



## *Ordinary Council Meeting*

***18 DECEMBER 2020***

# ***AGENDA***

### **NOTICE OF MEETING**

Dear Elected Member,

The next Ordinary Meeting of the Shire of Meekatharra will be held on Friday 18 December 2020 in the Council Chambers, Main Street Meekatharra, commencing at 2:00pm.

A handwritten signature in dark ink, appearing to read 'Roy McClymont', is positioned above the typed name.

Roy McClymont  
Chief Executive Officer  
14 December 2020



1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS .....	2
1.1.	DECLARATION OF OPENING .....	2
1.2.	DISCLAIMER READING .....	2
2.	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OR ABSENCE.....	2
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	2
4.	PUBLIC QUESTION TIME.....	2
5.	APPLICATION FOR LEAVE OF ABSENCE .....	2
6.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS .....	3
6.1.	ORDINARY COUNCIL MEETING HELD 21 NOVEMBER 2020.....	3
6.2.	HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 21 NOVEMBER 2020 .....	3
7.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....	3
8.	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION.....	3
9.	REPORTS OF COMMITTEES AND OFFICERS .....	4
9.1.	OFFICERS MONTHLY REPORTS .....	4
9.1.1.	WORKS & SERVICES MANAGER’S REPORT – NOVEMBER 2020.....	4
9.1.2.	AIRPORT MANAGER’S REPORT- NOVEMBER 2020 .....	7
9.1.3.	YOUTH AND RECREATION SERVICES REPORT – NOVEMBER 2020 .....	9
9.1.4.	RANGERS REPORT – NOVEMBER 2020.....	9
9.1.5.	STATUS REPORTS .....	11
9.2.	FINANCE .....	15
9.2.1.	MONTHLY FINANCIAL REPORT PERIOD ENDED NOVEMBER 2020.....	15
9.2.2.	OUTSTANDING DEBTORS .....	37
9.2.3.	LIST OF ACCOUNTS ENDED 30 NOVEMBER 2020 .....	40
9.2.4.	REQUEST FOR RATES WRITE OFF – A432.....	45
9.2.5.	2019/20 ANNUAL REPORT.....	52
9.3.	ADMINISTRATION.....	58
9.4.	COMMUNITY DEVELOPMENT .....	58
9.4.1.	EVENTS SUBCOMMITTEE.....	58
9.5.	HEALTH BUILDING AND TOWN PLANNING .....	65
9.6.	WORKS AND SERVICE.....	65
9.7.	CONFIDENTIAL ITEMS .....	65
9.7.1.	REMISSION OF INTEREST REQUEST – PIVOTEL SATELLITE PTY LTD.....	65
10.	NEW BUSINESS OF AN URGENT NATURE-INTRODUCED BY RESOLUTION OF THE MEETING.....	66
11.	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....	66
12.	CLOSURE OF MEETING .....	66

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

**1.1. DECLARATION OF OPENING**

**1.2. DISCLAIMER READING**

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

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

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

**Members**

**Staff**

**Apologies**

**Approved Leave of Absence**

Nil

**Observers**

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

**4. PUBLIC QUESTION TIME**

**5. APPLICATION FOR LEAVE OF ABSENCE**

**Moved:**

**Seconded:**

**That Cr \_\_\_\_\_ be granted Leave of Absence for the 16 January 2021 Ordinary Council Meeting.**

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

**6.1. ORDINARY COUNCIL MEETING HELD 21 NOVEMBER 2020**

**Council Resolution**

**Moved:**

**Seconded:**

**That the minutes from the Ordinary Council Meeting held Saturday 21 November 2020 be confirmed.**

**6.2. HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 21 NOVEMBER 2020**

**Council Resolution:**

**Moved:**

**Seconded:**

**That the minutes from Health Building Town Planning Meeting held Saturday 21 November 2020 be received.**

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

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

## 9. REPORTS OF COMMITTEES AND OFFICERS

### 9.1. OFFICERS MONTHLY REPORTS

#### 9.1.1. WORKS & SERVICES MANAGER'S REPORT – NOVEMBER 2020

##### Construction Crew

- A67 Ashburton Downs Road R2R Funding:
  - Started early July 2020 – Resheet, construct new levels for road seal Ashburton Downs Road, R2R funding SLK 0.01 to SLK 6.1 (Reconstruct and seal works 6 km)
  - Material compaction tests completed 3 November – results all 98% on road.
  - Bitumen 14 / 7 mm two coat completed late Friday 27 November.
  - Survey Ascon pick up booked 8 December 2020
  - Guide posts / markers and signs installed and completed

##### Contract Maintenance Grading

- Northampton Grader Hire
  - M68 – Meekatharra – Sandstone Road (All worse various sections included passed Barlongi Rock to boundary, completed)
  - M32 – Gabanintha- Nannine Road (Completed)

Unavailable now through to Christmas !

##### 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 \$600K
  - Greenfield Technical Services appointed under WALGA preferred Contractor by Shire of Meekatharra to provide administration and evidence services associated with AGRN888/899 for all related works under flood damage works.
  - Greenfield provided RFT20/21 – 01 Supply of Hired Road Construction Plant with Operators for Upgraded Works for closing date Tender Submission – 1 September 2020 @ 2pm.

##### Contracts Schedule for Flood Damage

###### MTF:

- FDC 66 – Landor Meekatharra Road – Started November 2020 (Various sections)
- FDC 67 – Ashburton Downs Meekatharra Road
- FDC 31 – Munarra Station road – March 2021

###### NGE:

- FDC 65 – Jigalong Community Road (Complete)
- FDC 18 – Weelarrana West Road (Completed)
- FDC 4 – Bulloo Downs Road (Start 18 November 2020)
- FDC 20 – Turee Creek Road (Next Works)
- FDC 19 – Sylvania Road (Following works to Christmas)
- FDC 33 – Marymia Road
- FDC 5 – Wiluna North Road

- FDC 2 – Peak Hill – Three Rivers Road

### **MTF Services Contractor**

- **BBRF – BB66 – Landor Road – BBRF Funded (First Stage SLK 169.52 to SLK 179.52)**
  - MTF Services appointed Contractor by Council to start on BBRF (First Stage).
  - Subgrade and final base levels almost completed ready for Bitumen.
  - Bitumen 14 / 7 mm two coat completed late Friday 17 November 2020.
  - Survey Ascon pick up booked 10 December 2020.
  - Guide post only to be installed on culvert bridge. All signs and remaining guide posts / markers complete.
- *Then continue next project Flood Damage*  
**FDC 66 – Landor Meekatharra Road – DRFA Funded – (SLK25.17 to SLK31.61)**
  - Start 2 December 2020 = 3 x days \$61,465.31
- *Then continue next project RR66*  
**RR 66 – Landor Meekatharra Road – RRG Funded – (SLK25.17 to SLK33.17)**
  - Start 5 December 2020 through to Christmas
- *Then continue next project LR66*
  - Start new year, 5 January 2021 LRCIP Project (SLK104.13 to SLK114.13)
  - Survey Ascon completed.
  - Material soil samples completed of borrow pits of gravel.
  - Bitumen seal planning for early March 2021.

### **New Contract Award**

#### **RFQ 20/21 – 6 YALGAR RIVER CONCRETE FLOODWAY UPGRADE (LANDOR – MEEKATHARRA ROAD) (SLK114.13)**

- Works completed by Bulldog Contracting – 23 November 2020.

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

### **Town Maintenance-Monthly Report Finishing 3 December 2020**

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts, roads and footpaths has continued and is taking up a considerable amount of time to remove. Bins have been set fire on road surfaces.
- Sweeping of Main St was done in accordance with Council's directive.
- Mowing has taken place and vegetation trimmed on Boardwalk, laneways, Kids Zone, Shire housing, Walkway and Youth Centre
- 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
- Assisted WSM with work on Ashburton Downs – Meekatharra Road
- Removed rubbish small wheel park

### **Plant Report**

- **P486 2015 MULTIPAC VP2400 ROAD ROLLER**  
Re-gassed air conditioner – Trenfield Motors
- **P416 COASTMAC 4.5T PLANT TRAILER**  
Serviced wheel bearing and replaced hub cap rear left hand axle – Trenfield Motors

- **P114 CATERPILLAR D6N DOZER 2004**  
Replaced battery - staff
- **P463 CUSTOM MADE BOX TRAILER FOR GENSET 4**  
Serviced and leaking injectors fixed – Trenfield Motors
- **P102 1999 939C TRAXCAVATOR CATERPILLAR**  
Replaced busted hydraulic hose and replaced battery – Trenfield Motors
- **P360 2002 CATERPILLAR 924G LOADER**  
Replaced fuel cap – staff  
500 hr service completed – Westrac  
Repaired air conditioner hose - Westrac
- **P497 2014 336D2L HYDRAULIC EXCAVATOR**  
4000 hr service completed – Westrac  
Repaired air conditioner - Westrac
- **P519 CATERPILLAR MULTI TYRED ROLLER CW34**  
2000 hr service completed – Westrac  
Checked air conditioner - Westrac
- **P513 2018 CATERPILLAR CP74B PADFOOT VIBRATORY ROLLER**  
5000 hr service completed – Westrac  
Checked air conditioner - Westrac
- **P484 140H CATERPILLAR GRADER**  
500 hr service completed – Westrac  
Checked air conditioner - Westrac
- **P418 2008 CAT CS56 ROAD ROLLER**  
1000 hr service completed – Westrac  
Checked air conditioner - Westrac
- **P433 CATERPILLAR 950HSW WHEEL LOADER**  
1000 hr service completed – Westrac  
Replaced bucket pins - Westrac

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the Works and Services Manager’s report for November 2020 be received.**



**9.1.2. AIRPORT MANAGER'S REPORT- NOVEMBER 2020*****Aircraft Movements and Statistics***

Aircraft movements both GA, Charter & RFDS have remained consistent with a slight decrease throughout the month of November 2020. Skippers RPT flights have continued to see increasing numbers of passengers on all flights.

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

	<b>Nov 19</b>	<b>Nov 20</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	103	96	<b>-6%</b>
<b>RFDS Landed</b>	62	75	<b>20%</b>
<b>Avgas</b>	9697	7630	<b>-20%</b>
<b>Jet A1</b>	49012	52133	<b>+6%</b>
<b>Total Fuel Sold</b>	<b>58709</b>	<b>59763</b>	<b>0%</b>

	<b>YTD 2019</b>	<b>YTD 2020</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	930	928	<b>0%</b>
<b>RFDS Landed</b>	833	852	<b>+2%</b>
<b>Avgas</b>	95967	96242	<b>0%</b>
<b>Jet A1</b>	456906	462239	<b>+1%</b>
<b>Total Fuel Sold</b>	<b>552873</b>	<b>558857</b>	<b>+1%</b>

***Aerodrome Works:***

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.
- Weeding & under pruning of bottlebrush trees on entrance road.
- AirBP RFDS Fuel Facility installation and commissioning completed last week of November.
- Ongoing weed spraying and chipping occurring airside along runway strips to keep weed growth to a minimum and restrict grass height.
- Dragging of runway strips 09/27 to remove excess grass & weed growth and level surface.

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:***

Nil to report.

***Budget items completed:***

Nil pending.

***Airport Emergency:***

Nil emergencies to report.

***Bird/Animal Activity:***

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

***General:***

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

Mike Cuthbertson

Airport Manager

01/12/2020

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

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

**9.1.3. YOUTH AND RECREATION SERVICES REPORT – NOVEMBER 2020**

No report available at this time.

**9.1.4. RANGERS REPORT – NOVEMBER 2020**

Prepared by P Smith, Canine Control

Date DECEMBER 2020

**12 NOVEMBER – 14 NOVEMBER 2020**

**COMPLAINTS RECEIVED:**

One verbal complaint was received regarding a dog attack. The incident was investigated, and the dog owner accepted responsibility and voluntarily offered to surrender the dog to prevent this happening again.

**ANIMALS TRAPPED:**

Trapping cages were set at various locations around town during the evenings and monitored through the night. A total of five feral cats were caught and later euthanised. Two unidentified small dogs were caught. Both dogs were very aggressive and had no collars or registration tags. The dogs were removed.

**ANIMALS DESTROYED:**

A total of five feral cats caught and destroyed. Two dogs were destroyed.

**FURTHER PATROLS:**

Patrols were conducted of the Rubbish tip, Peace Gorge, Cemetery, Go Cart Track, Racecourse, and Airport. No animals were sighted wandering and there was nothing to report. Patrols and security checks were conducted around the townsite. One dog owner was spoken to regarding allowing his dog to wander untethered when the dog accompanied the owner “down town”.

**27 NOVEMBER – 29 NOVEMBER 2020**

**COMPLAINTS RECEIVED:**

Two email complaints had been received since the last visit. Inquiries were made regarding the first complaint. A dog had been wandering at large and was creating a nuisance. The dog was already registered and had been microchipped. An infringement was issued.

The second complaint was withdrawn as the complainant no longer wanted to provide any necessary information and he requested that no further action be taken.

**ANIMALS TRAPPED:**

Trapping cages were set at various locations around town during the evenings and monitored through the night. Two feral dogs and three feral cats were caught over the period. Five feral cats were caught at a private resident’s house following a request for cat cages. Two feral cats and two kittens were caught in a commercial property.

**ANIMALS DESTROYED:**

A total of fourteen feral animals were euthanised.

**FURTHER PATROLS:**

Patrols were conducted of the Rubbish tip, Peace Gorge, Cemetery, Go Cart Track, Racecourse, and Airport. Eleven feral cats were seen along Railway and Savage Street at 2:00am. Photos were taken. Security checks were conducted around the townsite.

