination and discussions with staff, we were satisfied legislative requirements were, where necessary, complied with.

#### *Investments*

Examination of the internal control procedures over investments concluded they are properly maintained and adhered.

### 2.10 FINANCIAL REPORTS

The following reports were examined for compliance with legislative requirements:

- Annual Report;
- Annual Financial Report; and
- Monthly Financial Reports.

All were found to be of a satisfactory standard and in compliance with legislative requirements except:

- the annual report for the year ended 30 June 2007 did not include an overview of the plan for the future of the district as required by Section 5.53(2)(e) of the Act.

**Recommendation: To help ensure compliance with statutory provisions, we recommend this requirement be correctly addressed in future.**

### 2.11 MINUTES AND MEETINGS

Council meeting minutes were inspected to ensure compliance with procedures and protocols.

The procedures and protocols surrounding meetings and the quality of minutes were found to be of a satisfactory standard and in accordance with legislative requirements.

### 2.12 ANNUAL ELECTORS MEETING

Minutes of this meeting and relevant Council meeting, and public notice in relation to this meeting were examined to ensure compliance with regulatory requirements.

All statutory requirements were satisfactorily met.



## 2.0 AREAS REVIEWED AND FINDINGS (Continued)

### 2.13 PLAN FOR THE FUTURE OF THE DISTRICT

Council's plan for the future of the district for the period 2007-2011 was prepared and adopted in July 2006. From examination it appears to meet all statutory requirements except:

- Local public notice was not given of the 'Plan for the Future' 2007-2011, adopted by Council on 16 July 2007, as required by Section 5.56 of the Act and Administration Regulation 19D(1).

**Recommendation: To help ensure compliance with statutory provisions, we recommend procedures be implemented to help ensure this requirement is correctly addressed in the future.**

### 2.14 REGISTERS

#### *Tenders*

The Tenders register was inspected for compliance and completeness.

This register was found to be generally of a good standard and complies with the requirements of Local Government (Function and General) Regulations.

#### *Financial Interests*

The register was inspected to ensure compliance with regulatory requirements.

We noted this register is generally of a good standard and complies with the legislative requirements.

### 2.15 DELEGATIONS

The delegations register was examined for completeness and compliance and deemed to be satisfactorily maintained and appropriate for Council needs.

### 2.16 AUDIT COMMITTEE

Part 7-Audit, Division 1A- Audit Committees, introduced the requirement for a local government to establish an audit committee with effect from 7 May 2005.

We examined Council's establishment of its audit committee and the constituted membership and found them to be in compliance with the requirements of the Act.

### 2.17 INSURANCE

Discussions with staff and inspection of policy documents revealed policies are current and the coverage is currently adequate. Evidence also exists to suggest an annual review of insurance risks occurs.

### 2.18 STORAGE OF DOCUMENTS/RECORD KEEPING

All minutes, registers, contracts and legal documents are stored in fire resistant filing room. A detailed and fully indexed register and filing system is in place and appears to be complete and operating effectively.

**2.0 AREAS REVIEWED AND FINDINGS (Continued)**

**2.19 OTHER MATTERS**

*Electronic Funds Transfer*

The employee who presently prepares EFT payments can change bank account details of these payments at various stages of the payment process without adequate supervisory control.

This might result in unauthorised changes to the banking details of EFT payments and cause losses to Council if not detected at the point of authorisation.

**Recommendation: We recommend this matter be investigated further and appropriate higher level control measures that are preventative (rather than detective) in nature be emphasised.**

**As an example, the preparer of EFTs should have no ability to transfer funds via EFT without adequate higher level authority, independent of preparation, having password control.**

**When this higher level control exists (as is the case at Shire of Meekatharra), the higher level authority should appreciate the risk and review for it.**

**The system should also be structured so it allows for the risk to be easily reviewed for.**

**2.20 REMINDERS**

- Due to the timing of our visit, the FBT return for the year ended 31 March 2008 had not yet been prepared and submitted.

**We take this opportunity to remind you of this requirement.**

### 3.0 FOLLOW-UP OF MATTERS RAISED IN 2006/2007 AUDIT

The following is a brief summary of those matters noted and raised in our audit and management reports for the year ended 30 June 2007. They include reference to part 2.0 of this report where appropriate:

#### Management Letters Points

- **Month End Procedures**

Reconciliations of the subsidiary ledgers (for rate debtors, sundry debtors, sundry creditors, payroll and rate valuations) to corresponding general ledger control accounts did not always have evidence of having been reviewed by a senior officer independent of preparation.

**This has been properly performed.**

#### Audit Report Points

- **Monthly Statement of Financial Activity**

The monthly statement of financial activity did not include the explanations for material variances between the year to date actual and budgeted figures.

**The Council has correctly addressed this requirement for 2007/2008.**

- **Rate Instalment Reminder**

The instalment reminder notice did not include the valuation of the land, the rate of interest and a brief statement of the consequences of default in payment of rates and service charges.

**This requirement was correctly addressed for the financial year ended 30 June 2008 except the rate of interest to be imposed on unpaid rates - refer 2.5 for detailed comments.**

#### **4.0 SUMMARY OF RECOMMENDATIONS / MATTERS NOTED**

The following is a brief summary of the recommendations/matters requiring follow up action which were noted during the course of our review:

##### **Rates**

- Procedures be implemented to ensure local public notice of Council's intention to impose differential general rates be given prior to its adoption.
- The rate of interest to be imposed on unpaid rates be included in the instalment reminder notice.

##### **Financial Reports**

- An overview of the plan for the future of the district be included in the annual report.

##### **Plan for the Future of the District**

- Local public notice advising the adoption of the plan to be given accordingly.

