



SHIRE

of

MEEKATHARRA

MINUTES

of

COUNCIL MEETING

held

AT THE INTERIM COUNCIL CHAMBER, SAVAGE STREET HALL, MEEKATHARRA

on

SATURDAY 18 APRIL 2020

COMMENCED AT 9:30AM

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

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

1.2 DISCLAIMER READING

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

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

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

2 RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

Members

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

Staff

Roy McClymont	Chief Executive Officer
Svenja Clare	Acting Deputy Chief Executive Officer
Tralee Cable	Community and Development Services Manager

Apologies

Nil

Approved Leave of Absence

Nil

Observers

Nil

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATION FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 21 MARCH 2020

Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr MR Hall

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

CARRIED 7/0

6.2 AUDIT COMMITTEE MEETING HELD 21 MARCH 2020

Council Resolution:

Moved: Cr AJ Binsiar

Seconded: Cr MR Hall

That the minutes from the Audit Committee Meeting held Saturday 21 March 2020 be confirmed.

CARRIED 7/0

7 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

- **Attended the Shires Audit Entrance meeting with Auditors, along with staff and Councillors 24 March 2020.**
- **Attended the Murchison Executive Group meeting 30 March 2020 via video link.**
- **Attended a meeting with Hastings Technology Metals Ltd and Main Roads 1 April 2020 via video link, along with Chief Executive Officer Roy McClymont.**
- **Attended the Regional Road Group Teleconference as Murchison Sub Region Representative 3 April along with Chief Executive Officer Roy McClymont.**
- **Local Emergency Management Committee meetings were held 2 April 2020 and 9 April 2020 to discuss local Covid 19 related issues – attended by Chief Executive Officer Roy McClymont and Community and Development Services Manager Tralee Cable.**

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 OFFICERS MONTHLY REPORTS

9.1.1 WORKS & SERVICES MANAGER'S REPORT – MARCH 2020

Construction Work

- A67 Ashburton Downs Road R2R Funding:
 - Gravel mix and resheet continue on R2R.
 - Build up shoulder works
- Concrete Works
 - Request for quote RFQ 19/20 – 10, R2R A67 Cut Off Walls on Ashburton Downs – Meekatharra Road, closed 5 April 2020 at 11.59pm.
 - The Shire Council accepted quote from Bulldog Contracting at the quoted lump sum price of \$60,500 incl GST, on 6 April 2020.
 - Works to start 7 April 2020.
 - Completion 20 April 2020.
- Tender Plant Hire / Works Project
 - Request sent out under RFT16/17-01 (Tender Plant Hire / Works Projects – Hourly Hire Basis) as new works for the Shire of Meekatharra.
 - Project C68 – Sandstone Road resheet various sections between SLK 0.00 to SLK 45.00.
 - Requested starting date - Monday 10 February 2020. Estimated time/date required to complete works - 6 March 2020.
 - Rates accepted per Tender Panel from MTF Services as noted by MTF email 29 January 2020.
 - Works now resumed on Sandstone Road at end of March 2020, after completing some roads of Opening Up Flood Damage works.

Contract Maintenance Grading

- All works placed On Hold Due to Cyclone Damien. Works shall resume after AGRN899 – Opening Up works completed to allow access for public, mining and station owners.

Flood Damage

- 2019/20 DRFAWA Eligible Disaster Proclamation Notification 'Tropical Cyclone Blake, Associated Thunderstorms and Flooding (8-16 January 2020)' AGRN 888
 - Greenfield Technical Services were notified 30 January 2020 to submit to DFES a Preliminary Notification for Flood Damage within the Shire of Meekatharra on 20 (twenty) roads for review.
 - Greenfield Technical Services nominated by the Works and Services Manager as the Disaster Recovery Officer to determine if a disaster event has occurred within our Shire and meets the required eligibility criteria.
- 2019/20 DRFAWA Eligible Disaster Proclamation Notification 'Tropical Cyclone Damien and Associated Flooding (4-9 February 2020)' AGRN 899
 - Greenfield Technical Services were again notified 13 February 2020 to submit to DFES a Preliminary Notification for Flood Damage within the Shire of Meekatharra on all roads for review.
 - Greenfield Technical Services nominated by the Works and Services Manager as the Disaster Recovery Officer to determine additional damage and identify the results between the two events known. Submission provided to DFES on the disaster event has occurred within our Shire and meets the required eligibility criteria.

- Submission by Greenfield Technical Services – SMK – P0081-J0429 Preliminary Event Notification Meekatharra TC Damien
- Submission by Greenfield Technical Services – SMK – P0083- AGRN899 Meekatharra Opening Up Grading (10 March 2020) and to start works.

Flood Damage AGRN899 Opening Up Contract Works

Northampton Grader Hire

- FDC1- Meekatharra – Mt Clere Road
- FDC66- Landor – Meekatharra Road
- FDC26- Trillbar Road

MTF Services

- FDC67- Ashburton Downs – Meekatharra Road
- FDC41 – Mingah Springs Road
- FDC2 – Peak Hill – Three Rivers Road

Day Pastoral Co

- FDC67 – Ashburton Downs – Meekatharra Road (Top end from Abra Mine up)
- FDC63 – Tangadee Road
- FDC69 – Pingandy Road

More Opening Up works to follow through to end of April.

Town Maintenance-Monthly Report Finishing 9 April 2020

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts, roads and footpaths has continued and is taking up a considerable amount of time to remove.
- Sweeping of Main St was done in accordance with Council's directive
- Mowing has taken place and vegetation trimmed on Boardwalk, laneways, Kids Zone, Walkway and Youth Centre
- Verges are being weeded on town streets
- Shire housing mowed
- Rubbish removed from Lookout and Peace Gorge
- Regular maintenances to plant used by town crew

Plant Report

P479 2007 MACK SUPERLINER

Replaced hydraulic pump – Trenfield Motors

P484 140H CATERPILLAR GRADER

Replaced 2 hydraulic hoses on site – Trenfield Motors

Replaced sensor GP – Westrac

Repaired leak hydraulic pump– Westrac

P464 2012 272DAC SKID STEER LOADER - CATERPILLAR

Repaired hydraulic arm controller – Westrac

Serviced – Trenfield Motors

P109 NISSAN UD PRIME MOVER 2005

Replaced hydraulic manual switch – Trenfield Motors

P518 2018 TOYOTA LC70 WORKMATE

Replaced rear springs and shockies– Trenfield Motors

P493 2016 MAZDA BT-50

Battery – Trenfield Motors

P482 2008 DONGARA BODY BUILDERS SIDETIPPER

Repaired side tipper hinge brake and replaced hydraulic filter– Trenfield Motors

P480 2007 MACK SUPERLINER

Repaired rear r/h hub seal – Trenfield Motors

P433 2011 950 HSW CATERPILLAR WHEEL LOADER

Serviced – Trenfield Motors

Replaced fuse box – Westrac

P520 2018 TOYOTA DUAL CAB WORKMATE

Replace rear shockies – Trenfield Motors

Serviced – Trenfield Motors

P426 2010 MAZDA BT-50 4X2 UTILITY

Replaced battery – Trenfield Motors

Officers Recommendation / Council Resolution:

Moved: Cr MR Hall

Seconded: Cr DK Hodder

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

CARRIED 7/0

9.1.2 AIRPORT MANAGER'S REPORT – MARCH 2020

Aircraft Movements and Statistics:

General aircraft movements for the month of March 2020 increased slightly compared to the same time in 2019. Up to the 20 March 2020 aircraft movements for the month were on a level to have a moderate increase on 2019. With travel restrictions implemented due to the Covid-19 Pandemic across Australia there was a sharp decline in total general aviation aircraft stopping in Meekatharra. It is expected further travel restrictions implemented by both Federal & State Governments will further impact on the aviation industry and the total aircraft stopping in Meekatharra for an unknown period into the future. Skippers Aviation RPT operations have also been impacted with a sharp decline of passenger numbers again due to travel restrictions. At the time of writing this report a number of scheduled RPT flights had been cancelled at commencement of April 2020 with future flights under review. It is anticipated the RPT flights will be heavily impacted for an unknown period into the future.

RFDS Operations in Meekatharra have stabilized month on month at Meekatharra. The current environment will see a stabilization effect on RFDS personnel being retained in various locations to continue operations. RFDS Operations are considered a very important essential service with all necessary actions and precautions taken at the airport to ensure this vital service operates unimpeded during the Covid-19 Pandemic.

Cobham Aviation will continue to operate their charter flights into Meekatharra for Westgold and are also considered an essential service. To ensure the airport operates within the current Government Covid-19 Pandemic restrictions on access, a number of initiatives were implemented at the airport. These include:

- Regular sanitizing of airport terminal facilities and toilets from early March
- Increased sanitizing of airport terminal facilities and toilets with a focus on high touch areas to twice daily and after charter & RPT aircraft from 20 March 2020.
- Reduction of seating availability from early March in terminal and signage placed to remind all members of the public to ensure social distancing observed.
- Further reduction of seating availability in terminal with direct Communication to Cobham Aviation, Skippers Aviation & Westgold from Monday 30 March 2020 on restrictions to passenger numbers in the terminal.
- Carpark areas blocked off to vehicle access to ensure safe social distancing practices by all members of the public in the terminal area including restrictions to baggage access by passengers to bags from incoming Cobham Aviation flights.
- Aerodrome manager conducting regular patrols of the airport terminal to facilities to remind passengers of social distancing requirements.

Avgas & JetA1 sales for the month to March 2020 were both on track to exceed the monthly total compared to the same period in 2019. As with aircraft movement information fuel sales have decreased sharply since 20 March 2020 in line with the decreased aircraft traffic. It is expected the nationwide travel restrictions which have had a severe impact across the entire aviation industry will continue for an unknown period into the future resulting in a sharp downturn in all fuel sales. The previous increased rainfall during January & February has seen a positive effect on the local country with an increase in Pastoral activity. There was an increase in Avgas drum sales to the pastoral industry for the movement of cattle. It is hoped the industry will improve further resulting in greater future Avgas drum sales.

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

	Mar 19	Mar 20	Variance
General Aircraft Landed:	80	85	+6%
RFDS Landed	109	67	-38%
Avgas	8051	7347	-8%
Jet A1	50339	36998	-26%
Total Fuel Sold	58390	44345	-24%

	YTD 2019	YTD 2020	Variance
General Aircraft Landed:	223	246	+10%
RFDS Landed	270	206	-24%
Avgas	21297	19388	-9%
Jet A1	123455	127165	+3%
Total Fuel Sold	144752	146553	+1%

Aerodrome Works:

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.
- AirBP RFDS Fuel facility completion of installation postponed for approximately 6 weeks to allow for completion of correct lease documentation. Date yet to be advised as of 31 March 2020.
- Precision Approach Pathway Indicator (PAPI) maintenance commenced in mid-December requiring 6 PAPI units requiring pitted lens replacement. Due to technical calibration of units, one unit is dispatched at a time for repair. 3 PAPI units have been completed with 3 units to service. This process has been delayed by approx. 3 months due to supply of equipment issues out of China with factory closedown due to Corona Virus Pandemic.
- Ongoing weed spraying occurring airside along runway strips to keep weed growth to a minimum and restrict grass height.
- Slashing of long grass and weeds near approach threshold rwy 33 and slashing of long grass and weeds along both sides of runway strips on rwy 09/27 completed. Further weed eradication of flannel bush and weeds near runway strip marker cones will be ongoing during April.
- Shire works crew undertook clean out of silt & sand build up in storm water drains airside. The works crew utilized a tipper truck and small excavator to complete the works over a number of days during March. The sand and silt build up had previously been noted as requiring removal and was planned during 2020, however the heavy rains in January & February resulted in a large quantity of additional sand & silt to be flushed into the storm drains, requiring more urgent action to clean out. The last occurrence of the drains requiring to be cleaned out was in early 2013.

Aerodrome Maintenance Requiring Completion:

All areas previously noted in the monthly reports are monitored on an ongoing basis. The annual Technical Inspection was completed in late March which also noted those areas as requiring maintenance as per previous reports with some additional areas. As the Annual Technical report was only received late 31 March 2020 a full review of the report has not yet occurred. This

report will be reviewed through the Airport Safety Management System with recommendations and actions included in the airport April report.

Aerodrome Security:

Nil incidents reported during February 2020. AMS will complete the bi-annual Transport Security Program (TSP) audit due in March 2020. **Due to travel restriction the annual TSP audit has yet to occur. Once travel restrictions have been reduced a date for the annual TSP will be made.**

The current TSP is due to expire in October 2020, it was anticipated Meekatharra would be excluded from a TSP requirement however Meekatharra is still listed with 28 other aerodromes under the Tier 3 category which requires us to maintain a TSP.

Safety Management System:

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

Budget items completed:

Items for 2018/19 commenced and completed in first 2 weeks of March 2020 were Airport Residence Kitchen and Bathroom. The finished renovations have been completed to a very high standard and have certainly increased the value of the shire asset. The airport manager and wife are very happy with the finished product.

Airport Emergency:

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

Bird/Animal Activity:

Bird & Animal activity around the Meekatharra aerodrome has remained a low risk. There was a bird strike on runway 09 on 25 March 2020 involving a Kestrel bird of small/medium size. The bird carcass was not on the runway surface during the daily runway inspection that occurred at 0600hrs that morning. There were 4 aircraft arriving/departing the aerodrome between 0830hrs to 1015hrs that could have impacted the bird. All general aviation companies were advised of the bird strike by phone and e-mail and the Australian Transportation Safety Bureau online safety report notification was completed. Ongoing monitoring is conducted daily to further reduce the risk. Weed eradication is occurring to prevent birds being attracted to flowering and seeding grasses along the runway strips.

General:

The Civil Aviation Safety Authority (CASA) Aerodrome Surveillance report was received early March with all safety observations addressed. There was one safety finding regarding the Shire Drug and Alcohol Management Plan which was readily addressed and responded to by the required date on 27 March 2020.

Aerodrome Management Services completed the Aerodrome Annual Technical Inspection (ATI) on 18/19 March with minor observations provided at the time. The ATI report was forwarded to the shire on 31 March 2020 and has yet to be reviewed in its entirety. This will occur during April with relevant findings also reviewed through the Shire Safety Management System.

Aerodrome Management Services were due to complete the Aerodrome Annual Electrical Inspection (AEI) on 31 March 2020. Due to disruptions and travel restrictions imposed by state & federal governments and the state wide regional lockdown occurring from 31 March 2020 the AEI was not completed as scheduled and will be rescheduled to a later date.

Mike Cuthbertson
Airport Manager
01/04/2020

Officers Recommendation / Council Resolution:

Moved: Cr MJ Smith
Seconded: Cr PS Clancy

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

CARRIED 7/0

9.1.3 YOUTH AND RECREATION SERVICES REPORT – MARCH 2020

Due to the COVID-19 pandemic, the Youth Centre has been closed for much of the month. The team have continued to attend to maintenance issues and have begun a deep clean of both Kidzone and the Youth Centre.

In addition there has been planning underway to prepare for this year's Christmas party and Festival by building minor props and stages.

The Youth Services Team have partnered with Stephen Michael Foundation to record their first TikTok video, and this will be supplemented by others that demonstrated short sporting drills that can be practised at home, while keeping the connection with trusted local faces strong. The team are also planning short craft videos and story reading that can be viewed via Facebook or Youtube.

Delivery of Easter colouring competitions to each household was a big success and when picking up the completed competitions, the Easter Bunny also delivered small baskets of eggs and hand soap which generated much excitement from families. This week will be followed up by ANZAC craft and competitions.

The team observe all hygiene principles when delivering and picking up competitions, and ensure they wear gloves and are separated on the bus at all times, modelling leadership around hygiene behaviours.

Officers Recommendation / Council Resolution:

Moved: Cr PS Moses
Seconded: Cr DK Hodder

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

CARRIED 7/0

9.1.4 RANGER'S REPORT – MARCH 2020

Prepared by P Smith, Canine Control
Date April 2020

12 – 26 March 2020

COMPLAINTS RECEIVED:

No new written or verbal complaints were received since the last visit. One request for the use of cat cages was received.

ANIMALS TRAPPED:

Several cat cages were dropped off at a local residence. The cages were set during the evening. After several cats were caught, I received a phone call to come and collect them. The cats were taken away and destroyed and the cages were reset. When I attended later, the cages had been set off, but no cats had been caught. I suspect that the cages had been interfered with.

The cages were set again the following evening. Two feral cats were caught. These were taken away and destroyed.

ANIMALS DESTROYED:

Five feral cats were caught and destroyed following the request for cages.

FURTHER PATROLS:

Patrols were conducted of Peace Gorge, Cemetery, Go cart track, racecourse, rubbish tip and airport. No animals were sighted wandering and there was nothing to report.

Patrols and security checks were conducted around the town site.

30 March – 1 April 2020

COMPLAINTS RECEIVED:

No new written or verbal complaints were received since the last visit. A request was received for cat cages to be set at the hospital and nurses' quarters in Havelock Street. Due to the Corona Virus, I observed minimal attendance instructions at the Shire office and all other locations during patrols.

ANIMALS TRAPPED:

Several cat cages were dropped off at Haveluck Street and at the hospital. The cages were set during the evening. The cages were monitored. During this time, three cats were caught in Haveluck Street and one at the Hospital. The cages were reset.

The cages were again set the following evening. Two more cats were caught, one at the hospital and one at Haveluck Street.

A request was made for cat cages in Consols Road. When I attended, I observed a group drinking heavily and ascertained that it would not be safe to leave the cages. On a previous occasion at this residence, cages had been damaged.

ANIMALS DESTROYED:

Five feral cats caught at the hospital and Haveluck Street were destroyed.

FURTHER PATROLS:

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

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AJ Binsiar

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

CARRIED 7/0

9.1.5 STATUS REPORTS

Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15.07.06	9.3.6	Meekatharra Heritage and Canyon Trails Project	CEO/ CONS		Complete
		Not proceeding with Canyon Trail until approvals are presented to Council			Complete
		Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project.			In Progress
		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.			
15.07.06	9.5.1	Laneway Closure, Land Adjacent to Lots 425,426, 427 & 428 Railway Street	CEO/ CONS	Letter written to Minister for Lands	Complete
		Advise the Minister for Lands that proposal was advertised, that no submissions were received by closing dates, Water Corp had no objections. That Shire of Meekatharra request Minister for Land Admin permanently close the laneway and portions adjoining be amalgamated with lots, that Shire has no objections to lots being converted to Freehold Title.		Process to be completed by DOLI	In Progress



15.07.06	9.5.2	Permanent Closure of Streets within the Nannine Townsite That Council advise Dept Land Asset Management that Council doesn't wish to close Nannine Townsite That Council establish ownership of Recreation Reserve 3917, Explosive Reserve 4748. Water Reserve 12460, Water Pipe Tracks and Id Hillside Homestead site near Nannine Townsite.	CEO/DCEO	Letter sent to Dept	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	Complete Complete
20.12.13	9.3.4	Meetings with Ministers – Local Issues	CEO	19.10.19 Boundaries being adjusted No further action required Create Position Statement on public housing in Meeka	In Progress 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	In Progress

				Buildings Asset Management Plan and Long Term Financial Plan. Check and present to Council.	
19.09.15	9.4.1	Meekatharra Solar Consortium – Non Binding Agreement	CDSM	Applicant advised. Further information required. Awaiting response.	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	Complete In Progress
16.07.16	9.4.5	Old Power Station	CDSM	Horizon Power advised 16.07.16. Contamination clearance in process. 03.10.19 Contaminated soil now excavated and in the process of reinstatement. Contractors onsite in mid-November to complete the remediation. 10/02/2020 Remediation continues	In Progress
18.02.17	9.6.1	Water Bore Access Agreements & Licencing	DCEO/CEO	Consultant engaged to assist with generating letters/agreements Maps of bore location to be prepared and included on agreements	Complete In Progress
20.01.18	9.3.3	Draft Establishment Agreement/Withdrawal Murchison Regional Vermin Council	CEO	Emailed MRVC 25.01.18 & letter sent 30.01.18 Emailed Lawyer 30.01.18 Letter to Minister & MRVC 05.06.18	Complete Complete Complete In Progress
14.12.18	10.2	Heritage Agreement Jidi Jidi	CEO	Jidi Jidi Lawyer emailed 20.12.18 Further response to draft deed emailed 04.06.19	In Progress
27.02.19	9.4.2	Review of Meekatharra Revitalisation Plan and Lions Park Development Strategy Review Revitalisation Plan	CDSM	Consultation to be undertaken 24.10.19 Facilitator has been engaged and workshop held on 24.10.19 Workshops to be arranged with	In Progress

				Councillors in Feb.	
22.06.19	9.4.7	Review of Delegation Register	CDSM	Review underway	In Progress
22.06.19	9.7.2	Lease 17 Main St – Compliance Process	CDSM	Lease agreement being drawn up.	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
21.03.20	9.2.4	Budget Review	DCEO	Accounting system updated 30.03.2020	Complete
21.03.20	9.3.1	Local Government House Trust Deed Variation	DCEO	Letter sent 30.03.2020	Complete
21.03.20	9.3.2	Refund Request – Bullseye Project	DCEO	Requester informed and refund processed	Complete
21.03.20	9.3.4	Corona Virus – Arrangements/Consideration	CEO	Email WALGA ER 23.03.20 Letter to Employees 9.04.20	Complete
21.03.20	9.6.1	Road Closure – Old Great Northern Highway	CEO	Emailed Rob MNG 23.03.20 Letter to Rob MNG 23.03.20	Complete
21.03.20	9.7.1	RFDS Lease Extension	CDSM	With Solicitor	In Progress
21.03.20	10.1	Management Model for Lloyds	CDSM	No Action Required	Complete
21.03.20	10.2	Andy Well Camp	CDSM	Company Notified	Complete
21.03.20	10.3	Tenders NDRRA Flooding in WA Jan/Feb 2020	CEO	Emailed to WSM 26.04.20	In Progress
21.03.20	10.4	Transport Infrastructure Projects	CEO	Submitted 19.03.20	Complete

Officers Recommendation / Council Resolution:**Moved: Cr AJ Binsiar****Seconded: Cr PS Clancy****That the Status report be received.****CARRIED 7/0**

9.2 FINANCE

Title/Subject:	MONTHLY FINANCIAL REPORT PERIOD ENDED MARCH 2020
Agenda/Minute Number:	9.2.1
Applicant:	Nil
File Ref:	ADM 171
Date of Report:	9 April 2020
Disclosure of Interest:	Nil
Author:	Krys East Deputy Chief Executive Officer
	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer
	 Signature Senior Officer

Summary:

Monthly Financial Report

Background:

Financial Activity Statement Report – s.6.4

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

-
- (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*
- [Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50; amended in Gazette 20 Jun 2008 p. 2724.]*
- [35. Deleted in Gazette 31 Mar 2005 p. 1050.]*

Comment:

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

Consultation:

Megan Shirt – Local Government Consultant

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr PS Clancy

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

CARRIED 7/0

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

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Report Purpose

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

* Indicates Statutory Report

Statement of Financial Activity

Is presented on page 2 and 3 and shows a surplus as at 31 March 2020 of \$7,452,806.

