



SHIRE
of
MEEKATHARRA

MINUTES
of
COUNCIL MEETING
held
AT THE COUNCIL CHAMBERS, MEEKATHARRA
on
SATURDAY JULY 21st, 2012
COMMENCING AT 9.30 am

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr TR Hutchinson, declared the meeting open at 9.30am

1.1 DISCLAIMER READING

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

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

The Shire President, Cr TR Hutchinson, read the disclaimer aloud.

2 RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

Members

Cr TR Hutchinson - Shire President
Cr NL Trenfield - Deputy President
Cr HJ Nichols
Cr AG Burrows
Cr PS Clancy
Cr JE Burgemeister

Staff

Roy McClymont - Chief Executive Officer
Krys East - Corporate & Development Services Officer

Apologies

Nil

Approved Leave of Absence

Cr RK Howden

Observers

Nil

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD JUNE 16, 2012

Council Resolution:

Moved: Cr NL Trenfield

Seconded: Cr HJ Nichols

That the minutes from the Ordinary Council Meeting held Saturday June 16, 2012 be confirmed.

CARRIED 6/0

7 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 OFFICERS MONTHLY REPORTS

9.1.1 WORKS & SERVICES MANAGER'S REPORT – JUNE 2012

Road Maintenance Grading

- M Series grader has graded the Marymia Rd and will now move to the Ashburton Downs Rd and grade from the Great Northern Highway to the Fortnum turnoff. The 12H Grader which had been working together with the M Series grader has been at Westrac Geraldton during the month undergoing transmission repairs.

Construction Works

- Sandstone Rd to Hillview turnoff SLK 39 to SLK 54100: Form up and Gravel sheet. We have finished the first 5km of this work and the remaining section is under construction.

Mt Clere Road Concrete Works

- We have carried out earthmoving works ahead of the concrete contractors; all concrete works are complete. The work consisted of two new concrete floodways at SLK 23 and SLK 82 and three cut off walls in the Murchison River.

Flood damage repairs by Northern Goldfields Earthmoving

- We have now finished works up to 86km past Milgun with a further 26 km under construction.

Cyclone Heidi Flood Damage

- The successful tenderers Northern Goldfields Earthmoving (NGE) and MTF Services Pty Ltd (MTF) have been notified and arrangements are being made for this work to commence.

Town Maintenance-Monthly Report Finishing 12th July 2012

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

Plant report for the period 9th June 2012 to the 12th July 2012

P24 Gensets

Electric repaired on genset on Sandstone Rd

P434 Bomag Multi-tyred Roller

Fan belt and idler pulley replaced.

P86 Caterpillar Scraper

Repaired hydraulic leak

Replace brake park booster

Repair air leaks

P409 Caterpillar Excavator 330B

Hydraulic Hoses replaced and

P114 Caterpillar D6N Dozer

Dozer blade bearings repaired

P109 Nissan Prime Mover

Repaired PTO

John Dyer

Works and Services Manager

16th July 2012

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

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

CARRIED 6/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

Shire of Meekatharra

Major Plant Cost Report

As at: 4/07/12

Percentage of year complete: 101%

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

		Date Acquired	Hours/Kms Life	Hours/Kms YTD	Hours/Kms Avge/week	Repairs/Maint Costs YTD	Fuel Costs To 31/5/12	Status/ Condition/Faults	Last Full Service Date	Hrs/Kms	Note
P108	Cat 12H Grader	Oct-05	10384	1032	19.6	17,769	17,934		2/02/12	10,054	
P349	Volvo G720 Grader	Jan-02	10387	238	4.5	10,617	657		Jul 09		
P358	Cat 12H Grader	Mar-03	17493	1585	30.1	80,938	26,201		30/09/11	16,472	
P419	Cat 12M Grader	Jan-10	3321	1170	22.2	24,008	17,269		7/07/11	2,250	
P109	Nissan Prime Mover	Oct-05	Meter out	Meter out		19,189	12,650	\$3340 Tyres	6/01/11		
P407	Nissan Prime Mover	Jan-09	82042	23205	440.2	25,534	15,195	\$1295 Tyres	26/09/11	65,209	
P387	Nissan Prime Mover	Feb-07	143554	28326	537.3	15,683	21,614	\$1700 Tyres	26/09/11	124,491	
P428	Nissan Prime Mover	Feb-11	44755	31469	597.0	9,870	21,318		30/09/11	20,349	
P439	Nissan Prime Mover	May-12									
P114	Cat D6N Dozer	Jun-06	3652	951	18.0	27,459	22,348		10/04/12	3,394	
P433	Cat 950H Loader	Dec-11	957	957	18.2	3,705	13,258				
P86	Cat 613 Scraper	May-94	1089	621	11.8	9,061	13,362		5/01/12	778	
P338	Side Tipper	May-00				7,304		\$1020 Tyres			
P339	Side Tipper	May-00				11,003		\$1730 Tyres			
P417	Side Tipper	Dec-09				5,025					
P318	Water Tanker	Dec-97				5,002					
P362	Water Tanker	May-03				17,972		\$940 Tyres			
P434	Multi Tyre Roller Bomag	Feb-12	354	354	6.7	638	2,841				
P396	Bomag Padfoot Vib Roller	Dec-08	1174	429	8.1	4,547	10,900		5/01/12	935	1
P418	Vibrator Roller	Jan-10	2585	1388	26.3	5,189	21,455		5/01/12	1,875	
P405	Hino 9T Crew Cab	Jan-09	97901	29311	556.0	11,513	10,875	\$1020 Tyres	30/09/11	78,465	
P408	Hino 2009 Medium Tipper	May-09	35412	16022	303.9	3,819	3,819		22/02/12	30,000	
P360	Cat 924G Loader (Depot)	Apr-03	4416	556	10.5	7,214	5,864		13/04/12	4,333	
P93	JD 315D Backhoe (Depot)	May-95	4427	57	1.1	427	315			4,054	
P102	Traxcavator	Jun-05	2710	111	2.1	6,318	1,279				

Notes

1. P396 hour meter not operating
- 2.
- 3.
- 4.
- 5.

9.1.2 AIRPORT MANAGER'S REPORT – JUNE 2012

MEEKATHARRA AERODROME Monthly Report June 2012

Aircraft Movements and Statistics

Aircraft movements for the month of June showed a small increase compared to the same month last year but figures were slightly down on last month. Avgas sales continue to drop and are well down on last year but Jet A-1 numbers continue to increase substantially.

Skippers Aviation refuellings decreased late in the month due to Degrossa mine opening their own fuel facility, but Network Aviation F100 Jets continue to land at Meeka on return from Solomon mine – up to 5 times a week at this stage.

A DC3 aircraft was based at Meeka for 5 days, undertaking survey work, and took almost 10,000ltrs of Jet A-1. Landing fees on each day it was here added to the revenue for the month.

RFDS aircraft movements numbered 90 for the month and with the small tanker in place for refuelling the operation seems to be operating very smoothly at present. RFDS used in excess of 30,000ltrs of Jet A-1 for the month.

Total Jet A-1 fuel sold for the month was 187,762ltrs which was almost the same as last month's total.

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

The total fuel sold for the first 6 months of this year is over 100% up on last year's figures.

	June 2011	June 2012	Variance
General Aircraft Landed:	177	182	+3%
RFDS Aircraft Landed:	85	90	+6%
Avgas	33,354 ltrs	18,356 ltrs	-81%
Jet A-1	36,392 ltrs	157,011 ltrs	+330%
RFDS Jet A-1	12,868 ltrs	30,751 ltrs	+140%
Total Fuel Sold	82,614 ltrs	206,118 ltrs	+150%
Total Fuel Sold	Jan to Jun 11	Jan to Jun 12	
	371,149 litres	790,248 litres	+113%

A large amount of time during the week, especially Mon-Fri, is taken up with refuelling duties and this has impacted on the amount of aerodrome work that can be achieved.

This problem has been discussed with AirBP management and they have agreed to a casual refueller being used for a morning each week plus other peak times, as required.

Barry Krepivin, who has aircraft refueling experience, has agreed to assist in this area and commenced training in late June. The situation will be monitored by the Airport Manager and AirBP over coming months.

Aerodrome Works:

Aerodrome works for the month include:

- Clearing grass from around marker cones on Runway 09/27 and chipping weeds on Runway 15/33.
- Clearing weeds from bulk fuel facility and GA parking area.
- Clearing weeds and grass from the front of the RFDS hangar and terminal gardens.
- Clearing grass from clearance area near Runway 27 threshold.
- We are still awaiting the return of the Airport tractor from repairs to complete some Runway slashing.
- General maintenance upkeep of facilities and equipment.

Aerodrome Works Outstanding:

- Finalisation of the fire service system.

Aerodrome Security:

- No breaches this month.

Aerodrome Safety Management

- No issues this month.

Aerodrome Emergency Management Committee

A meeting of the committee was held on Wednesday, 20th June.

The main issues discussed and agreed to were the recommendations from the post exercise report.

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

Aerodrome Security Committee

A meeting of the committee was held on Wednesday, 20th June.

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

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

Items of Interest

1. Network Aviation has been approved to operate up to 20 flights a week into Meekatharra for fuel with their F100 Jets. An assessment has been completed on the runway and there will be regular checks done in coming months to ensure there is no damage from the landings to the runway surface. Revenue gained from the additional landings will be very beneficial.
2. Mal and Glenda commence their holidays in early July and plan to return home in December. Russell King has completed training and a handover of the Airport operation and will remain in the position until Mal's return.

Russell King
Relief Airport Manager
2nd July, 2012

Officers Recommendation / Council Resolution:

Moved: Cr NL Trenfield
Seconded: Cr JE Burgemeister

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

CARRIED 6/0

9.1.3 YOUTH CENTRE REPORT – JUNE 2012

AFTER SCHOOL ACTIVITY PROGRAM

The After School Activity Program has continued to provide a range of different activities for young people to participate in. With Term 2 coming to an end, the very successful after school program will also cease until Term 3 commences again. The weekly programming included art sessions, dance classes, a gardening program, music program and a cooking program.

EVENING PROGRAMS

Monday night has seen an increase in the number of young people accessing the Youth Centre. Initially, Monday nights were to be basketball competitions conducted from the Youth Centre, outdoors, however due to the cold weather, the Youth Centre has been opened and young people have been able to access the pool room as well.

Again, with the term coming to an end, the Tuesday night programming will cease over the holiday period as Karalundi breaks. This program has been extremely popular, particularly amongst children aged 10-12 years.

Wednesday night has continued with Basketball at the Sports Stadium.

The Cooking Program and free time at the Youth Centre has been held on Thursday nights. The program has seen some spasmodic attendance due to other programs being introduced at the same time, which has impacted on numbers.

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

JULY HOLIDAY PROGRAM

The end of June has been a busy time, with planning an action packed Holiday Program for July, which will consist of the first week being run by Shire staff, and the second week seeing a combination of Shire staff and Stormco.

Belinda Hicks (Youth Officer)

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr JE Burgemeister

That the Youth Centre report for June 2012 be received.

CARRIED 6/0

9.1.4 RECREATION REPORT – JUNE 2012

I have got four men working as casuals.

Three are involved in the football program which runs most Sundays (see attached fixtures).

There is footy training on Tuesdays and Karalundi bring in boys under 13 years of age to play on Thursday nights.

Two of them run a sports program for kids under 12 years of age, on Monday and Friday afternoons while the other two run Monday night Netball and Wednesday night Basketball.

Thursday night one runs Adult soccer at the Gym.

Monday: 4-6pm: U12s sport
6-8pm: Netball/basketball for adults
Tuesday: 4-6pm: Football Training
Wednesday: 6-8pm Basketball for youth
Thursday: 4-6pm Football with Karalundi
6.30-8.30pm soccer for adults at Gym
Friday: 4-6pm U12 sport
Saturday: 9- 12 pm Auskick
Sunday: Football according to fixtures.

I run Auskick on Saturday, as well as help on all footy days and the under 12s program.

These programs are all well attended especially the football. We also have parent volunteers helping at all football sessions. Parents are also attending as spectators and offer to help out or will help if asked.

These programs all cease to run during the school holidays. We have got an afternoon sports program and movie nights organised for the July Holidays for kids under 12 years of age. The Youth Centre is running programs for “youth” (13 years plus) only.

I am currently trying to organise Zumba classes for Adults, to commence once school starts again after the holidays.

We are trying to organise an adult football competition. Paul Pirrottina who is the Midwest, Gascoyne and Murchison Regional Football Development Manager, would like to see a Round Robin Day competition held in Meekatharra. He is in the process of inviting all surrounding towns and communities to take part. We (Meekatharra) will play host and organise the day with Pauls help. This will happen sometime next term.

I have ordered new footy jumpers for the Meekatharra men which should hopefully be here soon.

Elaine King
Youth Sport and Recreation Officer

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr HJ Nichols

That the Recreation report for June 2012 be received.

CARRIED 6/0

Footy Draw 2012 Under 13s (9 a side)
Thursday nights under lights 4.30pm

August 2 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

August 9 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

August 16 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

August 23 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

August 30 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

September 6 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

September 13 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

September 20 under 13s

Meeka Greens v Karalundi v Meeka Haze Meekatharra

Meeka Haze

Trevor Layton
Sharkie Councillor
Lewis Councillor
Cecil Comeagain
Nicholas Mongoo
Stewart Mongoo
Dylan Gentle
Raymond Binsiar
Keenan Shar
Johsua Layton

Meeka Greens

Tom Quartermaine
Preston Hatch
Phil Robinson
Adrian Baumgarten
Wesley Hatch
Julius Robinson
Aston Baumgarten
Jimayne Dowden Beeson
Brandon Mippy
Clarrie Shay
Dennis McPhee

Karalundi

Keenan
Lewis
Ismiah
Solomon
Robert
Walter Wingo
Christopher Shay

Footy Draw 2012 Under 17s

May 20 under 17s

Meeka Reds v Mount Magnet Meekatharra
Wiluna v Meeka Haze Wiluna

Reds won on forfeit

Haze 137 pts Wil 21pts

May 27

U19s v Meekatharra Adults

Karalundi v Meekatharra Haze u13s Meekatharra

Haze 45pts Kara 37pts

June 7 under 17s

Meeka Haze v Meeka Reds Meekatharra
Wiluna v Mount Magnet Meekatharra

June 10

U19s v Adults Team Meekatharra

Karalundi vs Meeka Haze vs Meeka Greens vs Meeka Reds ??? Yr 8 and under.

June 17

U19s v Adults Team Meekatharra

Karalundi vs Meeka Haze vs Meeka Greens vs Meeka Reds ??? Yr 8 and under.

June 24 under 13s (7 a side)

Karalundi vs Meeka Haze vs Meeka Greens vs Meeka Reds ??? Yr 8 and under.

July 1 under 17s

Wiluna v Meeka Reds Wiluna

August 5 under 17s

Meeka Haze v Wiluna Meekatharra

August 12 under 17s

Meeka Reds v Meeka Haze Meekatharra

August 19 under 17s

Meeka Reds v Wiluna Meekatharra

August 26 under 17s

Wiluna v Meeka Haze Wiluna

September 2 under 17s

Meeka Haze v Meeka Reds Meekatharra

September 9 under 17s

Wiluna v Meeka Reds Wiluna

September 16 under 17s Final

Played at top team's ground

Meeka Haze

Trevor Layton
Sharkie Councillor
Lewis Councillor
Cecil Comeagain
Nicholas Mongoo
Stewart Mongoo
Dillon Gentle
Raymond Binsiar

Meeka Greens

?

Meeka Reds ?

?

9.1.5 RANGERS REPORT – JUNE 2012

Details to report

I attended Meekatharra on Friday 15 through to Tuesday 19 June 2012. Patrols were conducted of the townsite and surrounding areas and license enquiries made. Registration files were checked for compliance. Five dogs were destroyed. One dog was returned to the owner. Three feral cats were destroyed and one complaint was dealt with.

I also attended Meekatharra on Sunday 24 through to Tuesday 26 and Thursday 28, Friday 29 and Saturday 30 June 2012 to assist Ian Robinson, the vet, and his students from Murdoch University to carry out the sterilisation program. I am unable to provide exact statistics as Ian is still away. These will be supplied for the next report.

Officers Recommendation / Council Resolution:

Moved: Cr JE Burgemeister

Seconded: Cr PS Clancy

That the Ranger's report for June 2012 be received.

CARRIED 6/0

Cr JE Burgemeister suggested a letter of appreciation be sent to the Shire Ranger to thank him for his assistance with the Sterilisation program. The Meeting agreed.

9.1.6 STATUS REPORTS

Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15/07/06	9.3.6	Meekatharra Heritage and Canyon Trails Project Not proceeding with Canyon Trail until approvals are presented to Council Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project. Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project Determine status of all reserves, vesting orders and roads within the shire.	CEO/ CONS		Complete Complete In progress
15/07/06	9.5.1	Laneway Closure, Land Adjacent to Lots 425,426, 427 & 428 Railway Street Advise the Minister for Lands that proposal was advertised, that no submissions were received by closing dates, Water Corp had no objections. That Shire of Meekatharra request Minister for Land Admin permanently close the laneway and portions adjoining be amalgamated with lots, that Shire has no objections to lots being converted to Freehold Title.	CEO/ CONS	Letter written to Minister for Lands Process to be completed by DOLI	Complete In progress
15/07/06	9.5.2	Permanent Closure of Streets within the Nannine Townsite That Council advise Dept Land Asset Management that Council doesn't wish to close Nannine Townsite That Council establish ownership of Recreation Reserve 3917, Explosive Reserve 4748. Water Reserve 12460, Water Pipe Tracks and Id Hillside Homestead site near Nannine Townsite.	CEO/ CONS/ CDAO	Letter sent to Dept	Complete In progress

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

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16.07.11	9.6.1	Council Policy – Bituminous Seals	CEO/WSM	Reword Policy and submit to Council	In Progress
16.07.11	9.6.2	Council Policy – Crossovers	CEO/WSM	Update & Distribute Policy	In progress
16.07.11	10.5	New Policy – Councillor Uniforms	CEO	Print and distribute Policy Order uniforms – Svenja	In progress Complete
17.09.11	10.2	School Oval Facility – Agreement	CEO	New report to October Council meeting required	In progress
17.09.11	10.4	Renovations to Lot 208 Hill Street	DCEO	Architect to draw plans, tender to be written and tenders invited. Waiting on architect	In progress
15.10.11	9.3.2	Installation of CCTV in Main Street Meekatharra	CEO	Engage Consultant – rang 20/10/11 Emailed again 27/3/12 - Awaiting on consultant to visit Advise local police OIC – email 20/10/11	In progress Complete
15.10.11	9.3.4	Lloyd's Shops Main Street Meekatharra	CEO	1. Council inspection 2. Community Consultation	Complete Not started
19.11.11	10.1	Amendments to the schedule of fees and charges	DCEO	Staff to provide further options	In progress
21.01.12	9.3.2	Goldfields Highway / National Transport Route / Carnarvon Link	CEO	Advised Wiluna CEO of Council decision. Email sent 24.01.12 Wiluna to advise suitable meeting time	In progress
18.02.12	9.4.3	Location and Financing of Fitness Equipment	CDAO/DCEO	Amount noted in Budget Review	In progress
17.03.12	9.4.1	Building Maintenance – Meekatharra Youth Centre	CDAO	Further information requested by CEO from Health and Building Supervisor. Storage access door to be installed. Additional fire escape being re-assessed.	In progress

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

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17.03.12	9.4.2	Picture Gardens Maintenance	CDAO	Informed MWDC of Council support for upgrade with a view to seeking funds from them. MWDC advised that they will keep CDAO updated with funding opportunities that arise or that can be accessed. CDAO has begun researching grant opportunities around heritage.	In progress
21.04.12	9.3.4	CEO Annual Leave and Appointment of Acting CEO	CEO	DCEO advised August approved Jan 2013 leave to be discussed	Complete In progress
21.04.12	9.5.2	Building Act 2011 – Authorisations	DCEO/EHO		
21.04.12	10.2	Solar Electricity Installations	CEO	Staff to further research	In progress
19.05.12	9.6.1	Tenders Concrete Works Mt Clere Road	WSM	Advised Tuss Concrete to go ahead Carried out site visit with Tuss to set programme 7 th June 2012 Current status “rain delay”	Complete
19.05.12	10.2	Alcohol problems – Meekatharra	CEO	Invite Dr Tierney to meet with Council. Letter sent to Dr Tierney 23.05.12 CEO & CDAO met with Dr Tierney 24/5/12 at her request .	In progress
16.06.12	9.2.4	Adoption of 2012/2013 Annual Budget	DCEO	Sent to Dept as per LG (Financial Management) Regulations 19.06.12	Complete
16.06.12	9.3.1	Delegation register – Annual Review	CEO	Copy minute to master copy of delegation register	In progress
16.06.12	9.4.1	Donation – Eastern Gascoyne Gymkhana Club	CDAO	Letter written 19.06.12 and sent requesting invoice	In progress
16.06.12	9.4.2	Donation – Meekatharra Christmas Hampers	CDAO	Letter written 19.06.12 to progress donation	In progress

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

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16.06.12	9.4.3	Medicare Locals and Establishment of Primary Health Care Hubs	CDAO	RSVP'd – Meeting postponed	In progress
16.06.12	9.4.4	Fees and Charges – Meekatharra Festival Events	CDAO	Stall holder forms updated	Complete
16.06.12	9.4.5	Community Development Committee	CEO	Letter to Yulella 18.06.2012 CEO to meet with Mr Curley	Complete In progress
16.06.12	9.5.1	Amalgamation of Land Lot 17 into Lot 10	DCEO	Email sent to Dept Regional Devlpmnt & Lands informing them of council decision	Complete
16.06.12	9.5.2	Town Planning – Proposal to Develop a Mining Camp – Lot 1017 Meehan Street – Meekatharra	DCEO	Decision on Application for Planning Consent sent to Doray Minerals Ltd	Complete
16.06.12	9.6.1	Tenders Flood Damage Reinstatement	WSM	Emailed John 18.06.2012 Letter of Appointment sent to successful tenderers GNE and MTF 10.07.2012	In progress
16.06.12	10.1	Airport Refuelling Assistance	CEO	Email sent Airport MCR 18.06.2012 Copy of minutes and email to contract file	In progress
16.06.12	10.2	CEO Contract and Performance Review	President/DCEO	Email sent to Payroll advising of new CEO payrate	Complete

Officers Recommendation / Council Resolution:



Moved: Cr PS Clancy

Seconded: Cr AG Burrows

That the Status reports be received.

CARRIED 6/0

9.2 FINANCE

Title/Subject:	MONTHLY FINANCIAL REPORT PERIOD ENDED JUNE 30, 2012
Agenda/Minute Number:	9.2.1
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	16 July 2012
Author:	Krys East Corporate & Development Services Officer
	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer
	 Signature Senior Officer

Summary:

Monthly Financial Report

Background:

Financial Activity Statement Report – s.6.4

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

(a) presented to the council –

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

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

And

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

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

(6) In this regulation –

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

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

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

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

Comment:

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

Consultation:

Ron Back – Local Government Consultant

Statutory Environment:

Local Government Act 1995 Section 6.4 Financial Report

Financial Management Regulations 34 & 35

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr JE Burgemeister

That the financial report for the period ending June 30, 2012 be received.

CARRIED 6/0



**Monthly Financial Statements
for the period ended 30 June 2012.**

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Shire of Meekatharra	Monthly Financial Report		
<i>for the period ended 30 June 2012.</i>	2012/13		
	2011/12	2011/12	2011/12
	Amd Budget	YTD Budget	30 Jun 2012
	\$	\$	\$
OPERATING EXPENDITURE			
Governance	633,103	633,103	380,831
General Purpose Funding	219,307	219,307	150,891
Law, Order, & Public Safety	126,167	126,167	108,113
Health	176,409	176,409	149,321
Education and Welfare	719,733	719,733	594,377
Housing	17,500	17,500	392
Community Amenities	551,078	551,078	366,819
Recreation and Culture	1,063,692	1,063,692	779,046
Transport	3,363,897	3,363,897	3,303,604
Economic Services	427,424	427,424	281,177
Other Property and Services	66,402	66,402	(346,551)
OPERATING EXPENDITURE	<u>7,364,712</u>	<u>7,364,712</u>	<u>5,768,020</u>
OPERATING REVENUE			
Governance	27,750	27,750	43,121
General Purpose Funding	6,305,343	6,305,343	7,899,781
Law, Order, & Public Safety	7,973	7,973	9,579
Health	1,250	1,250	1,385
Education and Welfare	205,833	205,833	182,994
Housing	17,500	17,500	24,474
Community Amenities	109,100	109,100	119,199
Recreation and Culture	64,900	64,900	55,204
Transport	549,485	549,485	697,535
Economic Services	199,940	199,940	162,433
Other Property and Services	48,000	48,000	54,869
OPERATING REVENUE	<u>7,537,074</u>	<u>7,537,074</u>	<u>9,250,573</u>
GRANTS/CONTRIBUTIONS FOR THE DEVELOPMENT OF ASSETS			
Transport	5,701,011	5,701,011	1,872,758
Total	<u>5,701,011</u>	<u>5,701,011</u>	<u>1,872,758</u>
PROFIT/(LOSS) on DISPOSAL			
Governance	10,750	10,750	-
Housing	34,363	34,363	34,044
Transport	98,416	98,416	115,895
PROFIT/(LOSS) on DISPOSAL	<u>143,529</u>	<u>143,529</u>	<u>149,938</u>
NET RESULT	<u><u>6,016,902</u></u>	<u><u>6,016,902</u></u>	<u><u>5,505,249</u></u>

Shire of Meekatharra		Monthly Financial Report		
<i>for the period ended 30 June 2012.</i>		Statement of Financial Activity		
		2012/13	2011/12	2011/12
	Note	Amd Budget	YTD Budget	30 Jun 2012
Expenditures		\$	\$	\$
Governance		(633,103)	(633,103)	(380,831) 40%
General Purpose Funding		(219,307)	(219,307)	(150,891) 31%
Law, Order, Public Safety		(126,167)	(126,167)	(108,113) 14%
Health		(176,409)	(176,409)	(149,321) 16%
Education and Welfare		(719,733)	(719,733)	(594,377) 17%
Housing		(17,500)	(17,500)	(392) 98%
Community Amenities		(551,078)	(551,078)	(366,819) 33%
Recreation and Culture		(1,063,692)	(1,063,692)	(779,046) 27%
Transport		(3,363,897)	(3,363,897)	(3,303,604) 2%
Economic Services		(427,424)	(427,424)	(281,177) 34%
Other Property and Services		(66,402)	(66,402)	346,551 622%
Less Depreciation on Assets		2,844,970	2,844,970	2,990,808 (8%)
Expenditures	3	(4,519,742)	(4,519,742)	(2,777,212) 39%
Revenues				
Governance		27,750	27,750	43,121 55%
General Purpose Funding		2,757,429	2,757,429	4,386,642 59%
Law, Order, Public Safety		7,973	7,973	9,579 20%
Health		1,250	1,250	1,385
Education and Welfare		205,833	205,833	182,994 (11%)
Housing		17,500	17,500	24,474 40%
Community Amenities		109,100	109,100	119,199 9%
Recreation & Culture		64,900	64,900	55,204 (16%)
Transport		549,485	549,485	697,535 27%
Economic Services		199,940	199,940	162,433 (19%)
Other Property and Services		48,000	48,000	54,869 14%
Revenues	1	3,989,160	3,989,160	5,737,434 44%
Adjustments for Non-Cash items				
Less WDV Asset Disposals		-	(205,834)	-
Non current liabilities/assets		2,549	2,549	13,384
Net operating requirements		(528,033)	(733,867)	2,973,606
CAPITAL Income and outlays()				
Contributions/Grants	2	5,701,011	5,701,011	1,872,758 (67%)
Land & Buildings	4	(1,090,700)	(1,090,700)	(81,521) 93%
Plant & Equipment	4	(1,761,394)	(1,761,394)	(1,000,016) 43%
Furniture and Equipment	4	(208,185)	(208,185)	(27,174) 87%
Infrastructure	4	(7,584,180)	(7,584,180)	(5,603,367) 26%
Proceeds from Disposal of Assets		349,363	349,363	162,371 54%
Transfers to Reserves	5	(1,246,882)	(1,246,882)	(1,296,363) (4%)
Net capital requirement		(5,840,967)	(5,840,967)	(5,973,312)
ADD Net Current Assets 1st July B/Fwd		2,159,597	2,159,597	3,759,881 74%
LESS Net Current Assets Year to Date		661,489	867,323	(4,273,314)
Amount Raised from Rates		3,547,914	3,547,914	3,513,139 (1%)

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

Shire of Meekatharra **Monthly Financial Report**
Statement of Financial Activity
for the period ended 30 June 2012. **2012/13**

SIGNIFICANT VARIANCES IN THE STATEMENT OF FINANCIAL ACTIVITY REPORT

General Comments

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

REVENUES & CAPITAL INCOME

OPERATING INCOME

Year elapsed 100.0% versus income to annual budget 126.1%



Comments

Amd Budget

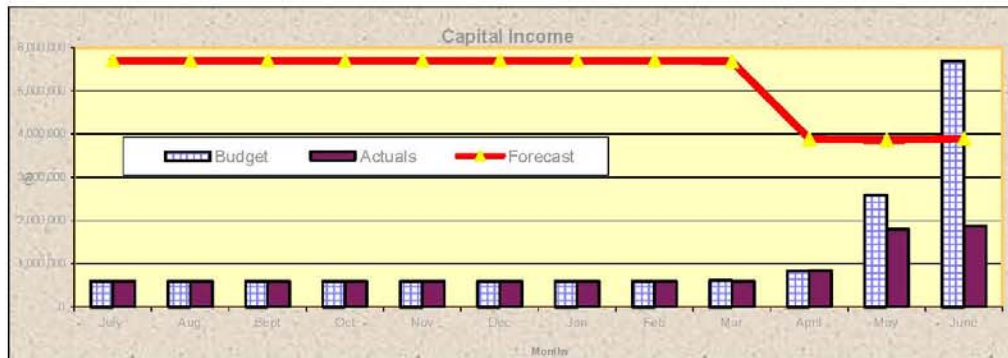
YTD Budget

30 Jun 2012

- 1 Revenues are within 26.1% of estimated budget as at 30 Jun 2012. There are no material variations.