##### **Other Matters**

- The current system of EFT be investigated further and appropriate control steps that are preventative, rather than detective, in nature be introduced to prevent unauthorised changes to banking details for EFT.

##### **Reminders**

- FBT return (due May 2008).

#### **5.0 CONCLUSION**

Whilst a number of areas have been noted as requiring attention, we consider the overall effectiveness of the financial management system and procedures of Council are sound and appropriate for Council's current level of operations.

Addressing the issues highlighted will help to ensure the controls and procedures established are not compromised in the future and the integrity of the financial management system is maintained.

**9.2.5 ANNUAL BUDGET 2008/09 - ADOPTION**

<b>LOCATION</b>	<b>NIL</b>
<b>APPLICANT</b>	<b>NIL</b>
<b>FILE REFERENCE</b>	<b>ADM0242</b>
<b>DISCLOSURE OF INTEREST</b>	<b>NIL</b>
<b>DATE OF REPORT</b>	<b>11<sup>th</sup> JUNE 2008</b>
<b>AUTHOR</b>	<b>CAMERON WATSON CORPORATE &amp; DEVELOPMENT SERVICES MANAGER</b>

**SIGNATURE OF AUTHOR  
SENIOR OFFICER**

  
**ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER**

**SIGNATURE OF SENIOR OFFICER**



**Summary:**

This report puts forward the Statutory Budget for Councils endorsement and acceptance.

**Attachments:**

Attachment 1 – 2008/09 Statutory Budget & Schedule of Fees & Charges.

**Background:**

At the full Council meeting held on Saturday 17<sup>th</sup> May 2008, Council reviewed and balanced the 2008/09 Draft Management Budget. Since this occurred some amendments have been made to the original balanced document, these will be discussed at the meeting.

**Comment:**

The 2008/09 Statutory Budget is attached for Councils Consideration.

**Consultation:**

Roy McClymont – Chief Executive Officer  
Ron Back - Consultants  
Councillors  
Other Staff

**Statutory Environment:**

Section 6.2 of the Local Government Act 1995  
Part 3 of the Local Government (Financial Management) Regs 1996

**Policy Implications:**

The Annual Budget has an effect on the majority of Councils current policies.

**Financial Implications:**

The 2008/09 Budget is the main document relating to Councils Income and Expenditure for the coming Financial Year.

**Strategic Implications:**

Councils Plan for the Future of the District is utilised as a baseline for the budget document

**Voting Requirements:**

Absolute Majority

**Officer Recommendation / Council Resolution:**

Moved: Cr N Trenfield

Seconded: Cr A G Burrows

**That Council adopts the Annual Budget for the financial year ending 30<sup>th</sup> June 2009 as presented, which includes:**

1. **The differential rates in the dollar and minimum rate, being;**

<b>GRV</b>	<b>9.7770 cents in the dollar</b>
<b>UV – Rural</b>	<b>5.7352 cents in the dollar</b>
<b>UV – Mining</b>	<b>11.4612 cents in the dollar</b>
<b>Minimum Rate – All</b>	<b>\$200.00</b>

As required by the Local Government Act 1995, advertising of the Differential Rate was carried out with nil response received.
2. **The following due dates for payment of rates by installment;**
  - i) **Due date/first installment** 8<sup>th</sup> September 2008
  - ii) **Second installment** 10<sup>th</sup> November 2008
  - iii) **Third installment** 12<sup>th</sup> January 2009
  - iv) **Fourth installment** 12<sup>th</sup> March 2009
3. **A charge of \$15.00 per installment, for payment of rates by installment to apply to the second, third and fourth installments;**
4. **An interest rate of 5.5% to be imposed on installments to apply to the second, third and fourth installments;**
5. **An interest rate of 10% to be imposed on all outstanding rates after the 8<sup>th</sup> September 2008, or in the case of installment options, on all outstanding rate amounts after the due date for payment of the installment;**
6. **The Reserve fund budget as shown;**
7. **Refuse collection charges as shown; and**
8. **The Schedule of Fees and Charges.**

**CARRIED BY ABSOLUTE MAJORITY 5/0**

**9.2.6 MATERIAL VARIANCE FOR FINANCIAL REPORTING PURPOSES**

**LOCATION:** NIL  
**APPLICATION:** NIL  
**FILE REF:** ADM0171  
**DISCLOSURE OF INTEREST:** NIL  
**DATE OF REPORT:** 12<sup>th</sup> JUNE 2008  
**AUTHOR:** CAMERON WATSON  
CORPORATE & DEVELOPMENT  
SERVICES MANAGER

**SIGNATURE OF AUTHOR:**   
**SENIOR OFFICER:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER:** 

**Summary:**

This report recommends the adoption of Material Variance's for Financial Reporting purposes for the 2008/09 financial year.

**Attachments:**

Nil

**Background:**

At Least once every financial year Council is to adopt a material variance percentage and/or dollar amount that is then used in reporting material variances in the subsequent financial statements

**Comment:**

In previous years, Council adopted a material variance percentage of >-30% for income amounts and >+20% for expenditure amounts. In consultation with Ron Back, who is currently engaged by Council to complete the monthly financial reports, a dual material variance reporting limit should be implemented such as 10% or \$10,000, this would allow for small and immaterial variances to be ignored.

For example, if there was a budgeted amount of \$8,000 for swimming pool entrance fees equating to a monthly budget of \$1,000 and the pool was only receipting \$900 per month then we would have to report, as part of the financial statement, a material variance as the pool income was under budget by 10%. However with the "or \$10,000" rider, this variance would be deemed as not a material variance, which, taken as part of the budget as a whole, it isn't.