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

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

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Operating Revenues		\$		\$	\$	\$	%
Rates		4,180,542	4,309,096	4,307,841	4,274,139	(33,702)	(0.78%)
Operating Grants, Subsidies and Contributions	7	3,947,184	2,417,096	1,683,905	1,681,015	(2,890)	(0.17%)
Fees and Charges		1,343,574	1,343,574	949,056	764,725	(184,331)	(19.42%)
Service Charges		0	0	0	0	0	
Interest Earnings		613,061	613,061	91,483	101,877	10,394	11.36%
Other Revenue		319,053	319,053	225,885	163,519	(62,366)	(27.61%)
Profit on Disposal of Assets	9	4,490	4,490	4,490	0	(4,490)	(100.00%)
Total Operating Revenue		10,407,904	9,006,370	7,262,660	6,985,275	(277,385)	
Operating Expense							
Employee Costs		(1,919,034)	(1,802,649)	(1,251,639)	(934,695)	(316,945)	(25.32%)
Materials and Contracts		(2,967,802)	(3,088,146)	(1,996,572)	(1,522,527)	(474,045)	(23.74%)
Utility Charges		(318,800)	(321,800)	(241,053)	(234,063)	(6,990)	(2.90%)
Depreciation on Non-Current Assets		(6,933,817)	(6,933,817)	(5,199,591)	(5,109,686)	(89,905)	(1.73%)
Interest Expenses		0	0	0	0	0	
Insurance Expenses		(212,711)	(212,711)	(212,703)	(234,785)	22,082	10.38%
Other Expenditure		(284,216)	(530,216)	(191,587)	(121,371)	(70,216)	(36.65%)
Loss on Disposal of Assets	9	(14,201)	(14,201)	(14,201)	(1,455)	(12,746)	89.76%
Total Operating Expenditure		(12,650,581)	(12,903,539)	(9,107,346)	(8,158,582)	(948,765)	
Funding Balance Adjustments							
Add back Depreciation		6,933,817	6,933,817	5,199,591	5,109,686	(89,905)	(1.73%)
Adjust (Profit)/Loss on Asset Disposal	9	9,711	9,711	9,711	1,455	(8,256)	(85.02%)
Adjust Accruals/Rounding			0	0	0	0	
Net Cash from Operations		4,700,851	3,046,359	3,364,615	3,937,835	573,219	
Capital Revenues							
Non-Operating Grants & Contributions	7	2,469,034	2,767,808	1,767,808	1,819,069	51,261	2.90%
Proceeds from Disposal of Assets	9	39,500	39,500	0	8,000	8,000	
Total Capital Revenues		2,508,534	2,807,308	1,767,808	1,827,069	59,261	
Capital Expenses							
Land Held for Resale		0	0	0	0	0	
Land and Buildings	8	(2,573,433)	(2,805,506)	(1,570,506)	(1,705,738)	135,232	8.61%
Furniture and Equipment	8	(63,000)	(35,000)	(42,003)	0	(42,003)	(100.00%)
Plant and Equipment	8	(354,000)	(848,380)	(654,380)	(630,513)	(23,867)	(3.65%)
Infrastructure - Roads	8	(4,994,918)	(5,552,017)	(2,410,243)	(1,430,296)	(979,947)	(40.66%)
Infrastructure - Airports	8	(58,667)	(92,500)	(42,500)	(42,500)	0	0.00%
Infrastructure - Other	8	(1,021,703)	(1,116,002)	(128,299)	(110,470)	(17,829)	(13.90%)
Total Capital Expenditure		(9,065,721)	(10,449,405)	(4,847,931)	(3,919,517)	(928,414)	
Net Cash from Capital Activities		(6,557,187)	(7,642,097)	(3,080,123)	(2,092,448)	987,675	
Financing							
Transfer to Reserves	6	(1,226,641)	(1,226,641)	0	0	0	
Transfer from Reserves	6	0	0	0	0	0	
Net Cash from Financing Activities		(1,226,641)	(1,226,641)	0	0	0	
Net Operations, Capital and Financing		(3,082,977)	(5,822,379)	284,492	1,845,387	1,560,894	
Opening Funding Surplus(Deficit)	2	3,082,977	5,607,420	5,607,420	5,607,420	0	0.00%
Closing Funding Surplus(Deficit)	2	0	(214,959)	5,891,912	7,452,806	1,560,894	

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

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

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

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
* Includes Non- Operating Grants							
Governance		80	80	80	0	0.00%	
General Purpose Funding - Rates		4,309,096	4,307,841	4,274,139	(33,702)	(0.78%)	
General Purpose Funding - Other		2,342,020	1,389,188	1,398,959	9,771	0.70%	
Law, Order and Public Safety		258,265	9,945	9,239	(706)	(7.10%)	
Health		6,104	6,104	5,674	(430)	(7.05%)	
Education and Welfare		147,610	109,717	103,816	(5,901)	(5.38%)	
Housing		29,500	22,110	19,710	(2,400)	(10.85%)	
Community Amenities		140,797	131,769	119,446	(12,323)	(9.35%)	
Recreation and Culture		1,329,126	268,188	254,826	(13,362)	(4.98%)	
Transport		2,901,432	2,551,050	2,423,127	(127,923)	(5.01%)	
Economic Services		190,249	157,936	118,254	(39,682)	(25.13%)	▼
Other Property and Services		119,900	76,540	77,076	536	0.70%	
Total Operating Revenue		11,774,179	9,030,468	8,804,344	(226,124)		
Operating Expense							
Governance		(712,260)	(535,632)	(406,501)	(129,131)	(24.11%)	▼
General Purpose Funding		(230,293)	(153,922)	(117,193)	(36,729)	(23.86%)	▼
Law, Order and Public Safety		(480,731)	(186,244)	(114,552)	(71,692)	(38.49%)	▼
Health		(111,826)	(77,207)	(64,666)	(12,541)	(16.24%)	▼
Education and Welfare		(747,548)	(548,674)	(397,364)	(151,310)	(27.58%)	▼
Housing		(34,500)	(9,713)	(23,704)	13,991	144.05%	▲
Community Amenities		(697,396)	(467,175)	(345,859)	(121,316)	(25.97%)	▼
Recreation and Culture		(1,644,352)	(1,217,487)	(999,069)	(218,418)	(17.94%)	▼
Transport		(7,329,061)	(5,299,441)	(5,024,432)	(275,009)	(5.19%)	
Economic Services		(604,738)	(475,572)	(348,893)	(126,679)	(26.64%)	▼
Other Property and Services		(310,833)	(136,279)	(316,348)	180,068	132.13%	▲
Total Operating Expenditure		(12,908,539)	(9,107,346)	(8,158,582)	(948,765)		
Funding Balance Adjustments							
Add back Depreciation		6,933,817	5,199,591	5,109,686	(89,905)	(1.73%)	
Adjust (Profit)/Loss on Asset Disposal	9	9,711	9,711	1,455	(8,256)	(85.02%)	
Adjust Accruals/Rounding		-	0	0	0		
Net Cash from Operations		5,814,168	5,132,423	5,756,903	624,480		
Capital Revenues							
Proceeds from Disposal of Assets	9	39,500	0	8,000	8,000		
Total Capital Revenues		39,500	0	8,000	8,000		
Capital Expenses							
Land and Buildings	8	(2,805,506)	(1,570,506)	(1,705,738)	135,232	8.61%	
Furniture and Equipment	8	(35,000)	(42,003)	0	(42,003)	(100.00%)	▼
Plant and Equipment	8	(848,380)	(654,380)	(630,513)	(23,867)	(3.65%)	
Infrastructure - Roads	8	(5,552,017)	(2,410,243)	(1,430,296)	(979,947)	(40.66%)	▼
Infrastructure - Airports	8	(92,500)	(42,500)	(42,500)	0	0.00%	
Infrastructure - Other	8	(1,116,002)	(128,299)	(110,470)	(17,829)	(13.90%)	▼
Total Capital Expenditure		(10,449,405)	(4,847,931)	(3,919,517)	(928,414)		
Net Cash from Capital Activities		(10,409,905)	(4,847,931)	(3,911,517)	(936,414)		
Transfer to Reserves	6	(1,226,641)	0	0	0		▼
Transfer from Reserves	6	0	0	0	0		
Net Cash from Financing Activities		(1,226,641)	0	0	0		
Net Operations, Capital and Financing		(5,822,378)	284,492	1,845,386	1,560,894		
Opening Funding Surplus(Deficit)	2	5,607,420	5,607,420	5,607,420	0	0.00%	
Closing Funding Surplus(Deficit)	2	(214,959)	5,891,912	7,452,806	1,560,894		

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

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

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

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
Governance	80	0	80	80
General Purpose Funding - Rates	4,180,542	128,554	4,309,096	4,307,841
General Purpose Funding - Other	4,136,885	(1,794,865)	2,342,020	1,389,188
Law, Order and Public Safety	12,150	246,115	258,265	9,945
Health	6,104	0	6,104	6,104
Education and Welfare	147,614	(4)	147,610	109,717
Housing	29,500	0	29,500	22,110
Community Amenities	140,797	0	140,797	131,769
Recreation and Culture	1,329,126	0	1,329,126	268,188
Transport	2,583,992	317,440	2,901,432	2,551,050
Economic Services	190,249	0	190,249	157,936
Other Property and Services	119,900	0	119,900	76,540
Total Operating Revenue	12,876,939	(1,102,760)	11,774,179	9,030,468
Operating Expense				
Governance	(712,260)	0	(712,260)	(535,632)
General Purpose Funding	(230,293)	0	(230,293)	(153,922)
Law, Order and Public Safety	(234,731)	(246,000)	(480,731)	(186,244)
Health	(111,826)	0	(111,826)	(77,207)
Education and Welfare	(813,203)	65,655	(747,548)	(548,674)
Housing	(29,500)	(5,000)	(34,500)	(9,713)
Community Amenities	(697,396)	0	(697,396)	(467,175)
Recreation and Culture	(1,679,532)	35,179	(1,644,352)	(1,217,487)
Transport	(7,316,726)	(12,335)	(7,329,061)	(5,299,441)
Economic Services	(590,781)	(13,957)	(604,738)	(475,572)
Other Property and Services	(234,333)	(76,500)	(310,833)	(136,279)
Total Operating Expenditure	(12,650,581)	(252,958)	(12,903,539)	(9,107,346)
Funding Balance Adjustments				
Add back Depreciation	6,933,817	0	6,933,817	5,199,591
Adjust (Profit)/Loss on Asset Disposal	9,711	0	9,711	9,711
Adjust Provisions and Accruals	0	0	0	0
Net Cash from Operations	7,169,885	(1,355,718)	5,814,168	5,132,423
Capital Revenues				
Proceeds from Disposal of Assets	39,500	0	39,500	0
Total Capital Revenues	39,500	0	39,500	0
Capital Expenses				
Land and Buildings	(2,573,433)	(232,073)	(2,805,506)	(1,570,506)
Furniture and Equipment	(63,000)	28,000	(35,000)	(42,003)
Plant and Equipment	(354,000)	(494,380)	(848,380)	(654,380)
Infrastructure - Roads	(4,994,918)	(557,099)	(5,552,017)	(2,410,243)
Infrastructure - Footpaths	0	0	0	0
Infrastructure - Airports	(58,667)	(33,833)	(92,500)	(42,500)
Infrastructure - Other	(1,021,703)	(94,299)	(1,116,002)	(128,299)
Total Capital Expenditure	(9,065,721)	(1,383,684)	(10,449,405)	(4,847,931)
Net Cash from Capital Activities	(9,026,221)	(1,383,684)	(10,409,905)	(4,847,931)
Financing				
Transfer to Reserves	(1,226,641)	0	(1,226,641)	0
Transfer from Reserves	0	0	0	0
Net Cash from Financing Activities	(1,226,641)	0	(1,226,641)	0
Net Operations, Capital and Financing	(3,082,977)	(2,739,402)	(5,822,378)	284,492
Opening Funding Surplus(Deficit)	3,082,977	2,524,443	5,607,420	5,607,420
Closing Funding Surplus(Deficit)	0	(214,959)	(214,959)	5,891,912

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020
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SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Program)
For the Period Ended 31 March 2020

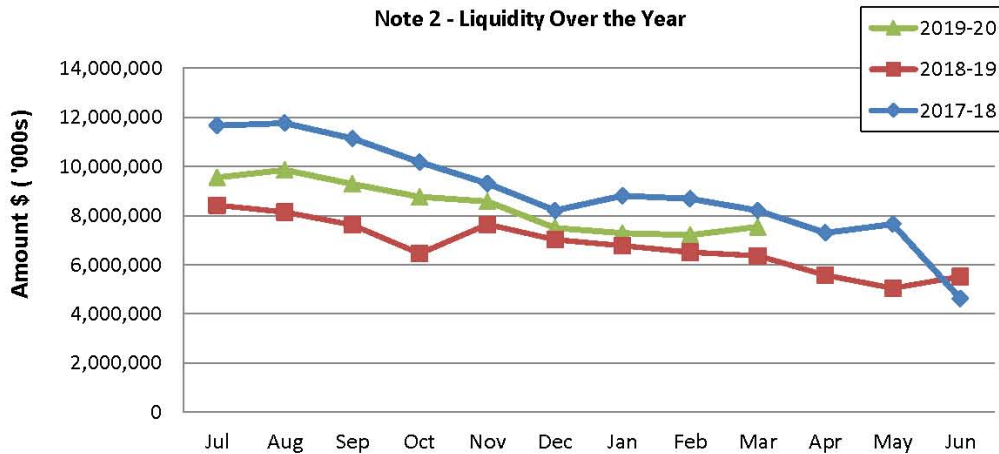
Note 1: EXPLANATION OF MATERIAL VARIANCES

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	0	0.00%			Under variance reporting threshold
General Purpose Funding - Rates	(33,702)	(0.78%)			Under variance reporting threshold
General Purpose Funding - Other	9,771	0.70%			Under variance reporting threshold
Law, Order and Public Safety	(706)	(7.10%)			Under variance reporting threshold
Health	(430)	(7.05%)			Under variance reporting threshold
Education and Welfare	(5,901)	(5.38%)			Under variance reporting threshold
Housing	(2,400)	(10.85%)			Under variance reporting threshold
Community Amenities	(12,323)	(9.35%)			Under variance reporting threshold
Recreation and Culture	(13,362)	(4.98%)			Under variance reporting threshold
Transport	(127,923)	(5.01%)			Under variance reporting threshold
Economic Services	(39,682)	(25.13%)	▼	Permanent	Festival Income is \$31k lower than YTD budget, these funds may not be received due to restrictions in place re COVID19.
Other Property and Services	536	0.70%			Under variance reporting threshold
Operating Expense					
Governance	(129,131)	(24.11%)	▼	Timing	Lower YTD expenditure to YTD budget are lower in Members expenses relating to donations - \$67k, general Members expenses - 34k and Admin overheads \$38k - Some of these may even out over the year.
General Purpose Funding	(36,729)	(23.86%)	▼	Timing	Admin Allocations are \$18k lower than YTD budget, Rates legal expenses are \$13k lower - these may even out over the year.
Law, Order and Public Safety	(71,692)	(38.49%)	▼	Timing	Expense in Animal Control are \$20k lower than YTD budget and Fire and SES operations (particularly vehicles costs -\$27k) are \$46k lower than YTD budget, these may even out during the year.
Health	(12,541)	(16.24%)	▼	Timing	Consultants fees are \$9k lower than YTD budget - These may even out over the year.
Education and Welfare	(151,310)	(27.58%)	▼	Timing	Youth Centre costs are \$97k lower than YTD budget. CDO expenses are \$41k lower than YTD budget. These costs may increase if costs and programs occur.
Housing	13,991	144.05%	▲	Timing	Maintenance and depreciation are \$72k lower than YTD budget, which are offset by lower recoveries of \$86k. These may even out during the next few months.
Community Amenities	(121,316)	(25.97%)	▼	Timing	Sanitation costs (in the main litter control) are \$57k and Town Planning expenses are \$17k lower than YTD budget. Other Community amenities including Tyre recycling, Public toilets and cemetery maintenance are 44k lower than YTD budget. These may even out over the year.
Recreation and Culture	(218,418)	(17.94%)	▼	Timing	Depreciation \$68k, Rec Officer expenses \$31k, Other recreation including parks and ovals maintenance \$68k, and Other Culture and libraries \$35k all lower than YTD budget. These costs may increase over the next few months.
Transport	(275,009)	(5.19%)			Under variance reporting threshold
Economic Services	(126,679)	(26.64%)	▼	Timing	Tourism expenditure including events and contributions are \$130k lower than YTD expenditure. There may be savings in this area at year end.
Other Property and Services	180,068	132.13%	▲	Timing	Plant operations are over recovered by \$187k - Staff will review these allocations before end of year processed are completed.
Funding Balance Adjustments					
Add back Depreciation	(89,905)	(1.73%)			Under variance reporting threshold
Adjust (Profit)/Loss on Asset Disposal	(8,256)	(85.02%)			Under variance reporting threshold
Capital Revenues					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	51,261	2.90%			Under variance reporting threshold
Proceeds from Disposal of Assets	8,000				Under variance reporting threshold
Capital Expenses					
Land and Buildings	135,232	8.61%			Refer to Note 8A for project details
Furniture and Equipment	(42,003)	(100.00%)	▼		Refer to Note 8A for project details
Plant and Equipment	(23,867)	(3.65%)			Refer to Note 8A for project details
Infrastructure - Roads	(979,947)	(40.66%)	▼		Refer to Note 8A for project details
Infrastructure - Airports	0	0.00%			Refer to Note 8A for project details
Infrastructure - Other	(17,829)	(13.90%)	▼		Refer to Note 8A for project details
Opening Funding Surplus(Deficit)	0	0.00%			Under variance reporting threshold

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

Note 2: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 Mar 2020	Previous Month	YTD 31 Mar 2019
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	5,937,126	4,790,855	4,047,875
Cash Restricted Reserves	3	20,074,315	20,074,315	19,664,703
Cash Restricted - Bonds		1,871	92,999	92,668
Receivables - Rates and Rubbish	5	1,451,755	1,639,257	1,022,646
Receivables -Other	5	85,733	818,875	1,325,498
Interest / ATO Receivable/Trust		38,576	71,879	90,440
Inventories		121,083	114,326	148,962
		27,710,459	27,602,507	26,392,792
Less: Current Liabilities				
Payables		(89,108)	(135,999)	(175,908)
Bonds Held		(94,230)	(92,999)	(92,668)
Provisions		(350,694)	(350,694)	(385,960)
		(534,032)	(579,692)	(654,536)
Less: Cash Reserves	6	(20,074,315)	(20,074,315)	(19,664,703)
Plus Provisions		350,694	350,694	385,960
Net Current Funding Position		7,452,806	7,299,194	6,459,513



Comments - Net Current Funding Position

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

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

Note 3: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Bonds \$	Balance of Account \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	Variable	713,172			713,172	Westpac	At Call
Air BP	Variable	54,286			54,286	Westpac	At Call
Maxi Account	Variable	5,407,827		1,871	5,409,698	Westpac	At Call
(b) Term Deposits							
74-758-0859	2.35%		20,074,315		20,074,315	NAB	26-Jun-20
Total		6,175,286	20,074,315	1,871	26,251,471		

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.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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

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

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

GL Account Code	Increase/ Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
Non- Operating Expenditure										
4015	↑	LIONS PARK	OCM 20/7/2019 9.4.1	Capital Expenses	0	57,000		0	57,000	1,111,725
3694	↑	POOL FENCE	OCM 21/9/2019 9.2.1	Capital Expenses	0	14,190			14,190	1,097,535
0935	↑	1/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,308		0	5,308	1,092,227
0936	↑	2/16 REGAN ST CAPITAL - FRONT FENCE	OCM 21/9/2019 9.2.4	Capital Expenses	0	5,307		0	5,307	1,086,920
4191	↑	LLOYDS RENOVATIONS	OCM 21/9/2019 9.2.4	Capital Expenses	2,200,000	2,428,876		0	228,876	858,044
RR67	↑	ASHBURTON DOWNS ROAD RRG SLK 76-86	OCM 21/9/2019 9.2.4	Capital Expenses	237,525	497,500		0	259,975	598,069
A67	↑	ASHBURTON DOWNS ROAD R2R SLK 27-34.56	OCM 21/9/2019 9.2.4	Capital Expenses	700,000	857,124		0	157,124	440,945
5124	↑	TRUCKS - MACK TRUCK FITOUTS	OCM 21/9/2019 9.2.4	Capital Expenses	0	494,380		0	494,380	(53,435)
1216	↑	AIRPORT POWER POLES	OCM 21/9/2019 9.2.4	Capital Expenses	8,667	42,500		0	33,833	(87,268)
5389	↑	MEEKA TOWN HERITAGE WALK - BOLLARDS	OCM 21/9/2019 9.2.4	Capital Expenses	0	10,000		0	10,000	(97,268)
C1	↑	MT CLERE ROAD CONSTRUCTION	OCM 21/9/2019 9.2.4	Capital Expenses	709,000	849,000		0	140,000	(237,268)
3285	↓	NANNINE CEMETERY - FENCE	OCM 21/3/2020 9.2.4	Capital Expenses	28,000	8,700		19,300	0	(217,968)
HC07	↓	HALL - FENCE BETWEEN KITCHEN AND LANEWAY	OCM 21/3/2020 9.2.4	Capital Expenses	8,000	2,550		5,450	0	(212,518)
HC08	↑	HALL - COOLROOM RENEWAL	OCM 21/3/2020 9.2.4	Capital Expenses	0	8,000		0	8,000	(220,518)
3666	↓	POOL - CHANGEROOMS/TOILETS	OCM 21/3/2020 9.2.4	Capital Expenses	16,292	6,324		9,968	0	(210,550)
SR08	↓	PICTURE GARDENS - F&E - REPLACE FENCING	OCM 21/3/2020 9.2.4	Capital Expenses	28,000	0		28,000	0	(182,550)
3804	↑	PICTURE GARDENS - INFRAS. - REPLACE FENCING	OCM 21/3/2020 9.2.4	Capital Expenses	0	32,409		0	32,409	(214,959)
							0	3,507,087	3,533,261	

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

Note 5: RECEIVABLES

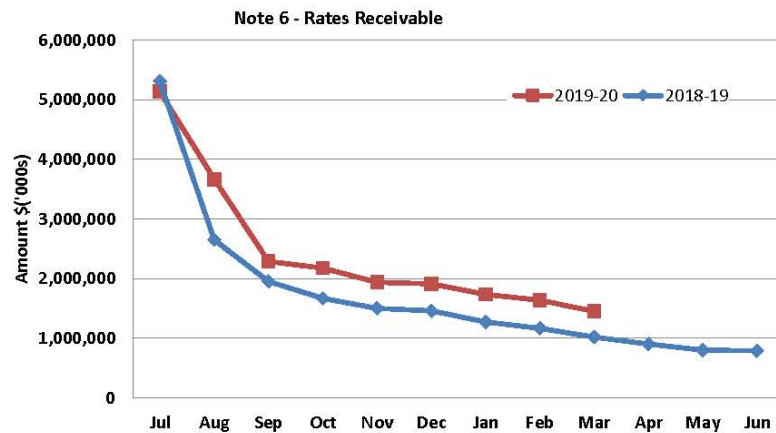
Receivables - Rates and Rubbish Receivable

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

Net Rates and Rubbish Collectable
% Collected

Note 2

YTD 31 Mar 2020	30/06/2019
\$	\$
790,994	790,994
4,379,418	
(3,718,658)	
1,451,755	790,994
1,451,755	790,994
71.92%	



Comments/Notes - Receivables Rates

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

Receivables - General

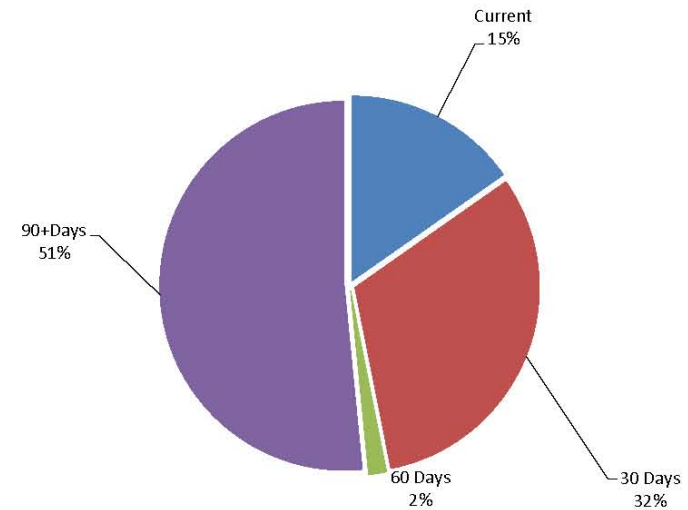
Receivables - Sundry Debtors

Total Sundry Debtors

Amounts shown above include GST (where applicable)

Current	30 Days	60 Days	90+Days
\$	\$	\$	\$
43,722	90,468	4,497	147,606
			286,293

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

33% of receivables are for Main Roads reimbursements.

