



*SHIRE*

*of*

*MEEKATHARRA*

MINUTES

of

COUNCIL MEETING

held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

on

SATURDAY 20 MARCH 2021

COMMENCED AT 9:30AM



1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS .....	2
1.1.	DECLARATION OF OPENING .....	2
1.2.	DISCLAIMER READING.....	2
2.	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OR ABSENCE.....	2
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	2
4.	PUBLIC QUESTION TIME.....	5
4.1.	MR PAUL TONKIN – RESPONSE TO HIS QUESTIONS PRESENTED AT OCM 16 JANUARY 2021. ....	5
5.	APPLICATION FOR LEAVE OF ABSENCE .....	6
6.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS .....	6
6.1.	ORDINARY COUNCIL MEETING HELD 20 FEBRUARY 2021 .....	6
6.2.	HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 20 FEBRUARY 2021.....	6
7.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....	6
8.	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION.....	6
9.	REPORTS OF COMMITTEES AND OFFICERS .....	8
9.1.	OFFICERS MONTHLY REPORTS .....	8
9.1.1.	WORKS & SERVICES MANAGER’S REPORT – FEBRUARY 2021 .....	8
9.1.2.	AIRPORT MANAGER’S REPORT- FEBRUARY 2021 .....	11
9.1.3.	YOUTH AND RECREATION SERVICES REPORT – FEBRUARY 2021 .....	13
9.1.4.	RANGERS REPORT – FEBRUARY 2021 .....	15
9.1.5.	STATUS REPORTS .....	16
9.2.	FINANCE.....	20
9.2.1.	MONTHLY FINANCIAL REPORT PERIOD ENDED FEBRUARY 2021 .....	20
9.2.2.	OUTSTANDING DEBTORS .....	42
9.2.3.	LIST OF ACCOUNTS ENDED 28 FEBRUARY 2021 .....	45
9.2.4.	2020/2021 BUDGET REVIEW .....	50
9.3.	ADMINISTRATION .....	57
9.3.1.	COMMUNITY ENGAGEMENT POLICY.....	57
9.3.2.	COMPLIANCE AUDIT RETURN 2020.....	60
9.3.3.	DRAFT STRATEGIC COMMUNITY PLAN .....	74
9.4.	COMMUNITY DEVELOPMENT .....	81
9.5.	HEALTH BUILDING AND TOWN PLANNING.....	81
9.6.	WORKS AND SERVICE .....	81
9.7.	CONFIDENTIAL ITEMS.....	81
10.	NEW BUSINESS OF AN URGENT NATURE-INTRODUCED BY RESOLUTION OF THE MEETING.....	81
10.1.	CRC TENANCY AT LLOYDS OUTBACK PLAZA.....	81
10.2.	HEAVY HAULAGE – MEEKATHARRA SANDSTONE ROAD & GABANINTHA – NANNINE ROAD.....	82
11.	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....	86
12.	CLOSURE OF MEETING .....	86

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

### **1.1. DECLARATION OF OPENING**

**The Shire President Cr HJ Nichols declared the meeting open at 9.30am.**

### **1.2. DISCLAIMER READING**

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

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

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

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

### **Members**

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

### **Staff**

<b>Roy McClymont</b>	<b>Chief Executive Officer</b>
<b>Svenja Clare</b>	<b>Acting Deputy Chief Executive Officer</b>
<b>Tralee Cable</b>	<b>Community &amp; Development Services Manager</b>

### **Apologies**

**Nil**

### **Approved Leave of Absence**

**Nil**

### **Observers**

**Mr Paul Tonkin left at 9.40am**

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

MPT Civil & Construction (Mr Paul Tonkin) presented documents and 12 questions to Council at the Annual Electors meeting held on 16 January 2021. Mr Tonkin advised that he didn't expect answers immediately but would attend the next Council meeting. The CEO later wrote to Mr Tonkin explaining that answers to his questions will be provided in the agenda for the Ordinary Council meeting to be held on 20 March 2021.

Below is a copy of the questions presented by Mr Tonkin along with responses provided by CEO Roy McClymont.

### **BACKGROUND:**

In recent years the Shire has operated panel tenders for concreting works. The most recent tender was finalised at the Council meeting of 17 August 2019 when Council resolved as follows:

*“That Council:*

- *Award Tender No 19/20-01 – Panel of Suppliers for the Provision of Concreting Materials and Services to a panel of contractors comprising (in alphabetical order);*

<i>Bulldog Contracting</i>
<i>Civil Kerbing Concreting</i>
<i>MPT Civil &amp; Construction</i>
<i>Solid Concrete Civil &amp; Construction</i>

- *Authorises the Chief Executive Officer, in consultation with the Works and Services Manager to allocate works to specific contractors based on quotes obtained or, when appropriate, the tender rankings as provided in the Talis report, Council Policies, the Local Government Act 1995, maximising efficiency, the shire’s operational requirements and the availability and suitability of contractors to undertake specific concreting services and supply of materials.”*

The Council resolution provides the CEO and Works and Service Manager with discretion on every job or project as to whether to call quotes from the panel members or engage a suitable contractor based on the rankings provided by Talis.

#### ANSWERS TO QUESTIONS:

*Questions in relation to RFQ 20/21-03 and RFQ 20/21-04 for the Shire administration and duly elected councillors representing the Shire of Meekatharra as compiled by MPT Civil and Construction for the meeting of the 16/01/2021.*

1. *Why is there two completely different standards applied for concrete structures used in the maintenance of shire roads.*

There are in fact more than two standards. This is due to the many variables that are at play when considering standards for concrete works (eg, available budget, project scope, estimated cost). In terms of floodways the variables include; expected water flow rates, expected water volumes, expected length of time that water will flow, other hydrology, current road use, future road use, topography, remoteness of location etc etc)

The Shire undertakes a variety of works at many levels. For example concreting works can range from provision of small quantities of relatively low grade concrete for sign post footings through to large floodway decks and batters.

In terms of the documentation (eg. Requests for Quotes) there are also many variables and consequently a number of “standards”. Quote and tender documentation and procedures are also guided and/or controlled by legislation, council policies, delegations and guidelines.

In terms of concreting projects, for the most part the Works and Services Manager determines the standard and quality required for each project and the standard of documentation appropriate for the project.

2. *What tertiary qualifications does the current Works Supervisor have in relation to be able to sign off on completed works by sub-contractors carrying out works for the Shire, in terms of concrete design and survey set out?*

Shire employees are engaged through competitive recruitment processes. The aim of these processes is always to engage the best possible person for the position. The current Works and Services Manager was selected from 32 applicants for the position. Shire Managers and employees often find that they are required to undertake and manage tasks and projects for which they are not fully qualified or experienced. That is how it is for most WA Local Governments, except perhaps for the very large authorities who are able to employ specialists in many disciplines.

The Position Description for the Works and Services Manager provides the following in terms of qualifications;

Essential:

- Relevant civil engineering qualifications or qualifications in a similar field or experience in a similar role

Desirable:

- Relevant qualifications in a Civil Works/Engineering field will be well regarded.

Peter Cox holds a ticket in Supervision of Tilt Up Concrete Panels.

3. *What was the date/time that the PMP (Project Management Plan) in relation to RFQ 20/21-3 was submitted by the selected contractor for the works? (please provide documentary evidence).*

The Contractor undertaking the project under Request for Quote (RFQ) 20/21-3 did not provide a Project Management Plan for the project.

4. *Please provide a copy of the inspection and test plan and who signed off on its suitability for the concrete works?*

RFQ 20/21-3; Photographs were taken prior to the concrete pour and a visual inspection was undertaken after the works were completed.

5. *Does the Shire have evidence of the hold and witness points being complied with?*

RFQ 20/21-3; The Shire Supervisor inspected and approved the works at each stage. Photographs were taken after each inspection.

6. *Did the contractor sample the concrete in terms of slump/temp during pour days? What evidence can be provided?*

RFQ 20/21-3; An inspection was undertaken which included assessment of the suitability of the mix/slump on each day of pouring.

7. *When were concrete test cylinders taken and by whom (is there documentary evidence that the samples were taken in accordance with AS1012)?*

RFQ 20/21-3; No test cylinders were taken.

8. *Can the Shire provide evidence that the 7- and 28-day test results were submitted as per the contract documents and met the required criteria?*

RFQ 20/21-3; No 7 and 28 day tests were undertaken. The completed concrete works were left to cure for more than 28 days.

9. *What documentary evidence can be provided that confirms the concrete was supplied as per AS1379 and AS3600?*

RFQ 20/21-3; Inspections were undertaken at each stage of the project along with photographs.

10. *What date was the authority given by the principals' representative for traffic to drive over completed concrete works?*

RFQ 20/21-3; The concrete work was allowed to cure for over 28 days. A road diversion was in place for traffic to drive around the new concrete works.

11. *Was extra concrete required as a result of the Survey points as set out by the principal's representative being changed after the contract was awarded?*

RFQ 20/21-3; The site was set out in accordance with the drawings provided in the quote documents. After excavation works were completed unexpected undulating levels of hard natural rock were revealed. An extra 11 cubic metres of concrete was required and added to the contract as a result of this finding.

12. *Was the contractor paid before the test results for concrete strengths were obtained?*

RFQ 20/21-3; No concrete strength tests were taken. The contractor was paid after a satisfactory inspection of the completed project.

#### **4. PUBLIC QUESTION TIME**

The Shire President Cr HJ Nichols opened public question time.

##### **4.1. MR PAUL TONKIN – RESPONSE TO HIS QUESTIONS PRESENTED AT OCM 16 JANUARY 2021.**

Mr Tonkin asked if the Councillors had read the scope of works he had provided them along with his questions in January.

Cr HJ Nichols replied that he personally had not read the quote documents but he had read the questions and responses.

Mr Tonkin asked how the Councillors can interpret the written responses provided by the CEO if they haven't read the scope of works.

The Chief Executive Officer Roy McClymont said that the written responses are statements of fact – so there is nothing to really interpret. Mr McClymont acknowledged however that elements of this project (RFQ 20/21-3) were not handled well and that the contractor didn't fulfil all the requirements that were stipulated. Mr McClymont said that he guarantees that it won't happen to this extent again but he can't guarantee that every contractor will always fulfil every specification of every contract.

Mr Tonkin said that the contract was not administered properly. The contractor hadn't performed all the tests that were required under the scope of works, therefore wasn't it an unlevel playing field? The Chief Executive Officer Roy McClymont replied that all contractors had quoted on the same quote documents and therefore he doesn't understand how there could be an unlevel playing field.

Cr Clancy thanked Mr Tonkin for bringing this matter to Council's attention – we will learn from this and change our processes going forward.

Mr Tonkin thanked Council and left the meeting at 9.40 am.

There being no further questions the Shire President Cr HJ Nichols closed question time.

**5. APPLICATION FOR LEAVE OF ABSENCE**

Nil

**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**6.1. ORDINARY COUNCIL MEETING HELD 20 FEBRUARY 2021**

**Council Resolution**

**Moved:** Cr DK Hodder

**Seconded:** Cr MJ Smith

**That the minutes from the Ordinary Council Meeting held Saturday 20 February 2021 be confirmed.**

**CARRIED 6/0**

**6.2. HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 20 FEBRUARY 2021**

**Council Resolution:**

**Moved:** Cr MJ Smith

**Seconded:** Cr PS Moses

**That the minutes from Health Building Town Planning Meeting held Saturday 20 February 2021 be received.**

**CARRIED 6/0**

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

Nil

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

- **26 February 2021 I attended an Events Committee Meeting.**
- **9 March 2021 Chief Executive Officer Roy McClymont and Community & Development Services Manager Tralee Cable met with the new Police Senior Sergeant Mr Tom Daly.**
- **10 March 2021 Chief Executive Officer Roy McClymont and Community & Development Services Manager Tralee Cable met with representatives from Services Australia (aka Centrelink). They are planning to set up an agency in Meekatharra and close the existing office.**
- **11 March 2021 Chief Executive Officer Roy McClymont and I attended the Regional Road Murchison Sub Group meeting by teleconference.**
- **15 March 2021 Chief Executive Officer Roy McClymont attended a meeting of the Murchison Executive Group in Cue. It was Cue CEO Rob Madsen's last meeting with that group. He will leave Cue in June.**



- **17 March 2021 We held a very successful “Welcome to Meeka” sundowner.**
- **Yesterday 19 March 2021 the Chief Executive Officer Roy McClymont met with representatives of the Meekatharra CRC (Community Resource Centre).**
- **The Midwest Development Commission Board will meet in Meekatharra on 25 June 2021 – to be formalised.**

## 9. REPORTS OF COMMITTEES AND OFFICERS

### 9.1. OFFICERS MONTHLY REPORTS

#### 9.1.1. WORKS & SERVICES MANAGER'S REPORT – FEBRUARY 2021

##### Construction Crew

- A67 Ashburton Downs Road R2R Funding:
  - Works started January 2021
  - Pegged and set out
  - Resheet roads – works continue

##### Contract Maintenance Grading

- NGE Contracting
  - M19 - Sylvania Road – Completed March (in line of Flood Damage)
  - M4 - Bulloo Downs Road – Completed Feb / March (in line of Flood Damage)
  - M5 - Wiluna North Road - Next

##### 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.
  - 19 August 2020 – DFES approval to MRD - \$17.9 million
  - 8 September 2020 – Bernie Millar provided comments to Greenfield of changes to AGRN 899 – SMK Flood Damage Project under Number; Project # P0083 – reduce and amend 3% changes to Flood Damage costs – Minus - \$600 K
  - Greenfield Technical Services appointed under WALGA preferred Contractor by Shire Of Meekatharra to provide administration and evidence services associated with AGRN 888/899 for all related works under Flood Damage works.
  - Greenfield provided RFT 20/21 – 01 New Tender; Supply of Hired Road Construction Plant with Operators for Upgraded Works for closing date Tender submission – Date – 1 September 2020 @ 2pm

##### Contracts Schedule for Flood Damage

###### NGE:

- FDC 65 – Jigalong Community Road (Complete)
- FDC 18 – Weelarrana West Road (Completed)
- FDC 4 – Bulloo Downs Road (Completed)
- FDC 20 – Turee Creek Road (Completed)
- FDC 19 – Sylvania Road (Completed March)
- FDC 33 – Marymia Road (Next)
- FDC 5 – Wiluna North Road – Follow on
- FDC 2 – Peak Hill – Three Rivers Road

###### MTF:

- FDC 66 – Landor Road – Started November 2020 (Continue various sections)
- FDC 31 – Munarra Station road – Next
- FDC 67 – Ashburton Downs Road – Follow on

### **MTF Services Contractor**

- **Flood Damage**

- **FDC 66 – Landor Road – DRFA Funded – (SLK114.40 to SLK126.070)**

- March / April / May 2021 – various sections

- **LR66 – Landor Road - LRCIP Project (SLK104.13 to SLK114.13)**

- Started mid - January 2021
    - Survey set outs mid - January – Completed
    - Cart base course, compaction, shaping and testing for compaction.
    - First preliminary soil tests by Blacktop – 98% - March 2021
    - Bitumen seal planned now for end March / Early April 2021.

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

### **Town Maintenance-Monthly Report Finishing 12<sup>th</sup> March 2021**

- 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 and all streets swept to remove glass. Footpaths swept to remove gravel coming from laneways due to motor bikes activity
- Mowing has taken place and vegetation trimmed on Boardwalk, laneways, Kids Zone, Shire housing, Walkway and Youth Centre and long grass along creek bed.
- Verges are being maintained and weeds removed
- Rubbish removed from Lookout and Peace Gorge
- Regular maintenances to plant used by town crew
- Maintenance carried out at cemetery
- Removed rubbish small wheel park
- Tyre pit dug at new tip site and access road constructed

### **Plant Report**

#### **P55 1989 ROPA CARAVAN**

Replaced 2 windows and window architrave –Murchison Carpentry

#### **P520 2018 TOYOTA DUAL CAB WORKMATE**

Replaced broken windscreen -Trenfield Motors

Serviced- Trenfield Motors

#### **P518 2018 TOYOTA LC70 WORKMATE**

Replaced broken windscreen -Trenfield Motors

Serviced- Trenfield Motors

#### **P524 2020 TOYOTA PRADO DIESEL WAGON (AUTOMATIC) GXL**

Serviced- Trenfield Motors

#### **P358 2003 12H CATERPILLAR GRADER**

Serviced solenoid re gears - Westrac

#### **P39 GREY BULK FUEL TANK (PLASTIC) TRAILER MOUNTED**

Replaced sight line for fuel volume- Trenfield Motors

**P24 DEPOT PRESSURE CLEANER**

Connected repaired electrical motor to pump – Trenfield Motors

**Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy

**Seconded:** Cr DK Hodder

**That the Works and Services Manager's report for February 2021 be received.**

**CARRIED 6/0**

**9.1.2. AIRPORT MANAGER'S REPORT- FEBRUARY 2021*****Aircraft Movements and Statistics***

Aircraft movements for General Aviation were on par with February 2020 with an increase in small mining charter aircraft noted. Charter & RFDS aircraft have remained consistent throughout February as per February 2020. Combined fuel sales for the month of February 2021 were slightly above those for February 2020.

The figures below reflect the differences between February 2020 and February 2021.

	<b>Feb 20</b>	<b>Feb 21</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	90	86	<b>-4%</b>
<b>RFDS Landed</b>	67	63	<b>-5%</b>
<b>Avgas</b>	7293	7930	<b>+8%</b>
<b>Jet A1</b>	51928	44624	<b>-14%</b>
<b>Total Fuel Sold</b>	<b>59221</b>	<b>52554</b>	<b>-11%</b>

	<b>YTD 2020</b>	<b>YTD 2021</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	161	169	<b>+5%</b>
<b>RFDS Landed</b>	139	139	<b>0%</b>
<b>Avgas</b>	12041	14961	<b>+24%</b>
<b>Jet A1</b>	90167	99343	<b>+10%</b>
<b>Total Fuel Sold</b>	<b>102208</b>	<b>114304</b>	<b>+11%</b>

***Aerodrome Works:***

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.
- Ongoing weed spraying and chipping occurring airside along runway strips to keep weed growth to a minimum and restrict grass height.
- Quarterly inspection, clean and maintenance of the Low Intensity Runway Lighting.
- Removal of small stone (25mm) from runway strip surfaces
- Change out Secondary Illuminated Wind Direction Indicator Wind Sock due to Wear and Tear.
- Investigate fault with PAPI unit and replace 4 PAPI Globes.

Aerodrome Maintenance requiring completion:

- Crack Patching to runway and apron surfaces.
- Runway surface & Runway End Stopping Area (RESA) Bitumen fog spray.
- Gravel Runway re-sheeting surface. *\*\*Further degradation of runway & taxiway (B) surface noted during month of January due to dry conditions and high winds removing surface soil and causing rutting\*\**
- Rolling of movement area surfaces (Aprons, Taxiways, Runway 09/27) due to commence in December with onset of hotter weather. MultiWheel Roller returned to airport in mid-February. Due to a maintenance fault roller was unable to be used until repaired in last week

of February. Rolling of Movement Area Surfaces will commence when average daily temperature is above 38 degrees Celsius.

***Aerodrome Security:***

Nil incidents to report.

***Safety Management System:***

Nil to report.

***Budget items completed:***

Nil pending.

***Airport Emergency:***

Nil emergencies to report.

***Bird/Animal Activity:***

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

***General:***

COVID-19 cleaning and sanitizing of public areas continued to be undertaken on an increased schedule to ensure a safe environment for users of the airport facilities.

Compulsory wearing of face masks was introduced at all airports across Western Australia as a further preventative measure against COVID-19 transmission. To date 99.9% of people entering the airport have complied with the wearing of masks with those few spoken to then complying with wearing a mask. The local Police have been conducting random inspections of the airport to ensure compliance with the WA Government directive.

A snap lockdown of the Perth and South West regions commencing 31/01/21 had minimal effect with potentially 5+ aircraft cancelled during the week. All services returned to normal following the localized lockdown.

Activities are underway to review and update the Aerodrome Manual with Aerodrome Management Services as the contracted consultant to ensure compliance of the Aerodrome with the new Civil Aviation Safety Regulations MOS 139 Standards.