**Consultation:**

Ron Back – Local Government Accounting Consultant

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996, reg 34 (5)  
Accounting Standard - AASB 1031 - Materiality

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved: Cr A G Burrows**

**Seconded: Cr A B Downing**

**That Council adopts a material variance limit of 10% or \$10,000 for the  
2008/2009 financial year.**

**CARRIED 5/0**



### 9.2.7 WRITE OFF OF DEBTOR AMOUNTS

**LOCATION** NIL  
**APPLICANT** NIL  
**FILE REFERENCE** ADM0152  
**DISCLOSURE OF INTEREST** NIL  
**DATE OF REPORT** 13<sup>th</sup> JUNE 2008  
**AUTHOR** CAMERON WATSON  
CORPORATE & DEVELOPMENT  
SERVICES MANAGER

**SIGNATURE OF AUTHOR**  
**SENIOR OFFICER**

  
ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER**



**Summary:**

This report recommends the write off of certain uncollectable debtor amount.

**Attachments:**

Nil

**Background:**

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

**Comment:**

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

<b>Dr No</b>	<b>Debtor Name</b>	<b>Date</b>	<b>Amount</b>	<b>Reason for Write Off</b>
G039	Gleneagle Gold Limited	24/05/07	440.00	This amount relates to the grading of the Fortnum airstrip. these works were performed in March 2007. This invoice is unrecoverable as Gleneagle Gold was put under Administration and this amount was not included on Councils rreturn to the Administrator

**Consultation:**

Hitesh Hans – Debtors/Creditors

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Works where performed by Council Staff that had a cost associated, however this cost was minimal.

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Officer Recommendation/Committee Resolution:**

**Moved:** Cr A G Burrows

**Seconded:** Cr J E Burgemeister

**That Council approves the write off of the above debtor amounts.**

**CARRIED BY ABSOLUTE MAJORITY 5/0**

### 9.3 ADMINISTRATION

#### 9.3.1 COUNCIL MEETING DATES FOR 2008/09

<b>LOCATION</b>	NIL
<b>APPLICANT</b>	NIL
<b>FILE REFERENCE</b>	ADM 0180
<b>DISCLOSURE OF INTEREST</b>	NIL
<b>DATE OF REPORT</b>	29 <sup>th</sup> MAY 2008
<b>AUTHOR</b>	CAMERON WATSON CORPORATE & DEVELOPMENT SERVICES MANAGER

**SIGNATURE OF AUTHOR  
SENIOR OFFICER**



ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER**



**Summary:**

This report lists the schedule of Council and Committee meeting dates for 2008/09.

**Attachments:**

2008/09 Meeting Dates.

**Background:**

Once in every 12 month period, Council is required to set and advertise locally its meeting dates for the next 12 months.

**Comment:**

Attached are the proposed meeting dates for the next 12 months. As last year, all full Council meetings are to commence at 9:30am on the 3<sup>rd</sup> Saturday of the month except the December meeting which will commence at 2:00pm on the 3<sup>rd</sup> Friday of the month.

The Health, Building & Town Planning Committee meetings will be held on the Wednesday of the week prior to the full Council meeting and will start at 5:00pm. The Audit Committee will be called as and when required.

An option that Council might want to consider is not holding a meeting in January of any given year. This is a normal practice at many other Councils as it allows Councillors and Staff an opportunity to have a break over the Christmas / New Years period.

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

Section 5.25 (1) (g) of the Local Government Act 1995  
Section 12 of the Local Government (Administration) Regs 1996

**Policy Implications:**

Nil

**Financial Implications:**

Councilor Sitting Fees are applicable and have been included in the 2008/09 Annual Budget

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officer Recommendation / Committee Resolution:**

Moved: Cr A B Downing

Seconded: Cr N Trenfield

**That the list of meeting dates for 2008/09 adopted and their advertising be authorised.**

**CARRIED 5/0**

**SHIRE OF MEEKATHARRA  
SCHEDULE OF MEETING DATES, TIMES AND LOCATIONS**

**JULY 2008 TO JUNE 2009**

**ORDINARY MEETINGS OF COUNCIL  
MEETINGS ARE TO BE HELD IN COUNCIL CHAMBERS**

**All meetings commence at 9:30am  
(except December meeting which commences at 2:00pm)**

Saturday, 19 July 2008  
Saturday, 16 August 2008  
Saturday, 20 September 2008  
Saturday, 18 October 2008  
Saturday, 15 November 2008  
Friday, 19 December 2008  
Saturday, 17 January 2009  
Saturday, 21 February 2009  
Saturday, 21 March 2009  
Saturday, 18 April 2009  
Saturday, 16 May 2009  
Saturday, 20 June 2009

**HEALTH, BUILDING & TOWN PLANNING COMMITTEE  
MEETINGS ARE TO BE HELD IN COUNCIL CHAMBERS**

**All meetings commence at 5:00pm**

Wednesday, 9 July 2008  
Wednesday, 6 August 2008  
Wednesday, 10 September 2008  
Wednesday, 8 October 2008  
Wednesday, 5 November 2008  
Wednesday, 10 December 2008  
Wednesday, 7 January 2009  
Wednesday, 11 February 2009  
Wednesday, 11 March 2009  
Wednesday, 8 April 2009  
Wednesday, 6 May 2009  
Wednesday, 10 June 2009

**AUDIT COMMITTEE**

**Meetings will be called as needed.**

**9.3.2 RENEWAL OF LEASE – MEEKATHARRA PRE PRIMARY**

**LOCATION:** LOT 852  
**APPLICATION:** DEPARTMENT OF EDUCATION & TRAINING  
**FILE REF:** A1659  
**DISCLOSURE OF INTEREST:** NIL  
**DATE OF REPORT:** 04<sup>TH</sup> JUNE 2008  
**AUTHOR:** CAMERON WATSON  
MANAGER CORPORATE & DEVELOPMENT SERVICES

**SIGNATURE OF AUTHOR:**  
**SENIOR OFFICER:**



ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER



**SIGNATURE OF SENIOR OFFICER:**

**Summary:**

This report requests Councils authorization to renew the current lease for Lot 852 Darlot Street, the Pre Primary, for a further 5 year term.

