



SHIRE
of
MEEKATHARRA

MINUTES
of
COUNCIL MEETING
held
AT THE COUNCIL CHAMBERS, MEEKATHARRA
on
SATURDAY 27 JUNE 2020
COMMENCED AT 9:30AM

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.1. DECLARATION OF OPENING

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

1.2. DISCLAIMER READING

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

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

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

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OR ABSENCE

Members

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

Staff

Roy McClymont	Chief Executive Officer
Svenja Clare	Acting Deputy Chief Executive Officer

Apologies

Tralee Cable	Community and Development Services Manager
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Approved Leave of Absence

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATION FOR LEAVE OF ABSENCE

Nil

Chief Executive Officer Roy McClymont left the meeting at 9:31am and returned at 9:32am.

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1. ORDINARY COUNCIL MEETING HELD 16 MAY 2020

Council Resolution

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

That the minutes from the Ordinary Council Meeting held Saturday 16 May 2020 be confirmed.

CARRIED 7/0

6.2. HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 16 MAY 2020

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr PS Moses

That the Minutes from Health Building Town Planning Meeting held Saturday 16 May 2020 be received.

CARRIED 7/0

7. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

- **Community and Development Services Manager Tralee Cable and Chief Executive Officer Roy McClymont met with Maisey Fuels on 11 June 2020.**

9. REPORTS OF COMMITTEES AND OFFICERS

9.1. OFFICERS MONTHLY REPORTS

9.1.1. WORKS & SERVICES MANAGER'S REPORT – MAY 2020

Construction Work

- A67 Ashburton Downs Road R2R Funding:
 - Works completed of 8 kms road seal of 14/7 mm by COLAS WA. The Shire Council accepted quote from COLAS WA at the quote lump sum price of \$443,912.95 incl GST plus Mobe / Demobe for 14 / 7mm CRS Emulsion.
- Construction Crew
 - C67 – Ashburton Downs Road – Resheet various sections from SLK 34.5 onwards.
- Concrete Works
 - RFT 19/20-01 Under Panel Tender Concreting Services for new works under RFQ 19/20– 13, Mt Clere SLK 18.91; One Concrete Slab & One Cut Off Wall on Meekatharra - Mt Clere Road. Sent out to Contractors under the list. Quote closes Thursday @ 3.00 pm, 11 June 2020.
- Tender Plant Hire / Works Project
 - RFT 19/20-09 (Tender Plant Hire / Works Projects – Hourly Hire Basis) as new works for the Shire of Meekatharra.
 - Project C67 – Ashburton Downs –Meekatharra Road resheet various sections between SLK 54.00 to SLK 69.00 completed by MTF Services.

Contract Maintenance Grading

- Northampton Grader Hire
 - M67 – Ashburton Downs – Meekatharra Road SLK 120.00 to SLK 140.00
 - M33 – Marymia Road
- MTF Services
 - M66 – Landor – Meekatharra Road SLK 25.00 to SLK 45.00
 - M67 – Ashburton Downs – Meekatharra Road SLK 0.00 to SLK 12.00

Flood Damage

- 2019/20 DRFAWA Eligible Disaster Proclamation Notification 'Tropical Cyclone Damien and Associated Flooding (4-9 February 2020)' AGRN 899
- Greenfield Technical Services have finalised document reports waiting for approval under the Flood Damage Preliminary Notification for Flood Damage within the Shire of Meekatharra on all roads for review. **Still waiting on results from DFES approval as such time.**
- Flood Damage AGRN899 Opening Up Contract Works
 - Northampton Grader Hire
 - FDC4 – Bulloo Downs Road
 - FDC18- Weelarrana Road
 - FDC65- Jigalong Road
 - FDC19- Sylvania Road
 - FDC31- Munarra Road
 - FDC80- Hillview – Murchison Downs Road
 - MTF Services
 - FDC22 - YOUNG Downs Road

Balance of Opening Up works completed end of May 2020.

All Council and Contract works in line of COVID – 19 Guidelines.

Town Maintenance-Monthly Report Finishing 18 June 2020

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts, roads and footpaths has continued and is taking up a considerable amount of time to remove.
- Sweeping of Main St was done in accordance with Council's directive
- Mowing has taken place and vegetation trimmed on Boardwalk, laneways, Kids Zone, Walkway and Youth Centre
- Verges are being maintained and weeds removed
- Shire housing mowed
- Rubbish removed from Lookout and Peace Gorge
- Regular maintenances to plant used by town crew
- Maintenance carried out at cemetery
- Assisted WSM with survey work on Ashburton Downs-Meekatharra Rd, Meekatharra-Mt Clere Rd and Landor-Meekatharra Rd
- Removed rubbish small wheel park

Plant Report

P332 33KVA GENERATOR TRAILER MOUNTED

Repaired alternator- rewiring – The Lister Specials P/L

Addition plug added with associated electronics – Trenfield Motors

P484 140H CATERPILLAR GRADER

Repaired leak hydraulic pump– Westrac

500 hr service– Westrac

P497 2014 336D2L HYDRAULIC EXCAVATOR

Replaced HEUI pump – Westrac

250 hr Serviced – Westrac

Fixed fuel problem- Westrac

A/c repaired - Westrac

P418 2008 CAT CS56 ROAD ROLLER - MK3811

Replaced broken battery terminals-Westrac

Supplied battery- Trenfield Motors

P433 CATERPILLAR 950HSW WHEEL LOADER

500 hr service– Westrac

P519 CATERPILLAR MULTITYRED ROLLER CW34

500 hr service- Westrac

P513 2018 CATERPILLAR CP74B PADFOOT VIBRATORY ROLLER

250 hr Serviced – Westrac

P502 2015 BOX TRAILER FOR 45KVA GENSET

Repaired 45kva genset-The Diesel Engine Company

P475 KUBOTA ZERO TURN ZD331P-72 ZERO MOWER

Repair fuel line – Trenfield Motors

P521 2018 MACK GRANITE 6X4 PRIME MOVER

Supplied 2 batteries – Trenfield Motors

Repaired alarm faults-Truck Centre WA

P23 FORD FALCON STN. SEDAN-HEARSE

Replaced battery – Trenfield Motors

P106 TOYOTA COASTER BUS - COMMUNITY BUS

Supplied 2 batteries – Trenfield Motors

P518 2018 TOYOTA LC70 WORKMATE

Replaced cracked windscreen- Trenfield Motors

Replaced fuel nozzle on diesel storage tank- Trenfield Motors

P523 HAKO CITYMASTER 1600

Replaced suction hose –Shire

Jay's Electrical Service checked electrical services and tagged appliances at the construction camp on Ashburton Downs-Meekatharra Rd.

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr AJ Binsiar

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

CARRIED 7/0

9.1.2. AIRPORT MANAGER'S REPORT-MAY 2020

Aircraft Movements and Statistics

The impact of the COVID-19 Pandemic and the Australia wide and regional travel bans implemented by both Federal & State Governments has continued to impact negatively on the aviation sector. Passenger numbers both commercially and privately through RPT and Charter operations have decreased to ensure compliance with travel restrictions and physical distancing. Aircraft movements and fuel sales for Meekatharra stabilized for the month of May 2020 with an increase in General Aviation movements supporting the mining and other industrial requirements within the state. Meekatharra is well placed in the state as a fuel stop and this has seen an increase in fuel sales compared to April 2020.

The continual operation of the Meekatharra aerodrome is considered critical for the emergency medical service provided by the RFDS Base in Meekatharra and the continuation of mining charters to ensure the state economy is able to continue working where possible.

Skippers RPT flights to Meekatharra were recommenced on a regular basis on Mondays & Fridays during May 2020 with funding support by the State & Federal governments, however passenger numbers remained low due to ongoing travel restrictions.

Cobham Aviation has continued to operate 4 charter flights per week to Meekatharra to service the Westgold operations in the region.

Airport operations continue to ensure physical distancing measures are in place at the airport to comply with current regulations. The state government has commenced lifting restrictions for group numbers and requirements for public gatherings from late May 2020 and any requirements for the airport will continue to be met.

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

	May19	May 20	Variance
General Aircraft Landed:	91	81	-11%
RFDS Landed	83	83	0%
Avgas	10034	10313	+3%
Jet A1	40582	31835	-21%
Total Fuel Sold	50616	42148	-17%

	YTD 2019	YTD 2020	Variance
General Aircraft Landed:	392	391	0%
RFDS Landed	416	343	-17%
Avgas	40412	35136	-13%
Jet A1	198716	184376	-7%
Total Fuel Sold	239128	219512	-8%

Aerodrome Works:

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.

- AirBP RFDS Fuel facility completion of installation postponed for approximately 6 weeks to allow for completion of correct lease documentation. **Due to the impact of COVID-19 Pandemic this facility installation has been put on hold for a future date to be advised.**
- Precision Approach Pathway Indicator (PAPI) maintenance commenced in mid-December requiring 6 PAPI units requiring pitted lens replacement. Due to technical calibration of units, one unit is dispatched at a time for repair. 4 PAPI units have been completed with 2 units to service. This process recommenced in April and is expected to be completed by July 2020.
- Ongoing weed spraying occurring airside along runway strips to keep weed growth to a minimum and restrict grass height.

Aerodrome Maintenance Requiring Completion:

All areas previously noted in the monthly reports are monitored on an ongoing basis. The annual Technical Inspection was completed in late March which also noted those areas as requiring maintenance as per previous reports with some additional areas. As the Annual Technical report was only received late 31/03/20 a full review of the report has not yet occurred. This report will be reviewed through the Airport Safety Management System with recommendations and actions included in the airport June report.

The Annual Electrical Inspection was completed in April 2020 with the report received during May 2020. A good report was received with no critical items noted. This report will be submitted and reviewed through the Airport Safety Management System with recommendations and actions included in the airport June report.

Aerodrome Security:

An incident at the airport on Monday 25/05/20 @ 1600hrs saw 2 females approx. 10 to 12 y/o & 15 to 16 y/o commit trespass in the airport compound with attempts to access vehicles stored in the compound. CCTV footage also clearly showed these same females attempt to gain entry to RFDS vehicles parked at the front of their building and break the windows on one of the RFDS vehicles as well attempt to access the airport manager's vehicles at the front of the residence and AirBP office. It is believed the females were in possession of stolen vehicle keys from an RFDS vehicle on Saturday 23/05/20 and were attempting to locate and steal this vehicle.

The airport manager immediately reported the incident to the Police and gave chase to the 2 females down the airport access road and across the flat to the south where they hid in bushland. They could not be located that afternoon and it is believed they absconded on foot through the bush to be picked up off airport.

The Shire Project Officer provided assistance in downloading CCTV footage on Tuesday 26/05/20 which was provided to the Meekatharra Police to assist in their investigation. To date no information has been received on whether the alleged perpetrators have been identified and dealt with.

Safety Management System:

The SMS committee meeting was due in February and has not occurred. The meeting was scheduled for mid- March but with the occurrence of COVID-19 Pandemic current plans have been delayed and will be rescheduled for a date in June by shire personnel.

Budget items completed:

Nil Pending

Airport Emergency:

There were no aerodrome emergencies reported during April 2020. Minutes of the Airport Emergency exercise completed in February 2020 are yet to be issued. These minutes will also require review through the airport Safety Management System.

Bird/Animal Activity:

Bird & Animal activity around the Meekatharra aerodrome has remained a low risk.

Ongoing monitoring is conducted daily to further reduce the risk. Weed eradication is occurring to prevent birds being attracted to flowering and seeding grasses along the runway strips.

General:

Nil to report.

Mike Cuthbertson
Airport Manager
01/06/2020

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr MJ Smith

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

CARRIED 7/0

9.1.3. YOUTH AND RECREATION SERVICES REPORT – MAY 2020

In great news for the community of Meekatharra, the youth services opened back up (although with set restrictions) during the second half of May. Afternoon sessions have seen an average of 30 kids attending, with half of these young people enjoying sports such as cricket, hockey and soccer, while the other half engaged in art and craft-based activities, ensuring that no area of the youth centre defied the special requirements around space per participant.

The evening sessions have also been well attended with an average of 20 kids over the ages of 12 coming along to participate in youth trivia nights, modified basketball, volleyball, and netball. This is a great result considering how cold the evenings have been.

Outside of the sessions with the youth, the team has been busy collaborating with other service providers in town to run a series of interventions with the kids around the negative choices that some of them have been making. These have been well received by all involved and it reinforces the importance of our team keeping strong ties with all other stakeholders in town.

June will see the team continue to run in adherence to the restrictions although we will also begin the kids gardening project. Particular focus will be orientated around getting more of the towns 15 to 17 old youths re-engaged with the program.

Officers Recommendation / Council Resolution:

Moved: Cr MJ Smith

Seconded: Cr PS Clancy

That the Youth Sport and Recreation Services Officer's report for May 2020 be received.

CARRIED 7/0

9.1.4. RANGERS REPORT – MAY 2020

Prepared by P Smith, Canine Control
Date June 2020

5 – 7 May 2020

COMPLAINTS RECEIVED:

No new written complaints were received but one verbal complaint was received regarding nuisance dogs wandering at large at the south end of Hill Street early in the morning. Patrols were conducted at the south end of Hill Street and several dogs were sighted. The owners were identified. A short time later I attended at various addresses where the owners lived. After speaking to the dog owners, arrangements were made to register and microchip the dogs the next day.

I re-attended at the homes of the dog owners from the verbal complaint and microchipped two dogs. Arrangements were made for the owners to attend the shire office later in the morning to register their dogs

ANIMALS TRAPPED:

Trapping cages were set at various locations around town and monitored during the evening. The cages were left overnight. Seven feral cats were caught.

ANIMALS DESTROYED:

Seven feral cats that were caught in the trapping cages were later euthanised.

FURTHER PATROLS:

Patrols were conducted of Peace Gorge, Cemetery, Go Cart Track, Racecourse, Rubbish Tip and Airport. No animals were sighted wandering and there was nothing to report. Patrols and security checks were conducted around the townsite.

Further patrols were conducted of the south end of Hill Street. No dogs were sighted wandering.

Officers Recommendation / Council Resolution:

Moved: Cr MR Hall
Seconded: Cr PS Moses

That the Ranger's Report for May 2020 be received.

CARRIED 7/0

9.1.5. STATUS REPORTS

Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15.07.06	9.3.6	Meekatharra Heritage and Canyon Trails Project Not proceeding with Canyon Trail until approvals are presented to Council Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project. Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project Determine status of all reserves, vesting orders and roads within the shire.	CEO/ CONS		Complete Complete In Progress
15.07.06	9.5.1	Laneway Closure, Land Adjacent to Lots 425,426, 427 & 428 Railway Street Advise the Minister for Lands that proposal was advertised, that no submissions were received by closing dates, Water Corp had no objections. That Shire of Meekatharra request Minister for Land Admin permanently close the laneway and portions adjoining be amalgamated with lots, that Shire has no objections to lots being converted to Freehold Title.	CEO/ CONS	Letter written to Minister for Lands Process to be completed by DOLI Lots are showing as freehold, merged, laneways (apart from behind Lot 427) are merged into lots. No further action required.	Complete Complete

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/DCEO	Letter sent to Dept Shire of Meekatharra holds management order over these reserves.	Complete Complete
21.11.09	9.3.4	Cornish Lift	PO	Quote approved 23.11.09. Letter of advice and order sent 23.11.09 Contractor to build	Complete In Progress
17.09.11	10.2	School Oval Facility – Agreement	CDSM	New report to Council required upon response from DoE Waiting on Reserve boundaries to be changed by DoE 03.10.19 Survey, legal and planning application currently being undertaken by DoE. Proposed new boundaries presented to OCM meeting 19 October 2019 for endorsement 19.10.19 Boundaries being adjusted	Complete Complete In Progress
20.12.13	9.3.4	Meetings with Ministers – Local Issues	CEO	No further action required Create Position Statement on public housing in Meekatharra	Complete In Progress
12.04.14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.04.14 Email to DoL 17.04.14 Mapping to be done	In Progress
21.02.15	9.3.7	Building Assets – Review	CEO	Council Resolution sent to Darren	In Progress

					Long for implementation in the Buildings Asset Management Plan and Long Term Financial Plan. Check and present to Council.	
19.09.15	9.4.1	Meekatharra Solar Consortium – Non-Binding Agreement	CDSM		Applicant advised. No further action.	Complete
20.02.16	9.5.3	Local Planning Strategy and Local Planning Scheme No 4	CDSM		Documents Sent Waiting for final approval from Dept	Complete Progressing
16.07.16	9.4.5	Old Power Station	CDSM		Horizon Power advised 16.07.16. Contamination clearance in process. 03.10.19 Contaminated soil now excavated and in the process of reinstatement. Contractors onsite in mid-November to complete the remediation. 10/02/2020 Remediation continues	In Progress
18.02.17	9.6.1	Water Bore Access Agreements & Licencing	DCEO/CEO		Consultant engaged to assist with generating letters/agreements Maps of bore location to be prepared and included on agreements	Complete In Progress
20.01.18	9.3.3	Draft Establishment Agreement/Withdrawal Murchison Regional Vermin Council	CEO		Emailed MRVC 25.01.18 & letter sent 30.01.18 Emailed Lawyer 30.01.18 Letter to Minister & MRVC 05.06.18	Complete Complete Complete In Progress
14.12.18	10.2	Heritage Agreement Jidi Jidi	CEO		Jidi Jidi Lawyer emailed 20.12.18 Further response to draft deed emailed 04.06.19	In Progress
22.06.19	9.7.2	Lease 17 Main St – Compliance Process	CDSM		Lease no longer required, keys were handed back. No further action.	Complete
21.09.19	9.4.2	Lighting at Skate Park	CDSM		Researching funding	In Progress
19.10.19	10.1	Ashburton Downs Road- Heavy	CEO		Emailed ABRA 30.10.19	In Progress

Haulage					
21.03.20	9.7.1	RFDS Lease Extension	CDSM	Presented to Council at June 2020 meeting	Complete
21.03.20	10.3	Tenders NDRRA Flooding in WA Jan/Feb 2020	CEO	Emailed to WSM 26.4.20	In Progress
18.04.20	9.4.1	Meeka Goes Green Lease	DCEO	Received Ministerial approval Lease signed by both parties	Complete
16.05.20	9.2.4	Request for Debtors & Rates Write-off	FO/AFO	Write Offs processed	Complete
16.05.20	9.2.5	Material Variance for Financial Reporting Purposes	DCEO	Noted	Complete
16.05.20	9.2.6	2020/21 Draft Management Budget	DCEO	Statutory to be prepared for adoption at OCM in June 2020	Complete
16.05.20	9.3.1	Council Meeting Dates for 2020/21	DCEO	Ad placed on foyer notice board and in the West Australian on 20.05.20	Complete
16.05.20	9.4.1	Application for M51/888	CDSM	No Action Required	Complete
16.05.20	9.4.2	Application for M52/1078	CDSM	No Action Required	Complete
16.05.20	9.4.3	Application for L52/215-8	CDSM	No Action Required	Complete
16.05.20	9.6.1	Ashburton Downs Road – Restricted Access Vehicle Network Amendment Request	CEO	Support form sent to Heavy Vehicle Services (Main Roads)	Complete
16.05.20	9.7.1	Contract – Supervision of Contractors	CEO	Works Group Meeting held 20.05.20 Advertised 30.05.20 and closing 17.06.20	Complete

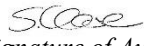

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr MJ Smith

That the Status report be received.

CARRIED 7/0

9.2. FINANCE

Title/Subject:	MONTHLY FINANCIAL REPORT PERIOD ENDED MAY 2020	
Agenda/Minute Number:	9.2.1	
Applicant:	Nil	
File Ref:	ADM 171	
Date of Report:	5 June 2020	
Disclosure of Interest:	Nil	
Author:	Svenja Clare Acting Deputy Chief Executive 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

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

[Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50; amended in Gazette 20 Jun 2008 p. 2724.]

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

Comment:

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

Consultation:

Megan Shirt – Local Government Consultant

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr PS Clancy

That the financial report for the period ending 31 May 2020 be received.

CARRIED 7/0

SHIRE OF MEEKATHARRA
MONTHLY FINANCIAL REPORT
For the Period Ended 31 May 2020
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Note 7	Grants
Note 8a	Capital Expenditure
Note 8b	Capital Expenditure - Road Infrastructure Detail
Note 9	Capital Disposals

Report Purpose

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

* Indicates Statutory Report

Statement of Financial Activity

Is presented on page 2 and 3 and shows a surplus as at 31 May 2020 of \$9,169,177.

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

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2020

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Operating Revenues		\$		\$	\$	\$	%
Rates		4,180,542	4,309,096	4,308,673	4,274,148	(34,525)	(0.80%)
Operating Grants, Subsidies and Contributions	7	3,947,184	2,417,096	2,139,029	4,038,154	1,899,125	88.78%
Fees and Charges		1,343,574	1,343,574	1,143,998	1,086,261	(57,737)	(5.05%)
Service Charges		0	0	0	0	0	
Interest Earnings		613,061	613,061	111,807	121,586	9,779	8.75%
Other Revenue		319,053	319,053	263,553	247,542	(16,011)	(6.07%)
Profit on Disposal of Assets	9	4,490	4,490	4,490	0	(4,490)	(100.00%)
Total Operating Revenue		10,407,904	9,006,370	7,971,550	9,767,691	1,796,142	
Operating Expense							
Employee Costs		(1,919,034)	(1,802,649)	(1,554,870)	(1,168,675)	(386,195)	(24.84%)
Materials and Contracts		(2,967,802)	(3,334,146)	(2,403,893)	(1,801,763)	(602,131)	(25.05%)
Utility Charges		(318,800)	(321,800)	(294,697)	(285,538)	(9,160)	(3.11%)
Depreciation on Non-Current Assets		(6,933,817)	(6,933,817)	(6,354,749)	(6,571,521)	216,772	3.41%
Interest Expenses		0	0	0	0	0	
Insurance Expenses		(212,711)	(212,711)	(212,703)	(235,506)	22,803	10.72%
Other Expenditure		(284,216)	(320,216)	(208,663)	(225,277)	16,614	7.96%
Loss on Disposal of Assets	9	(14,201)	(14,201)	(14,201)	(5,605)	(8,596)	60.53%
Total Operating Expenditure		(12,650,581)	(12,939,539)	(11,043,776)	(10,293,884)	(749,893)	
Funding Balance Adjustments							
Add back Depreciation		6,933,817	6,933,817	6,354,749	6,571,521	216,772	3.41%
Adjust (Profit)/Loss on Asset Disposal	9	9,711	9,711	9,711	5,605	(4,106)	(42.28%)
Adjust Accruals/Rounding		0	0	0	0	0	
Net Cash from Operations		4,700,851	3,010,359	3,292,233	6,050,934	2,758,701	
Capital Revenues							
Non-Operating Grants & Contributions	7	2,469,034	2,767,808	2,187,808	2,235,646	47,838	2.19%
Proceeds from Disposal of Assets	9	39,500	39,500	9,500	12,000	2,500	26.32%
Total Capital Revenues		2,508,534	2,807,308	2,197,308	2,247,646	50,338	
Capital Expenses							
Land Held for Resale		0	0	0	0	0	
Land and Buildings	8	(2,573,433)	(2,805,506)	(2,370,506)	(2,039,218)	(331,288)	(13.98%)
Furniture and Equipment	8	(63,000)	(35,000)	(37,337)	0	(37,337)	(100.00%)
Plant and Equipment	8	(354,000)	(848,380)	(654,380)	(630,513)	(23,867)	(3.65%)
Infrastructure - Roads	8	(4,994,918)	(5,552,017)	(4,189,386)	(1,914,119)	(2,275,267)	(54.31%)
Infrastructure - Footpaths	8	0	0	0	0	0	0.00%
Infrastructure - Airports	8	(58,667)	(92,500)	(42,500)	(42,500)	0	0.00%
Infrastructure - Other	8	(1,021,703)	(1,116,002)	(128,299)	(110,473)	(17,826)	(13.89%)
Total Capital Expenditure		(9,065,721)	(10,449,405)	(7,422,408)	(4,736,823)	(2,685,585)	
Net Cash from Capital Activities		(6,557,187)	(7,642,097)	(5,225,100)	(2,489,177)	2,735,923	
Financing							
Transfer to Reserves	6	(1,226,641)	(1,226,641)	0	0	0	
Transfer from Reserves	6	0	0	0	0	0	
Net Cash from Financing Activities		(1,226,641)	(1,226,641)	0	0	0	
Net Operations, Capital and Financing		(3,082,977)	(5,858,379)	(1,932,867)	3,561,757	5,494,623	
Opening Funding Surplus(Deficit)	2	3,082,977	5,607,420	5,607,420	5,607,420	0	0.00%
Closing Funding Surplus(Deficit)	2	0	(250,959)	3,674,553	9,169,177	5,494,623	

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

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

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 May 2020

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues	\$	\$	\$	\$	%	
* Includes Non- Operating Grants						
Governance	80	80	80	0	0.00%	
General Purpose Funding - Rates	4,309,096	4,308,673	4,274,148	(34,525)	(0.80%)	
General Purpose Funding - Other	2,342,020	1,839,572	3,749,197	1,909,625	103.81%	▲
Law, Order and Public Safety	12,265	10,111	9,264	(847)	(8.38%)	
Health	6,104	6,104	5,674	(430)	(7.05%)	
Education and Welfare	147,610	135,419	123,318	(12,101)	(8.94%)	
Housing	29,500	27,022	38,466	11,444	42.35%	▲
Community Amenities	140,797	137,765	116,752	(21,013)	(15.25%)	▼
Recreation and Culture	1,329,126	710,926	727,366	16,440	2.31%	
Transport	2,901,432	2,721,802	2,732,941	11,139	0.41%	
Economic Services	436,249	168,114	120,410	(47,704)	(28.38%)	▼
Other Property and Services	119,900	93,770	105,721	11,951	12.75%	▲
Total Operating Revenue	11,774,179	10,159,358	12,003,337	1,843,979		
Operating Expense						
Governance	(712,260)	(616,436)	(520,140)	(96,296)	(15.62%)	▼
General Purpose Funding	(266,293)	(185,164)	(201,544)	16,380	8.85%	
Law, Order and Public Safety	(234,731)	(218,035)	(142,333)	(75,702)	(34.72%)	▼
Health	(111,826)	(93,345)	(78,119)	(15,226)	(16.31%)	▼
Education and Welfare	(747,548)	(661,925)	(500,338)	(161,587)	(24.41%)	▼
Housing	(34,500)	(21,502)	(31,275)	9,773	45.45%	
Community Amenities	(697,396)	(564,842)	(416,827)	(148,015)	(26.20%)	▼
Recreation and Culture	(1,644,352)	(1,462,616)	(1,230,203)	(232,413)	(15.89%)	▼
Transport	(7,329,061)	(6,511,520)	(6,720,881)	209,361	3.22%	
Economic Services	(850,738)	(541,436)	(422,772)	(118,664)	(21.92%)	▼
Other Property and Services	(310,833)	(166,955)	(29,452)	(137,503)	(82.36%)	▼
Total Operating Expenditure	(12,939,539)	(11,043,776)	(10,293,884)	(749,893)		
Funding Balance Adjustments						
Add back Depreciation	6,933,817	6,354,749	6,571,521	216,772	3.41%	
Adjust (Profit)/Loss on Asset Disposal	9,711	9,711	5,605	(4,106)	(42.28%)	
Adjust Accruals/Rounding	-	0	0	0		
Net Cash from Operations	5,778,168	5,480,041	8,286,580	2,806,538		
Capital Revenues						
Proceeds from Disposal of Assets	39,500	9,500	12,000	2,500	26.32%	
Total Capital Revenues	39,500	9,500	12,000	2,500		
Capital Expenses						
Land and Buildings	(2,805,506)	(2,370,506)	(2,039,218)	(331,288)	(13.98%)	▼
Furniture and Equipment	(35,000)	(37,337)	0	(37,337)	(100.00%)	▼
Plant and Equipment	(848,380)	(654,380)	(630,513)	(23,867)	(3.65%)	
Infrastructure - Roads	(5,552,017)	(4,189,386)	(1,914,119)	(2,275,267)	(54.31%)	▼
Infrastructure - Airports	(92,500)	(42,500)	(42,500)	0	0.00%	
Infrastructure - Other	(1,116,002)	(128,299)	(110,473)	(17,826)	(13.89%)	▼
Total Capital Expenditure	(10,449,405)	(7,422,408)	(4,736,823)	(2,685,585)		
Net Cash from Capital Activities	(10,409,905)	(7,412,908)	(4,724,823)	(2,688,085)		
Transfer to Reserves	(1,226,641)	0	0	0		▼
Transfer from Reserves	0	0	0	0		
Net Cash from Financing Activities	(1,226,641)	0	0	0		
Net Operations, Capital and Financing	(5,858,378)	(1,932,867)	3,561,757	5,494,624		
Opening Funding Surplus(Deficit)	5,607,420	5,607,420	5,607,420	0	0.00%	
Closing Funding Surplus(Deficit)	(250,959)	3,674,553	9,169,177	5,494,623		

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

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

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

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
Operating Revenues				
Governance	80	0	80	80
General Purpose Funding - Rates	4,180,542	128,554	4,309,096	4,308,673
General Purpose Funding - Other	4,136,885	(1,794,865)	2,342,020	1,839,572
Law, Order and Public Safety	12,150	115	12,265	10,111
Health	6,104	0	6,104	6,104
Education and Welfare	147,614	(4)	147,610	135,419
Housing	29,500	0	29,500	27,022
Community Amenities	140,797	0	140,797	137,765
Recreation and Culture	1,329,126	0	1,329,126	710,926
Transport	2,583,992	317,440	2,901,432	2,721,802
Economic Services	190,249	246,000	436,249	168,114
Other Property and Services	119,900	0	119,900	93,770
Total Operating Revenue	12,876,939	(1,102,760)	11,774,179	10,159,358
Operating Expense				
Governance	(712,260)	0	(712,260)	(616,436)
General Purpose Funding	(230,293)	(36,000)	(266,293)	(185,164)
Law, Order and Public Safety	(234,731)	0	(234,731)	(218,035)
Health	(111,826)	0	(111,826)	(93,345)
Education and Welfare	(813,203)	65,655	(747,548)	(661,925)
Housing	(29,500)	(5,000)	(34,500)	(21,502)
Community Amenities	(697,396)	0	(697,396)	(564,842)
Recreation and Culture	(1,679,532)	35,179	(1,644,352)	(1,462,616)
Transport	(7,316,726)	(12,335)	(7,329,061)	(6,511,520)
Economic Services	(580,781)	(259,957)	(850,738)	(541,436)
Other Property and Services	(234,333)	(76,500)	(310,833)	(166,955)
Total Operating Expenditure	(12,650,581)	(288,958)	(12,939,539)	(11,043,776)
Funding Balance Adjustments				
Add back Depreciation	6,933,817	0	6,933,817	6,354,749
Adjust (Profit)/Loss on Asset Disposal	9,711	0	9,711	9,711
Adjust Provisions and Accruals	0	0	0	0
Net Cash from Operations	7,169,885	(1,391,718)	5,778,168	5,480,041
Capital Revenues				
Proceeds from Disposal of Assets	39,500	0	39,500	9,500
Total Capital Revenues	39,500	0	39,500	9,500
Capital Expenses				
Land and Buildings	(2,573,433)	(232,073)	(2,805,506)	(2,370,506)
Furniture and Equipment	(63,000)	28,000	(35,000)	(37,337)
Plant and Equipment	(354,000)	(494,380)	(848,380)	(654,380)
Infrastructure - Roads	(4,994,918)	(557,099)	(5,552,017)	(4,189,386)
Infrastructure - Footpaths	0	0	0	0
Infrastructure - Airports	(58,667)	(33,833)	(92,500)	(42,500)
Infrastructure - Other	(1,021,703)	(94,299)	(1,116,002)	(128,299)
Total Capital Expenditure	(9,065,721)	(1,383,684)	(10,449,405)	(7,422,408)
Net Cash from Capital Activities	(9,026,221)	(1,383,684)	(10,409,905)	(7,412,908)
Financing				
Transfer to Reserves	(1,226,641)	0	(1,226,641)	0
Transfer from Reserves	0	0	0	0
Net Cash from Financing Activities	(1,226,641)	0	(1,226,641)	0
Net Operations, Capital and Financing	(3,082,977)	(2,775,402)	(5,858,378)	(1,932,867)
Opening Funding Surplus(Deficit)	3,082,977	2,524,443	5,607,420	5,607,420
Closing Funding Surplus(Deficit)	0	(250,959)	(250,959)	3,674,553

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 27 JUNE 2020
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SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Program)
For the Period Ended 31 May 2020

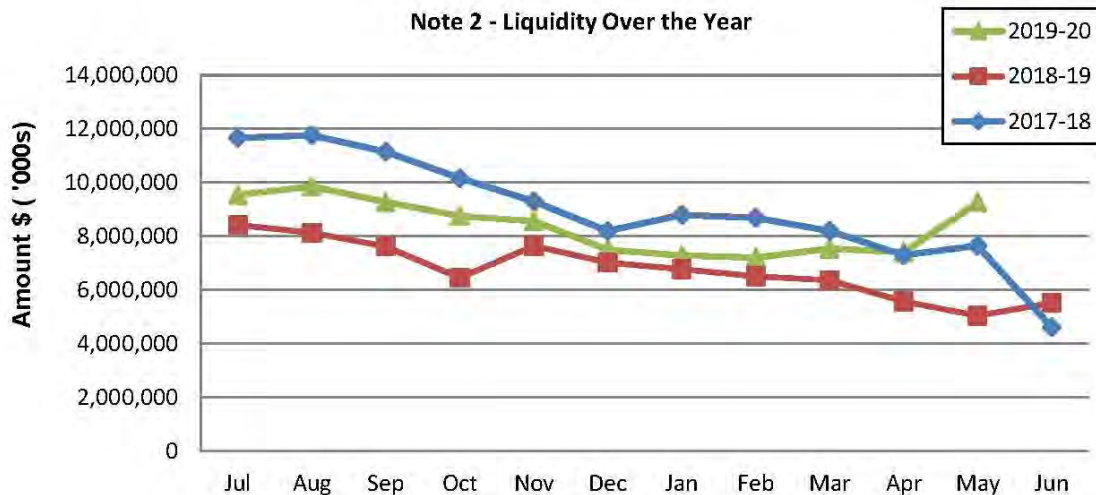
Note 1: EXPLANATION OF MATERIAL VARIANCES

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	0	0.00%			Under variance reporting threshold
General Purpose Funding - Rates	(34,525)	(0.80%)			Under variance reporting threshold
General Purpose Funding - Other	1,909,625	103.81%	▲	Permanent	The Shire has received an advanced payment for the FAGS grants 20/21 (Est 1/2 of the total)
Law, Order and Public Safety	(947)	(8.39%)			Under variance reporting threshold
Health	(430)	(7.05%)			Under variance reporting threshold
Education and Welfare	(12,101)	(8.94%)			Under variance reporting threshold
Housing	11,444	42.35%	▲	Permanent	Staff Utility usage reimbursements are higher than budget. These will be offset by higher expenditure.
Community Amenities	(21,013)	(15.25%)	▼	Permanent	Burial charges Revenue is \$13k lower than YTD budget. At this stage of the year this is likely to be a permanent variance.
Recreation and Culture	16,440	2.31%			Under variance reporting threshold
Transport	11,139	0.41%			Under variance reporting threshold
Economic Services	(47,704)	(28.38%)	▼	Permanent	Tourism and Area promotion revenue is \$46k lower than YTD budget, these funds will not be received due to restrictions in place re COVID19. There will be an offsetting reduction in expenditure.
Other Property and Services	11,951	12.75%	▲	Permanent	Standpipe and Fuel rebate are \$42k higher than Annual budget, reimbursements & rebates are \$31k lower than YTD budget.
Operating Expense					
Governance	(96,296)	(15.62%)	▼	Timing	Lower YTD expenditure to YTD budget are lower in Members expenses relating to donations - \$27k, general Members expenses - \$36k and Admin overheads \$46k. Higher audit fees of \$10k to Annual budget due to costs associated with the Financial Management Review - Some of these may even out over the year.
General Purpose Funding	16,380	8.85%			Under variance reporting threshold
Law, Order and Public Safety	(75,702)	(34.72%)	▼	Timing	Expense in Animal Control and Ranger Services are \$21k lower than YTD budget and Fire and SES operations (particularly vehicles costs - \$28k) are \$54k lower than YTD budget. There is likely to be savings in this area at year end.
Health	(15,236)	(16.31%)	▼	Timing	Consultants fees are \$12k lower than YTD budget - These may even out at year end.
Education and Welfare	(161,587)	(24.41%)	▼	Timing	Youth Centre costs are \$106k lower than YTD budget. CDO expenses are 31k lower than YTD budget. General Education expenses are \$12k lower than YTD budget. There will be likely savings in these areas at year end.
Housing	9,773	45.45%			Under variance reporting threshold
Community Amenities	(148,015)	(26.20%)	▼	Timing	Sanitation costs (in the main litter control \$35k) are \$37k and Town Planning expenses are \$21k lower than YTD budget. Other Community amenities including Tyre recycling, Public toilets and cemetery maintenance are \$66k lower than YTD budget. There are likely to be savings at year end, with some reduction in expenditure offset by lower revenue.
Recreation and Culture	(292,413)	(15.89%)	▼	Timing	Depreciation \$28k, Rec Officer expenses \$33k, Other recreation including parks and ovals maintenance \$126k, and Other Culture and libraries \$34k, Swimming Pool \$25k all lower than YTD budget. There will be likely savings at year end.
Transport	209,361	3.22%			Under variance reporting threshold
Economic Services	(118,664)	(21.92%)	▼	Permanent	Tourism expenditure including events and contributions are \$136k lower than YTD expenditure. With the effects of COVID19 there will be savings at year end. Other economic depreciation is \$23k higher than budget.
Other Property and Services	(137,508)	(82.36%)	▼	Timing	Plant operations are over recovered to YTD budget by \$90k, Admin allocation are over recovered \$25k to YTD budget - Staff will review these allocations before end of year processes are completed. Minor Plant running costs are \$27k lower than budget.
Funding Balance Adjustments					
Add back Depreciation	216,772	3.41%			Under variance reporting threshold
Adjust (Profit)/Loss on Asset Disposal	(4,105)	(42.28%)			Under variance reporting threshold
Capital Revenues					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	47,838	2.19%			Under variance reporting threshold
Proceeds from Disposal of Assets	2,500	26.32%			Under variance reporting threshold
Capital Expenses					
Land and Buildings	(331,288)	(13.99%)	▼		Refer to Note 8A for project details
Furniture and Equipment	(37,337)	(100.00%)	▼		Refer to Note 8A for project details
Plant and Equipment	(23,867)	(3.65%)	▼		Refer to Note 8A for project details
Infrastructure - Roads	(2,275,267)	(54.31%)	▼		Refer to Note 8A for project details
Infrastructure - Airports	0	0.00%			Refer to Note 8A for project details
Infrastructure - Other	(17,826)	(13.88%)	▼		Refer to Note 8A for project details
Opening Funding Surplus(Deficit)	0	0.00%			Under variance reporting threshold

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 2: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 May 2020	Previous Month	YTD 31 May 2019		
		\$	\$	\$		
Current Assets						
Cash Unrestricted	3	7,644,897	5,767,825	3,548,278		
Cash Restricted Reserves	3	20,074,315	20,074,315	19,757,252		
Cash Restricted - Bonds to be allocated		851	851	93,599		
Receivables - Rates and Rubbish	5	1,428,462	1,448,051	803,299		
Receivables -Other	5	152,631	93,965	965,078		
Interest / ATO Receivable/Trust		38,372	44,148	84,146		
Inventories		95,259	172,984	58,314		
		29,434,788	27,602,139	25,309,966		
Less: Current Liabilities						
Payables		(98,937)	(112,241)	(322,706)		
Bonds Held		(92,360)	(93,211)	(92,549)		
Provisions		(350,694)	(350,694)	(385,960)		
		(541,991)	(556,147)	(801,216)		
Less: Cash Reserves	6	(20,074,315)	(20,074,315)	(19,757,252)		
Plus Provisions		350,694	350,694	385,960		
Net Current Funding Position		9,169,177	7,322,372	5,137,458		



Comments - Net Current Funding Position

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

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 3: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Bonds \$	Balance of Account \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	Variable	194,395		851.45	195,247	Westpac	At Call
Air BP	Variable	58,692			58,692	Westpac	At Call
Maxi Account	Variable	7,368,648		91,508	7,460,156	Westpac	At Call
(b) Term Deposits							
74-758-0859	2.35%		20,074,315		20,074,315	NAB	26-Jun-20
Total		7,621,735	20,074,315	92,360	27,788,410		

Comments/Notes - Investments

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

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

GL Account Code	Increase/Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease In Available Cash	Amended Budget Running Balance
							\$	\$	\$	\$
	↑	Adopted Budget								0
	↓		OCM 21/9/2019 9.2.4	Unaudited Budget Surplus	3,082,977	5,701,812		2,618,835	0	2,618,835
			OCM 13/12/2019 9.2.7	Audited Budget Surplus	5,701,812	5,607,420		0	(94,392)	2,524,443
Revenue										
0031	↑	RATES RAISED	OCM 21/9/2019 9.2.4	Operating Revenue	4,178,603	4,307,157		128,554	0	2,652,997
0181	↓	FINANCIAL ASSISTANCE GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	2,369,226	1,139,512		0	1,229,714	1,423,283
0211	↓	LOCAL ROAD GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	1,136,498	571,347		0	565,151	858,132
1563	↑	DFES OPERATING GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	5,252	5,367		115	0	858,247
4591	↑	MAINROADS DIRECT GRANT	OCM 21/9/2019 9.2.4	Operating Revenue	280,305	298,971		18,666	0	876,913
2419	↓	YOUTH GRANT O.S.H.C.	OCM 21/9/2019 9.2.4	Operating Revenue	26,172	13,086		0	13,086	863,827
1953	↑	ANIMAL CONTROL - COMBATTING PESTS (MRBA)	OCM 21/3/2020 9.2.4	Operating Revenue	0	246,000		246,000	0	1,109,827
2419	↑	YOUTH GRANT O.S.H.C.	OCM 21/3/2020 9.2.4	Operating Revenue	13,086	26,168		13,082	0	1,122,909
Non- Operating Revenue										
4621	↑	R2R (ROADS TO RECOVERY) GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	628,495	785,619		157,124	0	1,280,033
4691	↑	MAINROADS ROAD PROJECT GRANT	OCM 21/9/2019 9.2.4	Capital Revenue	158,350	300,000		141,650	0	1,421,683
Operating Expenditure										
3625	↑	ACTIVITIES - RECREATION OFFICER	OCM 20/7/2019 9.4.1	Operating Expenses	22,000	25,330		0	3,330	1,418,353
0692	↑	CONSULTING FEES - LAND SURVEY OVAL	OCM 17/8/2019 9.4.2	Operating Expenses	0	11,500		0	11,500	1,406,853
0692	↑	CONSULTING FEES - LANDOR RD BUSINESS CASE	OCM 21/9/2019 9.2.4	Operating Expenses	0	30,000		0	30,000	1,376,853
4820	↓	STREET MAINTENANCE - KERB NUMBERING	OCM 21/9/2019 9.2.4	Operating Expenses	6,000	0		6,000	0	1,382,853
0953	↑	1/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,380,353
0954	↑	2/16 REGAN ST - LEACH DRAIN	OCM 21/9/2019 9.2.4	Operating Expenses	0	2,500		0	2,500	1,377,853
			OCM 21/3/2020 9.2.4							
1902	↑	CONTROL EXPENSES - COMBATTING PESTS (MRBA)		Operating Expenses	74,994	320,994		0	246,000	1,131,853
CD5	↑	BIG HOOHAA / TOURING PERFORMERS	OCM 21/3/2020 9.2.4	Operating Expenses	8,000	8,000		0	0	1,131,853
2422	↓	YOUTH SALARIES	OCM 21/3/2020 9.2.4	Operating Expenses	165,655	100,000		65,655	0	1,197,508
3617	↓	SPORT & REC SALARIES	OCM 21/3/2020 9.2.4	Operating Expenses	98,687	50,000		48,687	0	1,246,195
5052	↑	AIRPORT MAINTENANCE	OCM 21/3/2020 9.2.4	Operating Expenses	47,550	60,000		0	12,450	1,233,745
5926	↑	MAINTENANCE TRAILS & LOOKOUTS	OCM 21/3/2020 9.2.4	Operating Expenses	16,043	30,000		0	13,957	1,219,788
5021	↑	AERODROME CONSULTANTS	OCM 21/3/2020 9.2.4	Operating Expenses	21,115	27,000		0	5,885	1,213,903
3362	↑	TOWN HALL MAINTENANCE & CLEANING	OCM 21/3/2020 9.2.4	Operating Expenses	34,822	45,000		0	10,178	1,203,725
8022	↑	ENGINEERING OFFICE & OTHER EXPENSES	OCM 21/3/2020 9.2.4	Operating Expenses	2,000	9,000		0	7,000	1,196,725
0702	↑	LEGAL EXPENSES	OCM 21/3/2020 9.2.4	Operating Expenses	12,000	40,000		0	28,000	1,168,725
0555	↑	SUNDRY DEBTORS WRITE OFF	OCM 16/5/2020 9.2.4	Operating Expenses	5,000	29,000		0	24,000	1,144,725
0233	↑	RATES WRITE OFF	OCM 16/5/2020 9.2.4	Operating Expenses	10,000	22,000		0	12,000	1,132,725
								0	0	1,132,725

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

GL Account Code	Increase/Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
Non- Operating Expenditure										
4015	↑	LIONS PARK	OCM 20/7/2019 9.4.1	Capital Expenses	0	57,000		0	57,000	1,075,725
3694	↑	POOL FENCE	OCM 21/9/2019 9.2.1	Capital Expenses	0	14,190			14,190	1,061,535
0935	↑	1/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,308		0	5,308	1,056,227
0936	↑	2/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,307		0	5,307	1,050,920
4191	↑	LLOYDS RENOVATIONS	OCM 21/9/2019 9.2.4	Capital Expenses	2,200,000	2,428,876		0	228,876	822,044
RR67	↑	ASHBURTON DOWNS ROAD RRG SLK 76-86	OCM 21/9/2019 9.2.4	Capital Expenses	237,525	497,500		0	259,975	562,069
A67	↑	ASHBURTON DOWNS ROAD R2R SLK 27-34.56	OCM 21/9/2019 9.2.4	Capital Expenses	700,000	857,124		0	157,124	404,945
5124	↑	TRUCKS - MACK TRUCK FITOUTS	OCM 21/9/2019 9.2.4	Capital Expenses	0	494,380		0	494,380	(89,435)
1216	↑	AIRPORT POWER POLES	OCM 21/9/2019 9.2.4	Capital Expenses	8,667	42,500		0	33,833	(123,268)
5389	↑	MEEKA TOWN HERITAGE WALK - BOLLARDS	OCM 21/9/2019 9.2.4	Capital Expenses	0	10,000		0	10,000	(133,268)
C1	↑	MT CLERE ROAD CONSTRUCTION	OCM 21/9/2019 9.2.4	Capital Expenses	709,000	849,000		0	140,000	(273,268)
3285	↓	NANNINE CEMETERY - FENCE	OCM 21/3/2020 9.2.4	Capital Expenses	28,000	8,700		19,300	0	(253,968)
HC07	↓	HALL - FENCE BETWEEN KITCHEN AND LANEWAY	OCM 21/3/2020 9.2.4	Capital Expenses	8,000	2,550		5,450	0	(248,518)
HC08	↓	HALL - COOLROOM RENEWAL	OCM 21/3/2020 9.2.4	Capital Expenses	0	8,000		0	8,000	(256,518)
3666	↓	POOL - CHANGEROOMS/TOILETS	OCM 21/3/2020 9.2.4	Capital Expenses	16,292	6,324		9,968	0	(246,550)
SR08	↓	PICTURE GARDENS - F&E - REPLACE FENCING	OCM 21/3/2020 9.2.4	Capital Expenses	28,000	0		28,000	0	(218,550)
3804	↑	PICTURE GARDENS - INFRAS. - REPLACE FENCING	OCM 21/3/2020 9.2.4	Capital Expenses	0	32,409		0	32,409	(250,959)
							0	3,507,087	3,569,261	

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 5: RECEIVABLES

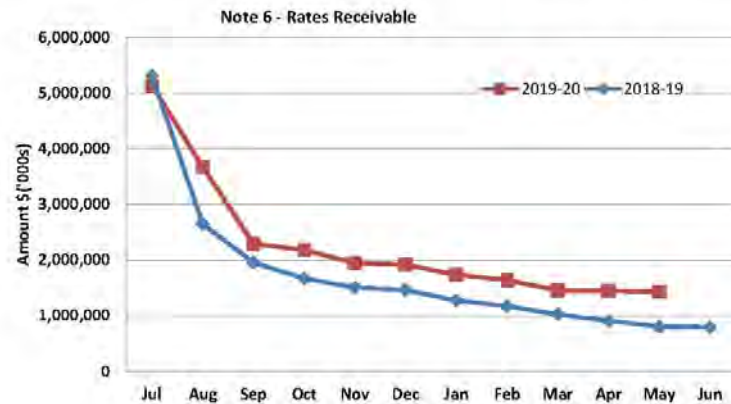
Receivables - Rates and Rubbish Receivable

Opening Arrears Previous Years
Levied this year
Less Collections to date
Equals Current Outstanding

Net Rates and Rubbish Collectable
% Collected

Note 2

	YTD 31 May 2020 \$	30/06/2019 \$
Opening Arrears Previous Years	790,994	790,994
Levied this year	4,375,770	
Less Collections to date	(3,738,303)	
Equals Current Outstanding	1,428,462	790,994
Net Rates and Rubbish Collectable	1,428,462	790,994
% Collected	72.35%	



Comments/Notes - Receivables Rates

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

Receivables - General

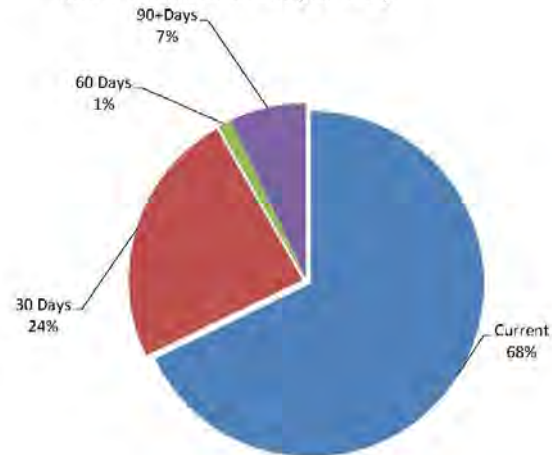
Receivables - Sundry Debtors

Total Sundry Debtors

Amounts shown above include GST (where applicable)

	Current \$	30 Days \$	60 Days \$	90+Days \$
Receivables - Sundry Debtors	239,550	84,576	4,073	24,993
Total Sundry Debtors	353,191			

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

34% of receivables are for Main Roads reimbursements. These were received by the Shire 8/5/2020

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

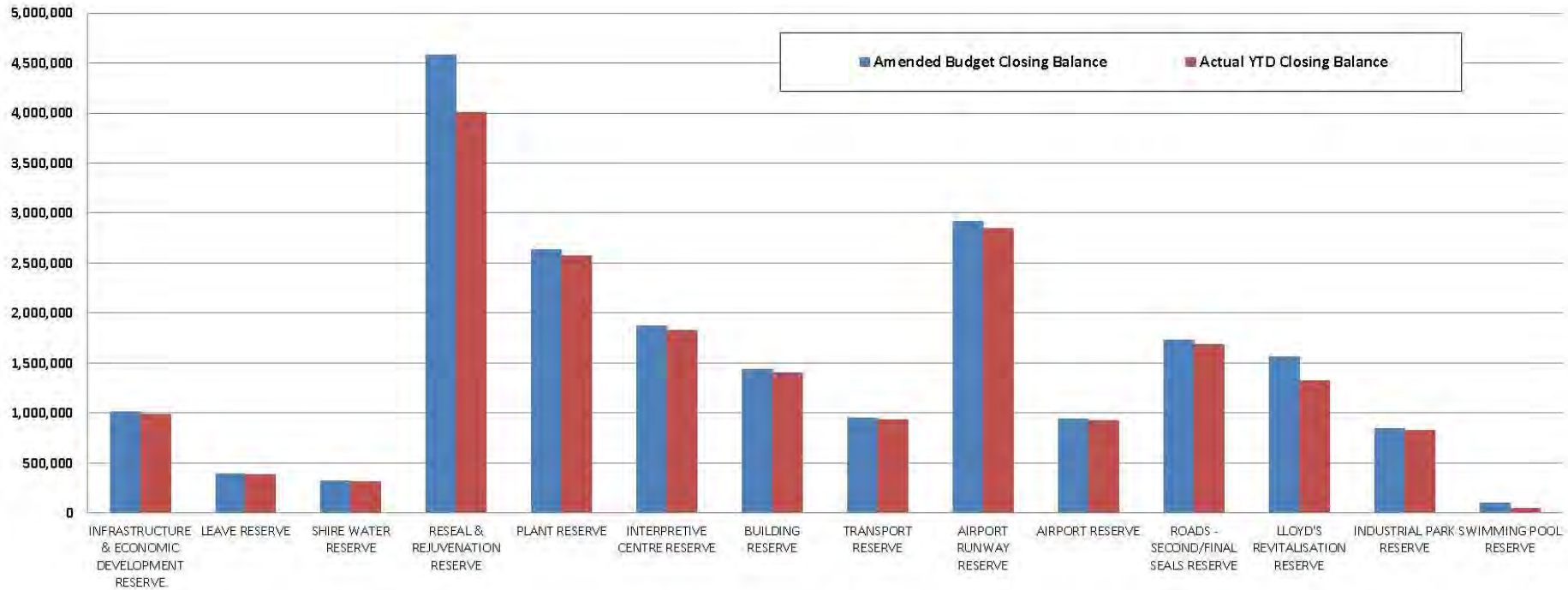
Note 6: Cash Backed Reserves

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

SHIRE OF MEEKATHARRA
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 May 2020

Note 6: Cash Backed Reserves cont'd

Year To Date Reserve Balance to End of Year Estimate



SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note7: GRANTS

Program/Details		2019-20 Original Budget	Variations Additions (Deletions)	2019-20 Amended Budget	Operating	Non- Operating	Recoup Status	
GL	TYPE						Received	Balance
		\$	\$		\$	\$	\$	\$
General Purpose Funding								
0181	Operating Grant	2,369,226	(1,229,714)	1,139,512	1,139,512	0	2,333,484	(1,193,972)
0211	Operating Grant	1,136,498	(565,151)	571,347	571,347	0	1,279,894	(708,547)
Law, Order, Public Safety								
1563	Operating Grant	5,252	115	5,367	5,367	0	5,367	0
2003	Operating Grant	2,898	0	2,898	2,898	0	2,898	0
Education & Welfare								
2417	Operating Grant	10,000	0	10,000	10,000	0	0	10,000
2419	Operating Grant	26,172	(4)	26,168	26,168	0	26,168	0
2421	Operating Grant	85,642	0	85,642	85,642	0	85,956	(314)
Recreation And Culture								
3626	Operating Grant	10,000	0	10,000	10,000	0	0	10,000
3713	Operating Grant	10,000	0	10,000	10,000	0	0	10,000
4163	Non-Operating	1,000,000	0	1,000,000	0	1,000,000	419,452	580,548
3873	Non-Operating	200,000	0	200,000	0	200,000	200,000	0
Transport								
4591	Operating Grant	280,305	18,666	298,971	298,971	0	298,971	0
4651	Operating Grant	0	0	0	0	0	0	0
4843	Operating Grant	5,192	0	5,192	5,192	0	5,416	(224)
4601	Non-Operating	482,189	0	482,189	0	482,189	530,575	(48,386)
4621	Non-Operating	628,495	157,124	785,619	0	785,619	785,619	0
4691	Non-Operating	158,350	141,650	300,000	0	300,000	300,000	0
Economic Services								
5391	Operating Grant	6,000	0	6,000	6,000	0	0	6,000
5723	Operating Grant	0	246,000	246,000	246,000	0	0	246,000
TOTALS		6,416,218	(1,231,314)	5,184,904	2,417,096	2,767,808	6,273,799	(1,088,895)
Operating Grant		3,947,184		2,417,096			4,038,154	(1,621,057)
Non-Operating		2,469,034		2,767,808			2,235,646	532,162
		6,416,218		5,184,904			6,273,799	(1,088,895)

SHIRE OF MEEKATHARRA								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 May 2020								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Buildings								
ADMIN BUILDING IMPROVEMENTS	1328	100,000	0	100,000	0	5,226	5,226	Four jobs to be carried over to FY21
LOT 852 KIDS ZONE BUILDING - RENEWAL & NEW	2439	5,216	0	5,216	5,216	0	(5,216)	Project cancelled
HOUSING - CAPITAL IMPROVEMENTS	2704	172,425	10,615	183,040	183,040	113,420	(69,620)	Some improvements to be carried over to FY21
TOWN HALL - BUILDING	3544	47,000	2,550	49,550	17,550	17,281	(269)	
POOL - BUILDINGS	3666	16,292	-9,968	6,324	6,324	1,241	(5,083)	Project to be carried over to FY21
SPORTS COMPLEX BUILDINGS	3680	26,000	0	26,000	26,000	17,625	(8,375)	Came in under budget
MASONIC LODGE - CAPITAL	4171	3,500	0	3,500	3,500	2,866	(634)	
STAGE 1 - LLOYDS RENOVATIONS	4191	2,200,000	228,876	2,428,876	2,128,876	1,878,559	(250,317)	To be finalised in FY20
AIRPORT - TERMINAL	5219	3,000	0	3,000	0	3,000	3,000	
Buildings Total		2,573,433	232,073	2,805,506	2,370,506	2,039,218	(766,288)	
Furniture & Office Equip.								
COMPUTER EQUIPMENT	1244	35,000	0	35,000	35,000	0	(35,000)	To be finalised in FY20
PICTURE GARDENS - FURNITURE & EQUIPMENT	3803	28,000	-28,000	0	2,337	0	(2,337)	
Furniture & Office Equip. Total		63,000	-28,000	35,000	37,337	0	(2,337)	
Plant, Equip. & Vehicles								
MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)	5014	10,000	0	10,000	0	0	0	Most likely to be carried over to FY21
DOWN HOLE BORE PUMPS AND TRAILERS	5064	100,000	0	100,000	0	0	0	Purchases to be carried over to FY21
SWEEPER	5094	160,000	0	160,000	160,000	146,320	(13,680)	Came in under budget
TRUCK	5124	0	494,380	494,380	494,380	484,193	(10,187)	Came in under budget
WORKS MANAGER VEHICLE	5144	64,000	0	64,000	0	0	0	To be finalised in FY20
ENGINES & PUMPS (> \$5,000 OTHERWISE USE GL4810)	5154	20,000	0	20,000	0	0	0	Most likely to be carried over to FY21
Plant, Equip. & Vehicles Total		354,000	494,380	848,380	654,380	630,513	(18,867)	

SHIRE OF MEEKATHARRA								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 31 May 2020								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Roads Infrastructure								
ROAD CONSTRUCTION VARIOUS	4200	4,994,918	557,099	5,552,017	4,189,386	1,914,119	(2,275,267)	See Note 8b for Road project details
Roads Infrastructure Total		4,994,918	557,099	5,552,017	4,189,386	1,914,119	(2,275,267)	
Footpath Infrastructure								
FOOTPATHS - NEW AND RENEWAL	5046	0	0	0	0	0	0	
Footpath Infrastructure Total		0	0	0	0	0	0	
Airport Infrastructure								
AIRPORT CONSTRUCTION - RUNWAYS, APRON, LIGHTING AND SERVICES	5104	58,667	33,833	92,500	42,500	42,500	0	
Airport Infrastructure Total		58,667	33,833	92,500	42,500	42,500	0	
Other Infrastructure								
MAIN STREET SECURITY CAMERA'S & LIGHTING	2027	55,000	0	55,000	0	0	0	Project cancelled
INDUSTRIAL PARK - CAPITAL WORKS - OTHER INFRASTRUCTURE	3154	500,000	0	500,000	0	0	0	\$75k for research to be carried over to FY21
CEMETERY - OTHER INFRASTRUCTURE	3274	30,000	0	30,000	0	0	0	Project cancelled
NANNINE CEMETERY	3285	28,000	-19,300	8,700	8,700	8,700	0	
TOWN DRINKING FOUNTAIN	3286	6,000	0	6,000	6,000	4,961	(1,039)	
CORNISH LIFT	3624	35,000	0	35,000	0	0	0	
POOL - MAIN POOL, WADING POOL & OTHER INFRASTRUCTURE	3694	0	14,190	14,190	14,190	14,900	710	
PICTURE GARDENS - OTHER INFRASTRUCTURE	3804	0	32,409	32,409	32,409	32,409	(0)	
LUKES PIT WATER SCHEME	3944	30,000	0	30,000	0	0	0	Project to be carried over to FY21
LIONS PARK	4015	0	57,000	57,000	57,000	49,504	(7,496)	Came in under budget
SPEEDWAY/HOTROD/GOKART CAPITAL EXPENSE	4066	10,000	0	10,000	10,000	0	(10,000)	
MAINSTREET SCAPING	4984	20,000	0	20,000	0	0	0	To be partly carried over to FY21
MEEKA NORTH DRIVE - HERITAGE	5387	90,302	0	90,302	0	0	0	Project to be carried over to FY21
MEEKA SOUTH DRIVE - HERITAGE	5388	120,016	0	120,016	0	0	0	Project to be carried over to FY21
MEEKA TOWN WALK - HERITAGE	5389	16,500	10,000	26,500	0	0	0	To be partly carried over to FY21
CANYON TRAIL & BRIDGE - INC. RESEARCH & PLANNING	5390	10,000	0	10,000	0	0	0	Project to be carried over to FY21
MEEKA TOWN DRIVE - HERITAGE	5394	70,885	0	70,885	0	0	0	Project to be carried over to FY21
Other Infrastructure Total		1,021,703	94,299	1,116,002	128,299	110,473	(115,529)	
Capital Expenditure Total		9,065,721	1,383,684	10,449,405	7,422,408	4,736,823	(2,685,585)	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 27 JUNE 2020
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SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2020

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Town Streets Construction	1261	125,000	125,000	0	0	(125,000)	To be carried over to FY21
Grids Construction	1268	150,000	150,000	112,500	21,308	(128,692)	
Water Bores	1268	150,000	150,000	112,500	16,074	(133,926)	To be carried over to FY21
Cut Off Walls And Drainage General	1269	500,000	500,000	27,000	27,860	(472,140)	
Mt Clere Rd - Construction	C1	709,000	849,000	778,112	303,741	(545,259)	To be carried over to FY21
High Street - Construction	C43	60,000	60,000	60,000	0	(60,000)	To be carried over to FY21
Landor Rd - Council Funding	C66	1,006,393	1,006,393	754,794	0	(1,006,393)	To be carried over to FY21
Ashburton Downs-Meekatharra Rd - Construction	C67	1,125,000	1,125,000	843,750	520,695	(604,305)	To be carried over to FY21
Sandstone Rd - Construction	C68	232,000	232,000	232,000	8,893	(223,107)	
Agrr: 888 (Jan 2020) Meekatharra - Mt Clere Rd	FDB1	0	0	0	2,956	2,956	
Agrr: 888 (Jan 2020) Youno Downs Rd	FDB22	0	0	0	735	735	
Agrr: 888 (Jan 2020) Murchison Downs Rd	FDB30	0	0	0	1,679	1,679	
Agrr: 888 (Jan 2020) Marymia Rd	FDB33	0	0	0	1,092	1,092	
Agrr: 888 (Jan 2020) Bulloo Downs Rd	FDB4	0	0	0	810	810	
Agrr: 888 (Jan 2020) Wiluna North Rd	FDB5	0	0	0	1,129	1,129	
Agrr: 888 (Jan 2020) Landor-Meekatharra Rd	FDB66	0	0	0	2,291	2,291	
Agrr: 888 (Jan 2020) Ashburton Downs - Meekatharra Road	FDB67	0	0	0	4,393	4,393	
Agrr: 888 (Jan 2020) Meekatharra - Sandstone Rd	FDB68	0	0	0	2,459	2,459	
Agrr: 888 (Jan 2020) Paroo Rd	FDB7	0	0	0	970	970	
Agrr: 888 (Jan 2020) Killara Rd	FDB8	0	0	0	535	535	
Agrr: 888 (Jan 2020) Hillview - Murchison Downs Rd	FDB80	0	0	0	200	200	
Agrr: 899 (Feb 2020) General Expense	FDC00	0	0	0	12,020	12,020	
Agrr: 899 (Feb 2020) Flood Damage - Meekatharra - Mt Clere Road	FDC1	0	0	0	12,284	12,284	
Agrr: 899 (Feb 2020) Flood Damage - Weelarrana Road	FDC18	0	0	0	1,267	1,267	
Agrr: 899 (Feb 2020) Flood Damage - Sylvania Road	FDC19	0	0	0	185	185	
Agrr: 899 (Feb 2020) Flood Damage - Peak Hill - Three Rivers Road	FDC2	0	0	0	1,390	1,390	
Agrr: 899 (Feb 2020) Flood Damage - Turee Creek Road	FDC20	0	0	0	6,338	6,338	
Agrr: 899 (Feb 2020) Flood Damage - Youno Downs Road	FDC22	0	0	0	780	780	
Agrr: 899 (Feb 2020) Flood Damage - Trillbar Road	FDC24	0	0	0	1,488	1,488	
Agrr: 899 (Feb 2020) Flood Damage - Milgun Yarlarweelor Road	FDC26	0	0	0	5,247	5,247	
Agrr: 899 (Feb 2020) Flood Damage - Woodlands - Mt Augustus Road	FDC28	0	0	0	7,557	7,557	
Agrr: 899 (Feb 2020) Flood Damage - Murchison Downs Road	FDC30	0	0	0	728	728	
Agrr: 899 (Feb 2020) Flood Damage - Munarra Station Road	FDC31	0	0	0	700	700	
Agrr: 899 (Feb 2020) Flood Damage - Marymia Road	FDC33	0	0	0	2,825	2,825	
Agrr: 899 (Feb 2020) Flood Damage - Bulloo Downs Road	FDC4	0	0	0	2,450	2,450	
Agrr: 899 (Feb 2020) Flood Damage - Mingah Springs Road	FDC41	0	0	0	1,759	1,759	
Agrr: 899 (Feb 2020) Flood Damage - Wiluna North Road	FDC5	0	0	0	3,965	3,965	
Agrr: 899 (Feb 2020) Flood Damage - Tangadee Road	FDC63	0	0	0	4,494	4,494	
Agrr: 899 (Feb 2020) Flood Damage - Jigalong Road	FDC65	0	0	0	5,681	5,681	
Agrr: 899 (Feb 2020) Flood Damage - Landor - Meekatharra Road	FDC66	0	0	0	10,755	10,755	
Agrr: 899 (Feb 2020) Flood Damage - Ashburton Downs Meekatharra Road	FDC67	0	0	0	17,448	17,448	
Agrr: 899 (Feb 2020) Flood Damage - Meekatharra Sandstone Road	FDC68	0	0	0	956	956	
Agrr: 899 (Feb 2020) Flood Damage - Pingandy Road	FDC69	0	0	0	1,863	1,863	
Agrr: 899 (Feb 2020) Flood Damage - Killara Road	FDC8	0	0	0	341	341	
Agrr: 899 (Feb 2020) Flood Damage - Hillview - Murchison Downs Road	FDC80	0	0	0	1,908	1,908	
Ashburton Rd - Regional Road Group Funding	RR67	237,525	497,500	497,500	501,149	3,649	
Roads Infrastructure Total		4,994,918	5,552,017	4,189,386	1,914,119	(3,637,898)	

Comments

SHIRE OF MEEKATHARRA
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 May 2020

Note 9: CAPITAL DISPOSALS

Original Budget Profit/(Loss) of Asset Disposal			Current Budget Profit/(Loss) of Asset Disposal			Disposals	Actual YTD			Comments
Net Book Value	Proceeds	Profit (Loss)	Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	
\$	\$	\$								
42,516	30,000	(12,516)	42,516	30,000	(12,516)	Transport P516 - 2018 Toyota Prado Diesel Wagon (Automatic) (MK151)			0	
3,185	1,500	(1,685)	3,185	1,500	(1,685)	P438 - 2005 Toyota 4 X 4 Landcruiser Utility (1CJF782)	8,150	4,000	(4,150)	
3,510	8,000	4,490	3,510	8,000	4,490	P100 - 2005 Tennant Road Sweeper	9,455	8,000	(1,455)	
					0				0	
					0				0	
					0				0	
49,211	39,500	(9,711)	49,211	39,500	(9,711)		17,605	12,000	(5,605)	

Comments

ACTIONS TAKEN UNDER DELEGATED POWER REQUIRING NOTIFICATION TO COUNCILWrite Offs



There was one action taken under delegated powers that require reporting to Council in May 2020.