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

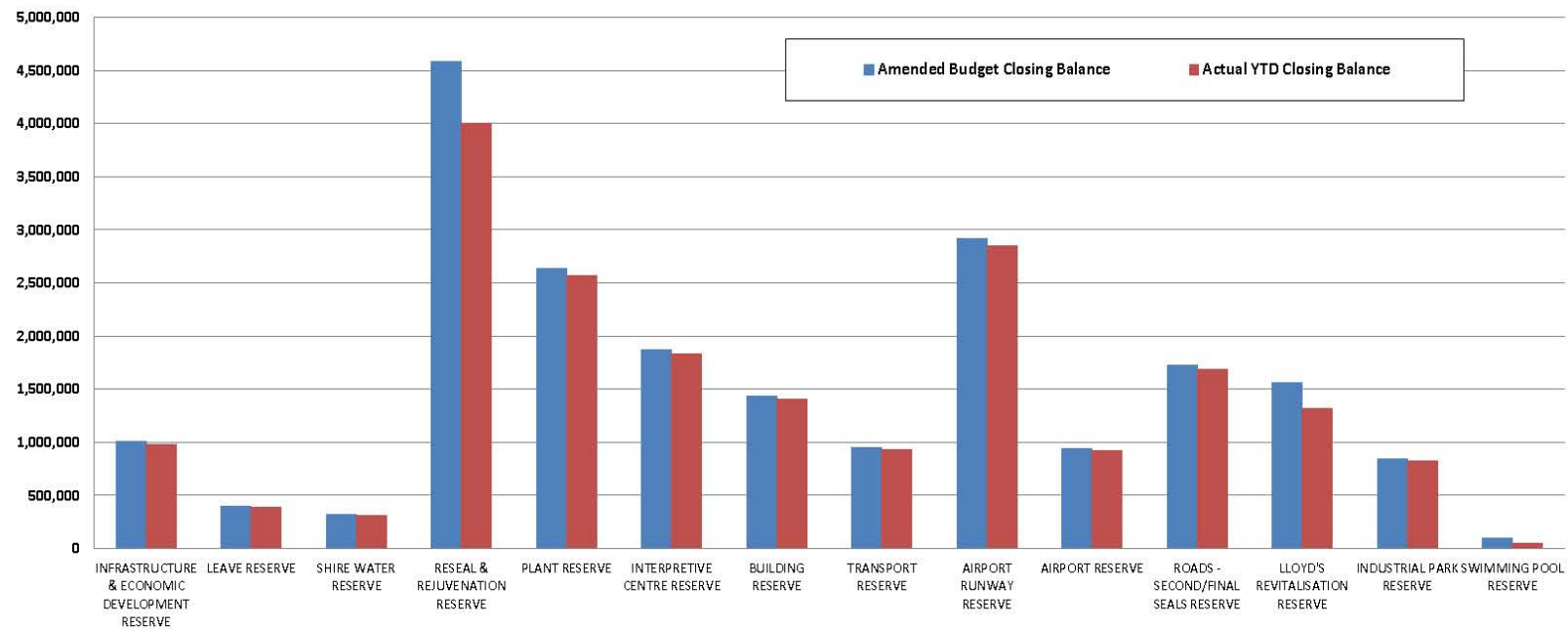
Note 6: Cash Backed Reserves

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

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

Note 6: Cash Backed Reserves cont'd

Year To Date Reserve Balance to End of Year Estimate



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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

Note7: GRANTS

Program/Details GL	TYPE		2019-20 Original Budget	Variations Additions (Deletions)	2019-20 Amended Budget	Operating	Non- Operating	Recoup Status	
								Received	Balance
			\$	\$		\$	\$	\$	\$
General Purpose Funding									
0181	Operating Grant	Financial Assistance Grant	2,369,226	(1,229,714)	1,139,512	1,139,512	0	854,634	284,878
0211	Operating Grant	Local Road Grant	1,136,498	(565,151)	571,347	571,347	0	428,510	142,837
Law, Order, Public Safety									
1563	Operating Grant	D.F.E.S. Operating Grant	5,252	115	5,367	5,367	0	5,367	0
2003	Operating Grant	S.E.S. Operating Grant	2,898	0	2,898	2,898	0	2,898	0
Education & Welfare									
2417	Operating Grant	Misc Youth - Grants Other	10,000	0	10,000	10,000	0	0	10,000
2419	Operating Grant	Youth Grant - O.S.H.C. Program	26,172	(4)	26,168	26,168	0	26,168	0
2421	Operating Grant	Youth Services Grant - D.C.P. - W.A.	85,642	0	85,642	85,642	0	64,467	21,175
Recreation And Culture									
3626	Operating Grant	Miscellaneous Grants - Rec Off	10,000	0	10,000	10,000	0	0	10,000
3713	Operating Grant	Recreation Grants	10,000	0	10,000	10,000	0	0	10,000
4163	Non-Operating	Misc Grants	1,000,000	0	1,000,000	0	1,000,000	2,875	997,125
3873	Non-Operating	Lotterywest Grant	200,000	0	200,000	0	200,000	200,000	0
Transport									
4591	Operating Grant	Mrd - Direct Grant	280,305	18,666	298,971	298,971	0	298,971	0
4843	Operating Grant	Street - Lighting - Operating Grant	5,192	0	5,192	5,192	0	0	5,192
4601	Non-Operating	Wandrra - Natural Disaster	482,189	0	482,189	0	482,189	530,575	(48,386)
4621	Non-Operating	R2R Grant	628,495	157,124	785,619	0	785,619	785,619	0
4691	Non-Operating	Mrd Road Project Grant	158,350	141,650	300,000	0	300,000	300,000	0
Economic Services									
5391	Operating Grant	Fundraising Misc Income	6,000	0	6,000	6,000		0	6,000
TOTALS			6,416,218	(1,477,314)	4,938,904	2,171,096	2,767,808	3,500,084	1,438,821
Operating Grant			3,947,184		2,171,096			1,681,015	490,081
Non-Operating			2,469,034		2,767,808			1,819,069	948,739
			6,416,218		4,938,904			3,500,084	1,438,821

SHIRE OF MEEKATHARRA NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 March 2020								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Buildings								
ADMIN BUILDING IMPROVEMENTS	1328	100,000	0	100,000	0	5,226	5,226	
LOT 852 KIDS ZONE BUILDING - RENEWAL & NEW	2439	5,216	0	5,216	5,216	0	(5,216)	
HOUSING - CAPITAL IMPROVEMENTS	2704	172,425	10,615	183,040	183,040	43,217	(139,823)	
TOWN HALL - BUILDING	3544	47,000	2,550	49,550	17,550	10,535	(7,015)	
POOL - BUILDINGS	3666	16,292	-9,968	6,324	6,324	1,241	(5,083)	
SPORTS COMPLEX BUILDINGS	3680	26,000	0	26,000	26,000	17,625	(8,375)	
MASONIC LODGE - CAPITAL	4171	3,500	0	3,500	3,500	2,866	(634)	
STAGE 1 - LLOYDS RENOVATIONS	4191	2,200,000	228,876	2,428,876	1,328,876	1,622,028	293,152	
AIRPORT - TERMINAL	5219	3,000	0	3,000	0	3,000	3,000	
Buildings Total		2,573,433	232,073	2,805,506	1,570,506	1,705,738	135,232	
Furniture & Office Equip.								
COMPUTER EQUIPMENT	1244	35,000	0	35,000	35,000	0	(35,000)	
PICTURE GARDENS - FURNITURE & EQUIPMENT	3803	28,000	-28,000	0	7,003	0	(7,003)	
Furniture & Office Equip. Total		63,000	-28,000	35,000	42,003	0	(42,003)	
Plant , Equip. & Vehicles								
MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)	5014	10,000	0	10,000	0	0	0	
DOWN HOLE BORE PUMPS AND TRAILERS	5064	100,000	0	100,000	0	0	0	
SWEEPER	5094	160,000	0	160,000	160,000	146,320	(13,680)	
TRUCK	5124	0	494,380	494,380	494,380	484,193	(10,187)	Mack Truck was expected to be paid for in 2018/19 but delivery and payment have occurred 2019/20
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	
Plant , Equip. & Vehicles Total		354,000	494,380	848,380	654,380	630,513	(23,867)	

SHIRE OF MEEKATHARRA NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 31 March 2020								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Roads Infrastructure								
ROAD CONSTRUCTION VARIOUS	4200	4,994,918	557,099	5,552,017	2,410,243	1,430,296	(979,947)	See Note 8b for detail
Roads Infrastructure Total		4,994,918	557,099	5,552,017	2,410,243	1,430,296	(979,947)	
Footpath Infrastructure								
FOOTPATHS - NEW AND RENEWAL	5046	0	0	0	0	0	0	
Footpath Infrastructure Total		0	0	0	0	0	0	
Airport Infrastructure								
AIRPORT CONSTRUCTION - RUNWAYS, APRON, LIGHTING AND SERVICE	5104	58,667	33,833	92,500	42,500	42,500	0	
Airport Infrastructure Total		58,667	33,833	92,500	42,500	42,500	0	
Other Infrastructure								
MAIN STREET SECURITY CAMERA'S & LIGHTING	2027	55,000	0	55,000	0	0	0	
INDUSTRIAL PARK - CAPITAL WORKS - OTHER INFRASTRUCTURE	3154	500,000	0	500,000	0	0	0	
CEMETERY - OTHER INFRASTRUCTURE	3274	30,000	0	30,000	0	0	0	
NANNINE CEMETERY	3285	28,000	-19,300	8,700	8,700	8,700	0	
TOWN DRINKING FOUNTAIN	3286	6,000	0	6,000	6,000	4,958	(1,042)	
CORNISH LIFT	3624	35,000	0	35,000	0	0	0	
POOL - MAIN POOL, WADING POOL & OTHER INFRASTRUCTURE	3694	0	14,190	14,190	14,190	14,900	710	
PICTURE GARDENS - OTHER INFRASTRUCTURE	3804	0	32,409	32,409	32,409	32,409	(0)	
LUKES PIT WATER SCHEME	3944	30,000	0	30,000	0	0	0	
LIONS PARK	4015	0	57,000	57,000	57,000	49,504	(7,496)	
SPEEDWAY/HOTROD/GOKART CAPITAL EXPENSE	4066	10,000	0	10,000	10,000	0	(10,000)	
MAINSTREET SCAPING	4984	20,000	0	20,000	0	0	0	
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	10,000	26,500	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	
Other Infrastructure Total		1,021,703	94,299	1,116,002	128,299	110,470	(17,822)	
Capital Expenditure Total		9,065,721	1,383,684	10,449,405	4,847,931	3,919,517	(928,414)	

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

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over
Town Streets Construction	1261	125,000	125,000	0	0	(125,000)
Grids Construction	1266	150,000	150,000	77,000	21,308	(128,692)
Water Bores	1268	150,000	150,000	90,500	16,074	(133,926)
Cut Off Walls And Drainage General	1269	500,000	500,000	27,000	25,820	(474,180)
Mt Clere Rd - Construction	C1	709,000	849,000	529,474	302,816	(546,184)
High Street - Construction	C43	60,000	60,000	60,000	0	(60,000)
Landor Rd - Council Funding	C66	1,006,393	1,006,393	251,598	0	(1,006,393)
Ashburton Downs-Meekatharra Rd - Construction	C67	1,125,000	1,125,000	532,500	252,551	(872,449)
Sandstone Rd - Construction	C68	232,000	232,000	0	248	(231,752)
Agmn: 888 (Jan 2020) Meekatharra - Mt Clere Rd	FDB1	0	0	0	2,956	2,956
Agmn: 888 (Jan 2020) Youno Downs Rd	FDB22	0	0	0	735	735
Agmn: 888 (Jan 2020) Murchison Downs Rd	FDB30	0	0	0	1,679	1,679
Agmn: 888 (Jan 2020) Marymia Rd	FDB33	0	0	0	1,092	1,092
Agmn: 888 (Jan 2020) Bulloo Downs Rd	FDB4	0	0	0	810	810
Agmn: 888 (Jan 2020) Wiluna North Rd	FDB5	0	0	0	1,129	1,129
Agmn: 888 (Jan 2020) Landor-Meekatharra Rd	FDB66	0	0	0	2,291	2,291
Agmn: 888 (Jan 2020) Ashburton Downs - Meekatharra Road	FDB67	0	0	0	4,393	4,393
Agmn: 888 (Jan 2020) Meekatharra - Sandstone Rd	FDB68	0	0	0	2,459	2,459
Agmn: 888 (Jan 2020) Paroo Rd	FDB7	0	0	0	970	970
Agmn: 888 (Jan 2020) Killara Rd	FDB8	0	0	0	535	535
Agmn: 888 (Jan 2020) Hillview - Murchison Downs Rd	FDB90	0	0	0	200	200
Ashburton Rd - Regional Road Group Funding	RR67	237,525	497,500	497,500	501,149	3,649
Roads Infrastructure Total		4,994,918	5,552,017	2,410,243	1,430,296	(4,121,721)
Comments						

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

Note 9: CAPITAL DISPOSALS

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

Comments



ACTIONS TAKEN UNDER DELEGATED POWER REQUIRING NOTIFICATION TO COUNCIL

Write Offs

There were no actions taken under delegated powers that require reporting to Council in January 2020.

Purchase Orders

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

Title/Subject:	OUTSTANDING DEBTORS
Agenda/Minute Number:	9.2.2
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	14 April 2020
Author:	Svenja Clare Finance Officer
	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

Summary:

Attached is a copy of the detailed outstanding Sundry Debtors.

Background:

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

The following applies to all outstanding debtors –

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

Comment:

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

Consultation:

Roy McClymont – Chief Executive Officer
Krys East – Deputy Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

4.11 Sundry Debt Collection

Financial Implications:

Loss of revenue

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

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

CARRIED 7/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 31.03.2020						
Debtor #	Name	Credit Limit	01.01.2020		31.01.2020	01.03.2020	31.03.2020	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of					
			Oldest Invoice (90Days)					
A041	AD ASTRAL AVIATION SERVICE	28737.89	1504	0.00	0.00	0.00	28737.89	Notes for debts >90 days old
B043	ADRIAN BAUMGARTEN	0.00	0	0.00	522.74	99.89	622.63	will need w/off
A092	AEROHIRE PTY LTD	0.00	0	0.00	0.00	73.72	73.72	
A124	AEROMETREX PTY LTD	0.00	0	0.00	0.00	34.39	34.39	
C7	AIRSERVICES AUSTRALIA	0.00	0	0.00	0.00	832.67	832.67	
D096	ANDREW PETER DEAN	0.00	0	0.00	26.94	0.00	26.94	
A099	ASHWORTH NOMINEES (WA) PTY	0.00	0	0.00	26.93	0.00	26.93	
A017	AUSTRALIAN TAXATION OFFICE	0.00	0	0.00	0.00	0.00	-16.48	
A120	AVANOVA PTY LTD T/A HORIZO	0.00	0	0.00	0.00	22.00	22.00	
B01	BAYSWATER ROAD PTY LTD	0.00	0	0.00	125.74	0.00	125.74	
B134	BINSIAR, ANDREW (JNR)	0.00	0	0.00	0.00	0.00	-761.65	
B2	BP AUSTRALIA PTY LTD	0.00	0	0.00	0.00	342.69	342.69	
B144	BROOKS, CRAIG DAVID	0.00	0	0.00	0.00	22.08	22.08	
C113	COBHAM AVIATION	0.00	0	0.00	73795.92	17249.95	91045.87	
C021	COMPLETE AVIATION SERVICES	0.00	0	0.00	939.32	0.00	939.32	
C143	CORAL COAST HELICOPTER SER	0.00	0	0.00	0.00	44.00	44.00	
C0222	CORSAIRE PTY LTD	23.94	330	0.00	221.16	294.88	539.98	following up
40	DEPARTMENT OF FIRE & EMER	0.00	0	0.00	0.00	0.00	0.00	
D054	DORAY MINERALS PTY LTD	21410.72	299	0.00	0.00	0.00	21410.72	paying off
E009	ESPERANCE AIR SERVICES	56.86	0	0.00	0.00	0.00	56.86	paid since
L066	FABIAN LOCKYER	0.00	0	0.00	0.00	375.00	375.00	
F033	FARMER JACKS	0.00	0	0.00	0.00	669.30	669.30	
F049	FORTESCUE HELICOPTERS PTY	0.00	0	0.00	0.00	66.00	66.00	
F046	FRIG TECH SERVICES	0.00	0	0.00	0.00	129.30	129.30	
F047	FRONTIER HELICOPTERS PTY L	0.00	0	0.00	0.00	49.20	49.20	
G011	GERALDTON AIR CHARTER	0.00	0	0.00	0.00	41.15	41.15	
G108	GIULIANO, JOE TREVOR JOHN	0.00	0	926.25	0.00	1021.15	1947.40	
G110	GOJET PTY LTD	0.00	0	0.00	0.00	93.56	93.56	
G080	GRBIC, RICKY	0.00	0	1120.99	0.00	528.00	1648.99	
G053	GREEN MINING PTY LTD	123.25	1266	0.00	0.00	0.00	123.25	needs follow up
G077	GREY MARE TRANSPORT	574.22	683	0.00	0.00	0.00	574.22	in liquidation`
H077	HANDEL AVIATION PTY LTD	0.00	0	0.00	56.86	0.00	56.86	
H014	HELIBITS PTY LTD (HELIWEST	0.00	0	0.00	0.00	105.28	105.28	
H012	HNZ AUSTRALIA PTY LTD	0.00	0	0.00	264.53	0.00	264.53	
H096	HOOD GLENN NEIL	0.00	0	0.00	0.00	22.00	22.00	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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*** SHIRE OF MEEKATHARRA ***

Debtors Trial Balance								
As at 31.03.2020								
Debtor #	Name	Credit Limit	01.01.2020		31.01.2020	01.03.2020	31.03.2020	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
				Of Oldest Invoice (90Days)				
V027	JEFFRY PAUL VAN SCHIE		0.00	0	0.00	0.00	22.00	22.00
C171	KAREN CREDLAND		0.00	0	0.00	0.00	39.65	39.65
K004	KILLARA STATION		0.00	0	0.00	0.00	1997.68	1997.68
K027	KYANGA, ROBERT		0.00	0	0.00	0.00	1143.65	1143.65
L064	LLOYD HELICOPTERS PTY. LTD		0.00	0	0.00	0.00	299.20	299.20
M191	MAGSPEC AVIATION LTD		0.00	0	0.00	0.00	0.00	-28.47
M4	MAIN ROADS	95528.50	202		0.00	0.00	0.00	95528.50 paid >\$500k
S134	MARK STURGEON		0.00	0	430.07	0.00	775.29	1205.36
MC1D	MEEKATHARRA CARAVAN PARK		0.00	0	0.00	0.00	169.30	169.30
M03D	MEEKATHARRA CORNER STORE		0.00	0	0.00	0.00	155.10	155.10
M162	MEEKATHARRA RANGELANDS BIO		0.00	0	0.00	0.00	111.53	111.53
M187	MICHAELS, STELLA		0.00	0	0.00	0.00	0.00	0.00
M141	MIDWEST SEPTICS		0.00	0	0.00	0.00	222.15	222.15
N009	NANTAY PTY LTD - MAROOMBA		0.00	0	0.00	0.00	341.62	341.62
N044	NEUK PORT AD-HAIR		0.00	0	0.00	0.00	59.99	59.99
O031	OUTLINE GLOBAL		0.00	0	0.00	0.00	23.20	23.20
P006	PAROO STATION		0.00	0	0.00	0.00	0.00	-0.10
P109	PENJET PTY LTD		0.00	0	0.00	3478.41	1325.12	4803.53
P107	PRENDERGAST & GRACE PTY LT		0.00	0	0.00	28.43	0.00	28.43
R098	REILLY & CO		0.00	0	0.00	0.00	0.00	-74.05
M000	ROY MCCLYMONT		0.00	0	0.00	14.32	0.00	14.32
R013	ROYAL ANTEDILUVIAN ORDER O		0.00	0	0.00	0.00	281.38	281.38
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	0.00	7296.07	7296.07
R006	ROYAL MAIL HOTEL		0.00	0	0.00	0.00	222.15	222.15
S096	S&K ELECTRICAL CONTRACTING		0.00	0	0.00	0.00	222.15	222.15
S003	SCOTT, ROBIN		0.00	0	0.00	0.00	23.50	23.50
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	1032.73	1032.73
W045	SIMON WILDING		0.00	0	0.00	0.00	0.00	-50.10
S007	SKIPPERS AVIATION		0.00	0	0.00	10785.00	3420.00	14205.00
S078	STAR AVIATION PTY LTD		0.00	0	0.00	0.00	1279.89	1279.89
T040	THOMSON AVIATION PTY LTD		0.00	0	0.00	28.43	28.43	56.86
T041	TWINCREEK HOLDINGS PTY LTD		0.00	0	0.00	0.00	0.00	-25.25
V034	VANGO MINING LIMITED	176.00	284		0.00	0.00	0.00	176.00 in dispute
W112	WALTER WHIP & THE FLAMES	975.00	503		0.00	0.00	0.00	975.00 at Debt Collect.
W030	WATER CORPORATION		0.00	0	0.00	0.00	61.70	61.70

paid >\$500k

in dispute
at Debt Collect.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 31.03.2020						
Debtor #	Name	Credit Limit	01.01.2020		31.01.2020	01.03.2020	31.03.2020	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
					Of			
					Oldest			
					Invoice			
					(90Days)			
B070	WATSON-BATES, JOHN		0.00	0	0.00	93.03	0.00	93.03
W062	WEST COAST AIR SERVICES PT		0.00	0	0.00	59.88	0.00	59.88
Y004	YARLARWHEELOR STATION		0.00	0	2019.68	0.00	0.00	2019.68
Y12	YULELLA BUILDING & CONSTRU		0.00	0	0.00	0.00	0.00	-292.06
Y018	YULELLA INCORPORATED		0.00	0	0.00	0.00	2300.46	2300.46
Totals --- Credit Balances:		-1248.16	147606.38		4496.99	90467.64	44970.15	286293.00

Title/Subject: LIST OF ACCOUNTS ENDED 31 MARCH 2020
Agenda/Minute Number: 9.2.3
Applicant: Nil
File Ref: ADM 171
Disclosure of Interest: Nil
Date of Report: 14 April 2020
Author: Svenja Clare
Finance Officer


Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer


Signature Senior Officer

Summary:

Accounts are to be presented to council for payments.

