



SHIRE

of

MEEKATHARRA

MINUTES

of

COUNCIL MEETING

held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

on

SATURDAY 26 JUNE 2021

COMMENCED AT 9:30AM

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.1. DECLARATION OF OPENING

The Shire President Cr HJ Nichols declared the meeting 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

Cr HJ Nichols	Shire President
Cr DK Hodder	
Cr MJ Smith	
Cr MR Hall	

Staff

Roy McClymont	Chief Executive Officer
Krys East	Deputy Chief Executive Officer
Tralee Cable	Community & Development Services Manager (Left the meeting at 10.08am)

Apologies

Cr PS Moses

Approved Leave of Absence

Cr PS Clancy	Deputy Shire President
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Observers

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATION FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1. ORDINARY COUNCIL MEETING HELD 15 MAY 2021

Council Resolution:

Moved: Cr MR Hall
Seconded: Cr MJ Smith

That the minutes from the Ordinary Council Meeting held Saturday 15 May 2021 be confirmed.

CARRIED 4/0

6.2. HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 15 MAY 2021

Council Resolution:

Moved: Cr MJ Smith
Seconded: Cr MR Hall

That the minutes from Health Building Town Planning Meeting held Saturday 15 May 2021 be received.

CARRIED 4/0

7. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

- **The CEO, Roy McClymont, CDSM Tralee Cable and Senior Sergeant Tom Daly attended the Midwest Gascoyne District Leadership Group at Lloyds Plaza Conference Room on 2 June 2021.**
- **The CEO, Roy McClymont attended the first meeting of the reformed local agency managers group (Meekatharra Agency Leadership Group) on 3 June 2021.**
- **The President, Cr HJ Nichols attended the Audit Entry meeting in company with council staff on 9 June 2021.**
- **The CEO, Roy McClymont and CDSM Tralee Cable attended a community meeting on 11 June 2021 to discuss unrest in town - organised by Senior Sergeant Tom Daly.**
- **The President, Cr HJ Nichols and the CEO Roy McClymont, met with Mark Burke Chief Operating Officer from New Cam Minerals Pty Ltd on 14 June 2021.**
- **Former Shire CEO, Mr Greg Hadlow passed away on 16 June 2021. A notice from the Shire was put in The West Australian newspaper.**
- **The CEO, Roy McClymont and the President, Cr HJ Nichols conducted a Citizenship Ceremony for Scott Kaufmann in the Council Chambers on 18 June 2021.**

9. REPORTS OF COMMITTEES AND OFFICERS

9.1. OFFICERS MONTHLY REPORTS

9.1.1. WORKS & SERVICES MANAGER'S REPORT – MAY 2021

Construction Crew

- C67 Ashburton Downs Road – Council Funding
 - Restart on - resheet sections SLK 34.5 to SLK 56 to end of June 2021

Then start on LRCIP Project July 2021

- LR66 – LRCIP Funded – Landor Road
 - Resheet and Bitumen seal sections SLK 36.89 to SLK 42.54 (Hope Downs River)

Contract Maintenance Grading

- NGE Contracting
 - M67 – Ashburton Downs – Meekatharra Road – Start April (with flood damage)
 - M68 – Meekatharra – Sandstone Road – Started May - June
 - M32 – Gabanintha – Nanine Road – Started May - June
- Northampton Grader Hire
 - M7 – Paroo Road – June Complete
 - M8 – Killara Road – June - Complete

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 (Completed)
- FDC 18 – Weelarrana West Road (Completed)
- FDC 4 – Bulloo Downs Road (Completed)
- FDC 20 – Turee Creek Road (Completed)
- FDC 19 – Sylvania Road (Completed)
- FDC 33 – Marymia Road (Completed)
- FDC 5 – Wiluna North Road (Completed)
- FDC 2 – Peak Hill – Three Rivers Road – April start (Still continuing)

- FDC 67 – Ashburton Downs – Meekatharra Road – April start (still continuing)
- FDC 41 – Mingah Springs Road – June start

MTF:

- FDC 66 – Landor Road – Completed April
- FDC 30 – Murchison Downs Road – Completed June
- FDC 80 – Hillview – Murchison Downs Road – Start June
- FDC 22 – Youno Downs Road - Next
- FDC 68 – Meekatharra - Sandstone – Follow on
- FDC 31 – Munarra Station Road
- FDC 67 – Ashburton Downs Road

MTF Services Contractor

- **LR66 – Landor Road – LRCIP Project (SLK104.13 to SLK114.13)**
 - All works completed June 2021
- **BB66 – Landor Road – BBRF Funded Project Stage 2 (SLK 159.52 to SLK 169.52)**
 - Survey Ascon pick up completed – May 2021
 - Earthworks subgrade start – June 2021
 - Survey set outs – June 2021

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

Town Maintenance-Monthly Report Finishing 14th June 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. Sweeper currently under repairs so alternative cleaning methods employed.
- 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
- Maintenance grade carried out on Peace Gorge Road, Alternate Heavy Haulage Road, Buttah Windi Community Access Road and Murchison Downs – Wiluna Bypass Road.
- Rubbish tip tidy up with grader and loader
- Work carried out at tyre disposal site at tip
- Fire break on Shire controlled land next to school
- Finalisation of grid construction

Plant Report

P484 140H CATERPILLAR GRADER

Rebuild – Westrac

P519 CATERPILLAR MULTITYRED ROLLER CW34

Repaired fuel problem - Westrac

P108 WESTRAC 12H MOTOR GRADER

Serviced - Trenfield Motors

Injectors repaired & replaced - Westrac

P520 2018 TOYOTA DUAL CAB WORKMATE

Installed new solar panel repaired redarc unit – Trenfield Motors

Serviced – Trenfield Motors

P518 2019 TOYOTA LC 70 WORKMATE

Repaired redarc unit – Trenfield Motors

Serviced – Trenfield Motors

Replaced Windscreen – Trenfield Motors

P439 2012 NISSAN PRIME MOVER

Replaced air valve clutch slave cylinder – Trenfield Motors

P480 2007 MACK SUPERLINER (73)

Repaired brakes fit maxi booster – Trenfield Motors

P23 1978 FORD FALCON STN SEDAN - HEARSE

Replaced Battery – Staff

P433 2011 950HSW CATERPILLAR WHEEL LOADER

Serviced - Westrac

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr MR Hall

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

CARRIED 4/0

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

Aircraft movements for General Aviation, Charter & RPT increased compared to May 2020 likely due to the return to a more normal aviation industry standard following COVID-19 in 2020. Combined fuel sales for the month of May 2021 increased on May 2020 and can be attributed to the increase in aircraft traffic following COVID-19 in 2020 as well as an overall increase in small mining charters and flight diversions from Cue by Cobham Aviation as a result of bad weather and aircraft technical issues.

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

	May 20	May 21	Variance
General Aircraft Landed:	81	116	+43%
RFDS Landed	83	68	-18%
Avgas	10313	14395	+39%
Jet A1	31835	50542	+59%
Total Fuel Sold	42418	64937	+53%

	YTD 2020	YTD 2021	Variance
General Aircraft Landed:	391	500	+28%
RFDS Landed	343	336	-2%
Avgas	35316	46306	+31%
Jet A1	190835	257963	+35%
Total Fuel Sold	226151	304269	+35%

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.
- Removal of small stone (25mm) from runway strip surfaces
- Completed replacement of 9 x unserviceability crosses on abandoned runway 04/22.

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.

Aerodrome Security:

Nil incidents to report.

Safety Management System:

Hazard Report lodged 04/05/21 for pavement degradation on Parking Bay 2, Main Apron under Risk Register Item 3.5.6, Degraded Facilities. An external consultant with appropriate pavement engineering qualifications was engaged by the Shire of Meekatharra to undertake an initial visual display and report back to Shire with recommendations on actions required to rectify pavement issues. Report forwarded to Shire of Meekatharra on Friday 14th May 2021.

A risk assessment was conducted by the Aerodrome Reporting Officer during a significant rain event on 29th & 30th May due to excess water pooling across movement areas and runway surfaces. The Aerodrome was made unavailable for operation from 1800hrs 29/05/21 until further assessment at 1130hrs 30/05/21. Movement areas were found to be clear of excess water and cleared for operations to resume.

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. Ongoing monitoring of passengers and visitors continues with those attending the airport and not wearing a mask requested to wear a mask.

Review of the Aerodrome Manual and physical characteristics in relation to the new CASA MOS 139 Standards was completed during the first week of May with lodgement of the Aerodrome Manual and supporting documents to CASA completed Monday 10th May 2021. CASA has a six-month period to review the documentation and advise of acceptance or additional amendments required by the Shire of Meekatharra. On final acceptance of the new aerodrome manual a new certificate of operation will be issued to the Shire of Meekatharra.

Mike Cuthbertson
Airport Manager
01/06/2021

Officers Recommendation / Council Resolution:

Moved: Cr MR Hall
Seconded: Cr MJ Smith

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

CARRIED 4/0

9.1.3. YOUTH AND RECREATION SERVICES REPORT – MAY 2021

Activity	Girls		Boys		Activity Total	No. of Sessions	Average Attendance
	6-12	12-18	6-12	12-18			
Sport at Youth Centre / Indoor Centre	48	43	92	38	221	10	22
Yarn Night Drop in / Music / Dance	26	35	34	91	186	8	23
Movie Night / afternoon	51	60	61	63	235	8	29
ART	49	30	38	45	162	6	27
Football/Touch	50	34	63	40	187	4	47
Basketball	58	43	59	79	239	6	40
Kidzone	48		22		70	6	12

May was a consistently attended month for the youth services with the beginning of the cold season coming early. Both afternoon and evening programs remained well attended though we foresee a drop in attendance at our night programs when winter sets in and the cold really picks up. To address this, we have tailored our program to involve more indoor activities such as art and craft and a shift to winter sports being held in the indoor centre and the youth centre.

We have continued to host Karalundi on Thursday evenings which has been fantastic for youth as it allows them to interact and fraternise with people from outside their families and the community itself and as a team we are proud to point out how successful the evenings have been in regards to behaviour and fun. June will see the team taking 19 of our local youth to a sports carnival in Mt Magnet where they will take part in AFL as well as Basketball against other youth from all over the Murchison area.

Lastly the kids are very much grateful and looking forward to the new sporting equipment which has been ordered by the shire and the ways in the future they give back to the community. We look forward to reporting more positive news next month.

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr MR Hall

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

CARRIED 4/0

9.1.4. RANGERS REPORT – MAY 2021

Prepared by P Smith, Canine Control
Date MAY 2021

18 MAY – 20 MAY 2021

COMPLAINTS RECEIVED:

Two complaints had been received. One complaint was regarding nuisance dog barking in Hill Street. The second was a dog roaming at large in the main street. Enquiries were made regarding both these matters.

ANIMALS TRAPPED:

Five cats were caught near a commercial property. Five other cats were caught in various locations around town.

ANIMALS DESTROYED:

Ten 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. Regular patrols and security checks were conducted around the townsite.

I received a request from RSPCA Geraldton to check on a dog at the caravan park that has allegedly been locked in a unit for some time. I attended at the caravan park and was advised that the owner had left with his dog approximately two weeks previously.

Patrols were conducted around the McCleary Street area where a large dog was wandering at large with no collar or registration tags. The dog was caught and taken to the pound.

Officers Recommendation / Council Resolution:

Moved: Cr MJ Smith
Seconded: Cr MR Hall

That the Ranger's Report for May 2021 be received.

CARRIED 4/0

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 Emailed 23/11/20 Proceeding as per original project	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 Mapping to be done	In Progress
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 in January 2021 Council working group to be convened Presented at the April 2021 HBTP meeting	Complete Progressing Complete Complete Complete
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
21.11.20	9.3.1	Murchison Regional Vermin Council Ongoing Contributions		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 Awaiting advice from Department of Local Government	Complete 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 Complete

				Valuation being sought	In Progress
22.09.20	10.2	Murchison Georegion Project – Phase 2	CDSM	Advertised 2 Expressions of Interest Received	Complete On Hold
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	10.3	New Meekatharra Hospital – Lobbying	CEO	Email Consultant 20/10/20 Actively lobbying	Completed In Progress
16.01.21	9.6.1	Local Roads & Community Infrastructure Program – Phase 2	CEO	Present at next works group meeting	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	9.7.2	Shade Sails at Small Wheel Park	PO	Purchase Order sent 24/2/21, to commence April – May 2021	Completed
20.03.21	10.1	CRC Tenancy at Lloyds Outback Plaza	CEO / CDSM	Meeting Booked for 15 April 2021	Completed
17.04.21	9.4.1	Optic Fibre Internet Options	CDSM	Agreement to install signed	Completed
15.05.21	9.2.4	Request for Rates Write-off	DCEO	Actioned	Completed
15.05.21	9.2.5	2021/22 Draft Management Budget	DCEO	Statutory budget prepared & to be presented at OCM June 2021	Completed
15.05.21	9.3.1	Council Meeting Dates for 2021/22	DCEO	Advertised as per legislation & on Shire’s website	Completed
15.05.21	9.3.2	Material Variance for Financial Reporting Purposes	DCEO	Noted	Completed
15.05.21	9.3.3	Murchison Regional Vermin Council – Future Structure	CEO	Letter to MRVC & cc’d MRBA 18/5/21	Completed
15.05.21	9.7.1	Retail Tenancy Lloyds Outback Plaza	CDSM	Lease executed	Completed
15.05.21	9.7.2	CRC Management & Tenancy Lloyds Outback Plaza	CEO/CDSM	Letter to CRC 18/5/21 Short Term Arrangements Longer Term Arrangements	Completed In Progress In Progress
15.05.21	10.1	Transfer of Pivotel Lease to Globalstar	CDSM	Legal Advice Pending	In Progress
15.05.21	10.2	Donation to Meeka FM	CDSM	Letter sent	Completed

Officers Recommendation / Council Resolution:



Moved: Cr MJ Smith

Seconded: Cr MR Hall

That the Status report be received.

CARRIED 4/0

9.2. FINANCE

Title/Subject:	MONTHLY FINANCIAL REPORT PERIOD ENDED MAY 2021	
Agenda/Minute Number:	9.2.1	
Applicant:	Nil	
File Ref:	ADM 171	
Date of Report:	31 May 2021	
Disclosure of Interest:	Nil	
Author:	Krys East Deputy Chief Executive Officer	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer	 Signature Senior Officer

Summary:

Monthly Financial Report

Background:

Financial Activity Statement Report – s.6.4

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

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

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

Comment:

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

Consultation:

Megan Shirt – Local Government Consultant

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr MR Hall

That the financial report for the period ending 31 May 2021 be received.

CARRIED 4/0

SHIRE OF MEEKATHARRA
MONTHLY FINANCIAL REPORT
For the Period Ended 31 May 2021

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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*Statement of Financial Activity By Nature or Type

Statement of Budget Amendments

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*Note 2 Net Current Funding Position

Note 3 Cash and Investments

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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 31 May 2021 of \$6,788,737.

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

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2021

Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Operating Revenues						
	\$		\$	\$	\$	%
Rates	4,299,507	4,543,198	4,543,041	4,684,438	141,397	3.11%
Operating Grants, Subsidies and Contributions	2,070,500	2,201,301	2,162,709	2,174,966	12,257	0.57%
Fees and Charges	1,384,241	1,426,166	1,289,144	1,188,385	(100,759)	(7.82%)
Service Charges	0	0	0	0	0	
Interest Earnings	267,044	305,348	84,807	83,025	(1,782)	(2.10%)
Other Revenue	321,053	355,575	282,662	347,231	64,569	22.84%
Profit on Disposal of Assets	0	0	0	0	0	
Total Operating Revenue	8,342,345	8,831,588	8,362,363	8,478,045	115,682	
Operating Expense						
Employee Costs	(1,759,393)	(1,759,393)	(1,547,286)	(1,312,436)	(234,850)	(15.18%)
Materials and Contracts	(3,005,454)	(3,374,583)	(2,942,252)	(1,799,804)	(1,142,448)	(38.83%)
Utility Charges	(451,842)	(451,842)	(383,085)	(302,987)	(80,098)	(20.91%)
Depreciation on Non-Current Assets	(7,160,158)	(7,160,158)	(6,562,159)	(6,914,562)	352,403	5.37%
Interest Expenses	0	0	0	0	0	
Insurance Expenses	(216,311)	(216,311)	(216,302)	(226,687)	10,385	4.80%
Other Expenditure	(288,444)	(369,444)	(315,634)	(228,519)	(87,115)	(27.60%)
Loss on Disposal of Assets	(89,338)	(89,338)	(89,337)	0	(89,337)	100.00%
Total Operating Expenditure	(12,970,940)	(13,421,069)	(12,056,055)	(10,784,996)	(1,271,060)	
Funding Balance Adjustments						
Add back Depreciation	7,160,158	7,160,158	6,562,159	6,914,562	352,403	5.37%
Adjust (Profit)/Loss on Asset Disposal	89,338	89,338	89,337	0	(89,337)	(100.00%)
Adjust Provisions	0	0	0	(9,884)	(9,884)	
Net Cash from Operations	2,620,901	2,660,015	2,957,804	4,597,728	1,639,924	
Non-Operating Revenues						
Non-Operating Grants & Contributions	19,122,815	19,142,312	10,753,506	7,645,400	(3,108,106)	(28.90%)
Less Unspent Grants	0	0	0	(3,800,334)		
Net Non-Operating Grants	19,122,815	19,142,312	10,753,506	3,845,066		
Proceeds from Disposal of Assets	221,000	221,000	0	0	0	
Total Capital Revenues	19,343,815	19,363,312	10,753,506	3,845,066	(3,108,106)	
Non-Operating Expenses						
Land Held for Resale	-	-	0	0	0	
Land and Buildings	(422,282)	(1,145,994)	(327,164)	(237,398)	(89,766)	(27.44%)
Furniture and Equipment	(73,000)	(73,000)	(37,000)	(28,720)	(8,280)	(22.38%)
Plant and Equipment	(2,003,000)	(2,243,000)	(60,000)	0	(60,000)	(100.00%)
Infrastructure - Roads	(24,538,634)	(25,038,131)	(12,501,212)	(8,188,766)	(4,312,446)	(34.50%)
Infrastructure - Footpaths	0	0	0	0	0	0.00%
Infrastructure - Airports	(50,000)	(175,000)	(30,000)	0	(30,000)	(100.00%)
Infrastructure - Other	(651,903)	(780,903)	(325,700)	(59,450)	(266,250)	(81.75%)
Total Capital Expenditure	(27,738,819)	(29,456,028)	(13,281,076)	(8,514,334)	(4,766,742)	
Net Cash from Capital Activities	(8,395,004)	(10,092,716)	(2,527,570)	(4,669,268)	1,658,636	
Financing						
Transfer to Reserves	(918,180)	(956,484)	0	0	0	
Transfer from Reserves	900,000	1,100,000	0	0	0	
Net Cash from Financing Activities	(18,180)	143,516	0	0	0	
Net Operations, Capital and Financing	(5,792,283)	(7,289,185)	430,234	(71,540)	3,298,559	
Opening Funding Surplus(Deficit)	5,792,283	6,860,278	6,860,278	6,860,278	(0)	(0.00%)
Closing Funding Surplus(Deficit)	0	(428,907)	7,290,512	6,788,737	3,298,559	

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

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

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 May 2021

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
Operating Revenues						
* Includes Non-Operating Grants						
Governance	80	80	0	(80)	(100.00%)	
General Purpose Funding - Rates	4,543,198	4,543,041	4,684,438	141,397	3.11%	
General Purpose Funding - Other	2,075,013	1,851,867	1,455,418	(3,551)	(0.19%)	
Law, Order and Public Safety	14,345	11,668	20,357	8,689	74.47%	
Health	6,104	6,104	2,880	(3,224)	(52.82%)	
Education and Welfare	149,614	137,260	119,104	(30,156)	(20.16%)	▼
Housing	29,500	27,022	40,710	13,688	50.65%	▲
Community Amenities	146,882	143,650	118,136	(28,514)	(19.43%)	▼
Recreation and Culture	714,122	115,949	123,776	7,827	1.10%	
Transport	20,048,585	12,146,675	8,969,232	(3,177,443)	(26.16%)	▼
Economic Services	101,120	44,986	44,347	(639)	(0.63%)	
Other Property and Services	145,537	87,567	145,046	57,479	65.64%	▲
Total Operating Revenue	27,973,900	19,115,869	16,123,445	(2,992,424)		
Operating Expense						
Governance	(721,006)	(633,503)	(480,190)	(153,313)	(24.20%)	▼
General Purpose Funding	(298,167)	(273,827)	(254,022)	(19,805)	(7.23%)	
Law, Order and Public Safety	(225,814)	(207,710)	(131,614)	(76,096)	(36.64%)	▼
Health	(138,460)	(116,398)	(123,981)	7,583	6.51%	
Education and Welfare	(843,390)	(747,083)	(581,745)	(165,338)	(22.13%)	▼
Housing	(35,900)	(37,144)	(15,644)	(1,500)	(4.04%)	
Community Amenities	(673,115)	(624,887)	(399,111)	(225,776)	(36.13%)	▼
Recreation and Culture	(1,814,214)	(1,632,568)	(1,283,137)	(348,431)	(20.74%)	▼
Transport	(7,817,076)	(7,161,557)	(7,040,910)	(120,647)	(1.68%)	
Economic Services	(614,336)	(532,035)	(389,417)	(143,618)	(26.67%)	▼
Other Property and Services	(249,571)	(91,343)	(55,225)	(36,118)	(20.54%)	▼
Total Operating Expenditure	(13,421,069)	(12,056,055)	(10,784,996)	(1,271,060)		
Funding Balance Adjustments						
Add back Depreciation	7,160,158	6,562,159	6,914,562	352,403	5.37%	
Adjust (Profit)/Loss on Asset Disposal	89,338	89,337	0	(89,337)	(100.00%)	▼
Adjust Provisions	0	0	(9,884)	(9,884)		
Less Unspent Grants, Subsidies and Contributions	0	0	(3,800,334)			
Net Cash from Operations	21,802,327	13,711,310	8,442,794	(1,488,182)		
Non-Operating Revenues						
Proceeds from Disposal of Assets	221,000	0	0	0		
Total Capital Revenues	221,000	0	0	0		
Non-Operating Expenses						
Land and Buildings	(1,145,994)	(327,164)	(237,398)	(89,766)	(27.44%)	▼
Furniture and Equipment	(73,000)	(37,000)	(28,720)	(4,280)	(22.38%)	
Plant and Equipment	(2,243,000)	(60,000)	0	(60,000)	(100.00%)	▼
Infrastructure - Roads	(25,038,131)	(12,501,212)	(8,188,756)	(4,312,446)	(34.50%)	▼
Infrastructure - Airports	(175,000)	(30,000)	0	(30,000)	(100.00%)	▼
Infrastructure - Other	(780,903)	(325,700)	(59,450)	(266,250)	(81.75%)	▼
Total Capital Expenditure	(29,456,028)	(13,281,076)	(8,514,334)	(4,766,742)		
Net Cash from Capital Activities	(29,235,028)	(13,281,076)	(8,514,334)	(4,766,742)		
Transfer to Reserves	(956,464)	0	0	0		▼
Transfer from Reserves	1,100,000	0	0	0		
Net Cash from Financing Activities	143,536	0	0	0		
Net Operations, Capital and Financing	(7,289,185)	430,234	(71,540)	3,298,560		
Opening Funding Surplus(Deficit)	6,860,278	6,860,278	6,860,278	(0)	(0.00%)	
Closing Funding Surplus(Deficit)	(428,907)	7,290,512	6,788,737	3,298,559		

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

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

SHIRE OF MEEKATHARRA
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 31 May 2021

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
Operating Revenues				
Governance	80	0	80	80
General Purpose Funding - Rates	4,299,507	243,691	4,543,198	4,543,041
General Purpose Funding - Other	1,879,621	195,392	2,075,013	1,851,867
Law, Order and Public Safety	14,345	0	14,345	11,668
Health	6,104	0	6,104	6,104
Education and Welfare	149,614	0	149,614	137,260
Housing	29,500	0	29,500	27,022
Community Amenities	140,797	5,885	146,682	143,650
Recreation and Culture	769,949	(55,627)	714,322	115,949
Transport	19,888,181	160,404	20,048,585	12,146,675
Economic Services	153,562	(52,442)	101,120	44,986
Other Property and Services	133,900	11,637	145,537	87,567
Total Operating Revenue	27,465,160	508,740	27,973,900	19,115,869
Operating Expense				
Governance	(721,006)	0	(721,006)	(633,503)
General Purpose Funding	(229,167)	(69,000)	(298,167)	(273,827)
Law, Order and Public Safety	(225,814)	0	(225,814)	(207,710)
Health	(128,480)	0	(128,480)	(116,398)
Education and Welfare	(843,390)	0	(843,390)	(747,083)
Housing	(29,500)	(6,400)	(35,900)	(37,144)
Community Amenities	(673,115)	0	(673,115)	(624,887)
Recreation and Culture	(1,814,214)	0	(1,814,214)	(1,631,568)
Transport	(7,452,347)	(364,729)	(7,817,076)	(7,161,557)
Economic Services	(614,336)	0	(614,336)	(531,035)
Other Property and Services	(230,571)	(10,000)	(240,571)	(91,343)
Total Operating Expenditure	(12,970,940)	(450,120)	(13,421,069)	(12,056,055)
Funding Balance Adjustments				
Add back Depreciation	7,160,158	0	7,160,158	6,562,159
Adjust (Profit)/Loss on Asset Disposal	89,338	0	89,338	89,337
Adjust Provisions and Accruals	0	0	0	0
Net Cash from Operations	21,743,716	58,611	21,802,327	13,711,310
Capital Revenues				
Proceeds from Disposal of Assets	221,000	0	221,000	0
Total Capital Revenues	221,000	0	221,000	0
Capital Expenses				
Land and Buildings	(422,282)	(723,712)	(1,145,994)	(327,164)
Furniture and Equipment	(73,000)	0	(73,000)	(37,000)
Plant and Equipment	(2,008,000)	(240,000)	(2,248,000)	(60,000)
Infrastructure - Roads	(24,538,634)	(499,497)	(25,038,131)	(12,501,212)
Infrastructure - Footpaths	0	0	0	0
Infrastructure - Airports	(50,000)	(125,000)	(175,000)	(30,000)
Infrastructure - Other	(651,903)	(129,000)	(780,903)	(325,700)
Total Capital Expenditure	(27,738,819)	(1,717,209)	(29,456,028)	(13,281,076)
Net Cash from Capital Activities	(27,517,819)	(1,717,209)	(29,235,028)	(13,281,076)
Financing				
Transfer to Reserves	(918,180)	(38,304)	(956,484)	0
Transfer from Reserves	900,000	200,000	1,100,000	0
Net Cash from Financing Activities	(18,180)	161,696	143,516	0
Net Operations, Capital and Financing	(5,792,283)	(1,496,902)	(7,289,185)	430,234
Opening Funding Surplus(Deficit)	5,792,283	1,067,995	6,860,278	6,860,278
Closing Funding Surplus(Deficit)	0	(428,907)	(428,907)	7,290,512

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 26 JUNE 2021
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SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Program)
For the Period Ended 31 May 2021

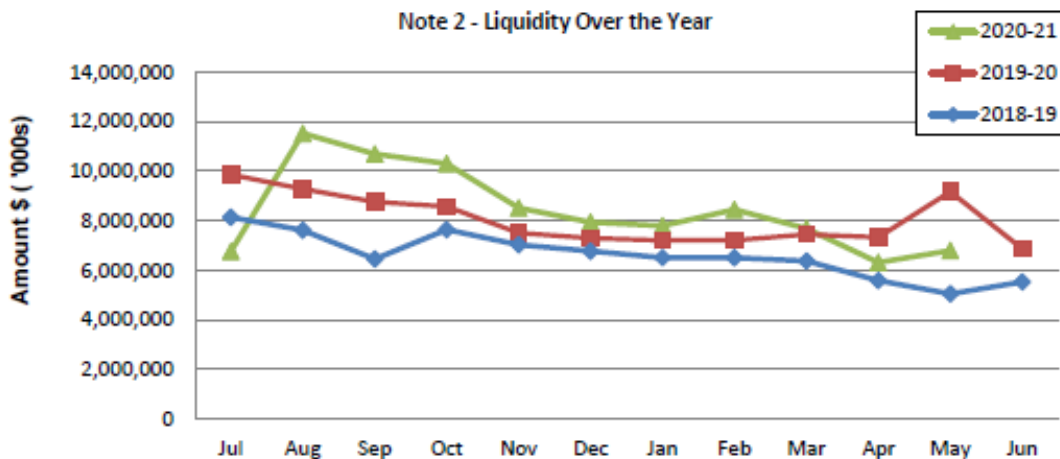
Note 1: EXPLANATION OF MATERIAL VARIANCES