Debtor/Rates	Debtor/Assess	Name	Amount	Invoice/ Property	Charge Type	Reason for Write Off
Rates	A7463	WOOLMATON PTY LTD	\$0.80	E52/3091	Interest	This is a non-current tenement and therefore won't incur any more charges in future. The remaining balance is not worth pursuing.

Total: **\$0.80**

Purchase Orders

There were no purchase orders to be presented to Council as per resolution 9.7.1 from the Ordinary Council Meeting held 18 February 2017.

Title/Subject:	OUTSTANDING DEBTORS	
Agenda/Minute Number:	9.2.2	
Applicant:	Nil	
File Ref:	ADM 171	
Disclosure of Interest:	Nil	
Date of Report:	5 June 2020	
Author:	Svenja Clare Acting Deputy Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary:

Attached is a copy of the detailed outstanding Sundry Debtors.

Background:

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

The following applies to all outstanding debtors –

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

Comment:

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

Consultation:

Roy McClymont – Chief Executive Officer

Krys East – Deputy Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

4.11 Sundry Debt Collection

Financial Implications:

Loss of revenue

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr MR Hall

Seconded: Cr AJ Binsiar

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

CARRIED 7/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 27 JUNE 2020

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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance							
		As at 31.05.2020							
Debtor #	Name	Credit Limit	02.03.2020		01.04.2020	01.05.2020	31.05.2020	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current		
				Of Oldest Invoice (90Days)				Notes for debts >90 days old	
B043	ADRIAN BAUMGARTEN		0.00	0	47.63	0.00	111.74	159.37	
A092	AEROHIRE PTY LTD		0.00	0	0.00	0.00	153.81	153.81	
A119	AEROLANE PTY LTD		0.00	0	0.00	59.88	0.00	59.88	
A134	AGSR PTY LTD		0.00	0	0.00	0.00	29.93	29.93	
A029	AIR PHOENIX INTERNATIONAL		0.00	0	0.00	0.00	374.24	374.24	
A138	ANDERSON, LEWIS WILSON		0.00	0	0.00	22.08	0.00	22.08	
A017	AUSTRALIAN TAXATION OFFICE		0.00	0	0.00	0.00	0.00	-17.03	
A118	AVIAIR PTY LTD		0.00	0	0.00	0.00	93.56	93.56	
B01	BAYSWATER ROAD PTY LTD		0.00	0	0.00	62.87	0.00	62.87	
B106	BAZDALE INVESTMENTS P/L		0.00	0	0.00	0.00	88.00	88.00	
B134	BINSIAR, ANDREW (JNR)		0.00	0	0.00	0.00	0.00	-369.49	
B2	BP AUSTRALIA PTY LTD		0.00	0	0.10	0.00	0.00	0.10	
C152	CATANIA, V		0.00	0	0.00	0.00	82.75	82.75	
C113	COBHAM AVIATION		0.00	0	0.00	37679.09	194005.94	231685.03	
C021	COMPLETE AVIATION SERVICES		0.00	0	0.00	187.12	0.00	187.12	
C065	CONTRACT AQUATIC SERVICES		0.00	0	0.00	0.00	1845.04	1845.04	
C0222	CORSAIRE PTY LTD		221.16	101	0.00	294.88	0.00	516.04	needs follow up
D1	DEPARTMENT OF EDUCATION		0.00	0	0.00	32904.45	26789.32	59693.77	
H007	DEPARTMENT OF HOUSING		0.00	0	0.00	0.00	160.10	160.10	
D054	DORAY MINERALS PTY LTD		21410.72	360	0.00	0.00	0.00	21410.72	paying off
L066	FABIAN LOCKYER		0.00	0	375.00	0.00	0.00	375.00	
F033	FARMER JACKS		0.00	0	0.00	0.00	371.20	371.20	
F049	FORTESCUE HELICOPTERS PTY		0.00	0	0.00	22.00	22.00	44.00	
F046	FRIG TECH SERVICES		0.00	0	0.00	43.10	43.10	86.20	
F047	FRONTIER HELICOPTERS PTY L		0.00	0	0.00	0.00	0.00	-25.06	
G108	GIULIANO, JOE TREVOR JOHN		856.25	132	1021.15	0.00	765.97	2643.37	staff through payroll
G080	GRBIC, RICKY		655.99	130	528.00	0.00	0.00	1183.99	paying off
G053	GREEN MINING PTY LTD		123.25	1327	0.00	0.00	0.00	123.25	needs follow up
G077	GREY MARE TRANSPORT		574.22	744	0.00	0.00	0.00	574.22	in liquidation
H077	HANDEL AVIATION PTY LTD		0.00	0	0.00	0.00	28.43	28.43	
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	50.50	50.50	
I018	ILHA PTY LTD		0.00	0	0.00	0.00	26.94	26.94	
J061	JOURNEY BEYOND ADVENTURES		0.00	0	0.00	125.39	0.00	125.39	
K027	KYANGA, ROBERT		0.00	0	143.65	0.00	904.78	1048.43	
S134	MARK STURGEON		0.00	0	455.36	0.00	554.69	1010.05	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 27 JUNE 2020



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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 31.05.2020						
Debtor #	Name	Credit Limit	02.03.2020	01.04.2020	01.05.2020	31.05.2020	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of Oldest Invoice (90Days)					
M213	MEEBERRIE STATION LASTSTAR		0.00	0	0.00	22.08	0.00	22.08
MC1D	MEEKATHARRA CARAVAN PARK		0.00	0	0.00	0.00	45.80	45.80
M148	MELISSA PRICE MP		0.00	0	0.00	0.00	113.70	113.70
M214	MIDWEST MENTAL HEALTH & CA		0.00	0	0.00	0.00	78.80	78.80
MO34	MILEURA STATION		0.00	0	0.00	1826.32	0.00	1826.32
M157	MINOVATION PTY LTD		0.00	0	0.00	0.00	44.88	44.88
M124	MURCHISON DOWNS PASTORAL C		0.00	0	0.00	0.00	1667.68	1667.68
N009	NANTAY PTY LTD - MAROOMBA		0.00	0	0.00	170.81	0.00	170.81
NO41	NETWORK CITY PTY LTD		0.00	0	0.00	0.00	142.20	142.20
NO44	NEUK PORT AD-HAIR		0.00	0	0.00	0.00	94.94	94.94
O038	OTWAY HELICOPTERS PTY LTD		0.00	0	0.00	37.13	0.00	37.13
P006	PAROO STATION		0.00	0	0.00	0.00	0.00	-0.10
P109	PENJET PTY LTD		0.00	0	0.00	662.56	165.64	828.20
R043	RACHLAN HOLDINGS PTY LTD		0.00	0	0.00	0.00	22.00	22.00
R098	REILLY & CO		0.00	0	0.00	0.00	0.00	-74.05
D077	REVD LESLEY DEGRUSSA-MACAU		0.00	0	0.00	0.00	39.65	39.65
R071	ROADSTONE WEST PTY LTD		0.00	0	0.00	22.00	22.00	44.00
F051	ROGER ERNEST FORRESTER		0.00	0	0.00	994.32	0.00	994.32
M000	ROY MCCLYMONT		0.00	0	0.00	0.00	17.17	17.17
R013	ROYAL ANTEDILUVIAN ORDER O		0.00	0	0.00	0.00	147.59	147.59
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	5448.85	8111.23	13560.08
R006	ROYAL MAIL HOTEL		0.00	0	222.15	0.00	0.00	222.15
S096	S&K ELECTRICAL CONTRACTING		0.00	0	0.00	74.05	74.05	148.10
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	443.77	443.77
WO45	SIMON WILDING		0.00	0	0.00	0.00	0.00	-50.10
S007	SKIPPERS AVIATION		0.00	0	0.00	3210.00	1096.83	4306.83
S078	STAR AVIATION PTY LTD		0.00	0	1279.89	706.55	467.80	2454.24
TO41	TWINCREEK HOLDINGS PTY LTD		0.00	0	0.00	0.00	0.00	-25.25
VO34	VANGO MINING LIMITED		176.00	345	0.00	0.00	0.00	176.00
W112	WALTER WHIP & THE FLAMES		975.00	564	0.00	0.00	0.00	975.00
YO18	YULELLA INCORPORATED		0.00	0	0.00	0.00	813.36	813.36
Totals --- Credit Balances:		-561.08	24992.59		4072.93	84575.53	240111.13	353191.10

needs follow up
at Debt Collect.

Title/Subject:	LIST OF ACCOUNTS ENDED 31 MAY 2020	
Agenda/Minute Number:	9.2.3	
Applicant:	Nil	
File Ref:	ADM 171	
Disclosure of Interest:	Nil	
Date of Report:	5 June 2020	
Author:	Svenja Clare Acting Deputy Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>

Summary:

Accounts are to be presented to council for payments.

Background:

List of accounts

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing each account paid since the last such list was prepared –
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.

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

- (3) A list prepared under sub-regulation (1) or (2) is to be –
 - (a) presented to the council at the next ordinary meeting of council after the list is prepared; and recorded in the minutes of that meeting.

Comment:

Each month the accounts are presented to council for payment;

Municipal	Voucher No's	Amount:	\$ 540,853.67
Trust Account	Voucher No's	Amount:	\$ 2,691.52
Air BP	Voucher No's	Amount:	\$ 851.45
		Total	\$ 544,396.64

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 DK Hodder

Seconded: Cr PS Clancy

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

CARRIED 7/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 27 JUNE 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
27-Jun-20

			MUNI	AIR BP	TRUST
EFT16903	15/05/2020	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES APRIL 2020		
EFT16904	15/05/2020	AUSQUEST LIMITED	RATES REFUND A8072 E52/3501 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642		
EFT16905	15/05/2020	AUSTRALIA POST	POSTAGE APRIL 2020		
EFT16906	15/05/2020	AUSTRALIAN TAXATION OFFICE	BAS APRIL 2020		
EFT16907	15/05/2020	BLACKTOP MATERIALS ENGINEERING PTY LTD	STUDY REPORT - ASHBURTON DOWNS - MEEKATHARRA ROAD ; BASE COURSE TEST SAMPLES OF GRAVEL		
EFT16908	15/05/2020	BOC GASES	GAS CYLINDER RENT SEPT - DEC 2019, FEB - MARCH 2020		
EFT16909	15/05/2020	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND (BCITF)	CONSTRUCTION INDUSTRY TRAINING FUND DP20-001		
EFT16910	15/05/2020	BUNNINGS GROUP LIMITED	SUPPLY STYLES WELS TOILET PAN AND CISTERN I/N 4823163		-471.00
EFT16911	15/05/2020	C4 CLEANING	CLEANING - ALL MAY 2020		
EFT16912	15/05/2020	CANINE CONTROL	RANGER SERVICES ON 19, 20, 21 APRIL 2020		
EFT16913	15/05/2020	CHEFMASTER AUSTRALIA	2 BOXES X CHEF MASTER WHITE/PURPLE 240 LTR BIN LINERS - USED FOR SHREDDER & PUBLIC BINS		
EFT16914	15/05/2020	CORAL COAST HOMES CONSTRUCTION	PROGRESS CLAIM 11 FOR REDEVELOPMENT OF LLOYDS BUILDING		
EFT16915	15/05/2020	CUTTING EDGES PTY LTD	CAT GRADER BLADES AND PLOW BOLTS		
EFT16916	15/05/2020	DAVIDSON HOSPITALITY	POPCORN MACHINE FOR PICTURE GARDENS INCLUDING DELIVERY		
EFT16917	15/05/2020	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE	ALARM SYSTEM REPLACEMENT AT DEPOT, REPAIRS 231 DARLOT & 1/16 REGAN, SUPPLY 10 SURGE UNITS, 6 X REMOTE KEY FOB		
EFT16918	15/05/2020	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY DP20-001		-380.45
EFT16919	15/05/2020	DINGO DESIGN	MONTHLY COUNCIL NEWS, REDESIGN INCLUDING COPY FOR MEEKATHARRA BROCHURES AND WELCOME PACK		
EFT16920	15/05/2020	DORAY MINERALS LIMITED	RATES REFUND A6425 P51/2578 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642		
EFT16921	15/05/2020	FARMER JACKS	GIFT VOUCHERS FOR COMPETITION PRIZES, PAINT, KITCHEN CONSUMABLES, EASTER ACTIVITY SUPPLIES, CLEANING SUPPLIES		
EFT16922	15/05/2020	GALVINS PLUMBING SUPPLIES	PLUMBING PARTS FOR SHIRE HALL AND DEPOT HOT WATER		
EFT16923	15/05/2020	GREAT NORTHERN RURAL SERVICES (CRT)	THERMAL FOGGING AND ULV INSECTICIDE CONCENTRATE		
EFT16924	15/05/2020	GREENFIELD TECHNICAL SERVICES	AGRN 899 FLOOD DAMAGE ASSESSMENT, COST ESTIMATE & FUNDING SUBMISSION SERVICES		
EFT16925	15/05/2020	HILLE THOMPSON & DELFOS (HTD)	ASHBURTON DOWNS - MEEKATHARRA ROAD - DRAFT DRAWING - MARK FOR ROAD SEAL		
EFT16926	15/05/2020	HOWDEN CONTRACTING AND TRANSPORT	REPLACE 4 X ZEBRA CROSSING TYPE SIGNS PLUS POSTS - AND ADJUST OTHERS TO SUIT		
EFT16927	15/05/2020	IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)	CHEMICALS FOR POOL APRIL 2020		
EFT16928	15/05/2020	JR & A HERSEY PTY LTD	ASSORTED TOOLS INC. TYRE INFLATORS & IMPACT WRENCH KIT, PPE, TOWEL DISPENSER, TIE DOWNS, HD LUBE, BAGS OF RAGS		
EFT16929	15/05/2020	LANDGATE	RATES - RURAL UV GENERAL REVALUATION 2019/20 REPORT		
EFT16930	15/05/2020	LEADERPRESS	1000 C/4 A4 ENVELOPES WITH SHIRE LOGO		
EFT16931	15/05/2020	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS		
EFT16932	15/05/2020	MCMAHON BURNETT TRANSPORT	GENIE 45 KVA - PICK UP FROM DIESEL ENGINE COMPANY AND DELIVER TO MEEKATHARRA		
EFT16933	15/05/2020	MEEKA FM COMMUNITY RADIO STATION INC.	2019/20 DONATION TO MEEKA FM AS PER BUDGET ALLOCATION		
EFT16934	15/05/2020	MEEKA GOES GREEN INC. (MGG)	5 X ARTICLES FOR MEEKATHARRA DUST JAN - MAY 2020 EDITIONS		
EFT16935	15/05/2020	MEEKATHARRA CORNER STORE	APRIL ACCOUNT - VARIOUS PURCHASES		
EFT16936	15/05/2020	MEEKATHARRA RACE CLUB	2019/20 DONATION TO MEEKATHARRA RACE CLUB AS PER BUDGET ALLOCATION		
EFT16937	15/05/2020	MID WEST GROUP OF AFFILIATED AGRICULTURAL SOC	2019/20 DONATION TO MID WEST GROUP OF AFFILIATED AGRICULTURAL SOCIETY AS PER BUDGET ALLOCATION		
EFT16938	15/05/2020	NEUK PORT AD-HAIR	FORWARDING CALL OUT FEE 03/05/2020 FUELLING SERVICE		
EFT16939	15/05/2020	NORTHAMPTON GRADER HIRE	GRADER AGRN 899 WOODLANDS-MT AUGUSTUS & MILGUN-YARLARWHEELOR & ASHBURTON DOWNS-MEEKATHARRA		
EFT16940	15/05/2020	PEMCO DIESEL PTY LTD	WHEEL SEALS FOR 1982 LOW LOADER		
EFT16941	15/05/2020	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	VARIOUS IT SUPPORT APRIL 2020		
EFT16942	15/05/2020	RED DRAGON MINES PTY LTD	RATES REFUND A8036 E51/1792 NANNINE GOLD FIELD MEEKATHARRA WA 6642		
EFT16943	15/05/2020	REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	FUEL CARD APRIL		
EFT16944	15/05/2020	ROYAL FLYING DOCTOR SERVICE	LANDING FEE CONTRIBUTION MAY 2019 - FEB 2020		
EFT16945	15/05/2020	S&K ELECTRICAL CONTRACTING PTY LTD	SUPPLY AIR CON PARTS FOR TOWN HALL, DEPOT HOT WATER REPAIR, 204 HILL ST RCD, DCEO AIRCON CONTROLLER, CRC LED, PICTURE GARDENS ASSESSMENT		
EFT16946	15/05/2020	SANITEX (THIRD CHAPTER PTY LTD)	20 X 1L BOTTLES OF HAND SANITIZER AND 5 X 2.5L BOTTLES OF HAND SANITIZER		
EFT16947	15/05/2020	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTION - ASSORTED		
EFT16948	15/05/2020	STATE EMERGENCY SERVICE MEEKATHARRA (SES)	SES REIMBURSEMENTS APRIL-MAY 2020		
EFT16949	15/05/2020	T-QUIP	HOSE-CIRCULATING WATER PART		
EFT16950	15/05/2020	THE DIESEL ENGINE COMPANY PTY LTD	45KVA GENSET - DELIVERY TO DIESEL ENGINE PERTH FOR REPAIRS		
EFT16951	15/05/2020	TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT		
EFT16952	15/05/2020	TOTALLY WORKWEAR GERALDTON (TWW)	UNIFORM ITEMS FOR STAFF - H CLANCY, W. DARK, R MCCLYMONT		
EFT16953	15/05/2020	WESTERN INDEPENDENT FOODS	VARIOUS FREIGHT		
EFT16954	15/05/2020	WESTRAC EQUIPMENT	EXHAUST MUFFLER PART FOR 950F CAT LOADER		
EFT16955	15/05/2020	YULELLA ABORIGINAL CORPORATION	REPAINT HALL STEPS, BATHROOM RENOVATION AT L408 HILL STREET, COVER BROKEN WINDOW AT CRC		
EFT16956	29/05/2020	ABCO PRODUCTS	CLEANING SUPPLIES FOR THE TOWN HALL		
EFT16957	29/05/2020	AIRPORT LIGHTING SPECIALISTS (RESEARCH ENGINEERS)	SERVICE/SPARE PAPI LIGHT FOR AIRPORT		
EFT16958	29/05/2020	AIT SPECIALISTS PTY LTD	FUEL TAX CREDITS 01/10/19 - 31/12/19		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 27 JUNE 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
27-Jun-20

			MUNI	AIR BP	TRUST
EFT16959	29/05/2020 ANDREW BINSIAR	OCM & HBTP FEE 16 MAY 2020	-550.00		
EFT16960	29/05/2020 AUSTRALIA DAY COUNCIL OF WA INC.	MEMBERSHIP RENEWAL 2020/2021	-286.00		
EFT16961	29/05/2020 B & E TRENFIELD	PARKS & GARDENS MAY 2020 & LOADER FOR YARD LEVELLING WORKS	-12617.71		
EFT16962	29/05/2020 BULLDOG CONTRACTING	RFQ-19/20-08 CULVERT INSTALLATION ON MEEKATHARRA - SANDSTONE ROAD	-11044.00		
EFT16963	29/05/2020 BUNNINGS GROUP LIMITED	SUPPLY VARIOUS ITEMS FOR HOUSING MAINTENANCE	-1632.94		
EFT16964	29/05/2020 COLAS WEST AUSTRALIA PTY LTD (RNR)	ASHBURTON DOWNS - MEEKATHARRA ROAD - INSPECT ROAD PRIOR TO WORKS	-1650.00		
EFT16965	29/05/2020 COMMERCIAL HOTEL	OCM 16 MAY 2020 LUNCH	-63.00		
EFT16966	29/05/2020 COMMERCIAL LOCKSMITHS	BRASS REPLACEMENT TIPS FOR LOCKS	-128.70		
EFT16967	29/05/2020 DAVID KENNETH HODDER	OCM & HBTP FEE 16 MAY 2020	-550.00		
EFT16968	29/05/2020 DAY PASTORAL CO.	REINSTATE EXISTING SIGNS DUE TO FLOOD DAMAGE ON MEEKATHARRA / ASHBURTON DOWNS ROAD , TANGADEE AND PINGANDY ROAD	-11010.00		
EFT16969	29/05/2020 DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE	SUPPLY AND INSTALL - ALARM - REMOTE VIEWING AT OFFICE, ALARM REPAIRS 213 DARLOT, 303 DARLOT AND SHIRE OFFICE	-2243.56		
EFT16970	29/05/2020 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	EMERGENCY SERVICES LEVY (ESL) QUARTER 4 2019/20	-7436.64		
EFT16971	29/05/2020 DEPARTMENT OF HUMAN SERVICES	CENTREPAY TRANSACTION CHARGES FOR 01/03/20 - 30/04/20	-65.34		
EFT16972	29/05/2020 EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 13/05/2020 & 27/05/2020	-1709.22		
EFT16973	29/05/2020 FUJI XEROX AUSTRALIA PTY LTD	1 X BLACK TONER FOR OFFICE PRINTER	-386.05		
EFT16974	29/05/2020 GALVINS PLUMBING SUPPLIES	SUPPLY 1 X BOSCH LP EXT HYDROPOWER HWU FOR 304 DARLOT	-1422.54		
EFT16975	29/05/2020 GREENFIELD TECHNICAL SERVICES	AGRN 899 FLOOD DAMAGE ASSESSMENT COST ESTIMATE AND FUNDING SUBMISSION FINALISATION AND REPORT FOR DFES	-9493.00		
EFT16976	29/05/2020 HARVEY JAMES NICHOLS	OCM & HBTP FEE 16 MAY 2020	-700.00		
EFT16977	29/05/2020 HOWDEN CONTRACTING AND TRANSPORT	ASHBURTON -DOWNS / MEEKATHARRA ROAD R2R WORKS - LABOUR	-6194.65		
EFT16978	29/05/2020 KLEENHEAT GAS	GAS CYLINDER RENTAL - AIRPORT RESIDENCE 20/21	-79.20		
EFT16979	29/05/2020 LANDGATE	MINING TENEMENT ROLL	-8754.65		
EFT16980	29/05/2020 LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTION	-38.80		
EFT16981	29/05/2020 MARK SMITH	OCM & HBTP FEE 16 MAY 2020	-550.00		
EFT16982	29/05/2020 MARK STURGEON	ACCOMMODATION PAYMENT - IN GERALDTON FOR MACK GRANITE PRIME MOVER COLLECTION	-800.00		
EFT16983	29/05/2020 MATTHEW HALL	OCM & HBTP FEE 16 MAY 2020 AND VEHICLE KM 430KM @ \$0.9901/KM	-975.74		
EFT16984	29/05/2020 MCMAHON BURNETT TRANSPORT	TRANSPORT TO PERTH 2018 TOYOTA PRADO MK 5065	-921.80		
EFT16985	29/05/2020 MOSES, PHILLIP	OCM & HBTP FEE 16 MAY 2020	-550.00		
EFT16986	29/05/2020 MURCHISON RUBBISH SERVICES	DOMESTIC COLLECTION MAY 2020	-20828.34		
EFT16987	29/05/2020 NAVSDRON PTY LTD (MEGAN SHIRT)	FINANCIAL ASSISTANCE WITH MONTHLY REPORTS, BUDGETS AND ANNUAL REPORTS APRIL, MAY, AND NEW TEMPLATE	-2904.00		
EFT16988	29/05/2020 NEUK PORT AD-HAIR	AERODROME MANAGEMENT CONTRACT MAY 2020	-22622.60		
EFT16989	29/05/2020 NORTHAMPTON GRADER HIRE	GRADER AGRN 899 OPENING UP TUREE CREEK ROAD, WILUNA RD, MARYMIA RD, WEELARRANA WEST RD, JIGALONG , BULLOO DOWNS, RD, HILLVIEW-MURCHISON DOWNS RD, MUNARRA STATION RD	-20033.75		
EFT16990	29/05/2020 OCLC (UK) LTD	LIBRARY SERVICES ANNUAL MAINTENANCE FEE 2020/21	-1603.34		
EFT16991	29/05/2020 PACIFIC DATA SYSTEMS AUSTRALIA PTY LTD	ANNUAL SUBSCRIPTION EXPIRES 28/05/2021 - SATELLITE RAIN GAUGE MONITORING SYSTEM	-778.80		
EFT16992	29/05/2020 PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	VARIOUS IT SUPPORT MAY 2020	-510.00		
EFT16993	29/05/2020 PETER SHANE CLANCY	OCM & HBTP FEE 16 MAY 2020	-550.00		
EFT16994	29/05/2020 RICK FENNY PTY LTD	SUBSIDY FOR NEUTERING OF PETS BELONGING TO HEALTH CARE CARD HOLDERS IN SHIRE OF MEEKATHARRA	-1100.00		
EFT16995	29/05/2020 S&K ELECTRICAL CONTRACTING PTY LTD	FAULT TESTING, SPARE PARTS SUPPLY, REPLACEMENT AIR CONDITIONER FOR YOUTH CENTRE , REPLACE CONTROL BOARD IN HALL	-3795.00		
EFT16996	29/05/2020 SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS - ASSORTED	-1275.17		
EFT16997	29/05/2020 SHIRE OF MOUNT MAGNET	CONTRIBUTION TO GEO TOURISM DEVELOPMENT PROJECT - STAGE 1	-1467.15		
EFT16998	29/05/2020 SOLID CONCRETE SERVICES AND CONSTRUCTION PTY LTD	REPLACE KERB / PRAM RAMP CORNER OF OLIVER STREET AND CONNAUGHTON STREET	-2970.00		
EFT16999	29/05/2020 TOTAL EDEN PTY LTD	SUPPLY RETIC PARTS FOR UNIT 3 & 4 REGAN STREET	-4493.43		
EFT17000	29/05/2020 TRUCK CENTRE WESTERN AUSTRALIA	P521 ALARM FAULT REPAIR	-410.94		
EFT17001	29/05/2020 WESTRAC EQUIPMENT	P358 CAT GRADER - REPLACE STEERING COLUMN	-1148.02		
EFT17002	29/05/2020 WING AUSTRALIA PTY LTD (STAPLES)	OFFICE STATIONERY	-580.87		
EFT17003	29/05/2020 YULELLA ABORIGINAL CORPORATION	REPAIR SHELTER AT CEMETERY AND INSTALL BIN POLES	-2420.00		
25768	15/05/2020 TELSTRA CORPORATION LIMITED	MOBILE CHARGES APRIL WORKS	-157.58		
25769	15/05/2020 WATER CORPORATION	WATER CHARGES - 01/05/20 - 30/06/2020	-44.06		
25770	29/05/2020 PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE MAY 2020	-340.00		
25771	29/05/2020 TELSTRA CORPORATION LIMITED	LANDLINE MAY 2020	-2052.23		
DD13237.1	04/05/2020 HORIZON POWER	ELECTRICITY CHARGES 15/02 - 13/04/2020	-20768.79		
DD13237.2	04/05/2020 HORIZON POWER	ELECTRICITY CHARGES 15/02 - 13/04/2020	-197.40		
DD13247.1	13/05/2020 WA SUPER	PAYROLL DEDUCTIONS - SUPERANNUATION	-5068.93		
DD13247.2	13/05/2020 AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-558.79		
DD13247.3	13/05/2020 MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-825.00		
DD13247.4	13/05/2020 CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-825.00		
DD13247.5	13/05/2020 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1097.95		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 27 JUNE 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
27-Jun-20

			MUNI	AIR BP	TRUST
DD13247.6	13/05/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-588.10	
DD13247.7	13/05/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-170.52	
DD13247.8	13/05/2020	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-111.53	
DD13257.1	26/05/2020	WESTPAC CREDIT CARD	DEPT. OF HEALTH: RENEW PERMIT#2392 FOR POISONS (CHLORINE GAS) - EXPIRES 30 JUNE 2021	-127.00	
DD13260.1	05/05/2020	HORIZON POWER	ELECTRICITY CHARGES 15/02/20 - 13/04/20	-2484.80	
DD13260.2	18/05/2020	HORIZON POWER	ELECTRICITY CHARGES 15/10/19 - 13/12/19	-229.04	
DD13260.3	20/05/2020	HORIZON POWER	ELECTRICITY CHARGES 01/04/20 - 30/04/20	-6632.47	
DD13262.1	27/05/2020	WA SUPER	PAYROLL DEDUCTIONS - SUPERANNUATION	-5074.04	
DD13262.2	27/05/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-716.04	
DD13262.3	27/05/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-825.00	
DD13262.4	27/05/2020	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-825.00	
DD13262.5	27/05/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1244.82	
DD13262.6	27/05/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-588.10	
DD13262.7	27/05/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-169.95	
DD13262.8	27/05/2020	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-22.00	
DD13264.1	21/05/2020	BP OIL (AIR BP)	APRIL 2020 AVGAS PURCHASES		-2691.52
DD13266.1	25/05/2020	HORIZON POWER	ELECTRICITY CHARGES 06/02/20 - 06/05/20	-4074.53	
THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:			MUNI BANK	-\$ 540,853.67	
			AIR BP ACCOUNT		-2,691.52
			TRUST ACCOUNT		-851.45

TOTALLING \$544,396.64 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Saturday, 27 June 2020
AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McCLYMONT
CHIEF EXECUTIVE OFFICER

Title/Subject:	ADOPTION OF 2020/21 ANNUAL BUDGET	
Agenda/Minute Number:	9.2.4	
Applicant:	Nil	
File Ref:	ADM 0242	
Disclosure of Interest:	Nil	
Date of Report:	10 June 2020	
Author:	Svenja Clare Acting Deputy Chief Executive Officer	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer	 Signature Senior Officer

Summary/Matter for Consideration:

This report puts forward the 2020/21 Statutory Budget for Council's endorsement and acceptance.

Attachments:

2020/21 Statutory Budget
2020/21 Schedule of Fees and Charges
2020/21 Policy Allowances
2020/21 Management Budget – circulated under separate cover

Background:

Every year Council is required to adopt a budget for that financial year. At the Ordinary Council Meeting (OCM) held on Saturday 18 April 2020 Council resolved:

“That Council:

- *in arriving at the proposed differential rates in the dollar have attempted to balance the need for revenue to fund essential services and facilities with the desire to limit any increase on the ratepayer to affordable levels;*
- *request the CEO develop the draft financial budget for the year 2020/21 year based on a nil increase for Fees, Other Statutory Charges and the allowance amounts stipulated within the Policy Manual compared to the 2019/2020 adopted budget;*
- *acknowledge that it reviews its expenditure and considers efficiency measures as part of budget deliberations;*
- *have considered the implications of the following measures with limiting the economic impact that the pandemic COVID-19 has had and may continue to have on local businesses and ratepayers;*
 - *upon request, consider waiving of the penalty interest on rates (currently 10% per annum) for rates payments in 2020/21.*
 - *upon request, consider entering into flexible payment plans for the payment of rates, including suspending debt recovery processes whilst negotiating a suitable payment arrangement with a rates debtor;*
- *request the CEO include in the draft 2020/21 financial budget a temporary reserve named Covid19 Emergency Response for the purpose of for the maximum duration of 12 months. An amount of \$214,000 be allocated to this fund;*

- *authorise that the following proposed rates in the dollar for differential rates be advertised for 21 days on or after 1st of May 2020 (as per Local Government Act 1995 Section 6.36).*

<i>Gross Rental values</i>	<i>8.8869 cents (0% change)</i>	<i>Minimum \$400</i>
<i>UV Mining</i>	<i>19.6101 cents (0% change)</i>	<i>Minimum \$350</i>
<i>UV Pastoral</i>	<i>7.4462 cents (0% change)</i>	<i>Minimum \$350</i>

- *furthermore, if no submissions are received at close of the advertising period, staff are to proceed with seeking Ministerial approval to allow for these rates to be adopted as part of the 2020/21 Budget adoption at the June 2020 Ordinary Council Meeting.*
- *adopts the Objects and Reasons for the 2020/21 differential rates as presented.”*

Comment:

The Local Government Amendment (COVID-19 Response) Act 2020 came into effect on 21 April 2020. A number of these measures impact on the April 2020 OCM resolution. These are:

- **Clause 9: Section 6.33 modified – Differential general rates**
Normally where a local government is imposing differential rates and the rate to be imposed on one category is more than twice the lowest differential rate to be imposed in another category, Ministerial approval must be obtained under section 6.33 (3).

This clause has been modified so that there is no requirement for Ministerial approval this year as council resolved to freeze the rates in the dollar at the same rates imposed in 2019/20 and Ministerial approval was granted in that year.

- **Clause 12: Section 6.36 modified – Local government to give notice of certain rates**
This modification again impacted us due to freezing the rates in the dollar and minimums to the same as imposed in 2019/20. The requirement to advertise was no longer required. We were required to publish the differential general rates and minimum payments on our website. This was complied with.
- **Clause 13: Section 6.45 modified – Options for payment of rates or service charges**
Council have previously in accordance with Section 6.45(3) imposed a 5.5% charge for ratepayers who chose to pay their rates by instalments. If a Hardship Policy is in place 5.5% interest rate can continue to be charged. The capped amount without a Hardship Policy is capped at 3%.

Regardless of whether Council adopt a Hardship Policy or not the budget has been prepared with the 3% interest charge for ratepayers electing to pay by instalment.

- **Clause 14: Section 6.51 modified – Accrual of interest on overdue rates or service charges**
Council have in previous years imposed a 10% charge on overdue rates or service charges. This is now capped at 8% (the interest rate used by the Australian Taxation Office on overdue amounts).
- The temporary reserve that was resolved to be established has been named *Covid19 Emergency Response/Cashflow supplement*.

In May 2020 Council deliberated and adopted the draft budget. Since then however following changes have occurred which have been included in this presented budget:

- The Financial Assistance Grant (FAG) was once again partly pre-paid. \$1,902,519 was received this financial year and will carry forward into next year as a surplus. The 2020/21 expected FAG income was decreased accordingly.
- The Commonwealth Government advised that our Shire will receive \$822,435 from the new Local Road and Community Infrastructure Program for the delivery of priority local road and community infrastructure projects, to support jobs and the resilience of local economies in the face of the Covid-19 pandemic. It's currently budgeted as an unspecified capital road expenditure until Council get the opportunity to deliberate on how to best use this funding.
- An error was identified in the expected end of year calculations with regards to depreciation; the expenditure vs non-cash adjustment differed by a month's worth of depreciation. This has now been fixed which added \$623,535 to the surplus. It is suggested this be used as a co-contribution to the works to be undertaken for above Local Road and Community Infrastructure Program, the exact details of which are yet to be decided by Council.
- Council's business case for the Building Better Regions Fund has been approved. Council applied for \$4,049,254 in funding in order to upgrade and two-coat seal 27.6km of the Landor Road over three years (a \$6.5M project). This financial year a section of 10km will need to be done to the value of \$2,699,771 (job BB66). The exact breakdown of funding per year isn't yet clear but for budgeting purposes it is assumed that we receive \$1,799,771 this year and fund \$900,000 out of the Transport Reserve.

The Statutory Compliant Budget has now been prepared and includes the information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. This Budget is submitted for adoption.

The budget continues to deliver on strategies adopted by the Council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing assets at sustainable levels.

The budget is based on an expected surplus of \$5,792,283 carrying forward from the 2019/20 year. This surplus is largely due to the \$1.9M FAG pre-payment and \$3.5M unspent or underspent capital works projects such as:

- \$2.1M Roads (incl. Council funded construction on Landor Rd \$743k, Mt Clere Rd \$472k, Ashburton Downs Rd \$144k, Town Streets/High St \$185k, Cut off walls / water bores / grids \$714k)
- \$955k Other Infrastructure (includes \$500k Industrial Park, \$317k Trails)
- \$195k Land & Building
- \$140k Plant (incl \$100k Down Hole Bore Pumps + Trailers)
- \$50k Airport

As adopted by Council in April 2020 the Schedule of Fees & Charges remains the same with a nil increase, however it is suggested these minor amendments be made:

1. In line with the limitations made by the Ministerial Covid-19 Response Order interest on overdue Rates/Rubbish is to be set to 8% instead of the current 10% and interest on Instalments is to be set to 3% instead of the current 5.5% (due to the hardship policy clause as explained above).
2. Tourist Merchandise: include "rounding to nearest \$" when calculating sale price of merchandise.
3. Include a new cost for Scanning & Emailing of \$4 per document

4. Housing Rent: amended definition of Single Persons Quarters (previously defined as single bedroom units with shared laundry, now defined as single bedroom units on shared block of land, as not all of them have shared laundries anymore).
5. Waste Disposal: included lines for effluent waste and oil just for clarification reasons. Both continue to be at no charge.
6. Included new line for Miscellaneous Inspection & Report by Environmental Health Officer / Building Surveyor at EHO's hourly rate + 50% + GST.
7. Cemetery: amended wording only, tweaked layout
8. Hall & Complex Hire: added wording that cleaning fee only applies if cleaning is in excess of 3 hours. Also clarified that the use of tables and chairs as well as the projector/screen (at Hall) and Smart TV (at Complex) are included in hire at no charge. Also removed Deep Fryer as it's no longer available.
9. Landing Fees: Defence Force set their own landing fees which increase by CPI each year.

With regards to the erratic UV Pastoral revaluation provided by Landgate, Council acknowledge that the impact this will have on pastoralists' rates ranges from -17% to +122% (or \$-7.4k to \$+16.8k), with the average being a 15% (or \$648) increase. The pastoralists are most likely already aware of this revaluation due to their annual pastoral lease notice which is also linked to the valuation. Nevertheless, staff will send a letter to all pastoralists alerting them to the effect this will have on their rates and will suggest they consider an appeal of the valuation.

Consultation:

Roy McClymont – Chief Executive Officer

Megan Shirt – Consultant

All Councillors

All Internal & External Staff

Statutory Environment:

Section 6.2 of the Local Government Act 1995

Part 3 of the Local Government (Financial Management) Regs 1996

Local Government Amendment (COVID-19 Response) Act 2020

Policy Implications:

The Annual Budget has an effect on the majority of Councils current policies. The budget is based on the principles contained in the Corporate Business Plan.

Budget/Financial Implications:

The 2020/21 Budget is the main document relating to Council's Income and Expenditure for the coming Financial Year.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

At the Meeting:

Acting Deputy Chief Executive Officer Svenja Clare provided amendments to Part B of the Officers Recommendation. Point 1 now clarifies that the rate in the dollar are the same as approved by the Minister in 2019/20 and point 6 was added to comply with the Covid-19 Response Order's requirement to waive certain charges for excluded persons.

Officers Recommendation / Council Resolution:**PART A – MUNICIPAL FUND BUDGET FOR 2020/21 -
ABSOLUTE MAJORITY REQUIRED****Moved: Cr DK Hodder****Seconded: Cr PS Clancy**

Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the council adopt the Municipal Fund Budget as attached to this agenda and the minutes, for the Shire of Meekatharra for the 2020/21 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2 showing a net surplus for that year of \$14,494,221
- Statement of Comprehensive Income by Program on page 4 showing a net surplus for that year of \$14,494,221
- Statement of Cash Flows on page 6
- Rates Setting Statement on page 7 showing an amount required to be raised from rates of \$4,302,568
- Notes to and Forming Part of the Budget on pages 8 to 29
- Transfers to Reserves as detailed in page 21
- Budget Program Schedules as detailed in the “Management Schedules” pages 1 to 30
- Elected Members Fees as adopted at the Ordinary Council Meeting held 18 April 2020

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

**PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT
ARRANGEMENTS - ABSOLUTE MAJORITY REQUIRED****Moved: Cr PS Clancy****Seconded: Cr MJ Smith**

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values, that do not exceed the corresponding 2019/20 differential rate in the dollar approved by the Minister on 19/06/2019.

a) **General Rates -**

GRV	8.8869 cents in the dollar
UV – Pastoral	7.4462 cents in the dollar
UV – Mining	19.6101 cents in the dollar

b) **Minimum Rates –**

GRV	\$400.00
UV – Pastoral	\$350.00
UV – Mining	\$350.00

2. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalment;
 - a) Due date/first instalment 3 September 2020

-
- | | |
|----------------------|-----------------|
| b) Second instalment | 7 November 2020 |
| c) Third instalment | 11 January 2021 |
| d) Fourth instalment | 18 March 2021 |
-
3. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates through an instalment option of \$15.00 for each instalment after the initial instalment is paid.
 4. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996 Council adopts an interest rate of 3% where the owner has elected to pay rates through an instalment option (modified from the usual 5.5% in compliance with clause 13 of the Local Government (COVID-19 Response) Order 2020).
 5. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 8% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable (modified from the usual 10% in compliance with clause 14 of the Local Government (COVID-19 Response) Order 2020).
 6. The \$15.00 instalment administration charge, the 3% instalment interest and the 8% interest cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Order 2020, that has been determined by the Shire of Meekatharra as suffering financial hardship as a consequence of the COVID-19 pandemic.

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

PART C – MATERIAL VARIANCE – SIMPLE MAJORITY REQUIRED

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality, the level to be used in financial activity in 2020/2021 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

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

PART D – GENERAL FEES AND CHARGES – ABSOLUTE MAJORITY REQUIRED

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges for 2020/2021 as included as attachment of this agenda and minutes.

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

SHIRE OF MEEKATHARRA
BUDGET
FOR THE YEAR ENDED 30 JUNE 2021
LOCAL GOVERNMENT ACT 1995

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Basis of Preparation	3
Statement of Comprehensive Income by Program	4
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SHIRE'S VISION

A PLACE OF OPPORTUNITES, A PLACE OF PROSPERITY

SHIRE OF MEEKATHARRA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
Revenue				
Rates	1(a)	4,299,507	4,274,148	4,180,542
Operating grants, subsidies and contributions	9(a)	2,070,499	4,038,154	3,947,184
Fees and charges	8	1,384,241	1,189,190	1,343,574
Interest earnings	11(a)	267,044	589,701	613,061
Other revenue	11(b)	321,055	266,630	319,053
		8,342,346	10,357,823	10,403,414
Expenses				
Employee costs		(1,759,393)	(1,308,951)	(1,919,033)
Materials and contracts		(3,005,454)	(2,346,916)	(2,967,803)
Utility charges		(451,842)	(286,902)	(318,800)
Depreciation on non-current assets	5	(7,160,158)	(7,168,932)	(6,933,817)
Insurance expenses		(216,311)	(235,506)	(212,711)
Other expenditure		(288,444)	(243,965)	(284,216)
		(12,881,602)	(11,591,172)	(12,636,380)
Subtotal		(4,539,256)	(1,233,349)	(2,232,966)
Non-operating grants, subsidies and contributions	9(b)	19,122,815	2,377,296	2,469,034
Profit on asset disposals	4(b)	-	-	4,490
Loss on asset disposals	4(b)	(89,338)	(12,105)	(14,201)
		19,033,477	2,365,191	2,459,323
Net result		14,494,221	1,131,842	226,357
Other comprehensive income				
Changes on revaluation of non-current assets		-	-	-
Total other comprehensive income		-	-	-
Total comprehensive income		14,494,221	1,131,842	226,357

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

**SHIRE OF MEEKATHARRA
FOR THE YEAR ENDED 30 JUNE 2021**

BASIS OF PREPARATION

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to the budget.

2019/20 ACTUAL BALANCES

Balances shown in this budget as 2019/20 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

CHANGE IN ACCOUNTING POLICIES

On the 1 July 2020 the following new accounting policies are to be adopted and may impact the preparation of the budget:

- AASB 1059 Service Concession Arrangements: Grantors
- AASB 2018-7 Amendments to Australian Accounting Standards - Materiality

AASB 1059 is not expected to impact the annual budget. Specific impacts of AASB 2018-7 have not been identified.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the *Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

REVENUES (CONTINUED)

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

FEES AND CHARGES

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF MEEKATHARRA
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
Revenue	1,8,9(a),11(a),11(b)	\$	\$	\$
Governance		80	80	80
General purpose funding		6,179,127	8,491,719	8,317,427
Law, order, public safety		14,345	9,289	12,150
Health		6,104	5,674	6,104
Education and welfare		149,614	123,553	147,614
Housing		29,500	41,795	29,500
Community amenities		140,797	118,490	140,797
Recreation and culture		186,526	113,450	129,126
Transport		1,348,789	1,214,983	1,310,468
Economic services		153,562	121,183	190,249
Other property and services		133,902	117,607	119,900
		8,342,346	10,357,823	10,403,415
Expenses excluding finance costs	4(a),5,11(c),(d),(e)			
Governance		(721,006)	(583,878)	(712,260)
General purpose funding		(229,167)	(178,853)	(230,293)
Law, order, public safety		(225,814)	(154,261)	(234,731)
Health		(128,480)	(78,119)	(111,826)
Education and welfare		(828,190)	(563,682)	(813,203)
Housing		(29,500)	(30,471)	(29,500)
Community amenities		(673,115)	(453,669)	(697,396)
Recreation and culture		(1,814,214)	(1,326,611)	(1,679,532)
Transport		(7,378,209)	(7,618,996)	(7,302,525)
Economic services		(614,336)	(451,245)	(590,781)
Other property and services		(239,571)	(151,387)	(234,333)
		(12,881,602)	(11,591,172)	(12,636,380)
Subtotal		(4,539,256)	(1,233,349)	(2,232,966)
Non-operating grants, subsidies and contributions	9(b)	19,122,815	2,377,296	2,469,034
Profit on disposal of assets	4(b)	-	-	4,490
(Loss) on disposal of assets	4(b)	(89,338)	(12,105)	(14,201)
		19,033,477	2,365,191	2,459,323
Net result		14,494,221	1,131,842	226,357
Other comprehensive income				
Changes on revaluation of non-current assets		-	-	-
Total other comprehensive income		-	-	-
Total comprehensive income		14,494,221	1,131,842	226,357

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

**SHIRE OF MEEKATHARRA
FOR THE YEAR ENDED 30 JUNE 2021**

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE	ACTIVITIES
GOVERNANCE	Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.
GENERAL PURPOSE FUNDING	Rates, general purpose government grants and interest revenue. Costs associated with raising of rates, collection of debts and other funding activities within this programme.
LAW, ORDER, PUBLIC SAFETY	Supervision of various by-laws, fire prevention, emergency services and animal control. Operation of Council's Ranger services.
HEALTH	Food quality and pest control, monitoring and control of environmental health. Contract operation for health issues within the community.
EDUCATION AND WELFARE	Provision and maintenance of various premises in support of community services including the Community Resource Centre. Financial assistance on a needs arise basis for the community's education and welfare. Provision, maintenance and support for the community youth centre.
HOUSING	Maintenance of staff and rental housing.
COMMUNITY AMENITIES	Rubbish collection services, operation of tip, noise control, administration of the town planning scheme, maintenance of cemeteries, storm water drainage maintenance and operation and maintenance of sewerage schemes.
RECREATION AND CULTURE	Maintenance of halls, swimming pool, recreation centres and various reserves, operation of library, TV and Radio broadcasting.
TRANSPORT	Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, depot maintenance and airport maintenance.
ECONOMIC SERVICES	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and building controls.
OTHER PROPERTY AND SERVICES	Private works operations and miscellaneous plant operations, overheads and administration costs initially charged here are reallocated to the relevant function area.

**SHIRE OF MEEKATHARRA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2021**

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		4,299,507	3,705,251	4,180,542
Operating grants, subsidies and contributions		2,070,499	5,166,726	3,947,184
Fees and charges		1,384,241	1,189,190	1,343,574
Interest earnings		267,044	589,701	613,061
Goods and services tax		950,000	831,578	950,000
Other revenue		321,055	266,630	319,053
		9,292,346	11,749,076	11,353,415
Payments				
Employee costs		(1,759,393)	(1,293,512)	(1,919,034)
Materials and contracts		(3,005,454)	(2,508,393)	(2,967,803)
Utility charges		(451,842)	(286,902)	(318,800)
Insurance expenses		(216,311)	(235,506)	(212,711)
Goods and services tax		(950,000)	(689,000)	(950,000)
Other expenditure		(288,444)	(243,965)	(284,216)
		(6,671,444)	(5,257,278)	(6,652,563)
Net cash provided by (used in) operating activities	3	2,620,902	6,491,798	4,700,851
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	4(a)	(2,498,282)	(3,367,195)	(2,990,433)
Payments for construction of infrastructure	4(a)	(25,240,538)	(2,593,395)	(6,075,288)
Non-operating grants, subsidies and contributions		19,122,815	2,377,296	2,469,034
Proceeds from sale of plant and equipment	4(b)	221,000	54,400	39,500
Net cash provided by (used in) investing activities		(8,395,005)	(3,528,893)	(6,557,187)
Net increase (decrease) in cash held		(5,774,103)	2,962,905	(1,856,336)
Cash at beginning of year		27,361,947	24,399,042	23,292,115
Cash and cash equivalents at the end of the year	3	21,587,844	27,361,947	21,435,779

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

SHIRE OF MEEKATHARRA
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)		5,792,283	5,607,420	3,082,977
		5,792,283	5,607,420	3,082,977
Revenue from operating activities (excluding rates)				
Governance		80	80	80
General purpose funding		1,876,559	4,217,571	4,133,824
Law, order, public safety		14,345	9,289	12,150
Health		6,104	5,674	6,104
Education and welfare		149,614	123,553	147,614
Housing		29,500	41,795	29,500
Community amenities		140,797	118,490	140,797
Recreation and culture		186,526	113,450	129,126
Transport		1,348,789	1,214,983	1,314,958
Economic services		153,562	121,183	190,249
Other property and services		133,902	117,607	119,900
		4,039,778	6,083,675	6,224,302
Expenditure from operating activities				
Governance		(721,006)	(583,878)	(712,260)
General purpose funding		(229,167)	(178,853)	(230,293)
Law, order, public safety		(225,814)	(154,261)	(234,731)
Health		(128,480)	(78,119)	(111,826)
Education and welfare		(843,390)	(563,682)	(813,203)
Housing		(29,500)	(30,471)	(29,500)
Community amenities		(673,115)	(453,669)	(697,396)
Recreation and culture		(1,814,214)	(1,326,611)	(1,679,532)
Transport		(7,452,347)	(7,631,101)	(7,316,726)
Economic services		(614,336)	(451,245)	(590,781)
Other property and services		(239,571)	(151,387)	(234,333)
		(12,970,940)	(11,603,277)	(12,650,581)
Non-cash amounts excluded from operating activities	2 (a)(i)	7,249,496	7,181,037	6,943,528
Amount attributable to operating activities		4,110,617	7,268,855	3,600,226
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	9(b)	19,122,815	2,377,296	2,469,034
Purchase property, plant and equipment	4(a)	(2,498,282)	(3,367,195)	(2,990,433)
Purchase and construction of infrastructure	4(a)	(25,240,537)	(3,621,461)	(6,075,288)
Proceeds from disposal of assets	4(b)	221,000	54,400	39,500
Amount attributable to investing activities		(8,395,004)	(4,556,959)	(6,557,187)
FINANCING ACTIVITIES				
Transfers to cash backed reserves (restricted assets)	7(a)	(918,180)	(1,206,034)	(1,226,641)
Transfers from cash backed reserves (restricted assets)	7(a)	900,000	0	0
Amount attributable to financing activities		(18,180)	(1,206,034)	(1,226,641)
Budgeted deficiency before general rates		(4,302,568)	1,505,862	(4,183,603)
Estimated amount to be raised from general rates	1(a)	4,302,568	4,286,421	4,183,603
Net current assets at end of financial year - surplus/(deficit)	2 (a)(iii)	0	5,792,283	0

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

**SHIRE OF MEEKATHARRA
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FOR THE YEAR ENDED 30 JUNE 2021**

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SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

1. RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in \$	Number of properties	Rateable value \$	2020/21 Budgeted rate revenue \$	2020/21 Budgeted interim rates \$	2020/21 Budgeted back rates \$	2020/21 Budgeted total revenue \$	2019/20 Actual total revenue \$	2019/20 Budget total revenue \$
<i>Differential general rate or general rate</i>									
Gross rental valuations									
Gross Rental Value	8.8869	313	4,251,128	377,793	1,000	4,000	382,793	377,794	382,793
Unimproved valuations									
Unimproved Value - Mining	19.6101	730	17,719,003	3,474,714	-	-	3,474,714	3,459,318	3,343,003
Unimproved Value - Rural / Pastoral	7.4462	43	3,924,287	292,210	-	-	292,210	292,210	299,656
Sub-Totals		1,086	25,894,418	4,144,718	1,000	4,000	4,149,718	4,129,321	4,025,453
Minimum									
<i>Minimum payment</i>									
\$									
Gross rental valuations									
Gross Rental Value	400	89	46,429	35,600	-	-	35,600	36,000	36,000
Unimproved valuations									
Unimproved Value - Mining	350	311	286,943	108,850	-	-	108,850	112,700	113,750
Unimproved Value - Rural / Pastoral	350	24	24,306	8,400	-	-	8,400	8,400	8,400
Sub-Totals		424	357,678	152,850	-	-	152,850	157,100	158,150
		1,510	26,252,096	4,297,568	1,000	4,000	4,302,568	4,286,421	4,183,603
Concessions (Refer note 1(f))							(3,061)	(12,273)	(3,061)
Total amount raised from general rates							4,299,507	4,274,148	4,180,542
Total amount raised from other rates							-	-	-

All land (other than exempt land) in the Shire of Meekatharra is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Meekatharra.

The general rates detailed for the 2020/21 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

1. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Payment in Full	3/09/2020	0	0.0%	8.0%
Option two				
Instalment 1	3/09/2020	15	3.0%	8.0%
Instalment 2	7/11/2020	15	3.0%	8.0%
Instalment 3	11/01/2021	15	3.0%	8.0%
Instalment 4	18/03/2021	15	3.0%	8.0%

	2020/21 Budget revenue	2019/20 Actual revenue	2019/20 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	10,000	9,375	10,000
Instalment plan interest earned	6,545	12,563	12,000
Unpaid rates and service charge interest earned	80,000	103,723	90,000
	96,545	125,660	112,000

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the Shire the following rate categories have been determined for the implementation of differential rating:

Differential general rate

Description	Characteristics	Objects	Reasons
GRV	Properties within the townsite boundaries.	The object of the GRV rate is to allow sufficient revenue for Council to operate efficiently and provide a diverse range of services while maintaining consistent revenue for GRV assessments.	The reason for the level of GRV rate is to allow for a fair contribution to the maintenance and provision of town infrastructure and services to a sustainable level.
UV - Rural / Pastoral	Properties within the Shire that are predominately for rural use.	The object of the UV Pastoral rate is to ensure that the proportion of total rate revenue derived from UV Pastoral is comparable with previous years and provides the base rate to assess the other UV rated properties.	The reason for the lower rate for UV Pastoral is to reflect the lower impact on transport infrastructure compared to the UV Mining category. Generally Pastoralists carry out minor road maintenance with their own machinery. Pastoral leases within the Shire of Meekatharra are normally large parcels of land that attract a relatively high valuation. The Pastoral UV rate ensures that every landowner makes a reasonable contribution to the rate burden.
UV - Mining	Properties within the Shire with a mining, exploration or prospecting tenement lease.	The object of the UV Mining rate is to raise the necessary revenue for Council to operate efficiently and provide a diverse range of services.	The reason for setting UV Mining rate at a higher level than UV Pastoral is to ensure a sector of ratepayers that essentially are transitory contribute to the maintenance of the Shire's established assets and services to the extent that the mining operators use them. These include: - Unsealed roads - among the services utilised by ratepayers with tenements is the extensive network of unsealed roads within the Shire. A substantial amount of budgeted capital expenditure is for works on Shire roads. Refuse site - Mining and exploration activities impose a heavy burden on the Shire's refuse site increasing maintenance costs and shortening the life of the landfill site.

(d) Specified Area Rate

The Shire did not raise specified area rates for the year ended 30 June 2021.

(e) Service Charges

The Shire did not raise service charges for the year ended 30 June 2021

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

RATES AND SERVICE CHARGES (CONTINUED)

(f) *Waivers or concessions*

Rate or fee and charge to which the waiver or concession is granted	Type	Discount %	Discount (\$)	2020/21 Budget	2019/20 Actual	2019/20 Budget	Circumstances in which the waiver or concession is granted	Objects and reasons of the waiver or concession
				\$	\$	\$		
A185 - 22 McCleary Street	Concession	80%		636	636	636		
A187 - 31 McCleary Street	Concession	80%		1,227	1,227	1,227		
A223 - 84 Darlot Street	Concession	80%		621	621	621		Council provides an 80% concessional arrangement to Murchison Region Aboriginal Corporation due to an application for rates exemption under section 6.26 of the Act.
A442 - 2 Trenfield Court	Concession	80%		577	577	577		
A7164	Concession	100%		-	849	-		
A7165	Concession	100%		-	822	-		
A7180	Concession	100%		-	849	-		
A7611	Concession	100%		-	822	-		Council provided an 100% concession to the Yugunya-Nya Community for FY20 following negotiations at SAT during the year for rate exemption.
A7614	Concession	100%		-	849	-		
A7615	Concession	100%		-	821	-		
A7958	Concession	100%		-	4,201	-		
				3,061	12,273	3,061		

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

2 (a). NET CURRENT ASSETS

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(i) Operating activities excluded from budgeted deficiency

The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.