Mike Cuthbertson  
Airport Manager  
01/03/2021

**Officers Recommendation / Council Resolution:**

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

**That the Airport Manager's report for February 2021 be received.**

**CARRIED 6/0**

**9.1.3. YOUTH AND RECREATION SERVICES REPORT – FEBRUARY 2021**

Activity	Girls		Boys		Activity Total	No. of Sessions	Average Attendance
	6-12	12-18	6-12	12-18			
Sport at Youth Centre / Pool	60	31	91	43	225	10	22
Yarn Night Drop in / Music / Dance	24	48	31	89	192	8	24
Movie Night / afternoon	52	39	45	36	172	8	29
ART	52	31	34	41	158	6	26
Football/Touch	43	22	45	39	149	5	30
Basketball	63	30	48	53	154	6	33
Kidzone	120		36		156	12	13

February saw the youth of Meekatharra return to school for the year which allowed us to return to our school term program. The kids have transitioned effectively to this change with numbers attending the service consistently being strong.

This has been a great result for the team considering the tumultuous month we have had in February in regards to the community unrest. It has given the youth a safe place away from the violence and we are proud to report that we haven't had an incident as a result of the unrest at our program during this time.

We have focused on music, swimming and a rekindled passion for quizzes and board games to escape the heat and rain as well as cricket sessions at the indoor sport centre.

March will hopefully see a continued trend of the kids making positive choices by avoiding the town drama and engaging in our activities instead. In an exciting development our older attendees have worked together to come up with a long term goal of creating a short film which we will begin script work on.

Lastly Kidzone has continued to be busy with little ones loving participating in numerous craft activities as well sandcastle building competitions and animal quizzes.

On the 23<sup>rd</sup> February, our Youth Sport and Rec Officer and the CDSM attended a videoconference hosted by WALGA discussing the introduction of Child Safety Officers in Local Government in response to the Royal Commission into institutionalised child sexual abuse. We are pleased to announce that with the current support and staffing levels the Shire of Meekatharra are in a position to comply with the current recommendations, unlike many other Local Governments.

Within the meeting a welcome comment was made by another participant that the Meekatharra Youth Services are acknowledged as leaders in this field in this region and that other Local Governments would like to access the knowledge base for assistance in supporting their local youth.

**Officers Recommendation / Council Resolution:**

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

**That the Youth Sport and Recreation Services Officer's report for February 2021 be received.**

**CARRIED 6/0**



**9.1.4. RANGERS REPORT – FEBRUARY 2021**

Prepared by P Smith, Canine Control  
Date MARCH 2021

**2 FEBRUARY – 4 FEBRUARY 2021**

**COMPLAINTS RECEIVED:**

One request was received regarding setting trapping cages for a commercial property.

**ANIMALS TRAPPED:**

As a result of the request, trapping cages were set near the property. The cages were checked regularly. A total of four feral cats were caught over two days. Trapping cages were also set at various locations around town. No other animals were caught.

**ANIMALS DESTROYED:**

Four feral cats were destroyed.

**FURTHER PATROLS:**

Patrols were conducted of the Rubbish tip, Peace Gorge, Airport, Go Cart Track, Racecourse, and Cemetery. No animals were sighted wandering.

**Officers Recommendation / Council Resolution:**

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

**That the Ranger's Report for February 2021 be received.**

**CARRIED 6/0**

**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	CEO/ CONS	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.	Complete  Complete  In Progress
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 Meeka	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	In Progress

Mapping to be done					
21.02.15	9.3.7	Building Assets – Review	CEO	Council Resolution sent to Darren Long for implementation in the Buildings Asset Management Plan and Long Term Financial Plan. Check and present to Council.	In Progress
20.02.16	9.5.3	Local Planning Strategy and Local Planning Scheme No 4	CDSM	Documents Sent Waiting for final approval from Dept Emailed Paul Bashall 30.06.20 Review presented to Council Council working group to be convened	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. 10.02.20 Remediation continues	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
21.09.19	9.4.2	Lighting at Skate Park	CDSM	Researching funding	In Progress
19.10.19	10.1	Ashburton Downs Road- Heavy Haulage	CEO	Emailed ABRA 30.10.19	In Progress
27.06.20	9.5.3	Mission Australia Short Term Accommodation Proposal	CDO/CDSM	Mission and Housing contacted Dept of Housing working on asset disposal process	Complete In Progress
22.09.20	9.7.2	Tenders – Commercial Tenancies Lloyds Plaza	CDSM	To be advertised Closed 16/12/20 Item presented to council in January 2020	Completed Completed In Progress

22.09.20	10.2	Murchison Georegion Project – Phase 2	CDSM	Advertised 2 Expressions of Interest Received	Complete In Progress
17.10.20	9.6.1	Gabanintha – Nannine Road – Heavy Haulage	CEO	Emailed MSP Engineering Pty Ltd 20/10/2020 <input type="checkbox"/> Formalise Agreement <input type="checkbox"/> Bond Received	In Progress
17.10.20	10.1	Application for Remote Airstrip Upgrade Program	CDSM	Submitted 11/11/20	In Progress
17.10.20	10.3	New Meekatharra Hospital – Lobbying	CEO	Email Consultant 20/10/20 Actively lobbying	Completed In Progress
21.11.20	9.3.1	Murchison Regional Vermin Council Ongoing Contributions	CEO	Letter to MRVC 25/11/20 Emailed Lawyer 30/11/20 New Deed to MRVC 10/12/20 MRVC Returned & signed deed 11/01/21	In Progress
21.11.20	9.4.1	Lease of Lot 17 Main Street	CDSM	Emailed 23/11/20 – decision waiting on lease agreement Lease agreement given to tenant for signing Tenant getting quotes for works	Complete In Progress In Progress
21.11.20	9.4.2	School Oval Facility – Agreement	CDSM	Emailed 23/11/20 Proceeding as per original project	In Progress
16.01.21	9.6.1	Local Roads & Community Infrastructure Program – Phase 2	CEO	Present at next works group meeting	In Progress
16.01.21	9.7.1	Tenders – Commercial Tenants – Lloyds Plaza	CDSM	Agreements in negotiation	In Progress
20.02.21	9.3.1	Bridge over Luke’s Pit – Project Feasibility Budget	PO	Email sent and acknowledged on 02/03/2021 to Westgold outlining project, awaiting response	In Progress
20.02.21	9.3.2	Code of Conduct	A/DCEO	Dispersed to staff & published on website 03/03/21	Complete
20.02.21	9.7.1	Lloyds Outback Plaza – Request to Lease Art Gallery	CDSM	Lease signed	Complete
20.02.21	9.7.2	Shade Sails at Small Wheel Park	PO	Purchase Order sent 24/2/21, to commence April – May 2021	In Progress
20.02.21	10.1	Meekatharra Gymkhana Club Donation Request	CDSM	Letter issued	Complete



**Officers Recommendation / Council Resolution**

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

**That the Status report be received.**

**CARRIED 6/0**

**9.2. FINANCE**

<b>Title/Subject:</b>	<b>MONTHLY FINANCIAL REPORT PERIOD ENDED FEBRUARY 2021</b>	
<b>Agenda/Minute Number:</b>	9.2.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Date of Report:</b>	28 February 2021	
<b>Disclosure of Interest:</b>	Nil	
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer	 Signature of Author
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 Signature Senior Officer

**Summary:**

Monthly Financial Report

**Background:**

*Financial Activity Statement Report – s.6.4*

(1A) *In this regulation — committed assets means revenue unspent but set aside under the annual budget for a specific purpose.*

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

(a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*

(b) *budget estimates to the end of the month to which the statement relates; and*

(c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*

(d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*

(e) *the net current assets at the end of the month to which the statement relates.*

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

(a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*

(b) *an explanation of each of the material variances referred to in sub-regulation (1)(d); and*

(c) *such other supporting information as is considered relevant by the local government.*

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

(a) *according to nature and type classification; or*

(b) *by program; or*

(c) *by business unit.*

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

(a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*

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

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

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

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

**Comment:**

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

**Consultation:**

Megan Shirt – Local Government Consultant

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr DK Hodder

Seconded: Cr PS Clancy

**That the financial report for the period ending 28 February 2021 be received.**

**CARRIED 6/0**

**SHIRE OF MEEKATHARRA**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 28 February 2021**  
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

\*Statement of Financial Activity by Program

\*Statement of Financial Activity By Nature or Type

Statement of Budget Amendments

\*Note 1 Explanation of Material Variances

\*Note 2 Net Current Funding Position

Note 3 Cash and Investments

Note 4 Budget Amendments

Note 5 Receivables

Note 6 Cash Backed Reserves

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 28 February 2021 of \$8,450,142.

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



SHIRE OF MEEKATHARRA  
STATEMENT OF FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 28 February 2021

Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
<b>Operating Revenues</b>						
	\$		\$	\$	\$	%
Rates	4,299,507	4,543,198	4,542,555	4,654,202	111,647	2.46%
Operating Grants, Subsidies and Contributions	7 2,070,500	2,201,301	1,698,530	1,716,425	17,895	1.05%
Fees and Charges	1,384,241	1,534,435	1,101,034	897,628	(203,406)	(18.47%)
Service Charges	-	-	0	0	0	
Interest Earnings	267,044	305,348	61,683	71,746	10,063	16.31%
Other Revenue	321,053	326,938	181,936	195,595	13,659	7.51%
Profit on Disposal of Assets	9 -	-	0	0	0	
<b>Total Operating Revenue</b>	<b>8,342,345</b>	<b>8,911,220</b>	<b>7,585,738</b>	<b>7,535,596</b>	<b>(50,142)</b>	
<b>Operating Expense</b>						
Employee Costs	(1,759,393)	(1,759,393)	(1,081,140)	(987,479)	(93,660)	(8.66%)
Materials and Contracts	(3,005,454)	(3,399,854)	(2,106,274)	(1,216,612)	(889,662)	(42.24%)
Utility Charges	(451,842)	(451,842)	(270,203)	(189,577)	(80,626)	(29.84%)
Depreciation on Non-Current Assets	(7,160,158)	(7,160,158)	(4,772,869)	(5,008,654)	235,785	4.94%
Interest Expenses	0	0	0	0	0	
Insurance Expenses	(216,311)	(216,311)	(216,302)	(205,345)	(10,957)	(5.07%)
Other Expenditure	(288,444)	(288,444)	(128,797)	(156,872)	28,075	21.80%
Loss on Disposal of Assets	9 (89,338)	(89,338)	(15,200)	0	(15,200)	100.00%
<b>Total Operating Expenditure</b>	<b>(12,970,940)</b>	<b>(13,365,340)</b>	<b>(8,590,785)</b>	<b>(7,764,540)</b>	<b>(826,245)</b>	
<b>Funding Balance Adjustments</b>						
Add back Depreciation	7,160,158	7,160,158	4,772,869	5,008,654	235,785	4.94%
Adjust (Profit)/Loss on Asset Disposal	9 89,338	89,338	15,200	0	(15,200)	(100.00%)
Adjust Provisions	-	-	0	0	0	
<b>Net Cash from Operations</b>	<b>2,620,901</b>	<b>2,795,376</b>	<b>3,783,022</b>	<b>4,779,710</b>	<b>996,688</b>	
<b>Non-Operating Revenues</b>						
Non-Operating Grants & Contributions	7 19,122,815	19,142,312	5,029,328	5,014,407	(14,921)	(0.30%)
Less Unspent Grants	7 -	-	0	(2,856,454)		
<b>Net Non-Operating Grants</b>	<b>19,122,815</b>	<b>19,142,312</b>	<b>5,029,328</b>	<b>2,157,953</b>		
Proceeds from Disposal of Assets	9 221,000	221,000	0	0	0	
<b>Total Capital Revenues</b>	<b>19,343,815</b>	<b>19,363,312</b>	<b>5,029,328</b>	<b>2,157,953</b>	<b>(14,921)</b>	
<b>Non-Operating Expenses</b>						
Land Held for Resale	-	-	0	0	0	
Land and Buildings	8 (422,282)	(1,138,494)	(196,214)	(189,726)	(6,488)	(3.31%)
Furniture and Equipment	8 (73,000)	(73,000)	(47,000)	(28,711)	(18,289)	(38.91%)
Plant and Equipment	8 (2,003,000)	(2,243,000)	(25,000)	0	(25,000)	(100.00%)
Infrastructure - Roads	8 (24,538,634)	(24,478,131)	(5,183,951)	(5,077,127)	(106,824)	(2.06%)
Infrastructure - Footpaths	8 0	0	0	0	0	0.00%
Infrastructure - Airports	8 (50,000)	(175,000)	0	0	0	0.00%
Infrastructure - Other	8 (651,903)	(776,903)	(180,200)	(52,235)	(127,965)	(71.01%)
<b>Total Capital Expenditure</b>	<b>(27,738,819)</b>	<b>(28,884,528)</b>	<b>(5,632,365)</b>	<b>(5,347,799)</b>	<b>(284,566)</b>	
<b>Net Cash from Capital Activities</b>	<b>(8,395,004)</b>	<b>(9,521,216)</b>	<b>(603,037)</b>	<b>(3,189,846)</b>	<b>269,645</b>	
<b>Financing</b>						
Transfer to Reserves	6 (918,180)	(956,484)	0	0	0	
Transfer from Reserves	6 900,000	1,100,000	0	0	0	
<b>Net Cash from Financing Activities</b>	<b>(18,180)</b>	<b>143,516</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Operations, Capital and Financing</b>	<b>(5,792,283)</b>	<b>(6,582,324)</b>	<b>3,179,985</b>	<b>1,589,864</b>	<b>1,266,333</b>	
Opening Funding Surplus(Deficit)	2 5,792,283	6,907,873	6,907,873	6,860,278	(47,595)	(0.69%)
Closing Funding Surplus(Deficit)	2 -	325,549	10,087,858	8,450,142	1,218,738	

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 28 February 2021

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
<b>Operating Revenues</b>						
* Includes Non- Operating Grants						
Governance	80	80	0	(80)	(100.00%)	
General Purpose Funding - Rates	4,543,198	4,542,555	4,654,202	111,647	2.46%	
General Purpose Funding - Other	2,058,013	1,375,993	1,400,344	24,351	1.77%	
Law, Order and Public Safety	14,345	8,834	16,855	8,021	90.80%	
Health	6,104	6,104	2,192	(3,912)	(64.09%)	
Education and Welfare	149,614	102,368	97,070	(5,298)	(5.18%)	
Housing	29,500	19,654	21,795	2,141	10.89%	
Community Amenities	146,682	134,656	117,296	(17,360)	(12.89%)	▼
Recreation and Culture	769,949	108,191	77,494	(30,697)	(28.37%)	▼
Transport	20,048,585	6,164,881	6,070,520	(94,361)	(1.53%)	
Economic Services	153,562	91,161	30,156	(61,005)	(66.92%)	▼
Other Property and Services	133,900	60,589	62,078	1,489	2.46%	
<b>Total Operating Revenue</b>	<b>28,053,532</b>	<b>12,615,066</b>	<b>12,550,003</b>	<b>(65,063)</b>		
<b>Operating Expense</b>						
Governance	(721,006)	(450,911)	(328,937)	(121,974)	(27.05%)	▼
General Purpose Funding	(217,167)	(130,901)	(141,725)	10,824	8.27%	
Law, Order and Public Safety	(225,814)	(153,802)	(96,327)	(57,475)	(37.37%)	▼
Health	(128,480)	(80,323)	(82,727)	2,404	2.99%	
Education and Welfare	(843,390)	(538,270)	(404,752)	(133,518)	(24.80%)	▼
Housing	(35,900)	(41,356)	(21,397)	(19,959)	(48.26%)	▼
Community Amenities	(673,115)	(403,310)	(288,407)	(114,903)	(28.49%)	▼
Recreation and Culture	(1,814,214)	(1,174,084)	(932,032)	(242,052)	(20.62%)	▼
Transport	(7,852,347)	(5,184,519)	(5,119,692)	(64,827)	(1.25%)	
Economic Services	(614,336)	(392,324)	(306,054)	(86,270)	(21.99%)	▼
Other Property and Services	(239,571)	(40,985)	(42,489)	1,504	3.67%	
<b>Total Operating Expenditure</b>	<b>(13,365,340)</b>	<b>(8,590,785)</b>	<b>(7,764,540)</b>	<b>(826,245)</b>		
<b>Funding Balance Adjustments</b>						
Add back Depreciation	7,160,158	4,772,869	5,008,654	235,785	4.94%	
Adjust (Profit)/Loss on Asset Disposal	89,338	15,200	0	(15,200)	(100.00%)	▼
Less Unspent Grants, Subsidies and Contributions	0	0	(2,856,454)			
<b>Net Cash from Operations</b>	<b>21,937,688</b>	<b>8,812,350</b>	<b>6,937,663</b>	<b>981,767</b>		
<b>Non-Operating Revenues</b>						
Proceeds from Disposal of Assets	221,000	0	0	0		
<b>Total Capital Revenues</b>	<b>221,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Non-Operating Expenses</b>						
Land and Buildings	(1,138,494)	(196,214)	(189,726)	(6,488)	(3.31%)	
Furniture and Equipment	(73,000)	(47,000)	(28,711)	(18,289)	(38.91%)	▼
Plant and Equipment	(2,243,000)	(25,000)	0	(25,000)	(100.00%)	▼
Infrastructure - Roads	(24,478,131)	(5,183,951)	(5,077,127)	(106,824)	(2.06%)	
Infrastructure - Airports	(175,000)	0	0	0	0.00%	
Infrastructure - Other	(776,903)	(180,200)	(52,235)	(127,965)	(71.01%)	▼
<b>Total Capital Expenditure</b>	<b>(28,884,528)</b>	<b>(5,632,365)</b>	<b>(5,347,799)</b>	<b>(284,566)</b>		
<b>Net Cash from Capital Activities</b>	<b>(28,663,528)</b>	<b>(5,632,365)</b>	<b>(5,347,799)</b>	<b>(284,566)</b>		
Transfer to Reserves	(956,484)	0	0	0		▼
Transfer from Reserves	1,100,000	0	0	0		
<b>Net Cash from Financing Activities</b>	<b>143,516</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>	<b>(6,582,324)</b>	<b>3,179,985</b>	<b>1,589,864</b>	<b>1,266,333</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>6,907,873</b>	<b>6,907,873</b>	<b>6,860,278</b>	<b>(47,595)</b>	<b>(0.69%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>325,549</b>	<b>10,087,858</b>	<b>8,450,142</b>	<b>1,218,738</b>		

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

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

SHIRE OF MEEKATHARRA  
STATEMENT OF BUDGET AMENDMENTS  
(Statutory Reporting Program)  
For the Period Ended 28 February 2021

