



shire of  
**meekatharra**  
*a golden prospect*

*SHIRE*

*of*

**MEEKATHARRA**

MINUTES

of

COUNCIL MEETING

held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

on

SATURDAY 18 SEPTEMBER 2021

COMMENCED AT 9:30AM

Confirmed

Confirmed

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

**1.1. DECLARATION OF OPENING**

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

**1.2. DISCLAIMER READING**

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

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

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

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

**Members**

**Cr HJ Nichols**

**Shire President**

**Cr PS Clancy**

**Deputy President (Attended via Zoom, pre-approval given at August 2021 OCM)**

**Cr MJ Smith**

**Cr DK Hodder**

**Staff**

**Roy McClymont**

**Chief Executive Officer (Attended via Zoom, pre-approval given at August 2021 OCM)**

**Krys East**

**Deputy Chief Executive Officer**

**Tralee Cable**

**Community Development Services Manager**

**Apologies**

**Nil**

**Approved Leave of Absence**

**Cr MR Hall (approved at July 2021 Ordinary Council Meeting)**

**Cr PS Moses**

**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 AUGUST 2021**

**Council Resolution:**

**Moved:** Cr DK Hodder  
**Seconded:** Cr MJ Smith

**That the minutes from the Ordinary Council Meeting held Saturday 21 August 2021 be confirmed.**

**CARRIED 4/0**

**6.2. HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 21 AUGUST 2021**

**Council Resolution:**

**Moved:** Cr MJ Smith  
**Seconded:** Cr DK Hodder

**That the minutes from Health Building Town Planning Meeting held Saturday 21 August 2021 be received.**

**CARRIED 4/0**

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

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

- The CEO, Mr Roy McClymont attended the Murchison Executive Group meeting in Sandstone on the 30<sup>th</sup> August 2021.
- The CEO, Mr Roy McClymont attended the local Meeka Agency Leadership Group (MALG) meeting on the 2<sup>nd</sup> September 2021. It was the first MALG meeting for our new Senior Sergeant, Matt Garnaut.
- The CEO, Mr Roy McClymont attended a video conference meeting on a potential multi shire road grant funding application organised by the Gascoyne Development Commission on the 3<sup>rd</sup> September 2021.
- Some staff attended via Zoom the Australian Institute of Management “Think on your Feet” training course on the mornings of the 7<sup>th</sup> & 8<sup>th</sup> September 2021.
- Nominations closed for the 2021 Ordinary Election with only two nominations being received for four vacant positions on the 9<sup>th</sup> September 2021. Congratulations to Cr Hodder and Cr Hall on being re-elected unopposed.

## 9. REPORTS OF COMMITTEES AND OFFICERS

### 9.1. OFFICERS MONTHLY REPORTS

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

##### Construction Crew

- **LR66 – LRCIP Funded – Landor Road – SLK 36.89 TO SLK 42.54**

- Survey Ascon 24/06/21
- Start 1<sup>st</sup> July 2021
- Survey setouts 8<sup>th</sup> July 2021
- Sub- Base (grade) tests passed above 96% - 103 % (Blacktop Materials)
- Form / Resheet and Bitumen seal sections SLK 36.89 TO SLK 42.54 (Hope Downs River)

##### Contract Maintenance Grading

- NGE Contracting
  - M67 – Ashburton Downs – Meekatharra Road – Start April (With Flood Damage)
  - M68 – Meekatharra – Sandstone Road – Complete - June
  - M32 – Gabanintha – Nanine Road – Complete – June
  - M121 – Bryah Homestead – Grid install Complete – June
  - M41 – Mingah Springs Road – Boundary Fence – Grid install Complete – June
  - M5 – Wiluna North Road – Complete – Early July
  - M69 – Pingandy Road – Complete - August

##### Flood Damage

- 2019/20 DRFAWA Eligible Disaster Proclamation Notification 'Tropical Cyclone Damien and Associated Flooding (4-9 February 2020)' AGRN 899
  - Greenfield Technical Services have finalised document reports waiting for approval under the Flood Damage Preliminary Notification for Flood Damage within the Shire of Meekatharra on all roads for review.
  - 19<sup>th</sup> August 2020 – DFES approval to MRD - \$17.9 million
  - 8<sup>th</sup> September 2020 – Bernie Millar provided comments to Greenfield of changes to AGRN 899 – SMK Flood Damage Project under Number; Project # P0083 – reduce and amend 3% changes to Flood Damage costs – Minus - \$600 K
  - Greenfield Technical Services appointed Under WALGA preferred Contractor by Shire of Meekatharra to provide administration and evidence services associated with AGRN 888/899 for all related works under Flood Damage works.
  - Greenfield provided RFT 20/21 – 01 New Tender; Supply of Hired Road Construction Plant with Operators for Upgraded Works for closing date Tender submission – Date – 1<sup>st</sup> September 2020 @ 2pm

- **Contractors Schedule for Flood Damage**

##### NGE Contractor:

- FDC 65 - Jigalong Community Road - Completed
- FDC 18 - Weelarrana West Road - Completed
- FDC 4 - Bulloo Downs Road - Completed
- FDC 20 - Turee Creek Road – Completed
- FDC 19 - Sylvania Road – Completed
- FDC 33 - Marymia Road – Completed
- FDC 5 - Wiluna North Road – Completed

- FDC 2 - Peak Hill - Three Rivers Road – Completed
- FDC 67 – Ashburton Downs – Meekatharra Road – April start (Still continuing)
- FDC 41 – Mingah Springs Road – Completed – August

**Majority of works continue on Ashburton Downs Road – Two crews**

**MTF Services Contractor:**

- FDC 66 - Landor Road – Completed April
- FDC 30 – Murchison Downs Road – Completed June
- FDC 80 - Hillview – Murchison Downs Road – Completed – July
- FDC 22 – Youno Downs Road – August – Completion mid September
- FDC 68 – Meekatharra – Sandstone Road – Start mid- September
- FDC 28 - Mt Augustus – Woodlands Road – follow on
- FDC 26 – Milgan – Yarlalweelor Road – follow on

• **BB66 – BBRF Funded Project Stage 2; SLK 159.52 to SLK 169.52**

- Survey Ascon pick up completed – May 2021
- Earthworks, Subgrade start – June 2021 – Completion - August
- Survey setouts – June 2021
- Gravel Base supply – form & shape – compact – Completion early September
- RFQ 21/22-3 – BB66 – BBRF – Cut off Walls – Tender closed Thursday 3pm 5<sup>th</sup> August – Award Contract – Bulldog Contracting \$140,000; Works start and completion of floodway Mid - August
- Compaction tests complete – 98% above – Blacktop Materials – August
- Bitumen seal early September
- Finalize batters and roll and clean up – Demobe – Mid September
- Final survey Ascon booked Mid September

**MTF Services to finalize BB66 works and follow on to Flood Damage Program to end of financial year.**

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

**Town Maintenance - Monthly Report Finishing 10<sup>th</sup> September 2021**

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts, roads and footpaths has continued and is taking up a considerable amount of time to remove.
- Sweeper current under repairs so alternative cleaning methods employed.
- Mowing has taken place and vegetation trimmed on Boardwalk, laneways, Kids Zone, Shire housing, Walkway and Youth Centre and long grass along creek bed.
- Verges are being maintained and weeds removed
- Rubbish removed from Lookout and Peace Gorge
- Regular maintenances to plant used by town crew
- Maintenance carried out at cemetery
- Removed rubbish small wheel park
- Laneways are being tidied
- Rubbish tip tidy up with loader
- Guide posts and signs replaced on sections of Wiluna North Rd

**Plant Report**

**P316 LOW LOADER - ROADWEST**

Repaired hydraulic line to ramps - Trenfield Motors

**P480 2007 MACK SUPERLINER**

Replaced PTO – Trenfield Motors  
Replaced idler pulley bearing and belt - Trenfield

**Officers Recommendation / Council Resolution:**

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

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

**CARRIED 4/0**

Confirmed



**9.1.2. AIRPORT MANAGER'S REPORT- AUGUST 2021**

***Aircraft Movements and Statistics***

Aircraft movements for General Aviation, Charter & RPT increased compared to August 2020. Additional bad weather during August saw an increase in small mining charter flights as well as several Cobham Q400 divers from Cue due to aircraft technical issues.

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

|                                 | <b>August 20</b> | <b>August 21</b> | <b>Variance</b> |
|---------------------------------|------------------|------------------|-----------------|
| <b>General Aircraft Landed:</b> | 91               | 104              | <b>+14%</b>     |
| <b>RFDS Landed</b>              | 91               | 66               | <b>-27%</b>     |
| <b>Avgas</b>                    | 11375            | 14999            | <b>+32%</b>     |
| <b>Jet A1</b>                   | 46106            | 56139            | <b>+22%</b>     |
| <b>Total Fuel Sold</b>          | <b>57481</b>     | <b>71138</b>     | <b>+24%</b>     |

|                                 | <b>YTD 2020</b> | <b>YTD 2021</b> | <b>Variance</b> |
|---------------------------------|-----------------|-----------------|-----------------|
| <b>General Aircraft Landed:</b> | 641             | 824             | <b>+28%</b>     |
| <b>RFDS Landed</b>              | 614             | 545             | <b>-11%</b>     |
| <b>Avgas</b>                    | 67763           | 81545           | <b>+20%</b>     |
| <b>Jet A1</b>                   | 311891          | 433392          | <b>+39%</b>     |
| <b>Total Fuel Sold</b>          | <b>379654</b>   | <b>514937</b>   | <b>+36%</b>     |

***Aerodrome Works:***

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.
- Ongoing weed spraying and chipping occurring airside along runway strips to keep weed growth to a minimum and restrict grass height.
- Removal of small stone (25mm) from runway strip surfaces
- Sweeping of Apron, Taxiway, Sealed Runway (09/27) & Turning Nodes Sealed Runway (09/27)

Aerodrome Maintenance Requiring Completion:

- Crack Patching to runway and apron surfaces.
- Runway surface & Runway End Stopping Area (RESA) Bitumen fog spray.
- Gravel Runway re-sheeting surface.

***Aerodrome Security:***

Nil to report.

***Safety Management System:***

Nil to report.

***Budget items completed:***

Nil pending.

***Airport Emergency:***

Nil emergencies to report.

***Bird/Animal Activity:***

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

***General:***

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

Compulsory wearing of face masks at the airport continues as per government directions.

CASA approval of the aerodrome manual review is currently pending notification.

Mike Cuthbertson  
Airport Manager  
01/09/2021

**Officers Recommendation / Council Resolution:**

**Moved:** Cr DK Hodder  
**Seconded:** Cr MJ Smith

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

**CARRIED 4/0**

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

| Activity  | Girls        |       | Boys         |       | Activity Total | No. of Sessions | Average Attendance |
|---|--------------|-------|--------------|-------|----------------|-----------------|--------------------|
|   | 6-12         | 12-18 | 6-12         | 12-18 |                |                 |                    |
| Sport at Youth Centre / Indoor Centre           | 43           | 41    | 98           | 41    | 223            | 10              | 22                 |
| Yarn Night / Trivia Night / Music / Board Games | 21           | 67    | 33           | 69    | 190            | 8               | 24                 |
| Movie Night / afternoon                         | 43           | 45    | 36           | 54    | 178            | 6               | 29                 |
| ART   | 53           | 41    | 33           | 31    | 158            | 6               | 26                 |
| Country Week                                    | 9            | 36    | 16           | 40    | 101            | 4               | 25                 |
| Basketball                                      | 54           | 56    | 63           | 93    | 266            | 4               | 66                 |
| Kidzone   | 72 under 9's |       | 48 under 9's |       | 120            | 12              | 10                 |

With our school term timetable in full swing and things beginning to warm up August has been a consistently busy month. Kids have been thoroughly enjoying afternoons filled with new sports to play and more time getting creative in our art studio. They have been working on knitting with Margy and painting beautiful shells kindly donated by Tralee Cable. Our weekly movie afternoon for the little kids and movie night for the older kids have been greatly attended thanks to our new and improved internet allowing for movies to stream uninterrupted and the new couches have proven to be a big hit.

Some highlights have been our weekly sporting tournament with the visiting Karalundi College and our littlest kids at kidzones continued development of their project wall under Margy and Andrea's wonderful guidance. On a special note as a team we have been personally very happy to see some of our older regular attendees coming back to participate more often after a period of prolonged absence which is a great sign.

Next month we have Mt Magnet visiting for an AFL carnival to look forward to as well as Meekafest and Fair Game coming up to assist us with our holiday program as well the team from our long term supporters the Carey Right Track Foundation.

**Officers Recommendation / Council Resolution:**

**Moved:** Cr MJ Smith  
**Seconded:** Cr PS Clancy

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

**CARRIED 4/0**

**9.1.4. RANGERS REPORT – AUGUST 2021**

Prepared by P Smith, Canine Control  
Date SEPTEMBER 2021

**11 AUGUST – 13 AUGUST 2021**

**COMPLAINTS RECEIVED:**

Numerous complaints were received regarding various dog issues. The complaints were investigated.

As a result of one complaint, one alleged dangerous dog was surrendered and destroyed. A second dog which I believe played a lesser part in the complaint, was dealt with by way of an infringement and was given 14 days for the owner to attend the shire to have the dog microchipped and registered.

Another complaint regarding two rottweilers that were allegedly involved in an incident, was also dealt with. Both dogs were scanned for microchips. Their details were checked. They are not recorded anywhere as being dangerous. The CAR details matched the current owner. As the two rottweilers are already microchipped the owner was given 14 days to register the dogs. The registration forms were completed by the owner and are being held at the shire office waiting payment.

Two dogs were apprehended in Queen Street. These had been identified as creating a nuisance by pooping on people's lawns and knocking bins over. The dogs had no collars or registration tags, and when scanned there was no microchips. We attended at an address believed to be the home of the dogs. We spoke to a resident there who said he was looking after the dogs for a mate which was away interstate. He was advised that the dogs would be impounded and he would need to attend at the shire to pay for microchipping and registration fees before they could be released. The dogs were placed in the pound.

**ANIMALS TRAPPED:**

Trapping cages were set at various locations around town and around the surrounding areas including residential and commercial buildings. One request was received from a resident asking for feral cats to be caught at her rental property. The cats were creating a problem. Two cats were caught at the rental. One other feral cat was caught near the commercial buildings.

**ANIMALS DESTROYED:**

One dangerous dog and three feral cats were destroyed. Two unwanted dogs were surrendered and destroyed.

**FURTHER PATROLS:**

Patrols were conducted at Peace Gorge. Patrols were conducted at the racecourse, airport, cemetery, golf club and several other locations around town. No dogs were sighted, and all appeared correct. Regular patrols and security checks were conducted around the townsite.

**24 AUGUST – 26 AUGUST 2021**

**COMPLAINTS RECEIVED:**

No complaints had been received since the last visit.

**ANIMALS TRAPPED:**

Trapping cages were set at various locations around town and around the surrounding areas including residential and commercial buildings. As a result, ten feral cats were caught.

**ANIMALS DESTROYED:**

Ten feral cats were destroyed.

**FURTHER PATROLS:**

Patrols were conducted at Peace Gorge. Patrols were conducted at the racecourse, airport, cemetery, golf club and several other locations around town. No dogs were sighted, and all appeared correct.

Regular patrols and security checks were conducted around the townsite.

**Officers Recommendation / Council Resolution:**

**Moved:** Cr DK Hodder

**Seconded:** Cr MJ Smith

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

**CARRIED 4/0**

Confirmed

**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/<br>CONS | Not proceeding with Canyon Trail until approvals are presented to Council<br>Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project.<br>Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project<br>Determine status of all reserves, vesting orders and roads within the shire.          | Complete<br>Complete<br>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<br>Contractor to build  | Complete<br>In Progress             |
| 17.09.11     | 10.2    | School Oval Facility – Agreement               | CDSM         | New report to Council required upon response from DoE<br>Waiting on Reserve boundaries to be changed by DoE<br>03.10.19 Survey, legal and planning application currently being undertaken by DoE.<br>Proposed new boundaries presented to OCM meeting 19 October 2019 for endorsement<br>19.10.19 Boundaries being adjusted<br>Emailed 23/11/20<br>Proceeding as per original project | Complete<br>Complete<br>In Progress |
| 20.12.13     | 9.3.4   | Meetings with Ministers – Local Issues         | CEO          | No further action required<br>Create Position Statement on public housing in Meeka  | Complete<br>In Progress             |

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|          |       |   |          |   |   |
|----------|-------|---|----------|---|---|
| 12.04.14 | 9.6.1 | Gabanintha – Nannine Rd Realignment                     | CEO      | Letter to Jim Lacy 16.04.14<br>Email to DoL 17.04.14<br>Mapping to be done  | In Progress   |
| 21.02.15 | 9.3.7 | Building Assets – Review                                | CEO      | Council Resolution sent to Darren Long for implementation in the Buildings Asset Management Plan and Long Term Financial Plan. Check and present to Council.  | In Progress   |
| 20.02.16 | 9.5.3 | Local Planning Strategy and Local Planning Scheme No 4  | CDSM     | Documents Sent<br>Waiting for final approval from Dept<br>Emailed Paul Bashall 30.06.20<br>Review presented to Council in January 2021<br>Council working group to be convened<br>Presented at the April 2021 HBTP meeting                                | Complete<br>Progressing<br>Complete<br>Complete<br>Complete |
| 16.07.16 | 9.4.5 | Old Power Station                                       | CDSM     | Horizon Power advised 16.07.16.<br>Contamination clearance in process.<br>03.10.19 Contaminated soil now excavated and in the process of reinstatement. Contractors onsite in mid-November to complete the remediation.<br>10.02.20 Remediation continues | In Progress   |
| 21.11.20 | 9.3.1 | Murchison Regional Vermin Council Ongoing Contributions | CEO      | Letter to MRVC 25/11/20<br>Emailed Lawyer 30/11/20<br>New Deed to MRVC 10/12/20<br>MRVC Returned & signed deed 11/01/21<br>Awaiting advice from Department of Local Government  | Complete<br>Complete<br>Complete<br>Complete<br>In Progress |
| 14.12.18 | 10.2  | Heritage Agreement Jidi Jidi                            | CEO      | Jidi Jidi Lawyer emailed 20.12.18 Further response to draft deed emailed 04.06.19   | In Progress   |
| 21.09.19 | 9.4.2 | Lighting at Skate Park                                  | CDSM     | Researching funding   | In Progress   |
| 19.10.19 | 10.1  | Ashburton Downs Road- Heavy Haulage                     | CEO      | Emailed ABRA 30.10.19   | In Progress   |
| 27.06.20 | 9.5.3 | Mission Australia Short Term Accommodation Proposal     | CDO/CDSM | Mission and Housing contacted<br>Dept of Housing working on asset disposal process  | Complete<br>Complete  |

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|          |       |  |          |  |                                     |
|----------|-------|--|----------|--|-------------------------------------|
|          |       |  |          | Valuation being sought   | In Progress                         |
| 22.09.20 | 10.2  | Murchison Georegion Project – Phase 2                    | CDSM     | Advertised<br>2 Expressions of Interest Received   | Complete<br>On Hold                 |
| 17.10.20 | 9.6.1 | Gabanintha – Nannine Road – Heavy Haulage                | CEO      | Emailed MSP Engineering Pty Ltd 20/10/2020<br><input type="checkbox"/> Formalise Agreement<br><input type="checkbox"/> Bond Received | In Progress                         |
| 17.10.20 | 10.3  | New Meekatharra Hospital – Lobbying                      | CEO      | Email Consultant 20/10/20<br>Actively lobbying   | Complete<br>In Progress             |
| 16.01.21 | 9.6.1 | Local Roads & Community Infrastructure Program – Phase 2 | CEO      | Present at next works group meeting  | In Progress                         |
| 20.02.21 | 9.3.1 | Bridge over Luke’s Pit – Project Feasibility Budget      | PO       | Email sent and acknowledged on 02/03/2021 to Westgold outlining project, awaiting response   | In Progress                         |
| 15.05.21 | 9.7.2 | CRC Management & Tenancy Lloyds Outback Plaza            | CEO/CDSM | Letter to CRC 18/5/21<br>Short Term Arrangements<br>Longer Term Arrangements   | Complete<br>Complete<br>In Progress |
| 15.05.21 | 10.1  | Transfer of Pivotal Lease to Globalstar                  | CDSM     | Legal Advice Pending   | In Progress                         |
| 26.06.21 | 9.3.1 | Local Laws Review 2021                                   | CEO      |  | In Progress                         |
| 21.08.21 | 9.2.4 | Request for Debtor Write-off                             | DCEO     | Write-off processed  | Complete                            |
| 21.08.21 | 9.3.1 | September 2021 Council & Committee Meeting Arrangements  | DCEO     | To be actioned at HBTP & OCM Meetings  | Complete                            |
| 21.08.21 | 9.7.1 | Quote Request Annual Spray & Cover Bitumen Sealing       | DCEO     | Quoters notified & PO raised   | Complete                            |
| 21.08.21 | 9.7.2 | Request for Rates Exemption                              | DCEO     | Rates Concession processed & amended notices produced  | Complete                            |
| 21.08.21 | 10.1  | Request for Rates Exemption                              | DCEO     | Rates Concession processed & amended notices produced  | Complete                            |
| 21.08.21 | 10.2  | Donation Request CRC                                     | DCEO     | CRC Advised  | Complete                            |



**Officers Recommendation / Council Resolution:**



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

**That the Status report be received.**

**CARRIED 4/0**

Confirmed

**9.2. FINANCE**

|                                |  |   |
|--------------------------------|--|---|
| <b>Title/Subject:</b>          | <b>MONTHLY FINANCIAL REPORT PERIOD ENDED AUGUST 2021</b> |   |
| <b>Agenda/Minute Number:</b>   | 9.2.1  |   |
| <b>Applicant:</b>              | Nil  |   |
| <b>File Ref:</b>               | ADM 171  |   |
| <b>Date of Report:</b>         | 31 August 2021   |   |
| <b>Disclosure of Interest:</b> | Nil  |   |
| <b>Author:</b>                 | Krys East<br>Deputy Chief Executive Officer              | <br>Signature of Author      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer                 | <br>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.*

Confirmed

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*[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 MJ Smith  
Seconded: Cr DK Hodder

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

CARRIED 4/0

**SHIRE OF MEEKATHARRA**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 August 2021**  
**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 August 2021 of \$12,317,754.

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

Confirmed

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

| Note   | Amended Annual Budget | Amended YTD Budget (a) | YTD Actual (b)     | Var. \$ (b)-(a)  | Var. % (b)-(a)/(a) | Var. |
|--|-----------------------|------------------------|--------------------|------------------|--------------------|------|
|  | \$                    | \$                     | \$                 | \$               | %                  |      |
| <b>Operating Revenues</b>                        |                       |                        |                    |                  |                    |      |
| * Includes Non- Operating Grants                 |                       |                        |                    |                  |                    |      |
| Governance                                       | 80                    | 0                      | 0                  | 0                |                    |      |
| General Purpose Funding - Rates                  | 4,752,175             | 4,751,341              | 4,717,427          | (33,954)         | (0.71%)            |      |
| General Purpose Funding - Other                  | 1,740,205             | 416,609                | 473,181            | 56,572           | 13.58%             | ▲    |
| Law, Order and Public Safety                     | 16,220                | 185                    | 2,423              | 2,238            | 1209.73%           |      |
| Health   | 6,104                 | 964                    | 5,828              | 4,864            | 504.58%            |      |
| Education and Welfare                            | 151,110               | 51,293                 | 51,001             | (292)            | (0.57%)            |      |
| Housing  | 29,500                | 4,538                  | 3,360              | (1,178)          | (25.96%)           |      |
| Community Amenities                              | 144,426               | 109,250                | 102,466            | (6,784)          | (6.21%)            |      |
| Recreation and Culture                           | 790,763               | 15,352                 | 8,480              | (6,872)          | (44.77%)           |      |
| Transport  | 14,398,883            | 860,679                | 860,978            | 9,299            | 1.08%              |      |
| Economic Services                                | 171,120               | 7,019                  | 10,314             | 3,295            | 46.94%             |      |
| Other Property and Services                      | 124,659               | 9,405                  | 4,037              | (5,368)          | (57.08%)           |      |
| <b>Total Operating Revenue</b>                   | <b>22,325,245</b>     | <b>6,226,635</b>       | <b>6,248,495</b>   | <b>21,860</b>    |                    |      |
| <b>Operating Expense</b>                         |                       |                        |                    |                  |                    |      |
| Governance                                       | (731,275)             | (123,140)              | (105,099)          | (18,041)         | (14.65%)           | ▼    |
| General Purpose Funding                          | (231,176)             | (35,551)               | (28,249)           | (7,302)          | (20.54%)           |      |
| Law, Order and Public Safety                     | (203,537)             | (42,112)               | (33,729)           | (8,383)          | (19.91%)           |      |
| Health   | (152,473)             | (34,617)               | (25,111)           | (9,506)          | (27.46%)           |      |
| Education and Welfare                            | (826,523)             | (128,564)              | (103,099)          | (25,465)         | (19.81%)           | ▼    |
| Housing  | (29,500)              | (46,730)               | (38,823)           | (27,907)         | (59.72%)           | ▼    |
| Community Amenities                              | (702,681)             | (98,530)               | (68,337)           | (30,193)         | (30.54%)           | ▼    |
| Recreation and Culture                           | (1,765,344)           | (306,747)              | (277,433)          | (29,314)         | (9.56%)            |      |
| Transport  | (8,523,213)           | (1,352,046)            | (1,237,509)        | (114,537)        | (8.47%)            |      |
| Economic Services                                | (617,129)             | (101,625)              | (96,706)           | (4,919)          | (4.84%)            |      |
| Other Property and Services                      | (228,336)             | (50,571)               | (1,649)            | (48,922)         | (96.74%)           | ▼    |
| <b>Total Operating Expenditure</b>               | <b>(14,023,181)</b>   | <b>(2,320,233)</b>     | <b>(1,995,744)</b> | <b>(324,489)</b> |                    |      |
| <b>Funding Balance Adjustments</b>               |                       |                        |                    |                  |                    |      |
| Add back Depreciation                            | 7,532,730             | 1,256,439              | 1,277,478          | 21,039           | 1.67%              |      |
| Adjust (Profit)/Loss on Asset Disposal           | 101,431               | 0                      | 0                  | 0                |                    |      |
| Adjust Provisions                                | 0                     | 0                      | 0                  | 0                |                    |      |
| Less Unspent Grants, Subsidies and Contributions | 0                     | 0                      | (56,000)           | (56,000)         |                    |      |
| <b>Net Cash from Operations</b>                  | <b>15,936,225</b>     | <b>5,162,641</b>       | <b>5,474,229</b>   | <b>(337,590)</b> |                    |      |
| <b>Non-Operating Revenues</b>                    |                       |                        |                    |                  |                    |      |
| Proceeds from Disposal of Assets                 | 882,800               | 0                      | 0                  | 0                |                    |      |
| <b>Total Capital Revenues</b>                    | <b>882,800</b>        | <b>0</b>               | <b>0</b>           | <b>0</b>         |                    |      |
| <b>Non-Operating Expenses</b>                    |                       |                        |                    |                  |                    |      |
| Land and Buildings                               | (1,615,905)           | (78,948)               | (85,370)           | 6,422            | 8.13%              |      |
| Furniture and Equipment                          | (112,000)             | (5,000)                | (4,815)            | (185)            | (3.71%)            |      |
| Plant and Equipment                              | (2,508,900)           | 0                      | 0                  | 0                | 0.00%              |      |
| Infrastructure - Roads                           | (19,012,191)          | (1,889,476)            | (1,899,719)        | 10,243           | 0.54%              |      |
| Infrastructure - Airports                        | (175,000)             | 0                      | 0                  | 0                | 0.00%              |      |
| Infrastructure - Other                           | (1,186,203)           | 0                      | (359)              | 359              | 0.00%              |      |
| <b>Total Capital Expenditure</b>                 | <b>(24,740,199)</b>   | <b>(1,973,424)</b>     | <b>(1,990,263)</b> | <b>16,839</b>    |                    |      |
| <b>Net Cash from Capital Activities</b>          | <b>(23,857,399)</b>   | <b>(1,973,424)</b>     | <b>(1,990,263)</b> | <b>16,839</b>    |                    |      |
| <b>Transfer to Reserves</b>                      |                       |                        |                    |                  |                    |      |
| Transfer to Reserves                             | (1,959,690)           | 0                      | 0                  | 0                |                    |      |
| Transfer from Reserves                           | 450,000               | 0                      | 0                  | 0                |                    |      |
| <b>Net Cash from Financing Activities</b>        | <b>(1,509,690)</b>    | <b>0</b>               | <b>0</b>           | <b>0</b>         |                    |      |
| <b>Net Operations, Capital and Financing</b>     | <b>(9,430,864)</b>    | <b>3,189,417</b>       | <b>3,483,966</b>   | <b>(320,751)</b> |                    |      |
| <b>Opening Funding Surplus(Deficit)</b>          | <b>9,430,864</b>      | <b>9,430,864</b>       | <b>8,838,788</b>   | <b>(597,076)</b> | <b>(6.33%)</b>     |      |
| <b>Closing Funding Surplus(Deficit)</b>          | <b>0</b>              | <b>12,620,281</b>      | <b>12,317,754</b>  | <b>(917,627)</b> |                    |      |