CAPITAL INCOME/CONTRIBUTIONS

Year elapsed 100.0% versus income to annual budget 32.8%



Comments

YTD \$1,872,758

Total Budget \$5,701,011

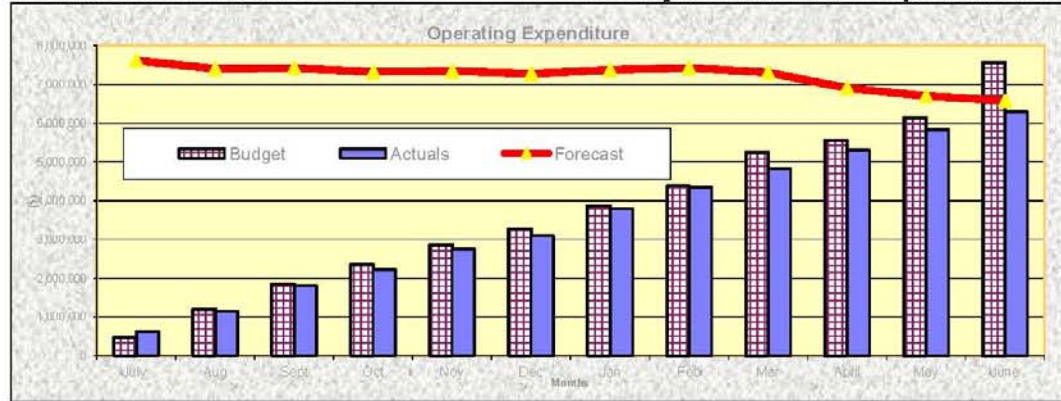
- 2 Revenues are within 67.2% of estimated budget as at 30 Jun 2012. The following material variations are present -
Large proportion of the natural disaster Road grants will not be received in 2011/12 and carried forward to 2012/13.

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

Shire of Meekatharra **Monthly Financial Report**
Statement of Financial Activity
for the period ended 30 June 2012. **2012/13**

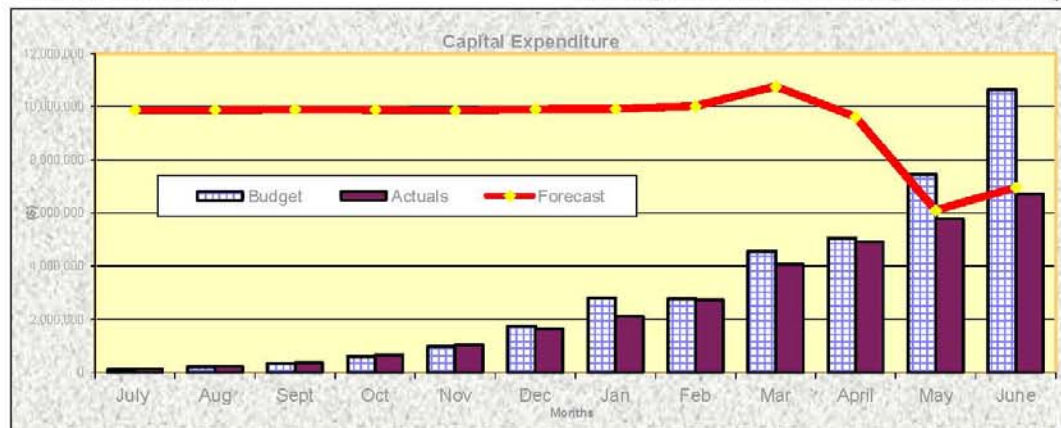
OPERATING EXPENSES & CAPITAL OUTLAYS

OPERATING EXPENDITURES Year elapsed 100.% versus outlays to annual budget 83.1%



Comments YTD \$5,768,020 Total Budget \$7,574,712
3 Total operating expenses are 17.% below budget estimates.. Excluding the effect of depreciation the expenses are 30.3% below budget estimates as at 30 Jun 2012

CAPITAL OUTLAYS Year elapsed 100.% versus outlays to annual budget 63.1%



Comments YTD \$6,712,078 Total Budget \$10,644,459
4 Total capital expenses are 36.9% below budget estimates as at 30 Jun 2012. The following material variations are present -
 It is estimated that \$2.48m in projects will be carried forward to 2012/13 budget.

Shire of Meekatharra

**Monthly Financial Report
Notes to the Financial Statements**

for the period ended 30 June 2012.

2011/12

1. SIGNIFICANT ACCOUNTING POLICIES

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

a) Basis of Accounting

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

b) The Local Government Reporting Entity

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

2 CASH AND CASH EQUIVALENTS

a) Reconciliation of cash

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

Cash assets	2011/12 Amd Budget	2011/12 YTD Budget	2011/12 30 Jun 2012
Cash - Unrestricted	(208,784)	(414,618)	2,813,052
Cash - Restricted	8,872,876	8,872,876	9,597,523
	<u>8,664,092</u>	<u>8,458,258</u>	<u>12,410,574</u>
<i>Cash assets are represented by -</i>			
Cash on hand	600	600	19,818
Municipal Bank Account	(209,384)	(415,218)	1,480,335
Bank Term Deposits	-	-	1,988,064
Reserve Accounts Bank	8,872,876	8,872,876	8,922,357
	<u>8,664,092</u>	<u>8,458,258</u>	<u>12,410,574</u>
Cash backed reserves	8,872,876	8,872,876	8,922,357
Grants/Contributions	-	-	675,165
	<u>8,872,876</u>	<u>8,872,876</u>	<u>9,597,523</u>

3 STATEMENT OF NET CURRENT ASSETS

	2011/12 Amd Budget	2011/12 YTD Budget	2011/12 30 Jun 2012
CURRENT ASSETS			
Cash & Cash Equivalents	8,664,092	8,458,258	12,410,574
Trade and other receivables	361,715	361,715	798,801
Inventories	35,000	35,000	4,694
	<u>9,060,807</u>	<u>8,854,973</u>	<u>13,214,069</u>
LESS: CURRENT LIABILITIES			
Trade and other payables	849,420	849,420	18,398
Provisions	95,000	95,000	105,434
	<u>944,420</u>	<u>944,420</u>	<u>123,832</u>
NET CURRENT ASSETS	8,116,387	7,910,553	13,090,237
Less: Cash - Restricted	(8,872,876)	(8,872,876)	(8,922,357)
Current Employee Liabilities	95,000	95,000	105,434
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>(661,489)</u>	<u>(867,323)</u>	<u>4,273,314</u>

Shire of Meekatharra	Monthly Financial Report		
<i>for the period ended 30 June 2012.</i>	Notes to the Financial Statements		
	2011/12		

4 NON CURRENT ASSETS	2011/12	2011/12	2011/12
a) Asset acquisitions by class	Amd Budget	YTD Budget	30 Jun 2012
<u>Land and Buildings</u>			
Re-Roof Office/Administration Building	215,000	215,000	-
Youth Centre Office	29,500	29,500	14,692
Staff Housing Upgrades	310,700	310,700	46,301
SPQ Mcleary St "Paddy's Flat"	5,000	5,000	-
Cemetery Improvements	70,000	70,000	1,482
Construct Oval Toilets	100,000	100,000	-
Upgrade Pool Grounds	55,000	55,000	14,500
Race Course Buildings	15,000	15,000	8,360
Mt Gould Police Station - security	20,000	20,000	-
Stage 1 - Lloyd's Renovations	80,000	80,000	2,767
Meekatharra CRC building extension	10,000	10,000	-
Depot Improvements	200,000	200,000	1,534
<u>Plant and Equipment</u>			
Managers Vehicle	50,000	50,000	-
Project Officers Vehicle	35,000	35,000	-
Vehicle Purchase (DCEO)	45,000	45,000	-
Security Cameras	100,000	100,000	412
Mosquito Fogger	20,000	20,000	4,275
Youth Centre Trailer	3,555	3,555	3,545
Hall Equipment	6,000	6,000	-
Cornish Lift	35,000	35,000	-
Pool Equipment	53,000	53,000	-
Sports Complex Equipment	37,000	37,000	5,120
Play ground Equipment	28,000	28,000	-
New Pump/fittings - oval	40,000	40,000	-
Gym equipment upgrade	10,400	10,400	14,328
Tank, Fence & Fittings	10,000	10,000	6,577
Recreation trailer	5,000	5,000	3,577
Miscellaneous Plant (Small Equipment)	64,300	64,300	56,390
Caravans & Equipment	165,000	165,000	40,895
Utility Various	75,000	75,000	57,312
Sweeper	10,000	10,000	-
Prime Mover	206,189	206,189	206,460
Works Managers vehicle	62,000	62,000	63,041
Single Axle Dolly For Maintenance Float	30,000	30,000	25,100
Airport Fire Fighting System	25,000	25,000	-
Haul More Side Tipper	100,000	100,000	-
Tandem Dolly/Trailer	15,600	15,600	3,577
Gen Set (Construction)	25,000	25,000	25,629
Multi Tyred Roller	200,000	200,000	168,175
Communication Equipment	46,400	46,400	35
Loader	321,950	321,950	322,145
Furniture & Equipment	5,000	5,000	-
Key System	78,000	78,000	1,073
Install New Telephone System	12,500	12,500	-
Furniture & Equipment	12,185	12,185	9,129
Air conditioner Gym	15,000	15,000	-
Rec Officer Laptop	3,000	3,000	2,280
<u>Infrastructure Assets</u>			
Road/Infrastructure Construction	6,979,440	6,979,440	5,142,739
<u>Infrastructure Assets Other</u>			
Viewing platform at headframe	30,000	30,000	-
BBQ & Light	740	740	-
Luke Pit Water Scheme	80,000	80,000	-
Parks & Gardens - Capital	15,000	15,000	2,225
Airport Road realignment	400,000	400,000	383,291
Airport Improvements	49,000	49,000	67,752
Entry Statements & Signs	30,000	30,000	7,360
	10,644,459	10,644,459	6,712,078

Shire of Meekatharra	Monthly Financial Report		
<i>for the period ended 30 June 2012.</i>	Notes to the Financial Statements		
	2011/12		

5 CASH BACKED RESERVES	2011/12	2011/12	2011/12
a) Infrastructure & Economic Development Res	Amd Budget	YTD Budget	30 Jun 2012
Opening Balance	722,653	722,653	722,652
Amount Set Aside / Transfer to Reserve	41,855	41,855	46,426
Amount Used / Transfer from Reserve	-	-	-
	764,508	764,508	769,078
b) Leave Reserve			
Opening Balance	44,323	44,323	44,323
Amount Set Aside / Transfer to Reserve	2,567	2,567	2,847
Amount Used / Transfer from Reserve	-	-	-
	46,890	46,890	47,170
c) Shire Water Reserve			
Opening Balance	141,615	141,615	141,615
Amount Set Aside / Transfer to Reserve	8,202	8,202	9,098
Amount Used / Transfer from Reserve	-	-	-
	149,817	149,817	150,713
d) Plant Reserve			
Opening Balance	1,556,715	1,556,715	1,556,715
Amount Set Aside / Transfer to Reserve	90,164	90,164	100,010
Amount Used / Transfer from Reserve	-	-	-
	1,646,879	1,646,879	1,656,725
e) Building Reserve			
Opening Balance	554,831	554,831	554,831
Amount Set Aside / Transfer to Reserve	402,313	402,313	405,468
Amount Used / Transfer from Reserve	-	-	-
	957,144	957,144	960,298
f) Transport Reserve			
Opening Balance	323,385	323,385	323,385
Amount Set Aside / Transfer to Reserve	205,346	205,346	207,392
Amount Used / Transfer from Reserve	-	-	-
	528,731	528,731	530,777
g) Airport Runway Reserve			
Opening Balance	2,090,615	2,090,615	2,090,614
Amount Set Aside / Transfer to Reserve	121,087	121,087	134,309
Amount Used / Transfer from Reserve	-	-	-
	2,211,702	2,211,702	2,224,924
h) Airport Operating Reserve			
Opening Balance	737,580	737,580	737,581
Amount Set Aside / Transfer to Reserve	42,720	42,720	47,385
Amount Used / Transfer from Reserve	-	-	-
	780,300	780,300	784,966
i) Reseal & Rejuvenation of Sealed Roads Reserve			
Opening Balance	449,020	449,020	449,020
Amount Set Aside / Transfer to Reserve	275,611	275,611	278,847
Amount Used / Transfer from Reserve	-	-	-
	724,631	724,631	727,867
j) Interpretive Centre Reserve			
Opening Balance	850,000	850,000	850,000
Amount Set Aside / Transfer to Reserve	48,025	48,025	54,607
Amount Used / Transfer from Reserve	-	-	-
	898,025	898,025	904,607
k) Digital TV Reserve			
Opening Balance	155,257	155,257	155,257
Amount Set Aside / Transfer to Reserve	8,992	8,992	9,974
	164,249	164,249	165,232
Total Cash Backed Reserves	8,872,876	8,872,876	8,922,357
<small>All of the above reserve accounts are to be supported by money held in financial institutions.</small>			
SUMMARY			
Opening Balance	7,625,994	7,625,994	7,625,994
Amount Set Aside / Transfer to Reserve	1,246,882	1,246,882	1,296,363
	8,872,876	8,872,876	8,922,357

SHIRE OF MEEKATHARRA

Management Budgets

for the period ended 30 June 2012.



Shire of Meekatharra	Management Budget SUMMARY		
<i>for the period ended 30 June 2012.</i>	2011/12		
SUMMARY	2011/12 Amd Budget	2011/12 YTD Budget	2011/12 30 Jun 2012
OPERATING EXPENDITURE	\$	\$	\$
Governance	633,103	633,103	380,831
General Purpose Funding	219,307	219,307	150,891
Law, Order, & Public Safety	126,167	126,167	108,113
Health	176,409	176,409	149,321
Education and Welfare	719,733	719,733	594,377
Housing	17,500	17,500	392
Community Amenities	551,078	551,078	366,819
Recreation and Culture	1,063,692	1,063,692	779,046
Transport	3,363,897	3,363,897	3,303,604
Economic Services	427,424	427,424	281,177
Other Property and Services	66,402	66,402	(346,581)
	7,364,712	7,364,712	5,768,020
LOSS ON DISPOSAL			
Transport	10,961	10,961	-
	10,961	10,961	-
OPERATING INCOME			
Governance	27,750	27,750	43,121
General Purpose Funding	6,305,343	6,305,343	7,899,781
Law, Order, & Public Safety	7,973	7,973	9,579
Health	1,250	1,250	1,385
Education and Welfare	205,833	205,833	182,994
Housing	17,500	17,500	24,474
Community Amenities	109,100	109,100	119,199
Recreation and Culture	64,900	64,900	55,204
Transport	549,485	549,485	697,535
Economic Services	199,940	199,940	162,433
Other Property and Services	48,000	48,000	54,869
	7,537,074	7,537,074	9,250,573
PROFIT ON SALE			
Governance	593,808		
Governance	10,750	10,750	-
Housing	34,363	34,363	34,044
Transport	109,377	109,377	115,895
	154,490	154,490	149,938
Net operating excl capital contributions	315,891	315,891	3,632,491
Capital Grants/Contributions	5,701,011	5,701,011	1,872,758
Net operating result	6,016,902	6,016,902	5,505,249
CAPITAL GRANTS/CONTRIBUTIONS	Amd Budget	YTD Budget	30 Jun 2012
Transport	5,701,011	5,701,011	1,872,758
	5,701,011	5,701,011	1,872,758
PROCEED FROM SALES			
Governance	15,000	15,000	-
Housing	34,363	34,363	34,363
Transport	300,000	300,000	128,008
	349,363	349,363	162,371
CAPITAL WORKS			
Governance	440,500	440,500	1,073
Law, Order, & Public Safety	100,000	100,000	412
Health	20,000	20,000	4,275
Education and Welfare	45,240	45,240	27,367
Housing	310,700	310,700	46,301
Community Amenities	75,000	75,000	1,482
Recreation and Culture	648,140	648,140	59,735
Transport	8,974,879	8,974,879	6,563,277
Economic Services	30,000	30,000	7,360
	10,644,459	10,644,459	6,711,281
Net funding for capital	(4,594,085)	(4,594,085)	(4,676,152)

Shire of Meekatharra	Management Budget
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NOTES TO DETAILED SCHEDULES

x Represents budget reallocation in annual budget review.

Notes on Variations

Details are included at the end of the schedules.

Variations for revenues and expenses that are greater than \$10,000 and 10.0% when compared to the budget year to date estimates. New items reported in this reporting period are identified with an #.

Project carried forward to 2012/13 have been identified in the schedules above.

Internal allocations have not been reported as they are offset with the corresponding reduction in

Shire of Meekatharra	Management Budget		
	General Purpose Funding		

for the period ended 30 June 2012.

	2011/12			
RATE REVENUE	2011/12	2011/12	2011/12	
	Amd Budget	YTD Budget	30 Jun 2012	
Operating Expenditure				
101920 Valuation & Title Search	10,000	10,000	8,401	
103420 Legal Expenses - Rates	7,500	7,500	-	
101120 Administration Allocated	109,492	109,492	75,695	
Total Operating Expenditure	126,992	126,992	84,096	
Operating Income				
x 100310 Rates Levied	3,594,778	3,594,778	3,576,465	
x 102330 Rates Written Off	(46,864)	(46,864)	(63,326)	1
x 102210 Rate Instalment Fee	16,500	16,500	16,305	
x 101410 Rate Instalment Interest	22,000	22,000	21,960	
x 101510 Rates Non-Payment Penalty	35,000	35,000	36,016	
102810 Legal Fees Recovered	3,000	3,000	16	
Total Operating Income	3,624,414	3,624,414	3,587,436	
GENERAL PURPOSE GRANTS				
Operating Expenditure				
Operating Income				
x 101810 General Purpose Grant	1,359,124	1,359,124	2,309,015	2
x 102110 Local Road Component Grant	745,529	745,529	1,315,043	3
Total Operating Income	2,104,653	2,104,653	3,624,058	
OTHER GENERAL PURPOSE FUNDING				
Operating Expenditure				
105520 Bank Charges	3,500	3,500	4,420	
105550 Sundry Debtor Write Offs	5,000	5,000	1,517	
102310 Doubtful Debts Expense	10,000	10,000	-	
105530 Administration allocated	73,815	73,815	60,873	
106820 Rounding Adjustment	-	-	(15)	
Total Operating Expenditure	92,315	92,315	66,795	
Operating Income				
103110 Esl Administration Fee	5,333	5,333	4,000	
x 102830 Other Minor Income	500	500	14,727	4
x 192230 Interest on Municipal Investments	130,000	130,000	147,124	5
192240 Interest on Reserve Investments	440,443	440,443	522,436	6
Total Operating Income	576,276	576,276	688,287	
Net Funding Demands	6,086,036	6,086,036	7,748,890	

Shire of Meekatharra		Management Budget Governance		
<i>for the period ended 30 June 2012.</i>		2011/12		
MEMBERS OF COUNCIL		2011/12	2011/12	2011/12
Operating Expenditure		Amd Budget	YTD Budget	30 Jun 2012
102320	President's Allowance	8,000	8,000	8,000
112020	Deputy President Allowance	2,000	2,000	2,000
103020	Members - Meeting Fees	13,520	13,520	10,410
103120	Members Travelling	2,500	2,500	3,808
102020	Fax & Email Costs	200	200	287
102120	Conference, Training, Uniforms	28,500	28,500	3,308
102420	Refreshments/Receptions	20,000	20,000	11,174
102720	Members Insurance	5,844	5,844	6,389
102820	Members Subscriptions	19,587	19,587	21,808
102920	Members - telephone	5 500	500	-
103720	Members Expenses	5 2,600	2,600	2,135
102220	Election Expenses	1,500	1,500	605
102520	Donations	20,250	20,250	16,314
102550	Native Title Claims	4,000	4,000	-
102620	Council Chambers Mtce	2,000	2,000	1,041
106220	Audit	12,000	12,000	8,200
103220	Depreciation	170	170	167
105620	Admin Alloc-Governance	339,549	339,549	271,099
Total Operating Expenditure		<u>482,720</u>	<u>482,720</u>	<u>366,713</u>
Capital Expenditure				
102540	Furniture & Equipment	5,000	5,000	-
Total Capital Expenditure		<u>5,000</u>	<u>5,000</u>	<u>-</u>
ADMINISTRATION				
Operating Expenditure				
106940	Staff Uniform Expenses	3,000	3,000	3,689
103520	Salaries - Admin	573,746	573,746	407,488
103920	Super - Admin	56,831	56,831	50,409
104720	Accruals - LSL and AL	2,549	2,549	-
104020	Fringe Benefit Tax	35,000	35,000	20,250
104120	Office Operations	5,000	5,000	-
104220	Office Maintenance	7,341	7,341	20,600
104520	Stationery	7,800	7,800	9,314
105020	Telephone	29,260	29,260	31,110
105320	Postage	4,500	4,500	4,974
104320	Advertising	25,500	25,500	11,151
105420	Equipment Maintenance & Consumables	30,000	30,000	42,975
107120	Computer Software	26,400	26,400	290
105220	Computer Hardware	17,500	17,500	2,412
106920	Consulting Services	Cfwd 417,500	417,500	130,309
105720	Other	10,000	10,000	2,612
106020	CEO Vehicle	13,700	13,700	15,266
106030	DCEO Vehicle	8,500	8,500	8,324
106040	Manager Vehicle Expense	8,500	8,500	-
106050	Project Officer Vehicle Expense	8,500	8,500	-
106620	Accommodation/Travel	24,950	24,950	1,777
104620	Training & Conferences	14,550	14,550	8,567
106420	Staff Recruitment & Relocation	10,000	10,000	-
107020	Legal Fees	15,000	15,000	6,521
107220	Depreciation	32,200	32,200	23,977
103820	Insurance	25,657	25,657	22,128
104920	Housing Allocations	93,864	93,864	112,794
110820	Admin Allocated to Functions	(1,356,965)	(1,356,965)	(922,818)
Total Operating Expenditure		<u>150,383</u>	<u>150,383</u>	<u>14,119</u>

Continued...

Shire of Meekatharra		Management Budget Governance		
<i>for the period ended 30 June 2012.</i>		2011/12		
continued		2011/12	2011/12	2011/12
Operating Income		Amd Budget	YTD Budget	30 Jun 2012
111230	Reimbursements	12,500	12,500	13,215
111250	Fees And Charges	250	250	340
111530	Insurance - Refunds	15,000	15,000	29,566
111240	Profit Sale Of Asset	10,750	10,750	-
Total Operating Income		38,500	38,500	43,121
Capital Expenditure				
113850	Vehicle Purchase (DCEO)	45,000	45,000	-
x 113230	Key System	78,000	78,000	1,073
113300	Install New Telephone System	12,500	12,500	-
113310	Managers Vehicle	Cfwd 50,000	50,000	-
113320	Project Officers Vehicle	Cfwd 35,000	35,000	-
113340	Re-Roof Office/Administration	Cfwd 215,000	215,000	-
Total Capital Expenditure		435,500	435,500	1,073
Capital Income				
111260	Proceeds from vehicle trade-	15,000	15,000	-
Total Capital Income		15,000	15,000	-
Net Funding Demands		(1,020,103)	(1,020,103)	(338,783)

Shire of Meekatharra		Management Budget Law, Order & Public Safety		
<i>for the period ended 30 June 2012.</i>		2011/12		
FIRE PREVENTION		2011/12	2011/12	2011/12
Operating Expenditure		Amd Budget	YTD Budget	30 Jun 2012
115720	Bush Fire Control	5,100	5,100	780
115820	Vehicle Operational Costs	12,000	12,000	19,561
115620	Fire Insurance	3,480	3,480	3,809
115520	Depreciation	570	570	564
115420	Protective Burning	500	500	-
Total Operating Expenditure		21,650	21,650	24,714
Operating Income				
115630	FESA - BFB Grant	352	352	352
Total Operating Income		352	352	352
ANIMAL CONTROL				
Operating Expenditure				
119220	Pound Maintenance	2,000	2,000	792
119020	Animal Control Expenses	47,000	47,000	48,329
119230	Dog Control Expenses Other	10,000	10,000	4,484
Total Operating Expenditure		59,000	59,000	53,604
Operating Income				
119730	Fines & Penalties	400	400	1,134
119930	Dog Registration	650	650	1,522
Total Operating Income		1,050	1,050	2,656

Continued...

Shire of Meekatharra	Management Budget Law, Order & Public Safety		
<i>for the period ended 30 June 2012.</i>	2011/12		
continued.....	2011/12	2011/12	2011/12
OTHER LAW, ORDER & PUBLIC SAFETY	Amd Budget	YTD Budget	30 Jun 2012
Operating Expenditure	\$	\$	\$
Ranger Services			
116280 Insurance	2,261	2,261	2,707
116320 Vehicle Operating Costs	6,000	6,000	3,319
116010 Administration Allocated	20,914	20,914	13,865
116420 Miscellaneous	500	500	-
Ranger Services	29,675	29,675	19,891
Other Expenses			
120020 State Emergency Services	6,000	6,000	3,271
120120 Administration	9,842	9,842	6,633
Total Operating Expenditure	45,517	45,517	29,795
Operating Income			
120030 FESA - SES Grant	6,571	6,571	6,571
Total Operating Income	6,571	6,571	6,571
Capital Expenditure			
120270 Security Cameras	Cfwd 100,000	100,000	412
Total Capital Expenditure	100,000	100,000	412
Net Funding Demands	(218,194)	(218,194)	(98,946)

Shire of Meekatharra	Management Budget Health		
<i>for the period ended 30 June 2012.</i>	2011/12		
INSPECTIONS & ADMINISTRATION	2011/12	2011/12	2011/12
Operating Expenditure	Amd Budget	YTD Budget	30 Jun 2012
122960 Health Consultancy	72,350	72,350	48,819
121320 Insurance	4,805	4,805	4,117
122920 Depreciation	120	120	119
121920 Subscriptions & Journals	1,000	1,000	91
121620 Admin Alloc - Secretarial	19,684	19,684	13,021
122980 Other Expenses	14,000	14,000	5,022
Total Operating Expenditure	111,959	111,959	71,189
Operating Income			
123000 Health Fees & Licenses	200	200	753
123930 Itinerant vendors Fees	800	800	633
123010 Other Income	250	250	-
Total Operating Income	1,250	1,250	1,385
PREVENTATIVE SERVICES - PEST CONTROL			
Operating Expenditure	\$	\$	\$
123720 Mosquito Control	8,500	8,500	3,010
123820 Depreciation	450	450	434
Total Operating Expenditure	8,950	8,950	3,444
PREVENTIVE SERVICES - OTHER			
Operating Expenditure			
124020 Analytical Expenses	500	500	379
Total Operating Expenditure	500	500	379
Capital Expenditure			
123740 Mosquito Fogger	20,000	20,000	4,275
Total Operating Expenditure	20,000	20,000	4,275

Continued...

Shire of Meekatharra	Management Budget		
<i>for the period ended 30 June 2012.</i>	Health		
	2011/12		
continued.....	2011/12	2011/12	2011/12
	Amd Budget	YTD Budget	30 Jun 2012
	\$	\$	\$
OTHER HEALTH			
Operating Expenditure			
112220 Donation - RFDS	55,000	55,000	74,309
Total Operating Expenditure	<u>55,000</u>	<u>55,000</u>	<u>74,309</u>
Net Funding Demands	<u>(195,159)</u>	<u>(195,159)</u>	<u>(152,211)</u>

Shire of Meekatharra	Management Budget		
<i>for the period ended 30 June 2012.</i>	Education and Welfare		
	2011/12		
PRE SCHOOL	2011/12	2011/12	2011/12
	Amd Budget	YTD Budget	30 Jun 2012
	\$	\$	\$
Operating Expenditure			
120520 Pre-School Centre Mtce	2,000	2,000	479
120430 Insurance	316	316	-
124260 Depreciation	5,700	5,700	5,653
120440 Administration Allocated	43,059	43,059	28,794
Total Operating Expenditure	<u>51,075</u>	<u>51,075</u>	<u>34,926</u>
	\$	\$	\$
OTHER EDUCATION			
Operating Expenditure			
120720 Telecentre Costs	7,000	7,000	14,444
Total Operating Expenditure	<u>7,000</u>	<u>7,000</u>	<u>14,444</u>
	\$	\$	\$
DAY CARE CENTRE			
Operating Expenditure			
124120 Day Care Centre Maintenance	4,000	4,000	1,715
Total Operating Expenditure	<u>4,000</u>	<u>4,000</u>	<u>1,715</u>
	\$	\$	\$
COMMUNITY DEVELOPMENT			
Operating Expenditure	\$	\$	\$
124570 Salaries	72,368	72,368	68,199
124580 Superannuation	10,010	10,010	9,556
124640 Staff Replacement & Relocation	5,000	5,000	-
124650 Training & Conferences	4,500	4,500	1,705
124630 Housing	10,914	10,914	12,301
124590 Vehicle Expenses	4,500	4,500	3,156
124530 Insurance	2,118	2,118	2,327
124660 Telephone	200	200	675
124560 Fund Raising Activities	500	500	338
124500 Administration Allocated	75,045	75,045	47,355
124320 Activities	9,000	9,000	4,883
124420 Miscellaneous Grant Expenses	10,000	10,000	-
124520 Depreciation	-	-	957
Total Operating Expenditure	<u>204,155</u>	<u>204,155</u>	<u>151,451</u>
Operating Income			
124600 Miscellaneous Grants	10,000	10,000	-
124510 Reimbursements	500	500	-
Total Operating Income	<u>10,500</u>	<u>10,500</u>	<u>-</u>

Continued...