Background:

List of accounts

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

Comment:

Each month the accounts are presented to council for payment;

Municipal	Voucher No's	Amount:	\$ 501,176.85
Trust Account	Voucher No's	Amount:	\$ 638.90
Air BP	Voucher No's	Amount:	\$
		Total	\$ 501,815.75

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Accounts to be paid

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr AJ Binsiar

Seconded: Cr MJ Smith

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

CARRIED 7/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
18-Apr-20

			MUNI	AIR BP	TRUST
EFT16741	13/03/2020 AIRPORT LIGHTING SPECIALISTS (RESEARCH ENGINEERS)	STOCK CODE -V1/PK30D200Z00W 6.6A LAMP SUITS RESEARCH ENGINEERS PAI	-160.55		
EFT16742	13/03/2020 AUSTRALIA POST	OFFICE POSTAGE FEBRUARY 2020 INCLUDING VARIOUS INTERIM RATE NOTICES, DUST, AND ANNUAL PO BOX FEE	-502.39		
EFT16743	13/03/2020 BEYOND IQ PTY LTD	SCARF TEST CONSULTANCY FOR AFO COVER AND CDO APPLICANTS	-396.00		
EFT16744	13/03/2020 COMMERCIAL HOTEL	LUNCHES FOR COUNCILLORS ORDINARY COUNCIL MEETING 18 JANUARY 2020	-367.40		
EFT16745	13/03/2020 CORAL COAST HOMES CONSTRUCTION	PROGRESS CLAIM 9 FOR REDEVELOPMENT OF LLOYDS BUILDING	-200431.00		
EFT16746	13/03/2020 DINGO DESIGN	COUNCIL NEWS FOR MARCH 2020	-350.00		
EFT16747	13/03/2020 E & MJ ROSHER PTY LTD	SUPPLY GOODS AS PER QUOTE 1109054 FOR 2014 KUBOTA ZERO TURN MOWER	-114.05		
EFT16748	13/03/2020 EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 4/3/20	-854.61		
EFT16749	13/03/2020 FARMER JACKS	VARIOUS PURCHASES	-791.83		
EFT16750	13/03/2020 FLAG MOTOR LODGE (STONETEX NOMINEES P/L)	5 NIGHTS ACCOMMODATION AT FLAG MOTOR LODGE, 5TH - 10TH MARCH 2020. TRAINING COURSE K.EAST	-670.00		
EFT16751	13/03/2020 FUJI XEROX AUSTRALIA PTY LTD	SUPPLY PERFORMER A4 COPY PAPER PK 500 X 320 @ 4.60/EACH & PRINTING COSTS FEB 2020	-2314.16		
EFT16752	13/03/2020 GLOBE AUSTRALIA PTY LTD	MAINTENANCE AND REPAIRS TO BLACK HAWK 2620 FOGGER (PREVIOUS PAYMENT BOUNCED)	-774.40		
EFT16753	13/03/2020 GREAT NORTHERN RURAL SERVICES (CRT)	ROUNDUP ULTRA MAX 20 LITRES	-378.84		
EFT16754	13/03/2020 IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)	CHEMICALS FOR POOL FOR FEBRUARY 2020	-79.11		
EFT16755	13/03/2020 JR & A HERSEY PTY LTD	P518 BULK FUEL TANKS - CHARGER & BATTERY; AUTO SHUT OFF FUEL NOZZLE; 4 METRES OF FUEL TANK HOSE	-1163.98		
EFT16756	13/03/2020 KOTT GUNNING LAWYERS	YUGUNGA-NYA PEOPLES TRUST DRAFT REPORT OF DIRECTIONS HEARING	-231.00		
EFT16757	13/03/2020 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	VALUES DRIVEN LEADERSHIP - PEOPLE AND CULTURE NETWORK EVENT - CANCELLED & REFUNDED	-70.00		
EFT16758	13/03/2020 MARK SMITH PTY LTD	INVESTIGATE & RECTIFY SEPTIC BACKING UP INTO DRAIN SUMP AT AIRPORT RESIDENCE	-1796.52		
EFT16759	13/03/2020 C4 CLEANING	CLEANING FEB 2020 AT VARIOUS SHIRE LOCATIONS	-2887.50		
EFT16760	13/03/2020 MIDWEST AUTO GROUP	45,000KM SERVICE FOR (1GMF413) DCEO VEHICLE	-501.36		
EFT16761	13/03/2020 MITCHELL & BROWN	BOSCH DISHWASHER 101 HILL STREET	-950.00		
EFT16762	13/03/2020 ML COMMUNICATIONS	SUPPLYING AND INSTALLING SAT PHONE INTO SES TOYOTA PRADO	-7308.86		
EFT16764	13/03/2020 OFFICE NATIONAL	CLOCK FOR COUNCIL CHAMBERS	-76.81		
EFT16765	13/03/2020 PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	12/2/20 FIX ISSUES WITH AMLIB/LIBRARY PC, 17/2/20 RESET PO PASSWORD, 21/2/20 UPDATE PLAY ACCOUNT, 24/2/20 INSTALL SSL CERT AND MONTHLY FEE FOR DAILY MONITORING	-382.50		
EFT16766	13/03/2020 REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	FUEL CARDS FEB 2020 VARIOUS OFFICERS	-1055.08		
EFT16767	13/03/2020 S&K ELECTRICAL CONTRACTING PTY LTD	REPLACE GPO AT INDOOR CRICKET CENTRE. REPLACE RCD U1/87 MAIN ST. CHECK DISHWASHER/REPORT 204 HILL ST. REPLACE RCD AT SPORTS COMPLEX HOUSE	-702.08		
EFT16768	13/03/2020 SQUIRE PATTON BOGGS (AU)	NATIVE TITLE WATCHING BRIEF	-1491.60		
EFT16769	13/03/2020 THE DIESEL ENGINE COMPANY PTY LTD	JOHN DEERE 45KVA GEN SET (P502) TEST / RUN ENGINE , REPLACE EMERGENCY STOP BUTTON, DEGREASE TANK FLOOR AND CLEAN	-960.30		
EFT16770	13/03/2020 TOLL TRANSPORT PTY LTD	FREIGHT FROM TRUCK CENTRE 21/2/20	-30.89		
EFT16771	13/03/2020 TRENFIELD MOTORS	PLACE PUMPS ON BORES AND REMOVE PUMPS, AS REQUIRED, FOR WORK ON ASHBURTON DOWNS MEEKATHARRA RD. REPLACE F/WINDSCREEN ON CEO PRADO	-5317.73		
EFT16772	13/03/2020 TRUCK CENTRE WESTERN AUSTRALIA	CAB RIGHT HAND WINDOW GLASS FOR 2012 NISSAN PRIME MOVER	-498.83		
EFT16773	13/03/2020 WESTERN INDEPENDENT FOODS	FREIGHT FROM OFFICE NATIONAL 25/2/20	-14.80		
EFT16774	13/03/2020 YULELLA BUILDING AND CONSTRUCTION	REMOVE SAFETY RAIL, FIX CABINET & INSTALL WATER COOLER BRACKETS AT PUBLIC TOILETS	-726.00		
EFT16775	13/03/2020 BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND (BCITF)	BP20-003 WILLIAM & KERRY EDWARDS CTF TO BCITF			-341.00
EFT16776	13/03/2020 DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BP20-003 WILLIAM & KERRY EDWARDS BSL TO BUILDING COMMISSION			-217.90
EFT16777	13/03/2020 MURRAY PENS	REIMBURSEMENT OF LOCAL GOVERNMENT ELECTIONS NOMINATION FEE			-80.00
EFT16778	31/03/2020 APRA - AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD	APRA - MUSIC LICENCE - 01/04/20 - 30/06/20	-87.02		
EFT16779	31/03/2020 B & E TRENFIELD	TOWN MAINTENANCE CONTRACT MARCH 2020	-11517.45		
EFT16780	31/03/2020 BIG BELL GOLD OPERATIONS PTY LTD	RATES REFUND FOR ASSESSMENT A7244 M51/667 NANNINE GOLD FIELD MEEKATHARRA WA 6642	-22500.53		
EFT16782	31/03/2020 CABCHARGE AUSTRALIA LIMITED	#104 9/3/20 TRAVEL HOTEL / PERTH K. EAST TRAINING	-56.95		
EFT16783	31/03/2020 COMMERCIAL HOTEL	LUNCHES FOR SHIRE COUNCIL MEETING SATURDAY 21 MARCH 2020	-356.70		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
18-Apr-20

			MUNI	AIR BP	TRUST
EFT16784	31/03/2020 CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE MARCH 2020	-20109.83		
EFT16785	31/03/2020 DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE	SECURITY ALARM MONITORING - FEB - KIDZONE & RED SANDBOX	-55.00		
EFT16786	31/03/2020 DEPARTMENT OF HUMAN SERVICES	CENTREPAY TRANSACTION CHARGES FOR 01/01/20 - 29/02/20	-63.36		
EFT16788	31/03/2020 EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 18/03/2020	-854.61		
EFT16789	31/03/2020 ENERGISE CAFE	CATERING FOR 10/4/19 FOR 8 PEOPLE FOR SUPERVISION TRAINING COURSE	-114.00		
EFT16790	31/03/2020 GASCOYNE CATCHMENTS GROUP INC	REFUND PARTIAL FEE FOR COMPLEX HIRE 6-9 MARCH 2020 AS PER COUNCIL RESOLUTION	-148.85		
EFT16791	31/03/2020 GG PUMPS & ELECTRICAL PTY LTD	REPAIR PUMP AS PER QUOTE 200025	-2062.71		
EFT16792	31/03/2020 GREENFIELD TECHNICAL SERVICES	TO COMPLETE SUBMISSION TO DRFAWA FOR AGRN888	-2409.00		
EFT16793	31/03/2020 HARVEY JAMES NICHOLS	PRESIDENTS ALLOWANCE 16/11/19 - 15/02/2020	-5000.00		
EFT16794	31/03/2020 JINDALEE RESOURCES LTD	RATES REFUND FOR ASSESSMENT A8147 LOT E52/3520 PEAK HILL GOLD FIELD MEEKATHARRA WA	-329.08		
EFT16795	31/03/2020 LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	Payroll deductions	-38.80		
EFT16796	31/03/2020 MARK SMITH PTY LTD	FIX WATER LEAK IN NORTHERN SOLAR HART AND REPLCE ANODE IN BOTH SOLAR HARTS @ LOT 213 DARLOT STREET (SHIRE TO SUPPLY ANODES)	-244.53		
EFT16797	31/03/2020 MARK STURGEON	REIMBURSEMENT TO MARK STURGEON FOR PRIVATE ACCOMMODATION AND MEALS WHILE IN GERALDTON ON COUNCIL BUSINESS AS PER POLICY	-160.00		
EFT16799	31/03/2020 MEEKATHARRA GP CLINIC	PRE-EMPLOYMENT MEDICAL FOR SEAN RIGBY ON TUESDAY 10 MARCH	-130.02		
EFT16800	31/03/2020 MEEKATHARRA GYMKHANA CLUB	2020 DONATION TO MEEKATHARRA GYMKHANA	-1000.00		
EFT16801	31/03/2020 MEEKATHARRA VOLUNTEER FIRE BRIGADE	2019/20 DONATION TO THE MEEKATHARRA VOLUNTEER FIRE BRIGADE	-2000.00		
EFT16802	31/03/2020 MITCHELL & BROWN	SUPPLY DISHWASHER BOSCH SMS66J101A FOR UNIT 2 REGAN STREET	-1098.00		
EFT16803	31/03/2020 NAVSDRON PTY LTD (MEGAN SHIRT)	MONTHLY FIN REPORT PREP DEC 2019 , JAN, FEB 2020	-2178.00		
EFT16804	31/03/2020 NEUK PORT AD-HAIR	MONTHLY MANAGEMENT & OPS FEE MARCH 2020	-22622.60		
EFT16805	31/03/2020 PAINT INDUSTRIES PTY LTD	20 LITRES TOPDECK MARKING PAINT FOR TOUCHDOWN ZONES RUNWAY 09/27, COLOUR N14 WHITE	-4956.51		
EFT16806	31/03/2020 PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	9/3/20 INSTALLED OFFICE 2016 ON MSC-DCEO 10/03/20 SET UPD RD GATEWAY. SET UP DBASE ON SERVER	-510.00		
EFT16807	31/03/2020 PETER SHANE CLANCY	DEPUTY PRESIDENTS ALLOWANCE 16/11/19 - 15/02/20	-1250.00		
EFT16808	31/03/2020 REEF MINING PTY LTD	Rates refund for assessment A8138 E51/1869 NANNINE GOLD FIELD MEEKATHARRA WA 6642	-741.07		
EFT16809	31/03/2020 ROGER TOY	REPAIR AND PAINT BEDROOM CEILING PLUS HALL (INCLUDES MATERIALS) 3/16 REGAN ST	-1034.00		
EFT16810	31/03/2020 S&K ELECTRICAL CONTRACTING PTY LTD	REPAIR AIRCON LEAK & INSTALL LED LIGHTS AT SPORTS COMPLEX. ELECTRICAL SAFETY WORKS, REPLACE EXHAUST FAN, NEW GPO KITCHEN & BATH RENO AIRPORT HOUSE. TESTING & TAGGING VARIOUS SITES. S/INSTALL PWR POINTS AND CHANGE SENSOR LIGHT 205 HILL ST. REMOVE OLD REFRIGERATION UNIT AND REPLACE WITH NEW IN SHIRE HALL	-16838.35		
EFT16811	31/03/2020 SHIRE OF MEEKATHARRA	Payroll deductions	-1365.35		
EFT16812	31/03/2020 SKIPPERS AVIATION PTY LTD	2 X AUDITORS RETURN FLIGHTS PER-MKR 6 AND 8 APRIL 2020 (MON-WED) 2 X AUDITORS APRIL TRIPS CREDITED DUE TO CANCELLATION OF TRIP DUE TO VIRUS	-2400.00		
EFT16813	31/03/2020 SQUIRE PATTON BOGGS (AU)	NATIVE TITLE YUGUNGA-NYA PERIOD 20-02 - 20/02/2020	-310.20		
EFT16814	31/03/2020 ST JOHN AMBULANCE, MEEKATHARRA SUB CENTRE	2019/2020 BUDGET DONATION MEEKATHARRA SUB CENTRE	-2000.00		
EFT16815	31/03/2020 STATE EMERGENCY SERVICE MEEKATHARRA (SES)	SES COST REIMBURSEMENT	-1207.69		
EFT16816	31/03/2020 SUNNY SIGN PTY LTD	SUPPLY SIGN AS PER QUOTE FOR SPORT COMPLEX PLAY GROUND	-52.80		
EFT16817	31/03/2020 TOLL TRANSPORT PTY LTD	DEPOT PARCEL FREIGHT X 4 DELIVERIES	-48.90		
EFT16819	31/03/2020 UI HOME IMPROVEMENTS	SUPPLY&INSTALL: MENS 3 X CUBICLES, SHOWER, ONE BASIN W/MIXER. INSTALL SPLASHBACK; WOMENS INSTALL SPLASHBACK, ONE BASIN W/MIXER- SPORTING COMPLEX	-17447.63		
EFT16820	31/03/2020 UNITED PETROLEUM PTY LTD	50,000 LITRES DIESEL DELIVERED TO MEKATHARRA AIRPORT 18/03/2020	-55439.87		
EFT16821	31/03/2020 WEST COAST AUTO SMASH REPAIRS	TYRES, VALVES, BALANCING AND WHEEL ALIGNMENT CDSM PRADO	-784.56		
EFT16822	31/03/2020 WESTERN INDEPENDENT FOODS	FREIGHT UI HOME IMPROVEMENTS GERALDTON TO MKR 18/02/20 CC#42268	-14.80		
EFT16823	31/03/2020 WINC AUSTRALIA PTY LTD (STAPLES)	STATIONERY FOR SHIRE OFFICE	-236.27		
EFT16824	31/03/2020 BUNNINGS GROUP LIMITED	MISTRAL 75CM INDUSTRIAL MISTING PEDESTAL FAN x 4	-874.00		
EFT16825	31/03/2020 E & MJ ROSHER PTY LTD	SUPPLY OF GOODS AS PER Q1109054 FOR 2014 KUBOTA ZERO TURN MOWER	-701.60		
25758	13/03/2020 WATER CORPORATION	WATER CHARGES 1/3/20 - 30/4/20	-44.06		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 APRIL 2020

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
18-Apr-20

			MUNI	AIR BP	TRUST
DD13134.1	04/03/2020	WA SUPER	Payroll deductions	-6035.84	
DD13134.2	04/03/2020	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-925.70	
DD13134.3	04/03/2020	MLC SUPER FUND	Superannuation contributions	-825.00	
DD13134.4	04/03/2020	CBUS ADMINISTRATION	Superannuation contributions	-825.00	
DD13134.5	04/03/2020	AUSTRALIAN SUPER	Superannuation contributions	-729.44	
DD13134.6	04/03/2020	BT SUPER FOR LIFE	Superannuation contributions	-207.98	
DD13134.7	04/03/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	Superannuation contributions	-173.73	
DD13149.1	05/03/2020	HORIZON POWER	ELECTRICITY CHARGES 14/12/19 - 14/2/20 VARIOUS PROPERTIES	-32440.13	
DD13151.1	18/03/2020	WA SUPER	Payroll deductions	-5336.00	
DD13151.2	18/03/2020	AUSTRALIAN ETHICAL SUPER	Superannuation contributions	-768.45	
DD13151.3	18/03/2020	MLC SUPER FUND	Superannuation contributions	-825.00	
DD13151.4	18/03/2020	CBUS ADMINISTRATION	Superannuation contributions	-980.43	
DD13151.5	18/03/2020	DEPARTMENT OF COMMERCE - CONSUMER PROTECTION	PAYROLL DEDUCTIONS	-400.00	
DD13151.6	18/03/2020	AUSTRALIAN SUPER	Superannuation contributions	-834.04	
DD13151.7	18/03/2020	BT SUPER FOR LIFE	Superannuation contributions	-189.93	
DD13151.8	18/03/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	Superannuation contributions	-218.88	
DD13157.1	24/03/2020	HORIZON POWER	ELECTRICITY CHARGES 07/01/20 - 05/03/20 VARIOUS PROPERTIES	-4332.78	
DD13157.2	19/03/2020	HORIZON POWER	ELECTRICITY CHARGES 04/02/20 - 02/03/20 VARIOUS PROPERTIES	-7268.64	
DD13186.1	01/03/2020	WESTNET PTY LTD	INTERNET FOR MONTH OF FEB	-115.00	
THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:					
			MUNI BANK	-\$ 501,176.85	
			AIR BP ACCOUNT		0.00
			TRUST ACCOUNT		-638.90

TOTALLING -\$501,815.75 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Saturday, 18 April 2020
AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY MCCLYMONT
CHIEF EXECUTIVE OFFICER

Title/Subject:	2020/2021 - SETTING OF THE ANNUAL RATE IN THE DOLLAR, REVIEW OF FEES AND CHARGES AND POLICY ALLOWANCES	
Agenda/Minute Number:	9.2.4	
Applicant:	Nil	
File Ref:	ADM 242	
Disclosure of Interest:	Nil	
Date of Report:	1 April 2020	
Author:	Krys East Corporate Services Manager/DCEO	
		 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	
		 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council to;

- determine the Rates in the dollar and minimum rates,
- consider the Fees and Charges and
- Policy Allowances

for the 2020-2021 financial year.

Attachments:

Objects and Reasons 2020/21 Differential Rates

Adopted Fees and Charges 2019/20

Adopted Policy Allowances 2019/20

Background:

As per Council Policy 4.7 the proposed differential rates are to be set at this Ordinary Council Meeting to allow Council to comply with the timeframes for the statutory requirements.