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Operating Revenues					
Governance	(80)	(100.00%)			Under variance reporting threshold
General Purpose Funding - Rates	141,397	3.11%			Under variance reporting threshold
General Purpose Funding - Other	3,551	0.19%			Under variance reporting threshold
Law, Order and Public Safety	8,689	74.47%			Under variance reporting threshold
Health	(3,224)	(52.82%)			Under variance reporting threshold
Education and Welfare	(18,156)	(13.23%)	▼	Permanent	Reimbursements and miscellaneous income are \$18k lower than YTD budget. It is likely that revenue will be lower than budget in this program at year end.
Housing	13,688	50.65%	▲	Permanent	Housing Reimbursements are \$14k higher than YTD budget. These will generally be offset by higher expenditure.
Community Amenities	(25,514)	(17.76%)	▼	Permanent	Burial Charges are \$22k lower than YTD budget. It is likely that budgeted revenue will be lower in this program at year end, however the reduced revenue is offset by reduced expense.
Recreation and Culture	7,827	6.75%			Under variance reporting threshold
Transport	(3,177,443)	(26.16%)	▼	Timing	Wandrra Natural Disaster Grant budget \$7.3m against the amount received of \$4.5m (down \$2.8m), and the Building Better Regions Fund Grant received below YTD budget by \$609k. BBRF grant should be accounted for by 30 June. The balance of Wandrra Natural Disaster Grant will be carried over to 2021/22.
Economic Services	(639)	(1.42%)			Under variance reporting threshold
Other Property and Services	57,479	65.64%	▲	Permanent	Insurance credits are \$57k higher than the YTD budget. These are offset by additional expenditure.
Operating Expense					
Governance	(153,313)	(24.20%)	▼	Permanent	Admin allocations are \$52k lower, general members expenses are \$38k lower, RFD5 donations are \$26k lower and other donations are \$17k lower than the YTD budget. It is likely that expense will be lower than budget in this program at year end.
General Purpose Funding	(19,805)	(7.23%)		Permanent	Under variance reporting threshold
Law, Order and Public Safety	(76,096)	(36.64%)	▼	Permanent	Fire prevention operational costs are \$39k, Animal control \$18k and SES costs \$15k are lower than YTD budget. It is likely that expense will be lower than budget in this program at year end.
Health	7,583	6.51%			Under variance reporting threshold
Education and Welfare	(165,338)	(22.13%)	▼	Permanent	Youth Centre expenses are \$121k lower and Community Development expenses are \$39k lower than YTD budget. It is likely that expense will be lower than budget in this program at year end.
Housing	(1,500)	(4.04%)			Under variance reporting threshold
Community Amenities	(225,776)	(36.13%)	▼	Permanent	Other Community amenities expenses are \$83k lower than YTD budget (incl. \$53k grave digging - which is offset by lower revenue). Sanitation expenses are \$51k lower than YTD budget (incl. \$34k litter control). It is likely that expense will be lower than budget in this program at year end.
Recreation and Culture	(338,431)	(20.74%)	▼	Permanent	Swimming Pool \$43k, Other recreation \$67k, Recreation Officer \$76k, Other Culture \$126k (incl. Lloyd's building \$104k), and Library expenses are \$17k are lower than YTD budget. It is likely that expense will be lower than budget in this program at year end.
Transport	(120,647)	(1.68%)			Under variance reporting threshold
Economic Services	(141,618)	(26.67%)	▼	Permanent	Tourism and Area promotion expenses (incl. Community Events) are \$114k lower and Other Economic depreciation is \$21k lower than YTD budget. There will be likely savings in this program at year end.
Other Property and Services	(36,118)	(39.54%)	▼	Timing	Admin Overheads are over-allocated by \$27k. These will be corrected and evened out at year end.
Funding Balance Adjustments					
Add back Depreciation	342,519	5.22%			Under variance reporting threshold
Adjust (Profit)/Loss on Asset Disposal	(89,337)	(100.00%)	▼	Timing	All disposals are carried forward to 21/22.
Capital Revenues					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	(3,108,106)	(28.90%)	▼	Timing	Wandrra funding lower than YTD budget.
Proceeds from Disposal of Assets	0				
Capital Expenses					Refer to Note 8A for project details
Land and Buildings	(89,766)	(27.44%)	▼	Timing	Refer to Note 8A for project details
Furniture and Equipment	(8,280)	(22.38%)			Under variance reporting threshold
Plant and Equipment	(60,000)	(100.00%)	▼	Timing	Refer to Note 8A for project details
Infrastructure - Roads	(4,312,446)	(34.50%)	▼		Refer to Note 8A for project details
Infrastructure - Footpaths	0	0.00%			Under variance reporting threshold
Infrastructure - Airports	(30,000)	(100.00%)	▼		Refer to Note 8A for project details
Infrastructure - Other	(266,250)	(81.75%)	▼	Timing	Refer to Note 8A for project details
Opening Funding Surplus(Deficit)	0	(0.00%)			Under variance reporting threshold

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 2: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 May 2021	Previous Month	YTD 31 May 2020		
		\$	\$	\$		
Current Assets						
Cash Unrestricted	3	9,464,186	9,108,502	7,644,897		
Cash Restricted Reserves	3	21,280,349	21,280,349	20,075,167		
Cash Restricted - Bonds to be allocated		0	0	851		
Receivables - Rates and Rubbish	5	790,025	1,008,381	1,428,462		
Receivables -Other	5	519,896	164,761	353,191		
Provision for Doubtful debts		(167,097)	(167,097)	(200,560)		
Interest / ATO Receivable/Trust		168,797	79,066	38,372		
Inventories		109,699	95,770	95,259		
		32,165,855	31,569,733	29,435,639		
Less: Current Liabilities						
Payables		(202,561)	(91,237)	(98,937)		
Bonds Held		(93,874)	(93,874)	(92,360)		
Provisions		(354,285)	(354,285)	(350,694)		
Unspent Grants (Contract Liabilities)		(3,800,334)	(2,856,454)	0		
		(4,451,054)	(3,395,850)	(541,991)		
Net Current Assets		27,714,801	28,173,884	28,893,649		
Less: Cash Reserves	6	(21,280,349)	(21,280,349)	(20,075,167)		
Plus Provisions		354,285	354,285	350,694		
Net Current Funding Position		6,788,737	7,247,819	9,169,176		



SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

Note 3: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Bonds \$	Balance of Account \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	Variable	57,813		0	57,813	Westpac	At Call
Air BP	Variable	65,908			65,908	Westpac	At Call
Maxi Account	Variable	9,284,107		93,874	9,377,981	Westpac	At Call
(b) Term Deposits							
549463	1.00%		21,280,349		21,280,349	Westpac	26-Jun-21
Total		9,407,828	21,280,349	93,874	30,782,052		

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	\$	\$	\$	\$
	↑ ↓		20.3.21 - 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
Revenue										
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	20.3.21 - Item 9.2.4	Operating Revenue	0	11,637		11,637	0	1,648,507
0281	↑	Legal Fees Recovered	20.3.21 - Item 9.2.5	Operating Revenue	3,000	20,000		17,000	0	1,665,507
5783	↓	Rent Lot 1017	20.3.21 - Item 9.2.6	Operating Revenue	52,442	0		0	52,442	1,613,065
4123	↓	Rent Lloyds	20.3.21 - Item 9.2.7	Operating Revenue	60,000	4,173		0	55,827	1,557,238
Non-Operating Revenue										
	↑	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	↑	Aerodrome Grant Income	17.10.20 - Item 10.2	Non-Operating Revenue	0	150,000		150,000	0	1,776,735
Operating Expenditure										
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	20.3.21 - Item 9.2.4	Operating Expenses	5,000	33,000		0	28,000	1,354,335
8022	↓	Engineering Office Expenses	20.3.21 - Item 9.2.4	Operating Expenses	2,000	12,000		0	10,000	1,344,335
4900	↑	Traffic Signs and Controls	20.3.21 - Item 9.2.4	Operating Expenses	228,161	158,161		70,000	0	1,414,335
4850	↓	Street Cleaning	20.3.21 - Item 9.2.4	Operating Expenses	60,271	95,000		0	34,729	1,379,606
0233	↓	Rates Written Off	15.05.21 - Item 9.2.4	Operating Expenses	10,000	63,000		0	53,000	1,326,606

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
Non-Operating Expenditure										
										1,326,606
2533	↓	Domestic Violence Building Purchase	27.6.20 - Item 9.5.3	Capital Expenses	0	200,000		0	200,000	1,126,606
1267	↑	Roads Construction Misc. Landor Road - Local Roads & Community	15.08.20 - Item 9.7.1	Capital Expenses	2,045,970	600,000		1,445,970	0	2,572,576
LR66	↓	Infrastructure Program	15.08.20 - Item 9.7.1	Capital Expenses	0	1,315,467		0	1,315,467	1,257,109
4191	↓	Stage 1 - Lloyds Renovations Landor Road - Construct Yalgur River	22.9.20 - Item 9.2.4	Capital Expenses	0	516,212		0	516,212	740,897
C66	↓	Floodway 2 x Transportable 2 bedroom camp	22.9.20 - Item 9.2.4	Capital Expenses	80,000	150,000		0	70,000	670,897
5034	↓	accommodation units	22.9.20 - Item 9.2.4	Capital Expenses	160,000	400,000		0	240,000	430,897
1215	↑	Airport Apron and Parking Areas	22.9.20 - Item 9.2.4	Capital Expenses	20,000	37,000		0	17,000	413,897
1218	↑	Crack Sealing & Line Marking	22.9.20 - Item 9.2.4	Capital Expenses	0	30,000		0	30,000	383,897
1220	↑	Runway Reseal & Fog Seal	22.9.20 - Item 9.2.4	Capital Expenses	0	78,000		0	78,000	305,897
8960	↑	Transfer to Reserve - Interest	22.9.20 - Item 9.2.4	Capital Expenses	918,179	956,483		0	38,304	267,593
5390	↑	Canyon Trail and Bridge	20.2.21 - Item 9.3.1	Capital Expenses	10,000	80,000		0	70,000	197,593
SR09	↑	Lions Park - Small Wheels Park & Wall	20.2.21 - Item 9.7.2	Capital Expenses	0	55,000		0	55,000	142,593
SR12	↑	Osr - Telemetry System For Tanks At Oval, Behind Office, Powerstation And Roadhouse Landor Road - Local Roads & Community	20.3.21 - Item 9.2.4	Capital Expenses	12,000	16,000		0	4,000	138,593
LR66	↑	Infrastructure Program	20.3.21 - Item 9.2.4	Capital Expenses	1,315,467	1,475,467		0	160,000	(21,407)
BB66	↑	Landor Road - Blorf Funded Business Case	20.3.21 - Item 9.2.4	Capital Expenses	2,699,771	3,099,771		0	400,000	(421,407)
AC14	↑	Admin Building Capital - Fibre Optic Connection	20.3.21 - Item 9.2.4	Capital Expenses	0	7,500		0	7,500	(428,907)
								0	0	(428,907)
								0	0	(428,907)
								0	0	(428,907)
								0	3,600,359	3,934,076

SHIRE OF MEEKATHARRA
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 May 2021

Note 5: RECEIVABLES

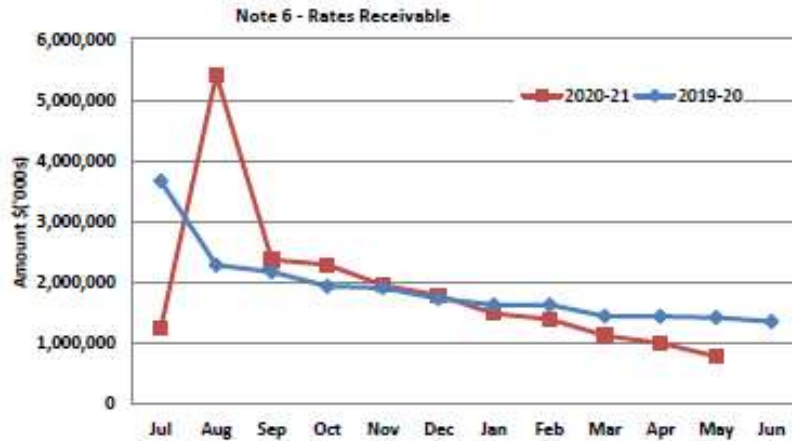
Receivables - Rates and Rubbish Receivable

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

Net Rates and Rubbish Collectable
 % Collected

Note 2

	YTD 31 May 2021 \$	30/06/2020 \$
Opening Arrears Previous Years	1,362,717	1,362,717
Levied this year	4,787,855	
<u>Less</u> Collections to date	(5,360,547)	
Equals Current Outstanding	790,025	1,362,717
Net Rates and Rubbish Collectable	790,025	1,362,717
% Collected	87.16%	



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

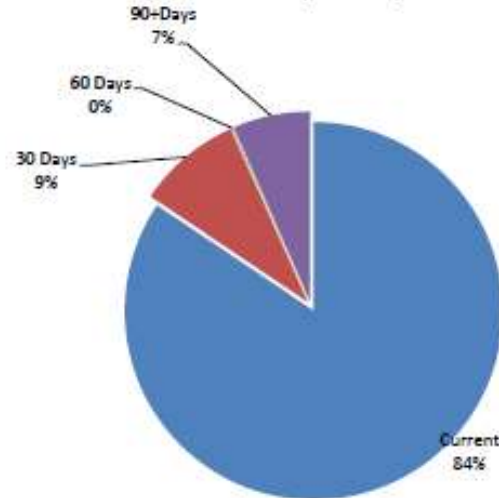
Receivables - Sundry Debtors

Total Sundry Debtors

Amounts shown above include GST (where applicable)

	Current \$	30 Days \$	60 Days \$	90+Days \$
Receivables - General				
Receivables - Sundry Debtors	438,900	46,308	456	34,231
Total Sundry Debtors				<u>519,896</u>

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2021

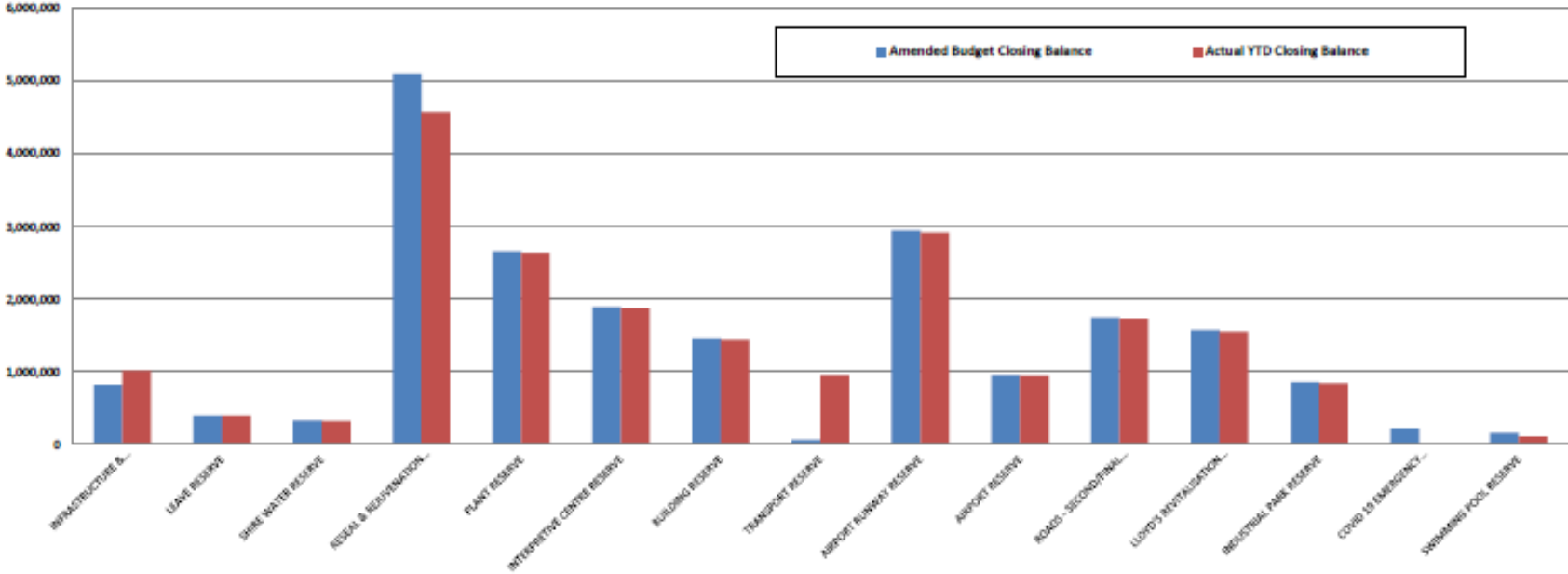
Note 6: Cash Backed Reserves

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	319,432	2,620	3,195	0	0	0	0	0	0	322,647	319,432
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	843,953	7,740	9,439	0	0	0	0	0	0	853,392	843,953
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 31 May 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 31 May 2021

Note 7: UNTIED GRANTS

	2020-21	Variations	2020-21	Operating	Non-Operating	Recoup Status	
	Original Budget	Additions (Deletions)	Amended Budget			Funds Received	Balance to be received
	\$	\$		\$	\$	\$	\$
General Purpose Funding							
Financial Assistance Grant	1,135,191	40,494	1,175,685	1,175,685	0	1,175,685	0
Local Road Grant	459,286	99,594	558,880	558,880	0	558,880	0
Law, Order and Public Safety							
D.F.E.S. Operating Grant	5,535	0	5,535	5,535	0	5,078	457
S.E.S. Operating Grant	4,810	0	4,810	4,810	0	12,607	(7,797)
Education and Welfare							
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	87,391	(1,749)
Community Amenities							
Recreation and Culture							
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
Transport							
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)
Economic Services							
Fundraising Misc Income	6,000	0	6,000	6,000	0	0	6,000
	2,070,500	130,801	2,201,301	2,201,301	0	2,174,966	26,335

Note 7b: TIED GRANTS where liability arises when funds are received but not spent to date.

	2020-21	Variations	2020-21	Operating	Non- Operating	Reoup 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	185,700	0
Transport									
Local Roads & Community Infrastructure Programs	822,435	0	822,435	0	822,435	740,192	82,243	201,334	538,858
Building Better Regions Fund Grant	1,799,771	(130,503)	1,669,268	0	1,669,268	1,060,591	608,677	1,939,748	0
Wandrra - Natural Disaster	14,585,900	0	14,585,900	0	14,585,900	4,502,816	10,083,084	1,241,340	3,261,476
R2R Grant	785,619	0	785,619	0	785,619	785,619	0	1,111,414	0
Mrd Road Project Grant	545,667	0	545,667	0	545,667	545,667	0	871,611	0
Aerodrome Grant Income	0	150,000	150,000	0	150,000	0	150,000	0	0
	19,122,815	19,497	19,142,312	0	19,142,312	7,645,400	11,496,912	5,551,148	3,800,334

SHIRE OF MEEKATHARRA NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 May 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
Buildings									
ADMIN BUILDING CAPITAL - AUXILIARY SEPTIC TANK	1328	AC10	8,000	0	8,000	0	0	0	
ADMIN BUILDING CAPITAL - RENOVATE SERVER ROOM (SHELVEING), 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 RELINISHING	1328	AC3	10,000	0	10,000	0	0	0	
ADMIN BUILDING CAPITAL - FIBRE OPTIC CONNECTION		AC14	0	7,500	7,500	7,500	0	(7,500)	
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	2,648	648	
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	3,360	1,360	
LOT 927 MCCLEARY ST - CAPITAL IMPROVEMENTS	2704	0980	9,500	0	9,500	3,000	2,920	(98)	
PUBLIC TOILETS CAPITAL EXPENDITURE	3034		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 - REMOVE INSIDE BAR	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	90,450	0	(90,450)	
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	4101		0	516,212	516,212	162,664	185,700	23,036	
RED SANDBOX - REPLACE EVAP WITH SPLIT SYSTEMS	9651	EC04	6,500	0	6,500	6,500	6,200	(300)	
Buildings Total			422,282	723,712	1,145,994	327,364	237,398	(86,796)	
Furniture & Office Equip.									
COUNCIL CHAMBERS - FURNITURE AND EQUIPMENT	0254		35,000	0	35,000	12,000	11,744	(256)	
COMPUTER EQUIPMENT	1244		25,000	0	25,000	25,000	16,977	(8,023)	
K2 - WATER FOUNTAIN	2438	K2C06	5,000	0	5,000	0	0	0	
C.D.O. COMPUTER PURCHASE	2454		5,000	0	5,000	0	0	0	
OSR - PICTURE GARDENS - ARTIFICIAL TURF	3903	SR11	3,000	0	3,000	0	0	0	
Furniture & Office Equip. Total			73,000	0	73,000	37,000	28,720	(8,380)	

SHIRE OF MEEKATHARRA									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 May 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	40,000	0	(40,000)	
POOL - PLANT AND EQUIPMENT	3624		20,000	0	20,000	20,000	0	(20,000)	
MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)	5024		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	0	0	0	
EXCAVATOR	5331		30,000	0	30,000	0	0	0	
LOADER	5334		348,000	0	348,000	0	0	0	
Plant, Equip. & Vehicles Total			2,008,000	240,000	2,248,000	60,000	0	(80,000)	
Roads Infrastructure									
ROAD CONSTRUCTION VARIOUS	4200		24,538,634	499,497	25,038,131	12,501,212	8,188,766	(4,312,446)	See Note 8b for Road project details
			0	0	0	0	0	0	
Roads Infrastructure Total			24,538,634	499,497	25,038,131	12,501,212	8,188,766	(6,312,646)	
Footpath Infrastructure									
FOOTPATHS - NEW AND RENEWAL	5046		0	0	0	0	0	0	
			0	0	0	0	0	0	
Footpath Infrastructure Total			0	0	0	0	0	0	
Airport Infrastructure									
RUNWAY CONSTRUCTION	5104	1210	30,000	0	30,000	30,000	0	(30,000)	
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	
Airport Infrastructure Total			50,000	125,000	175,000	30,000	0	(30,000)	

SHIRE OF MEEKATHARRA									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 31 May 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	3,727	1,727	
YC - UPGRADE TO ENTRY GARDEN	2436	YCC04	3,000	0	3,000	3,000	0	(3,000)	
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)	
K2 - FENCING TO ALLOW FOR PUBLIC ACCESS TO THE PLAYGROUND ON	2440	K2C05	5,500	0	5,500	5,500	0	(5,500)	
REFUSE SITE - CONSTRUCTION OF TYRE DISPOSAL AREA	2824		60,000	0	60,000	0	10,168	10,168	
CEMETERY - OTHER INFRASTRUCTURE	3274		28,200	0	28,200	25,200	24,951	(249)	
TOWN DRINKING FOUNTAIN	3236		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	4,000	16,000	16,000	0	(16,000)	
LIONS PARK - LANDSCAPING (INCLUDES REMOVAL OF BMX TRACK)	4025	SR13	12,000	0	12,000	12,000	0	(12,000)	
LIONS PARK - SEATING AND TABLES	4025	SR14	5,000	0	5,000	5,000	0	(5,000)	
LIONS PARK - BBQ	4025	SR15	15,000	0	15,000	15,000	0	(15,000)	
LIONS PARK - SMALL WHEELS PARK & WALL	4025	SR09	0	55,000	55,000	55,000	0	(55,000)	
LIONS PARK	4025		0	0	0	87,000	0	(87,000)	
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	13	13	
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	16,500	0	(16,500)	
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	0	0	
Other Infrastructure Total			651,903	129,000	780,903	325,700	59,450	(204,298)	
Capital Expenditure Total			27,738,819	1,717,209	29,456,028	13,281,076	8,514,394	(4,766,742)	

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 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	3,000	3,943	943	Council Funded
Road Construction Misc	1267	2,043,970	600,000	122,000	134,013	2,013	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	1,111,414	(88,586)	R2R & Council Funded
Landor Road - BRRF Funded Business Case	B866	2,699,771	3,099,771	1,889,176	1,939,748	50,572	BRRF & Council Funded
Mt Clere Rd - Construction	C1	180,000	180,000	40,000	39,966	(34)	Council Funded
Laneway Between Main Street & Hill Street E	C134	18,000	18,000	18,000	11,947	(6,053)	Council Funded
Alternate Heavy Haulage Road - Council Funded	C135	25,000	25,000	25,000	0	(25,000)	Council Funded
Sylvania Rd - Construction	C19	0	0	0	14,393	14,393	Council Funded
High Street - Construction	C43	60,000	60,000	0	0	0	Council Funded
Savage Street - Construction	C44	65,000	65,000	2,300	1,660	(840)	Council Funded
Landor Rd - Council Funding	C66	1,351,393	1,421,393	200,290	204,528	4,238	Council Funded
Ashburton Downs-Meekatharra Rd - Construction	C67	725,000	725,000	164,105	289,131	125,026	WANDRRA
Agm: 899 (Feb 2020) General Expense	FDC00	14,750,000	14,750,000	1,390,000	42,954	(1,347,046)	WANDRRA
Agm: 899 (Feb 2020) Flood Damage - Meekatharra - Mt Clere Road	FDC1	0	0	0	-175	(175)	WANDRRA
Agm: 899 (Feb 2020) Flood Damage - Weelarrana Road	FDC18	0	0	0	34,333	34,333	WANDRRA
Agm: 899 (Feb 2020) Flood Damage - Sylvania Road	FDC19	0	0	0	509,644	509,644	WANDRRA
Agm: 899 (Feb 2020) Flood Damage - Turee Creek Road	FDC20	0	0	0	138,124	138,124	WANDRRA
Agm: 899 (Feb 2020) Flood Damage - Marymia Road	FDC33	0	0	0	113,567	113,567	WANDRRA
Agm: 899 (Feb 2020) Flood Damage - Bulloo Downs Road	FDC4	0	0	0	93,341	93,341	WANDRRA
Agm: 899 (Feb 2020) Flood Damage - Wiluna North Road	FDC3	0	0	0	201,334	201,334	LGRIIP & Council Funded
Agm: 899 (Feb 2020) Flood Damage - Jigalong Road	FDC65	0	0	0	262,448	262,448	RRG & Council Funded
Agm: 899 (Feb 2020) Flood Damage - Landor - Meekatharra Road	FDC66	0	0	0	609,163	609,163	RRG & Council Funded
Roads Infrastructure Total		24,138,634	25,038,131	6,722,304	7,981,266	1,259,062	

Comments

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



There were six actions taken under delegated powers in accordance with Delegation 05 – Power to Waive or Write off Debts in May 2021 that require reporting to Council.

Debtor/Rates	Debtor/Assessment	Name	Amount	Invoice/Property	Charge Type	Reason for Write Off
Rates	A6578	PATERSON RESOURCES LTD	\$0.47	E52/2569	Interest	Paid all but some interest. Tenement is dead.
Rates	A7635	ROWAN NEIL JASPER	\$10.70	P51/2919	Interest	Paid all but some interest. Tenement is dead.
Rates	A8049	ATLAS IRON PTY LTD	\$0.87	E52/3480	Interest	Paid all but some interest. Tenement is dead.
Rates	A8378	MORNING STAR MINING PTY LTD	\$1.73	P52/1607	Interest	Paid all but some interest. Tenement is dead.
Rates	A8379	MORNING STAR MINING PTY LTD	\$1.02	P52/1608	Interest	Paid all but some interest. Tenement is dead.
Rates	A8388	AUSQUEST LTD	\$1.56	E52/3862	Interest	Paid all but some interest. Tenement is dead.

Total: **\$16.35**

Purchase Orders

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

Title/Subject:	OUTSTANDING DEBTORS	
Agenda/Minute Number:	9.2.2	
Applicant:	Nil	
File Ref:	ADM 171	
Disclosure of Interest:	Nil	
Date of Report:	9 June 2021	
Author:	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

Summary:

Attached is a copy of the detailed outstanding Sundry Debtors.