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

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

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

| Note  | Original Annual Budget | Amended Annual Budget | Amended YTD Budget (a) | YTD Actual (b)     | Var. \$ (b)-(a)  | Var. % (b)-(a)/(a) |
|---|------------------------|-----------------------|------------------------|--------------------|------------------|--------------------|
| <b>Operating Revenues</b>                     | \$                     |                       | \$                     | \$                 | \$               | %                  |
| Rates   | 4,752,175              | 4,752,175             | 4,751,341              | 4,717,427          | (33,914)         | (0.71%)            |
| Operating Grants, Subsidies and Contributions | 2,125,021              | 2,125,021             | 766,132                | 826,222            | 60,090           | 7.84%              |
| Fees and Charges                              | 1,305,450              | 1,305,450             | 299,449                | 302,561            | 3,112            | 1.04%              |
| Interest Earnings                             | 132,803                | 132,803               | 18,701                 | 8,314              | (10,387)         | (55.54%)           |
| Other Revenue                                 | 344,521                | 344,521               | 27,012                 | 23,992             | (3,019)          | (11.10%)           |
| Profit on Disposal of Assets                  | 10,884                 | 10,884                | 0                      | 0                  | 0                |                    |
| <b>Total Operating Revenue</b>                | <b>8,670,854</b>       | <b>8,670,854</b>      | <b>5,862,635</b>       | <b>5,878,517</b>   | <b>15,883</b>    |                    |
| <b>Operating Expense</b>                      |                        |                       |                        |                    |                  |                    |
| Employee Costs                                | (2,036,571)            | (2,036,571)           | (277,186)              | (170,696)          | (106,490)        | (38.42%)           |
| Materials and Contracts                       | (3,452,325)            | (3,452,325)           | (476,815)              | (188,304)          | (288,511)        | (60.51%)           |
| Utility Charges                               | (379,411)              | (379,411)             | (63,234)               | (43,417)           | (19,817)         | (31.34%)           |
| Depreciation on Non-Current Assets            | (7,532,730)            | (7,532,730)           | (1,256,439)            | (1,277,478)        | 21,039           | 1.67%              |
| Insurance Expenses                            | (227,158)              | (227,158)             | (227,158)              | (280,043)          | 52,885           | 23.28%             |
| Other Expenditure                             | (282,671)              | (282,671)             | (19,401)               | (35,806)           | 16,405           | 84.56%             |
| Loss on Disposal of Assets                    | (112,315)              | (112,315)             | 0                      | 0                  | 0                |                    |
| <b>Total Operating Expenditure</b>            | <b>(14,023,181)</b>    | <b>(14,023,181)</b>   | <b>(2,320,233)</b>     | <b>(1,995,744)</b> | <b>(324,489)</b> |                    |
| <b>Non-Operating Revenues</b>                 |                        |                       |                        |                    |                  |                    |
| Non-Operating Grants & Contributions          | 13,654,391             | 13,654,391            | 364,000                | 369,978            | 5,978            | 1.64%              |
| Less Unspent Grants                           | 0                      | 0                     | 0                      | (56,000)           | (56,000)         |                    |
| <b>Net Non-Operating Grants</b>               | <b>13,654,391</b>      | <b>13,654,391</b>     | <b>364,000</b>         | <b>313,978</b>     | <b>- 50,022</b>  |                    |
| <b>Total Comprehensive Income</b>             | <b>8,302,064</b>       | <b>8,302,064</b>      | <b>3,906,402</b>       | <b>4,196,751</b>   | <b>- 358,628</b> |                    |
| <b>Funding Balance Adjustments</b>            |                        |                       |                        |                    |                  |                    |
| Add back Depreciation                         | 7,532,730              | 7,532,730             | 1,256,439              | 1,277,478          | 21,039           | 1.67%              |
| Adjust (Profit)/Loss on Asset Disposal        | 101,431                | 101,431               | 0                      | 0                  | 0                |                    |
| Adjust Provisions                             | 0                      | 0                     | 0                      | 0                  | 0                |                    |
| <b>Net Cash from Operations</b>               | <b>15,936,225</b>      | <b>15,936,225</b>     | <b>5,162,841</b>       | <b>5,474,229</b>   | <b>(337,589)</b> |                    |
| Proceeds from Disposal of Assets              | 882,800                | 882,800               | 0                      | 0                  | 0                |                    |
| <b>Total Capital Revenues</b>                 | <b>882,800</b>         | <b>882,800</b>        | <b>0</b>               | <b>0</b>           | <b>0</b>         |                    |
| <b>Non-Operating Expenses</b>                 |                        |                       |                        |                    |                  |                    |
| Land and Buildings                            | (1,615,905)            | (1,615,905)           | (78,948)               | (85,370)           | 6,422            | 8.13%              |
| Furniture and Equipment                       | (112,000)              | (112,000)             | (5,000)                | (4,815)            | (185)            | (3.71%)            |
| Plant and Equipment                           | (2,508,900)            | (2,508,900)           | 0                      | 0                  | 0                | 0.00%              |
| Infrastructure - Roads                        | (19,012,191)           | (19,012,191)          | (1,889,476)            | (1,699,719)        | 10,243           | 0.54%              |
| Infrastructure - Footpaths                    | (150,000)              | (150,000)             | 0                      | 0                  | 0                | 0.00%              |
| Infrastructure - Airports                     | (175,000)              | (175,000)             | 0                      | 0                  | 0                | 0.00%              |
| Infrastructure - Other                        | (1,166,203)            | (1,166,203)           | 0                      | (359)              | 359              | 0.00%              |
| <b>Total Capital Expenditure</b>              | <b>(24,740,199)</b>    | <b>(24,740,199)</b>   | <b>(1,973,424)</b>     | <b>(1,990,263)</b> | <b>16,839</b>    |                    |
| <b>Net Cash from Capital Activities</b>       | <b>(23,857,399)</b>    | <b>(23,857,399)</b>   | <b>(1,973,424)</b>     | <b>(1,990,263)</b> | <b>16,839</b>    |                    |
| <b>Financing</b>                              |                        |                       |                        |                    |                  |                    |
| Transfer to Reserves                          | (1,959,690)            | (1,959,690)           | 0                      | 0                  | 0                |                    |
| Transfer from Reserves                        | 450,000                | 450,000               | 0                      | 0                  | 0                |                    |
| <b>Net Cash from Financing Activities</b>     | <b>(1,509,690)</b>     | <b>(1,509,690)</b>    | <b>0</b>               | <b>0</b>           | <b>0</b>         |                    |
| <b>Net Operations, Capital and Financing</b>  | <b>(9,430,864)</b>     | <b>(9,430,864)</b>    | <b>3,189,417</b>       | <b>3,483,966</b>   | <b>(320,750)</b> |                    |
| Opening Funding Surplus(Deficit)              | 9,430,864              | 9,430,864             | 9,430,864              | 8,833,788          | (597,076)        | (6.33%)            |
| Closing Funding Surplus(Deficit)              | 0                      | 0                     | 12,620,281             | 12,317,754         | (917,827)        |                    |

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.



Confirmed

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

|  | Adopted Budget      | Adopted Budget Amendments (Note 4) | Amended Annual Budget | Amended YTD Budget (a) |
|--|---------------------|------------------------------------|-----------------------|------------------------|
|  | \$                  | \$                                 | \$                    | \$                     |
| <b>Operating Revenues</b>                    |                     |                                    |                       |                        |
| Governance                                   | 80                  | 0                                  | 80                    | 0                      |
| General Purpose Funding - Rates              | 4,752,175           | 0                                  | 4,752,175             | 4,751,341              |
| General Purpose Funding - Other              | 1,740,205           | 0                                  | 1,740,205             | 416,609                |
| Law, Order and Public Safety                 | 16,220              | 0                                  | 16,220                | 185                    |
| Health                                       | 6,104               | 0                                  | 6,104                 | 964                    |
| Education and Welfare                        | 151,110             | 0                                  | 151,110               | 51,293                 |
| Housing                                      | 29,500              | 0                                  | 29,500                | 4,538                  |
| Community Amenities                          | 144,426             | 0                                  | 144,426               | 109,250                |
| Recreation and Culture                       | 790,763             | 0                                  | 790,763               | 15,352                 |
| Transport                                    | 14,398,883          | 0                                  | 14,398,883            | 860,679                |
| Economic Services                            | 171,120             | 0                                  | 171,120               | 7,019                  |
| Other Property and Services                  | 124,659             | 0                                  | 124,659               | 9,405                  |
| <b>Total Operating Revenue</b>               | <b>22,325,245</b>   | <b>0</b>                           | <b>22,325,245</b>     | <b>6,226,635</b>       |
| <b>Operating Expense</b>                     |                     |                                    |                       |                        |
| Governance                                   | (731,275)           | 0                                  | (731,275)             | (123,140)              |
| General Purpose Funding                      | (233,176)           | 0                                  | (233,176)             | (35,551)               |
| Law, Order and Public Safety                 | (203,537)           | 0                                  | (203,537)             | (42,112)               |
| Health                                       | (152,473)           | 0                                  | (152,473)             | (34,617)               |
| Education and Welfare                        | (826,523)           | 0                                  | (826,523)             | (128,564)              |
| Housing                                      | (29,500)            | 0                                  | (29,500)              | (46,730)               |
| Community Amenities                          | (702,681)           | 0                                  | (702,681)             | (96,530)               |
| Recreation and Culture                       | (1,765,344)         | 0                                  | (1,765,344)           | (306,747)              |
| Transport                                    | (6,523,213)         | 0                                  | (6,523,213)           | (1,352,046)            |
| Economic Services                            | (617,129)           | 0                                  | (617,129)             | (101,625)              |
| Other Property and Services                  | (238,330)           | 0                                  | (238,330)             | (50,571)               |
| <b>Total Operating Expenditure</b>           | <b>(14,023,181)</b> | <b>0</b>                           | <b>(14,023,181)</b>   | <b>(2,320,233)</b>     |
| <b>Funding Balance Adjustments</b>           |                     |                                    |                       |                        |
| Add back Depreciation                        | 7,532,730           | 0                                  | 7,532,730             | 1,256,439              |
| Adjust (Profit)/Loss on Asset Disposal       | 101,431             | 0                                  | 101,431               | 0                      |
| Adjust Provisions and Accruals               | 0                   | 0                                  | 0                     | 0                      |
| <b>Net Cash from Operations</b>              | <b>15,936,225</b>   | <b>0</b>                           | <b>15,936,225</b>     | <b>5,162,841</b>       |
| <b>Capital Revenues</b>                      |                     |                                    |                       |                        |
| Proceeds from Disposal of Assets             | 882,800             | 0                                  | 882,800               | 0                      |
| <b>Total Capital Revenues</b>                | <b>882,800</b>      | <b>0</b>                           | <b>882,800</b>        | <b>0</b>               |
| <b>Capital Expenses</b>                      |                     |                                    |                       |                        |
| Land and Buildings                           | (1,615,905)         | 0                                  | (1,615,905)           | (76,949)               |
| Furniture and Equipment                      | (112,000)           | 0                                  | (112,000)             | (5,000)                |
| Plant and Equipment                          | (2,508,900)         | 0                                  | (2,508,900)           | 0                      |
| Infrastructure - Roads                       | (19,012,191)        | 0                                  | (19,012,191)          | (1,889,476)            |
| Infrastructure - Footpaths                   | (150,000)           | 0                                  | (150,000)             | 0                      |
| Infrastructure - Airports                    | (175,000)           | 0                                  | (175,000)             | 0                      |
| Infrastructure - Other                       | (1,166,203)         | 0                                  | (1,166,203)           | 0                      |
| <b>Total Capital Expenditure</b>             | <b>(24,740,199)</b> | <b>0</b>                           | <b>(24,740,199)</b>   | <b>(1,973,424)</b>     |
| <b>Net Cash from Capital Activities</b>      | <b>(23,857,399)</b> | <b>0</b>                           | <b>(23,857,399)</b>   | <b>(1,973,424)</b>     |
| <b>Financing</b>                             |                     |                                    |                       |                        |
| Transfer to Reserves                         | (1,959,690)         | 0                                  | (1,959,690)           | 0                      |
| Transfer from Reserves                       | 450,000             | 0                                  | 450,000               | 0                      |
| <b>Net Cash from Financing Activities</b>    | <b>(1,509,690)</b>  | <b>0</b>                           | <b>(1,509,690)</b>    | <b>0</b>               |
| <b>Net Operations, Capital and Financing</b> | <b>(9,430,864)</b>  | <b>0</b>                           | <b>(9,430,864)</b>    | <b>3,189,417</b>       |
| <b>Opening Funding Surplus(Deficit)</b>      | <b>9,430,864</b>    | <b>0</b>                           | <b>9,430,864</b>      | <b>9,430,864</b>       |
| <b>Closing Funding Surplus(Deficit)</b>      | <b>0</b>            | <b>0</b>                           | <b>0</b>              | <b>12,620,281</b>      |

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

SHIRE OF MEEKATHARRA  
STATEMENT OF FINANCIAL ACTIVITY  
(By Program)  
For the Period Ended 31 August 2021

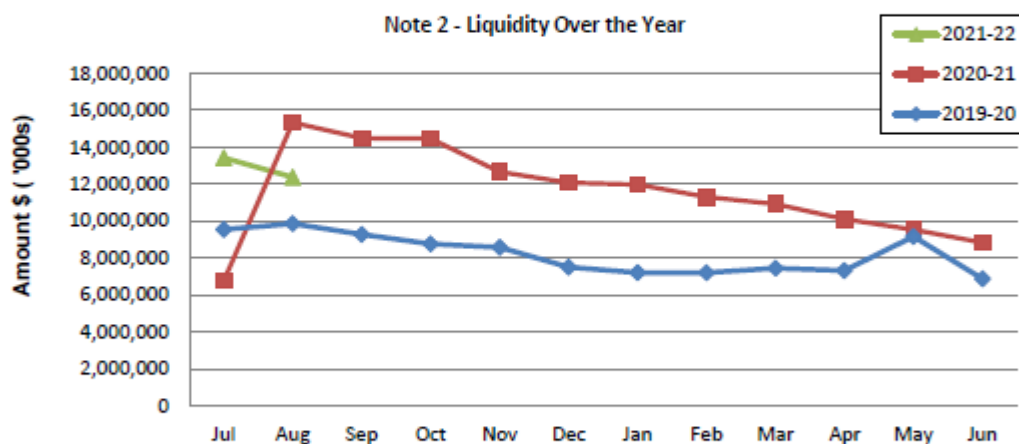
**Note 1: EXPLANATION OF MATERIAL VARIANCES**

| BY Reporting Program  | Var. \$          | Var. %         | Var. | Timing/<br>Permanent | Explanation of Variance   |
|---|------------------|----------------|------|----------------------|---|
| <b>Operating Revenues</b>   | \$               | %              |      |                      |   |
| Governance  | 0                |                |      |                      | Under variance reporting threshold  |
| General Purpose Funding - Rates   | (33,914)         | (0.71%)        |      |                      | Under variance reporting threshold  |
| General Purpose Funding - Other   | 56,572           | 13.58%         | ▲    | Permanent            | Recent revaluations impacting prior year Pastoral rates are the cause of this variance. The reduction in revenue will be addressed with a budget review later in the financial year.        |
| Law, Order and Public Safety  | 2,238            | 1209.73%       |      |                      | Under variance reporting threshold  |
| Health  | 4,864            | 504.58%        |      |                      | Under variance reporting threshold  |
| Education and Welfare   | (292)            | (0.57%)        |      |                      | Under variance reporting threshold  |
| Housing   | (1,178)          | (25.96%)       |      |                      | Under variance reporting threshold  |
| Community Amenities   | (6,784)          | (6.21%)        |      |                      | Under variance reporting threshold  |
| Recreation and Culture  | (6,872)          | (44.77%)       |      |                      | Under variance reporting threshold  |
| Transport   | 9,299            | 1.08%          |      |                      | Under variance reporting threshold  |
| Economic Services   | 3,295            | 46.94%         |      |                      | Under variance reporting threshold  |
| Other Property and Services   | (5,368)          | (57.08%)       |      |                      | Under variance reporting threshold  |
| <b>Operating Expense</b>  |                  |                |      |                      |   |
| Governance  | (18,041)         | (14.65%)       | ▼    | Timing               | Administration allocations are \$12k lower than YTD budget. These are likely to even out during the year.   |
| General Purpose Funding   | (7,302)          | (20.54%)       |      |                      | Under variance reporting threshold  |
| Law, Order and Public Safety  | (8,383)          | (19.91%)       |      |                      | Under variance reporting threshold  |
| Health  | (9,506)          | (27.46%)       |      |                      | Under variance reporting threshold  |
| Education and Welfare   | (25,465)         | (19.81%)       | ▼    | Timing               | Youth centre expenses are \$19k lower than YTD budget, these may even out during the year.  |
| Housing   | (27,907)         | (59.72%)       | ▼    | Timing               | Housing recoveries are \$27k higher than YTD budget. This is likely to even out over the year.  |
| Community Amenities   | (30,193)         | (30.64%)       | ▼    | Timing               | Sanitation incl. waste collection expenses are \$25k lower than YTD budget due to timing of receipt of invoices for the prior month.  |
| Recreation and Culture  | (29,314)         | (9.56%)        |      |                      | Under variance reporting threshold  |
| Transport   | (114,537)        | (8.47%)        |      |                      | Under variance reporting threshold  |
| Economic Services   | (4,919)          | (4.84%)        |      |                      | Under variance reporting threshold  |
| Other Property and Services   | (48,922)         | (96.74%)       | ▼    | Timing               | Plant and PWO costs are \$48k lower than YTD budget. As budgets in these areas are generally spread evenly over 12 months is it expected that these expenses will even out during the year. |
| <b>Funding Balance Adjustments</b>  |                  |                |      |                      |   |
| Add back Depreciation   | 21,039           | 1.67%          |      |                      | Under variance reporting threshold  |
| Adjust (Profit)/Loss on Asset Dispos  | 0                |                |      |                      | Under variance reporting threshold  |
| <b>Capital Revenues</b>   |                  |                |      |                      |   |
| * Refer Statement by Nature or Type - Non- Operating Grants and Contributions | 5,978            | 1.64%          |      |                      | Under variance reporting threshold  |
| Proceeds from Disposal of Assets  | 0                | 0.00%          |      |                      | Under variance reporting threshold  |
| <b>Capital Expenses</b>   |                  |                |      |                      |   |
| Land and Buildings  | 6,422            | 8.13%          |      |                      | Under variance reporting threshold  |
| Furniture and Equipment   | (185)            | (3.71%)        |      |                      | Under variance reporting threshold  |
| Plant and Equipment   | 0                | 0.00%          |      |                      | Under variance reporting threshold  |
| Infrastructure - Roads  | 10,243           | 0.54%          |      |                      | Under variance reporting threshold  |
| Infrastructure - Footpaths  | 0                | 0.00%          |      |                      | Under variance reporting threshold  |
| Infrastructure - Airports   | 0                | 0.00%          |      |                      | Under variance reporting threshold  |
| Infrastructure - Other  | 359              | 0.00%          |      |                      | Under variance reporting threshold  |
| <b>Opening Funding Surplus(Deficit)</b>                                       | <b>(597,076)</b> | <b>(6.33%)</b> |      |                      | Subject to finalisation of the Annual Report  |

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

**Note 2: NET CURRENT FUNDING POSITION**

| Positive=Surplus (Negative=Deficit)     |                 |                     |                     |                     |
|---|-----------------|---------------------|---------------------|---------------------|
| Note                                    | YTD 31 Aug 2021 | Previous Month      | YTD 31 Aug 2020     |                     |
|   | \$              | \$                  | \$                  |                     |
| <b>Current Assets</b>                   |                 |                     |                     |                     |
| Cash Unrestricted                       | 3               | 9,781,668           | 8,350,948           | 10,238,671          |
| Cash Restricted Reserves                | 3               | 21,136,920          | 21,136,920          | 21,280,349          |
| Cash Restricted - Bonds to be allocated |                 | 0                   | 0                   | 0                   |
| Receivables - Rates and Rubbish         | 5               | 2,086,347           | 5,458,855           | 5,410,474           |
| Receivables -Other                      | 5               | 490,140             | 159,729             | 167,389             |
| Provision for Doubtful debts            |                 | (167,097)           | (167,097)           | (167,097)           |
| Interest / ATO Receivable/Trust         |                 | 189,185             | 134,120             | 33,681              |
| Inventories                             |                 | 185,663             | 153,677             | 134,977             |
|   |                 | <b>33,702,827</b>   | <b>35,227,151</b>   | <b>37,098,443</b>   |
| <b>Less: Current Liabilities</b>        |                 |                     |                     |                     |
| Payables                                |                 | (98,279)            | (516,693)           | (390,484)           |
| Bonds Held                              |                 | (93,874)            | (93,874)            | (92,751)            |
| Provisions                              |                 | (369,103)           | (369,103)           | (354,285)           |
| Unspent Grants ( Contract Liabilities)  |                 | (56,000)            | (56,000)            | 0                   |
|   |                 | <b>(617,256)</b>    | <b>(1,035,670)</b>  | <b>(837,520)</b>    |
| <b>Net Current Assets</b>               |                 | <b>33,085,571</b>   | <b>34,191,481</b>   | <b>36,260,923</b>   |
| <b>Less: Cash Reserves</b>              | 6               | <b>(21,136,920)</b> | <b>(21,136,920)</b> | <b>(21,280,349)</b> |
| <b>Plus Provisions</b>                  |                 | <b>369,103</b>      | <b>369,103</b>      | <b>354,285</b>      |
| <b>Net Current Funding Position</b>     |                 | <b>12,317,754</b>   | <b>13,423,664</b>   | <b>15,334,859</b>   |



**Comments - Net Current Funding Position**

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

**Note 3: CASH AND INVESTMENTS**

|                          | Interest Rate | Unrestricted \$   | Restricted \$     | Bonds \$      | Balance of Account \$ | Institution | Maturity Date |
|--------------------------|---------------|-------------------|-------------------|---------------|-----------------------|-------------|---------------|
| <b>(a) Cash Deposits</b> |               |                   |                   |               |                       |             |               |
| Municipal Bank Account   | Variable      | 1,013,217         |                   | 0             | 1,013,217             | Westpac     | At Call       |
| Air BP                   | Variable      | 62,032            |                   | 0             | 62,032                | Westpac     | At Call       |
| Maxi Account             | Variable      | 9,354,340         |                   | 93,874        | 9,448,214             | Westpac     | At Call       |
| <b>(b) Term Deposits</b> |               |                   |                   |               |                       |             |               |
| 549463                   | 0.39%         |                   | 21,136,920        |               | 21,136,920            | Westpac     | 30-Jun-22     |
| <b>Total</b>             |               | <b>10,429,588</b> | <b>21,136,920</b> | <b>93,874</b> | <b>31,660,383</b>     |             |               |

**Comments/Notes - Investments**

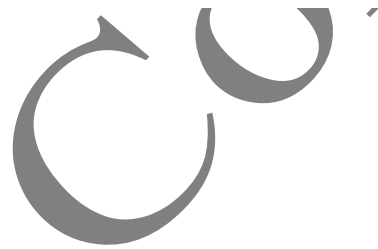
- \* This note reflects the Actual Bank Balances as per the Shire Bank Statements.
- \* Any difference between the amounts shown at this note compared to Note 2 will be due to undeposited funds and unrepresented payments.
- \* The Auditor General recommended that Local Government should recognise Bonds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

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

**Note 4: Adopted Budget Amendments to date**

There have been no budget amendments to date.

| GL Account Code                  | Increase/Decrease to Budget | Description    | Council Resolution | Classification                           | Adopted Budget | Amended Budget | Non Cash Adjustment | Increase in Available Cash | Decrease in Available Cash | Amended Budget Running Balance |
|----------------------------------|-----------------------------|----------------|--------------------|--|----------------|----------------|---------------------|----------------------------|----------------------------|--------------------------------|
|                                  |                             |                |                    |  |                |                | \$                  | \$                         | \$                         | \$                             |
|                                  |                             | Adopted Budget |                    | Adopted Budget Closing Surplus/(Deficit) | 0              | 0              |                     |                            |                            | 0                              |
| <b>Revenue</b>                   |                             |                |                    |  |                |                |                     |                            |                            |                                |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
| <b>Non-Operating Revenue</b>     |                             |                |                    |  |                |                |                     |                            |                            |                                |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
| <b>Operating Expenditure</b>     |                             |                |                    |  |                |                |                     |                            |                            |                                |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
| <b>Non-Operating Expenditure</b> |                             |                |                    |  |                |                |                     |                            |                            |                                |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
|                                  |                             |                |                    |  |                |                |                     | 0                          | 0                          | 0                              |
|                                  |                             |                |                    |  |                |                | 0                   | 0                          | 0                          | 0                              |



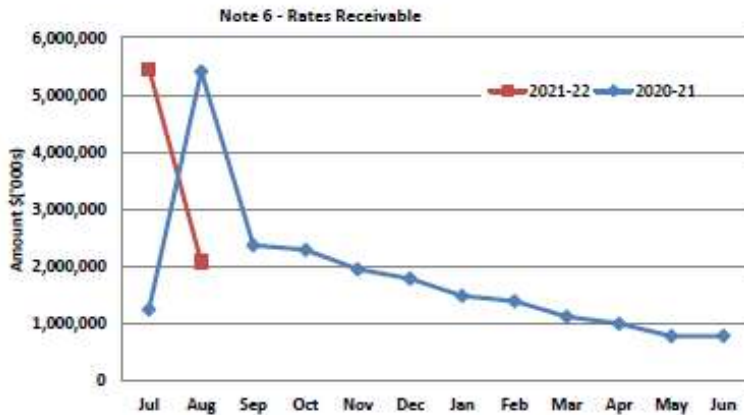
SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 August 2021

**Note 5: RECEIVABLES**

Receivables - Rates and Rubbish Receivable

|                                   | YTD 31 Aug 2021<br>\$ | 30/06/2021<br>\$ |
|-----------------------------------|-----------------------|------------------|
| Opening Arrears Previous Years    | 791,619               |                  |
| Levied this year                  | 4,817,371             |                  |
| Less Collections to date          | (3,522,643)           |                  |
| Equals Current Outstanding        | 2,086,347             |                  |
| Net Rates and Rubbish Collectable | 2,086,347             | 791,619          |
| % Collected                       | 62.80%                |                  |

Note 2



**Comments/Notes - Receivables Rates**

|                                  |           |
|----------------------------------|-----------|
| Rates were levied on             | 21-Jul-21 |
| Full Payment or Instalment 1 due | 25-Aug-21 |
| Instalment 2 due                 | 29-Oct-21 |
| Instalment 3 due                 | 4-Jan-22  |
| Instalment 4 due                 | 9-Mar-22  |

Receivables - General

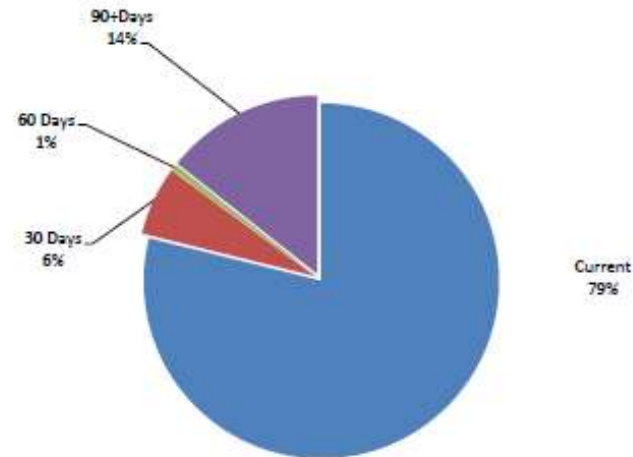
Receivables - Sundry Debtors

Total Sundry Debtors

| Current<br>\$ | 30 Days<br>\$ | 60 Days<br>\$ | 90+Days<br>\$  |
|---------------|---------------|---------------|----------------|
| 386,509       | 30,683        | 2,517         | 70,431         |
|               |               |               | <b>490,140</b> |

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)