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the Ranger's Report for November 2020 be received.**

**9.1.5. STATUS REPORTS**

## Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15.07.06	9.3.6	Meekatharra Heritage and Canyon Trails Project Not proceeding with Canyon Trail until approvals are presented to Council Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project. Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project Determine status of all reserves, vesting orders and roads within the shire.	CEO/ CONS		Complete  Complete  In Progress
21.11.09	9.3.4	Cornish Lift	PO	Quote approved 23.11.09. Letter of advice and order sent 23.11.09 Contractor to build	Complete  In Progress
17.09.11	10.2	School Oval Facility – Agreement	CDSM	New report to Council required upon response from DoE Waiting on Reserve boundaries to be changed by DoE 03.10.19 Survey, legal and planning application currently being undertaken by DoE. Proposed new boundaries presented to OCM meeting 19 October 2019 for endorsement 19.10.19 Boundaries being adjusted	Complete  Complete  In Progress
20.12.13	9.3.4	Meetings with Ministers – Local Issues	CEO	No further action required Create Position Statement on public housing in Meeka	Complete  In Progress

12.04.14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.04.14 Email to DoL 17.04.14 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 Council working group to be convened	Complete Progressing
16.07.16	9.4.5	Old Power Station	CDSM	Horizon Power advised 16.07.16. Contamination clearance in process. 03.10.19 Contaminated soil now excavated and in the process of reinstatement. Contractors onsite in mid-November to complete the remediation. 10.02.20 Remediation continues	In Progress
18.02.17	9.6.1	Water Bore Access Agreements & Licencing	DCEO/CEO	Consultant engaged to assist with generating letters/agreements Maps of bore location to be prepared and included on agreements	Complete In Progress
20.01.18	9.3.3	Draft Establishment Agreement/Withdrawal Murchison Regional Vermin Council	CEO	Emailed MRVC 25.01.18 & letter sent 30.01.18 Emailed Lawyer 30.01.18 Letter to Minister & MRVC 05.06.18	Complete Complete Complete In Progress
14.12.18	10.2	Heritage Agreement Jidi Jidi	CEO	Jidi Jidi Lawyer emailed 20.12.18 Further response to draft deed emailed 04.06.19	In Progress
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	Complete

				Dept of Housing working on asset disposal process	In Progress
22.09.20	9.7.2	Tenders – Commercial Tenancies Lloyds Plaza	CDSM	To be advertised Closes 16/12/20	Completed In Progress
22.09.20	10.2	Murchison Georegion Project – Phase 2	CDSM	Advertised 2 Expressions of Interest Received	Complete In Progress
17.10.20	9.4.1	Lease – Red Sandbox – Yulella Aboriginal Corporation	DCEO	Ministerial approval sought 21/10/20 Lease sent to Yulella for signing	Complete In Progress
17.10.20	9.6.1	Gabanintha – Nannine Road – Heavy Haulage	CEO	Emailed MSP Engineering Pty Ltd 20/10/2020 <input type="checkbox"/> Formalise Agreement <input type="checkbox"/> Bond Received	In Progress
17.10.20	10.1	Application for Remote Airstrip Upgrade Program	CDSM	Submitted 11/11/20	In Progress
17.10.20	10.3	New Meekatharra Hospital – Lobbying	CEO	Email Consultant 20/10/20 Actively lobbying	Completed In Progress
21.11.20	9.2.4	Request for Rates write-off Horseshoe Metals Limited	DCEO	Ratepayer advised of Council decision	Complete
21.11.20	9.2.4	Request for Rates write-off Austasia Group	DCEO	Actioned & Payment Received	Complete
21.11.20	9.3.1	Murchison Regional Vermin Council Ongoing Contributions	CEO	Letter to MRVC 25/11/20 Emailed Lawyer 30/11/20 New Deed to MRVC 10/12/20	In Progress
21.11.20	9.4.1	Lease of Lot 17 Main Street	CDSM	Emailed 23/11/20 – decision waiting on lease agreement	In Progress
21.11.20	9.4.2	School Oval Facility – Agreement	CDSM	Emailed 23/11/20 Proceeding as per original project	In Progress
21.11.20	9.4.3	Events Subcommittee	CDSM	Expression of Interest advertised. Draft TOR attached this month	In Progress
21.11.20	9.7.1	Pivotel Lease Renewal	CDSM	Posted 09/12/20	Complete
21.11.20	9.7.2	CEO Annual Leave & Appointment of Acting CEO	DCEO/CDSM	DCEO – noted CDSM – available for action	Complete Complete
21.11.20	10.1	2021 Outback Festival – Pre-budget Funds Allocation	CDSM		Complete

**Officers Recommendation / Council Resolution**



**Moved:**

**Seconded:**

**That the Status report be received.**



**9.2. FINANCE**

<b>Title/Subject:</b>	<b>MONTHLY FINANCIAL REPORT PERIOD ENDED NOVEMBER 2020</b>	
<b>Agenda/Minute Number:</b>	9.2.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Date of Report:</b>	30 November 2020	
<b>Disclosure of Interest:</b>	Nil	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	
		Signature of Author
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	
		Signature Senior Officer

**Summary:**

Monthly Financial Report

**Background:**

*Financial Activity Statement Report – s.6.4*

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

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

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

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

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

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

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

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

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

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

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

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

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

(b) *by program; or*

(c) *by business unit.*

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

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

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

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

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

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

**Comment:**

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

**Consultation:**

Megan Shirt – Local Government Consultant

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the financial report for the period ending 30 November 2020 be received.**

**SHIRE OF MEEKATHARRA**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30 November 2020**  
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**TABLE OF CONTENTS**

\*Statement of Financial Activity by Program

\*Statement of Financial Activity By Nature or Type

Statement of Budget Amendments

\*Note 1 Explanation of Material Variances

\*Note 2 Net Current Funding Position

Note 3 Cash and Investments

Note 4 Budget Amendments

Note 5 Receivables

Note 6 Cash Backed Reserves

Note 7 Grants

Note 8a Capital Expenditure

Note 8b Capital Expenditure - Road Infrastructure Detail

Note 9 Capital Disposals

**Report Purpose**

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

\* Indicates Statutory Report

**Statement of Financial Activity**

Is presented on page 2 and 3 and shows a surplus as at 30 November 2020 of \$10,506,857.

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

SHIRE OF MEEKATHARRA  
STATEMENT OF FINANCIAL ACTIVITY  
(By Nature or Type)  
For the Period Ended 30 November 2020

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
<b>Operating Revenues</b>		\$		\$	\$	\$	%
Rates		4,299,307	4,343,198	4,342,069	4,638,923	116,856	2.37%
Operating Grants, Subsidies and Contributions	7	2,070,300	2,201,301	1,229,160	1,230,342	1,182	0.10%
Fees and Charges		1,384,241	1,334,433	742,378	654,933	(87,443)	(11.78%)
Service Charges		-	-	0	0	0	
Interest Earnings		267,044	305,348	38,539	49,183	10,626	27.36%
Other Revenue		321,053	326,938	120,937	118,568	(2,369)	(1.96%)
Profit on Disposal of Assets	9	-	-	0	0	0	
<b>Total Operating Revenue</b>		<b>8,342,345</b>	<b>8,911,220</b>	<b>6,673,103</b>	<b>6,711,933</b>	<b>38,832</b>	
<b>Operating Expense</b>							
Employee Costs		(1,739,393)	(1,739,393)	(701,028)	(349,338)	(151,689)	(21.64%)
Materials and Contracts		(3,005,434)	(3,399,834)	(1,119,310)	(683,268)	(434,242)	(38.79%)
Utility Charges		(431,842)	(431,842)	(137,321)	(101,966)	(53,335)	(33.19%)
Depreciation on Non-Current Assets		(7,160,158)	(7,160,158)	(2,983,579)	(2,973,617)	(9,962)	(0.33%)
Interest Expenses		0	0	0	0	0	
Insurance Expenses		(216,311)	(216,311)	(216,302)	(203,343)	(10,937)	(3.07%)
Other Expenditure		(288,444)	(288,444)	(67,948)	(71,983)	4,033	5.94%
Loss on Disposal of Assets	9	(89,338)	(89,338)	0	0	0	
<b>Total Operating Expenditure</b>		<b>(12,970,940)</b>	<b>(13,365,340)</b>	<b>(5,243,688)</b>	<b>(4,387,519)</b>	<b>(638,169)</b>	
<b>Funding Balance Adjustments</b>							
Add back Depreciation		7,160,158	7,160,158	2,983,579	2,973,617	(9,962)	(0.33%)
Adjust (Profit)/Loss on Asset Disposal	9	89,338	89,338	0	0	0	
Adjust Provisions		-	-	0	0	0	
<b>Net Cash from Operations</b>		<b>2,620,901</b>	<b>2,795,376</b>	<b>4,410,994</b>	<b>5,098,054</b>	<b>687,060</b>	
<b>Non-Operating Revenues</b>							
Non-Operating Grants & Contributions	7	19,122,815	19,142,312	3,029,328	4,977,023	(52,305)	(1.04%)
Less Unspent Grants	7	-	-	0	(4,153,049)		
<b>Net Non-Operating Grants</b>		<b>19,122,815</b>	<b>19,142,312</b>	<b>3,029,328</b>	<b>823,973</b>		
Proceeds from Disposal of Assets	9	221,000	221,000	0	0	0	
<b>Total Capital Revenues</b>		<b>19,343,815</b>	<b>19,363,312</b>	<b>3,029,328</b>	<b>823,973</b>	<b>(52,305)</b>	
<b>Non-Operating Expenses</b>							
Land Held for Resale		-	-	0	0	0	
Land and Buildings	8	(422,282)	(1,138,494)	(116,363)	(129,067)	12,702	10.92%
Furniture and Equipment	8	(73,000)	(73,000)	(17,000)	(22,844)	3,844	34.37%
Plant and Equipment	8	(2,003,000)	(2,243,000)	0	0	0	0.00%
Infrastructure - Roads	8	(24,338,634)	(24,478,131)	(2,241,237)	(2,074,331)	(166,926)	(7.43%)
Infrastructure - Footpaths	8	0	0	0	0	0	0.00%
Infrastructure - Airports	8	(30,000)	(173,000)	0	0	0	0.00%
Infrastructure - Other	8	(631,903)	(631,903)	(48,700)	(49,207)	307	1.04%
<b>Total Capital Expenditure</b>		<b>(27,738,819)</b>	<b>(28,759,528)</b>	<b>(2,423,322)</b>	<b>(2,275,449)</b>	<b>(147,873)</b>	
<b>Net Cash from Capital Activities</b>		<b>(8,395,004)</b>	<b>(9,396,216)</b>	<b>2,606,006</b>	<b>(1,451,475)</b>	<b>95,568</b>	
<b>Financing</b>							
Transfer to Reserves	6	(918,180)	(936,484)	0	0	0	
Transfer from Reserves	6	900,000	1,100,000	0	0	0	
<b>Net Cash from Financing Activities</b>		<b>(18,180)</b>	<b>143,516</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Net Operations, Capital and Financing</b>		<b>(5,792,283)</b>	<b>(6,457,324)</b>	<b>7,017,000</b>	<b>3,646,579</b>	<b>782,627</b>	
<b>Opening Funding Surplus(Deficit)</b>	2	<b>5,792,283</b>	<b>6,907,873</b>	<b>6,907,873</b>	<b>6,860,278</b>	<b>(47,595)</b>	<b>(0.69%)</b>
<b>Closing Funding Surplus(Deficit)</b>	2	<b>-</b>	<b>450,549</b>	<b>13,924,873</b>	<b>10,506,857</b>	<b>735,032</b>	

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 30 November 2020

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
<b>Operating Revenues</b>						
* Includes Non- Operating Grants						
Governance	80	80	0	(80)	(100.00%)	
General Purpose Funding - Rates	4,543,198	4,542,069	4,658,925	116,856	2.57%	
General Purpose Funding - Other	2,058,013	915,709	928,215	12,506	1.37%	
Law, Order and Public Safety	14,345	6,000	4,523	(1,477)	(24.62%)	
Health	6,104	5,804	1,986	(3,818)	(65.78%)	
Education and Welfare	149,614	67,476	57,994	(9,482)	(14.05%)	
Housing	29,500	12,286	14,881	2,595	21.12%	
Community Amenities	146,682	125,662	113,926	(11,736)	(9.34%)	
Recreation and Culture	769,949	67,071	42,328	(24,743)	(36.89%)	▼
Transport	20,048,585	5,902,074	5,807,342	(94,732)	(1.61%)	
Economic Services	153,562	20,452	14,480	(5,972)	(29.20%)	
Other Property and Services	133,900	37,748	44,379	6,631	17.57%	
<b>Total Operating Revenue</b>	<b>28,053,532</b>	<b>11,702,431</b>	<b>11,688,978</b>	<b>(13,452)</b>		
<b>Operating Expense</b>						
Governance	(721,006)	(241,987)	(132,927)	(49,060)	(20.27%)	▼
General Purpose Funding	(217,167)	(75,577)	(66,244)	(15,333)	(20.29%)	▼
Law, Order and Public Safety	(225,814)	(99,907)	(55,508)	(44,399)	(44.44%)	▼
Health	(128,480)	(52,018)	(57,663)	5,645	10.85%	
Education and Welfare	(843,390)	(320,225)	(247,516)	(72,709)	(22.71%)	▼
Housing	(35,900)	(39,168)	(33,084)	(6,084)	(15.53%)	
Community Amenities	(673,115)	(248,796)	(184,140)	(64,626)	(25.98%)	▼
Recreation and Culture	(1,814,214)	(716,283)	(577,709)	(138,574)	(19.35%)	▼
Transport	(7,852,347)	(3,115,127)	(3,030,700)	(84,427)	(2.71%)	
Economic Services	(614,336)	(284,744)	(242,666)	(42,078)	(14.78%)	▼
Other Property and Services	(239,571)	(51,886)	94,837	(146,523)	(282.39%)	▼
<b>Total Operating Expenditure</b>	<b>(13,365,340)</b>	<b>(5,245,688)</b>	<b>(4,587,519)</b>	<b>(658,169)</b>		
<b>Funding Balance Adjustments</b>						
Add back Depreciation	7,160,158	2,983,579	2,973,617	(9,962)	(0.33%)	
Adjust (Profit)/Loss on Asset Disposal	89,338	0	0	0		
Less Unspent Grants, Subsidies and Contributions	0	0	(4,153,049)			
<b>Net Cash from Operations</b>	<b>21,937,688</b>	<b>9,440,322</b>	<b>5,922,028</b>	<b>634,755</b>		
<b>Non-Operating Revenues</b>						
Proceeds from Disposal of Assets	221,000	0	0	0		
<b>Total Capital Revenues</b>	<b>221,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Non-Operating Expenses</b>						
Land and Buildings	(1,138,494)	(116,385)	(129,067)	12,702	10.92%	▲
Furniture and Equipment	(73,000)	(17,000)	(22,644)	5,844	34.37%	
Plant and Equipment	(2,243,000)	0	0	0	0.00%	
Infrastructure - Roads	(2,478,131)	(2,241,257)	(2,074,331)	(186,926)	(7.45%)	
Infrastructure - Airports	(175,000)	0	0	0	0.00%	
Infrastructure - Other	(651,903)	(48,700)	(49,207)	507	1.04%	
<b>Total Capital Expenditure</b>	<b>(28,759,528)</b>	<b>(2,423,322)</b>	<b>(2,275,449)</b>	<b>(147,873)</b>		
<b>Net Cash from Capital Activities</b>	<b>(28,538,528)</b>	<b>(2,423,322)</b>	<b>(2,275,449)</b>	<b>(147,873)</b>		
Transfer to Reserves	(958,484)	0	0	0		▼
Transfer from Reserves	1,100,000	0	0	0		
<b>Net Cash from Financing Activities</b>	<b>143,516</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operations, Capital and Financing</b>	<b>(6,457,324)</b>	<b>7,017,000</b>	<b>3,646,579</b>	<b>782,628</b>		
<b>Opening Funding Surplus(Deficit)</b>	<b>6,907,873</b>	<b>6,907,873</b>	<b>6,860,278</b>	<b>(47,595)</b>	<b>(0.69%)</b>	
<b>Closing Funding Surplus(Deficit)</b>	<b>450,549</b>	<b>13,924,873</b>	<b>10,506,857</b>	<b>735,032</b>		