Adjustments to operating activities

	Note	2020/21 Budget 30 June 2021 \$	2019/20 Actual 30 June 2020 \$	2019/20 Budget 30 June 2020 \$
Less: Profit on asset disposals	4(b)	-	-	(4,490)
Add: Loss on disposal of assets	4(b)	89,338	12,105	14,201
Add: Depreciation on assets	5	7,160,158	7,168,932	6,933,817
Non cash amounts excluded from operating activities		7,249,496	7,181,037	6,943,528

(ii) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.

Adjustments to net current assets

Less: Cash - restricted reserves	3	(21,298,527)	(21,280,347)	(21,269,804)
Add: Current liabilities not expected to be cleared at end of year - Employee benefit provisions		(350,694)	(350,694)	385,960
Total adjustments to net current assets		(21,649,221)	(21,631,041)	(20,883,844)

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

2 (a). NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
Note	\$	\$	\$
(iii) Composition of estimated net current assets			
Current assets			
Cash and cash equivalents- unrestricted	289,317	6,081,600	165,975
Cash and cash equivalents - restricted			
Cash backed reserves	21,298,527	21,280,347	21,269,804
Receivables	1,381,962	1,381,962	1,130,740
Inventories	79,138	79,138	58,314
	<u>23,048,944</u>	<u>28,823,047</u>	<u>22,624,832</u>
Less: current liabilities			
Trade and other payables	(1,049,029)	(1,049,029)	(1,254,809)
Other payables	-	-	(100,219)
Provisions	(350,694)	(350,694)	(385,960)
	<u>(1,399,723)</u>	<u>(1,399,723)</u>	<u>(1,740,989)</u>
Net current assets	<u>21,649,221</u>	<u>27,423,324</u>	<u>20,883,844</u>
Less: Total adjustments to net current assets	2 (a)(ii) (21,649,221)	(21,631,041)	(20,883,844)
Closing funding surplus / (deficit)	-	5,792,283	-

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

2 (b). NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Meekatharra becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

PROVISIONS

Provisions are recognised when the Shire has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Superannuation

The Shire of Meekatharra contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Meekatharra contributes are defined contribution plans.

LEASE LIABILITIES

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire of Meekatharra's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Meekatharra's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire of Meekatharra's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

LAND HELD FOR RESALE

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

3. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

Note	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Cash at bank and on hand	21,587,844	27,361,947	21,435,779
	21,587,844	27,361,947	21,435,779
- Unrestricted cash and cash equivalents	289,317	6,081,600	165,975
- Restricted cash and cash equivalents	21,298,527	21,280,347	21,269,804
	21,587,844	27,361,947	21,435,779
The following restrictions have been imposed by regulation or other externally imposed requirements on cash and cash equivalents:			
Leave Reserve	397,449	394,216	394,626
Plant Reserve	2,655,632	2,634,033	2,604,863
Building Reserve	1,448,625	1,436,843	1,438,338
Shire Water Reserve	322,072	319,452	319,784
Airport Runway Reserve	2,937,934	2,914,039	2,917,070
Airport Reserve	951,693	943,953	944,934
Transport Reserve	59,490	951,686	952,675
Infrastructure & Development Reserve	1,015,560	1,007,300	1,008,348
Reseals & Rejuvenation Reserve	5,097,355	4,580,118	4,584,382
Interpretive Centre Reserve	1,887,855	1,872,500	1,874,448
Roads -Second / Final Seals Reserve	1,741,636	1,727,471	1,729,268
Lloyd'S Revitalisation Reserve	1,568,896	1,556,136	1,557,540
Industrial Park Reserve	848,328	841,428	842,303
Swimming Pool Reserve	152,002	101,172	101,225
Covid-19 Emergency Response/Cashflow supplement	214,000	0	0
	21,298,527	21,280,347	21,269,804
Reconciliation of net cash provided by operating activities to net result			
Net result	14,494,221	1,131,842	226,357
Depreciation	5 7,160,158	7,168,932	6,933,817
(Profit)/loss on sale of asset	4(b) 89,338	12,105	9,711
(Increase)/decrease in receivables	0	702,253	0
(Increase)/decrease in inventories	0	11,165	0
Increase/(decrease) in payables	0	(157,203)	0
Non-operating grants, subsidies and contributions	(19,122,815)	(2,377,296)	(2,469,034)
Net cash from operating activities	2,620,902	6,491,798	4,700,851

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 2 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- The contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

4. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program								2020/21 Budget total	2019/20 Actual total	2019/20 Budget total
	Governance	Education & Welfare	Housing	Community amenities	Recreation & culture	Transport	Economic services	Other property & services			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<u>Property, Plant and Equipment</u>											
Land and Buildings	-	16,500	109,700	2,000	120,082	-	-	174,000	422,282	2,624,547	2,573,433
Furniture and Equipment	35,000	10,000	-	-	3,000	-	-	25,000	73,000	35,000	63,000
Plant and Equipment	0	40,000	-	-	20,000	1,943,000	-	-	2,003,000	707,648	354,000
	35,000	66,500	109,700	2,000	143,082	1,943,000	-	199,000	2,498,282	3,367,195	2,990,433
<u>Infrastructure</u>											
Roads Infrastructure	-	-	-	-	-	24,538,634	-	-	24,538,634	3,408,487	4,994,918
Airport Infrastructure	-	-	-	-	-	50,000	-	-	50,000	42,500	58,667
Other Infrastructure	-	22,500	-	93,200	147,500	15,000	373,703	-	651,903	170,473	1,021,703
	-	22,500	-	93,200	147,500	24,603,634	373,703	-	25,240,537	3,621,461	6,075,288
Total acquisitions	35,000	89,000	109,700	95,200	290,582	26,546,634	373,703	199,000	27,738,819	6,988,655	9,065,721

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document.

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

4. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year:

	2020/21 Budget Net Book Value	2020/21 Budget Sale Proceeds	2020/21 Budget Profit	2020/21 Budget Loss	2019/20 Actual Net Book Value	2019/20 Actual Sale Proceeds	2019/20 Actual Profit	2019/20 Actual Loss	2019/20 Budget Net Book Value	2019/20 Budget Sale Proceeds	2019/20 Budget Profit	2019/20 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Education and welfare	30,200	15,000	-	(15,200)	-	-	-	-	-	-	-	-
Transport	280,138	206,000	-	(74,138)	66,505	54,400	-	(12,105)	49,211	39,500	4,490	(14,201)
	310,338	221,000	-	(89,338)	66,505	54,400	-	(12,105)	49,211	39,500	4,490	(14,201)
By Class												
<u>Property, Plant and Equipment</u>												
Land and Buildings	30,200	15,000	-	(15,200)	-	-	-	-	-	-	-	-
Plant and Equipment	280,138	206,000	-	(74,138)	66,505	54,400	-	(12,105)	49,211	39,500	4,490	(14,201)
	310,338	221,000	-	(89,338)	66,505	54,400	-	(12,105)	49,211	39,500	4,490	(14,201)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period when they arise.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

5. ASSET DEPRECIATION

By Program

Governance
Law, order, public safety
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

By Class

Land and Buildings
Furniture and Equipment
Plant and Equipment
Roads Infrastructure
Airport Infrastructure
Other Infrastructure
Infrastructure - Footpaths

2020/21 Budget	2019/20 Actual	2019/20 Budget
\$	\$	\$
142	0	142
13,457	13,473	14,867
87,903	88,012	99,468
197,030	197,276	217,013
19,937	19,961	22,658
535,606	536,273	567,371
5,702,103	5,709,204	4,930,873
140,823	140,998	118,012
463,157	463,735	963,413
7,160,158	7,168,932	6,933,817
575,393	754,869	793,979
13,599	33,864	39,574
376,755	369,421	873,849
5,218,040	5,165,321	4,339,937
467,063	408,523	450,467
492,307	421,127	420,621
17,000	15,807	15,390
7,160,158	7,168,932	6,933,817

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Land and Buildings	10 - 40 years
Office Furniture & Equipment	1 to 20 years
Plant and equipment	1 to 20 years
Roads - Unformed	Not Depreciated
Roads - Formed	Not Depreciated
Roads - Gravel	10 years
Roads - Sealed	50 years

Depreciation (Continued)

Asset Class	Useful life
Kerbing & Footpaths	20 years
Other Infrastructure	10 - 20 years
Drains & Sewers	80 - 100 years
Grids	20 years
Airfields & Runways	20 years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

The Shire has not budgeted to have any borrowings for the year ended 30 June 2021 and did not have or budget to have any borrowings for the year ended 30 June 2020

(b) New borrowings - 2020/21

The Shire does not intend to undertake any new borrowings for the year ended 30 June 2021

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30 June 2020 nor is it expected to have unspent borrowing funds as at 30 June 2021.

(d) Credit Facilities

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Undrawn borrowing facilities credit standby arrangements			
Bank overdraft limit	1,000,000	1,000,000	1,000,000
Bank overdraft at balance date	-	-	-
Credit card limit	5,000	5,000	5,000
Credit card balance at balance date	(2,500)	(4,900)	-
Total amount of credit unused	1,002,500	1,000,100	1,005,000

Overdraft details	Purpose overdraft was established	Year overdraft established	Amount b/fwd 1 July 2020	2020/21 Budgeted Increase/ (Decrease)	Amount as at 30th June 2021
			\$	\$	\$
Westpac	To provide for Short term cashflow if required	2014	1,000,000	-	1,000,000
			1,000,000	-	1,000,000

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

7. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2020/21 Budget Opening Balance	2020/21 2020/21 Budget Transfer to	2020/21 Budget Transfer (from)	2020/21 Budget Closing Balance	2019/20 Actual Opening Balance	2019/20 2019/20 Actual Transfer to	2019/20 Actual Transfer (from)	2019/20 Actual Closing Balance	2019/20 Budget Opening Balance	2019/20 2019/20 Budget Transfer to	2019/20 Budget Transfer (from)	2019/20 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Leave Reserve	394,216	3,233	-	397,449	385,189	9,027	-	394,216	385,189	9,437	-	394,626
(b) Plant Reserve	2,634,033	21,599	-	2,655,632	2,573,716	60,317	-	2,634,033	2,542,566	62,297	-	2,604,863
(c) Building Reserve	1,436,843	11,782	-	1,448,625	1,403,941	32,902	-	1,436,843	1,403,941	34,397	-	1,438,338
(d) Shire Water Reserve	319,452	2,620	-	322,072	312,137	7,315	-	319,452	312,137	7,647	-	319,784
(e) Airport Runway Reserve	2,914,039	23,895	-	2,937,934	2,847,311	66,728	-	2,914,039	2,847,311	69,759	-	2,917,070
(f) Airport Reserve	943,953	7,740	-	951,693	922,337	21,616	-	943,953	922,337	22,597	-	944,934
(g) Transport Reserve	951,686	7,804	(900,000)	59,490	929,893	21,793	-	951,686	929,893	22,782	-	952,675
(h) Infrastructure & Development Reserve	1,007,300	8,260	-	1,015,560	984,234	23,066	-	1,007,300	984,234	24,114	-	1,008,348
(i) Reseals & Rejuvenation Reserve	4,580,118	517,237	-	5,097,355	4,006,542	573,576	-	4,580,118	4,006,542	577,840	-	4,584,382
(j) Interpretive Centre Reserve	1,872,500	15,355	-	1,887,855	1,829,622	42,878	-	1,872,500	1,829,622	44,826	-	1,874,448
(k) Roads -Second / Final Seals Reserve	1,727,471	14,165	-	1,741,636	1,687,914	39,557	-	1,727,471	1,687,914	41,354	-	1,729,268
(l) Lloyd'S Revitalisation Reserve	1,556,136	12,760	-	1,568,896	1,319,317	236,819	-	1,556,136	1,319,317	238,223	-	1,557,540
(m) Industrial Park Reserve	841,428	6,900	-	848,328	822,160	19,268	-	841,428	822,160	20,143	-	842,303
(n) Swimming Pool Reserve	101,172	50,830	-	152,002	50,000	51,172	-	101,172	50,000	51,225	-	101,225
(o) Covid-19 Emergency Response/Cashflow Supplement	-	214,000	-	214,000	-	-	-	-	-	-	-	-
	21,280,347	918,180	(900,000)	21,298,527	20,074,313	1,206,034	-	21,280,347	20,043,163	1,226,641	-	21,269,804

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

7. CASH BACKED RESERVES (CONTINUED)

(b) Cash Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Leave Reserve	Ongoing	- To used to fund annual and long service leave requirements.
(b) Plant Reserve	Ongoing	- To be used for the acquisition of major plant on an ongoing basis.
(c) Building Reserve	Ongoing	- To be used for the future building requirements for Council purposes.
(d) Shire Water Reserve	Ongoing	- To be used for capital water requirements of parks and gardens administered by the Shire.
(e) Airport Runway Reserve	Ongoing	- To be used to fund the future construction requirements of the airport runway.
(f) Airport Reserve	Ongoing	- To be used to fund the capital improvements of the airport infrastructure.
(g) Transport Reserve	Ongoing	- To be used to fund the expansion of the road network that cannot be met by operating income.
(h) Infrastructure & Development Reserve	Ongoing	- To be used to development existing town infrastructure of a commercial or non commercial nature and fund projects deemed by Council to provide a necessary long term employment or economic benefit to the community.
(i) Reseals & Rejuvenation Reserve	Ongoing	- To be used to fund reseals and rejuvenation of sealed roads.
(j) Interpretive Centre Reserve	Ongoing	- To be used to acquire and refurbish the Interpretive Centre.
(k) Roads -Second / Final Seals Reserve	Ongoing	- To be used to fund final seals to roads that have previously been primer sealed.
(l) Lloyd'S Revitalisation Reserve	Ongoing	- To be used to fund the renovations and building works as per Meeka Revitalisation plan at Lloyd's building.
(m) Industrial Park Reserve	Ongoing	- To be used to fund the development of a new industrial park within the Shire.
(n) Swimming Pool Reserve	Ongoing	- To be used to fund retiling the swimming pool basins.
(o) Covid-19 Emergency Response/Cashflow Supplement	30/06/2021	- To be used to provide assistance to local businesses and provision of critical services during the Covid-19 pandemic

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

8. FEES & CHARGES REVENUE

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
General purpose funding	15,100	14,420	15,100
Law, order, public safety	4,000	1,024	4,000
Health	5,831	5,674	5,831
Housing	25,000	25,411	25,000
Community amenities	139,797	118,490	139,797
Recreation and culture	103,026	25,911	45,626
Transport	959,525	855,163	953,571
Economic services	104,562	116,298	141,249
Other property and services	27,400	26,799	13,400
	1,384,241	1,189,190	1,343,574

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

9. GRANT REVENUE

	Unspent grants, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Total Liability 30 June 2021	Current Liability 30 June 2021	2020/21 Budget	2019/20 Actual	2019/20 Budget
By Program:	\$	\$	\$	\$	\$	\$	\$	\$
(a) Operating grants, subsidies and contributions								
General purpose funding	-	-	-	-	-	1,594,477	3,613,378	3,505,724
Law, order, public safety	-	-	-	-	-	10,345	8,265	8,150
Education and welfare	-	-	-	-	-	121,814	112,124	121,814
Recreation and culture	-	-	-	-	-	20,000	-	20,000
Transport	-	-	-	-	-	317,864	304,387	285,497
Economic services	-	-	-	-	-	6,000	-	6,000
	-	-	-	-	-	2,070,499	4,038,154	3,947,184
(b) Non-operating grants, subsidies and contributions								
Recreation and culture	-	-	-	-	-	583,423	619,452	1,200,000
Transport	-	-	-	-	-	18,539,392	1,757,844	1,269,034
	-	-	-	-	-	19,122,815	2,377,296	2,469,034
Total	-	-	-	-	-	21,193,314	6,415,449	6,416,218

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

10. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	when obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	Adopted by council annually	Applied fully on timing of landing/take-off	Not applicable	On landing/departure event
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On entry or at conclusion of hire
Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Adopted by council annually	Apportioned equally across the access period	Returns limited to repayment of transaction price	Output method Over 12 months matched to access right
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

11. OTHER INFORMATION

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	174,499	468,115	491,061
- Other funds	6,000	5,301	20,000
Other interest revenue (refer note 1b)	86,545	116,285	102,000
	267,044	589,701	613,061
(b) Other revenue			
Reimbursements and recoveries	229,202	219,219	319,053
Other	91,853	47,411	-
	321,055	266,630	319,053
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	45,000	43,038	33,000
	45,000	43,038	33,000
(d) Elected members remuneration			
Meeting fees	48,000	32,850	43,200
President's allowance	20,000	13,533	20,000
Deputy President's allowance	5,000	3,750	5,000
Travelling expenses	16,109	5,457	16,109
	89,109	55,590	84,309
(e) Write offs			
General rate	10,000	21,036	10,000
	10,000	21,036	10,000

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

12. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

AIR BP

(a) Details

The Shire acts as an agent for Air BP providing aviation fuel to customers at the airport. Council provides the service to ensure the ongoing viability of regular public transport flights to Meekatharra. The figures below are included in the Shire's Financial Statements.

(b) Statement of Comprehensive Income

	2019/20 Actual	2020/21 Budget	2021/22 Forecast	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	2025/26 Forecast
	\$	\$	\$	\$	\$	\$	\$
Revenue							
Fuel Sales and Retainer	124,938	135,000	135,000	135,000	135,000	135,000	135,000
	124,938	135,000	135,000	135,000	135,000	135,000	135,000
Expenditure							
Fuel Costs and Contract expenses	124,963	150,666	135,000	135,000	135,000	135,000	135,000
	124,963	150,666	135,000	135,000	135,000	135,000	135,000
NET RESULT	(25)	(15,666)	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	(25)	(15,666)	-	-	-	-	-

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

13. INTERESTS IN JOINT ARRANGEMENTS

It is not anticipated the Shire will be party to any joint venture arrangements during 2020/21.

SIGNIFICANT ACCOUNTING POLICIES

INTERESTS IN JOINT ARRANGEMENTS

Joint arrangements represent the contractual sharing of control between parties in a business venture where unanimous decisions about relevant activities are required.

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire of Meekatharra's interests in the assets liabilities revenue and expenses of joint operations are included in the respective line items of the financial statements.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

14. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO)

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
RATES			
GENERAL RATES			
Unimproved Value			
Rural			
General Rate - cents per dollar	7.4462	-	7.4462
Minimum Rate per Assessment	350.00	-	350.00
Mining (Differential Rate)			
General Rate - cents per dollar	19.6101	-	19.6101
Minimum Rate per Assessment	350.00	-	350.00
Gross Rental Value			
General			
General Rate - cents per dollar	8.8869	-	8.8869
Minimum Rate per Assessment	400.0000	-	400.0000
Concessions, Discounts & Waivers			
No Concessions are provided for in the financial year			
Interest			
Days until interest applies from issue date - 35			
Interest on overdue Rates/Rubbish	8%		
Interest on Instalments of Rates/Rubbish	3%		
Instalments - 4 Payments			
- Rubbish Charges are to be spread over all instalments			
- Previous years Rates & Rubbish arrears to paid in full on first instalment			
Administration Charge per Instalment	15.00	-	15.00
Ad hoc Payment Plan Administration fee	25.00	-	25.00
PAYMENT DUE DATES			
Target date for issue of Rate Notice:- 27-July-2020	Payment due dates would therefore be:- - for payment in full - for payment of first instalment		03-September-2020 03-September-2020
Target date for issue of rate notices for:- - second instalment - third instalment - fourth instalment	08-October-2020 13-December-2020 16-February-2021	Payment due dates would therefore be:-	07-November-2020 11-January-2021 18-March-2021
RATE ENQUIRIES			
Rate / Account enquiry - Residential	35.00	-	35.00
Rate / Account enquiry - Pastoral/Commercial/Industrial	85.00	-	85.00
Rate book on disk	40.91	4.09	45.00
Rate reports (hard copies) per page	0.45	0.05	0.50

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
ADMINISTRATION			
GENERAL ADMINISTRATION			
Minutes, Local Laws & Electoral Rolls			
Council Minutes & Agendas - per double sided page	0.59	0.06	0.65
Council Minutes & Agendas - Extracts per double sided page	0.59	0.06	0.65
Council Local Laws - per double sided page	0.59	0.06	0.65
Electoral Roll - per double sided page	0.59	0.06	0.65
Statutory Council Budget - per double sided page	0.59	0.06	0.65
Emailing of the above	NO CHARGE		
Tourist Merchandise	Cost + Freight + 10%/(Rounded to nearest \$)		
Shire of Meekatharra Special Vehicle Registration Plates			
Shire administration fee	NO CHARGE		
Department of Transport fee - set by Department of Transport	252.00	-	252.00
History Book			
Meekatharra Gold Beyond the Rivers	35.91	3.59	39.50
Meekatharra Gold Beyond the Rivers Plus Postage within Australia	47.27	4.73	52.00
Fundraising Pavers			
Purchase of Name Paver (per brick)	40.91	4.09	45.00
Purchase of Name Paver (per double paver)	68.18	6.82	75.00
Meeka Dust Newsletter			
Advertising (per Issue)			
- full page			
Black & White	47.36	4.74	52.10
Colour	67.32	6.73	74.05
- half page			
Black & White	24.27	2.43	26.70
Colour	39.18	3.92	43.10
- quarter page			
Black & White	15.00	1.50	16.50
Colour	22.41	2.24	24.65
- eighth page			
Black & White	12.68	1.27	13.95
Colour	16.82	1.68	18.50
Advertising for not-for-profit organisations or community event notices	NO CHARGE		
Sales - each	2.27	0.23	2.50
Annual Subscriptions - 11 issues including postage	36.05	3.60	39.65
Payment for article published in Dust submitted by public	90.91	9.09	100.00
<i>*Article must be Meekatharra related. "Article" includes short stories, poems, photos or similar. Eligibility is at the discretion of the Editor.</i>			
Miscellaneous			
Key bond - if not listed elsewhere	55.00	-	55.00
Electronic key bond - if not listed elsewhere	100.00	-	100.00
Secretarial / Other Services - per hour	Admin Assistant's Hourly Rate + 100% + GST		
General Postage of requested materials	AT COST		
Hire of portable PA System per day	136.36	13.64	150.00
Bond for PA System	300.00	-	300.00
In-house training courses – external attendees			
In house (Shire organised) training courses, conferences and workshops - held in Meekatharra.			
Fees for external attendees (eg. neighbouring shires, local businesses, agencies or individuals)	As determined by CEO		

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
ADMINISTRATION			
PRINT, PHOTOCOPY & FACSIMILE			
Photocopying & Printing			
Per single sided A4 page - Black & White	0.45	0.05	0.50
Per double sided A4 page - Black & White	0.55	0.05	0.60
Per single sided A3 page - Black & White	0.64	0.08	0.70
Per double sided A3 page - Black & White	0.82	0.08	0.90
Per single sided A4 page - Colour	1.45	0.15	1.60
Per double sided A4 page - Colour	1.91	0.19	2.10
Per single sided A3 page - Colour	2.82	0.28	3.10
Per double sided A3 page - Colour	3.27	0.33	3.60
Facsimile			
Facsimile - Sending within Australia - 1st page	2.00	0.20	2.20
Facsimile - Sending within Australia - per subsequent page	0.55	0.05	0.60
Facsimile - Sending International - 1st page	2.73	0.27	3.00
Facsimile - Sending International - per subsequent page	0.91	0.09	1.00
Facsimile - Receiving - per page	1.14	0.11	1.25
Scanning & Emailing			
Per document	3.64	0.36	4.00
Laminating			
A4 size - per page	2.50	0.25	2.75
A3 size - per page	4.32	0.43	4.75
Binding			
A4 size to 1.5cm thick - inc ring binder, front & back cover	5.45	0.55	6.00
FREEDOM OF INFORMATION - (as per FOI Act 1992)			
Application fee	30.00	-	30.00
Accessing Information - Supervised access to Councils records - per hour	30.00	-	30.00
Photocopying by Staff - in addition to above fees - per hour	30.00	-	30.00
Photocopying by Staff - in addition to above fees - per copy	0.20	-	0.20
ANIMAL CONTROL			
Animal Trap Hire			
Trap - Bond	22.73	2.27	25.00
Trap hire - per week	6.36	0.64	7.00
Pound Fees			
Maintenance of Dog or Cat in pound - per day or part thereof	16.82	1.68	18.50
Release of Dog/Cat - during office hours ONLY	77.68	7.77	85.45
Destruction of Dog/Cat	NO CHARGE		
<i>* All dogs must be registered and microchipped prior to release</i>			
Kennel Licensing Fees (Dog Regulations 2013)			
Initial License	181.82	18.18	200.00
Annual Renewal	181.82	18.18	200.00

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
ANIMAL CONTROL (Continued)			
Dog License Fees (Dog Regulations 2013) - all licenses expire 31 October of the applicable year			
All new registrations need to be microchipped			
Unsterilised			
- 1 year	50.00	-	50.00
- 3 years	120.00	-	120.00
- Lifetime	250.00	-	250.00
Refund if Registered Unsterilised dog is Sterilised within 3 years of Registration			
- 1 year Unsterilised Dog Registration - refund if sterilised in 1st year after registration date	30.00	-	30.00
- 1 year Unsterilised Dog Registration - refund if sterilised in 2nd year after registration date	NO REFUND		
- 1 year Unsterilised Dog Registration - refund if sterilised in 3rd year after registration date	NO REFUND		
- 3 year Unsterilised Dog Registration - refund if sterilised in 1st year after registration date	77.50	-	77.50
- 3 year Unsterilised Dog Registration - refund if sterilised in 2nd year after registration date	51.66	-	51.66
- 3 year Unsterilised Dog Registration - refund if sterilised in 3rd year after registration date	25.83	-	25.83
- Lifetime Unsterilised Dog Registration - refund if sterilised in 1st year after registration date	150.00	-	150.00
- Lifetime Unsterilised Dog Registration - refund if sterilised in 2nd year after registration date	100.00	-	100.00
- Lifetime Unsterilised Dog Registration - refund if sterilised in 3rd year after registration date	50.00	-	50.00
Sterilised			
- 1 year	20.00	-	20.00
- 3 years	42.50	-	42.50
- Lifetime	100.00	-	100.00
Concessions	Pensioner Rate - 50% of above fees		
	Working dog - 25% of above fees		
	Registration after May 31st in every year - 50% of 1 year fee		
Cat License Fees (Cat Regulations 2012) - all licenses expire 31 October of the applicable year			
All cats are required to be sterilised and microchipped prior to registration			
- 1 year	20.00	-	20.00
- 3 years	42.50	-	42.50
- Lifetime	100.00	-	100.00
Application for grant or renewal of approval to breed cats per breeding cat (male or female)	100.00	-	100.00
Concessions	Pensioner Rate - 50% of above fees		
	Registration after May 31st in every year - 50% of 1 year fee		
HOUSING			
Council owned Staff Housing - per week	50.00	-	50.00
Council owned Staff Housing in Single Persons Quarters - per week (No animals/pets allowed)	80.00	-	80.00
Council owned Staff Housing - Atyeo's Environmental Health Services Pty Ltd	100.00	-	100.00
Council owned Staff Housing - Contract Aquatic Services	100.00	-	100.00
Council owned Staff Housing Security Bond	400.00	-	400.00
<i>*Single Persons Quarters is defined as one bedroom units on shared block of land.</i>			
HEALTH			
Trading Permits - for Commercial Purposes as Defined in Local Law			
Traders/Stallholders Permit			
-Annual	195.45	19.55	215.00
-Daily	31.82	3.18	35.00
Continuous Trader Fee*	1,790.91	179.09	1,970.00
<i>* Covers rubbish charge (at Commercial 6 pickups per week - 2 bins rate. As at 1 July 2019 charged at \$1,114.60) and regular on-going use of land</i>			
<i>* Activities in Thoroughfares and Public Places and Trading Local Law 2007 provides for these charges and allows for exemptions</i>			
Septic Tanks (as per Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974			

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
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HEALTH

FOOD (Food Act 2008 allows for fees and charges to be imposed by local governments)

Food Businesses

Notification of a Food Business	45.45	4.55	50.00
Application for a Food Business License	127.27	12.73	140.00
Issuing of Food Business License (up to 3 inspections annually)	160.00	16.00	176.00
Variation conditions or cancellation of registration of food businesses	80.00	8.00	88.00
Provision of information and inspections in excess of 3 annually (rate is per hour)	100.00	10.00	110.00

COMMUNITY AMENITIES

SANITATION & RUBBISH TIP

Sanitation Charges

Standard Domestic - 2 pickups per week - Annual fee (1 bin)	214.60	-	214.60
Pensioner Domestic - 2 pickups per week - Annual fee	56.00	-	56.00
Domestic Collection - Per additional bin	53.70	-	53.70
Industrial - 2 pickups per week - Annual fee (2 bins per pickup)	335.30	-	335.30
Industrial Collection - Per additional bin	53.70	-	53.70
Commercial - 2 pickups per week - Annual fee (2 bins per pickup)	335.30	-	335.30
Commercial - 3 pickups per week - Annual fee (2 bins per pickup)	587.50	-	587.50
Commercial - 6 pickups per week - Annual fee (2 bins per pickup)	1,114.60	-	1,114.60
Commercial Collection - Per additional bin 2 pickups per week	53.70	-	53.70
Commercial Collection - Per additional bin 3 pickups per week	80.50	-	80.50
Commercial Collection - Per additional bin 6 pickups per week	161.00	-	161.00
Mining Camp (approx. 12kms south of town) - 3 pickups per week *	587.50	-	587.50
Mining Camp (approx. 12kms south of town) - Per Additional Bin *	80.50	-	80.50
Sale of 240 litre bin	145.55	14.55	160.10
Car Body Removal Fee	168.19	16.81	185.00

*The collection of rubbish at the Mining Camp (approx. 12kms south of town) is due to a Historical Agreement with the owner at the time.

Waste Disposal Site

Demolition waste disposal fee	168.18	16.82	185.00
Building license waste disposal fee	56.00	-	56.00
	plus \$0.25 per \$1,000 over \$20,000		

Disposal of Hazardous Materials** - per cubic metre (minimum charge 1 cubic metre)	56.09	5.81	61.70
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**Hazardous materials include asbestos and medical waste (Hospital medical waste excluded from this charge)

Disposal of Effluent Waste*** NO CHARGE

*** Ponds have limited capacity so waste from within Meekatharra Shire only. Customer needs to submit Controlled Waste Tracking Form.

Disposal of Oil

- non-commercial petroleum oil only: drop off at Depot	NO CHARGE
- cooking oil: dispose of at Rubbish Tip in oil section	NO CHARGE

PLANNING

Development Assessment Panel Application (Planning & Development (Development Assessment Panels)
Planning Consent Applications (Planning & Development Regulations 2009)

BUILDING & DEMOLITION

Miscellaneous Inspection & Report by Environmental Health Officer / Building Surveyor EHO's Hourly Rate + 50% + GST

Building & Demolition Permits (Building Regulations 2012)

OCCUPANCY PERMITS

Occupancy Permits (Building Regulations 2012)

Other Application (Building Regulations 2012)

Shire of Meekatharra
Schedule of Fees & Charges
 2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
COMMUNITY AMENITIES			
CEMETERY			
Issue of Grant of Right of Burial (retrospectively for burials pre 1 July 2017)	136.36	13.64	150.00
Plot reservation valid for 25 years (can be renewed)	NO CHARGE		
Grave preparation & burial fee - Includes Grant of Right of Burial			
- standard burial (to depth of 2.13m)	1,850.00	185.00	2,035.00
- infant/stillborn burial (gravesite limited to 1.4m long x 1.4m deep)	1,345.45	134.55	1,480.00
2nd/3rd Interment in Existing Grave *			
- standard burial	1,233.64	123.36	1,357.00
- infant/stillborn burial (gravesite limited to 1.4m long x 1.4m deep)	616.36	61.64	678.00
- Burial of Ashes in existing grave (Council to prepare grave for interment)	113.64	11.36	125.00
- Burial of Ashes in existing grave (No Council Involvement)	NO CHARGE		
<i>*Second and third interments are only available if selected gravesite has previously been prepared to allow for further interments which meet minimum coverage standards.</i>			
Cremated Ashes Plot			
- New	197.27	19.73	217.00
- Further interments in existing cremated ashes plot (No Council involvement)	NO CHARGE		
Family Tree (Front of Cemetery) - Ashes and Memorials	490.91	49.09	540.00
Exhumation - any grave	768.18	76.82	845.00
Shade Tent Hire - 2 available each 3m x 3m (cost per Shade Tent) - no applicable bond **	8.18	0.82	90.00
Chair Hire - 30 available (minimum charge 30 chairs - no reduction of fees for a lesser number of chairs hired) **	45.45	4.55	50.00
Bond Chair Hire (lost/damaged chairs charged at \$25ea. If loss/damage exceeds this amount hirer to pay difference.)	200.00	-	200.00
<i>** Council Employees must erect & remove Shade Tents and Chairs</i>			
<i>** Hire of Shade Tents and Chairs must be associated with a funeral or burial</i>			
Hearse Hire - per day - no applicable bond ***	227.27	22.73	250.00
<i>***Hearse Hire is not available for use other than between Meekatharra town site and Meekatharra Cemetery without CEO's consent. If CEO grants use outside of this, hearse is to be floated to location and additional costs associated with this will be charged at Plant Hire rates.</i>			
<i>Council must advertise Cemetery charges in the Government Gazette at least 14 days prior to the fees coming into effect (Cemeteries Act 1986 s.53)</i>			
RECREATION & COMMUNITY SERVICES			
TOWN HALL			
Community/Sporting Groups & Ratepayers			
<u>Complete Facility</u>			
Rental - per day or part thereof			
- function with alcohol consumed or sold	319.77	31.98	351.75
- fundraising event with alcohol consumed or sold ***	47.73	4.77	52.50
- function without alcohol consumed or sold	160.36	16.04	176.40
- Gov't (inc schools) sponsored functions	80.18	8.02	88.20
- local community/sporting group functions**	38.18	3.82	42.00
- shire functions *	NO CHARGE		
<u>Patio, Kitchen & Toilets Only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	240.55	24.05	264.60
- fundraising event with alcohol consumed or sold ***	38.18	3.82	42.00
- function without alcohol consumed or sold	120.27	12.03	132.30
- Gov't (inc schools) sponsored functions	60.14	6.01	66.15
- local community/sporting group functions**	28.64	2.86	31.50
- shire functions *	NO CHARGE		

Shire of Meekatharra
Schedule of Fees & Charges
 2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
RECREATION & COMMUNITY SERVICES			
TOWN HALL (Continued)			
Community/Sporting Groups & Ratepayers (Continued)			
<i>Bonds for facility use - refundable if left clean & undamaged</i>			
- any function with alcohol consumed or sold	865.00	-	865.00
- function without alcohol consumed or sold	425.00	-	425.00
- electronic key bond	100.00	-	100.00
- swipe card bond	30.00	-	30.00
Commercial or Traders			
Rental - per day or part thereof	295.91	29.59	325.50
<i>Bonds for facility use - refundable if left clean & undamaged</i>			
- Commercial or Trader	560.00	-	560.00
- electronic key bond	100.00	-	100.00
- swipe card bond	30.00	-	30.00
Additional Charges			
Additional Cleaning After Hire - anything in excess of 3 hours cleaning - charged per hour	74.55	7.45	82.00
Repair of Damage Caused During Period of Hire	AT COST + 25% Admin Fee		
Equipment Hire (cost per hire)****			
Projector & Screen	NO CHARGE		
Tables & Chairs	NO CHARGE		
Hot Water Urn	11.18	1.12	12.30
Crockery & Cutlery			
- 50 settings	14.55	1.45	16.00
- 100 settings	29.09	2.91	32.00
- 150 settings	43.64	4.36	48.00
- 200 settings	58.18	5.82	64.00
Equipment bond - refundable if left clean & undamaged			
- Urn & Crockery/Cutlery (only one bond required)	55.00	-	55.00
Lost/damaged crockery - charged per piece - to be taken out of the bond	9.09	0.91	10.00
Lost/damaged cutlery - charged per piece - to be taken out of the bond	4.55	0.45	5.00
<i>If charge exceeds bond the excess is to be invoiced.</i>			
* 'Shire function' means an event organised directly by the Shire. Eligibility for Shire functions must be authorised by CEO and be included in the year's budget. It is further defined as an event for which all expenses are paid for directly by the Shire and all income is received direct to the Shire.			
** 'Local' is defined as a group or organisation permanently based within the Shire of Meekatharra.			
*** "Fundraising event" is defined as an event publicly advertised, for charitable or not-for-profit purposes, organised by a 'local' group.			
**** Equipment hire is only available in conjunction with Town Hall hire			
SPORTS COMPLEX			
Community/Sporting Groups & Ratepayers			
<i>Complete Facility - includes Complex building, oval & toilets</i>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	240.55	24.05	264.60
- fundraising event with alcohol consumed or sold ***	38.18	3.82	42.00
- function without alcohol consumed or sold	120.27	12.03	132.30
- Gov't (inc schools) sponsored functions	60.14	6.01	66.15
- local community/sporting group functions**	28.64	2.86	31.50
- shire functions *	NO CHARGE		

Shire of Meekatharra
Schedule of Fees & Charges
 2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
RECREATION & COMMUNITY SERVICES			
<u>SPORTS COMPLEX (Continued)</u>			
<u>Oval & Toilets only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	120.27	12.03	132.30
- fundraising event with alcohol consumed or sold ***	18.09	1.91	21.00
- function without alcohol consumed or sold	60.14	6.01	66.15
- Gov't (inc schools) sponsored functions		NO CHARGE	
- local community/sporting group functions**		NO CHARGE	
- shire functions *		NO CHARGE	
<u>Complex Building & Toilets only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	180.41	18.04	198.45
- fundraising event with alcohol consumed or sold ***	28.64	2.86	31.50
- function without alcohol consumed or sold	90.20	9.02	99.23
- Gov't (inc schools) sponsored functions	45.10	4.51	49.61
- local community/sporting group functions**	21.48	2.15	23.63
- shire functions *		NO CHARGE	
<u>Bonds for facility use - refundable if left clean & undamaged</u>			
- any function with alcohol consumed or sold	810.00	-	810.00
- function without alcohol consumed or sold	425.00	-	425.00
- electronic key bond	100.00	-	100.00
Commercial or Traders			
Rental of complete facility - per day or part thereof	221.93	22.19	244.13
Bonds for facility use - refundable if left clean & undamaged			
- Commercial or Trader	550.00	-	550.00
- Electronic key bond	100.00	-	100.00
Additional Charges - May Be Deducted from Bond			
Additional Cleaning After Hire - anything in excess of 3 hours cleaning - charged per hour	74.55	7.45	82.00
Repair of Damage Caused During Period of Hire			AT COST + 25% Admin Fee
Equipment Hire (cost per hire)****			
Smart TV			NO CHARGE
Tables & Chairs			NO CHARGE
Hot Water Urn	11.18	1.12	12.30
Crockery & Cutlery			
- 50 settings	14.55	1.46	16.01
- 100 settings	29.09	2.91	32.00
- 150 settings	43.64	4.36	48.00
- 200 settings	58.18	5.82	64.00
Equipment bond - refundable if left clean & undamaged			
- Urn & Crockery/Cutlery	55.00	-	55.00
Lost/damaged crockery - charged per piece - to be taken out of the bond.	9.09	0.91	10.00
Lost/damaged cutlery - charged per piece - to be taken out of the bond.	4.55	0.45	5.00

*If charge exceeds bond the excess is to be invoiced.

* Hirer to arrange pickup and return of equipment to/from the Town Hall.

* Shire function means an event organised directly by the Shire. Eligibility for Shire functions must be authorised by CEO and be included in the year's budget. It is further defined as an event for which all expenses are paid for directly by the Shire and all income is received direct to the Shire.

** Local is defined as a group or organisation permanently based within the Shire of Meekatharra.

*** "Fundraising event" is defined as an event publicly advertised, for charitable or not-for-profit purposes, organised by a 'local' group.

**** Equipment hire is only available in conjunction with Sports Complex hire.

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
RECREATION & COMMUNITY SERVICES			
<u>COURT HIRE</u>			
Court Hire			
- Basketball (Light fees apply for night use)			NO CHARGE
- Tennis (Light fees apply for night use)			NO CHARGE
- Volleyball (Light fees apply for night use)			NO CHARGE
- Squash - per hour (by Token)	11.09	1.11	12.20
Lights			
Court Lights - per hour for Tennis & Basketball (Honour system)	12.50	1.25	13.75
Oval Lights - per hour	0.91	0.09	1.00
Court Hire Key Bond			
- Basketball Court	55.00	-	55.00
- Tennis Court	55.00	-	55.00
- Volleyball Court	55.00	-	55.00
- Squash Court	55.00	-	55.00
<u>LIBRARY</u>			
Lost & damaged Library books			AT COST PLUS 20%
Bond to Join Library	20.00	-	20.00
<i>* Only Non WA Residents who cannot provide a library card from any other WA Library</i>			
<u>CULTURE & EVENTS</u>			
Meekatharra Festival and Other Shire Events			
Event Ticket Sales			Between \$0 - \$30 Including GST
DVD Sales			Between \$0 - \$20 Including GST
Market Stalls - Entry for Stall Holder			NO CHARGE
Market Stalls - Table Hire			NO CHARGE
T-Shirt sales for Festivals			Cost plus up to 50% *
Showbags			Cost plus up to 50% *
General Merchandise			Cost plus up to 50% *
Food and Refreshments sold at events			Cost plus up to 100% *
<i>* Price is to be rounded to nearest \$5 for the ease of cash handling.</i>			
<u>SWIMMING POOL</u>			
General Admissions			
<u>Season</u>			
- Adult	90.91	9.09	100.00
- Child (3 - 17 years old)	45.45	4.55	50.00
- Family (2 Adults & 3 Children)	181.82	18.18	200.00
<u>Season</u>			
- Adult (concessional)	45.45	4.55	50.00
- Child (3 - 17 years old) Concessional	22.73	2.27	25.00
- Family Concessional (2 Adults & 3 Children)	90.91	9.09	100.00
<u>Monthly</u>			
- Adult	27.27	2.73	30.00
- Adult (concessional)	22.73	2.27	25.00
- Child (3 - 17 years old)	13.64	1.36	15.00
- Family (2 Adults & 3 Children)	54.55	5.45	60.00

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
RECREATION & COMMUNITY SERVICES			
<u>SWIMMING POOL (Continued)</u>			
General Admissions			
<i>Weekly</i>			
- Adult	9.09	0.91	10.00
- Adult (concessional)	6.36	0.64	7.00
- Child (3 - 17 years old)	4.55	0.45	5.00
- Family (2 Adults & 3 Children)	18.18	1.82	20.00
<i>Daily</i>			
- Adult	2.73	0.27	3.00
- Adult (concessional)	0.91	0.09	1.00
- Child (3 - 17 years old)	1.82	0.18	2.00
- Family (2 Adults & 3 Children)	5.45	0.55	6.00
- Child (under 3 years old) accompanied by adult		NO CHARGE	
<i>* Concessional fee is only applicable on sighting of valid Health Care Card by Shire Staff.</i>			
School Activities			
- Adult - Spectator		NO CHARGE	
- Student		NO CHARGE	
- Supervising Teachers & Adults		NO CHARGE	
Pool Hire			
Hire of pool after hours - per hour	54.55	5.45	60.00
Bond for facility use - refundable if left clean & undamaged	300.00	-	300.00
<i>* After hours pool hire is subject to Pool Manager availability.</i>			
<u>GYM MEMBERSHIP</u>			
Individual Gym Memberships			
- monthly	29.10	2.90	32.00
- monthly concession*	14.55	1.45	16.00
- annually	318.18	31.82	350.00
- annually concession*	159.09	15.91	175.00
<i>* Concessional fee is only applicable on sighting of valid Health Care Card by Shire Staff.</i>			
Cancellation during Cooling Off Period - Administration Charge	18.18	1.82	20.00
Gym Swipe Card Bond	30.00	-	30.00
<i>* Access is restricted to adults 18 years and older.</i>			
<u>INDOOR CRICKET CENTRE</u>			
Indoor Cricket / Netball Hire - per game	12.37	1.23	13.60
Electronic Key Bond	100.00	-	100.00
<u>COMMUNITY BUS HIRE</u>			
Only available for Local Community Groups*			
Outside Meekatharra townsite - per day			
- allowance of 200 km per day	113.64	11.36	125.00
- over allowance each km > 200	0.29	0.03	0.32
Within Meekatharra townsite			
- per day	113.64	11.36	125.00
- per hour	11.36	1.14	12.50
Bond on all bus hires (linked to insurance excess)	560.00	-	560.00
Refuelling of bus (if required on return)		Cost + 8% per litre	
Cleaning of the bus (if required on return)		\$30 per hour (minimum \$100.00)	
<i>* Local Community Groups are defined as Schools, 'Not-for-Profits' or Church Groups permanently based within the Shire of Meekatharra. Individuals, profit-making groups and businesses are NOT able to hire the bus due to insurance reasons.</i>			

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
TRANSPORT & WORKS			
AIRPORT			
Landing Fees			
Small Aircraft Annual Landing Fee*	227.27	22.73	250.00
<i>* Only available to Ratepayers. MTOW up to 1,500 kg. On application only. Annual = July to June.</i>			
Defence Force			
- Fixed Wing per tonne	17.0540	1.7054	18.7594
- Rotary Wing (Helicopters) per tonne	8.5216	0.8522	9.3738
<i>Fee set by Australian Airport Association and Department of Defence.</i>			
General & Charter (RPT are exempt) - per tonne			
- aircraft < 5,700 kg MTOW	15.00	1.50	16.50
- aircraft > 5,700 kg MTOW	20.00	2.00	22.00
Minimum Charge any one landing - \$20.00 plus GST			
RPT flights - per head (in lieu of landing fees)	13.64	1.36	15.00
**Regular Charter flights - per head (in addition to landing fees for aircrafts > 5,700kg MTOW)	13.64	1.36	15.00
<i>* Advise RPT, Charter Operators, RFDS and other regular users of any change within 7 business days of adoption by</i>			
<i>** "Regular" is defined as landing with a predictable pattern of more than twelve times a year.</i>			
Call Out Fees - Airport Contractor charges customer directly			
1800hrs - 2200hrs each	97.09	9.71	106.80
2200hrs - 0600hrs each	97.09	9.71	106.80
Other Fees			
Diesel fuel sales			Cost plus \$0.04
ASIC (Australian Security Identification Card)			Cost plus 20%
CROSSOVERS - AS PER POLICY			
Sealed crossover to a kerbed and drained sealed road - First on rateable assessment only			Subsidy of 50% of Actual Cost to a maximum of \$1500
Sealed crossover to unkerbed roads (sealed or unsealed) - First on rateable assessment only			Subsidy of 50% of Actual Cost to a maximum of \$1000
Rural unsealed crossovers to unkerbed roads (sealed or unsealed) - First on rateable assessment only			Subsidy of 50% of Actual Cost to a maximum of \$500
Over width crossover to unkerbed road (sealed or unsealed)			No Subsidy
STANDPIPE WATER			
Standpipe Water (non-potable)*			
For consumers of less than 20,000 litres per financial year			NO CHARGE
For consumers of over 20,000 litres per financial year			per kL
Charge is calculated at the Water Corporation Charge** plus 100%.			COST PLUS 100%

* Consumers to advise of quantity taken each time to allow for the appropriate charge to be applied.

**From the most recent invoice/notice received from Water Corporation.

Shire of Meekatharra
Schedule of Fees & Charges
2020/2021

Description	2020/21 Charge	2020/21 GST	2020/21 Total
TRANSPORT & WORKS			
PLANT HIRE			
Rates - per hour			
Grader	245.45	24.55	270.00
Loader	210.91	21.09	232.00
Bulldozer D6N	245.45	24.55	270.00
Vibrating Roller	210.91	21.09	232.00
Scout Cement Mixer	140.91	14.09	155.00
Tractor	140.91	14.09	155.00
10 - 12 Tonne Truck	140.91	14.09	155.00
5 - 7 Tonne Truck	140.91	14.09	155.00
Prime Mover	175.45	17.55	193.00
Tandem Axle Tipping Trailer (Plus Applicable Truck Hire)	88.18	8.82	97.00
Tri Axle Low Loader (Plus Applicable Truck Hire)	268.18	26.82	295.00
Road Broom (Plus Applicable Truck Hire)	85.45	8.55	94.00
Scraper 613C	250.91	25.09	276.00
Multi Tyres Roller - 16 Tonne	211.58	21.16	232.74
Backhoe	140.91	14.09	155.00
Mini Excavator	140.91	14.09	155.00
Mini Road Sweeper	116.38	11.64	128.00



- * All prices include an operator; dry hire of Shire plant not available
- * Penalty of \$35.00 per hour for hires outside normal works crew hours
 - * Availability of Plant subject to Works Program
- * Council may decline any request to perform private works
 - * Council Policy 04.04 - Private Hire of Plant applies

Shire of Meekatharra

Policy Allowances

2020/21

Policy Number	Allowance
01.07	Councillors Meeting Fees and Reimbursement of Expenses
	Annual President Allowance \$20,000 per annum
	Annual Deputy President Allowance \$5,000 per annum
	Council Meeting President Attendance Fee \$500 per meeting
	Council Meeting Councillor Attendance Fee \$350 per meeting
	Committee Meeting Attendance Fee for all Elected Members \$200 per meeting
	Travel expenses \$9.01 cents per km
01.08	Allowances for Councillors utilising Private Accommodation/Meals when on Council Business
	Allowance for providing own Accommodation and Meals \$160 per night
01.09	Councillors Training Course, Conference Attendance Registration
	Allowance for providing own Accommodation and Meals \$160 per night
01.10	Councillor Retirement - Recognition
	Between one term (4 years) and two terms (8 years) \$130.00 plus \$20.00 per year gift
	Length of continuous service exceeding 8 years \$130.00 plus \$20.00 per year gift
03.02	Housing Allowances
	Accommodation Allowance \$100 per week
03.03	Subsidies, Allowances, Over Award Payments and Additional Annual Leave
	Camping and Meal Allowance (Outside Staff) \$37.00 per night
	Public Toilet Allowance \$58.00 per day
03.04	Service Pay
	More than 12 months \$14.00 per fortnight
	More than 24 months \$28.00 per fortnight
	More than 36 months \$42.00 per fortnight
	More than 48 months \$56.00 per fortnight
	More than 60 months \$70.00 per fortnight
03.09	Council Contribution to Staff Functions
	Up to 2 years Nil
	2 plus years \$130.00 gift
	5 plus years \$130.00 plus \$20.00 per year gift
	10 plus years \$130.00 plus \$20.00 per year gift
	20 plus years \$130.00 plus \$20.00 per year gift
03.11	Staff Uniforms
	Full time employees \$500.00 per financial year
	Part time employees \$300.00 per financial year
03.15	Satellite Phone Usage
	Personal calls \$20.00 per fortnight
03.17	Training/Education of Shire Employees
	Meals are capped at:
	Breakfast: \$25.00 per meal
	Lunch: \$25.00 per meal
	Dinner: \$50.00 per meal
03.25	Allowances for Staff utilising Private Accommodation or Meals when on Council Business
	\$160.00 per night

Title/Subject:	REQUESTS FOR RATE RELIEF/ FINANCIAL HARDSHIP POLICY	
Agenda/Minute Number:	9.2.5	
Applicant:	Association of Mining & Exploration Companies Australian Hotels Association	
File Ref:	ADM 139	
Disclosure of Interest:	Nil	
Date of Report:	22 June 2020	
Author:	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider two requests for rate relief and the potential of adopting a policy for Financial Hardship.

Attachments:

Letter from the Association of Mining and Exploration Companies (AMEC) 31 March 2020

Letter from the Australian Hotels Association (AHA) 22 April 2020

Draft Financial Hardship Policy

Minister for Local Government - Circular 03-2020

Background:

The Covid 19 virus and associated reactive measures have caused hardship to many entities and individuals in WA. Ratepayers in the Meekatharra Shire have been affected although anecdotally it appears that Ratepayers and Residents in our district have fared relatively well by comparison.

Providing rate relief in the form of discounts or waivers is quite a risky practice. Any discount or waiver of rates, no matter how deserving and unique it may be, creates a precedent for future requests and decisions. For this reason, in the past all requests for waiver or write off of rates based on financial hardship have been declined. Staff can see no reason to change this stance in the current circumstances.

In the past ratepayers experiencing financial hardship have been given time to recover and pay their rates. These arrangements have worked well.

In the past no waiver or discount on interest, penalties or administration fees has been granted in cases of financial hardship.

Comment:

AMEC and AHA have requested rate relief for their members and others in the same or similar fields of endeavour. Discounting or waiver of rates for a particular class or type of ratepayer carries with it the potential for the creation of a broader and more accessible precedent (than for individual cases).

During the budget process, Council has already resolved to freeze rates (the rate in the dollar) and to reduce interest on overdue rates from 10% to 8% as required by the Minister for Local Government (the Minister). Council has also reduced the interest charged on instalments from 5.5% to 3% based on the request/requirement from the Minister. In accordance with the Ministers Circular No 03 – 2020, Council has also resolved to not charge “excluded persons”

interest on instalments or interest on overdue rates or service charges for the 2020/21 financial year. These relief measures for ratepayers generally and for those experiencing financial hardship are unprecedented for this Council.

The proposed financial hardship policy is based on a template provided by the WA Local Government Association. Adoption of the proposed policy will provide a higher level of equity and transparency for ratepayers and staff. It will also be in keeping with the Ministers requests.

As this matter is quite complex, staff may provide further information at the Council meeting.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995 section 6.12 allows a local government to grant a discount, waive or grant concessions or write off any amount of money owed to the local government.

Policy Implications:

Creation of new policy

Budget/Financial Implications:

Reduction in revenue from rates interest

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr PS Clancy

That Council:

- 1) **Adopts policy 04.15 Covid 19 – Financial Hardship Policy as presented.**
- 2) **Advises the AMEC and AHA that Council thanks them for their letters of request and that Council has adopted a Financial Hardship Policy which provides for assistance and relief to all ratepayers (including their members) that may be experiencing financial hardship.**
- 3) **Delegates to the CEO authority to waive (not charge) or to discount the following (for ratepayers experiencing financial hardship) in accordance with Council policy 04.15:**
 - a) **Interest on payment of rates and service charges by instalments for the 2020/21 financial year (interest that has, or would accrue in that year)**
 - b) **Interest on overdue rates and service charges for the 2020/21 financial year (interest that has, or would accrue in that year)**
 - c) **The Shire’s Ad hoc Payment Plan Administration Fee for the 2020/21 financial year.**

The CEO may on delegate this authority to the Deputy CEO.

CARRIED 7/0



31 March 2020

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

By email: executive@meekashire.wa.gov.au

Dear Mr McClymont

Request for relief from local government rates on exploration tenements due to COVID-19

- **Request for temporary relief on local government rates on exploration tenements**
- **Exploration companies' ability to raise capital to support ongoing operations in the next 6-12 months will be severely restricted**
- **There will be significantly reduced exploration investment on ground in the coming year**
- **Without relief from cost pressures, redundancies and company failure will occur in some cases, meaning companies may not be there to pay rates in future years.**

The Association of Mining and Exploration Companies (AMEC) is the national industry body for hundreds of mining and mineral exploration companies throughout Australia. The vast majority of our members invest, explore and mine in Western Australia.

The human impact of COVID-19, and the safety of those in our industry is the number one priority for AMEC and its members. Each of our member companies is systematically implementing operational plans to help reduce the spread of COVID-19. Substantial resources are being allocated to ensure employees and companies are prepared, and we are working hard to ensure all our employees are practicing social and physical distancing.

At the same time, the broader impact of COVID-19 continues to extend into the economy and the financial markets and is increasing the financial pressures and constraints on our member companies.

The four major costs for a mineral exploration company are:

- Mining tenement rental fees - paid to State Government
- Rates - paid to Local Government
- Staff & Office
- Exploration Expenditure

Two of these payments are voluntary and two are not. In an environment where there is simply not the money to pay all four, difficult decisions have to be made, and regrettably our companies will be faced with little choice but to reduce or stop exploration and / or stand down staff.

The BDO *Explorer Quarterly Cash Update: December 2019* reported on the quarterly cash position of 651 ASX listed mineral exploration companies. The amount of cash a mineral exploration company has available allows it to keep the lights on, pay staff, pay the bills and with the remainder, explore and hopefully make a discovery. These companies are the small businesses without a source of revenue, that live on capital raised on the ASX and from private equity to explore for opportunities.

The BDO report reinforces the recent lack of listings of mineral exploration companies on the Australian Securities Exchange (ASX), a common pathway for raising investment capital. So far in 2020, there has been a single mineral exploration company listed on the ASX³³. Last year there were five, and in 2018, 35 listed. While 2018 now sounds comparatively large, in 2011, 71 listed and in the halcyon days of 2006, 126 companies listed.

Small Australian mineral exploration companies were already facing increasingly difficult financial markets, but with the COVID-19 crisis, will have little to no opportunity for capital raising for at least six months. Already some companies have informed me that they are reducing staff or moving to payment in shares in lieu of cash to maintain liquidity.

As COVID-19 weighs on the market, AMEC is growing increasingly concerned for the future of smaller mineral exploration companies that need to raise funds to survive. The BDO report stated that 40% of ASX listed mineral exploration companies reported less than \$1 million cash at bank in the December 2019 Appendix 5B reports³⁴.

While this may seem a lot of money, most of this must be spent on overheads this year.

Research conducted by AMEC of publicly listed information – ASX disclosures - showed that the average mineral exploration company in Australia spends approximately \$1.5m a year on holding costs / overheads (fees, rates & staff) before undertaking any exploration.

Over 70% of mineral discoveries in the last fifty years have been made by these small mineral exploration companies. While doing so they create jobs, opportunities and economic stimulus in remote and regional parts of Australia.

It is for these reasons we ask that you provide relief on local government rates in the coming rating year. This pause on payments is in line with the latest advice from the Commonwealth Government that suggests COVID-19 will disrupt normal operations until at least October 2020.

This would allow companies to repurpose rating expenditure to sustain internal operations, and keep staff employed.

³³ Castile Resources listed on 12 February 2020:
<https://www.asx.com.au/asxpdf/20200212/pdf/44f12cs3p45bk5.pdf>

³⁴ <https://www.bdo.com.au/en-au/insights/natural-resources/publications/explorer-quarterly-cash-update-december-2019>

I understand the significant impact that COVID-19 will be having for the local government sector. Increasing service levels to support the community in a time of crisis, combined with an expectation for frozen or lower rates will be extremely challenging to manage.

However, on behalf of our member companies, I must advise that without some cost relief from State and local government, many of our members may simply not be around to pay rates and fees again next year. We need your assistance.

This is a critical issue for AMEC's members, and I would welcome a conversation with you or your staff about ensuring the ongoing operations of mineral exploration during this time.

Please feel able to call me on 0477 399 130.

Yours sincerely



Warren Pearce
Chief Executive Officer





22 April 2020

Mr Roy McClymont
Chief Executive Officer
Shire of Meekathara
PO Box 129
Meekatharra WA 6642



Australian Hotels Association
WESTERN AUSTRALIA

38 Parliament Place West Perth WA 6005
PO Box 660 West Perth Western Australia 6007
T: 08 9321 7701 F: 08 9321 7730 W: www.ahawesternau.com.au

Dear Mr McClymont

The Australian Hotels Association (AHA) WA is appealing on behalf of hotels and hospitality business owners and operators for the Shire of Meekatharra to deliver immediate reprieve from commercial rates to help support them through the unprecedented challenges and mandatory shutdowns caused by COVID-19.

WA's hotels and hospitality businesses have been at the front line of containing the spread of COVID-19. In adhering to gathering bans and social distancing policies, the accommodation and hospitality industry has suffered incalculable financial damage and job losses. Our industry understands the important role it plays in protecting and serving the community, and is taking these responsibilities seriously.

Many businesses in our sector have closed and some are operating at significantly reduced capacities.

In line with the comments from the Prime Minister's and the WA Premier, the industry is planning for the restrictions to last for a minimum of six months. For accommodation and hospitality businesses to survive this crisis, they will need meaningful and targeted assistance to ensure they can re-open and reactivate our towns and communities after the health crisis has subsided. The alternative is to see many never reopen.

Rates, fees and tariff relief for business

The AHA is asking you to consider a short term reprieve from rates, fees and tariffs for local hotels and hospitality businesses at a time when they need substantial support from all three tiers of Government.

To survive this enforced period of economic hibernation, we request that the Shire of Meekatharra provide an amnesty from commercial rates from January to June 2020.

It is strongly recommended that this be extended to all fees and tariffs inclusive of health, building, parking and other associated services. Any rates, fees and tariffs already paid by commercial ratepayers could be refunded for the abovementioned period.

The AHA supports relief measures being aligned to business eligibility for the Federal Government's JobKeeper Package, determined by a 30 per cent reduction in turnover during the affected period.

How can Local Government afford this?

To support relief measures, Shire of Meekathara is respectfully encouraged to review all discretionary expenditure and defer any unnecessary capital outlays in order to fund rate waivers for commercial ratepayers.

We have reviewed in detail the annual budgets of many Local Government Associations and have identified a number of expenses for reconsideration.

For example, a reduction or deferral of non-essential services, development strategies, events, activations, non-essential infrastructure projects and discretionary grants could be considered.

The AHA implores the Shire of Meekathara to revert to core business service delivery which will free up limited resources to fund critical relief and in doing so, preserve as many commercial ratepayers as possible.

Conclusion

State and Federal Governments are delivering unprecedented levels of investment to ensure that businesses and individuals can make it through COVID-19.

We encourage Local Government to consider similarly unprecedented measures to ensure that when we enter the post-COVID-19 recovery phase we are not left with devastated local economies because of a failure to take comprehensive action when it matters most - now.

Enticing a large number of commercial ratepayers back to an area will present a greater challenge and represent a greater cost than investing early to ensure they stay.

Once again, the AHA appreciates your commitment to supporting local business and consideration of these recommendations.

Should you have any questions, please contact Victoria Jackson, AHA Government Relations Manager at 9321 7701 or via email to grm@ahawa.asn.au.

Yours sincerely



Bradley Woods
AHA(WA) CEO

CC: Minister for Local Government; Heritage; Culture and the Arts; Hon David Templeman

04.15 Covid 19 – Financial Hardship Policy

Section: Finance

History:

- Adopted: 27 June 2020
-

Policy Objective

To give effect to our commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the Shire of Meekatharra recognises that these challenges will result in financial hardship for our ratepayers.

This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.

Policy Scope

This policy applies to:

1. Outstanding rates and service charges as at the date of adoption of this policy; and
2. Rates and service charges levied for the 2020/21 financial year.

It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

Policy Statement

1. Payment difficulties, hardship and vulnerability¹

Payment difficulties, or short term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Meekatharra recognises the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

¹ Adapted from the Ombudsman Western Australia publication, **Local government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance:**
<http://www.ombudsman.wa.gov.au/>

2. Anticipated Financial Hardship due to COVID19

We recognise that many ratepayers are already experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy and encourage eligible ratepayers to apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

3. Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying with our statutory responsibilities.

4. Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;
- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the Shire of Meekatharra of any change in circumstance that jeopardises the agreed payment schedule.

Note:

A Ministerial Order Gazetted on 8 May 2020 in accordance with Part 10 of the *Local Government Act 1995*, prohibits application of interest or penalty charges on an excluded person's rate and service charge debts in the 2020/21 financial year or until the Order is revoked or expires.

Clause 5 (below) has therefore been updated to align the template policy with the Ministerial Order so that the template policy is appropriate for Local Governments that have not yet adopted a Financial Hardship Policy and wish to do so based upon this template.

5. Interest Charges and Administration Fees

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest and penalty charges on rates and service charges and may request waiver of the Ad hoc Payment Plan Administration Fee (\$25.00). Applications will be assessed on a case by case basis.

A ratepayer that meets the Financial Hardship Criteria will not attract interest or penalty charges on rates / service charge debt in 2020/21, subject to the period of time that the Local Government (COVID-19 Response) Ministerial Order 2020 remains effective (SL 2020/67 – Gazetted 8 May 2020). Beyond the period that the Ministerial Order 2020 remains effective, a ratepayer that meets the Financial Hardship Criteria may be granted waiver of interest and penalty charges on rates / service charge debt in 2020/21.

A ratepayer that meets the Financial Hardship Criteria and has applied for waiver of the Ad hoc Payment Plan Administration Fee may be granted waiver of that fee in 2020/21.

In the case of severe financial hardship, the Shire of Meekatharra may consider writing off interest applicable to the Emergency Services Levy and / or interest previously accrued on rates and service charge debts.

6. Deferment of Rates

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

7. Debt recovery

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting on the 3rd due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2021, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of the 2021/2022 financial year.

Rates and service charge debts that remain outstanding at the end of the 2021/22 financial year, will then be subject to the rates debt recovery procedures prescribed in the *Local Government Act 1995*.

8. Review

We will establish a mechanism for review of decisions made under this policy, and advise the applicant of their right to seek review and the procedure to be followed.

9. Communication and Confidentiality

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at the ratepayers request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants for hardship consideration are experiencing additional stressors, and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.



Hon David Templeman MLA
Minister for Local Government; Heritage; Culture & the Arts

Our Ref: 66-12319

TO ALL LOCAL GOVERNMENTS

CIRCULAR N^o 03-2020

LOCAL GOVERNMENT (COVID-19 RESPONSE) ORDER 2020

As you would be aware, the *Local Government Amendment (COVID-19 Response) Act 2020* was passed by Parliament on 16 April 2020 and came into effect on 21 April 2020.

This Act provided a power to enable the Minister to modify or suspend provisions of the Local Government Act 1995 and Regulations while a State of Emergency declaration is in force and where the Minister considers that such an order is necessary to deal with the consequences of the COVID-19 pandemic.

I have made the first Order under this legislation to deal with issues relating to requirements to hold public meetings, for access to information when council offices are closed due to the COVID-19 pandemic, and budgetary matters. This will be published on 8 May 2020, coming into effect on that day.

Some of these measures will assist ratepayers who have been adversely impacted by this COVID-19 pandemic. As you are displaying through your actions in freezing rates, fees and charges during these extraordinary times, it is vital to maximise assistance to get our economy back on track.

The Order recognises that the local government is in the best position to assess whether a person in their district is in hardship but does provide that those residential and small business ratepayers that are suffering financial hardship because of the consequences of the COVID-19 pandemic will not be charged interest in the 2020/21 financial year. Local governments will be able to assess whether any other ratepayers are in hardship and should be provided with assistance.

Local governments are encouraged to adopt a financial hardship policy. This will address the manner in which the local government will deal with financial hardship that may be suffered by ratepayers and other persons who are required to make payments to the local government. Local governments with such a policy in place will be able to charge a maximum of 5.5% for instalment interest as they are formally

recognising and providing for other groups that are in hardship. This recognises that the 5.5% will apply to those who wish to pay by instalments but are not in hardship.

If a local government does not have in place a financial hardship policy, the interest rate that can be charged for payment by instalments will be capped at 3%.

Interest rates that can be charged for late payments are being capped at 8%, which aligns with the interest rate charged by the Australian Taxation Office.

Other measures will directly assist local governments through removing red tape and compliance requirements which are not considered to be necessary while local governments and the community deal with the pandemic. This includes a number of measures that are designed to assist local governments that resolve to not increase the rate in the dollar from those applied last year.

The attachment details the modifications made to the operation of the *Local Government Act 1995*.

The Department of Local Government, Sport and Cultural Industries and the Western Australian Electoral Commission will continue to monitor council vacancies to determine if further orders are necessary to deal with electoral matters on a case by case basis.

If you have any questions regarding these provisions, please contact the department at lgresponse@dlgsc.wa.gov.au



HON DAVID TEMPLEMAN MLA
MINISTER FOR LOCAL GOVERNMENT;
HERITAGE; CULTURE AND THE ARTS

08 MAY 2020

Local Government (COVID-19 Response) Order 2020

The order deals with issues relating to requirements to hold public meetings, access to information when council offices are closed due to the COVID-19 pandemic, and budgetary matters, including financial hardship of ratepayers.

Specifically, the order provides for:

Clause 2: Commencement

The order comes into effect on the day it is published in the *Gazette*.

Clause 3: Terms Used

Key terms relate to the definition of an excluded person. This is a residential or small business ratepayer who is considered by the local government to be suffering financial hardship as a consequence of the COVID-19 pandemic.

A small business has the same meaning as under the *Small Business Development Corporation Act 1983*:

a business undertaking which is wholly owned and operated by an individual person or by individual persons in partnership or by a proprietary company within the meaning of the *Corporations Act 2001* of the Commonwealth and which —

- (i) has a relatively small share of the market in which it competes; and
- (ii) is managed personally by the owner or owners or directors, as the case requires; and
- (iii) is not a subsidiary of, or does not form part of, a larger business or enterprise.

Clause 4: Section 5.27 – Electors' general meetings

Section 5.27 of the Local Government Act requires a general meeting of electors to be held once every financial year and within 56 days after the local government accepts the annual report for the previous financial year. Holding such a meeting would breach the prohibition on gatherings direction and could result in health risks to attendees.

The requirement for the holding of a general meeting of electors under section 5.27(2) has been modified so that any meeting for 2019/20 that has not yet been held is to be held within 56 days of the date on which the state of emergency declaration ceases to have effect, but not while a declaration is in effect.

Clause 5: Section 5.28 modified – Electors' special meetings

Section 5.28 requires a local government to hold an electors' special meeting within 35 days of receiving a request from 5% (or 100 if less) of the electors of that district. At least 14 days' notice must be given of the meeting. As above this presents health risks and is contrary to the prohibition on public gatherings.

The requirement for holding an electors' special meeting under section 5.28(4) has been modified so that any meeting is to be held within 35 days after the end of the state of emergency declaration but not while a declaration is in effect.

Clause 6: Section 5.94 modified – Public can inspect certain local government information

Section 5.94 provides a list of information that must be available for inspection free of charge to a person who attends the local government office during office hours. The effect of the pandemic has been to close local government offices, removing the ability for members of the community to access information thereby reducing transparency and accountability. Access to information is likely to become even more important to the community as the length of the state of emergency extends and the economic impacts on local governments and the community become more pressing.

Section 5.94 is modified so that during the closure of a local government office due to the COVID-19 pandemic, the local government is to provide access to the information listed in 5.94 either by having it available on their website or by providing a free copy to the person by mail or email. This does not override the current provisions in section 5.95 which limits access to certain information, including confidential information.

Clause 7: Section 6.2 modified – Local government to prepare annual budget

Section 6.2(2) provides that in preparing the annual budget, the local government is to have regard to the contents of the plan for the future. The aspirations of the community as reflected in the plan for the future are not at the current time the best basis for the 2020/21 budget, but rather the more pressing and unforeseen consequences of the COVID-19 pandemic.

Section 6.2(1) has been modified such that in preparing the budget for 2020/21 a local government is to have regard to the consequences of the COVID-19 pandemic (rather than the plan for the future, although this can also be considered by the local government).

Clause 8: Section 6.13 modified – Interest on money owing to local governments

(NOT RATES)

Section 6.13 allows local governments to charge interest on overdue amounts, with the rate set by the local government in its budget. The rate is capped in the *Local Government (Financial Management) Regulations 1996* at 11%.

Recognising the substantial hardship likely to be caused because of consequences of the pandemic, local governments will be unable to charge interest on money owing by any person they consider to be in financial hardship in these circumstances for the 2020/21 financial year.

Local governments will need to resolve (when setting their interest rate on overdue amounts) that this will not apply to a person who is considered by the local government to be suffering hardship as a consequence of the COVID-19 pandemic.

The interest that can be charged on amounts owing by others will be capped at 8% – the interest rate used by the Australian Taxation Office on overdue amounts.

Clause 9: Section 6.33 modified – Differential general rates

Where a local government is imposing differential rates and the rate to be imposed on one category is more than twice the lowest differential rate to be imposed in another category, Ministerial approval must be obtained under section 6.33(3).

Local governments that resolve to freeze their rates in the dollar at or below those imposed in 2019/20 recognising the economic impacts of the pandemic, are being released from the requirement to obtain Ministerial approval if they obtained Ministerial approval under this section in that year. This reduces the regulatory burden on those local governments that are assisting ratepayers by not increasing the rate in the dollar.

Clause 10: Section 6.34 modified – Limit on revenue or income from general rates

Section 6.34 provides that local governments must set their rates at a level to cover between 90 and 110% of the estimated budget deficiency, unless the Minister otherwise approves. As local governments have been requested to freeze their rate in the dollar, it is likely that, due to the effects of the COVID-19 pandemic, revenue from rates will be less than 90% of the estimated deficiency.

Recognising that local governments are likely to be receiving less income, section 6.34(b) is modified so that the yield from the general rate for the 2020/21 financial year is not to be less than 80% of the amount of the budget deficiency (rather than 90%). Approval for less than 80% (or more than 110%) can still be sought from the Minister for Local Government.

Clause 11: Section 6.35 modified – Minimum payment

Section 6.35 allows a local government to set a minimum payment for rates on any land. Certain conditions apply, including that more than half of the properties in a category cannot be paying the minimum. An exception to this is if there is a differential rating category for vacant land for which a minimum is applied, and if the Minister approves more than half the properties being subject to the minimum.

The effect of this variation is to remove the requirement for Ministerial approval for those local governments that are not increasing their differential rates or minimum payments from 2019/20 and that obtained Ministerial approval for those minimum payments last year. This reduces the regulatory burden on those local governments that are assisting ratepayers by not increasing the rate in the dollar or the minimum payment.

Clause 12: Section 6.36 modified – Local government to give notice of certain rates

Section 6.36 sets out the process that a local government must go through to advertise and set their rates. This requires local governments that are seeking to impose differential general rates or minimum payments to give local public notice and seek submissions for a minimum of 21 days and then consider these submissions before imposing the rates. A document describing the objects of, and reasons for, each proposed rate must be prepared and published on the local government's website.

To address the economic consequences of the COVID-19 pandemic, it is understood that many local governments are in the process of agreeing to freeze their rates in the dollar at the levels imposed in 2019/20. For those local governments, the process set out in 6.36 is unnecessary, meaningless and costly in a time when budgets are being negatively impacted.

Local governments that resolve to set differential general rates and minimum payments at a level no higher than that imposed in 2019/20 will not have to comply with the provisions of section 6.36.

Local governments will be required to publish the differential general rates and minimum payments on their website within ten days of the resolution or of this notice coming into effect whichever is later.

Clause 13: Section 6.45 modified – Options for payment of rates or service charges

Section 6.45(3) allows a local government to charge an additional amount if a payment of rates or service charge is made in instalments. This is capped at 5.5% in the *Local Government (Financial Management) Regulations 1996*.

Recognising the substantial hardship likely to be caused to many ratepayers because of consequences of the pandemic, local governments will be unable to charge excluded persons interest for payment by instalments for the 2020/21 financial year.

If a local government does not have in place a financial hardship policy, the interest rate that they can charge other ratepayers for payment by instalments will be capped at 3%.

Local governments that have a policy in place that addresses the manner in which the local government will deal with financial hardship that may be suffered by ratepayers and other persons who are required to make payments to the local government will be able to charge a maximum of 5.5%. This recognises that the local government will be able to distinguish those that are in hardship and make appropriate provisions regarding their payments.

Clause 14: Section 6.51 modified – Accrual of interest on overdue rates or service charges

Section 6.51 allows local governments to charge interest on overdue amounts of rates and service charges. The rate is set by the local government by resolution when it imposes the rate or service charge. The rate is capped in the *Local Government (Financial Management) Regulations 1996* at 11%.

Recognising the substantial hardship likely to be caused to many ratepayers because of consequences of the pandemic, local governments will be unable to charge excluded persons interest on overdue rates or service charges for the 2020/21 financial year. This will be reflected in a resolution of council when they set the interest rate.

This provides relief for those residential and small business ratepayers who are experiencing financial hardship because of the COVID-19 pandemic. Local governments will determine the applications for hardship.



The interest that can be charged on amounts owing by others will be capped at 8% – the interest rate used by the Australian Taxation Office on overdue amounts.

Clause 13: Section 9.51 modified – Giving documents to local governments

Section 9.51 deals with the giving of documents and states that a document is given to a local government if given personally to an employee of the local government at its office or sent by post to the local government's postal address. A consequence of the pandemic is that any hand delivery is no longer possible.

Section 9.51 has been modified so that a document may be given to a local government electronically.

9.3. ADMINISTRATION

Title/Subject:	REVIEW OF REGISTER OF DELEGATIONS	
Agenda/Minute Number:	9.3.1	
Applicant:	Nil	
File Ref:	ADM 154	
Disclosure of Interest:	Nil	
Date of Report:	19 June 2020	
Author:	Tralee Cable Community & Development Services Manager	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer	 Signature Senior Officer

Summary:

Council may consider the annual review of the Register of Delegations as presented.

Attachments:

Draft Delegation Register
Proposed Deletions

Background:

An annual review of the Register of delegations is required under the Local Government Act 1995 Part5, Div. 4 s 5.46 (2) which states

“At least once every financial year, delegations made under this Division are to be reviewed by the delegator”,

and this register is presented for review.

Comment:

A more comprehensive review has been initiated of the Register of Delegations this year, and as a result there are a number of recommended deletions. Many of the existing delegations have been in excess of requirement due to Part5, Div 4 s 5.41 of the Local Government Act (1995) which states:

“5.41. *Functions of CEO*

The CEO’s functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and*
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and*
- (c) cause council decisions to be implemented; and*
- (d) manage the day to day operations of the local government; and*
- (e) liaise with the mayor or president on the local government’s affairs and the performance of the local government’s functions; and*
- (f) speak on behalf of the local government if the mayor or president agrees; and*
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and*

-
- (h) *ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*
- (i) *perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO “*

The proposed deletions have been attached with reference to the specific part of legislation that overrides the requirement for a delegated authority to be maintained.

Alterations to current delegations as a result of changing legislation have been tracked on the Delegation Register also attached.

A major rewrite of Delegation 03.15 - Legal Functions Delegated condenses a number of previously separated delegations into one enabling easier review.

Local Government Act 1995 Part5, Div 4 s 5.45 (b) states:

“Any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority”

It is recommended the proposed Register of Delegations be authorised for use.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Local Government Act (1995)

Policy Implications:

Nil

Financial Implications:

Accounts to be paid

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Moses

Seconded: Cr PS Clancy

That Council adopt the attached amended Register of Delegations and authorise the delegations contained within for use.

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



Shire of Meekatharra

Delegation Register

2020

Style Definition: Policy Manual Heading

Formatted: Centered

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Section 01 – Finance

01.01 – Payments from Trust and Municipal Fund

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy:	Nil
Reference:	s5.42/5.44 – Local Government Act 1995 <i>(as amended)</i> Local Government (Financial Management) Regulations 1996, Reg 12(1)
Date Adopted:	21 May 2005
Reviewed:	Annually
Amended:	18 August 2007
Amended:	24 June 2017

Function to be performed:

To make payments from the Municipal Fund Bank Accounts and the Trust Fund Bank Accounts for payment of creditors and payroll.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power/duty to the following Officers.

Payments made by cheque, electronic transfer or any other means from the Municipal funds or Trust account requires two authorisations being:

- Chief Executive Officer and Corporate Services Manager/Deputy Chief Executive Officer
- In the absence of the Chief Executive Officer or and Corporate Services Manager/DCEO, the second authorising officer may be either of;
 - Community and Development Services Manager
 - Finance and Payroll Officer (except when this officer is directly involved in the processing of the payment/s).

Conditions:

Compliance with Regulations [11](#), [12](#) and [13](#) of the Local Government (Financial Management) Regulations 1996 and Council policies.

Each payment from the Municipal Fund Bank Accounts and the Trust Fund Bank Accounts is to be noted on a list compiled each month showing:

- 1) The payee's name
- 2) The amount of the payment
- 3) The date of the payment
- 4) Sufficient information to identify the transaction

Record of Use:

The list referred to above is to be presented to the Council at the next ordinary meeting of the Council following the preparation of the list and is to be recorded in the minutes of the meeting at which it is presented.

01.01 – Payments from Trust and Municipal Fund

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#).

01.01 – Payments from Trust and Municipal Fund

01.02 – Purchase Order Delegation

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: 4.2 Purchasing
4.16 – Corporate Credit Card
Reference: ~~s5.42/5.44~~ – Local Government Act 1995 (as amended)
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 24 June 2017
Amended: 27th June 2020

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to sign Purchase Orders for items contained within the current budget.

This delegation includes authorisation for the Chief Executive Officer to accept a tender for purchase up to an amount of \$250,000 (Local Government Act 1995 section 5.43 (b)).

Commented [C1]: Increased from \$150,000 in line with amendments to the Local Government Act

Delegated to:

Chief Executive Officer (Level 1)
Corporate Credit Card – The CEO is the only authorised cardholder – See Council Policy 4.16 – Corporate Credit Card"

On delegated to:

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power/duty to the following Officers.

Level 2 Corporate Services Manager / DCEO
Level 2 Works and Services Manager
Level 2 Community and Development Services Manager
Level 3 Operations Officer
Level 4 Community Development Officer
Level 5 Finance and Payroll Officer

Conditions:

Limits on amounts:

- 1) Level 1 (CEO) - \$250,000 excluding the purchase of freehold land and real estate. When authorised by Council resolution, and subject to compliance with the relevant tender legislation, the CEO can issue Purchase Orders for amounts in excess of ~~\$2150,000~~. This includes purchases under pre-qualified shire panel tenders and other shire tenders where the contract/s provide for flexibility in terms of the volume and/or value of goods and services. This also includes the purchase of bitumen and aggregate goods and services when the purchase is conducted through the WALGA Preferred Supplier system and in accordance with Council Policy.
- 2) Level 2 – up to \$20,000 excluding the purchase of freehold land and real estate.
- 3) Level 3 – Within area of responsibility up to a maximum of \$2,000 excluding Capital items.
- 4) Level 4 – Groceries and consumables within area of responsibility up to a maximum of \$300 excluding Capital items.
- 5) Level 5 – Finance and Payroll Officer

Commented [C2]: Increased due to amendments within the Local Government Act

Commented [C3]: Increased due to amendments within the Local Government Act

01.02 – Purchase Order Delegation

In the absence of all other authorised officers when the requirement is urgent and with verbal approval of the CEO or a Level 2 officer – CEO to countersign order on return.

Record of Use:

Office copy of the Purchase Order to be handed to Finance and Payroll Officer.

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#).

01.04 – Investments

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: 4.1 Investments Policy
Reference: ~~s5.42/s5.44/s5.14~~ – Local Government Act 1995 (as amended)
Financial Management Regulations 19(2)
Trustees Act 1962
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 24 June 2017

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to –

- 1) Invest money held in the Municipal or Trust Funds that is not required for the time being for any purpose in accordance with Part III of the Trustees Act 1962 or in an investment approved by the Minister.
- 2) To establish and document internal control procedures to be followed to ensure control over the investments.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power and power to the Corporate Services Manager / Deputy Chief Executive Officer for renewals and reinvestments in the same type of investments already approved by the Chief Executive Officer.

Conditions:

The establishing of documental internal control procedures to be followed to ensure control over the investments.
Compliance with Clause 19(2) Local Government (Financial Management) Regulations 1996
Council Policy No 4.1 (Investments Policy).

Record of Use:

In accordance with Attachment 2 of the Policy 4.1
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation.

01.05 – Power to Waive or Write off Debt

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

“At least once every financial year, delegations made under this Division are to be reviewed by the delegator”

Council Policy: N/A
Reference: [s5.42/5.44 – Local Government Act 1995 \(as amended\)](#)
6.12 (1) (b) & (c) of the Local Government Act 1995
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 24 June 2017
Amended: 27th June 2020

Function to be performed:

Function to be performed for the purposes of section 6.12 (1) (b) & (c) of the Local Government Act 1995, the Chief Executive Officer is delegated the power to approve the waiver or write off of an amount of money not exceeding ~~\$200,00~~ which, in the Chief Executive Officer’s opinion, is unrecoverable subject to all such waivers and write offs being subsequently notified to Council.

Commented [C4]: Increase limit from \$100 to \$200

Delegated to:

Chief Executive Officer

On delegated to

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power/duty to the Corporate Services Manager / Deputy Chief Executive Officer with written approval from the Chief Executive Officer.

Conditions:

Report to Council at the next Ordinary Meeting.

Record of Use:

Retention of file copy of relevant correspondence.

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#).

01.07 – Donations - Monetary

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy:	Policy 2.9 - Donations
Reference:	S5.42/ Local Government Act 1995 (As Amended)
Date Adopted:	21 May 2007
Reviewed:	Annually
Amended	27th June 2020

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to approve minor donations of \$100 or less.

Delegated to:

Chief Executive Officer

On delegated to:

N/A

Conditions:

Subject to Council Policy 2.9 – Donations.
All donations to be by cheque or bank transfer only.

Record of Use:

Records to be kept on appropriate file and payment voucher

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#)

Section 02 – Administration

02.09 – Liquor – Sale and Consumption (Council Property)

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Reference: ~~s5.42/5.44 – Local Government Act 1995 (As Amended as amended)~~
Liquor Control Act (1988)

Council Policy: N/A
Date Adopted: 21 May 2005
Reviewed: Annually
Amended 21st May 2007
Amended 27th June 2020

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to approve applications for the sale of liquor from property under the care, control and management of Council and to approve applications to consume liquor on property under the care, control and management of Council.

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power to the Corporate Services Manager / Deputy Chief Executive Officer.

~~In exercising this delegation, the Chief Executive Officer shall have regard to the provisions of the appropriate State Legislation regarding consumption and sale of liquor and shall, when appropriate, consult with local Police.~~

Commented [C5]: Not relevant to this delegation

Record of Use:

Applications and approvals to be kept in Filing System.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for s5.42 Local Government Records Legislation.

02.10 - Contract Variations

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: N/A

Reference: ~~SS~~s5.42/~~SS~~5.44 – Local Government Act 1995 (~~As Amended~~ as amended)

Date Adopted: 21 May 2005

Reviewed: Annually

Amended 21st May 2007

Amended 27th June 2020

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to approve minor variations to contracts entered into by resolution of Council (for example Tenders).

Commented [C6]: Other variations are covered under the Purchasing authority

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

Monetary variations to contracts are not to exceed the amount set aside in the budget adopted by Council.

Record of Use:

Record to be kept on appropriate file and Contract Register

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

02.08 - Lodgement of Caveats

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy:	N/A
Reference:	S5.42 S6.64 (3) Local Government Act 1995 (as amended)
Date Adopted:	21 May 2005
Reviewed:	Annually
Amended:	18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to lodge a caveat to preclude dealings in respect of land where payment of rates or service charges imposed in respect to the land is in arrears

Delegated to:
Chief Executive Officer

On delegated to
N/A

Conditions:
Nil

Record of Use:
Retention of file copy of relevant correspondence.
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

02.15 – Legal Functions Delegated

Commented [C7]: New Policy – previously Enforcements and Legal Proceedings. Now a more comprehensive list of relevant legal function delegations

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: N/A

Reference: s 5.41/ s 5.42/5.44 – Local Government Act 1995 (as amended)
S9.10 – Local Government Act 1995 (as amended)

Date Adopted: 20 June 2020

Function to be performed:

In accordance with Div 2 Sub 1 sec 9.10 of the Local Government Act 1995, the Council delegates authority to the CEO to appoint persons or classes of person, in writing, to be authorised for the purposes of performing particular functions in regard to the enforcement of laws.

Delegated to:

The Council delegates to the CEO the authority to perform and to appoint persons or classes of person to be authorised for the purposes of performing particular functions in regard to the enforcement under the following Acts, Regulations, Local Laws and Town Planning Scheme No. 3, including but not limited to the following:

- Building Act 2011: - Part 8 - Division 2 – Authorised Persons
 - Section 96(3) – Authorised Persons;
 - Section 99 Limitations of Authorised Persons
- Bushfires Act 1954:
 - Section 48 –Delegations by Local Government
- Caravan Parks and Camping Grounds Act 1995:
 - Section 17 – Appointment of Authorised Persons;
 - Section 23(11) – Infringement Notices
- Cat Act 2011: ○ Section 44(1) – Delegation by Local Government;
 - Section 48 – Authorised Persons,
- Control of Vehicles (Off Road Areas) Act 1978:
 - Section 38(3) – Authorised Officers, who are, functions of etc,
- Dog Act 1976:
 - Section 10AA(1) – Delegation of Local Government Powers and Duties;
 - Section 11 – Staff and Services
- Fines, Penalties and Infringement Notices Enforcement Act 1994:
 - Section 7A – Registrar may Delegate ☑
- Food Act 2008:
 - Section 118(2)(b) – Functions of Enforcement Agencies and Delegations ○ S122(1) – Appointment of Authorised Officers,
- Health (Miscellaneous Provisions) Act 1911
 - Section 26 – Powers of Local Government
- Liquor Control Act 1988:
 - Section 15 – Director may delegate, etc
 - Section 39 - Certificate of Local Government as to whether premises comply with laws (Local Government is the authority responsible for Building and Health)
 - Section 40 – Certificate of Planning Authority as to whether use of premises complies with planning laws (Local Government is the authority responsible for local planning matters),
- Litter Act 1979:
 - Section 26(1)(c) – Authorised Officers, appointment and jurisdiction of, etc

- Local Government Act 1995:
- Section 5.42 Delegation of some powers to CEO
- Section 5.44 Delegation of powers by CEO
 - S9.10 appointment of authorised persons
 - 9.19 extension of time
 - 9.20 withdrawal of notice
- Local Government Miscellaneous Provisions Act 1960
 - Section 449 Establishment of a Pound and appointing poundkeeper/ranger
- Planning and Development Act 2005:
 - Section 234 – Designated persons, appointment of,
- Public Health Act 2016
 - Section 21 – Enforcement agency may delegate to CEO
 - Section 24 – Designation of authorised officers
- Strata Titles Act 1985:
 - S126 – Powers of entry by public authority or local government,
- Town Planning Scheme No. 1:
 - Clause 8.9.1 – Delegation of Powers,
- Tobacco Products Control Act 2006:
 - Section 77(1)(b) Restricted Investigators, appointment of,
- Water Services Act 2012:
 - Section 210(1) and (4) – Designation of Inspectors and Compliance Officers.

Under Section 5.42(1) of the Local Government Act 1995 for any Local Law made under Part 3 of the Act, the Council delegates to the CEO the authority to appoint persons or classes of persons to be authorised for the purpose of issuing licences, notices, approvals and permits relating to the following Shire of Meekatharra Local Laws;

- Activities on Thoroughfares And Trading in Thoroughfares and Public Places Local Law;
- Dogs Local Law 2012;
- Fencing Local Law 2010;
- Health Local Law 2001- including the Health (Keeping of Horses and Stables) Amendment Local Law 2001 and the Health (Eating Houses) Local Law 2001;
- Local Government Property Law 2010;
- Urban Environment and Nuisance Local Law;
- Parking and Parking Facilities Local Law 2009; and h) Standing Orders Local Law 2013.

The Council delegates to the CEO the authority to authorise persons for the following purposes of the Local Government Act 1995:

- Part 3 -Division 3 - Subdivision 2- Certain provisions about land
- Part 3 - Division 3 - Subdivision 3 - Powers of Entry
- Part 3 - Division 3 - Subdivision 4 – Impounding abandoned vehicle wrecks and good involved in certain contraventions.
- Part 9 – Division 2 – Subdivision 1 – Miscellaneous provisions about enforcement
- Part 9 – Division 2 – Subdivision 2 – Infringement Notices
- Part 9 – Division 2 – Subdivision 3 – General Provisions about legal proceedings
- Part 9 – Division 2 – Subdivision 4 – Evidence in legal proceedings
- Part 9 – Division 3 – Documents
- Part 9 – Division 4 – Protection from Liability

The Council delegates to the CEO the authority to designate, pursuant to Section 96(3) of the Building Act 2011, authorised persons for the following purposes of the Building Act 2011:

- s100 - Entry Powers;
- s101 - Powers after entry for compliance purposes;
- s102 - Obtaining information and documents;
- s103 - Use of force and assistance; and

- s106 - Entry warrant to enter place

On delegated to:

Nil

Conditions:

Record of Use:

Retention of Confidential File copy of relevant correspondence in safe or where confidentiality is not an issue, filing of all relevant documents in the Council filing system.
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

02.20 - Expenditure Prior to Adoption of Budget

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: s 5.42/5.44 & Part 9 – Local Government Act 1995 (as amended)
Date Adopted: 21 May 2005
Reviewed: Annually

Function to be performed:

The Chief Executive Officer is delegated authority to authorise operating expenditure and appropriate capital expenditure that is:

- included in Council's Plan for the Future and/or;
- is of a routine nature and/or;
- a budgeted expense in the previous financial year and is likely to be carried forward from the Municipal Fund prior to the adoption of the annual budget.

Delegated to:

Chief Executive Officer

On delegated to

Delegated as per delegation 01.02 Purchase Order Authorisation

Conditions:

Nil

Record of Use:

Retention of documentation involved.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

Note: Whilst the Local Government Act provides that expenditure may be incurred in a financial year before adoption of the annual budget by the local government (s 6.8) which makes this delegation unnecessary, it is suggested that it be retained for the guidance of elected members and staff.

02.26 – Sale Of Impounded/Seized/Confiscated Vehicles, Animals Or Goods

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: s3.47, S3.58, S5.42, S5.43 Local Government Act 1995 (as amended)
Local Government (Functions and General) Regulations, Pt 4
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to dispose of any vehicles, animals or goods that have been impounded/seized/confiscated under the provisions of Section 3.47 and 3.58 of the Local Government Act 1995.

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

- The Chief Executive Officer may dispose of the above only after calling public tenders in accordance with Part 4 of the Local Government (Functions and General) Regulations.
- The Chief Executive Officer is authorised pursuant to Section 5.43(B) of the Local Government Act 1995 to accept any tender up to the value of \$5000
- Tenders for amounts exceeding \$5000 shall be referred to the Council for consideration

Record of Use:

Report to Council

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation.

Section 03 – Staff
Section 04 – Council/Members
Section 05 – Engineering
05.30 - Mining Tenements

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Policy No 5.4 Mining Tenements
Reference: 5.42/5.44 – Local Government Act 1995 (as amended)
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007

Function to be performed:

The Chief Executive Officer is delegated authority to lodge objections to the granting of mining tenements that may affect Shire property. The Chief Executive Officer is further delegated authority to negotiate/impose appropriate conditions to be applied to the granting of any mining tenement in order to protect the Shires interest in that property

Delegated to:

Chief Executive Officer

On delegated to:

N/A

Conditions:

Compliance with Policy 5.4

Record of Use

Retention of File Copy of relevant correspondence

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation.

05.31 – Offences under the Bushfires Act

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: N/A
Reference: s 59(3) - Bush Fires Act 1954
s 17(10) s 18(5)) - Bush Fires Act 1954
s 5.42/5.44 – Local Government Act 1995 (as amended)
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007

Function to be performed:

Authority to perform the functions of the Local Government under the Bush Fires Act 1954

Delegated to:

Chief Executive Officer

On delegated to:

N/A

Conditions:

Report to Council

Record of Use:

Retention of File Copy of relevant correspondence
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

05.34 – Events on Roads – Closing of thoroughfares

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: ~~Nil~~ N/A

Reference: S3.50, s 5.42/5.44 – Local Government Act 1995 (As Amended) – ~~S3.50,55.42 as amended~~

Road Traffic (Events on Roads) Regulations 1991 Reg 4

Date Adopted: 21 May 2005

Reviewed: Annually

Amended: 18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to determine applications for the temporary closure of roads for the purpose of conducting events in accordance with the Road Traffic Events on Roads) Regulations 1991

Delegated to:

Chief Executive Officer

On delegated to

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Works and Services Manager

Conditions:

The Officer shall have regard to Section 3.50 of the Local Government Act 1995

Record of Use:

Retention of File Copy of relevant correspondence.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation.

05.35 – Certain things to be done by Owners or Occupiers of land

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil N/A

Reference: ~~s3.25, 3.27 s3.36 s 5.42/5.44 – Local Government Act 1995 (As Amended),~~
~~s5.42, s3.25 as amended)~~

Schedule 3.1 Division 1

Schedule 3.2 Division 2

Date Adopted: 21 May 2005

Reviewed: Annually

Amended: 18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer, to take what action is deemed necessary in achieving the purpose as prescribed in Schedule 3.1 and 3.2 and sections 3.25, 3.27 and 3.36 of the Local Government Act 1995 (as amended)

Delegated to:

Chief Executive Officer

On delegated to:

N/A

Conditions:

Nil

Record of Use:

Retention of File Copy of relevant correspondence.

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#).

05.36- Notification To Affected Owners About Proposals

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: ~~N/A Nil~~

Reference: ~~Local Government Act 1995 (As Amended) – S5.42, S3.51(3)~~
~~S3.51(3) 5.42/5.44 – Local Government Act 1995 (as amended)~~

Local Government (Functions and General) Regulations R 5

Date Adopted: 21 May 2005

Reviewed: 17 June 2006

Amended: 18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to ensure the requirements of Section 3.51 of the Local Government Act 1995, are observed relating to affected land owners of land works being notified of proposals and allowed a reasonable time to make submissions in order that such may be considered.

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

Compliance with the Local Government (Functions and General) Regulations 1996.

Record of Use:

S 3.51(3) 5.42/5.44 – Local Government Act 1995 (as amended)

Retention of File Copy of relevant correspondence.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation.

05.38- Powers of Entry onto Land

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: S3.40, s42 S3.44, S3.46, S3.47 s48 s 5.42/5.44 – Local Government Act 1995 (as amended)
Local Government (Function and General) Regulations 1996
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to undertake the functions and duties required under

- Section 3.40 – Removal of Vehicle and impounding of goods by an authorised person.
- Section 3.42 - Action required in respect to impounding of non-perishable goods.
- Section 3.44 - The Issue of Notices regarding collection of goods if not confiscated.
- Section 3.46 - Withholding of goods pending payment of costs.
- Section 3.47 - The Disposal of confiscated goods.
- Section 3.48 - Recovery of Costs incurred in the impounding exercise

Delegated to:

Chief Executive Officer

On delegated to:

N/A

Conditions:

Compliance with the Local Government (Functions and General) Regulations 1996 and Council Policies

Record of Use:

Retention of File Copy of relevant correspondence

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

05.39- Road Closures – Temporary

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: [s3.50, s3.50A, s3.51, s 5.42/5.44](#) – Local Government Act 1995 *(as amended)*
Local Government (Function and General) Regulations 1996
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to temporarily close a street or a portion of a street for a period not exceeding 60 days to vehicles in cases of emergency in connection with Council works or by reason of heavy rain, a street is likely to be damaged by the passage of traffic of any particular class

Delegated to:

Chief Executive Officer

On delegated to

Works and Services Manager

Conditions:

Compliance with the Local Government (Functions and General) Regulations 1996, [and Council Policies](#)

Record of Use:

Retention of [File Copy](#) of relevant correspondence-
Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation.](#)

05.40- Disposal Of Surplus Items

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil

Reference: [s 3.58 Local Government Act 1995 \(as amended\)](#)

[Rr30 \(3\) \(a\) Local Government Function and General Regulations 1996](#)

Date Adopted: 21 May 2005

Reviewed: Annually

Amended: 18 August 2007

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to sell, by calling for expressions of interest, holding of a surplus goods sale at Council's depot, or any other fair means, items of surplus equipment, materials, tools etc, which are no longer required, or are deemed outmoded or are no longer serviceable

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

This delegation applies only to items with a written down value of less than \$5000. Any sale organised by the Chief Executive Officer under this delegated authority shall be advertised by the best possible means including placing notices on appropriate notice boards within the Meekatharra township, social media, Shire website etc

Record of Use:

Retention of ~~file copy~~ [File Copy](#) of relevant correspondence.

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#).

Section 06 – Health, Building and Town Planning

06.42- Building Notices

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: Building Act 2011 –s 110 Part 8
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 16 March 2019

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to issue notices pursuant to the provisions of Part 8 of the Building Act 2011

Delegated to:

Chief Executive Officer

On delegated to

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to Community & Development Services Manager and Health, Building and Planning Contractor

Conditions:

Subject to the express provisions contained in the Act, Council's Policies and Resolutions.
Applicant being advised of objection and/or appeal rights.

Record of Use:

Retention of File Copy of relevant correspondence
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

06.43- Building Licenses

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: S20 Part 2 Building Act 2011
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 16 March 2019

Function to be performed:

Council delegates its authority and power to the Health, Building and Planning Contractor in respect of:- S20 Part 2 Building Act 2011

Approval or refusal of plans and specifications relating to applications for building licences and the authority to issue or refuse building licences, including the authority to impose conditions as appropriate.

The authority to extend, for a period not exceeding twelve months, time for an applicant who has been issued a licence, to complete construction.

The authority to approve or refuse amended plans and/or specifications including the authority to impose conditions as appropriate

Delegated to:

Health, Building and Planning Contractor

On delegated to

N/A

Conditions:

Subject to the provisions of Section 3.74 of the Local Government (Miscellaneous Provisions) Act 1960 and subject to the relevant building codes, Local Laws, Council's Policies and specific Resolutions of Council.

Prior to issuing a building licence in respect of an outbuilding which exceeds 75m² in area or 3m in height, the application shall be submitted to Council for consideration.

Applicant being advised of objection and/or appeal rights

Record of Use:

Licences and correspondence issued

06.44- Demolition Licenses

Local Government Act 1995 Part 5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: S21 Part 2 Building Act 2011
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 16 March 2019

Function to be performed:

The Chief Executive Officer is delegated authority to approve the issue of a demolition licence (S 21 Part 2 Building Act 2011) to take down a building or a part of a building and such licence may be subject to such conditions as the Chief Executive Officer considers necessary for the safe and proper execution of the work.

Delegated to:

Health, Building and Planning Contractor

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor

Conditions:

Nil

Record of Use:

Licences and correspondence issued

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#).

06.45- Extension of Time

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: S32 Part 2 Building Act 2011
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 16 March 2019

Function to be performed:

Council delegates its authority and power to the Health, Building and Planning Contractor in accordance with S32 Part 2 Building Act 2011 to approve of an extension of time where it was not possible to complete the building within the period specified in the Building Licence.

Delegated to:

Health, Building and Planning Contractor

On delegated to

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor

Conditions:

Subject to the payment of an additional Building Licence fee calculated in the following manner:-

The fee payable is to be in proportion to the extent of the building to be completed for example, if:

- 25% of the building is completed, then 75% of the fee is charged
- 50% of the building is completed, then 50% of the fee is charged
- 75% of the building is completed, then 25% of the fee is charged

Record of Use:

Records to be kept under the provisions of [Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#).

06.46- Stop Work Notice

Local Government Act 1995 Part 5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: S110 Part 8 Building Act 2011
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 27 June 2020

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to issue stop work notices pursuant to ~~Section 401A of the Local Government (Miscellaneous Provisions), S110 Part 8 Building Act 1960/2011~~ where a breach of building requirements is considered by the Chief Executive Officer to be of a magnitude sufficient to warrant issue of a notice.

The Chief Executive Officer is to withdraw stop work notices pursuant to ~~Section 401A of the Local Government (Miscellaneous Provisions), S110 Part 8 Building Act 1960~~ where the breach for which the notice has been issued is corrected to the satisfaction of the Chief Executive Officer.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor

Conditions:

Before exercising the authority contained in this delegation, the Chief Executive Officer shall liaise with Council's Health, Building and Planning Contractor.

Subject to the express provisions contained in the Local Government Act 1995, Council's Resolutions and Policies.

Applicant being advised of objections and/or appeal rights

Record of Use:-

Notices and correspondence issued

Records to be kept under the provisions of General Disposal Authority for the

Reference: —Shire of Meekatharra Record Keeping Plan and the Local Government Records Legislation..

06.47- Works – Unlawful

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: S110 Part 8 Building Act 2011
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 27 June 2020

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to issue stop work notices pursuant to ~~Section 401A of the Local Government (Miscellaneous Provisions) S110 Part 8 Building Act 1960/2011~~ where a breach of building requirements is considered by the Chief Executive Officer to be of a magnitude sufficient to warrant issue of a notice.

The Chief Executive Officer is to withdraw stop work notices pursuant to ~~Section 401A of the Local Government (Miscellaneous Provisions) S110 Part 8 Building Act 1960~~ where the breach for which the notice has been issued is corrected to the satisfaction of the Chief Executive Officer.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor

Conditions:

Before exercising the authority contained in this delegation, the Chief Executive Officer shall liaise with Council's Health, Building and Planning Contractor.

Subject to the express provisions contained in the Local Government Act 1995, Council's Resolutions and Policies.

Applicant being advised of objections and/or appeal rights

Record of Use:–

Notices and correspondence issued

Records to be kept under Shire of Meekatharra Record Keeping Plan and the provisions of General Disposal Authority for

Reference: – Local Government Records Legislation..

06.48- Buildings – Dangerous

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy:	Nil
Reference:	S110 Part 8 Building Act 2011
Date Adopted:	21 May 2005
Reviewed:	17 June 2006
Amended:	18 August 2007
Amended:	27 June 2019

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to carry out the following functions as provided in S110 Part 8 Building Act 2011

- Shore up or otherwise secure the building as well as providing a hoarding or fence around the building to protect the public from danger.
- Serve written notice upon the owner or the occupier of the building requiring that the building be taken down, secured or repaired

Delegated to:

Chief Executive Officer

On delegated to

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor and Corporate Services Manager/Deputy Chief Executive Officer

Conditions:

Before exercising the authority contained in this delegation, the Chief Executive Officer shall liaise with Council's Health, Building and Planning Contractor.

Subject to the express provisions contained in the Local Government Act 1995, Council's Resolutions and Policies.

Applicant being advised of objections and/or appeal rights

Record of Use:

Retention of file copy of relevant correspondence.

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#)

06.49- Certificates of Design Compliance

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil
Reference: S19 Part 2 Building Act 2011
Date Adopted: 21 May 2005
Reviewed: Annually
Amended: 18 August 2007
Amended: 16 March 2019

Function to be performed:

The Chief Executive Officer is delegated authority to issue Certificates of Classification of Buildings in accordance with S19 Part 2 Building Act 2011.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor and Corporate Services Manager/Deputy Chief Executive Officer

Conditions:

Nil

Record of Use:

Retention of file copy of relevant correspondence.

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#)

Section 07 – Health and the Environment

07.52- Health Act – Notices and Orders

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

“At least once every financial year, delegations made under this Division are to be reviewed by the delegator”

Council Policy:	Nil
Reference:	S26 Part II Health (Miscellaneous Provisions) Act 2011
Date Adopted:	21 May 2005
Reviewed:	Annually
Amended:	18 August 2007
Amended:	27 June 2020

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to exercise and discharge all of the following powers and functions under ~~the~~[Section 26 Part II Health \(Miscellaneous Provisions\) Act 1911 \(as amended\)-2011](#)

- The forming of opinions and making of declarations.
- The grant and issue of licences, permits, certificates and approvals.
- The issue of notices, orders and requisitions and the carrying out and putting into effect of notices, orders and requisitions.
- The ordering and authorisation of legal proceedings for breaches of the Act and all Regulations, Local Laws and Orders made thereunder.

Delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor

On delegated to

No on delegation permitted

Conditions:

Subject to the provisions of the Health Act, Local Laws and Council Policies.

Applicant being advised of objections and/or appeal rights.

Detailed report to Council monthly

Record of Use:

Retention of file copy of relevant correspondence.

Records to be kept under the provisions of [the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation](#)

07.53- Treatment of Sewerage and Disposal of Liquid Waste

Local Government Act 1995 Part5, Div 4 s 5.46 (2)

"At least once every financial year, delegations made under this Division are to be reviewed by the delegator"

Council Policy: Nil

Reference: Div 3 Section 95 Disposing of Sewerage, Health (Miscellaneous Provisions) Act 1911—~~1911—~~2011-526

Date Adopted: 21 May 2005

Reviewed: Annually

Amended: 18 August 2007

Reviewed: 16 June 2020

Function to be performed:

Pursuant to the provisions of Section 26 of the Health Act 1911 Chief Executive Officer is hereby appointed and authorised to exercise and discharge powers and functions conferred on local government for the purpose of Regulations 4 of the Health (Treatment of Sewage & Disposal of Liquid Waste) Regulations 1974

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Health, Building and Planning Contractor

Conditions:

Nil

Record of Use:

Retention of file copy of relevant correspondence.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

Shire of Meekatharra

Register of Delegations

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03 - RECEIPT OF REVENUE

Deletion recommended as this function is a normal duty of CEO under Financial Management Regulation 5.

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:

Customer Services Officer
Records Officer
Admin Assistant/Relief Officer
Finance and Payroll Officer
Contracted Airport Manager
Community Development Officer
Corporate Services Manager / DCEO

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

Record of Use: Electronic copy of receipts to be 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

07 - STAFF HOUSING

Section 5.41 (g) of the Local Government Act 1995 provides that it is a CEO's function to "be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees)."

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to make all arrangements in regard to occupancy and maintenance of all staff accommodation provided by Council in accordance with Council Policy.

For the purpose of S5.43 (d) of the Local Government Act 1995 the amount determined by the local Government for the purpose of this delegation is a maximum of \$100 per week rental exclusive of utilities and subject always to Council policy

Delegated to:

Chief Executive Officer

On delegated to

In exercising this delegation, the Chief Executive Officer shall have regard to Council Policy No. 3.8 (Housing – Staff Policy)

This delegation not to be on delegated

Conditions:

Report to Council at the next Ordinary Meeting.

Record of Use:

In accordance with Shire of Meekatharra's Rental Agreement Form Agreements to be kept on Personnel Files.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

Reference:

s5.42/5.44 – Local Government Act 1995 (as amended)

Council Policy: 3.8 Housing – Staff Policy

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended: 16 March 2019

08 - CONFERENCES, SEMINARS AND TRAINING COURSES

Section 5.41 (g) of the Local Government Act 1995 provides that it is a CEO's function to "be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees)."

Function to be performed:

Section 5.41 (g) of the Local Government Act 1995 provides that it is a CEO's function to "be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees)."

Council acknowledges that this function includes the authority and power to approve the attendance of Council staff at conferences, seminars and training courses. Attendance is to enhance the professional or occupational development of the officer, provide benefits to the individual or the Council and be relevant to the duties and responsibilities of the officer.

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

In exercising this function, the Chief Executive Officer shall have regard to Council Policy No. 3.10 (Conferences – Study Tours)
This function is not to be on delegated

Record of Use:

In accordance with Policy 3.10 Documentation to be kept on Personnel Files
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

Reference:

s5.42/5.44 – Local Government Act 1995 (as amended)

Council Policy: 3.10 Conferences – Study Tours Policy

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended: 16 March 2019

11 - INSURANCE

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed:

The Chief Executive Officer is delegated authority to enter into appropriate contracts of insurance through the services of an Insurance Broker, appointed by Council.

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power to the Corporate Services Manager / Deputy Chief Executive Officer

Record of Use:

Record to be kept on appropriate file and Contract Register
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

Reference: s5.42/5.44 – Local Government Act 1995 (as amended)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended: 16 March 2019

12 – INSURANCE – PUBLIC LIABILITY CLAIMS

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to consider claims against Council that does not exceed the insurance policy levels and to accept or deny liability on behalf of Council.

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power to the Corporate Services Manager / Deputy Chief Executive Officer

Record of Use:

Retention of file copy of relevant correspondence.
Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

Reference: s5.42/5.44 – Local Government Act 1995 (as amended)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended: 16 March 2019

14 - LEGAL ADVICE

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed: Council acknowledges that section 5.41(d) provides that it is a CEO's function to "manage the day to day operations of the local government". This function includes seeking legal advice when required or deemed necessary or appropriate. The CEO therefore has the authority and power to obtain from an appropriate solicitor or lawyer, such legal advice and opinions as is deemed necessary in the exercise of the proper and prudent management of the Municipality.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority, under Section 5.41 of the Local Government Act, 1995, has delegated this power to the Corporate Services Manager / Deputy Chief Executive Officer subject to a limit of \$2,000 expenditure (Exc GST) on each particular issue and after consultation with the Chief Executive Officer.

Conditions:

Subject to provisions being made in the adopted Budget and Council Resolutions.

Record of Use:

Retention of Confidential File copy of relevant correspondence in safe or where confidentiality is not an issue, filing of all relevant documents in the Council filing system.

Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Reference: S5.41/5.42/S5.44 Local Government Act 1995 (As Amended)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended:

15 - ENFORCEMENTS AND LEGAL PROCEEDINGS

This delegation has been rewritten in the proposed Delegation Register as Legal Functions Delegated

Function to be performed:

1. 1) To appoint persons or classes of person to be authorized for the purposes of performing particular functions in regard to the enforcement of laws.

2. To issue to each person authorised to enforce laws a certificate stating that the person is so authorized and the person is to produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorized person.

3. To extend the time period within which infringement notices may be paid (S9.19 of the Act)

4. Use discretion to withdraw any infringement notice issued by an Authorised Office under the Act, following consideration of any submissions of special circumstances relating to it received from the Authorised Office, the notice recipient or other persons (S9.20 of the Act)

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

Compliance with:

- Local Government Act 1995 (As Amended) S9.23
- Dog Act 1976
- Bush Fire Act 1954
- Health Act 1911
- Local Laws, Parking and Dogs
- Council Policy
- Miscellaneous Provisions Act 1960

Record of Use:

Retention of File copy of relevant correspondence.

Reference:

S5.42/S5.44, S9.10, S9.19, S9.20 and S9.23 Local Government Act 1995 (As Amended)
Section 44.9 Miscellaneous Provisions Act 1960

Council Policy: N/A .

Date Adopted: 21 May 2005
Date Reviewed: 17 June 2006
Date Reviewed and Amended: 18 August 2007
Date Reviewed and Amended

16 - ADMINISTRATION OF LOCAL LAWS

This delegation has been included in the proposed Delegation Register under
02.15 - Legal Functions Delegated

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to administer its Local Laws and initiate legal action if considered necessary

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

Regard to be taken of any Council Policy in respect to the particular subject and s9.1 and s9.4 of the Local Government Act 1995

Record of Use:

Retention of File copy of relevant correspondence.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation

Reference: s 5.42/5.44 & Part 9 – Local Government Act 1995 (as amended)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended: 16 March 2019

17 - DELEGATION OF POWER

This delegation is superfluous as any appointment of Acting CEO contains such power

- Function to be performed:** In the absence, for any reason of the appointed Chief Executive Officer, the officer authorised to exercise delegations is the person appointed as Acting Chief Executive Officer.
- Delegated to:** Chief Executive Officer
- On delegated to**
: N/A
- Conditions:** The person acting as Chief Executive Officer shall be appointed by Council.
- Record of Use:** Retention of File Copy of relevant appointment in Personnel File
- Records to be kept under the provisions of **General Disposal Authority for Local Government Records** Legislation.
- Reference:** S5.42 Local Government Act 1995 (As Amended)
- Council Policy:** N/A
- Date Adopted:** 21 May 2005
Date Reviewed: 17 June 2006
Date Reviewed and Amended: 18 August 2007

18 - ADMINISTRATION BUILDING

This delegation has been included in the proposed Delegation Register under
02.15 - Legal Functions Delegated

Function to be performed: Council authorises the Chief Executive Officer to permit the use of rooms and areas within the Administration building to Associations, Committees or Organisations having an involvement with the Local Government industry and/or working towards the betterment of the Shire of Meekatharra.

Delegated to: Chief Executive Officer

On delegated to
: N/A

Conditions: The provisions of refreshments other than morning/afternoon teas shall be at the cost of the hirer.

Record of Use: Retention of File Copy of correspondence.

Records to be kept under the provisions of **General Disposal Authority for Local Government Records** Legislation.

Reference: S5.42 S5.42(1) Local Government Act 1995 (As Amended)

Council Policy: N/A.

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

19 - BUDGET EXPENDITURE

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed: The Chief Executive Officer is delegated authority to approve expenditure on goods and/or services and programmes/projects for which funds have been provided in the Annual budget without further reference to the Council. In exercising this delegated authority the Chief Executive Officer shall:

1. Provide for appropriate internal control over all expenditure;
2. Ensure all statutory requirements are met;
3. Ensure all Council policies are observed.

Delegated to: Chief Executive Officer

On delegated to
: N/A

Conditions: Nil.

Record of Use: Retention of File Copy of internal control procedures

Records to be kept under the provisions of **General Disposal Authority for Local Government Records** Legislation.

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

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

21 - GRANTS AND SUBSIDIES

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed:

The Chief Executive Officer is delegated authority to make submissions for grants and/or subsidies from State and Commonwealth Governments and other funding agencies or entities without prior approval of Council.

Delegated to:

Chief Executive Officer

On delegated to

: N/A

Conditions:

1. 1. The grant/subsidy shall not be accepted without Council's endorsement;
2. 2. The undertaking will off set specific budgeted expenditure and/or is in accordance with Council's established strategic objectives.

Record of Use:

Retention of File Copy of relevant correspondence
Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

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

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended:

22 - NATIVE TITLE

This delegation is superfluous

Function to be performed:

The Chief Executive Officer is delegated authority to register an interest in any Native Title Claim affecting

Council in order for Council to have sufficient interest to become a party to the Native Title Application.

Delegated to:

Chief Executive Officer

On delegated to

: N/A

Conditions:

Nil.

Record of Use:

Retention of File Copy of relevant correspondence
Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

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

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended

23 - CERTAIN THINGS TO BE DONE IN RESPECT OF LAND

This delegation has been included in the proposed Delegation Register under
02.15 - Legal Functions Delegated

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to issue notices pursuant to Section 3.24 of the Local Government Act 1995.

Delegated to:

Chief Executive Officer

On delegated to

: N/A

Conditions:

1. Subject to the express provisions contained in the Act, Council's Resolutions and Policies.
2. Applicant being advised of objections and/or appeal rights.

Record of Use:

Retention of File Copy of relevant correspondence
Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Reference:

S3.24 Local Government Act 1995 (As Amended)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended:

24 - IMPOUNDING GOODS – AUTHORISED EMPLOYEE

This delegation has been included in the proposed Delegation Register under 02.15 - Legal Functions Delegated

Function to be performed:

The Chief Executive Officer is delegated authority to:

1. Authorise an employee in accordance with Section 3.39 to remove and impound any goods that are involved in a contravention that can lead to impounding;
2. Take appropriate action in respect to impounded non-perishable goods in accordance with Section 3.42;
3. Give notice in accordance with Section 3.44 to collect goods;
4. Refuse to allow goods to be collected until all costs have been paid in accordance with Section 3.46;
5. Take action to recover expenses in accordance with Section 3.48

Delegated to:

Chief Executive Officer

On delegated to

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Health, Building and Planning Contractor and Ranger.

This delegation not to be on delegated.

Conditions:

Subject to the express provisions contained in the Local Government Act 1995 and Local Government (Functions and General) Regulations 1996, Pt 6.

Record of Use:

Report to Council

Reference:

Local Government 1995 Act (As Amended) – S5.42
Local Government 1995 Act – Sections 3.39, 3.42, 3.44, 3.46 and 3.48

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended:

25 - CONTRACTORS/CONSULTANTS USE ON WORKS

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to engage private contractors or consultants to assist and complement Council's work staff in carrying out any works and services.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Corporate Services Manager / Deputy Chief Executive Officer and Works and Services Manager subject to the limits of Delegation 02 – Purchase Order Authorisation.

Conditions:

In exercising this delegated authority, the Chief Executive Officer shall have due regard to the following:-

1. It must be demonstrated that by engaging the private contractor/consultant, that it will be in the best interest of Council.
2. Appropriate funds are provided in the budget.
3. The engagement of private contractors/consultants shall only take place with due compliance with the Local Government (Functions and General) Regulations relating to tenders.
4. All relevant Council Policies

Record of Use:

Purchase Order or Contract

Reference:

Local Government Act 1995 (As Amended) –S5.42

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended:

27 - PROCEEDINGS UNDER DOG ACT

This delegation has been included in the proposed Delegation Register under
02.15 - Legal Functions Delegated

Function to be performed:

Authority to exercise the powers or discharge the duties of the local government under the Dog Act 1976 including the authority to delegate the powers and duties of a local government to other persons

Delegated to:

Chief Executive Officer

On delegated to :

The Chief Executive Officer in exercising authority, under Section 5.44 of the Local Government Act, 1995, has delegated this power/duty to Community and Development Services Manager.

This delegation not to be on delegated.

Conditions:

Nil.

Record of Use:

Report to Council

Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Council Policy: Nil

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended:

28 - OPENING FENCES AND GATES

This delegation has been included in the proposed Delegation Register under
02.15 - Legal Functions Delegated

Function to be performed:

The authority to open fences or gates on private land.

Delegated to:

Chief Executive Officer

On delegated to

N/A

Conditions:

In any circumstances considered controversial, the applications are to be referred to Council.

All requirements of Section 3.36 to be applied

Record of Use:

Retention of file copy of relevant correspondence.

Records to be kept under the provisions of the Shire of Meekatharra Record Keeping Plan and the General Disposal Authority for Local Government Records Legislation.

Reference: s3.36 Provisions of Schedule 3.2 & s5.42/5.44 – Local Government Act 1995
(as amended)

Council Policy: Nil

Date Adopted: 17 June 2006

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Date Reviewed and Amended: 16 March 2019

29 - REGISTER OF DELEGATIONS TO COMMITTEES

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed:

The Chief Executive Officer is delegated authority to keep a Register of the Delegations made by Council to Committees, the Register being required in accordance with the provisions of Section 5.18 of the Act.

Council acknowledges that this task could be interpreted to be a function of the Chief Executive Officer under Section 5.41(d) – management of day to day operations.

Delegated to:

Chief Executive Officer

On delegated to

: N/A

Conditions:

The Register is only required if Committees are in existence and have delegated powers of duties.

Record of Use:

Register

Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Reference: S5.42 and S5.18 Local Government Act 1995 (As Amended)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

32 - BURNING – VARIATION TO RESTRICTED AND PROHIBITED BURNING

This delegation has been included in the proposed Delegation Register under
02.15 - Legal Functions Delegated

Function to be performed:

That pursuant to Section 17 (10) and 18 (5) of the Bush Fires Act, the Shire President and Chief Executive Officer, in consultation with the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officers are delegated authority jointly, the Council's powers and duties under the Bush Fires Act 1954 in respect to varying the prohibited burning times and the restricted burning times.

Delegated to:

Chief Executive Officer and Shire President

On delegated to

: N/A

Conditions:

Nil

Record of Use:

Retention of file copy of relevant correspondence.
Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Reference:

Bush Fires Act 1954 – S.17(10) S.18(5)

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

33 - TRAFFIC REGULATORY SIGNS

Section 5.41(d) of the Local Government Act (1995) provides that it is a CEO's function to "manage the day to day operations of the local government".

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to install appropriate traffic regulatory signs at such places as the Chief Executive Officer considers necessary.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Works and Services Manager.

Conditions:

Approval of Main Roads and other Statutory bodies to be gained where relevant.
All signs to be in accordance with relevant legislation, guidelines and standards.

Record of Use:

Retention of file copy of relevant correspondence.
Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Reference: Local Government Act 1995 (As Amended) – S5.42

Council Policy: Nil

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Delete ????

37 - ENSURING PUBLIC ACCESS MAINTAINED

This delegation has been included in the proposed Delegation Register under
02.15 - Legal Functions Delegated

Function to be performed:

Council delegates its authority and power to the Chief Executive Officer to ensure that when works are carried out associated with the fixing or altering the level of or alignment of a public thoroughfare to ensure that access by vehicle to land adjoining the thoroughfare can be reasonably provided.

Delegated to:

Chief Executive Officer

On delegated to:

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power and duty to the Works and Services Manager.

Conditions:

Compliance the Local Government (Functions and General) Regulations 1996 and all other relevant legislation.

Record of Use:

Retention of file copy of relevant correspondence.
Records to be kept under the provisions of General Disposal Authority for Local Government Records Legislation.

Reference: Local Government Act 1995 (As Amended) – S5.42, S3.49, S3.50,
S3.51
Local Government (Functions and General) Regulations

Council Policy: N/A

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

41 - ROAD TRAINS AND EXTRA MASS PERMITS

Proposed deletion as approval system is now governed by MRWA Restricted Access Vehicle (RAV) arrangements.

Function to be performed: The Chief Executive Officer is delegated authority to determine any application recommending approval or refusal, with or without conditions, for referral to Main Roads WA to use road trains and for extra mass permits on any local road within the district. The Chief Executive Officer shall have regard to any Council policy on the issue that may be established from time to time.

Delegated to: Chief Executive Officer

On delegated to

The Chief Executive Officer in exercising authority under section 5.44 of the Local Government Act 1995, has delegated this power to the Works and Services Manager.

Conditions: Compliance with Engineering Policy 5.3

Record of Use: Retention of file copy of relevant correspondence.

Records to be kept under the provisions of **General Disposal Authority for Local Government Records** Legislation.



Reference: Local Government Act 1995 (As Amended)-S5.42

Council Policy: Policy No 5.3 Engineering

Date Adopted: 21 May 2005

Date Reviewed: 17 June 2006

Date Reviewed and Amended: 18 August 2007

Title/Subject:	PARTICIPATION IN THE NATIONAL REDRESS SCHEME	
Agenda/Minute Number:	9.3.2	
Applicant:	Nil	
File Ref:	Nil	
Disclosure of Interest:	Nil	
Date of Report:	16 June 2020	
Author:	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

This item is for the Shire of Meekatharra to:

- Note the background information and the WA Government's decision in relation to the National Redress Scheme;
- Note the key considerations and administrative arrangements for the Shire of Meekatharra to participate in the National Redress Scheme;
- Formally endorse the Shire of Meekatharra's participation as part of the WA Government's declaration in the National Redress Scheme; and
- Grant authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received.