Shire of Meekatharra		Management Budget Education and Welfare		
<i>for the period ended 30 June 2012.</i>		2011/12		
continued.....		2011/12	2011/12	2011/12
YOUTH CENTRE OPERATIONS		Amd Budget	YTD Budget	30 Jun 2012
Operating Expenditure				
124220	Salaries - Youth Co-ordinator	109,129	109,129	101,470
125260	Superannuation	11,813	11,813	9,274
125290	Staff Training, Accommodation & Travel E	6,500	6,500	1,151
125340	Staff Replacement and Relocation	3,000	3,000	-
125280	Housing Allocated	10,914	10,914	10,690
125230	Insurance	4,802	4,802	5,505
125520	Administration Allocated	78,736	78,736	53,300
125220	Depreciation	12,900	12,900	13,378
125120	Youth Centre Building Maintenance	20,054	20,054	19,111
125130	Youth Centre Operational Costs	18,500	18,500	15,750
125210	Vehicle Operational Costs	5,000	5,000	12,124
x 125350	Activities Expenses Various	57,350	57,350	40,282
124160	Miscellaneous Grants Activity Expenses	5,000	5,000	-
Total Operating Expenditure		343,698	343,698	282,036
Operating Income				
124190	OSCH	12,638	12,638	13,020
x 124210	DCD Youth Services	176,695	176,695	164,040
124170	Miscellaneous Grants	5,000	5,000	5,350
124110	Reimbursements	1,000	1,000	583
Total Operating Income		195,333	195,333	182,994
Capital Expenditure				
124470	Youth Centre Office	Cfwd 29,500	29,500	14,692
124450	Furniture & Equipment	12,185	12,185	9,129
124490	Youth Centre Trailer	3,555	3,555	3,545
Total Capital Expenditure		45,240	45,240	27,367
OTHER WELFARE				
Operating Expenditure				
125660	DVC - Refund Surplus Grant to DCP	109,805	109,805	109,805
Total Operating Expenditure		109,805	109,805	109,805
Net Funding Demands		(559,140)	(559,140)	(438,750)

Shire of Meekatharra		Management Budget Housing			
<i>for the period ended 30 June 2012.</i>		2011/12			
STAFF HOUSING		2011/12 Amd Budget	2011/12 YTD Budget	2011/12 30 Jun 2012	
Operating Expenditure					
125420	Staff Housing Maintenance	103,391	103,391	128,881	14
126650	Housing Rental Subsidy	25,000	25,000	26,723	
126630	Insurance	34,398	34,398	40,099	
126620	Depreciation	73,000	73,000	79,835	
126820	Allocated to Function Areas	(218,289)	(218,289)	(275,146)	
Total Operating Expenditure		<u>17,500</u>	<u>17,500</u>	<u>392</u>	
Operating Income					
127130	Housing Rental - Staff	16,000	16,000	23,583	
128830	Reimbursements - Other	1,500	1,500	892	
x 127015	Profit on sale of housing	34,363	34,363	34,044	
Total Operating Income		<u>51,863</u>	<u>51,863</u>	<u>58,518</u>	
Capital Expenditure					
x 127040	Staff Housing Upgrades	Cfwd 310,700	310,700	46,301	
Total Capital Expenditure		<u>310,700</u>	<u>310,700</u>	<u>46,301</u>	
Capital Income					
x 127010	Sale of Staff House	34,363	34,363	34,363	
Total Capital Income		<u>34,363</u>	<u>34,363</u>	<u>34,363</u>	
Net Funding Demands		<u>(241,974)</u>	<u>(241,974)</u>	<u>46,188</u>	

Shire of Meekatharra		Management Budget Community Amenities			
<i>for the period ended 30 June 2012.</i>		2011/12			
SANITATION		2011/12 Amd Budget	2011/12 YTD Budget	2011/12 30 Jun 2012	
- HOUSEHOLD REFUSE					
Operating Expenditure		\$	\$	\$	
128320	Refuse Collection	100,362	100,362	91,526	
128420	Refuse Site Maintenance	80,180	80,180	67,945	15
128350	Insurance	2,585	2,585	2,455	
129140	New Bins & Equipment	6,000	6,000	5,622	
129160	Litter Control/Town Tidying	83,321	83,321	48,004	16
128220	Administration Allocated	11,072	11,072	7,427	
Total Operating Expenditure		<u>283,520</u>	<u>283,520</u>	<u>222,979</u>	
Operating Income					
x 128630	Refuse Collection	81,000	81,000	80,750	
129030	Sale of Bins	2,500	2,500	3,115	
129150	Sale of scrap	1,000	1,000	1,350	
Total Operating Income		<u>84,500</u>	<u>84,500</u>	<u>85,215</u>	
SEWERAGE					
Operating Expenditure					
129920	Sewerage Pond Maintenance	70,000	70,000	6,276	17
129740	Insurance	1,150	1,150	491	
130420	Caravan Effluent Disposal Point	-	-	413	
129720	Depreciation	3,100	3,100	3,096	
129700	Administration Allocated	3,691	3,691	2,508	
Total Operating Expenditure		<u>77,941</u>	<u>77,941</u>	<u>12,784</u>	
Operating Income					
129830	Septic Tank Fees	600	600	1,118	
Total Operating Income		<u>600</u>	<u>600</u>	<u>1,118</u>	

Continued...

Shire of Meekatharra		Management Budget Community Amenities		
<i>for the period ended 30 June 2012.</i>		2011/12	2011/12	2011/12
continued.....		2011/12	2011/12	2011/12
TOWN PLANNING AND REGIONAL DEVELOPMENT				
Operating Expenditure		Amd Budget	YTD Budget	30 Jun 2012
131010	Scheme Amendments	1,000	1,000	-
131030	Consultants	Cfwd 12,000	12,000	-
131120	Insurance	1,150	1,150	491
131000	Administration Allocated	24,605	24,605	16,035
131040	Other	5,000	5,000	-
Total Operating Expenditure		<u>43,755</u>	<u>43,755</u>	<u>16,527</u>
PROTECTION OF THE ENVIRONMENT				
Operating Expenditure				
130340	Waste Oil Facility	3,000	3,000	1,214
130320	Tyre Recycling	15,000	15,000	19,401
Total Operating Expenditure		<u>18,000</u>	<u>18,000</u>	<u>20,615</u>
Operating Income				
132430	Waste Oil Facility Rebate	3,000	3,000	-
Total Operating Income		<u>3,000</u>	<u>3,000</u>	<u>-</u>
OTHER COMMUNITY AMENITIES				
Operating Expenditure				
132120	Cemetery Operations	18,370	18,370	9,482
131920	Burial plot preparations	30,570	30,570	26,526
132020	Hearse & Shed Costs	1,500	1,500	1,111
132420	Cemetery Plaques	-	-	22
132620	Depreciation	1,700	1,700	4,504
132720	Insurance	1,150	1,150	491
132820	Administration Allocated	12,302	12,302	8,833
132520	Public Toilets	29,270	29,270	12,937
132330	Contribution to ADSL+	-	-	12,100
132220	SPQ Mcleary St "Paddy's Flat"	33,000	33,000	17,908
Total Operating Expenditure		<u>127,862</u>	<u>127,862</u>	<u>93,914</u>
Operating Income				
132630	Charges - Cemetery Fees	21,000	21,000	21,676
132830	Contributions - Shires Adsl 2+	-	-	11,190
Total Operating Income		<u>21,000</u>	<u>21,000</u>	<u>32,866</u>
Capital Expenditure				
132540	SPQ Mcleary St "Paddy's Flat"	Cfwd 5,000	5,000	-
132920	Cemetery Improvements	Cfwd 70,000	70,000	1,482
Total Capital Expenditure		<u>75,000</u>	<u>75,000</u>	<u>1,482</u>
Net Funding Demands		<u>(516,978)</u>	<u>(516,978)</u>	<u>(249,102)</u>

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Shire of Meekatharra		Management Budget Recreation & Culture		
<i>for the period ended 30 June 2012.</i>		2011/12	2011/12	2011/12
PUBLIC HALLS AND CIVIC CENTRES				
Operating Expenditure		Amd Budget	YTD Budget	30 Jun 2012
133620	Town Hall Maintenance	30,000	30,000	33,970
133420	Insurance	17,431	17,431	20,267
133720	Depreciation	11,700	11,700	11,816
133550	Administration Allocated	31,986	31,986	22,145
Total Operating Expenditure		<u>91,117</u>	<u>91,117</u>	<u>88,198</u>
Operating Income				
134630	Hall Hire Fees	3,500	3,500	3,726
Total Operating Income		<u>3,500</u>	<u>3,500</u>	<u>3,726</u>

Continued...

Shire of Meekatharra		Management Budget Recreation & Culture			
<i>for the period ended 30 June 2012.</i>		2011/12			
<i>continued.....</i>		2011/12	2011/12	2011/12	
PUBLIC HALLS AND CIVIC CENTRES		Amd Budget	YTD Budget	30 Jun 2012	
Capital Expenditure					
x	135340 Hall Equipment	6,000	6,000	-	
Total Capital Expenditure		<u>6,000</u>	<u>6,000</u>	<u>-</u>	
SWIMMING POOL					
Operating Expenditure					
	135420 Swimming Pool Contract	110,000	110,000	100,000	
	136020 Housing	10,914	10,914	12,820	
	135620 Insurance	6,702	6,702	6,969	
	135920 Swimming Pool Maintenance	29,000	29,000	10,462	20
	135720 Swimming Pool Water/Sewerage Rates	6,500	6,500	4,853	
	135520 Swimming Pool Chemicals/Gas/Freight	18,000	18,000	6,738	21
	135820 Swimming Pool Electricity	17,000	17,000	23,427	
	137040 Swimming Pool Other	5,000	5,000	1,417	
	135220 Pool Consultation	2,000	2,000	-	
	136620 Depreciation	16,800	16,800	24,709	
	135320 Administration Allocated	36,907	36,907	24,477	
Total Operating Expenditure		<u>258,823</u>	<u>258,823</u>	<u>215,873</u>	
Operating Income					
	136530 Swimming Pool Subsidy	3,000	3,000	3,000	
	136430 Swimming Pool Admission	14,000	14,000	8,052	
	136830 Reimbursements	500	500	279	
Total Operating Income		<u>17,500</u>	<u>17,500</u>	<u>11,331</u>	
Capital Expenditure					
x	136660 Upgrade Pool Grounds	Cfwd 55,000	55,000	14,500	
x	137140 Pool Equipment	Cfwd 53,000	53,000	-	
Total Capital Expenditure		<u>108,000</u>	<u>108,000</u>	<u>14,500</u>	
RECREATION OFFICER					
Operating Expenditure					
	136170 Salaries	115,027	115,027	64,052	
	136180 Superannuation	9,666	9,666	6,237	
	136190 Staff Replacement & Relocation	4,000	4,000	-	
	136210 Vehicle Operating Costs	6,000	6,000	5,530	
	137020 Housing Allocation	10,914	10,914	10,691	
	136150 Administration Allocated	76,275	76,275	50,395	
	137620 Insurance	15,981	15,981	18,561	
	136220 Staff Training & Travel Expenses	6,000	6,000	2,359	
	136270 Other expenses	1,500	1,500	1,222	
	136250 Activities	15,000	15,000	6,380	
Total Operating Expenditure		<u>260,363</u>	<u>260,363</u>	<u>165,426</u>	
Operating Income					
	136230 Reimbursements	500	500	415	
	136260 Miscellaneous Grants	5,000	5,000	-	
x	138730 CSRFF Grant	15,000	15,000	-	22
Total Operating Income		<u>20,500</u>	<u>20,500</u>	<u>415</u>	
Capital Expenditure					
	136730 Rec Officer Laptop	3,000	3,000	2,280	
Total Capital Expenditure		<u>3,000</u>	<u>3,000</u>	<u>2,280</u>	

Continued...

Shire of Meekatharra		Management Budget Recreation & Culture			
<i>for the period ended 30 June 2012.</i>		2011/12			
continued.....		2011/12	2011/12	2011/12	
OTHER RECREATION AND SPORT		Amd Budget	YTD Budget	30 Jun 2012	
Operating Expenditure					
138100	Housing Allocation	10,914	10,914	18,183	
138120	Reticulation Maintenance	5,000	5,000	319	
138020	Picture Gardens	500	500	440	
137920	Parks, Gardens & Reserves	78,292	78,292	53,357	23
137420	Scheme Water	5,000	5,000	1,379	
137320	Sports ground (oval) maintenance	30,000	30,000	31,019	
137220	Sports Complex Maintenance	22,000	22,000	18,488	
138920	Other Building Maintenance	5,000	5,000	480	
138720	Gym Building Maintenance	6,253	6,253	4,908	
138260	Gym Operating Costs	1,500	1,500	3,165	
138250	Community Bus Operating costs	10,000	10,000	10,664	
138520	Miscellaneous Costs - Gym	1,200	1,200	458	
138620	Utilities - Gym	3,000	3,000	1,622	
138130	Insurance	4,737	4,737	5,401	
138810	Gym Equipment	3,000	3,000	2,182	
139720	Depreciation	79,300	79,300	86,608	
138110	Administration Allocated	19,684	19,684	13,798	
Total Operating Expenditure		285,380	285,380	252,471	
Operating Income					
139630	Complex Fees	2,000	2,000	2,875	
139930	Gym Fees	2,500	2,500	6,729	
138930	School Oval Contribution	12,000	12,000	23,172	24
138850	Community Bus fees	6,000	6,000	6,392	
139230	Complex Fees Squash	300	300	-	
139430	Complex Fees Tennis	-	-	99	
Total Operating Income		22,800	22,800	39,266	
Capital Expenditure					
139740	Gym equipment upgrade	10,400	10,400	14,328	
136340	Construct Oval Toilets	Cfwd 100,000	100,000	-	
136540	Air conditioner Gym	Cfwd 15,000	15,000	-	
139440	Luke Pit Water Scheme	Cfwd 80,000	80,000	-	
139040	Play ground Equipment	Cfwd 28,000	28,000	-	
x 137840	BBQ & Light	740	740	-	
136240	Cornish Lift	Cfwd 35,000	35,000	-	
136370	Viewing platform at headframe	Cfwd 30,000	30,000	-	
138940	Sports Complex Equipment	Cfwd 37,000	37,000	5,120	
139140	New Pump/fittings - oval	Cfwd 40,000	40,000	-	
140160	Race Course Buildings	15,000	15,000	8,360	
139940	Tank, Fence & Fittings	10,000	10,000	6,577	
x 196810	Meekatharra CRC building extension	10,000	10,000	-	
x 140040	Recreation trailer	5,000	5,000	3,577	
x 140260	Parks & Gardens - Capital	Cfwd 15,000	15,000	2,225	
Total Capital Expenditure		431,140	431,140	40,188	

Continued...

Shire of Meekatharra		Management Budget Recreation & Culture		
<i>for the period ended 30 June 2012.</i>		2011/12		
continued.....		2011/12	2011/12	2011/12
TELEVISION AND RADIO BROADCASTING		Amd Budget	YTD Budget	30 Jun 2012
Operating Expenditure				
139860	Administration Allocated	2,460	2,460	2,006
140820	Depreciation	1,300	1,300	1,020
139880	Insurance	475	475	-
139920	Operating Costs	2,000	2,000	-
139820	Site Sharing Costs	6,500	6,500	5,815
Total Operating Expenditure		<u>12,735</u>	<u>12,735</u>	<u>8,841</u>
LIBRARIES				
Operating Expenditure				
140120	Book exchange costs	2,000	2,000	666
140620	Lost/damaged/replaced stock	10,000	10,000	45
140520	Library operations	4,265	4,265	2,771
140420	Insurance	475	475	-
140320	Book Purchases	100	100	332
140220	Stationery	-	-	11
140180	Administration Allocated	39,860	39,860	27,818
140720	Depreciation	270	270	269
Total Operating Expenditure		<u>56,970</u>	<u>56,970</u>	<u>31,912</u>
Operating Income				
140530	Library Charges	200	200	111
Total Operating Income		<u>200</u>	<u>200</u>	<u>111</u>
OTHER CULTURE				
Operating Expenditure				
141320	25 Mile Well Maintenance	1,500	1,500	-
141420	Mt Gould Police Station	12,400	12,400	815
141520	Museum Maintenance	1,000	1,000	394
141720	Municipal Inventory Review	Cfwd 15,000	15,000	-
141730	Preservation of Historical Images	Cfwd 22,000	22,000	-
141120	Insurance	791	791	-
140920	War Memorial Research	Cfwd 5,000	5,000	-
141020	Masonic Lodge Maintenance	-	-	16
x 141920	Lloyd's Building Maintenance	23,000	23,000	2,534
141820	Administration Allocated	14,763	14,763	9,741
141620	Depreciation	2,850	2,850	2,825
Total Operating Expenditure		<u>98,304</u>	<u>98,304</u>	<u>16,325</u>
Operating Income				
141530	Masonic Lodge Income	400	400	355
Total Operating Income		<u>400</u>	<u>400</u>	<u>355</u>
Capital Expenditure				
141810	Mt Gould Police Station - security	Cfwd 20,000	20,000	-
141910	Stage 1 - Lloyd's Renovations	Cfwd 80,000	80,000	2,767
Total Capital Expenditure		<u>100,000</u>	<u>100,000</u>	<u>2,767</u>
Net Funding Demands		<u>(1,646,932)</u>	<u>(1,646,932)</u>	<u>(783,576)</u>

Shire of Meekatharra		Management Budget			
<i>for the period ended 30 June 2012.</i>		Transport			
		2011/12			
MAINTENANCE - ROADS, BRIDGES & DEPOTS		2011/12	2011/12	2011/12	
Operating Expenditure		Amd Budget	YTD Budget	30 Jun 2012	
149020	Administration Allocated	93,499	93,499	62,684	
148800	Depot Maintenance	39,070	39,070	50,119	25
148400	Lighting of Streets	42,000	42,000	47,990	
148500	Street Cleaning Sweeping	81,142	81,142	25,049	26
148200	Street Maintenance	52,000	52,000	58,923	
149000	Signage of Streets & Roadworks	5,000	5,000	909	
147500	Rural Roads Maintenance - Day Labour	702,140	702,140	595,948	27
148550	Rehabilitation of Gravel Pits	10,000	10,000	-	
148600	Contract & Consulting Supervision Costs	10,000	10,000	-	
148820	Infrastructure Depreciation Expense	1,773,300	1,773,300	1,894,164	
Total Operating Expenditure		2,808,151	2,808,151	2,735,786	
Operating Income					
x 145910	Grant - MRWA Direct	167,391	167,391	167,391	
148230	Reimbursements	-	-	2,769	
148430	Street Lighting - Operating Grant	1,833	1,833	-	
Total Operating Income		169,224	169,224	170,160	
CONSTRUCTION - ROADS, BRIDGES & DEPOTS					
Capital Expenditure					
142000	Road Construction	Cfwd	-	-	
	Mt Clere Road - Construction	300,000	300,000	128,958	
	Rubbish Tip Rd - Construction	40,000	40,000	-	
	Mingah - Mulgul Rd - Council Funding	100,000	100,000	118,846	
	Oliver Street - Construction	15,000	15,000	-	
	Connaughton Street - Construction	50,000	50,000	-	
	Sandstone Rd - Construction	220,000	220,000	405,721	
	Sherwood Station Road - Construction	15,000	15,000	-	
	Yoothapina Station Road - Construction	15,000	15,000	-	
	Beringarra-Mt Gould Road - Construction	100,000	100,000	270	
x	Roadworks - Natural Disaster 2011	4,390,000	4,390,000	2,551,424	
	Wiluna North Rd - Construction	-	-	144,785	
	Roads to Recovery				
	Landor Rd - Roads 2 Recovery Funded	511,096	511,096	843,318	
	Regional Road Group				
x	Sandstone Rd - RRG Funding	50,000	50,000	52,464	
	Landor Road - Royalties For Regions Fun Cfwd	1,093,344	1,093,344	837,469	
	Other				
	Grids Construction	30,000	30,000	-	
	Water Bores	50,000	50,000	58,687	
x 145200	Airport Road realignment	400,000	400,000	383,291	
x 150440	Depot Improvements	Cfwd 200,000	200,000	1,534	
Total Capital Expenditure		7,579,440	7,579,440	5,526,766	
Capital Income					
146210	Grant - Roads to Recovery (R2R)	511,096	511,096	-	28
x 146910	Grant - Roads 2020 (Regional Road Group)	50,000	50,000	50,000	
146510	Royalties for Regions 2010/11	593,344	593,344	593,344	
x 146710	Royalties for Regions Grant 2011/12	521,571	521,571	521,579	
146010	Natural Disaster grant	4,000,000	4,000,000	676,450	29
Total Capital Income		5,676,011	5,676,011	1,841,373	
Operating Expenditure					
151320	Loss on Sale of Asset	10,961	10,961	-	
Total Operating Expenditure		10,961	10,961	-	
Operating Income					
151310	Profit on Sale of Asset	109,377	109,377	115,895	
Total Operating Income		109,377	109,377	115,895	

Continued...

Shire of Meekatharra		Management Budget Transport		
<i>for the period ended 30 June 2012.</i>		2011/12	2011/12	2011/12
ROAD PLANT PURCHASES		Amd Budget	YTD Budget	30 Jun 2012
Capital Expenditure				
	151640 Single Axle Dolly For Maintenance Float	30,000	30,000	25,100
x	151440 Works Managers vehicle	62,000	62,000	63,041
x	150840 Utility Various	75,000	75,000	57,312
x	151240 Prime Mover	206,189	206,189	206,460
	152940 Multi Tyred Roller	200,000	200,000	168,175
	150340 Caravans & Equipment Cfwd	165,000	165,000	40,895
	152440 Haul More Side Tipper Cfwd	100,000	100,000	-
x	152640 Tandem Dolly/Trailer	15,600	15,600	3,577
	152840 Gen Set (Construction)	25,000	25,000	25,629
	150940 Sweeper	10,000	10,000	-
x	153340 Loader	321,950	321,950	322,145
	153140 Communication Equipment Cfwd	46,400	46,400	35
	150140 Miscellaneous Plant (Small Equipment)	64,300	64,300	56,390
	Total Capital Expenditure	1,321,439	1,321,439	968,758
Capital Income				
	151050 Proceeds Sale of Plant	300,000	300,000	128,008
AIR BP				
Operating Expenditure				
	160520 Administration Allocated	9,842	9,842	6,924
	160220 Salaries	-	-	33,716
	160320 Cost of Fuel Sold	20,000	20,000	65,230
	160420 Bank Charges	450	450	-
	160720 Other Charges	100	100	-
	Total Operating Expenditure	30,392	30,392	105,871
Operating Income				
	151130 Fuel Sales - Cash	40,000	40,000	142,988
	151630 BP Monthly Retainer	47,000	47,000	62,128
	Total Operating Income	87,000	87,000	205,116
AERODROME				
Operating Expenditure				
	151620 Housing Allocations	10,914	10,914	13,396
	150210 Consultancy	28,000	28,000	24,796
	150220 Utilities & Other Costs	48,000	48,000	40,124
	150620 Insurance	12,230	12,230	11,768
	150520 Aerodrome Maintenance	32,100	32,100	28,728
	150900 Security Operating Expenses	8,000	8,000	595
	150720 Depreciation	177,650	177,650	188,977
	151420 Administration Allocated	29,034	29,034	18,629
	152020 Management contract	179,426	179,426	134,934
	Total Operating Expenditure	525,354	525,354	461,948
AERODROME				
Operating Income				
	152030 Airport Landing Charges	170,349	170,349	289,574
	150130 Airport Leases	25,312	25,312	18,920
	151930 RFDS Refuelling	12,500	12,500	8,500
	150330 Reimbursements	33,500	33,500	27,550
	150530 Reimbursements Telephone	1,500	1,500	983
	150630 Reimbursements Other	100	100	275
Airport Diesel Operations				
	153030 Sales	260,000	260,000	496,671
	150920 Fuel Issues	(210,000)	(210,000)	(520,212)
	Cost of goods sold	(210,000)	(210,000)	(520,212)
	Profit/(Loss) on fuel operations	50,000	50,000	(23,542)
	Total Operating Income	293,261	293,261	322,259
Capital Expenditure				
	152160 Airport Fire Fighting System Cfwd	25,000	25,000	-
	151040 Airport Improvements	49,000	49,000	67,752
	Total Capital Expenditure	74,000	74,000	67,752
Capital Income				
	151830 RADS Grant	25,000	25,000	31,385
	Net Funding Demands	(5,689,864)	(5,689,864)	(7,052,686)

Shire of Meekatharra		Management Budget Economic Services			
<i>for the period ended 30 June 2012.</i>		2011/12			
RURAL SERVICES		2011/12	2011/12	2011/12	
Operating Expenditure		Amd Budget	YTD Budget	30 Jun 2012	
153020	MRVC Vermin Control	6,550	6,550	6,514	
153120	Noxious Weeds and Pests	10,000	10,000	-	
157520	Stockyard Maintenance	2,500	2,500	1,809	
157420	Shop Premises Maintenance	2,500	2,500	1,108	
157620	Depreciation	12,800	12,800	19,928	
Total Operating Expenditure		<u>34,350</u>	<u>34,350</u>	<u>29,358</u>	
Operating Income					
157430	Shop Premises Rent	2,600	2,600	2,800	
157630	Wesfarmers Yard Lease	550	550	267	
187750	Bill Board Rental	790	790	762	
157730	Reimbursements	1,500	1,500	922	
Total Operating Income		<u>5,440</u>	<u>5,440</u>	<u>4,751</u>	
TOURISM AND AREA PROMOTION					
Operating Expenditure					
x	159250	Administration Allocated	120,564	120,564	40,465
	159220	Depreciation	32,050	32,050	32,093
	153820	Tourism Promotions	31,500	31,500	21,493
	154620	Maps & Souvenirs	-	-	3,182
	154220	Information Bays	2,000	2,000	-
	159260	Maintenance Trails & Lookouts	31,141	31,141	33,039
	153920	Community Events	Cfwd 108,000	108,000	71,006
	154030	Meekatharra Rodeo	35,000	35,000	35,206
	154420	Local Newspaper Production	2,600	2,600	2,600
	154720	Town Beautification	5,000	5,000	-
Total Operating Expenditure		<u>367,855</u>	<u>367,855</u>	<u>239,085</u>	
Operating Income					
	153930	Community Events	60,000	60,000	61,767
	154920	Meekatharra Rodeo Income	15,000	15,000	4,503
	154330	Local Newspaper Revenue	3,500	3,500	3,588
	154730	Sale of Maps & Souvenirs	2,500	2,500	3,657
	154430	Meeka Dust Advertising	7,500	7,500	8,233
Total Operating Income		<u>88,500</u>	<u>88,500</u>	<u>81,748</u>	
Capital Expenditure					
	154240	Entry Statements & Signs	30,000	30,000	7,360
Total Capital Expenditure		<u>30,000</u>	<u>30,000</u>	<u>7,360</u>	
BUILDING CONTROL					
Operating Expenditure					
	156420	MRH S Building Costs	2,000	2,000	-
	157740	Insurance	2,226	2,226	1,977
	156520	Demolition costs	4 5,000	5,000	-
	157720	Administration Allocated	15,993	15,993	10,758
Total Operating Expenditure		<u>25,219</u>	<u>25,219</u>	<u>12,734</u>	
Operating Income					
x	156830	Building Permit Fees	100,000	100,000	75,768
	156930	Building Demolition Fees	1,000	1,000	165
	156730	Building-Reimbursement	5,000	5,000	-
Total Operating Income		<u>106,000</u>	<u>106,000</u>	<u>75,933</u>	
Net Funding Demands		<u>(257,484)</u>	<u>(257,484)</u>	<u>(126,104)</u>	

Shire of Meekatharra		Management Budget Other Property & Services		
<i>for the period ended 30 June 2012.</i>		2011/12		
PRIVATE WORKS				
		2011/12	2011/12	2011/12
	Operating Expenditure	Amd Budget	YTD Budget	30 Jun 2012
159520	Private Works	8,000	8,000	5,564
	Operating Income			
159630	Charges - Private Works	8,000	8,000	-
PUBLIC WORKS OVERHEAD				
	Operating Expenditure			
180120	Supervision - Salaries	170,855	170,855	217,687
181320	Superannuation of Workmen	90,644	90,644	66,863
180320	Annual Leave, Sick Leave, Public Holidays	56,574	56,574	49,906
185620	L&L Contribution to other Shires	7,702	7,702	21,683
180720	Relocation & Recruitment Costs	5,000	5,000	150
181520	Allowances and Incentives	86,407	86,407	106,515
180820	Camping Telephone Costs	10,000	10,000	13,974
180920	Travelling and Conference Expenses	15,000	15,000	6,015
181020	Protective Clothing & Equipment	9,000	9,000	5,655
182320	Allocation from Housing	69,853	69,853	84,361
180220	Engineering - Office and Other Expenses	6,500	6,500	2,306
180420	Insurance on Works	55,492	55,492	31,570
182720	Occupational Health & Safety	7,000	7,000	-
181420	Work Supervisors Vehicle	20,000	20,000	26,558
182730	Lease of parking reserve	700	700	1,917
182520	Administration Allocated	73,815	73,815	50,430
181820	Less PWO allocated to works	(666,140)	(666,140)	(842,067)
	Total Operating Expenditure	<u>18,402</u>	<u>18,402</u>	<u>(156,476)</u>
	Operating Income			
181330	Reimbursements - Stores & Telephone	10,000	10,000	5,263
185630	Reimbursements - Workers Compensation	-	-	(343)
	Total Operating Income	<u>10,000</u>	<u>10,000</u>	<u>4,920</u>
PLANT OPERATION COSTS				
		2011/12	2011/12	2011/12
	Operating Expenditure	Amd Budget	YTD Budget	30 Jun 2012
183020	Fuel and Oil	333,674	333,674	321,450
183320	Parts and Repairs (external)	430,067	430,067	418,012
183420	Repairs - Wages	91,088	91,088	87,739
183220	Tyres	47,698	47,698	4,393
183620	Consumable Stores	20,000	20,000	5,438
184320	Replacement Tools	10,500	10,500	3,634
183520	Licenses	2,000	2,000	1,841
183820	Insurance	52,239	52,239	45,116
183920	Cutting Edges	13,000	13,000	3,159
183010	Administration Allocated	30,756	30,756	21,372
183720	Radio Maintenance	1,000	1,000	-
187740	Minor plant running expenses	-	-	91,916
184020	Less Alloc To Works	(1,002,022)	(1,002,022)	(1,308,261)
	Total Operating Expenditure	<u>30,000</u>	<u>30,000</u>	<u>(304,191)</u>
	Operating Income			
183030	Diesel Fuel Rebate	30,000	30,000	37,973
	Total Operating Income	<u>30,000</u>	<u>30,000</u>	<u>37,973</u>
PLANT DEPRECIATION				
	Operating Expenditure			
183120	Depreciation	607,040	607,040	595,715
184040	Less Plant Depreciation Allocated	(607,040)	(607,040)	(445,599)
	Total Operating Expenditure	<u>-</u>	<u>-</u>	<u>150,116</u>
UNCLASSIFIED				
	Operating Expenditure			
x 187760	Solar Power Research	10,000	10,000	-
	Operating Income			
187630	Sale of Scrap	-	-	11,976
SALARIES AND WAGES				
185300	Salaries & Wages	1,893,153	1,893,153	1,662,312
185400	Salaries & Wages Alloc	(1,893,153)	(1,893,153)	(1,703,875)
	Total Operating Expenditure	<u>-</u>	<u>-</u>	<u>(41,563)</u>
	Net Funding Demands	<u>(18,402)</u>	<u>(18,402)</u>	<u>401,420</u>

Shire of Meekatharra **Management Budget**
Notes on Variations

for the period ended 30 June 2012.