Background:

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

The following applies to all outstanding debtors –

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

Comment:

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

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

4.11 Sundry Debt Collection

Financial Implications:

Loss of revenue

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr MR Hall
Seconded: Cr MJ Smith

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

CARRIED 4/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 26 JUNE 2021

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*** SHIRE OF MEEKATHARRA ***

Debtors Trial Balance

Debtor #	Name	Credit Limit	As at 31.05.2021		01.04.2021 GT 60 days	01.05.2021 GT 30 days	31.05.2021 Current	Total	Notes for debts >90 days old
			02.03.2021 GT 90 days	Age Of Oldest Invoice (90Days)					
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	0.00	28.24	28.24	
A171	AERODROME AIRPORT SUPPORT		0.00	0	0.00	0.00	53.88	53.88	
A092	AEROHIRE PTY LTD		0.00	0	0.00	0.00	51.27	51.27	
A173	AIR AFFAIRS AVIATION PTY L		0.00	0	0.00	93.56	0.00	93.56	
A017	AUSTRALIAN TAXATION OFFICE		0.00	0	0.00	0.00	5069.42	5069.42	
D087	AVIATION UTILITIES PTY LTD		0.00	0	0.00	0.00	69.30	69.30	
B123	BABCOCK OFFSHORE SERVICES		0.00	0	0.00	0.00	264.44	264.44	
B134	BINSIAR, ANDREW (JNR)		0.00	0	0.00	746.28	0.00	746.28	
B2	BP AUSTRALIA PTY LTD		0.00	0	0.00	0.00	129.75	129.75	
B064	BROWN, CLINTON		0.00	0	0.00	22.00	0.00	22.00	
C152	CATANIA, V		0.00	0	117.15	0.00	0.00	117.15	
C172	CENTRAL WEST HEALTH AND RE		0.00	0	0.00	0.00	0.00	0.00	
C113	COBHAM AVIATION		0.00	0	0.00	0.00	40016.50	40016.50	
C098	COCKLES PTY LTD		0.00	0	0.00	0.00	44.91	44.91	
C011	COMMERCIAL HOTEL		0.00	0	0.00	0.00	74.05	74.05	
C021	COMPLETE AVIATION SERVICES		0.00	0	0.00	93.56	0.00	93.56	
C144	CONNERY INVESTMETNS PTY LT		0.00	0	0.00	0.00	22.00	22.00	
C065	CONTRACT AQUATIC SERVICES		0.00	0	0.00	2601.21	0.00	2601.21	
C0222	CORSAIRE PTY LTD		0.00	0	0.00	23.94	0.00	23.94	
C147	CRAIG JONATHAN CHALLEN		0.00	0	0.00	0.00	29.93	29.93	
C033	CURTIN FLYING CLUB INC		0.00	0	0.00	0.00	0.00	-22.00	
D1	DEPARTMENT OF EDUCATION		31023.11	376	0.00	36158.41	0.00	67181.52	(age incorrect) following up
H007	DEPARTMENT OF HOUSING		0.00	0	0.00	0.00	0.00	-640.40	
D119	DESROSIERS, NICOLE		0.00	0	245.00	220.00	0.00	465.00	
E052	ESSENTIAL LABOUR SOLUTIONS		0.00	0	0.00	350.00	0.00	350.00	
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	
G080	GRBIC, RICKY		783.99	495	0.00	0.00	0.00	783.99	paying off in liquidation
G077	GREY MARE TRANSPORT		574.22	1109	0.00	0.00	0.00	574.22	
G052	GROUNDWATER CONSULTING SER		0.00	0	0.00	0.00	0.00	-22.08	
H032	HELI-MUSTER PTY LTD		0.00	0	0.00	0.00	22.00	22.00	
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	147.97	147.97	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 26 JUNE 2021



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*** SHIRE OF MEEKATHARRA ***

Debtors Trial Balance

Debtor #	Name	Credit Limit	As at 31.05.2021		01.04.2021 GT 60 days	01.05.2021 GT 30 days	31.05.2021 Current	Total	
			02.03.2021 GT 90 days	Age Of Oldest Invoice (90Days)					
H093	HELICOPTER FILM SERVICES P		0.00	0	0.00	0.00	22.00	22.00	
H150	HELICOPTER LOGISTICS PTY L		0.00	0	0.00	0.00	29.93	29.93	
S003	HON ROBIN SCOTT MLC		0.00	0	0.00	74.05	0.00	74.05	
H062	HORIZON POWER (CARNARVON)		0.00	0	0.00	0.00	11000.00	11000.00	
E014	IAN EVANS		0.00	0	0.00	0.00	22.08	22.08	
J018	JANDAKOT FLIGHT CENTRE		0.00	0	40.41	40.41	109.27	190.09	
K027	KYANGA, ROBERT		0.00	0	0.00	383.50	0.00	383.50	
L067	LIFEFLIGHT AUSTRALIAN LTD		0.00	0	0.00	0.00	140.80	140.80	
M4	MAIN ROADS		0.00	0	0.00	0.00	360140.00	360140.00	
S134	MARK STURGEON		0.00	0	0.00	165.40	0.00	165.40	
M221	MB AVIATION PTY LTD		0.00	0	53.86	0.00	0.00	53.86	
M148	MELISSA PRICE MP		0.00	0	0.00	0.00	0.00	-34.40	
M026	MR & MRS K MAHONY		0.00	0	0.00	0.00	1452.18	1452.18	
M173	MT AUGUSTUS TOURIST PARK		0.00	0	0.00	0.00	0.00	-49.26	
N044	NEUK PORT AD-HAIR		0.00	0	0.00	0.00	114.94	114.94	
P116	POINT AVIATION PTY. LTD		0.00	0	0.00	44.00	0.00	44.00	
R043	RACHLAN HOLDINGS PTY LTD		22.00	209	0.00	0.00	0.00	22.00	following up
R098	REILLY & CO		0.00	0	0.00	0.00	0.00	-74.05	
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	0.00	16014.05	16014.05	
S096	S&K ELECTRICAL CONTRACTING		0.00	0	0.00	0.00	74.05	74.05	
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	508.15	508.15	
W045	SIMON WILDING		0.00	0	0.00	0.00	0.00	-50.10	
S007	SKIPPERS AVIATION		0.00	0	0.00	3825.00	3585.00	7410.00	
S078	STAR AVIATION PTY LTD		0.00	0	0.00	1062.82	624.97	1687.79	
S148	SUSAN NOYRE CLARKE		0.00	0	0.00	0.00	22.00	22.00	
S149	SYMONDS, PETER		0.00	0	0.00	0.00	26.93	26.93	
W112	WALTER WHIP & THE FLAMES		755.00	929	0.00	0.00	0.00	755.00	paying off
W122	WEST AIR INVESTMENTS PTY L		0.00	0	0.00	29.93	0.00	29.93	
W062	WEST COAST AIR SERVICES PT		0.00	0	0.00	0.00	59.88	59.88	
W075	WESTCOAST SEAPLANES PTY LT		0.00	0	0.00	0.00	0.00	-129.40	
Y015	YUGUNGA-NYA PEOPLE'S TRUST		1072.50	348	0.00	0.00	0.00	1072.50	at debt collector
Y018	YULELLA INCORPORATED		0.00	0	0.00	0.00	0.00	-83.04	
Totals --- Credit Balances:		-1156.72	34230.82		456.42	46308.31	440056.99	519895.82	

Title/Subject:	LIST OF ACCOUNTS ENDED 31 MAY 2021	
Agenda/Minute Number:	9.2.3	
Applicant:	Nil	
File Ref:	ADM 171	
Disclosure of Interest:	Nil	
Date of Report:	14 June 2021	
Author:	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>

Summary:

Accounts are to be presented to council for payments.

Background:

List of accounts

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

Comment:

Each month the accounts are presented to council for payment;

Municipal	\$ 1,951,675.99
Air BP	\$ 788.37
Trust	\$ 0.00
Total	\$ 1,952,464.36

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 MR Hall

Seconded: Cr DK Hodder

**That Council receives the attached list of creditor accounts paid under delegated power.
CARRIED 4/0**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 26 JUNE 2021

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
26-Jun-21

Chq/EFT	Date	Name	Description	Amount	AIR BP
EFT17972	08/05/2021	LGRCEU (FORMERLY MUNICIPAL EMPLOYEES UNION)	PAYROLL DEDUCTIONS		-38.80
EFT17973	08/05/2021	NORTHERN GOLDFIELDS EARTHMOVING PTY LTD (NGE)	FLOOD WORKS EQUIPMENT & LABOUR - AGRN 899 PEAK HILL/THREE RIVERS RD 18/03/21 - 02/04/21, WILLUNA NTH RD 18/03/21 - 02/04/21: EXCAVATOR 35T, FLOAT, GRADER, GRID ROLLER, PUMP, ROAD TRAIN SIDE TIPPER, STEEL DRUM., WATER CARTS, LABOUR, MEALS AND ACCOMODATION		-199053.25
EFT17974	08/05/2021	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS		-2126.39
EFT17975	13/05/2021	AHA CONSULTING	DEVELOP THE STRATEGIC COMMUNITY PLAN		-6050.00
EFT17976	13/05/2021	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES APRIL 27 - 30/04/21 AND MAY 03-07/05/21		-11366.06
EFT17977	13/05/2021	AUSTRALIA POST	POSTAGE 01-30/04/2021		-172.34
EFT17978	13/05/2021	BUTEK PTY LTD	LR66 - LRCIP - LANDOR ROAD - RFQ 20/21-2. SUPPLY, SPRAY, COVER BITUMEN SEALING INC SEAL DESIGN & AGGREGATE SUPPLY		-405387.35
EFT17979	13/05/2021	BOC GASES	INDUSTRIAL GAS CYLINDER RENT OXY, ARGOSHIELD & ACETYLENE		-49.25
EFT17980	13/05/2021	BORAL RESOURCES (WA) LTD	RATES REFUND FOR ASSESSMENT A7938 E52/3348 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642		-380.01
EFT17981	13/05/2021	BRAT ENDEAVOURS PTY LTD	SUPERVISION OF CONTRACTORS: LR66 - LANDOR ROAD - LRCIP RFT 19/20-4 - 08/04/21 - 04/05/21, AGRN 899 WILLUNA NORTH RD - 7030005 - 28/02/21 - 04/05/21, 1267 - M67 - ASHBURTON DOWNS - MEEKATHARRA ROAD - 05/04/21 - 22/04/21 (FORTNUM MINE)		-15122.36
EFT17982	13/05/2021	BULLDOG CONTRACTING	LR66 - LRCIP - RFT 19/20-01 - RFQ 20/21-8 LANDOR - MEEKATHARRA ROAD - INSTALL CUT OFF WALLS, REMOVE OLD TYRES FROM DEPOT TO TIP, SUPPLY/DELIVER 15T GP CEMENT		-97099.20
EFT17983	13/05/2021	C4 CLEANING	CLEANING APRIL - OFFICE, DEPOT, GYM, CRICKET, YOUTH, PUBLIC TOILETS, QUARTERS, LLOYDS PLAZA, KIDZONE		-3712.50
EFT17984	13/05/2021	CANINE CONTROL	RANGER SERVICES ON 23-23 APRIL 2021		-3684.56
EFT17986	13/05/2021	COMMERCIAL HOTEL	5 MOTEL ROOMS FOR 3 NIGHTS 28/04 - 01/05/21 FOR MURDOCH VET TEAM		-2016.00
EFT17987	13/05/2021	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION /	SECURITY MONITORING KIDZONE & YOUTH CENTRE APRIL 2021		-55.00
EFT17988	13/05/2021	DUN DIRECT PLTD (DUNNINGS)	50,000 LITRES DIESEL FUEL DELIVERED TO TANK 2 MEEKATHARRA AIRPORT, THURSDAY 22 APRIL 2021		-63272.00
EFT17989	13/05/2021	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 28/04/2021 & 12/05/2021		-1709.22
EFT17990	13/05/2021	FARMER JACKS	HOSE CLAMPS, FOOD FOR HOLIDAY PROGRAM, CONSUMABLES FOR OFFICE KITCHEN, REFRIGERATOR FOR LLOYDS OFFICE AREA, REFRESHMENTS FOR COUNCIL, ASSORTED LIGHT BULBS, 30/04/21 MOVIE NIGHT REFRESHMENTS.		-1234.87
EFT17991	13/05/2021	FINISHING WA (PRITCHARD BOOKBINDERS)	AUGUST 2017 - AUGUST 2020 MINUTES BINDING		-547.80
EFT17992	13/05/2021	FIREFLY OPERATIONS PTY LTD (PREVIOUSLY MARINDI METALS)	RATES REFUND FOR ASSESSMENT A7994 E52/3451 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642		-78.51
EFT17993	13/05/2021	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	OFFICE PRINTERS APRIL - DPP455, C6888, C6885, C6880 - ADMIN & DEPOT PRINTING COSTS		-593.08
EFT17994	13/05/2021	GERALDTON SHEETMETAL & ROOFING	2 X CUSTOM STAINLESS BENCHES FOR CAFE - 1) SINK BENCH W/SPLASHBACK, 2) FULL LENGTH W/UNDERSHELVES		-5831.10
EFT17995	13/05/2021	GREENFIELD TECHNICAL SERVICES	AGRN 899 - BULLOO DOWNS RD, JIGALONG MISSION RD, TUREE CREEK ROAD, WEELARRANA WEST RD - LABOUR & TRAVEL - CONTRACT SUPERVISOR - TONY WHITE		-11594.00
EFT17996	13/05/2021	HILLE THOMPSON & DELFOS (HTD)	LR66 - LANDOR RD - SURVEY / SET OUT BITUMEN EDGE - SLK 104.13 TO 114.13 (ACCOM & TRAVEL INC)		-4499.00
EFT17997	13/05/2021	IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)	MONTHLY SERVICE FEE FOR CHLORINE GAS AT POOL APRIL 2020/21		-81.84
EFT17998	13/05/2021	JR & A HERSEY PTY LTD (USE H110)	TOOLS/EQUIPMENT - MEASURING WHEEL & DRILL BIT SETS, PPE 1 X PAIR BOOTS		-1012.00
EFT17999	13/05/2021	KLEENHEAT GAS	DOMESTIC GAS CYLINDER RENTAL - AIRPORT RESIDENCE MAY 2020 TO MAY 2021		-85.80
EFT18000	13/05/2021	KOTT GUNNING LAWYERS	DRAFTING OF MANAGEMENT AGREEMENT BETWEEN SHIRE AND CRC FOR LLOYDS PLAZA		-6585.92
EFT18001	13/05/2021	LANDGATE	SCHEDULE M2021/2 - 25/03/2020 TO 15/04/2021		-180.40
EFT18002	13/05/2021	MARKETFORCE PTY LTD	DIFFERENTIAL RATES ADVERTISING IN WEST AUSTRALIAN 1/5/21		-541.54
EFT18003	13/05/2021	MEEKATHARRA ACCOMMODATION CENTRE	CATERING 4TH MAY FOR 10 PEOPLE EXCEL COURSE TRAINING DAY		-150.00
EFT18004	13/05/2021	MEEKATHARRA CORNER STORE	P473 - NEW TYRES FOR YOUTH CENTRE TRITON, P24 FUEL, P508 TYRE ROTATION		-1210.58
EFT18005	13/05/2021	MIDWEST LOCK & SAFE	SERVICE LOCK ON FRONT TILL AND OTHER VARIOUS LOCKS		-135.00
EFT18006	13/05/2021	MODERN TEACHING AIDS PTY LTD (MTA)	CREATISTICS WATERCOLOUR ASST COLOURS & OTHER ART SUPPLIES FOR YOUTH CENTRE/KIDZONE		-75.79
EFT18007	13/05/2021	MONUMENT MURCHISON PTY LTD	RATES REFUND FOR ASSESSMENT A7748 E51/1686 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642		-120.82
EFT18008	13/05/2021	MOORE STEPHENS (UHY)	DCEO - TRAINING VIA ZOOM (2021 FINANCIAL REPORTING & 2021 MANAGEMENT) 21 MAY 2021		-2332.00
EFT18009	13/05/2021	NAVSDRON PTY LTD (MEGAN SHIRT)	MARCH & APRIL FINANCIAL ASSISTANCE WITH MONTHLY REPORTS, BUDGETS AND ANNUAL REPORTS @ \$100/HR		-1938.00
EFT18010	13/05/2021	NORTHERN GOLDFIELDS EARTHMOVING PTY LTD (NGE)	AGRN 899 PEAK HILL/THREE RIVERS RD - 703002 -13/04/21 - 02/05/21 - ROAD TRAIN SIDE TIPPER 36M3		-332398.00
EFT18011	13/05/2021	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	APRIL IT ASSISTANCE AND MONTHLY MONITORING FEE & DISASTER RECOVERY 2020/21 - DCEO RESET RECORDS P/W, DCEO RELEASE EMAIL FROM VIRUS PROTECTION, AFO FIX PDF PRINT/SHORTCUTS		-382.50
EFT18012	13/05/2021	REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	FUEL CARD PURCHASES - APRIL 2021		-1442.95
EFT18013	13/05/2021	RICK FENNY PTY LTD	SUBSIDY FOR NEUTERING OF PETS BELONGING TO RESIDENTS WITH HEALTH CARE CARDS X 1		-440.00
EFT18014	13/05/2021	ROBERT HOARE	RATES REFUND FOR ASSESSMENT A429 118 DARLOT STREET MEEKATHARRA 6642		-600.00
EFT18015	13/05/2021	T-QUIP	P523 - CIRCULATING WATER HOSES		-524.70
EFT18016	13/05/2021	TELSTRA CORPORATION LIMITED	APRIL LANDLINE TELEPHONES - ALL		-2335.75
EFT18017	13/05/2021	THINKPROJECT AUSTRALIA P/LTD (WAS RAMM SOFTWARE P/L)	RAMM ANNUAL SUPPORT AND MAINTENANCE FEE 2021/22		-8659.85
EFT18018	13/05/2021	TOLL TRANSPORT PTY LTD	FREIGHT FROM VARIOUS SUPPLIERS - APRIL/MAY 2021		-868.71
EFT18019	13/05/2021	TRENFIELD MOTORS	APRIL TYRES - P477, P433, P338 P520 P452 P518 P482 P481 P395 P495 P521, P106 - GENERAL SERVICE INC FIX / ADJUST CLUTCH AND REPLACE 1 X BATTERY ISOLATOR, 4 x 20LTR DRUMS CAT HYDRAULIC FLUID		-12590.80
EFT18020	13/05/2021	VENTNOR PILBARA PTY LTD	RATES REFUND FOR ASSESSMENT A7919 E52/3447 NANNINE GOLD FIELD MEEKATHARRA WA 6642		-107.12
EFT18021	13/05/2021	WESTRAC EQUIPMENT	P360 - REPLACE TAIL LIGHTS & HORN BUTTON, DIAGNOSTIC TEST & REPORT (LABOUR AND PARTS)		-952.25
EFT18022	13/05/2021	BIG BELL GOLD OPERATIONS PTY LTD	RATES REFUND FOR ASSESSMENT A7789 P51/2937 PEAK HILL GOLD FIELD		-374.71

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 26 JUNE 2021

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
26-Jun-21

Chq/EFT	Date	Name	Description	Amount	AIR BP
EFT18023	13/05/2021	CLOUD PAYMENT GROUP (CLOUD COLLECTIONS P/LTD)	DEBT COLLECTION - RATES & DEBTORS/GENERAL	-7270.40	
EFT18024	13/05/2021	MACDONALD, LACHLAN	REIMBURSE L MACDONALD FOR J BAUMGARTEN NATIONAL POLICE CLEARANCE	-55.80	
EFT18025	13/05/2021	TRALEE CABLE	REIMBURSE T CABLE - WINDOW TARPAULINS FOR LLOYDS (TEMP WIDNOW COVERING PENDING CURTAIN INSTALLATION)	-47.94	
EFT18026	31/05/2021	ABCO PRODUCTS	CLEANING PRODUCTS AND CONSUMABLES	-886.31	
EFT18027	31/05/2021	AERODROME MANAGEMENT SERVICES PTY LTD (AMS)	AERODROME MANUAL RE MOS PART 139(2019): PROJ MTG/SET UP, PHASE 2 - DATA, PHASE 3 - PROCEDURES IN MANUAL, PHASE 4 - SITE VISIT (INC TRAVEL/ACCOM)	-14118.43	
EFT18028	31/05/2021	AIT SPECIALISTS PTY LTD	FUEL TAX CREDITS 01/04/21 - 30/04/21	-807.09	
EFT18029	31/05/2021	B & E TRENFIELD	PARKS & GARDENS CONTRACT FOR MAY 2021	-12440.89	
EFT18030	31/05/2021	BATTERY MART	RT 1270 BATTERY FOR AIRPORT PAPI LIGHTS	-38.50	
EFT18031	31/05/2021	BRAT ENDEAVOURS PTY LTD	SUPERVISION OF CONTRACTORS: LR86 - LANDOR ROAD - LRCIP RFT 19/20-4 - 08/04/21 - 04/05/21, AGRN 899 WILUNA NORTH RD - 7030005 - 26/02/21 - 04/05/21, 1267 - M67 - ASHBURTON DOWNS - MEEKATHARRA ROAD - 05/04/21 - 22/04/21 (FORTNUM MINE CONTRACTORS)	-14802.04	
EFT18032	31/05/2021	BUNNINGS GROUP LIMITED	COMMUNITY EVENT EQUIPMENT, 5X EXTENSION CORDS, 12X GAZEBO SIDES, 2X VELCRO CORD WRAPS	-459.28	
EFT18033	31/05/2021	COMMERCIAL HOTEL	LUNCH FOR COUNCILLORS AND STAFF AFTER COUNCIL MEETING SATURDAY 15 MAY 2021	-282.50	
EFT18034	31/05/2021	CONSTABLE CARE CHILD SAFETY FOUNDATION (INC)	SHIRE OF MEEKATHARRA CO-CONTRIBUTION TO CONSTABLE CARE PROGRAM MEEKATHARRA 2020	-3000.00	
EFT18035	31/05/2021	CORSIGN WA PTY LTD	240 X VARIOUS ROAD SIGNS 37 X GALV POSTS 37 X CAPS 100 X BRACKET	-15940.10	
EFT18036	31/05/2021	DAVID KENNETH HODDER	OCM FEE & HBTP FEE 15 MAY 2021	-550.00	
EFT18037	31/05/2021	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION /	MAY 2021 HALF YEARLY SERVICE OF ALL FIRE EQUIPMENT - LABOUR & TRAVEL	-2522.55	
EFT18038	31/05/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	ESL RETURN QUARTER 4 2020/21	-7419.84	
EFT18039	31/05/2021	DEPARTMENT OF HUMAN SERVICES - SERVICES AUSTRALIA -	CENTREPAY TRANSACTION CHARGES FOR 01/03/2021 - 30/04/2021	-81.18	
EFT18040	31/05/2021	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 26/05/2021	-854.61	
EFT18041	31/05/2021	ELITE ELECTRICAL CONTRACTING	LLOYDS CAFE - CHANGE COFFEE MACHINE PWR POINT TO 20AMP	-438.83	
EFT18042	31/05/2021	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	64 BOXES - 320 REAMS (1 PALLET) OF A4 PHOTOCOPY PAPER	-1619.20	
EFT18043	31/05/2021	GREENFIELD TECHNICAL SERVICES	AGRN 899 FLOOD DAMAGE PROJECT MANAGEMENT, FINANCIAL ADMINISTRATION AND TECHNICAL SUPPORT - MAY 2021	-6897.00	
EFT18044	31/05/2021	HARVEY JAMES NICHOLS	OCM FEE & HBTP FEE 15 MAY 2021	-700.00	
EFT18045	31/05/2021	LGRCEU (FORMERLY MUNICIPAL EMPLOYEES UNION)	PAYROLL DEDUCTIONS	-38.80	
EFT18046	31/05/2021	MARK SMITH	OCM FEE & HBTP FEE 15 MAY 2021	-550.00	
EFT18047	31/05/2021	MATTHEW HALL	OCM FEE & HBTP FEE 15 MAY 2021	-975.74	
EFT18048	31/05/2021	MEEKATHARRA GP CLINIC	PRE-EMPLOYMENT MEDICAL FOR CLIFFORD RANGI KOREWHA - 12 MAY 2021	-130.00	
EFT18049	31/05/2021	MOSES, PHILLIP	OCM FEE & HBTP FEE 15 MAY 2021	-550.00	
EFT18050	31/05/2021	MTF SERVICES	LR86 - LANDOR ROAD - LRCIP FUNDED - RFT19/20-05 EQUIPMENT HIRE 08/04/21 TO 17/04/21	-477239.40	
EFT18051	31/05/2021	MURCHISON RUBBISH SERVICES	RUBBISH CONTRACT FOR MAY 2021	-21036.82	
EFT18052	31/05/2021	NEUK PORT AD-HAIR	AERODROME MANAGEMENT CONTRACT FOR MONTH OF MAY 2021	-22822.60	
EFT18053	31/05/2021	NORTHERN GOLDFIELDS EARTHMOVING PTY LTD (NGE)	AGRN 899 WILUNA NORTH RD - 703005 -13/04/21 - 02/05/21 - EQUIPMENT SUPPLY FOR FLOOD DAMAGE REPAIR, PIPE SUPPLY FOR M67 ASHBURTON DOWNS - TURKEY NEST	-17757.05	
EFT18054	31/05/2021	PACIFIC DATA SYSTEMS AUSTRALIA PTY LTD	ANNUAL SUBSCRIPTION 28/08/21 - 28/08/2022 - SATELLITE RAIN GAUGES	-858.00	
EFT18055	31/05/2021	PETER SHANE CLANCY	OCM FEE & HBTP FEE 15 MAY 2021	-550.00	
EFT18056	31/05/2021	ROYAL FLYING DOCTOR SERVICE	LANDING FEE CONTRIBUTION - JAN TO MARCH 2021	-15141.40	
EFT18057	31/05/2021	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-1298.24	
EFT18058	31/05/2021	SKIPPERS AVIATION PTY LTD	2 X RETURN FLIGHTS PTH/MKR 9 AND 11 JUNE 2021 - OAG AUDITORS	-1412.00	
EFT18059	31/05/2021	TELSTRA CORPORATION LIMITED	MAY LANDLINE TELEPHONES - ALL	-1927.16	
EFT18060	31/05/2021	TOLL TRANSPORT PTY LTD	FREIGHT FROM VARIOUS SUPPLIERS - MAY 2021	-562.57	
EFT18061	31/05/2021	VANADIUM RESOURCES LIMITED (TANDO)	RATES REFUND FOR ASSESSMENT A7982 E52/3580 PEAK HILL GOLD FIELD	-1164.81	
EFT18062	31/05/2021	WESTERN INDEPENDENT FOODS	FREIGHT - GERALDTON TO MKR - LLOYDS CASE BENCHES & EQUIPMENT	-810.56	
EFT18063	31/05/2021	WINC AUSTRALIA PTY LTD (STAPLES)	1 X SATECHI USB 3.0 HUB & CARD READER CODE 25036812	-53.00	
EFT18064	31/05/2021	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	BAGS FOR DOG WASTE & 1 X GALVANISED DISPENSER IN HERITAGE GREEN	-323.40	
25825	13/05/2021	DEPARTMENT OF TRANSPORT	C. EVANS 2 X NUMBER PLACES 700MK & 333MK	-504.00	
25826	13/05/2021	VETERANS LEGION OF AUSTRALIA	WREATH FOR 2021 ANZAC SERVICE	-120.00	
25827	13/05/2021	WATER CORPORATION	WATER CHARGES - 10/02/21 - 07/04/21 - STOCKYARDS	-44.18	
25828	31/05/2021	DEPARTMENT OF TRANSPORT	LICENCE RENEWAL TO 30/06/22 - ALL VEHICLES	-16833.70	
25829	31/05/2021	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE - MAY 2021	-290.00	
25830	31/05/2021	WATER CORPORATION	WATER CHARGES - 10/02/21 - 08/04/21 - 58 MCCLEARY ST	-1800.37	
DD13656.1	04/05/2021	HORIZON POWER	ELECTRICITY CHARGES 13/02/21 - 14/04/21 - SHIRE BUILDINGS, HOUSING, TOWN HALL, CRC, TOILETS, YC/SANDBOX, LLOYDS	-30711.68	
DD13663.1	11/05/2021	WESTPAC CREDIT CARD	DEPT MINES - CAVEATS ON E51/1806, E8/3018, E52/3640, E52/3639, E51/1847, E51/1846, E51/1810	-1067.60	
DD13681.1	12/05/2021	AWARE SUPER	PAYROLL DEDUCTIONS	-5647.48	
DD13681.2	12/05/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-853.64	
DD13681.3	12/05/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-937.49	
DD13681.4	12/05/2021	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-870.01	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 26 JUNE 2021

SHIRE OF MEEKATHARRA
Accounts Due and Paid under Delegated Authority and Submitted to Council on the
26-Jun-21



Chq/EFT	Date	Name	Description	Amount	AIR BP
DD13681.5	12/05/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1326.24	
DD13681.6	12/05/2021	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-582.75	
DD13681.7	12/05/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-174.58	
DD13681.8	12/05/2021	AMP SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-47.42	
DD13684.1	18/05/2021	HORIZON POWER	ELECTRICITY CHARGES 01/04/21 - 30/04/21 - STREETLIGHTS	-4901.76	
DD13686.1	20/05/2021	HORIZON POWER	ELECTRICITY CHARGES 02/04/21 - 03/05/21 - AIRPORT	-2762.83	
DD13688.1	21/05/2021	BP OIL (AIR BP)	APRIL 2021 AVGAS PURCHASES		-788.37
DD13692.1	25/05/2021	HORIZON POWER	ELECTRICITY CHARGES 05/06/21 - 08/05/21 - SPORTS COMPLEX, GYM, HOUSE	-4316.55	
DD13695.1	26/05/2021	AWARE SUPER	PAYROLL DEDUCTIONS	-5756.67	
DD13695.2	26/05/2021	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-853.64	
DD13695.3	26/05/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-937.49	
DD13695.4	26/05/2021	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-870.01	
DD13695.5	26/05/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1336.35	
DD13695.6	26/05/2021	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-506.28	
DD13695.7	26/05/2021	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-172.62	
DD13697.1	31/05/2021	HORIZON POWER	ELECTRICITY CHARGES 15/04/21 - 11/05/21 - UNIT 5 ART GALLERY - SPECIAL READING METER CHANGE TO TENANT	-123.73	

THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

MUNI BANK	-\$ 1,951,675.99
AIR BP ACCOUNT	-788.37

TOTALLING -\$1,952,464.36 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Saturday, 26 June 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

Title/Subject:	ADOPTION OF 2021/22 ANNUAL BUDGET
Agenda/Minute Number:	9.2.4
Applicant:	Nil
File Ref:	ADM 0242
Disclosure of Interest:	Nil
Date of Report:	15 June 2021
Author:	Krys East Deputy Chief Executive Officer
	
	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	
	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

This report puts forward the 2021/22 Statutory Budget for Council's endorsement and acceptance.

Attachments:

2021/22 Statutory Budget
2021/22 Schedule of Fees and Charges

Background:

Every year Council is required to adopt a budget for that financial year. At the Ordinary Council Meeting held on Saturday 17 April 2021, the proposed differential rates were approved by Council and advertised for public comment on 1 May 2021. No submissions were received prior to the public comment period closing on the 24 May 2021.

As the proposed Mining UV rate (19.6101) is more than twice the lowest differential rate, in this case Pastoral UV (7.4462) Ministerial approval is required.

Comment:

In May 2021 Council deliberated and adopted the draft budget. Since then however following changes have occurred which have been included in this presented budget:

- The Financial Assistance Grant (FAG) was once again partly pre-paid. \$1,961,555 was received this financial year and will carry forward into next year as a surplus. The 2021/22 expected FAG income was decreased accordingly.
- The valid valuations for 1 July 2021 have been entered onto the Shire rating system. The overall impact has been almost an additional \$50k expected in rates. This will be nearly offset by 5 pastoral companies having lodged successful objections backdated to 1 July 2020. An allocation of \$44,576 for refund of overpaid rates is required.
- Some projects in the budget were expected to be completed by 30 June 2021 but are not so will need to be carried over. These are:
 - Shire Hall curtains \$12,000
 - Drinking fountains at both Kids Zone and Youth Centre \$5,000 each.
- The Picture Garden's split systems supply and install is not going to be done this year as expected so therefore an increase to the carried over allocation for upgrading the main building is required from \$4500 to \$9,550.
- It was anticipated that all Lloyd's grant expenditure and income would be completed in 2020/21. However only \$322,596 of the budgeted \$516,212 will be spent this year so \$193,616 will be carried over to the 2021/22 financial year. The Lotterywest grant of

\$500k has not been received and there is a further \$72,908 to be received from BBRF. These have now been included in the 2021/22 budget.

- An error was found when preparing the statutory budget. The draft budget was prepared using the 2020/21 budget carryover surplus instead of the Actuals (as per the audited 2019/20 Annual Financials). A difference of just over \$1m dollars. This plus more accurate EOFY figures has resulted in a surplus of nearly \$1.6m more than anticipated. Staff have allocated this surplus to Reserves:
 - Reseal & Rejuvenation Reserve allocation increased from \$252,225 to \$559,680. The amount calculated to ensure sufficient funds are available in Reserve to Reseal and Rejuvenate existing roads as needed.
 - Building Reserve – an allocation of \$900,000 to provide for a new CEO residence (planning etc in this year’s budget).
 - Airport Runway Reserve - \$451,747 to ensure that funds are available as recent reports have indicated extensive works will be required in the next few years.

A new item (\$8,500) has been included with the presented budget. This is for “1 Man & a Bike” which is a TV series that tours regional WA. The Goldfields was recently aired and is available on Youtube to view.