Normally the Fees and Charges and Policy Allowance amounts are considered by Council as separate agenda items. However, given that they are all linked to the forthcoming draft budget, and the impact that the COVID-19 pandemic is having on the local economy it is sensible to consider these collectively at this time.

Comment:

Many factors must be considered when setting the rate in \$ for the various rating categories.

A unique consideration for this year is the impact that the Corona Virus 2019 pandemic has had and may continue to have on local ratepayers and the economy. Local businesses and ratepayers have been impacted by the Commonwealth Government and States Government's decision's to close various businesses and the Western Australian borders, as well as the requirements to self-isolate and other enforced travel restrictions. These have affected the earning capacity of many.

Council may:

- consider supporting rate payers and the community by a nil increase for
 - Rates,
 - Fees and Other Statutory Charges and
 - the allowance amounts stipulated within the Policy Manual compared to the 2019/2020 adopted budget.

A nil increase in rates, based on current system valuations, will result in a reduction in rates revenue of \$9,589 (due to reduction in UV Mining valuation).

There may also be a reduction in revenue derived from Fees and Charges due to the impact that Covid 19 has on the community. For example less revenue from facility hire is likely if the current social isolation remains in place into the next financial year. The amount is not quantifiable as the timeframe for the economy being impacted of the pandemic is an unknown. In 2019/20 the Shire budgeted revenue of ~\$1.3M from Fees and Charges. If the current travel restrictions and social isolation conditions remain in place, expected revenue from some charges and fees such as landing fees (\$592k), diesel fuel sales (\$239k), gym memberships (\$16k) and pool admissions (\$12k) is likely to be significant. Others such as the rubbish removal charges (\$104k) and monthly retainer from AirBP (\$80k) may be impacted by ratepayers and lessee's ability to pay.

If nil change is made to the Policy allowances, it is unlikely to impact the upcoming budget.

- Upon request, consider waiving of the penalty interest on rates (currently 10% per annum) for rates payments in 2020/21. The expected penalty interest for 2019/20 is expected to be approximately \$112,000. At the time of writing this item there is \$1.41M in outstanding rates with ~\$810K outstanding for the current year. The other \$600K is for previous years.
- Upon request, offering flexible payment plans for the payment of rates, including suspending debt recovery processes whilst negotiating a suitable payment arrangement with a rates debtor.

If Council resolve to adopt any or all of these the overall revenue from rates in 2020/21 financial year will be lower than in previous years.

At the March 2020 OCM Council approved to provide the CEO with a nominal budget of \$2,000 to undertake measures within the community. This amount is to be allocated or journal from Councils Donations Budget. It is suggested that \$214,000 (5% of 2019/20 rate revenue) be allocated to a temporary COVID - 19 Emergency Response Reserve in the 2020/21 budget. This reserve is to be created for a period of 12 months from 1 July 2020 to ensure sufficient funds are available as needed to provide for assistance to local businesses and provision of critical services. The COVID-19 Emergency Response Reserve is to be administered by the Chief Executive Officer in consultation with the Shire President. At the end of the twelve-month period Council to assess the requirement for the continuance of the Reserve or reallocation of any unused funds.

Further considerations for setting the Rate in \$

If any ratepayer has an objection to his valuation the Valuation of Land Act sets out the manner in which objections may be instituted as regards valuations. Objections must be lodged with the Valuer General's Office within 60 days of the issue of Notice of Valuation and Rate. If a successful objection is lodged rates will be adjusted accordingly

If Council plan to impose a differential rate which is more than twice the lowest differential rate, Ministerial approval must be sought as per requirements of the Local Government Act 1995 Section 6.33.

These factors include:

- Consideration of the proposed budget deficiency;
- Substantial increases in rates need to be justified. It cannot just be Consumer Price Index (CPI) without valid reasoning substantiating this;
- Objects and Reasons are required to be prepared which explain the logic behind each different rate and minimum payment;
- Advertising the proposed differential rates and minimum payments for the required minimum of twenty one days (the first day being the day after publication date);
- Consulting with individual ratepayers if only a small number are affected by a significant change to their rates;
- Considering whether the minimum payment applies to more than fifty per cent of the properties in any rating category other than vacant land; and
- Ensuring that Ministerial approval is granted prior to imposing rates.

In accordance with the Department of Local Government and Communities Circular No. 10-2016, Council are extremely mindful of considering Council requirements in regards to expenditure and efficiency measures and are required to bear this in mind when setting the rates in the \$ this financial year. Examples of past and proposed expenditure consideration and efficiency measures are:

- reviewing the need and remuneration of each position as vacancies arise;
- consideration of the purchase of large items of plant with regards to new or second hand as the downturn in mining in Western Australia has resulted in many excellent buys due to the surplus of used lower hour plant being available;
- installing energy efficient fixtures in Shire infrastructure;
- consideration of the savings compared to costs of installing and using alternative security monitoring systems to infrastructure;
- negotiating best prices for purchases especially larger purchases such as bulk fuel; and
- determine the best use of shire infrastructure.

A number of discussions have taken place to ensure expenditure is optimised as efficiently as possible. These include:

- the renovations of the Lloyd's building on the Main Street and the best use. Council had made a prior decision to renovate a portion of the existing structure rather than build new. This decision was made with regards to cost and heritage significance to the town. To assist with ongoing decisions that would need to be made as the renovation progressed a Lloyd's Working Group was formed. Over the course of the renovations a number of meetings were held to discuss the renovations. One of these was whether the fit out of rental areas such as the café was something that Council should be funding or should be a cost for the tenant. The decision was that having a fully working, operational kitchen was more likely to attract tenants. This was an expense that Council validated.
- lighting to the recently completed skate park. After considering the benefits and the possible problems with having this area illuminated at night, it was determined that if suitable funding could be sourced that Council would reconsider the installation of lighting at the site.
- the need for staff housing. Council currently have five vacant one bedroom furnished units available to house staff. Only one house is not tenanted. We are also in the unusual position where four admin staff, one community development staff member and two

outside crew provide their own housing. There is no way to predict future needs and it is not prudent to have housing sit vacant for extended periods of time. Council therefore consider the purchase or building of new housing to not be a valid expense at this time.

- doing a comprehensive assessment of all plant owned by the Shire to consider disposal, replacing, upgrading or retaining.
- the benefits of employing a mechanic or continuing to engage contractors on an as needed basis. It was deemed that servicing and repairing the shires plant and equipment through contractors was the most cost effective.

The below table shows the total rates revenues raised for the preceding five years and increase/decrease in rate revenue both in terms of \$ and % value.

	Overall Effects			
	Total Revenue \$	Increase / Decrease	\$ Change	% Change
15-16	3,973,554	↓	-186,964	-4.49%
16-17	3,819,382	↓	-154,172	-3.88%
17-18	3,922,172	↑	102,790	2.69%
18-19	4,256,749	↑	334,577	8.53%
19-20	4,307,157	↑	50,408	1.18%

Since 2015/16 revenue from rates have increased \$333,603 an 8.39% increase. This is an average of 0.81% per year.

Below is a table showing how Meekatharra compares with rates in the \$ set by comparable shires for 2019/20. The shires included are Wiluna, Cue, Mt Magnet, Yalgoo, Ashburton, East Pilbara, Sandstone, Upper Gascoyne and Murchison.

	Meekatharra	Range of Rates in \$	Average (includes Meekatharra)
**GRV	8.8869	6.5760 to 10.8386	9.0336
***UV Mining	19.6101	8.0150 to 37.4303	23.2179
UV Pastoral	7.4462	3.2950 to 13.7841	7.2626

**The GRV Categories shaded in grey in the table below have been omitted when calculating the Rate in the \$ Range and Average for GRV as the categories are not consistent with the Shire of Meekatharra's Rating Categories.

***Calculations for UV Mining Range of Rates in \$ and Average comprises of UV Mining, UV Exploration and UV Prospecting categories in the table below. All tenements in the Shire of Meekatharra are subject to the UV Mining Rate in the \$ regardless of whether their status is Mining, Exploration or Prospecting.

	Meekatharra	Wiluna	Cue	Mt Magnet	Yalgoo	Ashburton	East Pilbara	Sandstone	Upper Gascoyne	Murchison
GRV Residential	8.8869	10.2268	10.6200	10.8386	7.83184	10.2364	7.3660	6.5760	8.7200	
**GRV Commercial			10.6200	12.3793		6.5926				
**GRV Industrial				12.3793		6.5926				
**GRV Vacant			10.6200		7.83184					
**GRV Nullagine										
**GRV Other						13.1845				
**GRV Mining		20.2213	30.0000							
**GRV Mass Accommodation				19.7977				37.1950		
***UV Mining	19.6101	21.2284	30.0000	33.5263	37.43025	36.9571	17.1800	26.8910	13.9300	27.9400
***UV Prospecting		21.2284		33.5263	19.88253		17.1800			8.0150
***UV Exploration		21.2284		33.5263	19.88253		17.1800			8.0150
UV Pastoral	7.4462	13.7841	8.4300	7.1755	6.90787	6.2196	8.5900	6.0880	4.6900	3.2950

The draft Long Term Financial Plan has been considered but given the current pandemic it is considered that all measures to minimise the rate revenue is warranted. Staff do not expect any major revaluation on properties within the shire to be undertaken between now and adoption of the budget.

It is possible but unlikely that significant changes to the valuations will happen this year since GRV won't be revalued until late 2020/21 (every five years). UV Pastoral and UV Mining are updated every year though and are therefore subject to (unforeseeable) change. Staff present to Council figures based on the current valuations as it is not possible to predict the valuations of the rate book as at 1 July 2020.

When considering what rate in the \$ to adopt for different rating categories in the 2020/21 period Council should be aware that the preliminary draft budget shows that the deficiency required to be made up by rates is a similar amount to last year.

The resulting revenue is based on valuations currently on Councils rate book. Every month Council receive a Mining tenement schedule from the Valuer General Office (VGO). This schedule lists all revaluations as determined by the VGO, change of ownership, change of ownership address and change of status of tenements, whether they have been granted or surrendered. Given that there are still another three tenement schedules that are to be entered on the rating system before the rates run, it is highly likely that the valuation figure may be different to what is presented here and there is no way for staff to predict what the valuation figure will be at that time. It is possible that there may be changes to other category valuations as well before 1 July 2020.

The valuation changes between the time that Council have set the rate in the \$ until rates are raised have previously resulted in the following differences in rating yield:

Year	Budget Rates	Actual Rates	Difference
2011/12	\$3,336,134	\$3,588,555	\$252,421
2012/13	\$3,741,189	\$3,884,850	\$143,661
2013/14	\$4,016,146	\$3,878,308	-\$137,838
2014/15	\$4,160,518	\$4,188,509	\$27,991
2015/16	\$3,794,353	\$3,973,554	\$179,201
2016/17	\$3,809,135	\$3,819,382	\$10,247
2017/18	\$3,930,466	\$3,922,172	-\$8,294
2018/19	\$4,127,142	\$4,256,749	\$129,607
2019/20	\$4,178,603	\$4,307,157	\$128,555

The discrepancy is addressed during budget reviews. Last year's increase was the result of rental increases imposed by the Department of Mines, Industry Regulation and Safety which impacted on the valuation and the rates raised. Council as part of a submission received considered this at a special council meeting held in May 2019 where they resolved to not amend the rate in \$ for the UV Mining category.

Whenever Council imposes a differential general rate which is more than twice the lowest differential general rate, Council must give local public notice, consider any submission received in response and seek Ministerial approval. The timeframes required in regards to advertising and considering of submissions prior to seeking Ministerial approval are set out in the Act. Adherence to this is mandatory and does complicate the budget process therefore it would be ideal if the margin between UV Mining and UV Pastoral could be reduced.

UV Pastoral rate was increased by 10% in 2016/17, a further 10% in 2017/18 and 12% in 2018/19. UV Mining remained at 19.0389 from 2014/15 to 2017/18 then increased by 3% in 2018/19 to 19.6101. No changes to the rates were made to either rates in 2019/20. Reducing the differential rate margin so Council no longer needs to seek Ministerial approval anymore would mean either lowering UV Mining and/or increasing UV Pastoral by 31.68% to 9.8052. To achieve this a couple of years ago would have required an increase of 48.22% so the gap is gradually closing.

Alternatively Council could continue to reduce the differential rates margin gradually over a number of years.

Presented below are some scenarios that Council may wish to consider when setting the rates in the dollar for the different rating categories.

GRV Scenarios					
2019/2020 Actuals		Value:	4,297,557	Revenue:	413,794
		Current Value:	4,297,557 (still subject to change)		
Scenario	Rate	% change to Rate in \$	Revenue	Change in Revenue compared to 2019/20	
				\$	%
Retaining same rate in \$	8.8869	0.00%	413,394	- 400	-0.10%
+2% rate in \$	9.0646	2.00%	420,948	7,155	1.73%
+2% rate revenue	9.0909	2.30%	422,068	8,274	2.00%
+5% rate revenue	9.3825	5.58%	434,482	20,688	5.00%
+10% rate revenue	9.8682	11.04%	455,172	41,379	10.00%

UV Mining Scenarios					
2019/2020 Actuals		Value:	18,034,185	Revenue:	3,592,754
		Current Value:	18,005,946 (still subject to change)		
Scenario	Rate		Revenue	Change in Revenue compared to 2019/20	
				\$	%
Retaining same rate in \$	19.6101	0.00%	3,583,564	- 9,189	-0.26%
+2% rate in \$	20.0023	2.00%	3,653,085	60,332	1.68%
similar rate revenue	19.6604	0.26%	3,592,477	- 277	-0.01%
+5% rate revenue	20.6742	5.43%	3,772,272	179,518	5.00%
+10% revenue	21.6855	10.58%	3,951,955	359,202	10.00%

UV Pastoral Scenarios					
2019/2020 Actuals		Value:	3,948,593	Revenue:	300,610
		Current Value:	3,948,593 (still subject to change)		
Scenario	Rate		Revenue	Change in Revenue compared to 2019/20	
				\$	%
Retaining same rate in \$	7.4462	0.00%	300,610	-	0.00%
+10% rate in \$	8.1908	10.00%	329,881	29,270	9.74%
+15% rate in \$	8.5631	15.00%	344,525	43,915	4.44%
+20% rate in \$	8.9354	20.00%	359,169	58,559	19.48%
+30% rate in \$	9.6801	30.00%	388,461	87,851	29.22%
+40% rate in \$	10.4247	40.00%	417,750	117,140	38.97%
increase required to rate in \$ to no longer seek ministerial approval	9.8052	31.68%	393,382	92,772	30.86%

	2019-20 Valuations		2020-21 Current Valuation as at 2 April 2020							
	GRV (Town)	4,297,557	4,297,557							
	UV Mining	18,034,185	18,005,946							
	UV Pastoral	3,948,593	3,948,593							
	Total	26,280,335	4,307,157							
			Retain Same Rate in \$ for all		Same GRV Rate in \$ Similar Mining Revenue +10% Pastoral Rate in \$		Same GRV Rate in \$ +2% UV Mining Rate in \$ +20% Pastoral Rate in \$		Same GRV Rate in \$ +5% Mining Revenue +15% Pastoral Revenue	
	2019-20		2020-21		2020-21		2020-21		2020-21	
	% increase from 2018-19	Rate in \$	% increase	Rate in \$	% increase	Rate in \$	% increase	Rate in \$	% increase	Rate in \$
GRV	0.00%	8.8869	0%	8.8869	0.00%	8.8869	0.00%	8.8869	0.00%	8.8869
UV Mining	0.00%	19.6101	0%	19.6101	0.26%	19.6604	2.00%	20.0023	5.43%	20.6742
UV Pastoral	0.00%	7.4462	0%	7.4462	10.00%	8.1908	20.00%	8.9354	15.40%	8.5931
	% increase from 2018-19	Rates Revenue	% increase	Rates Revenue	% increase	Rates Revenue	% increase	Rates Revenue	% increase	Rates Revenue
GRV	0%	413,794	-0.10%	413,394	-0.10%	413,394	-0.10%	413,394	-0.10%	413,394
UV Mining	2%	3,592,754	-0.26%	3,583,564	-0.01%	3,592,477	1.68%	3,653,085	5.00%	3,772,272
UV Pastoral	-3%	300,610	0.00%	300,610	9.74%	329,881	19.48%	359,169	15.00%	345,705
Total Rates Revenue (increase / decrease to last year)				4,297,568		4,335,751		4,425,648		4,531,370
	0.00%	4,307,157	-0.22%	-9,589	0.66%	28,594	2.75%	118,491	5.21%	224,213

The following charts provide a comparison with Valuations, Rates in \$ and revenues for the Shire of Meekatharra over the previous 5 years. All figures are actuals raised for the year based on valuations of each category.

	GRV				
	Valuation \$	Rate in \$	% change Rate in \$	Revenue \$	% Increase \$ by Year
15-16	4,165,719	8.6281	-27.39%	394,520	8.78%
16-17	4,161,269	8.6281	0.00%	394,560	0.01%
17-18	4,176,381	8.8869	3.00%	405,450	2.76%
18-19	4,299,095	8.8869	0.00%	413,310	1.94%
19-20	4,297,557	8.8869	0.00%	413,794	0.12%

In 2015/16 GRV revenue increased by ~9%. The increase was achieved despite Council reducing the rate in the \$ to buffer the impact that the increase in revaluation received from Valuer General would have on rates. In 2017/18 the rate in the \$ for GRV was increased by 3%. Since then the rate has remained static with very similar revenue raised each year.

	UV Mining				
	Valuation	Rate in \$	% change Rate in \$	Revenue	% Increase \$ by Year
15-16	17,059,132	19.0389	0.00%	3,305,962	-6.88%
16-17	16,055,417	19.0389	0.00%	3,125,035	-5.47%
17-18	16,620,488	19.0389	0.00%	3,225,968	3.23%
18-19	17,752,353	19.6101	3.00%	3,534,638	9.57%
19-20	18,034,185	19.6101	0.00%	3,592,754	1.64%

Ideally to assist in reducing the gap between the UV categories Council may wish to give consideration to retaining the same rate in the dollar for UV Mining or increasing it by a minimal amount. However, Council need to be mindful of whether this is fair and equitable to ratepayers in the other categories as UV Mining is the highest user of Council services and facilities especially roads which is a major cost to Council. The last increase to UV Mining was in 2018/19 by 3%.

	UV Pastoral				
	Valuation	Rate in \$	% change Rate in \$	Revenue	% Increase by Year
15-16	4,943,042	5.4945	42.96%	273,073	10.36%
16-17	4,938,042	6.0440	10.00%	299,787	9.78%
17-18	4,349,542	6.6484	10.00%	290,754	-3.01%
18-19	4,058,593	7.4462	12.00%	308,801	6.21%
19-20	3,948,593	7.4462	0.00%	300,610	-2.65%

*Decrease in 2017/18 UV Pastoral revenue is due to a revaluation on an assessment (Valuation decreased from \$1,200,000 to \$900,000 as at 1/07/2017)

In 2018/19 UV Pastoral valuation decreased by \$90,000. This was due to a valuation being received \$100K less than what was on our system and another property with a value of \$10K was confirmed to be rateable.

During 2009/2010 the Valuer General determined significant increases in pastoral lease rents across the State. In the Meekatharra Shire this equated to an average increase of 123% which resulted in excessive rate increases for pastoral properties in 2010/2011. There was, however a huge disparity between the valuations across the Meekatharra Shire – with increases ranging from 0% to 379%. Council resolved to waiver the increase for the year ended 30 June 2011.

In 2011/12 Council reduced the rate in the \$ for the Pastoral UV to receive similar rate revenue as in the previous year from Pastoralists.

Council have gradually been increasing the rate in the \$ since then. There has been no change to the rate in the \$ for either UV Mining or UV Pastoral for the last two years. To no longer require Ministerial approval to adopt rates in \$, an unrealistic increase of 31.68% is required to the UV Pastoral rate. Another option could be to reduce the UV Mining rate and increasing the UV Pastoral rate.

If the rate in the \$ was increased for UV Pastoral from 7.4462 to 9.8052 (the figure needed to no longer require Ministerial approval if no change is made to the UV Mining Rate in \$), revenue in this category would increase by \$92,764. Of the sixty-seven UV Pastoral properties, forty-five

would have increased rates. Forty-two would have an increase between \$91.23 and \$3,002.54 with the average being \$1,209.92. Three other UV Pastoral properties would have extremely high increases. These would be \$6,570.31 (pastoral property), \$14,154 (accommodation camp) and \$21,231 (outback travel centre).

The table below shows the requirements to seek Ministerial approval since 2010/2011 as the highest differential rate (UV Mining) has been more than twice the lowest differential rate (UV Pastoral).

	Adopted Rate in \$		Comparison	Ministerial Approval required
	UV Mining	UV Pastoral		
2010/2011	16.3895	6.3087	UV Mining 2.6 times UV Pastoral	Yes
2011/2012	17.2090	3.4740	UV Mining 4.95 times UV Pastoral	Yes
2012/2013	18.1039	3.6546	UV Mining 4.95 times UV Pastoral	Yes
2013/2014	18.5384	3.7423	UV Mining 4.95 times UV Pastoral	Yes
2014/2015	19.0389	3.8433	UV Mining 4.95 times UV Pastoral	Yes
2015/2016	19.0389	5.4945	UV Mining 3.47 times UV Pastoral	Yes
2016/2017	19.0389	6.0440	UV Mining 3.15 times UV Pastoral	Yes
2017/2018	19.0389	6.6484	UV Mining 2.86 times UV Pastoral	Yes
2018/2019	19.6101	7.4462	UV Mining 2.63 times UV Pastoral	Yes
2019/2020	19.6101	7.4462	UV Mining 2.63 times UV Pastoral	Yes

It is important to realize that obtaining Ministerial approval is getting increasingly more difficult. Real efforts must be made to close the gap between UV Pastoral and UV Mining.

The following table shows if UV Pastoral rate in the \$ was increased by 12% and UV Mining increased 3% each year for this year and a further three years, Ministerial approval would no longer be required.

	UV Mining Rate in \$	UV Pastoral Rate in \$	Comparison	Rates Revenue*
2019/2020	19.6101	7.4462	UV Mining 2.63 times UV Pastoral	4,297,568
2020/2021	20.1984	8.3397	UV Mining 2.42 times UV Pastoral	4,436,990
2021/2022	20.8044	9.3405	UV Mining 2.22 times UV Pastoral	4,583,893
2022/2023	21.4285	10.4614	UV Mining 2.05 times UV Pastoral	4,738,864
2023/2024	22.0713	11.7167	UV Mining 1.88 times UV Pastoral (Ministerial approval not required)	4,902,492

* Assuming no changes are made to Valuations, GRV rate in \$ or Minimums

Under the same assumptions if each year UV Pastoral and UV Mining are increased by 10% and 4% respectively it would be 2024/25 when Ministerial approval would not be required. The rates would be UV Pastoral 11.9922 and UV Mining 23.8587.