2011/12

Variations for revenues and expenses that are greater than \$10,000 and 10.0% when compared to the budget year to date estimates. New items reported in this reporting period are identified with an #.

Project carried forward to 2012/13 have been identified in the schedules above.

Internal allocations have not been reported as they are offset with the corresponding reduction in expenditures.

Ref	Act	Description	Anl Budget	YTD Budget	30 Jun 2012
1	102330	Rates Written Off <i>Budget review - adjusted to \$46,864</i>	(46,864)	(46,864)	(63,326) 35%
2	101810	General Purpose Grant <i>Two 2012/13 instalment paid in advance</i>	1,359,124	1,359,124	2,309,015 # 70%
3	102110	Local Road Component Grant <i>Two 2012/13 instalment paid in advance</i>	745,529	745,529	1,315,043 # 76%
4	102830	Other Minor Income <i>Rates were incorrectly allocated to this account in 2010/2011</i>	500	500	14,727 #
5	192230	Interest on Municipal Investments <i>Lower expenditures</i>	130,000	130,000	147,124 13%
6	192240	Interest on Reserve Investments <i>Draw down on reserves slower than budget estimates.</i>	440,443	440,443	522,436 19%
7	102120	Conference, Training, Uniforms <i>Less conferences attended</i>	28,500	28,500	3,308 # 88%
8	103520	Salaries - Admin <i>Staff vacancies</i>	573,746	573,746	407,488 29%
9	106620	Accommodation/Travel <i>Not required to date</i>	24,950	24,950	1,777 # 93%
10	111530	Insurance - Refunds <i>Rebate 40% of Insurance Valuation, 2010 - 2011 Motor Vehicle Insurance Good Driver I</i>	15,000	15,000	29,566 97%
11	113580	Vehicle Purchase (DCEO) <i>Not required</i>	45,000	45,000	- # 100%
12	113230	Key System <i>Deferred</i>	78,000	78,000	1,073 # 99%
13	113300	Install New Telephone System <i>Deferred</i>	12,500	12,500	- # 100%
14	125420	Staff Housing Maintenance <i>Allocations to be reviewed</i>	103,391	103,391	128,881 # 25%
15	128420	Refuse Site Maintenance <i>Allocations - offset with Refuse collection allocations.</i>	80,180	80,180	67,945 # 15%
16	129160	Litter Control/Town Tidying	83,321	83,321	48,004 # 42%
17	129920	Sewerage Pond Maintenance	70,000	70,000	6,276 # 91%
18	132330	Contribution to ADSL+ <i>Contributed funds - restricted as at 30 June 2011</i>	-	-	12,100 #
19	132830	Contributions - Shires Adsl 2+ <i>offset by revenues</i>	-	-	11,190
20	135920	Swimming Pool Maintenance	29,000	29,000	10,462 64%
21	135520	Swimming Pool Chemicals/Gas/Freight	18,000	18,000	6,738 63%
22	138730	CSRFF Grant <i>Carried forward to 2012/13.</i>	15,000	15,000	- 100%
23	137920	Parks, Gardens & Reserves	78,292	78,292	53,357 32%
24	138930	School Oval Contribution	12,000	12,000	23,172 93%
25	148800	Depot Maintenance	39,070	39,070	50,119 28%
26	148500	Street Cleaning Sweeping	81,142	81,142	25,049 69%
27	147500	Rural Roads Maintenance - Day Labour	702,140	702,140	595,948 15%

Shire of Meekatharra		Management Budget Notes on Variations		
<i>for the period ended 30 June 2012.</i>		2011/12		
28	146210 Grant - Roads to Recovery (R2R) <i>Carried forward to 2012/13.</i>	511,096	511,096	- 100%
29	146010 Natural Disaster grant <i>program carried forward to 2012/13</i>	4,000,000	4,000,000	676,480 83%
30	180840 Utility Various <i>Program completed</i>	75,000	75,000	57,312 24%
31	182940 Multi Tyred Roller <i>Saving on purchase</i>	200,000	200,000	168,175 16%
32	181080 Proceeds Sale of Plant	300,000	300,000	128,008 # 57%
33	160220 Salaries <i>see management contract</i>	-	-	33,716
34	160320 Cost of Fuel Sold <i>Higher turnover and sales.</i>	20,000	20,000	68,230 # 226%
35	181130 Fuel Sales - Cash <i>Higher turnover and sales.</i>	40,000	40,000	142,988 # 257%
36	181630 BP Monthly Retainer <i>Higher turnover and sales.</i>	47,000	47,000	62,128 32%
37	182020 Management contract <i>see salaries above</i>	179,426	179,426	134,934 25%
38	182030 Airport Landing Charges <i>Increased traffic.</i>	170,349	170,349	289,574 70%
39	183030 Sales <i>Higher turnover and sales.</i>	260,000	260,000	496,671 # 91%
40	181040 Airport Improvements <i>additional works included in 2012/13 budget</i>	49,000	49,000	67,752 38%
41	184920 Meekatharra Rodeo Income	15,000	15,000	4,503 70%
42	184240 Entry Statements & Signs <i>Project complete</i>	30,000	30,000	7,360 75%
43	186830 Building Permit Fees <i>Building fees for mining camps</i>	100,000	100,000	78,768 # 24%
44	181820 Less PWO allocated to works <i>Allocations to be reviewed</i>	(666,140)	(666,140)	(842,067) 26%
45	187740 Minor plant running expenses <i>Allocations to be reviewed</i>	-	-	91,916 #
46	184020 Less Alloc To Works <i>Allocation to be reviewed</i>	(1,002,022)	(1,002,022)	(1,308,261) # 31%
47	184040 Less Plant Depreciation Allocated <i>Allocation to be reviewed for year end</i>	(607,040)	(607,040)	(448,599) # 27%
48	185300 Salaries & Wages <i>Allocation to be reviewed for year end</i>	1,893,153	1,893,153	1,662,312 12%

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

There were no actions that require reporting to Council in June 2012.

SHIRE OF MEEKATHARRA



INVESTMENT REGISTER

Total Investments as at 30 June 2012

Account	Institution	Account Type	Maturity Date	Interest Rate	Opening Balance 1/07/2010	Interest Earned to 31/05/2012	Interest Earned This Period	Transfers To Investments	Transfers From Investments	Closing Balance 31/05/2012
350243	Westpac	6 month TD	31/07/2012	5.75%	6,747,118.37	474,282.48		1,700,956.58		8,922,357.43
392347	Westpac	Term Deposit	31/07/2011	5.60%	878,876.00	15,641.58			(894,517.58)	-
26-7466	Westpac	At Call		Variable	2,037,625.00	162,519.86	6,362.72	6,478,876.00	(5,340,956.58)	3,344,427.00
TOTALS					9,663,619.37	652,443.92	6,362.72	8,179,832.58	(6,235,474.16)	12,266,784.43

Investments by Nature

General Ledger Code	Investment Purpose	% of Investment	Opening Balance 1/07/2010	Interest Earned to 31/05/2012	Interest Earned This Period	Transfers To Investments	Transfers From Investments	Closing Balance 31/05/2012
170300	Plant Reserve	20.41%	1,556,715.36	100,009.56	-	-	-	1,656,724.92
170500	Building Reserve	7.28%	554,830.88	35,644.53	-	369,823.00	-	960,298.41
170200	Water Reserve	1.86%	141,615.07	9,097.91	-	-	-	150,712.98
170700	Airport Runway Reserve	27.41%	2,090,614.48	134,309.35	-	-	-	2,224,923.83
170800	Airport Operations Reserve	9.67%	737,580.51	47,385.09	-	-	-	784,965.60
170600	Transport Reserve	4.24%	323,385.49	20,775.56	-	186,616.00	-	530,777.05
170100	Infrastructure Reserve	9.48%	722,652.34	46,426.05	-	-	-	769,078.39
170150	Leave Reserve	0.58%	44,322.75	2,847.47	-	-	-	47,170.22
170250	Reseal & Rejuvenation Reserve	5.89%	449,020.29	28,846.84	-	250,000.00	-	727,867.13
173500	Upgrade to Digital TV Reserve	2.04%	155,257.20	9,974.34	-	-	-	165,231.54
170450	Interpretive Centre Reserve	11.15%	850,000.00	54,607.36	-	-	-	904,607.36
SUB TOTAL ON RESERVES			7,625,994.37	489,924.06	-	806,439.00	-	8,922,357.43
6001	Municipal Fund	100.00%	2,037,625.00	162,519.86	6,362.72	6,478,876.00	(5,340,956.58)	3,344,427.00
TOTAL INVESTMENTS BY NATURE			9,663,619.37	652,443.92	6,362.72	7,285,315.00	(5,340,956.58)	12,266,784.43

Title/Subject:	OUTSTANDING DEBTORS	
Agenda/Minute Number:	9.2.2	
Applicant:	Nil	
File Ref:	ADM 171	
Disclosure of Interest:	Nil	
Date of Report:	16 July 2012	
Author:	Sam Needle Debtors & Creditors	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary:

Attached is a copy of the detailed outstanding Sundry Debtors.

Background:

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

The following applies to all outstanding debtors –

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

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

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

Comment:

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

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Loss of revenue

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr JE Burgemeister

Seconded: Cr NL Trenfield

That Council receives the outstanding monthly Debtor Trial Balance for June 30, 2012.

CARRIED 6/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

Printed on : 29.06.12 at 14:43

*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance					
		As at today					
Debtor #	Name	31.03.2012	30.04.2012	30.05.2012	29.06.2012	Total	
		GT 90 days	Age	GT 60 days	GT 30 days		Current
		Of					
		Oldest					
		Invoice					
		(90Days)					
A041	AD ASTRAL AVIATION	0.00	0	563.16	1273.07	1557.63	3393.86
B043	ADRIAN BAUMGARTEN	0.00	0	0.00	0.00	183.81	183.81
B092	ADRIAN BAUMGARTEN (JNR)	0.00	0	0.00	262.62	0.00	262.62
U001	AEROQUEST AIRBOURNE	609.60	101	40.64	0.00	107.72	757.96
A049	AIR AUSTRALIA INTERNATIONAL	0.00	0	0.00	0.00	44.00	44.00
B2	AIR BP AUSTRALIA PTY LTD - ATTN: ANN SHA	0.00	0	462.87	0.00	415.44	878.31
A100	AIR NATIONAL AUSTRALIA PTY LTD	0.00	0	0.00	0.00	144.20	144.20
A029	AIR PHOENIX INTERNATIONAL	0.00	0	0.00	48.64	0.00	48.64
C7	AIRSERVICES AUSTRALIA	0.00	0	0.00	0.00	-983.09	-983.09
A101	ALBANY AERO CLUB INCORPORATED	0.00	0	0.00	0.00	22.00	22.00
A099	ASHWORTH NOMINEES (WA) PTY LTD	0.00	0	0.00	52.39	0.00	52.39
B01	BAYSWATER ROAD PTY LTD	0.00	0	0.00	0.00	125.74	125.74
B016	BELELE STATION	624.00	1887	0.00	0.00	0.00	624.00
S074	BRENT SMOOTHY	44.00	695	0.00	0.00	0.00	44.00
B035	BRISTOW HELICOPTERS PTY LTD	0.00	0	0.00	0.00	284.27	284.27
B038	BROOME AIR SERVICES PTY LTD	0.00	0	0.00	0.00	51.27	51.27
B5	BROOME AVIATION PTY LTD	0.00	0	0.00	-354.24	0.00	-354.24
B002	BURROWS AG	0.00	0	0.00	0.00	9810.29	9810.29
C114	CARTLIDGE, MARTIN	0.00	0	0.00	0.00	22.00	22.00
C026	CHINA SOUTHERN W/AUSTRALIA	0.00	0	0.00	0.00	269.65	269.65
B022	CLARK BUTSON	28.43	101	85.34	28.43	68.84	211.04
C100	COATES HIRE	66.00	121	66.00	0.00	0.00	132.00
L006	COLIN LAURITSEN	0.00	0	0.00	0.00	1299.60	1299.60
C021	COMPLETE AVIATION SERVICES	1029.16	239	1358.48	935.60	374.24	3697.48
C065	CONTRACT AQUATIC SERVICES	0.00	0	0.00	1707.06	0.00	1707.06
C068	CORPORATE AIR	0.00	0	0.00	0.00	136.59	136.59
B100	CRAZY'S SPIC AND SPAN	0.00	0	38.50	77.00	0.00	115.50
J031	CROSSLANDS RESOURCES	0.00	0	0.00	2000.00	0.00	2000.00
D059	DEEJAY NOMINEES PTY LTD	0.00	0	0.00	0.00	27.32	27.32
D054	DORAY MINERALS PTY LTD	0.00	0	0.00	0.00	110.00	110.00
D088	DOREY MINERALS LTD	0.00	0	0.00	0.00	14227.00	14227.00
F014	FUGRO AIRBORNE SURVEYS	0.00	0	0.00	184.84	56.10	240.94
G011	GERALDTON AIR CHARTER	0.00	0	145.93	26.93	0.00	172.86
G062	GIPPSAERO PTY LTD	0.00	0	0.00	29.93	0.00	29.93
G063	GOODING, BRADLEY JOHN	0.00	0	0.00	0.00	29.93	29.93

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

Printed on : 29.06.12 at 14:43

*** SHIRE OF MEEKATHARRA ***

Debtor #	Name	Debtors Trial Balance					Total
		As at today					
		31.03.2012	30.04.2012	30.05.2012	29.06.2012		
		GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of				
			Oldest				
			Invoice				
			(90Days)				
H028	HELI-AUST PTY LTD	69.30	101	34.65	34.65	0.00	138.60
H014	HELIBITS PTY LTD (HELIWEST)	0.00	0	0.00	273.15	86.66	359.81
R045	IAN ROBERTSON	0.00	0	64.64	0.00	0.00	64.64
I020	INNOVAERO PTY LTD	0.00	0	0.00	0.00	56.86	56.86
S086	JOAN SHAY	37.40	374	0.00	0.00	0.00	37.40
D056	JOHN DYER	0.00	0	0.00	0.09	48.41	48.50
K039	KALGOORLIE BOULDER AERO CLUB (INC)	-44.00	101	0.00	0.00	0.00	-44.00
K004	KILLARA STATION	0.00	0	0.00	0.00	866.40	866.40
K026	KOONMARRA STATION	0.00	0	0.00	0.00	866.40	866.40
M4	MAIN ROADS WA	0.00	0	0.00	0.00	55000.00	55000.00
M076	MARKET CREATIONS	0.00	0	0.00	132.00	0.00	132.00
MC1D	MEEKATHARRA CARAVAN PARK	0.00	0	-161.60	80.00	0.00	-81.60
M41	MEEKATHARRA PREMIX CONCRETE SUPPLIES	0.00	0	0.00	66.00	0.00	66.00
M2	METEOROLOGY DEPT OF	0.00	0	0.00	0.00	275.77	275.77
M024	MIDWEST DEVELOPMENT COMMISSION	0.00	0	3154.25	8074.00	0.00	11228.25
M139	MIDWEST HIRE SERVICE	40.50	121	40.50	40.50	0.00	121.50
M023	MILGUN STATION	0.00	0	0.00	0.00	1732.80	1732.80
M028	MT AUGUSTUS STATION	0.00	0	0.00	1775.20	1732.80	3508.00
N009	NANTAY PTY LTD - MAROOMBA	0.00	0	0.00	0.00	292.66	292.66
Y017	NAOMI MCCOOKE	-4.00	210	0.00	0.00	0.00	-4.00
N002	NETWORK AVIATION	0.00	0	0.00	13819.97	21744.62	35564.59
U003	NEVILLE ULPH	103.46	779	0.00	0.00	0.00	103.46
N001	NEWMAN VETERINARY HOSPITAL	0.00	0	0.00	47.60	0.00	47.60
N010	NORWEST AIR WORKS PTY LTD	0.00	0	0.00	0.00	80.79	80.79
O027	OUTBACK ENERGY SUPPLY	66.00	150	66.00	132.00	0.00	264.00
L011	PAUL LYONS AVIATION PTY LTD	0.00	0	0.00	0.00	222.29	222.29
P076	PERCIVAL, SCOTT	22.00	127	0.00	0.00	0.00	22.00
H021	PHILIP HOOPER - COCKLES	0.00	0	0.00	0.00	23.50	23.50
P058	POLICE AIR WING SUPPORT UNIT	0.00	0	0.00	0.00	90.85	90.85
P083	POWERCHILL ELECTRICAL & REFRIGERATION	0.00	0	0.00	46.50	0.00	46.50
Q007	QASCO PTY. LTD.	0.00	0	0.00	47.16	0.00	47.16
M26	REBECCA MARU	291.55	416	0.00	0.00	0.00	291.55
R046	RECREATIONAL AIRCRAFT AUSTRALIA	0.00	0	0.00	0.00	44.00	44.00
R060	REVESCO AVIATION PTY LTD	0.00	0	0.00	0.00	64.70	64.70
R032	ROTORWEST PTY LTD	0.00	0	0.00	0.00	75.08	75.08

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012


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*** SHIRE OF MEEKATHARRA ***

Debtor #	Name	Debtors Trial Balance As at today				29.06.2012 Current	Total
		31.03.2012 GT 90 days	Age Of Oldest Invoice (90Days)	30.04.2012 GT 60 days	30.05.2012 GT 30 days		
R013	ROYAL ANTEDILUVIAN ORDER OF	0.00	0	0.00	0.00	130.00	130.00
R005	ROYAL FLYING DOCTOR SERVICE	0.00	0	0.00	6637.95	4405.11	11043.06
R058	ROYAL NEWCASTLE AERO CLUB	0.00	0	0.00	0.00	22.08	22.08
S003	SCOTT, ROBIN	0.00	0	0.00	0.00	47.00	47.00
S055	SHINE AVIATION SERVICES	0.00	0	0.00	37.73	743.55	781.28
S007	SKIPPERS AVIATION	0.00	0	0.00	6062.53	16978.65	23041.18
S078	STAR AVIATION PTY LTD	0.00	0	0.00	-205.27	40.41	-164.86
S066	SUKARJEN HOLDINGS PTY LTD	0.00	0	0.00	0.00	54.62	54.62
T040	THOMSON AVIATION PTY LTD	0.00	0	448.16	56.02	0.00	504.18
T053	TINY TOTS IMAGES PHOTOGRAPHY	0.00	0	0.00	0.00	302.50	302.50
S050	WADE SAMBELL	0.00	0	0.00	0.00	22.00	22.00
W028	WIELAND HELICOPTER COMPANY PTY LTD	0.00	0	0.00	132.00	0.00	132.00
	Totals	2983.40		6407.52	43562.05	134435.06	187388.03

Title/Subject:	LIST OF ACCOUNTS ENDED JUNE 2012
Agenda/Minute Number:	9.2.3
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	11 June 2012
Author:	Sam Needle Debtors & Creditors
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary:

Accounts are to be presented to council for payments.

Background:

List of accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing each account paid since the last such list was prepared –

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing –

- (a) each account which requires council authorization in that month –
 - (i) the payee's name
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
- (b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub-regulation (1) or (2) is to be –

- (a) presented to the council at the next ordinary meeting of council after the list is prepared; and recorded in the minutes of that meeting.

Comment:

Each month the accounts are presented to council for payment;

Municipal	Voucher No's	Amount: \$	1,057,399.77
Trust Account	Voucher No's	Amount: \$	51,107.19
Air BP	Voucher No's	Amount: \$	0.00

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Accounts to be paid

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr JE Burgemeister

Seconded: Cr PS Clancy

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

CARRIED 6/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

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SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the 21 July 2012

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT6825	05/06/2012	TRENFIELD B & E	PARKS AND GARDENS CONTRACT	-4812.50	-	-
EFT6826	08/06/2012	AUSTRALIAN TAXATION OFFICE	GST ON SALES	-14074.69	-	-
EFT6827	14/06/2012	AUSTRALIA POST	POSTAGE CHARGES MAY 2012	-541.60	-	-
EFT6828	14/06/2012	BOC GASES	CYLINDER RENT OXYGEN	-73.92	-	-
EFT6829	14/06/2012	BROADCAST AUSTRALIA PTY LTD	FACILITY LEASING - VARIOUS	-280.87	-	-
EFT6830	14/06/2012	BURROWS A.G.	HIRE OF ROAD TRAINS, WATER TANKER AND LOADER	-79189.00	-	-
EFT6831	14/06/2012	CANINE CONTROL	RANGER SERVICES 28TH TO 29TH MAY 2012	-2575.07	-	-
EFT6832	14/06/2012	COATES HIRE	HIRE TRANSFER PUMP - FLOOD DAMAGE	-2389.27	-	-
EFT6833	14/06/2012	CONSTABLE CARE CHILD SAFETY FOUNDATION (INC)	DONATION TOWARDS CONSTABLE CARE TOUR IN MEEKATHARRA	-880.00	-	-
EFT6834	14/06/2012	COURIER AUSTRALIA	FREIGHT FROM VARIOUS	-13.75	-	-
EFT6835	14/06/2012	DANIKA CHANDLER	FINANCIAL CONSULTING - BANK RECS MAR + APR, RATES	-2730.00	-	-
EFT6836	14/06/2012	FARMER JACKS	VARIOUS ITEMS	-2624.24	-	-
EFT6837	14/06/2012	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING COLOUR IMPRESSIONS, B+W IMPRESSIONS	-4212.92	-	-
EFT6838	14/06/2012	GERALDTON FUEL COMPANY	BULK DIESEL DELIVERED	-122086.09	-	-
EFT6839	14/06/2012	GLOBE AUSTRALIA PTY LTD	DYNAFOG FUEL TANK, DYNAFOG BLACKHAWK DRUM FOG KIT	-973.50	-	-
EFT6840	14/06/2012	GREENFIELD TECHNICAL SERVICES	PROVISION OF PROFESSIONAL SERVICES - CONCRETE TENDERS	-3605.80	-	-
EFT6841	14/06/2012	KLEENHEAT GAS	GAS CYLINDER RENTAL YEARLY FEES	-56.00	-	-
EFT6842	14/06/2012	LANDGATE	TITLE SEARCH MINING TEMENTS M2012/5 + M2012/6	-2045.25	-	-
EFT6843	14/06/2012	LEE PASCU	FUEL REIMBURSEMENT - RETURNING FROM GERALDTON PICKING UP	-831.75	-	-
EFT6844	14/06/2012	MARK SMITH PTY LTD	CHECK PLUMBING AND UNBLOCK DRAINS SHIRE HOUSES	-1082.03	-	-
EFT6845	14/06/2012	MEEKATHARRA CORNER STORE	VARIOUS ITEMS, FUEL	-1221.14	-	-
EFT6846	14/06/2012	MEEKATHARRA PHARMACY	CLEANSING AND COSMETIC PRODUCTS FOR YOUTH CENTRE	-99.00	-	-
EFT6847	14/06/2012	ML & GJ TRENFIELD CONTRACTING	AIRPORT CONTRACT PAYMENT MAY 2012	-16720.00	-	-
EFT6848	14/06/2012	ORICA AUSTRALIA P/L	CHLORINE CYLINDER RENTAL	-116.62	-	-
EFT6849	14/06/2012	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	RECTIFY ISSUES WITH MCAFFEE, INSTALL MS SECURITY ESSENTIALS	-155.00	-	-
EFT6850	14/06/2012	RJ BACK	ACCOUNTING & FINANCIAL SUPPORT - MONTHLY FINANCIAL REPORTS,	-2329.25	-	-
EFT6851	14/06/2012	TOLL EXPRESS	FREIGHT FROM VARIOUS	-1837.03	-	-
EFT6852	14/06/2012	TOLL IPEC PTY LTD	FREIGHT FROM VARIOUS	-418.73	-	-
EFT6853	14/06/2012	TOTAL EDEN PTY LTD	PARTS FOR WATER SUPPLY WORKS	-20923.98	-	-
EFT6854	14/06/2012	TRENFIELD B & E	PARKS AND GARDENS CONTRACT	-4812.50	-	-
EFT6855	14/06/2012	WESTRAC EQUIPMENT	REPAIRS AND PARTS SHIRE PLANTS	-643.04	-	-
EFT6856	14/06/2012	YULELLA BUILDING AND CONSTRUCTION	SLANT SHADE LOUVRES REPAIRS	-2012.00	-	-
EFT6857	14/06/2012	GREGSONS AUCTIONEERS & VALUERS	2008 CONVERTED CONTAINER ACCOMODATION UNIT WITH SHOWER,	-22732.45	-	-
EFT6858	15/06/2012	BUILDERS REGISTRATION BOARD	BRB ANNUAL REFUND	-	-	-573.00
EFT6859	28/06/2012	ALLANS MUSIC + BILLY HYDE	MUSIC EQUIPMENT FOR YOUTH CENTER	-1236.00	-	-
EFT6860	28/06/2012	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES AT SHIRE JUNE 2012	-3801.60	-	-
EFT6861	28/06/2012	BT FINANCIAL GROUP WESTPAC	Superannuation contributions	-355.76	-	-
EFT6862	28/06/2012	BURROWS A.G.	COUNCIL MEETING FEES 16 JUNE 2012	-120.00	-	-
EFT6863	28/06/2012	CANINE CONTROL	RANGER SERVICES ON 15TH AND 19TH JUNE 2012	-2575.07	-	-
EFT6864	28/06/2012	CANINE CONTROL	RANGER SERVICES FROM 24TH TO 27TH JUNE 2012 ADDITIONAL VISIT FOR	-2575.07	-	-
EFT6865	28/06/2012	CHILD SUPPORT AGENCY	Payroll deductions	-866.96	-	-
EFT6866	28/06/2012	COCKBURN CEMENT LTD	PALLET OF BAGGED CONCRETE	-1616.38	-	-
EFT6867	28/06/2012	COMMERCIAL HOTEL MEEKATHARRA	COUNCIL LUNCHES 18.06.12, ALCOHOL FOR TRIVIA NIGHT	-450.80	-	-
EFT6868	28/06/2012	COMPLETE POWER SOLUTIONS PTY LTD	ELECTRICAL CONSULTANCY OF AC INFRASTRUCTURE AT MEEKA AIRPORT	-21263.00	-	-
EFT6869	28/06/2012	COURIER AUSTRALIA	FREIGHT FROM VARIOUS	-107.09	-	-
EFT6870	28/06/2012	EAST GASCOYNE GYMKHANA CLUB	DONATION TOWARDS BARREL RACE 2012	-1500.00	-	-
EFT6871	28/06/2012	FIRE & EMERGENCY SERVICES AUTHORITY OF WA	ESL RETURN FOR MAY 2012	-1739.71	-	-

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

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SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the 21 July 2012