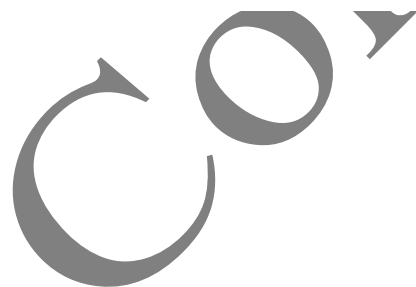


**Comments/Notes - Receivables General**

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

**Note 6: Cash Backed Reserves**

| Name  | Actual Opening Balance | Original Budget Interest Earned | Amended Budget Interest Earned | Actual Interest Earned | Original Budget Transfers In (+) | Actual Transfers In (+) | Original Budget Transfers Out (-) | Amended Budget Transfers Out (-) | Actual Transfers Out (-) | Amended Budget Closing Balance | Actual YTD Closing Balance |
|---|------------------------|---------------------------------|--------------------------------|------------------------|----------------------------------|-------------------------|-----------------------------------|----------------------------------|--------------------------|--------------------------------|----------------------------|
|   | \$                     | \$                              |                                | \$                     | \$                               | \$                      | \$                                |                                  | \$                       | \$                             | \$                         |
| INFRASTRUCTURE & ECONOMIC DEVELOPMENT RESERVE   | 1,017,378              | 1,846                           | 1,846                          | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 1,019,224                      | 1,017,378                  |
| LEAVE RESERVE                                   | 398,160                | 963                             | 963                            | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 399,123                        | 398,160                    |
| SHIRE WATER RESERVE                             | 322,648                | 729                             | 729                            | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 323,377                        | 322,648                    |
| RESEAL & REJUVENATION RESERVE                   | 5,105,618              | 11,530                          | 11,530                         | 0                      | 559,680                          | 0                       | 0                                 | 0                                | 0                        | 5,676,828                      | 5,105,618                  |
| PLANT RESERVE                                   | 2,660,383              | 6,008                           | 6,008                          | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 2,666,391                      | 2,660,383                  |
| INTERPRETIVE CENTRE RESERVE                     | 1,891,233              | 4,271                           | 4,271                          | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 1,895,504                      | 1,891,233                  |
| BUILDING RESERVE                                | 1,251,218              | 3,277                           | 3,277                          | 0                      | 900,000                          | 0                       | (100,000)                         | (100,000)                        | 0                        | 2,054,495                      | 1,251,218                  |
| TRANSPORT RESERVE                               | 61,207                 | 138                             | 138                            | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 61,345                         | 61,207                     |
| AIRPORT RUNWAY RESERVE                          | 2,943,192              | 6,647                           | 6,647                          | 0                      | 451,747                          | 0                       | (200,000)                         | (200,000)                        | 0                        | 3,201,586                      | 2,943,192                  |
| AIRPORT RESERVE                                 | 953,396                | 2,153                           | 2,153                          | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 955,549                        | 953,396                    |
| ROADS - SECOND/FINAL SEALS RESERVE              | 1,744,753              | 3,940                           | 3,940                          | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 1,748,693                      | 1,744,753                  |
| LLOYD'S REVITALISATION RESERVE                  | 1,571,704              | 4,014                           | 4,014                          | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 1,575,718                      | 1,571,704                  |
| INDUSTRIAL PARK RESERVE                         | 849,846                | 1,919                           | 1,919                          | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 851,765                        | 849,846                    |
| COVID 19 EMERGENCY RESPONSE/CASHFLOW SUPPLEMENT | 214,000                | 483                             | 483                            | 0                      | 0                                | 0                       | 0                                 | 0                                | 0                        | 214,483                        | 214,000                    |
| SWIMMING POOL RESERVE                           | 152,184                | 345                             | 345                            | 0                      | 0                                | 0                       | (150,000)                         | (150,000)                        | 0                        | 2,529                          | 152,184                    |
|   | 21,136,920             | 48,263                          | 48,263                         | 0                      | 1,911,427                        | 0                       | (450,000)                         | (450,000)                        | 0                        | 22,646,610                     | 21,136,920                 |

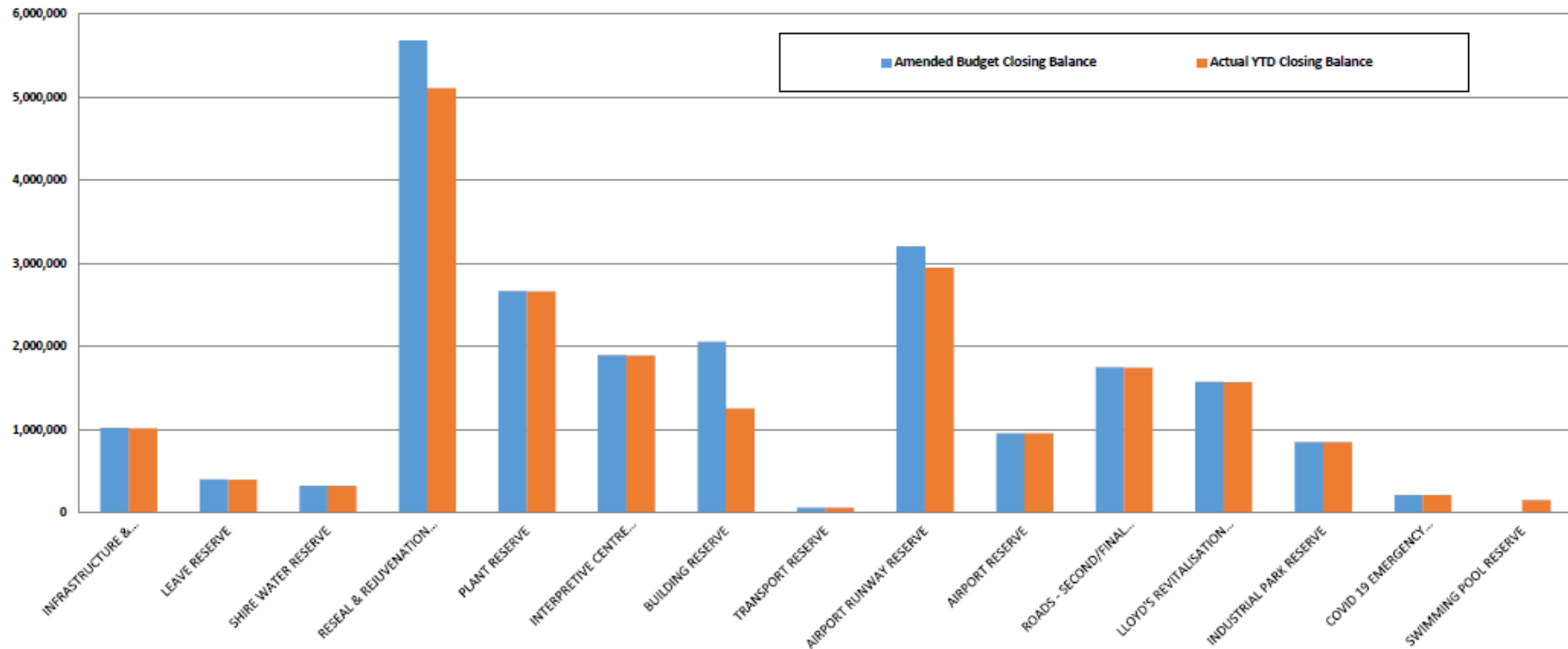




SHIRE OF MEEKATHARRA  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31 August 2021

Note 6: Cash Backed Reserves cont'd

Year To Date Reserve Balance to End of Year Estimate



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

Note7a: UNTIED GRANTS

|                                      | 2021-22          | Variations            | 2021-22          | Operating        | Non- Operating | Recoup Status  |                        |
|--------------------------------------|------------------|-----------------------|------------------|------------------|----------------|----------------|------------------------|
|                                      | Original Budget  | Additions (Deletions) | Amended Budget   |                  |                | Funds Received | Balance to be received |
|                                      | \$               | \$                    |                  | \$               | \$             | \$             | \$                     |
| <b>General Purpose Funding</b>       |                  |                       |                  |                  |                |                |                        |
| Financial Assistance Grant           | 1,106,522        | 0                     | 1,106,522        | 1,106,522        | 0              | 296,789        | 809,734                |
| Local Road Grant                     | 482,189          | 0                     | 482,189          | 482,189          | 0              | 157,854        | 324,335                |
| <b>Law, Order and Public Safety</b>  |                  |                       |                  |                  |                |                |                        |
| D.F.E.S. Operating Grant             | 6,920            | 0                     | 6,920            | 6,920            | 0              | 893            | 6,027                  |
| S.E.S. Operating Grant               | 5,180            | 0                     | 5,180            | 5,180            | 0              | 1,295          | 3,885                  |
| <b>Education and Welfare</b>         |                  |                       |                  |                  |                |                |                        |
| Misc Youth - Grants Other            | 10,000           | 0                     | 10,000           | 10,000           | 0              | 0              | 10,000                 |
| Youth Grant - O.S.H.C. Program       | 26,168           | 0                     | 26,168           | 26,168           | 0              | 26,168         | 0                      |
| Youth Services Grant - D.C.P. - W.A. | 85,642           | 0                     | 85,642           | 85,642           | 0              | 21,848         | 63,794                 |
| <b>Community Amenities</b>           |                  |                       |                  |                  |                |                |                        |
| <b>Recreation and Culture</b>        |                  |                       |                  |                  |                |                |                        |
| Miscellaneous Grants - Rec Off       | 10,000           | 0                     | 10,000           | 10,000           | 0              | 0              | 10,000                 |
| Recreation Grants                    | 60,000           | 0                     | 60,000           | 60,000           | 0              | 0              | 60,000                 |
| <b>Transport</b>                     |                  |                       |                  |                  |                |                |                        |
| Mrd - Direct Grant                   | 321,376          | 0                     | 321,376          | 321,376          | 0              | 321,376        | 0                      |
| Street - Lighting - Operating Grant  | 5,024            | 0                     | 5,024            | 5,024            | 0              | 0              | 5,024                  |
| <b>Economic Services</b>             |                  |                       |                  |                  |                |                |                        |
| Fundraising Misc Income              | 6,000            | 0                     | 6,000            | 6,000            | 0              | 0              | 6,000                  |
|                                      | <b>2,125,021</b> | <b>0</b>              | <b>2,125,021</b> | <b>2,125,021</b> | <b>0</b>       | <b>826,222</b> | <b>1,298,799</b>       |

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

|  | 2021-22           | Variations            | 2021-22           | Operating | Non- Operating    | Recoup Status  |                        | Expenditure relating to Grant funds |               |
|--|-------------------|-----------------------|-------------------|-----------|-------------------|----------------|------------------------|-------------------------------------|---------------|
|  | Original Budget   | Additions (Deletions) | Amended Budget    |           |                   | Funds Received | Balance to be received | Amount Spent                        | Unspent Grant |
|  | \$                | \$                    |                   | \$        | \$                | \$             | \$                     | \$                                  | \$            |
| <b>Recreation and Culture</b>                  |                   |                       |                   |           |                   |                |                        |                                     |               |
| Misc Grants                                    | 572,908           | 0                     | 572,908           | 0         | 572,908           | 0              | 572,908                | 84,770                              | 0             |
| <b>Transport</b>                               |                   |                       |                   |           |                   |                |                        |                                     |               |
| Local Roads & Community Infrastructure Program | 574,130           | 0                     | 574,130           | 0         | 574,130           | 0              | 574,130                | 0                                   | 0             |
| Building Better Regions Fund Grant             | 1,431,465         | 0                     | 1,431,465         | 0         | 1,431,465         | 0              | 1,431,465              | 594,868                             | 0             |
| Wandrra - Natural Disaster                     | 10,080,269        | 0                     | 10,080,269        | 0         | 10,080,269        | 313,978        | 9,766,291              | 960,747                             | 0             |
| R2R Grant                                      | 785,619           | 0                     | 785,619           | 0         | 785,619           | 0              | 785,619                | 700                                 | 0             |
| Mrd Road Project Grant                         | 140,000           | 0                     | 140,000           | 0         | 140,000           | 56,000         | 84,000                 | 0                                   | 56,000        |
| <b>Economic Services</b>                       |                   |                       |                   |           |                   |                |                        |                                     |               |
| Toilets at Peace Gorge                         | 70,000            | 0                     | 70,000            | 0         | 70,000            | 0              | 70,000                 | 0                                   | 0             |
|  | <b>13,654,391</b> | <b>0</b>              | <b>13,654,391</b> | <b>0</b>  | <b>13,654,391</b> | <b>369,978</b> | <b>13,284,413</b>      | <b>1,641,085</b>                    | <b>56,000</b> |

CON

| SHIRE OF MEEKATHARRA   |            |       |                        |                |                       |                    |               |                       |          |
|--|------------|-------|------------------------|----------------|-----------------------|--------------------|---------------|-----------------------|----------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY                     |            |       |                        |                |                       |                    |               |                       |          |
| For the Period Ended 31 August 2021                              |            |       |                        |                |                       |                    |               |                       |          |
| Note 8a: CAPITAL EXPENDITURE                                     |            |       |                        |                |                       |                    |               |                       |          |
| Assets   | GL Account | Job   | Original Annual Budget | Budget Changes | Amended Annual Budget | Amended YTD Budget | YTD Actual    | Variance (Under)/Over | Comments |
| <b>Buildings</b>   |            |       |                        |                |                       |                    |               |                       |          |
| ADMIN BUILDING CAPITAL - PLANNING AND STAGE 1 OF OFFICE RECONF   | 1328       | AC13  | 140,000                | 0              | 140,000               | 0                  | 0             | 0                     |          |
| ADMIN BUILDING CAPITAL - REPLACE ALL WINDOWS WITH DOUBLE GLAZ    | 1328       | AC15  | 60,000                 | 0              | 60,000                | 0                  | 600           | 600                   |          |
| YC - SPLIT SYSTEM AIRCONDITIONER IN TV ROOM                      | 1328       | YCC11 | 3,500                  | 0              | 3,500                 | 0                  | 0             | 0                     |          |
| DOMESTIC VIOLENCE BUILDING PURCHASE                              | 2533       |       | 200,000                | 0              | 200,000               | 0                  | 0             | 0                     |          |
| LOT 303 CAPITAL IMPROVEMENTS                                     | 1328       | 0921  | 80,000                 | 0              | 80,000                | 0                  | 0             | 0                     |          |
| LOT 220 CAPITAL IMPROVEMENTS                                     | 1328       | 0923  | 31,857                 | 0              | 31,857                | 0                  | 0             | 0                     |          |
| LOT 87 CAPITAL IMPROVEMENTS                                      | 1328       | 0926  | 8,000                  | 0              | 8,000                 | 0                  | 0             | 0                     |          |
| LOT 408 HILL ST - CAPITAL IMPROVEMENTS                           | 2437       | 0927  | 47,250                 | 0              | 47,250                | 0                  | 0             | 0                     |          |
| HOUSING - CAPITAL IMPROVEMENTS                                   | 2704       | 0930  | 10,000                 | 0              | 10,000                | 0                  | 0             | 0                     |          |
| LOT 205 HILL ST - CAPITAL IMPROVEMENTS                           | 2704       | 0932  | 5,000                  | 0              | 5,000                 | 0                  | 0             | 0                     |          |
| LOT 207 HILL ST - CAPITAL IMPROVEMENTS                           | 2704       | 0933  | 5,000                  | 0              | 5,000                 | 0                  | 0             | 0                     |          |
| AIRPORT RESIDENCE - CAPITAL IMPROVEMENTS                         | 2704       | 0934  | 23,100                 | 0              | 23,100                | 0                  | 0             | 0                     |          |
| 1/16 REGAN ST - CAPITAL IMPROVEMENTS                             | 2704       | 0935  | 10,000                 | 0              | 10,000                | 0                  | 0             | 0                     |          |
| 4/16 REGAN ST - CAPITAL IMPROVEMENTS                             | 2704       | 0938  | 5,000                  | 0              | 5,000                 | 0                  | 0             | 0                     |          |
| LOT 17 MAIN ST - CAPITAL IMPROVEMENTS                            | 2704       | 0939  | 5,000                  | 0              | 5,000                 | 0                  | 0             | 0                     |          |
| LOT 204 HILL ST - CAPITAL IMPROVEMENTS                           | 2704       | 0979  | 16,000                 | 0              | 16,000                | 0                  | 0             | 0                     |          |
| LOT 927 MCCLEARY ST - CAPITAL IMPROVEMENTS                       | 2704       | 0980  | 50,000                 | 0              | 50,000                | 0                  | 0             | 0                     |          |
| LOT 294 HILL ST - CAPITAL IMPROVEMENTS                           | 2704       | 0981  | 13,500                 | 0              | 13,500                | 0                  | 0             | 0                     |          |
| NEW STAFF HOUSING  | 2715       |       | 115,000                | 0              | 115,000               | 0                  | 0             | 0                     |          |
| HALL - REPLACE EVAP WITH OTHER COOLING/HEATING SYSTEM & ASSOC    | 2704       | HC03  | 100,000                | 0              | 100,000               | 0                  | 0             | 0                     |          |
| PUBLIC TOILETS CAPITAL EXPENDITURE                               | 3094       | HC09  | 12,000                 | 0              | 12,000                | 0                  | 0             | 0                     |          |
| CEMETERY CAPITAL EXPENDITURE - BUILDINGS                         | 3292       | HC14  | 9,000                  | 0              | 9,000                 | 0                  | 0             | 0                     |          |
| POOL - BUILDINGS   | 3666       |       | 15,082                 | 0              | 15,082                | 0                  | 0             | 0                     |          |
| OSR - PICTURE GARDENS - UGRADE TOILETS                           | 3094       | SR22  | 90,450                 | 0              | 90,450                | 0                  | 0             | 0                     |          |
| UPGRADE MAIN BUILDING , INC AIR CON, HWS, LIGHTING AND CIRCUIT B | 3094       | SR23  | 9,550                  | 0              | 9,550                 | 0                  | 0             | 0                     |          |
| INDOOR CRICKET CENTRE  | 4036       |       | 100,000                | 0              | 100,000               | 0                  | 0             | 0                     |          |
| MASONIC LODGE - CAPITAL  | 4171       |       | 11,000                 | 0              | 11,000                | 0                  | 0             | 0                     |          |
| STAGE 1 - LLOYDS RENOVATIONS                                     | 4191       |       | 193,616                | 0              | 193,616               | 78,948             | 84,770        | 5,822                 |          |
| DEPOT CAPITAL - RELACE FRONT DOORS ON TOWN GARDENERS SHED        |            | DC15  | 3,500                  | 0              | 3,500                 | 0                  | 0             | 0                     |          |
| DEPOT CAPITAL - RENOVATION OF OFFICE                             |            | DC16  | 90,000                 | 0              | 90,000                | 0                  | 0             | 0                     |          |
| DEPOT CAPITAL - RENOVATE ABLUTIONS                               |            | DC17  | 20,000                 | 0              | 20,000                | 0                  | 0             | 0                     |          |
| AIRPORT - PAINT STORE BUILDING                                   | 5344       |       | 3,500                  | 0              | 3,500                 | 0                  | 0             | 0                     |          |
| RED SANDBOX - REPLACE SHADE STRUCTURE                            |            | EC05  | 10,000                 | 0              | 10,000                | 0                  | 0             | 0                     |          |
| COMMUNITY RESOURCE CENTRE - BUILDING                             | 9681       |       | 120,000                | 0              | 120,000               | 0                  | 0             | 0                     |          |
| <b>Buildings Total</b>   |            |       | <b>1,615,905</b>       | <b>0</b>       | <b>1,615,905</b>      | <b>78,948</b>      | <b>85,370</b> | <b>6,422</b>          |          |

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

| SHIRE OF MEEKATHARRA                             |            |       |                        |                |                       |                    |                  |                       |                                      |
|--|------------|-------|------------------------|----------------|-----------------------|--------------------|------------------|-----------------------|--------------------------------------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY     |            |       |                        |                |                       |                    |                  |                       |                                      |
| For the Period Ended 31 August 2021              |            |       |                        |                |                       |                    |                  |                       |                                      |
| Note 8a: CAPITAL EXPENDITURE                     |            |       |                        |                |                       |                    |                  |                       |                                      |
| Assets   | GL Account | Job   | Original Annual Budget | Budget Changes | Amended Annual Budget | Amended YTD Budget | YTD Actual       | Variance (Under)/Over | Comments                             |
| Furniture & Office Equip.                        |            |       |                        |                |                       |                    |                  |                       |                                      |
| COUNCIL CHAMBERS - FURNITURE AND EQUIPMENT       | 0254       |       | 32,000                 | 0              | 32,000                | 0                  | 0                | 0                     |                                      |
| COMPUTER EQUIPMENT                               | 1244       |       | 10,000                 | 0              | 10,000                | 0                  | 0                | 0                     |                                      |
| ADMIN OFFICE EQUIPMENT                           | 1324       |       | 20,000                 | 0              | 20,000                | 0                  | 0                | 0                     |                                      |
| KZ - REPLACE GAS STOVE WITH NEW                  |            | KZC01 | 2,000                  | 0              | 2,000                 | 0                  | 0                | 0                     |                                      |
| KZ - WATER FOUNTAIN                              |            | KZC06 | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |                                      |
| KZ - OUTDOOR SETTING FOR UNDER VERANDAH          |            | KZC09 | 1,500                  | 0              | 1,500                 | 0                  | 0                | 0                     |                                      |
| YC - REPLACEMENT COUCHES                         |            | YCC12 | 5,000                  | 0              | 5,000                 | 5,000              | 4,815            | (185)                 |                                      |
| YC - OFFICE FURNITURE AND CHAIRS                 |            | YCC13 | 7,000                  | 0              | 7,000                 | 0                  | 0                | 0                     |                                      |
| YC - COMMERCIAL FRIDGE                           |            | YCC14 | 2,500                  | 0              | 2,500                 | 0                  | 0                | 0                     |                                      |
| HALL - PROJECTOR AND SCREEN                      |            | HC06  | 6,000                  | 0              | 6,000                 | 0                  | 0                | 0                     |                                      |
| HALL - 3 DOOR GLASS FRIDGES                      |            | HC13  | 10,000                 | 0              | 10,000                | 0                  | 0                | 0                     |                                      |
| HALL - REPLACEMENT OVEN                          |            | HC15  | 8,000                  | 0              | 8,000                 | 0                  | 0                | 0                     |                                      |
| OSR - PICTURE GARDENS - ARTIFICIAL TURF          |            | SR11  | 3,000                  | 0              | 3,000                 | 0                  | 0                | 0                     |                                      |
| <b>Furniture &amp; Office Equip. Total</b>       |            |       | <b>112,000</b>         | <b>0</b>       | <b>112,000</b>        | <b>5,000</b>       | <b>4,815</b>     | <b>-185</b>           |                                      |
| Plant, Equip. & Vehicles                         |            |       |                        |                |                       |                    |                  |                       |                                      |
| CEO VEHICLE                                      | 1224       |       | 64,000                 | 0              | 64,000                | 0                  | 0                | 0                     |                                      |
| PROJECT OFFICERS VEHICLE                         | 1332       |       | 60,000                 | 0              | 60,000                | 0                  | 0                | 0                     |                                      |
| DCEO VEHICLE                                     | 1355       |       | 60,000                 | 0              | 60,000                | 0                  | 0                | 0                     |                                      |
| MOSQUITO FOGGER                                  | 2374       |       | 8,000                  | 0              | 8,000                 | 0                  | 0                | 0                     |                                      |
| YOUTH CENTRE VEHICLE                             | 2448       |       | 40,000                 | 0              | 40,000                | 0                  | 0                | 0                     |                                      |
| COMMUNITY BUS                                    | 3880       |       | 120,000                | 0              | 120,000               | 0                  | 0                | 0                     |                                      |
| WATER TRAILER                                    | 5005       |       | 30,000                 | 0              | 30,000                | 0                  | 0                | 0                     |                                      |
| MISC PLANT (SMALL EQUIPMENT > \$5000 EX GST)     | 5014       |       | 10,000                 | 0              | 10,000                | 0                  | 0                | 0                     |                                      |
| CARAVANS & EQUIPMENT                             | 5034       |       | 500,000                | 0              | 500,000               | 0                  | 0                | 0                     |                                      |
| DOWN HOLE BORE PUMPS AND TRAILERS                | 5064       |       | 110,000                | 0              | 110,000               | 0                  | 0                | 0                     |                                      |
| VARIOUS UTILITIES                                | 5084       |       | 128,000                | 0              | 128,000               | 0                  | 0                | 0                     |                                      |
| SWEEPER  | 5094       |       | 361,000                | 0              | 361,000               | 0                  | 0                | 0                     |                                      |
| TRUCK  | 5124       |       | 350,000                | 0              | 350,000               | 0                  | 0                | 0                     |                                      |
| WORKS MANAGER VEHICLE                            | 5144       |       | 64,000                 | 0              | 64,000                | 0                  | 0                | 0                     |                                      |
| ENGINES & PUMPS (> \$5,000 OTHERWISE USE GL4810) | 5154       |       | 20,000                 | 0              | 20,000                | 0                  | 0                | 0                     |                                      |
| TRAILER  | 5264       |       | 20,000                 | 0              | 20,000                | 0                  | 0                | 0                     |                                      |
| MULTITYRE RUBBER WHEEL ROLLER                    | 5294       |       | 185,900                | 0              | 185,900               | 0                  | 0                | 0                     |                                      |
| EXCAVATOR  | 5331       |       | 30,000                 | 0              | 30,000                | 0                  | 0                | 0                     |                                      |
| LOADER   | 5334       |       | 348,000                | 0              | 348,000               | 0                  | 0                | 0                     |                                      |
| <b>Plant, Equip. &amp; Vehicles Total</b>        |            |       | <b>2,508,900</b>       | <b>0</b>       | <b>2,508,900</b>      | <b>0</b>           | <b>0</b>         | <b>0</b>              |                                      |
| Roads Infrastructure                             |            |       |                        |                |                       |                    |                  |                       |                                      |
| ROAD CONSTRUCTION VARIOUS                        | 4200       |       | 19,012,191             | 0              | 19,012,191            | 1,889,476          | 1,899,719        | 10,243                | See Note 8b for Road project details |
| <b>Roads Infrastructure Total</b>                |            |       | <b>19,012,191</b>      | <b>0</b>       | <b>19,012,191</b>     | <b>1,889,476</b>   | <b>1,899,719</b> | <b>10,243</b>         |                                      |
| Footpath Infrastructure                          |            |       |                        |                |                       |                    |                  |                       |                                      |
| FOOTPATHS - NEW AND RENEWAL                      | 5046       |       | 150,000                | 0              | 150,000               | 0                  | 0                | 0                     |                                      |
| <b>Footpath Infrastructure Total</b>             |            |       | <b>150,000</b>         | <b>0</b>       | <b>150,000</b>        | <b>0</b>           | <b>0</b>         | <b>0</b>              |                                      |

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

| SHIRE OF MEEKATHARRA                                     |            |       |                        |                |                       |                    |                  |                       |          |
|--|------------|-------|------------------------|----------------|-----------------------|--------------------|------------------|-----------------------|----------|
| NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY             |            |       |                        |                |                       |                    |                  |                       |          |
| For the Period Ended 31 August 2021                      |            |       |                        |                |                       |                    |                  |                       |          |
| Note 8a: CAPITAL EXPENDITURE                             |            |       |                        |                |                       |                    |                  |                       |          |
| Assets   | GL Account | Job   | Original Annual Budget | Budget Changes | Amended Annual Budget | Amended YTD Budget | YTD Actual       | Variance (Under)/Over | Comments |
| <b>Airport Infrastructure</b>                            |            |       |                        |                |                       |                    |                  |                       |          |
| RUNWAY CONSTRUCTION                                      |            | 1210  | 30,000                 | 0              | 30,000                | 0                  | 0                | 0                     |          |
| AIRPORT APRON & PARKING AREAS                            |            | 1215  | 37,000                 | 0              | 37,000                | 0                  | 0                | 0                     |          |
| FOG SEAL & CRACK SEALING                                 |            | 1218  | 30,000                 | 0              | 30,000                | 0                  | 0                | 0                     |          |
| AERODROME - LINE MARKING                                 |            | 1220  | 78,000                 | 0              | 78,000                | 0                  | 0                | 0                     |          |
| <b>Airport Infrastructure Total</b>                      |            |       | <b>175,000</b>         | <b>0</b>       | <b>175,000</b>        | <b>0</b>           | <b>0</b>         | <b>0</b>              |          |
| <b>Other Infrastructure</b>                              |            |       |                        |                |                       |                    |                  |                       |          |
| YC - UPGRADE TO ENTRY GARDEN                             | 2436       | YCC04 | 3,000                  | 0              | 3,000                 | 0                  | 0                | 0                     |          |
| YC - WATER FOUNTAIN (OF TOILET BLOCK)                    | 2436       | YCC07 | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |          |
| YC - LANDSCAPING   | 2436       | YCC09 | 10,000                 | 0              | 10,000                | 0                  | 0                | 0                     |          |
| YC - RACKS FOR SPORTING EQUIPMENT                        | 2436       | YCC10 | 2,000                  | 0              | 2,000                 | 0                  | 0                | 0                     |          |
| KZ - PAVING OF COURTYARD (APPROX 15X 6M)                 | 2436       | KZC07 | 6,000                  | 0              | 6,000                 | 0                  | 0                | 0                     |          |
| KZ - RETICULATION AND RESEEDING OF LAWN                  | 2440       | KZC08 | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |          |
| KZ - SHADE OVER PLAYGROUND                               | 2824       | KZC10 | 40,000                 | 0              | 40,000                | 0                  | 0                | 0                     |          |
| REFUSE SITE - CONSTRUCTION OF TYRE DISPOSAL AREA         | 2824       |       | 52,500                 | 0              | 52,500                | 0                  | 0                | 0                     |          |
| CEMETERY - OTHER INFRASTRUCTURE                          | 3274       |       | 0                      | 0              | 0                     | 0                  | 359              | 359                   |          |
| TOWN DRINKING FOUNTAIN                                   | 3286       |       | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |          |
| CORNISH LIFT   | 3624       |       | 35,000                 | 0              | 35,000                | 0                  | 0                | 0                     |          |
| POOL - MAIN POOL, WADING POOL & OTHER INFRASTRUCTURE     | 3694       |       | 215,000                | 0              | 215,000               | 0                  | 0                | 0                     |          |
| LUKES PIT WATER SCHEME                                   | 3944       |       | 30,000                 | 0              | 30,000                | 0                  | 0                | 0                     |          |
| LIONS PARK - LANDSCAPING (INCLUDES REMOVAL OF BMX TRACK) | 3994       | SR13  | 12,000                 | 0              | 12,000                | 0                  | 0                | 0                     |          |
| LIONS PARK - SEATING AND TABLES                          | 4015       | SR14  | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |          |
| LIONS PARK - BBQ   | 4015       | SR15  | 15,000                 | 0              | 15,000                | 0                  | 0                | 0                     |          |
| PLAYGROUND - RETICULATION                                | 4015       | SR16  | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |          |
| PLAYGROUND - TREES AND TREE GUARDS                       | 4015       | SR17  | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |          |
| SPEEDWAY/HOTROD/GOKART CAPITAL EXPENSE                   | 4066       | SR18  | 10,000                 | 0              | 10,000                | 0                  | 0                | 0                     |          |
| PLAYGROUND - SEATS                                       | 4076       | SR19  | 2,000                  | 0              | 2,000                 | 0                  | 0                | 0                     |          |
| PLAYGROUND - SHADE STRUCTURES                            | 4076       | SR20  | 20,000                 | 0              | 20,000                | 0                  | 0                | 0                     |          |
| PLAYGROUND - LANDSCAPING                                 | 4076       | SR21  | 10,000                 | 0              | 10,000                | 0                  | 0                | 0                     |          |
| CANINE ENRICHMENT COMPOUND                               | 4086       |       | 5,000                  | 0              | 5,000                 | 0                  | 0                | 0                     |          |
| MAINSTREET SCAPING - STREET SCULPTURES                   | 4984       | MS03  | 15,000                 | 0              | 15,000                | 0                  | 0                | 0                     |          |
| MEEKA BICYCLE TRAIL                                      | 5378       |       | 50,000                 | 0              | 50,000                | 0                  | 0                | 0                     |          |
| PEACE GORGE  | 5380       |       | 140,000                | 0              | 140,000               | 0                  | 0                | 0                     |          |
| MEEKA NORTH DRIVE - HERITAGE                             | 5387       |       | 90,302                 | 0              | 90,302                | 0                  | 0                | 0                     |          |
| MEEKA SOUTH DRIVE - HERITAGE                             | 5388       |       | 120,016                | 0              | 120,016               | 0                  | 0                | 0                     |          |
| MEEKA TOWN WALK - HERITAGE                               | 5389       |       | 16,500                 | 0              | 16,500                | 0                  | 0                | 0                     |          |
| CANYON TRAIL & BRIDGE - INC. RESEARCH & PLANNING         | 5390       |       | 70,000                 | 0              | 70,000                | 0                  | 0                | 0                     |          |
| MEEKA TOWN DRIVE - HERITAGE                              | 5394       |       | 70,885                 | 0              | 70,885                | 0                  | 0                | 0                     |          |
| WELCOME PARK & INFORMATION BAY CAPITAL EXPENDITURE       | 5399       |       | 66,000                 | 0              | 66,000                | 0                  | 0                | 0                     |          |
| ENTRY STATEMENT & SIGNS                                  | 5424       |       | 30,000                 | 0              | 30,000                | 0                  | 0                | 0                     |          |
| <b>Other Infrastructure Total</b>                        |            |       | <b>1,166,203</b>       | <b>0</b>       | <b>1,166,203</b>      | <b>0</b>           | <b>359</b>       | <b>359</b>            |          |
| <b>Capital Expenditure Total</b>                         |            |       | <b>24,740,199</b>      | <b>0</b>       | <b>24,740,199</b>     | <b>1,973,424</b>   | <b>1,990,263</b> | <b>16,839</b>         |          |