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

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

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 30 November 2020**

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
<b>Operating Revenues</b>				
Governance	80	0	80	80
General Purpose Funding - Rates	4,299,507	243,691	4,543,198	4,542,069
General Purpose Funding - Other	1,879,621	178,392	2,058,013	915,709
Law, Order and Public Safety	14,345	0	14,345	6,000
Health	6,104	0	6,104	5,804
Education and Welfare	149,614	0	149,614	67,476
Housing	29,500	0	29,500	12,286
Community Amenities	140,797	5,885	146,682	125,662
Recreation and Culture	769,949	0	769,949	67,071
Transport	19,888,181	160,404	20,048,585	5,902,074
Economic Services	153,562	0	153,562	20,452
Other Property and Services	133,900	0	133,900	37,748
<b>Total Operating Revenue</b>	<b>27,465,160</b>	<b>588,372</b>	<b>28,053,532</b>	<b>11,702,431</b>
<b>Operating Expense</b>				
Governance	(721,006)	0	(721,006)	(241,987)
General Purpose Funding	(229,167)	12,000	(217,167)	(75,577)
Law, Order and Public Safety	(225,814)	0	(225,814)	(99,907)
Health	(128,480)	0	(128,480)	(52,018)
Education and Welfare	(848,390)	0	(848,390)	(320,225)
Housing	(29,500)	(6,400)	(35,900)	(39,168)
Community Amenities	(673,115)	0	(673,115)	(248,766)
Recreation and Culture	(1,814,214)	0	(1,814,214)	(716,283)
Transport	(7,452,347)	(400,000)	(7,852,347)	(3,115,127)
Economic Services	(614,336)	0	(614,336)	(284,744)
Other Property and Services	(239,571)	0	(239,571)	(51,886)
<b>Total Operating Expenditure</b>	<b>(12,970,940)</b>	<b>(394,400)</b>	<b>(13,365,340)</b>	<b>(5,245,688)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	7,160,158	0	7,160,158	2,983,579
Adjust (Profit)/Loss on Asset Disposal	89,338	0	89,338	0
Adjust Provisions and Accruals	0	0	0	0
<b>Net Cash from Operations</b>	<b>21,743,716</b>	<b>193,972</b>	<b>21,937,688</b>	<b>9,440,322</b>
<b>Capital Revenues</b>				
Proceeds from Disposal of Assets	221,000	0	221,000	0
<b>Total Capital Revenues</b>	<b>221,000</b>	<b>0</b>	<b>221,000</b>	<b>0</b>
<b>Capital Expenses</b>				
Land and Buildings	(422,282)	(716,212)	(1,138,494)	(116,365)
Furniture and Equipment	(73,000)	0	(73,000)	(17,000)
Plant and Equipment	(2,003,000)	(240,000)	(2,243,000)	0
Infrastructure - Roads	(24,538,634)	60,503	(24,478,131)	(2,241,257)
Infrastructure - Footpaths	0	0	0	0
Infrastructure - Airports	(50,000)	(125,000)	(175,000)	0
Infrastructure - Other	(651,903)	0	(651,903)	(48,700)
<b>Total Capital Expenditure</b>	<b>(27,738,819)</b>	<b>(1,020,709)</b>	<b>(28,759,528)</b>	<b>(2,423,322)</b>
<b>Net Cash from Capital Activities</b>	<b>(27,517,819)</b>	<b>(1,020,709)</b>	<b>(28,538,528)</b>	<b>(2,423,322)</b>
<b>Financing</b>				
Transfer to Reserves	(918,180)	(38,304)	(956,484)	0
Transfer from Reserves	900,000	200,000	1,100,000	0
<b>Net Cash from Financing Activities</b>	<b>(18,180)</b>	<b>161,696</b>	<b>143,516</b>	<b>0</b>
<b>Net Operations, Capital and Financing</b>	<b>(5,792,283)</b>	<b>(665,041)</b>	<b>(6,457,324)</b>	<b>7,017,000</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>5,792,283</b>	<b>1,115,590</b>	<b>6,907,873</b>	<b>6,907,873</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>450,549</b>	<b>450,549</b>	<b>13,924,873</b>

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

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON FRIDAY 18 DECEMBER 2020  
Page 21

SHIRE OF MEEKATHARRA  
STATEMENT OF FINANCIAL ACTIVITY  
(By Program)  
For the Period Ended 30 November 2020

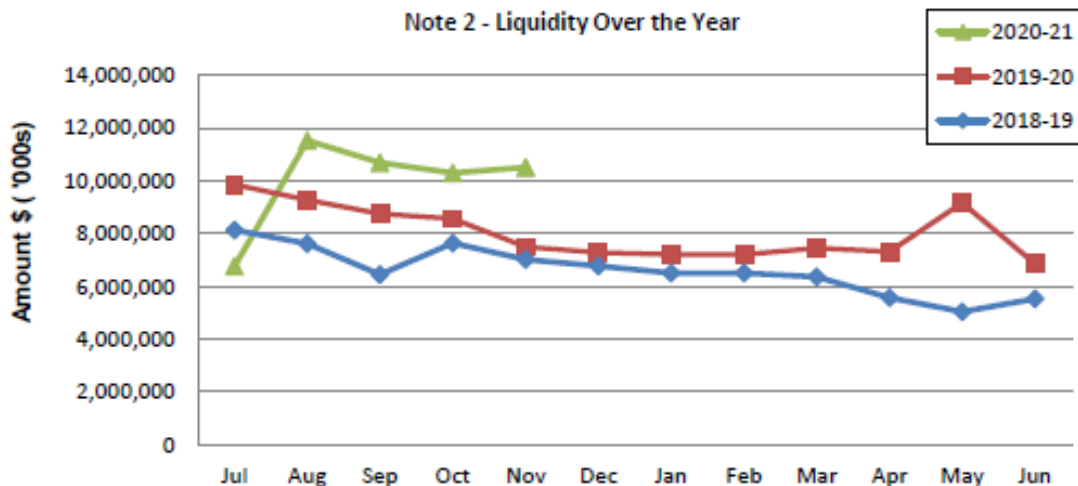
**Note 1: EXPLANATION OF MATERIAL VARIANCES**

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>					
	\$	%			
Governance	(80)	(100.00%)			Under variance reporting threshold
General Purpose Funding - Rates	116,856	2.57%			Under variance reporting threshold
General Purpose Funding - Other	12,506	1.37%			Under variance reporting threshold
Law, Order and Public Safety	(1,477)	(24.62%)			Under variance reporting threshold
Health	(3,818)	(65.78%)			Under variance reporting threshold
Education and Welfare	(9,482)	(14.05%)			Under variance reporting threshold
Housing	2,595	21.12%			Under variance reporting threshold
Community Amenities	(11,736)	(9.34%)			Under variance reporting threshold
Recreation and Culture	(24,743)	(36.89%)	▼	Timing	Lloyd's rental (as the building remains without a tenant) and bus hire revenue are lower than YTD budget. This will be assessed by staff and reviewed with the budget review.
Transport	(94,732)	(1.61%)			Under variance reporting threshold
Economic Services	(5,972)	(29.20%)			Under variance reporting threshold
Other Property and Services	6,631	17.57%			Under variance reporting threshold
<b>Operating Expense</b>					
Governance	(49,060)	(20.27%)	▼	Timing	Admin allocations are \$32k lower, and general members expenses are \$17k lower than ytd budget. These may even out during the year.
General Purpose Funding	(15,333)	(20.29%)	▼	Timing	Admin allocations are \$15k lower than ytd budget. These may even out during the year.
Law, Order and Public Safety	(44,399)	(44.44%)	▼	Timing	Fire control operational costs are \$22k lower than ytd budget and general under expenditure of less than \$10k in SES and Animal control and Ranger services due to budgets being spread evenly over 12 months.
Health	5,645	10.85%			Under variance reporting threshold
Education and Welfare	(72,709)	(22.71%)	▼	Timing	Youth Centre expenses are \$74k lower than ytd budget. Admin allocations are \$14k lower than ytd budget. These will be reviewed and assessed by staff with the budget review.
Housing	(6,084)	(15.53%)			Under variance reporting threshold
Community Amenities	(64,626)	(25.98%)	▼	Timing	Other Community amenities expenses are \$33k lower than ytd budget (incl. \$26k grave digging) Sanitation expenses are \$24k lower than ytd budget (incl. \$12k litter control). These may even out during future months.
Recreation and Culture	(138,574)	(19.35%)	▼	Timing	Other recreation \$44k, Recreation Officer \$32k, Swimming pool \$25k, Lloyds building expenses are \$14k lower than ytd budget. These will be reviewed and assessed by staff with the budget review.
Transport	(84,427)	(2.71%)			Under variance reporting threshold
Economic Services	(42,078)	(14.78%)	▼	Timing	Tourism and Area promotion expenses (incl. Community Events) are \$37k lower than ytd budget - these may even out during the year.
Other Property and Services	(146,523)	(282.39%)	▼	Timing	Plant Operations and Public works costs and recoveries are \$147k lower than ytd budget. As these budgets are generally spread evenly over the year it is anticipated that they will even out over time.
<b>Funding Balance Adjustments</b>					
Add back Depreciation	(9,962)	(0.33%)			Under variance reporting threshold
Adjust (Profit)/Loss on Asset Disposal	0				Under variance reporting threshold
<b>Capital Revenues</b>					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	(52,305)	(1.04%)			Under variance reporting threshold
Proceeds from Disposal of Assets	0				
<b>Capital Expenses</b>					
					<b>Refer to Note 8A for project details</b>
Land and Buildings	12,702	10.92%	▲		Under variance reporting threshold
Furniture and Equipment	5,844	34.37%			Under variance reporting threshold
Plant and Equipment	0	0.00%			Under variance reporting threshold
Infrastructure - Roads	(166,926)	(7.45%)			Under variance reporting threshold
Infrastructure - Footpaths	0	0.00%			Under variance reporting threshold
Infrastructure - Airports	0	0.00%			Under variance reporting threshold
Infrastructure - Other	507	1.04%			Under variance reporting threshold
<b>Opening Funding Surplus(Deficit)</b>	<b>(47,595)</b>	<b>(0.69%)</b>			The funding position will be finalised with year end processes and pending final audit. This position may change.

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2020

**Note 2: NET CURRENT FUNDING POSITION**

		Positive=Surplus (Negative=Deficit)		
Note	YTD 30 Nov 2020	Previous Month	YTD 30 Nov 2019	
	\$	\$	\$	
<b>Current Assets</b>				
Cash Unrestricted	12,750,010	12,249,936	5,998,644	
Cash Restricted Reserves	21,280,349	21,280,349	20,167,265	
Cash Restricted - Bonds to be allocated	0	0	92,950	
Receivables - Rates and Rubbish	1,958,472	2,296,531	1,942,634	
Receivables -Other	(26,650)	22,793	754,109	
Interest / ATO Receivable/Trust	108,279	42,116	127,775	
Inventories	104,011	99,290	172,043	
	<b>36,174,472</b>	<b>35,991,015</b>	<b>29,255,420</b>	
<b>Less: Current Liabilities</b>				
Payables	(141,427)	(149,793)	(332,463)	
Bonds Held	(92,790)	(94,416)	(92,950)	
Provisions	(354,285)	(354,285)	(350,694)	
Unspent Grants ( Contract Liabilities)	(4,153,049)	(4,165,294)	0	
	<b>(4,741,551)</b>	<b>(4,763,788)</b>	<b>(776,107)</b>	
<b>Net Current Assets</b>	<b>31,432,921</b>	<b>31,227,227</b>	<b>28,479,314</b>	
Less: Cash Reserves	(21,280,349)	(21,280,349)	(20,167,265)	
Plus Provisions	354,285	354,285	350,694	
<b>Net Current Funding Position</b>	<b>10,506,857</b>	<b>10,301,163</b>	<b>8,662,743</b>	



Comments - Net Current Funding Position



**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 November 2020**

**Note 3: CASH AND INVESTMENTS**

	<b>Interest Rate</b>	<b>Unrestricted \$</b>	<b>Restricted \$</b>	<b>Bonds \$</b>	<b>Balance of Account \$</b>	<b>Institution</b>	<b>Maturity Date</b>
(a) <b>Cash Deposits</b>							
Municipal Bank Account	Variable	167,009		0	167,009	Westpac	At Call
Air BP	Variable	61,077			61,077	Westpac	At Call
Maxi Account	Variable	12,584,055		92,790	12,676,845	Westpac	At Call
(b) <b>Term Deposits</b>							
549463	1.00%		21,280,349		21,280,349	Westpac	26-Jun-21
<b>Total</b>		<b>12,812,141</b>	<b>21,280,349</b>	<b>92,790</b>	<b>34,185,280</b>		

**Comments/Notes - Investments**

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

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

Note 4: Adopted Budget Amendments to date

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

SHIRE OF MEEKATHARRA  
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
<b>Non- Operating Expenditure</b>										
			27.6.20 - Item 9.5.3							1,509,562
2533	↓	Domestic Violence Building Purchase		Capital Expenses	0	200,000		0	200,000	1,309,562
1267	↑	Roads Construction Misc	15.08.20 - Item 9.7.1	Capital Expenses	2,045,970	600,000		1,445,970	0	2,755,532
LR66	↓	Landor Road - Local Roads & Community Infrastructure Program	15.08.20 - Item 9.7.1	Capital Expenses	0	1,315,467		0	1,315,467	1,440,065
4191	↓	Stage 1 - Lloyds Renovations	22.9.20 - Item 9.2.4	Capital Expenses	0	516,212		0	516,212	923,853
C66	↓	Landor Road - Construct Yalgar River Floodway	22.9.20 - Item 9.2.4	Capital Expenses	80,000	150,000		0	70,000	853,853
5034	↓	2 x Transportable 2 bedroom camp accommodation units	22.9.20 - Item 9.2.4	Capital Expenses	160,000	400,000		0	240,000	613,853
1215	↑	Airport Apron and Parking Areas	22.9.20 - Item 9.2.4	Capital Expenses	20,000	37,000		0	17,000	596,853
1218	↑	Crack Sealing & Line Marking	22.9.20 - Item 9.2.4	Capital Expenses	0	30,000		0	30,000	566,853
1220	↑	Runway Reseal & Fog Seal	22.9.20 - Item 9.2.4	Capital Expenses	0	78,000		0	78,000	488,853
8960	↑	Transfer to Reserve - Interest	22.9.20 - Item 9.2.4	Capital Expenses	918,179	956,483		0	38,304	450,549
							0	3,501,722	3,051,173	

SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 November 2020

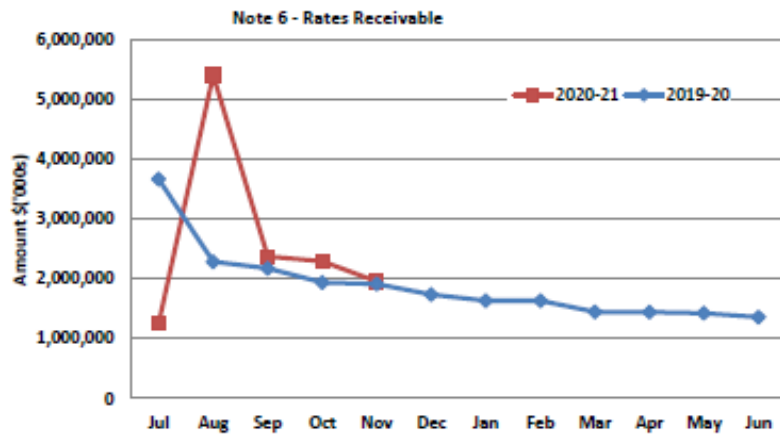
**Note 5- RECEIVABLES**

Receivables - Rates and Rubbish Receivable

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

Net Rates and Rubbish Collectable Note 2  
 % Collected

	YTD 30 Nov 2020 \$	30/06/2020 \$
Opening Arrears Previous Years	1,362,717	1,362,717
Levied this year	4,762,341	
Less Collections to date	(4,166,586)	
Equals Current Outstanding	1,958,472	1,362,717
Net Rates and Rubbish Collectable	1,958,472	1,362,717
% Collected	68.03%	



**Comments/Notes - Receivables Rates**

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

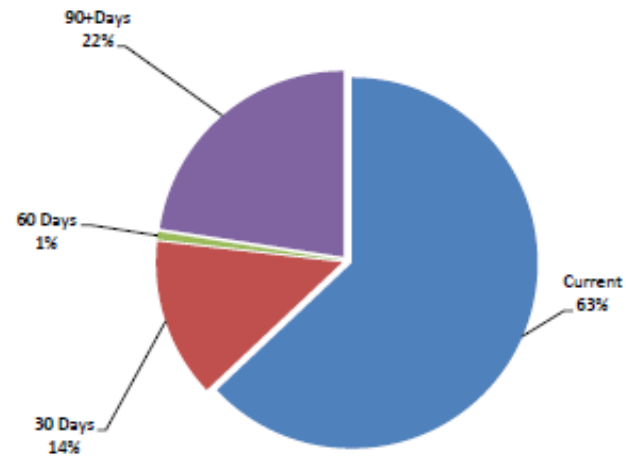
Receivables - General

Receivables - Sundry Debtors  
 Total Sundry Debtors

	Current \$	30 Days \$	60 Days \$	90+Days \$
Receivables - Sundry Debtors	88,443	19,410	885	31,709
<b>Total Sundry Debtors</b>				<b>140,447</b>