Minimums

Council also need to consider the minimum payment when setting the rate in the \$. In 2019/20 the minimum payments for surrounding shires were:

	Meekatharra	Wiluna	Cue	Mt Magnet	Yalgoo	Ashburton	Upper Gascoyne	East Pilbara	Sandstone	Murchison
GRV	400	370-490	451	152-818	290-620	727.50-1262.50	200	663	220	
UV Mining	350	370	451	455	290	1,262.50	450	430	335	450
UV Pastoral	350	370	451	455	290	1,262.50	412	230	335	320

Council should be aware that in accordance with Local Government Act 1995 Section 6.35 no more than half the properties can be subject to the minimum within each category. The current minimum amounts would need to be increased substantially for this to be an issue for the Shire of Meekatharra.

Based on the rate in the \$ remaining the same in 2019/20 as it was in 2018/19 the GRV Minimum could be increased to \$710, UV Mining Minimum increased to \$650 and the UV Pastoral increased in excess of \$1500 and still comply. The following table shows the number of properties that would be on Minimum at these values. It is not suggested that Council increase the Minimum amounts to these levels but to show Council that increasing the Minimums is an option.

	Minimum Amount	Total No. of Properties	No. of properties on Minimum
GRV	710	402	198
UV Mining	650	1041	493
UV Pastoral	1500	67	28

The above figures will be affected by any change to the rate in the \$ but it is unlikely that unless Council propose a significant increase to either the rates in the \$ or the Minimum amounts applied that Council will breach the Act.

Minimums imposed in previous years		
	GRV Minimum	UV Minimum
2010 / 2011	\$260.00	\$260.00
2011 / 2012	\$260.00	\$260.00
2012 / 2013	\$275.00	\$275.00
2013 / 2014	\$350.00	\$275.00
2014 / 2015	\$350.00	\$275.00
2015 / 2016	\$400.00	\$350.00
2016 / 2017	\$400.00	\$350.00
2017 / 2018	\$400.00	\$350.00
2018 / 2019	\$400.00	\$350.00
2019 / 2020	\$400.00	\$350.00

Consultation:

Roy McClymont - Chief Executive Officer

Statutory Environment:

Local Government Act 1995 – Section 6.32 Rates and service charges.

“6.32. Rates and service charges

(1) When adopting the annual budget, a local government —

(a) in order to make up the budget deficiency, is to impose a general rate on rateable land within its district, which rate may be imposed either —*

(i) uniformly; or

(ii) differentially;

and

(b) may impose on rateable land within its district —*

(i) a specified area rate; or

(ii) a minimum payment;

and

(c) may impose a service charge on land within its district.*

** Absolute majority required.*

(2) Where a local government resolves to impose a rate it is required to —

(a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and

(b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

(3) A local government —

(a) may, at any time after the imposition of rates in a financial year, in an emergency, impose a supplementary general rate or specified area rate for the unexpired portion of the current financial year; and*

(b) is to, after a court or the State Administrative Tribunal has quashed a general valuation, rate or service charge, impose a new general rate, specified area rate or service charge.*

** Absolute majority required.*

(4) Where a court or the State Administrative Tribunal has quashed a general valuation the quashing does not render invalid a rate imposed on the basis of the quashed valuation in respect of any financial year prior to the financial year in which the proceedings which resulted in that quashing were commenced.

[Section 6.32 amended by No. 55 of 2004 s. 690.]”

Local Government Act 1995 – Section 6.33 Differential general rates

“6.33. Differential general rates

(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —

(a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or

(b) a purpose for which the land is held or used as determined by the local government; or

-
- (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may —*
- (a) *specify the characteristics under subsection (1) which a local government is to use; or*
 - (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*
- (3) *In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.*
- (4) *If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.*
- (5) *A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation¹ is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.*
- [Section 6.33 amended by No. 38 of 2005 s. 15; No. 17 of 2009 s. 39; No. 28 of 2010 s. 34.]”*

Local Government Act 1995 – Section 6.35 Minimum payment

“6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6),**on which a minimum payment is imposed.*
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of —*
 - (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6),**unless the general minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*

-
- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —*
- (a) *to land rated on gross rental value; and*
 - (b) *to land rated on unimproved value; and*
 - (c) *to each differential rating category where a differential general rate is imposed.”*

Local Government Act 1995 – Section 6.36 Notice of certain rates.

“6.36. *Local government to give notice of certain rates*

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) —*
 - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government’s estimate of the budget deficiency; and*
 - (b) *is to contain —*
 - (i) *details of each rate or minimum payment the local government intends to impose; and*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;*
 - and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government —*
 - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*

it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.”

Policy Implications:

4.7.5 Budget Preparation

Budget/Financial Implications:

Precursor to 2020 – 2021 Budget discussions

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr PS Moses

That Council:

- in arriving at the proposed differential rates in the dollar have attempted to balance the need for revenue to fund essential services and facilities with the desire to limit any increase on the ratepayer to affordable levels;
- request the CEO develop the draft financial budget for the year 2020/21 year based on a nil increase for Fees, Other Statutory Charges and the allowance amounts stipulated within the Policy Manual compared to the 2019/2020 adopted budget;
- acknowledge that it reviews its expenditure and considers efficiency measures as part of budget deliberations;
- have considered the implications of the following measures with limiting the economic impact that the pandemic COVID-19 has had and may continue to have on local businesses and ratepayers;
 - upon request, consider waiving of the penalty interest on rates (currently 10% per annum) for rates payments in 2020/21.
 - upon request, consider entering into flexible payment plans for the payment of rates, including suspending debt recovery processes whilst negotiating a suitable payment arrangement with a rates debtor;
- request the CEO include in the draft 2020/21 financial budget a temporary reserve named Covid19 Emergency Response for the purpose of for the maximum duration of 12 months. An amount of \$214,000 be allocated to this fund;
- authorise that the following proposed rates in the dollar for differential rates be advertised for 21 days on or after 1st of May 2020 (as per Local Government Act 1995 Section 6.36).

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

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

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



Shire of Meekatharra

2020/2021 Differential Rate Model - Object and Reasons

The Shire of Meekatharra is in the process of formulating the 2020/2021 budget and has developed a differential rate model. In accordance with Section 6.36 of the Local Government Act 1995, the Shire of Meekatharra is required to publish its Objects and Reasons for Implementing Differential Rates.

Those objects and reasons are noted below:

Overall Objective:

The proposed rates in the 2020/21 Budget is to provide for the net (i.e. after taking into account all other forms of revenue) funding requirement of the Council's services, activities, financing costs and current and future capital works requirements.

Property valuations provided by the Valuer General are used as the basis for the calculation of rates each year. Differentially rating properties based on zoning and/or land use maintains equity in the rating of properties across the Shire.

Gross Rental Value (GRV)

A GRV is applied to all properties within townsite boundaries. The GRV is determined by the Valuer General and is the basis for calculating the annual rates. Demolitions, construction and additions can affect the GRV of the property. If this occurs during the year an amended GRV is provided to the Shire by the Valuer General and Council recalculates the rates and issues interim notices.

The object of the GRV rate is to allow sufficient revenue for Council to operate efficiently and provide a diverse range of services while maintain consistent revenue to 2020/21 for GRV assessments.

The reason for the level of GRV rate is to allow for a fair contribution to the maintenance and provision of town infrastructure and services to a sustainable level.

Unimproved Value (UV)

UV Pastoral

This differential rate is applied to those properties that are outside of the townsite that have a commercial use inclusive of:

- Crown Pastoral leases or Pastoral use;
- Communication transmission sites; and
- Roadhouses

The object of the UV Pastoral rate is to ensure that the proportion of total rate revenue derived from UV Pastoral is comparable with previous years and provides the base rate to assess the other UV rated properties.

The reason for the lower rate for UV Pastoral is to reflect the lower impact on transport infrastructure compared to the UV Mining category. Generally Pastoralists carry out minor road maintenance with their own machinery.

Pastoral leases within the Shire of Meekatharra are normally large parcels of land that attract a relatively high valuation. The Pastoral UV rate ensures that every landowner makes a reasonable contribution to the rate burden.

UV Mining

The UV Mining differential rate is applied to properties that are used for mining, exploration or prospecting purposes.

The object of the UV Mining rate is to raise the necessary revenue for Council to operate efficiently and provide a diverse range of services.

The reason for setting UV Mining rate at a higher level than UV Pastoral is to ensure a sector of ratepayers that essentially are transitory contributes to the maintenance of the Shire's established assets and services to the extent that the mining operators use them.

These include:

Unsealed roads - amongst the services utilised by ratepayers with tenements would be the extensive network of unsealed roads within the Shire. A substantial amount of budgeted capital expenditure is for works on Shire roads.

Refuse site - Mining and Exploration activities impose a heavy burden on the shire refuse site increasing maintenance cost and shortening the life of the landfill site.

Resources - Mining removes finite resources from the shire. Ultimately this will have an impact on the mining industry within the shire, which will in turn impact rate revenue in future years.

Shire administration - Mining, Exploration and Prospecting activities impose a greater administration service requirement on the shire (applications, enquiries, tenement changes and revaluations).

Furthermore, in general mining operators use established Shire services and infrastructure but contribute very little or no enterprise to the community.

Minimums

Council has established minimum rates for each category. These minimums may exceed the amount that would be calculated for each assessment.

Minimum Rate GRV

The minimum for GRV is higher than that for the UV Categories as a number of the assessments that the minimum will apply to, are vacant blocks. Additional expense is incurred by council in maintaining these vacant lots in a clean and safe condition as owners are generally absent.

Minimum UV Pastoral

The setting of a minimum rate for UV Pastoral is to ensure that every landowner makes a reasonable contribution to the rate burden.

Minimum UV Mining

The setting of a minimum rate for UV Mining is to ensure that every landowner makes a reasonable contribution to the rate burden.

Shire of Meekatharra
Schedule of Fees & Charges
2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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RATES

GENERAL RATES

Unimproved Value

Rural

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

Mining (Differential Rate)

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

Gross Rental Value

General

General Rate - cents per dollar 8.8869
Minimum Rate per Assessment 400.0000

Concessions, Discounts & Waivers

No Concessions are provided for in the financial year

Interest

Days until interest applies from issue date - 35

Interest on overdue Rates/Rubbish 10%
Interest on Instalments of Rates/Rubbish 5.5%

Instalments - 4 Payments

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

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

PAYMENT DUE DATES

Target date for issue of Rate Notice:-
24-July-2019

Payment due dates would therefore be:-
- for payment in full 30-August-2019
- for payment of first instalment 30-August-2019

Target date for issue of rate notices for:-
- second instalment 04-October-2019
- third instalment 09-December-2019
- fourth instalment 12-February-2020

Payment due dates would therefore be:-
03-November-2019
07-January-2020
12-March-2020

RATE ENQUIRIES

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

- 35.00
- 85.00
4.09 45.00
0.05 0.50

Shire of Meekatharra
Schedule of Fees & Charges
2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
ADMINISTRATION			
GENERAL ADMINISTRATION			
Minutes, Local Laws & Electoral Rolls			
Council Minutes & Agendas - per double sided page	0.59	0.06	0.65
Council Minutes & Agendas - Extracts per double sided page	0.59	0.06	0.65
Council Local Laws - per double sided page	0.59	0.06	0.65
Electoral Roll - per double sided page	0.59	0.06	0.65
Statutory Council Budget - per double sided page	0.59	0.06	0.65
Emailing of the above	NO CHARGE		
Tourist Merchandise			
Cost + Freight Cost + 10%			
Shire of Meekatharra Special Vehicle Registration Plates			
Shire administration fee	NO CHARGE		
Department of Transport fee - set by Department of Transport	252.00	-	252.00
History Book			
Meekatharra Gold Beyond the Rivers	35.91	3.59	39.50
Meekatharra Gold Beyond the Rivers Plus Postage within Australia	47.27	4.73	52.00
Fundraising Pavers			
Purchase of Name Paver (per brick)	40.91	4.09	45.00
Purchase of Name Paver (per double paver)	68.18	6.82	75.00
Meeka Dust Newsletter			
Advertising (per Issue)			
- full page Black & White	47.36	4.74	52.10
Colour	67.32	6.73	74.05
- half page Black & White	24.27	2.43	26.70
Colour	39.18	3.92	43.10
- quarter page Black & White	15.00	1.50	16.50
Colour	22.41	2.24	24.65
- eighth page Black & White	12.68	1.27	13.95
Colour	16.82	1.68	18.50
Advertising for not-for-profit organisations or community event notices	NO CHARGE		
Sales - each	2.27	0.23	2.50
Annual Subscriptions - 11 issues including postage	36.05	3.60	39.65
Payment for article published in Dust submitted by public	90.91	9.09	100.00
*Article must be Meekatharra related. *Article includes short stories, poems, photos or similar. Eligibility is at the discretion of the Editor.			
Miscellaneous			
Key bond - if not listed elsewhere	55.00	-	55.00
Electronic key bond - if not listed elsewhere	100.00	-	100.00
Secretarial / Other Services - per hour	Admin Assistant's Hourly Rate + 100% + GST		
General Postage of requested materials	AT COST		
Hire of portable PA System per day	136.36	13.64	150.00
Bond for PA System	300.00	-	300.00
In-house training courses – external attendees			
In house (Shire organised) training courses, conferences and workshops - held in Meekatharra.	As determined by CEO		
Fees for external attendees (eg. neighbouring shires, local businesses, agencies or individuals)			

Shire of Meekatharra
Schedule of Fees & Charges
2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
ADMINISTRATION			
PRINT, PHOTOCOPY & FACSIMILE			
Photocopying & Printing			
Per single sided A4 page - Black & White	0.45	0.05	0.50
Per double sided A4 page - Black & White	0.55	0.05	0.60
Per single sided A3 page - Black & White	0.64	0.06	0.70
Per double sided A3 page - Black & White	0.82	0.08	0.90
Per single sided A4 page - Colour	1.45	0.15	1.60
Per double sided A4 page - Colour	1.91	0.19	2.10
Per single sided A3 page - Colour	2.82	0.28	3.10
Per double sided A3 page - Colour	3.27	0.33	3.60
Facsimile			
Facsimile - Sending within Australia - 1st page	2.00	0.20	2.20
Facsimile - Sending within Australia - per subsequent page	0.55	0.05	0.60
Facsimile - Sending International - 1st page	2.73	0.27	3.00
Facsimile - Sending International - per subsequent page	0.91	0.09	1.00
Facsimile - Receiving - per page	1.14	0.11	1.25
Laminating			
A4 size - per page	2.50	0.25	2.75
A3 size - per page	4.32	0.43	4.75
Binding			
A4 size to 1.5cm thick - inc ring binder, front & back cover	5.45	0.55	6.00
FREEDOM OF INFORMATION - (as per FOI Act 1992)			
Application fee	30.00	-	30.00
Accessing / Supervised access to Councils records - per hour	30.00	-	30.00
Photocopying by Staff - in addition to above fees - per hour	30.00	-	30.00
Photocopying by Staff - in addition to above fees - per copy	0.20	-	0.20
ANIMAL CONTROL			
Animal Trap Hire			
Trap - Bond	22.73	2.27	25.00
Trap hire - per week	6.36	0.64	7.00
Pound Fees			
Maintenance of Dog or Cat in pound - per day or part thereof	16.82	1.68	18.50
Release of Dog/Cat - during office hours ONLY	77.68	7.77	85.45
Destruction of Dog/Cat	NO CHARGE		
* All dogs must be registered and microchipped prior to release			
Kennel Licensing Fees (Dog Regulations 2013)			
Initial License	181.82	18.18	200.00
Annual Renewal	181.82	18.18	200.00

Shire of Meekatharra
Schedule of Fees & Charges
 2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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ANIMAL CONTROL (Continued)**Dog License Fees (Dog Regulations 2013) - all licenses expire 31 October of the applicable year****All new registrations need to be microchipped**

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

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

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

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

Concessions Pensioner Rate - 50% of above fees

Working dog - 25% of above fees

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

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

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

Application for grant or renewal of approval to breed cats per breeding cat (male or female)	100.00	-	100.00
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Concessions Pensioner Rate - 50% of above fees

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

HOUSING

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

**Single Persons Quarters is defined as one bedroom unit with shared laundry facilities*

HEALTH**Trading Permits - for Commercial Purposes as Defined in Local Law**

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

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

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

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

Shire of Meekatharra
Schedule of Fees & Charges
2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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HEALTH

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

Food Businesses

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

COMMUNITY AMENITIES

SANITATION & RUBBISH TIP

Sanitation Charges

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

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

Waste Disposal Site

Demolition waste disposal fee	168.18	16.82	185.00
Building license waste disposal fee	56.00	-	56.00
	plus \$0.25 per \$1,000 over \$20,000		
Disposal of Hazardous Materials** - per cubic metre (minimum charge 1 cubic metre)	56.09	5.61	61.70

***Hazardous materials include asbestos and medical waste (Hospital medical waste excluded from this charge)*

PLANNING

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

BUILDING & DEMOLITION

Building & Demolition Permits (Building Regulations 2012)

OCCUPANCY PERMITS

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

Shire of Meekatharra
Schedule of Fees & Charges
 2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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COMMUNITY AMENITIES**CEMETERY**

Issue of Grant of Right of Burial (retrospectively for burials pre 1 July 2017)	136.36	13.64	150.00
Plot reservation valid for 25 years (can be renewed)	NO CHARGE		
Grave preparation (to depth of 2.13m) & burial fee - Includes Grant of Right of Burial			
- standard burial (week day, weekend or public holiday)	1,850.00	185.00	2,035.00
- ***infant/stillborn burial on a week day (week day, weekend or public holiday)	1,345.45	134.55	1,480.00
****2nd/3rd Internment in Existing Grave			
- Burial on a week day (week day, weekend or public holiday)	1,233.64	123.36	1,357.00
- ***Infant/stillborn burial on a week day (week day, weekend or public holiday)	616.36	61.64	678.00
- Burial of Ashes (Council to prepare grave for internment)	113.64	11.36	125.00
- Burial of Ashes (No Council Involvement)	NO CHARGE		
***Infant/stillborn burials are limited to gravesites of 1.4 metre in depth and 1.4 metres in length otherwise standard burial rates apply.			
****Second and third internments is only available if selected gravesite has previously been prepared to allow for further internments which meet minimum coverage standards.			
Cremated Ashes Plot	197.27	19.73	217.00
Family Tree (Front of Cemetery) - Ashes and Memorials	490.91	49.09	540.00
Exhumation - any grave	768.18	76.82	845.00
*Shade Tent Hire - 2 available each 3m x 3m (cost per Shade Tent) - no applicable bond	8.18	0.82	90.00
*Chair Hire - 30 available (hire charge is for all 30 chairs - no reduction of fees for a lesser number of chairs hired)	45.45	4.55	50.00
Bond Chair Hire (lost/damaged chairs charged at \$25 each. If loss/damage exceeds this amount hirer to be invoiced)	200.00	-	200.00
* Council Employees must erect & remove Shade Tents and Chairs			
* Hire of Shade Tents and Chairs must be associated with a funeral or burial			
Hearse Hire - per day (no bond)	227.27	22.73	250.00
* Not available for use other than between Meekatharra town site and Meekatharra Cemetery without CEO's consent. If CEO grants use outside of this, hearse is to be floated to location and additional costs associated with this will be charged at Plant Hire rates.			
**As per Cemeteries Act 1986 s.53 Council must advertise Cemetery charges in the Government Gazette at least 14 days prior to the fees coming into effect.			

RECREATION & COMMUNITY SERVICES**TOWN HALL****Community/Sporting Groups & Ratepayers**Complete Facility

Rental - per day or part thereof

- function with alcohol consumed or sold
- fundraising event with alcohol consumed or sold ***
- function without alcohol consumed or sold
- Gov't (inc schools) sponsored functions
- local community/sporting group functions**
- shire functions *

319.77	31.98	351.75
47.73	4.77	52.50
160.36	16.04	176.40
80.18	8.02	88.20
38.18	3.82	42.00
NO CHARGE		

Patio, Kitchen & Toilets Only

Rental - per day or part thereof

- any function with alcohol consumed or sold
- fundraising event with alcohol consumed or sold ***
- function without alcohol consumed or sold
- Gov't (inc schools) sponsored functions
- local community/sporting group functions**
- shire functions *

240.55	24.05	264.60
38.18	3.82	42.00
120.27	12.03	132.30
60.14	6.01	66.15
28.64	2.86	31.50
NO CHARGE		

Shire of Meekatharra
Schedule of Fees & Charges
2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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RECREATION & COMMUNITY SERVICES

TOWN HALL (Continued)

Community/Sporting Groups & Ratepayers (Continued)

Bonds for facility use - refundable if left clean & undamaged

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

Commercial or Traders

Rental - per day or part thereof

295.91 29.59 325.50

Bonds for facility use - refundable if left clean & undamaged

- Commercial or Trader	560.00	-	560.00
- electronic key bond	100.00	-	100.00
- swipe card bond	30.00	-	30.00

Additional Charges

Additional Cleaning After Hire - Per Hour

74.55 7.45 82.00

Repair of Damage Caused During Period of Hire

AT COST + 25% Admin Fee

Equipment Hire (cost per hire)****

Deep Fryer

22.46 2.24 24.70

Hot Water Urn

11.18 1.12 12.30

Crockery & Cutlery

- 50 settings	14.55	1.45	16.00
- 100 settings	29.09	2.91	32.00
- 150 settings	43.64	4.36	48.00
- 200 settings	58.18	5.82	64.00

Equipment bond - refundable if left clean & undamaged

- Deep Fryer, Urn & Crockery/Cutlery (only one bond required)

55.00 - 55.00

Lost/damaged crockery - charged per piece - to be taken out of the bond.

9.09 0.91 10.00

Lost/damaged cutlery - charged per piece - to be taken out of the bond.