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
<b>Operating Revenues</b>	\$	\$	\$	\$
Governance	80	0	80	80
General Purpose Funding - Rates	4,299,507	243,691	4,543,198	4,542,555
General Purpose Funding - Other	1,879,621	178,392	2,058,013	1,375,993
Law, Order and Public Safety	14,345	0	14,345	8,834
Health	6,104	0	6,104	6,104
Education and Welfare	149,614	0	149,614	102,368
Housing	29,500	0	29,500	19,654
Community Amenities	140,797	5,885	146,682	134,656
Recreation and Culture	769,949	0	769,949	108,191
Transport	19,888,181	160,404	20,048,585	6,164,881
Economic Services	153,562	0	153,562	91,161
Other Property and Services	133,900	0	133,900	60,589
<b>Total Operating Revenue</b>	<b>27,465,160</b>	<b>588,372</b>	<b>28,053,532</b>	<b>12,615,066</b>
<b>Operating Expense</b>				
Governance	(721,006)	0	(721,006)	(450,911)
General Purpose Funding	(229,167)	12,000	(217,167)	(130,901)
Law, Order and Public Safety	(225,814)	0	(225,814)	(153,802)
Health	(128,480)	0	(128,480)	(80,323)
Education and Welfare	(843,390)	0	(843,390)	(538,270)
Housing	(29,500)	(6,400)	(35,900)	(41,356)
Community Amenities	(673,115)	0	(673,115)	(403,310)
Recreation and Culture	(1,814,214)	0	(1,814,214)	(1,174,084)
Transport	(7,452,347)	(400,000)	(7,852,347)	(5,184,519)
Economic Services	(614,336)	0	(614,336)	(392,324)
Other Property and Services	(239,571)	0	(239,571)	(40,985)
<b>Total Operating Expenditure</b>	<b>(12,970,940)</b>	<b>(394,400)</b>	<b>(13,365,340)</b>	<b>(8,590,785)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	7,160,158	0	7,160,158	4,772,869
Adjust (Profit)/Loss on Asset Disposal	89,338	0	89,338	15,200
Adjust Provisions and Accruals	0	0	0	0
<b>Net Cash from Operations</b>	<b>21,743,716</b>	<b>193,972</b>	<b>21,937,688</b>	<b>8,812,350</b>
<b>Capital Revenues</b>				
Proceeds from Disposal of Assets	221,000	0	221,000	0
<b>Total Capital Revenues</b>	<b>221,000</b>	<b>0</b>	<b>221,000</b>	<b>0</b>
<b>Capital Expenses</b>				
Land and Buildings	(422,282)	(716,212)	(1,138,494)	(196,214)
Furniture and Equipment	(73,000)	0	(73,000)	(47,000)
Plant and Equipment	(2,003,000)	(240,000)	(2,243,000)	(25,000)
Infrastructure - Roads	(24,538,634)	60,503	(24,478,131)	(5,183,951)
Infrastructure - Footpaths	0	0	0	0
Infrastructure - Airports	(50,000)	(125,000)	(175,000)	0
Infrastructure - Other	(651,903)	(125,000)	(776,903)	(180,200)
<b>Total Capital Expenditure</b>	<b>(27,738,819)</b>	<b>(1,145,709)</b>	<b>(28,884,528)</b>	<b>(5,632,365)</b>
<b>Net Cash from Capital Activities</b>	<b>(27,517,819)</b>	<b>(1,145,709)</b>	<b>(28,663,528)</b>	<b>(5,632,365)</b>
<b>Financing</b>				
Transfer to Reserves	(918,180)	(38,304)	(956,484)	0
Transfer from Reserves	900,000	200,000	1,100,000	0
<b>Net Cash from Financing Activities</b>	<b>(18,180)</b>	<b>161,696</b>	<b>143,516</b>	<b>0</b>
<b>Net Operations, Capital and Financing</b>	<b>(5,792,283)</b>	<b>(790,041)</b>	<b>(6,582,324)</b>	<b>3,179,985</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>5,792,283</b>	<b>1,115,590</b>	<b>6,907,873</b>	<b>6,907,873</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>325,549</b>	<b>325,549</b>	<b>10,087,858</b>

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

SHIRE OF MEEKATHARRA  
STATEMENT OF FINANCIAL ACTIVITY  
(By Program)  
For the Period Ended 28 February 2021

Note 1: EXPLANATION OF MATERIAL VARIANCES

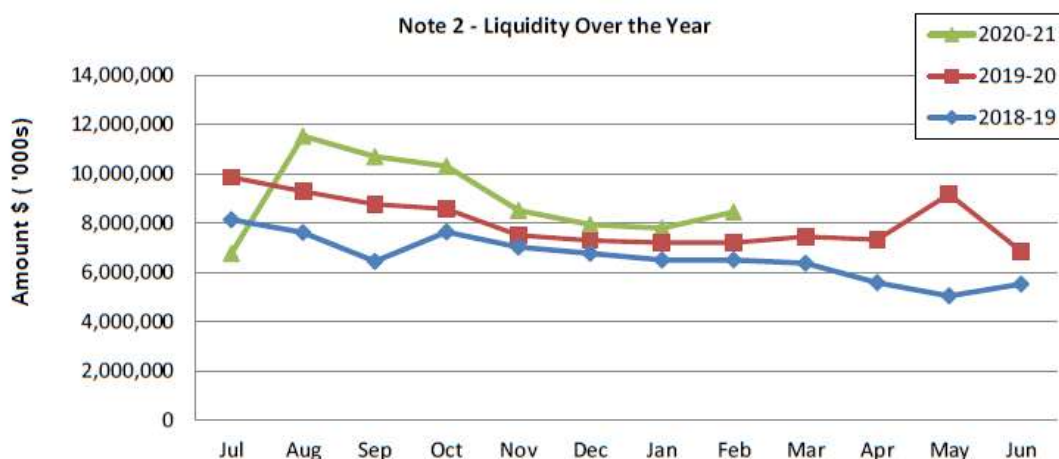
BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>		\$	%		
Governance	(80)	(100.00%)			Under variance reporting threshold
General Purpose Funding - Rates	111,647	2.46%			Under variance reporting threshold
General Purpose Funding - Other	24,351	1.77%			Under variance reporting threshold
Law, Order and Public Safety	8,021	90.80%			Under variance reporting threshold
Health	(3,912)	(54.09%)			Under variance reporting threshold
Education and Welfare	(5,298)	(5.18%)			Under variance reporting threshold
Housing	2,141	10.89%			Under variance reporting threshold
Community Amenities	(17,360)	(12.89%)	▼	Permanent	Burial Charges are \$15k lower than ytd budget. Staff will re-assess this budget with the budget review.
Recreation and Culture	(30,697)	(28.37%)	▼	Permanent	Items lower than YTD budget include Lloyd's rental \$36k (as the building remains without a tenant). This will be reviewed with the budget review.
Transport	(94,361)	(1.53%)			Under variance reporting threshold
Economic Services	(61,005)	(66.92%)	▼	Permanent	Rental charges for Doray minerals were raised as at 30 June due to termination of the lease agreement in Feb 20. Staff will address this \$52k reduction in revenue with the budget review.
Other Property and Services	1,489	2.46%			Under variance reporting threshold
<b>Operating Expense</b>					
Governance	(121,974)	(27.03%)	▼	Timing	Admin allocations are \$47k lower, and general members expenses are \$75k lower than ytd budget (including \$44 audit fees). These may even out during the year.
General Purpose Funding	10,824	8.27%			Under variance reporting threshold
Law, Order and Public Safety	(57,475)	(37.37%)	▼	Timing	Fire prevention operational costs are \$28k and Animal control costs \$15k lower than ytd budget. There is also \$23k of general under expenditure with a value of less than \$10k in SES and Ranger services - this is due to budgets being spread evenly over 12 months.
Health	2,404	2.99%			Under variance reporting threshold
Education and Welfare	(133,518)	(24.80%)	▼	Timing	Youth Centre expenses are \$95k lower than ytd budget. Community Development expenses are \$32k lower than ytd budget. These will be reviewed and assessed by staff with the budget review.
Housing	(19,959)	(48.26%)	▼	Timing	Staff Housing Maintenance is lower than ytd budget. Staff will assess with the budget review.
Community Amenities	(114,903)	(28.49%)	▼	Timing	Other Community amenities expenses are \$53k lower than ytd budget (incl. \$34k grave digging - which is offset by lower revenue) Sanitation expenses are \$42k lower than ytd budget (incl. \$23k litter control). These may even out during future months and be assessed with the budget review.
Recreation and Culture	(242,052)	(20.62%)	▼	Timing	Swimming Pool \$33k, Other recreation \$44k, Recreation Officer \$58k, Other Culture \$70k (incl. Lloyd's building \$49k), and Library expenses are \$15k are lower than ytd budget. These will be reviewed and assessed by staff with the budget review.
Transport	(64,827)	(1.25%)			Under variance reporting threshold
Economic Services	(86,270)	(21.99%)	▼	Timing	Tourism and Area promotion expenses (incl. Community Events) are \$64k lower and Other Economic depreciation is \$18k lower than ytd budget - these may even out during the year, but will be assessed with the budget review.
Other Property and Services	1,504	3.67%			Under variance reporting threshold
<b>Funding Balance Adjustments</b>					
Add back Depreciation	235,785	4.94%			Under variance reporting threshold
Adjust (Profit)/Loss on Asset Disposal	(15,200)	(100.00%)	▼	Timing	P427 - 2010 Hi-Ace Bus will be traded later this year.
<b>Capital Revenues</b>					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	(14,921)	(0.30%)			Under variance reporting threshold
Proceeds from Disposal of Assets	0				
<b>Capital Expenses</b>					Refer to Note 8A for project details
Land and Buildings	(6,488)	(3.31%)			Under variance reporting threshold
Furniture and Equipment	(18,289)	(38.91%)	▼	Timing	Refer to Note 8A for project details
Plant and Equipment	(25,000)	(100.00%)	▼	Timing	Refer to Note 8A for project details
Infrastructure - Roads	(106,824)	(2.08%)			Under variance reporting threshold
Infrastructure - Footpaths	0	0.00%			Under variance reporting threshold
Infrastructure - Airports	0	0.00%			Under variance reporting threshold
Infrastructure - Other	(127,965)	(71.01%)	▼	Timing	Refer to Note 8A for project details
<b>Opening Funding Surplus/(Deficit)</b>	(47,595)	(0.69%)			The reduction change in the Bfwd funding position to that budgeted will be addressed with the budget review.

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2021

**Note 2: NET CURRENT FUNDING POSITION**

				Positive=Surplus (Negative=Deficit)		
				YTD 28 Feb 2021	Previous Month	YTD 28 Feb 2020
Note				\$	\$	\$
<b>Current Assets</b>						
	Cash Unrestricted	3		9,919,249	10,570,861	4,790,855
	Cash Restricted Reserves	3		21,280,349	21,280,349	20,167,314
	Cash Restricted - Bonds to be allocated			0	0	92,999
	Receivables - Rates and Rubbish	5		1,401,019	1,492,369	1,639,257
	Receivables -Other	5		92,282	93,413	1,019,436
	Provision for Doubtful debts			(167,097)	(167,097)	(200,560)
	Interest / ATO Receivable/Trust			104,974	49,080	71,879
	Inventories			131,807	93,013	114,326
				<b>32,762,585</b>	<b>33,411,989</b>	<b>27,695,505</b>
<b>Less: Current Liabilities</b>						
	Payables			(82,930)	(61,728)	(135,999)
	Bonds Held			(92,710)	(93,495)	(92,999)
	Provisions			(354,285)	(354,285)	(350,694)
	Unspent Grants ( Contract Liabilities)			(2,856,454)	(4,165,294)	0
				<b>(3,386,379)</b>	<b>(4,674,803)</b>	<b>(579,692)</b>
	<b>Net Current Assets</b>			<b>29,376,206</b>	<b>28,737,186</b>	<b>27,115,814</b>
	Less: Cash Reserves	6		(21,280,349)	(21,280,349)	(20,167,314)
	Plus Provisions			354,285	354,285	350,694
	<b>Net Current Funding Position</b>			<b>8,450,142</b>	<b>7,811,122</b>	<b>7,299,194</b>

Note 2 - Liquidity Over the Year



Comments - Net Current Funding Position

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 28 February 2021**

**Note 3: CASH AND INVESTMENTS**

	<b>Interest Rate</b>	<b>Unrestricted \$</b>	<b>Restricted \$</b>	<b>Bonds \$</b>	<b>Balance of Account \$</b>	<b>Institution</b>	<b>Maturity Date</b>
<b>(a) Cash Deposits</b>							
Municipal Bank Account	Variable	233,268		0	233,268	Westpac	At Call
Air BP	Variable	64,019			64,019	Westpac	At Call
Maxi Account	Variable	9,585,027		92,710	9,677,736	Westpac	At Call
<b>(b) Term Deposits</b>							
549463	1.00%		21,280,349		21,280,349	Westpac	26-Jun-21
<b>Total</b>		<b>9,882,314</b>	<b>21,280,349</b>	<b>92,710</b>	<b>31,255,372</b>		

**Comments/Notes - Investments**

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

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

Note 4: Adopted Budget Amendments to date

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		Adopted Budget Closing Surplus/(Deficit)	0	0				0
				Unaudited Budget Surplus	5,792,283	6,907,873		1,115,590	0	1,115,590
<b>Revenue</b>										
0031	↑	GRV Rates	22.9.20 - Item 9.2.4	Operating Revenue	4,297,568	4,541,259		243,691	0	1,359,281
0181	↑	Financial Assistance Grant	22.9.20 - Item 9.2.4	Operating Revenue	1,135,191	1,175,685		40,494	0	1,399,775
0211	↑	Local Road Grant	22.9.20 - Item 9.2.4	Operating Revenue	459,286	558,880		99,594	0	1,499,369
4591	↓	MRD - Direct Grant	22.9.20 - Item 9.2.4	Operating Revenue	312,672	303,385		0	9,287	1,490,082
8763	↑	Sale of Scrap	22.9.20 - Item 9.2.4	Operating Revenue	0	5,885		5,885	0	1,495,967
9224	↑	Interest on Reserves	22.9.20 - Item 9.2.4	Operating Revenue	174,499	212,803		38,304	0	1,534,271
5013	↑	Airport Leases	21.11.20 - Item 9.7.1	Operating Revenue	47,825	198,019		150,194	0	1,684,465
<b>Non- Operating Revenue</b>										
	↑	Transfer from Infrastructure Reserve	27.6.20 - Item 9.5.3	Non-Operating Revenue	0	200,000		200,000	0	1,884,465
4572	↓	Building Better Regions Fund Grant	15.08.20 - Item 9.7.1	Non-Operating Revenue	1,799,771	1,669,268		0	130,503	1,753,962
5183	↑	R.A.D.S./R.A.F.P./R.A.A.P. Grant Income	17.10.20 - Item 10.2	Non-Operating Revenue	0	150,000		150,000	0	1,903,962
<b>Operating Expenditure</b>										
0192	↑	Valuation & Title Search	22.9.20 - Item 9.2.4	Operating Expenses	15,039	3,039		12,000	0	1,915,962
4750	↓	Road Maintenance Various	22.9.20 - Item 9.2.4	Operating Expenses	50,000	450,000		0	400,000	1,515,962
0947	↓	Lot 255 Darlot St - Maintenance	17.10.20 - Item 9.3.3	Operating Expenses	6,860	10,060		0	3,200	1,512,762
0946	↓	Lot 304 Darlot St - Maintenance	17.10.20 - Item 9.3.3	Operating Expenses	6,860	10,060		0	3,200	1,509,562





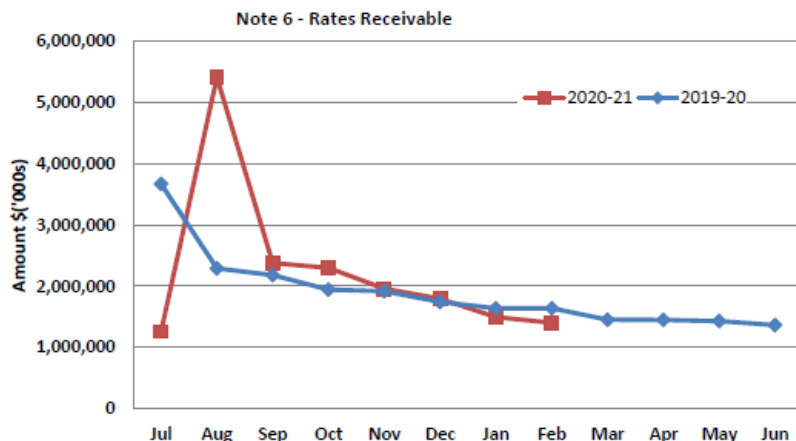
SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 28 February 2021

**Note 5: RECEIVABLES**

Receivables - Rates and Rubbish Receivable

	YTD 28 Feb 2021 \$	30/06/2020 \$
Opening Arrears Previous Years	1,362,717	1,362,717
Levied this year	4,757,619	
<u>Less</u> Collections to date	(4,719,317)	
Equals Current Outstanding	1,401,019	1,362,717
<b>Net Rates and Rubbish Collectable</b>	1,401,019	1,362,717
% Collected	77.11%	

Note 2



**Comments/Notes - Receivables Rates**

Rates were levied on	4-Aug-20
Full Payment or Instalment 1 due	11-Sep-20
Instalment 2 due	16-Nov-20
Instalment 3 due	20-Jan-21
Instalment 4 due	26-Mar-21

Receivables - General

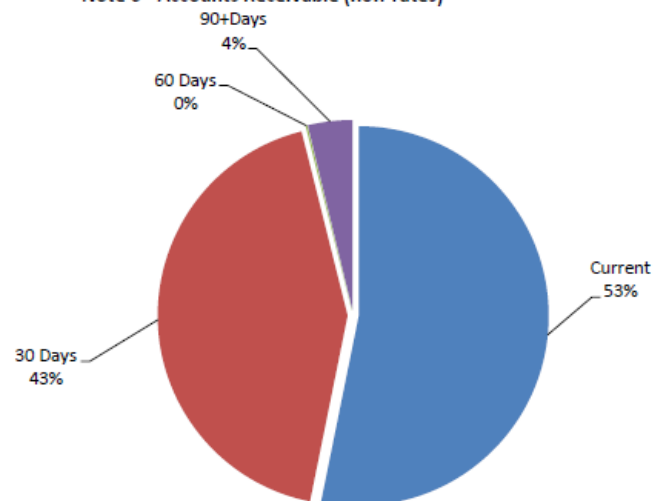
Receivables - Sundry Debtors

Total Sundry Debtors

	Current \$	30 Days \$	60 Days \$	90+Days \$
Receivables - Sundry Debtors	49,076	39,600	115	3,491
<b>Total Sundry Debtors</b>				<b>92,282</b>

Amounts shown above include GST (where applicable)

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



**Comments/Notes - Receivables General**

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2021

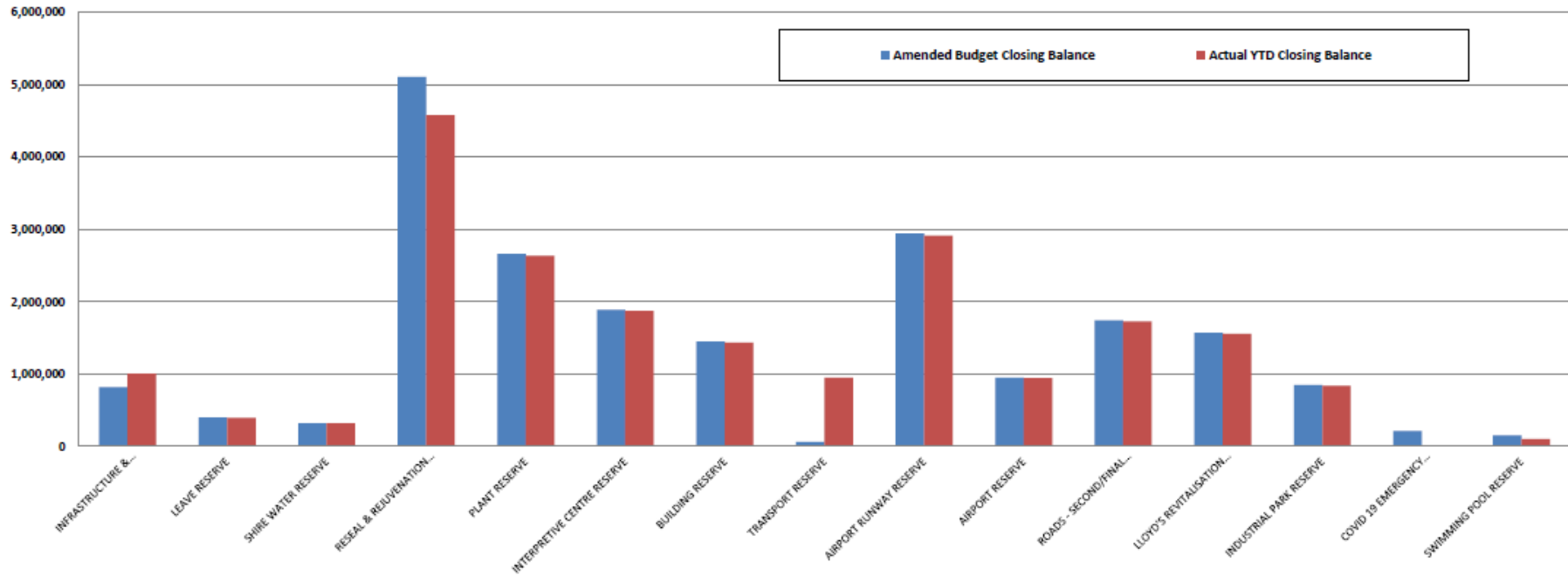
## Note 6: Cash Backed Reserves

Name	Actual Opening Balance	Original Budget Interest Earned	Amended Budget Interest Earned	Actual Interest Earned	Original Budget Transfers In (+)	Actual Transfers In (+)	Original Budget Transfers Out (-)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$		\$	\$	\$	\$		\$	\$	\$
INFRASTRUCTURE & ECONOMIC DEVELOPMENT RESERVE	1,007,301	8,260	10,073	0	0	0	0	(200,000)	0	817,374	1,007,301
LEAVE RESERVE	394,216	3,233	3,943	0	0	0	0	0	0	398,159	394,216
SHIRE WATER RESERVE	319,452	2,620	3,195	0	0	0	0	0	0	322,647	319,452
RESEAL & REJUVENATION RESERVE	4,580,118	17,237	25,481	0	500,000	0	0	0	0	5,105,599	4,580,118
PLANT RESERVE	2,634,032	21,599	26,340	0	0	0	0	0	0	2,660,372	2,634,032
INTERPRETIVE CENTRE RESERVE	1,872,501	15,355	18,725	0	0	0	0	0	0	1,891,226	1,872,501
BUILDING RESERVE	1,436,843	11,782	14,368	0	0	0	0	0	0	1,451,212	1,436,843
TRANSPORT RESERVE	951,686	7,804	9,517	0	0	0	(900,000)	(900,000)	0	61,203	951,686
AIRPORT RUNWAY RESERVE	2,914,039	23,895	29,140	0	0	0	0	0	0	2,943,180	2,914,039
AIRPORT RESERVE	943,953	7,740	9,439	0	0	0	0	0	0	953,392	943,953
ROADS - SECOND/FINAL SEALS RESERVE	1,727,471	14,165	17,274	0	0	0	0	0	0	1,744,746	1,727,471
LLOYD'S REVITALISATION RESERVE	1,556,137	12,760	15,561	0	0	0	0	0	0	1,571,697	1,556,137
INDUSTRIAL PARK RESERVE	841,428	6,900	8,415	0	0	0	0	0	0	849,842	841,428
COVID 19 EMERGENCY RESPONSE/CASHFLOW SUPPLEMENT RESERVE	0	0	0	0	214,000	0	0	0	0	214,000	0
SWIMMING POOL RESERVE	101,172	830	1,012	0	50,000	0	0	0	0	152,184	101,172
	21,280,349	154,180	192,484	0	764,000	0	(900,000)	(1,100,000)	0	21,136,833	21,280,349