**Attachments:**

Nil

**Background:**

A lease has been in place for Lot 852 Darlot Street Meekatharra; currently know as the Pre Primary, for the sole use of the Department of Education & Training. This lease was for a period of 5 years commencing on the 1<sup>st</sup> January 2003 and expiring on the 31<sup>st</sup> December 2007 with a further 1 year option.

**Comment:**

The Department of Education & Training has provided a lease document requesting a further 5 year lease renewal with a further renewal option of 5 years.

**Consultation:**

Noleen Mongoo – Registrar, Meekatharra District High School

**Statutory Environment:**

Local Government Act 1995, section 3.58 sets out the requirements for council when disposing of property, a lease being defined by this section as a disposal. Regulation 30 (2) (c) (ii) of the Local Government (Functions & General) Regulations 1996 makes this lease exempt from section 3.58 of the Act as the lease is to a State Government Department.

**Policy Implications:**

Nil

**Financial Implications:**

The renewal of this lease is for an annual amount of \$200.00

**Strategic Implications:**

Nil

**Voting Requirments:**

Simple Majority

**Officers Recommendation/Council Resolution:**

Moved: Cr A B Downing

Seconded: Cr J E Burgemeister

**That Council renews the lease for Lot 852 Darlot Street with the Department of Education & Training for a five year term commencing on 1<sup>st</sup> January 2008 and expiring on 31<sup>st</sup> December 2013 and authorises the use of Councils Common Seal and the signing of the lease documents by the President and Chief Executive Officer.**

**CARRIED 5/0**

**9.3.3 COUNCIL MEETING MINUTES**

**FILE REF:** ADM 0180  
**DISCLOSURE OF INTEREST:** Nil  
**DATE OF REPORT:** 28 May 2008  
**AUTHOR:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF AUTHOR:**   
**SENIOR OFFICER:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER:** 

**Summary:**

Cr Trenfield has suggested that the Minutes from Council meetings that are sent to Councillors and Staff be greatly reduced to avoid wasting paper and printing costs.

**Attachments:**

Sample of "Summary Minutes"

**Background:**

Traditionally, in most WA Local Authorities, Councillors and staff receive full copies of each Agenda and Minutes. Under current procedures this means that most of the information in the agenda is repeated in the minutes.

**Comment:**

Cr Trenfield raises a valid point – we are wasting large amounts of paper and money (printing costs) providing Councillors and Staff with virtually the same information twice. Cr Trenfield suggests that financial reports, officers reports, account lists etc etc do not, from his point of view, need to be repeated in both the agenda and minutes.

Council does, however need to be able confirm the minutes of a meeting. Only Council (or Councillors) can decide what level of information would be sufficient in the minutes for them to be able to properly confirm the minutes of the previous meeting. A full copy of the previous minutes is always provided at each Council meeting for the President to sign once they have been confirmed. This copy is bound and becomes the permanent record of each meeting.

The attached example is a minimised version of "Summary Minutes" from the May 08 Council meeting.

Another option to reduce costs would be for Councillors with email facilities to receive their copy of each set of Minutes electronically.



**Consultation:**

Cr Trenfield  
Cr Hutchinson  
CDSM Cameron Watson  
Admin Asst/Relief Officer Nyssa Henderson

**Statutory Environment:**

Local Government (Administration) Regulations 1996 – Regulation 13 refers to unconfirmed minutes being made available for Public Inspection.

Staff can find no definitive reference in the relevant legislation as to the form of minutes to be provided to Councillors and Staff.

**Policy Implications:**

**Financial Implications:**

Potential saving in paper, printing and postage costs.

**Strategic Implications:**

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr A B Downing  
Seconded: Cr A G Burrows

**That Council adopts the attached “Summary Minutes” (as amended) as an acceptable form for Council and Committee Minutes to be supplied to Councillor’s and Staff, however individual Councillor’s reserve the right to receive a full set of any Council minutes on request whenever required and that Staff formulate a policy to this effect for the next policy manual review.**

**Further, that individual Councillor’s may elect to also receive Council and Committee minutes by email.**

**CARRIED 5/0**



## Shire of Meekatharra

## Summary of the Minutes of the Council Meeting held 17 May 2008.

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## RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

**Members:** Cr T R Hutchinson Cr N L Trenfield Cr J E Burgemeister  
Cr A G Burrows Cr A B Downing Cr H Nichols

**Staff:** Roy McClymont, Cameron Watson, Allen Kent (9.48am -9.56am)

**Apologies:** Nil

**Approved Leave of Absence:** Cr R Howden

**Observers:** Hitesh Hans

**All recommendations in the Agenda, including any Late Items, were adopted as presented, and carried as required, with the following exception/s:**

9.2.4 2008/2009 DRAFT MANAGEMENT BUDGET

Point 3 added to the officer's recommendation:

3) (That Council) allow expenditure on solar hot water system at the Meekatharra Airport Residence prior to adoption of the 08/09 statutory budget.