4.55 0.45 5.00

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

Tables & Chairs included in Town Hall hire fees

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

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

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

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

SPORTS COMPLEX

Community/Sporting Groups & Ratepayers

Complete Facility - includes Complex building, oval & toilets

Rental - per day or part thereof

- any function with alcohol consumed or sold	240.55	24.05	264.60
- fundraising event with alcohol consumed or sold ***	38.18	3.82	42.00
- function without alcohol consumed or sold	120.27	12.03	132.30
- Gov't (inc schools) sponsored functions	60.14	6.01	66.15
- local community/sporting group functions**	28.64	2.86	31.50
- shire functions *	NO CHARGE		

Shire of Meekatharra
Schedule of Fees & Charges
 2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
RECREATION & COMMUNITY SERVICES			
<u>SPORTS COMPLEX (Continued)</u>			
<u>Oval & Toilets only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	120.27	12.03	132.30
- fundraising event with alcohol consumed or sold ***	19.09	1.91	21.00
- function without alcohol consumed or sold	60.14	6.01	66.15
- Gov't (inc schools) sponsored functions	NO CHARGE		
- local community/sporting group functions**	NO CHARGE		
- shire functions *	NO CHARGE		
<u>Complex Building & Toilets only</u>			
Rental - per day or part thereof			
- any function with alcohol consumed or sold	180.41	18.04	198.45
- fundraising event with alcohol consumed or sold ***	28.64	2.86	31.50
- function without alcohol consumed or sold	90.20	9.02	99.23
- Gov't (inc schools) sponsored functions	45.10	4.51	49.61
- local community/sporting group functions**	21.48	2.15	23.63
- shire functions *	NO CHARGE		
<u>Bonds for facility use - refundable if left clean & undamaged</u>			
- any function with alcohol consumed or sold	810.00	-	810.00
- function without alcohol consumed or sold	425.00	-	425.00
- electronic key bond	100.00	-	100.00
Commercial or Traders			
Rental of complete facility - per day or part thereof	221.93	22.19	244.13
<u>Bonds for facility use - refundable if left clean & undamaged</u>			
- Commercial or Trader	550.00	-	550.00
- Electronic key bond	100.00	-	100.00
Additional Charges - May Be Deducted from Bond			
Additional Cleaning After Hire - per hour	74.55	7.45	82.00
Repair of Damage Caused During Period of Hire	AT COST + 25% Admin Fee		
Equipment Hire (cost per hire)****			
Deep Fryer	22.46	2.25	24.71
Hot Water Urn	11.18	1.12	12.30
Crockery & Cutlery			
- 50 settings	14.55	1.46	16.01
- 100 settings	29.09	2.91	32.00
- 150 settings	43.64	4.36	48.00
- 200 settings	58.18	5.82	64.00
<u>Equipment bond - refundable if left clean & undamaged</u>			
- Deep Fryer, Urn & Crockery/Cutlery	55.00	-	55.00
Lost/damaged crockery - charged per piece - to be taken out of the bond.	9.09	0.91	10.00
Lost/damaged cutlery - charged per piece - to be taken out of the bond.	4.55	0.45	5.00

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

Tables & Chairs included in Sports Complex hire fees.

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

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

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

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

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

Shire of Meekatharra
Schedule of Fees & Charges
 2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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RECREATION & COMMUNITY SERVICES**COURT HIRE****Court Hire**

- Basketball (Light fees apply for night use)		NO CHARGE	
- Tennis (Light fees apply for night use)		NO CHARGE	
- Volleyball (Light fees apply for night use)		NO CHARGE	
- Squash - per hour (by Token)	11.09	1.11	12.20

Lights

Court Lights - per hour for Tennis & Basketball (Honour system)	12.50	1.25	13.75
Oval Lights - per hour	0.91	0.09	1.00

Court Hire Key Bond

- Basketball Court	55.00	-	55.00
- Tennis Court	55.00	-	55.00
- Volleyball Court	55.00	-	55.00
- Squash Court	55.00	-	55.00

LIBRARY

Lost & damaged Library books		AT COST PLUS 20%	
Bond to Join Library	20.00	-	20.00

** Only Non WA Residents who cannot provide a library card from any other WA Library*

CULTURE & EVENTS**Meekatharra Festival and Other Shire Events**

Event Ticket Sales	Between \$0 - \$30 Including GST
DVD Sales	Between \$0 - \$20 Including GST
Market Stalls - Entry for Stall Holder	NO CHARGE
Market Stalls - Table Hire	NO CHARGE
T-Shirt sales for Festivals	Cost plus up to 50% *
Showbags	Cost plus up to 50% *
General Merchandise	Cost plus up to 50% *
Food and Refreshments sold at events	Cost plus up to 100% *

** Price is to be rounded to nearest \$5 for the ease of cash handling.*

SWIMMING POOL**General Admissions****Season**

- Adult	90.91	9.09	100.00
- Child (3 - 17 years old)	45.45	4.55	50.00
- Family (2 Adults & 3 Children)	181.82	18.18	200.00

Season

- Adult (concessional)	45.45	4.55	50.00
- Child (3 - 17 years old) Concessional	22.73	2.27	25.00
- Family Concessional (2 Adults & 3 Children)	90.91	9.09	100.00

Monthly

- Adult	27.27	2.73	30.00
- Adult (concessional)	22.73	2.27	25.00
- Child (3 - 17 years old)	13.64	1.36	15.00
- Family (2 Adults & 3 Children)	54.55	5.45	60.00

Shire of Meekatharra
Schedule of Fees & Charges
2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
RECREATION & COMMUNITY SERVICES			
SWIMMING POOL (Continued)			
General Admissions			
Weekly			
- Adult	9.09	0.91	10.00
- Adult (concessional)	6.36	0.64	7.00
- Child (3 - 17 years old)	4.55	0.45	5.00
- Family (2 Adults & 3 Children)	18.18	1.82	20.00
Daily			
- Adult	2.73	0.27	3.00
- Adult (concessional)	0.91	0.09	1.00
- Child (3 - 17 years old)	1.82	0.18	2.00
- Family (2 Adults & 3 Children)	5.45	0.55	6.00
- Child (under 3 years old) accompanied by adult	NO CHARGE		
* Concessional fee is only applicable on sighting of valid Health Care Card by Shire Staff.			
School Activities			
- Adult - Spectator	NO CHARGE		
- Student	NO CHARGE		
- Supervising Teachers & Adults	NO CHARGE		
Pool Hire			
Hire of pool after hours - per hour	54.55	5.45	60.00
Bond for facility use - refundable if left clean & undamaged	300.00	-	300.00
* After hours pool hire is subject to Pool Manager availability.			
GYM MEMBERSHIP			
Individual Gym Memberships			
- monthly	29.10	2.90	32.00
- monthly concession*	14.55	1.45	16.00
- annually	318.18	31.82	350.00
- annually concession*	159.09	15.91	175.00
* Concessional fee is only applicable on sighting of valid Health Care Card by Shire Staff.			
Cancellation during Cooling Off Period - Administration Charge	18.18	1.82	20.00
Gym Swipe Card Bond	30.00	-	30.00
* Access is restricted to adults 18 years and older.			
INDOOR CRICKET CENTRE			
Indoor Cricket / Netball Hire - per game	12.37	1.23	13.60
Electronic Key Bond	100.00	-	100.00
COMMUNITY BUS HIRE			
Only available for Local Community Groups*			
Outside Meekatharra townsite - per day			
- allowance of 200 km per day	113.64	11.36	125.00
- over allowance each km > 200	0.29	0.03	0.32
Within Meekatharra townsite			
- per day	113.64	11.36	125.00
- per hour	11.36	1.14	12.50
Bond on all bus hires (linked to insurance excess)	560.00	-	560.00
Refuelling of bus (if required on return)	Cost + 8% per litre		
Cleaning of the bus (if required on return)	\$30 per hour (minimum \$100.00)		
* Local Community Groups are defined as Schools, 'Not-for-Profits' or Church Groups permanently based within the Shire of Meekatharra. Individuals, profit-making groups and businesses are NOT able to hire the bus due to insurance reasons.			

Shire of Meekatharra
Schedule of Fees & Charges
 2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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TRANSPORT & WORKS**AIRPORT****Landing Fees**

Small Aircraft Annual Landing Fee - Ratepayers Only	227.27	22.73	250.00
* MTOW up to 1,500 Kg			
* On application only			
* Annual = July to June			

Defence Force			
- Fixed Wing per tonne	16.6869	1.6687	18.3556
- Rotary Wing (Helicopters) per tonne	8.3382	0.8338	9.1720

General & Charter (RPT are exempt) - per tonne			
- aircraft < 5,700 kg MTOW	15.00	1.50	16.50
- aircraft > 5,700 kg MTOW	20.00	2.00	22.00

Minimum Charge any one landing - \$20.00 plus GST

RPT flights - per head (in lieu of landing fees)	13.64	1.36	15.00
**Regular Charter flights - per head (in addition to landing fees for aircrafts > 5,700kg MTOW)	13.64	1.36	15.00

* Advise RPT, Charter Operators, RFDS and other regular users of any change within 7 business days of adoption by
 ***"Regular" is defined as landing with a predictable pattern of more than twelve times a year.

Call Out Fees

1800hrs - 2200hrs each	97.09	9.71	106.80
2200hrs - 0600hrs each	97.09	9.71	106.80

Other Fees

Diesel fuel sales	Cost plus \$0.04		
ASIC (Australian Security Identification Card)	Cost plus 20%		

CROSSOVERS - AS PER POLICY

Sealed crossover to a kerbed and drained sealed road - First on rateable assessment only	Subsidy of 50% of Actual Cost to a maximum of \$1500
Sealed crossover to unkerbed roads (sealed or unsealed) - First on rateable assessment only	Subsidy of 50% of Actual Cost to a maximum of \$1000
Rural unsealed crossovers to unkerbed roads (sealed or unsealed) - First on rateable assessment only	Subsidy of 50% of Actual Cost to a maximum of \$500
Over width crossover to unkerbed road (sealed or unsealed)	No Subsidy

STANDPIPE WATER

Standpipe Water (non-potable)	
For consumers of less than 20,000 litres per financial year	NO CHARGE
*For consumers of over 20,000 litres per financial year	per KL
Charge is calculated at the Water Corporation Charge** plus 100%.	COST PLUS 100%

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

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

Shire of Meekatharra
Schedule of Fees & Charges
2019/20

Description	2019/20 Charge	2019/20 GST	2019/20 Total
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TRANSPORT & WORKS

PLANT HIRE

Rates - per hour

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



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

Shire of Meekatharra

Policy Allowances

2019/20

Policy Number		Allowance
01.07	Councillors Meeting Fees and Reimbursement of Expenses	
	Annual President Allowance	\$20,000 per annum
	Annual Deputy President Allowance	\$5,000 per annum
	Council Meeting President Attendance Fee	\$500 per meeting
	Council Meeting Councillor Attendance Fee	\$350 per meeting
	Committee Meeting Attendance Fee for all Elected Members	\$200 per meeting
	Travel expenses	99.01 cents per km
01.08	Allowances for Councillors utilising Private Accommodation/Meals when on Council Business	
	Allowance for providing own Accommodation and Meals	\$160 per night
01.09	Councillors Training Course, Conference Attendance Registration	
	Allowance for providing own Accommodation and Meals	\$160 per night
01.10	Councillor Retirement - Recognition	
	Between one term (4 years) and two terms (8 years)	\$130.00 plus \$20.00 per year gift
	Length of continuous service exceeding 8 years	\$130.00 plus \$20.00 per year gift
03.02	Housing Allowances	
	Accommodation Allowance	\$100 per week
03.03	Subsidies, Allowances, Over Award Payments and Additional Annual Leave	
	Camping and Meal Allowance (Outside Staff)	\$37.00 per night
	Public Toilet Allowance	\$58.00 per day
03.04	Service Pay	
	More than 12 months	\$14.00 per fortnight
	More than 24 months	\$28.00 per fortnight
	More than 36 months	\$42.00 per fortnight
	More than 48 months	\$56.00 per fortnight
	More than 60 months	\$70.00 per fortnight
03.09	Council Contribution to Staff Functions	
	Up to 2 years	Nil
	2 plus years	\$130.00 gift
	5 plus years	\$130.00 plus \$20.00 per year gift
	10 plus years	\$130.00 plus \$20.00 per year gift
	20 plus years	\$130.00 plus \$20.00 per year gift
03.11	Staff Uniforms	
	Full time employees	\$500.00 per financial year
	Part time employees	\$300.00 per financial year
03.15	Satellite Phone Usage	
	Personal calls	\$20.00 per fortnight
03.17	Training/Education of Shire Employees	
	Meals are capped at:	
	Breakfast	\$25.00 per meal
	Lunch:	\$25.00 per meal
	Dinner:	\$50.00 per meal
03.25	Allowances for Staff utilising Private Accommodation or Meals when on Council Business	\$160.00 per night

Title/Subject:	2020/21 COUNCILLOR SITTING FEES, PRESIDENT & DEPUTY PRESIDENT ALLOWANCE AND ICT ALLOWANCE	
Agenda/Minute Number:	9.2.5	
Applicant:	Nil	
File Ref:	ADM 0254	
Disclosure of Interest:	Nil	
Date of Report:	8 April 2020	
Author:	Krys East Corporate Services Manager/ Deputy Chief Executive Officer	
		
		<i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer	
		
		<i>Signature Senior Officer</i>

Summary/Matter for Consideration:

Council to consider and set the member sitting fees and allowances for 2020/21 financial year, within the range as determined by the Salaries and Allowances Tribunal (SAT).

Attachments:

Nil

Background:

The Local Government Act 1995 and Local Government (Administration) Regulations 1996 give an entitlement to elected members of a sitting fee for attending Council and Committee meetings. The SAT on 11 April 2019 determined certain payments that are to be made or reimbursed to elected Council members with effect from 1 July 2019. Slight increases were made to allowance rates/ranges were made from the previous determination applicable to Meekatharra Council. The Shire of Meekatharra does have capacity within its current band to increase sitting fees. It is expected that the new SAT determination will be released around 11 April 2020.

Comment:

The determination by the Salaries and Allowances Tribunal sets the range of payments and allowances within which local governments are required to set the actual amount. The Shire of Meekatharra is a Band 3 Council.

No increases to any allowance was made in 2019/20.

In 1999/2000 Council set the Presidents Allowance at \$8,000 per annum and the Deputy Presidents Allowance at \$2,000 per annum. In 2018/19 (18 years later) Council resolved to set the following fees:

- Presidents Allowance \$20,000. This was an increase of \$12,000 per annum and slightly above the median of the range as set by SAT.
- Deputy Presidents Allowance \$5,000. Pursuant to section 5.98A(1) of the Local Government Act Council may pay the deputy president of the local government, an allowance of up to 25 percent of the annual allowance to which the president of the Local Government is entitled.

The following table shows the increase in Meeting Allowances over the years.

Item	1999/00	2013/14	2014/15	2018/19
Council Meeting – President per meeting	\$240	\$280	\$300	\$500
Council Meeting – Councillor per meeting	\$120	\$140	\$200	\$350
Committee Meeting – All – per meeting	\$60	\$70	\$100	\$200

The following table shows the 2019/20 fees and allowances, the SAT Ranges effective from 1 July 2019 and the SAT Range median for each fee and allowance.

Item	2019/20 Adopted fees and allowances	2019/20 SAT Range	Median \$ of SAT Range
President's Allowance per annum	\$20,000	\$1,025 - \$36,957	\$18,991
Deputy President's Allowance per annum	\$5,000	\$256.25 - \$9,239.25	\$4,747.75
Council Meeting – President per meeting	\$500	\$193 - \$634	\$413.50
Council Meeting – Councillor per meeting	\$350	\$193 - \$410	\$301.50
Committee Meeting – All – per meeting	\$200	\$97 - \$205	\$151.00

There is the option for Council to pay an Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees.

The SAT range for the Annual Attendance fees are:

	Councillor		President	
	Minimum	Maximum	Minimum	Maximum
Band 3	\$7,688	\$16,367	\$7,688	\$25,342

If Council determines to pay the Annual Attendance Fee it could mean that a Councillor who only attends the minimum required number of meetings may be paid the same as a Councillor who attend all meetings including Committee meetings.

As per the SAT determination of 9 April 2019 ICT (Information & Communication Technology Allowance (ICT) means:

- “a) Rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or
- b) Any other expenses that relate to information and communication technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations”

Staff are unable to tell if Council have previously set an allowance for ICT but have adopted an allocation of \$500 Fax & Email Costs in the Adopted Budgets for a number of years now. Adopted Budgets in the early 2000's show an allocation was made for Telecommunications for reimbursement of Telephone and Fax costs for Councillors. The most that was actually spent in a year was \$500.

Council may set an annual allowance for ICT, travel and accommodation.

SAT have determined that the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance is \$3,500. An annual allowance for travel and accommodation expenses is \$50.

If Council choose to set an annual allowance for ICT and/or travel and accommodation, any expense in excess of the allowance and in accordance with Council Policy may be reimbursed.

Reimbursement for travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the Local Government Officers' (Western Australia) Interim Award 2011 (Award) as at the date of this determination (9 April 2019) as per determination 8.2 (7)

The following are the rates stated in the Award:

30.6 Rates of hire for use of an Officer's own motor vehicle on official business shall be as follows: Engine displacement (in cubic centimetres)			
Area and Details	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
Cents per kilometre			
Metropolitan area	93.97	67.72	55.85
South West Land Division	95.54	68.66	56.69
North of 23.5 Latitude	103.52	74.12	61.21
Rest of state	99.01	70.87	58.37
Motor cycle	Rate c/km		
Distance travelled	32.55		

- Motor vehicles with rotary engines are to be included in the 1600 – 2600 category.
- Metropolitan area means that area within a radius of 50 kilometres from the Perth Railway Station.
- South West Land Division means the South West Land Division as defined by Section 28 of the Land Act.
- Other areas means that area of the State south of 23.5 degrees South Latitude, north of 23.5 degrees South Latitude, excluding the Metropolitan area and the South West Land Division.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Sections 5.98 – 5.100 of the Local Government Act 1995

Regulation 30 of the Local Government (Administration) Regulations 1996

Section 30.6 of the Local Government Officers' (Western Australia) Interim Award 2011

Policy Implications:

Nil

Budget/Financial Implications:

Council sitting fees, travel reimbursement, ICT allowance and President's/Deputy President's allowances will be included in the 2020/21 budget at the endorsed levels.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr MJ Smith

That Council set the following members sitting fees and allowances for the 2020/21 financial year:

Presidents Allowance		<u>\$20,000</u>
Deputy Presidents Allowance		<u>\$ 5,000</u>
Council Meetings	- Councillor	<u>\$ 350</u>
	- President	<u>\$ 500</u>
Committee Meetings	- All	<u>\$ 200</u>
ICT allowance per Councillor inc President		<u>\$ 0</u>

Travel will be reimbursed at the rate set out and the conditions set forth in the Local Government Officers' (WA) Interim Award 2011.

These fees are effective from 1 July 2020.

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


9.3 ADMINISTRATION


Nil

Acting Deputy Chief Executive Officer Svenja Clare declared an impartiality interest in item 9.4.1.

9.4 COMMUNITY DEVELOPMENT

Title/Subject:	MEEKA GOES GREEN LEASE
Agenda/Minute Number:	9.4.1
Applicant:	Meeka Goes Green
File Ref:	Lease File
Disclosure of Interest:	Nil
Date of Report:	27 March 2020
Author:	Krys East Deputy Chief Executive Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

‘Meeka Goes Green’ is requesting an extension of its current lease for a separately fenced portion of Reserve 38927.

Attachments:

Meeka Goes Green – Letter dated 15 March 2020
Lease agreement

Background:

Meeka Goes Green approached the Shire requesting council to support their recycle program. At the meeting in October 2013 the following was resolved

“Council Resolution:

*Moved: Cr NL Trenfield
Seconded: Cr RK Howden*

That Council:

- 1. Donate \$1500 to Meeka Goes Green – Recycling Project conditional on receipts being received to the value of \$1500 for utilities and insurance and other reasonable operational costs (that grants can’t be accessed for) as determined by the CEO in the 2013/14 period;*
- 2. Authorise the CEO to use \$1500 from the 2013/14 budget under Schedule 4 - Members of Council, Donation Various (GL 0252) when these costs are incurred in the 2013/14 financial year;*

3. Give budget consideration through the 2014/15 budget process, to an amount up to \$5000, upon receiving solid researched figures from Meeka Goes Green to validate the proposed budget figure;
4. Commends Meeka Goes Green for initiating this recycling project however Council has no immediately suitable facilities to house the project but will further assist Meeka Goes Green in their efforts to find a suitable location for the recycling project.

CARRIED 4/0

Reason for Resolution Differing from Officers Recommendation:

Council deemed that the Darrigans House shed would not be a suitable location for Meeka Goes Green-Recycling Project. If a suitable Shire owned property can be found Council will consider the Meeka Goes Green-Recycling Project using these facilities."

At the April 2014 meeting of Council it was resolved:

"That Council:

1. *Agrees to lease the separately fenced area located in the south east corner of Reserve 38937 (Depot Yard) to Meeka Goes Green for a period of three (3) years beginning 1 May 2014 and ending 30 April 2017. With such conditions as described in the attached draft lease.*
2. *Authorises the Chief Executive Officer to sign the lease of Councils behalf.*
3. *The former user of the compound be requested to remove any equipment within one month. Should it not be removed Council will remove it at the previous users cost."*

At the April 2017 meeting Council resolved:

"That Council:

- *agrees that the extension of the lease, of the separately fenced area located in the south east corner of Reserve 38937 (Depot Yard) to Meeka Goes Green for a period of Three (3) years beginning 1 May 2017 and ending 30 April 2020, be undertaken as a disposition that is exempt from section 3.58 of the Local Government Act 1995 in accordance with Regulation 30 (2) (b) of the Local Government (Functions and General) Regulations 1996;*
- *seek ministerial consent of the lease as is required by the vesting order.*
- *agrees to cover the ongoing cost of power usage with the appropriate change of the lease conditions being noted.*
- *authorises the Chief Executive Officer to sign the lease on Council's behalf."*

Comment:

As part of the original lease condition an extension equivalent to the original term could be requested. This request was made and granted in 2017 so the original lease in not able to be extended.

The original lease required Meeka Goes Green to pay for the installation of power to the site. This was carried out however, a sub meter was not installed as only one mains feed is permitted on any one title even though this is a separately fenced portion of land. At the April 2017 OCM Council resolved to cover the ongoing cost of power usage. Since then there has been no noticeable increase to power usage on this meter. Meeka Goes Green only meet at the centre once a week for approximately two hours and operate the press and run fluorescent lights during this period. They also run a monthly workshop where they may run four fluorescent lights. The workshop only lasts 4 hours.

Water charges were to be covered by the Shire but the lessee has installed a rain water tank which meets their needs, therefore there has been no cost to the Shire.

Since beginning their operation the lessee have received a number of awards and are very proactive in their approach to recycling and engaging the community in recycling activities.

Under the vesting order for the reserve Council has the power to lease up to 21 years subject to ministerial consent. Ministerial approval was overlooked previously but if Council agree to re-leasing these premises again to Meeka Goes Green staff will seek Ministerial approval prior to signing of lease.