- Every episode will be made available via their Facebook page once aired on the commercial network. Historically this has resulted in thousands of additional shares and plays, inclusive of international reach.
- There will be unlimited access to the final edited story and full episode, which can be forwarded in various sizes and formats, across multiple mediums.
- There is the capability to cut-down packages for other marketing purposes.
- Access to the filmed high definition raw video files, inclusive of drone footage, which can be further promoted through other promotional mediums such as television commercials, websites and social media (conditions apply).
- Each episode will be allocated to a particular region or road-trip, with multiple-LGA collaborations coming together to form an episode.
- Series to be filmed in high definition with multiple use of drone technology (within CASA approved areas).
- Each episode, based on previous series’ will be filmed over four-five days

They can also film any additional required footage whilst on-location if time permits. So, based on a four Shire collaboration, with some potential assistance from the MWDC:

Partnership Option:

- Four LGA’s would be involved.
- Each would receive a *five-minute* story as part of their involvement.
- Each partner would also receive the add-on included benefits further to the national exposure (was originally WA only).
- A four-LGA collaboration would involve *six days filming (and getting to/from location)*, including travel to/from Perth base. One day in Meekatharra would produce the 5-minute segment.

The above option, all-inclusive with the mentioned add-on benefits would be \$34,000, ex GST (\$8,500 per LGA).

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

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

The budget is based on an expected surplus of \$9.4M carrying forward from the 2020/21 year. This surplus is largely due to the \$1.96M FAG pre-payment and over \$7M unspent or underspent capital works projects such as:

- \$3.2M Roads (incl. Council funded construction on Landor Rd \$918k, Landor Rd BBRF \$850k, Ashburton Down Rd Council Funded \$330k, Mt Clere Rd Council Funded \$140k, Town Streets/High, Savage & Alternate Heavy Haulage Road \$150k, Misc Roads \$400k, Cut off walls / water bores / grids \$500k)
- \$630k Other Infrastructure (includes \$42k Construction of tyre disposal area at refuse site, \$32k Lions Park, \$50k Queens park playground, \$367k Trails)
- \$540k Land & Building (includes \$270k Lloyds Plaza redevelopment)
- \$1.85M Plant (incl \$500k Caravans & Equipment, \$100k Down Hole Bore Pumps + Trailer, \$361k Sweeper, \$350k Truck, \$60k Works Manager vehicle, \$348k IT Loader)
- \$44k Furniture & Equipment (inc \$25k Council Table and data cabling)
- \$175k Airport

At the time of writing this agenda item Ministerial approval has not yet been received granting the right to impose a differential rate for UV Mining that is more than twice the lowest differential rate imposed for UV Pastoral.

Last year Staff investigated whether it is permissible to “adopt the Statutory Budget for 2019/20 subject to Ministerial approval being granted” prior to Ministerial approval being received. However Departmental guidance on budget timelines states “The budget cannot be adopted until after the Minister makes their decision.”

Local Government Act 1995 (LGA) Section 6.2 states that the budget must be adopted “*in the form and manner prescribed*”. Prescribed in this case includes the Minister’s approval for differential rates, and since those differential rates are part of the Budget, there can be no Council decision on a Budget containing differential rates without Ministerial approval.

Section 6.2 of the LGA also places an obligation on the Budget to incorporate rate particulars, and that condition can’t be met unless these are approved. This means that:

- a Budget is compliant only if, among other things, contains rates particulars,
- the rates particulars, in the case of differential rates more than twice the lowest differential rate imposed, are compliant only if approved by the Minister.

If Ministerial approval is not received in time this item will be required to be withdrawn.

Consultation:

Roy McClymont – Chief Executive Officer
Megan Shirt - Consultant
All Councillors
All Internal & External Staff

Statutory Environment:

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

Policy Implications:

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

Budget/Financial Implications:

The 2021/22 Budget is the main document relating to Council's Income and Expenditure for the coming Financial Year.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

At the meeting:

Staff advised that Ministerial approval had been received on 25 June 2021.

Officers Recommendations/Council Resolution:

PART A – MUNICIPAL FUND BUDGET FOR 2021/22 - ABSOLUTE MAJORITY REQUIRED

Moved: Cr Mr Hall
Seconded: Cr DK Hodder

Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the council adopt the Municipal Fund Budget as attached to this agenda and the minutes, for the Shire of Meekatharra for the 2021/22 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2 showing a net surplus for that year of \$8,302,064
- Statement of Comprehensive Income by Program on page 4 showing a net surplus for that year of \$8,302,064
- Statement of Cash Flows on page 6
- Rates Setting Statement on page 7 and 8 showing an amount required to be raised from rates of \$4,752,175
- Notes to and Forming Part of the Budget on pages 9 to 27
- Transfers to Reserves as detailed in page 21
- Budget Program Schedules as detailed in the "Management Schedules" pages 1 to 63
- Elected Members Fees as adopted at the Ordinary Council Meeting held 17 April 2021

**CARRIED 4/0
BY AN ABSOLUTE MAJORITY**

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS – ABSOLUTE MAJORITY REQUIRED

Moved: Cr MJ Smith
Seconded: Cr DK Hodder

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

- a) **General Rates -**
- | | |
|---------------|-----------------------------|
| GRV | 8.8869 cents in the dollar |
| UV – Pastoral | 7.4462 cents in the dollar |
| UV – Mining | 19.6101 cents in the dollar |
- b) **Minimum Rates –**
- | | |
|---------------|----------|
| GRV | \$400.00 |
| UV – Pastoral | \$350.00 |
| UV – Mining | \$350.00 |
2. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalment;
- Due date/first instalment 25 August 2021
 - Second instalment 29 October 2021
 - Third instalment 3 January 2022
 - Fourth instalment 9 March 2022
3. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates through an instalment option of \$15.00 for each instalment after the initial instalment is paid.
4. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996 Council adopts an interest rate of 3% where the owner has elected to pay rates through an instalment option (modified from the usual 5.5% in compliance with clause 13 of the Local Government (COVID-19 Response) Order 2020).
5. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable (modified from the usual 10% in compliance with clause 14 of the Local Government (COVID-19 Response) Order 2020).

**CARRIED 4/0
BY ABSOLUTE MAJORITY**

PART C – MATERIAL VARIANCE – SIMPLE MAJORITY REQUIRED

**Moved: Cr MR Hall
Seconded: Cr DK Hodder**

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality, the level to be used in financial activity in 2021/2022 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

CARRIED 4/0

PART D – GENERAL FEES AND CHARGES – ABSOLUTE MAJORITY REQUIRED

Moved: Cr MR Hall
Seconded: Cr MJ Smith

Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges for 2021/2022 as included as attachment of this agenda and minutes.

**CARRIED 4/0
BY AN ABSOLUTE MAJORITY**

SHIRE OF MEEKATHARRA
BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

LOCAL GOVERNMENT ACT 1995

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SHIRE'S VISION

A PLACE OF OPPORTUNITES, A PLACE OF PROSPERITY

SHIRE OF MEEKATHARRA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2021/22 Budget	2020/21 Actual	2020/21 Budget
		\$	\$	\$
Revenue				
Rates	1(a)	4,752,175	4,684,438	4,299,507
Operating grants, subsidies and contributions	9(a)	2,125,021	4,136,521	2,070,499
Fees and charges	8	1,305,450	1,569,775	1,384,241
Interest earnings	11(a)	132,803	296,829	267,044
Other revenue	11(b)	344,521	366,990	321,055
		8,659,970	11,054,553	8,342,346
Expenses				
Employee costs		(2,036,571)	(1,478,384)	(1,759,393)
Materials and contracts		(3,452,325)	(2,190,481)	(3,005,454)
Utility charges		(379,411)	(308,717)	(451,842)
Depreciation on non-current assets	5	(7,532,730)	(7,532,376)	(7,160,158)
Insurance expenses		(227,158)	(226,687)	(216,311)
Other expenditure		(282,671)	(288,771)	(288,444)
		(13,910,866)	(12,025,416)	(12,881,602)
Subtotal		(5,250,896)	(970,863)	(4,539,256)
Non-operating grants, subsidies and contributions	9(b)	13,654,391	7,645,400	19,122,815
Profit on asset disposals	4(b)	10,884	0	0
Loss on asset disposals	4(b)	(112,315)	0	(89,338)
		13,552,960	7,645,400	19,033,477
Net result		8,302,064	6,674,537	14,494,221
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		8,302,064	6,674,537	14,494,221

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

**SHIRE OF MEEKATHARRA
FOR THE YEAR ENDED 30 JUNE 2022**

BASIS OF PREPARATION

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

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

2020/21 ACTUAL BALANCES

Balances shown in this budget as 2020/21 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

CHANGE IN ACCOUNTING POLICIES

On the 1 July 2021 no new accounting policies are to be adopted and no new policies are expected to impact the budget.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

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

SERVICE CHARGES

Service charges imposed under Division 5 of Part 6 of the *Local Government Act 1995*, Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

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

PROFIT ON ASSET DISPOSAL

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

REVENUES (CONTINUED)

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

FEES AND CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

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

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

SHIRE OF MEEKATHARRA
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2021/22 Budget	2020/21 Actual	2020/21 Budget
Revenue	1,8,9(a),11(a),11(b)	\$	\$	\$
Governance		80	0	80
General purpose funding		6,492,379	8,726,357	6,179,127
Law, order, public safety		16,220	20,895	14,345
Health		6,104	2,880	6,104
Education and welfare		151,110	119,304	149,614
Housing		29,500	49,259	29,500
Community amenities		144,426	118,427	140,797
Recreation and culture		217,710	160,495	186,526
Transport		1,377,420	1,647,643	1,348,789
Economic services		101,120	45,968	153,562
Other property and services		123,901	163,325	133,902
		8,659,970	11,054,553	8,342,346
Expenses excluding finance costs	4(a),5,11(c),(d),(e)			
Governance		(731,275)	(550,482)	(721,006)
General purpose funding		(233,176)	(217,776)	(229,167)
Law, order, public safety		(203,537)	(151,473)	(225,814)
Health		(152,473)	(123,981)	(128,480)
Education and welfare		(812,655)	(630,819)	(828,190)
Housing		(29,500)	(46,930)	(29,500)
Community amenities		(702,681)	(442,248)	(673,115)
Recreation and culture		(1,747,844)	(1,412,976)	(1,814,214)
Transport		(8,442,622)	(7,749,131)	(7,378,209)
Economic services		(617,129)	(462,547)	(614,336)
Other property and services		(237,975)	(237,053)	(239,571)
		(13,910,866)	(12,025,416)	(12,881,602)
Subtotal		(5,250,896)	(970,863)	(4,539,256)
Non-operating grants, subsidies and contributions	9(b)	13,654,391	7,645,400	19,122,815
Profit on disposal of assets	4(b)	10,884	0	0
(Loss) on disposal of assets	4(b)	(112,315)	0	(89,338)
		13,552,960	7,645,400	19,033,477
Net result		8,302,064	6,674,537	14,494,221
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		8,302,064	6,674,537	14,494,221

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

SHIRE OF MEEKATHARRA
FOR THE YEAR ENDED 30 JUNE 2022

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

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

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

SHIRE OF MEEKATHARRA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2022

NOTE	2021/22 Budget	2020/21 Actual	2020/21 Budget	
	\$	\$	\$	
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates	5,447,175	5,258,699	4,299,507	
Operating grants, subsidies and contributions	2,125,021	4,317,798	2,070,499	
Fees and charges	1,305,450	1,569,775	1,384,241	
Interest earnings	115,706	296,829	267,044	
Goods and services tax	906,163	627,206	950,000	
Other revenue	344,521	366,990	321,055	
	10,244,036	12,437,297	9,292,346	
Payments				
Employee costs	(1,736,571)	(1,474,566)	(1,759,393)	
Materials and contracts	(3,562,325)	(1,792,932)	(3,005,454)	
Utility charges	(379,411)	(308,717)	(451,842)	
Insurance expenses	(227,158)	(226,687)	(216,311)	
Goods and services tax	(800,000)	(575,000)	(950,000)	
Other expenditure	(282,671)	(288,771)	(288,444)	
	(6,988,136)	(4,666,673)	(6,671,444)	
Net cash provided by (used in) operating activities	3	3,255,900	7,770,624	2,620,902
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	4(a)	(4,236,805)	(819,673)	(2,498,282)
Payments for construction of infrastructure	4(a)	(20,503,394)	(11,031,034)	(25,240,538)
Non-operating grants, subsidies and contributions		13,654,391	7,645,400	19,122,815
Proceeds from sale of plant and equipment	4(b)	882,800	0	221,000
Net cash provided by (used in) investing activities		(10,203,008)	(4,205,307)	(8,395,005)
Net increase (decrease) in cash held		(6,947,108)	3,565,317	(5,774,103)
Cash at beginning of year		29,983,077	26,417,760	27,361,947
Cash and cash equivalents at the end of the year	3	23,035,969	29,983,077	21,587,844

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

SHIRE OF MEEKATHARRA
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

NOTE	2021/22 Budget	2020/21 Actual	2020/21 Budget	
	\$	\$	\$	
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	9,430,864	6,860,278	5,792,283	
	9,430,864	6,860,278	5,792,283	
Revenue from operating activities (excluding general rates)				
Operating grants, subsidies and contributions	9(a)	2,125,021	4,136,521	2,070,499
Fees and charges	8	1,305,450	1,569,775	1,384,241
Interest earnings	11(a)	132,803	296,829	267,044
Other revenue	11(b)	344,521	366,990	317,994
Profit on asset disposals	4(b)	10,884	0	0
	3,918,679	6,370,115	4,039,778	
Expenditure from operating activities				
Employee costs		(2,036,571)	(1,478,384)	(1,759,393)
Materials and contracts		(3,452,325)	(2,190,481)	(3,005,454)
Utility charges		(379,411)	(308,717)	(451,842)
Depreciation on non-current assets	5	(7,532,730)	(7,532,376)	(7,160,158)
Insurance expenses		(227,158)	(226,687)	(216,311)
Other expenditure		(282,671)	(288,771)	(288,444)
Loss on asset disposals	4(b)	(112,315)	0	(89,338)
	(14,023,181)	(12,025,416)	(12,970,940)	
Operating activities excluded from budgeted deficiency				
Non-cash amounts excluded from operating activities	2 (a)(i)	7,634,161	7,532,376	7,249,496
Amount attributable to operating activities		6,960,523	8,737,353	4,110,617
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	9(b)	13,654,391	7,645,400	18,122,815
Purchase investment property	4(a)	0	0	0
Purchase property, plant and equipment	4(a)	(4,236,805)	(819,673)	(2,498,282)
Purchase and construction of infrastructure	4(a)	(20,503,394)	(10,725,807)	(25,240,537)
Purchase of right of use assets	4(a)	0	0	0
Proceeds from disposal of assets	4(b)	882,800	0	221,000
Amount attributable to investing activities		(10,203,008)	(3,900,080)	(8,395,004)
FINANCING ACTIVITIES				
Transfers to cash backed reserves (restricted assets)	7(a)	(1,959,690)	(1,190,847)	(918,180)
Transfers from cash backed reserves (restricted assets)	7(a)	450,000	1,100,000	900,000
Amount attributable to financing activities		(1,509,690)	(90,847)	(18,180)
Budgeted deficiency before general rates		(4,752,175)	4,746,426	(4,302,568)
Estimated amount to be raised from general rates	1(a)	4,752,175	4,684,438	4,302,568
Net current assets at end of financial year - surplus/(deficit)	2 (a)(ii)	0	9,430,864	0

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

SHIRE OF MEEKATHARRA
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2021/22 Budget	2020/21 Actual	2020/21 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)		9,430,864	6,860,278	5,792,283
Revenue from operating activities (excluding rates)				
Governance		80	0	80
General purpose funding		1,740,204	4,041,919	1,876,559
Law, order, public safety		16,220	20,895	14,345
Health		6,104	2,880	6,104
Education and welfare		151,110	119,304	149,614
Housing		29,500	49,259	29,500
Community amenities		144,426	118,427	140,797
Recreation and culture		217,854	160,495	186,526
Transport		1,387,401	1,647,643	1,348,789
Economic services		101,120	45,968	153,562
Other property and services		124,660	163,325	133,902
		3,918,679	6,370,115	4,039,778
Expenditure from operating activities				
Governance		(731,275)	(550,482)	(721,006)
General purpose funding		(233,176)	(217,776)	(229,167)
Law, order, public safety		(203,537)	(151,473)	(225,814)
Health		(152,473)	(123,981)	(128,480)
Education and welfare		(826,523)	(630,819)	(843,390)
Housing		(29,500)	(46,930)	(29,500)
Community amenities		(702,681)	(442,248)	(673,115)
Recreation and culture		(1,765,344)	(1,412,976)	(1,814,214)
Transport		(8,523,214)	(7,749,131)	(7,452,347)
Economic services		(617,129)	(462,547)	(614,336)
Other property and services		(238,330)	(237,053)	(239,571)
		(14,023,181)	(12,025,416)	(12,970,940)
Non-cash amounts excluded from operating activities	2 (a)(i)	7,634,161	7,532,376	7,249,496
Amount attributable to operating activities		6,960,523	8,737,353	4,110,617
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	9(b)	13,654,391	7,645,400	19,122,815
Purchase property, plant and equipment	4(a)	(4,236,805)	(819,673)	(2,498,282)
Purchase and construction of infrastructure	4(a)	(20,503,394)	(10,725,807)	(25,240,537)
Proceeds from disposal of assets	4(b)	882,800	0	221,000
Amount attributable to investing activities		(10,203,008)	(3,900,080)	(8,395,004)
FINANCING ACTIVITIES				
Transfers to cash backed reserves (restricted assets)	7(a)	(1,959,690)	(1,190,847)	(918,180)
Transfers from cash backed reserves (restricted assets)	7(a)	450,000	1,100,000	900,000
Amount attributable to financing activities		(1,509,690)	(90,847)	(18,180)
Budgeted deficiency before general rates		(4,752,175)	4,746,426	(4,302,568)
Estimated amount to be raised from general rates	1(a)	4,752,175	4,684,438	4,302,568
Net current assets at end of financial year - surplus/(deficit)	2 (a)(ii)	0	9,430,864	0

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

SHIRE OF MEEKATHARRA
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FOR THE YEAR ENDED 30 JUNE 2022

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SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

1. RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2021/22 Budgeted rate revenue	2021/22 Budgeted interim rates	2021/22 Budgeted back rates	2021/22 Budgeted total revenue	2020/21 Actual total revenue	2020/21 Budget total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
Differential general rate or general rate									
Gross rental valuations									
Gross Rental Value	0.088869	312	3,851,440	342,274	1,000	4,000	347,274	332,552	382,793
Unimproved valuations									
Unimproved Value - Mining	0.196101	835	20,521,762	4,024,338	-	-	4,024,338	3,878,542	3,474,714
Unimproved Value - Rural / Pastoral	0.074462	44	3,892,438	289,839	-	(44,576)	245,263	334,416	292,210
Sub-Totals		1,191	28,265,640	4,856,451	1,000	(40,576)	4,816,875	4,545,510	4,149,718
Minimum payment	\$								
Gross rental valuations									
Gross Rental Value	400	87	46,156	34,800			34,800	35,600	35,600
Unimproved valuations									
Unimproved Value - Mining	350	299	279,966	104,650			104,650	107,450	108,850
Unimproved Value - Rural / Pastoral	350	23	19,831	8,050			8,050	8,050	8,400
Sub-Totals		409	345,953	147,500	-	-	147,500	151,100	152,850
		1,600	28,611,593	4,803,951	1,000	(40,576)	4,764,375	4,696,610	4,302,568
Concessions (Refer note 1(f))							(12,200)	(12,172)	(3,081)
Total amount raised from general rates							4,752,175	4,684,438	4,299,507
Total amount raised from other rates							-	-	-

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

The general rates detailed for the 2021/22 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF MEEKATHARRA
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2022

1. RATES AND SERVICE CHARGES (CONTINUED)

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

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

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rate
		\$	%	%
Option one				
Payment in Full	25/08/2021	-	0.0%	7.0%
Option two				
Instalment 1	25/08/2021	15	3.0%	7.0%
Instalment 2	29/10/2021	15	3.0%	7.0%
Instalment 3	3/01/2022	15	3.0%	7.0%
Instalment 4	9/03/2022	15	3.0%	7.0%

	2021/22 Budget revenue	2020/21 Actual revenue	2020/21 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	10,300	7,380	10,000
Instalment plan interest earned	5,523	6,313	6,545
Unpaid rates and service charge interest earned	73,017	73,631	80,000
	88,840	87,323	96,545

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022**

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

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

Differential general rate

Description	Characteristics	Objects	Reasons
GRV	Properties within the townsite boundaries.	The object of the GRV rate is to allow sufficient revenue for Council to operate efficiently and provide a diverse range of services while maintaining consistent revenue for GRV assessments.	The reason for the level of GRV rate is to allow for a fair contribution to the maintenance and provision of town infrastructure and services to a sustainable level.
UV - Rural / Pastoral	Properties within the Shire that are predominately for rural use.	The object of the UV Pastoral rate is to ensure that the proportion of total rate revenue derived from UV Pastoral is comparable with previous years and provides the base rate to assess the other UV rated properties.	<p>The reason for the lower rate for UV Pastoral is to reflect the lower impact on transport infrastructure compared to the UV Mining category. Generally Pastoralists carry out minor road maintenance with their own machinery.</p> <p>Pastoral leases within the Shire of Meekatharra are normally large parcels of land that attract a relatively high valuation. The Pastoral UV rate ensures that every landowner makes a reasonable contribution to the rate burden.</p> <p>The reason for setting UV Mining rate at a higher level than UV Pastoral is to ensure a sector of ratepayers that essentially are transitory contribute to the maintenance of the Shire's established assets and services to the extent that the mining operators use them.</p> <p>These include: - Unsealed roads - among the services utilised by ratepayers with tenements is the extensive network of unsealed roads within the Shire. A substantial amount of budgeted capital expenditure is for works on Shire roads.</p>
UV - Mining	Properties within the Shire with a mining, exploration or prospecting tenement lease.	The object of the UV Mining rate is to raise the necessary revenue for Council to operate efficiently and provide a diverse range of services.	<p>Refuse site - Mining and exploration activities impose a heavy burden on the Shire's refuse site increasing maintenance costs and shortening the life of the landfill site.</p> <p>Resources - Mining removes finite resources from the Shire. Ultimately this will have an impact on the mining industry within the Shire which will in turn impact rate revenue in future years.</p> <p>Shire Administration - Mining, exploration and prospecting activities impose a greater administration service requirement on the Shire (applications, enquiries, tenement changes and revaluations).</p> <p>Furthermore, in general mining operators use established Shire services and infrastructure but contribute very little or no enterprise to the community.</p>

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

1. RATES AND SERVICE CHARGES (CONTINUED)

(d) Specified Area Rate

The Shire did not raise specified area rates for the year ended 30 June 2022.

(e) Service Charges

The Shire did not raise service charges for the year ended 30 June 2022.

(f) Waivers or concessions

Rate or fee and charge to which the waiver or concession is granted	Type	Discount %	Discount (\$)	2021/22 Budget	2020/21 Actual	2020/21 Budget	Circumstances in which the waiver or concession is granted	Objects and reasons of the waiver or concession
				\$	\$	\$		
To be determined by Council.	Concession			12,200	0		Council may provide concessions to Ratepayers. Applications are assessed on an individual basis.	
A185 - 22 McCleary Street	Concession	80%		-	636	636		
A187 - 31 McCleary Street	Concession	80%		-	1,227	1,227		
A223 - 84 Darlot Street	Concession	80%		-	621	621	Council provides an 80% concessional arrangement to Murchison Region Aboriginal Corporation due to an application for rates exemption under section 6.26 of the Act.	
A442 - 2 Trenfield Court	Concession	80%		-	577	577		
A7164	Concession	100%		-	841	-		
A7165	Concession	100%		-	813	-		
A7180	Concession	100%		-	841	-		
A7611	Concession	100%		-	813	-		
A7614	Concession	100%		-	841	-		
A7615	Concession	100%		-	813	-		
A7958	Concession	100%		-	4,149	-		
				12,200	12,172	3,061		

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

2 (a). NET CURRENT ASSETS

Items excluded from calculation of budgeted deficiency

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

(i) Operating activities excluded from budgeted deficiency

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

Adjustments to operating activities

Note	2021/22 Budget 30 June 2022	2020/21 Actual 30 June 2021	2020/21 Budget 30 June 2021
	\$	\$	\$
Less: Profit on asset disposals	4(b) (10,884)	0	0
Add: Loss on disposal of assets	4(b) 112,315	0	89,338
Add: Depreciation on assets	5 7,532,730	7,532,376	7,160,158
Non cash amounts excluded from operating activities	7,634,161	7,532,376	7,249,496

(ii) Composition of estimated net current assets

Current assets

Note	2021/22 Budget 30 June 2022	2020/21 Actual 30 June 2021	2020/21 Budget 30 June 2021
	\$	\$	\$
Cash and cash equivalents- unrestricted	3 155,083	8,611,881	289,317
Cash and cash equivalents - restricted			
Cash backed reserves	3 22,880,886	21,371,196	21,298,527
Receivables	98,505	882,571	1,381,962
Inventories	31,361	71,361	79,138
	23,165,835	30,937,009	23,048,944
Less: current liabilities			
Trade and other payables	(284,949)	(134,949)	(1,049,029)
Provisions	(354,286)	(354,286)	(350,694)
	(639,235)	(489,235)	(1,399,723)
Net current assets	22,526,600	30,447,774	21,649,221

Adjustments to net current assets

Less: Cash - restricted reserves	3 (22,880,886)	(21,371,196)	(21,298,527)
Add: Current liabilities not expected to be cleared at end of year			
- Employee benefit provisions	354,286	354,286	(350,694)
Total adjustments to net current assets	(22,526,600)	(21,016,910)	(21,649,221)
Closing funding surplus / (deficit)	0	9,430,864	0

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

2 (b). NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

TRADE AND OTHER PAYABLES

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

CONTRACT ASSETS

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

PROVISIONS

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

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

INVENTORIES

General

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

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

Superannuation

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

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

LEASE LIABILITIES

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

TRADE AND OTHER RECEIVABLES

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

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

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

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

LAND HELD FOR RESALE

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

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

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

3. RECONCILIATION OF CASH

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

Note	2021/22 Budget	2020/21 Actual	2020/21 Budget
	\$	\$	\$
Cash at bank and on hand	23,035,969	29,983,077	21,587,844
	23,035,969	29,983,077	21,587,844
- Unrestricted cash and cash equivalents	155,083	8,611,881	289,317
- Restricted cash and cash equivalents	22,880,886	21,371,196	21,298,527
	23,035,969	29,983,077	21,587,844
The following restrictions have been imposed by regulation or other externally imposed requirements on cash and cash equivalents:			
Leave Reserve	427,585	426,622	397,449
Plant Reserve	2,666,380	2,660,372	2,655,632
Building Reserve	2,254,488	1,451,211	1,448,625
Shire Water Reserve	323,376	322,647	322,072
Airport Runway Reserve	3,201,573	2,943,179	2,937,934
Airport Reserve	955,546	953,393	951,693
Transport Reserve	61,341	61,203	59,490
Infrastructure & Development Reserve	819,220	817,374	1,015,560
Reseals & Rejuvenation Reserve	5,676,809	5,105,599	5,097,355
Interpretive Centre Reserve	1,895,497	1,891,226	1,887,855
Roads -Second / Final Seals Reserve	1,748,686	1,744,746	1,741,636
Lloyd'S Revitalisation Reserve	1,781,612	1,777,598	1,568,896
Industrial Park Reserve	851,761	849,842	848,328
Swimming Pool Reserve	2,529	152,184	152,002
Covid-19 Emergency Response/Cashflow supplement	214,483	214,000	214,000
	22,880,886	21,371,196	21,298,527
Reconciliation of net cash provided by operating activities to net result			
Net result	8,302,064	6,674,537	14,494,221
Depreciation	5	7,532,730	7,532,376
(Profit)/loss on sale of asset	4(b)	101,431	0
(Increase)/decrease in receivables		784,066	807,744
(Increase)/decrease in inventories		40,000	27,189
Increase/(decrease) in payables		150,000	374,178
Non-operating grants, subsidies and contributions		(13,654,391)	(7,645,400)
Net cash from operating activities		3,255,900	7,770,624
		2,620,902	

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

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

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

FINANCIAL ASSETS AT AMORTISED COST

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

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

4. FIXED ASSETS

(a) Acquisition of Assets

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

Asset class	Reporting program											2021/22 Budget total	2020/21 Actual total	2020/21 Budget total		
	Governance	General purpose funding	Law, order, public safety	Health	Education & Welfare	Housing	Community amenities	Recreation and culture	Transport	Economic services	Other property and services					
<i>Property, Plant and Equipment</i>																
Buildings	0	0	0	0	333,500	424,707	0	540,698	117,000	0	200,000	1,615,905	394,347	422,282		
Furniture and Equipment	32,000	0	0	0	23,000	0	0	27,000	0	0	30,000	112,000	34,721	73,000		
Plant and Equipment	0	0	0	8,000	40,000	0	0	120,000	2,156,900	0	184,000	2,508,900	390,605	2,003,000		
	32,000	0	0	8,000	396,500	424,707	0	687,698	2,273,900	0	414,000	4,236,805	819,673	2,498,282		
<i>Infrastructure</i>																
Roads Infrastructure	0	0	0	0	0	0	0	0	19,012,191	0	0	19,012,191	10,579,493	24,538,634		
Airport Infrastructure	0	0	0	0	0	0	0	0	175,000	0	0	175,000	0	50,000		
Other Infrastructure	0	0	0	0	71,000	0	57,500	369,000	15,000	653,703	0	1,166,203	146,314	651,903		
Infrastructure - Footpaths	0	0	0	0	0	0	0	0	150,000	0	0	150,000	0	0		
	0	0	0	0	71,000	0	57,500	369,000	19,352,191	653,703	0	20,503,394	10,725,807	25,240,537		
Total acquisitions	32,000	0	0	8,000	467,500	424,707	57,500	1,056,698	21,626,091	653,703	414,000	24,740,199	11,545,480	27,738,819		

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

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

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

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

4. FIXED ASSETS

(b) Disposals of Assets

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

	2021/22 Budget Net Book Value	2021/22 Budget Sale Proceeds	2021/22 Budget Profit	2021/22 Budget Loss	2020/21 Actual Net Book Value	2020/21 Actual Sale Proceeds	2020/21 Actual Profit	2020/21 Actual Loss	2020/21 Budget Net Book Value	2020/21 Budget Sale Proceeds	2020/21 Budget Profit	2020/21 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Education and welfare	28,868	15,000	0	(13,868)	0	0	0	0	30,200	15,000	0	(15,200)
Recreation and culture	48,858	31,500	144	(17,500)	0	0	0	0	0	0	0	0
Transport	816,911	746,300	9,981	(80,592)	0	0	0	0	280,138	206,000	0	(74,138)
Other property and services	89,596	90,000	759	(355)	0	0	0	0	0	0	0	0
	984,231	882,800	10,884	(112,315)	0	0	0	0	310,338	221,000	0	(89,338)
By Class												
<u>Property, Plant and Equipment</u>												
Plant and Equipment	984,231	882,800	10,884	(112,315)	0	0	0	0	310,338	221,000	0	(89,338)
	984,231	882,800	10,884	(112,315)	0	0	0	0	310,338	221,000	0	(89,338)

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

5. ASSET DEPRECIATION

By Program

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

By Class

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

2021/22 Budget	2020/21 Actual	2020/21 Budget
\$	\$	\$
142	0	142
26,997	16,262	13,457
1,600	0	0
89,103	89,263	87,903
207,632	208,004	197,030
20,764	20,801	19,937
553,819	554,812	535,806
6,047,832	6,058,683	5,702,103
117,709	117,921	140,823
467,132	466,630	463,157
7,532,730	7,532,376	7,160,158
755,106	755,071	575,393
36,570	36,568	13,599
368,269	368,252	376,755
5,512,840	5,512,581	5,218,040
410,782	410,783	467,063
433,354	433,334	492,307
15,808	15,807	17,000
7,532,730	7,532,376	7,160,158

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

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

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

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

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

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

Depreciation (Continued)

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

AMORTISATION

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

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

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

The Shire has not budgeted to have any borrowings for the year ended 30 June 2022 and did not have or budget to have any borrowings for the year ended 30 June 2021.