**Reason for change: To allow for the urgent replacement of the hot water system at the airport residence.**

**Urgent Resolutions from the meeting that were not part of the Agenda:**

Nil

Councillors:

If you require a full copy of these minutes or a copy of a specific item, please contact the Chief Executive Officer.

**Cameron Watson left the meeting at 11:34am**

**Cameron Watson returned to the meeting at 11:36am**

**9.3.4 2008/09 COUNCILOR SITTINGS FEES AND PRESIDENT & DEPUTY PRESIDENT ALLOWANCE**

<b>LOCATION</b>	NIL
<b>APPLICANT</b>	NIL
<b>FILE REFERENCE</b>	ADM0254
<b>DISCLOSURE OF INTEREST</b>	NIL
<b>DATE OF REPORT</b>	12 <sup>th</sup> JUNE 2008
<b>AUTHOR</b>	CAMERON WATSON CORPORATE & DEVELOPMENT SERVICES MANAGER

**SIGNATURE OF AUTHOR  
SENIOR OFFICER**



ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER**



**Summary:**

This report makes a recommendation on Councillor sitting fees and the Presidents and Deputy Presidents allowance

**Attachments:**

Nil

**Background:**

The Local Government Act 1995 and Local Government (Administration) Regulations 1996 give an entitlement to elected members of a sitting fee for attending Council and Committee meetings. This fee can be set between a minimum of \$60.00 and a maximum of \$140.00 (\$120.00 to \$280 for the President) for Council meetings and a minimum of \$30.00 to a maximum of \$70.00 for all Councillors appointed to a Committee.

The Presidential allowance can be an amount from a minimum of \$600.00 to a maximum of \$12,000.00 or 0.02% of the Local Government's operating revenues which ever is the greater amount but not more than \$60,000. The Deputy Presidents allowance can be no more than 25% of the Presidents allowance.

**Comment:**

Currently Council has endorsed sitting fees of \$120.00 per Councillor and \$240.00 for the President per meeting. At the time of writing this report, the Author has been unable to determine if Council has endorsed a sitting fee for Councillors appointed to a Committee. Currently Council has set a per Km rate of 66.4c/km for travel allowance, the Local Government Officers Award has a per Km rate for above the 23<sup>rd</sup> parallel of 78.7c/km for engine capacities over 2600cc.

Currently the Presidents allowance is set at \$8,000 and the Deputy Presidents allowance at \$2,000.

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

Section 5.98 & 5.98A of the Local Government Act 1995  
Regulation 30 & 33 of the Local Government (Administration) Regs 1996

**Policy Implications:**

Nil

**Financial Implications:**

Council sitting fees, travel allowance and President's / Deputy President's allowances are included in the 2008/09 budget at current levels

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Officer Recommendation / Council Resolution:**

Moved: Cr J E Burgemeister

Seconded: Cr A B Downing

**Option 1:**

**That Council leaves its sittings fees as is at \$120 for Councilors and \$240 for the President per Council meeting and \$30.00 per Councilor for Committee meetings. Travel allowance stays the same at 66.4c/km. Presidential allowance remains at \$8,000 and the Deputy Presidents allowance remains \$2,000.**

**CARRIED BY ABSOLUTE MAJORITY 5/0**

**The Cameron Watson CDSM declared an Impartiality Interest , as he is a Telecentre committee member.**

**Roy McClymont left the meeting at 11:37am  
Roy McClymont returned to the meeting at 11:37am**

**9.3.5 WESTPAC BANK FACILITY MEEKATHARRA**

**LOCATION:** TELECENTRE BUILDING  
**APPLICANT:** WESTPAC BANKING CORP  
**FILE REF:**  
**DISCLOSURE OF INTEREST:**  
**DATE OF REPORT:** 11 JUNE 2008  
**AUTHOR:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF AUTHOR:**   
**SENIOR OFFICER:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER:** 

**Summary:**

Councillors have received a memo and information concerning a request from Westpac for Council to take the In Store bank contract in Meekatharra.

**Attachments:**

Councillors were sent (10/6/08) a package containing:

- Memo from the CEO
- Letter from Westpac (9/6/08)
- Remuneration information from Westpac
- Business Overview of the Telecentre/Bank from Megan Alchin
- Email request for more information from Westpac

**Background:**

The Telecentre has been struggling to maintain a committee and staff pretty much since John and Irene Boundy left town. Current committee members (Anton Rossouw, Donna Scott and Megan Alchin) have endeavoured to recruit new committee members without success. The Telecentre constitution requires a minimum of 3 committee members to function. Some or all of the current committee may be leaving town in the short term.

The small remaining committee has found it difficult to staff both the Telecentre and the Bank.

If there is no community interest in maintaining a Telecentre committee, then there will be no Telecentre. Staff are however hopeful that a suitable committee can be recruited.

Problems staffing the bank have also recently led to errors and a lack of continuity, prompting Westpac to take action. Westpac would maintain the current arrangement with the Telecentre if they were satisfied that the Telecentre could function as it has in past years.

On 6/6/08 Westpac arranged a meeting between Westpac representatives (Manager In Stores Australia, Regional Manager Service (North), Manager Regional Banking WA and Branch Manager Geraldton), Roy McClymont and Megan Alchin (representing the Telecentre committee). At that meeting it was agreed that Westpac would write to Council and provide relevant information.

**Comment:**

Westpac have provided the following response to questions asked:

Q. Under the current contract; what are the required opening hours for the in store and what would be the average daily hours for the in store employee? A. Currently Meekatharra opens from 9am to 4.30pm daily closing for lunch between 12.30pm and 1.30pm.