Amounts shown above include GST (where applicable)

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



**Comments/Notes - Receivables General**

SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 November 2020

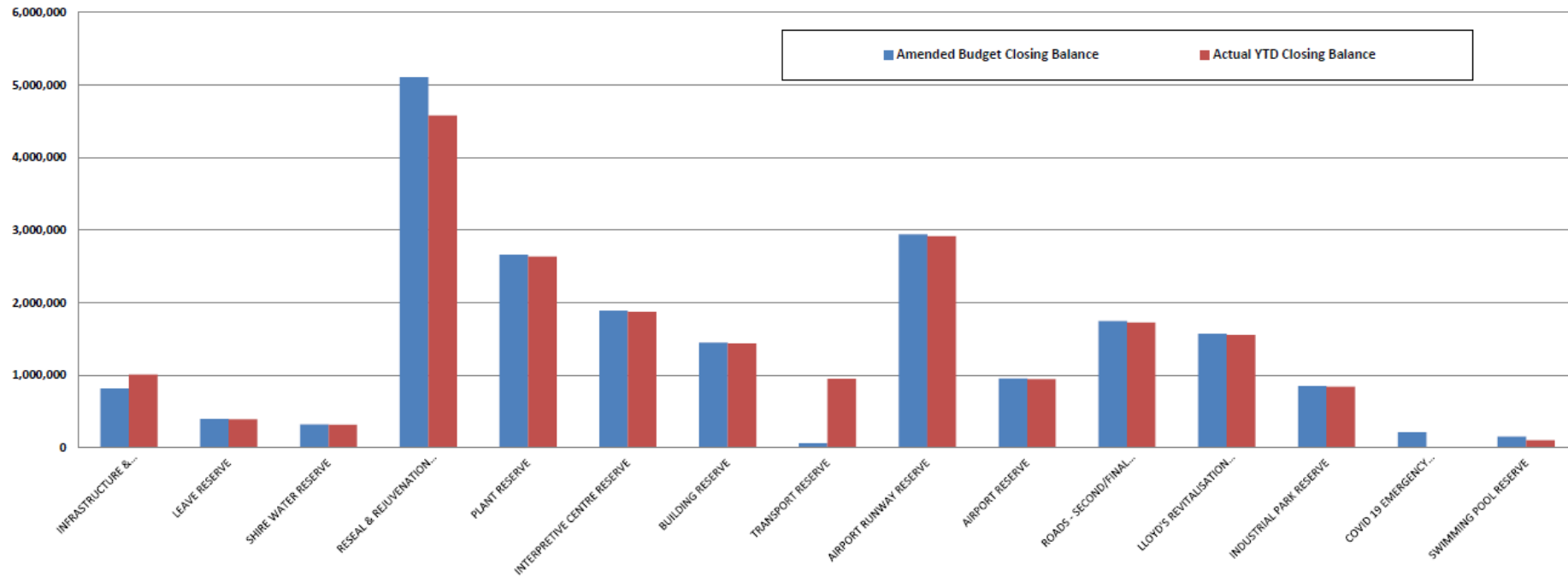
Note 6: Cash Backed Reserves

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

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2020

Note 6: Cash Backed Reserves cont'd

Year To Date Reserve Balance to End of Year Estimate



SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 November 2020

Note7a: UNTIED GRANTS

	2020-21	Variations	2020-21	Operating	Non- Operating	Recoup Status	
	Original Budget	Additions (Deletions)	Amended Budget	\$	\$	Funds Received	Balance to be received
	\$	\$		\$	\$	\$	\$
<b>General Purpose Funding</b>							
Financial Assistance Grant	1,135,191	40,494	1,175,685	1,175,685	0	587,843	587,843
Local Road Grant	459,286	99,594	558,880	558,880	0	279,440	279,440
<b>Law, Order and Public Safety</b>							
D.F.E.S. Operating Grant	5,535	0	5,535	5,535	0	1,693	3,842
S.E.S. Operating Grant	4,810	0	4,810	4,810	0	1,203	3,608
<b>Education and Welfare</b>							
Misc Youth - Grants Other	10,000	0	10,000	10,000	0	0	10,000
Youth Grant - O.S.H.C. Program	26,172	0	26,172	26,172	0	13,084	13,088
Youth Services Grant - D.C.P. - W.A.	85,642	0	85,642	85,642	0	43,696	41,946
C.D.O. - Misc Income	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
<b>Community Amenities</b>	0	0	0	0	0	0	0
<b>Recreation and Culture</b>							
Dept Sport & Rec - Kidsport Program	0	0	0	0	0	0	0
Reimbursements Rec Officer	0	0	0	0	0	0	0
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
Misc Grants	0	0	0	0	0	0	0
Lotterywest Grant	0	0	0	0	0	0	0
<b>Transport</b>							
Local Roads & Community Infrastructure Program	0	0	0	0	0	0	0
Building Better Regions Fund Grant	0	0	0	0	0	0	0
Mrd - Direct Grant	312,672	(9,287)	303,385	303,385	0	303,385	0
Street - Lighting - Operating Grant	5,192	0	5,192	5,192	0	0	5,192
<b>Economic Services</b>							
Trails Grant	0	0	0	0	0	0	0
Fundraising Misc Income	6,000	0	6,000	6,000	0	0	6,000
Grant Income - Combating Pests (Meekatharra Rangelands Biosecurity Assoc.)	0	0	0	0	0	0	0
	2,070,500	130,801	2,201,301	2,201,301	0	1,230,342	970,959

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

	2020-21	Variations	2020-21	Operating	Non- Operating	Recoup Status		Expenditure relating to Grant funds	
	Original Budget	Additions (Deletions)	Amended Budget			Funds Received	Balance to be received	Amount Spent	Unspent Grant
	\$	\$		\$	\$	\$	\$	\$	\$
Recreation and Culture									
Misc Grants	583,423	0	583,423	0	583,423	10,515	572,908	115,635	0
Transport									
Local Roads & Community Infrastructure Program	822,435	0	822,435	0	822,435	373,835	448,600	18,861	354,973
Building Better Regions Fund Grant	1,799,771	(130,503)	1,669,268	0	1,669,268	0	1,669,268	1,052,372	0
Wandrra - Natural Disaster	14,585,900	0	14,585,900	0	14,585,900	3,588,788	10,997,112	8,979	3,579,809
R2R Grant	785,619	0	785,619	0	785,619	785,619	0	827,131	0
Mrd Road Project Grant	545,667	0	545,667	0	545,667	218,267	327,400	0	218,267
R.A.D.S./R.A.F.P./R.A.A.P. Grant Income	0	150,000	150,000	0	150,000	0	150,000	0	0
	0	0	0	0	0	0	0		
	19,122,815	19,497	19,142,312	0	19,142,312	4,977,023	14,165,289	2,022,979	4,153,049



SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 November 2020

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Job	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Buildings</b>									
ADMIN BUILDING CAPITAL - AUXILIARY SEPTIC TANK	1328	AC10	8,000	0	8,000	0	0	0	
ADMIN BUILDING CAPITAL - RENOVATE SERVER ROOM (SHELVING, CEILING)	1328	AC12	8,000	0	8,000	0	0	0	
ADMIN BUILDING CAPITAL - PLANNING AND STAGE 1 OF OFFICE RECONSTRUCTION	1328	AC13	140,000	0	140,000	0	0	0	
ADMIN BUILDING CAPITAL - RE-TILE OUTSIDE FRONT AND STAFF ENTRANCE	1328	AC2	8,000	0	8,000	0	0	0	
ADMIN BUILDING CAPITAL - ROOFING SHEETS AND FLASHING AND REPAIRS	1328	AC9	10,000	0	10,000	0	0	0	
YC - UPGRADE YC TOILETS (INCL PAINTING)	2437	YCC08	10,000	0	10,000	0	0	0	
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	0	826	826	
LOT 220 CAPITAL IMPROVEMENTS	2704	0923	9,500	0	9,500	0	3,054	3,054	
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	0	0	0	
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	0	1,497	1,497	
LOT 927 MCCLEARY ST - CAPITAL IMPROVEMENTS	2704	0980	9,500	0	9,500	0	1,095	1,095	
PUBLIC TOILETS CAPITAL EXPENDITURE	3094		2,000	0	2,000	0	760	760	
HALL - CURTAINS FOR HALL FOR EAST AND WEST SIDE WINDOWS	3544	HC09	10,000	0	10,000	0	0	0	
HALL - RELOCATE INSIDE BAR & CREATE STORAGE	3544	HC12	5,000	0	5,000	0	0	0	
POOL - BUILDINGS	3666		5,082	0	5,082	0	0	0	
OSR - PICTURE GARDENS - UPGRADE TOILETS	3997	SR22	90,450	0	90,450	0	0	0	
OSR - PICTURE GARDENS - 2X SPLIT SYSTEMS	3997	SR23	9,550	0	9,550	0	0	0	
STAGE 1 - LLOYDS RENOVATIONS	4191		0	516,212	516,212	109,865	115,635	5,770	
RED SANDBOX - REPLACE EVAP WITH SPLIT SYSTEMS	9651	EC04	6,500	0	6,500	6,500	6,200	(300)	
<b>Buildings Total</b>			<b>422,282</b>	<b>716,212</b>	<b>1,138,494</b>	<b>116,365</b>	<b>129,067</b>	<b>12,702</b>	
<b>Furniture &amp; Office Equip.</b>									
COUNCIL CHAMBERS - FURNITURE AND EQUIPMENT	0254		35,000	0	35,000	0	5,867	5,867	
COMPUTER EQUIPMENT	1244		25,000	0	25,000	17,000	16,977	(23)	
KZ - WATER FOUNTAIN	2438	KZC06	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	3803	SR11	3,000	0	3,000	0	0	0	
<b>Furniture &amp; Office Equip. Total</b>			<b>73,000</b>	<b>0</b>	<b>73,000</b>	<b>17,000</b>	<b>22,844</b>	<b>5,844</b>	

SHIRE OF MEEKATHARRA									
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY									
For the Period Ended 30 November 2020									
Note 8a: CAPITAL EXPENDITURE									
Assets	GL Account	Job	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Plant , Equip. &amp; Vehicles</b>									
YOUTH CENTRE VEHICLE	2448		40,000	0	40,000	0	0	0	
POOL - PLANT AND EQUIPMENT	3684		20,000	0	20,000	0	0	0	
MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)	5014		10,000	0	10,000	0	0	0	
CARAVANS & EQUIPMENT	5034		260,000	240,000	500,000	0	0	0	
DOWN HOLE BORE PUMPS AND TRAILERS	5064		100,000	0	100,000	0	0	0	
SWEEPER	5094		361,000	0	361,000	0	0	0	
TRUCK	5124		350,000	0	350,000	0	0	0	
GRADERS	5134		400,000	0	400,000	0	0	0	
WORKS MANAGER VEHICLE	5144		64,000	0	64,000	0	0	0	
ENGINES & PUMPS (> \$5,000 OTHERWISE USE GL4810)	5154		20,000	0	20,000	0	0	0	
EXCAVATOR	5331		30,000	0	30,000	0	0	0	
LOADER	5334		348,000	0	348,000	0	0	0	
<b>Plant , Equip. &amp; Vehicles Total</b>			<b>2,003,000</b>	<b>240,000</b>	<b>2,243,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Roads Infrastructure</b>									
ROAD CONSTRUCTION VARIOUS	4200		24,538,634	(60,503)	24,478,131	2,241,257	2,074,331	(166,926)	See Note 8b for Road project details
			0	0	0	0	0	0	
<b>Roads Infrastructure Total</b>			<b>24,538,634</b>	<b>(60,503)</b>	<b>24,478,131</b>	<b>2,241,257</b>	<b>2,074,331</b>	<b>(166,926)</b>	
<b>Footpath Infrastructure</b>									
FOOTPATHS - NEW AND RENEWAL	5046		0	0	0	0	0	0	
			0	0	0	0	0	0	
<b>Footpath Infrastructure Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Airport Infrastructure</b>									
RUNWAY CONSTRUCTION	5104	1210	30,000	0	30,000	0	0	0	
AIRPORT APRON & PARKING AREAS	5104	1215	20,000	17,000	37,000	0	0	0	
FOG SEAL & CRACK SEALING	5104	1218	0	30,000	30,000	0	0	0	
AERODROME - LINE MARKING	5104	1220	0	78,000	78,000	0	0	0	
<b>Airport Infrastructure Total</b>			<b>50,000</b>	<b>125,000</b>	<b>175,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2020

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Job	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Other Infrastructure									
YC - RETICULATION	2436	YCC01	4,000	0	4,000	2,000	3,629	1,629	
YC - UPGRADE TO ENTRY GARDEN	2436	YCC04	3,000	0	3,000	0	0	0	
YC - FENCING MODIFICATIONS AND GATES TO ALLOW ACCESS FROM L	2436	YCC06	5,000	0	5,000	0	0	0	
YC - WATER FOUNTAIN (OF TOILET BLOCK)	2436	YCC07	5,000	0	5,000	0	0	0	
KZ - FENCING TO ALLOW FOR PUBLIC ACCESS TO THE PLAYGROUND	2440	KZC05	5,500	0	5,500	0	0	0	
REFUSE SITE - CONSTRUCTION OF TYRE DISPOSAL AREA	2824		60,000	0	60,000	0	0	0	
CEMETERY - OTHER INFRASTRUCTURE	3274		28,200	0	28,200	25,200	24,765	(435)	
TOWN DRINKING FOUNTAIN	3286		5,000	0	5,000	0	0	0	
OVAL AND ASSOCIATED INFRASTRUCTURE	3638		11,500	0	11,500	11,500	11,500	0	
LUKES PIT WATER SCHEME	3944		30,000	0	30,000	0	0	0	
OSR - TELEMETRY SYSTEM FOR TANKS AT OVAL, BEHIND OFFICE, POW	3994	SR12	12,000	0	12,000	0	0	0	
LIONS PARK - LANDSCAPING (INCLUDES REMOVAL OF BMX TRACK)	4015	SR13	12,000	0	12,000	0	0	0	
LIONS PARK - SEATING AND TABLES	4015	SR14	5,000	0	5,000	0	0	0	
LIONS PARK - BBQ	4015	SR15	15,000	0	15,000	0	0	0	
LIONS PARK	4015		0	0	0	0	0	0	
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	0	0	0	
PLAYGROUND - TREES AND TREE GUARDS	4076	SR17	5,000	0	5,000	0	0	0	
PLAYGROUND - NATURE PLAYGROUND	4076	SR18	10,000	0	10,000	0	0	0	
PLAYGROUND - SEATS	4076	SR19	2,000	0	2,000	0	0	0	
PLAYGROUND - SHADE STRUCTURES	4076	SR20	20,000	0	20,000	0	0	0	
PLAYGROUND - LANDSCAPING	4076	SR21	10,000	0	10,000	0	0	0	
MAINSTREET SCAPING - STREET SCULPTURES	4984	M503	15,000	0	15,000	0	0	0	
MEEKA NORTH DRIVE - HERITAGE	5387		90,302	0	90,302	0	0	0	
MEEKA SOUTH DRIVE - HERITAGE	5388		120,016	0	120,016	0	0	0	
MEEKA TOWN WALK - HERITAGE	5389		16,500	0	16,500	0	0	0	
CANYON TRAIL & BRIDGE - INC. RESEARCH & PLANNING	5390		10,000	0	10,000	0	0	0	
MEEKA TOWN DRIVE - HERITAGE	5394		70,885	0	70,885	0	0	0	
WELCOME PARK & INFORMATION BAY CAPITAL EXPENDITURE	5399		66,000	0	66,000	0	222	222	
<b>Other Infrastructure Total</b>			<b>651,903</b>	<b>0</b>	<b>651,903</b>	<b>48,700</b>	<b>49,207</b>	<b>507</b>	
<b>Capital Expenditure Total</b>			<b>27,738,819</b>	<b>1,020,709</b>	<b>28,759,528</b>	<b>2,423,322</b>	<b>2,275,449</b>	<b>(147,873)</b>	