(b) New borrowings - 2021/22

The Shire does not intend to undertake any new borrowings for the year ended 30 June 2022

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30 June 2021 nor is it expected to have unspent borrowing funds as at 30 June 2022.

(d) Credit Facilities

	2021/22 Budget	2020/21 Actual	2020/21 Budget
	\$	\$	\$
Undrawn borrowing facilities credit standby arrangements			
Bank overdraft limit	1,000,000	1,000,000	1,000,000
Bank overdraft at balance date	-	-	-
Credit card limit	5,000	5,000	5,000
Credit card balance at balance date	(2,500)	(275)	(2,500)
Total amount of credit unused	1,002,500	1,004,725	1,002,500

Overdraft details	Purpose overdraft was established	Year overdraft established	Amount b/fwd 1 July 2021	2021/22 Budgeted Increase/ (Decrease)	Amount as at 30th June 2022
			\$	\$	\$
	To provide for Short term cashflow if required		1,000,000	-	1,000,000
			1,000,000	-	1,000,000

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

7. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movament

	2021/22 Budget Opening Balance	2021/22 Budget Transfer to	2021/22 Budget Transfer (from)	2021/22 Budget Closing Balance	2020/21 Actual Opening Balance	2020/21 Actual Transfer to	2020/21 Actual Transfer (from)	2020/21 Actual Closing Balance	2020/21 Budget Opening Balance	2020/21 Budget Transfer to	2020/21 Budget Transfer (from)	2020/21 Budget Closing Balance
(a) Leave Reserve	\$ 426,622	\$ 963	\$ -	\$ 427,585	\$ 394,216	\$ 32,406	\$ -	\$ 426,622	\$ 394,216	\$ 3,233	\$ -	\$ 397,449
(b) Plant Reserve	2,660,372	6,008	-	2,666,380	2,634,032	26,340	-	2,660,372	2,634,033	21,599	-	2,655,632
(c) Building Reserve	1,451,211	903,277	(100,000)	2,254,488	1,436,843	14,368	-	1,451,211	1,436,843	11,782	-	1,448,625
(d) Shire Water Reserve	322,647	729	-	323,376	319,452	3,195	-	322,647	319,452	2,620	-	322,072
(e) Airport Runway Reserve	2,943,179	458,394	(200,000)	3,201,573	2,914,039	29,140	-	2,943,179	2,914,039	23,895	-	2,937,934
(f) Airport Reserve	953,393	2,153	-	955,546	943,953	9,440	-	953,393	943,953	7,740	-	951,693
(g) Transport Reserve	61,203	138	-	61,341	951,686	9,517	(900,000)	61,203	951,686	7,804	(900,000)	59,490
(h) Infrastructure & Development Reserve	817,374	1,846	-	819,220	1,007,301	10,073	(200,000)	817,374	1,007,300	8,260	-	1,015,560
(i) Reseals & Rejuvenation Reserve	5,105,599	571,210	-	5,676,809	4,580,118	525,481	-	5,105,599	4,580,118	517,237	-	5,097,355
(j) Interpretive Centre Reserve	1,891,226	4,271	-	1,895,497	1,872,501	18,725	-	1,891,226	1,872,500	15,355	-	1,887,855
(k) Roads -Second / Final Seals Reserve	1,744,746	3,940	-	1,748,686	1,727,471	17,275	-	1,744,746	1,727,471	14,165	-	1,741,636
(l) Lloyd'S Revitalisation Reserve	1,777,598	4,014	-	1,781,612	1,556,137	221,461	-	1,777,598	1,556,136	12,760	-	1,568,896
(m) Industrial Park Reserve	849,842	1,919	-	851,761	841,428	8,414	-	849,842	841,428	6,900	-	848,328
(n) Swimming Pool Reserve	152,184	345	(150,000)	2,529	101,172	51,012	-	152,184	101,172	50,830	-	152,002
(o) Covid-19 Emergency Response/Cashflow Supplement	-	483	-	214,483	-	214,000	-	214,000	-	214,000	-	214,000
	21,371,196	1,959,690	(450,000)	22,880,886	21,280,349	1,190,847	(1,100,000)	21,371,196	21,280,347	918,180	(900,000)	21,298,527

(b) Cash Backed Reserves - Purposes

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

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

8. FEES & CHARGES REVENUE

	2021/22 Budget	2020/21 Actual	2020/21 Budget
General purpose funding	\$ 14,600	\$ 11,896	\$ 15,100
Law, order, public safety	4,000	2,553	4,000
Health	5,831	2,880	5,831
Housing	25,000	28,197	25,000
Community amenities	138,426	112,542	139,797
Recreation and culture	75,452	30,330	103,026
Transport	979,620	1,349,107	959,525
Economic services	52,120	24,781	104,562
Other property and services	10,400	7,487	27,400
	1,305,450	1,569,775	1,384,241

9. GRANT REVENUE

	Unspent grants, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2021	Increase in Liability	Liability Reduction (As revenue)	Total Liability 30 June 2022	Current Liability 30 June 2022	2021/22 Budget	2020/21 Actual	2020/21 Budget
By Program:	\$	\$	\$	\$	\$	\$	\$	\$
(a) Operating grants, subsidies and contributions								
General purpose funding	0	0	0	0	0	1,586,711	3,696,120	1,594,477
Law, order, public safety	0	0	0	0	0	12,100	17,685	10,345
Education and welfare	0	0	0	0	0	121,810	113,559	121,814
Recreation and culture	0	0	0	0	0	70,000	0	20,000
Transport	0	0	0	0	0	326,400	309,157	317,664
Economic services	0	0	0	0	0	6,000	0	6,000
	0	0	0	0	0	2,125,021	4,136,521	2,070,499
(b) Non-operating grants, subsidies and contributions								
Recreation and culture	0	0	0	0	0	572,908	10,515	583,423
Transport	0	0	0	0	0	13,011,483	7,634,865	18,539,392
Economic services	0	0	0	0	0	70,000	0	0
	0	0	0	0	0	13,654,391	7,645,400	19,122,815
Total	0	0	0	0	0	15,779,412	11,781,921	21,193,314

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

10. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

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

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	May be refunded as set by State legislation	On payment and issue of the licence, registration or approval
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event canceled	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On payment
Memberships	Gym and pool membership	Over time	Payment in full in advance	Returns limited to exceptional circumstances - not usually provided	Adopted by council annually	Based on timing of issue of the associated access rights	Returns limited to repayment of transaction price	On payment and issue of access card
Fees and charges for other goods and services	Cemetery services, library fees, rental income, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, Diesel fuel and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods
Reimbursements	On-charge of expenses & insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

11. OTHER INFORMATION

	2021/22 Budget	2020/21 Actual	2020/21 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	48,263	213,804	174,499
- Other funds	6,000	3,082	6,000
Other interest revenue (refer note 1b)	78,540	79,943	86,545
	132,803	296,829	267,044
(b) Other revenue			
Reimbursements and recoveries	246,548	301,237	229,202
Other	97,973	65,753	91,853
	344,521	366,990	321,055
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	45,000	31,300	45,000
	45,000	31,300	45,000
(d) Elected members remuneration			
Meeting fees	52,200	36,900	48,000
President's allowance	20,000	20,000	20,000
Deputy President's allowance	5,000	5,000	5,000
Travelling expenses	16,109	5,357	16,109
	93,309	67,257	89,109
(e) Write offs			
General	10,000	62,415	10,000
	10,000	62,415	10,000

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

12. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

AIR BP

(a) Details

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

(b) Statement of Comprehensive Income

	2020/21 Actual	2021/22 Budget	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	2025/26 Forecast	2026/27 Forecast
	\$	\$	\$	\$	\$	\$	\$
Revenue							
Fuel Sales and Retainer	127,075	135,000	135,000	135,000	135,000	135,000	135,000
	127,075	135,000	135,000	135,000	135,000	135,000	135,000
Expenditure							
Fuel Costs and Contract expenses	131,144	150,666	135,000	135,000	135,000	135,000	135,000
	131,144	150,666	135,000	135,000	135,000	135,000	135,000
NET RESULT	(4,069)	(15,666)	0	0	0	0	0
TOTAL COMPREHENSIVE INCOME	(4,069)	(15,666)	0	0	0	0	0

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

13. INTERESTS IN JOINT ARRANGEMENTS

It is not anticipated the Shire will be party to any joint venture arrangements during 2021/22.

SIGNIFICANT ACCOUNTING POLICIES

INTERESTS IN JOINT ARRANGEMENTS

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

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

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

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2022

14. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

GOODS AND SERVICES TAX (GST)

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

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

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

CRITICAL ACCOUNTING ESTIMATES

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

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

ROUNDING OFF FIGURES

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

COMPARATIVE FIGURES

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

BUDGET COMPARATIVE FIGURES

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

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
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RATES

GENERAL RATES

Gross Rental Value

General

General Rate - cents per dollar	8.8869		
Minimum Rate per Assessment	400.00		

Unimproved Value

Mining (Differential Rate)

General Rate - cents per dollar	19.6101		
Minimum Rate per Assessment	350.00		

Rural

General Rate - cents per dollar	7.4462		
Minimum Rate per Assessment	350.00		

Concessions, Discounts & Waivers

No Concessions are provided for in the financial year

Interest

Days until Interest applies from Issue date - 35

Interest on overdue Rates/Rubbish	7%		
Interest on Instalments of Rates/Rubbish	3%		

Instalments - 4 Payments

- Rubbish Charges are to be spread over all instalments
- Previous years Rates & Rubbish arrears to paid in full on first Instalment

Administration Charge per Instalment	15.00	-	15.00
Ad hoc Payment Plan Administration fee	25.00	-	25.00

PAYMENT DUE DATES

Target date for issue of Rate Notice:- 21-July-2021	Payment due dates would therefore be:- - for payment in full - for payment of first Instalment	25-August-2021 25-August-2021
Target date for issue of rate notices for:- - second Instalment 01-October-2021 - third Instalment 06-December-2021 - fourth Instalment 09-February-2022	Payment due dates would therefore be:-	29-October-2021 03-January-2022 09-March-2022

RATE ENQUIRIES

Rate / Account enquiry - Residential	35.00	-	35.00
Rate / Account enquiry - Pastoral/Commercial/Industrial	85.00	-	85.00
Rate book on disk	40.91	4.09	45.00
Rate reports (hard copies) per page	0.45	0.05	0.50

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
ADMINISTRATION			
GENERAL ADMINISTRATION			
Minutes, Local Laws & Electoral Rolls			
Council Minutes & Agendas - per double sided page	0.59	0.06	0.65
Council Minutes & Agendas - Extracts per double sided page	0.59	0.06	0.65
Council Local Laws - per double sided page	0.59	0.06	0.65
Electoral Roll - per double sided page	0.59	0.06	0.65
Statutory Council Budget - per double sided page	0.59	0.06	0.65
Emailing of the above	NO CHARGE		
Tourist Merchandise	Cost + Freight + 10% (Rounded to nearest \$)		
Shire of Meekatharra Special Vehicle Registration Plates			
Shire administration fee	NO CHARGE		
Department of Transport fee - set by Department of Transport	252.00	-	252.00
History Book			
Meekatharra Gold Beyond the Rivers	35.91	3.59	39.50
Meekatharra Gold Beyond the Rivers Plus Postage within Australia	47.27	4.73	52.00
Fundraising Pavers			
Purchase of Name Paver (per brick)	40.91	4.09	45.00
Purchase of Name Paver (per double paver)	66.18	6.82	75.00
Meeka Dust Newsletter			
Advertising (per Issue)			
- full page			
Black & White	47.36	4.74	52.10
Colour	67.32	6.73	74.05
- half page			
Black & White	24.27	2.43	26.70
Colour	39.18	3.92	43.10
- quarter page			
Black & White	15.00	1.50	16.50
Colour	22.41	2.24	24.65
- eighth page			
Black & White	12.68	1.27	13.95
Colour	16.82	1.68	18.50
Advertising for not-for-profit organisations or community event notices	NO CHARGE		
Sales - each	2.27	0.23	2.50
Annual Subscriptions - includes postage	36.05	3.60	39.65
Payment for article published in Dust submitted by public	90.91	9.09	100.00
<i>*Article must be Meekatharra related. *Article* includes short stories, poems, photos or similar. Eligibility is at the discretion of the Editor.</i>			
Miscellaneous			
Key bond - if not listed elsewhere	50.00	-	50.00
Electronic key bond - if not listed elsewhere	100.00	-	100.00
Secretarial / Other Services - per hour	Admin Assistant's Hourly Rate + 100% + GST		
General Postage of requested materials	AT COST		
Hire of portable PA System per day	136.36	13.64	150.00
Bond for PA System	300.00	-	300.00
In-house training courses – external attendees			
In house (Shire organised) training courses, conferences and workshops - held in Meekatharra.			
Fees for external attendees (eg. neighbouring shires, local businesses, agencies or individuals)	As determined by CEO		

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
ADMINISTRATION			
<u>PRINT, PHOTOCOPY & FACSIMILE</u>			
Photocopying & Printing			
Per single sided A4 page - Black & White	0.45	0.05	0.50
Per double sided A4 page - Black & White	0.55	0.05	0.60
Per single sided A3 page - Black & White	0.64	0.06	0.70
Per double sided A3 page - Black & White	0.82	0.08	0.90
Per single sided A4 page - Colour	1.45	0.15	1.60
Per double sided A4 page - Colour	1.91	0.19	2.10
Per single sided A3 page - Colour	2.82	0.28	3.10
Per double sided A3 page - Colour	3.27	0.33	3.60
Facsimile			
Facsimile - Sending within Australia - 1st page	2.00	0.20	2.20
Facsimile - Sending within Australia - per subsequent page	0.55	0.05	0.60
Facsimile - Sending International - 1st page	2.73	0.27	3.00
Facsimile - Sending International - per subsequent page	0.91	0.09	1.00
Facsimile - Receiving - per page	1.14	0.11	1.25
Scanning & Emailing			
Per document	3.64	0.36	4.00
Laminating			
A4 size - per page	2.50	0.25	2.75
A3 size - per page	4.32	0.43	4.75
Binding			
A4 size to 1.5cm thick - inc ring binder, front & back cover	5.45	0.55	6.00
<u>FREEDOM OF INFORMATION - (as per FOI Act 1992)</u>			
Application fee	30.00	-	30.00
Accessing Information - Supervised access to Councils records - per hour	30.00	-	30.00
Photocopying by Staff - in addition to above fees - per hour	30.00	-	30.00
Photocopying by Staff - in addition to above fees - per copy	0.20	-	0.20
ANIMAL CONTROL			
Animal Trap Hire			
Trap - Bond	22.73	2.27	25.00
Trap hire - per week	6.36	0.64	7.00
Pound Fees			
Maintenance of Dog or Cat in pound - per day or part thereof	16.82	1.68	18.50
Release of Dog/Cat - during office hours ONLY	77.68	7.77	85.45
Destruction of Dog/Cat	NO CHARGE		
<i>* All dogs must be registered and microchipped prior to release</i>			
Kennel Licensing Fees (Dog Regulations 2013)			
Initial License	181.82	18.18	200.00
Annual Renewal	181.82	18.18	200.00

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
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ANIMAL CONTROL (Continued)

Dog License Fees (Dog Regulations 2013) - all licenses expire 31 October of the applicable year
All new registrations need to be microchipped

Unsterilised	- 1 year	50.00	-	50.00
	- 3 years	120.00	-	120.00
	- Lifetime	250.00	-	250.00

Refund if Registered Unsterilised dog is Sterilised within 3 years of Registration

- 1 year Unsterilised Dog Registration - refund if sterilised in 1st year after registration date		30.00	-	30.00
- 1 year Unsterilised Dog Registration - refund if sterilised in 2nd year after registration date		NO REFUND		
- 1 year Unsterilised Dog Registration - refund if sterilised in 3rd year after registration date		NO REFUND		
- 3 year Unsterilised Dog Registration - refund if sterilised in 1st year after registration date		77.50	-	77.50
- 3 year Unsterilised Dog Registration - refund if sterilised in 2nd year after registration date		51.66	-	51.66
- 3 year Unsterilised Dog Registration - refund if sterilised in 3rd year after registration date		25.83	-	25.83
- Lifetime Unsterilised Dog Registration - refund if sterilised in 1st year after registration date		150.00	-	150.00
- Lifetime Unsterilised Dog Registration - refund if sterilised in 2nd year after registration date		100.00	-	100.00
- Lifetime Unsterilised Dog Registration - refund if sterilised in 3rd year after registration date		50.00	-	50.00

Sterilised	- 1 year	20.00	-	20.00
	- 3 years	42.50	-	42.50
	- Lifetime	100.00	-	100.00

Concessions Pensioner Rate - 50% of above fees
Working dog - 25% of above fees

Registration after May 31st in every year - 50% of 1 year fee

Cat License Fees (Cat Regulations 2012) - all licenses expire 31 October of the applicable year
All cats are required to be sterilised and microchipped prior to registration

	- 1 year	20.00	-	20.00
	- 3 years	42.50	-	42.50
	- Lifetime	100.00	-	100.00

Application for grant or renewal of approval to breed cats per breeding cat (male or female) 100.00 - 100.00

Concessions Pensioner Rate - 50% of above fees

Registration after May 31st in every year - 50% of 1 year fee

HOUSING

Council owned Staff Housing - per week	50.00	-	50.00
Council owned Staff Housing in Single Persons Quarters - per week (No animals/pets allowed)	80.00	-	80.00
Council owned Staff Housing - Atyeo's Environmental Health Services Pty Ltd	100.00	-	100.00
Council owned Staff Housing - Contract Aquatic Services	100.00	-	100.00
Council owned Staff Housing Security Bond	400.00	-	400.00

*Single Persons Quarters is defined as one bedroom units on shared block of land.

HEALTH

Trading Permits - for Commercial Purposes as Defined in Local Law

Traders/Stallholders Permit	-Annual	195.45	19.55	215.00
	-Daily	31.82	3.18	35.00
Continuous Trader Fee*	-Annual	1,790.91	179.09	1,970.00

* Covers rubbish charge (at Commercial 6 pickups per week - 2 bins rate. As at 1 July 2019 charged at \$1,114.60) and regular on-going use of land

* Activities in Thoroughfares and Public Places and Trading Local Law 2007 provides for these charges and allows for exemptions

Septic Tanks (as per Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
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HEALTH

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

Food Businesses

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

COMMUNITY AMENITIES

SANITATION & RUBBISH TIP

Sanitation Charges

Standard Domestic - 2 pickups per week - Annual fee (1 bin)	214.60	-	214.60
Pensioner Domestic - 2 pickups per week - Annual fee	55.00	-	55.00
Domestic Collection - Per additional bin	53.70	-	53.70
Industrial - 2 pickups per week - Annual fee (2 bins per pickup)	335.30	-	335.30
Industrial Collection - Per additional bin	53.70	-	53.70
Commercial - 2 pickups per week - Annual fee (2 bins per pickup)	335.30	-	335.30
Commercial - 3 pickups per week - Annual fee (2 bins per pickup)	587.50	-	587.50
Commercial - 6 pickups per week - Annual fee (2 bins per pickup)	1,114.60	-	1,114.60
Commercial Collection - Per additional bin 2 pickups per week	53.70	-	53.70
Commercial Collection - Per additional bin 3 pickups per week	80.50	-	80.50
Commercial Collection - Per additional bin 6 pickups per week	161.00	-	161.00
Mining Camp (approx. 12kms south of town) - 3 pickups per week *	587.50	-	587.50
Mining Camp (approx. 12kms south of town) - Per Additional Bin *	80.50	-	80.50
Sale of 240 litre bin	145.55	14.55	160.10
Car Body Removal Fee	168.19	16.81	185.00

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

Waste Disposal Site

Demolition waste disposal fee	168.18	16.82	185.00
Building license waste disposal fee	56.00	-	56.00
	plus \$0.25 per \$1,000 over \$20,000		
Disposal of Hazardous Materials** - per cubic metre (minimum charge 1 cubic metre)	56.09	5.61	61.70
**Hazardous materials include asbestos and medical waste (Hospital medical waste excluded from this charge)			
Disposal of Effluent Waste***	NO CHARGE		
*** Ponds have limited capacity so waste from within Meekatharra Shire only. Customer needs to submit Controlled Waste Tracking Form.			
Disposal of Oil	NO CHARGE		
- non-commercial petroleum oil only: drop off at Depot	NO CHARGE		
- cooking oil: dispose of at Rubbish Tip in oil section	NO CHARGE		

PLANNING

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

BUILDING & DEMOLITION

Miscellaneous Inspection & Report by Environmental Health Officer / Building Surveyor	EHO's Hourly Rate + 50% + GST
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Building & Demolition Permits (Building Regulations 2012)

OCCUPANCY PERMITS

Occupancy Permits (Building Regulations 2012)
Other Application (Building Regulations 2012)

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
COMMUNITY AMENITIES			
CEMETERY			
Issue of Grant of Right of Burial (retrospectively for burials pre 1 July 2017)	136.36	13.64	150.00
Plot reservation valid for 25 years (can be renewed)	NO CHARGE		
Grave preparation & burial fee - Includes Grant of Right of Burial			
- standard burial (to depth of 2.13m)	1,850.00	185.00	2,035.00
- Infant/stillborn burial (gravesite limited to 1.4m long x 1.4m deep)	1,345.45	134.55	1,480.00
2nd/3rd Interment in Existing Grave *			
- standard burial	1,233.64	123.36	1,357.00
- Infant/stillborn burial (gravesite limited to 1.4m long x 1.4m deep)	616.36	61.64	678.00
- Burial of Ashes in existing grave (Council to prepare grave for interment)	113.64	11.36	125.00
- Burial of Ashes in existing grave (No Council Involvement)	NO CHARGE		
<i>*Second and third interments are only available if selected gravesite has previously been prepared to allow for further interments which meet minimum coverage standards.</i>			
Cremated Ashes Plot			
- New	197.27	19.73	217.00
- Further interments in existing cremated ashes plot (No Council Involvement)	NO CHARGE		
Family Tree (Front of Cemetery) - Ashes and Memorials	490.91	49.09	540.00
Exhumation - any grave	768.18	76.82	845.00
Shade Tent Hire - 2 available each 3m x 3m (cost per Shade Tent) - no applicable bond **	8.18	0.82	90.00
Chair Hire - 30 available (minimum charge 30 chairs - no reduction of fees for a lesser number of chairs hired) **	45.45	4.55	50.00
Bond Chair Hire (lost/damaged chairs charged at \$25ea. If loss/damage exceeds this amount hirer to pay difference.)	200.00	-	200.00
<i>** Council Employees must erect & remove Shade Tents and Chairs ** Hire of Shade Tents and Chairs must be associated with a funeral or burial</i>			
Hearse Hire - per day - no applicable bond ***	227.27	22.73	250.00
<i>***Hearse Hire is not available for use other than between Meekatharra town site and Meekatharra Cemetery without CEO's consent. If CEO grants use outside of this, hearse is to be floated to location and additional costs associated with this will be charged at Plant Hire rates. Council must advertise Cemetery charges in the Government Gazette at least 14 days prior to the fees coming into effect (Cemeteries Act 1980 s.53)</i>			
RECREATION & COMMUNITY SERVICES			
TOWN HALL			
Community/Sporting Groups & Ratepayers			
<u>Complete Facility</u>			
Rental - per day or part thereof			
- function with alcohol consumed or sold	319.77	31.98	351.75
- fundraising event with alcohol consumed or sold ***	47.73	4.77	52.50
- function without alcohol consumed or sold	160.36	16.04	176.40
- Gov't (inc schools) sponsored functions	60.18	6.02	66.20
- local community/sporting group functions**	38.18	3.82	42.00
- shire functions *	NO CHARGE		
<u>Patio, Kitchen & Toilets Only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	240.55	24.05	264.60
- fundraising event with alcohol consumed or sold ***	38.18	3.82	42.00
- function without alcohol consumed or sold	120.27	12.03	132.30
- Gov't (inc schools) sponsored functions	60.14	6.01	66.15
- local community/sporting group functions**	28.64	2.86	31.50
- shire functions *	NO CHARGE		

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
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RECREATION & COMMUNITY SERVICES

TOWN HALL (Continued)

Community/Sporting Groups & Ratepayers (Continued)

Bonds for facility use - refundable if left clean & undamaged

- any function with alcohol consumed or sold	865.00	-	865.00
- function without alcohol consumed or sold	425.00	-	425.00
- electronic key bond	100.00	-	100.00
- swipe card bond	30.00	-	30.00

Commercial or Traders

Rental - per day or part thereof	295.91	29.59	325.50
<u>Bonds for facility use - refundable if left clean & undamaged</u>			
- Commercial or Trader	560.00	-	560.00
- electronic key bond	100.00	-	100.00
- swipe card bond	30.00	-	30.00

Additional Charges

Additional Cleaning After Hire - anything in excess of 3 hours cleaning - charged per hour	74.55	7.45	82.00
Repair of Damage Caused During Period of Hire	AT COST + 25% Admin Fee		

Equipment Hire (cost per hire)****

Projector & Screen	NO CHARGE		
Tables & Chairs	NO CHARGE		
Hot Water Urn	11.18	1.12	12.30
Crockery & Cutlery			
- 50 settings	14.55	1.45	16.00
- 100 settings	29.09	2.91	32.00
- 150 settings	43.64	4.36	48.00
- 200 settings	58.18	5.82	64.00

Equipment bond - refundable if left clean & undamaged

- Urn & Crockery/Cutlery (only one bond required)	55.00	-	55.00
Lost/damaged crockery - charged per piece - to be taken out of the bond	9.09	0.91	10.00
Lost/damaged cutlery - charged per piece - to be taken out of the bond	4.55	0.45	5.00

If charge exceeds bond the excess is to be invoiced.