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT6872	28/06/2012	G&T FAMILY TRUST	DOMESTIC COLLECTION CONTRACT	-17044.67	-	-
EFT6873	28/06/2012	GERALDTON TOYOTA	REPLACEMENT LEADING HAND UTE - HILUX 4X4	-42032.73	-	-
EFT6874	28/06/2012	HICKS SUPERANNUATION FUND	Superannuation contributions	-692.92	-	-
EFT6875	28/06/2012	HOWDEN R.K.	COUNCIL MEETING FEES 16 JUNE 2012	-240.00	-	-
EFT6876	28/06/2012	HUTCHINSON T.R.	COUNCIL MEETING FEES 16 JUNE 2012	-240.00	-	-
EFT6877	28/06/2012	JAGS FLOOR COVERING PTY LTD	SUPPLY AND INSTAL VINYL PLANKS TO KITCHEN, DINING, PASSAGE AND	-12713.09	-	-
EFT6878	28/06/2012	JOKAPHINE SUPER FUND	Payroll deductions	-4941.64	-	-
EFT6879	28/06/2012	JR & A HERSEY PTY LTD	REPLACEMENT TOOLS FOR DEPOT	-1613.70	-	-
EFT6880	28/06/2012	LAURITSEN MECHANICAL	REPAIRS AND PARTS SHIRE PLANTS	-493.09	-	-
EFT6881	28/06/2012	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	Payroll deductions	-155.20	-	-
EFT6882	28/06/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA	TRAINING FOR ADMIN AND CEO	-1798.50	-	-
EFT6883	28/06/2012	MARKET CREATIONS	CONTENT MANAGEMENT CONTRACT - MONTHLY BANNER ADVERTISING	-209.00	-	-
EFT6884	28/06/2012	MEEKATHARRA ELECTRICAL	CHARGE FOR FAULT FINDING IN COOL ROOM	-220.00	-	-
EFT6885	28/06/2012	NATIONAL HOTEL, SANDSTONE	ACCOMODATION FOR CEO 07.06.12	-95.00	-	-
EFT6886	28/06/2012	NGE NORTHERN GOLDFIELDS EARTHMOVING	FLOOD DAMAGE WORKS	-451871.75	-	-
EFT6887	28/06/2012	PARCHEM CONSTRUCTION SUPPLIES	LIGHTWEIGHT ALUMINIUM STRAIGHT EDGE	-66.20	-	-
EFT6888	28/06/2012	ROY MCCLYMONT	REIMBURSEMENTS FOR INTERNET SERVICE PROVIDER FEES AS PER	-777.29	-	-
EFT6889	28/06/2012	ROYAL FLYING DOCTOR SERVICE	LANDING FEE CONTRIBUTIONS FOR OCTOBER 11, JANUARY 12 AND APRIL	-11595.87	-	-
EFT6890	28/06/2012	TOLL EXPRESS	FREIGHT FROM VARIOUS	-19.56	-	-
EFT6891	28/06/2012	TOLL IPEC PTY LTD	FREIGHT FROM VARIOUS	-10.68	-	-
EFT6892	28/06/2012	TRENFELD B & E	PARKS AND GARDENS CONTRACT	-4812.50	-	-
EFT6893	28/06/2012	TRENFELD MOTORS	VARIOUS REPAIRS AND PARTS SHIRE PLANTS	-103900.28	-	-
EFT6894	28/06/2012	TRENFELD, NORMAN	COUNCIL MEETING FEES 16 JUNE 2012	-120.00	-	-
EFT6895	28/06/2012	TRISSET BOSS PTY LTD	2000 RATES NOTICES - ARTWORK CHANGES TO FRONT AND BACK	-1914.00	-	-
EFT6896	28/06/2012	WA LOCAL GOVT. SUPERANNUATION PLAN PTY LTD	Superannuation contributions	-11291.35	-	-
EFT6897	28/06/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT	ADVERTISING VARIOUS	-1248.83	-	-
EFT6898	28/06/2012	WESTRAC EQUIPMENT	REPAIRS AND PARTS SHIRE PLANTS	-107.99	-	-
24393	14/06/2012	DEPARTMENT OF TRANSPORT	TRANSFER OF VEHICLE LICENCE - PLATE NUMBER ACQUIRED ON 14.05.12	-8799.20	-	-
24394	14/06/2012	HORIZON POWER	ELECTRICITY CHARGES SHIRE PROPERTIES	-6967.69	-	-
24395	14/06/2012	KUMARINA ROADHOUSE	ACCOMODATION FOR J.DYER	-106.00	-	-
24396	14/06/2012	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES JUNE 2012	-2829.90	-	-
24397	14/06/2012	WARWICK RESOURCES LTD	Rates refund for assessment A6157 E52/2145 PEAK HILL GOLD FIELD	-518.31	-	-
24398	14/06/2012	WATER CORPORATION	WATER CHARGES 11/01/12 - 16/05/12 SHIRE PROPERTIES	-54.60	-	-
24399	18/06/2012	PETTY CASH	CASH FLOAT FOR TRIVIA NIGHT SATURDAY 23RD JUNE	-500.00	-	-
24400	28/06/2012	AUVEX MANGANESE LIMITED	Rates refund for assessment A6763 M52/1048 PEAK HILL GOLD FIELD PEAK	-3913.04	-	-
24401	28/06/2012	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS FOR JASON PAUL FARRELL 4982511	-191.92	-	-
24402	28/06/2012	DEPARTMENT OF TRANSPORT	LICENCE AND THIRD PARTY INSURANCE POLICY - LICENCE FEE	-2400.70	-	-
24403	28/06/2012	HOSTPLUS	Superannuation contributions	-91.91	-	-
24404	28/06/2012	NICHOLS H.J.	COUNCIL MEETING FEES, VEHICLE KMS - MRVC	-540.00	-	-
24405	28/06/2012	PETER CLANCY	COUNCIL MEETING FEES 16 JUNE 2012	-120.00	-	-
24406	28/06/2012	PIVOTEL SATELLITE PTY LTD	SATELLITE PHONE CHARGES JUNE 2012	-597.31	-	-
24407	28/06/2012	PRIME SUPER	Superannuation contributions	-311.91	-	-
24408	28/06/2012	RETAIL EMPLOYEES SUPERANNUATION TRUST	Superannuation contributions	-402.30	-	-
24409	28/06/2012	SHIRE OF MEEKATHARRA	Payroll deductions	-835.09	-	-
24410	28/06/2012	SHIRE OF MEEKATHARRA - TRUST	Payroll deductions	-200.00	-	-
24411	28/06/2012	TELSTRA CORPORATION LIMITED	MOBILE PHONE CHARGES JUNE 2012	-267.82	-	-
24412	28/06/2012	WESTNET PTY LTD	MONTHLY CHARGES INTERNET JUNE 2012	-219.80	-	-

MINUTES OF THE ORDINARY COUNCIL MEETING HELD SATURDAY JULY 21, 2012

SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the 21 July 2012



Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
100833	15/06/2012	BUILDING & CONSTRUCTION IND TRAINING FUND	BCITF ANNUAL REFUND	-	-	-50534.19
				<u>- 1,057,399.77</u>	<u>-</u>	<u>51,107.19</u>

THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

MUNICIPAL ACCOUNT	- 1,057,399.77
AIR BP ACCOUNT	-
TRUST ACCOUNT	- 51,107.19
	<u>- 1,108,506.96</u>

TOTALLING \$1,108,506.96 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON THE 21/07/2012 AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McCLYMONT
CHIEF EXECUTIVE OFFICER

Title/Subject:	BUDGET AMENDMENTS
Agenda/Minute Number:	9.2.4
Applicant:	Nil
File Ref:	ADM 0242
Disclosure of Interest:	Nil
Date of Report:	6 July 2012
Author:	Kelly Fuhrmann Community Development/Administration Officer
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

This report presents to Council a list of recommended budget amendments for consideration.

Attachments:

Proposal from Youth Officers for a budget amendment within the Youth Services Music Program
Proposal from Youth Officers to purchase a Digital SLR Camera

Background:

Council adopted the 2012/13 Budget at the Ordinary Council meeting held June 16th 2012. Since adoption, staff have identified some possible amendments.

Comment:

The proposed budget amendments are:

- The Youth and Recreation Officer has a budgeted amount of \$700 for the purchase of a washing machine for youth and recreation programs. The Community Development Administration Officer (CDAO) would like to request that this amount be increased to allow for the purchase of a more suitable (commercial) machine. A Speedqueen Commercial Top Loader Washer has been sourced for \$1800 from Retravisoin in Newman. The increased cost to Council for this purchase would be \$1100
- The CDAO has been approached by Go Tennis who have been travelling to Meekatharra annually since 2008 and providing tennis clinics for both young people and adults. Go Tennis would like to continue to provide this service in 2012, with the approximate cost to Council being \$4,000 as a recreation activity.
- Youth and Recreation staff have also requested the purchase of two reverse cycle split system inverter air conditioners. These units are for the 13+ room, currently the most utilised room in the Youth Centre. Three Youth Centre program rooms will be insulated and clad in the 2012/13 financial year. These rooms do not include the 13+ room. It is anticipated that two units plus freight and installation would equate to a budget commitment of \$7000, increasing building maintenance capital at the Youth Centre from \$67,000 to \$74,000.

The CDAO has made enquiries regarding the efficiency of split systems in both cooling and heating the 13+ room at the Meekatharra Youth Centre. This room measures 10m by 15m with the roof approximately 4.5m high. As the room is not lined split systems were

not recommended as a choice for heating and cooling of a commercial room of this size. Suggestions ranged from engaging a mechanical consultant to using radiant heat cassettes. One consultant suggested that heating of an uninsulated room of this size could not be done. Costs for these options would be significantly higher and Council would need to consider value for money given that Meekatharra has cooler temperatures for only 3 months of the year.

- The net cost to Council for the 2012 Meekatharra Outback Festival is expected to be \$25,000. Council have allocated \$55,000 expenditure and \$30,000 income for this event. The CDAO expects income from sponsorship and grants for the Outback Festival will be approximately \$45,000. Preliminary budget estimations by the Festival Committee see expenditure rising to \$70,000 due to adding an extra arts component to this year's event. Whilst the net cost to Council is not set to rise, the CDAO would like to request a budget amendment to more accurately reflect income and expenditure for the 2012 event.
- Council has allocated \$2,500 to program costs for the Meekatharra Youth Service Music Program in the 2012/13 budget. Youth Officers have submitted a proposal for this money to be spent on capital expenditure relating directly to the music program rather than on program costs. Staff would like to use available funds to purchase recording equipment. Music recording can be achieved through using either Hardware Recording or through Computer Software and both options will cost around \$2,300. Youth services staff would prefer to pursue the Hardware direction with the possibility of adding the advantages of software recording down the track as the program develops and funds become available. The expected outcomes for the recording aspect of the program would be to produce a physical product that is created from the efforts and achievements of the young people involved. This could be used to send to local radio stations, as promotional CD's, for music competitions, creating podcasts, soundtracks for video projects etc. There would be no extra cost to Council for this purchase, rather a re-allocation of funds to capital expenditure.
- Youth workers have also submitted a proposal for the purchase of a Canon EOS Digital SLR camera valued at \$1500. If approved by Council this purchase would increase the total expenditure for Youth Service Capital items from \$21,400 to \$22,900.

Consultation:

Krys East – Corporate and Development Services Manager

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Policy Implications:

Nil

Financial Implications:

The increased expenditure relating to these budget amendments are outlined below. Identified areas of savings will be suggested during the annual budget review to offset these expenses.

Item	Original Budget Expenditure	Projected Budget Expenditure	Original Budget Income	Projected Budget Income	Cost to Council
Youth and Recreation Services Washing Machine	\$700	\$1800	-	-	\$1300

Go Tennis Clinics	-	\$4000	-	-	\$4000
Reverse Cycle Split Systems for Youth Centre	-	\$7000	-	-	\$7000
Meeka Festival	\$55,000	\$70,000	\$30,000	\$45,000	\$15,000*
Meekatharra Youth Service Music Program	\$2,500	-	-	-	-\$2,500
Meekatharra Youth Service Capital Expenditure – Furniture & Equipment	\$21,400	\$23,900	-	-	\$2,500
Digital SLR Camera	-	\$1500	-	-	\$1,500

Overall Budget Effect \$28,800

*No increase in net cost to Council

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officer Recommendation

That Council approves the following budget amendments:

- **Increase the amount allocated for a washing machine for Youth and Receptions services from \$700 to \$1800**
- **Allocate \$4000 towards Go Tennis Community Clinics under Recreation Services expenditure**
- **Allocate \$7000 towards Youth Centre Building Maintenance Capital to purchase two reverse cycle split system air conditioners for the Meekatharra Youth Centre**
- **Allocate \$70,000 expenditure and \$45,000 income to the 2012 Meekatharra Outback Festival**
- **Allocate \$2,500 for music recording hardware for the Meekatharra Youth Services Program by re-allocating funds from music program costs to capital expenditure.**
- **Allocates \$1,500 to Youth Service Capital Expenditure for the purchase of a Canon EOS Digital SLR Camera**

Council Resolution:

Moved: Cr NL Trenfield

Seconded: Cr PS Clancy

That Council approves the following budget amendments:

- **Increase the amount allocated for a washing machine for Youth and Receptions services from \$700 to \$1800**
- **Allocate \$4000 towards Go Tennis Community Clinics under Recreation Services expenditure**

- Allocate \$70,000 expenditure and \$45,000 income to the 2012 Meekatharra Outback Festival
- Allocate \$2,500 for music recording hardware for the Meekatharra Youth Services Program by re-allocating funds from music program costs to capital expenditure.
- Allocates \$1,500 for cameras for the Youth Centre and The Dust Editor/Office with the cameras allocated at the CEO's discretion.

**CARRIED 6/0
BY ABSOLUTE MAJORITY**

Reason for Resolution Differing from Officers Recommendation:

Staff have researched various cooling and heating options for the required space at the Youth Centre. Given that the large uninsulated area that is required to be heated/cooled, the proposed two reverse cycle split system air conditioners are deemed to be ineffectual.

The Dust Editor should, above all, have a good quality, fit for purpose camera. Suitable cameras for the Youth Centre and The Dust Editor should be achievable with a \$1,500 budget. SLR camera/s may not be the best option for council purposes.

Proposal to re-allocate funds from within the Music Program budget to be used for music equipment by Belinda and David Hicks

The music program to date has focused on teaching young people to develop their skills in playing their instrument of choice, whether that be guitar, drums, bass or keyboard.

The speed at which a number of young people have enhanced their playing has been very encouraging and there have been a number of performances now showcasing the skills and proficiency that they have achieved. These public performances have been a great demonstration as to the success of the program and the response from parents and community members has been nothing short of astonishment and amazement at the quality of the music performed. There has been a huge amount of praise for the achievements that have been accomplished in such a short space of time since the program commenced.

The equipment purchased up to this point has focused on actual instruments, and associated leads, microphones, PA system etc. required to practice and perform using these instruments.

Many of the young people involved in the music program have progressed to a level that would be worthy of capturing their performances and progress by way of recording and mixing down the songs and material they are playing.

We are suggesting that funds within the current budget for the music program get allocated to the purchase of music recording equipment. Music recording can be achieved through using either Hardware Recording or through computer Software. We have explored both options and the costs for each are very similar (around the \$2300 mark).

To go down the software track we would need:

- An Apple Mac Mini
- A software program (Logic Express)
- An audio interface (MOTU Ultralite Hybrid Interface)
- Monitor Speakers
- Condenser microphone
- Headphones
- Assorted leads and cables

To go down the hardware track we would need:

- Tascam 2488Neo hard disk recorder
- Monitor Speakers
- Condenser microphone
- Headphones
- Assorted leads and cables

Our preference at this stage is to pursue the Hardware direction with the possibility of adding the advantages of software recording down the track as the program develops and funds become available.

The expected outcomes for the recording aspect of the program would be to produce a physical product that is created from the efforts and achievements of the young people involved. This could be used to send to local radio stations, as promotional CD's, for music competitions, creating podcasts, soundtracks for video projects, and so on.

Request to add the purchase of a Canon EOS Digital SLR camera
By Belinda and David Hicks

For just short of 2 years we have been using our personal cameras and video equipment to take footage of Youth Centre activities, camps, sporting events, community events such as the Australia Day celebrations at the pool, the Meeka festival, and NAIDOC week where young people are involved.

These photos and videos are used to promote the Youth Centre and its activities in the Dust, flyers and posters, run slide shows and videos for the young people (and their families) who attend the youth centre.


The camera that we are proposing is a digital SLR camera that can cope with taking photos in low light situations. Given the majority of our work is done in the evenings, if we are to capture quality photos or footage we require a camera that is suitable for that purpose. Point and shoot cameras are not suitable for this type of photography. They are ideal for bright daylight shots or night shots that are very close. Unfortunately these are not environments or situations we work in often so that renders that type of camera fairly inappropriate.


The proposed camera also has the capacity to take High Definition video footage and therefore performs a significant dual purpose without the need to have a separate video camera to perform this task.

At the end of year Youth Centre break up we have been presenting kids with hardcopy photos that we have taken throughout the year as a reminder of the activities they have been involved in and the achievements that they have accomplished (such as rock climbing, surfing, diving, basketball, music performances etc). This is a valuable component of our service giving the young people a strong sense of connection to the Youth Centre and what they have achieved with the Youth Centre throughout the year.

9.3 ADMINISTRATION

Title/Subject:	LEASING OF HAIRDRESSING SECTION – LLOYDS BUILDING
Agenda/Minute Number:	9.3.1
Applicant:	Nil
File Ref:	A165
Disclosure of Interest:	Nil
Date of Report:	12 July 2012
Author:	Krys East Corporate and Development Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

Council consideration is requested for the leasing of a portion of the Shire owned building located on Main St known as Lloyds to potential Leasees

Attachments:

Email received from Julie Peckham

Background:

Council purchased Lots 40, 41, 500, 501 and 502 locally known as Lloyd's in March 2011. There is a section within this building that has been constructed to suit as a hairdressing section. Council during various discussions held on site have informally agreed to lease this section to suitable persons to assist in providing Meekatharra with a much needed service.

Comment:

The Local Government Act 1995 states that a local government can only dispose of property by public auction or public tender. There is a provision that allows the disposal other than by auction or tender, however this provision is complicated and requires detailed advertising and a valuation of the property. It would also need to go Council for decisions at two separate meetings.

The Local Government Act 1995 is restrictive in its application to this situation however there is a regulation which allows a short term lease;

Regulation 30 (2) (e) states "A *disposition of land is an exempt disposition if – it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land*"

Given that a lease would only allow use of a portion of the building and not exclusive use of the entire land area or the building, staff considers that a lease of less than 2 years would comply with the Act and Regulations.

During recent visits by a Valuer, a verbal fair market valuation was received of \$40 to \$50 per week. This is similar to the rent currently being received for the old bank building located at Lot 17 Main St, Meekatharra. Given the minor nature of this lease and the relatively small amounts of money involved it may be difficult for Council to justify any additional staff time or legal fees that would be required to prepare a document so it is suggested to base this lease on the current lease for Lot 17 Main St Meekatharra.

RENT

Council may consider a rent of \$55.00 per week (inclusive of GST) to be paid a minimum of four weeks in advance

UTILITIES

At present there is only one meter box for the entire building. Council have two options installing a sub-meter which would be at cost of approximately \$6,000 to Council or nominate a weekly charge to be paid by the tenant to cover the cost of some if not all electricity used.

TERMINATION

The Tenant may at any time terminate this agreement by giving the Shire one months notice in writing. The Shire may at any time terminate this agreement by giving the Tenant two months notice in writing.

PERMITTED USE

The Tenant shall use the premises for the sole purpose of conducting a Hairdressing / Beauty Salon

MAINTENANCE

The tenant shall carry out any minor maintenance and repairs at their own expense. The tenant shall report to the Shire any major maintenance requirements and the Shire shall take reasonable action to inspect and repair any such reports.

CLEANLINESS

The Tenant shall keep the Premises, including the street frontage area, in a clean and tidy condition to the reasonable satisfaction of the Shire.

SUBLETTING

The Tenant shall not sub-let any part of the Premises

ANNUAL REVIEW

This rental agreement is to be reviewed at least once per calendar year.

Staff have advertised for potential lessees to contact the Shire with the proposed use.

An application has been received from Julie Peckham, who resides in Meekatharra and is undertaking beautician studies which should be completed in October 2012. Upon graduation, she would like to lease the premises and commence a Beautician business in Meekatharra.

Julie has been in contact with Ragen Turner, a lady that has been attending Meekatharra for a few days every 5 to 6 weeks providing both a hairdressing and beautician service whilst she is in town. Ragen currently operates out of Paddy's Flat and has expressed an interest in the proposed lease at Lloyds as this location would be more central, however, the short periods that she is in town for, do not make taking on this lease viable. Both Ragen and Julie have communicated their intent to work together to provide both hairdressing and beauty services if Julie is successful in obtaining the lease.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Local Government Act 1995 Section 3.58

Local Government (Functions and General) Regulations 1996 Regulation 30

Policy Implications:

Nil

Budget/Financial Implications:

Potential unbudgeted income

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation:

That Council:

- 1. Lease the hairdressing portion of Lots 40, 41, 500, 501 and 502 Main Street Meekatharra locally known as Lloyd's to Ms Julie Peckham on an "as is" basis at a rental of \$50.00 per week plus GST (\$55.00 per week including GST) and for an initial term of 23 months.**
- 2. Requests the CEO to prepare a basic lease document similar to the current lease for Lot 17 Main Street Meekatharra with an additional inclusion of an additional charge of \$50 per week plus GST (\$55.00 per week including GST) for utilities (water and electricity).**
- 3. requires 1 months notice of termination from the lessee and will provide 2 months notice of termination to the lessee.**

OR

Authorise staff to broaden the advertising and see a suitable lessee to operate a hairdressing salon full time.

Council Resolution:

Moved: Cr AG Burrows


Seconded: Cr NL Trenfield


That Council:

- 1. Lease the hairdressing portion of Lots 40, 41, 500, 501 and 502 Main Street Meekatharra locally known as Lloyd's to Ms Julie Peckham on an "as is" basis at a rental of \$50.00 per week plus GST (\$55.00 per week including GST) and for an initial term of 23 months.**
- 2. Requests the CEO to prepare a basic lease document similar to the current lease for Lot 17 Main Street Meekatharra with an additional inclusion of an additional charge of \$50 per week plus GST (\$55.00 per week including GST) for utilities (water and electricity).**
- 3. requires 1 months notice of termination from the lessee and will provide 2 months notice of termination to the lessee.**

CARRIED 6/0

Title/Subject:	FREEDOM OF INFORMATION STATEMENT
Agenda/Minute Number:	9.3
Applicant:	Nil
File Ref:	ADM 0175
Disclosure of Interest:	Nil
Date of Report:	6 July 2012
Author:	Kelly Fuhrmann Community Development/Administration Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

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

Attachments:

Shire of Meekatharra Freedom of Information Statement reviewed July 2012

Background:

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

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

- a statement of the structure and functions of the agency;
- a description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;
- a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the performance of the agency's functions;
- a description of the kinds of documents that are usually held by the agency
- a description of the agency's arrangements for giving members of the public access to documents mentioned.
- a description of the agency's procedures for giving members of the public access to the documents of the agency including

(i) the designation of the officer or officers to whom initial inquiries as to access to documents can be made; and

(ii) the address or addresses at which access applications can be lodged

- a description of the agency's procedures for amending personal information in the documents of the agency 3 including —
- (i) the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and
- (ii) the address or addresses at which applications for amendment of personal information can be lodged.

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

Comment:

The Community Development Administration Officer has reviewed and updated the Shire of Meekatharra's Freedom of Information Statement. Minor changes have been made which include updating the Shire's organisational structure and amending the fees and charges associated with the obtaining and printing of relevant documents by the general public.

The reviewed document is attached for Council to approve

Consultation:

Krys East

Statutory Environment:

Freedom of Information Act 1992

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

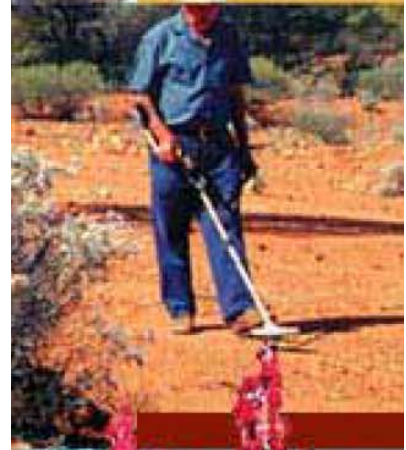
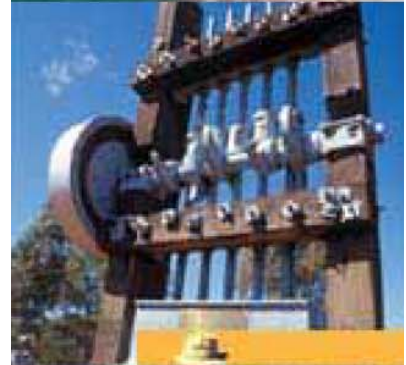
Officer Recommendation / Council Resolution:

Moved: Cr NL Trenfield

Seconded: Cr PS Clancy

Council approves the updated Freedom of Information Statement for the Shire of Meekatharra.

CARRIED 6/0



INFORMATION STATEMENT

FREEDOM OF
INFORMATION ACT 1992

Revised July 2012

INDEX

- 1.0 Overview of Council
- 2.0 Legislation Administered
- 3.0 Shire Structure
- 4.0 Decision Making Functions
- 5.0 Public Participation in the Formulation of Policy and Performance of Shire Functions
- 5.0 Documents for Inspection
- 6.0 Other Information Requests
- 7.0 Amendment of Council Records

1.0 OVERVIEW OF COUNCIL

The Meekatharra Shire is situated in the Murchison region of the State. The Council consists of seven Councillors. Council meetings are held on the third Saturday of each month in the Meekatharra Shire Council Chambers. Council is committed to improve the quality of lifestyle and is cognisant to the community's needs.

2.0 LEGISLATION ADMINISTERED

Local Government Act 1995

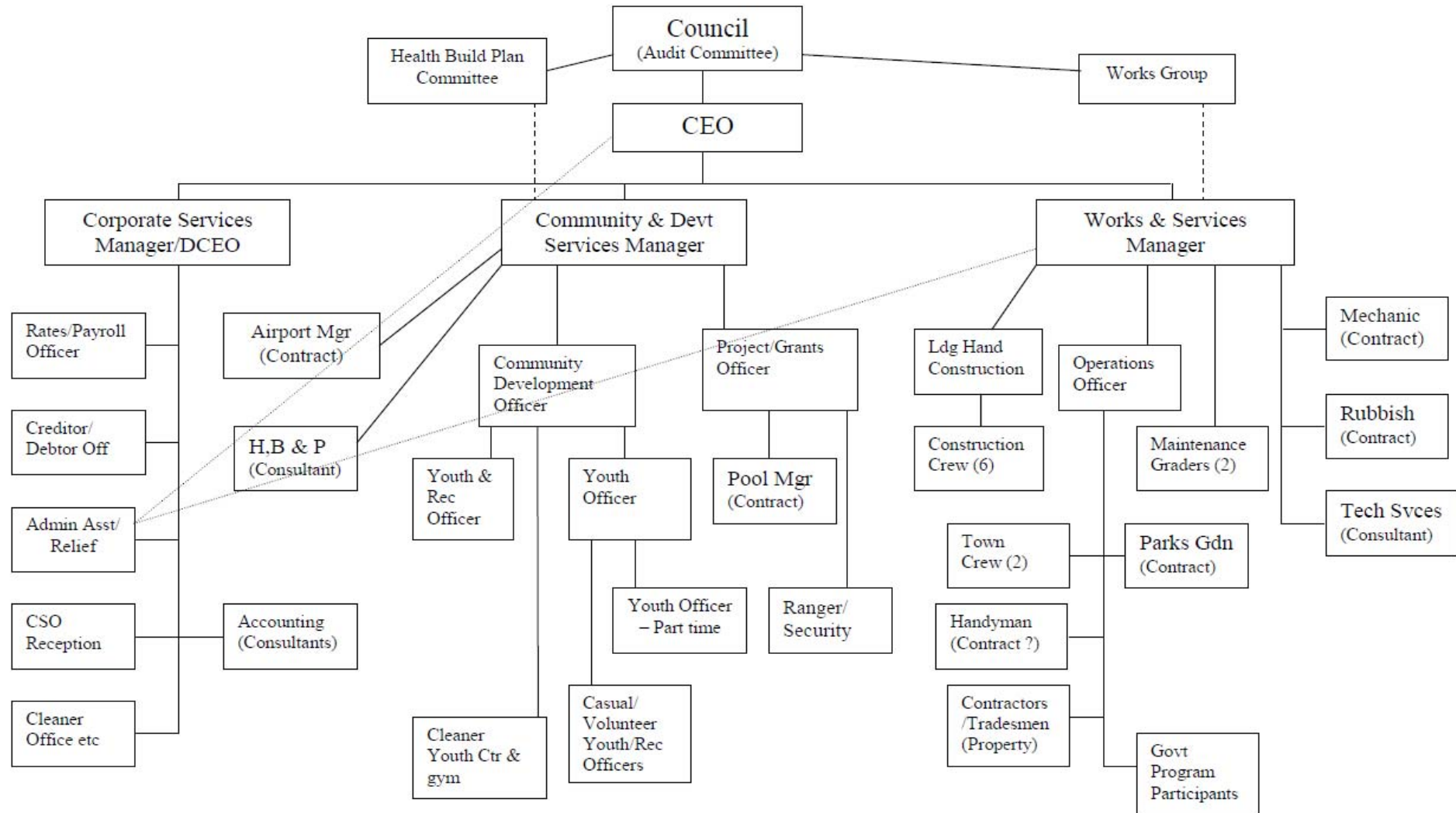
Dog Act 1976

Planning and Development Act (Consequential and Transitional Provisions Act 2005)
and all other legislation relevant to Local Government functions

3.0 SHIRE STRUCTURE

Shire of Meekatharra – Organisational Chart

Adopted May 2011



4.0 DECISION MAKING FUNCTIONS

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

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

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

These are:

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

6.0 DOCUMENTS FOR INSPECTION

The following documents are available for public inspection at the Council Office, free of charge.

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

Council Agenda	\$11.00	complete
Council Minutes	\$11.00	complete
Policy Manual	\$0.22	per A4 page
Council Budget	\$11.00	complete
Council Annual Financial Statements	\$0.22	per A4 page
Council By-Laws	\$0.55	per A4 page
Building Application Register	\$0.33	per A3 page
Rate Book	\$0.38	on disk
Consolidated Roll	\$0.50	per double sided page
Owner & Occupier Roll	\$0.22	per A4 page

6.1 OTHER INFORMATION REQUESTS

Requests for other information not shown will be considered in accordance with the Freedom of Information (WA) Act 1992. Under this legislation, an application fee and a search fee must be forwarded with the completed request form (as provided for in the Act, Schedule 2, Section 8 and Pt 2, Section 12), or in writing unless the applicant is granted an exemption.

Forms are available by contacting the Shire Office.

Freedom of Information Request Forms should be addressed to:

The Freedom of Information Officer
 Shire of Meekatharra
 PO Box 129
 Meekatharra WA 6642

Applications will be acknowledged as receipt and dealt with within the permitted period of 45 days of Council receiving the correctly completed Freedom of Information Request form, or written application together with the application and search fees in accordance with the application and search fees in accordance with the schedule attached, if required.

7.0 AMENDMENT OF COUNCIL RECORDS

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

SHIRE OF MEEKATHARRA APPLICATION FOR ACCESS TO DOCUMENTS
(under Freedom of Information Act 1992, S.12)

DETAILS OF APPLICANT

Surname:

Given Names:

Australian Postal Address:.....

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

If application is on behalf of an organisation

Name of Organisation/Business

DETAILS OF REQUEST

(Please tick)

Personal documents

Non-Personal documents

I am applying for access to document(s) concerning

.....
.....

FORM OF ACCESS

I wish to inspect the document(s) Yes

No

I require a copy of the document(s) Yes

No

I require access in another form Yes

No

(Specify)

FEES AND CHARGES

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

In certain cases a reduction in fees and charges may apply - see section on fees and charges on the back of this form. If you consider you are entitled to a reduction, submit a request with copies of documents which address the criteria on the back of this form and support your application for a fee reduction.

I am requesting a reduction in fees and charges Yes

No

APPLICANTS SIGNATURE Date

...../...../.....