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 November 2020

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Grids Installation	1262	100,000	100,000	20,000	0	(20,000)	Council Funded
Grids Construction	1266	150,000	150,000	0	1,961	1,961	Council Funded
Road Construction Misc	1267	2,045,970	600,000	0	0	0	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	607,000	827,131	220,131	R2R & Council Funded
Landor Road - Bbrf Funded Business Case	BB66	2,699,771	2,699,771	486,000	1,052,372	566,372	BBRF & Council Funded
Mt Clere Rd - Construction	C1	180,000	180,000	50,000	40,072	(9,928)	Council Funded
Laneway Between Main Street & Hill Street	C134	18,000	18,000	0	0	0	Council Funded
Alternate Heavy Haulage Road - Council Funded	C135	25,000	25,000	5,435	0	(5,435)	Council Funded
High Street - Construction	C43	60,000	60,000	0	0	0	Council Funded
Savage Street - Construction	C44	65,000	65,000	32,500	0	(32,500)	Council Funded
Landor Rd - Council Funding	C66	1,351,393	1,421,393	1,000	5,370	4,370	Council Funded
Ashburton Downs-Meekatharra Rd - Construction	C67	725,000	725,000	120,000	119,584	(416)	Council Funded
Agm: 899 (Feb 2020) General Expense	FDC00	14,750,000	14,750,000	8,000	8,979	979	WANDRRA
Landor Road - Local Roads & Community Infrastructure Program	LR66	0	1,315,467	7,000	18,861	11,861	LGRICP & Council Funded
Landor Rd - Regional Road Group Funding	RR66	368,500	368,500	0	0	0	RRG & Council Funded
Ashburton Rd - Regional Road Group Funding	RR67	450,000	450,000	0	0	0	RRG & Council Funded
<b>Roads Infrastructure Total</b>		<b>24,538,634</b>	<b>24,478,131</b>	<b>1,336,935</b>	<b>2,074,331</b>	<b>737,396</b>	

Comments

SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 November 2020

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)	<b>Education and Welfare</b> P427 - 2010 Hi-Ace Bus				
			<b>Transport</b>				
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				
<b>310,338</b>	<b>221,000</b>	<b>(89,338)</b>		<b>0</b>	<b>0</b>	<b>0</b>	

Comments

There have been no disposals processed to date.

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



There were two actions taken under delegated powers in accordance with Delegation 05 – Power to Waive or Write off Debts in December 2020 that require reporting to Council.

<b>Debtor/Rates</b>	<b>Debtor/Assess</b>	<b>Name</b>	<b>Amount</b>	<b>Invoice/ Property</b>	<b>Charge Type</b>	<b>Reason for Write Off</b>
Rates	A7975	Gateway Projects WA Pty Ltd	\$1.92	E51/1762	Rates	Paid all but some interest. Tenement is dead.
Rates	A6907	Lightrange Pty Ltd	\$0.26	P51/2570	Rates	Paid all but some interest. Tenement is dead.

Total: **\$2.18**

Purchase Orders

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

<b>Title/Subject:</b>	<b>OUTSTANDING DEBTORS</b>	
<b>Agenda/Minute Number:</b>	9.2.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	2 December 2020	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary:**

Attached is a copy of the detailed outstanding Sundry Debtors.

**Background:**

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

The following applies to all outstanding debtors –

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

**Comment:**

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

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

Nil

**Policy Implications:**

4.11 Sundry Debt Collection

**Financial Implications:**

Loss of revenue

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

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

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON FRIDAY 18 DECEMBER 2020

Page 38

Printed on : 01.12.20 at 11:05

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

		Debtors Trial Balance							
		As at 30.11.2020							
Debtor #	Name	Credit Limit	01.09.2020		01.10.2020	31.10.2020	30.11.2020	Total	
			GT 90 days	Age	GT 60 days	GT 30 days	Current		
		Of							
		Oldest							
		Invoice							
		(90Days)							
				Notes for debts					
				>90 days old					
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	0.00	0.00	-1016.82	
A029	AIR PHOENIX INTERNATIONAL		0.00	0	0.00	0.00	93.56	93.56	
A017	AUSTRALIAN TAXATION OFFICE		0.00	0	0.00	11.16	0.00	11.16	
A118	AVIAIR PTY LTD		0.00	0	0.00	0.00	64.70	64.70	
B26	BALLINA CORPORATION		0.00	0	0.00	0.00	22.00	22.00	
B106	BAZDALE INVESTMENTS P/L		0.00	0	0.00	22.00	22.00	44.00	
B110	BIG BELL GOLD OPERATIONS P		0.00	0	0.00	0.00	5500.00	5500.00	
B134	BINSIAR, ANDREW (JNR)		0.00	0	206.88	620.18	0.00	827.06	
B2	BP AUSTRALIA PTY LTD		0.00	0	0.00	124.85	141.62	266.47	
B064	BROWN, CLINTON		0.00	0	0.00	0.00	22.00	22.00	
C152	CATANIA, V		0.00	0	0.00	0.00	26.70	26.70	
C027	CENTRAL AIR		0.00	0	0.00	0.00	83.82	83.82	
C175	CGG AVIATION (CGG DATA SER		0.00	0	0.00	0.00	203.46	203.46	
B022	CLARK BUTSON		0.00	0	0.00	0.00	40.41	40.41	
C113	COBHAM AVIATION		0.00	0	0.00	0.00	32014.35	32014.35	
C021	COMPLETE AVIATION SERVICES		0.00	0	0.00	467.80	329.32	797.12	
C033	CURTIN FLYING CLUB INC		0.00	0	0.00	0.00	0.00	-22.00	
D059	DEEJAY NOMINEES PTY LTD		0.00	0	0.00	27.32	0.00	27.32	
D1	DEPARTMENT OF EDUCATION		26789.32	194	0.00	0.00	0.00	26789.32	following up
D078	DJ ELLIOTT HELICOPTERS PTY		0.00	0	0.00	0.00	44.16	44.16	
E012	ENESAR PTY LTD		0.00	0	0.00	0.00	32.84	32.84	
L066	FABIAN LOCKYER		375.00	263	0.00	0.00	0.00	375.00	pending bond
F046	FRIGTECH SERVICES		0.00	0	0.00	0.00	43.10	43.10	release
F047	FRONTIER HELICOPTERS PTY L		0.00	0	0.00	0.00	0.00	-25.06	
G011	GERALDTON AIR CHARTER		0.00	0	0.00	0.00	0.00	-26.93	
G108	GIULIANO, JOE TREVOR JOHN		1050.05	203	585.93	466.55	0.00	2102.53	staff/payroll
G080	GRBIC, RICKY		783.99	313	0.00	0.00	0.00	783.99	being paid off
G053	GREEN MINING PTY LTD		123.25	1510	0.00	0.00	0.00	123.25	at debt coll.
G077	GREY MARE TRANSPORT		574.22	927	0.00	0.00	0.00	574.22	in liquidation
G052	GROUNDWATER CONSULTING SER		0.00	0	0.00	0.00	0.00	-22.08	
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	25.25	25.25	
H096	HOOD GLENN NEIL		0.00	0	0.00	0.00	44.00	44.00	
W041	JAMES WILLIAMS		0.00	0	0.00	22.00	0.00	22.00	
J018	JANDAKOT FLIGHT CENTRE		0.00	0	0.00	0.00	40.41	40.41	





AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON FRIDAY 18 DECEMBER 2020

Page 39

Printed on : 01.12.20 at 11:05

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

		Debtors Trial Balance						
		As at 30.11.2020						
Debtor #	Name	Credit Limit	01.09.2020		01.10.2020	31.10.2020	30.11.2020	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
				Of				
				Oldest				
				Invoice				
				(90Days)				
J061	JOURNEY BEYOND ADVENTURES		65.51	112	0.00	0.00	0.00	65.51 paid 2/12/20
K029	KALBARRI SCENIC FLIGHTS PT		0.00	0	0.00	22.00	0.00	22.00
K027	KYANGA, ROBERT		0.00	0	0.00	355.50	0.00	355.50
L015	LACY CONTRACTING SERVICES		0.00	0	0.00	0.00	22.08	22.08
M191	MAGSPEC AVIATION LTD		0.00	0	0.00	134.65	26.93	161.58
S134	MARK STURGEON		0.00	0	92.47	448.11	0.00	540.58
MC1D	MEEKATHARRA CARAVAN PARK		0.00	0	0.00	93.10	93.10	186.20
M148	MELISSA PRICE MP		0.00	0	0.00	0.00	0.00	-74.05
M141	MIDWEST SEPTICS		0.00	0	0.00	74.05	74.05	148.10
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	244.94	244.94
L011	PAUL LYONS AVIATION PTY LT		0.00	0	0.00	0.00	40.41	40.41
P109	PENJET PTY LTD		0.00	0	0.00	0.00	0.00	-1159.46
P115	PIVOTEL SATELLITE PTY LIMI		0.00	0	0.00	0.00	35823.09	35823.09
P058	POLICE AIR WING SUPPORT UN		0.00	0	0.00	0.00	156.42	156.42
R043	RACHLAN HOLDINGS PTY LTD		0.00	0	0.00	0.00	22.00	22.00
R098	REILLY & CO		0.00	0	0.00	0.00	0.00	-74.05
R060	REVESCO AVIATION PTY LTD		0.00	0	0.00	0.00	187.38	187.38
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	11683.60	9692.33	21375.93
R006	ROYAL MAIL HOTEL		0.00	0	0.00	74.05	74.05	148.10
S096	S&K ELECTRICAL CONTRACTING		0.00	0	0.00	74.05	74.05	148.10
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	794.79	794.79
W045	SIMON WILDING		0.00	0	0.00	0.00	0.00	-50.10
S007	SKIPPERS AVIATION		0.00	0	0.00	3195.00	3525.00	6720.00
S078	STAR AVIATION PTY LTD		0.00	0	0.00	770.92	572.58	1343.50
T040	THOMSON AVIATION PTY LTD		0.00	0	0.00	0.00	83.79	83.79
T041	TWINCREEK HOLDINGS PTY LTD		0.00	0	0.00	0.00	0.00	-25.25
W112	WALTER WHIP & THE FLAMES		875.00	747	0.00	0.00	0.00	875.00 paying off
W119	WELLER, MARK JOSEPH		0.00	0	0.00	0.00	44.00	44.00
Y022	YOUNG DOWNS		0.00	0	0.00	0.00	643.13	643.13
Y015	YUGUNGA-NYA PEOPLE'S TRUST		1072.50	166	0.00	0.00	0.00	1072.50 at debt coll.
Y018	YULELLA INCORPORATED		0.00	0	0.00	722.79	0.00	722.79
Totals --- Credit Balances:		-2545.06	31708.84		885.28	19409.68	90987.82	140446.56

<b>Title/Subject:</b>	<b>LIST OF ACCOUNTS ENDED 30 NOVEMBER 2020</b>	
<b>Agenda/Minute Number:</b>	9.2.3	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	11 December 2020	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature of Author</i>

**Summary:**

Accounts are to be presented to council for payments.

**Background:**

List of accounts

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

**Comment:**

Each month the accounts are presented to council for payment;

Municipal	\$ 1,306,568.17
Air BP	\$ 6,613.81
Trust	\$ 0.00
<b>Total</b>	<b>\$1,313,181.98</b>

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Accounts to be paid

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

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

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON FRIDAY 18 DECEMBER 2020

Page 42

SHIRE OF MEEKATHARRA  
Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
11-Dec-20