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

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

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

***** Equipment hire is only available in conjunction with Town Hall hire*

SPORTS COMPLEX

Community/Sporting Groups & Ratepayers

Complete Facility - Includes Complex building, oval & toilets

Rental - per day or part thereof			
- any function with alcohol consumed or sold	240.55	24.05	264.60
- fundraising event with alcohol consumed or sold ***	38.18	3.82	42.00
- function without alcohol consumed or sold	120.27	12.03	132.30
- Gov't (inc schools) sponsored functions	60.14	6.01	66.15
- local community/sporting group functions**	26.64	2.66	31.50
- shire functions *	NO CHARGE		

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
RECREATION & COMMUNITY SERVICES			
SPORTS COMPLEX (Continued)			
<u>Oval & Toilets only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	120.27	12.03	132.30
- fundraising event with alcohol consumed or sold ***	19.09	1.91	21.00
- function without alcohol consumed or sold	60.14	6.01	66.15
- Gov't (inc schools) sponsored functions		NO CHARGE	
- local community/sporting group functions**		NO CHARGE	
- shire functions *		NO CHARGE	
<u>Complex Building & Toilets only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	180.41	18.04	198.45
- fundraising event with alcohol consumed or sold ***	26.64	2.66	31.50
- function without alcohol consumed or sold	90.20	9.02	99.23
- Gov't (inc schools) sponsored functions	45.10	4.51	49.61
- local community/sporting group functions**	21.48	2.15	23.63
- shire functions *		NO CHARGE	
<u>Bonds for facility use - refundable if left clean & undamaged</u>			
- any function with alcohol consumed or sold	810.00	-	810.00
- function without alcohol consumed or sold	425.00	-	425.00
- electronic key bond	100.00	-	100.00
Commercial or Traders			
Rental of complete facility - per day or part thereof	221.93	22.19	244.13
<u>Bonds for facility use - refundable if left clean & undamaged</u>			
- Commercial or Trader	550.00	-	550.00
- Electronic key bond	100.00	-	100.00
Additional Charges - May Be Deducted from Bond			
Additional Cleaning After Hire - anything in excess of 1 hour cleaning - charged per hour	74.55	7.45	82.00
Repair of Damage Caused During Period of Hire	AT COST + 25% Admin Fee		
Equipment Hire (cost per hire)****			
Smart TV		NO CHARGE	
Tables & Chairs		NO CHARGE	
Hot Water Um	11.18	1.12	12.30
Crockery & Cutlery			
- 50 settings	14.55	1.45	16.00
- 100 settings	29.09	2.91	32.00
- 150 settings	43.64	4.36	48.00
- 200 settings	58.18	5.82	64.00
<u>Equipment bond - refundable if left clean & undamaged</u>			
- Um & Crockery/Cutlery	55.00	-	55.00
Lost/damaged crockery - charged per piece - to be taken out of the bond.	9.09	0.91	10.00
Lost/damaged cutlery - charged per piece - to be taken out of the bond.	4.55	0.45	5.00

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

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

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

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

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

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

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
RECREATION & COMMUNITY SERVICES			
<u>COURT HIRE</u>			
Court Hire			
- Basketball (Light fees apply for night use)			NO CHARGE
- Tennis (Light fees apply for night use)			NO CHARGE
- Volleyball (Light fees apply for night use)			NO CHARGE
- Squash - per hour (by Token)	9.09	0.91	10.00
Lights			
Court Lights - per hour for Tennis & Basketball (Honour system)	9.09	0.91	10.00
Oval Lights - per hour	0.91	0.09	1.00
Court Hire Key Bond			
- Basketball Court	50.00	-	50.00
- Tennis Court	50.00	-	50.00
- Volleyball Court	50.00	-	50.00
- Squash Court	50.00	-	50.00
<u>LIBRARY</u>			
Lost & damaged Library books			AT COST PLUS 20%
Bond to Join Library	20.00	-	20.00
<i>* Only Non WA Residents who cannot provide a library card from any other WA Library</i>			
<u>CULTURE & EVENTS</u>			
Meekatharra Festival and Other Shire Events			
Event Ticket Sales			Between \$0 - \$30 Including GST
DVD Sales			Between \$0 - \$20 Including GST
Market Stalls - Entry for Stall Holder			NO CHARGE
Market Stalls - Table Hire			NO CHARGE
T-Shirt sales for Festivals			Cost plus up to 50% *
Showbags			Cost plus up to 50% *
General Merchandise			Cost plus up to 50% *
Food and Refreshments sold at events			Cost plus up to 100% *
<i>* Price is to be rounded to nearest \$5 for the ease of cash handling.</i>			
<u>GYM MEMBERSHIP</u>			
Individual Gym Memberships			
- monthly	29.10	2.90	32.00
- monthly concession*	14.55	1.45	16.00
- annually	318.18	31.82	350.00
- annually concession*	159.09	15.91	175.00
<i>* Concessional fee is only applicable on sighting of valid Health Care Card by Shire Staff.</i>			
Cancellation during Cooling Off Period - Administration Charge	18.18	1.82	20.00
Gym Swipe Card Bond	50.00	-	50.00
<i>* Access is restricted to adults 18 years and older.</i>			
<u>SWIMMING POOL</u>			
General Admissions			
<u>Season</u>			
- Adult	90.91	9.09	100.00
- Child (3 - 17 years old)	45.45	4.55	50.00
- Family (2 Adults & 3 Children)	181.82	18.18	200.00
<u>Season</u>			
- Adult (concessional)	45.45	4.55	50.00
- Child (3 - 17 years old) Concessional	22.73	2.27	25.00
- Family Concessional (2 Adults & 3 Children)	90.91	9.09	100.00
<u>Monthly</u>			
- Adult	27.27	2.73	30.00
- Adult (concessional)	22.73	2.27	25.00
- Child (3 - 17 years old)	13.64	1.36	15.00
- Family (2 Adults & 3 Children)	54.55	5.45	60.00

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
RECREATION & COMMUNITY SERVICES			
SWIMMING POOL (Continued)			
General Admissions			
<u>Weekly</u>			
- Adult	9.09	0.91	10.00
- Adult (concessional)	6.36	0.64	7.00
- Child (3 - 17 years old)	4.55	0.45	5.00
- Family (2 Adults & 3 Children)	18.18	1.82	20.00
<u>Daily</u>			
- Adult	2.73	0.27	3.00
- Adult (concessional)	0.91	0.09	1.00
- Child (3 - 17 years old)	1.82	0.18	2.00
- Family (2 Adults & 3 Children)	5.45	0.55	6.00
- Child (under 3 years old) accompanied by adult	NO CHARGE		
* Concessional fee is only applicable on sighting of valid Health Care Card by Shire Staff.			
School Activities			
- Adult - Spectator	NO CHARGE		
- Student	NO CHARGE		
- Supervising Teachers & Adults	NO CHARGE		
Swim Vac Classes (Run by the Education Department during school holidays)			
- For enrolled participants and spectators	NO CHARGE		
Pool Hire			
Hire of pool after hours - per hour	54.55	5.45	60.00
Bond for facility use - refundable if left clean & undamaged	300.00	-	300.00
* After hours pool hire is subject to Pool Manager availability.			
INDOOR CRICKET CENTRE			
Indoor Cricket / Netball Hire - per game	13.64	1.36	15.00
Electronic Key Bond	100.00	-	100.00
COMMUNITY BUS HIRE			
Only available for Local Community Groups*			
Outside Meekatharra townsite - per day			
- allowance of 200 km per day	113.64	11.36	125.00
- over allowance each km > 200	0.29	0.03	0.32
Within Meekatharra townsite			
- per day	113.64	11.36	125.00
- per hour	11.36	1.14	12.50
Bond on all bus hires (linked to Insurance excess)	560.00	-	560.00
Refuelling of bus (if required on return)	Cost + 8% per litre		
Cleaning of the bus (if required on return)	\$30 per hour (minimum \$100.00)		
* Local Community Groups are defined as Schools, 'Not-for-Profits' or Church Groups permanently based within the Shire of Meekatharra. Individuals, profit-making groups and businesses are NOT able to hire the bus due to insurance reasons.			
LLOYD'S PLAZA CENTRE			
Short term hire for hairdressing salon			
- per day	68.18	6.82	75.00
Short term hire for shop			
- per day	68.18	6.82	75.00
Conference room hire			
- per hour (minimum of 4 hour hire at any time)	11.36	1.14	12.50
Cleaning costs of common areas factored into hire charges All hire subject to Centre Management approval No key or hire bond required as Centre manager will be monitoring facilities on-site			

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
TRANSPORT & WORKS			
AIRPORT			
Landing Fees			
Small Aircraft Annual Landing Fee*	227.27	22.73	250.00
<i>* Only available to Ratepayers. MTOW up to 1,500 kg. On application only. Annual = July to June.</i>			
Defence Force - Fee set by Australian Airport Association and Department of Defence.			
General & Charter (RPT are exempt) - per tonne			
- aircraft < 5,700 kg MTOW	15.00	1.50	16.50
- aircraft > 5,700 kg MTOW	20.00	2.00	22.00
Minimum Charge any one landing - \$20.00 plus GST			
RPT flights - per head (in lieu of landing fees)	13.64	1.36	15.00
**Regular Charter flights - per head (in addition to landing fees for aircrafts > 5,700kg MTOW)	13.64	1.36	15.00
<i>* Advise RPT, Charter Operators, RFDs and other regular users of any change within 7 business days of adoption by</i>			
<i>** "Regular" is defined as landing with a predictable pattern of more than twelve times a year.</i>			
Call Out Fees - Airport Contractor charges customer directly			
1800hrs - 2200hrs each	97.09	9.71	106.80
2200hrs - 0600hrs each	97.09	9.71	106.80
Other Fees			
Diesel fuel sales			Cost plus \$0.04
ASIC (Australian Security Identification Card)			Cost plus 20%
CROSSOVERS - AS PER POLICY			
Sealed crossover to a kerbed and drained sealed road - First on rateable assessment only			Subsidy of 50% of Actual Cost to a maximum of \$1500
Sealed crossover to unkerbed roads (sealed or unsealed) - First on rateable assessment only			Subsidy of 50% of Actual Cost to a maximum of \$1000
Rural unsealed crossovers to unkerbed roads (sealed or unsealed) - First on rateable assessment only			Subsidy of 50% of Actual Cost to a maximum of \$500
Over width crossover to unkerbed road (sealed or unsealed)			No Subsidy
STANDPIPE WATER			
Standpipe Water (non-potable)*			
For consumers of less than 20,000 litres per financial year			NO CHARGE
For consumers of over 20,000 litres per financial year			per kL
Charge is calculated at the Water Corporation Charge** plus 100%.			COST PLUS 100%

* Consumers to advise of quantity taken each time to allow for the appropriate charge to be applied.
** From the most recent Invoice/notice received from Water Corporation.

Shire of Meekatharra
Schedule of Fees & Charges
2021/2022

Description	2021/2022 Charge	2021/2022 GST	2021/2022 Total
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TRANSPORT & WORKS

PLANT HIRE

Rates - per hour

Grader	245.45	24.55	270.00
Loader	210.91	21.09	232.00
Bulldozer D6N	245.45	24.55	270.00
Vibrating Roller	210.91	21.09	232.00
Scout Cement Mixer	140.91	14.09	155.00
Tractor	140.91	14.09	155.00
10 - 12 Tonne Truck	140.91	14.09	155.00
5 - 7 Tonne Truck	140.91	14.09	155.00
Prime Mover	175.45	17.55	193.00
Tandem Axle Tipping Trailer (Plus Applicable Truck Hire)	88.18	8.82	97.00
Tri Axle Low Loader (Plus Applicable Truck Hire)	268.18	26.82	295.00
Road Broom (Plus Applicable Truck Hire)	85.45	8.55	94.00
Scraper 613C	250.91	25.09	276.00
Multi Tyres Roller - 16 Tonne	211.58	21.16	232.74
Backhoe	140.91	14.09	155.00
Mini Excavator	140.91	14.09	155.00
Mini Road Sweeper	116.36	11.64	128.00

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

9.3. ADMINISTRATION

Title/Subject:	LOCAL LAWS REVIEW 2021	
Agenda/Minute Number:	9.3.1	
Applicant:	Nil	
File Ref:	ADM 298	
Disclosure of Interest:	Nil	
Date of Report:	21 June 2021	
Author:	Roy McClymont Chief Executive Officer	<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider the review of proposed Local Laws; the Bush Fire Brigades Repeal Local Law 2021, the Dogs Local Law 2021 and the Cemeteries Local Law 2021.

Attachments:

- Attachment 1 – proposed Bush Fire Brigades Repeal Local Law 2021
- Attachment 2 – proposed Dogs Local Law 2021
- Attachment 3 – proposed Cemeteries Local Law 2021
- Attachment 4 – Bush Fire Brigades Local Law 2007

Councillors were provided with a copy of above proposed Local Laws on 10 June 2021.

Background:

Under section 3.16 of the Local Government Act 1995, Council is required to review its local laws every 8 years. Council currently has six local laws which were commenced in 2007 and 2008 making the review of the laws well overdue.

Comment:

Staff have completed a detailed review of the three local laws attached.

Meekatharra doesn't operate a "normal" bush fire brigade structure and therefore it recommended that this law be repealed and not replaced because serves no real purpose. It is unlikely in the foreseeable future that the bush fire brigade structure will change. In the event that this happens the structure can successfully operate without a local law.

Purpose and Effect of the proposed local laws:**Bush Fire Brigades Repeal Local Law 2021 (Revocation)**

Purpose: The purpose of the local law is to repeal obsolete local laws

Effect: The effect of the proposed local law is that the obsolete local laws will be revoked and abrogated

Dogs Local Law 2021

Purpose: Of the proposed local law is to make provisions about the impounding of dogs, to control the number of dogs that can be kept on premises, the manner of keeping those dogs and to prescribe areas in which dogs are prohibited and dog exercise areas

Effect: of the proposed local law is to extend the controls over dogs which exist under the Dog Act 1976

Cemeteries Local Law 2021

Purpose: the purpose of the proposed local law is to provide for the orderly management of the Meekatharra Public Cemetery in accordance with established plans and to create offences for inappropriate behaviour within the cemetery grounds

Effect: the effect of the proposed local law is to ensure compliance by all persons engaged in the administration, the burying of deceased and the provision of services to or making use of the Meekatharra Public Cemetery

Consultation:

Darrell Forrest, Local Government Consultant
Krys East, DCEO
Tralee Cable, CDSM

Statutory Environment:

Local Government Act 1995 section 3.12 - Procedure for making local laws
Local Government (Functions and General) Regulations 1996 Regulation 3 – Prescribed manner of giving notice of purpose and effect of proposed local law (Act s. 3.12(2))

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

PART A – BUSH FIRE BRIGADES REPEAL LOCAL LAW 2021

Moved: Cr MR Hall
Seconded: Cr DK Hodder

That Council:

1. **GIVES local public notice that Council proposes to make a new local law, the Shire of Meekatharra Bush Fire Brigades Repeal Local Law 2021 (Attachment 1).**
2. **NOTES that:**
 - a. **The purpose of the local law is to repeal obsolete local laws, and**
 - b. **The effect of the proposed local law is that the obsolete local laws will be revoked and abrogated**

CARRIED 4/0

Officers Recommendation / Council Resolution:

PART B – DOGS LOCAL LAW 2021

Moved: Cr MJ Smith
Seconded: Cr MR Hall

That Council:

- 1. GIVES local public notice that Council proposes to make a new local law, the Shire of Meekatharra Dogs Local Law 2021 (Attachment 2).**
- 2. NOTES that:**
 - a. The purpose of the proposed local law is to make provisions about the impounding of dogs, to control the number of dogs that can be kept on premises, the manner of keeping those dogs and to prescribe areas in which dogs are prohibited and dog exercise areas, and**
 - b. The effect of the proposed local law is to extend the controls over dogs which exist under the Dog Act 1976**

CARRIED 4/0

Officers Recommendation / Council Resolution:

PART C – CEMETERY LOCAL LAW 2021

Moved: Cr MJ Smith
Seconded: Cr DK Hodder

That Council:

- 1. GIVES local public notice that Council proposes to make a new local law, the Shire of Meekatharra Cemeteries Local Law 2021 (Attachment 3).**
- 2. NOTES that:**
 - a. The purpose of the proposed local law is to provide for the orderly management of the Meekatharra Public Cemetery in accordance with established plans and to create offences for inappropriate behaviour within the cemetery grounds, and**
 - b. The effect of the proposed local law is to ensure compliance by all persons engaged in the administration, the burying of deceased and the provision of services to or making use of the Meekatharra Public Cemetery.**

CARRIED 4/0

ATTACHMENT 1

BUSH FIRES ACT 1954

LOCAL GOVERNMENT ACT 1995

Shire of Meekatharra

Bush Fire Brigades Repeal Local Law 2021

Under the powers conferred by the *Bush Fires Act 1954 and the Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Meekatharra resolved on ??? to make the following local law.

1. Citation

This local law is cited as the *Shire of Meekatharra Bush Fire Brigades Repeal Local Law 2021*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

3. Repeal

This local law repeals the *Shire of Meekatharra Bush Fire Brigades Local Law 2007*, published in the *Government Gazette* on 29 July 2007.

Dated ???

The Common Seal of the Shire of Meekatharra was affixed in the presence of-

Harvey Nichols
Shire President

Roy McClymont
Chief Executive Officer

ATTACHMENT 2

FINAL DRAFT (June 2021)

DOG ACT 1976

LOCAL GOVERNMENT ACT 1995

SHIRE OF MEEKATHARRA

DOGS LOCAL LAW 2021

DOG ACT 1976
LOCAL GOVERNMENT ACT 1995
SHIRE OF MEEKATHARRA
DOGS LOCAL LAW 2021
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DOG ACT 1976
LOCAL GOVERNMENT ACT 1995
SHIRE OF MEEKATHARRA
DOGS LOCAL LAW 2021

Under the powers conferred by the *Dog Act 1976*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Meekatharra resolved on [redacted] to make the following local law.

PART 1—PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Meekatharra Dogs Local Law 2021*

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application

This local law applies throughout the district

1.4 Repeal

This local law repeals the *Shire of Meekatharra Dogs Local Law 2007* as published in the *Government Gazette* on 29 July 2008.

1.5 Definitions

In this local law unless the context otherwise requires—

Act means the *Dog Act 1976*;

adjoining includes land or premises which have a portion of a common boundary with a lot or is separated from that lot by a public reserve, road, right-of-way, pedestrian access way, access leg of a battle-axe lot or the equivalent not more than 6 metres in width;

authorised person means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under this local law;

CEO means the chief executive officer of the local government;

dangerous dog has the meaning given to it by section 3(1) of the Act;

district means the district of the Shire of Meekatharra;

dog management facility has the meaning given to it in section 3(1) of the Act;
infringement notice means the notice referred to in clause 7.4;
kennel establishment means any premises where more than the number of dogs under clause 3.2(2) over the age of three months are kept, boarded, trained or bred temporarily, usually for profit and where the occupier of the premises is not the ordinary keeper of the dogs;
licence means a licence to keep an approved kennel establishment on premises granted under clause 4.7;
licensee means the holder of a licence granted under clause 4.7;
local government means the Shire of Meekatharra;
local planning scheme means a planning scheme of the local government made under the *Planning and Development Act 2005*;
notice of withdrawal means the notice referred to in clause 7.7(1);
owner, in relation to a dog, has the same meaning as in section 3(1) and (2) of the Act;
person liable for the control of the dog has the same meaning as in section 3(1) of the Act;
premises in addition to the meaning given to it in section 3 of the Act, means the premises described in the application for a licence made under clause 4.1;
public place has the meaning given to it by section 3(1) of the Act;
Regulations means the *Dog Regulations 2013*;
Schedule means a schedule to this local law;
set fee means a fee or charge made by the local government in accordance with clause 2.1 or clause 4.8;
thoroughfare has the meaning given to it in section 1.4 of the *Local Government Act 1995*;
and
transferee means a person who applies for the transfer of a licence to her or him under clause 4.12.

PART 2—IMPOUNDING OF DOGS

2.1 Fees and charges

The following are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*—

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional set fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) application for additional costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

2.2 Attendance of authorised person at dog management facility

An authorised person is to be in attendance at the dog management facility for the release of dogs at the times and on the days of the week as determined by the CEO.

2.3 Release of impounded dog

- (1) A claim for the release of a dog seized and impounded is to be made to an authorised person.
- (2) An authorised person is not to release a dog seized and impounded to any person unless that person has produced, to the satisfaction of an authorised person, evidence—
 - (a) of her or his ownership of the dog or of her or his authority to take delivery of it; or
 - (b) that he or she is the person identified as the owner on a microchip implanted in the dog.

2.4 Unauthorised release

Unauthorised release of dogs is dealt with by section 43 of the Act.

PART 3—KEEPING OF DOGS

3.1 Dogs to be confined

- (1) An occupier of premises on which a dog is kept must—
 - (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
 - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures that the dog remains confined) and is fitted with a proper latch or other means of fastening it;
 - (d) maintain the fence and all gates and doors in the fence in good order and condition; and
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) Where an occupier fails to comply with subclause (1), he or she commits an offence.
- (3) Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and the Regulations.

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been—
 - (a) licensed under Part 4 of this local law as an approved kennel establishment; or

- (b) granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act—
 - (a) two dogs over the age of three months and the young of those dogs under that age if the premises are zoned other than as rural under a local planning scheme; or
 - (b) four dogs over the age of three months and the young of those dogs under that age if the premises are zoned as rural, under a local planning scheme.

3.3 Application to keep additional dog or dogs

- (1) Subject to clause 3.5, the local government may consider an application to keep an additional dog or dogs where—
 - (a) the property is deemed suitable by an authorised person—
 - (i) having sufficient space capable of confining all dogs;
 - (ii) noise, odours, fleas, flies and other vectors of disease will be effectively controlled; and
 - (iii) the care and welfare of the dogs is considered adequate.
 - (b) the details of every dog proposed to be kept on the premises are provided including name, age, colour/description, breed, registration number and microchip details; and
 - (c) sufficient reason has been provided, including—
 - (i) to replace an elderly or sick dog not expected to live;
 - (ii) a family emergency resulting in the dog being inherited;
 - (iii) merging of two households;
 - (iv) where the applicants have had approval to keep an additional dog or dogs in another local authority; or
 - (v) on premises zoned as rural under a local planning scheme, the dog or dogs are required for stock management or to be on the premises temporarily for the purposes of training for stock management.
- (2) An application to keep two additional dogs on premises that are zoned other than as rural under a local planning scheme shall—
 - (a) provide sufficient detail regarding the reason for keeping more than two dogs;
 - (b) provide written consent from owners and occupiers of any premises adjoining the premises; and
 - (c) in the case of a tenanted property, provide written consent from either the landowner or their appointed property manager.
- (3) An application to keep more than four dogs on premises zoned as rural under a local planning scheme shall—
 - (a) provide sufficient detail regarding the reason for keeping more than four dogs; and
 - (b) in the case of a tenanted property, provide written consent from either the landowner or their appointed property manager.

3.4 Determination of application

In determining an application for a licence, the local government is to have regard to—

- (a) the matters referred to in clause 3.5;
- (b) the effect which approval of the proposed may have on the environment or amenity of the neighbourhood; and
- (c) whether approval of the application will create a nuisance for the owners and occupiers of adjoining premises.

3.5 Where application cannot be approved

The local government will not approve an application to keep an additional dog or dogs where—

- (a) more than four dogs are proposed to be kept on premises zoned other than as rural under a local planning scheme;
- (b) more than six dogs are proposed to be kept on premises zoned as rural under a local planning scheme; or
- (c) where any dog already kept on the premises is a dangerous dog.

3.6 Conditions of approval

- (1) The local government may approve an application to keep an additional dog or dogs subject to any conditions as considered appropriate.
- (2) Approval of an application is not transferable to successive owners or occupiers of the premises.

3.7 Revocation of licence to keep additional dogs

Where a person does not comply with the conditions of approval to keep an additional dog or dogs under clause 3.6 the local government may revoke the approval to keep an additional dog or dogs.

PART 4—APPROVED KENNEL ESTABLISHMENTS

4.1 Application for licence for approved kennel establishment

An application for a licence must contain the information listed in Schedule 1, and must be lodged with the local government together with—

- (a) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs nominated by the local government;
- (b) any other information reasonably required by the local government; and
- (c) the set fee for the application for a licence referred to in clause 4.8(1).

4.2 Notice of proposed use

- (1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged—
 - (a) once in a newspaper circulating in the district; and
 - (b) to the owners and occupiers of any premises adjoining the premises.
- (2) The notices in subclause (1) must specify that—
 - (a) any written submissions as to the proposed use are to be lodged with the local government within 14 days of the date the notice is given; and
 - (b) the application, plans and specifications may be inspected at the offices of the local government.
- (3) The local government may refuse to determine the application for a licence until the notice or notices, as the case may be, is given in accordance with its directions where—
 - (a) a notice given under subclause (1) does not clearly identify the premises; or
 - (b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the local government, would fail to serve the purpose of notifying persons of the proposed use of the premises.

4.3 Exemption from notice requirements

The requirements of clauses 4.2 and 4.4(a) and Schedule 1 clause 5(c) do not apply in respect of the application for a licence where under a local planning scheme an application for a licence is made in respect of premises on which an approved kennel establishment is either a—

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements.

4.4 When application can be determined

An application for a licence is not to be determined by the local government until—

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.2(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.2(2)(a) on the proposed use of the premises.

4.5 Determination of application

In determining an application for a licence, the local government is to have regard to—

- (a) the matters referred to in clause 4.6;
- (b) any written submissions received within the time specified in clause 4.2(2)(a) on the proposed use of the premises;

- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

4.6 Where application cannot be approved

The local government cannot approve an application for a licence where—

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a local planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

4.7 Conditions of approval

- (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.
- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.

4.8 Fees

- (1) On lodging an application for a licence, the applicant is to pay a set fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a set fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a set fee to the local government.
- (4) The set fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

4.9 Form of licence

The licence is to be in the form determined by the local government from time to time and is to be issued to the licensee.

4.10 Period of licence

- (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the set fee referred to in clause 4.8(2) is paid to the local government prior to the expiry of the licence.
- (3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

4.11 Variation or cancellation of licence

- (1) The local government may vary the conditions of a licence.
- (2) The local government may cancel a licence—
 - (a) on the request of the licensee;
 - (b) following a breach of the Act, the Regulations or this local law; or
 - (c) if the licensee is not a fit and proper person.
- (3) The date a licence is cancelled is to be, in the case of—
 - (a) subclause (2)(a), the date requested by the licensee; or
 - (b) subclause (2)(b) or (c), the date determined under section 27(6) of the Act.
- (4) If a licence is cancelled the set fee paid for that licence is not refundable for the term of the licence that has not yet expired.

4.12 Transfer

- (1) An written application for the transfer of a valid licence from the licensee to another person must be—
 - (a) made by the transferee;
 - (b) made with the written consent of the licensee; and
 - (c) lodged with the local government together with—
 - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence;
 - (ii) the set fee for the application for the transfer of a licence referred to in clause 4.8(3); and
 - (iii) any other relevant information required. any other relevant information required.
- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).
- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.13(b), the transferee becomes the licensee of the licence for the purposes of this local law.

4.13 Notification

The local government is to give written notice to—

- (i) an applicant for a licence of the local government's decision on her or his application;
- (ii) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (iii) a licensee of any variation made under clause 4.11(1);
- (iv) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (v) a licensee when her or his licence is renewed;
- (vi) a licensee of the cancellation of a licence under clause 4.11(2)(a); and
- (vii) a licensee of the cancellation of a licence under clause 4.11(2)(b) or (c), which notice is to be given in accordance with section 27(6) of the Act.

4.14 Objections and appeals

- (1) The provisions of Division 1 of Part 9 of the *Local Government Act 1995* and regulation 33 of the *Local Government (Functions and General) Regulations 1996* apply to a decision where the local government makes a decision as to whether it will—
 - (a) grant an application for a licence;
 - (b) vary or cancel a licence;
 - (c) impose or amend a condition to which a licence is subject; or
 - (d) transfer of a licence.
- (2) Under these provisions, an affected person may have the right to object to, or to appeal against, a decision of the local government.

4.15 Inspection of kennel

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

PART 5—DOGS IN PUBLIC PLACES

5.1 Places where dogs are prohibited absolutely

Designation of places where dogs are prohibited absolutely is dealt with in the Act.

5.2 Places which are dog exercise areas

Designation of places which are dog exercise areas is dealt with in the Act.

PART 6— MISCELLANEOUS

6.1 Fees and charges

Set fees and charges are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

6.2 Offence to excrete

- (1) A dog must not excrete on—
 - (a) any thoroughfare or other public place; or
 - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.
- (3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.
- (4) Notwithstanding clause 7.2, the maximum penalty for an offence under subclause (1) is \$1000.

PART 7— ENFORCEMENT

7.1 Offences

A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

7.2 General penalty

A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of the day during which the offence has continued.

7.3 Modified penalties

- (1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is not a dangerous dog.
- (3) The amount appearing in the fifth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog.

7.4 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 2 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

7.5 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by an authorised person, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

7.6 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by an authorised person, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

7.7 Withdrawal of infringement notice

- (1) Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form of Form 3 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.
- (2) A person authorised to issue an infringement notice under clause 7.4 cannot sign or send a notice of withdrawal.

7.8 Service of notices

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

SCHEDULE 1

**INFORMATION REQUIRED FOR APPLICATION FOR A LICENCE FOR AN
APPROVED KENNEL ESTABLISHMENT**

[cl. 4.1]

1. Details of applicants—
 - (a) Full name/s of applicant/s;
 - (b) Postal address;
 - (c) Telephone number;
 - (d) Mobile number;
 - (e) Fax number; and
 - (f) E-mail address.
2. Address of proposed premises.
3. Dogs to be kept—
 - (a) Number; and
 - (b) Breed.
4. Either—
 - (a) Person residing on the premises—
 - (i) Name;
 - (ii) As from; and
 - (iii) Mobile phone number, or
 - (b) Person sufficiently close to the premises so as to control the dogs and ensure their health and welfare—
 - (i) Name;
 - (ii) Address;
 - (iii) As from; and
 - (iv) Mobile phone number.
5. To be included—
 - (a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;
 - (b) plans and specifications of the proposed kennel establishment;
 - (c) copy of notice of proposed use to appear in newspaper and to be given to adjoining premises under clause 4.2;
 - (d) written evidence that a person will reside—
 - (i) at the premises; or
 - (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and
 - (e) if the person in item (d) is not the applicant, written evidence that the person is a person in charge of the dogs.
6. Signature of applicant/s.
7. Date.

SCHEDULE 2

**CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL
ESTABLISHMENT**

[cl. 4.7]

An application for a licence for an approved kennel establishment may be approved subject to the following conditions—

- (a) each kennel, unless it is fully enclosed, must have a yard attached to it;
- (b) each kennel and each yard must be at a distance of not less than—
 - (i) 25 metres from the front boundary of the premises and 5 metres from any other boundary of the premises;
 - (ii) 10 metres from any dwelling; and
 - (iii) 25 metres from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
- (c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
- (d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
- (e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;
- (f) the upper surface of the kennel floor must be—
 - (i) at least 100 millimetres above the surface of the surrounding ground;
 - (ii) smooth so as to facilitate cleaning;
 - (iii) rigid;
 - (iv) durable;
 - (v) slip resistant;
 - (vi) resistant to corrosion;
 - (vii) non-toxic;
 - (viii) impervious;
 - (ix) free from cracks, crevices and other defects; and
 - (x)) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
- (g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
- (h) the kennel floor must have a durable up-stand rising 75 millimetres above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50 millimetres from the underside of the bottom plate to the floor;

- (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;
- (j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of—
 - (i) 2000 millimetres; or
 - (ii) four times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
- (k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheathed internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;
- (l) all external surfaces of each kennel must be kept in good condition;
- (m) the roof of each kennel must be constructed of impervious material;
- (n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorised person;
- (o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (q) suitable water must be available at the kennel via a properly supported standpipe and tap; and
- (r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside—
 - (i) at the premises; or
 - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

—————

SCHEDULE 3
PRESCRIBED OFFENCES

Item	Clause	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
1	3.1	Failing to provide means for effectively confining a dog	200	As per Regulations
2	3.6	Failure to comply with conditions of approval to keep additional dog or dogs	200	500
3	4.7	Failure to comply with the conditions of a licence	100	200
4	6.2	Dog excreting in prohibited place	100	100

Dated ???