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2021

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 28 February 2021

Note 7a: UNTIED GRANTS

	2020-21	Variations	2020-21	Operating	Non-Operating	Recoup Status	
	Original Budget	Additions (Deletions)	Amended Budget	\$	\$	Funds Received	Balance to be received
	\$	\$		\$	\$	\$	\$
<b>General Purpose Funding</b>							
Financial Assistance Grant	1,135,191	40,494	1,175,685	1,175,685	0	881,764	293,921
Local Road Grant	459,286	99,594	558,880	558,880	0	419,160	139,720
<b>Law, Order and Public Safety</b>							
D.F.E.S. Operating Grant	5,535	0	5,535	5,535	0	3,386	2,150
S.E.S. Operating Grant	4,810	0	4,810	4,810	0	11,247	(6,437)
<b>Education and Welfare</b>							
Misc Youth - Grants Other	10,000	0	10,000	10,000	0	0	10,000
Youth Grant - O.S.H.C. Program	26,172	0	26,172	26,172	0	26,168	4
Youth Services Grant - D.C.P. - W.A.	85,642	0	85,642	85,642	0	65,543	20,099
<b>Community Amenities</b>							
<b>Recreation and Culture</b>							
Miscellaneous Grants - Rec Off	10,000	0	10,000	10,000	0	0	10,000
Recreation Grants	10,000	0	10,000	10,000	0	0	10,000
<b>Transport</b>							
Local Roads & Community Infrastructure Program	0	0	0	0	0	0	0
Building Better Regions Fund Grant	0	0	0	0	0	0	0
Mrd - Direct Grant	312,672	(9,287)	303,385	303,385	0	303,385	0
Street - Lighting - Operating Grant	5,192	0	5,192	5,192	0	5,772	(580)
<b>Economic Services</b>							
Trails Grant	0	0	0	0	0	0	0
Fundraising Misc Income	6,000	0	6,000	6,000	0	0	6,000
Grant Income - Combating Pests (Meekatharra Rangelands Biosecurity Assoc.)	0	0	0	0	0	0	0
	2,070,500	130,801	2,201,301	2,201,301	0	1,716,425	484,876

Note7b: TIED GRANTS where liability arises when funds are received but not spent to date.

	2020-21	Variations	2020-21	Operating	Non- Operating	Recoup Status		Expenditure relating to Grant funds	
	Original Budget	Additions (Deletions)	Amended Budget			Funds Received	Balance to be received	Amount Spent	Unspent Grant
	\$	\$		\$	\$	\$	\$	\$	\$
Recreation and Culture									
Misc Grants	583,423	0	583,423	0	583,423	10,515	572,908	138,054	0
Transport									
Local Roads & Community Infrastructure Program	822,435	0	822,435	0	822,435	411,218	411,217	167,598	243,620
Building Better Regions Fund Grant	1,799,771	(130,503)	1,669,268	0	1,669,268	0	1,669,268	1,889,176	0
Wandirra - Natural Disaster	14,585,900	0	14,585,900	0	14,585,900	3,588,788	10,997,112	975,954	2,612,834
R2R Grant	785,619	0	785,619	0	785,619	785,619	0	1,160,157	0
Mrd Road Project Grant	545,667	0	545,667	0	545,667	218,267	327,400	462,228	0
R.A.D.S./R.A.F.P./R.A.A.P. Grant Income	0	150,000	150,000	0	150,000	0	150,000	0	0
	0	0	0	0	0	0	0		
	19,122,815	19,497	19,142,312	0	19,142,312	5,014,407	14,127,905	4,793,167	2,856,454

SHIRE OF MEEKATHARRA									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 28 February 2021									
Note 8a: CAPITAL EXPENDITURE									
Assets	GL Account	Job	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Buildings</b>									
ADMIN BUILDING CAPITAL - AUXILIARY SEPTIC TANK	1328	AC10	8,000	0	8,000	0	0	0	
ADMIN BUILDING CAPITAL - RENOVATE SERVER ROOM (SHELVING, CEILING)	1328	AC12	8,000	0	8,000	0	0	0	
ADMIN BUILDING CAPITAL - PLANNING AND STAGE 1 OF OFFICE RECONSTRUCTION	1328	AC13	140,000	0	140,000	0	0	0	
ADMIN BUILDING CAPITAL - RE-TILE OUTSIDE FRONT AND STAFF ENTRANCE	1328	AC2	8,000	0	8,000	0	0	0	
ADMIN BUILDING CAPITAL - ROOFING SHEETS AND FLASHING AND RELINING	1328	AC9	10,000	0	10,000	0	0	0	
YC - UPGRADE YC TOILETS (INCL PAINTING)	2437	YCC08	10,000	0	10,000	10,000	2,650	(7,350)	
DOMESTIC VIOLENCE BUILDING PURCHASE	2533		0	200,000	200,000	0	0	0	OCM 27.6.20 Item 9.5.3 - funded by infrastructure Reserve
LOT 206 CAPITAL IMPROVEMENTS	2704	0922	2,000	0	2,000	2,000	2,641	641	
LOT 220 CAPITAL IMPROVEMENTS	2704	0923	9,500	0	9,500	5,000	3,054	(1,946)	
LOT 213 CAPITAL IMPROVEMENTS	2704	0925	16,000	0	16,000	0	0	0	
LOT 87 CAPITAL IMPROVEMENTS	2704	0926	8,000	0	8,000	0	0	0	
LOT 408 HILL ST - CAPITAL IMPROVEMENTS	2704	0927	3,200	0	3,200	0	0	0	
LOT 208 CAPITAL IMPROVEMENTS	2704	0929	6,500	0	6,500	0	0	0	
SPORTS COMPLEX RESIDENCE - CAPITAL IMPROVEMENTS	2704	0930	43,000	0	43,000	28,500	28,456	(44)	
LOT 205 HILL ST - CAPITAL IMPROVEMENTS	2704	0932	5,000	0	5,000	0	0	0	
LOT 207 HILL ST - CAPITAL IMPROVEMENTS	2704	0933	5,000	0	5,000	0	0	0	
LOT 204 HILL ST - CAPITAL IMPROVEMENTS	2704	0979	2,000	0	2,000	2,000	3,351	1,351	
LOT 927 MCCLEARY ST - CAPITAL IMPROVEMENTS	2704	0980	9,500	0	9,500	0	2,910	2,910	
PUBLIC TOILETS CAPITAL EXPENDITURE	3094		2,000	0	2,000	0	2,410	2,410	
HALL - CURTAINS FOR HALL FOR EAST AND WEST SIDE WINDOWS	3544	HC09	10,000	0	10,000	0	0	0	
HALL - RELOCATE INSIDE BAR & CREATE STORAGE	3544	HC12	5,000	0	5,000	0	0	0	
POOL - BUILDINGS	3666		5,082	0	5,082	0	0	0	
OSR - PICTURE GARDENS - UPGRADE TOILETS	3997	SR22	90,450	0	90,450	0	0	0	
UPGRADE MAIN BUILDING , INC AIR CON, HWS, LIGHTING AND CIRCUITRY	3997	SR23	9,550	0	9,550	9,550	0	(9,550)	
STAGE 1 - LLOYDS RENOVATIONS	4191		0	516,212	516,212	132,664	138,054	5,390	
RED SANDBOX - REPLACE EVAP WITH SPLIT SYSTEMS	9651	EC04	6,500	0	6,500	6,500	6,200	(300)	
<b>Buildings Total</b>			<b>422,282</b>	<b>716,212</b>	<b>1,138,494</b>	<b>196,214</b>	<b>189,726</b>	<b>(6,488)</b>	
<b>Furniture &amp; Office Equip.</b>									
COUNCIL CHAMBERS - FURNITURE AND EQUIPMENT	0254		35,000	0	35,000	12,000	11,734	(266)	
COMPUTER EQUIPMENT	1244		25,000	0	25,000	25,000	16,977	(8,023)	
KZ - WATER FOUNTAIN	2438	KZC06	5,000	0	5,000	5,000	0	(5,000)	
C.D.O. COMPUTER PURCHASE	2454		5,000	0	5,000	5,000	0	(5,000)	
OSR - PICTURE GARDENS - ARTIFICIAL TURF	3803	SR11	3,000	0	3,000	0	0	0	
<b>Furniture &amp; Office Equip. Total</b>			<b>73,000</b>	<b>0</b>	<b>73,000</b>	<b>47,000</b>	<b>28,711</b>	<b>(18,289)</b>	

SHIRE OF MEEKATHARRA										
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY										
For the Period Ended 28 February 2021										
Note 8a: CAPITAL EXPENDITURE										
Assets	GL Account	Job	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments	
Plant , Equip. & Vehicles										
YOUTH CENTRE VEHICLE	2448		40,000	0	40,000	0	0	0		
POOL - PLANT AND EQUIPMENT	3684		20,000	0	20,000	20,000	0	(20,000)		
MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)	5014		10,000	0	10,000	0	0	0		
CARAVANS & EQUIPMENT	5034		260,000	240,000	500,000	0	0	0		
DOWN HOLE BORE PUMPS AND TRAILERS	5064		100,000	0	100,000	0	0	0		
SWEEPER	5094		361,000	0	361,000	0	0	0		
TRUCK	5124		350,000	0	350,000	0	0	0		
GRADERS	5134		400,000	0	400,000	0	0	0		
WORKS MANAGER VEHICLE	5144		64,000	0	64,000	0	0	0		
ENGINES & PUMPS (> \$5,000 OTHERWISE USE GL4810)	5154		20,000	0	20,000	5,000	0	(5,000)		
EXCAVATOR	5331		30,000	0	30,000	0	0	0		
LOADER	5334		348,000	0	348,000	0	0	0		
<b>Plant , Equip. &amp; Vehicles Total</b>			<b>2,003,000</b>	<b>240,000</b>	<b>2,243,000</b>	<b>25,000</b>	<b>0</b>	<b>(25,000)</b>		
Roads Infrastructure										
ROAD CONSTRUCTION VARIOUS	4200		24,538,634	(60,503)	24,478,131	5,183,951	5,077,127	(106,824)	See Note 8b for Road project details	
			0	0	0	0	0	0		
<b>Roads Infrastructure Total</b>			<b>24,538,634</b>	<b>(60,503)</b>	<b>24,478,131</b>	<b>5,183,951</b>	<b>5,077,127</b>	<b>(106,824)</b>		
Footpath Infrastructure										
FOOTPATHS - NEW AND RENEWAL	5046		0	0	0	0	0	0		
			0	0	0	0	0	0		
<b>Footpath Infrastructure Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
Airport Infrastructure										
RUNWAY CONSTRUCTION	5104	1210	30,000	0	30,000	0	0	0		
AIRPORT APRON & PARKING AREAS	5104	1215	20,000	17,000	37,000	0	0	0		
FOG SEAL & CRACK SEALING	5104	1218	0	30,000	30,000	0	0	0		
AERODROME - LINE MARKING	5104	1220	0	78,000	78,000	0	0	0		
<b>Airport Infrastructure Total</b>			<b>50,000</b>	<b>125,000</b>	<b>175,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		

SHIRE OF MEEKATHARRA									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 28 February 2021									
Note 8a: CAPITAL EXPENDITURE									
Assets	GL Account	Job	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Other Infrastructure									
YC - RETICULATION	2436	YCC01	4,000	0	4,000	2,000	3,629	1,629	
YC - UPGRADE TO ENTRY GARDEN	2436	YCC04	3,000	0	3,000	0	0	0	
YC - FENCING MODIFICATIONS AND GATES TO ALLOW ACCESS FROM L	2436	YCC06	5,000	0	5,000	5,000	0	(5,000)	
YC - WATER FOUNTAIN (OF TOILET BLOCK)	2436	YCC07	5,000	0	5,000	5,000	0	(5,000)	
KZ - FENCING TO ALLOW FOR PUBLIC ACCESS TO THE PLAYGROUND ON	2440	KZC05	5,500	0	5,500	5,500	0	(5,500)	
REFUSE SITE - CONSTRUCTION OF TYRE DISPOSAL AREA	2824		60,000	0	60,000	0	3,028	3,028	
CEMETERY - OTHER INFRASTRUCTURE	3274		28,200	0	28,200	25,200	24,765	(435)	
TOWN DRINKING FOUNTAIN	3286		5,000	0	5,000	0	0	0	
OVAL AND ASSOCIATED INFRASTRUCTURE	3638		11,500	0	11,500	11,500	11,500	0	
LUKES PIT WATER SCHEME	3944		30,000	0	30,000	0	0	0	
OSR - TELEMETRY SYSTEM FOR TANKS AT OVAL, BEHIND OFFICE, POWE	3994	SR12	12,000	0	12,000	0	0	0	
LIONS PARK - LANDSCAPING (INCLUDES REMOVAL OF BMX TRACK)	4015	SR13	12,000	0	12,000	12,000	0	(12,000)	
LIONS PARK - SEATING AND TABLES	4015	SR14	5,000	0	5,000	5,000	0	(5,000)	
LIONS PARK - BBQ	4015	SR15	15,000	0	15,000	15,000	0	(15,000)	
LIONS PARK - SMALL WHEELS PARK & WALL	4015	SR09	0	55,000	55,000	0	0	0	
LIONS PARK	4015		0	0	0	32,000	0	(32,000)	
SPEEDWAY/HOTROD/GOKART CAPITAL EXPENSE	4066		10,000	0	10,000	10,000	9,091	(909)	
PLAYGROUND - RETICULATION	4076	SR16	5,000	0	5,000	5,000	0	(5,000)	
PLAYGROUND - TREES AND TREE GUARDS	4076	SR17	5,000	0	5,000	5,000	0	(5,000)	
PLAYGROUND - NATURE PLAYGROUND	4076	SR18	10,000	0	10,000	10,000	0	(10,000)	
PLAYGROUND - SEATS	4076	SR19	2,000	0	2,000	2,000	0	(2,000)	
PLAYGROUND - SHADE STRUCTURES	4076	SR20	20,000	0	20,000	20,000	0	(20,000)	
PLAYGROUND - LANDSCAPING	4076	SR21	10,000	0	10,000	10,000	0	(10,000)	
MAINSTREET SCAPING - STREET SCULPTURES	4984	MS03	15,000	0	15,000	0	0	0	
MEEKA NORTH DRIVE - HERITAGE	5387		90,302	0	90,302	0	0	0	
MEEKA SOUTH DRIVE - HERITAGE	5388		120,016	0	120,016	0	0	0	
MEEKA TOWN WALK - HERITAGE	5389		16,500	0	16,500	0	0	0	
CANYON TRAIL & BRIDGE - INC. RESEARCH & PLANNING	5390		10,000	70,000	80,000	0	0	0	
MEEKA TOWN DRIVE - HERITAGE	5394		70,885	0	70,885	0	0	0	
WELCOME PARK & INFORMATION BAY CAPITAL EXPENDITURE	5399		66,000	0	66,000	0	222	222	
<b>Other Infrastructure Total</b>			<b>651,903</b>	<b>125,000</b>	<b>776,903</b>	<b>180,200</b>	<b>52,235</b>	<b>(127,965)</b>	
<b>Capital Expenditure Total</b>			<b>27,738,819</b>	<b>1,145,709</b>	<b>28,884,528</b>	<b>5,632,365</b>	<b>5,347,799</b>	<b>(284,566)</b>	



SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2021

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Grids Installation	1262	100,000	100,000	0	0	0	Council Funded
Grids Construction	1266	150,000	150,000	0	3,011	3,011	Council Funded
Road Construction Misc	1267	2,045,970	600,000	60,000	53,159	(6,841)	Council Funded
Water Bores	1268	150,000	150,000	0	0	0	Council Funded
Cut Off Walls And Drainage General	1269	200,000	200,000	0	0	0	Council Funded
Ashburton Downs Rd - Roads To Recovery Funded	A67	1,200,000	1,200,000	1,200,000	1,160,157	(39,843)	R2R & Council Funded
Landor Road - Bbrf Funded Business Case	BB66	2,699,771	2,699,771	1,849,886	1,889,176	39,290	BBRF & Council Funded
Mt Clere Rd - Construction	C1	180,000	180,000	40,000	40,072	72	Council Funded
Laneway Between Main Street & Hill Street B	C134	18,000	18,000	1,174	0	(1,174)	Council Funded
Alternate Heavy Haulage Road - Council Funded	C135	25,000	25,000	25,000	0	(25,000)	Council Funded
High Street - Construction	C43	60,000	60,000	0	0	0	Council Funded
Savage Street - Construction	C44	65,000	65,000	65,000	1,660	(63,340)	Council Funded
Landor Rd - Council Funding	C66	1,351,393	1,421,393	206,290	204,528	(1,762)	Council Funded
Ashburton Downs-Meekatharra Rd - Construction	C67	725,000	725,000	120,000	119,584	(416)	Council Funded
Agri: 899 (Feb 2020) General Expense	FDC00	14,750,000	14,750,000	976,000	17,669	(958,331)	WANDRRA
Agri: 899 (Feb 2020) Flood Damage - Meekatharra - Mt Clere Road	FDC1	0	0	0	-175	(175)	WANDRRA
Agri: 899 (Feb 2020) Flood Damage - Weelarrana Road	FDC18	0	0	0	34,555	34,555	WANDRRA
Agri: 899 (Feb 2020) Flood Damage - Sylvania Road	FDC19	0	0	0	310,289	310,289	WANDRRA
Agri: 899 (Feb 2020) Flood Damage - Turee Creek Road	FDC20	0	0	0	158,124	158,124	WANDRRA
Agri: 899 (Feb 2020) Flood Damage - Bulloo Downs Road	FDC4	0	0	0	93,541	93,541	WANDRRA
Agri: 899 (Feb 2020) Flood Damage - Jigalong Road	FDC65	0	0	0	262,448	262,448	WANDRRA
Agri: 899 (Feb 2020) Flood Damage - Landor - Meekatharra Road	FDC66	0	0	0	99,503	99,503	WANDRRA
Landor Road - Local Roads & Community Infrastructure Program	LR66	0	1,315,467	167,600	167,598	(2)	LGRICP & Council Funded
Landor Rd - Regional Road Group Funding	RR66	368,500	368,500	360,500	360,932	432	RRG & Council Funded
Ashburton Rd - Regional Road Group Funding	RR67	450,000	450,000	112,501	101,297	(11,204)	RRG & Council Funded
<b>Roads Infrastructure Total</b>		<b>24,538,634</b>	<b>24,478,131</b>	<b>5,183,951</b>	<b>5,077,127</b>	<b>(106,824)</b>	

Comments

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 28 February 2021

Note 9: CAPITAL DISPOSALS

Original Budget Profit/(Loss) of Asset Disposal			Disposals	Actual YTD			Comments
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	
\$	\$	\$					
30,200	15,000	(15,200)	Education and Welfare P427 - 2010 Hi-Ace Bus				
			Transport				
51,664	30,000	(21,664)	P109 - 2005 Nissan UD Prime Mover				
73,273	30,000	(43,273)	P407 - 2008 Nissan UD Prime Mover				
88,201	80,000	(8,201)	P108 - 2005 12H westrac Motor Grader				
17,000	16,000	(1,000)	P315 - 1981 910 Cat Loader				
50,000	50,000	0	Other as required				
310,338	221,000	(89,338)		0	0	0	

Comments

There have been no disposals processed to date.