(Office Use Only)

FOI Reference Number

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

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

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

Proof of Identity (if applicable) Type Sighted

FEES AND CHARGES

Application fees and charges prescribed are outlined in the Schedule of Fees and Charges in the annual Shire Budget.

The Charge payable under Regulation 5 is reduced by 25% for holders of a currently valid Pensioner Concession Card issued on behalf of the Commonwealth to that person, or any other card which may be prescribed as being a Pensioner Concession Card under the *Rates and Charges (Rebates and Deferments) Act 1992*.

SCHEDULE

1. Type of Fee

Application fee under Section 12(1)(e) of the Act	\$30
---------------------------------------------------	------



2. Type of Charge

(a) Supervised access to Councils records – per hour	\$38.50
------------------------------------------------------	---------

(b) Charges for photocopying

(i) per hour, or pro rate, for a part of an hour of staff Time <i>and</i>	\$38.50
------------------------------------------------------------------------------	---------

(ii) per copy	\$0.22
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Title/Subject:	ADDITIONS TO COUNCIL POLICY MANUAL
Agenda/Minute Number:	9.3.2
Applicant:	Nil
File Ref:	ADM 0239
Disclosure of Interest:	Nil
Date of Report:	2 July 2012
Author:	Kelly Fuhrmann Community Development/Administration Officer
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council does not currently have policies in place for its Youth and Recreation Services relating to youth contributions and reimbursements and the use of a petty cash system.

Attachments:

Youth and Recreation Services Contributions and Reimbursements – Draft Policy
Youth and Recreation Services Petty Cash System – Draft Policy
Example of revised 2012/13 Schedule of Fees and Charges (applicable page only)
Example of amended delegation – Receipt of Revenue

Background:

In mid-June 2012 two separate financial accounting firms conducted a financial management review and an interim audit respectively, of the Shire as per Local Government regulations. Following these visits staff would like to propose two additions to the Council Policy Manual.

Comment:

Staff are aware that youth and recreation programs require the need for flexibility in order to reduce an expectation by community and young people that goods and services will be provided free of charge on a regular basis.

The Community Development/Administration Officer has submitted a draft Youth and Recreation Services Contributions and Reimbursements policy for Council consideration regarding receiving contributions from young people and families for youth and recreation activities.

The purpose of the proposed policy is to ensure:

- That any contributions made by young people and families are in line with Councils Schedule of fees and charges
- That any contributions made by young people and families are not in conflict with funding agreements entered into with service providers for youth service activities
- That any funds contributed are collected for purposes within the scope of this policy
- That incoming funds are accounted for
- That incoming funds are kept safe

- That banking is done regularly

The policy also outlines the circumstances under which it is appropriate for contributions to be made towards youth and recreation activities. These circumstances include:

- Fundraising activities approved in advance by the Community Development/Administration Officer – such as the Meekatharra Market Stalls
- Purchases of food and drinks at the Meekatharra Youth Centre Café
- A nominal contribution (approved in advance by the Community Development/Administration Officer) and as stated in the Shire of Meekatharra Schedule of Fees and Charges, a nominal contribution per child, for the following types of activities
 - Camps
 - School Holiday or Term Program Activities where travel is required
 - Disco entry
 - Membership to the Meekatharra Bike Club or similar program
 - Auskick packs
 - Other organised activities, events, programs

Having a policy regarding income for youth and recreation services will ensure that any income is accounted for and reconciled. Regular banking will ensure that the CDAO is aware of contributions received and that the funds are kept safe. The policy will also ensure that contributions are not charged for unapproved items or activities.

If the draft Youth and Recreation Services Contributions and Reimbursements Policy is accepted then it would be appropriate to include a fee in the 2012/13 Schedule of Fees and Charges for these circumstances. This will ensure that youth and recreation staff are complying with Local Government Financial Regulations when accepting contributions from community members. An example of the revised Schedule of Fees and Charges is attached.

Acceptance of this policy would also require an amendment to the Shire of Meekatharra Register of Delegations to allow permanent Youth and Recreation Officers to collect money on behalf of the Shire of Meekatharra. Currently the Chief Executive Officer authorises the following officers to collect money on behalf of the Shire of Meekatharra:

- CSO Receptionist/Cashier
- Admin Assistant/Relief Officer
- Creditor/Debtor Officer
- Rates/Payroll Officer
- Airport Manager
- Community Development Officer
- Corporate and Development Services Manager

There is no provision for Youth and Recreation staff to collect money on behalf of the Shire of Meekatharra. If Council accept the proposed policy and associated amendment to the Schedule of Fees and Charges, permanent Youth and Recreation Officers should be added to the above list as authorised officers to collect money on behalf of the Shire of Meekatharra.

A Youth and Recreation Services Petty Cash System has been developed by the Community Development/Administration Officer. Community Development staff are aware that every opportunity should be taken to purchase goods using the approved purchase order system. It is

however understood that there may be occasions where the purchase order system is not a best fit for youth and recreation service programs and activities given the fluid nature of this service
The purpose of this proposed policy is

- to provide guidance around the circumstances within which it is appropriate to use the petty cash system
- to allow flexibility for youth and recreation staff to make purchases in line with Council's budgeted expenditure
- to provide a level of autonomy for youth and recreation staff to make minor purchases outside of the Shire of Meekatharra Office hours
- to ensure that any minor purchases made are within the scope of this policy
- to ensure that minor purchases made are reconciled on a regular basis

The proposed policy also outlines a simple procedure which can be followed in using the petty cash system and the type of purchases for which the petty cash system may be used. These purchases include:

- Consumable items such as food and groceries
- Items up to \$50 in case of emergency such as fuel for youth and recreation vehicles outside of office hours when a purchase order cannot be written
- Consumable items which may be needed on School Holiday or Term Program activities where travel is undertaken
- Activities where a purchase order is not accepted such as attending the movies

It will be the CDAO's responsibility to monitor the spending of the petty cash and to reconcile it monthly or as required. The benefits of this system include:

- Having a petty cash tin held at the Shire containing \$300 at any one time will ensure that large sums of money are not kept at the Meekatharra Youth Centre.
- This system will alleviate the need for Youth and Recreation staff to have purchase orders written out for small items.
- It will also provide a means for approved activities to be undertaken when on camps or excursions for which organisations will not accept purchase orders.
- This system will alleviate the need for re-imbursements for items paid for by youth and recreation officers with their own cash.
- Providing the purchases are for approved items or services and fit within the scope of the petty cash policy, the officers can recoup the money through the petty cash system.

Consultation:

Krys East

Statutory Environment:

Local Government (Financial Management) Regulations 1996

Policy Implications:

Council to add two policies to its existing policy manual

Acceptance of the Youth and Recreation Services Contributions and Reimbursements Policy will require a change to the Register of Delegations

Financial Implications:

Acceptance of the Youth and Recreation Services Contributions and Reimbursements Policy will require an amendment to Council's Schedule of Fees and Charges

The addition of the new proposed fees and charges will only have a minor impact of revenues

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officer Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr NL Trenfield

- 1. Council approves the following policies for inclusion in to the Shire of Meekatharra Policy Manual:**
 - i) Youth and Recreation Services Contributions and Reimbursements**
 - ii) Youth and Recreation Services Petty Cash System**
- 2. Council adopts the amended 2012/13 Schedule of Fees and Charges**
- 3. Council approves the addition of permanent Youth and Recreation Officers as authorised persons to receive money on behalf of the Shire of Meekatharra and authorises staff to update to the Register of Delegations accordingly.**

**CARRIED 6/0
BY ABSOLUTE MAJORITY**

POLICY:	YOUTH AND RECREATION SERVICES REIMBURSEMENTS PETTY CASH SYSTEM
POLICY NO:	4.15
SECTION:	FINANCIALS
COUNCIL MEETING HELD:	21 JULY 2012
DATE TO BE REVIEWED:	

Introduction

It is Council's wish that every opportunity is taken to purchase goods using the approved purchase order system. It is however understood that there may be occasions where the purchase order system is not a best fit for the youth and recreation service programs and activities given the fluid nature of this service

Objective

The purpose of this policy is

- to provide guidance around the circumstances within which it is appropriate to use the petty cash system
- to allow flexibility for youth and recreation staff to make purchases in line with Council's budgeted expenditure
- to provide a level of autonomy for youth and recreation staff to make purchases outside of the Shire of Meekatharra Office hours
- to ensure that any purchases made are within the scope of this policy
- to ensure that purchases made are reconciled on a regular basis

Petty cash may be used by youth and recreation staff for the following type of purchases - (consumable items only)

- Consumable items such as food and groceries
- Fuel for youth and recreation vehicles outside of office hours when a purchase order cannot be written
- Consumable items which may be needed on School Holiday or Term Program activities where travel is undertaken
- Activities where a purchase order is not accepted such as attending the movies

Guidelines

- Youth and Recreation Staff may spend up to \$50 using this system without authorisation from the Community Development/Administration Officer provided the item/s fall within the scope of this policy and if deemed to be an emergency. For example fuel required outside of normal office hours. In these cases an effort should be made to contact the Community Development/Administration Officer for verbal approval.
- Purchases above \$50 need to be authorised in advance by the Community Development/Administration Officer and are only for items where purchase orders are not accepted.
- Purchases over \$200 cannot be made through the Petty Cash system
- All purchases must be within the budgetary guidelines provided by Council. The Community Development/Administration Officer will provide the necessary guidance

- Youth and recreation staff will not be reimbursed if the purchase/s fall outside of Council's budgetary guidelines or the scope of this policy

Procedure

- A petty cash tin with \$300 is to be held by the Community Development/Administration Officer
- During office hours youth and recreation staff may sign for cash from the Community Development/Administration Officer (CDAO). In the absence of the CDAO the Manager of Corporate and Development Services or Finance Officer will assist youth and recreation staff with this procedure
- A slip in the Petty Cash tin is to be filled out by youth and recreation staff when the receipt is bought back to the Petty Cash tin.
- The change is recorded on this slip
- The receipt must be coded to the correct GL account
- The Petty Cash tin will be reconciled monthly by the Community Development/Administration Officer or as required

Adopted:

Effective:

POLICY:	YOUTH AND RECREATION SERVICES REIMBURSEMENTS AND CONTRIBUTIONS
POLICY NO:	4.14
SECTION:	FINANCIALS
COUNCIL MEETING HELD:	21 JULY 2012
DATE TO BE REVIEWED:	

Introduction

The Community Development/Administration Officer has a delegation for authorisation to spend up to \$300 for groceries and consumables within the Community Development Department which includes Youth and Recreation Services.

Youth and Recreation Programs require the need for flexibility in order for staff to reduce an expectation by community and young people that goods and services will be provided free of charge on a regular basis.

Objective

The purpose of this policy is to ensure:

- That any contributions made by young people and families are in line with Councils Schedule of fees and charges
- That any contributions made by young people and families are not in conflict with funding agreements entered in to with service providers for youth service activities
- That any funds contributed are collected for purposes within the scope of this policy
- That incoming funds are accounted for
- That incoming funds are kept safe
- That banking is done regularly

Contributions towards Meekatharra Youth Services may be made for the following purposes:

- Fundraising activities approved in advance by the Community Development/Administration Officer – such as the Meekatharra Market Stalls
- Purchases of food and drinks at the Meekatharra Youth Centre Café
- A nominal contribution (approved in advance by the Community Development/Administration Officer) and as stated in the Shire of Meekatharra Schedule of Fees and Charges, a nominal contribution per child, for the following types of activities
 - Camps
 - School Holiday or Term Program Activities where travel is required
 - Disco entry
 - Membership to the Meekatharra Bike Club or similar program
 - Auskick packs
 - Other organised activities, events or programs

Procedure

The following is the procedure to be used for the Meekatharra Youth Centre Café and a guide for the purposes of other approved contributions.

- 1) Count the float (\$35 to be provided)
- 2) Ensure that purchases are recorded on the form provided in attachment A
- 3) Ensure that the correct change is given
- 4) Ensure that the amount recorded equals the amount in the till plus the \$35 float (daily)
- 5) All discrepancies to be noted on the form provided in attachment A
- 6) Two officers to count the takings and sign to declare the takings are correct
- 7) Takings to be locked in a petty cash box, in a lockable drawer in the alarmed Youth Centre Office - keys for the petty cash box are to be held by the full time Youth and Recreation Staff only.
- 8) Takings are to be taken to the Shire every Monday to be banked or earlier if amount (not including the float) exceeds \$200

Stock

For the purposes of this policy a stock take is not required. This is due to food items being interchangeable between the Meekatharra Youth Centre Café and the Shire funded Youth Centre Cooking Program. It is felt that the small amount of stock being purchased does not warrant an ongoing stocktake.

ATTACHMENT A

YOUTH SERVICES CONTRIBUTIONS			\$35 Float	
Date	Opening Balance	Items Purchased	Cost	Closing Balance
12th June	\$35	2 x coke cans	\$4	\$39
		3 x chips	\$6	\$45
		1 chocolate	\$1	\$46
Cash Balance at end of day				\$46
Discrepancies if any				\$0
Float				\$35
Takings to be banked				\$11

Signed.....

Signed.....

Notes on discrepancies:

Adopted:
Effective:

SHIRE OF MEEKATHARRA

2012-2013
ADOPTED BUDGET

Shire of Meekatharra
Schedule of Fees & Charges
2012 / 2013

Description	Charge	GST	Total
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CEMETERY

Grave preparation & burial fee			
- standard burial on a week day	1,350.00	135.00	1,485.00
- standard burial on a weekend or public holiday	1,650.00	165.00	1,815.00
- infant/stillborn burial on a week day	900.00	90.00	990.00
- infant/stillborn burial on a weekend or public holiday	1,200.00	120.00	1,320.00
2nd Interment in Existing Grave			
- Burial on a week day	900.00	90.00	990.00
- Burial on a weekend or public holiday	1,100.00	110.00	1,210.00
- Infant/stillborn burial on a week day	450.00	45.00	495.00
- Infant/stillborn burial on a weekend or public holiday	550.00	55.00	605.00
- Burial of Ashes (Council to prepare grave for interment)	100.00	10.00	110.00
- Burial of Ashes (No Council Involvement)	NO CHARGE		
Cremated Ashes Plot	90.91	9.09	100.00
Family Tree (Front of Cemetery) - Ashes and Memorials	227.27	22.73	250.00
Exhumation - any grave	675.00	67.50	742.50
Hearse Hire - per day	200.00	20.00	220.00
Shade Tent Hire - 2 available each 3m x 3m (cost per Shade Tent)	75.00	7.50	82.50

* Council Employees must erect & remove Shade Tents
* Hire of Shade Tents must be associated with a funeral or burial

RECREATION & COMMUNITY SERVICES

YOUTH AND RECREATION SERVICES

Miscellaneous contributions towards youth and recreation activities* As applicable

*a nominal charge per individual per recognised event/activity as per Council Policy

TOWN HALL

Local Community/Sporting Groups & Ratepayers

'Local Community/Sporting Group' is defined as a group or organisation primarily based within the Shire of Meekatharra

Complete Facility

Rental - per day or part thereof			
- any function with alcohol consumed or sold	155.00	15.50	170.50
- function without alcohol consumed or sold	100.00	10.00	110.00
- Gov't (inc schools) sponsored functions	50.00	5.00	55.00
- local community/sporting group functions	25.00	2.50	27.50
- shire sponsored functions	NO CHARGE		
Rental - per hour or part thereof			
- function without alcohol consumed or sold	10.00	1.00	11.00
- Gov't (inc schools) sponsored functions	5.00	0.50	5.50
- local community/sporting group functions	2.50	0.25	2.75
- shire sponsored functions	NO CHARGE		

Shire of Meekatharra

Register of Delegations

03 RECEIPT OF REVENUE

Function to be performed: The Chief Executive Officer has a duty to establish efficient systems and procedures for the proper collection of all money owing to the local government. (Regulation 5(1)(a) Local Government (Financial Management) Regulations 1996)

Delegated to: N/A

Authorisation:

The Chief Executive Officer authorises the following officers to collect money on behalf of the Shire of Meekatharra:

CSO Reception/Cashier
Admin Assistant/Relief Officer
Creditor/Debtor Officer
Rates/Payroll Officer
Airport Manager
Community Development Officer
Corporate and Development Services Manager
Permanent Youth and Recreation Officers

Conditions: Regulations 5, 8 and 10 of the Local Government (Financial Management) Regulations 1996.

Record of Use: Electronic copy of receipts to be archived and kept in accordance with records to be kept under the provisions of **General Disposal Authority for Local Government Records** Legislation.



Reference: S5.42 S6.10 Local Government 1995 (As Amended)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Title/Subject:	DISABILITY ACCESS AND INCLUSION PLAN REVIEW
Agenda/Minute Number:	9.3.4
Applicant:	Nil
File Ref:	ADM 0155
Disclosure of Interest:	Nil
Date of Report:	13 July 2012
Author:	Kelly Fuhrmann Community Development/Administration Officer
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Under the Western Australian *Disability Services Act 1993*, local governments are required to review their Disability Access and Inclusion Plan at a maximum of every five years. The amended or new plan is to be lodged with the Disability Services Commission (DSC) by July 31st in any given year.

Attachments:

Shire of Meekatharra Disability Access and Inclusion Plan (DAIP) reviewed July 2012

Background:

Under the Western Australian *Disability Services Act 1993*, local governments are required to develop and implement a Disability Access and Inclusion Plan (DAIP), which identifies barriers to access and inclusion and proposes solutions to ensure that people with disability have equality of access to services and facilities.

In addition, a DAIP assists Council to mitigate risk and meet its obligations under the *Disability Discrimination Act 1992*, *Disability Services Act 1993* and the *Equal Opportunity Act 1984*.

This Act (as amended in 2004), requires local authorities to develop and implement a *Disability Access and Inclusion Plan (DAIP)*, that will further both the principles and the objectives of the Act.

To comply with the Act a local government is required to:

- Review its plan at a maximum of every five years. The amended or new plan is to be lodged with the Disability Services Commission (DSC) by July 31st in any given year.
- develop a DAIP which:
 - furthers the principles and objectives of the Act; and
 - meets the standards in Schedule 2 of the Disability Services Regulations 2004;
- take all practicable measures to ensure the plan is implemented by the local government, its officers, employees and relevant agents and contractors;

- undertake public consultation, as specified in the regulations, when preparing, reviewing or amending its plan;
- lodge review reports, amended plans or new plans with the Disability Services Commission;
- report to the Commission by 31st July each year about:
 - progress made by the local government in achieving the desired outcomes in Schedule 3 of the regulations;
 - progress made by any agents and contractors of the local government in achieving the desired outcomes in Schedule 3 of the regulations; and
 - the strategies used by the local government to inform its agents and contractors about its plan; and
- report in its Annual Report about the implementation of its plan

Comment:

The Community Development Administration Officer (CDAO) developed a survey which was made available to the general public through a variety of formats seeking feedback for the review of the Shire's DAIP 2007 – 2011. The survey was placed at the Community Resource Centre, the Shire Office/Tourist Information Centre, in the Meekatharra Dust and made available on the Shire of Meekatharra web site. Unfortunately nobody handed in any completed surveys.

The CDAO has reviewed and updated the Shire of Meekatharra's DAIP. Changes have been made which include adding a seventh outcome and ensuring that strategies to meet the seven outcomes are simple and can be monitored on an on-going basis.

The reviewed document is attached for Council to approve

Consultation:

Krys East

Statutory Environment:

Disability Services Act 1993

Disability Discrimination Act 1992

Equal Opportunity Act 1984

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officer Recommendation/Committee Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

Council approves the updated Disability Access and Inclusion Plan for the Shire of Meekatharra.

CARRIED 6/0



Shire of Meekatharra

DISABILITY ACCESS & INCLUSION PLAN



2012 – 2016

Shire of Meekatharra - Disability Access and Inclusion Plan

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Shire of Meekatharra – Disability Access and Inclusion Plan

1.0 REQUIREMENTS IN REGARDS TO DISABILITY ACCESS AND INCLUSION PLANS

Under the Western Australian *Disability Services Act 1993*, local governments are required to develop and implement a Disability Access and Inclusion Plan (DAIP), which identifies barriers to access and inclusion and proposes solutions to ensure that people with disability have equality of access to services and facilities.

In addition, a DAIP assists Council to mitigate risk and meet its obligations under the *Disability Discrimination Act 1992*, *Disability Services Act 1993* and the *Equal Opportunity Act 1984*.

This Act (as amended in 2004), requires local authorities to develop and implement a *Disability Access and Inclusion Plan* (DAIP), that will further both the principles and the objectives of the Act.

To comply with the Act a local government is required to:

- Review its plan at a maximum of every five years. The amended or new plan is to be lodged with the Disability Services Commission (DSC) by July 31st in any given year.
- develop a DAIP which:
 - furthers the principles and objectives of the Act; and
 - meets the standards in Schedule 2 of the Disability Services Regulations 2004;
- take all practicable measures to ensure the plan is implemented by the local government, its officers, employees and relevant agents and contractors;
- undertake public consultation, as specified in the regulations, when preparing, reviewing or amending its plan;
- lodge review reports, amended plans or new plans with the Disability Services Commission;
- report to the Commission by 31st July each year about:
 - progress made by the local government in achieving the desired outcomes in Schedule 3 of the regulations;
 - progress made by any agents and contractors of the local government in achieving the desired outcomes in Schedule 3 of the regulations; and
 - the strategies used by the local government to inform its agents and contractors about its plan; and
- report in its Annual Report about the implementation of its plan.

Shire of Meekatharra – Disability Access and Inclusion Plan

2.0 BACKGROUND

2.1 Shire of Meekatharra

The Shire of Meekatharra has an area of 100,733 square kilometres and is situated 764 kilometres north east from Perth. The population according to the Australian Bureau of Statistics 2011 is 1,377.

Situated on the Great Northern Highway in the Murchison-East Gascoyne region of the State, it is the centre of a mining and sheep and cattle district. Travellers passing through the area will be interested by the many old worked out gold mines and the relics of old machinery that go with them. The name, Meekatharra seems to have originated from an Aboriginal name for a water source which was located to the south west of the town.

Today's Meekatharra provides a geographically convenient centre for the numerous pastoral stations, established mines and mineral exploration groups to obtain their stores, fuel, parts, postal services and other necessities of life.

The town also provides excellent health and educational facilities along with social and recreational opportunities for those many people living and working in the extensive surrounding countryside. It is a base for the Royal Flying Doctor Service.

The climate is hot in summer and mild in the winter months. Temperatures extend into the 40's and the annual rainfall is approximately 200 millimetres. The landscape is mainly flat with occasional hills and in some areas stony ranges. The vegetation consists of mainly mulga trees with gum trees near the creeks and saltbush surrounding the usually dry lakes.

2.2 Functions, Facilities and Services (Both In-House and Contracted) Provided by the Shire of Meekatharra

The Shire of Meekatharra is responsible for a range of functions, facilities and services including:

Services to property: construction and maintenance of Local Government-owned buildings; construction and maintenance of roads, footpaths; land drainage and development; waste collection and disposal; litter control and street cleaning; planting and caring for street trees; numbering of buildings and lots; street lighting; and bush fire control.

Services to the community: provision and maintenance of playing areas, parks, gardens, reserves and facilities for sporting and community groups; management of public swimming pool; public library and information services; citizenship ceremonies; youth services and community events; and provision of a monthly community newsletter.

Regulatory services: planning of road systems, and town planning schemes; building approvals for construction, additions or alterations to buildings; environmental health services and ranger services, including dog control.

Shire of Meekatharra - Disability Access and Inclusion Plan

General administration: the provision of general information to the public and the lodging of complaints and payment of fees including rates and dog licences.

Processes of government: ordinary and special Local Government and committee meetings; Council meetings, election of Council Members and community consultations.

2.3 People with Disabilities in the Shire of Meekatharra

Although the population within the Shire of Meekatharra has had periods of growth and periods of decline, from 2006 to 2010, the population has remained stable, infact it has increased ever so slightly. This increase is possibly due to increased mining activity within the Shire Boundaries.

According to the Australian Bureau of Statistics Survey of Disability, Ageing and carers (2009), 18.5% of Australians identify themselves as having some form of disability. Based on the population estimate and these findings, it is estimated that there may be around 255 people with disabilities living within the Shire's Boundaries.

Although the Shire's population is considered quite small, a large number of tourists travelling on the Great Northern Highway have access to the town's facilities and services. It is therefore crucial that visitors are also considered when making provisions for people with disabilities.

Shire of Meekatharra – Disability Access and Inclusion Plan

3.0 ACCESS AND INCLUSION POLICY STATEMENT

The Shire of Meekatharra is committed to ensuring that the community is an accessible and inclusive community for people with disabilities, their families and carers.

The Shire of Meekatharra interprets an accessible and inclusive community as one in which all council functions, facilities and services (both in-house and contracted) are open, available and accessible to people with disabilities, providing them with the same opportunities, rights and responsibilities enjoyed by other people in the community.

The Shire of Meekatharra recognises that people with disabilities are valued members of the community who make a variety of contributions to local social, economic and cultural life. The Shire believes that a community that recognises its diversity and supports the participation and inclusion of all its members makes for a richer community life.

The Shire of Meekatharra believes that people with disabilities, their families and carers who live in country areas should be supported, as far as practicable, to remain in the community of their choice.

The Shire of Meekatharra is committed to consulting with people with disabilities, their families and carers and where required, disability organisations to ensure that barriers to access and inclusion are addressed appropriately.

The Shire of Meekatharra is committed to ensuring that its agents and contractors work towards the desired outcomes of the DAIP.

The Shire of Meekatharra is committed to working in partnership with local community groups and businesses to facilitate the inclusion of people with disabilities through improved access to facilities and services in the community.

The Shire of Meekatharra is committed to achieving the seven desired outcomes of its DAIP:

1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, the Shire of Meekatharra.
2. People with disabilities have the same opportunities as others to access buildings, playgrounds, outdoor spaces and other facilities operated by the Shire of Meekatharra.
3. Those people with disabilities receive information from the Shire of Meekatharra in a format that will enable them to access the information as readily as others.
4. People with disabilities receive the same level and quality of service from the staff and Elected Members of the Shire of Meekatharra as others.
5. People with disabilities have the same opportunities as other people to make complaints to the relevant public authority.
6. People with disabilities have the same opportunities as other people to participate in any public consultation by the Shire of Meekatharra.

Shire of Meekatharra - Disability Access and Inclusion Plan

7. People with disabilities have the same opportunities as other to seek employment with the Shire of Meekatharra.

Shire of Meekatharra - Disability Access and Inclusion Plan

4.0 REVIEW OF THE DISABILITY ACCESS AND INCLUSION PLAN

4.1 Responsibility for the Planning Process

The planning process for the initial plan spanning from 2007 - 2011 was predominantly conducted by the Community Development Officer of the Shire of Meekatharra on behalf of the Meekatharra Shire Council. A committee of Councillors and community members was formed and was aided by an Environmental Health Officer, to oversee the development, implementation, review and evaluation of the plan. The final plan was endorsed by the Shire of Meekatharra and it is the responsibility of all officers to implement the relevant actions.

The review of the DAIP was conducted by the Community Development/Administration Officer in July 2012.

4.2 Community Consultation Process

The Shire of Meekatharra was able to update their Disability Service Plan to meet the requirements of creating a Disability Access and Inclusion Plan, due to a process of community consultation which included:

- A questionnaire regarding the current Disability Access and Inclusion Plan was featured on the Shire's website and displayed in the Shire Office and in the Shire's Local Community Newsletter for a period of 30 days.
- This questionnaire was made available at the Library, Meekatharra Community Resource Centre, Community Health and Meekatharra Hospital reception area, to ask residents to identify any problems they had using services, accessing information, contributing to decision-making processes, making complaints, physically accessing Council facilities, and generally getting around and being included in the community. Unfortunately, no completed questionnaires were returned to the Shire.

4.3 Community Consultation Outcomes

The initial review and consultation undertaken in 2007 found that there was a low level of awareness about the Shire's then current Disability Service Plan. Although reviewing the 2007 - 2011 DAIP is required by the Shire to stay in touch with the current needs of community members, there are still aspects of this plan that remain relevant and can be transferred over to the updated plan. The updated plan continues to reflect legislative and regulatory changes such as striving for inclusion and access beyond the minimum compliance of the standards.

The initial consultation undertaken in 2007 identified a variety of remaining barriers to access and inclusion, which continue to be addressed in the reviewed DAIP Action Plan.

Shire of Meekatharra – Disability Access and Inclusion Plan

Access Barriers

The access barriers identified in the initial consultation process undertaken in 2007 were:

- Shire policy to guide and inform access and inclusion activities may not reflect contemporary values and practice.
- Processes of the Shire may not be as accessible as possible.
- Events may not always be held in a manner and location that best facilitates the participation of people with disabilities.
- Elements of the Shire's website require improvement to best meet the needs of people with disabilities.
- Staff may be uninformed or lacking in confidence to adequately provide the same level of service to people with disabilities.
- People with disabilities may not be aware of consultation opportunities with the Shire.

These barriers informed the development of strategies in the Shire of Meekatharra's initial DAIP. The barriers have been prioritised in order of importance, which assists in setting timeframes for the completion of strategies to overcome those access barriers.

4.4 Responsibility for Implementing the DAIP

It is a requirement of the Disability Services Act that a public authority must take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors.

Implementation of the DAIP is the responsibility of all areas of the Shire. Some actions in the Implementation Plan will apply to all areas of the Shire while others will apply to a specific area. The Implementation Plan sets out who is responsible for each action.

4.5 Communicating the Plan to Staff and People with Disabilities

The following methods of communication will be used to advise staff and people with disabilities of the reviewed DAIP:

- A copy of the Meekatharra Disability Access and Inclusion Plan will be available on request at the Shire Office in various forms including hard copy (regular and large print), audio format on CD, by email, and on the Shire's website.
- Promotion of the adopted DAIP will be advertised in the Shires monthly newsletter, on the community notice board, and at other various locations around the town.
- A copy of the DAIP will be given to all contractors employed by the Shire of Meekatharra and all staff made aware of its existence and availability.
- As plans are amended, notification will be given using the same methods used previously.