The Common Seal of the Shire of Meekatharra was affixed in the presence of-

Harvey Nichols
Shire President

Roy McClymont
Chief Executive Officer

ATTACHMENT 3

Final Draft (June 2021)

CEMETERIES ACT 1986

LOCAL GOVERNMENT ACT 1995

SHIRE OF MEEKATHARRA

CEMETERIES LOCAL LAW 2021

CEMETERIES ACT 1986

LOCAL GOVERNMENT ACT 1995

SHIRE OF MEEKATHARRA

CEMETERIES LOCAL LAW 2021

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CEMETERIES ACT 1986

LOCAL GOVERNMENT ACT 1995

SHIRE OF MEEKATHARRA

CEMETERIES LOCAL LAW 2021

Under the powers conferred by the *Cemeteries Act 1986* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Meekatharra resolved on 22 June 2021 to adopt the following local law.

PART 1—PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Meekatharra Cemeteries Local Law 2021*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application

This local law applies to the Meekatharra Cemetery (Reserve 3916) located in the district.

1.4 Repeal

This local law repeals *the Shire of Meekatharra Public Cemetery Local Law* as published in the *Government Gazette* on 29 July 2008.

1.5 Definitions

In this local law, unless the context otherwise requires—

Act means the *Cemeteries Act 1986*;

Ashes means so much of the remains of a dead body after the due processes of cremation as may be contained in a standard sized cremation urn;

authorised person means a person—

- (a) appointed by the Board for the purposes of performing any function or exercising any power, other than the giving of infringement notices, conferred upon an authorised person by this local law; or
- (b) authorised under section 64 of the Act to give infringement notices;
- Board** means the local government;
- Burial** means placement of a coffin containing a dead body into a grave, and includes a natural burial;
- business day** means any week day other than a public holiday in Western Australia;
- cemetery** means a cemetery under the care and control of the Board;
- CEO** means the chief executive officer, for the time being, of the Board;
- Coffin** means a coffin or other receptacle used for the transportation of a dead body to the grave site, or the receptacle used for the burial of a dead body in a grave;
- Commissioner of Police** means the Commissioner of Police for the time being appointed under the *Police Act 1892* and includes any person for the time being acting in that capacity;
- district** means the district of the local government;
- funeral director** means a person holding a current funeral director's licence;
- grant of right of burial** means a right granted under clause 2.3 for immediate burial of a dead body, and for the purposes of this local law, includes placement of ashes in a grave, niche wall, memorial garden or under a memorial plaque, or scattering of ashes within a cemetery;
- headstone** means a memorial designed for placement at the head of a grave, commemorating a grave or the placement of ashes;
- interment** includes, as the case may be—
- (a) burial of a dead body;
- (b) placement of ashes in a grave, niche wall, memorial garden or under a commemorative plaque; or
- (c) scattering of ashes;
- interment permit** means a single funeral permit issued by the Board under section 20 or 21 of the Act which entitles the holder to conduct the interment of a person named in the permit, and includes placement or scattering of ashes in a cemetery;
- local government** means the Shire of Meekatharra;
- memorial** has the meaning set out in the Act;
- memorial plaque** means a panel, plate or tablet designed or used for purposes of bearing a commemorative inscription;
- memorial work** means to install, repair, renovate or remove a memorial;
- monument** means a sculpture, statue, cover of a grave or other form of memorial approved by the Board commemorating a grave or the placement of ashes, other than a headstone or memorial plaque;
- natural burial** means burial in the ground—
- (a) without preparation of the dead body using chemical preservatives; and
- (b) by containment of the dead body only in a shroud or biodegradable coffin;
- niche wall** means a structure for the placement of a container of ashes in a compartment secured with a covering memorial plaque;

personal representative means—

- (a) the administrator or executor of an estate of a deceased person;
- (b) the person who, by law of practice, has the right to apply for administration of the estate of the deceased person; or
- (c) a person having the lawful custody of a dead body;

set fee refers to fees and charges set by a resolution of the Board and published in the *Government Gazette*, under section 53 of the Act;

shroud means, as the context requires—

- (a) a cloth or cloths used to securely wrap a dead body for burial; or
- (b) a dead body contained within a cloth or cloths;

standard grave means a grave which does not exceed any of the following dimensions: 2000 millimetres long, 1200 millimetres wide and 2100 millimetres deep;

utility services means municipal or public services and includes the supply of water, electrical power, and, gas and also includes refuse, building waste and sewerage disposal services;

vault means a below ground lined grave with one or more sealed compartments constructed to specifications approved from time to time by the Board; and

vehicle includes every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise, other than a wheelchair or baby stroller, and includes a bicycle and a skateboard.

PART 2—ADMINISTRATION

Division 1—General

2.1 Powers and functions of CEO

Subject to the direction of the Board, the CEO shall exercise all the powers and functions of the Board in respect of a cemetery in the district.

2.2 Plans

- (1) The Board shall establish and maintain a plan of each cemetery showing—
 - (a) the location of areas set aside for burials, niche walls, memorial gardens, and placement of ashes in a garden;
 - (b) the location of an area to be used only for burials of persons of a particular religious denomination;
 - (c) the location of different areas of the cemetery to which different requirements for memorials apply;
 - (d) the location of areas set aside for the works and other uses as specified in sections 24(2)(a) and (b) of the Act; and
 - (e) any restricted areas.
- (2) The plans referred to in subclause (1) shall be open for inspection by members of the public during normal office hours of the Board.

Division 2—Right of Burial

2.3 Issuing of grants

The Board may from time to time issue to a person a grant for the term specified in the Act, upon—

- (a) Written application by that person; and
- (b) Payment of the set fee.

2.4 Right of holder

- (1) Subject to the local law, to the prior approval of the Board and to the terms and conditions (if any) imposed by the Board, a grant confers on the holder, during the term of the grant, an exclusive right—
 - (a) to be buried in a grave specified in the grant; and
 - (b) to carry out monumental works on the gravesite specified in the grant.
- (2) The Board at its absolute discretion, may determine from time to time the number of dead bodies or ashes which may be placed in the grave.
- (3) The Board or an authorised officer may request the holder to produce the grant before the exercise of any rights referred to in subclause (1) and the holder shall forthwith comply with that request.
- (4) If the location stipulated in the grant of right of burial is significantly and adversely affected prior to or at the time of burial by unforeseen conditions such as flooding, a high water table, rock, large tree roots or any other significant matter the Board may allocate any other gravesite of the grantee's choosing that is not already subject to a grant

2.5 Renewal of grant

- (1) Where, at any time during the term of a grant, a holder—
 - (a) makes written application; and
 - (b) pays a set fee, the Board must renew the grant for a further term of twenty five (25) years commencing on the expiry date of the grant.
- (2) The set fee for the issue of a new grant pursuant to this clause shall be determined by the Board from time to time.
- (3) The Board may request the holder to deliver an existing grant to it prior to issuing a new grant.
- (4) The holder shall forthwith upon receiving a request by the Board in accordance with subclause (3) deliver the existing grant to the Board.

2.6 Replacement of grant

- (1) The Board may—
 - (a) upon the written application of a holder; and

- (b) upon the production of evidence to the satisfaction of the Board, issue a new grant to replace a grant which is lost or destroyed.
- (2) Notwithstanding subclause (1), the Board may prior to issuing a replacement grant, require the holder to make a statutory declaration in a form determined by the Board.
- (3) The replacement grant issued by the Board shall be deemed to be the original grant.

2.7 Transfer of grant

A holder who desires to transfer a grant to another person shall make an application to the Board in a form determined by the board and upon receipt of the application the Board may grant permission in accordance with section 26 of the Act.

2.8 Exercising the rights of holder

If evidence is produced in writing to the satisfaction of the Board that a holder is unavailable or not immediately ascertainable, or has died and has not specifically bequeathed a grant, then the rights conferred upon that holder may be exercised by a holder's personal representative or a person acting expressly on behalf of a personal representative. If those persons are unavailable or not immediately ascertainable, the Board may approve any other person.

2.9 Board may enter into an agreement for maintenance

The Board may enter into an agreement with the holder of a grant of right of burial under clause 2.3 or holder of a pre-need certificate under clause 2.4 for the maintenance of an area of a cemetery at the expense of the holder.

PART 3—APPLICATION FOR INTERMENT

3.1 Application for interment permit

- (1) A funeral director, the personal representative of a deceased person, or other person approved by an authorised person may apply for approval for an interment of a dead body in a cemetery.
- (2) A funeral director, the personal representative of a deceased person whose body has been cremated, or other person approved by an authorised person may apply for approval for interment of ashes in a cemetery.
- (3) An application for an interment permit under subclause (1) or (2) of—
 - (a) a dead body shall include details of—
 - (i) proposed burial method for the dead body in accordance with clause 5.1; and
 - (ii) the vehicle transporting the dead body to the gravesite; or
 - (b) ashes shall include details of the proposed interment arrangements for the ashes in accordance with clause 5.4(2).

(4) An application under subclauses (1) or (2) shall be accompanied by the set fee.

3.2 Applications to be accompanied by certificates etc.

An application under clause 3.1(1) shall be accompanied by—

- (a) a certificate issued under clause 3.3; and
- (b) either a medical certificate of death or a Coroner's order of burial.

3.3 Certificate of identification

(1) Prior to the dead body being removed to a cemetery, a person who personally knew the deceased shall identify the dead body and shall provide a certificate of identification, unless—

- (a) in the opinion of the funeral director, the dead body is not in a fit state to be viewed; or
- (b) after reasonable effort the funeral director is unable to arrange for a person to identify the dead body.

(2) A funeral director shall provide a certificate, where—

- (a) in the opinion of the funeral director, the dead body is not in a fit state to be viewed; or
- (b) after reasonable effort the funeral director is unable to arrange for a person to identify the dead body.

3.4 Minimum notice required

An application for interment shall be made to the Board at least five business days prior to the day proposed for interment, otherwise an extra fee may be charged.

3.5 Refusal of application

- (1) The Board may refuse an application for the interment permit under clause 3.1(1).
- (2) If the Board refuses to approve an application under subclause (1), written notice of the refusal is to be given to the applicant.

PART 4—FUNERALS AND MEMORIAL SERVICES

4.1 Fixing times for interments

- (1) On receipt of a completed application form and the satisfaction of all other requirements of the Act and this local law, the Board may—
 - (a) approve a time for the interment; and
 - (b) dig or re-open any grave that is required.
- (2) The time approved for an interment is at the discretion of the Board but will be as near as possible to the time requested by the applicant.

- (3) Except with the permission of the Board and subject to such conditions as may be applied, a person shall not carry out a burial—
- (a) on a Saturday, a Sunday or a public holiday;
 - (b) commencing at any time other than between the hours 9:00 am to 3:00 pm; or
 - (c) to conclude later than 4:00 pm.

4.2 Memorial services or processions

A person shall not conduct a memorial service or procession within a cemetery unless that person has the permission of the Board.

4.3 Processions

The time fixed by the Board for interment shall be the time at which the procession is to arrive at the cemetery gates, and, if not punctually observed, then the applicant who applied to hold the interment under clause 3.1 shall if required, pay the set fee for being late.

4.4 Conduct of interments by the Board

When conducting an interment, or for the purposes of deciding whether to conduct an interment, under section 22 of the Act the Board may—

- (a) require a written request to be made for the Board to conduct an interment;
- (b) in its absolute discretion, charge any person requesting it to conduct an interment the set fee for the conduct of that funeral;
- (c) where no fee is applicable or a reduced fee has been charged by it for the conduct of the interment, determine the manner in which the interment shall be conducted;
- (d) specify an area in a cemetery for the interment;
- (e) conduct the funeral notwithstanding the failure of a person to make any application or to obtain any consent required under this local law; and
- (f) do or require anything which is considered necessary or convenient for the conduct of the funeral by the Board.

PART 5—INTERMENTS

5.1 Requirements for burials

A person shall not bring a dead body into a cemetery unless—

- (a) the Board has approved an application for the burial of that dead body made under clause 3.1(1);

- (b) it is enclosed in a coffin or shroud which bears the name of the deceased person indelibly inscribed in legible characters on a plate attached in a clearly visible position; and
- (c) under the plate referred to in paragraph (b) there is a substantive lead strip bearing the surname of the deceased person stamped in legible characters, each character being not less than 10 millimetres in height.

5.2 Requirements for preparation of graves

- (1) A person shall not dig or prepare a grave or fill a grave, unless that person has the permission of the Board.
- (2) Regardless of prior grant of right of burial under clause 2.3 or gravesite approved upon application made under clause 3.1, the Board may direct the digging or preparation of a grave in an alternate position, where—
 - (a) evidence of a prior interment is found, or known to have occurred;
 - (b) access to the position is constrained;
 - (c) the digging or preparation of the grave is unreasonably difficult; or
 - (d) utility services may be interfered with.
- (3) Where an alternative position for the grave is directed under subclause (2), the Board is to advise the funeral director, the personal representative of a deceased person, or other person approved by an authorised person, immediately.

5.3 Requirements for dimensions of graves

- (1) A person shall not bury a dead body in a cemetery other than in a standard grave, unless that person has the permission of the Board.
- (2) Every grave prepared by the Board shall be dug at least 1800 millimetres deep and shall not exceed 2300 millimetres in depth, unless otherwise determined by the Board.
- (3) Unless otherwise permitted by the Board, a person shall not bury a dead body within a cemetery so that the distance from the top of the coffin or shroud to the original surface of the ground is—
 - (a) subject to paragraph (b), less than 750 millimetres, unless that person has the permission of an authorised person; or
 - (b) in any circumstances less than 600 millimetres.
- (4) The permission of the Board in subclause (3) shall not be granted unless in the opinion of the authorised person exceptional circumstances require granting of that permission.

5.4 Requirements for disposal of ashes

- (1) Except in accordance with an approved application under clause 3.1(2), a person shall not bring or dispose of the ashes of a deceased person into a cemetery.
- (2) The person approved under subclause (1) may dispose of the ashes of that deceased person in a cemetery by one of the following methods, if that method is available—
 - (a) placed within the perimeter of an authorised gravesite's at a depth of at least 600 millimetres;
 - (b) placed in a vault;
 - (c) placed in a niche wall;
 - (d) cremated ashes plot;
 - (e) designated family tree area; or
 - (f) scattered in an area approved by the Board.
- (3) The Board may require a person making an application under clause 3.1(2) to provide additional information reasonably related to the application before determining the application.
- (4) The Board may—
 - (a) approve an application under clause 3.1(2) unconditionally or subject to any conditions; or
 - (b) refuse to approve an application under clause 3.1(2).
- (5) Where an application under clause 3.1(2) has been approved subject to conditions, the applicant must comply with each of those conditions, as amended.
- (6) If the Board refuses to approve an application under clause 3.1(2), written notice of the refusal is to be given to the applicant.

5.5 Requirements for re-opening a grave

- (1) A person shall not reopen a grave without the approval of the Board.
- (2) If for the purpose of re-opening a grave in a cemetery, the Board finds it necessary to remove plants, grass, shrubs or other like matter from the grave, then the person ordering the re-opening of that grave shall bear the cost of the removal and any necessary reinstatement

5.6 Requirements for exhumation

- (1) Subject to subclause (2), a person shall not exhume a dead body in a cemetery for the purposes of reburial within 12 months after the date of its interment.
- (2) Subclause (1) shall not apply where the exhumation is ordered or authorised pursuant to the Act.

- (3) Subject to subclause (1) and (2) prior to any other exhumation, the holder of a grant of right of burial must have applied in writing to the Board requesting the exhumation and an authorised person has authorised the exhumation.

5.7 Requirements for opening of coffin or removal of shroud

A person shall not open a coffin or remove a shroud in a cemetery unless—

- (a) the coffin is opened or shroud removed for the purposes of the exhumation of a dead body; or
- (b) that person has produced to the Board an order signed or authorised pursuant to the Act and an authorised person has approved the opening of that coffin or removal of the shroud.

5.8 Ashes not to be held by the Board

The Board shall not accept custody of ashes of a deceased person.

PART 6—APPLICATIONS FOR MEMORIALS

6.1 Application to place memorial

- (1) Upon payment of the set fee, the Board may approve an application to place a memorial with or without conditions, including restricting use of materials such as wood, dimensions of a memorial etc, so as not to detract from the amenity of a cemetery.
- (2) The Board may require the written consent of the holder of the grant of right of burial of the grave, the personal representative of a deceased person, or other person to the satisfaction of an authorised person to accompany an application for a memorial made under section 30 of the Act.
- (3) Where written consent is not able to be produced, the Board may approve with or without conditions or decline an application in its absolute discretion
- (4) If the Board refuses to approve an application under subclause (2), written notice of that refusal is to be provided to the applicant.

6.2 Australian War Graves

Notwithstanding anything in this local law to the contrary, the Office of Australian War Graves—

- (a) may place a complying memorial on a military grave; and
- (b) is not required to pay the set fee for any memorial that is placed upon a military grave.

PART 7—MEMORIALS PERMITTED

7.1 Limitation on dimensions of memorials

- (1) No part of a memorial, including any grave cover, kerbing, boundary marker or enclosure is to extend beyond the dimensions of a standard grave.
- (2) No part of a monument above its base shall extend horizontally beyond its base.
- (3) Notwithstanding subclause (1), on request of the personal representative, the Board may approve a memorial over adjoining multiple gravesites—
 - (a) where the persons interred are of the same family; or
 - (b) for another acceptable reason.

7.2 Specification for monument

A monument is to be constructed in a manner approved by the Board.

7.3 Specification for headstone

A headstone is to be constructed in a manner approved by the Board.

7.4 Specification for memorial plaque base

A memorial plaque base is to be constructed in a manner approved by the Board.

7.5 Specification for memorial plaque

A memorial plaque is to be made in a manner approved by the Board.

7.6 Specification for gravesite fencing

Gravesite fencing is to be constructed in a manner approved by the Board.

7.7 Display of trade names on memorials not allowed

A person shall not display any trade names or marks on a memorial.

7.8 Use of wood

No wooden fence, railing or construction other than a cross, shall be allowed on or around a grave, other than as a temporary marker or with the permission of the Board.

PART 8—MEMORIALS AND OTHER WORK

8.1 Carrying out memorial work

- (1) A person shall not carry out memorial work within a cemetery unless that person is authorised by the Board to do so under clause 6.1
- (2) All material required in the erection and completion of any memorial work shall, be prepared before being taken to a cemetery.
- (3) The Board may place restrictions on the hours of work, access to a cemetery or other matters considered appropriate.
- (4) Memorial works shall be suspended during the conduct of any funeral within a cemetery.
- (5) Work is not permitted to be left unattended in an untidy or unsafe state.

8.2 Removal of sand, soil or loam

No sand, earth or other material shall be taken from any part of a cemetery for use in the construction of any memorial or other work except with the written approval of the Board.

8.3 Removal of rubbish

All refuse, rubbish or surplus material remaining after approved memorial works are completed shall be immediately removed from a cemetery by the person carrying out the same.

8.4 Plants and trees

No trees or shrubs shall be planted on any grave or within a cemetery except such as shall be approved by the Board.

8.5 Supervision

All workers, whether employed by the Board or by any other person, shall at all times while within the boundaries of a cemetery be subject to the supervision of the Board and shall obey any directions of the Board.

8.6 Placing of grave ornaments

A person shall not place vases or other grave ornaments—

- (a) outside the perimeter of a grave in a cemetery as defined in the plans kept and maintained under section 40(2) of the Act; or
- (b) outside of an area set aside by the Board as a memorial plaque section.

8.7 Hours of work

Except in accordance with the permission of an authorised person, a person shall not carry out memorial or other work within a cemetery—

- (a) during a funeral; or
- (b) other than between the hours of 8:00 am and 5:00 pm on a business day.

8.8 Unfinished work

A person who does not complete any work before 5:00 pm on a business day shall leave the work in a neat and safe condition to the satisfaction of the Board.

PART 9—GENERAL

9.1 Vehicle access and speed limitation

- (1) A person must only drive a vehicle on a vehicular access way or the constructed roadway or other areas designated for the use of vehicles within a cemetery, unless otherwise authorised by the Board.
- (2) A person driving a vehicle, within a cemetery, shall not exceed the speed limit of 20 kilometres per hour, and shall comply with the signs and directions in the cemetery.

9.2 Animals

A person shall not bring an animal into or permit an animal to enter or remain in the cemetery, other than an *assistance animal* as defined in section 9(2) of the *Disability Discrimination Act 1992* (Cth) or with the approval of the CEO or an authorised officer.

9.3 Utility services

- (1) Other than with the approval of the Board, a person shall not—
 - (a) connect any device or equipment to any utility services supplied on or at a cemetery; or

- (b) alter or interfere with utility services infrastructure located in a cemetery.
- (2) The Board may recover from a person the reasonable costs incurred by the Board for the supply to and use of any utility services by that person at a cemetery

9.4 Damaging and removing of objects

Subject to clause 9.5, a person shall not damage, remove or pick any tree, plant, shrub or flower in a cemetery or any other object or thing on any grave or memorial or which is the property of the Board without the permission of the Board.

9.5 Withered flowers

A person may remove withered flowers from a grave or memorial and these are to be disposed of in an appropriate manner.

9.6 Littering and vandalism

A person shall not—

- (a) damage, deface or interfere with any monument or gravesite in any manner whatsoever;
- (b) break or cause to be broken any glass, ceramic or other material in or upon a cemetery; or
- (c) discard, deposit, leave or cause to be discarded, deposited or leave any refuse or litter in a cemetery other than in a receptacle provided for that purpose

9.7 Advertising

- (1) A person shall not advertise or carry on any trade, business or profession in a cemetery without the approval of the Board.
- (2) Upon payment of the set fee, the Board may consider and give approval subject to such conditions as the Board thinks fit

9.8 Signs and directions of the Board

- (1) The Board may display, mark, place or erect a sign within a cemetery specifying conditions relating to the use of that cemetery
- (2) A person shall obey all signs displayed, marked, placed or erected by the Board within a cemetery and any other lawful direction by the Board

9.9 Removal from a cemetery

- (1) Any person failing to comply with any provisions of this local law or behaving in a manner that in the opinion of the Board is inappropriate in a cemetery may in addition to any penalty provided by this local law be ordered to leave the cemetery.
- (2) A person to whom an order under subclause (1) is given must comply with that order.

9.10 Board may close cemetery

The Board may—

- (a) temporarily close a cemetery or any part of it;
- (b) exclude from a cemetery the public and all persons or so many of the public or so many persons as the Board consider to be necessary;
- (c) regulate, prohibit or restrict access to a cemetery or any part of it; or
- (d) direct persons to leave a cemetery or any part of it, for purposes of—
 - (i) a funeral or public convenience;
 - (ii) maintenance, redevelopment or extension of a cemetery;
 - (iii) public safety; or
 - (iv) other operational reasons.

9.11 Offensive matters

- (1) A person shall not allow or cause to be displayed any offensive materials, wording, symbols or images of any kind, whether as a sign, on a memorial or otherwise visible.
- (2) Where, in the opinion of the Board, a person does not comply with subclause (1), the Board may issue a notice under clause 9.13(1).

9.12 Liability for damage or works required to comply

- (1) Where a person—
 - (a) causes damage to any grave, memorial, structure, building, furniture, plant or any other item or thing in a cemetery;
 - (b) does a thing not authorised by this local law; or
 - (c) does not do a thing required by this local law;

the Board may by notice in writing to that person require that person within the time required in the notice to, at the option of the Board—

- (d) pay the costs of reinstating the property to the state it was in prior to the occurrence of the damage;
- (e) pay the costs of replacing that property;

- (f) pay the costs of works required to comply with this local law; or
 - (g) carry out works required to comply with this local law.
- (2) On a failure to comply with a notice issued under subclause (1), the Board may recover the costs referred to in the notice as a debt due to it.

9.13 Offence to fail to comply with notice

Whenever the Board gives a notice under this local law requiring a person to do anything, if a person fails to comply with the notice, that person commits an offence.

9.14 Board may undertake requirements of notice

Where a person fails to comply with a notice referred to in clause 9.14, the Board may do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing.

PART 10—OFFENCES AND MODIFIED PENALTIES

10.1 General penalties

A person who commits a breach of any provisions of this local law commits an offence and shall on conviction be liable to a penalty not exceeding \$500, and if the offence is a continuing one to a further penalty not exceeding \$20 for every day or part of a day during which the offence has continued.

10.2 Modified penalties

- (1) The offences specified in Schedule 1 are offences which may be dealt with under section 63 of the Act.
- (2) The modified penalty payable in respect of an offence specified in Schedule 1 is set out in the fourth column of Schedule 1.
- (3) The infringement notice referred to in section 63(1) of the Act shall be in the form set out in the Schedule 2
- (4) The notice withdrawing an infringement notice referred to in section 63(3) of the Act shall be in the form set out in Schedule 3.

SCHEDULE 1—MODIFIED PENALTIES

[cl. 10.2(1)]

Item	Clause	Nature of offence	Modified Penalty \$
1	4.2	Conducting a memorial service or procession without permission	100
2	5.1	Failure to obtain approval to bring a dead body into a cemetery	100
3	5.2(1)	Unauthorised digging, preparation or filling of grave	100
4	5.3(1)	Unauthorised burial of dead body	100
5	5.4(1)	Unauthorised disposal of ashes	100
6	5.5(1)	Unauthorised construction of vault or mausoleum	100
7	5.6(1)	Unauthorised reopening of a grave	100
8	5.7(1)	Unauthorised exhumation of a coffin or shroud	100
9	5.8	Unauthorised opening of a coffin or shroud	100
10	7.7	Use of trade name or mark on a memorial	100
11	7.8	Unauthorised use of wood on a gravesite	100
12	8.1	Unauthorised construction of a memorial	100
13	8.2	Unauthorised use of materials taken from within a cemetery	100
14	8.3	Failure to remove rubbish and surplus materials	100
15	8.4	Unauthorised planting of tree or shrub	100
16	8.5	Failure to comply with direction of authorised person	100
17	8.6	Unauthorised placing of grave ornaments	100
18	8.7	Works carried out during unauthorised times	100
19	8.8	Failure to leave uncompleted works in a tidy and safe condition	100
20	9.1(1)	Driving vehicle other than on vehicular access way or constructed roadways or within designated areas	100
21	9.1(2)	Exceeding speed limit	100
22	9.3	Interference with utility services	100
23	9.4	Damaging or removing object	100
24	9.5	Failure to dispose of withered flowers appropriately	100
25	9.6	Littering or vandalism within a cemetery	100
26	9.7	Unauthorised advertising and/or trading	100
27	9.8(2)	Failure to obey sign or lawful direction within cemetery	100
28	9.9(2)	Failure to comply with order to leave cemetery	100
29	9.11(1)	Display of offensive materials, wording, symbols or images	100
30	9.13	Failure to comply with notice within specified period	100

SCHEDULE 2 - INFRINGEMENT NOTICE

[cl. 10.2(3)]

Infringement Notice

INFRINGEMENT NUMBER—	
To—	
Address—	
	It is alleged that—
Cemetery address—	
At—	Time
On—	Date
	You committed the following offence—
Contrary to—	<i>Shire of Meekatharra Cemeteries Local Law 2020</i>
Schedule 1 reference—	Item No.— Clause—
Offence—	
Brief description—	
The modified penalty for the offence is—	\$
	If you do not wish to have a complaint of the alleged offence heard and determined by a court, the amount of the modified penalty may be paid at the Shire of Meekatharra within a period of 28 days after the giving of this notice.
Name of authorised person—	
Position—	
Signature—	
Date—	
Payments may be made—	(a) EFT to the Shire of Meekatharra specifying the infringement number (b) In person at—Shire of Meekatharra, Main Street, Meekatharra during business hours (c) By mail to—Shire of Meekatharra PO Box 129, Meekatharra 6642 Please make cheques payable to Shire of Meekatharra.

If the penalty is not paid within the time specified, then a complaint of the alleged offence may be made and heard and determined by a court.

SCHEDULE 3 – WITHDRAWAL OF INFRINGEMENT L NOTICE

[cl. 10.2(4)]

Withdrawal of Infringement Notice

No. Date / /

To: ⁽¹⁾

Infringement Notice No dated ___ / ___ / ___ for the alleged offence of ⁽²⁾

Penalty ⁽³⁾ \$ _____ is withdrawn.

(Delete whichever does not apply)

* No further action will be taken.

* It is proposed to institute court proceedings for the alleged offence.

(Authorised Person)

⁽¹⁾ Insert name and address of alleged offender.

⁽²⁾ Insert short particulars of offence alleged.

⁽³⁾ Insert amount of penalty prescribed.

Dated ???

The Common Seal of the Shire of Meekatharra was affixed in the presence of-

Harvey Nichols
Shire President

Roy McClymont
Chief Executive Officer

ATTACHMENT 4



Local Law

Bush Fires Brigades 2007

BUSH FIRES ACT 1954

BUSH FIRES ACT 1954
SHIRE OF MEEKATHARRA
BUSH FIRES BRIGADES

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BUSH FIRES ACT 1954

SHIRE OF MEEKATHARRA

BUSH FIRE BRIGADES LOCAL LAW 2007

Under the powers conferred by the *Bush Fires Act 1954* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Meekatharra resolved on 17th March 2007 to make the "*Shire of Meekatharra Bush Fire Brigades Local Law 2007*".

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the Shire of Meekatharra Bush Fire Brigades Local Law.

1.2 Definitions

(1) In this local law unless the context otherwise requires –

“**Act**” means the *Bush Fires Act 1954*;

“**Authority**” means the Fire and Emergency Services Authority of Western Australia established by section 4 of the Fire and Emergency Services Authority of Western Australia Act 1998;

“**brigade area**” is defined in clause 2.2(1)(b);

“**brigade member**” means a fire fighting member, associate member or a cadet member of a bush fire brigade;

“**brigade officer**” means a person holding a position referred to in clause 2.2 (1)(c), whether or not he or she was appointed by the local government or elected at an annual general meeting of a bush fire brigade or otherwise appointed to the position;

“**Bush Fire Advisory Committee**” means the persons appointed to a bush fire advisory committee under and in accordance with section 67 of the Act;

“**bush fire brigade**” is defined in section 7 of the Act;

“**Bush Fire Operating Procedures**” means the Bush Fire Operating Procedures adopted by the local government as amended from time to time;

“**CEO**” means the chief executive officer of the Shire of Meekatharra;

“**Council**” means the Council of the local government;

“**fire fighting member**” is defined in clause 4.2;

“**local government**” means the Shire of Meekatharra;

“**Regulations**” means Regulations made under the Act; and

“Rules” means the Rules Governing the Operation of Bush Fire Brigades set out in the First Schedule as varied from time to time under clause 2.5 .