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

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

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

| Assets   | Job   | Original Annual Budget | Amended Annual Budget | Amended YTD Budget | YTD Actual       | Variance (Under)/Over | Comments              |
|--|-------|------------------------|-----------------------|--------------------|------------------|-----------------------|-----------------------|
| Grids Installation   | 1262  | 100,000                | 100,000               | 0                  | 0                | 0                     | Council Funded        |
| Grids Construction   | 1266  | 150,000                | 150,000               | 0                  | 0                | 0                     | Council Funded        |
| Road Construction Misc   | 1267  | 600,000                | 600,000               | 0                  | 0                | 0                     | Council Funded        |
| Water Bores  | 1268  | 60,000                 | 60,000                | 0                  | 0                | 0                     | Council Funded        |
| Cut Off Walls And Drainage General                               | 1269  | 200,000                | 200,000               | 0                  | 0                | 0                     | Council Funded        |
| Ashburton Downs Rd - Roads To Recovery Funded                    | A67   | 1,100,000              | 1,100,000             | 0                  | 700              | 700                   | R2R & Council Funded  |
| Landor Road - Bbrf Funded Business Case                          | BB66  | 1,915,163              | 1,915,163             | 600,000            | 594,868          | (5,132)               | BBRF & Council Funded |
| Mt Clere Rd - Construction                                       | C1    | 110,000                | 110,000               | 0                  | 0                | 0                     | Council Funded        |
| Laneway Between Main Street & Hill Street @                      | C134  | 0                      | 0                     | 0                  | 2,485            | 2,485                 | Council Funded        |
| Alternate Heavy Haulage Road - Council Funded                    | C135  | 25,000                 | 25,000                | 0                  | 0                | 0                     | Council Funded        |
| High Street - Construction                                       | C43   | 80,000                 | 80,000                | 0                  | 0                | 0                     | Council Funded        |
| Savage Street - Construction                                     | C44   | 85,000                 | 85,000                | 0                  | 0                | 0                     | Council Funded        |
| Landor Rd - Council Funding                                      | C66   | 350,000                | 350,000               | 0                  | 700              | 700                   | Council Funded        |
| Ashburton Downs-Meekatharra Rd - Construction                    | C67   | 325,000                | 325,000               | 0                  | 194              | 194                   | Council Funded        |
| Landor Road - Council Funded - Second Coat Seal                  | CB66  | 337,000                | 337,000               | 0                  | 0                | 0                     | WANDRRA               |
| Agm: 899 (Feb 2020) General Expense                              | FDC00 | 12,216,768             | 12,216,768            | 957,475            | 8,195            | (949,280)             | LGRCIP                |
| Agm: 899 (Feb 2020) Flood Damage - Youno Downs Road              | FDC22 | 0                      | 0                     | 0                  | 56,637           | 56,637                | WANDRRA               |
| Agm: 899 (Feb 2020) Flood Damage - Mingah Springs Road           | FDC41 | 0                      | 0                     | 0                  | 312,898          | 312,898               | WANDRRA               |
| Agm: 899 (Feb 2020) Flood Damage - Ashburton Downs Meekatharra   | FDC67 | 0                      | 0                     | 0                  | 577,718          | 577,718               | WANDRRA               |
| Agm: 899 (Feb 2020) Flood Damage - Hillview - Murchison Downs Rd | FDC80 | 0                      | 0                     | 0                  | 13,494           | 13,494                | WANDRRA               |
| Landor Road - Local Roads & Community Infrastructure Program     | LR66  | 1,148,260              | 1,148,260             | 332,001            | 331,831          | (170)                 | LRCIP                 |
| Ashburton Rd - Regional Road Group Funding                       | RR67  | 210,000                | 210,000               | 0                  | 0                | 0                     | RRG                   |
| <b>Roads Infrastructure Total</b>                                |       | <b>19,012,191</b>      | <b>19,012,191</b>     | <b>1,889,476</b>   | <b>1,899,719</b> | <b>10,243</b>         |                       |

Comments

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

Note 9: CAPITAL DISPOSALS

| Original Budget Profit/(Loss) of Asset Disposal |          |               | Disposals  | Actual YTD     |          |               | Comments |
|---|----------|---------------|--|----------------|----------|---------------|----------|
| Net Book Value                                  | Proceeds | Profit (Loss) |  | Net Book Value | Proceeds | Profit (Loss) |          |
| \$  | \$       | \$            | Asset Description  |                |          |               |          |
| 28,868  | 15,000   | (13,868)      | Education and Welfare<br>2010 Hiace 3.0L T/D C/Bus M/T - Youth Centre              |                |          |               |          |
| 17,856  | 18,000   | 144           | Recreation and Culture<br>2014 Mitsubishi Mn Triton 4X4 Glx 2.5 Ltr 4 Cyl - Ysro   |                |          |               |          |
| 31,000  | 13,500   | (17,500)      | Other Sport & Rec<br>2005 Toyota Coaster Bus                                       |                |          |               |          |
| 1,467   | 1,400    | (67)          | Transport<br>1981 Arrow 4 Wheel Caravan  |                |          |               |          |
| 3,048   | 3,000    | (48)          | 1984 Dolly And Turntable   |                |          |               |          |
| 128,557   | 128,000  | (557)         | 1994 Caterpillar 613C Scraper  |                |          |               |          |
| 1,467   | 1,400    | (67)          | 1972 Coromal Caravan (Ex M.R.D.)   |                |          |               |          |
| 44,900  | 45,000   | 100           | 1999 Traxcavator - Caterpillar 939C  |                |          |               |          |
| 86,401  | 86,000   | (401)         | 2005 12H Westrac Motor Grader (1CBU997)  |                |          |               |          |
| 49,327  | 25,000   | (24,327)      | 2005 Nissan UD Prime Mover (1CBX525)   |                |          |               |          |
| 11,205  | 5,000    | (6,205)       | 1992 Mercedes Benz Garbage Truck   |                |          |               |          |
| 5,000   | 2,000    | (3,000)       | 1995 Arrow Kerbing Machine   |                |          |               |          |
| 17,000  | 17,000   | 0             | 1981 910 Caterpillar Loader (M6124)  |                |          |               |          |
| 10,200  | 10,000   | (200)         | 2003 Elross Construction Caravan   |                |          |               |          |
| 9,420   | 9,500    | 80            | 2001 Scout 3500 Cement Truck   |                |          |               |          |
| 29,829  | 29,500   | (329)         | 1995 Maintenance Caravan On Drop Deck Low Loader                                   |                |          |               |          |
| 68,546  | 30,000   | (38,546)      | 2008 Nissan Prime Mover (1CZT537)  |                |          |               |          |
| 213,553   | 213,500  | (53)          | 2000 Cat 623F Scraper  |                |          |               |          |
| 5,333   | 5,500    | 167           | 1988 Caravan - Exploration (Ex Mrd)  |                |          |               |          |
| 26,792  | 20,000   | (6,792)       | 1997 Isuzu Fts750 4X4 Service Truck  |                |          |               |          |
| 51,133  | 54,500   | 3,367         | 2019 Toyota Lc70 Workmate - Construction Crew<br>(Previous Leading Hand'S Vehicle) |                |          |               |          |
| 53,733  | 60,000   | 6,267         | 2018 Toyota Dual Cab Workmate - Leading Hand                                       |                |          |               |          |
| 43,355  | 43,000   | (355)         | Other Properties and Services<br>2017 Toyota Prado Automatic Gxl - Ceo             |                |          |               |          |
| 46,241  | 47,000   | 759           | 2018 Ford Ranger Wildtrak - Dceo   |                |          |               |          |
| 984,231   | 882,800  | (101,431)     |  | 0              | 0        | 0             |          |

Comments

There have been no disposals processed to date.



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



There was one action taken under delegated powers in accordance with Delegation 05 – Power to Waive or Write off Debts in August 2021 that require reporting to Council.

| <b>Debtor/Rates</b> | <b>Debtor/Assess</b> | <b>Name</b>                 | <b>Amount</b> | <b>Invoice Number/<br/>Property</b> | <b>Charge Type</b>  | <b>Reason for Write Off</b>   |
|---------------------|----------------------|-----------------------------|---------------|-------------------------------------|---------------------|---|
| Debtor              | M173                 | Mt Augustus<br>Tourist Park | \$0.04        | 25868                               | Dust<br>Advertising | Underpaid invoice by \$0.04. Less administrative burden to just write it off rather than try and get payment. |

Total: **\$0.04**

Purchase Orders

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

|                                |   |  |
|--------------------------------|---|--|
| <b>Title/Subject:</b>          | <b>OUTSTANDING DEBTORS</b>                  |  |
| <b>Agenda/Minute Number:</b>   | 9.2.2                                       |  |
| <b>Applicant:</b>              | Nil   |  |
| <b>File Ref:</b>               | ADM 171                                     |  |
| <b>Disclosure of Interest:</b> | Nil   |  |
| <b>Date of Report:</b>         | 31 August 2021                              |  |
| <b>Author:</b>                 | Krys East<br>Deputy Chief Executive Officer | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer    | <br><i>Signature Senior Officer</i> |

**Summary:**

Attached is a copy of the detailed outstanding Sundry Debtors.

**Background:**

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

The following applies to all outstanding debtors –

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

**Comment:**

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

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

Nil

**Policy Implications:**

4.11 Sundry Debt Collection

**Financial Implications:**

Loss of revenue

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:** Cr PS Clancy

**Seconded:** Cr DK Hodder

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

**CARRIED 4/0**

Confirmed

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

Printed on : 10.09.21 at 14:35

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

Debtors Trial Balance

| Debtor # | Name                       | Credit Limit | As at 31.08.2021         |  | 02.07.2021<br>GT 60 days | 01.08.2021<br>GT 30 days | 31.08.2021<br>Current | Total     | Notes for debts<br>>90 days old |
|----------|----------------------------|--------------|--------------------------|--|--------------------------|--------------------------|-----------------------|-----------|---------------------------------|
|          |                            |              | 02.06.2021<br>GT 90 days | Age<br>Of<br>Oldest<br>Invoice<br>(90Days) |                          |                          |                       |           |                                 |
| V035     | 28 VILLAGES PTY LTD        |              | 0.00                     | 0  | 176.00                   | 0.00                     | 0.00                  | 176.00    |                                 |
| B043     | ADRIAN BAUMGARTEN          |              | 0.00                     | 0  | 0.00                     | 0.00                     | 43.73                 | 43.73     |                                 |
| A129     | AERO SURVEYS PTY LTD       |              | 0.00                     | 0  | 0.00                     | 0.00                     | 22.00                 | 22.00     |                                 |
| A092     | AEROHIRE PTY LTD           |              | 0.00                     | 0  | 0.00                     | 0.00                     | 516.04                | 516.04    |                                 |
| D096     | ANDREW PETER DEAN          |              | 0.00                     | 0  | 0.00                     | 0.00                     | 26.94                 | 26.94     |                                 |
| B134     | BINSIAR, ANDREW (JNR)      |              | 0.00                     | 0  | 294.14                   | 0.00                     | 0.00                  | 294.14    |                                 |
| B2       | BP AUSTRALIA PTY LTD       |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | 0.00      |                                 |
| C027     | CENTRAL AIR                |              | 0.00                     | 0  | 0.00                     | 0.00                     | 167.64                | 167.64    |                                 |
| C172     | CENTRAL WEST HEALTH AND RE |              | 0.00                     | 0  | 0.00                     | 0.00                     | 74.05                 | 74.05     |                                 |
| B022     | CLARK BUTSON - POLAR AVIAT |              | 0.00                     | 0  | 0.00                     | 0.00                     | 40.41                 | 40.41     |                                 |
| C113     | COBHAM AVIATION            |              | 0.00                     | 0  | 0.00                     | 0.00                     | 42598.00              | 42598.00  |                                 |
| C023     | COLLINS, HAYDN             |              | 0.00                     | 0  | 0.00                     | 28.45                    | 0.00                  | 28.45     |                                 |
| C011     | COMMERCIAL HOTEL           |              | 0.00                     | 0  | 0.00                     | 0.00                     | 74.05                 | 74.05     |                                 |
| C021     | COMPLETE AVIATION SERVICES |              | 0.00                     | 0  | 0.00                     | 280.68                   | 1216.28               | 1496.96   |                                 |
| C0222    | CORSAIRE PTY LTD           |              | 0.00                     | 0  | 0.00                     | 0.00                     | 77.39                 | 77.39     |                                 |
| C033     | CURTIN FLYING CLUB INC     |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -22.00    |                                 |
| D120     | DE LONG, MICHAEL JUDE      |              | 0.00                     | 0  | 0.00                     | 0.00                     | 22.00                 | 22.00     |                                 |
| D1       | DEPARTMENT OF EDUCATION    |              | 67181.52                 | 468  | 0.00                     | 19313.79                 | 0.00                  | 86495.31  | pending information             |
| 40       | DEPARTMENT OF FIRE & EMER  |              | 0.00                     | 0  | 0.00                     | 0.00                     | 313978.13             | 313978.13 |                                 |
| H007     | DEPARTMENT OF HOUSING      |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -640.40   |                                 |
| D119     | DESROSIERS, NICOLE         |              | 220.00                   | 124  | 330.00                   | 0.00                     | 0.00                  | 550.00    | following up                    |
| E041     | ENERGISE CAFE              |              | 0.00                     | 0  | 0.00                     | 0.00                     | 1970.00               | 1970.00   |                                 |
| E035     | EUREKA OPERATIONS PTY LTD  |              | 0.00                     | 0  | 176.00                   | 0.00                     | 0.00                  | 176.00    |                                 |
| F033     | FARMER JACKS               |              | 0.00                     | 0  | 0.00                     | 0.00                     | 149.05                | 149.05    |                                 |
| F065     | FLIGHT STANDARDS PTY LTD   |              | 0.00                     | 0  | 79.34                    | 198.35                   | 119.01                | 396.70    |                                 |
| F047     | FRONTIER HELICOPTERS PTY L |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -25.06    |                                 |
| G011     | GERALDTON AIR CHARTER      |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -26.93    |                                 |
| G080     | GRBIC, RICKY               |              | 603.99                   | 587  | 0.00                     | 0.00                     | 0.00                  | 603.99    | paying off                      |
| G077     | GREY MARE TRANSPORT        |              | 574.22                   | 0  | 0.00                     | 0.00                     | 0.00                  | 574.22    | written off                     |
| G052     | GROUNDWATER CONSULTING SER |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -22.08    |                                 |
| H014     | HELIBITS PTY LTD (HELIWEST |              | 0.00                     | 0  | 0.00                     | 0.00                     | 135.59                | 135.59    |                                 |
| H150     | HELICOPTER LOGISTICS PTY L |              | 0.00                     | 0  | 29.93                    | 59.86                    | 0.00                  | 89.79     |                                 |
| H011     | HELIFLITE PTY LTD          |              | 0.00                     | 0  | 0.00                     | 22.00                    | 0.00                  | 22.00     |                                 |
| H096     | HOOD GLENN NEIL            |              | 0.00                     | 0  | 0.00                     | 23.95                    | 0.00                  | 23.95     |                                 |
| J018     | JANDAKOT FLIGHT CENTRE     |              | 0.00                     | 0  | 0.00                     | 0.00                     | 121.23                | 121.23    |                                 |



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

Printed on : 10.09.21 at 14:35

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

Debtors Trial Balance

| Debtor #                    | Name                       | Credit Limit | As at 31.08.2021         |  | 02.07.2021<br>GT 60 days | 01.08.2021<br>GT 30 days | 31.08.2021<br>Current | Total     |                     |
|-----------------------------|----------------------------|--------------|--------------------------|--|--------------------------|--------------------------|-----------------------|-----------|---------------------|
|                             |                            |              | 02.06.2021<br>GT 90 days | Age<br>Of<br>Oldest<br>Invoice<br>(90Days) |                          |                          |                       |           |                     |
| J038                        | JIDI JIDI ABORIGINAL CORPO |              | 0.00                     | 0  | 0.00                     | 87.50                    | 0.00                  | 87.50     |                     |
| K029                        | KALBARRI SCENIC FLIGHTS PT |              | 0.00                     | 0  | 0.00                     | 0.00                     | 44.00                 | 44.00     |                     |
| K004                        | KILLARA STATION            |              | 0.00                     | 0  | 0.00                     | 0.00                     | 2058.96               | 2058.96   |                     |
| K027                        | KYANGA, ROBERT             |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -152.93   |                     |
| L015                        | LACY CONTRACTING SERVICES  |              | 0.00                     | 0  | 0.00                     | 0.00                     | 1310.61               | 1310.61   |                     |
| L035                        | LGIS                       |              | 0.00                     | 0  | 90.00                    | 0.00                     | 0.00                  | 90.00     |                     |
| M191                        | MAGSPEC AVIATION LTD       |              | 0.00                     | 0  | 0.00                     | 26.93                    | 102.79                | 129.72    |                     |
| M198                        | MARIE MURRAY               |              | 0.00                     | 0  | 0.00                     | 0.00                     | 22.08                 | 22.08     |                     |
| S134                        | MARK STURGEON              |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -224.94   |                     |
| MC1D                        | MEEKATHARRA CARAVAN PARK   |              | 0.00                     | 0  | 0.00                     | 0.00                     | 68.10                 | 68.10     |                     |
| M03D                        | MEEKATHARRA CORNER STORE   |              | 0.00                     | 0  | 0.00                     | 0.00                     | 51.70                 | 51.70     |                     |
| M148                        | MELISSA PRICE MP           |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -34.40    |                     |
| M141                        | MIDWEST SEPTICS            |              | 0.00                     | 0  | 0.00                     | 0.00                     | 74.05                 | 74.05     |                     |
| M173                        | MT AUGUSTUS TOURIST PARK   |              | 0.00                     | 0  | 0.00                     | 0.00                     | 24.65                 | 24.65     |                     |
| N009                        | NANTAY PTY LTD - MAROOMBA  |              | 0.00                     | 0  | 0.00                     | 0.00                     | 344.30                | 344.30    |                     |
| O041                        | ORRMAN, IAN EDWARD         |              | 0.00                     | 0  | 0.00                     | 0.00                     | 44.00                 | 44.00     |                     |
| P109                        | PENJET PTY LTD             |              | 0.00                     | 0  | 1033.78                  | 868.14                   | 1112.22               | 3014.14   |                     |
| P058                        | POLICE AIR WING SUPPORT UN |              | 0.00                     | 0  | 0.00                     | 0.00                     | 78.21                 | 78.21     |                     |
| R061                        | REGIONAL EXPRESS HOLDINGS  |              | 0.00                     | 0  | 0.00                     | 0.00                     | 311.41                | 311.41    |                     |
| R100                        | RIBAN PTY LTD              |              | 0.00                     | 0  | 26.93                    | 0.00                     | 0.00                  | 26.93     |                     |
| S003                        | ROBIN SCOTT                |              | 74.05                    | 134  | 0.00                     | 0.00                     | 0.00                  | 74.05     | following up        |
| R005                        | ROYAL FLYING DOCTOR SERVIC |              | 0.00                     | 0  | 0.00                     | 5944.29                  | 9953.33               | 15897.62  |                     |
| S096                        | S&K ELECTRICAL CONTRACTING |              | 0.00                     | 0  | 0.00                     | 74.05                    | 74.05                 | 148.10    |                     |
| S153                        | SERVICES AUSTRALIA - UM CA |              | 0.00                     | 0  | 0.00                     | 16.50                    | 0.00                  | 16.50     |                     |
| S055                        | SHINE AVIATION SERVICES    |              | 0.00                     | 0  | 0.00                     | 0.00                     | 639.86                | 639.86    |                     |
| S152                        | SHINE LAWYERS - QLD        |              | 0.00                     | 0  | 0.00                     | 0.00                     | 176.40                | 176.40    |                     |
| W045                        | SIMON WILDING              |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -50.10    |                     |
| S007                        | SKIPPERS AVIATION          |              | 0.00                     | 0  | 0.00                     | 3540.00                  | 3690.00               | 7230.00   |                     |
| S078                        | STAR AVIATION PTY LTD      |              | 0.00                     | 0  | 280.68                   | 198.34                   | 93.56                 | 572.58    |                     |
| S066                        | SUKARJEN HOLDINGS PTY LTD  |              | 0.00                     | 0  | 0.00                     | 0.00                     | 54.62                 | 54.62     |                     |
| T077                        | TASFAST AIR FREIGHT PTY. L |              | 0.00                     | 0  | 0.00                     | 0.00                     | 52.39                 | 52.39     |                     |
| W112                        | WALTER WHIP & THE FLAMES   |              | 705.00                   | 1021                                       | 0.00                     | 0.00                     | 0.00                  | 705.00    | paying off          |
| W075                        | WESTCOAST SEAPLANES PTY LI |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -129.40   |                     |
| S151                        | YILGARN EXPLORATION VENTUR |              | 0.00                     | 0  | 0.00                     | 0.00                     | 2621.22               | 2621.22   |                     |
| Y023                        | YOUTH FOCUS                |              | 0.00                     | 0  | 0.00                     | 0.00                     | 3818.80               | 3818.80   |                     |
| Y015                        | YUGUNGA-NYA PEOPLE'S TRUST |              | 1072.50                  | 440  | 0.00                     | 0.00                     | 0.00                  | 1072.50   | pending information |
| Y018                        | YULELLA INCORPORATED       |              | 0.00                     | 0  | 0.00                     | 0.00                     | 0.00                  | -335.32   |                     |
| Totals --- Credit Balances: |                            | -1663.56     | 70431.28                 |  | 2516.80                  | 30682.83                 | 388172.85             | 490140.20 |                     |

|                                |  |   |
|--------------------------------|--|---|
| <b>Title/Subject:</b>          | <b>LIST OF ACCOUNTS ENDED 31 AUGUST 2021</b> |   |
| <b>Agenda/Minute Number:</b>   | 9.2.3  |   |
| <b>Applicant:</b>              | Nil  |   |
| <b>File Ref:</b>               | ADM 171                                      |   |
| <b>Disclosure of Interest:</b> | Nil  |   |
| <b>Date of Report:</b>         | 6 September 2021                             |   |
| <b>Author:</b>                 | Krys East<br>Deputy Chief Executive Officer  | <br><i>Signature of Author</i> |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer     | <br><i>Signature of Author</i> |

**Summary:**

Accounts are to be presented to council for payments.

**Background:**

List of accounts

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

**Comment:**

Each month the accounts are presented to council for payment;

|              |                        |
|--------------|------------------------|
| Municipal    | \$ 2,366,762.67        |
| Air BP       | \$ 5,862.69            |
| Trust        | \$ 0.00                |
| <b>Total</b> | <b>\$ 2,372,625.36</b> |