Shire of Meekatharra – Disability Access and Inclusion Plan

4.6 Review and Evaluation Mechanisms

The Disability Services Act sets out the minimum review requirements for public authorities in relation to DAIPs. The Shire's DAIP will be reviewed at least every five years, in accordance with the Act. The DAIP Implementation Plan may be amended on a more regular basis to reflect progress and any access and inclusion issues which may arise. Whenever the DAIP is amended, a copy of the amended plan will be lodged with the Disability Services Commission.

The Community Development Administration Officer will monitor progress towards achieving the stated outcomes in the DAIP. The Council and the CEO will assess the implementation of the Plan on an annual basis to coincide with the production of the Shire's Annual Report and information on outcomes will therefore be included in the Annual Report. Public notice will be given informing that the DAIP will be reviewed and evaluated and an invitation extended to the community to offer advice, opinion or comment on the plan.

4.7 Reporting on the DAIP

The Disability Services Act sets out the minimum reporting requirements for public authorities in relation to DAIPs.

The Shire of Meekatharra will report on the implementation of its DAIP through its Annual Report and the prescribed progress report template to the Disability Services Commission by 31 July each year, outlining:

- Progress towards the desired outcomes of its DAIP;
- Progress of its agents and contractors towards meeting the seven desired outcomes; and
- The strategies used to inform its agents and contractors of its DAIP

Shire of Meekatharra – Disability Access and Inclusion Plan

4.0 STRATEGIES TO IMPROVE ACCESS AND INCLUSION

As a result of the consultation process the following overarching strategies will guide tasks, reflected in the Implementation Plan, that the Shire of Meekatharra will undertake from 2012 – 2016 to improve access to its services, buildings and information. The seven desired outcomes provide a framework for improving access and inclusion for people with disabilities in the Shire of Meekatharra.

Outcome 1:

People with disabilities have the same opportunities as other people to access the services of, and any events organised by the Shire of Meekatharra

Strategies	Timeline
<p>I.1 Events and meetings held by the Shire are to be accessible and inclusive for people with a disability and people who are from culturally and linguistically diverse backgrounds.</p> <p>Provide, where possible the following at all events organised by the Shire:</p> <ul style="list-style-type: none"> • Accessible parking near entrance of event • Unisex accessible toilets • Clear event and directional signage • Transport options for people with disability • Discounted entry to facilities and events for users of Commonwealth Government concession cards • Information and promotional material which includes the wording “this information is available in alternative formats upon request” • Use of accessible facilities/buildings where possible • Inclusion of the DSC events checklist by employees. Refer to this link: http://www.disability.wa.gov.au/aud/accessinfo.html • Invitations including the wording “if you have any access or dietary requirements please contact us” • Application of access aware logo to information and promotional material where applicable to show that access and inclusion has been considered • Interpreters or note takers upon request 	<p>Ongoing</p>
<p>I.2 Contractors providing public services on behalf of the Shire of Meekatharra are aware of their responsibility to ensure their services are accessible and inclusive.</p> <ul style="list-style-type: none"> • Provide a copy of the DAIP to all relevant Shire contractors 	

Shire of Meekatharra – Disability Access and Inclusion Plan

<p>and agents who deliver a public service.</p> <ul style="list-style-type: none"> • Include specific requirements relating to the individual operations of contractors and agents of Shire in contracts as they are developed, reviewed or renewed. • Check installation of any concrete/bitumen footpaths or paving to ensure that the new surface is flush to any existing surface with no residual lip. 	Ongoing
<p>I.3 Ensure that the community has an opportunity to provide feedback on current levels of access</p>	By July 31 st annually
<p>I.4 Ensure that Shire staff and contractors are aware of the relevant requirements of the Disability Services Act</p>	Upon commencement
<p>I.5 Include an Disability Access and Inclusion Policy when the Shire's Policy Manual is updated, to ensure it supports equitable access to services by people with disabilities throughout the various functions of the Shire</p>	December 2012

Shire of Meekatharra - Disability Access and Inclusion Plan

Outcome 2:

People with disabilities will have the same opportunities as other people to access the buildings and other facilities within the Shire of Meekatharra.

Strategy	Timeline
<p>2.1 Ensure that all new or redevelopment works provide access to people with disabilities, where practicable</p> <ul style="list-style-type: none"> • Includes the proposed new gymnasium • Includes the upgrade of the Meekatharra Picture Gardens 	Ongoing
<p>2.2 Ensure that all premises and other infrastructure related to transport facilities are accessible</p>	Ongoing
<p>2.3 Ensure that parks and reserves are accessible</p>	Ongoing
<p>2.4 Ensure that public toilets meet the associated accessibility standards</p>	Ongoing
<p>2.5 Ensure that all buildings and facilities are physically accessible to people with disabilities</p>	Ongoing
<p>2.6 Inform people with a disability when Shire facilities have been improved through the following means:</p> <ul style="list-style-type: none"> • Employees • Key agencies/sites • Shire web-site • Local Newsletter • Community Directory 	Ongoing
<p>2.6 Ensure that footpaths, pavements and walk trails are free from debris such as gum nuts, rubbish, gravel and sand which may cause injuries or falls.</p> <ul style="list-style-type: none"> • Continue to identify Parks and Gardens Contractor, Rubbish Contractor and Operations Officer of areas of concern within the community so hazards can be removed and the areas can remain accessible for people with disabilities and prams. 	Ongoing
<p>2.7 Ensure that all upgrades and new parks/outdoor spaces and recreation facilities where possible provide:</p>	

Shire of Meekatharra - Disability Access and Inclusion Plan

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none">• Accessible parking near the entrance• Directional access signage• Accessible seating/resting places• Accessible barbeque areas• Accessible shade• Accessible water source | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Shire of Meekatharra - Disability Access and Inclusion Plan

Outcome 3:

People with disabilities receive information from the Shire of Meekatharra in a format that will enable them to access the information as readily as other people are able to access it.

Strategy	Timeline
3.1 Ensure that Shire information is available in various formats upon request and that all new documentation and publications are designed with access requirements in mind	Ongoing
3.2 Improve community awareness that Shire information is available in alternative formats upon request	Ongoing
3.3 Provide documentation regarding services, facilities and customer feedback in an appropriate format using clear and concise language	Ongoing

Shire of Meekatharra - Disability Access and Inclusion Plan

Outcome 4:

People with disabilities receive the same level and quality of service from the staff of the Shire of Meekatharra as other people receive from the staff of that public authority.

Strategy	Timeline
<p>4.1</p> <p>Improve staff awareness of disability and access issues and improve skills to provide a good service to people with disabilities</p> <ul style="list-style-type: none">• Employees refer to “Count Me In Disability Future Directions” document produced by DSC to raise their awareness of what people with disabilities think is important.	Ongoing
<p>4.2</p> <p>Improve the awareness of new employees and new Councillors about disability and access issues</p>	Ongoing

Shire of Meekatharra - Disability Access and Inclusion Plan

Outcome 5:

People with disabilities have the same opportunities as other people to make complaints to the Shire of Meekatharra

Strategy	Timeline
<p>5.1</p> <p>Ensure people with disabilities are made aware of advocacy opportunities both within the Shire and externally</p> <ul style="list-style-type: none">• Ensure that all information pertaining to the grievance procedure is available in alternative formats upon request.• Ensure that grievances can be lodged via alternative means including fax, mail, telephone and face to face and promote these options.	Ongoing
<p>5.2</p> <p>Improve staff knowledge so they can facilitate the receipt of complaints from people with a disability</p>	Ongoing

Shire of Meekatharra – Disability Access and Inclusion Plan

Outcome 6:

People with disabilities have the same opportunities as other people to participate in any public consultation by the Shire of Meekatharra

Strategy	Timeline
<p>6.1</p> <p>Commit to ongoing monitoring of the DAIP to ensure implementation and satisfactory outcomes</p>	<p>By July 31st each year</p>
<p>6.2</p> <p>Widely promote opportunities for consultation through:</p> <ul style="list-style-type: none"> • Newspapers including The Meekatharra Dust, advertising and media releases • Shire web-page • Letter writing to key agencies and residents/rate payers • Surveys • Newsletters • Mail box drops • Questionnaires • Personal briefings • Information sessions 	<p>Ongoing</p>
<p>6.3</p> <p>Seek a broad range of views on disability and access issues from the local community</p>	<p>July 31st 2014</p>

Shire of Meekatharra - Disability Access and Inclusion Plan

Outcome 7:

People with disabilities have the same opportunities as others to seek employment with the Shire of Meekatharra

Strategy	Timeline
<p>7.1</p> <p>Promote the Shire as an inclusive workplace of choice and also promote new policies to encourage more employment of people with disability</p>	Ongoing
<p>7.2</p> <p>Promote the benefits of employing people with disability to all managers</p>	Ongoing
<p>7.3</p> <p>Ensure Shire employment opportunities are accessible to people with a disability</p> <ul style="list-style-type: none"> • Review position description templates regularly to ensure that they are non-discriminatory and include people with a disability • Ensure advertisements are available in alternative formats upon request • Provide employee training in use of appropriate language for job interviews 	Ongoing

Shire of Meekatharra – Disability Access and Inclusion Plan



**An Opportunity to Make a Difference!
Questionnaire for
Review of Shire of Meekatharra
Disability Access and Inclusion Plan 2012 - 2016**

The Shire of Meekatharra is currently reviewing its Disability Access and Inclusion Plan 2007-2011 and invites comments and feedback from the community to include in this review. Your feedback will assist us to identify areas we need to focus on in our renewed Disability Access and Inclusion Plan 2012-2016.

Access and inclusion means different things to different people. The common elements of access and inclusion are the removal or reduction of barriers to participation in the every day activities and functions of a community, by ensuring that events, buildings, facilities, playgrounds, outdoor spaces, services, information and processes are accessible and inclusive. Access and inclusion can relate to people who have various disabilities, people who are facing increasing challenges due to advanced ageing or loss of physical ability or function and includes people who use prams, wheelchairs, gophers and assistance equipment. It can also relate to people from culturally and linguistically diverse backgrounds.

Please fill out the form below in any of the areas you find relevant.

1. In your daily experience of living within the Shire of Meekatharra have you ever felt excluded from or unable to access a Shire event, building, facility, playground, outdoor space, service, information, process (gaining access to the planning process, public works process, building process etc), due to any type of barrier or difficulty?

-
2. Please comment next to the appropriate heading if you have had any specific concerns relating to Access and Inclusion within the Shire of Meekatharra in the areas listed below:

Parking	
Buildings	
Facilities	
Parks	
Playgrounds	
Outdoor spaces	
Services	
Information	
Processes	
Footpaths	
Site signage	
Events	
Directional signage	

Shire of Meekatharra - Disability Access and Inclusion Plan

Toilets	
Seating	
Cemetery	
Kerbs	
Sport & recreation	
Grievance processes	
Employment	
Website	

3. What are the main two buildings/facilities you think need to be made more accessible in the Shire?

4. What are the main outdoor space you think need to be made more accessible in the Shire?

5. When you are dealing with Shire of Meekatharra staff do you feel they are considerate of the challenges that may be experienced by people with disability or people facing increasing challenges due to advanced aging or loss of physical ability or function?

6. Are you replying to this questionnaire as an individual, carer, on behalf of another person or on behalf of an organisation?

7. What solutions would you like to suggest to any of the above concerns?



If you have any other comments or ideas about how to make our community more accessible or inclusive please write these below or additional pages may be attached to this questionnaire.

Shire of Meekatharra – Disability Access and Inclusion Plan

If you require assistance to fill out this questionnaire please contact the Shire of Meekatharra Community Development/Administration Officer on phone 9980 0600 or email cdo@meekashire.wa.gov.au

Please return your feedback to us by:

- Dropping this form at the Shire Office
- Post this form to Shire of Meekatharra, PO Box 129, MEEKATHARRA WA 6642
- Phone reply to Community Development/Administration Officer on 9980 0600
- Email to cdo@meekashire.wa.gov.au


To enable your feedback to be included in the 2012-2016 Access and Inclusion Plan please return this questionnaire by **Friday 13 July 2012**


Please note all information provided will remain confidential

Another copy of this questionnaire can be requested by phoning 9980 0600 or emailing cdo@meekashire.wa.gov.au

9.4 COMMUNITY DEVELOPMENT

Title/Subject:	DONATION – FOR KERRY SALMON TO ATTEND AN AWARDS CEREMONY ON BEHALF OF THE COMMUNITY OF MEEKATHARRA
Agenda/Minute Number:	9.4.1
Applicant:	Kelly Fuhrmann
File Ref:	ADM 063
Disclosure of Interest:	Nil
Date of Report:	5 July 2012
Author:	Kelly Fuhrmann Community Development/Admin Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

Council may wish to consider a retrospective donation to Kerry Salmon towards costs associated with her travel to Perth to receive an award on behalf of Meekatharra for her achievements in assisting the community of Meekatharra to place in the top thirty fundraisers in WA for the World's Greatest Shave.

Attachments:

Invitation to the Top Thirty World's Greatest Shave Awards
Email from Kerry Salmon requesting a donation

Background:

Kerry has been fundraising for the Leukemia Foundation for a number of years. In 2012 Kerry worked tirelessly to organise another fundraising event which has now been proven to be highly successful. As a result of her efforts Kerry has been invited to receive an award on behalf of the community of Meekatharra for being in the top thirty in the State for the amount of money raised as part of the Meekatharra World's Greatest Shave Event.

Since 2010 the following contributions and donations have been made to Kerry Salmon or towards the Meekatharra World's Greatest Shave Event and associated awards ceremony.

2010

- In March 2010 through the Community Development Activities budget Council paid \$454.55 towards food as part of the Meekatharra World's Greatest Shave Event.

2011

- During the 2011 June 18th Council Meeting, Council resolved to donate \$800 to Kerry Salmon towards her accommodation costs to attend the Top Thirty World's Greatest Shave Awards in Perth.

During this meeting the CEO advised that Council's Donation Policy states that Council is "to not make donations to charitable organisations"

2012

- During the 2012 February 18th Council Meeting, Council resolved to donate \$1206 to Kerry Salmon for Meekatharra's 2012 World's Greatest Shave Event, \$1206 for merchandise and \$130 for helium.
- As part of the 2012/13 budget deliberations Council has resolved to donate \$500 to the Meekatharra World's Greatest Shave Event.

Comment:

Kerry attended the 2010 awards at her own cost. In 2011 Skippers Aviation donated her return flights to attend the ceremony in Perth and accept the award on behalf of Meekatharra and donated \$800 towards Kerry's accommodation. Skippers Aviation has again donated Kerry's flights in 2012. Given the sometimes negative publicity that Meekatharra attracts, the awards provide an opportunity to showcase Meekatharra in a different light.

The main costs associated with Kerry's travel to attend the awards ceremony are for accommodation. Restrictions associated with flights to and from Perth require Kerry to travel to Perth on a Thursday and return on Monday morning. Kerry has requested a donation of \$1000 towards her accommodation across four nights. This equates to \$250 per night. It should be noted that the Award Ceremony will have already taken place prior to the July 21st Council Meeting so any donation would be made retrospectively.

Due to the ongoing nature of the requests to Council for assistance with the Meekatharra World's Greatest Shave Event it is advisable that Council makes a decision which reflects its ongoing intentions. Given that \$800 was donated towards Kerry's accommodation in 2011 it could be suggested that a precedent has been set, however a donation towards merchandise was not made for the 2011 event. A \$1206 contribution made towards this event in 2012 may be considered generous given that Council does not donate to any charities as per Council Policy.

Council has resolved to donate to the following organisations and groups in the 2012/13 budget.

• Storm Co. – school holiday camps	\$1000
• Subiaco Church of Christ (as above)	\$1000
• World's Greatest Shave	\$500
• Midwest Group of Affiliated Agricultural Societies	\$500
• Meeka FM	\$750
• Meekatharra St Johns Ambulance	\$2000
• Meekatharra Fire and Rescue Services	\$2000
• The Meekatharra Race Club – Foot Race	\$3000
• Other Donations	\$10,000
Total Donations	\$20,750

Council may consider the following options or discuss and suggest an appropriate alternative choice regarding this matter;

1. Donate \$1000 as requested by Kerry Salmon towards her accommodation costs in attending the World's Greatest Shave Top Thirty Fundraising Awards. The donation could include a letter which outlines if this donation will be available in future years.
2. Donate \$800 towards Kerry Salmons accommodation to attend the above awards as was granted in 2011.
3. Write a letter to Kerry commending her on her fundraising efforts and inform her that Council will be contributing \$500 for the 2013 event as per the 2012/13 budget.
4. Donation of another appropriate amount to the World's Greatest Shave Event.

Consultation:

Roy McClymont
Krys East

Statutory Environment:

Nil

Policy Implications:

2.9 Donations

Budget/Financial Implications:

Council has allocated \$10,000 in the 2012/13 budget for *other donations*.

Council has allocated \$500 towards the World's Greatest Shave Event in the 2012/13 budget.

Voting Requirements:

Simple Majority

Officers Recommended Options:

Council may consider the following options or suggest an appropriate alternative:

Option 1:

A donation of \$1000 as requested by Kerry Salmon towards her accommodation costs in attending the World Greatest Shave Top Thirty Fundraising Awards. The donation could include a letter which outlines if this donation will be available in future years.

OR

Option 2:

A donation of \$800 towards Kerry Salmon's accommodation to attend the above awards as was granted in 2011.

OR

Option 3:

A written letter to Kerry Salmon commending her on her fundraising efforts and informing her that Council will be contributing \$500 for the 2013 event as per the 2012/13 budget.

OR

Option 4:

Donation of another appropriate amount to the World's Greatest Shave Event.

Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr Ps Clancy

That a letter be written to Kerry Salmon commending her on her fundraising efforts and informing her that Council will be contributing \$500 for the 2013 event as per the 2012/13 budget.

CARRIED 6/0

Kelly Fuhrmann

From: SALMON, Kerry <Kerry.SALMON@dmp.wa.gov.au>
Sent: Wednesday, 27 June 2012 8:49 AM
To: cdo@meekashire.wa.gov.au
Subject: Top 30 Awards

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Kelly

Please see attached invitation to attend the Top 30 Awards evening to be held on the 6th July, 2012.

Once again Skippers Airlines have donated my flight to attend.
I will be travelling down on Thursday 5th July and returning to Meekatharra on Monday the 9th July, 2012.

The Shire of Meekatharra provided assistance last year with a donation of \$800 towards costs of accommodation for the 4 nights I was in Perth.

I would again like to ask the Shire to consider assisting me towards costs to attend this event.
Accommodation has been booked at a cost of \$1247 so I would like to ask if Council may consider a donation of \$1000.

I always feel very proud attending this function and promoting Meekatharra as a positive and generous community.
Any assistance that can be provided would be greatly appreciated.

Regards

Kerry Salmon
TEAM CAPTAIN "MEEKATHARRA GOLD"

DISCLAIMER: This email, including any attachments, is intended only for use by the addressee(s) and may contain confidential and/or personal information and may also be the subject of legal privilege.
If you are not the intended recipient, you must not disclose or use the information contained in it.
In this case, please let me know by return email, delete the message permanently from your system and destroy any copies.

Before you take any action based upon advice and/or information contained in this email you should carefully consider the advice and information and consider obtaining relevant independent advice.

Top 30 Awards

Thank you for helping make this year's World's Greatest Shave our most successful yet!

We hope you can join us for our Top 30 Awards, an invitation-only function where we recognise the Top 30 fundraisers for WA.

Congratulations! Your team is one of the top World's Greatest Shave fundraisers for WA.

We hope you will join us for the Top 30 Awards night and we invite you to extend this invitation to the person who contributed most to help achieve your amazing team total.

We look forward to seeing you both on Friday 6 July 2012.

When

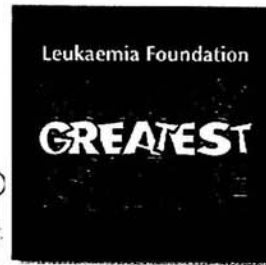
Friday 6th July 2012
5.30pm-8.30pm



Where

Empyrean Function Centre
12 Lake Street Northbridge

RSVP

Friday 29 June 2012
Margo Darbyshire on 08 6241 1012
or mdarbyshire@leukaemia.org.au



Title/Subject:	REQUEST FOR CAMPING AT THE MEEKATHARRA SPORTS COMPLEX
Agenda/Minute Number:	9.4.2
Applicant:	Nil
File Ref:	ADM 0385
Disclosure of Interest:	Nil
Date of Report:	22 June 2012
Author:	Kelly Fuhrmann Community Development/Administration Officer
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The Meekatharra Festival Management Committee would like to request that Desert Feet Tour be permitted to camp at the Meekatharra Sporting Complex on the evenings of Friday 24th August, Saturday 25th of August and Sunday 26th of August 2012 whilst here to take part in 'Jammin in Meeka'.

Attachments:

Background information on Desert Feet Tour

Background:

The Meekatharra Festival Management Committee is in the final stages of preparation for 'Jammin in Meeka' which will be held on August 24th and 25th 2012. 'Jammin in Meeka' is the Meekatharra Festival Management Committees alternative to the Shires previous Battle of the Bands event which ran from 2007 through until 2010. 'Jammin in Meeka' is being held to celebrate the end of NAIDOC week which is being held in Meekatharra from Monday 20th August through until the following Saturday 25th August 2012. The two day event is a collaborative approach to bringing the community of Meekatharra together to celebrate the cultural diversity that exists within the community through a variety of art forms, in particular music, coupled with healthy lifestyle messages.

Comment:

'Jammin in Meeka' begins on Friday August 24th with the arrival of indigenous role model Mary G who will spend the day at Meekatharra District High School interacting with the students and closing the Schools NAIDOC week celebrations.

Mary G will then team up with the touring party from Desert Feet Tour and the Meekatharra Shire Youth Workers to light up the local Youth Centre with a Hip Hop Workshop and a Song Writing Workshop. Both these workshops will include one song mixed and recorded with copies left for each participant. To engage a large cross section of the local youth, a graffiti artist will be on hand to teach the participants about hip hop culture – in particular art and how to create modern graffiti as a form of expression rather than vandalism

Saturday August 25th is the major component of the two day event a drug and alcohol free Family Day. Desert Feet Tour will provide all the infrastructure for a Community Concert entwined with opportunities for local and visiting musicians from nearby communities to get together and 'jam' in a non-competitive and family friendly environment.

Members from Desert Feet Tour will be providing the back line, including amplifiers, keyboard drums etc. along with a stage for the Community Concert on Saturday August 25th. As the Community Concert is a day time event and not expected to attract a large crowd from outside of Meekatharra, security has not been hired for this event. Desert Feet Tour members would therefore like to stay overnight with their musical instruments/stage in order to ensure that it remains safe. The Festival Management Committee would benefit from this arrangement as this will mean there will be limited accommodation costs for this event.

The Meekatharra Sporting complex has all the amenities required such as showers, toilets and kitchen facilities for Desert Feet Tour members to be comfortable. Local police have been notified of the event and will be informed if members of Desert Feet Tour are authorised to camp at the Meekatharra Sports Complex.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Budget/Financial Implications:

Savings in the area of Community Events expenditure of approximately \$2700 due to not having to outlay for accommodation costs

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr JE Burgemeister

Seconded: Cr HJ Nichols

For Council consideration:

That Council allows Desert Feet Tour Members to camp at the Meekatharra Sporting Complex on Friday 24th August, Saturday 25th August and Sunday 26th of August 2012 during their stay to take part in 'Jammin in Meeka'.

CARRIED 6/0



Desert Feet Incorporated (WA)
ABN 30 871 965 667
3 KruggerPlace
Leeming 6149
M. 0417 697 900



One Arm Point kids on stage to help with a song

Desert Feet Incorporated (WA)

Desert Feet Incorporated (Desert Feet Inc) is a not for profit, membership based organisation that provides music education, recording and concerts through the generous contribution of our sponsors to areas that would otherwise never receive these opportunities.

The principal purpose of Desert Feet Inc is to promote music, dance and performing arts to children in remote and rural Indigenous communities. The members of Desert Feet and its supporters share a common desire to create opportunities for cultural exchange and learning using music and performing arts as the primary pathway. The Desert Feet Tour is how we turn our desire for a better Australia into a reality.

The vision of Desert Feet Inc. is to develop and grow the Desert Feet Tour into a life changing regular event for the remote communities in Western Australia. It is anticipated that the program will promote empowerment through music, arts and improved health outcomes.

An active and experienced board elected by association members supports the activities of Desert Feet Incorporated.

By visiting remote Aboriginal communities, Desert Feet Inc hopes to encourage and inspire children and young adults to pursue music and arts as a vocation. We do this by introducing youth to the opportunities that exist in music education, and providing recording and promotional opportunities for existing indigenous artists.

Our Goals

To Inspire

- Youth in remote communities to develop their music talents through indigenous role models;
- Students to consider future employment and education possibilities in music and performing arts.

To Educate:

- By encouraging attendance and scholastic achievement using music as an incentive;
- By providing music education often unavailable in remote communities;
- By providing further education opportunities for musicians through partnerships with training provider Abmusic.

To Create Opportunities:

- For cultural transfer between Indigenous and non-Indigenous Australians through music;
- To record, publish, promote and produce musicians from remote communities;
- For contemporary indigenous music originating from remote communities to enter the broader WA, national and international music markets;
- For employment and performance for established indigenous musicians.

Performers

Touring musicians performing for the communities may include;

Ulla Shay (a.k.a. Candice Dempsey)

<http://www.myspace.com/candicelorrae>

Pop/Soul singer, winner of the "Best Female Artist", and "Gold n Solid" WAM Indigenous Music Awards 2009, Australian representative finalist at the CrimeaFest International Song Contest 2011. As a former student, now Lecturer at Abmusic in Perth, Candice provides a powerful role model to other indigenous girls and boys seeking to develop their musical careers.



Bryte MC (a.k.a. Brian Lloyd)

<http://www.bryteonline.com/>

Touring Hip-Hop and urban artist, 'R&B Album of the year', "Too Solid" Indigenous Music Awards 2009. Bryte MC excels at inspiring kids to express

themselves through dance and music.

**Damien Thornber and
The Orphans**

<http://damienthornber.com/>
Currently playing on RTR
92.1FM, regularly
appearing on Noongar
Radio 100.9FM and
organisers of the Desert
Feet Tour, a highly
regarded folk/rock outfit
with a huge point of
difference! All the sales of
CDs go to charity!
Featuring guitar & vocals,
viola, double bass and drums.





Still Frame Mind (a.k.a. Ewan Buckley)

<http://www.stillframemind.com>
The Desert Feet Tour's sound engineer, Ewan is a seasoned
performer in his own right, as a solo acoustic musician and with
the alternative rock band Still Frame Mind. He is a musician and
sound engineer, and also works as Producer for the developing
musicians met on the Tours.



Title/Subject:	DONATION – EASTERN GASCOYNE RACE CLUB
Agenda/Minute Number:	9.4.3
Applicant:	Eastern Gascoyne Race Club
File Ref:	ADM 063
Disclosure of Interest:	Nil
Date of Report:	11 July 2012
Author:	Kelly Fuhrmann Community Development/Admin Officer
Senior Officer:	Roy McClymont Chief Executive Officer

Signal 



Summary/Matter for Consideration:

Council may wish to consider a donation to the Eastern Gascoyne Race Club for the 2012 Landor Races

Attachments:

An email from David and Merrilea Broad requesting sponsorship for their 2012 event

Background:

During the 2011 September 17th Council Meeting Council approved a donation to the Eastern Gascoyne Race Club of \$3000 sponsorship for the Landor Races. This sponsorship went towards the Friday night kid's party, Monday's Fashion Parade and The Go for 2 and 5 Fruit and Veg Program across the duration of the weekend. Funds for this donation were made available from the 2010 Dry Season Assistance Scheme. Council received \$20,000 under the 2010 Dry Season Assistance Scheme to be spent on one or more community events which fostered community spirit. The 2012 Landor Races were chosen to be sponsored as it was felt that it attracts a cross section of the Meekatharra Community who may not necessarily attend events held in town and that adding value to an existing event would prove both time and cost effective for the Shire in expending the allocated funds.

Comment:

The 2012 Landor Races were a great success attracting over 700 people with many of these spectators and some competitors travelling to the event from Meekatharra. The Landor Races will be held from the 5th to the 8th of October in 2012 which is the week after Meekatharra's Outback Festival. The closeness in proximity of these events will ensure that travelers and local residents are able to attend both the Festival and Landor Races.

In 2012 The Eastern Gascoyne Race Club has requested a total of \$2,300 sponsorship to be allocated in the following way:

- Kids Party- held on Friday night with a DJ, games, prizes and lolly bags – \$500
- Fashion on the Fields prize money to be held on Monday Race Day - \$500.
- Fruit on race days – Fruit is chopped up and put on trays and offered at all the race events - \$500.
- Belle & Beau of the Ball – Sash and small prize - \$100
- Gate Prize – accommodation/dinner package at hotel in Geraldton for 2 couples – \$700
- Show bags for kids on Gymkhana day. Due to the Royal Show being on in Perth and Bush kids not having the opportunity to attend this Landor’s version of getting show bags - \$500.

Total \$2,300

A contribution from Council will be recognised through placement of the Shire of Meekatharra logo on the front of the race booklet along with all major sponsors. The Shire logo will also appear in the sponsors list in the race book. All sponsors will be acknowledged over the public address system continually during the weekend and a list of all sponsors will be predominately placed in the member’s area. An option also exists for an advert in the race book free of charge with all the shires contact details listed.

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

2.9 Donations

Budget/Financial Implications:

Council has allocated \$10,000 in the 2012/13 budget for *other donations*.

Strategic Implications:

Simple Majority

Officers Recommendation

That council makes a donation of \$2,300 to the Eastern Gascoyne Race Club for the 2012 Landor Races

Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr AG Burrows

A letter be written to Eastern Gascoyne Race Club advising them that no donation will be made in the 2012/13 period and explaining that last years donation was a one-off allocation due to the funding available to cover the donation.

CARRIED 6/0

Reason for Resolution Differing from Officers Recommendation:

Last years donation was a one-of fully funded donation.

Kelly Fuhrmann

From: Merrilea & David <melrostation@bigpond.com>
Sent: Wednesday, 11 July 2012 11:06 AM
To: cdo@meekashire.wa.gov.au
Cc: doug brownlie
Subject: Sponsorship.