- (2) In this local law, unless the context otherwise requires, a reference to –
- (a) a Captain;
 - (b) a First Lieutenant;
 - (c) a Second Lieutenant;
 - (d) any additional Lieutenants;
 - (e) an Equipment Officer;
 - (f) a Secretary.
 - (g) a Treasurer; or
 - (h) a Secretary / Treasurer combined,

means a person holding that position in a bush fire brigade.

1.3 Repeal

Nil.

1.4 Application

This local law applies throughout the district.

PART 2 – ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 – Establishment of a bush fire brigade

2.1 Establishment of a bush fire brigade

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

2.2 Name and officers of bush fire brigade

- (1) On establishing a bush fire brigade under clause 2.1(1) the local government is to –
 - (a) give a name to the bush fire brigade;
 - (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the “brigade area”); and
 - (c) appoint –
 - (i) a Captain;
 - (ii) a First Lieutenant;
 - (iii) a Second Lieutenant;
 - (iv) additional Lieutenants if the local government considers it necessary;
 - (v) an Equipment Officer;
 - (vi) a Secretary; and
 - (vii) a Treasurer; or
 - (viii) a Secretary/Treasurer combined.
 - (ix) Any other position (s) deemed necessary for the effective management of brigade activities (eg: a Training Officer).
- (2) When considering the appointment of persons to the positions in subclause (1)(c), the local government is to have regard to the qualifications and experience which may be required to fill each position.
- (3) A person appointed to a position in subclause (1)(c) is to be taken to be a brigade member.
- (4) The appointments referred to in subclause (1)(c) expire at the completion of the first annual general meeting of the bush fire brigade.
- (5) If a position referred to in subclause (1)(c) becomes vacant prior to the completion of the first annual general meeting, then the local government is to appoint a person to fill the vacancy in accordance with subclause (2)

Division 2 – Command at a fire

2.3 Ranks within the bush fire brigade

- (1) Where under the Act and Bush Fire Operating Procedures members of the bush fire brigade have command of a fire, unless a bushfire control officer is in attendance at the fire, the Captain has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by the firefighters. In the absence of the Captain, the first Lieutenant, and in the absence of the first, the second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.
- (2) Where a bushfire control officer is in attendance at a fire which the members of the bush fire brigade have command of under the Act and the Bush Fire Operating Procedures, the most senior bushfire control officer has full control over other persons fighting the fire and is to issue instructions as to the methods to be adopted by the fire fighters.

Division 3 – Application of Rules to a bush fire brigade

2.4 Rules

- (1) The Rules govern the operation of a bush fire brigade.
- (3) A bush fire brigade and each brigade member is to comply with the Rules.

2.5 Variation of Rules

- (1) The local government may vary the Rules in their application to all bush fire brigades or in respect of a particular bush fire brigade.
- (2) The Rules, as varied, have effect on and from the date of a decision under subclause (1).
- (3) The local government is to notify a bush fire brigade of any variation to the Rules as soon as practicable after making a decision under subclause (1).

Division 4 – Transitional

2.6 Existing Bush Fire Brigades

- (1) Where a local government has established a bush fire brigade prior to the commencement date, then on and from the commencement day –
 - (a) the bush fire brigade is to be taken to be a bush fire brigade established under and in accordance with this local law;
 - (b) the provisions of this local law apply to the bush fire brigade save for clause 2.2; and
 - (c) any rules governing the operation of the bush fire brigade are to be taken to have been repealed and substituted with the Rules.

- (2) In this clause –

“commencement day” means the day on which this local law comes into operation.

Division 5 – Dissolution of bush fire brigade

2.7 Dissolution of bush fire brigade

In accordance with section 41(3) of the Act, the local government may cancel the registration of a bush fire brigade if it is of the opinion that the bush fire brigade is not complying with the Act, this local law, the Bush Fire Operating Procedures or the Rules, or is not achieving the objectives for which it was established.

2.8 New arrangement after dissolution

If a local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made in respect of the brigade area.

PART 3 - ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 – Local government responsibility

3.1 Local government responsible for structure

The Council is to ensure that there is an appropriate structure through which the organisation of bush fire brigades is maintained.

3.2 Officers to be supplied with Act

The local government is to supply each brigade officer with a copy of the Act, the Regulations, the Bush Fire Operating Procedures, this local law and any other written laws which may be relevant to the performance of the brigade officers' functions, and any amendments which are made thereto from time to time.

Division 2 – Chief Bush Fire Control Officer

3.3 Managerial role of Chief Bush Fire Control Officer

Subject to any directions by the local government the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

3.4 Chief Bush Fire Control Officer may attend meetings

The Chief Bush Fire Control Officer or her or his nominee (who is to be a bush fire control officer) may attend as a non-voting representative of the local government at any meeting of a bush fire brigade.

3.5 Duties of Chief Bush Fire Control Officer

The duties of the Chief Bush Fire Control Officer include –

- (a) provide leadership to volunteer bush fire brigades;
- (b) monitor bush fire brigades' resourcing, equipment (including protective clothing) and training levels and report thereon with recommendations at least once a year to the local government;
- (c) liaise with the local government concerning fire prevention / suppression matters generally and directions to be issued by the local government to bush fire control officers (including those who issue permits to burn) bush fire brigades or brigade officers;
- (d) ensure that bush fire brigades are registered with the local government and that lists of brigade members are maintained.

Division 3 – Annual general meetings of bush fire brigades

3.6 Holding of annual general meeting

A bush fire brigade is to hold its annual general meeting during the month of March each year.

3.7 Nomination of bush fire control officers to Bush Fire Advisory Committee

At the annual general meeting of a bush fire brigade, one brigade member is to be nominated to the Bush Fire Advisory Committee to serve as the bush fire control officer for the brigade area until the next general meeting.

3.8 Nomination of bush fire control officer to the local government

If the local government has not established a Bush Fire Advisory Committee, then at the annual general meeting of a bush fire brigade, the bush fire brigade is to nominate one brigade member to the local government to serve as the bush fire control officer for the brigade area until the next annual general meeting.

3.9 Minutes to be tabled before the Bush Fire Advisory Committee

- (1) The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.
- (2) The Chief Bush Fire Control Officer is to table the minutes of a bush fire brigade's annual general meeting at the next meeting of the –
 - (a) Bush Fire Advisory Committee; or
 - (b) Council, if there is no Bush Fire Advisory Committee,following their receipt under subclause (1).

Division 4 – Bush Fire Advisory Committee

3.10 Functions of Advisory Committee

The Bush Fire Advisory Committee is to have the functions set out in section 67 of the Act and is to include such number of nominees of the bush fire brigades as is determined by the local government.

3.11 Advisory Committee to nominate bush fire control officers

As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Advisory Committee is to nominate to the local government from the persons nominated by each bush fire brigade a person for the position of a bush fire control officer for the brigade area.

3.12 Local government to have regard to nominees

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Advisory Committee, but is not bound to appoint the persons nominated.

3.13 Advisory Committee to consider bush fire brigade motions

The Bush Fire Advisory Committee is to make recommendations to the local government on all motions received by the Bush Fire Advisory Committee from bush fire brigades.

PART 4 – TYPES OF BUSH FIRE BRIGADE MEMBERSHIP

4.1 Types of membership of bush fire brigade

The membership of a bush fire brigade consists of the following –

- (a) fire fighting members;
- (b) associate members;
- (c) cadet members; and
- (d) honorary life members.

4.2 Fire fighting members

Fire fighting members are those persons being at least 16 years of age who undertake all normal bush fire brigade activities.

4.3 Associate members

Associate members are those persons who are willing to supply free vehicular transport for fire fighting members or fire fighting equipment, or who are prepared to render other assistance required by the bush fire brigade.

4.4 Cadet members

Cadet members are –

- (a) to be aged 11 to 15 years;
- (b) to be admitted to membership only with the consent of their parent or guardian;
- (c) admitted for the purpose of training and are not to attend or be in attendance at an uncontrolled fire or other emergency incident;
- (d) to be supervised by a fire fighting member when undertaking normal brigade activities as defined by paragraphs (c), (d), (e), (f) and (g) of section 35A of the Act;
- (e) ineligible to vote at bush fire brigade meetings;
- (f) not to be assigned ranks under the Authority's rank structure.

4.5 Honorary life member

- (1) The bush fire brigade may by a simple majority resolution appoint a person as an honorary life member in recognition of services by that person to the bush fire brigade.
- (2) No membership fees are to be payable by an honorary life member.

4.6 Notification of membership

No later than 31 May in each year, the bush fire brigade is to report to the Chief Fire Control Officer the name, contact details and type of membership of each brigade member.

PART 5 – APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS

5.1 Rules to govern

The appointment, dismissal and management of brigade members by the bush fire brigade are governed by the Rules.

PART 6 – EQUIPMENT OF BUSH FIRES BRIGADES

6.1 Policies of local government

The local government may make policies under which it –

- (a) provides funding to bush fire brigades for the purchase of protective clothing, equipment and appliances; and
- (b) keeps bush fire brigades informed of opportunities for funding from other bodies.

6.2 Equipment in brigade area

Not later than 31 May in each year, the bush fire brigade is to report to the local government the nature, quantity and quality of all protective clothing, equipment and appliances of the bush fire brigade which are generally available within the brigade area (or at a station of the bush fire brigade).

6.3 Funding from local government budget

A request to the local government from the bush fire brigade for funding of protective clothing, equipment or appliance needs is to be received by the local government by 30 November in order to be considered in the next Emergency Services capital and operating budget applications to FESA. In addition, a current statement of assets and liabilities of the bush fire brigade is to be submitted by that date.

6.4 Consideration in the local government budget

The local government may approve or refuse an application for funding depending upon the assessment of budget priorities for the year in question.

FIRST SCHEDULE

RULES GOVERNING THE OPERATION OF BUSH FIRE BRIGADES

PART 1 - PRELIMINARY

1.1 Interpretation

- (1) In these Rules, unless the context otherwise requires, where a term is used in these Rules and is defined in the local law, the Act or the Regulations, then the term is to be taken to have the meaning assigned to it in the local law, the Act or the Regulations, as the case may be.
- (2) In these Rules, unless the context otherwise requires –
“**absolute majority**” means a majority of more than 50% of the number of:
 - (a) brigade members of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the bush fire brigade; or
 - (b) brigade officers of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the Committee.“**Committee**” means the Committee of the bush fire brigade;
“**local law**” means the Shire of Meekatharra Bush Fire Brigades Local Law; and
“**normal brigade activities**” is defined by section 35A of the Act
- (3) Subject to these Rules, where a decision is to be made by the bush fire brigade, then the decision may be made by a resolution passed by a simple majority of the brigade members who are present in person or by proxy at the meeting.
- (4) Subject to these Rules, where a decision is to be made by the Committee, then the decision may be made by a resolution passed by a simple majority of the brigade officers who are present in person or by proxy at the meeting.

PART 2 – OBJECTS AND MEMBERSHIP OF BUSH FIRE BRIGADE

2.1 Objects of bush fire brigade

The objects of the bush fire brigade are to carry out –

- (a) the normal brigade activities; and
- (b) the functions of the bush fire brigade which are specified in the Act, the Regulations and the local law.

2.2 Committee to determine applications

Applications for membership are to be determined by the Committee.

2.3 Conditions of membership

In relation to any type of membership, as described in Part 4 of the local law, the bush fire brigade may establish policies pertaining to –

- (a) the qualifications required;
- (b) fees payable, if any;
- (c) a requirement to serve a probationary period;
- (d) procedures to be employed by the Committee prior to approval of an application for membership,

and the Committee is to act within the parameters of any such policy in determining applications for membership.

2.4 Applications for membership

An application for membership is to be in writing and is to be submitted to the Secretary accompanied by a completed form in the form determined by the Local Government from time to time.

2.5 Decision on application for membership

- (1) The Committee may –
 - (a) approve an application for membership unconditionally or subject to any conditions; or
 - (b) refuse to approve an application for membership.
- (2) If the Committee refuses to approve an application for membership, it is to give written reasons for the refusal, as soon as practicable after the decision is made, to the applicant and the advice that the applicant has the right to object to the local government.

2.6 FESA to be notified of registrations

If any application for membership is approved, the Secretary of the bush fire brigade is to supply registration details to the Authority within 14 days of a person being admitted to membership in the form required by the Authority from time to time.

2.7 Termination of membership

- (1) Membership of the bush fire brigade terminates if the member –
 - (a) dies;
 - (b) gives written notice of resignation to the Secretary;
 - (c) is, in the opinion of the Committee, permanently incapacitated by mental or physical ill-health;
 - (d) is dismissed by the Committee; or
 - (e) ceases to be a member or is taken to have resigned under subclause (2)
- (2) A brigade member whose membership fees are more than one year in arrears is to be taken to have resigned from the bush fire brigade.

2.8 Suspension of membership

- (1) Membership of the bush fire brigade may be suspended at any time if, in the opinion of the Committee, circumstances warrant suspending the member.
- (2) The period of suspension shall be at the discretion of the Committee.
- (3) Upon the expiry of the period of suspension the Committee may:
 - (a) extend the period of suspension;
 - (b) terminate the membership; or
 - (c) reinstate the membership.

2.9 Existing liabilities to continue

- (1) The resignation, or dismissal of a member under clause 2.7 does not affect any liability of the brigade member arising prior to the date of resignation or dismissal.

2.10 Member has right of defence

A brigade member is not to be dismissed under clause 2.7(1)(d) without being given the opportunity to meet with the Committee and answer any charges which might give grounds for dismissal.

2.11 Objection Rights

A person whose -

- (a) application for membership is refused under clause 2.5(1)(b);
- (b) membership is terminated under clause 2.7(1)(c), clause 2.7(1)(d) or clause 2.8(3)(b); or
- (c) membership is suspended under clause 2.8(1) or clause 2.8(3)(a).

has the right of objection to the local government which may dispose of the objection by –

- (a) dismissing the objection;
- (b) varying the decision objected to; or
- (c) revoking the decision objected to, with or without –
 - (i) substituting for it another decision; or
 - (ii) referring the matter, with or without directions, for another decision by the Committee.

PART 3 – FUNCTIONS OF BRIGADE OFFICERS

3.1 Chain of command during fire fighting activities

Subject to the Act and the local law, the command procedures to apply during fire fighting activities are as detailed in the local government's Bush Fire Operating Procedures.

3.2 Duties Of Captain

- (1) Subject to subclause (2) below, the Captain is to preside at all meetings.
- (2) In the absence of the Captain, the meeting may elect another person to preside at the meeting.

3.3 Secretary

- (1) The Secretary is to –
 - (a) be in attendance at all meetings and keep a correct minute and account of the proceedings of the bush fire brigade in a book which shall be open for inspection by brigade members at any reasonable time;
 - (b) answer all correspondence or direct it appropriately, and keep a record of the same;
 - (c) prepare and send out all necessary notices of meetings;
 - (d) receive membership fees, donations and other monies on behalf of the bush fire brigade, and remit them to the Treasurer upon receipt;
 - (e) complete and forward an incident report form in the form required by the Authority to the Chief Bush Fire Control Officer and the Authority within 14 days after attendance by the bush fire brigade at an incident.
 - (f) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership.
 - (g) provide no later than 31 May in each year, a report to the Chief Bush Fire Control Officer detailing the name, contact details and type of membership of each brigade member.
- (2) Where a bush fire brigade attends an incident on more than one day, the incident report form is to be completed and forwarded under subclause (1)(e) within 14 days after the last day of attendance.

3.4 Treasurer

The Treasurer is to –

- (a) receive donations and deposits from the Secretary, and deposit all monies to the credit of the bush fire brigade's bank account;
- (b) pay accounts as authorized by the Committee;
- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the bush fire brigade; and
- (e) regularly inform the Secretary of the names of those brigade members who have paid their membership fees.
- (f) report on the financial position at meetings of the bush fire brigade or Committee.

3.5 Equipment Officer

The Equipment Officer is responsible for the custody and maintenance in good order and condition of all protective clothing, equipment and appliances provided by the local government to the bush fire brigade (or of the bush fire brigade).

3.6 Storage of equipment

- (1) The Equipment Officer may store all of the equipment of the bush fire brigade at a place approved by the Captain (the "station").
- (2) If there is to be more than one station in the brigade area, the Equipment Officer is to appoint in respect of each station a person who is responsible for the custody and maintenance in good order and condition of all equipment and appliances at the station, subject to any direction of the Equipment Officer.

3.7 Equipment Officer to report

The Equipment Officer is to provide, no later than 31 May of each year, a report to the local government and bush fire brigade captain describing the nature, quantity and quality of all protective clothing, equipment and appliances of the bush fire brigade which are generally available within the bush fire brigade area (or at a station of the bush fire brigade).

PART 4 – COMMITTEE

4.1 Management of bush fire brigade

- (1) Subject to the provisions of these Rules, the administration and management of the affairs of the bush fire brigade are vested in the Committee.
- (2) Without limiting the generality of subclause (1), the Committee is to have the following functions –
 - (a) to recommend to the local government amendments to these Rules;
 - (b) to draft the annual budget for the bush fire brigade and present it at the annual general meeting of the bush fire brigade;
 - (c) to propose a motion for consideration at any meeting of the bush fire brigade;
 - (d) to recommend to the local government equipment which needs to be supplied by the local government to the bush fire brigade;
 - (e) to invest or place on deposit any of the funds of the bush fire brigade not immediately required to perform the normal brigade activities;
 - (f) to delegate to a person, as from time to time thought fit, any functions (being less than the total functions of the Committee) on any conditions it thinks fit;
 - (g) to do all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and
 - (h) deal with membership applications, grievances, disputes and disciplinary matters.

4.2 Constitution of Committee

- (1) The Committee of the bush fire brigade is to consist of the brigade officers being the Captain, Secretary, Treasurer, Equipment Officer and the Lieutenants of the bush fire brigade.
- (2) The brigade officers are to -
 - (a) be elected at the annual general meeting of the bush fire brigade;
 - (b) hold office until the next annual general meeting; and
 - (c) be eligible for re-election at the next annual general meeting.
- (3) Any brigade officer may be removed from office by an absolute majority decision of the brigade members present in person or by proxy at a special meeting called for such a purpose.
- (4) The Committee may appoint a brigade member to fill a vacancy in any office arising from a resolution under subclause (3) or which has arisen for any other reason.

PART 5 – MEETINGS OF BUSH FIRE BRIGADE

5.1 Ordinary meetings

- (1) Ordinary meetings may be called at any time by the Secretary by giving at least 7 days notice to all brigade members and to the Chief Fire Control Officer, for the purpose of –
 - (a) organising and checking equipment;
 - (b) requisitioning new or replacement equipment;
 - (c) organising field excursions, training sessions, hazard reduction programs, and the preparation of fire-breaks;
 - (d) establishing new procedures in respect of any of the normal brigade activities; and
 - (e) dealing with any general business.
- (2) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.
- (3) Business may be conducted at an ordinary meeting of the bush fire brigade notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

5.2 Special meetings

- (1) The Secretary is to call a special meeting when 5 or more brigade members request one in writing.
- (2) At least 2 days notice of a special meeting is to be given by the Secretary, to all brigade members and to the Chief Bush Fire Control Officer.
- (3) In a notice given under subclause (2) the Secretary is to specify the business which is to be conducted at the meeting.
- (4) No business is to be conducted at a special meeting beyond that specified in a notice given under subclause (2) in relation to that meeting.

5.3 Annual general meeting

- (1) At least 7 days notice of the annual general meeting is to be given by the Secretary to all brigade members and to the Chief Bush Fire Control Officer.
- (2) At the annual general meeting the bush fire brigade is to –
 - (a) elect the brigade officers from among the brigade members;
 - (b) consider the Captain's report on the year's activities;
 - (c) adopt the annual financial statements;
 - (d) appoint an Auditor for the ensuing financial year in accordance with clause 5.6;
and
 - (e) deal with any general business.
- (3) In a notice given under subclause (1), the Secretary is to specify the business which is to be conducted at the meeting.
- (4) Business may be conducted at an annual general meeting notwithstanding that it was not specified in a notice given under subclause (1) in relation to that meeting.

5.4 Quorum

- (1) The quorum for a meeting of the bush fire brigade is at least 50% of the number of approved officer positions (whether vacant or not) and any other registered member of the bush fire brigade at that time.
- (2) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person or by proxy.

5.5 Voting

Each brigade member is to have one vote, however in the event of an equality of votes, the Captain (or person presiding) may exercise a casting vote.

5.6 Auditor

- (1) At the annual general meeting a person, not being a brigade member, is to be appointed as the Auditor of the bush fire brigade for the ensuing financial year.
- (2) The Auditor is to audit the accounts of the bush fire brigade not less than 7 days before the annual general meeting and is to certify to their correctness or otherwise and present a report at the annual general meeting.

PART 6 – MEETINGS OF COMMITTEE

6.1 Meetings Of Committee

- (1) The Committee is to meet for the despatch of business, adjourn and otherwise regulate its meeting as it thinks fit.
- (2) The Captain or Secretary may convene a meeting of the Committee at any time.

6.2 Quorum

No business is to be transacted at a meeting of the Committee unless a quorum of 3 brigade officers are present in person.

6.3 Voting

Each brigade officer is to have one vote, however in the case of an equality of votes, the Captain (or person presiding) may exercise a casting vote.

PART 7 – GENERAL ADMINISTRATION MATTERS

7.1 Fees

- (1) The membership fees, if any, for each type of member for the ensuing 12 months are to be determined by the bush fire brigade at the annual general meeting.
- (2) Subject to subclause (3), a member is to pay the membership fees for her or his type of membership on or before 1 May.
- (3) The bush fire brigade may exempt a brigade member, or a class of membership, from the payment of membership fees, for such period and on such conditions as the bush fire brigade may determine.

7.2 Funds

The funds of the bush fire brigade are to be used solely for the purpose of promoting the objects of the bush fire brigade.

7.3 Financial year

The financial year of the bush fire brigade is to commence on 1 July and is to end on 30 June of the following year.

7.4 Banking

- (1) The funds of the bush fire brigade are to be placed in a bank account and are to be drawn on only by cheques signed jointly by any 2 of the Captain, Secretary or Treasurer.
- (2) If the Secretary/Treasurer is a combined position, the Captain and Secretary/Treasurer are to sign the cheques referred to in subclause (1).

7.5 Disclosure of interests

- (1) A brigade member shall disclose to the bush fire brigade or Committee any financial interest (whether direct or indirect) he or she may have in any matter being considered by the bush fire brigade or Committee, as appropriate.
- (2) If a financial interest has been disclosed under subclause (1), then the bush fire brigade or Committee, as appropriate, is to decide, in the absence of the brigade member who disclosed that interest, whether or not the brigade member is to be permitted to vote on that matter.
- (3) Where the bush fire brigade or Committee, as appropriate, decides under subclause (2), that a brigade member is not to be permitted to vote on a matter, and the brigade member votes on the matter, then her or his vote is to be taken to have no effect and is not to be counted.

7.6 Disagreements

- (1) Any disagreement between brigade members may be referred to either the Captain or to the Committee.
- (2) Where a disagreement in subclause (1) is considered by the Captain or the Committee to be of importance to the interests of the bush fire brigade, then the Captain or the Committee, as the case may be, is to refer the disagreement to the annual general meeting, an ordinary meeting or a special meeting of the bush fire brigade.
- (3) The local government is the final authority on matters affecting the bush fire brigade, and may resolve any disagreement which is not resolved under subclause (1) or (2).

PART 8 – NOTICES AND PROXIES

8.1 Notices

- (1) Notices of meetings of the bush fire brigade are to be in writing and sent by ordinary post to the registered address of each brigade member.
- (2) Notices of meetings of the Committee may be given in writing in accordance with subclause (1) or by such other means as the Committee may decide (by an absolute majority) at a meeting of the Committee.
- (3) Any accidental omission to give notice of a meeting to, or non-receipt by a person entitled to receive such notice, is not to invalidate the meeting the subject of the notice or any resolutions passed at the meeting.
- (4) Where any notice other than a notice of meeting is to be given under these Rules, the notice is to be –
 - (a) in writing;
 - (b) unless otherwise specified, given to or by the Secretary;
 - (c) given by –
 - (i) personal delivery;
 - (ii) post; or
 - (iii) facsimile transmission;
 - (d) taken to have been received, as the case may be –
 - (i) at the time of personal delivery;
 - (ii) 2 business days after posting; or
 - (iii) on the printing of the sender's transmission report.

8.2 Proxies

- (1) Where under these Rules a brigade member may vote by proxy, in order for the proxy to so vote, the brigade member or the proxy shall give a notice in the form of that appearing in this clause, to the Secretary or the person presiding at the meeting before the start of the meeting at which the proxy is to be used.
- (2) A proxy is to be valid for the meeting for which it is given and for any adjournments of that meeting.
- (3) A proxy shall be valid for the number of votes to which the brigade member is entitled.
- (4) If the donor of the proxy does not give any indication of the manner in which the proxy is to vote, the proxy shall be entitled to vote or not vote as he or she thinks fit.
- (5) A proxy shall be entitled to speak on behalf of the donor of the proxy.
- (6) All forms appointing proxies deposited under subclause (1) are to be retained by the Secretary for not less than 28 days after the conclusion of the meeting to which they relate but if there is any objection to the validity of any vote at the meeting, they are to be retained until the determination of that objection.
- (7) The form appointing a proxy shall be in writing and signed by the brigade member appointing the proxy and shall be in or substantially in the form set out below -

“PROXY

[INSERT NAME] BUSH FIRE BRIGADE

**[ANNUAL] [EXTRAORDINARY] GENERAL MEETING
TO BE HELD ON [DATE]**

I, _____,
Being a brigade member appoint _____
to be my proxy and vote on my behalf at the meeting of
the bush fire brigade to be held on [insert date] and at any
adjournment of it. The proxy shall vote as follows:

MOTION FOR AGAINST ABSTAIN

1.
2.

If there is no instruction to the proxy as to the way to vote,
the proxy shall exercise her or his discretion as to how to
vote or whether to vote at all. In respect of any vote taken
at the meeting on a matter which does not appear on the
agenda, the proxy shall exercise her or his discretion as to
the way he or she casts the vote or whether it is cast at all.

Date: _____

Signed: _____

NOTE: To be valid this proxy must be completed and
returned to the Secretary of the bush fire brigade (or the
presiding member) prior to the commencement of the
meeting for which the proxy is valid.

Dated this 17th day of March 2007.

The Common Seal of)
the Shire of Meekatharra)
was affixed by the authority of a)
resolution of Council in the)
presence of:)

TR HUTCHINSON
President

RW McCLYMONT
Chief Executive Officer

9.4. COMMUNITY DEVELOPMENT

Nil

9.5. HEALTH BUILDING AND TOWN PLANNING

Nil

9.6. WORKS AND SERVICE

Nil

9.7. CONFIDENTIAL ITEMS

Moved: Cr MJ Smith

Seconded: Cr MR Hall



That the meeting be closed to members of the public to allow Council to discuss items 9.7.1 and 9.7.2 which concern matters of a confidential nature.

CARRIED 4/0

CONFIDENTIAL ITEM

Deals with a contract entered into, or which may be entered into by the local government.

Local Government Act 1995 Sections 5.23 (2) (c) and 5.23 (2) (e)
a matter if disclosed, would reveal – (ii) information that has a commercial value to a person; or (iii) information about the business, professional, commercial or financial affairs of a person.

Title/Subject:	REQUEST FOR ADDITIONAL PAYMENT – WINCHESTER INDUSTRIES
Agenda/Minute Number:	9.7.1
Applicant:	Winchester Industries
File Ref:	Nil
Disclosure of Interest:	Nil
Date of Report:	18 June 2021
Author:	Roy McClymont Chief Executive Officer
	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council may consider a request from Winchester Industries for an additional payment for aggregate/blue metal supplied through Bitutek Pty Ltd.

Officers Recommended Options:

Option A

That Council authorises a goodwill payment to Winchester Industries of \$ _____

OR

Option B

That Council declines Winchester Industries request for a goodwill payment.

Council Resolution:

Moved: Cr DK Hodder
Seconded: Cr MR Hall



That Council adopt option A and authorise a goodwill payment to Winchester Industries of \$130,000 plus GST.

CARRIED 3/1

The Chief Executive Officer Roy McClymont, The Deputy Chief Executive Officer Krys East and the Community Development & Services Manager Tralee Cable left the meeting at 10.08am.

CONFIDENTIAL ITEM

**Deals with information concerning a matter affecting an employee or employees.
Local Government Act 1995 section 5.23 (2) (a)**

Title/Subject:	CEO ANNUAL LEAVE AND APPOINTMENT OF ACTING CEO
Agenda/Minute Number:	9.7.2
Applicant:	Chief Executive Officer
File Ref:	Personal File
Disclosure of Interest:	DCEO Krys East – Financial Interest CDSM Tralee Cable – Financial Interest
Date of Report:	16 June 2021
Author:	Roy McClymont Chief Executive Officer  <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer  <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

The CEO seeks Council's approval for leave and the appointment of an Acting CEO during his absence.

Officers Recommendation / Council Resolution:

Moved: Cr MR Hall
Seconded: Cr MJ Smith

That Council approves the CEO's leave from Thursday 29 July 2021 to Tuesday 10 August 2021 inclusive (9 days), subject to minor variation, and appoints Tralee Cable as Acting Chief Executive Officer during this period and appointments Krys East as an alternative Acting CEO, if required due to unforeseen circumstances.

CARRIED 4/0

The Chief Executive Officer Roy McClymont and the Deputy Chief Executive Officer Krys East returned to the meeting at 10.11am.

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

Nil

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 10.13am.