			MUNI	AIR BP
EFT17459	AIT SPECIALISTS PTY LTD	PREPARE FUEL TAX CREDITS 01/07/20 - 30/09/20	-1948.98	
EFT17460	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES UNDERTAKEN DURING THE PERIOD 16/10/20 - 06/11/20	-5751.90	
EFT17461	AUSRECORD	SHIRE RECORDS LABELS & FREIGHT	-66.99	
EFT17462	AUSTRALIA POST	POSTAGE 01/10/20 - 31/10/20	-560.28	
EFT17463	AUSTRALIAN TAXATION OFFICE	BAS OCT 2020	-32369.00	
EFT17464	B & E TRENFIELD	SERVICE LAWN MOWER FOR SWIMMING POOL GROUNDS, INCLUDING PARTS AND CONSUMABLES	-114.95	
EFT17465	BLACKTOP MATERIALS ENGINEERING PTY LTD	BB86 - LANDOR ROAD & A67 - ASHBURTON DOWNS MATERIAL TESTING SERVICES INC ACCOM / TRAVEL	-14850.00	
EFT17466	BOC GASES	INDUSTRIAL GAS CYLINDER RENT OCTOBER - OXY ARGO ACETYLENE	-50.24	
EFT17467	BULLDOG CONTRACTING	BB86 - LANDOR ROAD & ASHBURTON DOWNS CULVERTS & CUT OFF WALLS	-406835.00	
EFT17468	C4 CLEANING	CLEANING OCTOBER 2020 - VARIOUS LOCATIONS	-2860.00	
EFT17469	CANINE CONTROL	RANGER SERVICES ON 30 OCTOBER - 01 NOVEMBER 2020	-3584.56	
EFT17470	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE - POOL - OCTOBER & NOVEMBER 2020	-37766.66	
EFT17471	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION /	SECURITY ALARM MONITORING OCTOBER 2020 - KIDZONE & SANDBOX	-55.00	
EFT17472	DINGO DESIGN	MONTHLY COUNCIL NEWS FOR NOVEMBER 2020	-350.00	
EFT17473	DUNNING INVESTMENTS P/L	48310 LITRES DIESEL AT \$0.9904 DELIVERED TO SITE AT MEEKATHARRA AIRPORT 02/11/20	-47846.03	
EFT17474	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 28/10/2020	-854.61	
EFT17475	ELITE ELECTRICAL CONTRACTING	SUPPLY & INSTALL OUTDOOR GPO AT YOUTH CENTRE FOR RETIC & REPLACE FAULTY SWITCH LOT 304 CONSULTANTS QUARTERS	-349.40	
EFT17476	FARMER JACKS	VARIOUS PURCHASED INCLUDING REFRIGERATORS FOR CONFERENCE ROOM LLOYDS BUILDING - HELLER 70 LITRE	-2190.12	
EFT17477	FUJI XEROX AUSTRALIA PTY LTD	OFFICE PRINTERS OCTOBER - DPP455, C6688, C6685, C6680 - ADMIN & DEPOT	-1056.68	
EFT17478	GALVINS PLUMBING SUPPLIES	SUPPLY 2 X HYDROPOWER BOSCH HOT WATER UNITS AND 2 X UNIVERSAL INSTANT HOT WATER UNIT KITS	-1656.81	
EFT17479	GRANTS EMPIRE	GRANT WRITING & PROJECT PLAN FOR REMOTE AIRPORT UPGRADE PROGRAM - MEEKATHARRA	-1320.00	
EFT17480	HARVEY JAMES NICHOLS	PRESIDENTS ALLOWANCE 16/08/20 - 15/11/20	-5000.00	
EFT17481	HAYS RECRUITMENT MANAGEMENT	TEMP ADMIN OFFICER - W/E 25/10/20 HOURS @ 60.11 P/HR	-5395.46	
EFT17482	HILLE THOMPSON & DELFOS (HTD)	LRCP - AS CONSTRUCTED SURVEY FOR SLK104.13 - 114.13 MEEKATHARRA LANDOR RD	-21648.00	
EFT17483	IRIS CONSULTING GROUP PTY LTD	2 X ONLINE TRAINING COURSE - ADMIN OFFICER - KEYWORD CLASSIFICATION & RECORDS MANAGEMENT	-330.00	
EFT17484	IRON BULL BANGEMALL LTD	RATES REFUND FOR ASSESSMENT A7595 E52/3141 NANNINE GOLD FIELD MEEKATHARRA WA 6642	-329.36	
EFT17485	IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)	CHEMICALS FOR POOL 01 - 31/10/20	-84.57	
EFT17486	JR & A HERSEY PTY LTD	CONSUMABLES - 150 X CUT OFF DISKS, CARTON MARK PAINT, TOOLS	-979.66	
EFT17487	KOTT GUNNING LAWYERS	PREPARING COMMERCIAL / RETAIL TENANTS LEASE FOR LLOYDS BUILDING	-2585.00	
EFT17488	LANDGATE	SCHEDULE M2020/10 19/09/20 - 16/10/20	-131.20	
EFT17489	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	-38.80	
EFT17490	MARK SMITH PTY LTD	INSTALL BACKFLOW PREVENTION DEVICES ON 3X LLOYDS BUILDING, UNBLOCK DRAIN 220 DARLOT ST	-2772.00	
EFT17491	MIDWEST SEPTICS	PUMP OUT RV DUMP 24 OCTOBER AND 27 OCTOBER 2020	-1320.00	
EFT17492	MURCHISON REGION ABORIGINAL CORPORATION (MRAC)	RATES REFUND FOR ASSESSMENT A187 31 MCCLEARY STREET MEEKATHARRA 6642	-3826.34	
EFT17493	MY TAX SAVERS PTY LTD	20/21 SUBSCRIPTION FOR TAX SERVICES	-539.00	
EFT17494	NORTHAMPTON GRADER HIRE	GRADER M28 - WOODLANDS - MT AUGUSTUS ROAD : MAINTENANCE GRADE FOR THE MUSTER 21-25/10/20	-18865.00	
EFT17495	OZOWNED SUPPLIES & SERVICES	CARPET CLEANING - VARIOUS RESIDENCES	-489.50	
EFT17496	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	IT ASSISTANCE- REMOTE DESKTOP ISSUE, COPIER METER READ SOFTWARE UPDATED, FINANCE PC FIX, SET UP AIRPORT PC	-722.50	
EFT17497	PETER SHANE CLANCY	DEPUTY PRESIDENTS ALLOWANCE 16/08/20 - 15/11/20	-1250.00	
EFT17498	PUBLIC LIBRARIES WA INC	2020/21 MEMBERSHIP FEE PUBLIC LIBRARIES OF WESTERN AUSTRALIA	-110.00	
EFT17499	REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	FUEL CARD OCTOBER AND DIESEL FOR DEPOT TANKER P39 5000 LTR @ 1.1327 DELIVERED 16/10/20	-6727.58	
EFT17500	S&K ELECTRICAL CONTRACTING PTY LTD	TEST, REPAIR OVAL BORE PUMP - FAULT TESTING REMOVE OLD PUMP & INSTALL NEW PUMP & STARTER	-1978.74	
EFT17501	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-2250.00	
EFT17502	SQUIRE PATTON BOGGS (AU)	NATIVE TITLE CLAIM WATCHING BRIEF WAJARRI YAMATJI 03/08/20	-193.05	
EFT17503	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	YOUTH CENTRE - 2 X PHILLIP HEART START BATTERIES + 5 X DEFIBRILLATOR PADS	-1529.93	
EFT17504	STATE EMERGENCY SERVICE MEEKATHARRA (SES)	SES REIMBURSEMENT - AUGUST, SEPTEMBER, OCTOBER	-714.90	
EFT17505	THOMAS, AMY	NAIDOC WEEK 2020 - DECORATIONS & MATERIALS FROM SPOTLIGHT - REIMBURSE A THOMAS CDO	-216.49	
EFT17506	TNEEDHAM & CO (NEEDHAM & CO)	STAINLESS STEEL TRAY TO ASSIST IN PREVENTING MICE DAMAGING PHOTOCOPIER IN DEPOT.	-385.00	
EFT17507	TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT - PALLET OF PAINT, POOL CHEMICALS, ROAD SIGNS BIN BAGS, PPE, GALVINS PLUMBING, TQUIP PARTS - PER TO MKR, HISCO & BENARA NURSERY FOR LLOYDS TO MKR	-1001.44	
EFT17508	TOTAL EDEN PTY LTD	SUPPLY RETIC PARTS FOR YOUTH CENTRE - GRUNDFOS PUMP, 8 STATION CONTROLLER & VALVES	-1683.32	
EFT17509	TOTALLY WORKWEAR GERALDTON (TWW)	10 X HVIS VESTS - SHIRE LOGO ON FRONT AND PRINT 'EVENTS' ON REAR FOR SHIRE EVENTS USE	-212.40	

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON FRIDAY 18 DECEMBER 2020

Page 43

SHIRE OF MEEKATHARRA  
Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
11-Dec-20

			MUNI	AIR BP
EFT17511	TRENFIELD MOTORS	INSTALL ATU LID 204 HILL ST, REPAIRS LIGHTS P428 NISSAN, P520 & P518 GENERAL SERVICE, P464 AIR CON FUEL PUMP REPAIRS FILTER REPLACE, P480 CLUTCH & FUEL TANK STEP REPAIR, BATTERY REPLACE, P478 REPLACE SUCTION HOSE AND NON RETURN VALVE, P433 REPLACE AIRCON PARTS INC COMPRESSOR, P439 REPLACE BRAKE AIR LINE, P407 NEW BOOSTER AIRLINE, ANNUAL MAINTENANCE ON AIRPORT STANDBY GENERATOR, P479 REPLACE MAIN PULLER BEARINGS ON SITE, P367 REPLACE SEALS AND BEARINGS, P479 SUPPLY AND RELACE ALTERNATOR, P517 REPLACE DAVEY WATER PUMP SEAL AND VALVE, P465 REPAIR GEN SET CABLE ON SITE, P455 SERVICE WHEEL BEARINGS ON SITE, P426 REPLACE DOOR HANDLE, P452 SUPPLY BATTERY, P497 REPLACE GREASE LINE AND SUPPLY 2 X SPARES, P517 SERVICE BEARINGS/BRAKES/AIRLINES AND REPAIR LIGHTS, P480 REPAIR CLUTCH INC MOUNTS. TYRES AUGUST: P416 P395 P417 P520 P518 TYRES SEPTEMBER : P521 P493 P479 P480 P407 P434 P461 P469 TYRES OCTOBER: P416 P484 P477 P427 P477	-30543.09	
EFT17512	TRUCKLINE (SPECIALIST WHOLESALERS PTY LTD)	SUPPLY HYDRAULIC COUPLING - P473 BAILEYS WATER TANK TRAILER	-802.93	
EFT17513	VENUS METALS CORPORATION LIMITED	RATES REFUND FOR ASSESSMENT A8091 LOT E52/3489 MINING TENEMENT	-380.45	
EFT17514	WA LIBRARY SUPPLIES	1 X TOUCH 65 BARCODE SCANNER WITH STAND FOR SHIRE LIBRARY COMPUTER	-267.10	
EFT17515	WESTRAC EQUIPMENT	P484 - 140 H CAT GRADER PARTS - 7X - STRIP WEAR & SOCKET	-1509.49	
EFT17516	WILSONS SIGN SOLUTIONS	1 X NAME PLATE - BINSIAR A J 2013-2020 FOR COUNCIL CHAMBERS HONOUR BOARD	-68.00	
EFT17517	WINC AUSTRALIA PTY LTD (STAPLES)	ASSORTED OFFICE STATIONARY , 4 X PEDAL BINS FOR LLOYDS, 4 X PLASTIC CARPET PROTECTION MATS, COLOUR PRINTING PAPER (A4), 98 X AA BATTERIES	-923.24	
EFT17518	WORK HEALTH PROFESSIONALS PTY LTD	EMPLOYEE HEARING/AUDIO TEST FOR M. ELLIOT 19 OCTOBER 2020	-313.50	
EFT17519	YULELLA ABORIGINAL CORPORATION	CONSTRUCT AND INSTALL ENTRANCE SHELTER @ TOWN CEMETERY - INC PAINTING & CONCRETE COLUMNS	-3838.01	
EFT17520	ANDY WELL MINING PTY LTD	RATES REFUND FOR ASSESSMENT A7494 E51/1596 NANNINE GOLD FIELD MEEKATHARRA WA 8642	-1943.17	
EFT17521	ASHDOWN INGRAM / NAPA AUTO PARTS	TRUCK AND VEHICLE WASH 20L DRUM	-194.18	
EFT17522	B & E TRENFIELD	PARKS & GARDENS MAINTENANCE NOVEMBER 2020	-12317.71	
EFT17523	BIOMAX	SUPPLY 3 X CHAMBER BLOCK KITS FOR HP 200 AIR PUMPS - HOUSING MAINTENANCE STOCK	-1006.50	
EFT17524	BULLANT SECURITY PTY LTD (HARRY ARMSTRONG	6 X BILOCK KEYS CUT TO MASTER KEYED SYSTEM	-249.94	
EFT17525	BULLIVANTS	8MM 4M FLEXILEG (STAND) SYSTEM & EGKN LIFTING HOOKS	-1555.14	
EFT17526	CANINE CONTROL	RANGER SERVICES 12-14 NOVEMBER 2020	-3584.56	
EFT17527	CAPS AUSTRALIA PTY LTD	AIRPORT AIR COMPRESSOR - EL12 2.2HP , 240V 10AMP INGERSOLL RAND SCD ELITE	-1977.80	
EFT17528	COMMERCIAL HOTEL	LUNCHES FOR COUNCILLORS & STAFF - OCM SATURDAY 21 NOVEMBER 2020	-223.00	
EFT17529	DAVID KENNETH HODDER	OCM FEE & HBTP FEE 21 NOVEMBER 2020	-550.00	
EFT17530	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE SPY SECURITY)	SUPPLY AND INSTALL CCTV AT 304 & 255 DARLOT STREET AND 1/2 YEARLY SERVICES OF VARIOUS FIRE EQUIPMENT	-10383.72	
EFT17531	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	ESL RETURN QUARTER 2 2020/21	-22259.51	
EFT17532	DEPARTMENT OF HUMAN SERVICES - SERVICES AUSTRALIA -	CENTREPAY TRANSACTION CHARGES FOR 01/09/20 - 30/09/20	-67.32	
EFT17533	DINGO DESIGN	MEEKA MAP AND DIRECTORY FOR 2021	-3000.00	
EFT17534	DJUKI MALA PTY LTD	FINAL PAYMENT FOR DJUKI MALA DANCERS TOUR 25TH OCTOBER 2020	-4647.50	
EFT17535	DONNELLY, TARA	REIMBURSEMENT FOR NEW EMPLOYEE POLICE CLEARANCE - T DONNELLY	-55.80	
EFT17536	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHTS ENDING 11/11/20 & 25/11/20	-1709.22	
EFT17537	EASTMAN POLETTI SHERWOOD ARCHITECTS	CONTRACT ADMINISTRATION PROGRESS CLAIM - LLOYDS BUILDING	-3056.90	
EFT17538	ELITE ELECTRICAL CONTRACTING	SUPPLY AND INSTALL 2 X 8 KW AIRCON SPLIT SYSTEMS FOR RED SAND BOX	-8098.73	
EFT17539	ESSENTIAL LABOUR SOLUTIONS PTY LTD (ELS)	SUPPLY AND FIT WINDSCREEN FOR YOUTH CENTRE BUS	-592.90	
EFT17540	EVIDEO COMMUNICATIONS	DEPOSIT FOR POLYCOM G7500 4K CODEC WIRELESS PRESENTATION SYSTEM FOR COUNCIL CHAMBERS	-6453.70	
EFT17541	EXTERIA (LANDMARK ENGINEERING & DESIGN PTY LTD)	SUPPLY 6 X OUTDOOR ALUMINIUM BENCHES/SEATS FOR TOWN CEMETERY INC PACKAGING & FREIGHT	-12084.60	
EFT17542	GERALDTON TOYLAND	CHRISTMAS PRESENTS FOR FAMILY CHRISTMAS PARTY 2020, 164 PRESENTS AT \$20 EACH	-3280.00	
EFT17543	GRANTS EMPIRE	GRANT WRITING AND PROJECT PLAN FOR REMOTE AIRSTRIP UPGRADE PROGRAM (PYMNT 2 OF 2)	-2070.00	
EFT17544	GREENFIELD TECHNICAL SERVICES	C66 - LANDOR ROAD - YALGAR RIVER FLOODWAY PROCUREMENT MNGMNT - DRAWINGS FOR RFQ AND RFQ EVALUATION	-4966.50	
EFT17545	GTI RESOURCES LTD	RATES REFUND FOR ASSESSMENT A7586 E51/1556 NANNINE GOLD FIELD MEEKATHARRA WA 8642	-135.53	
EFT17546	HARVEY JAMES NICHOLS	OCM FEE & HBTP FEE 21 NOVEMBER 2020	-700.00	
EFT17547	HAYS RECRUITMENT MANAGEMENT	TEMP ADMIN OFFICER - W/E 8/11/20 15/11/20 22/11/20 HOURS @60.11 P/HR	-8070.04	
EFT17548	HEALTHFIX CONSULTING	ASSIST WITH LOBBYING CAMPAIGN FOR REPLACEMENT OF THE MEEKA HOSPITAL 21/10/20 - 17/11/20	-2825.00	
EFT17550	KOTT GUNNING LAWYERS	DEVELOPMENT OF LLOYDS PLAZA CONFERENCE ROOM HIRE AGREEMENT/FORM	-4702.17	
EFT17551	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	-38.80	
EFT17552	LIGHT UP MY LIFE PTY LTD	120 X LED CANDLES FOR CAROLS BY CANDLELIGHT 2020 INC POSTAGE	-256.00	
EFT17553	MARK SMITH	OCM FEE & HBTP FEE 21 NOVEMBER 2020	-550.00	
EFT17554	MATTHEW HALL	OCM FEE & HBTP FEE 21 NOVEMBER 2020	-975.74	
EFT17556	MELVILLE MOTORS (2006) PTY LTD TA MELVILLE HOLDEN	SUPPLY SET FRONT SEAT COVERS FOR P508 HOLDEN COLORADO	-423.50	
EFT17557	MJB INDUSTRIES	48 X 1200*300*1200 LONG BOX CONCRETE CULVERTS INCLUDING DELIVERY TO SITE	-28547.20	
EFT17558	MOSES, PHILLIP	OCM FEE & HBTP FEE 21 NOVEMBER 2020	-550.00	
EFT17559	MTF SERVICES	BB86 - LANDOR ROAD - BBRF FUNDED - TENDER 19/20-5 EQUIPMENT HIRE- OCTOBER 2020	-310145.00	
EFT17560	MURCHISON REGIONAL VERMIN COUNCIL	SUBSCRIPTION PRECEPTS 2020/2021	-21740.40	