Normally such land transactions would require to be advertised however Local Government (Functions and General) Regulations 1996 Regulation 30 (2) (b) grants exemption if the land is disposed of to a body, whether incorporated or not —

- (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
- (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Local Government Act 1995 Section 3.58 – Disposing of Property

Local Government (Functions and General) Regulations 1996 Regulation 30

The transaction is exempt under Regulation 30 (2) (b)

Policy Implications:

Nil

Budget/Financial Implications:

Current power consumption is not charged, so there is a nil effect on the current budget if this situation continues.

Strategic Implications:

Strategic Plan 2012-2022:

KRA - Natural Environment, Support sustainable and use of renewable resources, Examine potential and feasibility of introducing waste recycling in town.

Voting Requirements

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AJ Binsiar

That Council:

- agrees to lease the separately fenced area located in the south east corner of Reserve 38937 (Depot Yard) to Meeka Goes Green for a period of three (3) years beginning 1 May 2020 and ending 30 April 2023 be undertaken, with the option of extending the lease for two further three year periods.
- acknowledge this is a disposition that is exempt from section 3.58 of the Local Government Act 1995 in accordance with Regulation 30 (2) (b) of the Local Government (Functions and General) Regulations 1996;

- **Set the conditions as described in the attached draft lease.**
- **request staff seek ministerial consent of the lease as is required by the vesting order.**
- **authorises the Chief Executive Officer to sign the lease on Councils behalf.**
- **agrees to cover the ongoing cost of power usage with the appropriate change of the lease conditions being noted.**

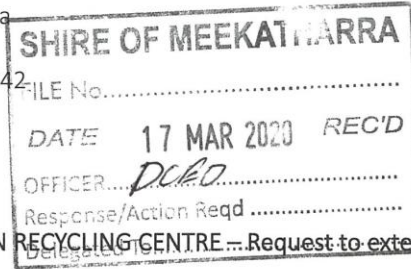
CARRIED 7/0



Meeka Goes Green
PO Box 268
Meekatharra WA 6642
meekagoesgreen@gmail.com

15th March 2020

Shire of Meekatharra
PO Box 129
Meekatharra WA 6642



Dear Roy

MEEKA GOES GREEN RECYCLING CENTRE - Request to extend lease of Part Lot 500, Railway Street

I refer to the current lease between the Shire of Meekatharra and Meeka Goes Green (MGG) which is due to expire 30th April 2020.

We respectfully request an extension to the current lease of three years to 30th April 2023.

The volunteer operated Recycling Centre has been running successfully now for over 4 ½ years, providing a waste-stream alternative for people and businesses who are keen to recycle their materials. Through our project and by partnering with Toll and Ruggie's Recycling we have managed to raise over \$5,700 for the Perth Children's Hospital Foundation whilst also providing sufficient income to keep our organisation financially sustainable.

Our Centre has evolved to house a small repurposing-shop where unwanted household goods are donated, re-sold and therefore saved from landfill. This shop is becoming increasingly important for us as another financial leg to stand on since the global market for recycling commodities has plummeted following China's sword policy. This last year we also started running workshops where people come together and share ideas on how to upcycle materials that might otherwise get thrown out, turning plastic bags into baskets and shredded paper into pinboards – amongst other things. Our volunteers and visitors often remark on how it's not just the environmental benefit, but also the community-building aspect that entices them to keep on coming back.

On behalf of the Meeka Goes Green Committee I take this opportunity to extend our gratitude for the support the Shire of Meekatharra has provided us over the years.

Yours sincerely

Sally Bond
Meeka Goes Green Secretary

**Keep Australia Beautiful 2016 State Winner for
Litter Prevention and Waste Management**



Litter Prevention and
Waste Management

2016

LEASE DOCUMENT

PART LOT 500
RAILWAY STREET
MEEKATHARRA

BETWEEN

SHIRE OF MEEKATHARRA

AND

MEEKA GOES GREEN

Expiry Date:
30th April 2023.

LEASE AGREEMENT

COMPOUND

Part Lot 500 (Part Reserve 38927), RAILWAY STREET, MEEKATHARRA, 6642

This agreement is made on ____/____/____

Between the Shire of Meekatharra (The Shire) and Meeka Goes Green (The Tenant).
The Shire holds management rights with power to lease, subject to ministerial consent, for Reserve 38927 Railway Street, Meekatharra (the Land) on Deposited Plan 69309.
Certificate of Title Volume LR3161 Folio 607

PREMISES:

This agreement provides for use of the land as fenced and located in the South Eastern Corner of the Reserve totalling 501.96 m2.

The premise consists of the land, a shed and associated fencing and is being taken on an “as is” basis.

RENT: The rent is \$1.00 including GST per year, to be paid in advance.
Rent is fixed for the term of this Lease Agreement.

UTILITIES:

The Shire will be responsible for all water and power charges.

TERM:

Three(3) years.

Commencement Date:

1st May 2020

Expiry Date:

30th April 2023.

Term Renewal

Subject to the approval of Council the tenant shall have the right to request two further terms, not exceeding the original term, of the lease.

TERMINATION:

The Tenant may at any time terminate this Lease Agreement by giving the Shire one month notice in writing.

The Shire may at any time terminate this Lease Agreement by giving the Tenant two month notice in writing.

If the premises are not being maintained as set out above, or if the recycling program ceases to be for a period longer than 5 months continuous, without discussion with the Shire to vary this clause, the Shire will resume control of the premises and this Lease Agreement will be terminated.

PERMITTED USE:

The tenant shall use the premises for the sole purpose of diverting goods from landfill, educating the community about recycling goods and a sustainable gardening program.

EQUIPMENT USED ON SITE:

The tenant shall be responsible for the provision of all equipment associated with such a program. The equipment used shall meet all required standards in accordance with any Act or Regulation governing its use or operation.

MAINTENANCE:

The tenant is to carry out any minor maintenance and repairs at their expense

The tenant shall report to the Shire any major maintenance requirements caused through no proven fault of the lessee's and the Shire shall take reasonable action to inspect and repair any such reports in a timely manner.

CLEANLINESS:

The tenant shall keep the premises, including the street frontage area in a clean and tidy condition to the reasonable satisfaction of the Shire. This includes ensuring the enclosure is free from litter, glass, rubbish, other debris and generally maintains the premises in a clean and tidy condition.

SUB-LETTING:

The tenant shall not sub-let any part of the premises.

INSURANCE:

The Shire shall keep the premises insured and the lessee is responsible for insuring any equipment or materials kept on the premises.

The Shire will not be responsible for any loss of equipment or materials what so ever.

Upon signing of this agreement the tenant shall give to the shire proof of Public Liability insurance to the value of ten million dollars (\$5,000,000). This proof will be renewed on an annual basis

EMISSIONS:

Noise: Any operation that causes noise over and above normal levels shall only be conducted between 7am to 8pm Monday to Friday, 8am to 6pm Saturday and 9am to 5pm Sunday.

Environmental: Every effort shall be made to ensure no emissions (dust, smell or water) to the environment occur. All non recycle materials shall be removed to a proper waste disposal site on a minimum weekly basis.

MINISTER FOR LANDS' CONSENT

This Lease is made subject to and conditional upon the parties obtaining the Minister for Lands' consent to this Lease (as is required by the Management Order). The parties agree and acknowledge that the Minister for Lands' prior consent is also required for any assignment, sub-lease, licence, transfer or mortgage of this Lease, and that the Tenant shall obtain such consent in the event of any such assignment, transfer or mortgage of this Lease.

PREVAILING LOCAL GOVERNMENT LEGISLATION:

References: Local Government Act 1995 Section 3.58

Local Government (Functions and General) Regulations 1996 Reg.30

Regulation 30 (2) (b) states The transaction is exempt if;

- (b) the land is disposed of to a body, whether incorporated or not —
 - (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
 - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

9.5 HEALTH BUILDING AND TOWN PLANNING

Nil

9.6 WORKS AND SERVICE

Nil

9.7 CONFIDENTIAL ITEMS

Nil

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

Moved: Cr AJ Binsiar

Seconded: Cr MR Hall

That the urgent new business be discussed.

CARRIED 7/0

Title/Subject: COMMUNITY CONSULTATION REPORT

Agenda/Minute Number: 10.1

Applicant: Nil

File Ref: ADM0324


Disclosure of Interest: Nil

Date of Report: 17 April 2020

Author: Tralee Cable
Community and Development
Services Manager


Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer


Signature Senior Officer

Summary/Matter for Consideration:

Council may consider the attached Community Consultation report during 2021 budget review and planning deliberations.

Attachments:

Community Consultation Report 2019

Background:

At the February 2020 meeting, upon presentation of 84 signed requests for Council to cease their Skatepark project and replace it with a waterpark, Councillors resolved “*That the Council continue with the existing contract to construct a small wheel park and continue to engage a consultant to review the Revitalisation Plan with a focus on the development of the remaining Lions Park.*”

Comment:

Aha! Consulting was engaged to consult with community, and that consultation formed part of a multi-faceted approach designed to obtain responses from the greatest number of community members possible, creating a databank of feedback for a range of plans and strategies that inform the Council.

To minimise the likelihood consultation fatigue in a small community, the consultation opportunity was taken to collect data to review the

- Meekatharra Revitalisation Plan
- Strategic Community Plan,
- Economic Development Plan,
- Tourism Strategy,

Three approaches to data collection were employed –

- An online survey was delivered via the Survey Monkey platform, distributed via the Shire website, targeted email, and social media platforms. This method of consultation received 11 responses.
- Advertisements were placed for one on one interviews between interested community members and the Community & Development Services Manager, during which the questions in the online survey were discussed and expanded upon. There were 11 interviews completed.
- A market place community event was held at the Meekatharra Town Hall, facilitated by Joel Levin from Aha! Consulting. There were approximately 40 respondents in attendance at various times during this evening

The results of all three approaches have been collated and combined in the attached report.

It is recommended that Council refer to this database in the process of budget review and strategic planning deliberations.

Consultation:

Residents of the Shire of Meekatharra
Roy McClymont – Chief Executive Officer
Joel Levin – Aha! Consulting

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Strategic Community Plan,
Economic Development Plan,
Tourism Strategy,
Meekatharra Revitalisation Plan

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AJ Binsiar

That Council accepts the Community Consultation Report for consideration during budget and planning deliberations.

CARRIED 7/0



2019 Meekatharra Community Consultation

At the February 2020 meeting, upon presentation of 84 signed requests for Council to cease their Skatepark project and replace it with a waterpark, Councillors resolved *“That the Council continue with the existing contract to construct a small wheel park and continue to engage a consultant to review the Revitalisation Plan with a focus on the development of the remaining Lions Park.”*

For this purpose Aha! Consulting was engaged to consult with community, and that consultation formed part of a multi-faceted approach designed to obtain responses from the greatest number of community members possible, creating a databank of feedback for a range of plans and strategies that inform the Council.

To minimise the likelihood consultation fatigue in a small community, the consultation opportunity was taken to collect data to review the

- Meekatharra Revitalisation Plan,
- Strategic Community Plan,
- Economic Development Plan,
- Tourism Strategy

Three approaches to data collection were employed –

- An online survey was delivered via the Survey Monkey platform, distributed via the Shire website, targeted email, and social media platforms. This method of consultation received 11 responses.
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- A market place community event was held at the Meekatharra Town Hall, facilitated by Joel Levin from Aha! Consulting. There were approximately 40 respondents in attendance at various times during this evening.

All depersonalised raw data is available from the Community and Development Services Manager, and has been collated in this document to provide the following guidance to Council for budgetary and planning decision making.

It is highly recommended this consultation process be revisited on an annual basis. There was much interest shown in regular meetings (quarterly or biannually) in the form of a barbecue or get together of actively interested community members to provide feedback to Council.

Strong Recommendations from the Community

Below are the recommendations that were most frequently represented themes amongst all the consultations that occurred. These recommendations are made up of themes of feedback across demographic, survey delivery and topic. There was a clear and articulated appreciation for the many green spaces already in Meekatharra, and the many facilities provided. There was little appetite for new, or more facilities. An often repeated request was for support to use the facilities already in place whether by providing the socialisation opportunities, or qualified facilitators/trainers. People want to gather, but feel they need to support to ‘get things started’

- Regular community sports including yoga and football
- A new recreation area to the East of Meekatharra
- Cleaner and greener gardens and streets around town
- Community events – events to encourage mingling amongst the community members
- Incentives to assist local businesses to open in town
- Employment for local people
- Opportunities for local artists

- Dog Control
- Much more continuous consultation

Themed feedback from community

The below comments were received in the specific headings of Art, Culture and Recreation; Physical Spaces; Health and Sport; Local Business/economy. There are portions of this feedback that demonstrates significant importance to community that may already be in place, or difficult to further offer (such as subsidised airfares for residents) but are presented in this document in the interests of transparency. During the consultations, every attempt was made to clarify such misunderstandings.

Lions Park

- Create a seating area (with shade)
- Water fountain
- Creative approach to design of furniture, landscaping, using local talents and skills as much as possible
 - Come up with plans that make local build possible
- Playground – rubber/grass underneath
- Signage on main street pointing
- Courts
- BBQ
- Lights at night
- Trees (much more)

The most consistent request was for shade, grass and typical family gathering places at Lions Park. The little used and deteriorating BMX track is not well looked upon and could be better replaced with gardens and play equipment. A BBQ and table where families can picnic while the kids use the Skatepark was very high as a preference for all respondents to the consultation. Grass is highly appreciated by residents of Meekatharra, and is seen as relaxing, cool and inviting – even a little luxurious.

Most respondents indicated a preference for further landscaping around the park including plants and shade trees.

Art, Culture and Recreation

- More ‘meet and mingle’ events in town
- Make events easy and affordable to run by people in the community
- Create interest groups and art workshops (dedicated spaces at Horizon Power Shed or Lloyd’s)
- Create a spirit of volunteering
- Local café to gather/socialise
- Morning teas with Shire

The Meeka community want to bring more arts and a sense of a stronger, well bonded community to the town. There is a push to create a community art hub and more ways art can be integrated into everyday Meeka life such as murals, art exhibitions, street art, concerts and other forms of art. The community would like more celebrations of culture, tours, food festival and integration of Indigenous culture, facilitated and initiated by the Shire. To create a well-rounded community spirit local people would like more information sharing between the Shire and community such as community meetings and morning teas.

A coordinated approach to designing a coordinated mural trail throughout Meekatharra is seen as essential to provide opportunities for local artists, for improving the look of the deteriorating buildings and to provide an attraction for people to visit town.

More recreation activities were requested to bring people into town and give reasons for people to stay. Events that encourage everyone in the town to come and mingle with each other to create a stronger community bond such as general events and interest group events.

Events that are run by the community are also requested, allowing people to run activities and interest groups which create a sense of volunteering spirit as well. The current high bond for hiring Council spaces is seen as a barrier for local people and groups to using Shire facilities.

While very popular among families with small children, the Meekatharra Outback Festival is beginning to be seen as an expensive and ineffective way of bringing community together, and there is significant support for the creation of a

group or committee of residents who, with the support of the Shire, organise frequent (quarterly) functions rather than one large event per annum.

Physical Spaces

- Campbell Road Entrance – establish a park area
- Establish a dog park that is safe for people to exercise their dogs that is fenced
- Upgrade to the hospital to encourage more services
- More water fountains around town in key areas where people gather (parks etc.)
- Better parks, more greenery, more shade, more local art to increase the aesthetics of the town closer to where they live especially at Lions Park, Queens and Consols Road areas
- Utilise buildings already established for new activities
- BMX track to be removed and a park put in its place

The community would like more care taken with the physical look of Meekatharra such as cleaner streets, more gardens and meeting spaces within the main areas of town. Local people would also like more places for activities such as a dog park and closer gardens/ovals to accommodate more activities. The community would like to have access to more spaces that are friendly for people to gather and are well maintained. Signs visible on the main street and around town which promote local business and show spaces to gather will also promote Meekatharra to those passing through.

The existing public spaces were noted as being some distance from where most of the families in town live. A strong request for leisure spaces in the Eastern and central parts of Meekatharra was put forward. The blue tree that was painted in 2019 to symbolise support for suicide prevention is seen a perfect location for a gathering place. A park with grass, shade and traditional play equipment would enhance the entry to town from the Airport while providing a facility for young people to exercise and play.

The median strip and main street in town is seen as unattractive, and many in the community indicated they were embarrassed at the evident decay in aesthetic in recent years. Many requests for flowers and plants in the median strip, and a reintroduction of planter boxes and extra Kurrajong trees to replace the gaps were made.

While only referred to once in this consultation, it should be noted that the presentation of 84 letters in support of a water park in February 2019 to Council indicates a strong support base for such a facility in Meekatharra.

Health and Sport

- Introduce community sports
- More health services needed in town more often
- Healthy canteen at the school
- More access to healthy and cheap food at the shops
- Pool open 12 months
- Public gym equipment throughout town

Health and sport is the most wanted change, the community are seeking activities and services to be available to them. The health services requested are more access to dentists, chiropractors and physiotherapists as well as more awareness of social issues and mental health. Health education for the community was requested to help the overall health of those living in Meeka and help the community to become more health conscious.

Access to healthy and cheap food is a priority at the school canteen and the shops. The community has requested that to help the health of the town healthy food needs to be easily accessible for everyone and more readily available. An improved access to fresh produce was a common theme throughout the consultation.

Sporting clubs and organised activities were highly requested, the community would like access to regular sporting activities and organised competitions between neighbouring towns such as football, basketball and netball. They have requested that the indoor cricket facilities be modified to allow for other sports to take place there. Group exercise and fitness groups be formed to allow for more activities to help the health of the town. Funds to hire a trained yoga instructor/personal trainer or similar would support this and was often suggested. A request for the pool to be open all year was also raised.

There was demonstration of interest by the attendees in organising these activities and an acknowledgement that the Shire cannot be entirely responsible for coordination. A degree of assistance to begin the change in mindset of the wider community was however seen as vitally important.

Local Business

- Attract new businesses through lower rent or other incentives
- Create new traineeships and apprenticeships
- Create more employment opportunities for local people
- Subsidised flights for local people
- Better communication and facilitation from the Shire

Keeping business local is very important to the community to increase community spirit and support those living in Meekatharra. There is a push to hire more local staff at local businesses already existing and to open new businesses to give local people jobs such as a café, hairdresser and clothes shops which links into the new building in progress. Having a community owned and run businesses could create places for people to meet and socialise in a positive way for the community. Other jobs suggested were Shire traineeships to give entry level positions to the community and more jobs in the trades industry to give the community more access to electricians, plumbers and other essential trades.

It is generally felt that more local business has the potential to provide more tourist opportunities such as prospecting tours and local cultural art exhibitions. Local markets which sell locally made products could help boost the local economy and give events for tourists to attend.

The lack of focus on developing a tourism base appears to be keenly felt by local business and a committee with a particular focus on 'rebadging' Meekatharra as an attractive destination was requested.

A perceived lack of support for local business by the Shire is evident, and should be addressed into the future with defined project plans prior to quotes being called for, better planning for projects and more notice provided of upcoming opportunities.

Graphical representation of feedback

The below wordclouds represent the strongest feedback received to questions. Many responses appeared in multiple questions. The larger the word, the more respondents provided that feedback.

How do we build strong business?



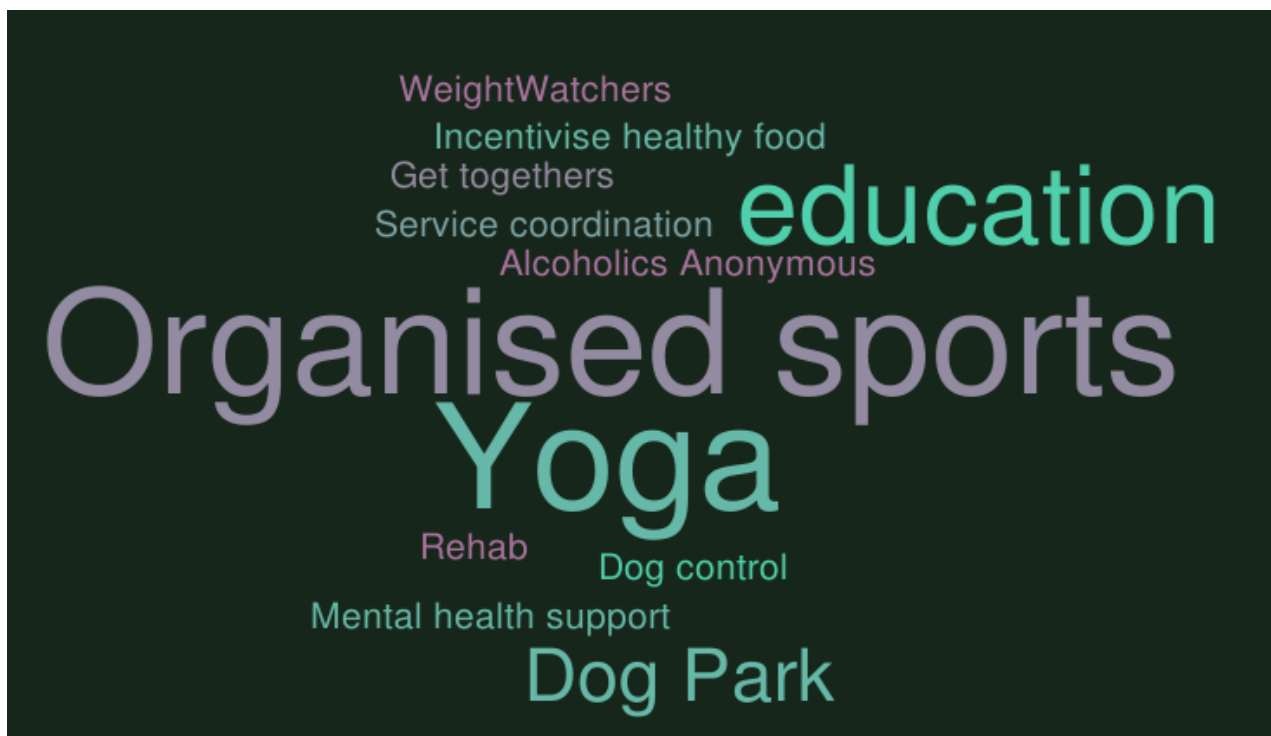
General suggestions about Meeka



What does local business contribute to the vitality of the town?



What programs and services would support people to lead a healthy lifestyle?



What local facilities and services are needed most to support the revitalisation of the town?



Do you have any other feedback that you would like considered in this consultation?



What features does Meekatharra have that could be interesting to people travelling through town?



11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 CLOSURE OF MEETING

The Shire President, Cr HJ Nichols, declared the meeting closed at 10:09am.