Q. Is there any possibility of operating the in store on reduced hours per day or on reduced days per week?

A. In short yes, we are very much prepared to work with you to come up with a workable solution from both a Customer and Proprietor perspective. Current transaction volumes at the In-stores averages 70 transactions per day, based on this volume the actual opening hours could be reduced to 3 hrs per day plus an allowance of 30 to 45 minutes to open and balance daily. The other alternative would be to reduce the number of days you are open to day 3 days per week, Monday, Thursday and Friday.

Q. Are the remuneration rates/amounts negotiable?

A. Westpac offers every Proprietor nationally the same remuneration scales to ensure we are consistent and fair in our approach. Agreements are reviewed every three years at which time current remuneration structure is reviewed, remuneration is increased as at 1 October annually by CPI %, outside of that we do not offer any variations to our remuneration structure.

Q. Could I have copy of the standard draft in store contract?

A. I will put one in the mail to you today.

Q. Would you consider setting up an ATM – preferably on street? What are the options/guidelines for new ATM's?

A. Following our meeting on Friday I am also exploring this as an option should we withdraw our In-store, it would be one or the other. I will endeavour to have response to you prior to your meeting on the 21st. This potential risk with relying on an ATM is around reliability, while in general terms they are very reliable, however, should the machine run out of cash or have a cash jam it could be a number of days before it is serviced.

Q. Could you provide an average break down of the 1400 transactions per month (personal withdrawals, commercial deposits, commercial withdrawals etc etc).

A. Unfortunately I cannot provide the level of detail you are looking for, having said that I can confirm that over the course of the month the 84% of transactions are completed by Consumer customers, ie either handycard withdrawals, personal cheques and deposits or

passbooks. What we do measure is what we call Unique Customer Arrivals, Meekatharra has 420 per month Consumer customers who complete a transaction and only 80 business customers per month, i.e., of the 1,400 txn only 224 are business transactions.

Towns in a similar situation to Meekatharra such as Mt Magnet, Leonora and Laverton all operate with the local Post Office being the only bank service in town.

The possibility of reducing the hours of the bank will be discussed by the Telecentre Committee. In the future it may even be possible to reduce the hours of both the Telecentre and the Bank and have one person run both services. This would allow the committee to offer a more attractive remuneration package and thereby perhaps reduce staff turnover rates.

Closure of the bank would potentially increase local business risk profiles (due to the need to hold more cash) and costs. It may also cause some short term inconvenience and cash provision problems in town. Staff believe that these short term problems would be overcome quite quickly.

The proprietor of the Post Office has indicated that in the event of the bank closing he can receive business deposits via the Commonwealth Bank Agency (at a potential additional cost to local businesses) and that he may need to apply for an increased cash holding capacity to cope with the additional volumes.

Clearly banking is not a core activity of local government. Council has in recent years reviewed its structure and withdrawn from some non-core programs. The current structure does not provide any opportunity to take on additional programs, functions or tasks. The bank service would take significant staff time away from core council programs and may negatively affect our compliance levels (under current structures).

There is also, clearly, an element of risk involved in taking on this service. Council should be mindful of risking municipal and/or rate payer funds to undertake this service.

Should Council take on the In Store bank contract it will have a significant effect on the Telecentre's viability which could ultimately have a further flow-on effect on Council operations. In the absence of the Telecentre, the library would be required to provide internet access and other Telecentre services (printing, copying, secretarial etc) would most likely, by default, be taken up by Council office staff.

Staff have placed posters at the bank seeking comments from people who would be affected if the bank were to close. Any comments received will be provided at the Council Meeting.

**Consultation:**

Cr Hutchinson  
Megan Alchin

**Statutory Environment:**

Local Government Act 1995 Section 3.59 and Local Government (Functions and General) Regulations Part 3.



The bank service is not considered a “major trading undertaking” and therefore there are no specific legislative requirements to uphold.

**Policy Implications:**

Nil

**Financial Implications:**

Potential to positively or negatively affect the bottom line.

**Strategic Implications:**

Not an objective or strategy in Council’s Plan for the Future

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

**That Council advise Westpac:**

**That it declines the offer to be Westpac’s In-store Partner in Meekatharra.**

**That Council believes, despite recent problems, that the Telecentre is best vehicle to provide this service in Meekatharra.**

**The potential to reduce bank hours will, we believe, assist the Telecentre Committee to provide ongoing continuity of service.**

**Council’s CEO and Community Development Officer will endeavour to assist the current committee to attract suitable new members.**

**Council Resolution:**

**Moved: Cr N Trenfield**

**Seconded: Cr A B Downing**

**That Council advise Westpac:**

**That it declines the offer to be Westpac’s In-store Partner in Meekatharra.**

**That Council believes, despite recent problems, that the Telecentre is best vehicle to provide this service in Meekatharra.**

**The potential to reduce bank hours will, we believe, assist the Telecentre Committee to provide ongoing continuity of service.**

**Council’s CEO and Community Development Officer will endeavour to assist the current committee to attract suitable new members. Senior Council staff will also endeavour to assist the Telecentre Committee where ever possible.**

**CARRIED 5/0**

**Reason for change: Senior Council staff may be able help the Telecentre Committee to improve their operations and bottom line.**

**9.3.6 PLASTIC SHOPPING BAG REDUCTION PROGRAM**

**LOCATION:** MEEKA TOWN  
**APPLICANT:**  
**FILE REF:** ADM 0194  
**DISCLOSURE OF INTEREST:** IMPARTIALITY – ROY MCCLYMONT  
**DATE OF REPORT:** 13 JUNE 2008  
**AUTHOR:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF AUTHOR:**   
**SENIOR OFFICER:** ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER:** 

**Summary:**

This year council budgeted \$5,000 for a Plastic Bag Ban. Staff have prepared a plan to achieve this program.