**Consultation:**

Roy McClymont – Chief Executive Officer

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Accounts to be paid

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:** Cr MJ Smith

**Seconded:** Cr DK Hodder

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

**CARRIED 4/0**

Confirmed

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

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

| Chq/EFT  | Date       | Name  | Description   | Amount     | AIR BP |
|----------|------------|---|---|------------|--------|
| EFT18271 | 03/08/2021 | AUSTRALASIAN CEMETERIES & CREMATORIA          | ORDINARY MEMBERSHIP FOR 01/07/2021 - 30/06/2022   | -286.00    |        |
| EFT18272 | 03/08/2021 | MARK SMITH PTY LTD                            | P471 - TRANSPORTABLE ABLUTION BLOCK - TOILET CISTERN REPLACEMENT + TRAVEL, PUMP OUT SEPTIC TANK   | -2846.57   |        |
| EFT18273 | 03/08/2021 | MTF SERVICES                                  | B866 - LANDOR ROAD & MURCHISON DOWNS ROAD - BBRF FUNDED TENDER 19/20-05 EQUIPMENT HIRE 14/06/21 -   | -338272.00 |        |
| EFT18274 | 03/08/2021 | MURCHISON RUBBISH SERVICES                    | RUBBISH CONTRACT FOR JULY 2021  | -21036.62  |        |
| EFT18275 | 04/08/2021 | AIT SPECIALISTS PTY LTD                       | FUEL TAX CREDITS 01/05/21 - 30/06/21  | -1192.73   |        |
| EFT18276 | 04/08/2021 | ALL DECOR                                     | SUPPLY AND INSTALL VINYL PLANKS 2 BEDROOMS AT 91 HILL STREET  | -2186.00   |        |
| EFT18277 | 04/08/2021 | B & E TRENFIELD                               | PARKS & GARDENS CONTRACT JULY 2021  | -12440.89  |        |
| EFT18278 | 04/08/2021 | PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)      | EMAIL BOX AUDIT (30/03/21), WEB CAM SET UP FOR CDSM, (09/04/21) EXCHANGE SERVER FAULT FIND AND FIX (14/04/21)   | -212.50    |        |
| EFT18279 | 04/08/2021 | TOTALLY WORKWEAR GERALDTON (TWW)              | UNIFORM ORDERS - K.CLARE, K. EAST, A.THOMAS, T.CABLE, H.CLANCY, W.DARK  | -840.92    |        |
| EFT18280 | 19/08/2021 | ACCWEST PTY LTD                               | 2021/22 FINANCIAL ASSISTANCE WITH MONTHLY REPORTS, BUDGETS & ANNUAL REPORTS JUNE & ASSISTANCE WITH DATA   | -968.00    |        |
| EFT18281 | 19/08/2021 | ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL      | EHO DUTIES 22 JUNE, 01-09, 17 & 23 JULY 2021  | -6650.99   |        |
| EFT18282 | 19/08/2021 | AUSTRALIA POST                                | POSTAGE 01/07/21 - 31/07/21   | -758.66    |        |
| EFT18283 | 19/08/2021 | B & E TRENFIELD                               | FIX RE-TIC SOLENOID AT LOT 207 HILL STREET  | -110.00    |        |
| EFT18284 | 19/08/2021 | BATAVIA FURNITURE & BEDDING                   | YOUTH CENTRE 4 X COUCHES 3STR BLACK INC FREIGHT   | -5296.00   |        |
| EFT18285 | 19/08/2021 | BLACKTOP MATERIALS ENGINEERING PTY LTD        | LR66 - LRCIP - LANDOR ROAD - DENSITY TESTS BETWEEN SLK 36.89 TO SLK 42.54   | -7062.00   |        |
| EFT18286 | 19/08/2021 | BOC GASES                                     | CYLINDER RENT OXY, ARGOSHIELD & ACETYLENE JULY 2021   | -50.90     |        |
| EFT18287 | 19/08/2021 | BRAT ENDEAVOURS PTY LTD                       | SUPERVISION OF CONTRACTORS,<br>BB66 - STAGE 2 - LANDOR ROAD<br>AGRN 899 HILVIEW MURCHISON DOWNS RD - 7030080 - 01/07/21 - 15/07/21, 15/07/21 - 28/07/21<br>AGRN 899 MINGAH SPRINGS RD - 7030041 - 15/07/21 - 28/07/21, 01/07/21 - 15/07/21<br>AGRN 899 YOUNG DOWNS RD - 7030022 - 15/07/21 - 28/07/21 | -19454.16  |        |
| EFT18288 | 19/08/2021 | BRAYCO COMMERCIAL PTY LTD                     | 10X MIGUEL 60CM ADJUSTABLE ROUND TABLES - COCKTAIL STYLE - FOR EVENTS - BALL ETC  | -790.00    |        |
| EFT18289 | 19/08/2021 | C4 CLEANING                                   | CLEANING JULY 2020 - OFFICE, DEPOT, GYM, CRICKET CENTRE, YOUTH, PUBLIC TOILETS, QUARTERS, KIDZONE   | -4235.00   |        |
| EFT18290 | 19/08/2021 | CORAL COAST HOMES CONSTRUCTION                | HARIDRESSER SALON - MOVE POWER POINTS, INSTALL CORRUGATED IRON AROUND RECEPTION DESK, FABRICATION & INSTALL FOLDING TABLE FOR MIXING COLOURS. INC TRAVEL  | -7200.00   |        |
| EFT18291 | 19/08/2021 | DORAY MINERALS LIMITED                        | RATES REFUND FOR ASSESSMENT A7094 LOT 1017B HIGH STREET MEEKATHARRA WA 6642   | -416.00    |        |
| EFT18292 | 19/08/2021 | EASIFLEET (EASI SALARY)                       | ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 04/08/21   | -854.61    |        |
| EFT18293 | 19/08/2021 | GERALDTON MOWER & REPAIR SPECIALISTS          | P24 - SERVICE / PARTS AND REPAIR ON VARIOUS WHIPPER SNIPPERS / HONDA MOWER / 1 X JACK HAMMER / 1 X HONDA GENSET AND 1 X CHAINSAW  | -1061.40   |        |
| EFT18294 | 19/08/2021 | GREAT NORTHERN RURAL SERVICES (CRT)           | 2 X 20LTRS BROMICIDE, 2 X 20 LTR ROUND UP, ASSORTED GALVANISED RETICULATION PARTS   | -1074.08   |        |
| EFT18295 | 19/08/2021 | KOTT GUNNING LAWYERS                          | PROVIDE ADVICE TO CEO ON EMAILED (25/6/21) QUESTIONS FROM P TONKIN  | -3080.00   |        |
| EFT18296 | 19/08/2021 | LANDGATE                                      | MINING SCHEDULE M2021/7 11/06/21 - 06/08/21   | -787.05    |        |
| EFT18297 | 19/08/2021 | LOCAL HEALTH AUTHORITIES ANALYTICAL           | ANALYTICAL SERVICES 2022/22   | -509.30    |        |
| EFT18298 | 19/08/2021 | MEEKATHARRA ACCOMMODATION CENTRE              | CATERING FOR 5 SHIRE STAFF AT AIM TRAINING - MONDAY 9TH & TUESDAY 10TH AUGUST   | -100.00    |        |
| EFT18299 | 19/08/2021 | MTF SERVICES                                  | B866 - LANDOR ROAD - BBRF FUNDED TENDER 19/20-05 EQUIPMENT HIRE 15/07/21 - 04/08/21,<br>AGRN 899 YOUNG DOWNS RD - 15/07/21 - 28/07/21 & 15/07/21 - 28/07/21   | -605584.10 |        |
| EFT18300 | 19/08/2021 | NORTHERN GOLDFIELDS EARTHMOVING PTY LTD (NGE) | AGRN 899 ASHBURTON DOWNS MEEKATHARRA ROAD - 7030067 - 15/7/21/21 - 28/07/21, MINGAH SPRINGS ROAD - 7030041 - 01/07/21 - 14/07/21, 15/7/21/21 - 28/07/21   | -650457.50 |        |
| EFT18301 | 19/08/2021 | SHONA KELLY                                   | RATES REFUND FOR ASSESSMENT A4308 52 MCCLEARY STREET MEEKATHARRA WA 6642  | -700.00    |        |
| EFT18302 | 19/08/2021 | ST JOHN AMBULANCE, GERALDTON SUB CENTRE       | MEDIUM RISK FIRST AID KIT WALL MOUNTED CABINET - KIDZONE  | -591.00    |        |
| EFT18303 | 19/08/2021 | TELSTRA CORPORATION LIMITED                   | AUGUST 2021 LANDLINE CHARGES - ALL  | -2485.00   |        |
| EFT18304 | 19/08/2021 | WESTERN INDEPENDENT FOODS                     | VARIOUS FRIEGHT - GERALDTON TO MKR - RETIC PARTS  | -14.80     |        |
| EFT18305 | 19/08/2021 | WILLETTON CHRISTIAN CHURCH                    | COUNCIL APPROVED GRANT TO YOUTH CARE 2021/22  | -4000.00   |        |
| EFT18306 | 19/08/2021 | YULELLA ABORIGINAL CORPORATION                | REPAIR/REPLACE DOOR HANDLE - DISABLED TOILET AT SPORTS COMPLEX  | -440.00    |        |
| EFT18307 | 31/08/2021 | ABCO PRODUCTS                                 | CARTON PAPER HAND TOWEL FOR LLOYDS  | -111.83    |        |
| EFT18308 | 31/08/2021 | ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL      | EHO DUTIES 02-06 AND 11 AUGUST 2021   | -6014.19   |        |
| EFT18309 | 31/08/2021 | AUSTRALASIAN PERFORMING RIGHT                 | ONE MUSIC (APRA) MUSIC ON HOLD LICENCE 2021-22  | -350.00    |        |
| EFT18310 | 31/08/2021 | B & E TRENFIELD                               | PARKS & GARDENS CONTRACT AUGUST 2021, CLEANING/RUBBISH REMOVAL DURING SES SEARCH TEAM STAY AT SPORTS COMPLEX  | -12941.39  |        |
| EFT18311 | 31/08/2021 | BGC CEMENT                                    | 50 X 1T LH HD CONCRETE BULKER BAGS - DELIVERED TO SHIRE DEPOT FOR LANDOR RD BBRF  | -22357.50  |        |



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

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| SHIRE OF MEEKATHARRA  |            |   |   |           |        |
|---|------------|---|---|-----------|--------|
| Accounts Due and Paid under Delegated Authority and Submitted to Council on the |            |   |   |           |        |
| 18-Sep-21   |            |   |   |           |        |
| Chq/EFT   | Date       | Name  | Description   | Amount    | AIR BP |
| EFT18312  | 31/08/2021 | BLACKTOP MATERIALS ENGINEERING PTY LTD                                  | BB66 - STAGE 2 - FINISHED BASE COURSE TESTS - 12 X NDM, 12 X MMDD ( 75MM DEPTH ) SLK 159.52 TO SLK 169.52   | -7070.25  |        |
| EFT18313  | 31/08/2021 | BRAT ENDEAVOURS PTY LTD   | SUPERVISION OF CONTRACTORS,<br>AGRN 899 ASHBURTON DOWNS MEEKATHARRA RD - 7030067 - 11/6/21 - 30/6/21, 15/07/21 - 28/07/21, 29/07/21 - 11/08/21.<br>AGRN 899 MINGAH SPRINGS RD - 7030041 - 15/07/21 - 28/07/21, 29/07/21 - 11/08/21<br>AGRN 899 YOUNG DOWNS RD - 7030022 - 15/07/21 - 28/07/21, 29/07/21 - 11/9/21.<br>AGRN 899 HILVIEW MURCHISON DOWNS RD - 7030080 - 01/07/21 - 15/07/21, 15/07/21 - 28/07/21  | -23353.88 |        |
| EFT18314  | 31/08/2021 | BROADCAST AUSTRALIA PTY LTD (BAI COMMUNICATIONS)                        | SELF HELP RCP RADIO 01/07/21 - 30/06/22 CONTRACT #0041000304<br>SELF HELP RCP RADIO 01/07/21 - 30/06/22 CONTRACT #0041001089  | -5124.74  |        |
| EFT18315  | 31/08/2021 | CANINE CONTROL  | RANGER SERVICES ON 21, 22, 23 JULY 2021 & 11,12 13 AUGUST   | -7238.60  |        |
| EFT18316  | 31/08/2021 | CLANCY, HELEN   | REIMBURSE PHONE COVER FOR OPERATIONS (JWB) NEW PHONE - AUGUST 2021  | -13.99    |        |
| EFT18317  | 31/08/2021 | CLOUD PAYMENT GROUP (CLOUD COLLECTIONS)                                 | DEBT COLLECTION - RATES & DEBTORS/GENERAL   | -4800.70  |        |
| EFT18318  | 31/08/2021 | COMMERCIAL HOTEL  | LUNCH & REFRESHMENTS FOR COUNCILLORS & STAFF AFTER OCM SATURDAY 21 AUGUST 2021  | -628.50   |        |
| EFT18319  | 31/08/2021 | CORAL COAST HOMES CONSTRUCTION  | LLOYDS BUILDING FINAL CLAIM FOR RETENSION PAYMENT (PROGRESS CLAIM 13)   | -52093.90 |        |
| EFT18320  | 31/08/2021 | CORSIGN WA PTY LTD  | TRAFFIC SIGN POLES, SIGNS AND FIXTURES - LR66 & GENERAL   | -6023.60  |        |
| EFT18321  | 31/08/2021 | DAVID KENNETH HODDER  | OCM FEE & HBTP FEE 21 AUGUST 2021   | -550.00   |        |
| EFT18322  | 31/08/2021 | DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE SPY SECURITY) | INSTALL WIFI INTERNET SERVICE IN TOWN HALL SUPPLY ITEMS & USE SHIRE SUPPLIED, INSTALL POLYCOM AUDIO & VISUAL AT LLOYDS, SECURITY ALARM MONITORING - SANDBOX & KIDZONE JULY 2021   | -4862.06  |        |
| EFT18323  | 31/08/2021 | DUN DIRECT PTY LTD (DUNNINGS)   | 52110 LITRES DIESEL FUEL @ 1.31210 DELIVERED TO MEEKA AIRPORT FRIDAY 20 AUGUST 2021   | -68373.64 |        |
| EFT18324  | 31/08/2021 | DYENAMIC SUBLIMATION WA PTY LTD   | 21 X CHRISTMAS SHIRTS - YOUTH SERVICES  | -970.20   |        |
| EFT18325  | 31/08/2021 | EASIFLEET (EASI SALARY)   | ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 18/08/21   | -854.61   |        |
| EFT18326  | 31/08/2021 | EASTMAN POLETTI SHERWOOD ARCHITECTS                                     | ADMINISTER AND SUPERVISE THE CONTRACT AND CONSTRUCTION OF LLOYDS BUILDING RENOVATIONS   | -7040.00  |        |
| EFT18327  | 31/08/2021 | EFTSURE PTY LTD   | EFTSURE - ANNUAL SOFTWARE SUBSCRIPTION - \$380.00 P/M TO AUGUST 2022  | -5016.00  |        |
| EFT18328  | 31/08/2021 | ELITE ELECTRICAL CONTRACTING  | CLEAN X 2 SPLIT SYSTEMS AT SHIRE OFFICE & 2 X AT 208 HILL ST, 2 X AT 205 HILL ST, SUPPLY & INSTALL CIRCUIT BREAKER  | -526.22   |        |
| EFT18329  | 31/08/2021 | FARMER JACKS  | BB66 - LANDOR ROAD - DROPPERS FOR SURVEY 10 X PACKS, 6.1 MTR TARP FOR PROTECTION OF GRAVE, CONSUMABLES FOR THE MEEKATHARRA SHIRE KITCHEN, 1 X BAG DOG BISCUITS, YOUTH GROUP, BBQ FIXINGS, 1 X SOFT FLOOR BROOM & 1 X WHITE STORAGE TUB ASSORTED BOXES OF TISSUES, NAIDOC WEEK 2021BBQ SUPPLIES, NAIDOC WEEK 2021BBQ SUPPLIES, BB66 - LANDOR ROAD - DROPPERS FOR SURVEY 10 X PACKS, LLOYDS PLAZA CLEANING PRODUCTS, CONSUMABLES FOR NAIDOC ACTIVITIES, STEPHEN MICHAEL FOUNDATION FOOTY CARNIVAL CONSUMABLES,CLEANING AND PEST MANAGEMENT PRODUCTS,ASSORTED EXTENSION CABLES, POWER BOARDS, DOUBLE ADAPTERS FOR OFFICE USE, QUIZ NIGHT PRIZES AND SUPPLIES, 1 X CTN CORONA EXTRA BOTTLES 1 X CTN PURE BLOND PREMIUM MID BOTTLES FOR COUNCIL CHAMBERS, RAPID SET FOR SIGNS, C67 - 14 X BAGS RAPID SET CEMENT, YOUTH CENTRE X-BOX GAMES CARD FOR GAMES DOWNLOADCLEANER FAST DRY CONTACT, CLEANING PRODUCTS, MOP AND BROOM FOR LLOYDS, 2 X TUBS HAND WASH GEL ( DEPOT SHED ). | -3256.99  |        |
| EFT18330  | 31/08/2021 | FINISHING WA (PRITCHARD BOOKBINDERS)                                    | 5 X RATE BOOK BINDING 1989/90 - 1994/95 - INC POSTAGE TO MEEKATHARRA  | -529.65   |        |
| EFT18331  | 31/08/2021 | FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY                              | OFFICE PRINTING COSTS JULY - DPP455, C6688, C6685, C6680 - ADMIN & DEPOT  | -1379.76  |        |
| EFT18332  | 31/08/2021 | GERALDTON MOWER & REPAIR SPECIALISTS                                    | P24 - SUNDRY UNREGISTERED PLANT - SERVICE / PARTS AND REPAIR ON VARIOUS TOOLS AND GENSET  | -420.60   |        |
| EFT18333  | 31/08/2021 | GREENFIELD TECHNICAL SERVICES   | VALUATION AT 30/06/2021 FOR ROAD INFRASTRUCTURE ASSETS, PREP/MANAGE PROCESS TO ENGAGE ROAD SEAL CONTRACTORS, AGRN899 PROJ MANAGEMENT & ADMIN JUNE 2020  | -23039.50 |        |
| EFT18334  | 31/08/2021 | HARVEY JAMES NICHOLS  | OCM FEE & HBTP FEE 21 AUGUST 2021   | -700.00   |        |
| EFT18335  | 31/08/2021 | HERSEYS SAFETY PTY LTD  | CIG WELDER FOR DEPOT, FLAGGING & TAPE, SAFETY BOOTS (BOMMER), SPARY MARK PAINT, BAG OF RAGS, ASSORTED PPE   | -2479.64  |        |
| EFT18336  | 31/08/2021 | HILLE THOMPSON & DELFOS (HTD)   | LR66 - PHASE 2 - SURVEY CENTRELINE / OFFSETS REQUIRED ON LANDOR ROAD ( SLK 36.89 TO SLK 42.54 )   | -4642.00  |        |
| EFT18337  | 31/08/2021 | INFINITY SKATE  | SKATEBOARD INSTRUCTION SESSIONS - JULY 2021 SCHOOL HOLIDAY PROGRAM  | -1600.00  |        |
| EFT18338  | 31/08/2021 | IXOM OPERATIONS PTY LTD (KEPPEL, ORICA)                                 | MONTHLY SERVICE FEE FOR CHLORINE GAS AT POOL JULY 2021/22   | -84.57    |        |
| EFT18339  | 31/08/2021 | LGRCEU (FORMERLY MUNICIPAL EMPLOYEES)                                   | PAYROLL DEDUCTIONS  | -38.80    |        |
| EFT18340  | 31/08/2021 | MARK SMITH  | OCM FEE & HBTP FEE 21 AUGUST 2021   | -550.00   |        |
| EFT18341  | 31/08/2021 | MARKET CREATIONS AGENCY PTY LTD   | CUSTOMISATION OF ELECTED MEMBERS TRAINING REGISTER ON SHIRE WEBSITE   | -2079.00  |        |
| EFT18342  | 31/08/2021 | MATTHEW HALL  | OCM FEE & HBTP FEE 21 AUGUST 2021   | -975.74   |        |
| EFT18343  | 31/08/2021 | MCMAHON BURNETT TRANSPORT   | P518 - TRANSPORT TO MIDLAND TOYOTA AND BACK TO SHIRE DEPOT  | -3261.70  |        |

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

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

| Chq/EFT  | Date       | Name  | Description   | Amount     | AIR BP |
|----------|------------|---|---|------------|--------|
| EFT18344 | 31/08/2021 | MEEKATHARRA CORNER STORE                      | 6 X NEVERFAIL WATER BOTTLES, OIL & ULP FOR SMALL PLANT, FUEL YC BUS & TRITON, REPLACEMENT KEYS X 2  | -480.02    |        |
| EFT18345 | 31/08/2021 | MIDWEST LOCK & SAFE                           | PROVIDE NEW CLEANING KIT FOR CYBER LOCKS, CLEAN & MAINTAIN CYBER KEYS AND LOCKS   | -160.00    |        |
| EFT18346 | 31/08/2021 | MTF SERVICES                                  | AGRN 899 MURCHISON DOWNS RD - CYCLE 20 - 15/07/21 - 28/07/21  | -12282.60  |        |
| EFT18347 | 31/08/2021 | MURCHISON REGIONAL VERMIN COUNCIL             | SUBSCRIPTION PRECEPTS 2021/2022   | -24860.00  |        |
| EFT18348 | 31/08/2021 | MURCHISON RUBBISH SERVICES                    | RUBBISH CONTRACT FOR AUGUST 2021  | -21036.62  |        |
| EFT18349 | 31/08/2021 | NEUK PORT AD-HAIR                             | AERODROME MANAGEMENT CONTRACT FOR MONTH OF AUGUST 2021  | -22622.60  |        |
| EFT18350 | 31/08/2021 | NODE1 PTY LTD                                 | N1 BUSINESS FIBRE INTERNET - OFFICE - SEPTEMBER 2021, INSTALL AT YOUTH CENTRE, INSTALL AT DEPOT   | -2354.90   |        |
| EFT18351 | 31/08/2021 | NORTHERN GOLDFIELDS EARTHMOVING PTY LTD (NGE) | AGRN 899 ASHBURTON DOWNS MEEKATHARRA ROAD - 7030067 -30/7/21/21 - 11/08/21  | -194177.50 |        |
| EFT18352 | 31/08/2021 | PARKER ALUMINIUM WINDOWS                      | SUPPLY AND INSTALL ALUMINIUM COMMERCIAL DOOR WITH 10.38MM CLEAR LAMINATED GLASS - LLOYDS  | -7612.00   |        |
| EFT18353 | 31/08/2021 | PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)      | JULY 2021 - FILE SERVER COMPRESSION, A/CEO MAIL BOX ACCESS, AFO PC SET UP, PRINTER ISSUE RESOLUTION, NODE1 INTEGRATION, ALTUS CONNECTIVITY, 2 X MONITORS FOR ADMIN STAFF  | -1530.00   |        |
| EFT18354 | 31/08/2021 | PETER SHANE CLANCY                            | OCM FEE & HBTP FEE 21 AUGUST 2021   | -550.00    |        |
| EFT18355 | 31/08/2021 | REFUEL AUSTRALIA (GERALDTON FUEL              | FUEL CARD PURCHASES JULY 21 - ALL   | -815.44    |        |
| EFT18356 | 31/08/2021 | SHIRE OF MEEKATHARRA                          | PAYROLL DEDUCTIONS  | -1313.73   |        |
| EFT18357 | 31/08/2021 | ST JOHN AMBULANCE, GERALDTON SUB CENTRE       | WORKPLACE MEDIUM RISK WALL FIRST AID KIT SERVICING - 1 EACH FOR YOUTH CENTRE, SPORTS COMPLEX & INDOOR CRICKET CENTRE  | -579.36    |        |
| EFT18358 | 31/08/2021 | T-QUIP  | PICK UP/TRANSPORT TO PERTH & RETURN 2019 HAKO CITY MASTER 1600 ROAD SWEEPER. LABOUR AND PARTS   | -9753.20   |        |
| EFT18359 | 31/08/2021 | TENDERLINK                                    | PUBLIC TENDERS/QUOTE X 1  | -59.40     |        |
| EFT18360 | 31/08/2021 | TOLL TRANSPORT PTY LTD                        | VARIOUS FREIGHT - QUATRO DESIGN MURWILLUMBAH TO MKR, JASON SIGN MAKERS WELSHPOOL TO MKR, WESTRACK SOUTH GUILDFORD TO MKR, SNAP PRINTING JOONDALUP TO MKR, MKR TO FINISHING WA PERTH, PCS PERTH TO MKR, BRAYCO OSBORNE PARK TO MKR, MKR TO LISWA PERTH, CREDIT NOTE FOR QUATRO DESIGN MURWILLUMBAH TO MKR OVERCHARGE (INV 390276 18/08/2020), MKR TO NEDLANDS, FP FILTERS KEWDALE TO MKR, CREDIT NOTE FOR INV#535506 WESTRAC PALLET NUTS&BOLTS FOR CAT GRADER - OPS ADJUSTMENT RE DEMURRAGE.   | -4046.93   |        |
| EFT18361 | 31/08/2021 | TOTAL EDEN PTY LTD (NUTRIEN WATER)            | RETICULATION PARTS FOR PARKS & GARDENS - ASSORTED   | -3008.36   |        |
| EFT18362 | 31/08/2021 | TOTALLY WORKWEAR GERALDTON (TWW)              | UNIFORM FOR H.CLANCY  | -151.94    |        |
| EFT18363 | 31/08/2021 | TRENFIELD MOTORS                              | LR66 REMOVE 3 X WATER LINE BORE PUMPS - SET UP BORE PUMPS IN NEW LOCATION, P316 LOW LOADER - ROADWEST - REPLACE BROKEN HYDRAULIC LINE FOR RAMP, P24 TRANSFER PUMP - REPLACE ALTERNATOR AND OIL LEAKS, P407 REPLACE BROKEN AIR LEAK HOSE FOR PTO, P428 REPLACE BROKEN RING FEEDER AND LATCH, P428 REPLACE PASSENGER DOOR WINDOW, P407 BRAKEDOWN - BLOWN TYREON PRIME MOVER REPLACE TYRE AND ASSIST CHANGEVER, TYRES JULY 2021 P481 P482 P521 P522 P495, P488, P498, P506, P428, P67, P498 ADJUST / SERVICES OF BRAKES, P499 ADJUST / SERVICES OF BRAKES, P316 REPLACE MAXI BOOSTER, P332 SUPPLY AND FIT BATTERY TO GENSET, P461 REPAIR ELECTRICS GENSET 3, P318 - 1984 WATER TANKER - REPAIRS TO WATER PUMP - NOT WORKING DUE TO WATER CORROSION, P524 - TOYOTA PRADO - FULL SERVICE, P67 1 X 12V BATTERY FOR ATLAS COPCO AIR COMPRESSOR, LR66 REMOVE 3 X WATER LINE BORE PUMPS AND GENIES FROM ASHBURTON - SET UP IN NEW LOCATION, P521 3 X 12V BATTERIES, P465 REPAIR OIL LEAK ON GENSET 5, P439 REPAIR OIL LEAK, P439 REPAIR TAIL LIGHTS AND TRAFFICATORS, P522 3 X 12V BATTERIES, P458 SERVICE COMPRESSOR, P39 REPLACE SOLAR PANEL - FUEL PUMP ON GREY BULK FUEL TANK, PULL AND INSTALL PUMP AT ROADHOUSE BORE, P478 REPAIR SKYES TRANSFER PUMP #2, SUPPLY 4 X 20 LTR OIL DRUM HAND PUMPS, P464 - REPAIR QUICK HITCH ON CATERPILLAR SKID STEER LOADER, LR66 REMOVE 3 X WATER LINE BORE PUMPS - SET UP BORE PUMPS IN NEW LOCATION, P518 - TOYOTA LC70 WORKMATE UTILITY - PICK UP TOW RECOVERY OF BREAKDOWN - LOAD ON MACMAHON TRANSPORT TO PERTH, TYRES ON MEEKATHARRA PLANT   JUNE 2021- P395, TYRES ON MEEKATHARRA PLANT   JUNE 2021 - P451, TYRES ON MEEKATHARRA PLANT   JUNE 2021 - P481, TYRES ON MEEKATHARRA PLANT   JUNE 2021 - P498, TYRES ON MEEKATHARRA PLANT   JUNE 2021 - P362, TYRES ON MEEKATHARRA PLANT   JUNE 2021 - P93, TYRES ON MEEKATHARRA PLANT   JUNE 2021 - P315, P325 - CS573C VIBRATORY COMPACT ROLLER - REPAIRS TO BROKEN VIBRATION SWITCH - NOT WORKING ( PARTS & LABOUR ), REPAIR AIR LEAK ON 2010 UD NISSAN TRUCK - GW 470 - 465 HP REGO 1DOG751, SERVICE AND DEGREASE RADIATOR ON 45KVA GENSETAMP GENSET) | -21424.80  |        |

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 18 SEPTEMBER 2021

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



| Chq/EFT   | Date       | Name                                       | Description   | Amount    | AIR BP   |
|-----------|------------|--|---|-----------|----------|
| EFT18364  | 31/08/2021 | TRUCKLINE (SPECIALIST WHOLESALERS PTY LTD) | P480 ROAD TRAIN - OVERSIZE SIGN BANNER, REFLECTIVE BANNER, WARNING FLAGS X 4                            | -1028.55  |          |
| EFT18365  | 31/08/2021 | WESTRAC EQUIPMENT                          | P497 - BEARINGS, PINS, SEALS AND SLEAVES, P433 - 500 HR SERVICE, P358 1000 HR SERVICE, P484 PARTS       | -11326.26 |          |
| EFT18366  | 31/08/2021 | WINC AUSTRALIA PTY LTD (STAPLES)           | KENSINGTON CASE FOR SURFACE PRO   | -38.51    |          |
| 25837     | 31/08/2021 | COMMISSIONER OF POLICE                     | CORPORATE FIREARMS LICENCE 21/22  | -137.00   |          |
| 25838     | 31/08/2021 | PIVOTEL SATELLITE PTY LTD - GLOBAL STAR    | SATELLITE PHONE CHARGES - AUGUST 2021   | -290.00   |          |
| 25839     | 31/08/2021 | WATER CORPORATION                          | WATER CHARGES - 08/06/21 - 10/08/21 - ALL SHIRE OWNED PROPERTIES  | -11292.51 |          |
| DD13801.1 | 04/08/2021 | AWARE SUPER                                | PAYROLL DEDUCTIONS  | -5748.98  |          |
| DD13801.2 | 04/08/2021 | AUSTRALIAN ETHICAL SUPER                   | SUPERANNUATION CONTRIBUTIONS  | -683.84   |          |
| DD13801.3 | 04/08/2021 | MLC SUPER FUND                             | SUPERANNUATION CONTRIBUTIONS  | -1335.32  |          |
| DD13801.4 | 04/08/2021 | CBUS ADMINISTRATION                        | SUPERANNUATION CONTRIBUTIONS  | -1000.00  |          |
| DD13801.5 | 04/08/2021 | AUSTRALIAN SUPER                           | SUPERANNUATION CONTRIBUTIONS  | -1409.38  |          |
| DD13801.6 | 04/08/2021 | HOSTPLUS                                   | SUPERANNUATION CONTRIBUTIONS  | -625.80   |          |
| DD13801.7 | 04/08/2021 | RETAIL EMPLOYEES SUPERANNUATION TRUST      | SUPERANNUATION CONTRIBUTIONS  | -188.35   |          |
| DD13808.1 | 18/08/2021 | AWARE SUPER                                | PAYROLL DEDUCTIONS  | -5664.50  |          |
| DD13808.2 | 18/08/2021 | AUSTRALIAN ETHICAL SUPER                   | SUPERANNUATION CONTRIBUTIONS  | -679.80   |          |
| DD13808.3 | 18/08/2021 | MLC SUPER FUND                             | SUPERANNUATION CONTRIBUTIONS  | -961.55   |          |
| DD13808.4 | 18/08/2021 | CBUS ADMINISTRATION                        | SUPERANNUATION CONTRIBUTIONS  | -1000.00  |          |
| DD13808.5 | 18/08/2021 | AUSTRALIAN SUPER                           | SUPERANNUATION CONTRIBUTIONS  | -1398.96  |          |
| DD13808.6 | 18/08/2021 | HOSTPLUS                                   | SUPERANNUATION CONTRIBUTIONS  | -563.20   |          |
| DD13808.7 | 18/08/2021 | RETAIL EMPLOYEES SUPERANNUATION TRUST      | SUPERANNUATION CONTRIBUTIONS  | -184.11   |          |
| DD13810.1 | 19/08/2021 | HORIZON POWER                              | ELECTRICITY CHARGES 01/07/21- 31/07/21 - STREETLIGHTS & 01/07/21 - 02/08/21 - AIRPORT                   | -7770.96  |          |
| DD13813.1 | 18/08/2021 | WESTPAC CREDIT CARD                        | DEPARTMENT OF RACING, GAMING AND LIQUOR - OCCASIONAL LIQUOR LICENCE FOR FESTIVAL BALL 2021 (A706122864) | 54.50     |          |
| DD13813.1 | 18/08/2021 | WESTPAC CREDIT CARD                        | SNAP PRINTING - BROCHURES AND POSTERS FOR MEEKATHARRA OUTBACK FESTIVAL                                  | 683.14    |          |
| DD13813.1 | 18/08/2021 | WESTPAC CREDIT CARD                        | NEWSIGNS GROUP - TOILETS THIS WAY SIGN FOR LLOYDS   | 45.20     |          |
| DD13817.1 | 23/08/2021 | BP OIL (AIR BP)                            | JULY 2021 AVGAS PURCHASES (DUE 21/08/21)  |           | -5862.69 |

THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

|                |                  |
|----------------|------------------|
| MUNI BANK      | -\$ 2,366,762.67 |
| AIR BP ACCOUNT | -5,862.69        |

TOTALLING -\$2,372,625.36 AND WAS SUBMITTED TO EACH MEMBER OF COU Saturday, 18 September 2021  
AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McCLYMONT  
CHIEF EXECUTIVE OFFICER

|                                |  |
|--------------------------------|--|
| <b>Title/Subject:</b>          | <b>2021/2022 SEPTEMBER BUDGET REVIEW</b>   |
| <b>Agenda/Minute Number:</b>   | 9.2.4  |
| <b>Applicant:</b>              | Nil  |
| <b>File Ref:</b>               | ADM0241  |
| <b>Disclosure of Interest:</b> | Nil  |
| <b>Date of Report:</b>         | 7 September 2021   |
| <b>Author:</b>                 | Krys East<br>Deputy Chief Executive Officer  |
|                                | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer   |
|                                | <br><i>Signature Senior Officer</i> |

**Summary/Matter for Consideration:**

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

**Attachments:**

Nil

**Background:**

The requirements to perform at least one review during the period 1 January to 31 March on the budget of any given year came into effect 31<sup>st</sup> March 2005. Council may however have as many budget reviews as required. The draft budget is presented to Council in May, and at this time staff are only able to provide financial estimates regarding future spending and grant revenue. Since the adoption of the 2021/2022 budget and preparing the preliminary 2020/2021 annual financial report figures, staff have identified some necessary amendments to these initial estimates.