Attachments:

Local Government Information Paper (December 2019)

Background:

The Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) was established in 2013 to investigate failures of public and private institutions to protect children from sexual abuse. The Royal Commission released three reports throughout the inquiry:

- Working with Children Checks (August 2015);
- Redress and Civil Litigation (September 2015); and
- Criminal Justice (August 2017).

The Royal Commission's Final Report (15 December 2017) incorporated findings and recommendations of the three previous reports and contained a total of 409 recommendations, of which 310 are applicable to the Western Australian Government and the broader WA community.

The implications of the Royal Commission's recommendations are twofold: the first is accountability for historical breaches in the duty of care that occurred before 1 July 2018 within any institution; the second is future-facing, ensuring better child safe approaches are implemented holistically moving forward.

The scope of this report addresses only the historical element of institutional child sexual abuse through the National Redress Scheme.

All levels of Australian society (including the WA local government sector and the Shire of Meekatharra) will be required to consider leading practice approaches to child safeguarding separately in the future.

National Redress Scheme

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single National Redress Scheme (the Scheme) to recognise the harm suffered by survivors of institutional child sexual abuse.

The Scheme acknowledges that children were sexually abused, recognises the suffering endured, holds institutions accountable and helps those who have been abused access counselling, psychological services, an apology and a redress payment.

The Scheme commenced on 1 July 2018, will run for 10 years and offers eligible applicants three elements of Redress:

- A direct personal response (apology) from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

All State and Territory Governments and many major non-government organisations and church groups have joined the Scheme.

The WA Parliament has passed the legislation for the Government and WA based non-government organisations to participate in the National Redress Scheme.

The Western Australian Government (the State) started participating in the Scheme from 1 January 2019.

Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth), local governments may be considered a State Government institution.¹

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's participation declaration. This was to allow consultation to occur with the sector about the Scheme, and for fuller consideration of how the WA local government sector could best participate

Comment:

Following extensive consultation, the State Government (December 2019):

- Noted the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Noted the options for WA local government participation in the Scheme;
- Agreed to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agrees to the Department of Local Government, Sport and Cultural Industries (DLGSC) leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

¹ Section 111(1)(b).

The following will be covered for local governments participating in the Scheme as a State Government institution and part of the State's declaration:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping in accordance with the *State Records Act 2000*); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below for further explanation).

State Government financial support for local government participation in the Scheme, as set out, will ensure that Redress is available to as many WA survivors of institutional child sexual abuse as possible.

Individual local governments participating in the Scheme as a State Government institution, with the State will be responsible for:

- Providing the State with the necessary (facilities and services) information to participate in the Scheme;
- Resources and costs associated with gathering their own (internal) information and providing that information (Request for Information) to the State (if they receive a Redress application); and
- Costs associated with the delivery of a DPR (apology), if requested (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). The State's decision includes that all requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice, on every occasion.

The WALGA State Council meeting of 4 March 2020:

1. Acknowledged the State Government's decision to include the participation of Local Governments in the National Redress Scheme as part of the State's declaration;
2. Endorsed the negotiation of a Memorandum of Understanding and Template Service Agreement with the State Government, and
3. Endorsed by Flying Minute the Memorandum of Understanding prior to execution, in order to uphold requirements to respond within legislative timeframes.

The State and WALGA will sign a Memorandum of Understanding to reflect the principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration.

State agencies (led by DLGSC), WALGA and Local Government Professionals WA will support all local governments to prepare to participate in the Scheme from 1 July 2020 (or earlier, subject to completing the necessary arrangements).

The State's decision allows for the WA Government's Scheme participation declaration to be amended to include local governments and this report seeks endorsement of the Shire of Meekatharra's participation in the Scheme.

As an independent entity and for absolute clarity, it is essential that the Shire of Meekatharra formally indicates via a decision of Council, the intention to be considered a State Government

institution (for the purposes on the National Redress Scheme) and be included in the WA Government's amended participation declaration.

The Shire of Meekatharra will not be included in the State's amended declaration, unless it formally decides to be included.

The financial and administrative coverage offered by the State will only be afforded to WA local governments that join the Scheme as a State Government institution, as part of the State's amended declaration.

The option also exists for the Shire of Meekatharra to formally decide not to participate in the Scheme (either individually or as part of the State's declaration).

Should the Shire of Meekatharra formally decide (via a resolution of Council) not to participate with the State or in the Scheme altogether, considerations for the Shire of Meekatharra include:

- Divergence from the Commonwealth, State, WALGA and the broader local government sector's position on the Scheme (noting the Commonwealth's preparedness to name-and-shame non-participating organisations).
- Potential reputational damage at a State, sector and community level.
- Complete removal of the State's coverage of costs and administrative support, with the Shire of Meekatharra having full responsibility and liability for any potential claim.
- Acknowledgement that the only remaining method of redress for a victim and survivor would be through civil litigation, with no upper limit, posing a significant financial risk to the Shire of Meekatharra.

Considerations for the Shire of Meekatharra

Detailed below is a list of considerations for the Shire of Meekatharra to participate in the Scheme:

1. Executing a Service Agreement

All Royal Commission information is confidential, and it is not known if the Shire of Meekatharra will receive a Redress application. A Service Agreement will only be executed if the Shire of Meekatharra receives a Redress application.

Shire of Meekatharra needs to give authority to an appropriate position / officer to execute a service agreement with the State, if a Redress application is received. Timeframes for responding to a Request for Information are 3 weeks for priority applications and 7 weeks for non-priority applications. A priority application timeframe (3 weeks) will be outside most Council meeting cycles and therefore it is necessary to provide the authorisation to execute an agreement in advance.

2. Reporting to Council if / when an application is received

Council will receive a confidential report, notifying when a Redress application has been received. All information in the report will be de-identified but will make Council aware that an application has been received.

3. Application Processing / Staffing and Confidentiality

Administratively the Shire of Meekatharra will determine:

- Which position(s) will be responsible for receiving applications and responding to Requests for Information;
- Support mechanisms for staff members processing Requests for Information.

The appointed person(s) will have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest and confidentiality requirements

4. Record Keeping

The State Records Office advised (April 2019) all relevant agencies, including Local Governments, of a 'disposal freeze' initiated under the *State Records Act 2000* (the Act) to protect past and current records that may be relevant to actual and alleged incidents of child sexual abuse. The Shire of Meekatharra's record keeping practices as a result, have been modified to ensure the secure protection and retention of relevant records. These records (or part thereof) may be required to be provided to the State's Redress Coordination Unit in relation to a Redress application.

The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements in *The Act*.

5. Redress Decisions

The Shire of Meekatharra should note that decisions regarding Redress applicant eligibility and the responsible institution(s), are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State Government and the Shire of Meekatharra do not have any influence on the decision made and there is no right of appeal.

Consultation:

The State, through the Department of Local Government, Sport and Cultural Industries (DLGSC), consulted with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments via:

- Webinars to local governments, predominately in regional and remote areas;
- Presentations at 12 WALGA Zone and Local Government Professional WA meetings;
- Responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations local governments were most commonly concerned about the:

- potential cost of Redress payments;
- availability of historical information;

- capacity of local governments to provide a Direct Personal Response (apology) if requested by Redress recipients;
- process and obligations relating to maintaining confidentiality if Redress applications are received, particularly in small local governments;
- lack of insurance coverage of Redress payments by LGIS, meaning local governments would need to self-fund participation and Redress payments.

LGIS published and distributed an update (April 2019) regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

The WALGA State Council meeting on 3 July 2019 recommended that:

1. *WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.*
2. *WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.*

DLGSC representatives presented at a WALGA hosted webinar on 18 February 2020 and presented at all WALGA Zone meetings in late February 2020.

The State's decision, in particular to cover the costs / payments to the survivor, has taken into account the feedback provided by local governments during the consultation detailed above

Statutory Environment:

The Shire of Meekatharra in agreeing to join the Scheme, is required to adhere to legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

Authorisation of an appropriately appointed person to execute a service agreement with the State, if a Redress application is received, will be in accordance with s.9.49A(4) of the *Local Government Act 1995*

Policy Implications:

Nil

Budget/Financial Implications:

The State's decision will cover the following financial costs for local governments:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination or requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response (DPR – Apology) to the survivor if requested (on a fee for service basis with costs to be covered by the individual local government – see below).

The only financial cost the local government may incur will be the payment of the DPR's, which is on an 'as requested' basis by the survivor. This will be based on the standard service fee of \$3,000 plus travel and accommodation depending on the survivor's circumstances. All

requested DPR's will be coordinated and facilitated by the Redress Coordination Unit – Department of Justice.

The State's decision also mitigates a significant financial risk to the local government in terms of waiving rights to future claims. Accepting an offer of redress has the effect of releasing the responsible participating organisation and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person who receives redress through the Scheme, agrees to not bring or continue any civil claims against the responsible participating organisation in relation to any abuse within the scope of the Scheme.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr PS Clancy

That Council:

- 1. Notes the consultation undertaken and information provided by the Department of Local Government, Sport and Cultural Industries in regarding the National Redress Scheme and the participation of WA local governments;**
- 2. Notes that the Shire of Meekatharra will not be included in the WA Government's amended participation declaration (and afforded the associated financial and administrative coverage), unless the Shire of Meekatharra makes a specific and formal decision to be included;**
- 3. Endorses the participation of the Shire of Meekatharra in the National Redress Scheme as a State Government institution and included as part of the State Government's declaration;**
- 4. Grants authority to the Chief Executive Officer to execute a service agreement with the State, if a Redress application is received;**
- 5. Notes that a confidential report will be provided if a Redress application is received by the Shire of Meekatharra.**

CARRIED 7/0



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

National Redress Scheme for Institutional Child Sexual Abuse

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

Information Paper

3 February 2020

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1. SUMMARY - WA LOCAL GOVERNMENT: ROYAL COMMISSION AND REDRESS

The Western Australian Government (the State), through the Department of Local Government, Sport and Cultural Industries (DLGSC), has been consulting with the WA local government sector and other key stakeholders on the Royal Commission into Institutional Responses to Child Sexual Abuse (in 2018) and the National Redress Scheme (in 2019).

The consultation throughout 2019 has focused on the National Redress Scheme (the Scheme) with the aim of:

- raising awareness about the Scheme;
- identifying whether WA local governments are considering participating in the Scheme;
- identifying how participation may be facilitated; and
- enabling advice to be provided to Government on the longer-term participation of WA local governments.

Following this initial consultation and feedback gathered, the State Government considered a range of options regarding WA local government participation in the Scheme and reached a final position in December 2019.

DLGSC, supported by the Departments of Justice and Premier and Cabinet, will again engage with WA local governments in early 2020, to inform of the:

- State's decision and the implications for the sector (see [Section 4](#));
- Support (financial and administrative) to be provided by the State; and
- Considerations and actions needed to prepare for participation in the Scheme from 1 July 2020 (see [Section 5](#)).

DLGSC's second phase of engagement with WA local governments is summarised in the table below:

Description and Action	Agency	Timeline
Distribution of Information Paper to WA Local Governments	DLGSC	3 February 2020
WALGA hosted webinar	DLGSC / DPC	18 February 2020
Metro and Country Zone meetings	WA LG's / DLGSC	19 to 24 February 2020
State Council meeting – Finalisation of Participation arrangements	WALGA	4 March 2020
WALGA hosted webinar – Participation arrangements	DLGSC/ DPC	Mid-March 2020

Further information about the Royal Commission is available at [Appendix A](#) and the National Redress Scheme at [Appendix B](#) of this Information Paper.

The information in this Paper may contain material that is confronting and distressing. If you require support, please [click on this link](#) to a list of available support services.

2. CURRENT SITUATION - WA LOCAL GOVERNMENT PARTICIPATION IN THE NATIONAL REDRESS SCHEME

The WA Parliament passed the legislation required to allow for the Government and WA based non-government institutions to participate in the National Redress Scheme. The *National Redress Scheme for Institutional Child Sexual Abuse (Commonwealth Powers) Act 2018* (WA) took effect on 21 November 2018.

The WA Government commenced participating in the Scheme from 1 January 2019.

The State Government's Redress Coordination Unit within the Office of the Commissioner for Victims of Crime, Department of Justice:

- Acts as the State Government's single point of contact with the Scheme;
- Coordinates information from State Government agencies to the Scheme; and
- Coordinates the delivery of Direct Personal Responses (DPR) to redress recipients (at their request) by responsible State Government agencies to redress recipients.

CURRENT TREATMENT OF WA LOCAL GOVERNMENTS IN THE SCHEME

Under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth), Local Governments may be considered a State Government institution.¹

There are several considerations for the State Government and Local Governments (both individually and collectively) about joining the Scheme.

The State Government considers a range of factors relating to organisations or bodies participation in the Scheme, before their inclusion in the declaration as a State Government institution. These factors include the capability and capacity of the agencies or organisations to:

- Respond to requests for information from the State Government's Redress Coordination Unit within prescribed timeframes;
- Financially contribute to the redress payment made by the Scheme on behalf of the agency or body; and
- Comply with the obligations of participating in the Scheme and the Commonwealth legislation.

A decision was made at the time of joining the Scheme to exclude WA local governments from the State Government's declaration. This was to allow consultation to occur with the local government sector about the Scheme, and for fuller consideration to be given to the mechanisms by which the sector could best participate in the Scheme.

¹ Section 111(1)(b).

3. CONSULTATION TO DATE WITH WA LOCAL GOVERNMENT SECTOR

The Department of Local Government, Sport and Cultural Industries (DLGSC) has been leading an information and consultation process with the WA local government sector about the Scheme. The Departments of Justice and Premier and Cabinet (DPC) have been supporting DLGSC in the process, which aimed to:

- Raise awareness about the Scheme;
- Identify whether local governments are considering participating in the Scheme;
- Identify how participation may be facilitated; and
- Enable advice to be provided to Government on the longer-term participation of WA local governments.

DLGSC distributed an initial *Information and Discussion Paper* in early January 2019 to WA local governments, the WA Local Government Association (WALGA), Local Government Professionals WA (LG Pro) and the Local Government Insurance Scheme (LGIS). Between March and May 2019, DLGSC completed consultations that reached 115 out of 137 WA local governments and involved:

- an online webinar to 35 local governments, predominantly from regional and remote areas;
- presentations at 12 WALGA Zone and LG Pro meetings; and
- responses to email and telephone enquiries from individual local governments.

It was apparent from the consultations that the local government sector had, at the time, a very low level of awareness of the Scheme prior to the consultations occurring, and that little to no discussion had occurred within the sector or individual local governments about the Scheme. Local governments were most commonly concerned about the:

- Potential cost of redress payments;
- Availability of historical information;
- Capacity of local governments to provide a Direct Personal Response (apology) if requested by redress recipients;
- Process and obligations relating to maintaining confidentiality if redress applications are received, particularly in small local governments;
- Lack of insurance coverage of redress payments by LGIS, meaning local governments would need to self-fund participation and redress payments.

LGIS Update (April 2019) – National Redress Scheme

LGIS published and distributed an update regarding the considerations and (potential) liability position of the WA local government sector in relation to the National Redress Scheme.

WALGA State Council Resolution

The WALGA State Council meeting of 3 July 2019 recommended that:

1. *WA local government participation in the State's National Redress Scheme declaration with full financial coverage by the State Government, be endorsed in principle, noting that further engagement with the sector will occur in the second half of 2019.*
2. *WALGA continue to promote awareness of the National Redress Scheme and note that local governments may wish to join the Scheme in the future to demonstrate a commitment to the victims of institutional child sexual abuse.*

It is understood that this recommendation was made with knowledge that it is ultimately a State Government decision as to whether:

- Local governments can participate in the Scheme as part of the State's Government's declaration; and
- The State Government will fund local government redress liability.

4. WA GOVERNMENT DECISION - FUTURE PARTICIPATION OF WA LOCAL GOVERNMENTS IN THE NATIONAL REDRESS SCHEME

Following the initial consultation process, a range of options for local government participation in the Scheme were identified by the State Government including:

1. WA Local governments be **excluded** from the State Government's declaration of participating institutions.

This means that: local governments may choose not to join the Scheme; or join the Scheme individually or as group(s), making the necessary arrangements with the Commonwealth and self-managing / self-funding all aspects of participation in the Scheme.

2. WA Local governments be **included** in the State Government's declaration of participating institutions.

There were three sub-options for ways local government participation as a State Government institution could be accommodated:

- a. Local governments cover all requirements and costs associated with their participation;
- b. The State Government covers payments to the survivor arising from local governments' participation, with costs other than payments to the survivor (including counselling, legal and administrative costs) being funded by local governments; or
- c. An arrangement is entered into whereby the State Government and local governments share the requirements and costs associated with redress – for example, on a capacity to pay and deliver basis.

The State Government considered the above options and resolved via the Community Safety and Family Support Cabinet Sub-Committee (December 2019) to:

- Note the consultations undertaken to date with the WA local government sector about the National Redress Scheme;
- Note the options for WA local government participation in the Scheme;
- Agree to local governments participating in the Scheme as State Government institutions, with the State Government covering payments to the survivor; and
- Agree to the DLGSC leading further negotiations with the WA local government sector regarding local government funding costs, other than payments to the survivor including counselling, legal and administrative costs.

KEY ASPECTS OF THE STATE'S DECISION

For clarity, the State's decision that means the following financial responsibilities are to be divided between the State Government and the individual local government that has a Redress application submitted, and then subsequently accepted by the Scheme Operator as a Redress claim.

State Government

The State Government will cover the following:

- Redress monetary payment provided to the survivor;
- Costs in relation to counselling, legal and administration (including the coordination of requests for information and record keeping); and
- Trained staff to coordinate and facilitate a Direct Personal Response or DPR (Apology) to the survivor if requested (on a fee for service basis with costs covered by the individual local government – see below).

Individual Local Government

The individual local government will be responsible for:

- Costs associated with gathering their own (internal) information if requested in a Redress application;
- Providing the State with the necessary information to participate in the Scheme; and
- Costs associated the delivery of a DPR (based on a standard service fee, plus travel and accommodation depending on the survivor's circumstance). *

* note – The State's decision includes that all DPR's will be coordinated and facilitated by the Redress Coordination Unit (Department of Justice) on every occasion, if a DPR is requested by the survivor.

This decision was made on the basis that:

- State Government financial support for local government participation in the Scheme, as set out, will ensure that redress is available to as many WA survivors of institutional child sexual abuse as possible.
- The demonstration of leadership by the State Government, as it will be supporting the local government sector to participate in the Scheme and recognising the WALGA State Council resolution of 3 July 2019, is consistent with the local government sector's preferred approach.
- Contributes to a nationally consistent approach to the participation of local governments in the Scheme, and particularly aligns with the New South Wales, Victorian and Tasmanian Governments' arrangements. This provides opportunity for the State Government to draw on lessons learned through other jurisdictions' processes.
- Ensures a consistent and quality facilitation of a DPR (by the State) if requested by the survivor.
- State Government financial support for any local government redress claims does not imply State Government responsibility for any civil litigation against local governments.

Noting the State's decision, a range of matters need to be considered and arrangements put in place to facilitate local governments participating with the State Government's declaration and meeting the requirements of the Scheme. Those arrangements will:

- provide for a consistent response to the Scheme by WA Government institutions, and for WA survivors accessing the Scheme; and
- mitigate concerns raised by local governments during consultations about complying with the processes and requirements of the Scheme.

5. CONSIDERATIONS FOR WA LOCAL GOVERNMENTS

Following the State's decision, a range of matters need to be considered by each local government and in some cases, actions taken in preparation for participating in the Scheme, these include:

CONFIDENTIALITY

- Information about applicants and alleged abusers included in RFIs (Requests for Information) is sensitive and confidential and is considered protected information under *The National Redress Act*, with severe penalties for disclosing protected information.
- Individual local governments will need to consider and determine appropriate processes to be put in place and staff members designated to ensure information remains confidential.

APPLICATION PROCESSING / STAFFING

- The timeframes for responding to an RFI are set in *The Act* and are 3 weeks for priority application and 7 weeks for non-priority applications. This RFI process will be supported by the State (DLGSC and the Redress Coordination Unit).
- Careful consideration should be given to determining which position will be responsible for receiving applications and responding to RFIs, due to the potentially confronting content of people's statement of abuse.
- Support mechanisms should be in place for these staff members, including access to EAP (Employee Assistance Program) or other appropriate support.
- The need for the appointed position and person(s) to have a level of seniority in order to understand the magnitude of the undertaking and to manage the potential conflicts of interest.
- The responsible position(s) or function(s) would benefit from being kept confidential in addition to the identity of the person appointed to it.

RECORD KEEPING

- The Redress Coordination Unit (Department of Justice) is the state record holder for Redress and will keep copies of all documentation and RFI responses. Local Governments will be required to keep their own records regarding a Redress application in a confidential and secure manner, and in line with all requirements of the *State Records Act 2000*.
- Consider secure storage of information whilst the RFI is being responded to.

REDRESS DECISIONS

- Decisions regarding redress applicant eligibility and responsible institution(s) are made by Independent Decision Makers, based on the information received by the applicant and any RFI responses. The State government does not have any influence on the decision made.
- There is no right of appeal.

MEMORIALS

- Survivors (individuals and / or groups) from within individual communities may ask about the installation of memorials. The State Government's view is to only consider memorialising groups, however locally, this is a decision of an individual local government.

6. NEXT STEPS – PREPARATION FOR WA LOCAL GOVERNMENT PARTICIPATION IN THE SCHEME

In addition to the second-phase information process outlined in section 1, the State will develop:

1. A Memorandum of Understanding (MOU) - to be executed between the State and WALGA following the (WALGA) State Council meeting on 4 March 2020.

The MOU will capture the overall principles of WA local governments participating in the Scheme as State Government institutions and being part of the State's declaration; and

2. Template Service Agreement – that will be executed on an 'as needed' basis between the State and an individual local government, if a redress application is received.

DLGSC and the Department of Justice will work with WALGA / LGPro and all local governments to prepare for participation in the Scheme including:

- Identifying appropriate positions, staff and processes to fulfil requests for information;
- Ensuring local governments have delegated authority to an officer to execute a service agreement with the State if needed;

The State will prepare a template Council report, where all WA local governments will be asked to delegate authority to an appropriate officer in advance, able to execute a service agreement if required. This is necessary as priority requests for information under the Scheme, are in a shorter turnaround time than Council meeting cycles and therefore, cannot be undertaken at the time.

- Ensuring local government have established appropriate processes and can fulfil Scheme obligations (particularly in terms of confidentiality, record keeping etc); and
- Gathering the necessary facility and service information from all individual local governments to commence participation in the Scheme. This information will be provided to the Commonwealth, loaded into the Scheme database and used to facilitate an individual local government's participation in the National Redress Scheme.

ACKNOWLEDGEMENTS

The contents of this Information and Discussion Paper includes extracts from the following identified sources. Information has been extracted and summarised to focus on key aspects applicable to the Department of Local Government, Sport and Cultural Industries' key stakeholders and funded bodies:

- The Royal Commission into Institutional Responses to Child Sexual Abuse – Final Report.

To access a full version of the Royal Commission's Findings and the Final Report, please follow the link at <https://www.childabuseroyalcommission.gov.au/>

- Western Australian State Government response to the Royal Commission (27 June 2018).

To access a full version of the State Government's detailed response and full report, please follow the link at [https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-\(June-2018\).aspx](https://www.dpc.wa.gov.au/ProjectsandSpecialEvents/Royal-Commission/Pages/The-WA-Government-Response-to-Recommendations-(June-2018).aspx)

- More information on the National Redress Scheme can be found at www.nationalredress.gov.au.
- The full National Redress Scheme - Participant and Cost Estimate (July 2015) Report at <https://www.dlgsc.wa.gov.au/resources/publications/Pages/Child-Abuse-Royal-Commission.aspx>

FOR MORE INFORMATION

Please contact:

Gordon MacMile
Director Strategic Coordination and Delivery
Email: gordon.macmille@dlgsc.wa.gov.au

Department of Local Government, Sport and Cultural Industries
246 Vincent Street, LEEDERVILLE WA 6007
PO Box 329, LEEDERVILLE WA 6903
Telephone: (08) 9492 9700
Website: www.dlgc.wa.gov.au

APPENDIX A

ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD SEXUAL ABUSE – FURTHER INFORMATION

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) was established in January 2013, to investigate systemic failures of public and private institutions² to protect children from child sexual abuse, report abuse, and respond to child sexual abuse. The Royal Commission's Terms of Reference required it to identify what institutions should do better to protect children in the future, as well as what should be done to:

- achieve best practice in reporting and responding to reports of child sexual abuse;
- eliminate impediments in responding to sexual abuse; and
- address the impact of past and future institutional child sexual abuse.

The Western Australian Government (State Government) strongly supported the work of the Royal Commission through the five years of inquiry, presenting detailed evidence and submissions and participating in public hearings, case studies and roundtables.

The Royal Commission released three reports throughout the inquiry: *Working with Children Checks (August 2015)*; *Redress and Civil Litigation (September 2015)* and *Criminal Justice (August 2017)*. The Final Report (Final Report) of the Royal Commission into Institutional Responses to Child Sexual Abuse incorporated the findings and recommendations of the previously released reports and was handed down on 15 December 2017. To access a full version of the Royal Commission's Findings and the Final Report, follow the link at <https://www.childabuseroyalcommission.gov.au/>

The Royal Commission made 409 recommendations to prevent and respond to institutional child sexual abuse through reform to policy, legislation, administration, and institutional structures. These recommendations are directed to Australian governments and institutions, and non-government institutions. One specific recommendation was directed at Local Government, while many others will directly or indirectly impact on the organisations that Local Government works with and supports within the community.

Of the 409 recommendations, 310 are applicable to the Western Australian State Government and the broader WA community.

² * For clarity in this Paper, the term 'Institution' means any public or private body, agency, association, club, institution, organisation or other entity or group of entities of any kind (whether incorporated or unincorporated), however described, and:

- Includes for example, an entity or group of entities (including an entity or group of entities that no longer exist) that provides, or has at any time provided, activities, facilities, programs or services of any kind that provide the means through which adults have contact with children, including through their families
- Does not include the family.

THE WESTERN AUSTRALIAN GOVERNMENT RESPONSE TO THE ROYAL COMMISSION

The State Government examined the 310 applicable recommendations and provided a comprehensive and considered response, taking into account the systems and protections the State Government has already implemented. The State Government has accepted or accepted in principle over 90 per cent of the 310 applicable recommendations.

The State Government's response was released on 27 June 2018 fulfilling the Royal Commission recommendation 17.1, that all governments should issue a formal response within six months of the Final Report's release, indicating whether recommendations are accepted; accepted in principle; not accepted; or will require further consideration. The WA Government's response to the Royal Commission recommendations can be accessed at:

<http://www.dpc.wa.gov.au/childabuseroyalcommission>

The State Government has committed to working on the recommendations with the Commonwealth Government, other states and territories, local government, non-government institutions (including religious institutions) and community organisations.

The State Government's overall approach to implementation of reforms is focused on:

- Stronger Prevention (including Safer Institutions and Supportive Legislation)
 - Create an environment where children's safety and wellbeing are the centre of thought, values and actions;
 - Places emphasis on genuine engagement with and valuing of children;
 - Creates conditions that reduce the likelihood of harm to children and young people.
- Reliable Responses (including Effective Reporting)
 - Creates conditions that increase the likelihood of identifying any harm;
 - Responds to any concerns, disclosures, allegations or suspicions of harm.
- Supported Survivors (including Redress).

Many of the recommendations of the Royal Commission have already been addressed through past work of the State Government, and others working in the Western Australian community to create safe environments for children. This work is acknowledged and where appropriate, will be built upon when implementing reforms and initiatives that respond to the Royal Commission's recommendations.

APPENDIX B

NATIONAL REDRESS SCHEME - FURTHER INFORMATION

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse.

The National Redress Scheme (the Scheme):

- Acknowledges that many children were sexually abused in Australian institutions;
- Recognises the suffering they endured because of this abuse;
- Holds institutions accountable for this abuse; and
- Helps people who have experienced institutional child sexual abuse gain access to counselling and psychological services, a direct personal response, and a redress-payment.

The National Redress Scheme involves:

- People who have experienced institutional child sexual abuse who can apply for redress;
- The National Redress Scheme team — Commonwealth Government staff who help promote the Scheme and process applications;
- Redress Support Services — free, confidential emotional support and legal and financial counselling for people thinking about or applying to the Scheme;
- Participating Institutions that have agreed to provide redress to people who experienced institutional child sexual abuse; and
- Independent Decision Makers who will consider applications and make recommendations and conduct reviews.

The National Redress Scheme formally commenced operation on 1 July 2018 and offers eligible applicants three elements of redress:

- A direct personal response from the responsible institution, if requested;
- Funds to access counselling and psychological care; and
- A monetary payment of up to \$150,000.

Importantly, the Scheme also provides survivors with community based supports, including application assistance; financial support services; and independent legal advice. The Scheme is administered by the Commonwealth Government on behalf of all participating governments, and government and non-government institutions, who contribute on a 'responsible entity pays' basis.

Institutions that agree to join the Scheme are required to adhere to the legislative requirements set out in the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth).

More information on the Scheme can be found at www.nationalredress.gov.au or the [National Redress Guide](#).

SURVIVORS IN THE COMMUNITY

Throughout the five years of its inquiry, the Royal Commission heard detailed evidence and submissions, and held many public and private hearings, case studies and roundtables. Most notably, the Royal Commission heard directly from survivors of historical abuse.

The Royal Commission reported that survivors came from diverse backgrounds and had many different experiences. Factors such as gender, age, education, culture, sexuality or disability had affected their vulnerability and the institutions response to abuse.

The Royal Commission, however, did not report on the specific circumstances of individuals with the details of survivors protected; the circumstances of where and within which institutions their abuse occurred is also protected and therefore unknown. Further, survivors within the WA community may have chosen to not disclose their abuse to the Royal Commission.

Accordingly, it is not known exactly how many survivors were abused within Western Australian institutions, including within Local Government contexts. Within this context of survivors in the community, who may or may not be known, consideration needs to be given to how all institutions, including local governments, can fulfil the Royal Commission's recommendation in relation to redress.

The Royal Commission's *Redress and Civil Litigation (September 2015)* Report recommended the establishment of a single national redress scheme to recognise the harm suffered by survivors of institutional child sexual abuse. This report also recommended that Governments around Australia remove the limitation periods that applied to civil claims based on child sexual abuse, and consequently prevented survivors – in most cases – pursuing compensation through the courts.

As a result of reforms made in response to these recommendations, WA survivors now have the following options to receive recognition of their abuse:

1. Pursuing civil court action(s) against the perpetrator and/or the responsible institution. The *Civil Liability Legislation Amendment (Child Sexual Abuse Actions) Act 2018* (WA) took effect on 1 July 2018, removing the limitation periods that previously prevented persons who had experienced historical child sexual abuse from commencing civil action.
2. Applying to the National Redress Scheme, which provides eligible applicants with a monetary payment, funds to access counselling and an apology. Note, to receive redress the responsible institution(s) will need to have joined the Scheme.

TREATMENT OF LOCAL GOVERNMENTS BY OTHER JURISDICTIONS

At the time of the State Government joining the Scheme, only two jurisdictions had made a decision about the treatment of local governments. All jurisdictions have since agreed to include local governments within their respective declarations, with the exception of South Australia (SA). The SA Government is still considering their approach.

It is understood that all jurisdictions, with the exception of SA, are either covering the redress liability associated with local government participation in the Scheme or entering into a cost sharing arrangement. The table below provides a summary of other jurisdictions' positions.

Jurisdiction	Position
Commonwealth	<ul style="list-style-type: none"> No responsibility for local governments. The Commonwealth Government has indicated preference for a jurisdiction to take a consistent approach to the participation of local governments in the Scheme.
Australian Capital Territory (ACT)	<ul style="list-style-type: none"> ACT has no municipalities, and the ACT Government is responsible for local government functions. ACT has therefore not been required to explore the issue of local government participation in the Scheme.
New South Wales (NSW)	<ul style="list-style-type: none"> In December 2018, the NSW Government decided to include local councils as NSW Government institutions and to cover their redress liability. The NSW Office for Local Government is leading communications with local councils about this decision. NSW's declaration of participating institutions will be amended once preparation for local council participation is complete.
Northern Territory (NT)	<ul style="list-style-type: none"> The NT Government has consulted all of the Territory's local governments, including individually visiting each local government. NT is in the process of amending Territory's declaration of participating institutions to include local governments.
Queensland	<ul style="list-style-type: none"> Queensland is finalising a memorandum of understanding (MOU) with the Local Government Association of Queensland to enable councils to participate in the Scheme as State institutions. The MOU includes financial arrangements that give regard to individual councils' financial capacity to pay for redress.
South Australia (SA)	<ul style="list-style-type: none"> Local governments are not currently included in the SA Government's declaration The SA Government is still considering its approach to local governments.
Tasmania	<ul style="list-style-type: none"> Local Governments have agreed to participate in the Scheme and will be included as a state institution in the Tasmanian Government's declaration. A MOU with local governments is being finalised, ahead of amending Tasmania's declaration.
Victoria	<ul style="list-style-type: none"> The Victorian Government's declaration includes local governments. The Victorian Government is covering local governments' redress liability.
Western Australia (WA)	<ul style="list-style-type: none"> The WA Government has excluded local governments from its declaration, pending consultation with the local government sector.

TIMEFRAME TO JOIN THE SCHEME

Institutions can join the Scheme within the first two years of its commencement. This means that institutions can join the Scheme up to and including 30 June 2020 (the second anniversary date of the Scheme). The Commonwealth Minister for Social Services may also provide an extension to this period to allow an institution to join the Scheme after this time. However, it is preferred that as many institutions as possible join the Scheme within the first two years to give certainty to survivors applying to the Scheme about whether the institution/s in which they experienced abuse will be participating.

If an institution has not joined the Scheme, they are not a participating institution. However, this will not prevent a person from applying for redress. In this circumstance, a person's application cannot be assessed until the relevant institution/s has joined the Scheme. The Scheme will contact the person to inform them of their options to either withdraw or hold their application. The Scheme will also contact the responsible institution/s to provide information to aid the institution/s to consider joining the Scheme.

THE SCHEME'S STANDARD OF PROOF

The Royal Commission recommended that 'reasonable likelihood' should be the standard of proof for determining eligibility for redress. For the purposes of the Scheme, 'reasonable likelihood' means the chance of the person being eligible is real and is not fanciful or remote and is more than merely plausible.

When considering a redress application, the Scheme Operator must consider whether it is reasonably likely that a person experienced sexual abuse as a child, and that a participating institution is responsible for an alleged abuser/s having contact with them as a child. In considering whether there was reasonable likelihood, all the information available must be taken into account.

Where a participating institution does not hold a record (i.e. historical information), the Scheme Operator will not be precluded from determining a person's entitlement to redress. The information to be considered by the Scheme Operator includes:

- The information contained in the application form (or any supplementary information provided by a person by way of statutory declaration);
- Any documentation a person provided in support of their application;
- The information provided by the relevant participating institution/s in response to a Request for Information from the Operator, including any supporting documentation provided; and
- Any other information available including from Scheme holdings (for example where the Scheme has built up a picture of relevant information about the same institution during the relevant period, or the same abuser).

It should be noted that the 'reasonable likelihood' standard of proof applied by the Scheme is of a lower threshold (or a lower standard of proof) than the common law standard of proof applied in civil litigation – the 'balance of probabilities'. Please see 11.7 of the Royal Commission's *Redress and Civil Litigation Report (2015)* for additional information on the difference between the two.

MAXIMUM PAYMENT AND SHARED RESPONSIBILITY

The amount of redress payment a person can receive depends on a person's individual circumstances, specifically the type of abuse the person experienced.

A person may only make one application for redress. The maximum redress payment payable under the scheme to an applicant is \$150,000 in total.

The payment of redress is made by the institution(s) found responsible for exposing the individual to the circumstances that led to the abuse.

There may be instances where one or more institutions are found to be jointly responsible for the redress payment to a person, and instances where a person may have experienced abuse in one or more different institutions. In such situations, the redress payable by an institution will be apportioned in accordance with the Scheme's assessment framework - see <https://www.legislation.gov.au/Details/F2018L00969> and method statement - see <http://guides.dss.gov.au/national-redress-guide/4/1/1>

Prior payments made by the responsible institution for the abuse to the applicant (e.g. ex-gratia payments) will be taken into account and deducted from the institutions' redress responsibility.

EFFECT OF AN APPLICANT ACCEPTING AN OFFER OF REDRESS

Accepting an offer of redress has the effect of releasing the responsible participating institution/s and their officials (other than the abuser/s) from civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme. This means that the person agrees to not bring or continue any civil claims against the responsible participating institution/s in relation to any abuse within the scope of the Scheme.



If a responsible participating institution/s is a member of a participating group, the person will be releasing the other associated institutions and officials within that group from any civil liability for instances of sexual abuse and related non-sexual abuse of the person that is within the scope of the Scheme.

Accepting an offer of redress also has the effect of preventing a responsible participating institution from being liable to contribute to damages that are payable to the person in civil proceedings (where the contribution is to another institution or person).

In accepting the offer of redress, a person will also be consenting to allow the participating institution/s or official/s to disclose the person's acceptance of redress offer in the event that a civil claim is made. The Scheme must provide a copy of the person's acceptance of offer to each responsible institution for their records once received.

Note – the acceptance of an offer of redress does not exclude the pursuance or continuance of criminal proceedings against the abuser(s).

9.4. COMMUNITY DEVELOPMENT

Title/Subject:	MEEKATHARRA COMMUNITY MARKETS	
Agenda/Minute Number:	9.4.1	
Applicant:	Meekatharra Community Resource Centre	
File Ref:	ADM 066	
Disclosure of Interest:	Nil	
Date of Report:	17 June 2020	
Author:	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

A recent request to hold regular community markets.

Attachments:

Email outlining Markets proposal from Anna Johnson

Background:

A request has been made through the local Community Resource Centre to hold monthly market days on the footpath at the front of the Commercial Hotel on Main Street.

The requested location is within 100m of most local retailers and on the main trading strip in town. The current stallholder license fee is set at \$35 per stall holder daily or \$215 annually.

Relevant parts of the Meekatharra Shire Local Law - Activities in Thoroughfares and Public Place and Trading 2007 include –

“Subdivision 2, section 5.6(3) The Local government may exempt a person or a class or persons whether or not in relation to a specified public place from the requirements of this division”

“Subdivision 3, 5.7 (2)(a) A stallholder or trader shall not attempt to conduct a business within a distance of 300m of any shop or permanent place of business that is open for business and has for sale any goods or services of the kind being offered for sale by the stallholder or trader.”

It is anticipated a fee of \$35 would be in excess of likely profits for a local stall holder planning to participate.

There is concern that waiving the license fee and requirement to distance from retailers would set a precedent which has the potential to disadvantage local business should an itinerant trader elect to operate their business through this market day.

Staff have discussed the proposal with town traders most likely to be affected, and strong support for the proposed markets on the main trading strip location has been received.

Comment:

A solution would be to require the Meekatharra Market participants to form a cooperative group consisting only of Meekatharra residents who fit the definition of local stall holder.

The Markets group would be managed by the Community Resource Centre, with that organisation paying a single annual stallholder fee of \$215, and each of the members of that group provided with exemptions from the Local Law relating to location and permit.

Such a structure has the potential to support community involvement in the markets, likely making them more diverse. All other parts of the Local Law should apply. Council would reserve the right to endorse membership of the group.

Consultation:

Roy McClymont – Chief Executive Officer

Anna Johnson – Acting Manager CRC

Peter Clancy – Farmer Jacks

Peter Nichols – Meekatharra Pharmacy

Andrew Darcy-Evans – Meekatharra Corner Store

Statutory Environment:

Local Government Act 1995

Activities in Thoroughfares and Public Places and Trading (2007) Local Law

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommended Options:

Option A

That Council endorse the creation of a Meekatharra Markets group under the management of the CRC which must obtain annual traders permit to hold regular street markets. Individual members of the group are exempt from stallholder permit and distance from permanent retail outlet conditions under the local law. All other parts of the Activities in Thoroughfares and Public Place and Trading 2007 local law apply.

OR

Option B

The proposed market event must comply with current Local Law conditions.

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr MR Hall

That Council adopt “Option A” as presented.

CARRIED 7/0

CDSM

From: CSO Meekatharra CRC <welcome@meekatharracrc.com.au>
Sent: Wednesday, 17 June 2020 1:18 PM
To: CDSM
Subject: FW: Meeka Markets

From: CSO Meekatharra CRC <welcome@meekatharracrc.com.au>
Sent: Tuesday, 16 June 2020 9:53 AM
To: CEO - Shire of Meekatharra (ceo@meekashire.wa.gov.au) <ceo@meekashire.wa.gov.au>
Subject: Meeka Markets

Hi Roy –

The CRC would like to resurrect the Meeka Markets and I would like to know what the Shire requires from us and if we can be exempt from footpath trading fees if possible. The aim of the markets is to become a regular feature which will benefit locals and attract visitors to the central shopping area. Tralee had a read through the local laws and it sounds like we fit into the exemption category, but she asked me to check with you as well.

I have permission from the Commercial Hotel to set up under their verandah, next to Farmer Jacks (and allowing room for Lanie of course). We would be operating from 9:30 am to 1:00 pm (ish) on the second Saturday of each month except in January and February (too hot).

Stall holders will be providing their own tables, Commercial providing chairs for those who need them. Meeka FM are going to set up and do a fun radio show and we may have an acoustic guitarist playing "quietly" (we're not blasting the street with noise in other words). Everything will of course be contained so that footpath access remains as normal, and stall holders will be asked to ensure that they comply with any food handling or other requirements in relation to their activity.

The CRC holds appropriate insurances for events/volunteer type things like this.

The first markets would be on Saturday July 11th.

Let me know if that works for the Shire and anything you might need from us to make it happen.

Thank you!
AJ

Anna Johnson
Acting Manager
Meekatharra CRC and Visitor Centre

55 Main Street
PO Box 83,
Meekatharra, WA. 6642
Tel: 08 9980 1811
Email: welcome@meekatharracrc.com.au



Meekatharra CRC Monthly Markets 2021 COVID 19 Action Plan & Market Requirements

COVID-19 Action Plan

1. CRC to provide signage advising of social distancing 1.5m.
2. CRC to advise stallholders in advance of COVID 19 requirements for the markets.
3. Stallholders to provide and maintain stall & product hygiene resources & practices.
4. CRC to provide marking tape for distancing as needed.
5. CRC will maintain a register of stallholders with contact details.
6. CRC reserves the right to require any stallholder or participant to leave the site.

Stallholders will be contacted directly in advance of the markets with the Action Plan requirements. The CRC on site representative is tasked with keeping an eye on distancing and hygiene and assisting or advising as required to ensure best practise is followed.

There is no requirement for the collection of contact details from the public.

Requirements at the Markets

1. Tables, chairs and all items at the markets to be wiped down with appropriate products prior to and during the markets as needed.
2. Stallholders to provide their own hand sanitiser and other wipe down products.
3. Stallholders with cold/flu like symptoms are not permitted to participate.
4. The CRC will provide spare sanitiser and wipe down products on site.
5. Signage is to be displayed advising of social distancing.
6. Stallholders must be able to provide proof of any compliance in relation to product/service.
7. All participants to monitor and support social distancing measures.

Insurance

While the CRC holds suitable insurances for its purposes, we cannot guarantee coverage for individual or other participants in events and you should consider your own insurance position in relation to what you are doing.

Compliance

You may be asked to show evidence of compliance for any service or product you are providing, for example food handling, labelling etc. It is the Stallholder's responsibility to ensure that they have appropriate and current compliance/permit paperwork in place and in their possession on site for each market day. The CRC reserves the right to ask any non-compliant stallholder or participant to leave the markets.

The CRC contact for this action plan and for the CRC monthly markets is:

Anna Johnson, Acting Manager

08 9980 1811



0413 621 786

welcome@meekatharracrc.com.au

Thank you

A handwritten signature in black ink, appearing to be 'Anna Johnson', written over the 'Thank you' text.

9.5. HEALTH BUILDING AND TOWN PLANNING

Title/Subject:	LITTER COMPLAINT	
Agenda/Minute Number:	9.5.1	
Applicant:	Nil	
File Ref:	ADM 0232	
Disclosure of Interest:	Nil	
Date of Report:	17 June 2020	
Author:	Tralee Cable Community and Developmen. Services Manager	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider a complaint received from a local resident regarding unlawful disposal of litter outside the town boundaries, and appropriate action that can be taken.

Attachments:

Copy of complaint email from Adam Howden

Background:

A local resident has recently made a complaint to the Shire about illegal dumping of refuse outside the town boundaries, and not within the local rubbish tip. The tip is free to the public, and open 24 hours per day, 7 days per week. Rubbish collection services run in town twice per week.

Despite these arrangements, some residents continue to deposit their rubbish in the local bush.

Although there are provisions in the Litter Act (1979) which make provision for financial penalties to be applied under these circumstances, at this point in time no such action has been taken. It can be questioned whether such penalties would act as deterrent or antagonizing factors, and whether offenders would have the ability to pay such fines. This process could be draining on Shire resources for little benefit or outcome.

Comment:

A recommendation is made that a group, or committee is formed to determine the appropriate actions for this community in relation to such offences. A body could be appointed by Council and consist of interested Councillors, and possibly community members.

There are two options to achieve this outcome – the first is an informal group, and the second a formal sub-committee of the Council.

In the first instance a Litter Action Group could be formed to meet regularly to discuss actions to be taken in reducing the prevalence of litter within the Shire. Such actions could include advertising, activities, events and potentially infringements. The functions of this body should be well defined in a Terms of Reference document to ensure the intent of Council in establishing the group is adhered to and achieved.

In the second instance, the establishment of a Litter Sub-committee of the Council would be subject to matters defined under the Local Government Act and Regulations. There are

benefits to this type of committee in that the regular meetings are minuted and transparent to the community in their decisions and actions. The powers of such a committee are well defined and the minutes are reported to Council regularly. An example of the definitions that should be considered include –

Purpose; (what is the committee’s purpose)

e.g. to reduce the amount of litter and refuse deposited around the town boundary.

Functional Areas, tasks, duties; (what functional areas, tasks and duties will the committee cover)

E.g. Schedule 10 (Sanitation Services) – town clean-up budget.

Council may wish to request the committee to assist with tasks such as:

drafting the town clean-up budget each year,

develop a draft 5- or 10-year plan for cleaning up old dump sites in the community,

develop an annual (or periodic) inspection schedule

review efficacy of the program and make recommendations to Council

Membership and number of members;

Council would appoint specific councillors to the committee. Would Council intend for staff to be members of the committee or will staff perform advisory/administrative functions. Which staff members are required to attend meetings? Will community members be appointed to the committee?

Quorum; As per the Local Government Act 1995 – min 50% of members.

Staff reporting structure/procedures;

What reports, if any will be presented to the committee (instead of going to Council);

- Town Crew Report?
- Other Reports?

Should reports to the committee be written reports or verbal reports?

Meeting days/dates/times

Consider; Frequency of meetings, day of meetings, synchronising with Council meetings (if necessary), dates of meetings.

Delegated authority

Council can delegate to a committee and its members any of its powers and duties other than the power of delegation (Local Government Act 1995 Section 5.16 (1))

Under the Litter Act (1979), Councillors and staff already hold certain powers. The Council could further appoint committee members as authorised persons under the Act to exercise powers under the Act.

The CEO’s functions cannot be delegated to a committee, for example the CEO’s function to “manage the day to day operations of the local government” and “be responsible for the employment, management, supervision, direction and dismissal of other employees” can only be delegated to other employees.

Meeting open to public

Committee meetings only have to be open to the public if the committee has a delegated power or if Council resolves that the meeting should be open to the public.

Public question time

Committee meetings only have to have a public question time if the committee has a delegated power or if Council has resolved that the meeting be open to the public.

Advertise meetings (public notice)

Local Public notice of Committee meetings only has to occur if the committee meetings are required under the Act to be open to the public or when Council proposes that the meeting be open to the public.

Notice of meetings required and provision of agendas

Staff can find no requirements in any legislation concerning timeframes for the notice of committee meetings or the provision of agendas, so this is for council to decide.

Council should consider each of the above points in their deliberations.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Local Government Act 1995
Litter Act (1979)

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommended Options:

Option A

That Council endorse the creation of a Litter Sub-Committee of the Council, comprising of the following membership - _____ and that this committee report to Council's September meeting with a proposed structure of the committee including Purpose, Function, Membership, Quorum, reporting structure, Meeting times for Council approval.

OR

Option B

That Council endorse the creation of a Litter Action Group comprising the following membership _____ for

the purpose of deterring the practice of illegal dumping of rubbish in the Shire. This group is to report to Council's September meeting with Terms of Reference for approval and endorsement.

OR

Option C

That no committee or group be formed and the CEO to act as he deems appropriate on the complaint received regarding litter in the Shire of Meekatharra.

Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr PS Clancy

That Council adopt "Option C" as presented.

CARRIED 7/0

CDSM

From: Adam Howden <Adam.Howden@outlook.com>
Sent: Monday, 15 June 2020 10:36 AM
To: CDSM
Subject: Re: Illegal dumping

Good morning Tralee

Could you also raise some of these points made in this report to what legal abilities the shire possess and if a proactive plan can be devised to detur dumping prior.great that the shire crews will have to clean this up now as that is reactive to the issue.I will keep campaigning for a long term solution.

Legal proceeding or an issued warning is the only true fix for these ongoing repetitive personal dump sites.

Also I would like to be advised if we have both discovered the areas of focus.

Kind regards Adam Howden

Sent from my iPhone

On 15 Jun 2020, at 9:15 am, CDSM <cdsm@meekashire.wa.gov.au> wrote:

Morning Adam,

Thank you for your email, and for the directions to this dump site. I drove the area a fair bit over the weekend, and can see where there is rubbish that shouldn't be there.

The town crew will be able to clean that up, and I'll work with John to get that done.

Again, thanks for pointing it out. As I'm not a local to the community, I'm not aware of these spots until directed to them – its not somewhere I would normally drive on my day off.

Regards

Tralee Cable

Community and Development Services Manager

Shire of Meekatharra

PO Box 129, Meekatharra WA 6642

Ph: (08) 9980 0609

Mob: 0428 817939

<image002.gif>

Follow us on –

<image001.png>

<image007.jpg>

<image008.jpg>

@meekatharradust

The Shire of Meekatharra

From: Adam Howden <Adam.Howden@outlook.com>
Sent: Friday, 12 June 2020 2:34 PM
To: CDSM <cdsm@meekashire.wa.gov.au>
Cc: hnsherwood@icloud.com; mark@marksmith.com.au; fjmeeka@bigpond.net.au; Roy McClymont <executive@meekashire.wa.gov.au>; davidhodder45@hotmail.com
Subject: Illegal dumping

To the Shire Of Meekatharra

As most should be aware we as a community seem to have a very evident and recurring problem with illegal dumping of waste in and around our township of Meekatharra. I am writing today to hopefully gain some perspective on what stance the shire of Meekatharra is taking with this and would like to be informed if an action plan is put in place to combat the antics of what seems to be a growing problem. Like many of your councillors and myself we have resided in the township in Meekatharra for some time and on my inspections in recent time of the bushlands surrounding Meekatharra illegal dumping seems to be occurring at a rate which is going to have significant financial costs to the shire and its rate payers if it is decided to be cleaned up at the councils cost. From the research I have currently viewed .Illegal dumping can be prosecuted under the *Environmental Protection Act 1986* with maximum fines of \$62,500 for individuals and \$125,000 for corporate bodies (businesses). Under the *Litter Act 1979* minor illegal dumping can attract an infringement notice of \$500 or \$2,000 if taken to court.

Photographic or video evidence will also assist Rangers follow up with any prosecutions that may result from the information. People who report littering or illegal dumping offences can remain anonymous however; to increase the chances of a prosecution it is preferable that these people are available to provide a witness statement. Now with a basic understanding of our local government system here in Meekatharra a ranger is contracted by the shire of Meekatharra but this may not fall under his contract portfolio.



So the question I ask who has the power to do anything about this here in Meekatharra and if no one holds the power or authority to move to prosecution on known caught re offending individuals or businesses I think a review is required of our current system as this requires a tuff stance and suitably on a short time line. To further the information above I have included photos of a area that seems to be currently an illegal dumping hotspot. This area is geographically between the Sandstone

road and the Airport road bushland also to quell any doubts that this waste is historic I grantee its not as there is much more present out there that is historic and only recent dumps where photographed. These land areas that are photographed also all fall with in the town common which I'm lead to believe is under shire control.

Many systems at low costs can be utilized to help combat this current trends. These include remote battery operated cameras systems which currently are being used by pastoralist in the area to combat illegal activities on their pastoral leases which have had great success in identification of people and vehicles preforming illegal activities'. A focus on education through youth services currently being run by the shire similar to others that have combated unfavourable practices. Possibly also new dumping sites should be published in our local paper and also illustrated on a board for public display to a shame those who continue to not utilise the free waste facility providedc but prefer to spread their house hold waste through our local bushlands.

Regards

Adam Howden
Howden Contracting and Transport
Mob 0427 286 348
Email Adam.Howden@outlook.com
<image006.png>

Title/Subject:	LOCAL PLANNING STRATEGY & LOCAL PLANNING SCHEME No 4 – ENDORSEMENT TO SUBMIT TO WESTERN AUSTRALIAN PLANNING COMMISSION	
Agenda/Minute Number:	9.5.2	
Applicant:	Nil	
File Ref:	ADM 0320	
Disclosure of Interest:	Nil	
Date of Report:	16 June 2020	
Author:	Tralee Cable Community and Development Services Manager	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer	 Signature Senior Officer

Summary/Matter for Consideration:

The draft Local Planning Scheme No4 and draft Local Planning Strategy including modifications are presented for submission to the Western Australian Planning Commission (WAPC) for final approval. Following advertising in 2016, submissions on the Scheme and Strategy were presented to Council, however, omissions in processing the Scheme and the Strategy have been identified requiring Council to again review submissions and proposed modifications and to resolve whether to support the Scheme and Strategy before submitting to the WAPC for final approval.

Attachments:

Schedule of Submissions
Draft Scheme Text
Draft Strategy
Schedule of Modifications
Local Planning Schemes Flowchart

Background:

At the Council meeting held 17 May 2014 Council resolved the following:

“That Council

- 1) *Adopted 2013/2014 budget is amended to allocate the amount of \$71,000 including an amount of \$14000 for advertising from Municipal Funds for the purpose of the Town Planning Scheme Review and adoption of a Local Planning Strategy.*
- 2) *Any such funds not expended in the 2013/2014 financial year be carried forward to the 2014/2015 financial year and be included in the budget for that year.*
- 3) *That Planwest be appointed to carry out the review in accordance with the supplied proposal.*
- 4) *In pursuance of Section 72 of the Planning and Development Act 2005, prepare Local Planning Scheme No. 4 with reference to an area situated wholly within the Shire of Meekatharra and enclosed within the broken black border on the plan now produced to the Council and marked and certified by the Chief Executive Officer under his hand dated the seventeenth day of May 2014.*

*CARRIED 6/0
BY AN ABSOLUTE MAJORITY”*

At the special meeting of Council on 24 April 2015 council resolved:

“That Council:

Approves the Shire of Meekatharra Local Planning Scheme No 4 for submission to the Environment Protection Authority for assessment. Subject to approval the Scheme be advertised for comment. Furthermore, the Shire of Meekatharra Local Planning Scheme No 4 be presented for Ministerial approval in accordance with the Planning and Development Act 2005.

Approves the Shire of Meekatharra Local Planning Strategy for submission to the Environment Protection Authority for assessment. Subject to approval the Strategy be advertised for comment. Furthermore, the Shire of Meekatharra Local Planning Strategy be presented for Ministerial approval in accordance with the Planning and Development Act 2005.

*CARRIED 7/0
BY AN ABSOLUTE MAJORITY”*

Subsequently the EPA approved the scheme and it was presented for ministerial approval with several changes being required.

At the meeting of Council on 20 February 2016 Council resolved:

“That Council:

- 1) Reluctantly agrees to condition 1 – 7 of the schedule of modifications, as attached, and approves Planwest to make the requested modifications to the Strategy and Scheme documents;*

In terms of the proposed Future Industrial Land area;

- a) Requests the CEO to seek permission from the identified indigenous claimants of the area to proceed with the project; and*
- b) Requests the CEO to begin further planning studies as required in the schedule of modifications subject to funding being available.*
- c) Approves the advertising of the Local Planning scheme and strategies for public comment.*

CARRIED 5/0”

Comment:

All requested changes were made in accordance with the schedule provided by the Department of Planning.

The scheme was formally advertised on Thursday 27 April 2016 for the required period.

A schedule of responses received has been prepared along with the recommended actions and modifications where necessary to address submissions.

Council is required to consider this schedule and resolve whether to support the Scheme and proposed modifications.

The adopted schedule, modification and scheme are then required to be forwarded to the Department of Planning, Lands and Heritage for assessment. The Scheme is then presented to

the Minister for Planning for final determination. If in agreement the Minister will then approve the scheme on the condition that the changes in the schedule be made to the original document.

In September 2016, Council resolved:

“That Council:

Adopts the schedule of responses from the advertisement of the Local Planning Scheme No 4 and

Seek formal approval from the Department of Planning for the adopted schedule to be included in the Shire of Meekatharra Local Planning Scheme No 4.

*CARRIED 4/0
BY AN ABSOLUTE MAJORITY”*

The September 2016 resolution did not consider the Local Planning Strategy. Attached to this item are the responses received to the advertised Local Planning Scheme No 4 and the Local Planning Strategy. Council is required to consider the submissions in relation to the Strategy, proposed modifications before the Strategy is submitted to the WAPC for assessment and determination.

Communication with the Department of Planning, Lands and Heritage have outlined the process required to be undertaken to progress the adoption of the Local Planning Scheme No 4 and the Local Planning Strategy in a timely manner. Currently the Shire of Meekatharra is at the point r 25(3) and 25(4) on the attached flowchart.

Consultation:

Cath Meaghan - Planning Director, Department Planning, Lands and Heritage

Public advertising of the Local Planning Scheme and Strategy were undertaken in accordance with requirements under the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations).

Statutory Environment:

Requirements for approving and publicising a new Local Planning Scheme are set out in section 87 of the *Planning Development Act 2005* and Part 4 (Division 2 and 3) of the Regulations.

Requirements for approving and publicising Local Planning Strategies set out in Part 3) of the Regulations.

Policy Implications:

Nil

Budget/Financial Implications:

A fee to gazette this scheme will be payable to the State Law Publisher upon Ministerial Approval. This fee is estimated at this time to be in the vicinity of \$2,000, dependent on the number of pages to be advertised.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommended Options to Committee:

Option A

That the Committee recommends that Council:

- 1. Endorses the schedule of submissions (Attachment 1) from the advertisement of the Local Planning Scheme No 4 and the Local Planning Strategy No 4.**
- 2. Pursuant to Regulation 25(3) of the Planning and Development (Local Planning Schemes) Regulations 2015 supports the Shire of Meekatharra Local Planning Scheme No 4 (Attachment 2) with modifications as outlined in Attachment 4.**
- 3. Pursuant to Regulation 14(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 supports the Shire of Meekatharra Local Planning Strategy (Attachment 3) with modifications as outlined in Attachment 4**
- 4. Pursuant to Regulation 14(3) and 28 of the Planning and Development (Local Planning Schemes) Regulations 2015 forward all relevant information required to the Western Australian Planning Commission.**

OR

Option B

That Council lay this item on the table pending a review and update to provide clarifications for Councillors and staff with a particular (but not exclusive) focus on the conditions and requirements for the Rural Zone.

Committee Resolution and Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr DK Hodder

That Council lay this item on the table pending a review and update to provide clarifications for Councillors and staff with a particular (but not exclusive) focus on the conditions and requirements for the Rural Zone.