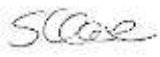

***ACTIONS TAKEN UNDER DELEGATED POWER REQUIRING NOTIFICATION TO COUNCIL***

Write Offs

There were no actions taken under delegated powers in accordance with Delegation 05 – Power to Waive or Write off Debts in February 2021 that require reporting to Council.

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.

<b>Title/Subject:</b>	<b>OUTSTANDING DEBTORS</b>	
<b>Agenda/Minute Number:</b>	9.2.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	28 February 2021	
<b>Author:</b>	Svenja Clare	
	Acting Deputy Chief Executive Officer	<i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont	
	Chief Executive Officer	<i>Signature Senior Officer</i>

**Summary:**

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

**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 PS Clancy

**Seconded:** Cr MJ Smith

**That Council receives the outstanding monthly Debtor Trial Balance for February 2021.**

**CARRIED 6/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 20 MARCH 2021

Printed on : 08.03.21 at 08:46

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

Debtors Trial Balance

Debtor #	Name	Credit Limit	As at 28.02.2021		30.12.2020	29.01.2021	28.02.2021	Total
			30.11.2020	Age				
			GT 90 days	Of Oldest Invoice (90Days)	GT 60 days	GT 30 days	Current	
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	7.17	42.52	49.69
A092	AEROHIRE PTY LTD		0.00	0	0.00	0.00	73.72	73.72
A124	AEROMETREX PTY LTD		0.00	0	0.00	98.52	0.00	98.52
D096	ANDREW PETER DEAN		0.00	0	0.00	0.00	0.00	-26.94
A017	AUSTRALIAN TAXATION OFFICE		0.00	0	0.00	11.22	0.00	11.22
B123	BABCOCK OFFSHORE SERVICES		0.00	0	0.00	0.00	140.80	140.80
B134	BINSIAR, ANDREW (JNR)		0.00	0	0.00	0.00	0.00	-7.34
B2	BP AUSTRALIA PTY LTD		0.00	0	0.00	0.00	172.32	172.32
B021	BUNBURY AERO CLUB (INC)		0.00	0	0.00	0.00	93.56	93.56
C152	CATANIA, V		26.70	102	0.00	66.35	117.15	210.20
B022	CLARK BUTSON		0.00	0	0.00	0.00	136.25	136.25
C113	COBHAM AVIATION		0.00	0	0.00	0.00	34344.58	34344.58
C033	CURTIN FLYING CLUB INC		0.00	0	0.00	0.00	0.00	-22.00
D1	DEPARTMENT OF EDUCATION		0.00	0	0.00	31023.11	0.00	31023.11
H007	DEPARTMENT OF HOUSING		0.00	0	0.00	0.00	0.00	-960.60
R011	ERIC ROULSTON		0.00	0	0.00	0.00	0.02	0.02
F050	FORMULA AIRCRAFT PTY LTD		0.00	0	0.00	374.24	0.00	374.24
F049	FORTESCUE HELICOPTERS PTY		0.00	0	0.00	0.00	44.00	44.00
F046	FRIGTECH SERVICES		0.00	0	0.00	0.00	43.10	43.10
F047	FRONTIER HELICOPTERS PTY L		0.00	0	0.00	0.00	0.00	-25.06
G011	GERALDTON AIR CHARTER		0.00	0	0.00	0.00	0.00	-26.93
G108	GIULIANO, JOE TREVOR JOHN		12.86	0	37.19	0.00	0.00	50.05
G080	GRBIC, RICKY		783.99	403	0.00	0.00	0.00	783.99
G053	GREEN MINING PTY LTD		123.25	0	0.00	0.00	0.00	123.25
G077	GREY MARE TRANSPORT		574.22	1017	0.00	0.00	0.00	574.22
G052	GROUNDWATER CONSULTING SER		0.00	0	0.00	0.00	0.00	-22.08
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	74.26	74.26
H096	HOOD GLENN NEIL		0.00	0	0.00	0.00	45.95	45.95
K027	KYANGA, ROBERT		0.00	0	0.00	0.00	0.00	-636.98
L015	LACY CONTRACTING SERVICES		0.00	0	0.00	0.00	22.08	22.08
M191	MAGSPEC AVIATION LTD		0.00	0	0.00	0.00	85.29	85.29
S134	MARK STURGEON		0.00	0	0.00	0.00	0.00	-342.42
MC1D	MEEKATHARRA CARAVAN PARK		0.00	0	0.00	0.00	63.10	63.10
M148	MELISSA PRICE MP		0.00	0	0.00	0.00	0.00	-34.40
M173	MT AUGUSTUS TOURIST PARK		0.00	0	0.00	0.00	0.00	-24.61

Notes for debts >90 days old

following up

staff through payroll following up paid 5/3/21 in liquidation



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 20 MARCH 2021

Printed on : 08.03.21 at 08:46

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

Debtors Trial Balance

Debtor #	Name	Credit Limit	30.11.2020		30.12.2020	29.01.2021	28.02.2021	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current		
				Of Oldest Invoice (90Days)					
N009	NANTAY PTY LTD - MAROOMBA		0.00	0	0.00	0.00	93.54	93.54	
N044	NEUK PORT AD-HAIR		0.00	0	0.00	0.00	114.94	114.94	
D107	NOEL CHARLES DAVISON		0.00	0	0.00	31.43	0.00	31.43	
P106	PEGASUS AIR PTY LTD		0.00	0	78.21	0.00	0.00	78.21	
P109	PENJET PTY LTD		0.00	0	0.00	0.00	0.00	-352.17	
R043	RACHLAN HOLDINGS PTY LTD		22.00	117	0.00	0.00	0.00	22.00	following up
R098	REILLY & CO		0.00	0	0.00	0.00	0.00	-74.05	
B028	RL & MA BELL		0.00	0	0.00	0.00	114.47	114.47	
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	4670.13	11290.11	15960.24	
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	631.14	631.14	
W045	SIMON WILDING		0.00	0	0.00	0.00	0.00	-50.10	
S007	SKIPPERS AVIATION		0.00	0	0.00	2850.00	2610.00	5460.00	
S073	SOUTHERN AVIATION PTY LTD		0.00	0	0.00	0.00	23.20	23.20	
S078	STAR AVIATION PTY LTD		0.00	0	0.00	360.74	1121.96	1482.70	
S146	STUART ROBIN CALING		0.00	0	0.00	32.98	0.00	32.98	
T040	THOMSON AVIATION PTY LTD		0.00	0	0.00	0.00	56.86	56.86	
T041	TWINCREEK HOLDINGS PTY LTD		0.00	0	0.00	0.00	0.00	-25.25	
W112	WALTER WHIP & THE FLAMES		875.00	837	0.00	0.00	0.00	875.00	following up
W006	WEST. AUSTRALIA POLICE SER		0.00	0	0.00	0.00	78.21	78.21	
Y015	YUGUNGA-NYA PEOPLE'S TRUST		1072.50	256	0.00	0.00	0.00	1072.50	at debt collection
Totals --- Credit Balances:		-2630.93	3490.52		115.40	39599.94	51707.18	92282.11	

<b>Title/Subject:</b>	<b>LIST OF ACCOUNTS ENDED 28 FEBRUARY 2021</b>	
<b>Agenda/Minute Number:</b>	9.2.3	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	02 March 2021	
<b>Author:</b>	Svenja Clare	
	Acting Deputy Chief Executive Officer	<i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont	
	Chief Executive Officer	<i>Signature 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	\$ 1,266,147.38
Air BP	\$ 1,775.83
Trust	\$ 0.00
<b>Total</b>	<b>\$ 1,267,923.21</b>

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Accounts to be paid

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr MJ Smith

Seconded: Cr MR Hall

**That Council receives the attached list of creditor accounts paid under delegated power.  
CARRIED 6/0**



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 20 MARCH 2021

Page 47

SHIRE OF MEEKATHARRA

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

			MUNI	AIR BP
EFT17725	16/02/2021 AIT SPECIALISTS PTY LTD	FUEL TAX CREDITS 01/11/20 -31/12/20	-1026.96	
EFT17726	16/02/2021 ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES 16/12/20 - 27/01/21 DECEMBER 2020 & JANUARY 2021	-6029.10	
EFT17727	16/02/2021 AUSTRALIA POST	POSTAGE FOR JANUARY 2021	-233.21	
EFT17728	16/02/2021 BAYSWATER ROAD PTY LTD	REFUND ON INCORRECT PAYMENT OF INV# 25454 AS INVOICE CNO 1377	-125.74	
EFT17729	16/02/2021 BOC GASES	MONTHLY GAS CYLINDER RENT OXY, ARGOSHIELD & ACETYLENE	-50.24	
EFT17730	16/02/2021 BRAT ENDEAVOURS PTY LTD	SUPERVISION OF CONTRACTORS - AGRN 899 SYLVANIA RD - 7030019 - 09/01/21 - 25/01/21, RFT19/20-4 TUREE CREEK - 7030020 - 11/12/20 - 16/12/20	-19845.76	
EFT17731	16/02/2021 C4 CLEANING	CLEANING JANUARY 2021 - OFFICE, DEPOT, GYM, CRICKET CENTRE, YOUTH, PUBLIC TOILETS, CONSULTANTS QUARTERS, LLOYDS PLAZA, KIDZONE	-3231.25	
EFT17732	16/02/2021 CANINE CONTROL	RANGER SERVICES ON 2, 3, 4 FEBRUARY 2021	-3584.56	
EFT17733	16/02/2021 CLOUD PAYMENT GROUP (CLOUD COLLECTIONS P/LTD)	RATES DEBT COLLECTION FEES JANUARY 2021	-12652.39	
EFT17734	16/02/2021 CONTRACT AQUATIC SERVICES	POOL CONTRACT MANAGEMENT FEE - JANUARY 2021	-18883.33	
EFT17735	16/02/2021 DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE SPY SECURITY)	NEW UPS & RECORDING SYSTEM FOR SHIRE CCTV, REPAIRS DEPOT ELECTRIC FENCE, REPAIRS TO CCTV SYSTEM AT YOUTH CENTRE & JANUARY 2021 SYSTEM ALARM MONITORING FOR RED SANDBOX & KIDZONE	-8544.26	
EFT17736	16/02/2021 DINGO DESIGN	MONTHLY COUNCIL NEWS FOR MONTH OF FEBRUARY 2021	-350.00	
EFT17737	16/02/2021 EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 03/02/21	-854.61	
EFT17738	16/02/2021 ELITE ELECTRICAL CONTRACTING	REPLACE RCD & CIRCUIT BREAKERS IN DEPOT WORK SHED, REPLACE LED LIGHT AT CRC, REPLACE RCD AT 206 HILL STREET, REPLACE 3 PHASE SWITCH DEPOT MECHANICS SHED, REPAIR SWITCH PRESSURE CLEANER AT DEPOT	-877.05	
EFT17739	16/02/2021 ESSENTIAL LABOUR SOLUTIONS PTY LTD (ELS)	P114 - D6N CAT DOZER = SUPPLY HOSE AND FIXINGS	-124.78	
EFT17740	16/02/2021 FARMER JACKS	CONSUMABLES FOR SHIRE OFFICE KITCHEN & REFRESHMENTS FOR COUNCIL MEETING; VARIOUS ITEMS & CONSUMABLES FOR YOUTH ACTIVITIES; VARIOUS ITEMS FOR SHIRE PROPERTY MAINTENANCE; REFRESHMENTS & FOOD FOR COUNCIL FUNCTIONS, AUSTRALIA DAY POOL BBQ SUPPLIES	-2055.72	
EFT17741	16/02/2021 FUJI XEROX AUSTRALIA PTY LTD	OFFICE PRINTERS JANUARY - DPP455, C6688, C6685, C6680 - ADMIN & DEPOT	-403.76	
EFT17742	16/02/2021 HAMERSLEY METALS PTY LTD	RATE REFUNDS FOR ASSESSMENTS A8237 & A8323 - SURRENDERED TENEMENTS	-1298.24	
EFT17743	16/02/2021 HILLE THOMPSON & DELFOS (HTD)	LR66 - LANDOR RD - SETOUTS OF NEW ALIGNMENT AT 20 M INTERVALS BOTH SIDES WITH CENTRELINE LEVEL	-8723.00	
EFT17744	16/02/2021 IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)	CHEMICALS FOR POOL - JANUARY 2021	-84.57	
EFT17745	16/02/2021 LANDGATE	30 X PASTORAL LEASES RE - WATER BORE AGREEMENTS, 1 X CUSTOMER SEARCH A8330, MINING TENEMENT SCHEDULE M2021/1	-975.30	
EFT17746	16/02/2021 MARKETFORCE PTY LTD	ANNUAL MEETING OF ELECTORS ADVERTISEMENT IN THE WEST AUSTRALIAN 1/01/2021	-208.64	
EFT17747	16/02/2021 MEEKATHARRA ACCOMMODATION CENTRE	CATERING FOR EMPLOYEE 10TH YEAR ANNIVERSARY	-150.00	
EFT17748	16/02/2021 MEEENANGU WAJARRI ABORIGINAL CORPORATION	FRIDAY 29TH JANUARY 2021 - HALL HIRE BOND RETURN	-660.00	
EFT17749	16/02/2021 MTF SERVICES	AGRN 899 LANDOR-MEEKATHARRA RD - CYCLE 4 - 02/12/20 - 16/12/20 FLOOD DAMAGE REPAIRS	-105837.60	
EFT17750	16/02/2021 NORTHAMPTON GRADER HIRE	M68 - MEEKATHARRA - SANDSTONE ROAD - MAINTENANCE GRADE VARIOUS SECTIONS - RAIN DAMAGE	-4042.50	
EFT17751	16/02/2021 NORTHERN GOLDFIELDS EARTHMOVING PTY LTD (NGE)	AGRN 899 SYLVANIA ROAD - 7030019 -15/12/20 - 22/01/21 FLOOD DAMAGE & C20 TUREE CREEK MAINTENANCE WORKS - 12/1/21 - 26/1/21	-383267.50	
EFT17752	16/02/2021 REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	FUEL CARD PURCHASES FOR JANUARY 2021	-959.38	
EFT17753	16/02/2021 ROYAL FLYING DOCTOR SERVICE	LANDING FEE CONTRIBUTION - OCTOBER, NOVEMBER, DECEMBER 2020	-15168.10	
EFT17754	16/02/2021 ROYAL LIFE SAVING SOCIETY OF AUSTRALIA	SWIMMING POOL - CODE OF PRACTICE SAFETY ASSESSMENT JANUARY 2021	-650.10	
EFT17755	16/02/2021 SNELLS DISTRIBUTION PTY LTD - TA / AMALGAMATED MOVIES NON-THEATRICAL FILM DISTRIBUTORS	COPYRIGHT LICENSE FOR SCREENING SPIDERMAN: INTO THE SPIDERVERSE MOVIE	-235.40	
EFT17756	16/02/2021 TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT ARCUS MALAGA TO MKR (DEPOT ICE MACHINE), PARTS FREIGHT P498, LIBRARY BOOK EXCHANGE, PARTS FOR DEPOT REPAIRS	-232.84	
EFT17757	16/02/2021 TOTAL EDEN PTY LTD (NUTRIEN WATER)	SUPPLY 2 X ROLL 90MM PIPE AND PLASSON FITTINGS FOR OVAL RETIC	-3265.77	
EFT17758	16/02/2021 TRENFIELD MOTORS	TYRES & REPAIRS/SERVICE ON SHIRE PLANT - DECEMBER/JANUARY - P433, P493, P511, P502, P495, P480, P465, P311, P102, P510, P39	-16005.77	
EFT17759	16/02/2021 WESTERN INDEPENDENT FOODS	VARIOUS FREIGHT - GERALDTON TROPHY TO MKR	-14.80	
EFT17760	16/02/2021 WESTRAC EQUIPMENT	P519 - CAT CW34M 20 T ROLLER - 2000 HOUR SERVICE	-3888.49	
EFT17761	16/02/2021 YULELLA ABORIGINAL CORPORATION	SUPPLY AND INSTALL FRONT STEP - 58 MCCLEARY STREET	-297.00	
EFT17762	26/02/2021 AIRPORT LIGHTING SPECIALISTS (RESEARCH ENGINEERS)	AIRPORT - PAPI CLINOMETER RECALIBRATION AND SHIPPING	-456.50	
EFT17763	26/02/2021 ARCUS AUSTRALIA PTY LTD	SUPPLY DEPOT ICE MACHINE ECM47ASOX INC LEG AND FILTER KITS	-4649.70	
EFT17764	26/02/2021 B & E TRENFIELD	PARKS & GARDENS CONTRACT FOR FEBRUARY 2021 & LAYING NAME PAVERS OUTSIDE ADMIN OFFICE	-12417.71	
EFT17765	26/02/2021 BLACKTOP MATERIALS ENGINEERING PTY LTD	LR66 - MATERIAL TESTING AT SLK 108.3 - LANDOR ROAD ( TOTAL DISSOLVED SALT IN WATER AND SOIL TEST - 1 X PSD AND 1 X PI )	-550.00	
EFT17766	26/02/2021 BRAYCO COMMERCIAL PTY LTD	50 X BRIGITTE CHAIRS & 10 X WOOD DINING TABLES FOR LLOYDS	-5928.00	
EFT17767	26/02/2021 COMMERCIAL HOTEL	LUNCHEES FOR COUNCILLORS & STAFF AFTER COUNCIL MEETING SATURDAY 20TH FEBRUARY 2021	-163.50	
EFT17768	26/02/2021 CORSIGN WA PTY LTD	LR66 - LRCIP FUNDING SIGN ( 600 X 900 SIZE ) LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROJECT	-198.00	
EFT17769	26/02/2021 DAVID KENNETH HODDER	OCM FEE & HBTP FEE 20 FEBRUARY 2021	-550.00	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 20 MARCH 2021