**Comment:**

The requested amendments are as follows:

*Adjustment to 2020/21 surplus*

The budget was based on an expected surplus of \$9,430,864 carrying forward from the 2020/21 year. As advised at the June 2021 OCM this surplus was anticipated largely due to the \$1.96M FAG pre-payment and over \$7M unspent or underspent capital works projects such as:

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

More works were completed on Flood Damage reinstatement than expected in 2020/21 so the carried over surplus has been reduced by approximately \$597,076 lower (actual expected surplus \$8,833,788).

**Unaudited Budget Surplus ↓ \$597,076**

*Variations to Budgeted Figures*

1. The actual figures have been received for the Financial Assistance Grant (FAG) and Local Road Grant (LRG). The total FAG is \$2,443,226 less \$1,256,072 already received as a prepayment last financial year, leaving \$1,187,154 for this financial year. The grant has increased by \$80,632 on what was budgeted. The total LRG is \$1,336,898 less a prepayment of \$705,483 leaving \$631,415 to be received in 2021/22 an increase of nearly \$150k).

|                       |  |          |                  |
|-----------------------|--|----------|------------------|
| <b>Operating Rev.</b> | <b>GL0181 Financial Assistance Grant</b> | <b>↑</b> | <b>\$ 80,632</b> |
| <b>Operating Rev.</b> | <b>GL0211 Local Road Grant</b>           | <b>↑</b> | <b>\$149,226</b> |

2. A company have been engaged to prepare the RRG submission for the 2022/23 year. The cost of this is \$8k. There is currently only an allocation of \$2,000 for Engineering Office and Other Exp therefore an increase to this allocation is required.

**Operating Exp. GL 8022 Engineering Office and Other Exp ↑ \$ 10,000**

3. A budget of \$50k exists for the renovations of the kitchen bathroom and ensuite at Lot 927 McCleary Street. This is the residence that the incoming CEO has chosen to reside in until a new house is available. The works have been extended to include renovation of the toilet and laundry as well as renewing the flooring throughout and internal painting.

The new CEO has chosen to not provide his own furniture and requested consideration be given to having the house fully furnished by the Shire. This cost is offset by minimal or no relocation expenses. The benefit of this is that all the furniture will remain the property of the Shire so whilst initially it may be expensive it is likely to be the better economical choice for the Shire.

Breakdown of costs are:

- cabinetry, tiles, appliances and fixtures \$76,000
- floor coverings \$14,500
- internal paint \$6,000
- finish reticulation installation \$2,500
- furniture and appliances \$15,000

Additionally to ensure a quick renovation for the house to be ready for the incoming CEO it made sense to engage tradesmen already working in town who are able to complete the works in the given time-frame. Whist cheaper costs may have been achieved if given more time, the timespan was a major factor in engaging the onsite and available contractors.

**Capital Exp. Job 0980 Lot 927 McCleary Street – Renovate kitchen, bathroom and ensuite (extended to include painting, flooring, reticulation, renovation of laundry and toilet, and furniture) ↑ \$65,000**

*Timing Differences/Carry overs*

4. A claim submitted late June for \$142,230 impacted the amount of funding remaining in 2021/22 for Flood Damage reinstatement works. The carried over figure is reduced by this claim amount.

A further \$1,442,069 works on Flood Damage were completed than anticipated. This results in a reduction in the AGRN accounts carried over to this year.

|                     |  |   |                    |
|---------------------|--|---|--------------------|
| <b>Capital Inc.</b> | <b>GL 4601 FESA – Natural Disaster</b> | ↓ | <b>\$ 142,230</b>  |
| <b>Capital Exp.</b> | <b>FDC00 FESA – Natural Disaster</b>   | ↓ | <b>\$1,442,069</b> |

5. Aerodrome Grant Income for necessary works on the runway, apron and taxiway was not received, as expected, in the last year. Therefore, it requires to be carried over to this financial year.

|                     |                                       |   |                   |
|---------------------|---------------------------------------|---|-------------------|
| <b>Capital Inc.</b> | <b>GL 5183 Aerodrome Grant Income</b> | ↑ | <b>\$ 148,449</b> |
|---------------------|---------------------------------------|---|-------------------|

#### *New Requests*

6. The septic system at Lot 204 Hill Street requires replacing due to total failure to accept fluid through the effluent distribution system currently in place. A cartridge system is to be used to replace the pipework.

|                     |   |   |                 |
|---------------------|---|---|-----------------|
| <b>Capital Exp.</b> | <b>Job 0979 Lot 204 Hill St – Replace ATU/Septics</b> | ↑ | <b>\$10,000</b> |
|---------------------|---|---|-----------------|

If Council approve all these proposed amendments without change, the impact to the 2021/22 budget will be a \$996,070 surplus, including the unaudited surplus. This is likely to change with completion of the Annual Report so at this time it may be prudent to not make any budget amendments to balance but address the discrepancy closer to the end of the financial year.

#### **Consultation:**

Roy McClymont – Chief Executive Officer  
Tralee Cable – Community & Development Services Manager  
Peter Cox – Works and Services Manager  
Dave Macdonald – Project Officer

#### **Statutory Environment:**

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

#### **Policy Implications:**

Nil

#### **Budget/Financial Implications:**

Budget amendments form part of the Officer Recommendation.

#### **Strategic Implications:**

Nil

#### **Voting Requirements:**

Absolute Majority

#### **Officers Recommendation / Council Resolution:**

|                  |                     |
|------------------|---------------------|
| <b>Moved:</b>    | <b>Cr PS Clancy</b> |
| <b>Seconded:</b> | <b>Cr DK Hodder</b> |

**That Council confirms the 2020/21 preliminary surplus as being \$8,833,788 and adopts the following new amendments totalling \$996,070:**

**1. Operating Income Accounts:**

*Reduced*

- Nil

*Increased*

- 0181 Financial Assistance Grant +\$80,632
- 0211 Local Road Grant +\$149,226

**2. Capital Grants Accounts:**

*Reduced*

- 4601 FESA Natural Disaster - \$142,230

*Increased*

- 5183 Aerodrome Grant Income - \$148,449

**3. Operating Expense Accounts:**

*Reduced*

- Nil

*Increased*

- 8022 Engineering Office & Other Exp + \$10,000

**4. Capital Expense Accounts:**

*Reduced*



- FDC00 AGRN: Various roads -\$1,442,069

*Increased*

- 0979 Lot 204 Hill Street +\$10,000
- 0980 Lot 927 McCleary Street +\$65,000

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

### 9.3. ADMINISTRATION

|                                |   |  |
|--------------------------------|---|--|
| <b>Title/Subject:</b>          | <b>LOCAL GOVERNMENT EXTRAORDINARY ELECTION 2021</b> |  |
| <b>Agenda/Minute Number:</b>   | 9.3.1   |  |
| <b>Applicant:</b>              | Nil   |  |
| <b>File Ref:</b>               | ADM 156   |  |
| <b>Disclosure of Interest:</b> | Nil   |  |
| <b>Date of Report:</b>         | 13 September 2021                                   |  |
| <b>Author:</b>                 | Roy McClymont<br>Chief Executive Officer            | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer            | <br><i>Signature Senior Officer</i> |

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

Council to consider:

- Setting a date for an Extraordinary Election; and
- deciding whether to conduct this election as a postal election.

#### **Attachments:**

Extraordinary Election Timetable

The table shows only Saturdays as potential election days – because traditionally most elections are held on a Saturday. Council could however hold the extraordinary election on a day other than Saturday if it so decides.

#### **Background:**

In the past Council has always run elections as “voting in person elections” and appointed the CEO as the Returning Officer.

Following the close of nominations for the Ordinary Election to be held 16 October 2021 only two nominations were received for four vacant positions.

An extraordinary election now needs to be held to fill the remaining vacant two offices on a day to be fixed by Council in accordance with Section 4.57 of the Local Government Act 1995.

#### **Comment:**

To avoid the time and expense of advertising and preparing a new Electoral Roll, the Extraordinary Election needs to be held within 100 days of the last election (by 24 January 2022) or otherwise with the Electoral Commissioner’s approval.

The election process (excluding a new electoral roll) takes about two months. (Minimum of 45 days from giving public notice calling for nominations).

The last day for current sitting councillors is 16 October 2019. After this date there will be two vacancies.



When setting the date for the Extraordinary Election Council should be mindful that during the 100 day period there is the Christmas/New Year holiday period.

If Council choose to have the Extraordinary Election on Saturday 20 November 2021 or Saturday 27 November 2021, the current CEO (Roy McClymont) can run the entire election process as Returning Officer (if Council wishes). Beyond these dates the new CEO (Kelvin Matthews) will take over as Returning Officer. Otherwise Council may appoint an alternative Returning Officer for the Extraordinary Election. In order to do this, Council must first obtain the written agreement of the person concerned and the written approval of the Electoral Commissioner. Saturday 20 November 2021 is a Council meeting day however staff see this as little impediment to this being election day.

The table attached to this item shows various dates under each election day scenario.

If Council decide to conduct a postal election and appoint the Electoral Commissioner to be responsible for the conduct of the election, Council must first obtain the written agreement of the Electoral Commissioner. Such agreement has not been requested or received.

Council may therefore decide whether to conduct the 2021 Extraordinary election as a postal or in person election. However the processes required to now conduct a postal election will likely require it to be held in January 2022.

No quote has been obtained for this service (postal voting) from the Electoral Commissioner however the estimated cost is \$15,000.

Postal Election – Major Benefits:

- Greater voter participation – voter turnout increases significantly in postal elections.
- Time saving – some election tasks, including the role of Returning Officer are outsourced – thereby reducing the time burden on existing staff.

Postal Election – Major Disadvantages:

- Cost – postal elections are relatively expensive.
- The election will likely need to be delayed until January 2022

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995 Section 4.9

*“4.9. Election day for extraordinary election*

- (1) *Any poll needed for an extraordinary election is to be held on a day decided on and fixed —*
  - (a) *by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or*
  - (b) *by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).*
- (2) *The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.*

- (3) *If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to —*
  - (a) *fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and*
  - (b) *advise the CEO of the day fixed.”*

Local Government Act 1995 Section 4.20 and Section 4.61

“4.20. *CEO to be returning officer unless other arrangements made*

- (1) *Subject to this section the CEO is the returning officer of a local government for each election.*
- (2) *A local government may, having first obtained the written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint\* a person other than the CEO to be the returning officer of the local government for —*
  - (a) *an election; or*
  - (b) *all elections held while the appointment of the person subsists.*

*\* Absolute majority required.*

- (3) *An appointment under subsection (2) —*
  - (a) *is to specify the term of the person’s appointment; and*
  - (b) *has no effect if it is made after the 80<sup>th</sup> day before an election day.*
- (4) *A local government may, having first obtained the written agreement of the Electoral Commissioner, declare\* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.*

*\* Absolute majority required.”*

Local Government Act 1995 Section 4.61

“4.61. *Choice of methods of conducting election*

- (1) *The election can be conducted as a —*

**postal election** *which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or*

**voting in person election** *which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.*
- (2) *The local government may decide\* to conduct the election as a postal election.*

*\* Absolute majority required.*

- (3) *A decision under subsection (2) has no effect if it is made after the 80<sup>th</sup> day before election day unless a declaration has already been made in respect of an*

*election for the local government and the declaration is in respect of an additional election for the same local government.*

- (4) A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.*
- (5) A decision made under subsection (2) on or before the 80<sup>th</sup> day before election day cannot be rescinded after that 80<sup>th</sup> day.*
- (6) For the purposes of this Act, the poll for an election is to be regarded as having been held on election day even though the election is conducted as a postal election.*
- (7) Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.”*

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Potential cost to engage the Electoral Commissioner to conduct Postal Election. Estimated cost \$15,000.

Estimated cost to run the election “in house” as a voting in person election is \$3,500. This covers advertising and staff time on election day. Daily election costs leading up to election day are absorbed into normal administration time.

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

Note: An Absolute Majority decision will be required for a decision to conduct a postal election and declare the Electoral Commission responsible for the election. An Absolute Majority decision is also required to appoint a person other than the CEO as Returning Officer.

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy  
Seconded: Cr DK Hodder

**That Council:**

- Under section 4.61 (1) of the Local Government Act 1995 resolves that the 2021 extraordinary election be conducted as an in-person election and confirms the appointment of the CEO as the Returning Officer.
- Sets the date of the extraordinary election to be Saturday 20 November 2021.

**CARRIED 4/0**

**Confirmed**

### Elections Timetable Template Local Government Extraordinary and Other Elections

Council meeting dates  
Public Holiday or Xmas/New Year Period



Queen's Birthday 27/09/21

Note: Please manually adjust dates in the 'Date' column which fall on a public holiday to the next business day.

Enter election date=> 20/11/2021 27/11/2021 4/12/2021 11/12/2021 18/12/2021 25/12/2021 1/01/2022 8/01/2022 15/01/2022 22/01/2022 29/01/2022 5/02/2022 12/02/2022

| Days from Polling Day | Election Activities or Events   | Relevant Act sections or Resolutions | Day                    | Date                     | Date                    | Date                    | Date                    | Date                    | Date                     | Date                    | Date                     | Date                    | Date                    | Date                     | Date                     | Date                   |
|-----------------------|---|--------------------------------------|------------------------|--------------------------|-------------------------|-------------------------|-------------------------|-------------------------|--------------------------|-------------------------|--------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|
| 70 to 56              | Between these days, the CEO of the local government is to give Statewide public notice of the closing date and time for elector enrolments.                                     | LGA s4.39(2)                         | Sat to Sat             | 11/09/2021 to 25/09/2021 | 18/09/2021 to 2/10/2021 | 25/09/2021 to 9/10/2021 | 2/10/2021 to 16/10/2021 | 9/10/2021 to 23/10/2021 | 16/10/2021 to 30/10/2021 | 23/10/2021 to 6/11/2021 | 30/10/2021 to 13/11/2021 | 6/11/2021 to 20/11/2021 | 13/11/2021 to 4/12/2021 | 20/11/2021 to 11/12/2021 | 27/11/2021 to 18/12/2021 | 4/12/2021 to 2/01/2022 |
| 56                    | Last day for the local government's CEO to advise the Electoral Commissioner of the need to prepare an updated residents roll.  | LGA s4.40(1)                         | Sat                    | 25/09/2021               | 2/10/2021               | 9/10/2021               | 16/10/2021              | 23/10/2021              | 30/10/2021               | 6/11/2021               | 13/11/2021               | 20/11/2021              | 27/11/2021              | 4/12/2021                | 11/12/2021               | 18/12/2021             |
| 56                    | Advertising may begin for council nominations from 56 days, and no later than 45 days, before election day.   | LGA s4.47(1)                         | Sat                    | 25/09/2021               | 2/10/2021               | 9/10/2021               | 16/10/2021              | 23/10/2021              | 30/10/2021               | 6/11/2021               | 13/11/2021               | 20/11/2021              | 27/11/2021              | 4/12/2021                | 11/12/2021               | 18/12/2021             |
| 50                    | Close of Rolls – 5.00pm   | LGA 4.39(1)                          | Fri                    | 1/10/2021                | 8/10/2021               | 15/10/2021              | 22/10/2021              | 29/10/2021              | 5/11/2021                | 12/11/2021              | 19/11/2021               | 26/11/2021              | 3/12/2021               | 10/12/2021               | 17/12/2021               | 24/12/2021             |
| 45                    | Last day for advertisement to be placed calling for council nominations.  | LGA s4.47(1)                         | Wed                    | 6/10/2021                | 13/10/2021              | 20/10/2021              | 27/10/2021              | 3/11/2021               | 10/11/2021               | 17/11/2021              | 24/11/2021               | 1/12/2021               | 8/12/2021               | 15/12/2021               | 22/12/2021               | 29/12/2021             |
| 44                    | Nominations Open<br>First day for candidates to lodge completed nomination papers, in the prescribed form, with the Returning Officer. Nominations are open for 8 days.         | LGA s4.49(a)                         | Thu                    | 7/10/2021                | 14/10/2021              | 21/10/2021              | 28/10/2021              | 4/11/2021               | 11/11/2021               | 18/11/2021              | 25/11/2021               | 2/12/2021               | 9/12/2021               | 16/12/2021               | 23/12/2021               | 30/12/2021             |
| 38                    | If a candidate's nomination is withdrawn not later than 4.00pm on this day, the candidate's deposit is to be refunded.  | LGA s4.50 Reg. 27(5)                 | Wed                    | 13/10/2021               | 20/10/2021              | 27/10/2021              | 3/11/2021               | 10/11/2021              | 17/11/2021               | 24/11/2021              | 1/12/2021                | 8/12/2021               | 15/12/2021              | 22/12/2021               | 29/12/2021               | 5/01/2022              |
| 37                    | Close of Nominations – 4.00pm   | LGA 4.49(a)                          | Thu                    | 14/10/2021               | 21/10/2021              | 28/10/2021              | 4/11/2021               | 11/11/2021              | 18/11/2021               | 25/11/2021              | 2/12/2021                | 9/12/2021               | 16/12/2021              | 23/12/2021               | 30/12/2021               | 6/01/2022              |
| 36                    | Last day for the Electoral Commissioner to prepare an updated residents roll for the election. Last day for the local government's CEO to prepare an owners and occupiers roll. | LGA s4.40(2)<br>LGA s4.41(1)         | Fri                    | 15/10/2021               | 22/10/2021              | 29/10/2021              | 5/11/2021               | 12/11/2021              | 19/11/2021               | 26/11/2021              | 3/12/2021                | 10/12/2021              | 17/12/2021              | 24/12/2021               | 31/12/2021               | 7/01/2022              |
| 36                    | Returning Officer to give Statewide public notice of the election as soon as practicable but no later than 19 days before election day.   | LGA s4.04(1)                         | As soon as practicable |                          |                         |                         |                         |                         |                          |                         |                          |                         |                         |                          |                          |                        |
| 22                    | The preparation of any consolidated roll (combined roll of residents, owners and occupiers) under regulation 18(1) is to be completed on or before this day.                    | LGA s4.38(1)<br>Reg. 18(1)(2)        | Fri                    | 29/10/2021               | 5/11/2021               | 12/11/2021              | 19/11/2021              | 26/11/2021              | 3/12/2021                | 10/12/2021              | 17/12/2021               | 24/12/2021              | 31/12/2021              | 7/01/2022                | 14/01/2022               | 21/01/2022             |
| 19                    | Last day for the Returning Officer to give Statewide public notice of the election.   | LGA s4.64(1)                         | Mon                    | 1/11/2021                | 8/11/2021               | 15/11/2021              | 22/11/2021              | 29/11/2021              | 6/12/2021                | 13/12/2021              | 20/12/2021               | 27/12/2021              | 3/01/2022               | 10/01/2022               | 17/01/2022               | 24/01/2022             |
| 4                     | Close of absent voting and close of postal vote applications for 'voting in person' elections – 4.00pm  | LGA s4.68(1)(c)<br>Reg. 37(3)(4)     | Tue                    | 16/11/2021               | 23/11/2021              | 30/11/2021              | 7/12/2021               | 14/12/2021              | 21/12/2021               | 28/12/2021              | 4/01/2022                | 11/01/2022              | 18/01/2022              | 25/01/2022               | 1/02/2022                | 8/02/2022              |
| 1                     | Close of early voting for 'voting in person' elections – 4.00pm.  | LGA s4.71(1)(a)<br>Reg. 59(2)        | Fri                    | 19/11/2021               | 26/11/2021              | 3/12/2021               | 10/12/2021              | 17/12/2021              | 24/12/2021               | 31/12/2021              | 7/01/2022                | 14/01/2022              | 21/01/2022              | 28/01/2022               | 4/02/2022                | 11/02/2022             |
| 0                     | Election Day<br>Close of poll – 6.00pm.   | LGA s4.7<br>LGA s4.68(1)(a)          | Sat                    | 20/11/2021               | 27/11/2021              | 4/12/2021               | 11/12/2021              | 18/12/2021              | 25/12/2021               | 1/01/2022               | 8/01/2022                | 15/01/2022              | 22/01/2022              | 29/01/2022               | 5/02/2022                | 12/02/2022             |

COPI

|                                |  |  |
|--------------------------------|--|--|
| <b>Title/Subject:</b>          | <b>LOCAL LAWS REVIEW 2021</b>            |  |
| <b>Agenda/Minute Number:</b>   | 9.3.2                                    |  |
| <b>Applicant:</b>              | Nil                                      |  |
| <b>File Ref:</b>               | ADM 298                                  |  |
| <b>Disclosure of Interest:</b> | Nil                                      |  |
| <b>Date of Report:</b>         | 14 September 2021                        |  |
| <b>Author:</b>                 | Roy McClymont<br>Chief Executive Officer | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer | <br><i>Signature Senior Officer</i> |

**Summary/Matter for Consideration:**

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

**Attachments:**

- Attachment 1 – Bush Fire Brigades Repeal Local Law 2021
- Copy of email from Mr Adam Ford 1/9/2021 (Bush Fire Brigades Local Law 2021)
- Attachment 2 – Dogs Local Law 2021
- Copy of email from Mr Adam Ford 1/9/2021 (Dogs Local Law 2021)
- Attachment 3 – Cemeteries Local Law 2021
- Copy of email from Mr Adam Ford 6/9/2021 (Cemeteries Local Law 2021)

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

**Background:**

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

At its meeting of 26 June 2021, Council resolved:

*“That Council:*

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

and

*“That Council:*

1. *GIVES local public notice that Council proposes to make a new local law, the Shire of Meekatharra Dogs Local Law 2021 (Attachment 2).*
2. *NOTES that:*

- a. *The purpose of the proposed local law is to make provisions about the impounding of dogs, to control the number of dogs that can be kept on premises, the manner of keeping those dogs and to prescribe areas in which dogs are prohibited and dog exercise areas, and*
- b. *The effect of the proposed local law is to extend the controls over dogs which exist under the Dog Act 1976”*

and

*“That Council:*

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

**Comment:**

Staff have advertised the Local Laws for public comment in accordance with the Local Government Act 1995 (the Act) section 3.12 (3) as follows:

- Placed on the Shires website; 27 July 2021 to 14 September 2021
- Published the West Australian newspaper; 28 July 2021
- Published in the Meeka Dust local newspaper; July 2021 edition
- Posted on the Shire/Library notice board; 27 July 2021 to 10 September 2021
- Posted on the Shire Facebook account; 27 July 2021

Submissions on the proposed laws were invited and closed at 4.00pm Thursday 9 September 2021 giving 44 days for submissions to be made (42 days is the minimum required under the Act).

No submissions have been received and no enquiries were made regarding the proposed local laws.

In accordance with the Act, a copy of all three proposed local laws was provided to the Minister for Local Government. The A/Legislation and Statutory Approvals Officer, Mr Adam Ford from the Department of Local Government, Sport and Cultural Industries provided feedback and suggestions on all three proposed local laws. A copy of these emails is attached to this item. All the suggested changes have been incorporated into the local laws.

As required, a copy of the proposed Bush Fire Brigades Repeal Local Law 2021 was also provided to the Minister for Emergency Services who forwarded the proposed law to the Department of Fire and Emergency Services. The Minister and the Department had no feedback regarding the proposed local law.

**Consultation:**

Darrell Forrest, Local Government Consultant  
Krys East, DCEO  
Tralee Cable, CDSM  
Kelvin Matthews, appointed future CEO

**Statutory Environment:**

Local Government Act 1995 Part 3, Subdivision 2 – Local Laws made under any Act  
Local Government (Functions and General) Regulations 1996 Part 1A – Local Laws

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Officers Recommendation / Council Resolution:**

Moved: Cr PS Clancy  
Seconded: Cr DK Hodder

**That Council adopts and makes the Shire of Meekatharra Bush Fire Brigades Repeal Local Law 2021 (that is not significantly different from the law that was proposed and incorporates the minor amendments suggested by the Department of Local Government).**

**AND**

**That Council adopts and makes the Shire of Meekatharra Dogs Local Law 2021 (that is not significantly different from the law that was proposed and incorporates the minor amendments suggested by the Department of Local Government).**

**AND**

**That Council adopts and makes the Shire of Meekatharra Cemeteries Local Law 2021 (that is not significantly different from the law that was proposed and incorporates the minor amendments suggested by the Department of Local Government).**

**AND**

**That Council authorises the affixing of the Common Seal of the Shire of Meekatharra to the Local Laws adopted above.**

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



Confirmed

## **BUSH FIRES ACT 1954**

### **LOCAL GOVERNMENT ACT 1995**

*Shire of Meekatharra*

Bush Fire Brigades Repeal Local Law 2021

#### **1. Citation**

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

#### **2. Commencement**

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

#### **3. Repeal**

This local law repeals the *Shire of Meekatharra Bush Fire Brigades Local Law 2007*, published in the *Government Gazette* on 29 July 2008.

Dated ???

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

Harvey Nichols  
Shire President

Roy McClymont  
Chief Executive Officer

## Roy McClymont

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**From:** Adam Ford <adam.ford@dlgsc.wa.gov.au>  
**Sent:** Wednesday, 1 September 2021 8:12 AM  
**To:** Roy McClymont  
**Subject:** Shire of Meekatharra Bush Fire Repeal Local Law - Department Comments

Good morning,

Please see the below comments from the department in regards to the Shires Bush Fire Repeal local law.

### Shire of Meekatharra Bush Fire Repeal Local Law 2021

#### 1. Notifying the Relevant Minister

The Department notes that this local law is made under the *Bush Fires Act 1954*, in addition to the *Local Government Act 1995*. The Shire should ensure that it has sent a draft of the local law to the Minister for Emergency Services. If the Minister has not received a copy, the local law's validity may be affected.

#### 2. Minor Edits

The following minor edits are suggested:

- Enacting provision: remove the italics from "and the".
- Clause 3:
  - o Amend the Gazette date to read "on 29 July 2008."
  - o Amend Clause 3 to add a space between "Law" and "2007".

The Shire should also ensure that all references and cross references are checked, particularly if any changes are made as a result of the Department's comments.

#### Minister's Directions – pursuant to s 3.12(7) of the Local Government Act 1995

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*. The Shire must, within 10 working days of the Gazetteal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Minister's Directions and Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire's consideration; and

- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire's policies and objectives.

Kind regards,

**Adam Ford**

A/Legislation and Statutory Approvals Officer

Department of Local Government, Sport and Cultural Industries

140 William Street, Perth WA 6000

PO Box 8349, Perth Business Centre WA 6849

Telephone: (08) 6552 1701

Email: [Adam.Ford@dlgsc.wa.gov.au](mailto:Adam.Ford@dlgsc.wa.gov.au)

Web: [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)



**DOG ACT 1976**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF MEEKATHARRA**

**DOGS LOCAL LAW 2021**

**Contd.**

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

### LOCAL GOVERNMENT ACT 1995

#### SHIRE OF MEEKATHARRA

#### DOGS LOCAL LAW 2021

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

#### PART 1—PRELIMINARY

##### 1.1 Citation

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

##### 1.2 Commencement

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

##### 1.3 Application

This local law applies throughout the district.

##### 1.4 Repeal

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

##### 1.5 Definitions

In this local law unless the context otherwise requires—

*Act* means the *Dog Act 1976*;

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

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

*CEO* means the chief executive officer of the local government;

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

*district* means the district of the Shire of Meekatharra;



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

## PART 2—IMPOUNDING OF DOGS

### 2.1 Fees and charges

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

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

### 2.2 Attendance of authorised person at dog management facility

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

### **2.3 Release of impounded dog**

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

### **2.4 Unauthorised release**

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

## **PART 3—KEEPING OF DOGS**

### **3.1 Dogs to be confined**

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

### **3.2 Limitation on the number of dogs**

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

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

### 3.3 Application to keep additional dog or dogs

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

### **3.4 Determination of application**

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

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

### **3.5 Where application cannot be approved**

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

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

### **3.6 Conditions of approval**

- (1) The local government may approve an application to keep an additional dog or dogs subject to any conditions as considered appropriate.
- (2) Approval of an application is not transferable to successive owners or occupiers of the premises.
- (3) A person who receives an approval under this clause must comply with any conditions imposed by the local government under subclause (1).