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON FRIDAY 18 DECEMBER 2020

SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
11-Dec-20

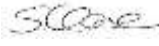

			MUNI	AIR BP
EFT17561	30/11/2020	MURCHISON RUBBISH SERVICES	DOMESTIC COLLECTION - NOVEMBER 2020	-20828.34
EFT17562	30/11/2020	NEUK PORT AD-HAIR	AERODROME MANAGEMENT CONTRACT FOR MONTH OF NOVEMBER 2020	-22822.60
EFT17563	30/11/2020	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	VARIOUS IT ASSISTANCE - CEO WEBMAIL RE-SET, SET UP T. DONNELLY, CDSM EMAIL BOUNCE ISSUE RESOLVE. UPDATE SOFTWARE	-382.50
EFT17564	30/11/2020	PET FC PTY LTD	RATES REFUND FOR ASSESSMENT A7568 E52/3234 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642	-2203.52
EFT17565	30/11/2020	RED EARTH MARKETING	CO-OPERATIVE TOURISM MARKETING SERVICES CONTRIBUTION 2020/21 - AUSTRALIA'S GOLDEN OUTBACK	-8000.00
EFT17566	30/11/2020	S&K ELECTRICAL CONTRACTING PTY LTD	INSPECT AND REPAIR SPARKING PLUG ON AIRPORT BORE PUMP	-247.50
EFT17567	30/11/2020	S.A. HINES CONTRACTING	REMOVE EXISTING SUPPLY/INSTALL 1.8M CHAIN MESH FENCING & PERSONNEL GATE B/W SCHOOL & OVAL	-12850.00
EFT17568	30/11/2020	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-2952.48
EFT17569	30/11/2020	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	3 X PHILLIP HEART START BATTERIES FOR DEFIBRILLATORS - POOL, AIRPORT AND DEPOT	-749.97
EFT17570	30/11/2020	THE KOP VENTURES PTY LTD	RATES REFUND FOR ASSESSMENT A7231 P51/2785 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642	-1177.52
EFT17571	30/11/2020	TOLL TRANSPORT PTY LTD	VARIOUS FREIGHT - HERSEY DWELLINGUP, WESTRAC, BOLLARD LIGHTS, STATIONERY ORDER TO MKR	-152.80
EFT17572	30/11/2020	TOTAL EDEN PTY LTD	2 X BORE MASTER PUMPS DAVEY MODEL 60061R- RETICULATION - HOUSING MAINTENANCE STOCK	-1336.33
EFT17573	30/11/2020	TRALEEE CABLE	REIMBURSEMENT T CABLE RETICULATION PARTS FOR LOT 204 HILL ST	-231.00
EFT17574	30/11/2020	TRENFIELD MOTORS	P477 FLUSH RADIATOR, P524 25000KM SERVICE, SUPPLY DRUMS ENGINE OIL, P426 REPLACE DRIVER SIDE DOOR HANDLE, P426 SERVICE, P486 REPLACE AIRCON ON SITE, P407 REPLACE LHS DRIVERS WINDOW, P114 SUPPLY BATTERY, P416 SERVICE WHEEL BEARINGS AND REPLACE HUB CAP, REPLACE ATU LID LOT 927 MC CLEARY ST, LOT 208 HILL ST	-5851.67
EFT17575	30/11/2020	WESTERN INDEPENDENT FOODS	VARIOUS FREIGHT - TOYLAND CHRISTMAS TOYS, TRUCK WASH 20LTR DRUMS GERALDTON TO MKR	-168.80
EFT17576	30/11/2020	WESTRAC EQUIPMENT	FUEL CAP FOR 2003 924G CATERPILLAR LOADER	-63.28
EFT17577	30/11/2020	WINC AUSTRALIA PTY LTD (STAPLES)	COLOURED PHOTOCOPIER PAPER	-52.22
25800	16/11/2020	LODESTAR MINERALS LIMITED	RATES REFUND FOR ASSESSMENT A6631 E52/2440 PEAK HILL GOLD FIELD MEEKATHARRA WA 6642	-2037.35
25801	16/11/2020	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	1 X IR-IR-HS-9555 IRIIDIUM 9555 SATELLITE PHONE	-1814.00
25802	16/11/2020	TELSTRA CORPORATION LIMITED	MOBILE PHONE CHARGES OCTOBER 2020	-284.37
25803	30/11/2020	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE CHARGES NOVEMBER 2020	-290.00
25804	30/11/2020	TELSTRA CORPORATION LIMITED	LANDLINE CHARGES OCTOBER 2020	-2017.63
DD13467.1	02/11/2020	HORIZON POWER	ELECTRICITY CHARGES 15/09/20 - 14/10/20	-20835.56
DD13472.1	11/11/2020	WA SUPER	PAYROLL DEDUCTIONS	-5492.77
DD13472.2	11/11/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-567.84
DD13472.3	11/11/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-825.00
DD13472.4	11/11/2020	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-825.00
DD13472.5	11/11/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1090.95
DD13472.6	11/11/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-239.36
DD13472.7	11/11/2020	A & A BAUMGARTEN SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-386.17
DD13472.8	11/11/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-155.27
DD13481.1	18/11/2020	HORIZON POWER	ELECTRICITY CHARGES 02/10/20 - 20/11/20 - AIRPORT	-7974.64
DD13483.1	24/11/2020	HORIZON POWER	ELECTRICITY CHARGES 02/10/20 - 20/11/20 - SPORTS COMPLEX, GYM & RESIDENCE	-3767.80
DD13485.1	23/11/2020	BP OIL (AIR BP)	OCTOBER 2020 AVGAS PURCHASES	-6613.81
DD13488.1	25/11/2020	WA SUPER	PAYROLL DEDUCTIONS	-5640.91
DD13488.2	25/11/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-567.84
DD13488.3	25/11/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-825.00
DD13488.4	25/11/2020	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-825.00
DD13488.5	25/11/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1270.50
DD13488.6	25/11/2020	HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	-478.73
DD13488.7	25/11/2020	A & A BAUMGARTEN SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-402.81
DD13488.8	25/11/2020	AMP SUPERLEADER SUPER DIRECTIONS FUND	SUPERANNUATION CONTRIBUTIONS	-133.00
DD13488.9	25/11/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-172.12

THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

MUNI BANK	-5	1,306,568.17
AIR BP ACCOUNT		-6,613.81

TOTALLING -51,313,181.98 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Friday, 11 December 2020  
AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McClymont  
CHIEF EXECUTIVE OFFICER

<b>Title/Subject:</b>	<b>REQUEST FOR RATES WRITE-OFF – A432</b>	
<b>Agenda/Minute Number:</b>	9.2.4	
<b>Applicant:</b>	Amanda Mellican	
<b>File Ref:</b>	A432	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	3 December 2020	
<b>Author:</b>	Svenja Clare Finance Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council to consider writing off interest and/or rates on an assessment.

**Attachments:**

Email trail 25-27 November 2020

**Background:**

Ratepayer Amanda Mellican purchased 82 (Lot 63) Hill Street as well as vacant blocks at 3 and 5 Short Street in 2008. In 2013 legal action was initiated due to unpaid rates. The rates were then paid in full in 2014 and 2015. Since 2015 only sporadic payments have been made. Ms Mellican contacted the Shire in 2013 and 2016 asking for due date extensions and payment plans, citing financial difficulties. In 2016 Ms Mellican advised she was trying to sell the Short Street properties.

Earlier this year the Shire requested and received a combined gross rental valuation for the Short Street properties' shared certificate of title, which would amalgamate the two assessments and therefore reduce future rates.

Ms Mellican found buyers for the Short Street properties. At the time there were over \$4.8k rates owing on those properties as well as \$5.3k on the Hill Street house.

Ms Mellican asked for Council to consider waiving the rates on Short Street so she can use the sale proceeds to pay her Hill Street rates. She cited her son's autism diagnosis in 2017 as well as various own medical issues in 2019 and 2020 preventing her from working.

Since then settlement has taken place on 2 December 2020 and the Short Street rates have been paid.

There are still over \$5.3k rates owing on the Hill Street house. Ms Mellican stated she would appreciate any amount of reduction in rates.

**Comment:**

The Hill Street property was tenanted until early 2019.

Only minimal, sporadic payments have been made since 2015.

Apart from the Hill Street property, Ms Mellican also owns a house in Thornlie, purchased in January 2017.

Council may also wish to consider previous requests for write offs, particularly the 2013 ones also citing medical issues and financial hardship.

Date	Name	Amount (approx.)	Reason	Outcome
Sep 2013	Gould Resources P/L	\$4,000	Dormant Company, no finances	No waiver. All paid.
Oct 2013	D. Huntly	\$16,000	Medical Issues	No waiver. All paid.
Oct 2013	I. Black	\$5,000	Financial Hardship	No waiver. Partly paid.
Aug 2014	K. Ross	\$1,500	Disputed legal charges, partially caused by staff error	Wrote off legal charges only. Rates paid.
June 2015	Enterprise Metals P/L	\$118	Interest accrued due to non-descriptive payment not being allocated to assessment	Interest written off.
Mar 2016	M. Del Borello (Capricorn Roadhouse)	\$720	Misread Rate Instalment Notices	No waiver. All paid.
Dec 2016	Redstone Minerals P/L	\$1,400	New executive willing to pay rates but not the interest borne under previous directors	No waiver. All paid.
Nov 2020	Murchison Copper Mines P/L	\$19k	Cashflow issues and management changes resulting in interest. Willing to pay rates and 50% interest	No waiver. Not yet paid
Nov 2020	Copper and Gold Australia P/L	\$1.2k	Disputed/unclear ownership	\$822 rates paid, \$435 interest written off.

### **Consultation:**

Krys East – Deputy Chief Executive Officer

### **Statutory Environment:**

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

*“6.12. Power to defer, grant discounts, waive or write off debts*

*(1) Subject to subsection (2) and any other written law, a local government may —*

- (a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or*
- (b) waive or grant concessions in relation to any amount of money; or*
- (c) write off any amount of money, which is owed to the local government.*

*\* Absolute majority required.”*

### **Policy Implications:**

04.06 – Write Off Requests

*“[...] Any requests for write offs are generally to be denied. Council will only consider write off requests when an administrative error or other unique circumstances contributed to the debt [...].”*



**Budget/Financial Implications:**

The 2020/21 budget has an allocation of \$10,000 towards the write off of rates (GL0233). \$474.10 have been written off so far leaving a balance of \$9,525.90.

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved:

Seconded:

**That Council advise Ms Mellican that the rates and interest on A432 are due and payable and Council will not be authorising any write-off. Furthermore, the outstanding amount will continue to accrue interest until all monies due are paid.**

## Svenja Clare

---

**From:** Amanda Mellican <eiei-12@hotmail.com>  
**Sent:** Friday, 27 November 2020 9:21 AM  
**To:** Svenja Clare; m.sandford@m68legal.com.au  
**Cc:** Krys East  
**Subject:** RE: Attention to Svenja : Request to dismiss outstanding shire rates on both Lot565 and Lot566 , Meekatharra WA 6642

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning,

Yes please present my request to Council at the next meeting, 18<sup>th</sup> of December. Even if it is not all write offs, I am sincerely appreciated any amount of deduction.

Many thanks and regards,  
Amanda

Sent from [Mail](#) for Windows 10

---

**From:** [Svenja Clare](#)  
**Sent:** Wednesday, 25 November 2020 3:07 PM  
**To:** [m.sandford@m68legal.com.au](mailto:m.sandford@m68legal.com.au); [eiei-12@hotmail.com](mailto:eiei-12@hotmail.com)  
**Cc:** [Krys East](#)  
**Subject:** RE: Attention to Svenja : Request to dismiss outstanding shire rates on both Lot565 and Lot566 , Meekatharra WA 6642

Hello Amanda & Margaret

Thank you for getting in touch. I'm sorry to hear the last couple of years haven't been easy for you.

Only Council have the authority to grant write offs for outstanding debts. Unfortunately you missed the November Council meeting by a few days and the next meeting is not until Friday 18<sup>th</sup> December.

I can present this matter to Council for consideration then, however that would be after your extended settlement date of 4<sup>th</sup> December. Would that be of any use?

Out of fairness to all ratepayers generally Council do not grant waivers unless the rates arose out of a mistake made by the Shire. In this case we actually already tried to help the matter by facilitating the amalgamation of the two blocks, thereby reducing this year's and future rates. I'm not sure whether Council would agree to a write off.

Alternatively, or if Council don't agree to a write off, perhaps the sale proceeds could be applied to the Short St properties, with the remainder for Short St and Hill St paid by a payment arrangement?

FYI I have listed the outstanding amounts below:

Assess No	Non Current	Total Balance	Lot No	House No.	Street Name
A145	Non-current	2200.86	565	3	SHORT
A6151	Non-current	2200.86	566	5	SHORT
A8330		484.00	565 566	3 + 5	SHORT

A432		5297.99	63	82	HILL
------	--	---------	----	----	------

Please let me know if you'd like me to present this to Council on 18 December.

Kind regards

*Svenja Clare*

Finance Officer  
Shire of Meekatharra  
Ph: (08) 9980 0600  
Fax: (08) 9981 1505



---

**From:** Meeka Customer Service Officer  
**Sent:** Wednesday, 25 November 2020 2:22 PM  
**To:** Svenja Clare <finance@meekashire.wa.gov.au>  
**Subject:** FW: Attention to Svenja : Request to dismiss outstanding shire rates on both Lot565 and Lot566 , Meekatharra WA 6642

---

**From:** Margaret Sandford <m.sandford@m68legal.com.au>  
**Sent:** Wednesday, 25 November 2020 1:48 PM  
**To:** Meeka Customer Service Officer <cs0@meekashire.wa.gov.au>  
**Cc:** Amanda Mellican <eiei-12@hotmail.com>  
**Subject:** RE: Attention to Svenja : Request to dismiss outstanding shire rates on both Lot565 and Lot566 , Meekatharra WA 6642

Dear Svenia,

We act for Amanda Mellican on the proposed settlement of her sale of the above lots which has been extended to 4 December 2020.

Further to our client's below email dated 25 November 2020 please note that, in addition to the shortfall in the sale proceeds to pay Shire Rates and our legal fees, our client will also need to pay estate agent's commission of \$2,050 to the selling agent.

Would you please keep me informed as to the decision to dismiss outstanding rates as a matter of urgency so I can prepare the settlement statement to the buyer's settlement agent asap..

Kindly acknowledge receipt.

Kind regards

Margaret Sandford  
SENIOR SOLICITOR



Unit 3, 16 Hulme Court, Myaree WA 6154  
Direct +61 8 6143 4971

Fax +61 8 9315 3148

Email [m.sandford@m68legal.com.au](mailto:m.sandford@m68legal.com.au)

Website [www.m68legal.com.au](http://www.m68legal.com.au)

This email together with any attachment is confidential and subject to solicitor client privilege. If you are not the intended recipient, you must not use or disclose the information contained in it. If you have received this email in error, please inform me immediately by return email and delete this email and any attachments. I do not represent or warrant that any attachment are free from computer viruses. The attachments are provided on the basis that you assume responsibility for any loss or damage resulting directly or indirectly from use of this email or any attachment.

Liability limited by a scheme approved under Professional Standards Legislation

---

From: Amanda Mellican <[eiei-12@hotmail.com](mailto:eiei-12@hotmail.com)>

Sent: Wednesday, 25 November 2020 1:18 PM

To: [cso@meekashire.wa.gov.au](mailto:cso@meekashire.wa.gov.au)

Subject: Attention to Svenja : Request to dismiss outstanding shire rates on both Lot565 and Lot566 , Meekatharra WA 6642

Moring Svenja,

I would like to apply to dismiss outstanding shire rates of Lot 565 and Lot 566 , Meekatharra WA 6642.

My name is Amanda Mellican, the owner of both lots. We spoke a while ago. Please see the attached pdf file called "Request to dismiss outstanding shire rates of Lot565 and Lot566 Meekatharra".

The following are the reasons why I am applying.

In 2017, my son was diagnosed with AUTISM. Please see the attached pdf file.

I am the primary carer of him. I could not work while he was in Kindy as he attended from 12:30 till 2:40 p.m. every day at special class for AUTISM children at Gosnells Primary School.

Then in Pre-primary, I was sick with Viral from mid July 2019. I went to emergency of Fiona Stanley Hospital with GP's referral letter on the 2<sup>th</sup> of August. My ID no or UR no is F 0880 390. Please see the attached pdf file. While I was in the Cardiology ward, the hospital found out that I was having Influenza A.