Page 48

SHIRE OF MEEKATHARRA

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

			MUNI	AIR BP
EFT17770	26/02/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)		
		ESL RETURN QUARTER 3 2020/21	-22259.51	
EFT17771	26/02/2021	DUN DIRECT P/LTD (DUNNINGS)		
		52587 LITRES DIESEL AT \$1.15231 DELIVERED TO MEEKATHARRA AIRPORT 13/02/2021	-60596.26	
EFT17772	26/02/2021	EASIFLEET (EASI SALARY)		
		ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 17/02/21	-854.61	
EFT17774	26/02/2021	GALVINS PLUMBING SUPPLIES		
		ZIP DRINK FOUNTAIN GLASS FILLER FOR AIRPORT WATER FOUNTAIN	-198.55	
EFT17775	26/02/2021	HARVEY JAMES NICHOLS		
		PRESIDENTS ALLOWANCE 16/11/2020 - 15/02/2021 & OCM/HBTP MEETING FEE FEBRUARY 2021	-5700.00	
EFT17776	26/02/2021	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION		
		PAYROLL DEDUCTIONS	-38.80	
EFT17777	26/02/2021	MARK SMITH		
		OCM FEE & HBTP FEE 20 FEBRUARY 2021	-550.00	
EFT17778	26/02/2021	MEEKATHARRA COMMUNITY RESOURCE CENTRE (CRC)		
		RETURN OF HALL HIRE FEES PAID FOR CANCELLED MARCH 7-8 2021 EVENT	-428.05	
EFT17779	26/02/2021	MEEKATHARRA CORNER STORE		
		6 X 15L NEVERFAIL WATER FOR DEPOT, 5 X 15L NEVERFAIL WATER FOR OFFICE & FUEL - YOUTH SERVICE VEHICLES	-453.96	
EFT17780	26/02/2021	MIDWEST LOCK & SAFE		
		SERVICE LOCKS AT TOWN POOL, YOUTH CENTRE, PUBLIC TOILETS AND KIDZONE	-315.00	
EFT17781	26/02/2021	MODERN TEACHING AIDS PTY LTD		
		ASSORTED ART ITEMS (POSTER PAINT, MARKERS, GLUE, TISSUE PAPER, POWDER DYE) FOR KIDZONE	-1672.88	
EFT17782	26/02/2021	MOORE STEPHENS (UHY)		
		PROVIDE AN AMENDED TEMPLATE FOR ANNUAL RETURN TO REFLECT AMENDMENTS TO REGS	-198.00	
EFT17783	26/02/2021	MOSES, PHILLIP		
		OCM FEE & HBTP FEE 20 FEBRUARY 2021	-550.00	
EFT17784	26/02/2021	MTF SERVICES		
		BB66 - LANDOR ROAD - BBRF FUNDED TENDER 19/20-05 EQUIPMENT HIRE 06-14 JANUARY 2021 & 15-22 JANUARY 2021	-382073.45	
EFT17785	26/02/2021	MURCHISON RUBBISH SERVICES		
		DOMESTIC RUBBISH CONTRACT FOR FEBRUARY 2021	-20828.34	
EFT17786	26/02/2021	NAVSDRON PTY LTD (MEGAN SHIRT)		
		FINANCIAL SERVICES - MONTHLY FINANCIAL STATEMENT PREP - DECEMBER 20 & JANUARY 21 FOR COUNCIL MEETING	-1936.00	
EFT17787	26/02/2021	NEUK PORT AD-HAIR		
		AERODROME MANAGEMENT CONTRACT FOR MONTH OF FEBRUARY 2021	-22622.60	
EFT17788	26/02/2021	NORTHAMPTON GRADER HIRE		
		A67 - ASHBURTON DOWNS RD - LABOUR HIRE, SHIRE PLANT - ASSIST WITH SEALING PROGRAM 3 & 4 DEC 20	-1045.00	
EFT17789	26/02/2021	PETER SHANE CLANCY		
		DEPUTY PRESIDENTS ALLOWANCE 16/11/2020 - 15/02/2021	-1250.00	
EFT17790	26/02/2021	RICK FENNY PTY LTD		
		SUBSIDY FOR NEUTERING OF PETS BELONGING TO RESIDENTS WITH HEALTH CARE CARDS X 1	-220.00	
EFT17791	26/02/2021	S&K ELECTRICAL CONTRACTING PTY LTD		
		FAULT FINDING AND REPAIR LOOSE CONNECTION TO PAPI LIGHTS AT MEEKATHARRA AIRPORT	-213.95	
EFT17792	26/02/2021	SHIRE OF MEEKATHARRA		
		PAYROLL DEDUCTIONS	-1327.22	
EFT17793	26/02/2021	SQUIRE PATTON BOGGS (AU)		
		NATIVE TITLE WATCHING BRIEF: WAJARRI YAMATJI 7/1/21 - 04/2/21 & YUGUNGA-NYA 07/01/21 - 04/02/21	-2187.90	
EFT17794	26/02/2021	STONE ENGRAVING		
		6 X SINGLE CUSTOM NAME PAVERS	-102.00	
EFT17795	26/02/2021	SUNNY SIGN COMPANY PTY LTD		
		SUPPLY SIGNS - POTABLE WATER, DOGS ON LEASH FOR WELCOME PARK INC BRACKETS	-70.95	
EFT17796	26/02/2021	TOLL TRANSPORT PTY LTD		
		VARIOUS FREIGHT - TOTAL EDEN MIDVALE TO MKR (INC. ROLLS OF 900MM PIPE), WINC FROM PERTH TO MKR	-588.97	
EFT17797	26/02/2021	TRENFIELD MOTORS		
		TYRES & REPAIRS/SERVICE ON SHIRE PLANT - NOVEMBER/DECEMBER 20 - P517, P391, P521, P476, P524, P463, P476, P502, P477	-19781.63	
EFT17798	26/02/2021	WA COUNTRY HEALTH SERVICE (WACHS)		
		RATES REFUND FOR ASSESSMENTS A4117 & A1661 - DUPLICATE PAYMENT RECEIVED	-10558.78	
EFT17799	26/02/2021	WESTERN INDEPENDENT FOODS		
		VARIOUS FREIGHT - GERALDTON TO MKR - AIRPORT WATER FOUNTAIN PART	-14.80	
EFT17800	26/02/2021	YULELLA ABORIGINAL CORPORATION		
		REPAIRS WATER PIPE 208 HILL STREET	-489.50	
25810	16/02/2021	TELSTRA CORPORATION LIMITED		
		LANDLINE CHARGES DECEMBER 2020	-2050.00	
25811	16/02/2021	WATER CORPORATION		
		SERVICE & WATER CHARGES - 07/12/20 - 08/02/21	-5504.36	
25812	26/02/2021	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR		
		SATELLITE PHONE FEBRUARY 2021	-290.00	
25813	26/02/2021	TELSTRA CORPORATION LIMITED		
		LANDLINE CHARGES JANUARY 2021	-2122.15	
25814	26/02/2021	WATER CORPORATION		
		WATER CHARGES - 09/12/20 - 10/02/21	-15413.12	
DD13558.1	03/02/2021	HORIZON POWER		
		REVERSE DUPLICATE ENTRY	145.83	
DD13561.1	03/02/2021	AWARE SUPER		
		PAYROLL DEDUCTIONS	-5879.19	
DD13561.2	03/02/2021	AUSTRALIAN ETHICAL SUPER		
		SUPERANNUATION CONTRIBUTIONS	-653.64	
DD13561.3	03/02/2021	MLC SUPER FUND		
		SUPERANNUATION CONTRIBUTIONS	-872.36	
DD13561.4	03/02/2021	CBUS ADMINISTRATION		
		SUPERANNUATION CONTRIBUTIONS	-1666.50	
DD13561.5	03/02/2021	AUSTRALIAN SUPER		
		SUPERANNUATION CONTRIBUTIONS	-1357.17	
DD13561.6	03/02/2021	HOSTPLUS		
		SUPERANNUATION CONTRIBUTIONS	-538.56	
DD13561.7	03/02/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)		
		SUPERANNUATION CONTRIBUTIONS	-173.27	
DD13567.1	16/02/2021	WESTPAC CREDIT CARD		
		DEPT MINES - CAVEAT ON A7018 M51/579 DIVERSIFIED ASSET HOLDINGS	-132.00	
DD13567.1	16/02/2021	WESTPAC CREDIT CARD		
		COSTUME BOX - EASTER BUNNY COSTUME FOR EASTER TOWN BBQ	-149.99	
DD13574.1	17/02/2021	AWARE SUPER		
		PAYROLL DEDUCTIONS	-6744.16	
DD13574.2	17/02/2021	AUSTRALIAN ETHICAL SUPER		
		SUPERANNUATION CONTRIBUTIONS	-914.59	
DD13574.3	17/02/2021	MLC SUPER FUND		
		SUPERANNUATION CONTRIBUTIONS	-937.49	
DD13574.4	17/02/2021	CBUS ADMINISTRATION		
		SUPERANNUATION CONTRIBUTIONS	-870.01	
DD13574.5	17/02/2021	AUSTRALIAN SUPER		
		SUPERANNUATION CONTRIBUTIONS	-1303.33	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 20 MARCH 2021



SHIRE OF MEEKATHARRA

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

			MUNI	AIR BP
DD13574.6	17/02/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-478.73	
DD13574.7	17/02/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-174.70	
DD13576.1	18/02/2021 HORIZON POWER	ELECTRICITY CHARGES 01/01/21 - 31/01/21 - STREETLIGHTS	-5053.47	
DD13576.2	24/02/2021 HORIZON POWER	ELECTRICITY CHARGES 02/01/21 - 05/02/21 - AIRPORT	-4136.58	
DD13578.1	22/02/2021 BP OIL (AIR BP)	JANUARY 2021 AVGAS PURCHASES		-1775.83
THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:			MUNI BANK -\$ 1,266,147.38	
			AIR BP ACCOUNT	-1,775.83

TOTALLING -\$1,267,923.21 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Saturday, 20 March 2021  
AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

<b>Title/Subject:</b>	<b>2020/2021 BUDGET REVIEW</b>	
<b>Agenda/Minute Number:</b>	9.2.4	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 0241	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	5 March 2021	
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

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

**Attachments:**

2020/2021 Budget Review

**Background:**

The Local Government (Financial Management) Regulations 1996 regulation 33A requires that local governments conduct at least one budget review between 1 January and 31 March in each financial year.

The draft budget is presented to Council in May, and at this time staff are only able to provide financial estimates regarding future spending. A review of the adopted budget was held in September 2020 after the completion of the draft 2019/20 financial report figures as staff had identified some necessary amendments to these initial financial estimates.

This budget review addresses the mandatory requirement and some recommendations due to the completion of the final 2019/20 financial report.

**Comment:**

The requested amendments are as follows:

Adjustment to 2019/20 surplus

1. As previously presented to Council during the December Audit Committee and Ordinary Council Meeting the actual Budget Surplus was \$6,860,278 as opposed to the previously estimated surplus of \$6,907,873 – a decrease of \$47,595. The \$6.8m surplus was mainly due to \$2.7m in unspent or underspent road construction projects, \$1m in unspent or underspent other infrastructure projects, \$1m savings in operating expenditure and the \$1.9m Financial Assistance Grant pre-payment. Many of the unspent projects carried over to the current financial year.

**Audited Budget Surplus     ↓     \$47,595**

---

 Variations to Budgeted Figures

2. Local Government vehicle registration concessions hadn't been applied to a number of vehicles. This has now been rectified and resulted in a \$11,637 refund of rego fees of the last five years. This unexpected income needs a budget increase.

**Operating Rev.      GL8313 Misc Income      ↑      \$11,637**

3. Extensive rates debt recovery is currently underway with legal costs being recoverable from the ratepayers. This \$3k budget can be increased to \$20k.

**Operating Rev.      GL0281 Legal Fees Recovered      ↑      \$17,000**

4. \$60k was budgeted for rental income from Lloyds. Since this was only a pre-rental-valuation estimate and since the building was not rented out until now, this budget needs to be reduced.

**Operating Rev.      GL4123 Lloyds Rent      ↓      \$55,827**

5. Due to the Pivotel lease debt write off approved by Council in December the budget for the Sundry Debtor Write Offs needs to be increased from \$5k to \$33k.

**Operating Exp.      GL0555 Sundry Debtor Write Off      ↑      \$28,000**

6. Engineering Office & Other Expenditure is higher than the \$2k budget as it also included the costs for tender submission preparation amongst other things. It is suggested this budget be increased to \$12,000.

**Operating Exp.      GL8022 Engineering Office      ↑      \$10,000**

7. \$228,161 is budgeted for Traffic Signs & Controls. Since a lot of the traffic sign expenditure happens alongside flood damage works, and most of the flood damage works will happen next financial year(s), we likely will not be spending \$228k in traffic signs this year. This budget can be reduced by \$70k.

**Operating Exp.      GL4900 Traffic Signs & Controls      ↓      \$70,000**

8. Street Cleaning expenditure is budgeted for \$60,271 but is already overspent due to extra sweeping requirements with an increase in broken glass and wind-caused debris. It is suggested this budget be increased to \$95k.

**Operating Exp.      GL4850 Street Cleaning      ↑      \$34,729**

9. The Telemetry system for Water Tank is budgeted at \$12k but will likely cost \$16k as there are some trees in the way and a couple of poles need erecting.

**Capital Exp.      Job SR12 Telemetry System      ↑      \$4,000**

10. An additional \$160,000 council funded expenditure is required due to recent water damage to the Landor Road section being constructed under the Local Roads & Community Infrastructure Program.

**Capital Exp.      Job LR66 Landor Road LRCIP      ↑      \$160,000**

## Timing Differences

11. \$52,442 was budgeted to be received in rent for the Lot 1017 ex-Doray camp. This was invoiced in the previous financial year. As the lease has ceased there will be no further rent income. This budget needs to be reduced to \$0.

**Operating Rev.      GL5783 Rent Portion Lot 1017      ↓      \$52,442**

12. Stage 2 (SLK 159.52 – 169.52) of the Building Better Regions Fund 3-year business case on Landor Road is endeavoured to be commenced earlier than planned, in June 2021, in order to keep the project moving whilst contractors are in the area.

**Capital Exp.                      Job BB66 Landor Road BBRF                      ↑                      \$400,000**

Request for New Budget Items

13. The Shire has the opportunity to connect to fibre optic cabling at the Shire Office for an estimated cost of ~\$7,500. This will also benefit the Depot through vastly improved internet speeds via fixed wireless, as will Lloyds and the Youth Centre. With Telstra planning on cutting off many fixed line services next year, the alternatives of ADSL or satellite options will not suffice for internet-based telephony. Ongoing monthly service charges will be ~\$1,500 but at the same time fixed line and potentially mobile costs will decrease.

**Capital Exp.                      Job AC14 Fibre Optic Connection                      ↑                      \$7,500**

Non-Cash Differences

Nil

The overall budget impact of all these changes, if adopted as presented by Council, combined with previously adopted budget amendments, is that there will be a deficit of approx. \$375,907. To provide a balanced budget Council may resolve to amend budgeted transfers to and from the reserves as they deem fit. However, historically it is likely that the budget will at the end of the financial year be in surplus, therefore it may be prudent to not make any budget balancing amendments at this time.

### **Consultation:**

Roy McClymont – Chief Executive Officer

Krys East – Deputy Chief Executive Officer

Peter Cox – Works and Services Manager

Tralee Cable – Community & Development Services Manager

David Macdonald – Project Officer

Megan Shirt – Financial Consultant

### **Statutory Environment:**

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

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

*\*Absolute majority required.*

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Budget amendments form part of the Officer Recommendation.

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Committee Recommendation / Council Resolution:**

Moved: Cr PS Clancy

Seconded: Cr PS Moses

That Council confirms all budget amendments previously adopted by Council totalling \$325,549 and the 2019/20 surplus as being \$6,860,278 (changed by \$-47,595) and adopts the following new amendments totalling \$-653,861:

**1. Income Accounts:**

*Increased*

- 8313 Misc Income +\$11,637
- 0281 Legal Fees Recovered +\$17,000

*Reduced*

- 5783 Rent Lot 1017 -\$52,442
- 4123 Rent Lloyds -\$55,827

**2. Expense Accounts:**

*Reduced*

- 4900 Traffic Signs & Controls -\$70,000

*Increased*

- 0555 Sundry Debtor Write Off +\$28,000
- 8022 Engineering Office & Other Expenditure +\$10,000
- 4850 Street Cleaning +\$34,729
- SR12 Telemetry System +\$4,000
- LR66 Landor Road LRCIP +\$160,000
- BB66 Landor Road BBRF +\$400,000
- AC14 Fibre Optic Connection +\$7,500

Furthermore, that within 30 days a copy of this review and determination be provided to the Department.

**CARRIED 6/0  
BY AN ABSOLUTE MAJORITY**

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

GL Account Code	Increase/ Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
							\$	\$	\$	\$
		Adopted Budget		Adopted Budget Closing Surplus/(Deficit)	0	0				0
	↑ ↓		22.9.20 - Item 9.2.4	Unaudited Budget Surplus	5,792,283	6,907,873		1,115,590	0	1,115,590
				Audited Budget Surplus	6,907,873	6,860,278		0	47,595	1,067,995
<b>Revenue</b>										
0031	↑	GRV Rates	22.9.20 - Item 9.2.4	Operating Revenue	4,297,568	4,541,259		243,691	0	1,311,686
0181	↑	Financial Assistance Grant	22.9.20 - Item 9.2.4	Operating Revenue	1,135,191	1,175,685		40,494	0	1,352,180
0211	↑	Local Road Grant	22.9.20 - Item 9.2.4	Operating Revenue	459,286	558,880		99,594	0	1,451,774
4591	↓	MRD - Direct Grant	22.9.20 - Item 9.2.4	Operating Revenue	312,672	303,385		0	9,287	1,442,487
8763	↑	Sale of Scrap	22.9.20 - Item 9.2.4	Operating Revenue	0	5,885		5,885	0	1,448,372
9224	↑	Interest on Reserves	22.9.20 - Item 9.2.4	Operating Revenue	174,499	212,803		38,304	0	1,486,676
5013	↑	Airport Leases	21.11.20 - Item 9.7.1	Operating Revenue	47,825	198,019		150,194	0	1,636,870
8313	↑	Misc Income - Vehicle Rego Fee Refund		Operating Revenue	0	11,637		11,637	0	1,648,507
0281	↑	Legal Fees Recovered		Operating Revenue	3,000	20,000		17,000	0	1,665,507
5783	↓	Rent Lot 1017 (Doray Camp)		Operating Revenue	52,442	0		0	52,442	1,613,065
4123	↓	Rent Lloyds Building		Operating Revenue	60,000	4,173		0	55,827	1,557,238
<b>Non-Operating Revenue</b>										
	↑	Transfer from Infrastructure Reserve	27.6.20 - Item 9.5.3	Non-Operating Revenue	0	200,000		200,000	0	1,757,238
4572	↓	Building Better Regions Fund Grant	15.08.20 - Item 9.7.1	Non-Operating Revenue	1,799,771	1,669,268		0	130,503	1,626,735
5183	↑	R.A.D.S./R.A.F.P./R.A.A.P. Grant Income	17.10.20 - Item 10.2	Non-Operating Revenue	0	150,000		150,000	0	1,776,735
<b>Operating Expenditure</b>										
0192	↑	Valuation & Title Search	22.9.20 - Item 9.2.4	Operating Expenses	15,039	3,039		12,000	0	1,788,735
4750	↓	Road Maintenance Various	22.9.20 - Item 9.2.4	Operating Expenses	50,000	450,000		0	400,000	1,388,735
0947	↓	Lot 255 Darlot St - Maintenance	17.10.20 - Item 9.3.3	Operating Expenses	6,860	10,060		0	3,200	1,385,535
0946	↓	Lot 304 Darlot St - Maintenance	17.10.20 - Item 9.3.3	Operating Expenses	6,860	10,060		0	3,200	1,382,335
0555	↑	Sundry Debtor Write Off		Operating Expenses	5,000	33,000		0	28,000	1,354,335
8022	↑	Engineering Office & Other Expenditure		Operating Expenses	2,000	12,000		0	10,000	1,344,335
4900	↓	Traffic Signs & Controls		Operating Expenses	228,161	158,161		70,000	0	1,414,335
4850	↑	Street Cleaning		Operating Expenses	60,271	95,000		0	34,729	1,379,606