CARRIED 7/0

**ATTACHMENT 1 - SHIRE OF MEEKATHARRA LOCAL PLANNING SCHEME No 4
SCHEDULE OF SUBMISSIONS**

SUB	NAME/ADDRESS	AFFECTED PROPERTY/ AREA OF CONCERN	SUMMARY OF SUBMISSION	COMMENT/DISCUSSION	COUNCIL'S RECOMMENDATION
1	Dept. of Mines and Petroleum (DMP)	Unspecific	<p>Scheme</p> <ol style="list-style-type: none"> DMP opposes making mining an X use in a General Industry zone as, for example, sand could be extracted ahead of development. DMP opposes inclusion of 'Mining operations' in the Zoning Table. <p>Strategy</p> <ol style="list-style-type: none"> DMP considers that the text '<i>Ensure that mining activities are closely monitored where they may impact settlements</i>' is unnecessary. DMP recommends buffers to open pits as conveyed in Map 2 sent in 2014. The proposed General Industry area has gold potential and the lease holder has concerns about the proposal. DMP recommends deferral of the industrial estate pending further negotiations with the leaseholder. 	<p>Scheme</p> <ol style="list-style-type: none"> It is assumed that all mining operation should have completed by the time the estate is established. As we are reminded, the DMP can approve mining operations without Scheme approval. Mining operations is a use defined in the 2015 Regs and is required to be included in the Zoning Table. <p>Strategy</p> <ol style="list-style-type: none"> Text confirms that the Shire and DMP will liaise regarding mining operations especially where they may impact settlements. DMP Map 2 shows a 300m buffer from open pit mines unlike other Schemes areas where 200m has been applied. This implies new Strategy mapping each time a new open pit mine is created. Rezoning will only result from an adopted Structure Plan (SP) for the area. Investigations in the preparation of a SP will establish whether the gold potential is viable. 	<p>Scheme</p> <ol style="list-style-type: none"> Uphold submission. Change Mining in a General Industry zone to AA. Dismiss submission. <p>Strategy</p> <ol style="list-style-type: none"> Dismiss submission as this confirms a necessary process. Dismiss submission as the liaison and referral system will confirm buffer requirements. Dismiss submission as the SP process is part of the consultation process to highlight issues that may prevent zoning.
2	Main Roads WA (MRWA)	Unspecific	<p>Scheme</p> <ol style="list-style-type: none"> Any new developments on Special Use sites be required to prepare a Traffic Statement or Assessment. 	<p>Scheme</p> <ol style="list-style-type: none"> Traffic Statement should not be imposed on every proposal but wording to be added will give Council 	<p>Scheme</p> <ol style="list-style-type: none"> Partly uphold submission by modifying text of

			<p>Strategy</p> <ol style="list-style-type: none"> 1. Add text to discussion in 5.6 regarding the Future Industrial Land – Investigation Area to ensure all studies etc are subject to a Traffic Statement or Assessment. 2. New signage on Highways – as outlined in 5.4 of the Strategy suggesting new tourist signage – should be referred to MRWA 	<p>discretion on when to impose the requirement.</p> <p>Strategy</p> <ol style="list-style-type: none"> 1. The industrial area is significant and will require consultation during the preparation of the Structure Plan at which time a Traffic Assessment will no doubt be required. 2. Text can be added for clarification. 	<p>Special Use provision in accordance with Text A.</p> <p>Strategy</p> <ol style="list-style-type: none"> 1. Uphold submission to add text to ensure that a Traffic Assessment is prepared as part of the SP process (Text B). 2. Uphold submission and add text in accordance with Text B.
3	Department of Aboriginal Affairs (DAA)	Unspecific	<ol style="list-style-type: none"> 1. Due to the large area of the Shire the DAA is unable to provide comment. 2. Suggest that the Shire become familiar with the Aboriginal Heritage Due Diligence Guidelines. 	<ol style="list-style-type: none"> 1. Noted. 2. Shire to ensure Guidelines are made available to all staff via hardcopy and via Council’s web site. 	<ol style="list-style-type: none"> 1. Note submission 2. Uphold submission by making the Guidelines available to staff on line and in hardcopy.
4	Department of Agriculture and Food (DAFWA)	Unspecific	<ol style="list-style-type: none"> 1. Commends Strategy in its approach to support best practice and diversification in the pastoral industry. 	<ol style="list-style-type: none"> 1. Noted 	<p>Note submission.</p>
5	Department of Water (DoW)	Strategy 5.1 – Climate change	<ol style="list-style-type: none"> 1. DoW suggests new Strategy and Action relating to Threatened Ecological Communities (TEC). 2. DoW suggests new Strategy and Action relating to flood mitigation. 	<ol style="list-style-type: none"> 1. Additional Strategy and Action, as suggested, can contribute to a general information program. 2. Minor wording change is considered adequate to existing Strategy and Action. 	<ol style="list-style-type: none"> 1. Uphold submission and modify strategy background and strategy documents (Text C). 2. Uphold submission and modify strategy background and strategy documents (Text C).
		Strategy 5.4 – Developing Tourism	<ol style="list-style-type: none"> 3. Insert words ‘and natural’ to the Action for the last Tourism Strategy. 	<ol style="list-style-type: none"> 3. Insertion of additional words is acceptable. 	<ol style="list-style-type: none"> 3. Uphold submission by modifying Action of last Tourism Strategy (Text D).
		Strategy	<ol style="list-style-type: none"> 4. DoW suggests text addition to include items 	<ol style="list-style-type: none"> 4. Additional text to be added regarding 	<ol style="list-style-type: none"> 4. Uphold submission to

		Background 4.3 Water Management	included in the Shire's Community Strategic Plan relating to waterways.	surface water features.	add text to 4.3 (Text E).
		Strategy Background 4.3.2 Public Drinking Water Source Area	Strategy Background 5. Include text relating to the WRC recommendations in the Shire's Water Source Protection Plan.	Background Strategy 5. Text already outlines the importance of the Priority 1 areas and the need to comply with the appropriate management principles.	Background Strategy 5. Dismiss submission as text is considered adequate.
		Scheme – Part 5 Table 7 Special Control Areas	ne 6. Add reference to Water Quality Protection Note No 25 in development approvals.	ne 6. Table 7 already refers to WQP Note No 25.	ne 6. Dismiss submission.
6	Department of Parks and Wildlife (DPaW)	Doolgunna-Mooloogool former pastoral leases	1. Advice regarding pastoral leases purchased for conservation not recoded in the Scheme and Strategy.	1. Addition of Doolgunna- Mooloogool former pastoral lease overlooked as not recorded as a Crown Reserve. DPaW mapping provided covers Southern Cross to Newman at A4 size difficult to read.	1. Uphold submission and add Doolgunna and Mooloogool lease areas into Conservation local scheme reserve.
		Collier Range NP	2. Collier Range National Park designation unclear.	2. Collier Range National Park already identified on Scheme and Strategy maps.	2. Submission noted.
		Biodiversity	3. Strategy does not contain a comprehensive listing of TECs, DRF and Priority Flora, or accurately reflect current information available.	3. Insert additional text relating to existing studies and further detail of TECs, DRF and Priority Flora. Update mapping data from DPAW Naturemap.	3. Uphold submission by adding text (Text F) and update Strategy Map to include most recent Declared Rare Flora, Threatened Ecological Communities and Priority Flora.

SUBMISSION No 1



Government of Western Australia
Department of Mines and Petroleum

Your ref: Shire of Meekatharra LPS and Scheme No 4 - Public Advertising
Our ref: A1511/201401
Enquiries: Elias Peiris - Ph 08 9222 3533 Fax 08 9222 3633
Email: elias.peiris@dmp.wa.gov.au

Mr Roy McClymont
Chief Executive Officer
Shire of Meekatharra
PO Box 129
Meekatharra
WA 6642

Dear Mr McClymont

SHIRE OF MEEKATHARRA LOCAL PLANNING STRATEGY AND SCHEME NO 4 - PUBLIC ADVERTISING

Thank you for your letter dated 27 April 2016 for inviting comment on the above Local Planning Strategy and Scheme No 4.

The Department of Mines and Petroleum (DMP) has assessed this proposal with respect to access to mineral and petroleum resources, geothermal energy, and basic raw materials and make the following comments.

DMP provided comment to the Shire in 2014 in preparation for the Local Planning Scheme No 4 and Strategy. DMP's view is that mining operations could be compatible in a General Industry zone where for example, sand could be extracted ahead of (and in preparation for) industrial development and thus an 'X' use in this zone is inappropriate. Noting that the extraction of basic raw materials (including gravels and sand) on Crown land is subject to the *Mining Act 1978*, and would be considered to be a mining operation. Furthermore, DMP encourages a consultative rather than legalistic approach to land use planning matters that involve mining operations, noting that the existing provisions in the Mining Act address the issues of freehold land owner and pastoral lease holder rights.

DMP recommends that the Shire does not include 'Mining Operations' in its zoning table and remove reference to a requirement for consultation to commence mining. DMP encourages further engagement with the Shire on matters of concern. However, we believe that involving further clauses of the Mining Act is counter productive to the government's red tape reduction objectives.

Comments to the Local Planning Strategy:

DMP considers that Action two on page 12 in the section 5.5 'Mining and Pastoral Activities' is unnecessary as the *Mining Act 1978* already provides such regulations and DMP monitors all mining activities. Furthermore, the Shire does have the opportunity to comment on the grant of any mining interest, including

raising an objection, irrespective of provisions of the Scheme and Local Planning Strategy.

DMP recommends that the Shire apply DMP recommended buffers to open pit mines and other workings at Meekatharra townsite as was shown on the Map 2 provided to the Shire in 2014. We note the surrounding area is currently subject to mining and thus compatible with the buffers. However, the explicit addition of a buffer could assist with future land use planning.

The proposed future industrial area has gold potential and has a mining lease over it. The mining lease holder, Big Bell Gold Operations has provided following comment to DMP:

"Big Bell have considered the Shire of Meekatharra's LPS No 4 and Local Planning Strategy and express concern over an area identified as the Heckel Peckel geochemical anomaly, that has shown encouraging gold results. The company is proposing that the area needs further drilling before it could be included in the LPS No4".

DMP recommends that the Shire defer inclusion of the area into an industrial estate and continue to negotiate with Big Bell Gold Operations for an alternative area.

Yours sincerely



for Rick Rogerson
Executive Director
GEOLOGICAL SURVEY OF WESTERN AUSTRALIA

22 July 2016



Enquiries: Isabel Huston on 08 9956 1238
Our Ref: 13/8625, D16#311430, D16#312021, D16#457523
Your Ref: N/A

28 July 2016

Roy McClymont
Chief Executive Officer
Shire of Meekatharra
PO Box 129
Meekatharra 6642

By email: executive@meekashire.wa.gov.au

Dear Mr McClymont

Shire of Meekatharra Local Planning Strategy and Local Planning Scheme No. 4

Thank you for consulting Main Roads on the Local Planning Scheme and Local Planning Strategy for the Shire of Meekatharra.

In general Main Roads supports the future plans set out within the documents and provides the following comments as below.

In regards to the new *Future Industrial Land-Investigation Area* and light/service industrial area designated in the Strategy north of the Meekatharra townsite, we request that in section 5.6 Land Supply, Infrastructure and Services of Part 1 of the document is reworded include the requirement that where structure planning, rezoning, subdivision or developments could have an impact on Great Northern Highway (GNH) and Goldfields Highway, applications are to be submitted together with a Traffic Statement or Assessment (as appropriate), produced in accordance with the WAPC's *Transport Assessment Guidelines for Developments*.

In addition, Main Roads requests *Table 5 – Special Use Zones in Scheme area* in section 21 of the Scheme to include a condition for No. 1, 2, 4, 5, 6, 7 and 13 relating to any substantial new development shall be subject to the preparation of a Traffic Statement or Assessment produced in accordance with the WAPC's *Transport Assessment Guidelines for Developments*.

Main Roads' general approach is to minimise the number of accesses (including intersections and crossovers) to roads under our control, consolidating accesses where appropriate. We would like to highlight that new accesses should be sought from local roads, shared crossovers or internal access roads where available. This is particularly relevant for the preparation of a structure plan for the *Future Industrial Land-Investigation Area* in the Strategy and Special Use zone No. 7 (Capricorn Roadhouse) and No. 13 (Kumarina Roadhouse) of *Table 5 – Special Use Zones in Scheme area* of the Scheme, and would request continued consultation as plans progress in these areas.

In relation to the Scheme we support the inclusion of Primary Distributor Road as a Local Scheme Reserve and the protection afforded by that designation for the GNH and Goldfields Highway. Additionally, the reservation suitably accommodates Main Roads future plans to realign Goldfields Highway and intersection with the GNH.



mainroads
WESTERN AUSTRALIA

In terms of the proposal to increase and upgrade signage identifying the presence, location and routes of various attractions outlined in section 5.4 Developing the Tourism Industry of Part 1 of the Strategy, for any proposal involving the alteration/installation of signage located within the GNH road reserve the Shire of Meekatharra should consult either Main Roads Mid West-Gascoyne Region or Main Roads Pilbara Region, and Main Roads Goldfields-Esperance Region if within the Goldfields Highway road reserve.

If you would like any further information please contact Isabel Huston on 9956 1238.

Yours sincerely

A handwritten signature in blue ink that reads 'Bernie Miller'.

Bernie Miller
Regional Manager
Mid West-Gascoyne Region



Government of **Western Australia**
Department of **Aboriginal Affairs**

ENQUIRIES : Ryan Crawford- Ph 6551 8091

OUR REF: 2016/0037-01

YOUR REF:

Mr Roy McClymont
Chief Executive Officer
Shire of Meekatharra

executive@meekashire.wa.gov.au

Dear Mr McClymont

**SHIRE OF MEEKATHARRA LOCAL PLANNING STRATEGY AND SCHEME NO. 4
- PUBLIC ADVERTISING**

Thank you for your letter to the Department of Aboriginal Affairs (DAA) dated 27 April 2016 and for providing the opportunity to comment on the Shire of Meekatharra's Local Planning Scheme No. 4 and associated Strategy.

DAA has reviewed the relevant information and notes that the Scheme and Strategy cover a very large area of land – the extent of the Shire of Meekatharra. DAA can confirm that the Shire extent currently includes 448 known Aboriginal heritage places. This includes 251 Registered Aboriginal sites, 159 'Lodged' heritage places and 28 'Stored Data' places.

A 'Lodged' status on the Register of Aboriginal Sites indicates that the information on a particular place has been lodged with DAA, however it is yet to be assessed against the criteria of the *Aboriginal Heritage Act 1972* (the AHA). A 'Stored Data' status indicates that information on those places lodged with DAA has been assessed and determined as not meeting the criteria of the AHA.

As the Scheme and Strategy cover such a large area, DAA is unable to provide comment on the application of the AHA in specific instances. However all land owners and users have obligations under the AHA and it is expected that Aboriginal heritage within the Shire is managed in accordance with those obligations.

To assist in this endeavour, DAA has released Aboriginal Heritage Due Diligence Guidelines (the Guidelines) to guide land owners, users and developers with planning and considering Aboriginal heritage during proposed works. It is suggested that the Shire familiarise itself with the Guidelines and raise awareness of the Guidelines within the Shire. A copy of the Guidelines can be found on the DAA website at:

<http://www.daa.wa.gov.au/heritage/land-use/>.

DAA staff are also available to assist the Shire and others with understanding and using the Guidelines, should this be of benefit.

Please contact Mr Ryan Crawford, Senior Advice and Approvals Officer DAA on (08) 6551 8091 or via email at Ryan.Crawford@daa.wa.gov.au should you require further information or wish to discuss further.

Yours sincerely



Kathryn Przywolnik
DIRECTOR, ADVICE & APPROVALS

6 May 2016

SUBMISSION No 4



Government of **Western Australia**
Department of Agriculture and Food



Your reference:

Our reference: 146643

Enquiries: Rod Safstrom

1 June 2016

Roy McClymont
Chief Executive Officer
Shire of Meekatharra
executive@meekashire.wa.gov.au

Dear Mr. McClymont,

Shire of Meekatharra Local Planning Strategy and Scheme No 4 – Public Advertising

Thank you for your correspondence of 27 April 2016 in relation to the above Planning Strategy and Scheme.

The Department of Agriculture and Food, Western Australia (DAFWA) supports the proposed Local Planning Strategy and Local Planning Scheme. The Department commends the approach taken in the Strategy as it seeks to encourage best practice use of land for pastoral activity and support diversification in the pastoral industry through tourism, agriculture and horticulture where these uses are potentially viable.

For further information please contact Rod Safstrom on 9368 3169 or rodney.safstrom@agric.wa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mike Bowley'.

Mike Bowley | Regional Director
Northern Region
Department of Agriculture and Food, Western Australia

Regional Leadership and Operations Northern

PO Box 110

Geraldton WA 6530

Telephone (08) 9956 8514 Facsimile (08) 9921 8016

www.agric.wa.gov.au



Government of **Western Australia**
Department of **Water**

Your ref: REPORT16/344, REPORT16/355,
REPORT16/366
Our ref: WRD321355 RF2958
Enquiries: Mark Canny 0428 617 205

Roy McClymont
Chief Executive Officer
Shire of Meekatharra
PO Box 129
Meekatharra WA 6642

Dear Roy

**SHIRE OF MEEKATHARRA LOCAL PLANNING STRATEGY AND SCHEME
NO. 4 – PUBLIC ADVERTISING**

Thank you for referring the Shire of Meekatharra's Local Planning Strategy and Scheme No. 4 to the Department of Water (DoW) for comment. The DoW supports the objectives of the LPS and Scheme No. 4, however provides the following comment for consideration:

Acronyms used in Table

LPS-PT1 = Local Planning Strategy Part 1

LPS-P2 BIA = Local Planning Strategy Part 2 - Background Info and Analysis

LPS4 = Local Planning Scheme No. 4

Section	Text	Advice/Recommendations
LPS-PT1 5.1 Climate change and Environment (page 5)	Strategy: Identify conservation areas and make residents and visitors aware of such areas significance.	Additional actions: Work with the community to protect the biodiversity values of high priority natural areas, including the Threatened Ecological Communities associated with the Greenough and Murchison Rivers, the Gascoyne River and Meekatharra Creek.
LPS-P2 BIA 4.3 <i>Water</i>		Background document should consider the surface water and groundwater features of the Shire.
LPS-PT1 5.1 Climate change and	Strategy: Ensure that all new development is built	Additional actions: <ul style="list-style-type: none">Investigate the need for a flood study and a flood mitigation plan to



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<p>Environment (page 6)</p>	<p>and maintained in a sustainable manner.</p>	<p>be developed for the Meekatharra townsite.</p> <ul style="list-style-type: none"> Where new areas for development are proposed, or where a structure plan is required, flood risk must be considered. <p>LPS-P2 BIA 4.3.4 <i>Flood Events (pg. 26)</i> states that the anecdotal evidence of flood levels throughout the town of Meekatharra are shown in Figure 17 (pg. 27), the levels are indicative only and may require further investigation.</p>
<p>LPS-PT1 5.4 Developing the Tourism Industry (Page 11)</p>	<p>Strategy: Capitalise on the district's culturally significant areas through the narration, promotion and access to such sites.</p>	<p>Amend action: Encourage the preparation of an information package, in hardcopy and on the Council's website, outline the cultural 'and natural assets' of the district.</p> <p>LPS-P2 BIA In 4.3 Water should consider the surface water features of the Shire.</p>
<p>LPS-P2 BIA Section 4.3 Water Management (Page 23)</p>	<p>The Natural Environment and Tourism elements of the <i>Shire of Meekatharra's Community Strategic Plan</i> places value on the natural and cultural environment (pg. 11).</p>	<p>The DoW recommends that the Local Planning Strategy – Part 2 reflects the values of the Community Strategic Plan by recognising waterways located within the Shire, including:</p> <ul style="list-style-type: none"> Gascoyne River Murchison River Greenough River Meekatharra Creek <p>Threatened Ecological Communities (TEC's) in the Shire are associated with the tributaries / main channel of the Greenough River and Murchison River.</p> <p>The Gascoyne River and Greenough River (and tributaries) are proclaimed under the <i>Rights in Water and Irrigation Act 1914</i>. The bed and banks of this river system are protected under this legislation administered by the DoW. The Gascoyne River and Murchison River contribute to attracting tourism to the Shire of Meekatharra through the</p>



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		Gascoyne Murchison Outback Pathways – Kingsford Smith Mail Run and other tourism initiatives. Meeka Rangelands Discovery Trail winds around Meekatharra Creek (Section 4.8 pg. 48, Part 2).
LPS-P2 BIA 4.3.2 Public Drinking Water Source Area		<p>Make reference to recommendations of <i>the Meekatharra Water Reserve Water Source Protection Plan 2001 WRC Report WRP36</i> (pg. 13):</p> <ol style="list-style-type: none"> 1. Land planning strategies, such as the Shire of Meekatharra Town Planning Scheme, should incorporate the management principles outlined in the Water and Rivers Commission's <i>Land use compatibility in Public Drinking Water Source Areas</i> (see Appendix 1) and reflect the Priority 1 classification given to the Meekatharra Water Reserve. 2. All land use development proposals in the Meekatharra Water Reserve that are classified as 'conditional' or 'incompatible' (refer to Appendix 1) should be referred to the Water and Rivers Commission for assessment. This includes Department of Environmental Protection licence renewals and Works Approval applications and Notices of Intent for Department of Minerals and Energy mining, prospecting and exploration leases.
LPS-P2 BIA Section 4.3.2 LPS4 Part 5 Table 7 Special Control Areas		<p>Make reference to updated WQPN <i>Water Quality Protection Note No. 25 April 2016 Land use compatibility tables for public drinking water source areas. April 2016</i> (https://www.water.wa.gov.au/data/assets/pdf_file/0014/1733/12441.pdf).</p>
LPS-P2 BIA 4.3.4 Flood events		In the DoW's role of floodplain management, the DoW advises the Shire of Meekatharra that the Department does not have any flood information for the Meekatharra Town



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		site and therefore cannot provide advice pertaining to flood risk.
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Should you have any queries or wish to discuss the above matter, please contact myself by email mark.canny@water.wa.gov.au or phone 08 9965 7411.

Yours sincerely

Mark Canny

Mark Canny
Program Manager
Water and Land Use
Mid West Gascoyne Region
10 May 2016



Government of **Western Australia**
Department of **Parks and Wildlife**
Regional and Fire Management Services Division - Midwest Region

Your ref: -
Our ref: 39621
Enquiries: Kyla Sherrington
Phone: 08 9688 6000
Fax: 08 9652 1922
Email: kyla.sherrington@dpaw.wa.gov.au

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

Dear Mr McClymont

SHIRE OF MEEKATHARRA LOCAL PLANNING STRATEGY AND SCHEME No 4.

Thank you for your letter of 27 April 2016 requesting submissions on the Shire of Meekatharra Local Planning Strategy (LPS) and Scheme No. 4 (scheme). The Department of Parks and Wildlife appreciates this opportunity to provide input into these documents and offers the following comments for your consideration.

Parks and Wildlife would like to refer to the previous response provided to Planwest on 8 August 2014 which included the background paper *Management of former pastoral properties purchased for nature conservation in the southern rangelands*. This paper identifies and explains the management of former pastoral property blocks in the southern rangelands. It would appear the information provided within this paper is not reflected in the LPS and scheme. In particular Parks and Wildlife note two former pastoral leases, Ex Doolgunna and Ex Mooloogool, designated as Unallocated Crown Land (UCL) and purchased for conservation have not been included within the LPS and scheme.

Parks and Wildlife also note there is some difficulty in interpreting the LPS and scheme maps with the legends provided and would like to ensure Collier Range National Park and former pastoral leases mentioned above are designated as Biodiversity Conservation within the local scheme reserves.

As identified in section 6.1 Shire Strategy Map of the LPS, there are significant biodiversity values within the Shire of Meekatharra. However the LPS does not appear to accurately reflect the information readily available to the public at www.naturemap.dpaw.wa.gov.au with regard to Declared Rare Flora, Priority Flora and Threatened Ecological Communities. In addition the LPS does not appear to contain a comprehensive listing of these biodiversity values and no specific actions are identified relating to their protection.

Parks and Wildlife recommend that in reviewing the LPS and scheme, the Shire refer to *A Biodiversity Audit of Western Australia's 53 Biogeographic Subregions in 2002* (www.dpaw.wa.gov.au/about-us/science-and-research/biological-surveys/117-a-biodiversity-audit-of-wa). This report provides an overview of the status of the species and ecosystems in lands and waterways of each biogeographic sub region in Western Australia and provides a basis for assessing conservation priorities. It should be the primary source of information used to identify key biodiversity values within the Shire of Meekatharra.

Parks and Wildlife consider that the preparation of a local biodiversity strategy is a critical step to enable the Shire to identify key biodiversity values and identify actions for their protection. It is recommended that any future local biodiversity strategy give consideration to the suitability of existing land uses within the Shire (including pastoralism) and guide development within areas containing significant biodiversity values.

Thank you for the opportunity to comment on this application. Should you have any queries regarding this advice, the contact is Kyla Sherrington on 08 99964 0901 or Kyla.Sherrington@dpaw.wa.gov.au.

Yours sincerely



Nigel Sercombe
REGIONAL MANAGER
Midwest Region

25 July 2016

ATTACHMENT 2 - SHIRE OF MEEKATHARRA DRAFT LOCAL PLANNING SCHEME No 4



SHIRE OF MEEKATHARRA

LOCAL PLANNING SCHEME NO. 4

DISCLAIMER

This is a copy of the Local Planning Scheme produced from an electronic version of the Scheme held and maintained by the Department of Planning. Whilst all care has been taken to accurately portray the current Scheme provisions, no responsibility shall be taken for any omissions or errors in this documentation.

Consultation with the respective Local Government Authority should be made to view a legal version of the Scheme.

Please advise the Department of Planning of any errors or omissions in this document.

LOCAL PLANNING SCHEME GAZETTAL DATE: [INSERT DATE]

SHIRE OF MEEKATHARRA LOCAL PLANNING SCHEME NO. 4 - AMENDMENTS

AMD NO.	GAZETTAL DATE	UPDATED		DETAILS
		WHEN	BY	



PREAMBLE

SHIRE OF MEEKATHARRA LOCAL PLANNING SCHEME NO. 4

The Shire of Meekatharra Local Planning Scheme No. 4 consists of this Scheme text, scheme maps and the deemed provisions as defined in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Schedule 2, Part 2, of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the Local Planning Framework. At the core of this Framework is the Local Planning Strategy which sets out the long-term planning directions for the local government, applies State and regional planning policies and provides the rationale for the zones and other provisions of the Scheme. In addition to the Local Planning Strategy, the Framework provides for the making of Local Planning Policies, which set out the general policies of the local government on matters within the Scheme.

This Local Planning Scheme No. 4 is informed by an endorsed Local Planning Strategy and sets out the specific provisions applicable to the Shire of Meekatharra Scheme area. The Scheme divides the local government district into zones to identify areas for particular uses and identifies land reserved for public purposes. Most importantly, the Scheme controls the types of uses and development allowed in different zones.



SHIRE OF MEEKATHARRA
LOCAL PLANNING SCHEME NO. 4

The Shire of Meekatharra under the powers conferred by the *Planning and Development Act 2005* makes the following Local Planning Scheme.

TABLE OF CONTENTS

- Part 1 Preliminary** - sets out the Scheme title, responsible authority for implementing the Scheme, definitions used in the Scheme, Scheme area, contents, purpose, aims and relationship to other Schemes and laws.
- Part 2 Reserves** - sets out the reserves which apply in the Scheme area and related provisions.
- Part 3 Zones and the use of land** - sets out the zones which apply in the Scheme area and the uses which may require approval or may be prohibited.
- Part 4 General development requirements** — sets out the general planning requirements which apply to land use and development within the Scheme area.
- Part 5 Special control areas** — sets out particular provisions which may apply in addition to the zone requirements and generally concerns landscape, environmental, built form, and land and site management issues.
- Part 6 Terms referred to in Scheme** — lists the general definitions and terms used in the Scheme and also lists the land use terms used in the Scheme.

Schedules

A -Supplemental provisions to the deemed provisions

1 - Signage and advertisements for which development approval not required

2 - Minimum setbacks from boundaries

3 - Parking requirements

Part 1 - Preliminary

1. Citation

This local planning scheme is the Shire of Meekatharra Scheme No 4.

2. Commencement

Under section 87(4) of the Act, this local planning scheme comes into operation on the day on which it is published in the *Gazette*.

3. Scheme revoked

The following local planning scheme is revoked -

Shire of Meekatharra Town Planning Scheme No. 3 gazetted on 5 February 1993.

4. Notes do not form part of Scheme

Notes, and instructions printed in italics, do not form part of this Scheme.

Note: The *Interpretation Act 1984* section 32 makes provision in relation to whether headings form part of the written law.

5. Responsibility for Scheme

The Shire of Meekatharra is the local government responsible for the enforcement and implementation of this Scheme and the execution of any works required to be executed under this Scheme.

6. Scheme area

This Scheme applies to the area shown on the Scheme Map.

7. Contents of Scheme

(1) In addition to the provisions set out in this document (the *scheme text*), this Scheme includes the following -

- (a) the deemed provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) including any supplemental deemed provisions outlined in Schedule A of the scheme text;
- (b) the Scheme Map;

(2) This Scheme is to be read in conjunction with any local planning strategy for the Scheme area.

8. Purposes of Scheme

The purposes of this Scheme are to -

- (a) set out the local government's planning aims and intentions for the Scheme area; and

- (b) set aside land as local reserves for public purposes; and
- (c) zone land within the Scheme area for the purposes defined in this Scheme; and
- (d) control and guide development including processes for the preparation of structure plans, activity centre plans and local development plans; and
- (e) set out procedures for the assessment and determination of development applications; and
- (f) set out procedures for contributions to be made for the costs of providing infrastructure in connection with development through development contribution plans; and
- (g) make provision for the administration and enforcement of this Scheme; and
- (h) address other matters referred to in Schedule 7 of the Act.

9. Aims of Scheme

The aims of this Scheme are -

- To assist the effective implementation of regional plans and policies including the State Planning Strategy.
- To ensure there is a sufficient supply of serviced and suitable land for housing, employment, commercial activities, community facilities, recreation and open space.
- To assist employment and economic growth by facilitating the timely provision of suitable land for retail, commercial, industrial, entertainment and tourist developments, as well as providing opportunities for home-based employment.
- To facilitate a diverse and integrated network of open space catering for both active and passive recreation, consistent with the needs of the community.
- To promote the sustainable use of rural land for agricultural purposes whilst accommodating other rural and mining activities.
- To protect and enhance the environmental values and natural resources of the local government area and to promote ecologically sustainable land use and development.
- To safeguard and enhance the character and amenity of the built and natural environment of the local government area.

10. Relationship with local laws

Where a provision of this Scheme is inconsistent with a local law, the provision of this Scheme prevails to the extent of the inconsistency.

11. Relationship with other local planning schemes

There are no other local planning schemes of the Shire of Meekatharra which apply to the Scheme area.

12. Relationship with region planning scheme

There are no region planning schemes which apply to the Scheme area.

Part 2 - Reserves

13. Regional Reserves

There are no regional reserves in the Scheme area.

Note: The process of reserving land under a regional planning scheme is separate from the process of reserving land under the *Land Administration Act 1997* section 41.

14. Local reserves

(1) In this clause -

Department of Main Roads means the department principally assisting in the administration of the *Main Roads Act 1930*;

Western Australian Road Hierarchy means the document of that name available on the website maintained by the Department of Main Roads.

(2) Local reserves are shown on the Scheme Map according to the legend on the Scheme Map.

(3) The objectives of each local reserve are as follows -

Table 1 - Reserve objectives

Reserve name	Objectives
Public Open Space	<ul style="list-style-type: none"> To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> s. 152. To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
Environmental conservation	<ul style="list-style-type: none"> To identify areas with biodiversity and conservation value, and to protect those areas from development and subdivision. To identify and protect areas of biodiversity conservation significance within National Parks and State and other conservation reserves.
Public Purposes	<ul style="list-style-type: none"> To provide for a range of essential physical and community infrastructure.
Primary Distributor Road	<ul style="list-style-type: none"> To set aside land required for a primary distributor road being a road classified as a Regional Distributor or Primary Distributor under the <i>Western Australian Road Hierarchy</i>.

15. Additional uses for local reserves

There are no additional uses for land in local reserves that apply to this Scheme.

Part 3 - Zones and use of land

16. Zones

- (1) Zones are shown on the Scheme Map according to the legend on the Scheme Map.
- (2) The objectives of each zone are as follows -

Table 2 - Zone objectives

Zone name	Objectives
Residential	<ul style="list-style-type: none"> • To provide for a range of housing and a choice of residential densities to meet the needs of the community. • To facilitate and encourage high quality design, built form and streetscapes throughout residential areas. • To provide for a range of non-residential uses, which are compatible with and complementary to residential development.
Settlement	<ul style="list-style-type: none"> • To identify existing and proposed Aboriginal settlements and to collaboratively plan for the orderly and proper development of those places by — <ol style="list-style-type: none"> (a) requiring preparation and endorsement of a layout plan in accordance with State Planning Policy 3.2; and (b) ensuring that development accords with a layout plan.
Rural	<ul style="list-style-type: none"> • To provide for the maintenance or enhancement of specific local rural character. • To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use. • To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage. • To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses in the Rural zone. • To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses. • To facilitate mining within the Shire including the construction of workers accommodation where required.
Light Industry	<ul style="list-style-type: none"> • To provide for a range of industrial uses and service industries generally compatible with urban areas, that cannot be located in commercial zones. • To ensure that where any development adjoins zoned or developed residential properties, the development is suitably set back, screened or otherwise treated so as not to detract from the residential amenity.
General Industry	<ul style="list-style-type: none"> • To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses.

	<ul style="list-style-type: none">• To accommodate industry that would not otherwise comply with the performance standards of light industry.• Seek to manage impacts such as noise, dust and odour within the zone.
Commercial	<ul style="list-style-type: none">• To provide for a range of shops, offices, restaurants and other commercial outlets in defined townsites or activity centres.• To maintain the compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.• To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.
Special Use	<ul style="list-style-type: none">• To facilitate special categories of land uses which do not sit comfortably within any other zone.• To enable the Council to impose specific conditions associated with the special use.

17. Zoning table

The zoning table for this Scheme is as follows -

Table 3 - Zoning Table

USE AND DEVELOPMENT CLASS	Zones					
	Residential	Settlement	Commercial	Light Industry	General Industry	Rural
abattoir	X	#	X	X	D	D
agriculture - extensive	X	#	X	X	D	P
agriculture — intensive	X	#	X	X	X	P
amusement parlour	X	#	P	D	X	X
animal establishment	X	#	X	D	D	D
animal husbandry — intensive	X	#	X	X	D	P
art gallery	X	#	P	X	X	D
bed and breakfast	A	#	D	X	X	D
betting agency	X	#	P	D	X	X
brewery	X	#	X	D	P	D
bulky goods showroom	X	#	P	P	X	X
caravan park	X	#	X	X	X	X
caretaker's dwelling	I	#	I	I	I	P
car park	I	#	P	P	P	I
child care premises	A	#	D	X	X	X
cinema/theatre	X	#	P	X	X	X
civic use	X	#	P	X	X	D
club premises	X	#	P	D	X	D
commercial vehicle parking	X	#	D	P	P	I
community purpose	A	#	P	D	X	D
consulting rooms	A	#	P	D	X	D
convenience store	X	#	P	D	D	X
corrective institution	X	#	X	X	X	X
educational establishment	X	#	D	X	X	D
exhibition centre	X	#	P	X	X	X
family day care	A	#	D	X	X	X
fast food outlet/lunch bar	X	#	A	X	X	X
freeway service centre	X	#	X	X	X	X
fuel depot	X	#	X	D	P	X
funeral parlour	X	#	A	D	X	X
garden centre	X	#	D	P	P	D
grouped dwelling	P	#	D	X	X	D
holiday accommodation	A	#	D	X	X	D

holiday house	A	#	I	X	X	D
home business	I	#	I	I	X	I
home occupation	I	#	I	I	X	I
home office	I	#	I	I	X	I
home store	I	#	I	I	X	I
hospital	X	#	X	X	X	X
hotel	X	#	D	X	X	X
industry	X	#	X	A	P	X
industry — extractive	X	#	X	X	X	D
industry — light	X	#	X	P	P	X
industry — primary production	X	#	X	X	X	P
liquor store — large	X	#	P	D	X	X
liquor store — small	X	#	P	D	X	X
marina	X	#	X	X	X	X
marine filling station	X	#	X	X	X	X
market	X	#	D	D	X	D
medical centre	X	#	P	X	X	X
mining operations	X	#	X	X	X	D*
motel	X	#	D	X	X	X
motor vehicle, boat or caravan sales	X	#	D	D	D	X
motor vehicle repair	X	#	D	P	P	X
motor vehicle wash	X	#	D	D	D	X
multiple dwelling	D	#	D	X	X	X
nightclub	X	#	D	D	X	X
office	I	#	P	I	I	I
park home park	X	#	D	X	X	X
place of worship	X	#	A	X	X	X
reception centre	X	#	D	X	X	X
recreation — private	X	#	A	D	X	X
residential building	D	#	X	X	X	X
resource recovery centre	X	#	X	X	D	D
restaurant/cafe	X	#	P	X	X	X
restricted premises	X	#	A	X	X	X
road house	X	#	X	D	D	X
rural home business	I	#	I	I	X	I
rural pursuit/hobby farm	X	#	X	D	D	D
serviced apartment	A	#	D	X	X	X
service station	X	#	A	P	P	X
shop	X	#	P	I	I	X
small bar	X	#	P	X	X	X
single house	P	#	D	I	X	P
tavern	X	#	D	X	X	X
telecommunications infrastructure	D	#	D	D	D	D
tourist development	A	#	D	X	X	D
trade display	X	#	D	P	P	D

trade supplies	X	#	P	P	P	D
transport depot	X	#	D	P	P	D
tree farm	X	#	X	X	X	D
veterinary centre	X	#	P	P	P	D
warehouse/storage	X	#	D	P	P	X
waste disposal facility	X	#	X	X	X	D
waste storage facility	X	#	X	X	X	D
wind/solar farm	X	#	X	X	X	D
winery	X	#	X	X	X	D
workforce accommodation	A	#	A	X	X	X

*Mining operations' covered by the *Mining Act 1978* is exempt from the requirement for development approval and will be determined in accordance with the *Mining Act 1978*.

Development in a 'Settlement' zone shall be permitted in accordance with an adopted community layout plan and Clause 32 – Additional site and development requirements.

18. Interpreting zoning table

(1) The permissibility of uses of land in the various zones in the Scheme area is determined by cross-reference between the list of use classes on the left hand side of the zoning table and the list of zones at the top of the zoning table.

(2) The symbols used in the zoning table have the following meanings -

- P means that the use is permitted if it complies with any relevant development standards and requirements of this Scheme;
- I means that the use is permitted if it is consequent on, or naturally attaching, appertaining or relating to the predominant use of the land and it complies with any relevant development standards and requirements of this Scheme;
- D means that the use is not permitted unless the local government has exercised its discretion by granting development approval;
- A means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving notice in accordance with clause 64 of the deemed provisions;
- X means that the use is not permitted by this Scheme.

Note: 1. The development approval of the local government may be required to carry out works on land in addition to any approval granted for the use of land. In normal circumstances one application is made for both the carrying out of works on, and the use of, land. For development on land that does not require development approval see clause 61 of the deemed provisions.

2. In considering an application for development approval, the local government will have regard to clause 67 of the deemed provisions.

- (3) A specific use class referred to in the zoning table is excluded from any other use class described in more general terms.
- (4) The local government may, in respect of a use that is not specifically referred to in the zoning table and that cannot reasonably be determined as falling within a use class referred to in the zoning table -
 - (a) determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or
 - (b) determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or
 - (c) determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.
- (5) If a use of land is identified in a zone as being a class P or class I use, the local government may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.
- (6) If a use of land is identified in a zone as being a class X use, the local government must refuse an application for development approval for that use in that zone unless -
 - (a) the development approval application relates to land that is being used for a non-conforming use; and
 - (b) the local government considers that the proposed use of the land would be less detrimental than the non-conforming use.
- (7) If the zoning table does not identify any permissible uses for land in a zone the local government may, in considering an application for development approval for land within the zone, have due regard to any of the following plans that apply to the land -
 - (a) a structure plan;
 - (b) an activity centre plan;
 - (c) a local development plan;
 - (d) a community layout plan.

19. Additional uses

There are no additional uses which apply to this Scheme.

20. Restricted uses

There are no restricted uses which apply to this Scheme.

21. Special use zones

(1) Table 5 sets out -

- (a) special use zones for specified land that are in addition to the zones in the zoning table; and
- (b) the classes of special use that are permissible in that zone; and
- (c) the conditions that apply in respect of the special uses.

Table 5 - Special use zones in Scheme area

No.	Description of land	Special use	Conditions
1	Lots 281-289 Cnr Regan and Connaughton Streets, Meekatharra	Caravan Park	
2	Lot 814 Main Street, Meekatharra	Motel	
3	Lots 28-30 Hill Street, Meekatharra	Motel	
4	Lot 748 Main Street, Meekatharra	Roadhouse	
5	Lot 821 Main Street, Meekatharra	Roadhouse	
6	Portion Lot 0 Gascoyne Junction Road, Meekatharra	Caravan Park	
7	Lots 13, 40, 101 and 9001 Great Northern Highway, Capricorn Roadhouse, Capricorn	Roadhouse and associated services	Substantial new development subject to the preparation of a Structure Plan
8	Lots 330 and 331 Meehan Street, Meekatharra	Place of Worship	
9	Lots 101 and 102 Darlot Street, Meekatharra	Place of Worship	

10	Lots 97 and 98 Darlot Street, Meekatharra	Place of Worship	
11	Southern Portion Lot 1017 High Street, Meekatharra	Workers Accommodation	
12	Northern Portion Lot 1017 High Street, Meekatharra	Workers Accommodation	
13	Lot 1 Great Northern Highway, Kumarina Roadhouse, Kumarina	Roadhouse and associated services	Substantial new development subject to the preparation of a Structure Plan
14	Lots 182 and 183 Cnr Darlot and High Streets, Meekatharra	Place of Worship	

- (2) A person must not use any land, or any structure or buildings on land, in a special use zone except for a class of use that is permissible in that zone and subject to the conditions that apply to that use.

Note: Special use zones apply to special categories of land use which do not comfortably sit within any other zone in the Scheme.

22. Non-conforming uses

- (1) Unless specifically provided, this Scheme does not prevent -
- (a) the continued use of any land, or any structure or building on land, for the purpose for which it was being lawfully used immediately before the commencement of this Scheme; or
 - (b) the carrying out of development on land if -
 - (i) before the commencement of this Scheme, the development was lawfully approved; and
 - (ii) the approval has not expired or been cancelled.
- (2) Subclause (1) does not apply if -
- (a) the non-conforming use of the land is discontinued; and
 - (b) a period of 6 months, or a longer period approved by the local government, has elapsed since the discontinuance of the non-conforming use.
- (3) Subclause (1) does not apply in respect of a non-conforming use of land if, under Part 11 of the Act, the local government -
- (a) purchases the land; or

- (b) pays compensation to the owner of the land in relation to the non-conforming use.

23. Changes to non-conforming use

- (1) A person must not, without development approval-
 - (a) alter or extend a non-conforming use of land; or
 - (b) erect, alter or extend a building used for, or in conjunction with, a non-conforming use; or
 - (c) repair, rebuild, alter or extend a building used for a non-conforming use that is destroyed to the extent of 75% or more of its value; or
 - (d) change the use of land from a non-conforming use to another use that is not permitted by the Scheme.
- (2) An application for development approval for the purposes of this clause must be advertised in accordance with clause 64 of the deemed provisions.
- (3) A local government may only grant development approval for a change of use of land referred to in subclause (1) (d) if, in the opinion of the local government, the proposed use -
 - (a) is less detrimental to the amenity of the locality than the existing non-conforming use; and
 - (b) is closer to the intended purpose of the zone in which the land is situated.

24. Register of non-conforming uses

- (1) The local government may prepare a register of land within the Scheme area that is being used for a non-conforming use.
- (2) A register prepared by the local government must set out the following -
 - (a) a description of each area of land that is being used for a non-conforming use;
 - (b) a description of any building on the land;
 - (c) a description of the non-conforming use;
 - (d) the date on which any discontinuance of the non-conforming use is noted.
- (3) If the local government prepares a register under subclause (1) the local government -
 - (a) must ensure that the register is kept up-to-date; and

- (b) must make a copy of the register available for public inspection during business hours at the offices of the local government; and
 - (c) may publish a copy of the register on the website of the local government.
- (4) An entry in the register in relation to land that is being used for a non-conforming use is evidence of the matters set out in the entry, unless the contrary is proved.

Part 4 - General development requirements

25. R-Codes

- (1) The R-Codes, modified as set out in clause 26, are to be read as part of this Scheme.
- (2) The local government -
 - (a) must make a copy of the R-Codes available for public inspection during business hours at the offices of the local government; and
 - (b) may publish a copy of the R-Codes on the website of the local government.
- (3) The coding of land for the purposes of the R-Codes is shown by the coding number superimposed on a particular area contained within the boundaries of the area shown on the Scheme Map.
- (4) The R-Codes apply to an area if the area has a coding number superimposed on it in accordance with subclause (3).

26. Modification of R-Codes

- (1) In areas coded R10/30, residential development shall be permitted at the R10 density, however, the Council may approve development up to the R30 density, if it can be proven that -
 - a) an effective method of effluent disposal, satisfactory to the Health Department requirements can be provided; and
 - b) consideration being given to the effect the proposal will have on the residential amenity of the locality by reason of streetscape, building form, servicing, privacy between buildings and traffic circulation both on and off the site.

27. State Planning Policy 3.6 to be read as part of Scheme

- (1) *State Planning Policy 3.6 - Development Contributions for Infrastructure*, modified as set out in clause 28, is to be read as part of this Scheme.
- (2) The local government -
 - (a) must make a copy of State Planning Policy 3.6 available for public inspection during business hours at the offices of the local government; and
 - (b) may publish a copy of State Planning Policy 3.6 on the website of the local government.

28. Modification of State Planning Policy 3.6

There are no modifications to State Planning Policy 3.6.

29. Other State planning policies to be read as part of Scheme

There are no other state planning policies that are to be read as part of the Scheme.

30. Modification of State planning policies

There are no modifications to a state planning policy that, under clause 29 is to be read as part of the Scheme.

31. Environmental conditions

There are no environmental conditions imposed under the *Environmental Protection Act 1986* that apply to this Scheme.

32. Additional site and development requirements

- (1) Table 6 sets out requirements relating to development that are additional to those set out in the R-Codes, activity centre plans, local development plans or State or local planning policies.

Table 6 - Additional requirements that apply to land in Scheme area

No.	Description of land	Requirement
1	General and Light Industry zones	<p>Caretakers dwellings -</p> <p>(a) only one caretakers' dwelling is permitted on a lot and that dwelling should be on the same lot as the associated industrial use;</p> <p>(b) a caretakers' dwelling is to have a total floor area that does not exceed 100m² measured from the external face of walls; and</p> <p>(c) open verandahs may be permitted but must not be enclosed by any means unless the total floor area remains within the 100m² referred to in paragraph (b).</p>
2	Rural Residential zone	<p>Rural Residential Scheme amendment proposal -</p> <p>(a) Each application for rezoning of land to Rural Residential is to be accompanied by a report which addresses the requirements of Section 5.6 of State Planning Policy 2.5 Land Use Planning in Rural Areas, to the satisfaction of the Council.</p> <p>Structure plan requirement -</p> <p>(b) A Structure Plan is to be prepared for Rural-Residential zoned land prior to subdivision proceeding in accordance with the Structure Plan requirements of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, Schedule 2, Part 4.</p> <p>Approval conditions -</p> <p>(c) In addition to the other provisions of the Scheme as may affect</p>

		<p>it, any land which is included as part of the Rural-Residential zone shall be subject to the following conditions:</p> <ul style="list-style-type: none"> i. Not more than one dwelling per lot shall be permitted but the local government may, at its discretion, permit an ancillary accommodation in addition to a single dwelling. ii. No indigenous vegetation or trees shall be destroyed or cleared except, subject to the landowner obtaining the prior consent in writing of the local government, where such vegetation is dead, diseased or where the clearing is required for the purpose of a firebreak, dwelling, outbuilding, fence and/or driveway. iii. In order to enhance the rural amenity of the land in areas the local government considers deficient in tree cover it may require as a condition of any development approval the planting of such trees and/or groups of trees and species as specified by the local government. iv. The keeping of horses, sheep, goats and other grazing animals shall be subject to the prior approval of the local government. The landowner shall be responsible to implement appropriate measures to prevent noise, odour, dust pollution or soil erosion to the satisfaction of the Council.
3	All zones	<p>Setbacks and Landscaping -</p> <ul style="list-style-type: none"> (a) The site and development requirements for land in various zones are to be as set out in Schedule 2 - Minimum setbacks from boundaries. (b) In addition to Schedule 2 requirements, all service and loading areas shall be located behind the primary street setback and appropriately screened.
4	Scheme area	<p>Parking Requirements -</p> <ul style="list-style-type: none"> (a) Unless otherwise provided by the Scheme, all non-residential development (other than a Residential Building) is required to provide on-site parking, in accordance with the requirements of Schedule 3 - Parking requirements. (b) Where a development is not specified in Schedule 3, the Council shall determine parking requirements as having regard to the nature of development and the number of vehicles likely to be attracted to the development. (c) Parking spaces are to be serviced with all necessary accessways, and the parking area shall be surfaced to the satisfaction of the local government. (d) In the Commercial zone, where a developer can satisfy the Council that the maximum car parking requirement cannot be provided on the site, the Council may accept a cash payment in lieu of the provision of car parking spaces, but subject to the

		<p>requirements of this clause:</p> <p>(e) A cash-in-lieu payment shall be not less than the estimated cost to the owner of providing and constructing the parking spaces required by the Scheme, plus the value, as estimated by the Valuer-General acting in accordance with the Valuation of Land Act 1978, of the area of land which would have been occupied by the parking spaces.</p> <p>i. Before the Council agrees to accept a cash payment in lieu of the provision of parking spaces, the Council must either have already provided a public car park nearby, or must have firm proposals for providing a public car park area nearby within a period of not more than eighteen months from the time of agreeing to accept the cash payment.</p> <p>ii. Payments made under this clause shall be paid into a special fund to be used to provide public car parks.</p>
5	Scheme area	<p>Home Business and Rural Home Business -</p> <p>(a) An approval to conduct a home business or rural home business is issued to a specific occupier of a particular parcel of land, it is not to be transferred or assigned to any other person, and is not to be transferred from the land in respect of which it was granted. Should there be a change of the occupier of the land in respect of which a home business or rural home business approval is issued the approval is cancelled.</p> <p>(b) If, in the opinion of the local government, a home business or rural home business is causing a nuisance or annoyance to owners or occupiers of land in the locality the local government may:</p> <p>i. revoke the approval; or</p> <p>ii. require the occupier of the land in respect of which the home business or rural home business approval is issued to implement those measures specified by the local government and which in the opinion of the local government will remove the nuisance or annoyance.</p>
6	Scheme area	<p>Development on Land Subject to Dampness or Flooding -</p> <p>(a) Where, in the opinion of the Council, the dampness of the site on which a building is proposed to be constructed so warrants, the Council may require that one or all of the following measures shall be carried out;</p> <p>i. the subsoil shall be effectively drained;</p> <p>ii. the surface of the ground beneath the building shall be regraded or filled and provided with adequate outlets to prevent any accumulation of water beneath the building;</p>

		<p>iii. the surface of the ground beneath the building shall be covered with an approved damp-resisting material.</p> <p>(b) The local government may refuse an application for development approval for any building or development located on land which is considered by the local government as being liable to flooding or inundation.</p> <p>(c) In considering any application for development approval on land within a flood plain as defined by the Department of Environment Regulation, the local government will consult with the Department of Environmental Regulation and take any advice given by that Department into account when determining the application.</p>
7	Scheme area	<p>Connection to Reticulated Potable Water Supply -</p> <p>All new development is required to be connected to any available Water Corporation potable water supply service unless otherwise approved by the local government.</p>
8	Scheme area	<p>Requirement for consultation to commence mining -</p> <p>In considering proposals to commercially extract minerals, Council may exercise its discretion to inform the Minister for Mines and Petroleum, the Minister for Planning in writing that the granting of a mining lease or general purpose lease is contrary to the provisions of the Scheme and the Local Planning Strategy.</p>
9	Scheme area	<p>Requirement for consultation to commence mining -</p> <p>In considering proposals to commercially extract minerals, the Council may exercise its discretion to inform the Minister for Mines and the Minister for Planning in writing that the granting of a mining lease or general purpose lease is contrary to the provisions of the Scheme and the Local Planning Strategy.</p>
10	Rural zone	<p>Grouped dwellings in a Rural zone</p> <p>Notwithstanding the 'D' use of grouped dwellings in a 'Rural' zone the Council will only permit a maximum of two such dwellings on a lot.</p>
11	Settlement zone	<p>(a) The use and development of land is to be in accordance with a Layout Plan endorsed by the Commission.</p> <p>(b) In the event that an endorsed Layout Plan has not been prepared, assessment and consideration is to be carried out based upon the objectives and intentions of the Scheme.</p>
12	Scheme Area	<p>Requirement for consultation to commence mining</p> <p>In considering proposals to commercially extract minerals, the Council may exercise its discretion to inform the Minister for Mines</p>

		and the Minister for Planning in writing that the granting of a mining lease or general purpose lease is contrary to the provisions of the Scheme and the Local Planning Strategy.
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- (2) To the extent that a requirement referred to in subclause (1) is inconsistent with a requirement in the R-Codes, an activity centre plan, a local development plan or a State or local planning policy the requirement referred to in subclause (1) prevails.

33. Additional site and development requirements for areas covered by structure plan, activity centre plan or local development plan

There are no additional requirements that apply to this Scheme.

34. Variations to site and development requirements

- (1) In this clause -
additional site and development requirements means requirements set out in clauses 32 and 33.
- (2) The local government may approve an application for a development approval that does not comply with an additional site and development requirements.
- (3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.
- (4) If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must -
- (a) consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64 of the deemed provisions; and
 - (b) have regard to any expressed views prior to making its determination to grant development approval under this clause.
- (5) The local government may only approve an application for development approval under this clause if the local government is satisfied that -
- (a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67 of the deemed provisions; and
 - (b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.

35. Restrictive covenants

- (1) A restrictive covenant affecting land in the Scheme area that would have the effect of limiting the number of residential dwellings which may be constructed

on the land is extinguished or varied to the extent that the number of residential dwellings that may be constructed is less than the number that could be constructed on the land under this Scheme.

- (2) If subclause (1) operates to extinguish or vary a restrictive covenant
 - (a) development approval is required to construct a residential dwelling that would result in the number of residential dwellings on the land exceeding the number that would have been allowed under the restrictive covenant; and
 - (b) the local government must not grant development approval for the construction of the residential dwelling unless it gives notice of the application for development approval in accordance with clause 64 of the deemed provisions.

Part 5 - Special control areas

36. Special control areas

- (1) Special control areas are marked on the Scheme Map according to the legend on the Scheme Map.
- (2) The purpose, objectives and additional provisions that apply to each special control area is set out in the Table.

Table 7 - Special control areas in Scheme area

Name of area	Purpose	Objectives	Additional provisions
SCA 1 – Public drinking water area	To provide guidance for land use or development regarding the protection of public drinking water source areas.	Ensure that all development proposals within the SCA comply with the Meekatharra Water Reserve Drinking Water Source Protection Plan and the Department of Water's Water Quality Protection Note 25 – Land Use compatibility in PDWSAs.	<ul style="list-style-type: none"> • Despite any other provision of the Scheme planning approval is required for all uses and development including a single house. • In addition to other provisions of the Scheme, all development shall be determined by the Council with regard to advice received from the Department of Water.
SCA 2 – Wastewater treatment plant	To identify land which may be affected by the wastewater treatment plant	The objectives for the SCA 2 are to: <ol style="list-style-type: none"> (a) identify land which may be affected by the wastewater treatment plant; (b) ensure that the use and development of land is compatible; and (c) minimise impacts on residential and other sensitive uses. 	In considering any application the local government shall have regard to: <ol style="list-style-type: none"> (a) the Wastewater Treatment Plant owner/operator's advice in relation to compatible and beneficial land uses for buffers; and (b) the potential odour impact of the wastewater treatment plant and whether the proposal is compatible with the existing and proposed future use of the plant.
SCA 3 – Rubbish tip	To identify land which may be affected by the rubbish tip.	The objectives for the SCA 3 are to: <ol style="list-style-type: none"> (a) identify land which may be affected by the rubbish tip; (b) ensure that the use and development of land is compatible; and (c) minimise impacts on residential and other sensitive uses. 	<ul style="list-style-type: none"> • In addition to other provisions of the Scheme, all development shall be determined by the Council based on advice received from the Environmental Protection Authority.
SCA 4 – Chlorine store	Chlorine store	The objectives for the SCA 5 are to: <ol style="list-style-type: none"> (a) identify land which may be affected by the chlorine store; 	<ul style="list-style-type: none"> • In addition to other provisions of the Scheme, all development shall be determined by the Council with regard to advice received from the relevant government agencies.

		(b) ensure that the use and development of land is compatible; and (c) minimise impacts on residential and other sensitive uses.	
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Part 6 - Terms referred to in Scheme

Division 1 - General definitions used in Scheme

37. Terms used

- (1) If a word or expression used in this Scheme is listed in this clause, its meaning is as follows -

building envelope	means the area of land within which all buildings and effluent disposal facilities on a lot must be contained.
building height	in relation to a building - (a) if the building is used for residential purposes, has the meaning given in the R-Codes; or (b) if the building is used for purposes other than residential purposes, means the maximum vertical distance between the natural ground level and the finished roof height directly above, excluding minor projections as that term is defined in the R-Codes.
cabin	means a dwelling forming part of a tourist development or caravan park that is - (a) an individual unit other than a chalet; and (b) designed to provide short-term accommodation for guests.
chalet	means a dwelling forming part of a tourist development or caravan park that is - (a) a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and (b) designed to provide short-term accommodation for guests.
commencement day	means the day this Scheme comes into effect under section 87(4) of the Act.
commercial vehicle	means a vehicle, whether licenced or not, that has a gross vehicle mass of greater than 4.5 tonnes including - (a) a utility, van, truck, tractor, bus or earthmoving equipment; and (b) a vehicle that is, or is designed to be an attachment to a vehicle referred to in paragraph (a).
floor area	has meaning given in the Building Code.
frontage	in relation to a building - (a) if the building is used for residential purposes, has the meaning given in the R-Codes; or (b) if the building is used for purposes other than residential purposes, means the road alignment at the front of a lot and, if a lot abuts 2 or more roads, the one to which the building or proposed building faces.
incidental use	means a use of premises which is consequent on, or naturally attaching, appertaining or relating to, the predominant use
minerals	has the meaning given in the <i>Mining Act 1978</i> section 8(1).

net lettable area or nla	means the area of all floors within the internal finished surfaces of permanent walls but does not include the following areas - (a) stairs, toilets, cleaner's cupboards, lift shafts and motor rooms, escalators, tea rooms and plant rooms, and other service areas; (b) lobbies between lifts facing other lifts serving the same floor; (c) areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building; (d) areas set aside for the provision of facilities or services to the floor or building where those facilities are not for the exclusive use of occupiers of the floor or building.
non-conforming use	has the meaning given in the <i>Planning and Development Act 2005</i> section 172.
plot ratio	means the ratio of the floor area of a building to an area of land within the boundaries of the lot or lots on which the building is located.
precinct	means a definable area where particular planning policies, guidelines or standards apply.
predominant use	means the primary use of premises to which all other uses carried out on the premises are incidental.
retail	means the sale or hire of goods or services to the public.
short-term accommodation	means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period.
wall height	in relation to a wall of a building – (a) if the building is used for residential purposes, has the meaning given in the R-Codes; or (b) if the building is used for purposes other than residential purposes, means the vertical distance from the natural ground level of the boundary of the property that is closest to the wall to the point where the wall meets the roof or parapet.
wholesale	means the sale of goods or materials to be sold by others.

(2) A word or expression that is not defined in this Scheme -

- (a) has the meaning it has in the *Planning and Development Act 2005*; or
- (b) if it is not defined in that Act - has the same meaning as it has in the R-Codes.