### **3.7 Revocation of licence to keep additional dogs**

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

## **PART 4—APPROVED KENNEL ESTABLISHMENTS**

### **4.1 Application for licence for approved kennel establishment**

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

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

#### **4.2 Notice of proposed use**

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

#### **4.3 Exemption from notice requirements**

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

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

#### **4.4 When application can be determined**

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

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

#### **4.5 Determination of application**

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

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



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

#### **4.6 Where application cannot be approved**

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

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

#### **4.7 Conditions of approval**

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

#### **4.8 Fees**

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

#### **4.9 Form of licence**

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

#### **4.10 Period of licence**

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

#### **4.11 Variation or cancellation of licence**

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

#### **4.12 Transfer**

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

#### 4.13 Notification

The local government is to give written notice to—

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

#### 4.14 Objections and appeals

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

#### 4.15 Inspection of kennel

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

### PART 5—DOGS IN PUBLIC PLACES

#### 5.1 Places where dogs are prohibited absolutely

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

#### 5.2 Places which are dog exercise areas

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



## PART 6— MISCELLANEOUS

### 6.1 Fees and charges

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

### 6.2 Offence to excrete

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

## PART 7— ENFORCEMENT

### 7.1 Offences

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

### 7.2 General penalty

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

### 7.3 Modified penalties

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

#### **7.4 Issue of infringement notice**

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

#### **7.5 Failure to pay modified penalty**

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

#### **7.6 Payment of modified penalty**

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

#### **7.7 Withdrawal of infringement notice**

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

#### **7.8 Service of notices**

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

**SCHEDULE 1—INFORMATION REQUIRED FOR APPLICATION FOR A  
LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT**

[cl. 4.1]

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

**SCHEDULE 2—CONDITIONS OF A LICENCE FOR AN APPROVED  
KENNEL ESTABLISHMENT**

[cl. 4.7]

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

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

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



**SCHEDULE 3—PRESCRIBED OFFENCES**

[cl. 7.3]

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

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Dated ???

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

Harvey Nichols  
Shire President

Roy McClymont  
Chief Executive Officer

## Roy McClymont

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**From:** Adam Ford <adam.ford@dlgsc.wa.gov.au>  
**Sent:** Wednesday, 1 September 2021 8:14 AM  
**To:** Roy McClymont  
**Subject:** Shire of Meekatharra Dogs - Department Comments

Good morning,

Please see the below comments from the department in regards to the Shires Dogs local law.

### Shire of Meekatharra Dogs Local Law 2021

#### 1. Minor Edits

The following minor edits are suggested:

- Contents: It is recommended that the title of the schedules be included in the contents page. This will allow readers to identify what is in the schedules without needing to read the schedule itself.
- Several clauses in the local law are lacking a full stop. The Shire should check each clause and add full stops where appropriate.
- Clause 1.3: insert a space between "Law" and "2007".
- Clause 2.3: remove the bolding of "(1)" and "(2)".
- Clause 3.3: remove the bolding of "(2)" and "(3)".
- Clause 3.6: While the clause implies that breaching a condition is an offence, it does not state this explicitly. It is suggested that the following subclause be added:

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(3) A person who receives an approval under this clause must comply with any conditions imposed by the local government under subclause (1).

---

- Clause 4.13: Redesignate paragraphs (i)-(vii) to (a)-(g). This change will also ensure the accuracy of the cross-reference in clause 4.12(4).
- Schedule 1:
  - Ensure consistent font size for the paragraph designators.
  - In clause 5 remove the bold from "(ii)" and "(e)".
- Schedule 2: In clause (f)(x) remove the additional bracket.
- Schedule 3:
  - After the clause title insert a bracket reference to clause 7.3.
  - Item 3:
    - Delete "200" and leave it blank.
    - Replace "100" with "As per Regulations".

The Shire should also ensure that all references and cross references are checked, particularly if any changes are made as a result of the Department's comments.

#### **Minister's Directions – pursuant to s 3.12(7) of the Local Government Act 1995**

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*.

The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Minister's Directions and Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire's consideration; and
- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire's policies and objectives.

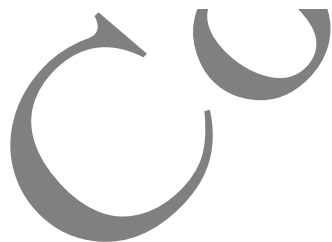
Kind regards,

**Adam Ford**

A/Legislation and Statutory Approvals Officer

Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
PO Box 8349, Perth Business Centre WA 6849

Telephone: (08) 6552 1701  
Email: [Adam.Ford@dlgsc.wa.gov.au](mailto:Adam.Ford@dlgsc.wa.gov.au)  
Web: [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)





**CEMETERIES ACT 1986**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF MEEKATHARRA**



**CEMETERIES LOCAL LAW 2021**

**Cont**

**CEMETERIES ACT 1986**  
**LOCAL GOVERNMENT ACT 1995**  
**SHIRE OF MEEKATHARRA**  
**CEMETERIES LOCAL LAW 2021**  
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**CEMETERIES ACT 1986**  
**LOCAL GOVERNMENT ACT 1995**  
**SHIRE OF MEEKATHARRA**  
**CEMETERIES LOCAL LAW 2021**

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

**PART 1—PRELIMINARY**

**1.1 Citation**

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

**1.2 Commencement**

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

**1.3 Application**

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

**1.4 Repeal**

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

**1.5 Definitions**

In this local law, unless the context otherwise requires—

*Act* means the *Cemeteries Act 1986*;

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

*authorised person* means a person—

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

*personal representative* means—

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

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

*shroud* means, as the context requires—

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

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

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

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

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

## PART 2—ADMINISTRATION

### *Division 1—General*

#### 2.1 Powers and functions of CEO

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

#### 2.2 Plans

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

*Division 2—Right of Burial*

**2.3 Issuing of grants**

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

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

**2.4 Right of holder**

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

**2.5 Renewal of grant**

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

**2.6 Replacement of grant**

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



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

**2.7 Transfer of grant**

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

**2.8 Exercising the rights of holder**

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

**2.9 Board may enter into an agreement for maintenance**

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

**PART 3—APPLICATION FOR INTERMENT**

**3.1 Application for interment permit**

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

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

### **3.2 Applications to be accompanied by certificates etc.**

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

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

### **3.3 Certificate of identification**

- (1) Prior to the dead body being removed to a cemetery, a person who personally knew the deceased shall identify the dead body and shall provide a certificate of identification, unless—
  - (a) in the opinion of the funeral director, the dead body is not in a fit state to be viewed; or
  - (b) after reasonable effort the funeral director is unable to arrange for a person to identify the dead body.
- (2) A funeral director shall provide a certificate, where—
  - (a) in the opinion of the funeral director, the dead body is not in a fit state to be viewed; or
  - (b) after reasonable effort the funeral director is unable to arrange for a person to identify the dead body.

### **3.4 Minimum notice required**

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

### **3.5 Refusal of application**

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

## **PART 4—FUNERALS AND MEMORIAL SERVICES**

### **4.1 Fixing times for interments**

- (1) On receipt of a completed application form and the satisfaction of all other requirements of the Act and this local law, the Board may—
  - (a) approve a time for the interment; and
  - (b) dig or re-open any grave that is required.

- (2) The time approved for an interment is at the discretion of the Board but will be as near as possible to the time requested by the applicant.
- (3) Except with the permission of the Board and subject to such conditions as may be applied, a person shall not carry out a burial—
  - (a) on a Saturday, a Sunday or a public holiday;
  - (b) commencing at any time other than between the hours 9:00 am to 3:00 pm; or
  - (c) to conclude later than 4:00 pm.

#### **4.2 Memorial services or processions**

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

#### **4.3 Processions**

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

#### **4.4 Conduct of interments by the Board**

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

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

### **PART 5—INTERMENTS**

#### **5.1 Requirements for burials**

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

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

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

## **5.2 Requirements for preparation of graves**

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

## **5.3 Requirements for dimensions of graves**

- (1) A person shall not bury a dead body in a cemetery other than in a standard grave, unless that person has the permission of the Board.
- (2) Every grave prepared by the Board shall be dug at least 1800 millimetres deep and shall not exceed 2300 millimetres in depth, unless otherwise determined by the Board.
- (3) Unless otherwise permitted by the Board, a person shall not bury a dead body within a cemetery so that the distance from the top of the coffin or shroud to the original surface of the ground is—
  - (a) subject to paragraph (b), less than 1600 millimetres, unless that person has the permission of an authorised person; or
  - (b) in any circumstances less than 750 millimetres.
- (4) The permission of the Board in subclause (3) shall not be granted unless in the opinion of the authorised person exceptional circumstances require granting of that permission.

#### **5.4 Requirements for disposal of ashes**

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

#### **5.5 Requirements for re-opening a grave**

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

#### **5.6 Requirements for exhumation**

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

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

#### **5.7 Requirements for opening of coffin or removal of shroud**

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

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

#### **5.8 Ashes not to be held by the Board**

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

### **PART 6—APPLICATIONS FOR MEMORIALS**

#### **6.1 Application to place memorial**

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

#### **6.2 Australian War Graves**

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

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

## PART 7—MEMORIALS PERMITTED

### 7.1 Limitation on dimensions of memorials

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

### 7.2 Specification for monument

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

### 7.3 Specification for headstone

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

### 7.4 Specification for memorial plaque base

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

### 7.5 Specification for memorial plaque

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

### 7.6 Specification for gravesite fencing

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

### 7.7 Display of trade names on memorials not allowed

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



### **7.8 Use of wood**

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

## **PART 8—MEMORIALS AND OTHER WORK**

### **8.1 Carrying out memorial work**

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

### **8.2 Removal of sand, soil or loam**

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

### **8.3 Removal of rubbish**

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

### **8.4 Plants and trees**

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

### **8.5 Supervision**

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



## **8.6 Placing of grave ornaments**

A person shall not place vases or other grave ornaments—

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

## **8.7 Hours of work**

Except in accordance with the permission of an authorised person, a person shall not carry out memorial or other work within a cemetery other than between the hours of 8:00 am and 5:00 pm on a business day.

## **8.8 Unfinished work**

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



# **PART 9—GENERAL**

## **9.1 Vehicle access and speed limitation**

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

## **9.2 Animals**

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

## **9.3 Utility services**

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

- (2) The Board may recover from a person the reasonable costs incurred by the Board for the supply to and use of any utility services by that person at a cemetery

#### **9.4 Damaging and removing of objects**

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

#### **9.5 Withered flowers**

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

#### **9.6 Littering and vandalism**

A person shall not—

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

#### **9.7 Advertising**

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

#### **9.8 Signs and directions of the Board**

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



**9.9 Removal from a cemetery**

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

**9.10 Board may close cemetery**

The Board may—

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

**9.11 Offensive matters**

- (1) A person shall not allow or cause to be displayed any offensive materials, wording, symbols or images of any kind, whether as a sign, on a memorial or otherwise visible.
- (2) Where, in the opinion, based on reasonable grounds, of the Board, a person does not comply with subclause (1), the Board may issue a notice under clause 9.12(1).

**9.12 Liability for damage or works required to comply**

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

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

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

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

### **9.13 Offence to fail to comply with notice**

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

### **9.14 Board may undertake requirements of notice**

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

## **PART 10—OFFENCES AND MODIFIED PENALTIES**

### **10.1 General penalties**

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

### **10.2 Modified penalties**

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



**SCHEDULE 1—MODIFIED PENALTIES**

[cl. 10.2(1)]

| <b>Item</b> | <b>Clause</b> | <b>Nature of offence</b>  | <b>Modified Penalty \$</b> |
|-------------|---------------|---|----------------------------|
| 1           | 4.2           | Conducting a memorial service or procession without permission  | 50                         |
| 2           | 5.1           | Failure to obtain approval to bring a dead body into a cemetery                                       | 50                         |
| 3           | 5.2(1)        | Unauthorised digging, preparation or filling of grave   | 50                         |
| 4           | 5.3(1)        | Unauthorised burial of dead body  | 50                         |
| 5           | 5.4(1)        | Unauthorised disposal of ashes  | 50                         |
| 6           | 5.5(1)        | Unauthorised reopening of a grave   | 50                         |
| 7           | 5.6(1)        | Unauthorised exhumation of a coffin or shroud   | 50                         |
| 8           | 5.7           | Unauthorised opening of a coffin or shroud  | 50                         |
| 9           | 7.7           | Use of trade name or mark on a memorial   | 50                         |
| 10          | 7.8           | Unauthorised use of wood on a gravesite   | 50                         |
| 11          | 8.1           | Unauthorised construction of a memorial   | 50                         |
| 12          | 8.2           | Unauthorised use of materials taken from within a cemetery  | 50                         |
| 13          | 8.3           | Failure to remove rubbish and surplus materials   | 50                         |
| 14          | 8.4           | Unauthorised planting of tree or shrub  | 50                         |
| 15          | 8.5           | Failure to comply with direction of authorised person   | 50                         |
| 16          | 8.6           | Unauthorised placing of grave ornaments   | 50                         |
| 17          | 8.7           | Works carried out during unauthorised times   | 50                         |
| 18          | 8.8           | Failure to leave uncompleted works in a tidy and safe condition                                       | 50                         |
| 19          | 9.1(1)        | Driving vehicle other than on vehicular access way or constructed roadways or within designated areas | 50                         |
| 20          | 9.1(2)        | Exceeding speed limit   | 50                         |

|    |         |  |    |
|----|---------|--|----|
| 21 | 9.3     | Interference with utility services                         | 50 |
| 22 | 9.4     | Damaging or removing object                                | 50 |
| 23 | 9.5     | Failure to dispose of withered flowers appropriately       | 50 |
| 24 | 9.6     | Littering or vandalism within a cemetery                   | 50 |
| 25 | 9.7     | Unauthorised advertising and/or trading                    | 50 |
| 26 | 9.8(2)  | Failure to obey sign or lawful direction within cemetery   | 50 |
| 27 | 9.9(2)  | Failure to comply with order to leave cemetery             | 50 |
| 28 | 9.11(1) | Display of offensive materials, wording, symbols or images | 50 |
| 29 | 9.13    | Failure to comply with notice within specified period      | 50 |



**SCHEDULE 2 - INFRINGEMENT NOTICE**

[cl. 10.2(3)]

**Infringement Notice**

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

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

**SCHEDULE 3 – WITHDRAWAL OF INFRINGEMENT L NOTICE**

[cl. 10.2(4)]

**Withdrawal of Infringement Notice**

No. .... Date ..... / ..... / .....

To: <sup>(1)</sup>

Infringement Notice No dated \_\_\_ / \_\_\_ / \_\_\_ for the alleged offence of <sup>(2)</sup>

Penalty <sup>(3)</sup> \$ \_\_\_\_\_ is withdrawn.

(Delete whichever does not apply)

\* No further action will be taken.

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

(Authorised Person)

<sup>(1)</sup> Insert name and address of alleged offender.

<sup>(2)</sup> Insert short particulars of offence alleged.

<sup>(3)</sup> Insert amount of penalty prescribed.

\_\_\_\_\_

Dated ???

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

Harvey Nichols  
Shire President

Roy McClymont  
Chief Executive Officer





## Roy McClymont

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**From:** Adam Ford <adam.ford@dlgsc.wa.gov.au>  
**Sent:** Monday, 6 September 2021 9:12 AM  
**To:** Roy McClymont  
**Subject:** Department Comments - Shire of Meekatharra Cemeteries Local Law 2021

Good afternoon,

Please see the below comments from the department in regards to the Shires Cemeteries local law.

### Shire of Meekatharra Cemeteries Local Law 2021

#### 1. Statutory limits for penalties

Under section 55(1)(p) of the *Cemeteries Act 1986*, the maximum penalties for cemetery local laws are:

- Unmodified penalty – Maximum \$500
- Modified penalty – Maximum \$50

It is suggested that the penalties of the local law should be corrected to comply with the statutory maximums. If this is not done, the non-compliant penalties will potentially be invalid and vulnerable to legal challenge.

#### 2. Minor Edits

- Contents page: Amend the title of Part 2 Division 1 to read "General" instead of "Generals".
- Clause 1.4: Change "Government Gazette" to italics and after "Law" insert "2007".
- Clause 1.5:
  - Defined terms only need to start with a capital letter when they will contain capitals in the local law (e.g. Act, Board, CEO). The capital can be removed for other terms (e.g. Ashes, Burial).
  - In the definition for *authorised person*, remove the italics from "(a)" and "(b)".
- Amend the word "unforeseen" in Clause 2.4(4) to read "unforeseen".
- Amend the word "mater" in Clause 2.4(4) to read "matter".
- Clause 4.3: After "shall if required" insert "by the Board".
- Amend clause 8.1(1) to add a full stop at the end of "6.1" to read "6.1."
- Amend all Clause numbers from 8.1 to 8.8 inclusive so that they are the same font, font size and font color as the clauses before and proceeding them.
- Clause 5.5(2): Insert a full stop at the end of the subclause.
- Clause 8.3: change "carrying out the same" to "carrying out the work".
- Clause 8.7(a): This provision is potentially inconsistent with clause 8.1(4), which states that memorial work must be suspended during a funeral. The Shire may wish to review these clauses and ensure there is no conflict.
- Clause 9.11: It is suggested that the words "based on reasonable grounds" be inserted after the words "opinion".
- Clause 9.11(2): Change "9.13(1)" to "9.12(1)".
- Ensure that all paragraph and subclause designators are the same font size.
- Schedule 1:
  - Item 6 refers to a clause that doesn't seem to exist. The item should be deleted. Alternatively, if the penalty refers to a clause that should exist in the draft, this clause should be added.
  - Item 7: Change "5.6(1)" to "5.5(1)".
  - Item 8: Change "5.7(1)" to "5.6(1)".
  - Item 9: Change "5.8" to "5.7".

The Shire should also ensure that all references and cross references are checked, particularly if any changes are made as a result of the Department's comments.

**Minister's Directions – pursuant to s 3.12(7) of the Local Government Act 1995**

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*.

The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Minister's Directions and Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire's consideration; and
- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire's policies and objectives.

Kind regards,

**Adam Ford**

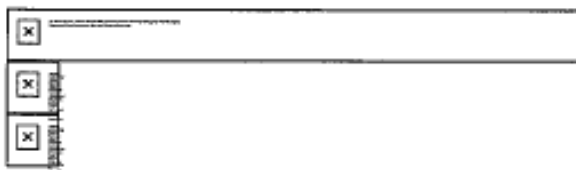
A/Legislation and Statutory Approvals Officer

Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth WA 6000  
PO Box 8349, Perth Business Centre WA 6849



Telephone: (08) 6552 1701

Email: [Adam.Ford@dlgsc.wa.gov.au](mailto:Adam.Ford@dlgsc.wa.gov.au)

Web: [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)



## 9.4. COMMUNITY DEVELOPMENT

|                                |   |  |
|--------------------------------|---|--|
| <b>Title/Subject:</b>          | <b>EXTENSION TO BOUNDARIES OF RESERVE 45111</b>               |  |
| <b>Agenda/Minute Number:</b>   | 9.4.1   |  |
| <b>Applicant:</b>              | Nil   |  |
| <b>File Ref:</b>               | R45111  |  |
| <b>Disclosure of Interest:</b> | Nil   |  |
| <b>Date of Report:</b>         | 10 September 2021   |  |
| <b>Author:</b>                 | Tralee Cable<br>Community and Development<br>Services Manager | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer                      | <br><i>Signature Senior Officer</i> |

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

Council may consider extending the boundaries of the current rubbish tip.

### **Attachments:**

Map including survey points of proposed extended boundaries.

### **Background:**

Council made allocation in the 2020/21 budget to construct a tyre disposal space at the Meekatharra Refuse site. The intended consequence of this was a reduction in the cost to Council of disposing of tyres at Cashmans.

While the proposed tyre disposal area fits within the licensed boundaries, it is preferred the boundaries are further rationalized and extended to allow for future growth prior to the boundary being reached.

### **Comment:**

Extra area for the tyre disposal section at the tip will ensure the location will support the Meekatharra community needs for many years to come. As a bonus, much of the soil dumped within the proposed boundaries is very soft, easy to dig and therefore useful in covering areas of waste within the rubbish tip itself.

### **Consultation:**

Roy McClymont – Chief Executive Officer  
Bill Atyeo – Environmental Health Officer  
Edrick Delfos – HTD Surveyors and Planners

### **Statutory Environment:**

Local Government Act 1995

### **Policy Implications:**

Nil

### **Budget/Financial Implications:**

Nil – to be expended from Capital project tyre disposal

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

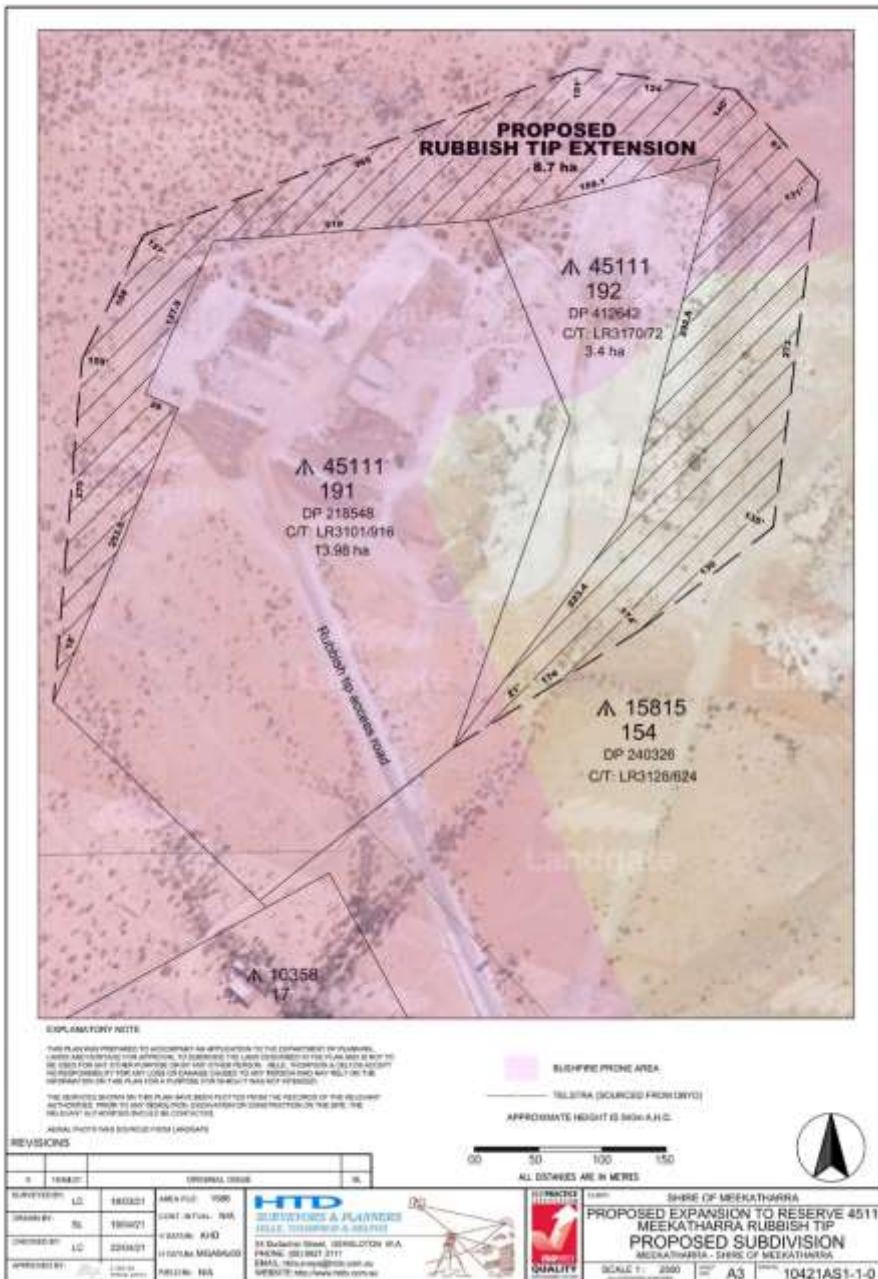
**Officers Recommendation / Council Resolution:**



Moved: Cr DK Hodder

Seconded: Cr MJ Smith

That Council authorises staff to start the processes of extending the boundaries of the Meekatharra Refuse site.

CARRIED 4/0



|                                |   |  |
|--------------------------------|---|--|
| <b>Title/Subject:</b>          | <b>OBJECTION TO P51/3249</b>                                  |  |
| <b>Agenda/Minute Number:</b>   | 9.4.2   |  |
| <b>Applicant:</b>              | Nil   |  |
| <b>File Ref:</b>               | ADM 210   |  |
| <b>Disclosure of Interest:</b> | Nil   |  |
| <b>Date of Report:</b>         | 13/09/2021  |  |
| <b>Author:</b>                 | Tralee Cable<br>Community and Development<br>Services Manager | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer                      | <br><i>Signature Senior Officer</i> |

**Summary/Matter for Consideration:**

Council may consider whether to object to an application for Prospecting License 51/3249

**Attachments:**

Application made by Chris Atkin  
Request for Extension of Time  
Objection to P51/3249

**Background:**

Council received notification by Chris Atkin of an application for a prospecting license on Shire Parks & Recreation Reserve R9469. A copy of this application was included in the information bulletin #1 for September.

**Comment:**

Staff have taken the preemptive action of placing an objection to the grant of the license due to time constraints in place by DMIRS. If required this objection can be removed at any time.

The proposed license crosses the Peace Gorge access road, is directly adjacent to the Landor road and the Horizon Power solar farm.

Concerns that have been anticipated include restriction of access for tourists and community members to Peace Gorge, the possibility of ongoing operations adjacent to the main tourist site for Meekatharra community.

A prospecting license allows the holder to remove up to 500 tonnes of soil from the site without further approval, and with minister approval to remove more. The license can also be converted to a mining lease at a later stage.

Should Council elect to continue with the objection, it is recommended a tenement lawyer be engaged to represent Council in the Wardens Court.

**Consultation:**

Roy McClymont, Chief Executive Officer  
Geoff Pratt, Mining Registrar

**Statutory Environment:**

Local Government Act (1995)  
Mining Act (1978)

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommended Options:**

**Option A**

**That Council authorises staff to engage a tenement lawyer to represent Council in an objection to P51/3249.**

**OR**

**Option B**

**That Council requests the current objection number 631562 be withdrawn.**

**Council Resolution:**

**Moved: Cr PS Clancy**  
**Seconded: Cr MJ Smith**

**That Council adopts Option B as recommended. Council also request that the Department of Mines, Industry, Regulation and Safety consider placing conditions on the prospecting licence 51/3249 to protect the amenity of the Peace Gorge access road.**

**CARRIED 4/0**

WESTERN AUSTRALIA

Oaths, Affidavits and Statutory Declarations Act 2005

STATUTORY DECLARATION

(1) Christian name or names and surname of declarant in full.

(1) Tralee Cable

(2) Address.

(2) 76 Main St, Meekatharra

(3) Occupation.

in the state of Western Australia (3) Community + Development Services manager

sincerely declare as follows:

Requesting extension of time to lodge an objection to: P51/3249.

The notice of application was received when the officer responsible was on leave and the matter was attended to immediately on their return to work.

Extension of Time: 631237  
Lodge Date: 26/08/2021 09:18:00  
Lodge Office: MEEKATHARRA  
Lead Tenement: P 51/3249  
on-6631237



This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular.

This declaration is made under the Oaths, Affidavits and Statutory Declarations Act 2005 at Meekatharra

this 26 day of August 2021

by Tralee Cable

in the presence of Geoffrey Pratt

(4) Ordinary signature of declarant.

(4)



Name of authorised witness and qualification as such witness



## OBJECTION No.

To: The Warden

- (a) Mineral Field affected (a) Mineral Field... Murchison  
The undersigned objects to
- (b) Insert particulars of the matter objected to and mining tenement application affected (b) P 51/3249  
for the following reasons —  
\*encroachment on Parks + Recreation Reserve
- (c) Set out grounds for objection (c) \*Crosses Main Tourist Drive to Caravan Camp Site.  
\*Adjacent to Primary Power generation for Meekatharra Community.
- (d) Particulars of objector:  
(i) Full name (i) Roy William McClymont  
(ii) Residential or business address (ii) 75 Main St Meekatharra 6642  
(iii) Phone / Fax No (iii) 99800600  
(iv) Reference (iv)
- (e) Signature of objector/agent/lawyer (see Note 1) DATED this 26 day of 08 2021  
(e) [Signature] Tracee Cable  
Community + Development Services Mgr  
Shire of Meekatharra
- (f) Address for service of objector/agent/lawyer (f) PO Box 129  
Meekatharra 6642

## OFFICIAL USE

THE MENTION HEARING FOR THE APPLICATION IS TO BE HEARD BEFORE

THE WARDEN at Meekatharra on Wednesday day the 22<sup>nd</sup> day of December2021 at 10 a.m. ~~pm~~ (see Note 2).

Received at ..... a.m. /p.m. on ..... 20.....

  
Mining Registrar

- NOTES 1. If this form is signed by a person who is an employee of the objector, the person must state the person's full name and the position in which the person is employed.
2. A "mention hearing" is an initial hearing where the warden may give directions to the parties, set a hearing date and/or adjourn to a further mention hearing. A party who does not wish to attend in person or by lawyer or agent on the nominated mention hearing date must make written application not less than 7 days before the hearing. Costs may be awarded against a party for non-attendance.