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



GL Account Code	Increase/Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
<b>Non-Operating Expenditure</b>										
2533	↓	Domestic Violence Building Purchase	27.6.20 - Item 9.5.3	Capital Expenses	0	200,000		0	200,000	1,179,606
1267	↑	Roads Construction Misc	15.08.20 - Item 9.7.1	Capital Expenses	2,045,970	600,000		1,445,970	0	2,625,576
		Landor Road - Local Roads & Community								
LR66	↓	Infrastructure Program	15.08.20 - Item 9.7.1	Capital Expenses	0	1,315,467		0	1,315,467	1,310,109
4191	↓	Stage 1 - Lloyds Renovations	22.9.20 - Item 9.2.4	Capital Expenses	0	516,212		0	516,212	793,897
		Landor Road - Construct Yalgar River								
C66	↓	Floodway	22.9.20 - Item 9.2.4	Capital Expenses	80,000	150,000		0	70,000	723,897
		2 x Transportable 2 bedroom camp								
5034	↓	accommodation units	22.9.20 - Item 9.2.4	Capital Expenses	160,000	400,000		0	240,000	483,897
1215	↑	Airport Apron and Parking Areas	22.9.20 - Item 9.2.4	Capital Expenses	20,000	37,000		0	17,000	466,897
1218	↑	Crack Sealing & Line Marking	22.9.20 - Item 9.2.4	Capital Expenses	0	30,000		0	30,000	436,897
1220	↑	Runway Reseal & Fog Seal	22.9.20 - Item 9.2.4	Capital Expenses	0	78,000		0	78,000	358,897
8960	↑	Transfer to Reserve - Interest	22.9.20 - Item 9.2.4	Capital Expenses	918,179	956,483		0	38,304	320,593
5390	↑	Canyon Trail Bridge Research	20.02.21 - Item 9.3.1	Capital Expenses	10,000	80,000		0	70,000	250,593
SR09	↑	Small Wheel Park - Shade Sails	20.02.21 - Item 9.7.2	Capital Expenses	0	55,000		0	55,000	195,593
SR12	↑	Telemetry System for Water Tanks		Capital Expenses	12,000	16,000		0	4,000	191,593
		Landor Road - Local Roads & Community								
LR66	↑	Infrastructure Program		Capital Expenses	1,315,467	1,475,467		0	160,000	31,593
		Landor Road - BBRF Funded 3 year business								
BB66	↑	case		Capital Expenses	2,699,771	3,099,771		0	400,000	(368,407)
AC14	↑	Admin Building - Fibre Optic Connection		Capital Expenses	0	7,500		0	7,500	(375,907)
							0	3,600,359	3,976,266	

SHIRE OF MEEKATHARRA  
STATEMENT OF BUDGET AMENDMENTS  
(Statutory Reporting Program)  
For the Period Ended 28 February 2021

	Adopted Budget	Previously Adopted Budget Amendments	Proposed Budget Amendments	Amended Annual Budget	YTD Actual
	\$	\$	\$	\$	\$
<b>Operating Revenues</b>					
Governance	80	0		80	80
General Purpose Funding - Rates	4,299,507	243,691	17,000	4,560,198	4,540,555
General Purpose Funding - Other	1,679,621	178,392	0	2,058,013	1,375,993
Law, Order and Public Safety	14,345	0	0	14,345	8,834
Health	6,104	0	0	6,104	6,104
Education and Welfare	149,614	0	0	149,614	102,368
Housing	29,500	0	0	29,500	19,654
Community Amenities	140,797	5,885	0	146,682	134,656
Recreation and Culture	769,949	0	(55,627)	714,322	108,191
Transport	19,888,181	160,404	0	20,048,585	6,164,881
Economic Services	153,562	0	(52,442)	101,120	91,161
Other Property and Services	133,900	0	11,637	145,537	60,589
<b>Total Operating Revenue</b>	<b>27,465,160</b>	<b>588,372</b>	<b>(79,632)</b>	<b>27,973,900</b>	<b>12,615,066</b>
<b>Operating Expense</b>					
Governance	(721,006)	0	0	(721,006)	(460,911)
General Purpose Funding	(229,167)	12,000	(28,000)	(245,167)	(130,901)
Law, Order and Public Safety	(225,814)	0	0	(225,814)	(153,802)
Health	(128,480)	0	0	(128,480)	(80,123)
Education and Welfare	(843,390)	0	0	(843,390)	(538,270)
Housing	(29,500)	(6,400)	0	(35,900)	(41,356)
Community Amenities	(673,115)	0	0	(673,115)	(403,310)
Recreation and Culture	(1,814,214)	0	0	(1,814,214)	(1,174,084)
Transport	(7,452,347)	(400,000)	35,271	(7,817,076)	(5,184,519)
Economic Services	(614,336)	0	0	(614,336)	(392,124)
Other Property and Services	(239,571)	0	(10,000)	(249,571)	(40,985)
<b>Total Operating Expenditure</b>	<b>(12,970,940)</b>	<b>(394,400)</b>	<b>(2,729)</b>	<b>(13,368,069)</b>	<b>(6,590,785)</b>
<b>Funding Balance Adjustments</b>					
Add back Depreciation	7,160,158	0	0	7,160,158	4,772,869
Adjust (Profit)/Loss on Asset Disposal	89,338	0	0	89,338	15,200
Less Unspent Grants, Subsidies and Contributions	0	0	0	0	0
<b>Net Cash from Operations</b>	<b>21,743,716</b>	<b>193,972</b>	<b>(82,361)</b>	<b>21,855,327</b>	<b>8,812,350</b>
<b>Capital Revenues</b>					
Proceeds from Disposal of Assets	221,000	0	0	221,000	0
<b>Total Capital Revenues</b>	<b>221,000</b>	<b>0</b>	<b>0</b>	<b>221,000</b>	<b>0</b>
<b>Capital Expenses</b>					
Land and Buildings	(422,262)	(956,212)	(7,500)	(1,385,994)	(196,214)
Furniture and Equipment	(73,000)	0	0	(73,000)	(47,000)
Plant and Equipment	(2,003,000)	0	0	(2,003,000)	(25,000)
Infrastructure - Roads	(14,538,634)	60,503	(560,000)	(25,038,131)	(5,183,951)
Infrastructure - Footpaths	0	0	0	0	0
Infrastructure - Airports	(50,000)	(125,000)	0	(175,000)	0
Infrastructure - Other	(651,903)	(125,000)	(4,000)	(780,903)	(180,200)
<b>Total Capital Expenditure</b>	<b>(27,738,819)</b>	<b>(1,145,709)</b>	<b>(571,500)</b>	<b>(29,456,028)</b>	<b>(5,632,364)</b>
<b>Net Cash from Capital Activities</b>	<b>(27,517,819)</b>	<b>(1,145,709)</b>	<b>(571,500)</b>	<b>(29,235,028)</b>	<b>(5,632,364)</b>
<b>Financing</b>					
Transfer to Reserves	(918,180)	(38,504)	0	(956,684)	0
Transfer from Reserves	900,000	200,000	0	1,100,000	0
<b>Net Cash from Financing Activities</b>	<b>(18,180)</b>	<b>161,496</b>	<b>0</b>	<b>143,516</b>	<b>0</b>
<b>Net Operations, Capital and Financing</b>	<b>(5,792,283)</b>	<b>(790,041)</b>	<b>(653,861)</b>	<b>(7,236,185)</b>	<b>3,179,986</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>5,792,283</b>	<b>1,115,590</b>	<b>(47,595)</b>	<b>6,860,278</b>	<b>6,860,278</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>325,549</b>	<b>(701,456)</b>	<b>(375,907)</b>	<b>10,040,263</b>

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

**9.3. ADMINISTRATION**

<b>Title/Subject:</b>	<b>COMMUNITY ENGAGEMENT POLICY</b>	
<b>Agenda/Minute Number:</b>	9.3.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 239	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	12 March 2021	
<b>Author:</b>	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider adopting the proposed Community Engagement Policy.

**Attachments:**

Proposed Community Engagement Policy

**Background:**

Engagement with community is seen as an important tool for Councils to promote transparency and to ensure community views are recorded and considered during Council deliberation.

To ensure appropriate engagement and consultation is consistently achieved, the attached draft policy has been presented for consideration.

**Comment:**

The attached policy is based on currently accepted good practice models associated with the IAP2 principles of Engagement, which ensure transparency and frequency of consultation. This standard is widely used in Government, not for profit and commercial sector when ensuring robust consultation and engagement, and should ensure Council is well informed of community attitudes.

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act (1995)

**Policy Implications:**

Strategic Community Plan – Council and Community Leadership - Foster community participation and collaboration - Develop a community engagement Policy and Strategy and provide opportunities for community participation

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy  
Seconded: Cr DK Hodder

**That Council endorse the Draft Community Engagement Policy.**

**CARRIED 6/0**

## 10.01 – Community Engagement Policy

---

Section: Community Services

History:

- Adopted:
- 

### **OBJECTIVE:**

To provide guiding principles for community engagement to ensure consistent, meaningful and best practice engagement is carried out within the Shire.

### **POLICY:**

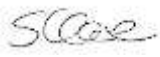

The Shire of Meekatharra will deliver timely and appropriate community engagement, which keeps people informed, provides meaningful opportunity for input and shows when and how participation has contributed to decisions and outcomes.

This Shires approach to community engagement is built upon the International Association for Public Participation (IAP2) core values and practices, which reflect international standards for best-practice engagement.

### **Principles**

The Shires approach to all community and stakeholder engagement is guided by the following set of principles.

1. **Right to be involved** – Our community has a right to be involved in decisions which affect them and we are genuine and responsive in seeking their input for sustainable development when decisions are made
2. **Accessible and inclusive** – We are inclusive and accessible to all stakeholder groups, incorporating all ages, abilities, genders and cultural backgrounds. We provide a range of engagement activities and techniques to ensure the broadest possible range of stakeholders have the opportunity to participate.
3. **Time Sensitive** – We respect peoples time, ask the questions that matter, and provide quality information and sufficient timeframes for people to participate and contribute meaningful input.
4. **Tailored** – we use a range of engagement and communication methods to suit the purpose of engagement and the range of stakeholders involved, including subsets of the community that may be difficult to reach.
5. **Transparent** – We make decisions in the public interest in an open and transparent way, and provide feedback to our stakeholders to explain our decisions and how their input has influenced the outcome
6. **Learning from Practice** – We evaluate our engagement, report on and publish our engagement outcomes and are committed to continuous improvement.

<b>Title/Subject:</b>	<b>COMPLIANCE AUDIT RETURN 2020</b>	
<b>Agenda/Minute Number:</b>	9.3.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 206	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	17 February 2021	
<b>Author:</b>	Svenja Clare	
	Acting Deputy Chief Executive Officer	<i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont	
	Chief Executive Officer	<i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

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

**Attachments:**

Meekatharra's Compliance Audit Return 2020

**Background:**

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

This year the return consists of 102 questions (as opposed to 104 the previous year). Prior to 2011 returns averaged about 300 questions. For the last seven years the return was completed in-house whereas the five returns prior were completed by independent consultants. This was a prudent practice because it gave Council an independent opinion of their compliance.

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

**Comment:**

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

One breach to compliance was identified:

The Lloyds development was thought to be exempt from certain land disposal requirements under s3.58 and 3.59 of the Act but upon checking with the Department of Local Government in August 2020 it was identified as being a major land transaction that's not exempt from these requirements. Prior to Lloyds being developed a business plan should have been prepared and made publicly available and state-wide public notice should have been given, inviting submissions from the public. Whilst the project had been communicated with the public over the years, the process as per the Act wasn't entirely followed therefore resulting in administrative non-compliance. A

business plan was consequently prepared and state-wide notice was given in September 2020 with no submissions being received from the public.

**Consultation:**

Nil

**Statutory Environment:**

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

*“14. Compliance audits by local governments*

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

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

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

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

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Committee Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy

**Seconded:** Cr MJ Smith

**That Council adopt the attached Compliance Audit Return 2020 and submit it to the Director General, Department of Local Government, Sport and Cultural Industries by 31 March 2021.**

**CARRIED 6/0**



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



## Meekatharra - Compliance Audit Return 2020

### Certified Copy of Return

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

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	N/A		Svenja Clare
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	Yes	A business plan for the development of Lloyds was prepared but only after the construction was completed, but before any leasing agreements were entered into.	Svenja Clare
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	N/A		Svenja Clare
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	No	Statewide notice for the development of Lloyds was given in Sep2020 - after the construction was completed, but before any leasing agreements were entered into. There weren't any submissions made for council to consider.	Svenja Clare
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Svenja Clare

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



Department of  
Local Government, Sport  
and Cultural Industries

<b>Delegation of Power/Duty</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	no delegations made to committees	Svenja Clare	
2	s5.16	Were all delegations to committees in writing?	N/A		Svenja Clare	
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A		Svenja Clare	
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Svenja Clare	
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	N/A		Svenja Clare	
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Svenja Clare	
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes		Svenja Clare	
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		Svenja Clare	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Svenja Clare	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes		Svenja Clare	
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		Svenja Clare	
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes	June 2020	Svenja Clare	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		Svenja Clare	
<b>Disclosure of Interest</b>						
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>	
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Svenja Clare	

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



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes	17/10/2020 item 9.2	Svenja Clare
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		Svenja Clare
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		Svenja Clare
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes		Svenja Clare
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Svenja Clare
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		Svenja Clare
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		Svenja Clare
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes		Svenja Clare
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		Svenja Clare
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes		Svenja Clare
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	N/A	No gifts over prescribed amount of \$300	Svenja Clare
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	N/A	no person ceased to be a person required to make a disclosure under this section	Svenja Clare

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



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	N/A		Svenja Clare
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes		Svenja Clare
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes		Svenja Clare
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes		Svenja Clare
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A		Svenja Clare
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A		Svenja Clare
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes		Svenja Clare
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes	Register kept. No amounts over prescribed amount were declared in 2020.	Svenja Clare

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



Department of  
Local Government, Sport  
and Cultural Industries

Disposal of Property						
No	Reference	Question	Response	Comments	Respondent	
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes	Mar 2020 RFDS - yes (s3.58(3)) Jan 2020 Vending Machine exempt (s3.58(5) R30(2)(a)(i)) Feb 2020 Red Sand Box, Apr 2020 Meeka Goes Green, Oct 2020 Red Sand Box, Nov 2020 Secondhand Shop all exempt under s3.58(5) R30(2)(b)	Svenja Clare	
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes	RFDS lease advertised 30/05/2020	Svenja Clare	
Elections						
No	Reference	Question	Response	Comments	Respondent	
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	N/A	no election held in 2020	Svenja Clare	
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A		Svenja Clare	
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	N/A		Svenja Clare	
Finance						
No	Reference	Question	Response	Comments	Respondent	
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		Svenja Clare	
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	no delegated powers	Svenja Clare	

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



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A	appointed by the OAG	Svenja Clare
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	Yes		Svenja Clare
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	Yes		Svenja Clare
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	no matters raised	Svenja Clare
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	N/A	no significant matters raised	Svenja Clare
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A		Svenja Clare
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes	published 21/12/2020	Svenja Clare
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes		Svenja Clare
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes	Was completed 16/12/2020 and received by local government 16/12/20	Svenja Clare

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



<b>Integrated Planning and Reporting</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	adopted 21.10.2017	Svenja Clare
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	adopted 19.10.2013, being reviewed	Svenja Clare
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes	Dated, being reviewed early 2021 after completion of SCP review	Svenja Clare

<b>Local Government Employees</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	no vacancy	Svenja Clare
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A	no vacancies	Svenja Clare
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		Svenja Clare
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		Svenja Clare
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A		Svenja Clare
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Svenja Clare

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



Department of  
Local Government, Sport  
and Cultural Industries

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	N/A	CEO is complaints officer	Svenja Clare
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes	1 of 1 minor complaint recorded	Svenja Clare
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2)?	Yes		Svenja Clare
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		Svenja Clare
Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	Yes	13.12.2019	Svenja Clare
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	Yes	13.12.2019	Svenja Clare
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	N/A	none received	Svenja Clare
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	N/A	none received	Svenja Clare
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes	17/10/2020	Svenja Clare



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



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes		Svenja Clare
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Svenja Clare
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	existing policy 01.09 was amended and adopted by absolute majority October 2020	Svenja Clare
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes		Svenja Clare
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes		Svenja Clare

#### Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Svenja Clare
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Svenja Clare
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes	RFQ20/21-2 was > \$250k but exempt from tender requirements in line with policy (WALGA preferred supplier)	Svenja Clare
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes		Svenja Clare
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	N/A		Svenja Clare

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



Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes		Svenja Clare
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		Svenja Clare
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes		Svenja Clare
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes		Svenja Clare
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes		Svenja Clare
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Svenja Clare
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	N/A		Svenja Clare
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A		Svenja Clare
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	N/A		Svenja Clare
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	N/A		Svenja Clare
16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	N/A		Svenja Clare
17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A	no new panels formed in 2020	Svenja Clare

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





Department of  
Local Government, Sport  
and Cultural Industries

No	Reference	Question	Response	Comments	Respondent
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A		Svenja Clare
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A		Svenja Clare
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A		Svenja Clare
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A		Svenja Clare
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A		Svenja Clare
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A		Svenja Clare
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	N/A		Svenja Clare

I certify this Compliance Audit Return has been adopted by council at its meeting on \_\_\_\_\_

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

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

<b>Title/Subject:</b>	<b>DRAFT STRATEGIC COMMUNITY PLAN</b>	
<b>Agenda/Minute Number:</b>	9.3.3	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 0324	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	8 March 2021	
<b>Author:</b>	Svenja Clare Acting Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council to consider the draft 2020-2030 Strategic Community Plan (SCP).

**Attachments:**

Draft 2020-2030 SCP

**Background:**

Integrated planning and reporting gives local governments a framework for establishing local priorities and to link this to operational requirements. The Local Government (Administration) Regulations 1996 require each local government to adopt a SCP and a Corporate Business Plan (CBP).

The SCP outlines community long term (10+ years) vision, values, aspirations and priorities, with reference to other local government plans, information and resourcing capabilities. The SCP is not static. A full review is required every four years with a desktop review every two years.

The SCP was last reviewed in October 2017. Community consultation was undertaken by AHA Consulting in 2019-2020 with focus on the Revitalisation plan but also to collect data for the SCP.

**Comment:**

Aha Consulting have now provided an updated draft SCP. Council have the opportunity to view and adjust the plan now before the public will be invited to provide further feedback on this plan over the next month. The feedback will be taken into consideration and the amended SCP will be presented back to Council next month for formal adoption.

The CBP and informing plans (such as Asset Management Plans and Long Term Financial Plan) are also under review and will be presented to Council in due course.

**Consultation:**

Joel Levin – Aha Consulting

Tralee Cable – Community & Development Services Manager

**Statutory Environment:**

Local Government Act 1995 section 5.56

Local Government (Administration) Regulations 1996 – Division 3

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

The adoption of the SCP will inform the CBP and guide council's decisions to deliver the community aspirations. The plan will be used as a reference point for officers to report against in future council agenda items.

**Voting Requirements:**

Simple Majority (as this is only a consideration of the draft. Absolute Majority is required for the formal adoption).

**Officers Recommendation:**

**That Council acknowledge the draft 2020-2030 Strategic Community Plan. Staff are to invite further feedback from the public and present the modified plan to Council for adoption at the April Ordinary Council Meeting.**

**Council Resolution:**

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

**That Council acknowledge the draft 2020-2030 Strategic Community Plan, as amended. Staff are to invite further feedback from the public and present the modified plan to Council for adoption at the April Ordinary Council Meeting.**

**CARRIED 6/0**

**Reason for Resolution Differing from Officers Recommendation:**

**Council made some changes to the "Our Key Challenges and Risks" section to more accurately capture the risks applying to the region. The "Objectives" were also amended to align more closely with local priorities.**



**STRATEGIC  
COMMUNITY PLAN  
2020 – 2030**

A place for community,  
opportunity, and  
prosperity

CONSULTATION DRAFT



## Contents

- 1 President's Message
- 1 Introduction
- 2 About the Shire of Meekatharra
- 2 The Integrated Strategic Planning Framework
- 3 How this Plan was Developed
- 3 Our Vision
- 3 Our Mission
- 3 Objectives - Our Vision in Action
- 4 Community Priorities in Each Objective



### President's Message

The Shire of Meekatharra's Strategic Community Plan maps out our vision and represents a clear direction for the next ten years.

The Plan will serve as the key strategic planning tool and it contains the primary aims, strategies and priorities to advance the Shire's vision of a "place for community, opportunity, and prosperity".