Division 2 - Land use terms used in Scheme

38. Land use terms used

If this Scheme refers to a category of land use that is listed in this provision, the meaning of that land use is as follows -

abattoir	means premises used commercially for the slaughtering of animals for the purposes of consumption as food products.
agriculture - extensive	means premises used for the raising of stock or crops including outbuildings and earthworks, but does not include agriculture - intensive or animal husbandry - intensive.
agriculture - intensive	means premises used for commercial production purposes, including outbuildings and earthworks, associated with any of the following - (a) the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts; (b) the establishment and operation of plant or fruit nurseries; (c) the development of land for irrigated fodder production or irrigated pasture (including turf farms); (d) aquaculture.
amusement parlour	means premises - (a) that are open to the public; and (b) that are used predominantly for amusement by means of amusement machines including computers; and (c) where there are 2 or more amusement machines.
animal establishment	means premises used for the breeding, boarding, training or caring of animals for commercial purposes but does not include animal husbandry - intensive or veterinary centre.
animal husbandry - intensive	means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens.
art gallery	means premises - (a) that are open to the public; and (b) where artworks are displayed for viewing or sale.
bed and breakfast	means a dwelling - (a) used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than 4 adult persons or one family; and (b) containing not more than 2 guest bedrooms.
betting agency	means an office or totalisator agency established under the <i>Racing and Wagering Western Australia Act 2003</i> .
brewery	means premises the subject of a producer's licence authorising the production of beer, cider or spirits granted under the <i>Liquor Control Act 1988</i> .

bulky goods showroom	<p>means premises -</p> <p>(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes -</p> <ul style="list-style-type: none"> (i) automotive parts and accessories; (ii) camping, outdoor and recreation goods; (iii) electric light fittings; (iv) animal supplies including equestrian and pet goods; (v) floor and window coverings; (vi) furniture, bedding, furnishings, fabrics, manchester and homewares; (vii) household appliances, electrical goods and home entertainment goods; (viii) party supplies; (ix) office equipment and supplies; (x) babies' and children's goods, including play equipment and accessories; (xi) sporting, cycling, leisure, fitness goods and accessories; (xii) swimming pools. <p>or</p> <p>(b) used to sell goods and accessories by retail if -</p> <ul style="list-style-type: none"> (i) a large area is required for the handling, display or storage of the goods; or (ii) vehicular access is required to the premises for the purpose of collection of purchased goods.
caravan park	means premises that are a caravan park as defined in the <i>Caravan Parks and Camping Grounds Act 1995</i> section 5 (1).
caretaker's dwelling	means a dwelling on the same site as a building, operation or plant, and occupied by a supervisor of that building, operation or plant.
car park	<p>means premises used primarily for parking vehicles whether open to the public or not but does not include -</p> <ul style="list-style-type: none"> (a) any part of a public road used for parking or for a taxi rank; or (b) any premises in which cars are displayed for sale.
child care premises	<p>means premises where -</p> <ul style="list-style-type: none"> (a) an education and care service as defined in the <i>Education and Care Services National Law (Western Australia)</i> Section 5(1), other than a family day care service as defined in that section, is provided; or (b) a child care service as defined in the <i>Child Care Services Act 2007</i> section 4 is provided.
cinema/theatre	means premises where the public may view a motion picture or theatrical production.
civic use	means premises used by a government department, an instrumentality of the State or the local government for administrative, recreational or other purposes.
club premises	means premises used by a legally constituted club or association or other body of persons united by a common interest.
commercial vehicle parking	<p>means premises used for parking of one or 2 commercial vehicles but does not include -</p> <ul style="list-style-type: none"> (a) any part of a public road used for parking or for a taxi rank; or (b) parking of commercial vehicles incidental to the predominant use of the land.

community purpose	means premises designed or adapted primarily for the provision of educational, social or recreational facilities or services by organisations involved in activities for community benefit.
consulting rooms	means premises used by no more than 2 health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care.
convenience store	means premises - (a) used for the retail sale of convenience goods commonly sold in supermarkets, delicatessens or newsagents; and (b) operated during hours which include, but may extend beyond, normal trading hours; and (c) the floor area of which does not exceed 300 m ² net lettable area.
corrective institution	means premises used to hold and reform persons committed to it by a court, such as a prison or other type of detention facility.
educational establishment	means premises used for the purposes of providing education including premises used for a school, higher education institution, business college, academy or other educational institution.
exhibition centre	means premises used for the display, or display and sale, of materials of an artistic, cultural or historical nature including a museum.
family day care	means premises where a family day care service as defined in the <i>Education and Care Services National Law (Western Australia)</i> is provided.
fast food outlet/ lunch bar	means premises, including premises with a facility for drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten - (a) without further preparation; and (b) primarily off the premises.
freeway service centre	means premises that has direct access to a freeway and which provides all the following services or facilities and may provide other associated facilities or services but does not provide bulk fuel services - (a) service station facilities; (b) emergency breakdown repair for vehicles; (c) charging points for electric vehicles; (d) facilities for cyclists; (e) restaurant, cafe or fast food services; (f) take-away food retailing; (g) public ablution facilities, including provision for disabled access and infant changing rooms; (h) parking for passenger and freight vehicles; (i) outdoor rest stop facilities such as picnic tables and shade areas.
fuel depot	means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used - (a) as a service station; or (b) for the sale of fuel by retail into a vehicle for use by the vehicle.

funeral parlour	means premises used (a) to prepare and store bodies for burial or cremation; (b) to conduct funeral services.
garden centre	means premises used for the propagation, rearing and sale of plants, and the storage and sale of products associated with horticulture and gardens.
holiday accommodation	means 2 or more dwellings on one lot used to provide short term accommodation for persons other than the owner of the lot.
holiday house	means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.
home business	means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession - (a) does not involve employing more than 2 people who are not members of the occupier's household; and (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and (c) does not occupy an area greater than 50 m ² ; and (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and (f) does not involve the presence, use or calling of a vehicle more than 4.5 tonnes tare weight; and (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.
home occupation	means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that - (a) does not involve employing a person who is not a member of the occupier's household; and (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and (c) does not occupy an area greater than 20 m ² ; and (d) does not involve the display on the premises of a sign with an area exceeding 0.2 m ² ; and (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and (f) does not - (i) require a greater number of parking spaces than normally required for a single dwelling; or (ii) result in an increase in traffic volume in the neighbourhood; and (g) does not involve the presence, use or calling of a vehicle more than 4.5 tonnes tare weight; and (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.

home office	means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation - (a) is solely within the dwelling; and (b) does not entail clients or customers travelling to and from the dwelling; and (c) does not involve the display of a sign on the premises; and (d) does not require any change to the external appearance of the dwelling.
home store	means a shop attached to a dwelling that - (a) has a net lettable area not exceeding 100 m ² ; and (b) is operated by a person residing in the dwelling.
hospital	means premises used as a hospital as defined in the <i>Hospitals and Health Services Act 1927</i> section 2(1).
hotel	means premises the subject of a hotel licence other than a small bar or tavern licence granted under the <i>Liquor Control Act 1988</i> including any betting agency on the premises.
industry	means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes - (a) the storage of goods; (b) the work of administration or accounting; (c) the selling of goods by wholesale or retail; (d) the provision of amenities for employees; (e) incidental purposes.
industry - extractive	means premises, other than premises used for mining operations, that are used for the extraction of basic raw materials including by means of ripping, blasting or dredging and may include facilities for any of the following purposes - (a) the processing of raw materials including crushing, screening, washing, blending or grading; (b) activities associated with the extraction of basic raw materials including wastewater treatment, storage, rehabilitation, loading, transportation, maintenance and administration.
industry - light	means premises used for an industry where impacts on the amenity of the area in which the premises is located can be mitigated, avoided or managed.
industry - primary production	means premises used - (a) to carry out a primary production business as that term is defined in the <i>Income Tax Assessment Act 1997</i> (Commonwealth) section 995-1; or (b) for a workshop servicing plant or equipment used in primary production businesses.
liquor store - large	means premises the subject of a liquor store licence granted under the <i>Liquor Control Act 1988</i> with a net lettable area of more than 300 m ² .
liquor store - small	means premises the subject of a liquor store licence granted under the <i>Liquor Control Act 1988</i> with a net lettable area of not more than 300 m ² .
market	means premises used for the display and sale of goods from stalls by independent vendors.

medical centre	means premises other than a hospital used by 3 or more health practitioners at the same time for the investigation or treatment of human injuries or ailments and for general outpatient care.
mining operations	means premises where mining operations, as that term is defined in the <i>Mining Act 1978</i> section 8(1), is carried out.
motel	means premises, which may be licensed under the <i>Liquor Control Act 1988</i> - (a) used to accommodate guests in a manner similar to a hotel; and (b) with specific provision for the accommodation of guests with motor vehicles.
motor vehicle, boat or caravan sales	means premises used to sell or hire motor vehicles, boats or caravans.
motor vehicle repair	means premises used for or in connection with - (a) electrical and mechanical repairs, or overhauls, to vehicles other than panel beating, spray painting or chassis reshaping of vehicles; or (b) repairs to tyres other than recapping or retreading of tyres.
motor vehicle wash	means premises primarily used to wash motor vehicles.
nightclub	means premises the subject of a nightclub licence granted under the <i>Liquor Control Act 1988</i> .
office	means premises used for administration, clerical, technical, professional or similar business activities.
park home park	means premises used as a park home park as defined in the <i>Caravan Parks and Camping Grounds Regulations 1997</i> Schedule 8.
place of worship	means premises used for religious activities such as a chapel, church, mosque, synagogue or temple.
reception centre	means premises used for hosted functions on formal or ceremonial occasions.
recreation - private	means premises that are - (a) used for indoor or outdoor leisure, recreation or sport; and (b) not usually open to the public without charge.
repurposed building	a building or structure not previously used as a single house, which has been repurposed for use as a dwelling.
resource recovery centre	means premises other than a waste disposal facility used for the recovery of resources from waste.
restaurant/cafe	means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licenced under the <i>Liquor Control Act 1988</i> .
restricted premises	means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of - (a) publications that are classified as restricted under the <i>Classification (Publications, Films and Computer Games) Act 1995</i> (Commonwealth); and (b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or (c) smoking-related implements.

roadhouse	means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services - (a) a full range of automotive repair services; (b) wrecking, panel beating and spray painting services; (c) transport depot facilities; (d) short-term accommodation for guests; (e) facilities for being a muster point in response to accidents, natural disasters and other emergencies.
rural home business	means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or occupation - (a) does not involve employing more than 2 people who are not members of the occupier's household; and (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and (c) does not occupy an area greater than 200 m ² ; and (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle more than 30 tonnes gross weight.
rural pursuit/hobby farm	means any premises, other than premises used for agriculture - extensive or agriculture - intensive, that are used by an occupier of the premises to carry out any of the following activities if carrying out of the activity does not involve permanently employing a person who is not a member of the occupier's household - (a) the rearing, agistment, stabling or training of animals; (b) the keeping of bees; (c) the sale of produce grown solely on the premises.
rural-related infrastructure	means infrastructure designed and built for use in the rural areas of the district and may include windmill, water trough and cattle yard.
serviced apartment	means a group of units or apartments providing - (a) self-contained short-stay accommodation for guests; and (b) any associated reception or recreational facilities.
service station	means premises other than premises used for a transport depot, panel beating, spray painting, major repairs or wrecking, that are used for - (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles.
service utility	means any work or undertaking constructed or maintained by a provider or the Council as may be required to provide water, sewerage, electricity, gas, drainage, waste, communications or other similar services.

shop	means premises other than a bulky goods showroom, a liquor store large or a liquor store - small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services.
small bar	means premises the subject of a small bar licence granted under the <i>Liquor Control Act 1988</i> .
tavern	means premises the subject of a tavern licence granted under the <i>Liquor Control Act 1988</i> .
telecommunications infrastructure	means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network.
tourist development	means a building, or a group of buildings forming a complex, other than a bed and breakfast, a caravan park or holiday accommodation, used to provide - (a) short-term accommodation for guests; and (b) onsite facilities for the use of guests; and (c) facilities for the management of the development;
trade display	means premises used for the display of trade goods and equipment for the purpose of advertisement.
trade supplies	means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for any of the following purposes including goods which may be assembled or manufactured off the premises - (a) automotive repairs and servicing; (b) building including repair and maintenance; (c) industry; (d) landscape gardening; (e) provision of medical services; (f) primary production; (g) use by government departments or agencies, including local government.
transport depot	means premises used primarily for the parking or garaging of 3 or more commercial vehicles including - (a) any ancillary maintenance or refuelling of those vehicles; and (b) any ancillary storage of goods brought to the premises by those vehicles; and (c) the transfer of goods or persons from one vehicle to another.
tree farm	means land used commercially for tree production where trees are planted in blocks of more than one hectare, including land in respect of which a carbon right is registered under the <i>Carbon Rights Act 2003</i> section 5.
veterinary centre	means premises used to diagnose animal diseases or disorders, to surgically or medically treat animals, or for the prevention of animal diseases or disorders.
warehouse/ storage	means premises including indoor or outdoor facilities used for (a) the storage of goods, equipment, plant or materials; or (b) the display or the sale by wholesale of goods.

waste disposal facility	means premises used - (a) for the disposal of waste by landfill; or (b) the incineration of hazardous, clinical or biomedical waste.
waste storage facility	means premises used to collect, consolidate, temporarily store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale.
wind/solar farm	means premises used to generate electricity by wind or solar force and any associated turbine, building or other structure but does not include anemometers or turbines used primarily to supply electricity for a domestic property or for private rural use.
winery	means premises used for the production of viticultural produce and associated sale of the produce.
workforce accommodation	means premises, which may include modular or relocatable buildings, used - (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors.

Schedule A - Supplemental provisions to the deemed provisions

These provisions are to be read in conjunction with the deemed provisions (Schedule 2) contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

- Clause 61(1)(k)** The erection or extension of an outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool on the same lot as a single house if a single house is a permitted ('P') in the zone where the R Codes do not apply and where the development standards set out in the scheme for that particular zone (including boundary setbacks) are satisfied, unless the development is located in a place that is:
- (i) entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990; or
 - (ii) the subject of an order under the Heritage of Western Australia Act 1990 Part 6; or
 - (iii) included on a heritage list prepared in accordance with this Scheme; or
 - (iv) within an area designated under the Scheme as a heritage area; or
 - (v) the subject of a heritage agreement entered into under the Heritage of Western Australia Act 1990 section 29.
- Clause 61(1)(l)** The signage and advertisements contained in Schedule 1 of this Scheme do not require development approval.
- Clause 61(1)(m)** The erection of a boundary fence in a zone where the R Codes do not apply.
- Clause 61(1)(n)** The carrying out of works urgently necessary to ensure public safety, for the safety or security of plant or equipment or for the maintenance of essential services.)

SCHEDULES

Schedule 1 — Signage and advertisements for which development approval is not required (Schedule 2, cl.56(h) *Planning and Development (Local Planning Schemes) Regulations 2015*)

Land Use and/or Development	Exempted Sign Type and Number	Maximum Area
Dwellings	One professional nameplate as appropriate	0.2 m ²
Home business or home occupation	One advertisement describing the nature of the home business or home occupation	0.2 m ²
Places of worship, meeting halls and places of public assembly	One advertisement detailing the function and/or the activities of the institution concerned.	0.2 m ²
Shops, showrooms, office and other commercial uses appropriate within town centre	All advertisements affixed to the building below the top of the awning or, in the absence of an awning, below a line measured at 5 metres from the ground floor level of the building subject to compliance with the requirements of the Signs Hoarding and Bill Posting Local Laws.	Not applicable.
Industrial and warehouse premises	A maximum of four advertisements applied to or affixed to the walls of the building but not including signs which project above the eaves or the ridge of the roof of the building, and excluding signs projecting from a building and excluding signs which are connected to a pole, wall, or other building. A maximum of two freestanding advertisement signs not exceeding 5 metres in height above ground level.	Total area of such advertisements are not to exceed 15 m ² . Maximum permissible total area is not to exceed 10 m ² and individual advertisement signs are not to exceed 6 m ² .
Sporting clubs, ovals and sporting complexes	All signs provided that, in each case, the advertisement is not visible from outside the complex or facility concerned either from other private land or from public places and streets.	Not applicable.
Public places and reserves	(a) Advertisement signs (illuminated and non-illuminated) relating to the functions of Government, a public authority or local government excluding those of a promotional nature constructed or exhibited by, or on behalf of any such body, and (b) Advertisement signs (illuminated and non-illuminated) required for the management or control of traffic on any public road, car park, cycleway, railway or waterway where such advertisement has been constructed or	Not applicable. Not applicable.

	<p>exhibited by or at the direction of a Government department, public authority or the local government, and</p> <p>(c) Advertisement signs (illuminated or non-illuminated) required to be exhibited by or pursuant to any statute or regulation or the like made pursuant to powers contained within a Statute provided that any such advertisement is constructed and/or exhibited strictly in accordance with the requirements specified therein.</p>	Not applicable.
Railway property and reserves	Advertisement signs exhibited on such land provided that each such advertisement is directed only at persons at or upon railway station.	No sign is to exceed 2 m ² in area.
Advertisements within buildings	All advertisements placed or displayed within buildings, which cannot ordinarily be seen by a person outside of those buildings.	Not applicable.
All classes of buildings other than single family dwellings	One advertisement sign containing the name, number and address of the building, the purpose for which the building is used or the name and address of the managing agent thereof.	0.2 m ²
Temporary Signs	EXEMPTED SIGN TYPE AND NUMBER (All non-illuminated unless otherwise stated)	Maximum Area
Building construction sites (advertisement signs displayed only for the duration of the construction) as follows:		
Dwellings	One advertisement per street frontage details of the project and the contractors undertaking the construction work.	2 m ²
Multiple dwellings, shops, commercial and industrial properties	One sign as for (a) above.	5 m ²
Sales of goods or livestock	One sign per lot displayed for a period not exceeding 3 months advertising the sale of goods (or livestock) upon any land within any building upon which the sign is exhibited provided that the land is not normally used for that purpose.	2 m ²
Property transactions, advertisement signs displayed for the duration of the period over which property transactions are		

<p>offered and negotiated as follows:</p> <p>Dwellings</p>	<p>One sign per street frontage for each property relating to the Sale, leasing or impending auction of the property at or upon which the sign is or the signs are displayed.</p>	<p>Each sign is not to exceed an area of 2 m²</p>
<p>Multiple Dwellings, shops, commercial and industrial properties</p>	<p>One sign as for (a) above.</p>	<p>Each sign is not to exceed an area of 5 m²</p>
<p>Large rural properties in excess of five (5) hectares.</p>	<p>One sign as for (a) above.</p>	<p>Each sign not to exceed an area of 10 m².</p>
<p>Display Homes</p>	<p>One sign for each dwelling on display.</p>	<p>2 m²</p>
<p>Advertisement signs displayed for the period over which homes are on display for public inspection</p>	<p>In addition to (a) above one sign for each group of dwellings displayed by a single project builder giving details of the project building company and details of the range of dwellings on display.</p>	<p>5 m²</p>

Schedule 2 — Minimum setbacks from boundaries

ZONE	STREET	REAR	SIDE	MINIMUM LANDSCAPING REQUIREMENT
Commercial	Nil setback which may be varied at the discretion of Council.	In accordance with the Building Code of Australia	In accordance with the Building Code of Australia	<ol style="list-style-type: none"> 1. Canopy shade trees at the rate of 1 tree for every 4 open air parking bays. 2. Screen landscaping as required by Council. 3. Additional landscaping as required by Council.
Settlement	In accordance with an adopted Community Layout Plan			
Residential	To be assessed in accordance with the Residential Design Codes of Australia.			
General Industry	7.5m	Subject to Building Code of Australia		3 metre landscape strip abutting all streets.
Light Industry	7.5m	Subject to Building Code of Australia		3 metre landscape strip abutting all streets.
Rural Townsite	At the discretion of Council.			
Rural	At the discretion of Council.			

*Note - *means to be setback from a common boundary with residential zoned land in accordance with the requirements of the applicable R-Code for that land; otherwise in accordance with the Building Code of Australia.*

Schedule 3 — Parking requirements

Uses		Car Parking Requirement (GLA – gross leasable area)
1	bed and breakfast	As per Residential Design Codes, plus 1 guest per bedroom.
2	caretaker's dwelling	1 per dwelling.
3	civic use club premises community purpose exhibition centre place of worship recreation – private	1 per 4 m ² of eating, drinking or lounge area, plus 1 per 4 m ² of public assembly and/or seating area, with other uses as determined by the local government.
4	consulting rooms	4 spaces for per practitioner.
5	education establishment primary school secondary school	1.25 spaces per classroom 2 spaces per classroom
6	fast food outlet	1 space per 5 m ² GLA
7	hotel	1 space per bedroom plus 1 space per 2 m ² bar and lounge area
8	industry – cottage industry – extractive industry – general industry – hazardous industry – light industry – service industry – rural	1 space per 50 m ² GLA As determined by Council 1 space per 50 m ² GLA 1 space per 50 m ² GLA 1 space per 50 m ² GLA 1 space per 50 m ² GLA 1 space per employee
9	lunch bar	1 space per 4 persons accommodated
10	medical centre	4 spaces per practitioner
11	motel	1 space per unit plus 1 space per 10 m ² dining room area
12	office	1 space per 40 m ² GLA with a minimum of 2 spaces for each office unit
13	restaurant	1 space per 4 persons accommodated
14	roadhouse	1.5 spaces per service bay plus 1 space per employee plus 1 space per 2 m ² bar and lounge area
15	service station	1.5 spaces per service bay plus 1 space per employee
16	shop	1 space per 15 m ² GLA
17	showroom	1 space per 60 m ² GLA
18	tavern	1 space per 2 m ² bar and Lounge area
19	transport depot	1 space per employee
20	veterinary centre	6 spaces per practitioner
21	warehouse	1 space per 100 m ² GLA
22	any other use	To be determined by the local government.

The certification pages for local planning schemes have been updated as follows -

COUNCIL RESOLUTION TO ADVERTISE LOCAL PLANNING SCHEME

Adopted by resolution of the Council of the Shire of Meekatharra at the Ordinary Meeting of

Council held on the

CHIEF EXECUTIVE OFFICER

PRESIDENT

COUNCIL RESOLUTION TO SUPPORT THE SCHEME FOR APPROVAL

Council resolved to support approval of the draft Scheme of the Shire of Meekatharra Local Planning Scheme No 4 at the Ordinary Meeting of the Council held on the

.....

The Common Seal of the Shire of Meekatharra was hereunto affixed by authority of a resolution of the Council in the presence of:

CHIEF EXECUTIVE OFFICER

PRESIDENT

WAPC Recommended for Approval

**Delegated under S.16 of the
*Planning and Development Act, 2005***

Date: _____

Approval Granted

MINISTER FOR PLANNING

Date: _____

ATTACHMENT 3 - SHIRE OF MEEKATHARRA DRAFT STRATEGY



SHIRE OF MEEKATHARRA

PART 1

LOCAL PLANNING STRATEGY

February 2016

PLANWEST

(WA) PTY LTD A.B.N. 77 665 477 168

**CONSULTANTS IN PLANNING,
DESIGN AND MANAGEMENT**

Post: PO Box 202, Mt. Lawley WA 6050 **Email:** planwest@bigpond.net.au **Fax:** (08) 9370 1363 **Tel:** (08) 9271 9291

LOCAL PLANNING STRATEGY

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1. INTRODUCTION

Regulation 11(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* states that a Local Planning Strategy shall:

- (a) set out the long-term planning directions for the local government; and
- (b) apply any State or regional planning policy that is relevant to the strategy; and
- (c) provide the rationale for any zoning or classification of land under the local planning scheme.

1.1. PREAMBLE

The Shire of Meekatharra's Local Planning Strategy has been prepared in two parts. The First Part (the Strategy) will contain an introduction with the main emphasis based on a series of **Objectives, Strategies and Actions**. This will provide an outline to guide the local government in the implementation of the Strategy, with an ability to monitor and track its progress.

The second part (The Background Information and Analysis) includes background information provided in support of the Strategy.

1.2. OBJECTIVES

The objectives of this Local Planning Strategy are to provide;

- a 'leadership' document which provides strategic planning direction for the next 10 years or longer and which manages that growth within a strategic framework;
- a document which sets out the direction for economically, socially and environmentally sustainable development based on comprehensive analysis of state, regional and local planning issues and objectives;
- a document which gives direction to local government, the Department of Planning, the WA Planning Commission and the Minister in assessment of development proposals and provides strategic planning support for this decision-making;
- a document which provides the basis for coordinated decision-making on future servicing of the local government area by local, state government and any other service agency;
- a document which explains and justifies the strategic direction for growth and development to all stakeholders, and;
- a basis on which the Local Planning Scheme may be amended or reviewed.

1.3. PURPOSE OF A STRATEGY

The Local Planning Strategy (Strategy) is intended to be a 'leadership' document that supports the new Local Planning Scheme (Scheme) provisions and mapping and will form the basis for future decisions regarding any changes to the Scheme.

The Strategy will be used as a guide for the Council over the next 10-15 years, setting out the future path for growth and development and the strategic direction for sustainable resource management and development in the context of state and regional planning. It is a document which sets out the direction for economically, socially and environmentally



sustainable development based on comprehensive analysis of state, regional and local planning issues and objectives.

It is a document that will provide the context for coordinated planning and programming of physical and social infrastructure at the local level and form the basis for coordinated decision-making on future servicing of the local government area by local, State Government and any other service agency.

It will apply state and regional planning policies, and provide the rationale decision-making in relation to proposed scheme amendments, subdivision and development

Part two will provide the relevant background to the strategy, including analysis of information and the rationale for the strategy.

This Strategy background assesses the adequacy of housing, industrial and commercial areas in the settlements. Population trends and projections are examined to forecast the needs of the Shire in terms of accommodation, services and infrastructure. This information may be updated periodically and includes a series of topics, some affecting the strategy more than others. It is intended the local planning strategy would integrate all relevant aspects relating to land use planning and development recognising the interrelationships between the individual elements of land use planning and development.

Review of the local planning strategy should be conducted in conjunction with the statutory five-yearly review of the local planning scheme. However, there may be occasions where changes in local circumstances necessitate a review or amendment such as those involving:

- major development initiatives not anticipated at the time the strategy was prepared;
- provision of major social or physical infrastructure (mining, educational, transport, communications, recreational and community);
- economic environment (employment, markets, industry, productivity);
- physical environment (climate, natural resource requirements, flora/fauna); and
- social makeup of the community (population, age, skills, health, lifestyle).

The strategy will be endorsed by the WA Planning Commission and will be posted on the local government and WA Planning Commission's website and updated as necessary as a consequence of any amendments made and approved from time to time.

2. LOCATION AND SNAPSHOT OF THE SHIRE

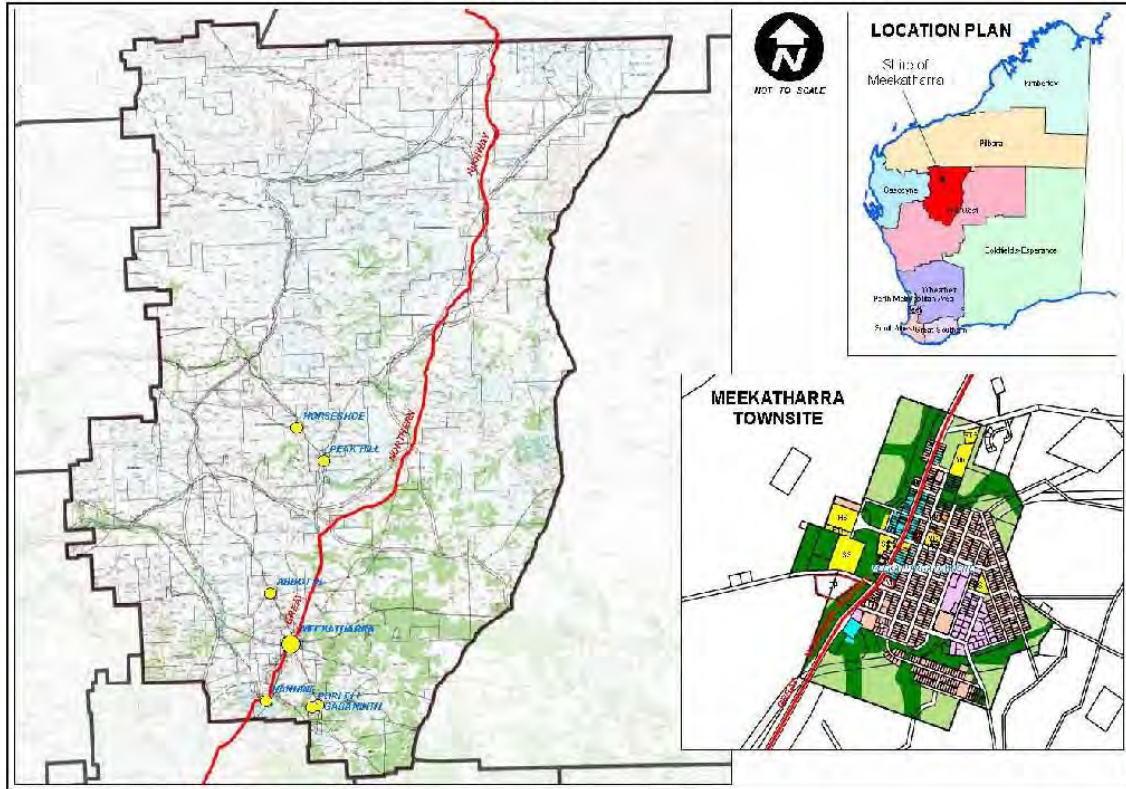
Figure 1 shows the location of the Shire in relation to the Regions and the Perth Metropolitan Region. The Meekatharra townsite is about 764 kilometres from Perth by road via the Great Northern Highway. As the crow flies it is about 665 kilometres from Perth CBD. The Meekatharra Townsite map shows existing Scheme zones.

The Shire of Meekatharra covers an area of 100,733 square kilometres measuring over 250 kilometres in an east-west direction and 430 kilometres in a north-south direction.

The Shire is located in the Mid-West Region of Western Australia with its northern boundary on the southern edge of the Pilbara Region.



FIGURE 1 - LOCATION MAP OF MEEKATHARRA



Source: PLANWEST, DoP, Landgate 2014

Some additional Council Statistics include the following;

Population:	1,377
Number of dwellings:	284
Length of sealed roads:	54km
Length of unsealed roads:	2,503km
Area:	100,733km ²
Number of Employees:	28
Number of Electors:	483
Total Rates Levied:	\$3,840,816
Total Revenue:	\$14,952,765

Source: WA Local Government Directory 2014

a golden prospect



3. MEEKATHARRA LOOKING FORWARD

This strategy will be the basis for future planning and possible changes to existing statutory plans. It will not only provide the strategic justification for the local planning scheme but also guidance for future scheme amendments.

The Shire of Meekatharra will endeavour to meet the needs of current and future generations through the integration of environmental protection, social advancement and economic sustainability.

The Shire will endeavour to diversify its current economic base (of pastoral and mining industries) by establishing rural and tourism industries that rely on similar environmental conditions but aim to appeal to alternative and more diversified and sustainable markets.

The Shire will continue to promote the use of best management practices in all its activities particularly in the development of its culture, arts, tourism, hospitality and service sector.

The Meekatharra town will continue to provide modern and efficient services to meet its district service centre role and will be supported as the focus of recreation, administration, commercial and residential development for the Shire and District. To this end the Council will encourage the supply of a range of residential lifestyles (and lot sizes) to provide a choice of living environments to meet a diverse range of prospective residents.

The Shire will also provide for new light, service and general industrial areas in order to promote new businesses and jobs based on economically sustainable principles. These jobs may be in a variety of disciplines including, general and service industries, primary industry, solar power, geo-thermal power exploration, bio-diesel development, tourism and cultural awareness. The Meekatharra townsite is well located on the intersection of Great Northern Highway and the Goldfields Highway between Newman and Cue providing a central location for service industries operating in the district.

The Shire will support closer development in rural areas where development complies with the WA Planning Commission rural planning policies and the local planning framework.

The Shire will continue to promote its mining and cultural resources and unique landscape without jeopardising the integrity of either asset.

The Shire will continue to protect its valuable indigenous cultural resources. To this end the Shire will promote continuing cooperation between itself, its residents and the relevant agencies set up to provide advice and assistance in these social and land management issues.

4. KEY STRATEGY–RELATED ISSUES

These issues relate to those discussed in the background information and analysis report.

4.1 OPPORTUNITIES

4.1.1 IMPROVE TOWN FACILITIES AND AMENITIES

Accommodation, community facilities, youth activities, aged care facilities, encourage shops and entertainment/dining choices – implement revitalisation plan.



4.1.2 SERVICED LAND

Available serviced land, residential and commercial, highway frontage.
New industrial estate.

4.1.3 TOURISM

Areas of interest – capitalise on increased travel by baby boomers, improve Trail signage, continue with amenity and facility improvements, continue push to market Meekatharra.

4.2 CONSTRAINTS

4.2.1 TYRANNY OF DISTANCE

Time to travel to Meekatharra; provision of land for local servicing depots, provide for further Highway improvements.

4.2.2 CLIMATE CHANGE

Better understand changing rural land use patterns and implications for flora and fauna and increased severe weather events including bushfires and droughts.

4.2.3 MINING ACTIVITIES NEAR TOWNSITES

Constraints to town expansion due to mining activity areas and buffers from mining areas and open cut mines.
Impact of mining on town history and historic remains in smaller abandoned townsites.

4.2.4 SERVICING REMOTE SETTLEMENTS AND DEVELOPMENT

Cost of travelling/contracts to manage services, development control etc
Water, power, rubbish, mining.

5. OBJECTIVES, STRATEGIES AND ACTIONS

5.1 CLIMATE CHANGE AND ENVIRONMENT

Climate change is associated with various implications that have the potential to damage the future livelihood of Meekatharra. Climate change has the capacity to affect human health, water and energy supply, agriculture, ecosystems and biodiversity. Furthermore a changing climate not only has environmental and social implications, but also can cause a detrimental effect on the economic prosperity of a district. Therefore the Shire's capacity to adapt and mitigate the potential effects of climate change is a key concern for the future livelihood of the region.

The following strategy recognises the importance of climate resilient infrastructure as well better response services and systems such a bushfire management, which have the capacity to mitigate the effects of climate change.

Furthermore, Sustainability is a key response to climate change and environmental management. Therefore the Shire should continue to encourage the adoption of sustainable practices including the introduction of land use management to ensure land use activity is sustainable. Additionally, the Shire should promote and encourage renewable energies and sustainable technologies in order to reduce current energy and water consumption levels.

Key Considerations



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- A small population and the sensitive economic base provide less capacity to respond and adapt to the changing climate.
- The Shire's limited access to goods and services questions the ability to adopt sustainable practices such as solar energy and the implementation of water wise development requirements.
- While bushfires are not a significant concern, given the nature of the landscape, it is acknowledged that such events must still be considered and appropriately managed.
- The need to protect the areas ecosystems and biodiversity, and promote the understanding of such systems within the community.
- Recognition to the importance of volunteerism and telecommunications in the case of a natural disaster.

OVERALL ENVIRONMENTAL OBJECTIVE

- *To acknowledge the changing climate and its associated implications on the natural and built landscapes, in order to respond in a sustainable and appropriate manner.*

STRATEGY	ACTION
<p>Identify conservation areas and make residents and visitors aware of such areas and their cultural significance.</p>	<p>Create a 'Conservation' reserve in the Local Scheme to demonstrate Crown Reserves that are designated for 'Conservation' purposes.</p> <p>Maintain an appropriate level of equipment along with an emergency response team to manage and maintain such conservation areas.</p> <p>Utilise appropriate infrastructure to protect such conservation areas e.g. broad walks, path ways etc.</p>
<p>Diversification of income bearing activities, to improve the Shire's capacity to respond to climate change</p>	<p>Encourage diversification of activities in the pastoral areas, where income producing activities rely primarily on climate.</p>
<p>Establish an on-going and sustainable means of maintaining the parks and recreation areas and facilities in the district.</p>	<p>Form a partnership with the local School to provide a non-potable water supply for the ongoing maintenance of the school's recreational facilities.</p> <p>Ensure the provision of adequate water supply to recreational areas in order to improve their amenity and useability.</p> <p>Investigate the potential and capacity of other such sources to provide water for irrigation.</p>
<p>Ensure that all new development is built and maintained in a sustainable manner.</p>	<p>Introduce Government incentives for households that adopt water wise and energy efficient technologies.</p> <p>Adoption of the Commonwealth's Design for Climate principles, to apply to all new development.</p> <p>Preparation of a Local Planning Policy that provides design guidelines for climate responsive housing design.</p>



Promote sustainable development through advertising to encourage new homebuilders to adopt such methods.

Hold community meetings that educate citizens on the concept of Sustainability, encouraging residents to adopt such sustainable methods.

Ensure the region is prepared to respond in the case of fire and emergency situations.

Introduce bushfire management activities such as fire prevention and preparation to minimise the impact and occurrence of such a natural disaster.

Emergency response practices within the region to ensure the community is prepared in the case of an emergency.

5.2 DEVELOPMENT OF SETTLEMENTS

There is a need to minimise the opportunities for scattered development throughout the Shire. The purpose of this strategy is to ensure that the Council's resources are not spread to thinly placing stress on existing levels of service.

The analysis of privately owned properties in the background report identifies the several properties, especially in abandoned townsites, that have the potential to be developed.

Where a private owner may want to develop in an abandoned townsite the Council will consider swapping land in that townsite for an alternative site held in Council's ownership in either Meekatharra.

Key Considerations

- Servicing scattered communities throughout the Shire.
- Offering owners in smaller undeveloped townsites the option of surrendering or exchanging land.
- Whether surrendered properties should be transferred to Council, or to Crown Land or Reserves.

OVERALL DEVELOPMENT OF SETTLEMENTS OBJECTIVE

- *To ensure that urban development in the Shire be consolidated in Meekatharra townsite and serviced with the appropriate infrastructure.*

STRATEGY	ACTION
Ensure urban development is restricted to Meekatharra townsite to assist in providing sustainable Shire services.	<p>Restrict new development to occur only in areas easier and sustainable to service.</p> <p>Offer Council owned lots at a discount rate to encourage development.</p>
To divest the Council of on-going management obligations on land owned but not required by the Council.	<p>Dispose of Council owned land no longer required by the Council and not appropriately located to exchange.</p> <p>Transfer the land to either a potential developer/resident or to the Crown.</p>



Ensure that the major road network infrastructure is maintained to a level commensurate with its use.

Interact with MRWA to identify and upgrade areas of the Great Northern Highway that need improvements to maintain an acceptable safety level.

Support the continual upgrades to the Goldfields Highway including the intersection with the Great Northern Highway.

Assess the needs of the current and future community facilities.

Adopt and implement the findings of the Meekatharra Revitalisation Plan (CCS Strategic, 2014).

Extend median strip southwards on Main Street for pedestrian refuge.

5.3 ECONOMIC DIVERSIFICATION AND EMPLOYMENT

Presently there is limited economic diversification within Meekatharra, with the mining, tourism and pastoral industries acting as the regions primary sources of economic development. In terms of employment, the mining sector acts as a main employer within the community. However relying solely on an industry as volatile as the mining sector is not economically sound. Furthermore, pastoral activities are continuing to decline as a result of climate change and competition associated with areas that have better access to ports, labour, and significantly shorter routes to markets.

However, Meekatharra holds potential for the establishment of an industrial estate located north of the town site. Such an industrial area has the capacity to accommodate the growing demand for a more diverse array of services and employment in the district. The location of such an area will need to be appropriately assessed to avoid any prospective areas and sensitive uses but still maintain easy access to transport routes like the Great Northern Highway and Goldfields Highway.

Additionally, there is potential to expand the tourism industry through the provision of more tourism accommodation i.e. Bed and Breakfasts, Farmstay etc. Such opportunities would further aid in the diversification of the economy of pastoral stations in the district.

The Council has commissioned an Economic Development Strategy for the Shire (Urbis 2014) and will be assessing the Draft for adoption. The Strategy addresses several issues including the centre revitalisation, the setting up of a one stop shop for business information, establishing a regional partnership with the Federal Department of Social Services and participation in a regional tourism network.

Key considerations

- The level of uncertainty and unpredictability amongst the local community and potential stakeholders, regarding the capacity of future mining and pastoral activities.
- The extent to which prospective areas and existing mining activities limit further expansion of the town and therefore the potential for the region to grow and become more diversified.
- Requirements for the development of new industries including an industrial estate, which would also require improved road infrastructure in order to make potential industries accessible to residents.



- The need to protect any viable pastoral land to ensure sustainability of the agricultural industry, which plays a significant role in the economic base of the region.

OVERALL ECONOMIC AND EMPLOYMENT OBJECTIVE

- *To provide a more diversified economy to allow for a more robust range of employment opportunities.*

STRATEGY	ACTION
Provide a new general and light industrial area with adequate separation distances from sensitive uses, space for expansion and access to major transport routes and services.	Investigate the options for a new 'General and Light Industry' area within Meekatharra. Provide for a new general and light industrial area.
Protect areas of prospectivity from development.	Avoid zoning additional land for urban uses and zone prospective areas outside the townsite as 'Rural'.
Encourage diversification of pastoral activities to increase income from rural areas.	Provide information guidelines on applications for diversification permits to allow pastoralists to generate alternative income streams. The permit allows Pastoral lessees to use parts of their land for non-pastoral uses such as agriculture, horticulture, aquaculture, tourism & forestry. Advertise and demonstrate the benefits associated with such permits to encourage more Pastoral lessees to apply.
Assess the current and desirable direction for an economic development strategy for the Shire.	Adopt and implement the Economic Development Strategy (Urbis, 2014).

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5.4 DEVELOPING THE TOURISM INDUSTRY

Tourism is an important industry in Meekatharra. Therefore more focus needs to be put into making the area more attractive to visitors. This can be achieved through adequate provision of services and amenities as well as diversification of the market, which will cater to both residents and visitors. Furthermore the following strategy acknowledges the importance of the preservation and maintenance of key tourist sites.

The potential for tourism development in Meekatharra is extensive, with the Meeka Rangelands Discovery Trail providing a fascinating insight into indigenous heritage, natural wonders, settlement history and rich, red landscapes, and the Meeka Town Heritage Walk also acknowledging the rich history of the town, acting as popular attractions for visitors.

The tourism industry has the capacity to help stimulate economic growth, as well as provide alternative forms of income to local residents and the Shire, through Council assets such as recreational parks and camping grounds. As a result, such an industry may stimulate both private and public investment, contributing to the upgrade of infrastructure and services of the area.



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Furthermore, opportunity exists for the Shire to develop additional visitor facilities such as camping grounds or a hostel, to cater for the potential increase in 'Grey Nomads' travelling to or passing by the district. However, significant funding is required in order to improve the services and amenities of the area to attract tourists. In this regard contribution to tourism initiatives could potentially be supported partly through relevant grant programs as they become available.

Additionally, commonly mining operations are seen as a deterrent to tourism. However there is potential for such operations to be promoted as an attraction. Viewing platforms, information about the process and operations, and tours of facilities may form part of a tourism circuit.

Key Considerations

- Increase and upgrade of signage within the area identifying the presence, location and routes of the various attractions.
- The need to increase and diversify accommodation within the town, to cater to different demographics.
- The need to improve tourist facilities and infrastructure in order to promote Meekatharra as an attractive tourist destination.
- Improvements to the harsh roads and trails, which link people to the attractions, so visitors not deterred to explore such sites and routes.
- Increase investment in the tourism industry through access to external funding sources.
- Monitoring of mining activity in regards to tourism attractions, as significant vehicle movements and noise/dust pollution associated with mining activities, have the potential to impact the attractiveness of an area from a tourism perspective.
- Encouraging local mining operations to make their facilities visitor friendly.
- The protection and conservation of natural and historical tourism attraction, to ensure some degree of sustainability within the tourism industry.
- The provision of historic information and 'stories of interest' relating to the historic buildings and areas within the region.

OVERALL TOURISM OBJECTIVE

- *To ensure the Shire provides tourist facilities and amenities that are able to respond to the increasing demands of a vital and growing industry.*

STRATEGY	ACTION
To promote Meekatharra as a tourism destination.	Provide brochures detailing tourist information of the District and make these readily available. Better advertise the area as a tourist destination. Encourage mining companies to help advertise the area through their operations.
Ensure that the townsite provides suitable facilities and amenities to attract and retain tourists.	Provide more diverse short stay accommodation through supporting the establishment of bed and breakfast accommodation, as well as improvement of hotel facilities. Ensure the provision of quality services and facilities, which will aid in retaining visitor in the area.



Improve night vitality through the provision of night-time markets, outdoor cinemas etc., which will encourage tourists to extend the duration of their visit.

To ensure popular attractions are properly signposted and promoted.

Increase the use of signs to advertise popular tourism attractions.

Upgrade existing signs where they are ineffective and rundown.

Include plaques within the town, which educate tourist as to the history behind heritage buildings and sites.

Provide signage to attractions on main tourist routes such as the Goldfield Highway.

To have mining companies promote their operations as a tourist attraction.

Form partnerships with mining companies that allow limited access to their operations as a tourist attraction, which is mutually beneficial for both stakeholders.

Ensure mining operations undertake the appropriate health and safety measures, which enable visitors to access the site, however limited.

Capitalise on the district's culturally significant areas through their narration, promotion and access to such sites.

Facilitate the development of a pocket history of the district including sites, photographic records and stories.

Encourage the preparation of an information package, in hardcopy and on the Council's web site, outline the cultural assets of the district.

Allow access to such areas with the appropriate infrastructure such as walkways and fencing to ensure visitors do not degrade sites.

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5.5 MINING AND PASTORAL ACTIVITIES

It can be assumed that mining activities are likely to continue to be the predominant economic base within the Shire with traditional pastoral station activities taking a less significant role. While mining can be viewed as both an issue and opportunity, in Meekatharra it is seen significantly as having a positive influence on the community, providing both direct and indirect economic benefits including the use of local accommodation and facilities.

The challenge remains to ensure that future mining activities do not conflict with existing land uses, particularly the pastoral industry, which is also a main economic base in the region. Additionally, it is important to note that under the WA Mining Act 1978, mining activity is exempt from planning approval and is instead determined in accordance to the provisions of that Act. Section 120(2) (b) of the WA Mining Act 1978 does however require that mining activity must have due regard to the provisions of any relevant Local Planning Scheme. Therefore, in considering the future implications of mining activity within the Shire, it is important to maintain a close liaison with the Department for Minerals and Petroleum to



ensure that any proposal to commercially extract minerals does not unduly conflict with any provisions of the Scheme or Local Planning Strategy.

Another major issue related to mining activities is the factor of uncertainty associated with such an industry, and the effect that a potential mining downturn could have on rural areas such as Meekatharra. These mining activities have the potential to prevent the further expansion of the town, which in turn restricts the town's capacity to grow and meet future demands.

However, there are opportunities for the formation of partnerships between the Shire and various mining operators. As mentioned in the previous section, there is an opportunity for mining companies to capitalise on tourism through the inclusion of viewing platforms on operational open pits, or guided tours of operational facilities.

Mining operations can be encouraged to aid in the stimulation of the local economy through the housing of employees within the existing Meekatharra townsite. This will have significant spin-off benefits for the local economy in terms of the purchase of goods and services from local outlets.

Key considerations

- Mining activities have both direct and indirect benefits on the community, e.g. provision of employment opportunities for residents, and the utilisation of local accommodation, amenities and facilities.
- To monitor and cater for mining activities and associated works.
- To encourage the residential component of the mining operations to locate in the main townsite.
- Under the WA Mining Act 1978 mining activities are exempt from development approval.
- Land use conflict may occur between mining operations and other land use activities, particularly the pastoral industry.
- Mining activities restrict the expansion of urban development due to their impact buffers.
- Mining operations can significantly impact the visual amenity of a town, which can be a major deterrent for tourists and potential residents.
- There is potential for partnerships to be formed between the Shire and mining companies, such partnerships have the capacity to enhance economic development of the town.
- To support mining activities where an environmental management plan has been prepared and is acceptable to the Council and Environmental Protection Authority.

OVERALL MINING AND PASTORAL OBJECTIVE

- *To ensure that the mining industry is not restricted by urban development and that mining operations contribute to the local economy and are sensitive to the cultural and historic features of the Shire. Additionally ensuring that quality pastoral land is protected to ensure the industry's survival.*

STRATEGY	ACTION
<p>Ensure that the DMP understands the implications of a Local Planning Scheme and the need to consult with the community where a conflict may arise.</p>	<p>Develop an understanding with the DMP that enhances the lines of communication and ensures a mutual acknowledgement of the issues for each party.</p> <p>Ensure that mining activities are closely monitored where they may impact settlements.</p>

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Protect areas of prospectivity.

Zone prospective areas for 'Rural' to avoid urban development taking place.

Avoid zoning land for urban uses when the site has been identified as being prospective.

Encourage the residential component of mining operations to establish in the Meekatharra townsite.

Through the formation of a partnership, the residential component of mining operations will be encouraged to establish in the Meekatharra townsite.

Provide the facilities and services that cater to the residential component of such operations to ensure employees are comfortable.

Encourage local mining operations to use local employment.

Formation of partnerships with mining operations will encourage such companies to make use of local employment.

Provide adequate services and facilities to encourage companies to utilise these establishments.

Monitor the status of mining operations including rehabilitation activities.

The establishment of a partnership between the Shire and the DMP will enhance communication about any concerns the Shire has regarding mining operations.

Encourage local partnerships between the Shire and local operators to help stimulate potential investments for town improvements.

Ensure mining operations that their contribution will be promoted and acknowledged on the completed development.

Educate mining operators on the potential benefits such contributions could have for the company's reputation and social standing.

Encourage the continued use of land for pastoral station activity and encourage best practices.

Maintaining efficient structure of transport routes for agricultural freight through the Shire will assist in the efficiency of pastoral activities.

Incorporating best practice activity will ensure improved degree of sustainability within the industry.

Ensure quality pastoral land is protected.

Ensure that quality pastoral land is zoned as 'Rural' to protect land from being used by other conflicting land uses.

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5.6 LAND SUPPLY, INFRASTRUCTURE AND SERVICES

Maintaining a satisfactory land supply in country towns has been a serious economic issue for decades. The cost of buying an existing lot in a rural townsite is generally minimal compared with the cost of creating new lots – no matter what the proposed use is.

The cost associated with the servicing of land is the most significant challenge for the creation of new lots. Support funding by way of government development initiatives and programs, or some other external funding source is often how these cost challenges are addressed.

The area north of the Meekatharra Townsite, east of Great Northern Highway, is ideally located to provide for a new general industrial estate. There is little to no industrial land designated in Newman, however there is a substantial infrastructure developing in Capricorn (just south of Newman) that provides for several major activities including the Capricorn village (324 rooms), Capricorn Roadhouse, Outback Travel Centre, Ampol service station and a new truck servicing facility. This is fulfilling an unmet demand for such major land uses.

The Meekatharra townsite is located nearly 400 kilometres south of Capricorn over 100 kilometres from Cue, 180km from Mount Magnet and over 500km from Dalwallinu. There are very few constraints that would preclude the designation of this area for industries that require large areas of land for activities like transport depots, regional depots, mining services and the like. In order that the area can be appropriately planned for the longer term with a comprehensive drainage system, appropriate servicing infrastructure and a range of large and very large lots, a large area of over 200 hectares has been designated. Although the development will be staged to monitor lot size and locational demands the Council is keen to designate the whole site in the Strategy however the Scheme will only be zoned following the preparation and approval of a structure plan. In the meantime the estate area will be designated 'Future Industrial Land – Investigation Area' in the strategy.

The supply of land zoned for industrial development in the existing Scheme is currently confined to land around Railway and Marmont Streets - with sensitive uses as neighbours. This factor puts restrictions on the accessibility of the sites by large articulated vehicles and the use of land for general industries.

The Council often receives inquiries about the availability of industrial land in the Meekatharra townsite – the most recent for a concrete batching plant.

General industries include those that can have an impact on the surrounding activities and are therefore best segregated from urban uses where possible.

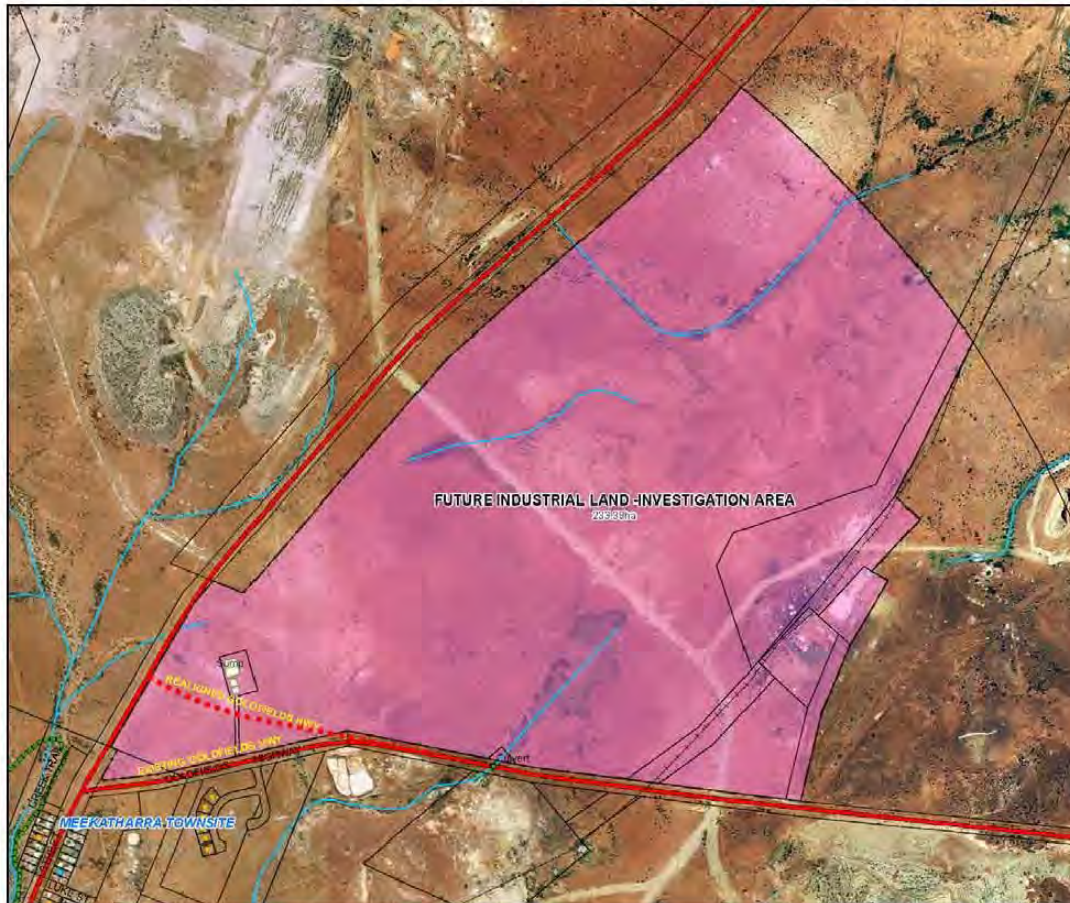
Figure 2 provides a potential site for a future general industrial estate. The location and design will need to be developed in consultation with the Department of Planning as well as Main Roads WA.

The area has several advantages including;

- There is little to restrict its expansion in the future – if required;
- it can provide for a variety of lot sizes to suit any industry type;
- it is separated from sensitive urban uses;
- the drainage requirements can be managed as part of the design; and
- access to both the Great Northern Highway and the Goldfields Highway.



FIGURE 2 - FUTURE INDUSTRIAL LAND – INVESTIGATION AREA



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Source: DMP, PLANWEST

In Meekatharra townsite there are 123 vacant lots that are zoned 'Residential' the majority of which are not owned privately or by the Shire. 76 of these vacant residential lots are Crown lots (or VCL), with only 4 owned by the Shire. Nine vacant lots are zoned 'Commercial' with 4 owned by the Shire. Of the 8 vacant lots zoned 'Industrial' half are privately owned but none owned by the Shire, however when the new industrial area is established it is possible that the Council may relocate its depot from Oliver Street thus freeing up another 2.6 hectares for other light or service industries.

The Shire also owns 18 hectares north of High Street west of the Highway. This area is partly used for open space from the creekline, but also provides a suitable area for mining accommodation. The land is slightly separated from the normal residential areas thus providing a buffer from the impact of the mining accommodation's irregular hours.

Key considerations

- Securing adequate land for urban uses including residential, commercial, public purposes and recreational uses.
- Securing adequate land for light and general industrial uses subject to further planning studies to confirm land suitability for industrial development.
- Ensuring that essential services are adequate to service potential new growth areas.
- Providing for a variety of lifestyles from small properties to larger 'lifestyle' blocks.



- Ensuring all age groups are catered for in the provision of services and amenities.
- Ensuring that Meekatharra remains an attractive place to settle.
- The protection of development from flooding.
- Maintaining safety of all major transport routes and modes.

OVERALL LAND SUPPLY AND INFRASTRUCTURE OBJECTIVE

- *To provide serviced land and facilities for a range of diverse activities in and around Meekatharra.*

STRATEGY	ACTION
To ensure adequate water supply for the creation of new lots and new developments such as mining campsites and industrial uses.	<p>Consultation with the Water Corporation and the Department of Water, will aid in the determination as to the capacity of the existing water services and the potential for future upgrades or expansions within the region.</p> <p>Conduct research as to the potential upgrade of existing water services to supply new lots.</p>
To ensure adequate power supply for the creation of new lots and new developments such as mining campsites and industrial uses.	<p>Consult with Horizon Power to ensure the existing power supply system has the capacity for any future upgrades or expansions.</p> <p>Undertake research to assess the potential upgrade or expansion requirements.</p>
To provide a diverse range of lifestyles and dwelling types within the region to cater for different demographics.	<p>Examine the potential for off-site effluent systems to cater for a greater variety of residential densities in Meekatharra townsite.</p> <p>Research the demand from the range of demographics within the region, to ensure dwelling options cater to the appropriate groups.</p>
To provide for adequate land for both commercial and retail development in a consolidated central area.	<p>Zone land for commercial/retail purposes around the town centre.</p>
To provide public uses including parks, recreation and civic and cultural uses.	<p>Designate land in the Scheme for the provision of civic and cultural uses in a central accessible area.</p> <p>Provide adequate resources to ensure these uses are developed to a high standard and maintained appropriately.</p> <p>Upgrade and improve the existing walk trail through the town and seek to enhance and extend to trail to include other town features of interest.</p>
To provide for a range of general, light and service industries.	<p>Undertake further planning studies to confirm land suitability of the 'Future Industrial Land – Investigation Area'. Prepare a structure plan as the basis for staging and zoning of land.</p>

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	Relocate the Council depot to the new general industrial estate.
	Promote the conversion of the existing industrial area in Meekatharra townsite for service and light industries once the new general industrial lots become available.
To ensure land for new development is appropriately serviced with sealed roads and drainage infrastructure.	Require new lots to be provided with essential services.
Form partnerships with relevant community groups and public housing providers for the provision of aged care or universal housing.	Form partnerships with the Department of Housing to help fund the development of affordable housing. Potential to form partnerships with private agencies to help fund affordable housing.
Encourage the provision of shade in the main street with verandas and planting of trees.	Prepare a Local Planning Policy, which includes design guidelines requiring all new buildings to install verandas. Encourage the planting of trees on verges to provide shade along the street and increase amenity of the area through the improvement of streetscapes.
Ensure the protection of water supply in the wellfields.	Designate Priority 1 areas in a Special Control Area of the Scheme. Use appropriate infrastructure to ensure contamination of bores is minimised. On-going monitoring quality of bores to ensure there is no contamination.
Establish new water sources to service the potential expansion of the population.	Request the Water Corporation and the Department of Water to improve the capacity of the existing water services through upgrades or expansions.
Protect identified waterways or creeks and avoid development in areas known to be flood prone.	Compile a map indicating flood prone areas within the town and make this information available to the public. Protect waterways through the utilisation of infrastructure such as walkways and fencing, which allow visitors to access sites with minimal impact. Provide signs and information as to the conservation of waterways and why it is important for the environment. Acknowledge Paddy's Flat (east end of McLeary Street) development in Scheme, but set aside flood prone area.



Support improvements to the Goldfields Highway and other main roads to improve safety for users.	In consultation with Main Roads WA, update and undertake appropriate road planning to ensure safety for users.
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5.7 CULTURAL AND HERITAGE PROTECTION

Places of historic and cultural significance are identified and recorded in the Council's Municipal Inventory and are then afforded the protection outlined in the Scheme. However there are many places that still retain the footprint of their previous glory, albeit only foundations in many cases. As outlined in the background information and analysis many of these areas are in some of the abandoned townsites.

OVERALL CULTURAL AND HERITAGE OBJECTIVE

- *To ensure that historic and culturally significant places or objects are identified, assessed and protected for the benefit of existing and future generations.*

STRATEGY	ACTION
To ensure that the historic and heritage valued buildings and places in the Shire are identified and preserved.	<p>Ensure that the Shires Municipal Heritage Inventory is constantly reviewed and updated to present the values of the community.</p> <p>Follow the Burra Charter principles of preservation, conservation or in reconstructing damaged parts of a heritage building.</p>
To ensure the appropriate level of protection for areas identified as being of heritage significance.	<p>Follow the Municipal Inventory principles that identify the level of protection necessary to conserve and protect heritage sites.</p> <p>Appropriately assess heritage sites to determine the appropriate level of protection.</p>
To encourage the incorporation of local culture and art in the design of new developments throughout the town.	<p>Encourage local artists to share their works with the community through the displaying and selling of local art.</p> <p>Provide guidelines for local artists to contribute to the design of new developments.</p> <p>Hold community workshops to help identify what the citizens believe represent Meekatharra. Incorporate these representations into the design of new developments to contribute to creating a 'unique sense of place.'</p>
To record and present historic and heritage information for the benefit of tourists and the stimulation of better understanding of Meekatharra's past.	<p>Convey information about heritage buildings on plaques to educate tourists and keep the history of the town alive.</p>

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Assemble historic artefacts, photographs and information regarding heritage sites in the Shire with a view of establishing a collection or museum.

Ensure that new developments built next to heritage sites are built to a standard sympathetic to the existing development.

Prepare a Local Planning Policy, outlining design guidelines that new buildings must meet, to ensure the design is sympathetic to existing development.

Refer to the Burra Charter when building a new development next to an existing heritage building.

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6. STRATEGY MAPS

6.1 SHIRE STRATEGY MAP

The Shire Strategy Map (Figure 3) provides a distribution of the Crown Reserves, water bodies (mostly salt lakes), areas of Aboriginal interest, recorded rare flora and threatened ecological communities, townsites, major transport routes, mineral resources and runways.

Although the mining tenements are scattered across the whole Shire the majority of mines are located centrally, or around Meekatharra townsite. The majority are related to gold including alluvial, dollied, tailings or just gold ore. This information is indicative only as it changes daily.

The Figure shows that the majority of the Shire is either Crown land or Crown Reserves (shown pink and green respectively). The uncoloured areas are either freehold or leasehold.

The centrally located green area is Collier Range National Park and will be designated as 'Conservation' in the Strategy and Scheme. The other area in the north east corner of the Shire is an Aboriginal Reserve and is afforded the same designation.

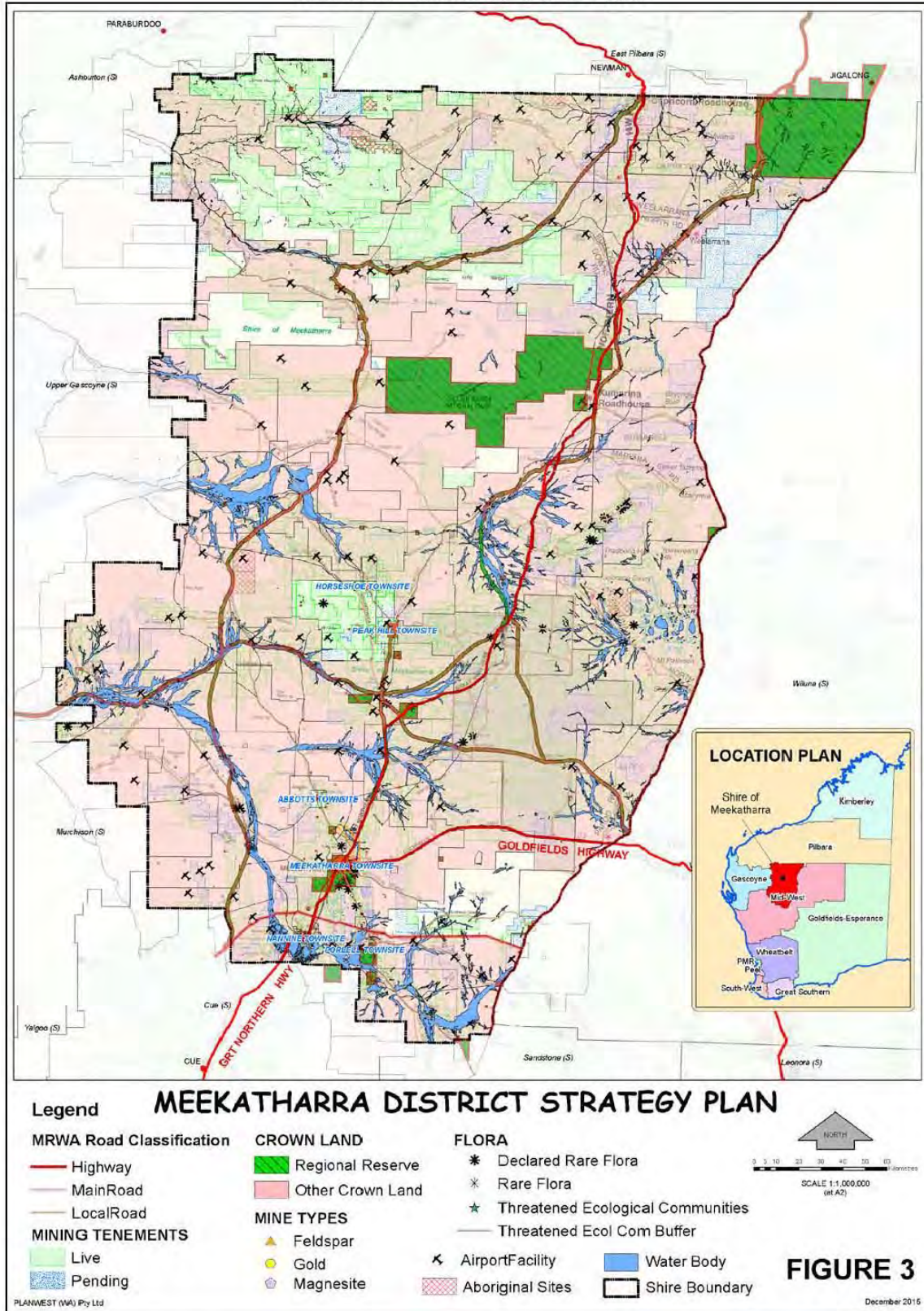
The pattern of stock routes criss-crossing the district can be appreciated from the Figure, as can the major water body areas all directed westwards to the coast.

Airstrips of varying sizes and qualities are distributed round the Shire to provide transport to some of the more remote areas where road movements are challenging and time-consuming.

The overall strategy for the district is to encourage both mining and pastoral activities to ensure a sound economic future for the Shire.



FIGURE 3 – SHIRE STRATEGY MAP



a golden prospect



6.2 MEEKATHARRA TOWNSITE STRATEGY MAP

The Meekatharra Townsite Strategy Map (Figure 4) shows the compact nature of the townsite. Although there are still vacant properties spread around the town many of them are government owned and not readily available for sale. The strategy does not seek to change too much in the existing townsite however does seek to transform the existing industrial area in Oliver Street into a light industrial area by creating a new general industrial area north of the town. This is discussed further around the Broader Townsite Figure.

6.2.1 CONSTRAINTS

Figure 4 provides the extent of the constraints on land within the townsite boundary. Some of the existing open cut mines surrounding the town are shown with a nominal 100 metre buffer to each pit edge.

Other constraints include the nominal buffers to other features like the sewerage ponds, the power station, and potentially the general industrial area. The buffer to the existing rubbish tip and rifle range are better shown on the broader townsite strategy map.