**Attachments:**

Nil

**Background:**

The most predominant and visual litter around town is the plastic shopping bags. A program that will reduce or remove this litter will clearly make the town look tidier.

**Comment:**

As this is a potentially contentious issue, staff consider that Council should consider the proposal before it is implemented.

**Type of Bag**

There are basically two options for durable, reusable bags – polypropylene or calico bags. At volumes of 10,000 or more they are similarly priced. Research indicates that calico bags are more environmentally friendly. They are durable, repairable, reusable, strong, biodegradable, washable and non toxic.

**Logo/printing**

The bags could be printed with the Council logo. Printing costs are however prohibitive. Printing will add between 35% to 220% to the unit cost. This is an exercise in litter control and not advertising so the additional costs for printed bags would therefore seem to be a waste of money.

Calico bags can be purchased competitively at 65 cents a unit in quantities of 10,000 (\$6,500 total).

Initially it was thought that bags would be offered for free for a short period to enable people to get used to the idea of using cloth bags. However offering free bags tends to give them no real value to the purchaser and it is therefore possible that free calico bags would quickly become litter and not be reused.

The project plan is as follows:

Participation by local businesses is voluntary.

Council buys bags and offers to local traders at below cost price – say 25 to 30 cents a unit. Minimum purchase quantity – 200 bags.

Local traders are requested to charge a maximum of 50 cents per unit (giving them a 100% mark up @ 25 cents).

No warranty or guarantee on bags.

Under the scheme; traders agree to only supply bags to shoppers to carry their purchases from the shop. (to minimise anyone taking advantage of Councils generosity). Bags are not to be sold for any other purpose than direct to shoppers and only in sufficient quantities to carry their purchases from the shop. The sale of bags will be stopped to any trader found to be abusing the process.

Participating traders charge a donation for plastic bags – say 10c to 20c a unit. The proceeds of the sale of plastic bags is donated to the Royal Flying Doctor Service or another charity nominated by the trader.

The performance of the project will be reviewed after six months. At that time Council may increase the selling price of calico bags to traders. Council agrees that it will not increase the selling price of the calico bags above its direct cost price during the term of each agreement.

A brief agreement will be created explaining the conditions (between the Shire and each participating trader). This agreement will be signed by the trader and the Shire. Each agreement will be for a nominal initial term of two to three years.

As the towns largest retailer (and provider of plastic bags), staff have initially liaised with the owner/manager of Foodworks to gauge their support of this project. Foodworks supports the proposal as it stands. All other retailers will be contacted and asked to engage in the project.

**Consultation:**

Peter Clancy – Meeka Foodworks Store

**Statutory Environment:**

**Policy Implications:**

**Financial Implications:**

Budget amount 07/08 - \$5,000

Draft Budget 08/09 - \$5,000

It is difficult to gauge how many bags will be required to support this project however staff estimate that the above budgets should be sufficient to maintain the program.

**Strategic Implications:**

**Voting Requirements:**

Absolute Majority (for adoption of fee)

**Officers Recommendation / Council Resolution:**

Moved: Cr N Trenfield  
Seconded: Cr A B Downing

**That Council generally endorses the above plans to engage with local retailers in reducing the use of plastic shopping bags in Meekatharra and authorise staff to make the necessary arrangements to progress the project. The performance of the project will be reviewed by council after six months.**

**Further that council approves an initial fee of 25 cents per calico bags for sale to participating retailers only.**

**CARRIED BY ABSOLUTE MAJORITY 5/0**

## 9.4 COMMUNITY DEVELOPMENT

### 9.4.1 ENTRY STATEMENTS

**LOCATION:** N/A  
**APPLICATION:** MEGAN ALCHIN  
**FILE REF:** ADM0147  
**DISCLOSURE OF INTEREST:** NIL  
**DATE OF REPORT:** 8 OCTOBER 2008  
**AUTHOR:** MEGAN ALCHIN  
COMMUNITY DEVELOPMENT  
ADMINISTRATION OFFICER

**SIGNATURE OF AUTHOR:**  
**SENIOR OFFICER:**   
ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER

**SIGNATURE OF SENIOR OFFICER:** 

#### **Summary:**

A proposed entry statement for Meekatharra is presented for consideration.

#### **Attachments:**

Photos of picture project in Port Neill, South Australia.

#### **Background:**

Council has allocated funds towards the cost of an entry statement for Meekatharra since the 2005/2006 budget. To date these funds have not been expended.

Entry statements mark the beginning of a town but are also a representation and communication of the core characteristics and features of a town, in an artistic fashion.

Whilst visiting the town of Port Neill in South Australia, I past a series of photo boards which are the results of a town project. This display is considered to be very eye-catching and the concept could be used towards creating an entry statement in Meekatharra.

#### **Comment:**

A series of photos are considered to be an effective entry statement because they can easily show visitors and those travelling through, features of the town that are worth seeing.

Photos could be sourced from an experienced photographer or from local residents. As an option, the photos could also be used to advertise the walk and drive trails by showing features along these trails and then the last sign could have text briefly explaining that these photos are of the Heritage Trails.

These photo boards could easily be used at each end of the town and depending on what is preferred and budget restraints, boards could also appear along the Goldfields Highway and on the road from the Airport into Meekatharra.

It is envisioned that the boards would be placed approximately five kilometers out of town to prevent graffiti and would also be at least two meters off the ground. Materials used would also be adjusted to suit our climate and conditions.

It is uncertain how Main Roads would react to this proposal and this has not yet been investigated. Consideration also needs to be given to the fact that the signs may need to be replaced in years to come due to wear and tear.