My thanks go to the members of the community who played a vital role in providing the input and ideas via workshops, one on one meetings and responding to a questionnaire. Elected member input needs to be recognised, which revealed a close alignment with the community's aspirations.

In implementing this Plan and maintaining its relevance through regular reviews, the objectives of the Strategic Community Plan will be effectively delivered by working in partnership with the community, other Shires, State and Commonwealth Governments, and the private sector.



Harvey Nichols, Shire President

### Introduction

This Strategic Community Plan (SCP) was developed to guide the Shires planning into the future.

Under section 5.56(1) of the Local Government Act 1995, this SCP is the overarching strategic document for all Local Government and forms the centre piece of the Integrated Planning and Reporting Framework.

This plan sets a new vision for the Shire, to be a place for community, opportunity, and prosperity.

The vision and priorities outlined in this plan are the result of community consultation conducted in 2019/2020 and reflect the current priorities and needs of the community.



## About the Shire of Meekatharra

### Our Area

The Shire covers an area of 100,733 square kilometres. The Shire consists of three localities being Meekatharra, Peak Hill and Nanning; two aboriginal communities of Yulga Jinna and Buttah Windee; and the aboriginal education centre of Karalundi. Meekatharra contains the majority of the population. Within the Shire there are numerous facilities, including the sporting complex and gymnasium, youth centre, swimming pool, squash court and regional airport.

### Our Economy

The local economy is based on a mix of mining, retail, manufacturing, construction, and pastoral farming. There is limited retail industry, but a sound commercial base, with local businesses remaining relatively constant. The area has a series of tourist attractions and provides a unique lifestyle choice.

The future economic viability of Meekatharra is optimistic, but significantly dependent upon the mining sector, which is a major risk. This reliance has been considered in the plan.

### Our People

The population of 1,067 (2016 Bureau of Statistics) indicates a declining population, driven mostly by job opportunities in the mining sector and associated industries. The population is diverse in nature with both international influences and a significant indigenous population.

### Our Environment

The local environment is valued, supporting quiet, simple and peaceful lifestyle choices. The remoteness, wide open spaces and natural environment needs to be sustained. Viable pastoral farming land is highly valued and needs to be maintained. Any tourism projects need to be mindful of environmental impacts.

### Our Key Challenges and Risks

Our Plan needs to consider and manage our identified risks and local issues. Issues identified and addressed include:

- Economic capacity
- Community safety
- Climate change
- Closure/downgrading of health and education facilities
- Increasing proportion of people over 65

### Our Resourcing Capability

An important context to this SCP is the financial resourcing of the Shire. Our capacity to grow our revenue streams are limited to our ability to source external funding from grant programs and how much our community can sustain in the way of rate increases.

Some of the priorities listed in this Plan are contingent upon external grant funding and the Council will be working hard to secure these funding sources so we can deliver our communities' outcomes.

## The Integrated Strategic Planning Framework

The Integrated Planning and Reporting Framework (IPRF) assist local governments in ensuring the aspiration and needs of their communities are woven through all of the organisation's planning and monitoring.

The Shire places the Strategic Community Plan (SCP) as a visionary document for the next 10 years. The Corporate Business Plan identifies what we will achieve in the shorter term.

Implementing this plan will demand that the Shire not only continues to deliver and represent the community, but recognizes that we can't deliver alone. We will work in partnership with other Shires, State and Federal Governments and the private sector to advocate the delivery of our plan.



## How this Plan was Developed

The original plan was developed in 2012 and then reviewed in 2017. The planning process was informed by research across the quadruple bottom line (cultural, economic, environmental and social). This included a review of the external Commonwealth and State Government plans. As well as reviews of the long-term demographic changes, impacts, risks and challenges facing our community, ensuring we are a sustainable and growing community.

In 2019/2020 a major review of the SCP was conducted. This review included;

- An online survey was delivered via the Survey Monkey platform, distributed via the Shire website, targeted email, and social media platforms. This method of consultation received 11 responses.
- Advertisements were placed offering one on one interviews for interested community members and the Community & Development Services Manager. Questions from the online survey were discussed and expanded upon. There were 24 interviews completed.
- A community event was held at the Meekatharra Town Hall, facilitated by Aha Consulting with approx. 45 attendees.

The community feedback was analysed and themed to create a vision of community aspirations and needs, as captured in this Plan.

A draft of this Plan was then circulated to the community via social media, emails and community notice boards, with the invitation for community members to review its contents and ensure that it was truly reflective of their vision for the future.

## Our Vision

A place for community, opportunity and prosperity.

## Our Mission

To be an efficient and Influential Local Government that contributes to the healthy, prosperous and connected community of Meekatharra.

## Objectives - Our Vision in Action

We will work towards our vision through the following objectives across five domains;

1. **Social** – Contribute to a community that is connected, healthy, and engaged in creating the future they want
2. **Natural Environmental** – Develop, sustain and preserve a natural environment that reduces our carbon footprint and fosters community wellbeing
3. **Built Environment** – Deliver and maintain assets and infrastructure that respond to community need
4. **Economic** – Encourage a diversity of locally operating businesses to maximise employment opportunities
5. **Governance** – Ensure effective, efficient use of Shire resources and provide leadership for the community





**Community Priorities in Each Objective**

**Social** – Contribute to a community that is connected, healthy and engaged in creating the future they want.

OBJECTIVES	PRIORITIES
Build community participation, interactions and connections.	<ul style="list-style-type: none"> <li>Encourage and support community participation in sporting clubs, events and community activities.</li> <li>Encourage and support the community to volunteer and self-manage new sporting and community activities.</li> <li>Create spaces for the community to interact (eg: games night at the community hall).</li> <li>Prioritise projects that bring people together and strengthen community connectedness.</li> <li>Provide opportunities to listen and involve the community in decisions that affect them.</li> </ul>
Enhance Youth Services Program.	<ul style="list-style-type: none"> <li>Develop and implement a Youth Services Strategy.</li> <li>Monitor operation of Youth Services to meet community needs.</li> </ul>
Positively impact the social health and wellbeing of the community.	<ul style="list-style-type: none"> <li>Develop a Local Public Health Plan.</li> <li>Facilitate increasing information and advice promoting child safety.</li> <li>Advocate for external service providers to respond to family and domestic violence needs of the community.</li> </ul>
Develop a safe, secure community.	<ul style="list-style-type: none"> <li>Consider the need for CCTV services in strategic locations as identified to be cost effective or of a nature that improves security of community assets.</li> <li>Review existing street lighting to ensure adequacy and service.</li> </ul>
Ensure access to services and facilities as needs change within the community.	<ul style="list-style-type: none"> <li>Develop and implement service plans that detail the aim, level and frequency of service, and partnerships required to deliver services within Shire control.</li> <li>Advocate for retention and improvement to health and education services.</li> <li>Advocate widely for the upgrade/replacement of the Meekatharra Hospital.</li> </ul>

**Natural Environment** - Sustain and preserve a natural environment that reduces our carbon footprint and fosters community wellbeing.

OBJECTIVES	PRIORITIES
Maintain and preserve the natural environment.	<ul style="list-style-type: none"> <li>Develop and maintain parklands.</li> <li>Enhance areas of native vegetation (with informative signage) to provide a unique tourism experience in town whilst keeping water usage to a minimum.</li> <li>Develop and implement drive trails in the region.</li> <li>Research and investigate the potential for a canyon trail and bridge.</li> </ul>
Identify opportunities to use renewable resources and reduce waste.	<ul style="list-style-type: none"> <li>Develop options to manage the efficient use of water and energy.</li> <li>Explore options to reduce, reuse and recycle waste.</li> <li>Encourage and support community sustainability programs.</li> <li>Examine potential and feasibility of introducing waste recycling in town.</li> </ul>

**Built Environment** – Deliver and maintain assets and infrastructure that responds to community need.

OBJECTIVES	PRIORITIES
Beautification of community spaces.	<ul style="list-style-type: none"> <li>Develop and implement landscaping/street scaping plan in main street area and at strategic locations.</li> <li>Develop active and passive recreation parklands strategy.</li> </ul>
Upgrade and maintain local infrastructure.	<ul style="list-style-type: none"> <li>Provide facilities to support community driven programs and activities.</li> <li>Develop a Facilities Use Strategy.</li> <li>Review and continue to implement Asset Management Plans including roads, footpaths, buildings and structures.</li> <li>Maintain the Meekatharra Airport to ensure ongoing capability for regular passenger transport services.</li> <li>Install cabling for high speed wireless internet to Shire facilities, allowing third party providers to develop their own infrastructure and offer services to the wider community.</li> </ul>
Facilitate the upgrading and maintaining of State Road Infrastructure.	<ul style="list-style-type: none"> <li>Advocate for the upgrading of the Wiluna-Meekatharra section of the Goldfields Highway to a sealed standard.</li> <li>Continue to upgrade and seal Landor-Meekatharra Road and advocate for the sealing of the Wiluna - Meekatharra-Carnarvon regional link.</li> </ul>
Create land use capacity for industry and housing.	<ul style="list-style-type: none"> <li>Review Local Planning Scheme and Local Planning Strategy to ensure commercial and industrial opportunities are maximised.</li> <li>Review Local Planning Scheme and Local Planning Strategy to ensure housing and land choices are available.</li> <li>Continue to plan and develop further areas for new industrial opportunities.</li> </ul>

**Economic Development** - Encourage diverse business and maximise employment opportunities

OBJECTIVES	PRIORITIES
Build the economic base through diversification and support of local businesses.	<ul style="list-style-type: none"> <li>Encourage new businesses through information, incentives and land-use provision.</li> <li>Advocate for mining companies to construct accommodation facilities adjoining the town.</li> <li>Advocate for passenger transport services to be maintained at adequate levels.</li> <li>Assist businesses in attracting workers to the region by exploring housing options.</li> </ul>
Position the Shire as the regional hub for the Murchison region.	<ul style="list-style-type: none"> <li>Advocating to be a hub for services and facilities e.g. transport, car hire, banking, health etc</li> </ul>
Maximise our economic potential through our historical, tourism and cultural attractions.	<ul style="list-style-type: none"> <li>Continue to promote Lloyd's Plaza as a Tourist/Museum/Cultural Centre.</li> <li>Build tourism capability through events, arts, history and cultural experiences.</li> <li>Encourage and support local businesses to meet acceptable customer service standards.</li> </ul>

**Governance** - Ensure effective, efficient use of Shire resources and provide leadership for the community

OBJECTIVES	PRIORITIES
Provide leadership on behalf of the Community.	<ul style="list-style-type: none"> <li>Lobby and advocate for improved services, infrastructure and access.</li> <li>Advocate for the regional strengthening of health and education services.</li> <li>Develop partnerships with stakeholders to enhance community services and infrastructure.</li> </ul>
Foster community participation and collaboration.	<ul style="list-style-type: none"> <li>Develop a Community Engagement Policy and Strategy and provide opportunities for community participation.</li> </ul>
Manage resources effectively.	<ul style="list-style-type: none"> <li>Maintain Long Term Financial Plan and Asset Management Plans to inform decisions.</li> <li>Ensure governance and legislative requirements are met.</li> </ul>
Develop workforce capability.	<ul style="list-style-type: none"> <li>Develop Workforce Plan to ensure human resources are available and future skill requirements are identified and developed.</li> <li>Explore potential apprentice/trainee programs for engaging locals and supporting local employment.</li> </ul>
Culture of continual improvement and innovation.	<ul style="list-style-type: none"> <li>Ensure effective systems are in place to monitor and improve performance.</li> <li>Conduct a minor review of this SCP every two years and a major review every four years.</li> </ul>





75 Main Street, Meekatharra WA 6642  
PO Box 129, Meekatharra WA 6642  
Phone 08 9980 0600  
[www.meekashire.wa.gov.au](http://www.meekashire.wa.gov.au)

**9.4. COMMUNITY DEVELOPMENT**

Nil

**9.5. HEALTH BUILDING AND TOWN PLANNING**

Nil

**9.6. WORKS AND SERVICE**

Nil

**9.7. CONFIDENTIAL ITEMS**

Nil

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

Moved: Cr MR Hall  
 Seconded: Cr DK Hodder

That the urgent new business be discussed.

**CARRIED 6/0**



Moved: Cr MJ Smith  
 Seconded: Cr MR Hall

That the meeting be closed to members of the public to allow Council to discuss item 10.1 which concerns matters of a confidential nature.

**CARRIED 6/0**

**CONFIDENTIAL ITEM**

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

<b>Title/Subject:</b>	<b>CRC TENANCY AT LLOYDS OUTBACK PLAZA</b>	
<b>Agenda/Minute Number:</b>	10.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	A165	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	18 March 2021	
<b>Author:</b>	Tralee Cable Community and Development Services Manager	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider options for the tenancy of the Community Resource Centre (CRC) rooms at Lloyds Outback Plaza.

**Officers Recommended Options:**

**Option A**

That the Lloyds Reference Group be reformed along similar lines as the original terms of reference with membership to comprise the CEO, CDSM and Councillors \_\_\_\_\_. This group is requested to meet with MCRC representatives and report back to Council, ideally at the April Council meeting.

OR

**Option B**

That the CEO and CDSM meet with MCRC representatives and report back to Council, ideally at the April Council meeting.

**Council Resolution:**

Moved: Cr PS Clancy

Seconded: Cr MR Hall

That Council adopt Option B as recommended.



**CARRIED 6/0**

Moved: Cr MJ Smith

Seconded: Mr MR Hall

That the meeting be opened to the public.

**CARRIED 6/0**

<b>Title/Subject:</b>	<b>HEAVY HAULAGE – MEEKATHARRA SANDSTONE ROAD AND GABANINTHA - NANNINE ROAD</b>	
<b>Agenda/Minute Number:</b>	10.2	
<b>Applicant:</b>	Monument Murchison Pty Ltd	
<b>File Ref:</b>	RD 068 and RD 032	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	19 March 2021	
<b>Author:</b>	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council may consider a request from Monument Murchison Pty Ltd (MM) who intend to transport stockpiled material from leases to Burnakura for processing on Meekatharra Sandstone Road and Gabanintha - Nannine Road.

**Attachments:**

Nil

**Background:**

A request has been received from MM who are considering carting material from their Gabanintha leases to the Burnakura processing plant. The route will be north on Meekatharra Sandstone Road for a few kilometres, then onto the Gabanintha-Nannine Road (Nannine Polelle Road) for about 23 kms and finally onto the non-gazetted road down to Burnakura.

Council has considered similar requests from mining companies in the past.

**Comment:**

Monument Murchison Pty Ltd's initial haulage task will comprise the following details;

- As of right vehicles – Prime mover and single trailer – under the Restricted Access Vehicle limits
- 30,000 tonnes of ore over a period of 5 months.
- Approx. 6,000 tonnes per month for a duration of 5 months
- Ideally commence April 2021

In later years (2022-2025), dependent on a number of factors, MM have indicated that they may consider a much more intensive haulage program of around 50,000 tonnes per month.

Below are the basic standard conditions that Council has established with other mining companies in recent years:

1. All ore trucks (loaded and empty) are to restrict their speed to a maximum of 60 kmh
2. XXXX to provide as a minimum Y semi water trucks with a capacity of 25,000 to 30,000 litres to water the haul roads on days that their road trains are running, and as required otherwise, with a minimum of Z litres of water per day being sprayed on the road. Watering should concentrate on maintaining the integrity of the road with a focus, as required, on sections that are more susceptible to damage
3. XXXX to provide a suitable grader, roller and additional water truck along with competent operators to maintain the road to a satisfactory strict standard as required by Council and as instructed by Council's Works and Services Manager. This equipment and operators must be on constant stand by with the ability to mobilise to the site within 48 hours of notice being provided by the Shire to undertake road maintenance.
4. XXXX is permitted to use Council water facilities except when required for Council use.
5. XXXX is to provide pumps and generators to supply sufficient water for the purpose and to the satisfaction of the Shire. Three phase submersible pumps should be used with a maximum capacity of up to 15 tonnes per hour. The Shire recommends Grundfos KRC SP14-8A or similar.
6. The Shire water facilities are to be used only for road maintenance on Roads and not under any circumstances for mining operations.
7. The Shire will monitor the condition of the roads and may, if necessary, require XXXX to increase maintenance operations, including but not limited to, the provision of a third water truck for watering the road
8. Signage to be placed on the road warning of 'Road Trains Entering' on either side of the entry intersections onto Meekatharra Sandstone Road and Gabanintha-Nannine Road.

9. Signs stating words to effect of “Warning; Road Trains travelling at 60 kmh over next # kms” are to be placed at the start of the haul section at both ends of the haul route on Meekatharra Sandstone and Gabanintha-Nannine Roads.
10. Stop signs are to be placed at the intersection from existing haul road onto the Gabanintha-Nannine Road and also where the trucks will enter Meekatharra-Sandstone Road from the leases.
11. Any road maintenance or construction work on the haul road from the mine site to Meekatharra Sandstone Road is to be constructed to the Shires satisfaction in terms of location and design (in order to avoid damage to Meekatharra Sandstone Road)
12. XXXX is required to provide the Shire with a security deposit of \$AAA,AAA

Meekatharra Sandstone Road has a rating of RAV 9 on the restricted access vehicle network with the following conditions:

- No operation on unsealed road segment when visibly wet, without road owner’s approval.
- Products – access approved to transport agricultural products and inputs only (including grain, hay, livestock and fuel)
- Maximum speed of 60km/h

Gabanintha-Nannine Road is currently unrated in terms of the Main Roads restricted access vehicle network.

MM have proposed the following basic terms for their haulage program:

- Haulage rate no more than 6,000 tonnes per month using a single trailer – that equates to around 250 trips per month.
- Road watered as required with a minimum of one 25,000 litres per day on haulage days.
- Road maintenance conducted minimum monthly (estimate 2 to 3 days) to ensure road is kept in it’s current condition, using grader, roller, watercart available on call at reasonable notice.
- Inspection of same by council monthly after works completed to ensure alignment with expectations.
- Put signage in place as suggest in the standard conditions
- Apply the 60kn/hr speed limit as per the standard conditions.’

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy  
Seconded: Cr DK Hodder

**That Council requires the following conditions for the Monument Mining Pty Ltd haulage program:**

- All trucks (loaded and empty) are to restrict their speed to a maximum of 60 km/h
- Monument Mining Pty Ltd to provide as a minimum one semi water truck with a capacity of 25,000 to 30,000 litres to water the haul road on days that their road trains are running, and as required otherwise. Watering should concentrate on maintaining the integrity of the road with a focus, as required, on sections that are more susceptible to damage. The Shire recommends that at least 200,000 litres of water per day (~8 truck loads) are applied to the Shire Roads.
- Monument Mining Pty Ltd to provide a suitable grader, roller and additional water truck along with competent operators to maintain the road to a satisfactory standard as required by Council and as instructed by Council's Works and Services Manager. Maintenance will be undertaken for a minimum of 2 to 3 days per month or otherwise as required by the Shire.
- The Shire will monitor the condition of the road and may, if necessary, require Monument Mining Pty Ltd to increase maintenance operations, including but not limited to, the provision of additional water trucks for watering the road
- Signage to be placed on the two roads warning of 'Road Trains Entering' on either sides of the entry intersections onto Meekatharra Sandstone Road and Gabanintha-Polelle Road.
- Signs stating words to effect of "Warning; Road Trains travelling at 60 kmh over next X kms" are to be placed at the start of the haul section at both ends of the haul routes on Meekatharra Sandstone Road and Gabanintha-Polelle Road.
- Stop signs are to be placed at the intersection from existing haul road onto the Gabanintha-Nannine Road and also where the trucks will enter Meekatharra-Sandstone Road from the leases. (Trucks are to stop and give way to other vehicles before entering onto shire roads).
- Any road maintenance or construction work on the haul road from the mine site to Meekatharra Sandstone Road is to be constructed to the Shires satisfaction in terms of location and design (in order to avoid damage to Meekatharra Sandstone Road).
- As security for the performance of Monument Mining Pty Ltd's obligations under the deed, Monument Mining Pty Ltd is to provide the Shire with a security deposit of \$100,000.

**CARRIED 6/0**

**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 10.42am.