Since then I need to go for regular check up for my heart condition. My latest assessment was on 6<sup>th</sup> August 2020. Please see the attached file called " ".

During that time, in late 2019, my 2<sup>nd</sup> , 3<sup>rd</sup> and 5<sup>th</sup> toes of my right foot were fractured. I had to wear POP and Moon Boots for 8 weeks.

Then COVID-19 happens.

I took Flu shot. But there was side effect, which swollen my left hand. I had to take x-ray and ultra sound. It lasted for over 3 weeks.

Then recently my toes were fractured again on the same place.

No 3<sup>rd</sup> and 5<sup>th</sup> toes are now healed, but 2<sup>nd</sup> one is healing slowly. It is because of my Cushing Disease Medication. I will see Orthopaedics again early January 2021. Please see the attached pdf file.

For those reasons, I could not work in 2019 and 2020.

I am now selling Lot 565 and Lot 566 together and settlement date is 4<sup>th</sup> December 2020. The sale price is \$ 5950. Settlement agent fee is \$ 930. If everything goes well then I have left with \$ 5000.

For all the above reasons, I would like to request to dismiss the outstanding shire rates on both Lot 565 and Lot 566, Meekatharra WA 6642.



The \$ 5000, I would like to pay for the shire rate of 82 Hill Street, Meekatharra WA 6642.

I am going to lose Lot 565 and Lot 566. I do not want to lose 82 Hill Street, Meekatharra WA 6642. Had I been well and there is no COVID-19, I am 100% sure that I would be able to pay all the shire rates of Lot 565, Lot 566 and 82 Hill street, Meekatharra WA 6642. There will not be any outstanding rates.

Please grant my request on the compassionate ground.  
Many thanks and regards,

Amanda Mellican.

Sent from [Mail](#) for Windows 10

<b>Title/Subject:</b>	<b>2019/20 ANNUAL REPORT</b>	
<b>Agenda/Minute Number:</b>	9.2.5	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM0206	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	11 December 2020	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

This report offers the 2019/2020 Annual Report for the Council's consideration and acceptance.

**Attachments:**

2019/2020 Annual Report (complete annual report sent separately)  
2019/2020 Draft Management Letter (to be provided at the meeting)  
2019/2020 Draft Independent Auditors Report

**Background:**

Section 5.54 'Acceptance of Annual Reports' of the Local Government Act 1995 requires an Annual Report to be accepted by Council by 31 December in each year unless the Auditors Report is not available in time. The Local Government Act 1995 Section 5.54(2) requires that if the Annual Report is not accepted by the Local Government by 31 December then it must be presented within two (2) months of the Auditors Report becoming available.

**Comment:**

The Annual Financial Report for the year ended 30 June 2020 was completed and presented to the Shire of Meekatharra's auditor for audit. The Audit is completed and is expected to be signed off on Thursday, 17 December 2020.

The Draft Independent Auditors Report received on 9 December 2020 has not identified any issues.

The CEO, Shire President (as an audit committee member) and the DCEO will meet with Tim Partridge, Director of AMD Chartered Accountants and Punitha Perumal, Director Financial Audit Office of the Auditor General, via phone conference on Wednesday 16 December 2020.

**Consultation:**

Roy McClymont – Chief Executive Officer  
Megan Shirt – Local Government Financial Consultant

**Statutory Environment:**

Local Government Act 1995 sections 5.27 (2), 5.53 (1), 5.54, 5.55, 5.55A and 6.4

*"5.27. Electors' general meetings*

- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year."*

*“5.53. Annual reports*

*(1) The local government is to prepare an annual report for each financial year.”*

*“5.54. Acceptance of annual reports*

*(2) (1) Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*

*\* Absolute majority required.*

*(3) (2) If the auditor’s report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor’s report becomes available.”*

*“5.55. Notice of annual reports*

*(4) The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.”*

*“5.55A. Publication of annual reports*

*(5) The CEO is to publish the annual report on the local government’s official website within 14 days after the report has been accepted by the local government.”*

*“6.4. Financial report*

*(6) (1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*

*(7) (2) The financial report is to —  
(a) be prepared and presented in the manner and form prescribed; and  
(b) contain the prescribed information.*

*(8) (3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —  
(a) the accounts of the local government, balanced up to the last day of the preceding financial year; and  
(b) the annual financial report of the local government for the preceding financial year.”*

Local Government (Financial Management) Regs 1996, regulation 51

*“51. Annual financial report to be signed etc. by CEO and given to Department*

*(9) (1) After the annual financial report has been audited in accordance with the Act the CEO is to sign and append to the report a declaration in the form of Form 1.*

*(10) (2) A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government’s CEO of the auditor’s report on that financial report.”*

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Committee Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That Council:**

- 1. accepts the 2019/2020 Annual Report incorporating the audited Financial Statements and auditors report;**
- 2. acknowledges receipt of the Management letter;**
- 3. give local public notice as soon as practicable that the 2019/2020 Annual Report is available for public inspection;**
- 4. publish the 2019/2020 Annual Report on the Shire of Meekatharra's website within 14 days;**
- 5. set the date and time for the Annual Electors meeting as Saturday 16 January 2021 commencing at 9:00 am in Council Chambers. Local public notice to be at least 14 days prior to meeting date;**
- 6. authorise that the 2019/2020 Annual Report is sent to the Department of Local Government within 30 days of acceptance by the CEO.**





## Auditor General

### INDEPENDENT AUDITOR'S REPORT

To the Councillors of the Shire of Meekatharra

Report on the Audit of the Financial Report

#### **Opinion**

I have audited the annual financial report of the Shire of Meekatharra which comprises the Statement of Financial Position as at 30 June 2020, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion the annual financial report of the Shire of Meekatharra:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2020 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### **Basis for Opinion**

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of my report. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the annual financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### **Emphasis of Matter – Basis of Accounting**

I draw attention to Notes 1 and 10 to the annual financial report, which describe the basis of accounting. The annual financial report has been prepared for the purpose of fulfilling the Shire's financial reporting responsibilities under the Act, including the Local Government (Financial Management) Regulations 1996 (Regulations). My opinion is not modified in respect of these matters:

- (i) Regulation 17A of the Regulations requires a local government to measure vested improvements at fair value and the associated vested land at zero cost. This is a departure from AASB 16 *Leases* which would have required the entity to measure the vested improvements also at zero cost.
- (ii) In respect of the comparatives for the previous year ended 30 June 2019, Regulation 16 of the Regulations did not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report.

**Responsibilities of the Chief Executive Officer and Council for the Financial Report**

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of the annual financial report that is free from material misstatement, whether due to fraud or error. In preparing the annual financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

**Auditor's Responsibility for the Audit of the Financial Report**

The objectives of my audit are to obtain reasonable assurance about whether the annual financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the annual financial report.

A further description of my responsibilities for the audit of the annual financial report is located on the Auditing and Assurance Standards Board website at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf). This includes the identification and assessment of the risk of material misstatement due to fraud arising from management override of controls. This description forms part of my auditor's report.

**Report on Other Legal and Regulatory Requirements**

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) All required information and explanations were obtained by me.
- (ii) All audit procedures were satisfactorily completed.
- (iii) In my opinion, the Asset Consumption Ratio and the Asset Renewal Funding Ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

**Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the annual financial report of the Shire of Meekatharra for the year ended 30 June 2020 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the annual financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this annual financial report. If users of the annual financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited annual financial report to confirm the information contained in this website version of the annual financial report.

KELLIE TONICH  
SENIOR DIRECTOR, FINANCIAL AUDIT  
Delegate of the Auditor General for Western Australia



Perth, Western Australia  
December 2020

DRAFT

### 9.3. ADMINISTRATION

Nil

### 9.4. COMMUNITY DEVELOPMENT

<b>Title/Subject:</b>	<b>EVENTS SUBCOMMITTEE</b>	
<b>Agenda/Minute Number:</b>	9.4.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM0199	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	10 December 2020	
<b>Author:</b>	Tralee Cable Community and Development Services Manager	
		<i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	
		<i>Signature Senior Officer</i>

#### **Summary/Matter for Consideration:**

Council may consider the proposed Terms of Reference (TOR) for an Events Subcommittee

#### **Attachments:**

Proposed Terms of Reference

#### **Background:**

At the November 2020 meeting Council endorsed the following:

*“Council endorse the creation of a formal Events Committee and request staff to compile a list of interested community candidates and a Terms of Reference to be presented at the December 2020 meeting for endorsement.”*

Expressions of Interest have been advertised for potential committee members, though a final list of candidates is not likely to be completed until early in the New Year.

A draft Terms of Reference has been attached for Council consideration.

#### **Comment:**

A formal subcommittee of Council falls under the Local Government Act (1995) and much of the structure and process is defined by the Act. This TOR is designed to sit alongside the Act and clarify the purpose of the committee, which is principally to provide advice and assistance to staff in event and calendar organisation. This committee will replace the existing Festival Committee and incorporate the Outback Festival.

#### **Consultation:**

Nil

#### **Statutory Environment:**

Local Government Act (1995)

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

The formation of such a committee has the potential to assist in creating a more inclusive and active community.

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**Council endorse the Terms of Reference for the Events committee as presented, and endorse the closure of the Festival Committee.**

# Events Committee

## Terms of Reference

Version No: 1.1 – 03/12/2020

Copy: Uncontrolled



# Contents

<b>1 Background/Context.....</b>	<b>5</b>
<b>2 Function of the Events Committee .....</b>	<b>5</b>
<b>3 Role of the Events Committee .....</b>	<b>5</b>
<b>4 Role of individual Project Reference Group members.....</b>	<b>5</b>
<b>5 General .....</b>	<b>6</b>
5.1 Membership.....	6
5.2 Voting Rights .....	6
5.3 Convenor/Chair.....	6
5.4 Agenda Items .....	6
5.5 Minutes & Meeting Papers.....	6
5.6 Frequency of Meetings .....	7
5.7 Out of Session Meetings.....	7
5.8 Proxies to Meetings .....	7
5.9 Quorum Requirements.....	7

## 1. Background/Context

2020 has seen an increase in the number, variety and attendance at events within the community of Meekatharra. The Community Development and the Youth Services teams have worked together to ensure these events have been efficiently organised and well run.

Feedback from appreciative community members has been that they would like to be able to contribute to the process from calendar creation to execution of event. The Community Development and Youth Services teams would both also benefit from the support of willing and knowledgeable helpers.

*At the November 2020 meeting, Council decided*

**“Council endorse the creation of a formal Events Committee and request staff to compile a list of interested community candidates and a Terms of Reference to be presented at the December 2020 meeting for endorsement.”**

The Local Government Act (1995) p 5 sub 2 provides the structure and context under which such a committee may be appointed.

## 2. Function of the Events Committee

This events committee has been created by the Shire of Meekatharra to assist with planning, coordination and execution of a robust and diverse calendar of events for the community of Meekatharra.

## 3. Role of the Events Committee

The Role of the Events Committee is to:

- Make recommendation on suitable events for Council Endorsement
- Ensure events are aimed at diverse demographic throughout the calendar
- Suggest a reasonable calendar of evenly spaced events prior to Councils budget approval process in March of each year.
- Plan for required resources and ensure availability and serviceability of resources
- Plan sufficient human resources to ensure events are adequately staffed and supervised

## 4. Role of individual Project Reference Group members

The role of the individual member of the Events Committee includes:

- be genuinely interested in the initiative and the outcomes being pursued by the Committee
- be an enthusiastic advocate for the Events program and the Shire of Meekatharra
- be committed to, and actively involved in pursuing the Council goals

In practice, this means they:



- Contribute positively and consistently to the committee discussions
- Be available to become involved in the organisation of events organised by the committee
- Positively and actively promote events through their own personal networks
- Participate in debrief sessions after each event

## 5. General

### 5.1 Membership

The Events Committee shall be comprised of:

- *Community and Developments Services Manger (CDSM)*
- *Community Development Officer (CDO)*
- *Other persons (interested community members)*
- And in accordance with the Local Government Act (1995) s5.10 (2)  
any Councillor appointed by Council

### 5.2 Voting Rights

All members to hold equal voting rights.

### 5.3 Convenor/Chair

The Chair is to be elected in accordance with the Local Government Act (1995) s5.12 from within the membership of the committee.

The Community Development Officer will provide executive assistance for the committee, including but not limited to compiling and distributing Agendas and Minutes.

### 5.4 Agenda Items

All Events Committee items for discussion at meetings must be forwarded to the CDO by C.O.B. 3 working days prior to the next scheduled meeting.

The Events Committee agenda, with attached meeting papers will be distributed at least 1 day prior to the next scheduled meeting.

### 5.5 Minutes & Meeting Papers

The format of the Events Committee minutes shall be as Minutes.

The minutes of each Events Committee meeting will be prepared by the CDO

Full copies of the Minutes, including attachments, shall be provided to all Events Committee members no later than 3 working days following each meeting.

By agreement of the Committee, out-of-session decisions will be deemed acceptable. Where agreed, all out-of-session decisions shall be recorded in the minutes of the next scheduled Events Committee meeting.

The Minutes of each Events Committee meeting will be monitored and maintained by the Shire of Meekatharra as a complete record in accordance with the Shire of Meekatharra Record Keeping Policy.

### **5.6 Frequency of Meetings**

The Events Committee shall determine the schedule and frequency of meeting, with a recommended minimum frequency of monthly across the year.

### **5.7 Special Meetings**

On occasion there may be a requirement for Events Committee to convene on short notice to decide on arising issues relating to projects. It is expected all members will prioritise such a meeting.

### **5.8 Proxies to Meetings**

There shall be no proxy members or votes.

### **5.9 Quorum Requirements**

In accordance with the Local Government Act (1995) s5.19, a minimum of 50% of Events Committee members is required for the meeting to be recognised as an authorised meeting for the recommendations or resolutions to be valid.

The quorum must contain at least 1 member(s) from the Council Staff and 1 Community Member. If the Chair is not present; the committee is to elect from the attending group a temporary chair.

**9.5. HEALTH BUILDING AND TOWN PLANNING**

Nil

**9.6. WORKS AND SERVICE**

Nil

**9.7. CONFIDENTIAL ITEMS**

Moved:



Seconded:

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

**CONFIDENTIAL ITEM**

A Contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting and legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

Local Government Act 1995 sections 5.23 (2) (c) and (d)

<b>Title/Subject:</b>	<b>REMISSION OF INTEREST REQUEST – PIVOTEL SATELLITE PTY LTD</b>	
<b>Agenda/Minute Number:</b>	9.7.1	
<b>Applicant:</b>	Pivotel Satellite Pty Ltd	
<b>File Ref:</b>	ADM 243	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	09 December 2020	
<b>Author:</b>	Tralee Cable Community and Development Services Manager	<i>Signature of Author</i>
<b>Senior Officer:</b>	Roy McClymont Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

A request has been received from Pivotel Satellite Pty Ltd (PS) for Council to consider writing off the interest charges levied on outstanding lease payments.

**Officers Recommended Options / Council Resolution:**

Moved:

Seconded:

**Option A**

Council endorse the request for write off from Pivotel Satellite Pty Ltd of \$35,823.09 being \$34,247 interest on outstanding lease fees, and \$1,575.56 of CPI adjustments.

OR

**Option B**

**Council deny the request for write off from Pivotel Satellite Pty Ltd of \$35,823.09 being \$34,247 interest on outstanding lease fees, and \$1,575.56 of CPI adjustments, and authorise staff to take debt recovery action if required to recover the outstanding amounts.**

**Moved:**

**Seconded:**

**That the meeting be opened to the public**

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

**Moved:**

**Seconded:**

**That the urgent new business be discussed.**

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

**12. CLOSURE OF MEETING**