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Provision for expenditure in 2008/2009 budget - \$30,000.

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

**That Council approves the concept of using photo boards as an entry statement to Meekatharra and that staff be authorised to implement this concept within the budget provision for 2008/2009.**

**Council Resolution:**

**Moved: Cr J E Burgemeister**

**Seconded: Cr A G Burrows**

**This item lay on the table until the 19<sup>th</sup> of July ordinary council meeting.**

**CARRIED 5/0**

**Reason for change: to allow Councillors and staff more time to consider this proposal and other options for an entry statement.**



## 9.5 HEALTH, BUILDING & TOWN PLANNING

### 9.5.1 APPOINTMENT OF J RANDALL AS BUILDING SURVEYOR

**LOCATION:** SHIRE OF MEEKATHARRA  
**APPLICATION:** JOHN RANDALL  
**FILE REF:** ADM 0295  
**DISCLOSURE OF INTEREST:** NIL  
**DATE OF REPORT:** TUESDAY, JUNE 10, 2008  
**AUTHOR:** JOHN RANDALL



**SIGNATURE OF AUTHOR:**

**SENIOR OFFICER:**

ROY MCCLYMONT  
CHIEF EXECUTIVE OFFICER



**SIGNATURE OF SENIOR OFFICER:**

**Summary:**

Council is to consider the appointment of another Officer as Building Surveyor for the Shire in addition to Bill Atyeo

**Attachments:**

Please refer information bulletin to Letter from Department of Housing and Works

**Background:**

Rules governing the qualifications and appointment of persons to the position of Building Surveyor have in the past only applied to Shire with a population in excess of 15,000.

Changes to Legislation that are to have effect from 1 July 2008 will change this so that such controls apply to all Shires

**Comment:**

From July 1, 2008 Council will not be able to issue Building Licences without the plans first being assessed by an *Approved Building Surveyor*. (please note Council cannot opt out of the current requirements for Building to be approved)

All persons will initially be accepted as *Approved Building Surveyors* under the legislation provided they were originally appointed to the position prior to July 1, 2008.

After July 1, 2008 all person to be appointed or performing the role of Building Surveyor will need to be formally approved by the Building Surveyors Qualification Committee or otherwise have their general ability to perform as a Building Surveyor assessed by the committee and have a certificate of approval issued prior to their appointment to any new position as Building Surveyor.



Initially these changes are likely to create difficulties in filling any Building Surveyor positions, at least for the next two to three years if not longer.

Council's current appointed Building Surveyor is Bill Atyeo. Bill was consulted and agreed to this report item prior to its presentation to Council.

I am currently filling in whilst Bill Atyeo is taking holidays. This arrangement will remain the case until early August 2008. Further it may be that a loose business association will continue where I may provide relieving services to Bill in the future in the case of accident, illness or leave.

It is necessary for the Council to resolve to formally appoint me to the position of Building Surveyor to allow plans to be considered from July 1, 2008 until Bill's return.

Further, it may be appropriate that the appointment continue past the date of immediate need to ensure that Council has a fallback position in the event of Bill suffering illness or accident. Certainly such ongoing appointment will give the Council more options into the future, given the new legislative position

**Consultation:**

Bill Atyeo was consulted on the initial draft of this report and indicated his general agreement with the proposition. He has also been forwarded a copy of this agenda item for his review, and opportunity to further comment

**Statutory Environment:**

Local Government (Miscellaneous Provisions) amendment Act 2007 provision to come into force on July 1, 2008. The relevant new Act provisions will be as follows

- All Building Surveyors after 29 June, 2008 will need to be already in the position of Building Surveyor or meet the qualification criteria to be prescribed in regulations
- The option of not having a Building Surveyor does not exist if parts of the Building Regulations already apply to the Shire.
- Some exemption will apply to temporary appointments of no more than three months in length or such other timeframe as approved by the Minister of Local Government and in which time appropriate qualifications are required to be obtained.

**Policy Implications:**

Nil

**Financial Implications:**

The flexibility afforded by the additional appointment will be may be financially advantageous

**Strategic Implications:**

The flexibility afforded by the additional appointment will be organizationally advantageous

**Voting Requirements:**

Simple Majority

**Council Resolution/ Committee Recommendation:**

**Moved: Cr J E Burgemeister**

**Seconded: Cr A B Downing**

**Council appoint John Arthur Randall to the position of Building Surveyor to the Shire, and this appointment be in addition to that of Bill Atyeo**

**CARRIED 5/0**

**9.6 WORKS & SERVICES**

Nil

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

**10.1 THAT THE LATE AGENDA ITEMS BE INTRODUCED AS NEW BUSINESS OF AN URGENT NATURE**

**Moved: Cr N Trenfield**  
**Seconded: Cr A G Burrows**

**CARRIED 5/0**

**10.1.1 WATER CORPORATIONS AUTHORITY - LETTER - POOR SERVICE**

**That a letter is written to the Minister and the Water Corporation highlighting the lack of relief staffing for Meekatharra when the local operator is away. The letter is to identify the length of time to repair recent failures and the vast quantities of water wasted.**

**Moved: Cr N Trenfield**  
**Seconded: Cr A G Burrows**

**CARRIED 5/0**

**10.1.2 ROYAL MAIL HOTEL**

**That the amount of \$878.33 owed by the Royal Mail Hotel be written off.**

**Moved: Cr N Trenfield**  
**Seconded: Cr A G Burrows**

**CARRIED 5/0**

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

Nil

**12 CLOSURE OF MEETING**

**The Shire President, Cr T R Hutchinson, declared the meeting closed at 12:29pm.**