Another main constraint is the system of creeklines around the urban area. Although the district gets little annual rainfall a downfall can quickly fill creeklines as the dry soils cannot readily absorb rain. This runoff makes flooding of the creeklines a reality and, as such, these areas should be avoided where possible in the consideration of new development. Now that 0.5m contours have been generated the preparation of flood mapping may be a priority.

6.2.2 PROPOSALS

Although a buffer, or setback, would normally be required by the Department of Mining and Petroleum from open pit mines and other workings these have not been applied as these areas are surrounded by either 'Parks' or 'Common' Crown Reserves.

Other land within the townsite, not already designated for urban uses and affected by the buffers, is designated as 'Rural' reflecting the current uses and buffers to those uses.

No **heavy haulage route** has been shown on the strategy map. The Council is aware that heavy vehicle traffic will inevitably increase over time, and that the impact of this traffic is likely to affect the amenity of the main street with risk, noise, dust and vibration.

Whilst the Council is aware of the need to maintain the safety of people in the town centre, it is also keen to maintain the level of activity flowing through the main street. Modifications to the Revitalisation Plan may be required to extend the central median refuge southwards on the highway to assist people crossing the main street.

The establishment of a new **general industrial estate** north of the town will provide opportunities for regional depots and infrastructure to establish in a central location. The intersection of the two highways and the prospectivity of the district provide an ideal location for a major regional industrial estate catering for large road trains and other heavy haulage vehicles. The design and configuration of the estate will need to properly cater for the manoeuvring and storage of these large, and long, vehicles, and the storage of large and varied materials and equipment.

Once the new general industrial estate is established the existing industrial area in Oliver Street can be designated as a **light and service industrial area**. This includes the area of the Council depot. Some of these uses would be better located in a new general industrial



estate. The only uses to be allowed in the townsite industrial area are light and service industries that have no impacts on the surrounding sensitive uses.

The triangular area between Great Northern Highway, the existing Goldfield Highway and the proposed realignment of the Goldfields Highway is shown as **light industrial**. This designation creates a transition from the proposed general industrial estate and the townsite urban uses. Sensitive uses will not occur in this light industrial area.

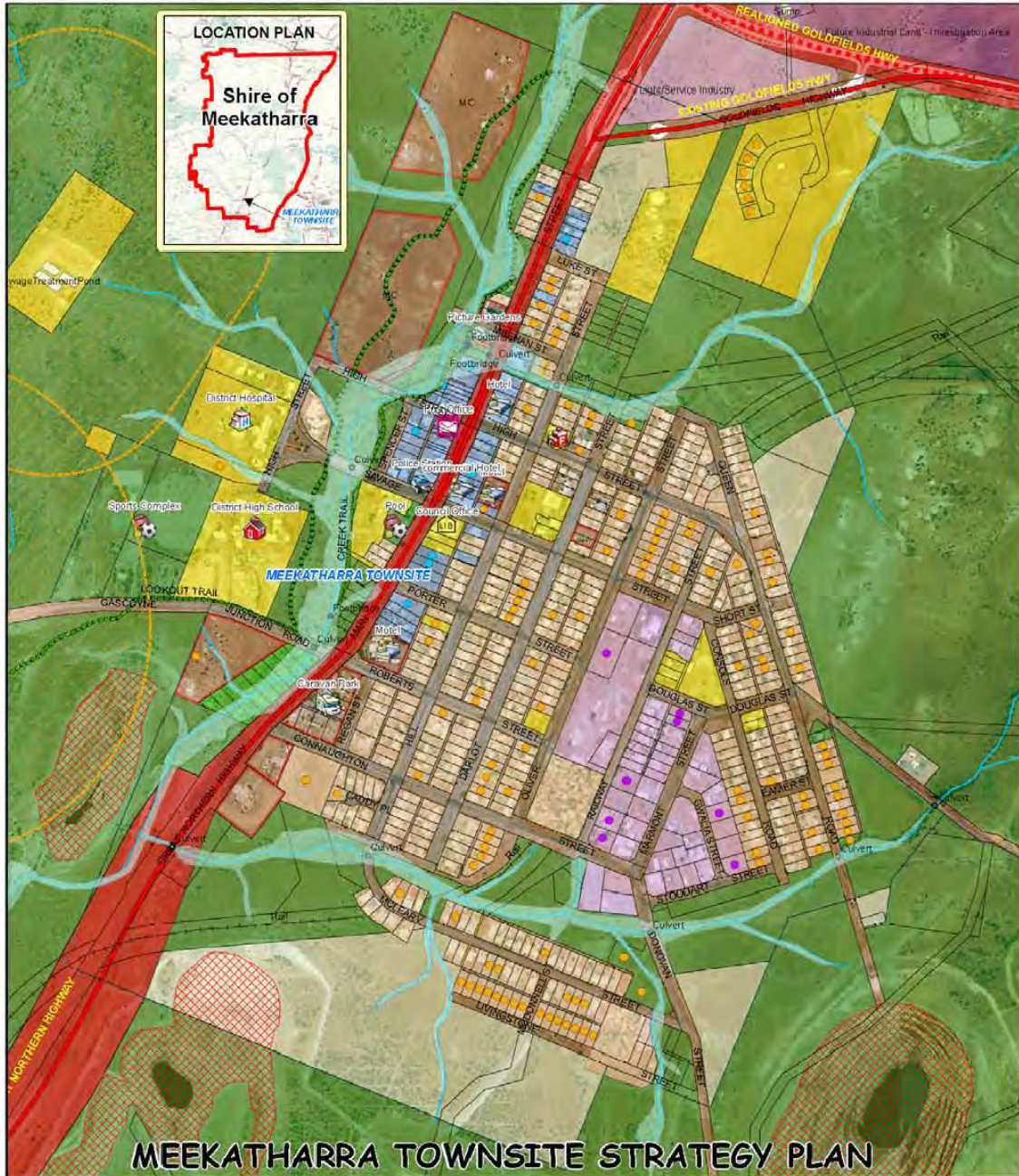
The Council-owned land on the north side of High Street, west of the highway, is more than adequate to cater for additional **mining camp facilities**. The location of these sites in the townsite should be encouraged and supported as it provides financial spin-offs for local businesses. These types of facilities should be slightly separated from other residential areas unless the proponents can satisfy the Council that the irregular hours of operation will not unduly impact the amenity of the existing residential areas.

The undeveloped **caravan park** site on Gascoyne Junction Road is significantly restricted due to the open pit buffer, ownership and creeklines traversing the site. As a result the site has been reduced in size to just include the privately owned portion of the site.

golden prospect



FIGURE 4 – MEEKATHARRA TOWNSITE STRATEGY MAP



a golden prospect

Legend

Meekatharra Townsite	Residential	RFDS
Special Control Area	Commercial	Fire Station
Open Pit	Special Use	Hospital
Highway	Light Industry	Accommodation
WaterCourse	General Industry	Movies
Trail	Parks and Recreation	Police
Heritage places	Conservation	Recreation
Vacant Residential	Rural	Post office
Vacant Industrial	Public Purposes	Library
Vacant Commercial		Church

NORTH
 0 82.5 125 250 375 500 Metres
 SCALE 1:7,500 (at A3)

School
 Caravan Park
 Major Road

FIGURE 4



6.3 BROADER MEEKATHARRA TOWNSITE STRATEGY MAP

Figure 5 shows areas just beyond the townsite demonstrating the relationship of various proposals and buffers near the townsite.

This Strategy Map has been included due to the mapping of land considered potential for a future **general industrial area** to service Meekatharra. The area shown is extensive and includes large areas that may not be required for several years.

There is no intention to indicate that the area shown (222 hectares) needs to be developed in a single stage. Research into the potential demand for various lot sizes, and the subsequent take-up rate will guide future stages.

The district around Meekatharra has been determined as being rich in several minerals and has the potential to create a significant demand for general industrial land.

The existing **rubbish tip and rifle range** are located northwest of the town and are surrounded by Crown Reserves for 'Parks' and 'Commons'. As a result no buffer areas are required.

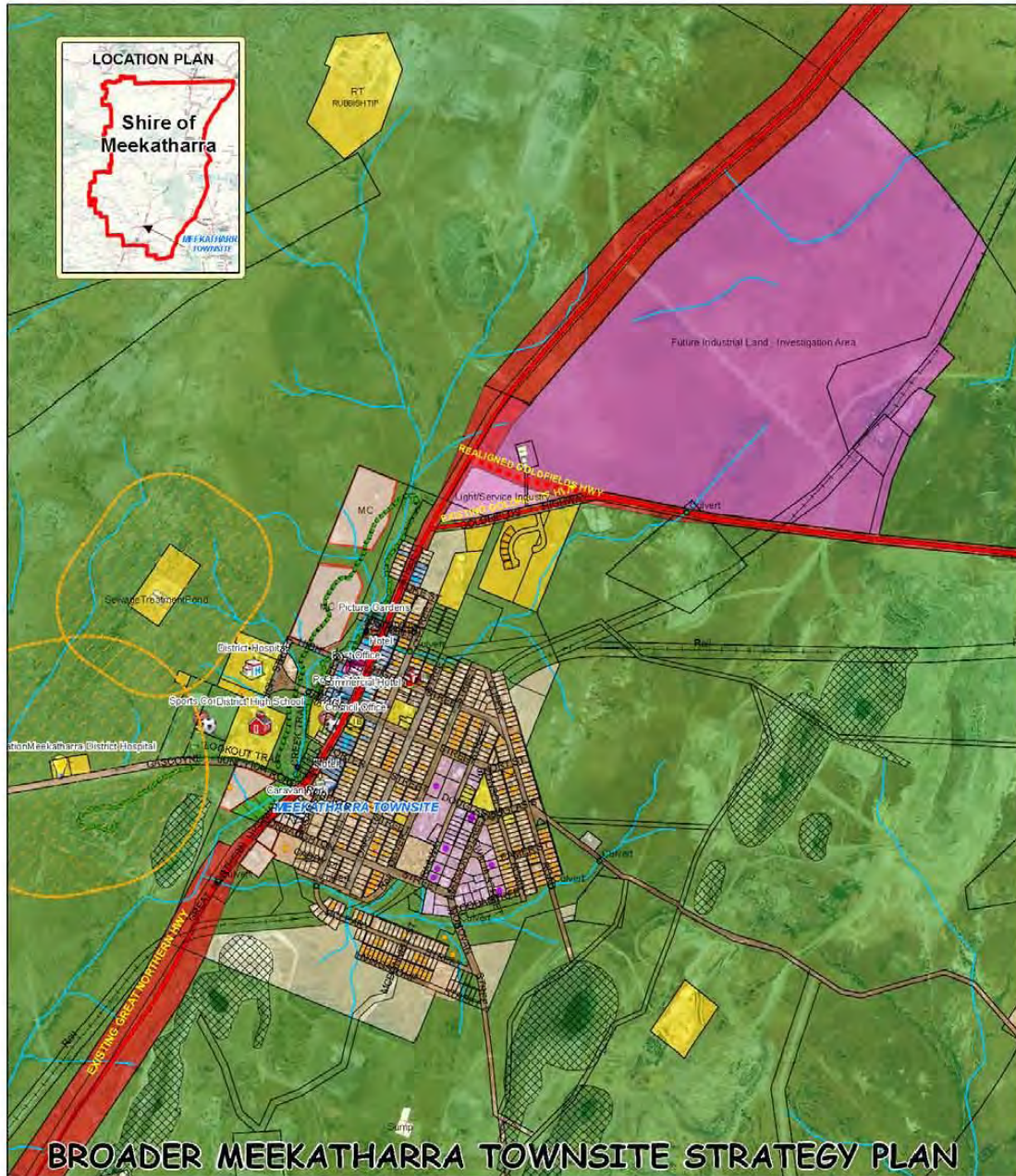
The existing **wastewater ponds** located northwest of the hospital only deals with waste water rather than solids and as such only has a 300 metre buffer shown. Providing deep sewerage to the town in the longer term may be prohibitively expensive due to the hard nature of the ground in Meekatharra. The existing wastewater ponds currently only service the hospital, school and several commercial buildings in the main street.

About 9 kilometres northeast of the townsite, and beyond the areas shown in the figures, is the **Priority 1** area for protection of the town's water supply bores. This area will be included in a Special Control Area of the Scheme.

Meekatharra
Local Planning Strategy



FIGURE 5 – BROADER MEEKATHARRA TOWNSITE STRATEGY MAP



a golden prospect

Legend

Meekatharra Townsite	Residential	RFDS	NORTH
Special Control Area	Commercial	Fire Station	0 125 250 500 750 1,000 Metres
Open Pit	Special Use	Hospital	SCALE 1:15,000 (at A3)
Rail	Light Industry	Accommodation	
Trail	General Industry	Movies	Power Station
Water Course	Parks and Recreation	Police	School
Heritage places	Conservation	Recreation	Caravan Park
Vacant Residential	Rural	Post office	Major Road
Vacant Industrial	Public Purposes	Library	
Vacant Commercial		Church	

FIGURE 5
February 2018

PLANWEST (WA) Pty Ltd



7. IMPLEMENTATION, MONITORING & REVIEW

7.1 IMPLEMENTATION

This Local Planning Strategy has established a land use framework for the next 10-15 years for the Shire of Meekatharra. The Strategy has been prepared through an analysis of known social, economic and environmental issues and considerations affecting the local community at this time, and those likely to have an impact in the future.

To a large extent the outcomes of the strategy will be implemented through the preparation of the Shire of Meekatharra Local Planning Scheme. The preparation of the Local Planning Scheme concurrent with this Local Planning Strategy will support the implementation of many of the proposed strategies and actions within a short timeframe.

The Scheme was prepared in June 2003 and conformed to the model scheme text at that time.

There are however, strategies and actions recommended within this document whose implementation is in part the responsibility of State agencies and other organisations, or the responsibility of the Shire of Meekatharra through separate planning frameworks such as Local Planning Policies.

The analysis of the key issues and considerations included in this Strategy will raise awareness of key stakeholders of the possible scenarios facing the Shire into the future. Inclusion of the strategies and actions send a message about the priorities attributed to particular projects by the Shire and the community more generally, and their importance to the Shire of Meekatharra.

It will be important for all government agencies and key stakeholders to work collaboratively into the future to realise the key aspirations of the community as detailed in the Shire's Economic Development Strategy 2014 and as highlighted in this Strategy. The Shire should actively seek opportunities for these projects to be appropriately resourced by responsible organisations and through Commonwealth and State grant funding.

7.2 MONITORING AND REVIEW

Whilst the Meekatharra Local Planning Strategy is designed to provide a vision for the potential land use and development within the Shire over the next 10 to 15 years, it is inevitable that given this time-frame the land use issues and pressures affecting the Shire will evolve and change over time. In addition to having an adopted Strategy that provides a level of certainty to both State and local authorities and the community, it is equally important to establish a time frame for the regular review of the Strategy.

It is recommended that an audit of the Strategy be undertaken every five years, preferably in conjunction with any review of the Local Planning Scheme, unless the Shire or the WA Planning Commission considers an earlier review appropriate. A review of the strategy should be undertaken in ten years.

The audit would assess the performance of the strategy in relation to the objectives that have been achieved at each audit stage – acknowledging that many objectives are on-going.

The review of the Meekatharra Local Planning Strategy should follow the formal procedure as outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*.



ADVERTISING

The Shire of Meekatharra Local Planning Strategy certified for advertising on201....

Signed for and on behalf of the Western Australian Planning Commission.

*an officer of the Commission duly authorised by the Commission
(pursuant to the Planning and Development Act 2005)*

Date _____

ADOPTION

The Shire of Meekatharra hereby adopts the Local Planning Strategy, at the Ordinary meeting of the Council held on the _____ day of _____ 201 ..

SHIRE PRESIDENT

CHIEF EXECUTIVE OFFICER

ENDORSEMENT

Endorsed by the Western Australian Planning Commission on

*an officer of the Commission duly authorised by the Commission
(pursuant to the Planning and Development Act 2005)*

Date

Professional Services

ATTACHMENT 4 – SCHEDULE OF MODIFICATIONS

SHIRE OF MEEKATHARRA

LOCAL PLANNING STRATEGY & LOCAL PLANNING SCHEME No 4

Report on Submission following advertising

August 2016

ADVERTISING

The Meekatharra Shire Council resolved to adopt the Local Planning Strategy (Strategy) and Local Planning Scheme No 4 (Scheme) at its meeting held on 20 February 2016.

The Scheme and Strategy were advertised in the West Australian on the 27 April 2016 over 3 consequent weeks and in the local "Dust" on the 20 April 2016. It was also advertised on the Shire's web site until the closing date for submissions being 29th July 2016

SUBMISSIONS

During the advertising period the Council received 6 submissions as follows;

SUB No	SUBMISSION DATED	SUBMITTER
1	22 July 2016	Department of Minerals and Petroleum
2	28 July 2016	Main Roads WA
3	6 May 2016	Department of Aboriginal Affairs
4	1 June 2016	Department of Agriculture and Food
5	10 May 2016	Department of Water
6	25 July 2016	Department of Parks and Wildlife

A copy of each of these submissions is attached.

SCHEDULE OF SUBMISSIONS

The attached Schedule of Submissions provides a brief description of each component of each submission with a recommendation for action against each component.

It is recommended that many of the submissions be upheld with appropriate changes.

The majority of these changes relate to text additions or alterations, each of which refers to a specific Text as outlined below.

TEXT DETAILS

The following Texts relate to the submission in which the text is referred. The texts are to be added or modified as described before each text.

Submission No 2 - Main Roads WA

Text A – Part 1. Submission to Scheme

Insert the following new clause before the 'Note' in clause 21 Special use zones;

- '(3) The Council may require a traffic statement or assessment on any substantial development within this zone where it considers the development may impact Highway safety.'

Text B – Parts 1 and 2. Submission to Strategy

Insert an additional Strategy and Action in the Table in Part 5.6 as shown below;

STRATEGY	ACTION
Ensure that development on or abutting a Major Road, as shown in the Scheme, is designed in accordance	Require all structure planning, subdivision or development that may impact main road safety to be submitted in accordance with the WA

with best practice.

Planning Commission's Transport Assessment Guidelines for Developments.

All new signage on or abutting a major road to be referred to Main Roads WA.

Submission No 5 – Department of Water

Text C – Parts 1 and 2. Submission to Strategy

Insert an additional Strategy and Action in the Table in Part 5.1 as shown below;

STRATEGY	ACTION
Identify conservation areas and improve awareness of their significance.	Work with community to protect the biodiversity values of high priority natural areas including Threatened Ecological Communities associated with the Greenough, Murchison and Gascoyne Rivers and the Meekatharra Creek.
Ensure that all new development is built and maintained in a sustainable manner.	Investigate the need for a flood study and a flood mitigation plan for Meekatharra townsite. Flood risk must be considered where new areas for development are proposed with or without a structure plan.

Text D – Part 3. Submission to Strategy

Replace the last Strategy and Action in the Table in Part 5.4 as shown below;

STRATEGY	ACTION
Capitalise on the district's culturally significant areas through their narration, promotion and access to such sites.	Facilitate the development of a pocket history of the district including sites, photographic records and stories. Encourage the preparation of an information package, in hardcopy and on the Council's web site, outline the cultural and natural assets of the district. Allow access to such areas with the appropriate infrastructure such as walkways and fencing to ensure visitors do not degrade sites.

Text E – Part 4.

Submission to Strategy Background

Insert a new Part 4.3.4 Surface Water Features as follows;

‘4.3.4 SURFACE WATER FEATURES

The Shire is well endowed with surface water features, most of which are seasonal. **Figure 11** provides a distribution throughout the Shire of these creeks, waterways and river beds.

The Shire recognises the value of these waterways in the environment by preserving and enhancing their presence to retain the Shire’s ‘remote’ identity. The major waterways in the Shire include the Gascoyne, Murchison and Greenough Rivers as well as the Meekatharra Creek. Threatened Ecological Communities (TEC’s) in the Shire are associated with the tributaries / main channel of the Greenough River and Murchison River.

The Gascoyne River and Greenough River (and tributaries) are proclaimed under the Rights in Water and Irrigation Act 1914. The bed and banks of this river system are protected under this legislation administered by the DoW.

The Gascoyne River and Murchison River contribute to attracting tourism to the Shire of Meekatharra through the Gascoyne Murchison Outback Pathways – Kingsford Smith Mail Run and other tourism initiatives. Meeka Rangelands Discovery Trail winds around Meekatharra Creek.’

Renumber the existing 4.3.4 to 4.3.5

Submission No 6 – Department of Parks and Wildlife

Text F – Part 1 Submission to Strategy

Replace paragraph 4 of Part 6.1 of the Strategy with the following;

‘The centrally located green areas include the Collier Range National Park and the leasehold areas recently secured by DPAW of Doolgunna and Mooloogool that will be designated as ‘Conservation’ in the Strategy and Scheme. The other area in the north east corner of the Shire is an Aboriginal Reserve and is afforded the same designation.’

Text F – Part 3 Submission to Strategy

Insert an additional Strategy and Action at the end of Table in 5.5 as follows;

STRATEGY	ACTION
Identify and acknowledge the Shire’s significant biodiversity values.	Provide comprehensive information at the Shire and through links in the Shire’s web site to DPAW web site to better understand ways of identifying and protecting these significant biodiversity values.

RECOMMENDATION

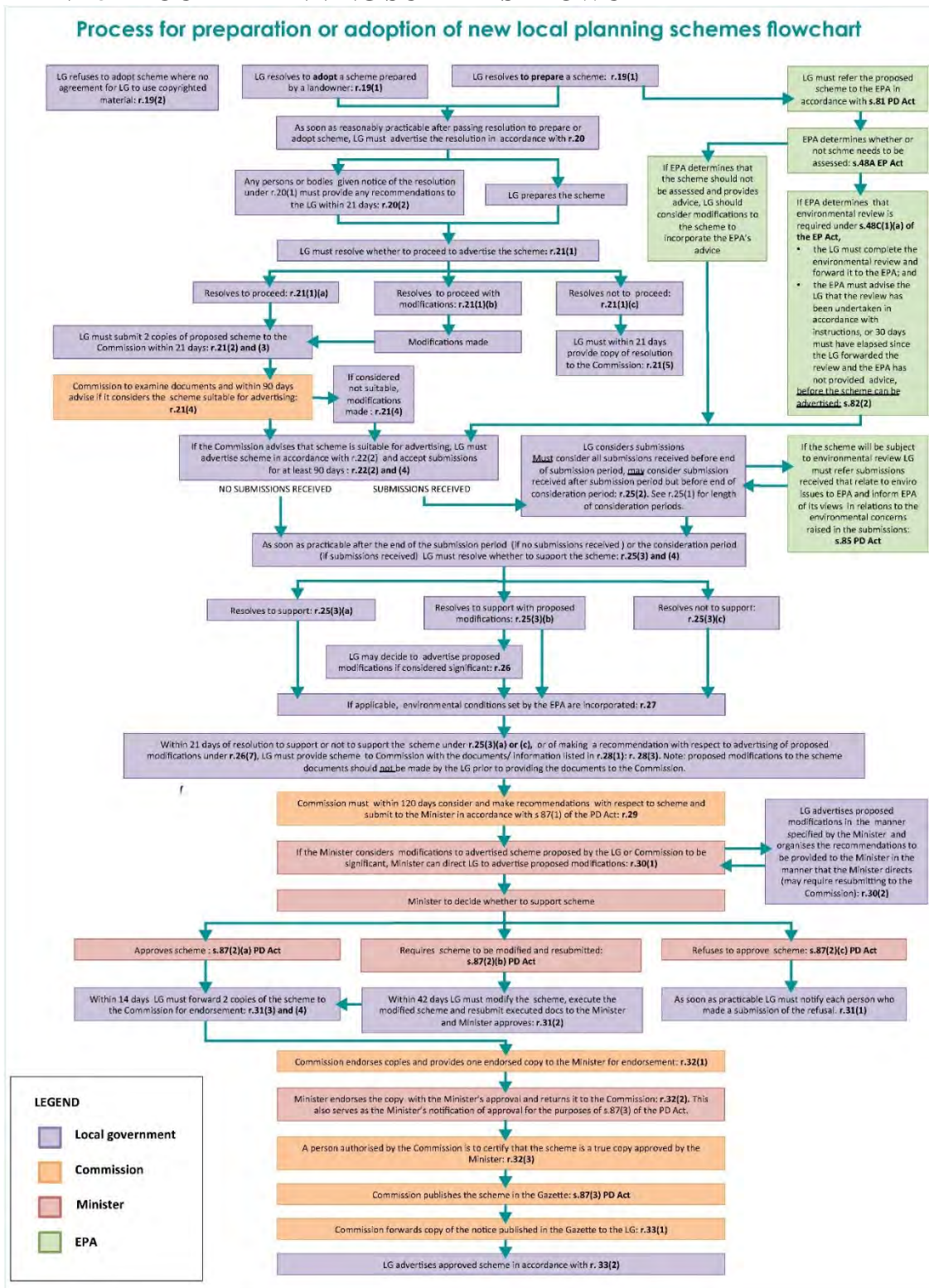
That the Council;


- adopt the recommendations outlined in the Schedule of Submissions; and
- requests the WA Planning Commission’s support for requesting the Hon Minister’s final approval, subject to the recommended changes, to the Shire’s Local Planning Strategy and Local Planning Scheme No 4.

Roy McClymont

CHIEF EXECUTIVE OFFICER

ATTACHMENT 5 – LOCAL PLANNING SCHEMES FLOWCHART



Title/Subject:	MISSION AUSTRALIA SHORT TERM ACCOMMODATION PROPOSAL
Agenda/Minute Number:	9.5.3
Applicant:	Nil
File Ref:	ADM 0188
Disclosure of Interest:	Nil
Date of Report:	19 June 2020
Author:	Tralee Cable Community and Development Services Manager
	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider a proposal made by Mission Australia to purchase extra housing stock to facilitate an expansion of services to women and children experiencing family violence in Meekatharra. This proposal had been presented to staff with the intention of consideration in the budget process for 20/21 financial year, but was overlooked throughout that process.

It is with apologies the item is presented for consideration by Council at this late stage.

Attachments:

Proposal by Mission Australia

Mission Australia Agreement for tenancy of Lot 5 High St, Meekatharra

Background:

Mission Australia (MA) have been providing quality Family Violence support services at the Shire of Meekatharra owned family violence shelter at Lot 5 Hill St, Meekatharra for over 5 years. In that time MA have undertaken significant capital improvements to the building and expansion of the service at no cost to the Shire of Meekatharra (photographs provided in the attachment on page 2 and 3). The facility provides emergency accommodation for women and children escaping from violent domestic situations for up to 72 hours.

At the conclusion of 72 hours, clients are required to either return to the offending home environment, move in with other relatives – which adds to current overcrowding, or leave the community. At that time, the clients are often still dealing with the emotional impact of the incident that precipitated their entry to the shelter, and support of family is often considered vital for recovery.

MA has designed an end to end education program that initiates at the point of entry to the emergency accommodation following an incident, steps into short term unit accommodation where intensive support can be provided to facilitate recovery from the adverse or ongoing incident, then stepping into long term accommodation where education around family structure, management and hygiene can be provided.

An opportunity to purchase four units at 113 Hill Street, Meekatharra for \$200,000, in an as is state, has been presented to MA by Department for Communities, Housing (DCH). MA intend to use this unit block as the short-term step in this proposed program.

This proposal will see a supported return to the community for the client providing a valuable opportunity for MA to work with clients, perpetrators and families alike to alleviate some of

the stressors that lead to family violence, and provide valuable education on such matters that affect the many and varied social determinants of health.

DCH have also committed four houses in Consols Road as a next step resource for longer term residency for graduates of the proposed program to move into through a structured public tenancy program, aimed at supporting the clients to obtain a level self-determination. It is anticipated current funding streams through DCH will be accessed for this step in the program.

The current facility model for emergency care of a Shire owned with contract operator installed, while problematic to begin with, has proven in recent years to be an example of an excellent and trusted support service for this community with the statistics quoted (page 2, para 1) in the attached proposal a sobering indictment on the occurrence of family violence in this community.

Comment:

MA have provided two options for the model of purchase of the units, with one option being that MA seek funding from other sources, and the other being that the Shire of Meekatharra purchase the complex and reach an agreement with MA to operate and attend to upgrades, maintenance and funding.

In 2005, the Shire of Meekatharra agreed to purchase Lot 5 High Street and to allow the use of the building by Department for Community Development for a Domestic Violence Service, with above conditions. This agreement was later inherited by Mission Australia, and has lapsed with negotiations underway to enter an updated agreement with similar conditions and obligations by the lessee.

For MA to enter a process of sourcing outside funding, the likelihood is a lengthy lead time due to various budgetary and application processes – likely to be in the vicinity of three years, and vesting ownership of the property in an organisation that is principally service oriented and externally funded opens the prospective model to instability of continuity of service provision should funding be retracted at any stage.

The benefits to the Shire with the alternately proposed model is clearly the structure that is being implemented by MA and DCH in response to high demand in this community. In the event that MA were to lose funding and retract services from Meekatharra the building remains Council property and it would be possible to engage another, similar organisation to continue the program, with little if any disruption to service.

The flow on effect to all levels of service provision of a dysfunctional community are significant and encompass all aspects with health, economic and legal outcomes to name a few. The service currently provided by MA in Meekatharra is valued and trusted by the community and has demonstrated a commitment to quality and effectiveness. The building that houses the existing shelter service is in a significantly improved state since the date of handover, and there is every expectation that the Shire will own a set of buildings that are maintained to a high standard upon conclusion of any agreement between MA and the Shire.

When consideration is applied to the fact there are four units on the lot, calculating at \$50,000 per unit, the purchase on the face of it constitutes very economical residential asset in Meekatharra that could be used for staff or other community housing should the intended service falter for any reason.

The ability to facilitate a continuity of support services, in a graduated approach that provide education on a range of matters which contribute to family disharmony is critical to fostering reductions in harm from family violence in the community, and represents for the Shire of Meekatharra a valuable investment.

Council currently maintains funds in an Infrastructure and Development Reserve for the defined purpose of development of existing town infrastructure of a commercial or non-commercial nature and fund projects deemed by Council to provide a necessary long-term employment or economic benefit to the community. This reserve has a current balance of \$984,234 which could be accessed for an outright purchase.

An alternative arrangement could be for MA to borrow the purchase cost directly from the Shire of Meekatharra, reducing the turnaround timeframe. Details for such a commercial transaction would need to be negotiated, and require Council to authorise the CEO to enter such negotiations.

Consultation:

Dr Paul Royce – Mission Australia

Jackie Bickendorf – Mission Australia

Jayde Dowling – Department of Communities, Housing

Statutory Environment:

Local Government Act 1995

Policy Implications:

This proposal supports the vision of the Shire of Meekatharra Community Development Action Plan –

Our Vision:

Our place will be a safe community, with a strong sense of security.

Our place will have a united and cohesive community.

We will have access to services and facilities that meet our requirements.

Budget/Financial Implications:

Capital Expenditure of \$200,000 from Infrastructure & Development Reserve – balance \$984,234

Strategic Implications:

This purchase provides the opportunity to support a seamless end to end maintenance and education process around many of the factors affecting social determinants of health and dysfunction, placing the Shire of Meekatharra in a proactive position in the improvement of community wellbeing.

Voting Requirements:

Absolute Majority (Budget amendment)

Officers Recommended Options:

Option A

That Council pursue the purchase of Lot 854 Hill St for the sum of \$200,000 from the Department of Communities, Housing, being for the purpose of short-medium term accommodation of clients recovering from Family Violence situations, and that Council authorise the CEO to enter negotiations with Mission Australia to manage such a facility with agreement terms in line with the existing agreement for Lot 5 Hill Street. Such funds to be drawn from the Infrastructure Reserve fund.

OR

Option B

That Council convey their appreciation for support services currently provided to the Community by Mission Australia at Lot 5 Hill Street, and offer their support in principle for the proposal as outlined, but recommend Mission Australia investigate other options to purchase the property at Lot 854 Hill Street.

Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr PS Moses

That Council adopt “Option A” as presented subject to the following:

The Shire is not to bear any further costs whatsoever on or against the property into the future including, but not limited to, operational costs, maintenance costs, repair costs, and insurance costs. Further, in the event that a lease or agreement is terminated the property is to be returned to the Shire in a satisfactory condition.

**CARRIED 6/1
BY AN ABSOLUTE MAJORITY**



**An Opportunity to Provide Short-Term Accommodation to Women and
Children Experiencing Family Violence in Meekatharra:
A Proposal to Purchase Four Units at
113 Hill Street, Meekatharra**

March 2020



WA State Office
275 Abernethy Road
Cloverdale WA 6105

† (08) 9225 0400
w missionaustralia.com.au

Acknowledgement of Land

In Meekatharra, Mission Australia acknowledges the Ngoonooru Wadjari and Yugunga-Nya people as the traditional custodians of the lands on which we work. We also recognise and respect the cultural heritage, beliefs and continual relationship Ngoonooru Wadjari and Yugunga-Nya people have with the land and we recognise the importance of the young people who are the future leaders.

Background

Mission Australia is a national not-for-profit organisation, operating now for 160 years with the goal of reducing homelessness and strengthening communities across Australia. Mission Australia believes all Australians should be able to live in a safe, secure and affordable home and is committed to eliminating homelessness in Australia. We recognise that people become homeless due to a range of issues including unemployment, poverty, mental illness, family breakdown and issues arising from alcohol and other drug use. One of the key contributors to homelessness for women and their children is however, family violence.

Our experience in supporting people living with family violence

Across Australia, Mission Australia delivers 12 prevention and crisis-focused support services that assist people living with family violence, including crisis or transitional accommodation for women and children, outreach support to remote and very remote communities, court advocacy, case management, community education and awareness, early intervention for women as well as men's behaviour change programs. Of these services, three are delivered in WA; namely two Family Violence Coordinated Response Services (Pilbara and Murchison) (FVCRS) and Nyarlu Duwa (Woman House) and Family Violence Service (Meekatharra).

In the Midwest and Gascoyne, Mission Australia has been delivering services since 2010 and has a strong service footprint and referral network in place to support and complement the provision of a short-term accommodation service for women and their children in Meekatharra.

Geraldton

- Murchison Family Violence Coordinated Response Team (Regional);
- Intensive Family Support Service;
- Grandparents Raising Grandchildren (outreach to Mullewa and Northampton);
- Thrive (supporting people in public housing);
- Emergency Relief.

Meekatharra

- Nyarlu Duwa and Family Violence Service;
- Remote School Attendance Strategy;
- Intensive Family Support Service;
- Public Tenancy Support Program
- Grandparents Raising Grandchildren;
- Mental Health Support Services (outreach to Cue & Mt Magnet);
- Emergency Relief.

Carnarvon

- Thrive;
- Intensive Family Support Service;
- Emergency Relief.



WA State Office
275 Abernethy Road
Cloverdale WA 6105

t (08) 9225 0400
w missionaustralia.com.au

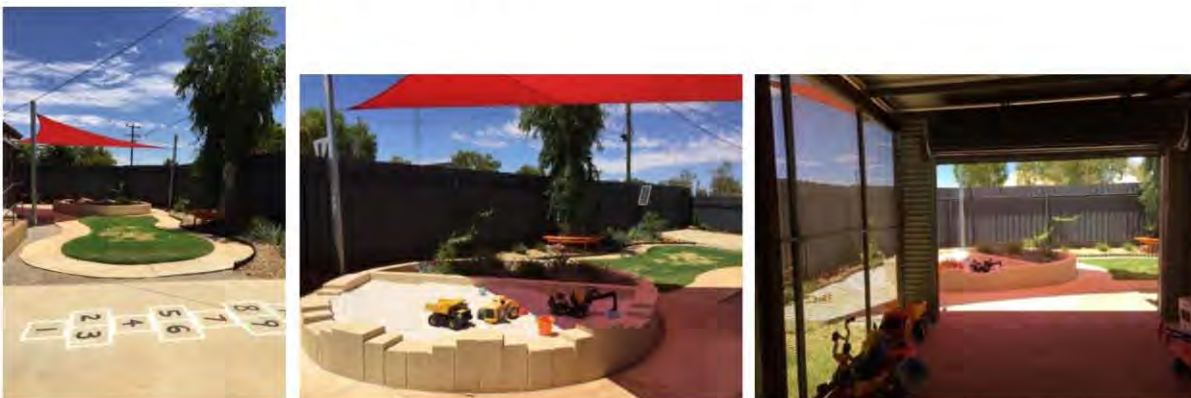
Nyarlu Duwa

Nyarlu Duwa, or Woman House in Wadjari, supports women and children (if present) in need of emergency accommodation because of family violence. The service is funded by the Department of Communities (the Department) and operates from a Shire of Meekatharra owned building on Hill Street. The service is staffed from Monday to Friday between 8am to 4pm and also provides an after-hours and weekend on-call service for emergency accommodation if required. According to the current contract of service delivery, Nyarlu Duwa can only provide 72 hours of emergency accommodation (three days). In 2019 however, Nyarlu Duwa supported over 240 women and children with open case files and assisted a further 123 people with one-off enquiries and follow-up. During this same period, 146 people required emergency accommodation following an incident of family violence, which included 106 nights of accommodation at Nyarlu Duwa. In other words, Nyarlu Duwa provides a safe place for women and children following an incident of family violence one in every three nights.

In 2018, Mission Australia raised funds from our corporate partners to undertake a significant redevelopment of Nyarlu Duwa to increase its bed capacity, renovate the laundry and bathroom and redesign the external garden area as a children’s play area and quiet space for women. In doing so, Mission Australia received Council approval to affix a propose-built, transportable building to the existing facility to provide a new administration office, a second bathroom and laundry, a meeting room, kitchenette and fourth bedroom. The three-stage redevelopment at Nyarlu Duwa is expected to be complete by 30 June 2020 and at full capacity, will accommodate four women, eight children and one staff member at any given time.



Original state of the external area at Nyarlu Duwa



Newly designed and redeveloped outdoor garden and play area



The new purpose-built facility is off-loaded into position; a fourth bedroom is added; new administration space

Family violence as a leading cause of homelessness for women and children in Australia

While family violence is not limited to one group, culture, gender or sexuality, overwhelmingly it is women who represent the large majority of people who are at greatest risk of death by a current or former partner, hospitalisation due to injury and homelessness as a consequence. As an organisation committed to reducing homelessness and strengthening communities, Mission Australia understands the importance of prevention and early intervention to address family violence.

Concern for safety, their own or their children's, may lead women experiencing family violence into homelessness. Women reach a crisis point, whether after a single incident of violence, a period of prolonged violence or an escalating series of incidents, at which point they have to leave their home to find safer accommodation. A lack of availability of appropriate accommodation is likely to prevent people leaving abusive relationships. Therefore, housing assistance for women experiencing family violence needs to include options that allow women to remain safely housed or to find affordable, stable and suitable accommodation within a short timeframe.

Women will often cycle in and out of homelessness as they try to rebuild their relationship with their abusive partner. Reasons given for returning to a violent partner include the partner's promise to stop the violence, returning for the sake of the children's wellbeing, limited financial resources, having nowhere else to go and/or a fear of the partner's violence escalating. Safe accommodation is therefore a vital part of the service landscape, which includes increasing the stock of crisis, short-term and long-term social and affordable housing. Addressing both family violence and homelessness, and the ways they intersect, is a vital part of Mission Australia's work through the direct provision of services and by being a courageous voice for change. Having the resources to rapidly rehouse women and children so they can feel safe and live free from violence, greatly benefits families and the community as a whole.

Aboriginal and Torres Strait Islander women who experience family violence are more likely to experience or be at risk of homelessness and increased poverty. This is especially prevalent for Aboriginal and Torres Strait Islander women living in regional or rural areas where there is a lack of resources and support systems in place. Amongst specialist family violence services in regional areas, a scarcity of emergency



WA State Office
275 Abernethy Road
Cloverdale WA 6105

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accommodation and long-term housing options is seen as an acute challenge for women and their children leaving violent a household.¹

An opportunity to provide short-term accommodation in Meekatharra

Mission Australia has been in discussions with the Department of Communities since December 2019 about the availability of four residential units in Meekatharra to provide short-term accommodation to women and children experiencing family violence and/or exiting Nyarlu Duwa. As mentioned earlier, Nyarlu Duwa can only provide accommodation to people for three days, at which stage, they return to the partner or person responsible for the violence, move in to a house with family causing overcrowding, relocate to another community away from family, school, natural supports and safety networks or become homeless. In these discussions, the Department acknowledges it has excess housing stock in Meekatharra, being four units at 113 Hill Street Meekatharra, which they are prepared to sell but only for the purposes of community or social housing. The Department estimates the collective sale price of these units to be approximately \$200,000. The Department acknowledges that once these properties are sold, the responsibility of maintenance is no longer that of the Department.

The Department, through the National Housing and Homelessness Agreement (NHHA), funds Mission Australia to deliver the Public Tenancy Support Service (PTSS) in Meekatharra. The Department also funds Mission Australia to deliver a similar tenancy support service, Thrive, across the Murchison region, which includes Meekatharra. As NHHA funding is derived from the Commonwealth, the longevity of PTSS is unknown, particularly as it provides a similar service to Thrive. However, the Department is extremely keen to ensure any NHHA funding remains in the region regardless of the outcome of PTSS. The Department also recognises that, on occasions, funds can be redirected to fill service gaps if it is determined that there is a duplication of services in community. As such, if four units on Hill Street were purchased for community and social housing purposes, Mission Australia will negotiate with the Department to use existing NHHA funding (PTSS) to provide a short-term accommodation support service to women and children experiencing family violence and/or exiting Nyarlu Duwa.

The Department also suggests that four existing public houses could be made available to Mission Australia to support women and children (and others) to secure and maintain a long-term tenancy. Residents of these four properties would require additional support to live independently. Funding for such support could come from the Department for a maximum period of 12 months per resident, at which point, the residents would remain at the house and another property made available to support a new family. These four houses would remain with the Department. If this initiative progresses, women and children could be supported with emergency accommodation (three days) at Nyarlu Duwa, short term accommodation (three days to three months) at 113 Hill Street and long term supported accommodation (up to 12 months) in a public tenancy. The family would then continue their public tenancy in the same house, thus retaining their independence and security.

¹ See Out of the Shadows: Domestic and family violence. A leading cause of homelessness in Australia.
<https://www.missionaustralia.com.au/publications/position-statements/Out-of-the-shadows>



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Mission Australia has an extensive history of providing community and social housing and will rely on this experience to ensure that properties are maintained and without burden to the property owner. This is the case with the existing peppercorn leasing arrangement between the Shire and Mission Australia whereby the Shire provides no financial assistance in the upkeep, maintenance and running of Nyarlu Duwa. As such, it is expected that all tenants staying at 113 Hill Street will contribute to the cost of utilities and maintenance through a subsidised rental agreement. As with the highly successful redevelopment of Nyarlu Duwa, Mission Australia also has great capacity to source additional funds for facility and security upgrades from Lotterywest, corporate partners, donations and general fund raising.

While Mission Australia, at a state leadership level, fully supports the need to increase short and long-term accommodation for women and children experiencing family violence, any acquisition of property and other capital items requires the application of a rigorous internal approvals process. As a national community service organisation, Mission Australia does not generate any income for profit, which can then be used for discretionary purposes. As such, if Mission Australia was to purchase four units at 113 Hill Street, a business case would first be presented to the national Executive Management Team and include details of fund raising opportunities, partnership arrangements, potential organisational risk, budgets and models of service delivery. If this business case is endorsed by the national Executive team, as a not for profit organisation, it is expected that raising the necessary funds to purchase four units at 113 Hill Street may take up to three years, which would significantly delay the delivery of short-term accommodation and accompanying support services to women and children experiencing family violence. Alternatively, if the Shire of Meekatharra was to purchase these four units for the purposes of community and social good, a less rigorous approval process is required and Mission Australia could commence service delivery within a very short timeframe.

Options

Mission Australia proposes for Council consideration, two options to increase the safety of women and children experiencing family violence and reduce their risk of homelessness.

Option One:

The Shire of Meekatharra allocate funds in the 2020/21 Budget and enter into discussions with the Department of Communities to purchase four units at 113 Hill Street, Meekatharra to:

- Support women and children transition from Nyarlu Duwa into safe, secure, short term housing;
- Contribute to reducing and ending family violence in Meekatharra;
- Maintain ownership of a community asset to be used solely for the purposes of social good, regardless of the not-for-profit organisations delivering family violence and other services in Meekatharra; and
- Provide Mission Australia (or other service provider) with a peppercorn lease to support women and children live independently and free from violence for up to three months.



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† (08) 9225 0400
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Option Two:

The Mission Australia WA State Director, together with the WA Regional Leader and Area Manager - Midwest and Gascoyne, present a business case to the national Mission Australia Executive Management Team and seek their approval to raise funds from corporate partners and enter into discussions with the Department of Communities to purchase four units at 113 Hill Street, Meekatharra over a three period to:

- Support women and children transition from Nyarlu Duwa into safe, secure, short term housing;
- Maintain ownership and independently manage four local housing assets;
- Use existing NHHF funding to provide a full-time tenancy worker to assist women and children transition into independent living; and
- Dispose of community housing assets, as the organisation sees fit, if Mission Australia loses NHHF funding or no longer has a footprint in Meekatharra.

Contact

If you require further information about this proposal or any other services offered by Mission Australia, please do not hesitate to contact Dr. Paul Royce, Area Manager for the Midwest and Gascoyne on roycep@missionaustralia.com.au, (08) 9921 5441 or 0477 718 895.

Agreement
Shire of Meekatharra
And the
Meekatharra Domestic Violence Committee

This agreement is made on the 29th Day of June 2005 between the Shire of Meekatharra (the lessor) and the Domestic Violence Committee

The Shire of Meekatharra has agreed to purchase the old CWA house with the funding from the Department for Community Development for the purpose of a Domestic Violence Service for the Community of Meekatharra.

The lessee has use of the land and building on an unrestricted basis. There is no time limit on the lease and both the Council and the Domestic Violence Committee recognise that the occupancy of the building by the Domestic Violence Committee is ongoing.

The lessee shall pay for consumption of electricity, power, gas, water, rates and all other fees and charges, including building maintenance. The lessee is also responsible for damage caused to the building.

The lessee shall keep the building and land in a neat and tidy condition at all times.

Both the lessee and the lessor agree that the above conditions are not all encompassing and that any matters not covered by this agreement will be dealt with in a fair and reasonable manner.

Role of the Shire of Meekatharra: The Shire of Meekatharra will administer the service funding and manage the financial reporting and ensure completion of the progress data reports by the Coordinator and Committee. The Shire delegates the management of the operational processes and the quality of the operation of the service to the local management committee and Coordinator.

Role of the Meekatharra Implementation and Management Committee: The Meekatharra Family and Domestic Violence Committee is responsible for the Day to Day running of the service and the Coordinator will report to the Domestic Violence Management committee or the appointed contact person from this committee.

Use / Ownership of the building: If the service ceases to operate, the fate of the building will be at the discretion of the funding body (Department for Community Development). Although preference will be given to a community initiative.

9.6. WORKS AND SERVICE

9.7. CONFIDENTIAL ITEMS

Moved: Cr MJ Smith
Seconded: Cr AJ Binsiar



That the meeting is closed to members of the public to allow Council to discuss items 9.7.1 to 9.7.4 which concern matters of a confidential nature.

CARRIED 7/0

CONFIDENTIAL ITEM

Local Government Act 1995 Section 5.23 (c)

Deals with a contract entered into or which may be entered into.

Title/Subject:	MEEKATHARRA MEMORIAL SWIMMING POOL MANAGEMENT CONTRACT	
Agenda/Minute Number:	9.7.1	
Applicant:	Nil	
File Ref:	ADM 109	
Disclosure of Interest:	Nil	
Date of Report:	17 June 2020	
Author:	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

This report requests Council to consider the award Contract Aquatic Services the tender for the Management of Meekatharra Memorial Swimming Pool.

Officers Recommendation / Council Resolution:



Moved: Cr MJ Smith
Seconded: Cr MR Hall

That Council endorse a contract extension period of three years of the Pool Management contract with Contract Aquatic Services to manage the Meekatharra Swimming Pool on the same terms as the existing contract with a total contract price being \$113,300 for the term of the extension.

CARRIED 7/0

CONFIDENTIAL ITEM

Local Government Act 1995 Section 5.23 (c)
Deals with a contract entered into or which may be entered into

Title/Subject:	RFDS LEASE EXTENSION	
Agenda/Minute Number:	9.7.2	
Applicant:	RFDS	
File Ref:	ADM 0002, ADM 125	
Disclosure of Interest:	Nil	
Date of Report:	16 June 2020	
Author:	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider executing the lease over the section of land at the Airport to the RFDS as discussed at March 2020 meeting.

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AJ Binsiar

- 1. That Council authorise the CEO to make minor amendments if required, and to execute the attached lease agreement with the Royal Flying Doctor Western Operations for the parcel of land at Kyarra Location 33 in the Shire of Meekatharra airport for the purpose of installing fuel tanks.**
- 2. Council authorise the CEO to affix the Common Seal for the Shire of Meekatharra to the lease.**
- 3. Council authorise the CEO to approve the installation of fuel tanks on the property by AirBP through the attached agreement.**

CARRIED 7/0

Chief Executive Officer Roy McClymont declared a financial interest in Item 9.7.3 – CEO Performance Review/Contract Extension and left the meeting at 10:25am.

Acting Deputy Chief Executive Officer Svenja Clare left the meeting at 10:25am.

CONFIDENTIAL ITEM

**Local Government Act 1995 section 5.23 (2)(a)
Deals with a matter affecting an employee or employees**

Title/Subject:	CEO PERFORMANCE REVIEW/CONTRACT EXTENSION
Agenda/Minute Number:	9.7.3
Applicant:	CEO Performance Review
File Ref:	Personal File
Disclosure of Interest:	Roy McClymont
Date of Report:	22 June 2020
Author:	John Phillips, <i>John Phillips Consulting/</i> CEO Performance Review Panel
Senior Officer:	Council

Summary/Matter for Consideration:

Mr Roy McClymont's annual appraisal as the Chief Executive Officer of the Shire of Meekatharra for the period July 2019 to June 2020 has been undertaken in accordance with Council's statutory and employment contract obligations.

The CEO Performance Review Panel may provide comments concerning the CEO's performance review.

CEO Performance Review Panel Recommendation / Council Resolution:

Moved: Cr DK Hodder
Seconded: Cr PS Clancy

That Council:

- 1. Receives the CEO annual appraisal report and endorses the overall rating of "Satisfactorily meets Performance Requirements".**
- 2. Endorses the Key Result Areas for the period 2020/2021.**
- 3. Completes the 2020/2021 review of performance by 31 July 2021.**
- 4. Reviews the CEO's Total Reward Package in accordance with contractual obligations and the Determinations of the Salaries and Allowances Tribunal dated 8 April 2020 (effective 1 July 2020) by increasing the CEO's salary (cash component) by 3.7% in accordance with the employment contract effective, and back dated, from 29 May 2020.**
- 5. Extends the contract with CEO Roy McClymont for a further 2 year term expiring on the 28th day of May 2023.**



CARRIED 7/0

Chief Executive Officer Roy McClymont and Acting Deputy Chief Executive Officer Svenja Clare returned to the meeting at 10:34am.

CONFIDENTIAL ITEM

Local Government Act 1995 Section 5.23 (c)

Deals with a contract entered into or which may be entered into

Title/Subject:	TENDERS – SUPERVISION OF CONTRACTORS	
Agenda/Minute Number:	9.7.4	
Applicant:	Nil	
File Ref:	ADM 203, RFT 19/20 - 4	
Disclosure of Interest:	Nil	
Date of Report:	22 June 2020	
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 decide tenders for the supervision of contractors including, but not limited to the NDRRA flood damage reinstatement contractors.

Officers Recommendation:

1. That Council award tender number 19/20-04 for Supervision of Contractors – Hourly Hire Basis to _____, as tendered.
2. Further; that (subject to the agreement of the tenderer) the initial term is to be for three years with an option to extend the contract for a further period of one to three years at the Shires absolute discretion.

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr MJ Smith

That this item lay on the table until the July 2020 Ordinary Council Meeting to allow time for the evaluation report from Talis Consultants to be received.

CARRIED 7/0

Moved: Cr MJ Smith
Seconded: Cr MR Hall

That the meeting be opened to the public.



CARRIED 7/0

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

Moved: Cr MR Hall
Seconded: Cr AJ Binsiar

That the urgent new business be discussed.

CARRIED 7/0

Title/Subject:	MEEKATHARRA OUTBACK FESTIVAL 2020	
Agenda/Minute Number:	10.1	
Applicant:	Nil	
File Ref:	ADM 072	
Disclosure of Interest:	Nil	
Date of Report:	25 June 2020	
Author:	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider whether to hold the Meekatharra Outback Festival in 2020 in light of recent COVID-19 restrictions.

Attachments:

Nil

Background:

Council made an allowance of \$85,000 for the Outback Festival at the December 2019 Ordinary Council Meeting. In March 2020, such events were put on hold due to COVID-19 restrictions being in place. These restrictions will be lifted as of 18 July 2020. There remains risk that further restrictions may be implemented as in other parts of Australia due to second wave of infections, however with the Western Australian borders remaining closed, this risk is considered low.

An allowance of \$36,000 was also made to allow for sponsorship of the Festival, though this year most funding arrangements have been in disarray and no funding sourced at this stage to supplement the Shire contribution. Staff will continue to pursue these options.

At this point in time the Meekatharra Races remain cancelled for that weekend.

Comment:

With the risk of further restrictions being implemented considered low, and many performers and event providers now being available, the potential to hold a very successful festival is likely.

Initial investigations have revealed numerous food vendors and sideshow alley providers being available for bookings, and willing to travel to Meekatharra this year due to limited commitments currently in place.

Musicians also appear to be willing to engage. This leaves Meekatharra in a unique position for this year's festival, as generally it is difficult to attract performers and providers to travel here.

The Lloyds building is due to for opening early September, and it would seem to be an opportunity to hold a significant occasion to commemorate the event.

A suggested timetable for the weekend is provided below:

Saturday Morning –	Set up sideshow and street stalls
Saturday Afternoon –	Sideshow Alley operating
	Grand Opening of Lloyds
Saturday Evening -	Fireworks
	Cocktails and art exhibition/live music at Lloyds (ticketed event)
	Movie at the Picture Gardens
Sunday -	Continue sideshow and roving performers.
	Possibly also Buttah Windee Barramundi festival?
Sunday Evening -	Ball (ticketed event)

This is a suggested timetable, which is easily amended or adjusted, though represents a solid weekend for Shire staff to organize implement. The division for Saturday night demonstrates an acknowledgement of the varied demographic likely to be in attendance, with the opening of Lloyds likely to attract people from out of town with familial ties to the district.

With the state reopening after the restrictions, there may be opportunities to access grants and funding sources that have not previously been available.

It should also be noted that the Djuki Mala “Chooky Dancers” will be performing in Meekatharra at Peace Gorge on the 25 October 2020, and NAIDOC celebrations postponed to November.

Staff would be seeking to secure a hairdresser/beautician and a café operator in time for the opening, even if a temporary provider.

It is recommended a timetable is settled upon and tentative bookings made with various providers dependent of State of Emergency arrangements allow the festival to continue. It is unlikely that any bookings secured now but cancelled due to changes in circumstance would be eligible for refunds so minimal deposit or booking fees should be agreed to – perhaps no greater than 10%.

Due to the low, though still evident, risk of further cancellation, Council advice is sought on whether to continue to plan for the Festival and Lloyds opening.

Consultation:

Roy McClymont – Chief Executive Officer
Various performers and stall holders

Statutory Environment:

Local Government Act 1995

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

A festival late 2020 would represent for Meekatharra a grand closure to an uncertain year. The benefit to community as well as to community perception of the Shire could be significant.

Voting Requirements:



Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

That Council authorise the preparations for an Outback Festival in Meekatharra for 2020, dependent on State of Emergency restrictions relating to COVID-19 allowing such gatherings to occur and that Council endorse a Grand Opening for the Lloyds Centre during the Outback Festival in 2020.

CARRIED 7/0

Title/Subject:	REQUEST FOR DONATION – SOUTHERN RANGELANDS NRM GROUP	
Agenda/Minute Number:	10.2	
Applicant:	Southern Rangelands NRM Group	
File Ref:	ADM	
Disclosure of Interest:	Nil	
Date of Report:	26 June 2020	
Author:	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider a request from the Southern Rangelands Natural Resource Management (NRM) Group Landcare Facilitator.

Attachments:

Copies of emails Sarah Jeffery/Roy McClymont

Background:

Nil

Comment:

Late in May 2020 Mr. Darren Cousens from Hillview Station called in to see the CEO and spoke of a report by NRM on Hillview Station roads and a project proposal of NRM.

On 27 May 2020 Darren emailed the report and on the same day Sarah Jeffery, Southern Rangelands NRM Landcare Facilitator, made initial contact by phone and email. The report provided by Mr. Cousens suggests remedial works and changes to the construction of some sections of shire roads on Hillview Station. It concludes by suggesting the possibility of holding a demonstration on how to best build and manage public gravel roads.

The CEO sought further details on what was being proposed and requested. This information is in the attached emails.

In summary; it appears that the group are looking to access a State NRM Community Stewardship grant of \$35,000. It seems that the group are seeking further top up funding from shires and Main Roads.

Sarah Jeffery has suggested that a donation of anything from \$500 or more would be very much appreciated.

The main focus of the project is to write and publish a manual on managing and maintaining outback shire roads. A well written manual of this sort could be a useful resource for remote shires and contractors. Road building and maintenance techniques in pastoral country do not follow the usual text book practices. The previous publication has been reasonably well written.

The secondary focus of the project is to conduct workshops on road management and maintenance.

Consultation:

Cr Harvey Nichols - Shire President

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

The 2019/20 budget for donations is \$29,500. To date \$19,061 has been donated. If Council were to donate to this cause it can be taken out of the 2019/20 budget.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommended Options:

Option A

That Council donates \$ _____ to the Southern Rangelands Natural Resource Management Landcare Group to assist with funding of their proposed project to publish an outback roads manual that provides guidelines on best practice for the construction and maintenance of unsealed outback local government roads.

OR

Option B

That Council declines the request from the Southern Rangelands Natural Resource Management Landcare Group for a donation and to assist with funding of their proposal to publish an outback roads manual that provides guidelines on best practice for the construction and maintenance of unsealed outback roads.

Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr DK Hodder

That Council adopt "Option A" as presented with a donation amount of \$2,000.

CARRIED 7/0

Roy McClymont

From: Sarah Jeffery <sarahj@rangelandswa.com.au>
Sent: Tuesday, 2 June 2020 12:49 PM
To: Roy McClymont
Subject: RE: Roads manual and workshops

Hi Roy

I hope that you enjoyed your extended long weekend. We were fortunate to have Friday off here as well so that was great.

Financials for the applications that Rangelands NRM is putting into State NRM Community Stewardship small grants of up to \$35,000 are

- Compiling the book \$30,000
- Workshops costs about \$5,000 (this includes flying in the expert, ½ day workshop, preparation for the workshop, accommodation and meals for expert, catering and machinery hire)

From a cash contribution point of view, anything from \$500 would be great. As an FYI I have also approached Main Roads and other shires.

I look forward to catching up with you after you have looked at the last manual. In the meantime please don't hesitate to contact me if you have any other queries.

Kind regards
Sarah

Sarah Jeffery | REGIONAL AGRICULTURE LANDCARE FACILITATOR
(Southern Rangelands)

Rangelands NRM www.rangelandswa.com.au
Part time (Office days Monday to Wednesday)
mob 0427 626 222

From: Roy McClymont <executive@meekashire.wa.gov.au>
Sent: Thursday, 28 May 2020 4:57 PM
To: Sarah Jeffery <sarahj@rangelandswa.com.au>
Subject: RE: Roads manual and workshops

Hi Sarah

I am about to take the Premiers advice and have an extra long weekend (taking Friday and Tuesday off) !

I will further consider your request when I return.

Donations are dealt with at Council level, I will initially discuss your request with my Shire President.

I would need some more detailed financial estimates or a budget if I am to take it to Council for a donation.

As far as attendance at a workshop goes – it would be evaluated the same as other training opportunities – value for money, benefits for the Shire etc etc.

Anyway I will contact you again – once I have had a chance to look at the last manual.

Kind regards

Roy

Roy McClymont
Chief Executive Officer
Shire of Meekatharra
Tel: (08) 9980 0600 Fax: (08) 9981 1505

From: Sarah Jeffery [mailto:sarahj@rangelandswa.com.au]
Sent: Wednesday, 27 May 2020 2:18 PM
To: Roy McClymont
Subject: Roads manual and workshops

Hi Roy

Thank you for your time this morning. I really appreciate you taking the time out to talk to me.

So what I am proposing:

I am in the process of putting in an application to the State NRM to get funding for a manual on outback roads specifically on shire roads. We did a manual last year which was focused on land manager roads, so this manual will complement this one. 'Outback Roads' was well received by the pastoralists. Here is the link to that manual <https://rangelandswa.com.au/media-release-outback-roads-manual-to-help-better-manage-roads/>. Hugh Pringle and Colin Stanton compiled this manual and they will also be doing the next one. Hugh is a soil conservationist who works extensively with pastoralists and previously worked for government departments. Although Hugh is not a self-described expert in machinery operations he is extremely experienced in where roads should be positioned in the landscape to reduce the environmental impact that they have. Hugh describes it as a road that 'fits' the landscape. Colin Stanton is also a soil conservationist but is more in tune with the machinery side of it. He has been doing earthworks including the construction of roads for quite some number of years. Colin has worked side by side with Hugh for a number of years so that they complement each other extremely well. Whilst one is more landscaped focused the other is more machinery orientated. With the manual we are trying to get both Colin and Hugh's expertise down on paper before it is too late.

Apart from doing the manual we would also like to hold some workshops. Where these will be we are unsure at the moment. My thoughts were that at the workshops we would bring Shire staff and contractors together with Colin and possibly Hugh (depending on how much funding we get) to talk how we can create a more vibrant environment in our tough conditions whilst enabling people to safely transverse the roads.

What do I need from the Shire of Meekatharra? Nothing if you don't want to, but it would be great if you had any spare funds that you could put towards the compiling of the book or hosting a workshop. If neither of those are not conducive than it would be great if you could send some of your staff and contractors to one of the workshops that we plan to run.

Once again, thank you for taking the time to talk to me this morning. I look forward to seeing how we could potentially work together to create a more vibrant environment and keep the rain where it falls. If you have any questions please don't hesitate to contact me.

Kind regards
Sarah



**Sarah Jeffery | REGIONAL AGRICULTURE LANDCARE
FACILITATOR
(Southern Rangelands)**

**Part time (Office days Monday to Wednesday)
mob 0427 626 222**

**11 Moreton Terrace Dongara WA 6525
email sarahj@rangelandswa.com.au
www.rangelandswa.com.au
www.landcareonline.com.au**

Rangelands NRM is a natural resource management organisation that works in the rangelands (outback) of Western Australia, enabling prosperity and supporting communities to manage the land.

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11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil

12. CLOSURE OF MEETING

The Shire President, Cr HJ Nichols, declared the meeting closed at 10:44am.