Hi Kelly,

Hoping the opportunity for the sponsorship is still available!! Below I have outlined the events we would like sponsored and the rough costs.

1. Kids Party- held on Friday night with the DJ, games, prizes and lolly bags – \$500
2. Fashion on the Fields – held on Monday Race day and would like to make the prizes a bit more substantial – \$500.
3. Fruit on race days – I buy the fruit and we chop up and put on trays and go into the crowd and offer the fruit to all at the races – \$500.
4. Belle & Beau of the Ball – this is a sash and small prize which is judged on the evening of the Saturday night ball – \$100.
5. Gate Prize – this is done on Monday races and is the winning ticket from the gate entry and everyone is eligible to be in it. Would like to do accomodation/dinner package at hotel in Geraldton for 2 couples – \$700. Have done this in the past and was received very well.
6. Showbags for kids on Gymkhana day – have put together in past years myself and will do so again. Due to the Royal Show being on in Perth and Bush kids not having the oppurtunity to attend this is our version of getting show bags. Kids loved it! \$500.

All of the above is done every year but it is always difficult to get decent and continued funding. Due to our isolation we would like to continue to provide these fun but essential prizes etc to help make the Landor race weekend successful.

Look forward to hearing from you.

Cheers,

Merrilea Broad.

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Email scanned by PC Tools - No viruses or spyware found.
(Email Guard: 9.0.0.909, Virus/Spyware Database: 6.18900)
<http://www.pctools.com>

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Cr PS Clancy declared an impartiality interest in item 9.5.1 Town Planning – Proposal to Develop Secure Storage Units – Lots 2 and 836 Main Street - Meekatharra

9.5 HEALTH, BUILDING & TOWN PLANNING

Title/Subject:	TOWN PLANNING – PROPOSAL TO DEVELOP SECURE STORAGE UNITS - LOTS 2 AND 836 MAIN STREET - MEEKATHARRA
Agenda/Minute Number:	9.5.1
Applicant:	Michael Clancy
File Ref:	A169 and A2531
Disclosure of Interest:	Nil
Date of Report:	13 June 2012
Author:	WV Atyeo Principal Environmental Health Officer Building Surveyor Town Planner



Signature of Author

Senior Officer:	Roy McClymont Chief Executive Officer
------------------------	------------------------------------------



Signature Senior Officer

Summary/Matter for Consideration:

Council has received a Planning Application from Michael Clancy to develop secure storage units on the rear boundaries of Lots 2 and 836 Main Street, in the form of sea containers. Mr Clancy has submitted a layout plan identifying the position of the sea containers along with access for Council's consideration.

Attachments:

A Layout plan of the proposed development for the two Lots is attached.

Background:

Mr Clancy approached the Shire of Meekatharra's Principal Environmental Health Officer/Building Surveyor (Principal EHO/BS) with his development and submitted drawings of his proposal to develop up to 15 secure storage units utilising sea containers over the two Lots identified in this agenda item. He stated that he had had approaches from persons wishing to establish secure lockup facilities. The people have businesses that would benefit from having smaller and compact storage facilities that they are able to access at any time.

The two Lots are zoned "Commercial" in accordance with the Shire of Meekatharra Town Planning Scheme No 3, and due to the small scale of the proposed development the proposed use would satisfy the objectives of "Commercial" zoned properties with conditions placed on any permit.

Comments:

The layout plan shows the number and positioning of the sea containers on the Lots. It is noted that the access to the units placed on Lot 2 is from the laneway, with the units setback 1 metre off the boundary so that when the doors to the units are open, there will be no obstruction to vehicle movement using the laneway. Access to those located on Lot 836 will be through the main gates located on the Main Street boundary.

The units will be placed on a concrete pad, and the Principal EHO/BS has recommended a number of conditions be placed on the permit should Council approve the proposed development on each Lot.

The Principal EHO/BS recommends Council approved the proposed development of the secure storage units in the form of sea containers on Lots 2 and 836 Main Street, with conditions.

Consultation:

Krys East – Community and Development Services Manager
Michael Clancy – Owner and Developer of the Lots

Statutory Environment:

Town Planning Scheme No 3

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation

That Council approve the development of secure storage units on Lots 2 and 836 Main Street Meekatharra as proposed by Michael Clancy, utilising sea containers, in line with the layout plan submitted with the application. This approval includes the following conditions which form part of the approval:

- 1. No polluted drainage shall be discharges beyond the boundaries of the lot from which it emanates or into a watercourse or easement drains.**
- 2. The use hereby permitted shall not be carried on in a way which causes injury to or prejudicially affects the amenity of the locality by reason of the process carried on, the materials, goods and machinery used and stored or by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash dust, waste products, grit or oil, the appearance of the property or otherwise.**
- 3. The use of the premises as applied for shall not be changed or added to without the consent of Council**
- 4. No incinerator is to be provided or used on the site. All refuse shall be regularly removed to Council's tip.**
- 5. Screen fencing to be provided where required by Council and to Council's**

satisfaction.

6. The applicant shall identify sufficient area inside the lot for the parking of leasee's vehicles and this area will be so constructed as to suppress dust from emanating as a result of its use.
7. The owner, the occupier and the manager of the premises shall at all times each make reasonable endeavours to ensure that the premises do not create a nuisance and annoyance to neighbours or otherwise disturb the amenity of the area.
8. All relevant fees and required documentation shall be lodged with Council, and all approvals issued in writing by the responsible Officer of Council.
9. No dangerous or hazardous goods are permitted to be stored on the Lots unless the leasee has all the required permits from the appropriate authorities, which clearly indicates the approved method of storage in the area identified.
10. The finish to the external surfaces of the sea containers are to be painted with a high quality paint in a "neutral" colour which is to be the same colour for each sea container, with no advertising on them at all.
11. All sea containers are to be fully maintained at all times in a sound condition and not permitted to deteriorate
12. The disposal of any hazardous wastes generated by the use of the units is to be disposed of in an approved manner, as determined by Council's Principal Environmental Health Officer.

Council Resolution:

Moved: Cr JE Burgemeister

Seconded: Cr NL Trenfield

That Council approve the development of secure storage units on Lots 2 and 836 Main Street Meekatharra as proposed by Michael Clancy, utilising sea containers, in line with the layout plan submitted with the application. This approval includes the following conditions which form part of the approval:

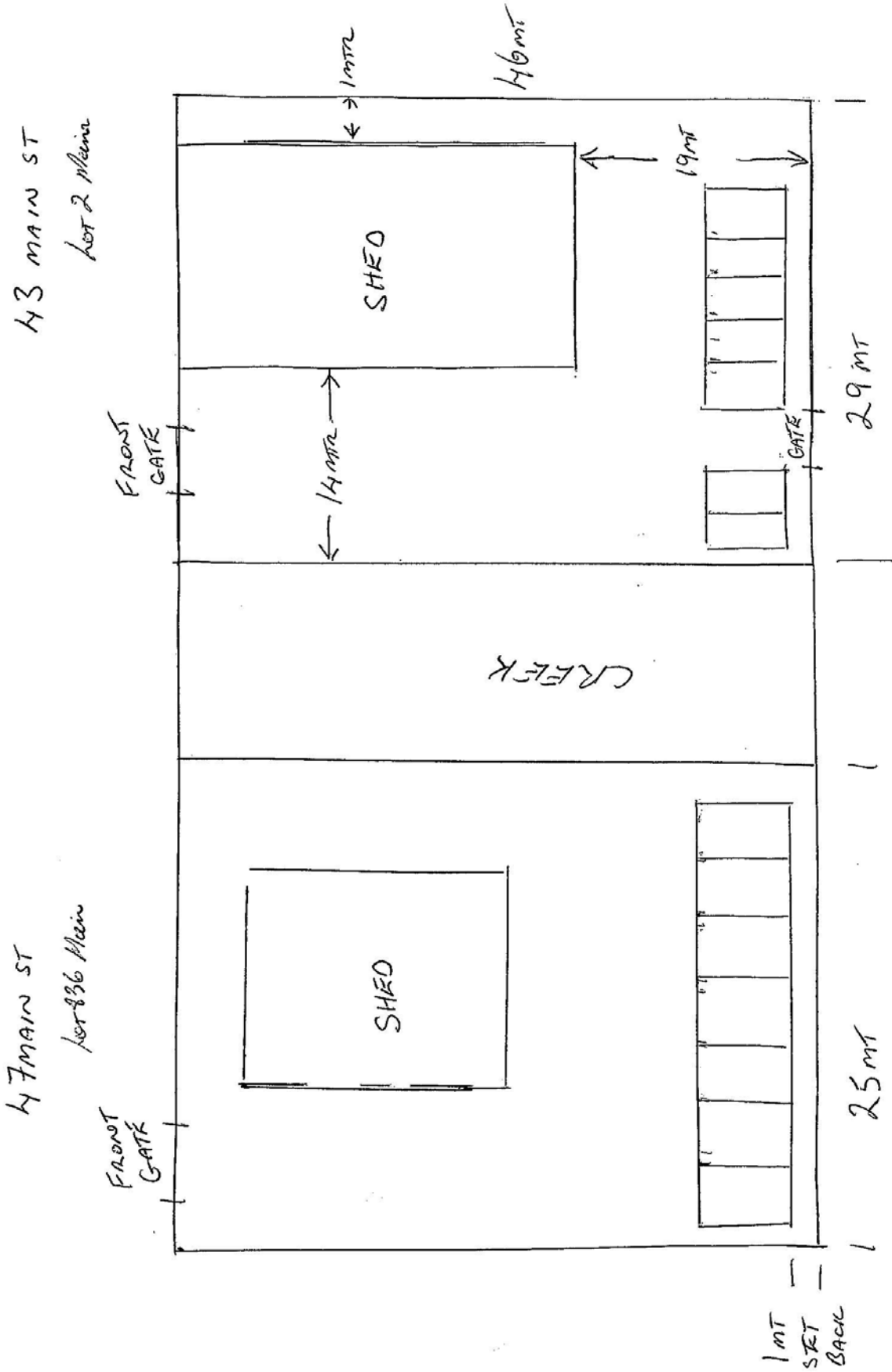
1. No polluted drainage shall be discharges beyond the boundaries of the lot from which it emanates or into a watercourse or easement drains.
2. The use hereby permitted shall not be carried on in a way which causes injury to or prejudicially affects the amenity of the locality by reason of the process carried on, the materials, goods and machinery used and stored or by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash dust, waste products, grit or oil, the appearance of the property or otherwise.
3. The use of the premises as applied for shall not be changed or added to without the consent of Council
4. No incinerator is to be provided or used on the site. All refuse shall be regularly removed to Council's tip.
5. Screen fencing to be provided where required by Council and to Council's satisfaction.
6. The owner, the occupier and the manager of the premises shall at all times each make reasonable endeavours to ensure that the premises do not create a nuisance and annoyance to neighbours or otherwise disturb the amenity of the area.
7. All relevant fees and required documentation shall be lodged with Council, and all approvals issued in writing by the responsible Officer of Council.
8. No dangerous or hazardous goods are permitted to be stored on the Lots unless the leasee has all the required permits from the appropriate authorities, which clearly indicates the approved method of storage in the area identified.

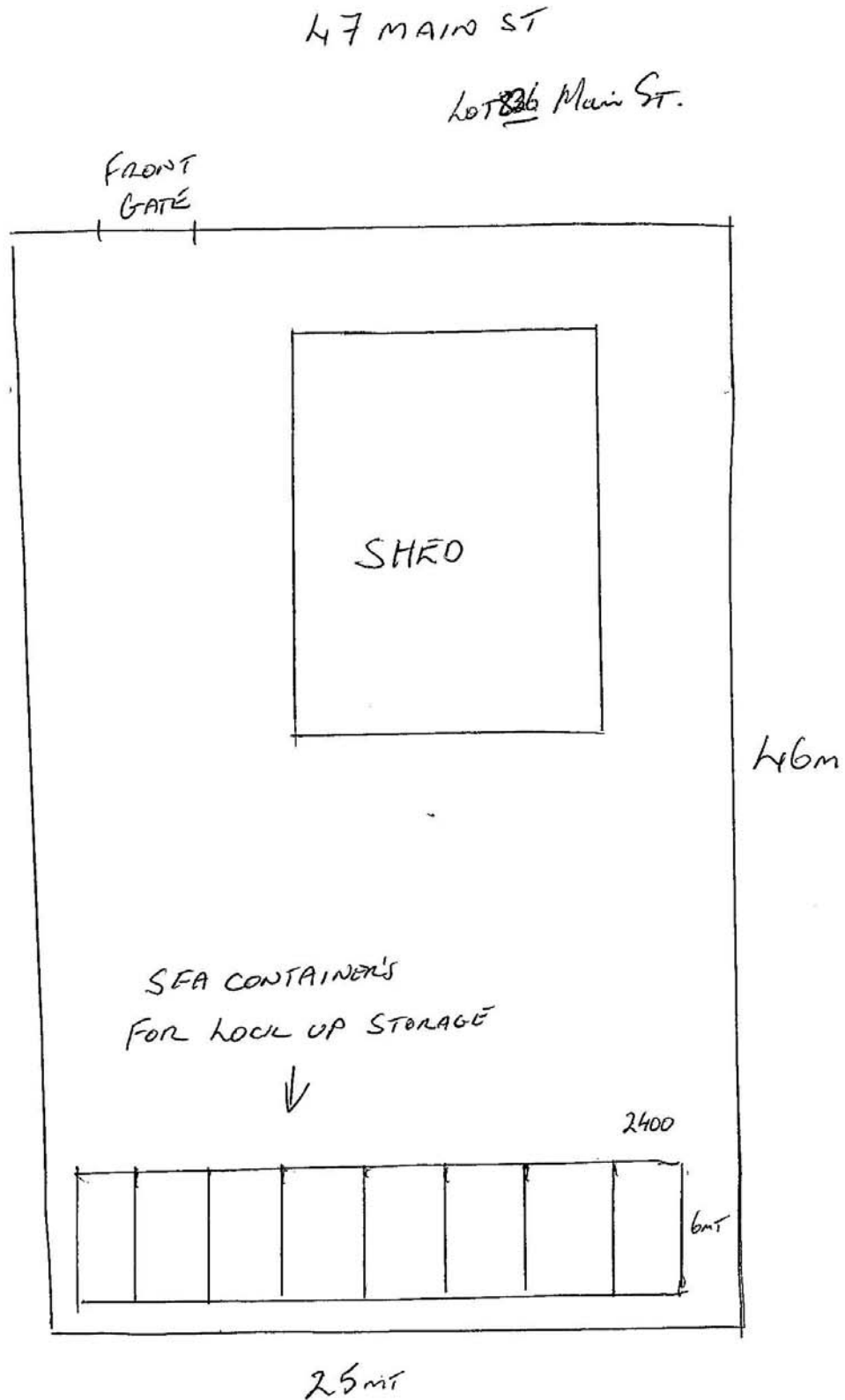
9. The finish to the external surfaces of the sea containers are to be painted with a high quality paint in a “neutral” colour which is to be the same colour for each sea container, with no advertising on them at all.
10. All sea containers are to be fully maintained at all times in a sound condition and not permitted to deteriorate
11. The disposal of any hazardous wastes generated by the use of the units is to be disposed of in an approved manner, as determined by Council's Principal Environmental Health Officer.

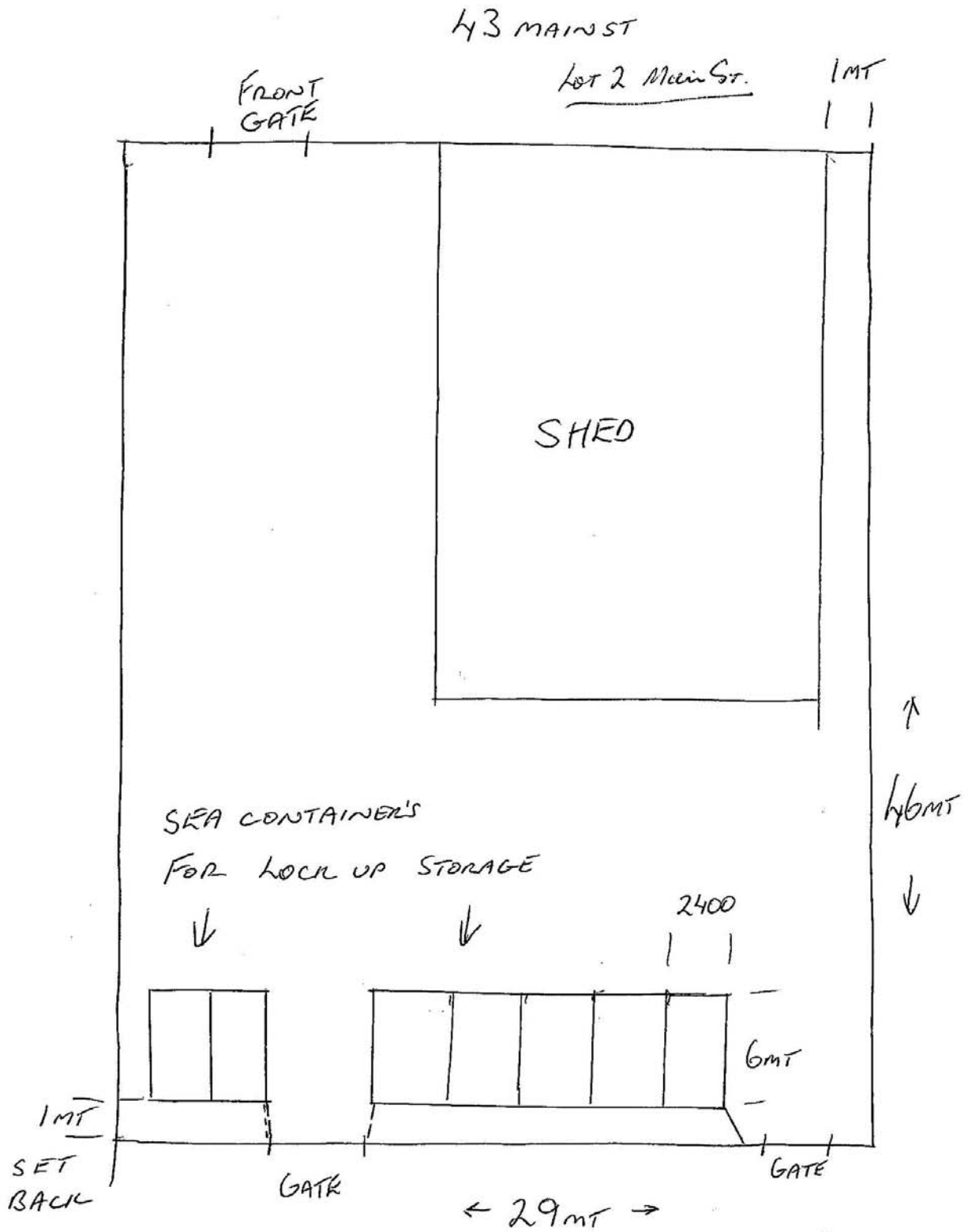
**CARRIED 6/0
BY ABSOLUTE MAJORITY**

Reason for Resolution Differing from Officers Recommendation:



Access to the sea containers is to be gained from laneway behind Lots therefore there is no need for sufficient area inside the lot for the parking of lesee's vehicles.







9.6 WORKS AND SERVICES

Title/Subject:	TENDERS – NDRRA – CYCLONE HEIDI 2nd CLAIM	
Agenda/Minute Number:	9.6.1	
Applicant:	Nil	
File Ref:	ADM 203	
Disclosure of Interest:	Nil	
Date of Report:	16 July 2012	
Author:	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council to consider calling tenders for the reinstatement of roads damaged through flooding as a result of Tropical Cyclone Heidi

Attachments:

Nil

Background:

During mid-January 2012, as result of Tropical Cyclone Heidi, extensive damage was caused to roads in the northern part of the Meekatharra shire.

Council has submitted one successful claim due to flooding associated with Cyclone Heidi. This report relates to a further claim for damage to roads.

Staff arranged further inspection of the roads and submission of a claim under the **WA Natural Disaster Relief and Recovery Arrangements**. Preliminary advice indicates that the claim for \$1.58M will be approved.

Comment:

The claim includes Fortnum Access Road, Horseshoe Lights Access Road, Peakhill Horseshoe Lights Road, Cashmans Access Road, Paroo Road, Belele-Judal Road, Cogla Downs Road, Youno Downs Road, Annean Road, Murchison Downs Road, Pingandy Road and Norie Access Road.

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

Consultation:

Works and Services Manager, John Dyer
Andrew Borrett, Department Local Government
Nigel Goode, Greenfield Technical Services

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Council's required contribution is likely to be in the order of \$110,000. Council has provided for this work within the 2012-2013 budget in the form of an expense allocation of \$2,110,000 and an income allocation of \$2,000,000. These budget allocations can be revised for accuracy during the first budget review however the net will not change significantly.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:



Moved: Cr NL Trenfield

Seconded: Cr PS Clancy

That Council authorise Greenfields Technical Services to call tenders (subject to final approval of the claim), on its behalf, for the reinstatement of roads damaged as a result of Tropical Cyclone Heidi and associated flooding, as listed above, with the criteria for deciding the tenders being:

- **Price - 50%**
- **Completeness of package (plant, equipment, camp etc) - 10%**
- **Quality of plant and equipment and mechanical support – 15%**
- **Quality of camp facilities including experience in the provisions of meals – 15%**
- **Commitment and ability to work with the Shire's Supervisor to achieve the Shire's twin objectives:
total cost control 5 % and
to maximize total length of high quality road construction – 5%**

CARRIED 6/0

Title/Subject:	TENDER/CONTRACT VARIATION WATER BORES FOR NDRRA FLOOD DAMAGE WORKS	
Agenda/Minute Number:	9.6.2	
Applicant:	Nil	
File Ref:	Nil	
Disclosure of Interest:	Nil	
Date of Report:	16 July 2012	
Author:	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The establishment of a number of water bores has been approved as part of the recent Natural Disaster Relief and recovery Arrangement funding for the reinstatement of damaged Council roads.

Attachments:

Nil

Background:

Council's Works and Services Manager, John Dyer has gained approval for the establishment of a number of water bores to enable the reinstatement of Council roads under the NDRRA.

Comment:

The estimated cost to install these bores, excluding supervision of the drilling, is \$.

Regulation 11 of the Local Government (Functions and General) Regulations 1996 provides that tenders are to be publicly invited ... if the consideration under the contract is, or is expected to be, more, or worth more, than \$100,000 ...

However this work is essentially an addition to the contract/s for the reinstatement of flood damaged roads and is part of the overall works to reinstate the roads.

Staff therefore believe that, should Council require, this work could be undertaken through a variation to the existing flood damage reinstatement contract/s. Under this arrangement the Works Manager would engage drilling contractors through the contractor/s undertaking the flood damage reinstatement works. Clearly any variation to a contract would require the agreement of the contractor.

The Local Government Department advise that a generally accepted rule is for a tender contract variation up to 10% to be acceptable. New works to be undertaken under the NDRRA that will require water bores amount to an estimated total of \$6,219,033 with 10% therefore being \$621,903.

Undertaking this work by contract variation would save the time and expense involved in inviting tenders. Past experience indicates that often the most cost effective bore drilling is undertaken on an opportunistic basis by engaging drillers that are in the area at the time and/or by working with drillers to undertake works at convenient times between bigger jobs. It is therefore likely that

undertaking this work through a tender process will prove to be significantly more costly. The uncertain nature of drilling for water also makes writing detailed tender specifications difficult.

Consultation:

Works Manager, John Dyer
Nigel Goode, Greenfield Technical Services

Statutory Environment:

Local Government Act 1995 including section 3.57
Local Government (Functions and General) Regulations 1996 – Division 2

Policy Implications:

Purchasing Policy - 4.2
Delegation 02 – Purchase Order Authorisation

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommended Options:

Option One

That Council invite tenders for the provision of water bores (including necessary test holes) at various locations throughout the shire based on defined hourly/daily rates, with works to be undertaken when required and within a three year period with the criteria for deciding the tender being:

- **Price – 50%**
- **Size, depth capacity, quality and efficiency of plant and equipment – 50%**

OR

Option Two

That Council authorise the CEO to arrange provision of water bores, as required, through contract variation/s with the contractor/s undertaking flood damage reinstatement works.

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AG Burrows



That Council authorise the CEO to arrange provision of water bores, as required, through contract variation/s with the contractor/s undertaking flood damage reinstatement works.

CARRIED 6/0

Cr PS Clancy left at 10:34am

Cr Ps Clancy returned at 10:35am

Cr NL Trenfield declared a financial interest in item 9.6.3 – Tenders – Supervision of contractors and left the meeting at 10:45 am.

Title/Subject:	TENDERS – SUPERVISION OF CONTRACTORS	
Agenda/Minute Number:	9.6.3	
Applicant:	Nil	
File Ref:	ADM 203	
Disclosure of Interest:	Nil	
Date of Report:	17 July 2012	
Author:	Roy McClymont Chief Executive Officer	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer	 Signature Senior Officer

Summary/Matter for Consideration:

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

Attachments:

Nil

Background:

Council has been successful in gaining funding under the NDRRA to undertake reinstatement works on various roads due to damage caused by natural disasters.

Staff reported to Council in April 2012 as follows:

“Due to the late withdrawal of the contractor engaged to undertake the supervision of the current WANDRRA works on Mt Clere, Wiluna North and Ashburton Downs Roads, Trenfield Motors (Norm Trenfield) was engaged as a contract supervisor to assist the Works and Services Manager with the supervision of the flood damage reinstatement works being undertaken by Northern Goldfields Earthmoving. This arrangement has worked well so far and it is likely that Trenfield Motors, subject to availability, will be engaged to undertake this contracted flood damage works resulting from TC Heidi.

Clearly, Norm Trenfield is a Meekatharra Shire Councillor, however Staff consider that providing Trenfield Motors (Norm Trenfield) is engaged as a contractor (not an employee) and is supervising temporary contractor/s (not shire employees) that this arrangement is permissible under the Local Government Act 1995 and relevant regulations.

Regardless, attracting an alternative suitable supervisor would likely be very difficult and more expensive.

The contracts for supervision of contracted flood damage works are not expected to be worth more than \$100,000 (Local Government (Functions and General) Regulations 1996 Regulation 11 – Tenders to be invited for certain contracts).”

Staff also sought clarification from the Department of Local Government concerning the engagement of a contractor, who is also a Councillor, to supervise other short term contractors undertaking council works. The Department advised that “... *we don't see a problem with engaging Cr Trenfield as a contractor as you've outlined below. It is not a lot different to doing business with a councillor in any other situation where they might own a building company, for example.*”

Comment:

Since reporting in April 2012, staff have been advised that the claim for \$4,640,126 has been successful. In addition a further claim for \$1,578,907 has been made and may also be successful.

It is therefore now possible that supervision of the above flood damage works could aggregate to over \$100,000. In particular, if vehicle hire for the supervisor (which was originally intended to be a separate contract) is included it is likely that the supervision for the above flood damage works will exceed the tender threshold of \$100,000.

It is still possible to structure the supervision (by separating the components such as direct supervision and vehicle hire) so that it is not necessary to go to tender, however staff consider that under the circumstances the most prudent course of action for Council is to invite tenders for this supervision notwithstanding that this is a costly and time consuming exercise. Also given that time required for supervision of any job depends on numerous variables it is difficult to predict with accuracy the hours and cost that may be involved.

Staff envisage the supervision tender package consisting of a number of components both optional and compulsory for tenderers to provide prices and information on. These will include an hourly rate for providing direct on site supervision and related tasks (eg meetings with the Works Manager) and may include items such as a per kilometre rate for vehicle hire, rates for camping under different scenarios, stand by rates (if any), minimum charges (if any) (eg. a tenderer may wish to state a minimum charge per week regardless of direct number of hours worked) and other requirements to be provided or covered under the contract (eg. accommodation while staying in town).

Staff also envisage, in order to gain maximum value from the tender process, that the tender will be written to cover any miscellaneous supervision requirements that may be required from time to time over a period of say 3 years for road construction and related contract works.

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

Consultation:

Works and Services Manager, John Dyer

Statutory Environment:

Local Government Act 1995 including section 3.57

Local Government (Functions and General) Regulations 1996 – Division 2

Policy Implications:

Purchasing Policy - 4.2

Delegation 02 – Purchase Order Authorisation

Budget/Financial Implications:

The principle contract works (flood damage reinstatement contracts) are covered under the approved funding agreements and Council's 2012/2013 budget.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

That Council invite tenders for the provision of supervision of road construction and related works contracts/contractors at various locations and times throughout the shire over a minimum three to five year period (with annual CPI adjustments) with the criteria for deciding the tender being:

- **Price – 50%**
- **Capacity and experience – 30%**
- **Flexibility and efficiency of operation – 15%**
- **Relevant qualifications – 5%**

Carried 5/0

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

Moved: Cr JE Burgemeister
Seconded: Cr PS Clancy

That the urgent new business be discussed.

CARRIED 5/0

10.1 MURCHISON REGIONAL VERMIN COUNCIL

Title/Subject: MURCHISON REGIONAL VERMIN COUNCIL
Agenda/Minute Number: 10.1

The Shire President advised that he received, to his personal address, a letter from the Murchison Regional Vermin Council (MRVC) – a copy of which has today been provided to Councillors - seeking the support of the Shire of Meekatharra for the allocation of 2012/2013 Regional CLGF funding to carry out further upgrade works to the Vermin Fence. The CEO asked for some direction from Council - if it would consider supporting the Vermin Fence by supplying funds received in the 2012/2013 Regional CLGF funding.

Moved: Cr PS Clancy
Seconded: Cr JE Burgemeister

That Council requests the CEO write to the MRVC advising them of Council's clear sole priority for all future CLGF funding (the upgrade and sealing of Landor Road) and of Council's alliance with the Shires of Murchison and Upper Gascoyne for the purpose of Regional CLGF funding. The letter to explain Council's previous regional CLGF allocations and to wish the MRVC every success with their proposal.

CARRIED 5/0

Cr AG Burrow left the meeting at 11.00am
Cr AG Burrows returned at 11.01am

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 CLOSURE OF MEETING

The Shire President, Cr TR Hutchison, declared the meeting closed at 11.35 am.