Objection: **631562**  
Lodge Date: 26/08/2021 09:35:00  
Lodge Office: MEEKATHARRA  
Lead Tenement: P 51/3249  
en-6-631062







Government of **Western Australia**  
Department of **Mines, Industry Regulation and Safety**  
Mineral Titles

Our Ref: P51/3249  
Enquiries Trish Ramage  
Ph: 08 9186 8811  
Email: [trish.ramage@dmirs.wa.gov.au](mailto:trish.ramage@dmirs.wa.gov.au)

Chief Executive Officer Shire of Meekatharra  
Via email: [ceo@meekashire.wa.gov.au](mailto:ceo@meekashire.wa.gov.au)

Dear Sir/Madam,

**APPLICATION FOR PROSPECTING LICENCE 51/3174 BY CHRISTOPHER JOHN ATKIN  
SITUATION ON CROWN RESERVE 15815 PARKS AND RECREATION ENCROACHMENT  
75.91%.**

The Mining Act 1978 (Sections 23 to 26) provides that mining may be carried out on certain classes of reserved land with the written consent of the Hon. Minister for Mines and Petroleum. Prior consultation with the responsible Minister and vested authority is required, and their recommendations considered before consent is given.

The Hon Minister for Mines and Petroleum has asked that I obtain from you the comments and recommendation of your Minister with regards to the above application in their capacity as Minister for Water Resources.

I have attached an Appraisal, copy of the application, and a map of the area affected.

I would also draw your attention to the Government's desire to expedite the processing of mining tenement applications, and look forward to any early response.

Kind Regards,

*Trish Ramage*  
For Mining Registrar  
Meekatharra  
9 August 2021

**Meeka Customer Service Officer**

---

**From:** Meekatharra CEO  
**Sent:** Monday, 9 August 2021 1:07 PM  
**To:** Meeka Customer Service Officer  
**Subject:** FW: Referral Letter Reserve - P51/3249  
**Attachments:** Referral Letter Reserve.pdf; P 5103249 Form 21.pdf; QuickAppraisal and Map P51 3249.pdf

Hi Wayne,

Please would you put this through our mail system

Thanks.

**Tralee Cable**

**Acting Chief Executive Officer**

T: (08) 9980 0600 | 75 Main Street, Meekatharra WA 6642

M: 0408951186 | PO box 129, Meekatharra WA 6642

W: [www.meekashire.wa.gov.au](http://www.meekashire.wa.gov.au)



|                             |  |
|-----------------------------|--|
| <b>SHIRE OF MEEKATHARRA</b> |  |
| File No: .....              |  |
| <b>09 AUG 2021</b>          |  |
| Officer: .....              |  |
| Action Req'd: .....         |  |
| Delegated To: .....         |  |



---

**From:** RAMAGE, Trish <Trish.RAMAGE@dmirs.wa.gov.au>  
**Sent:** Monday, 9 August 2021 12:57 PM  
**To:** Meekatharra CEO <ceo@meekashire.wa.gov.au>  
**Subject:** Referral Letter Reserve - P51/3249

Good Afternoon,

Please find attached a referral for P51/3249 by Christopher John Atkins. Situation On Crown Reserve 15815 Parks And Recreation. Encroachment 75.91%.

Regards

**Trish Ramage** | Relieving Tenure Officer  
Resource Tenure Division

**Department of Mines, Industry Regulation and Safety**  
100 Plain Street East Perth WA 6004  
**Tel: +61 8 9222 3653**  
[trish.ramage@dmirs.wa.gov.au](mailto:trish.ramage@dmirs.wa.gov.au) | [www.dmirs.wa.gov.au](http://www.dmirs.wa.gov.au)



Government of **Western Australia**  
Department of **Mines, Industry Regulation and Safety**

*We're working for  
Western Australia.*

Form 21

WESTERN AUSTRALIA

Mining Act 1978

(Secs. 41, 58, 70C, 74, 86, 91, Reg. 64)

**APPLICATION FOR MINING TENEMENT**

|  |  |               |                  |
|--|--|---------------|------------------|
| (a) Type of tenement   | (a) Prospecting Licence  |               | No. P 51/3249    |
| (b) Time & Date marked out (where applicable)  | (b) 17/07/2021 06:01:00  | (c) MURCHISON |                  |
| (c) Mineral Field  |  |               |                  |
| For each applicant:  | (d) and (e)  |               | (f) Shares       |
| (d) Full Name and ACN/ABN  | ATKIN, Christopher John<br>PO BOX 182, MEEKATHARRA, WA, 6642   |               | 100              |
| (e) Address  |  |               |                  |
| (f) No. of shares  |  |               |                  |
| (g) Total No. of shares  | (g) Total 100  |               |                  |
| DESCRIPTION OF GROUND APPLIED FOR:<br>(For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.) | (h) Meekatharra West<br>(i) Datum is GDA94 Zone 50s 647574E - 7058828N<br>(j) Thence to 647208E - 7057902N<br>Thence to 647498E - 7057798N<br>Thence to 647466E - 7057702N<br>Thence to 647059E - 7057470N<br>Thence to 645532E - 7057947N<br>Thence to 645282E - 7057113N<br>Thence to 644877E - 7057242N<br>Thence to 645102E - 7057947N<br>Back to Datum 647574E - 7058828N |               |                  |
| (h) Locality   |  |               |                  |
| (i) Datum Peg  |  |               |                  |
| (j) Boundaries   |  |               |                  |
| (k) Area (ha or km <sup>2</sup> )  | (k) 177.00000 HA   |               |                  |
| (l) Signature of applicant or agent (if agent state full name and address)   | (l) <i>Trent King</i><br>PO BOX 395, MEEKATHARRA, WA, 6642   |               | Date: 19/07/2021 |

**OFFICIAL USE**

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 23rd day of August 2021 (See Note 4).

Where an objection to this application is lodged the hearing will take place on a date to be set.

|             |             |    |         |      |              |
|-------------|-------------|----|---------|------|--------------|
| Received at | 15:01:38    | on | 19 July | 2021 | with fees of |
| Application | \$393.00    |    |         |      |              |
| Rent        | \$584.10    |    |         |      |              |
| TOTAL       | \$977.10    |    |         |      |              |
| Receipt No: | 15380902591 |    |         |      |              |

**Mining Registrar**

**NOTES**

**Note 1: EXPLORATION LICENCE**

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

**Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE**

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

**Note 3: GROUND AVAILABILITY**

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:  
(a) public plan search; (b) register search; (c) ground inspection.

**Note 4: ALL APPLICATIONS OVER PRIVATE LAND**

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.



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APPRAISAL ID: P 51/3249

Tenement Status: Pending Boundary Type: Applied for  
Holder/Applicant: ATKIN, Christopher John  
Markout Date: 17/07/2021 06:01:00  
Lodgement Date: 19/07/2021 15:01:38  
Object Area: 175.94 Ha. Centroid: (26° 35' 29" S, 118° 28' 12" E )  
Appraisal Options: Admin Boundaries Affected, Land Affected, Services/Infrastructure Affected

ADMINISTRATION BOUNDARIES AFFECTED

| Name                              | Type                     | Encroached Area | Encroached Percentage |
|-----------------------------------|--------------------------|-----------------|-----------------------|
| KYARRA                            | Land District            | 175.9445HA      | 100%                  |
| NORTH WEST LAND DIVISION          | Land Division            | 175.9445HA      | 100%                  |
| MEEKATHARRA SHIRE                 | LGA (Shire) Boundaries   | 175.9445HA      | 100%                  |
| MURCHISON M F MEEKATHARRA DIST 51 | Mineral Field Boundaries | 175.9445HA      | 100%                  |

TENEMENTS AFFECTED (NOT SELECTED)

DEAD TENEMENTS AFFECTED (NOT SELECTED)

LAND AFFECTED

| Land ID                 | Purpose/Name  | Land Type             | Responsible Agency/Vesting  | Encroached Area | Encroached Percentage |
|-------------------------|---|-----------------------|---|-----------------|-----------------------|
| R 15815                 | "C" CLASS RESERVE PARKS & RECREATION                      | Reserve               | RA:DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD) VEST: SHIRE OF MEEKATHARRA | 133.5651HA      | 75.91%                |
| R 9469                  | "C" CLASS RESERVE COMMON                                  | Reserve               | RA:DEPARTMENT OF PLANNING, LANDS AND HERITAGE (SLSD) VEST: SHIRE OF MEEKATHARRA | 42.3359HA       | 24.06%                |
| Landor Meekatharra Road | Road Reserves   | Reserve               | Department of Planning, Lands and Heritage                                      |                 |                       |
| GWA 15                  | GROUNDWATER AREA EAST MURCHISON                           | Special Category Land | Dept. of Water and Environmental Regulation                                     | 175.9445HA      | 100%                  |
| MZ 2                    | MINERALISATION ZONE, NON SECTION 57(2AA) SOUTHERN SECTION | Special Category Land | Dept. of Mines, Industry Regulation and Safety                                  | 175.9445HA      | 100%                  |
| S57 5 MEEKATHARRA       | Section 57 (4)  | Special Category Land | Dept. of Mines, Industry Regulation and Safety                                  | 175.9445HA      | 100%                  |



QUICK APPRAISAL DISCLAIMER: This report has been compiled from various data sources received from a number of agencies and with information supplied by applicants for mining tenements. No responsibility is accepted for any error or omission. The Commonwealth of Australia (c) 2002. Rough Geotitles Australia and Department of Defense maintain copyright over their parts of the topographic data it has provided for display in TONGRAPH. Users wishing to use this data in its unaltered form should contact Geotitles Australia at www.ga.gov.au. Confirmation of the extent and composition of any Native Title Claims should be sought from the Native Title Services Language. Tenement does not identify any land that has been alienated from the Crown before 1 January 1999 and a search of title records should be carried out through Landgate to identify this category of land. Land alienated from the Crown prior to 1 January 1999 may be open for mining only in respect to gold, silver and precious metals.

APPRAISAL ID: P 51/3249

**Tenement Status:** Pending                      **Boundary Type:** Applied for  
**Holder/Applicant:** ATKIN, Christopher John  
**Markout Date:** 17/07/2021 06:01:00  
**Lodgement Date:** 19/07/2021 15:01:38  
**Object Area:** 175.94 Ha.                      **Centroid:** (26° 35' 29" S, 118° 28' 12" E )  
**Appraisal Options:** Admin Boundaries Affected, Land Affected, Services/Infrastructure Affected

NATIVE TITLE AREAS AFFECTED (NOT SELECTED)

PETROLEUM/GEOTHERMAL TITLES AFFECTED (NOT SELECTED)

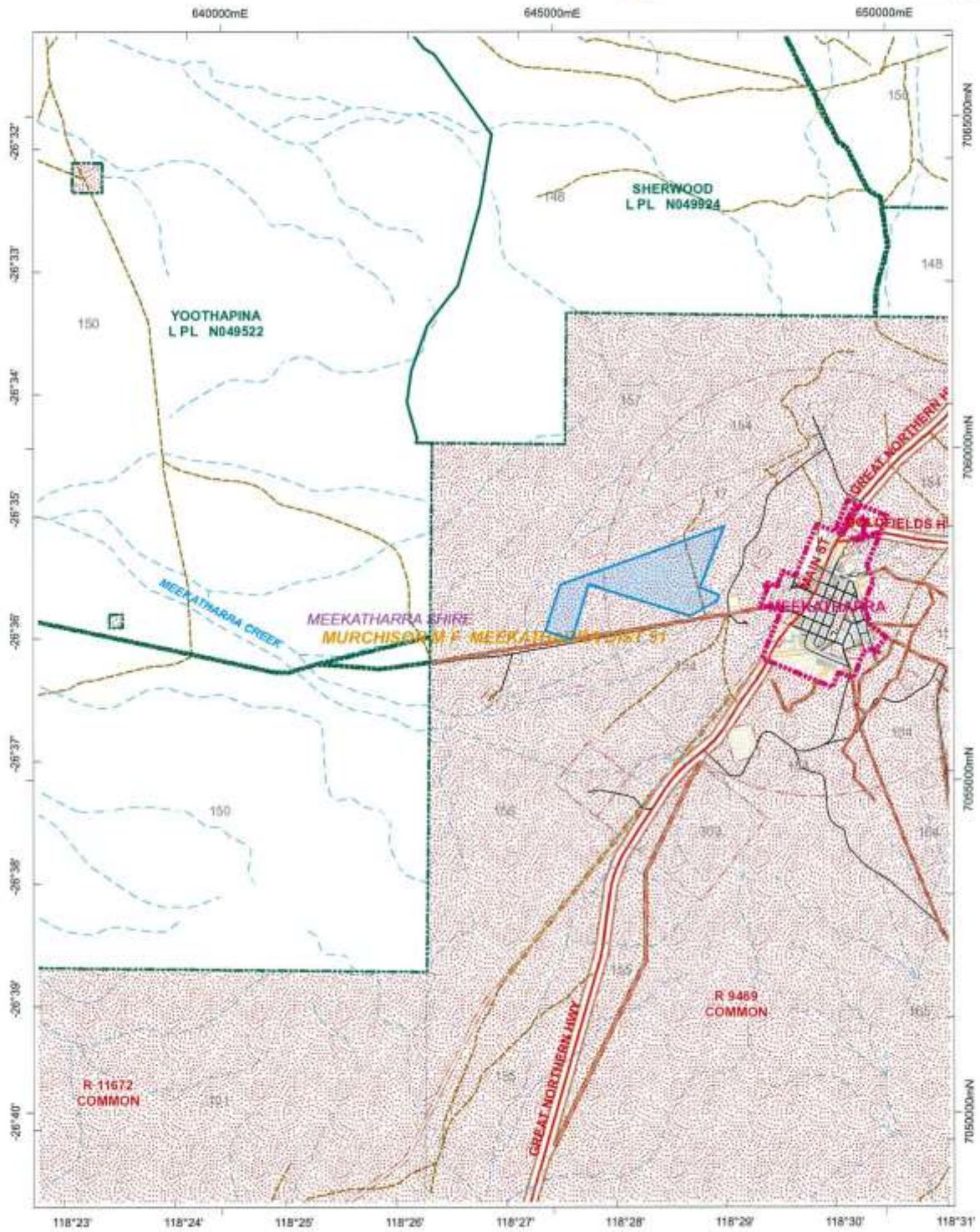
SERVICES / INFRASTRUCTURE AFFECTED

| Count | Layer                      | Description                   |
|-------|----------------------------|-------------------------------|
| 1     | Mines and Mineral Deposits | Susan Jane,Susan Jane, (Shut) |
|       | Abandoned Mines Inventory  | S0140503                      |
|       | Abandoned Mines Inventory  | S0140747                      |
|       | Abandoned Mines Inventory  | S0141171                      |
|       | Abandoned Mines Inventory  | S0143298                      |
| 1     | Road Network               | Track                         |
| 1     | Survey Traverse Line       | FB C.C. LOWE 2                |
| 1     | Watercourse Line           |                               |

---END OF REPORT---



-  Pending Application
-  Live Tenement
-  Application over Live Tenement



This data has been compiled from various data sources received from a number of agencies and is intended to be used for planning purposes only. It is not intended to be used for any other purpose. The Department of Mines, Industry Regulation and Safety is not responsible for any errors or omissions in this data. The Department of Mines, Industry Regulation and Safety is not responsible for any errors or omissions in this data. The Department of Mines, Industry Regulation and Safety is not responsible for any errors or omissions in this data.

Scale: 1:72,224



**9.5. HEALTH BUILDING AND TOWN PLANNING**

Nil

**9.6. WORKS AND SERVICE**

Nil

**9.7. CONFIDENTIAL ITEMS**

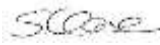

Moved: Cr MJ Smith  
Seconded: Cr DK Hodder

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

CARRIED 4/0

**CONFIDENTIAL ITEM**

Deals with the personal affairs of any person  
Local Government Act 1995 Sections 5.23 (2) (b)

|                                |   |
|--------------------------------|---|
| <b>Title/Subject:</b>          | <b>REQUEST FOR A6076 RATES WRITE-OFF</b>  |
| <b>Agenda/Minute Number:</b>   | 9.7.1   |
| <b>Applicant:</b>              | Ian Black   |
| <b>File Ref:</b>               | A6076 + A6077   |
| <b>Disclosure of Interest:</b> | Nil   |
| <b>Date of Report:</b>         | 9 September 2021  |
| <b>Author:</b>                 | Svenja Clare<br>Finance Officer   |
|                                | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer  |
|                                | <br><i>Signature Senior Officer</i> |

**Summary/Matter for Consideration:**

Council to consider writing off the outstanding balance on an assessment.

**Officers Recommendation / Council Resolution:**

Moved: Cr MJ Smith  
Seconded: Cr DK Hodder



That Council authorise staff to write off \$872.92 on A6076 given the unique circumstances of this matter.

CARRIED 4/0

# CONFIDENTIAL ITEM

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

Local Government Act 1995 section 5.23 (2) (c)

|                                |   |  |
|--------------------------------|---|--|
| <b>Title/Subject:</b>          | <b>TENDER – PAVEMENT WORKS AT THE AIRPORT</b>                 |  |
| <b>Agenda/Minute Number:</b>   | 9.7.2   |  |
| <b>Applicant:</b>              | Nil   |  |
| <b>File Ref:</b>               | RFT21/22-1  |  |
| <b>Disclosure of Interest:</b> | Nil   |  |
| <b>Date of Report:</b>         | 10 September 2021   |  |
| <b>Author:</b>                 | Tralee Cable<br>Community and Development<br>Services Manager | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer                      | <br><i>Signature Senior Officer</i> |

## Summary/Matter for Consideration:

Council may consider the criteria for awarding the contract for pavement works at the airport.

## Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy  
Seconded: Cr DK Hodder

That Council authorises staff to start the processes to invite tenders for the provision of Pavement Repairs at the Meekatharra Airport with the criteria for deciding the tenders being based on the following:

|  |             |
|--|-------------|
| Price  | 30%         |
| Capacity, Skills, Experience and achieving time schedule,<br>based on recommendations by GHD | 70%         |
| <b>Total</b>   | <b>100%</b> |

**CARRIED 4/0**

Moved: Cr MJ Smith  
Seconded: Cr DK Hodder

That the meeting be opened to the public.

**CARRIED 4/0**



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

Moved: Cr DK Hodder  
Seconded: Cr PS Clancy

That the urgent new business be discussed.

**CARRIED 4/0**



|                                |   |  |
|--------------------------------|---|--|
| <b>Title/Subject:</b>          | <b>ASHBURTON DOWNS AND TANGADEE ROADS –<br/>RESTRICTED ACCESS VEHICLE NETWORK<br/>AMENDMENT REQUEST</b> |  |
| <b>Agenda/Minute Number:</b>   | 10.1  |  |
| <b>Applicant:</b>              | Main Roads WA – Heavy Vehicle Services  |  |
| <b>File Ref:</b>               | RD 067, RD 063  |  |
| <b>Disclosure of Interest:</b> | Nil   |  |
| <b>Date of Report:</b>         | 16 September 2021   |  |
| <b>Author:</b>                 | Roy McClymont<br>Chief Executive Officer  | <br><i>Signature of Author</i>      |
| <b>Senior Officer:</b>         | Roy McClymont<br>Chief Executive Officer  | <br><i>Signature Senior Officer</i> |

**Summary/Matter for Consideration:**

Council may consider a request from Main Roads WA to amend the Restricted Access Vehicle (RAV) ratings on Ashburton Downs Road and Tangadee Road.

**Attachments:**

Emails from/to Main Roads WA Heavy Vehicle Services 9/6/21 to 8/9/21

Copies of information provided by Main Roads:

- Performance Based Standards (PBS) Benefits
- Factsheet PBS 60 metre Road Trains
- WA PBS Audit Framework
- 60 metre Road Train Signage Specifications

Copy of RAV network TD 5.3 vehicle category (for reference purposes).

**Background:**

Abra Mining Pty Ltd have been establishing their mine site just south of the Tangadee Road turnoff on Ashburton Downs Road.

Council has provided Abra with conditions for maintaining the Ashburton Downs Road and a deed incorporating these conditions is still being finalised. This has been a protracted, time consuming and rather frustrating process.

Last time Council considered (May 2020) a Mining RAV application from Abra Mining for Ashburton Downs Road it made the following resolution:

*“That Council supports the application to amend Ashburton Downs – Meekatharra Road (from 0 SLK to 185.19 SLK (Tangadee Road Turnoff)) to RAV Network Tandem Drive Concessional Network N10.3 and Tri Drive Concessional Network TD 5.3 and requires the following conditions to be applied to the networks;*

1. *Maximum Speed: 60 kmh*
2. *80 kmh is permitted on sealed sections of the road*
3. *No operation on unsealed road segment when visibly wet, without road owner's approval. (CV7)*
4. *All operators must carry current written approval from the road asset owner permitting use of the road. (CA07)*

*Conditions 1 to 3 are to apply to all RAV networks. Condition 4 is to apply to all Tri Drive Networks and Tandem Drive Networks rated N9.2 and higher.”*

**Comment:**

The requested change is from the logistics company Qube and is requested for the haulage task once the Abra Mine is in production and hauling product (which is anticipated to start early in 2023).

The network system means that once approval is given for truck configuration to use a road the approval applies to the road itself (not the company or haulage contractor). Therefore once approved any number of approved trucks can use the road provided they comply with the conditions imposed by Main Roads. Hence the importance of including condition CA07.

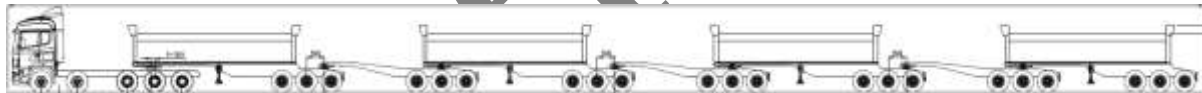
Main Roads seek Councils comment on the request.

Specifically, the request is to:

- Add PBS 4B to the approved network on Ashburton Downs Road (0.00 to 185.19 SLK). The access currently approved is RAV 10, 10.3, TD5 and TD5.3.
- Add RAV 10, 10.3, TD5, TD 5.3 and PBS 4B to the approved network on Tangadee Road (0.00 to 6.45 SLK). The access currently approved is RAV 9.

PBS vehicles have a number of additional safety features. On gravel roads it is argued that the fewer road train trucks travelling on the road the better notwithstanding that the PBS vehicles are longer.

The request is for PBS 4B vehicles to be permitted. These are 60 metre long Super Quad Road Trains in the following configuration:



The recommendation is to support the application and request the standard conditions in the above-mentioned Council resolution (from May 2020) along with some other potentially relevant conditions. Council can consider the conditions listed and remove any it believes are unnecessary. The conditions listed are standard Main Roads RAV Network Access Conditions.

**Consultation:**

Main Roads Heavy Vehicle Services  
CR Harvey Nichols

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

That Council supports the application to:

- Add PBS 4B to the approved network on Ashburton Downs Road (0.00 to 185.19 SLK)
- Add RAV 10, 10.3, TD 5, TD 5.3 and PBS 4B to the approved network on Tangadee Road (0.00 to 6.45 SLK) and;

requires the following conditions to be applied to the networks:

1. Maximum Speed: 60 km/h on unsealed sections of road.
2. 80 km/h maximum is permitted on sealed sections of the road.
3. No operation on unsealed road segment when visibly wet, without road owner's approval. (CV7)
4. Current written support from the Road Asset Owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request. (CA07)
5. Headlights to be switched on in the dipped position at all times. (CV18)
6. When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover. (CA36)
7. Direct radio contact must be maintained with other RAV's (and other vehicles) to establish their position on or near the road (suggested UHF channel 40)

Conditions 1 to 3 are to apply to all RAV networks. Conditions 4 to 7 are to apply to all PBS, Tri Drive Networks and Tandem Drive Networks rated N9.2 and higher.

**Council Resolution:**

Moved: Cr DK Hodder  
Seconded: Cr PS Clancy

Council adopt the recommendation as presented but change item 6 to “When travelling at night, the RAV must display an amber flashing warning light on the prime mover and rear trailer (CA36)”

CARRIED 4/0

## Roy McClymont

---

**From:** GODFREY Billie (HVSO) <billie.godfrey@mainroads.wa.gov.au>  
**Sent:** Wednesday, 8 September 2021 3:20 PM  
**To:** Roy McClymont  
**Cc:** Roy McClymont  
**Subject:** MRWA191101 - Qube Bulk - 60m - Quad Road Train PBS - Request road owner support - urgent request

**Importance:** High

Hi Roy

I am following up on the below request regarding support for PBS 60m Quad from the Shire of Meekatharra.

The roads have been found to be suitable on previous RAV Assessments and are compliant with the Standard Guidelines.

Below is information you have requested and hope this assists in an expedient reply.

### SAFETY

PBS 60 metre road trains are designed, manufactured, certified and maintained to meet rigorous safety performance standards. Prescriptive 53.5 metre road trains are only required to meet specified mass and dimension limits. Most prescriptive 53.5 metre road trains will not meet the rigorous PBS standards. Due to the PBS 60 metre road trains being specifically designed to meet rigorous safety performance standards, they have a much lower risk of rollover, have better braking performance and have much less rear trailer sway than prescriptive 53.5 metre road trains.

---

### SAFETY FEATURES

In addition to meeting rigorous safety performance standards, it is also a mandatory requirement for prime movers in PBS 60 metre road trains to be fitted with Antilock Braking Systems (ABS) or Electronic Braking Systems (EBS), and for the trailers to be fitted with Trailer Electronic Braking Systems (TEBS) with Rollover Stability Controls (RSC). These systems ensure stability under braking and further reduce rollover risk. To ensure other road users are aware of the additional length of the PBS 60 metre road trains, they are required to be fitted with special signage on the rear.

### LENGTH

Although the vehicle combinations are longer, the swept path of the PBS 60 metre roads is comparable to the 53.5 metre design vehicle used for conducting road designs and route assessments. Therefore, as PBS 60 metre road trains are only approved to operate on existing 53.5 metre routes, there is no requirement for intersection upgrades to accommodate the longer road trains. The PBS 60 metre road trains are restricted to 90 km/h to ensure optimum safety performance.

### COMPLIANCE MONITORING

PBS 60 metre road trains are all fitted with in-vehicle telematics systems that are monitored by a third party service provider who are certified by Transport Certification Australia (TCA). The in-vehicle telematics system monitors the vehicle's speed and location. If the vehicle exceeds the allowable speed or travels on a non-approved route, non-conformance reports are sent to Main Roads via TCA. The in-vehicle telematics systems are also used by the transport companies to monitor driver behaviour and geo-fence areas requiring particular attention, such as known rollover hotspots, town sites, roadworks etc.

### AUDITING

Main Roads administers an audit regime on PBS 60 metre road trains to ensure they are appropriately maintained and continue to perform to a high standard.

### TRAFFIC IMPACT

There is often a misperception that the type of vehicle being used influences the transport task. However, in reality the transport task is determined by product demand and production output. As such, if PBS 60 metre road trains are used for a given transport task, instead of prescriptive 53.5 metre road trains, there would be a reduction in vehicle movements due to the additional payload capacity of the PBS 60 metre road trains. This in turn reduces risk exposure. Although the PBS 60 metre road trains are slightly longer than prescriptive 53.5 metre road trains, the impacts of the additional length are outweighed by the safety benefits and improved performance.

#### ENVIRONMENTAL AND HEALTH

The higher productivity PBS 60 metre road trains are able to perform the transport task in fewer journeys than a prescriptive 53.5 metre road train, which results in reduced harmful emissions. Further to this, the PBS approved vehicles generally consist of newer prime movers, which have improved emission ratings.

#### PRODUCTIVITY AND EFFICIENCY

There are clear productivity benefits associated with PBS 60 metre road trains. Current operators of the PBS 60 metre road trains have reported significant productivity and efficiency benefits of up to 25% taking into account the reduced number of journeys and reduced loading / unloading times. This improved efficiency also provides cost savings due to less fuel consumption.

Thanks Roy and look forward to hearing from you very soon.

Should you require any additional information, please feel free to contact Network Access on 138 486 or [hvsnetworkaccess@mainroads.wa.gov.au](mailto:hvsnetworkaccess@mainroads.wa.gov.au).

Kind regards

**Billie Godfrey**  
Heavy Vehicle Services Officer  
Heavy Vehicle Services  
p: 138 486  
w: [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



**From:** Roy McClymont <[executive@meekashire.wa.gov.au](mailto:executive@meekashire.wa.gov.au)>

**Sent:** Friday, 16 July 2021 2:38 PM

**To:** GODFREY Billie (HVSO) <[billie.godfrey@mainroads.wa.gov.au](mailto:billie.godfrey@mainroads.wa.gov.au)>

**Subject:** RE: MRWA191101 - Qube Bulk - 4B 60m - Quad Road Train PBS - Request road owner support - supporting benefits of PBS

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Hi Billie

Thanks very much for the information.

Have HVS assessed the roads geometric and safety compliance for the requested vehicles (eg. are existing corners, curves etc suitable for these vehicles) ?

Kind regards

Roy

**Roy McClymont**

**Chief Executive Officer**

T: (08) 9980 0600 | 75 Main Street, Meekatharra WA 6642

M: 0417 989 076 | PO box 129, Meekatharra WA 6642

W: [www.meekashire.wa.gov.au](http://www.meekashire.wa.gov.au)



**From:** GODFREY Billie (HVS0) <[billie.godfrey@mainroads.wa.gov.au](mailto:billie.godfrey@mainroads.wa.gov.au)>

**Sent:** Monday, 12 July 2021 10:22 AM

**To:** Roy McClymont <[executive@meekashire.wa.gov.au](mailto:executive@meekashire.wa.gov.au)>

**Subject:** MRWA191101 - Qube Bulk - 4B 60m - Quad Road Train PBS - Request road owner support - supporting benefits of PBS

Hi Roy

My sincere apologies but it seems I didn't receive your initial email. We have had some system changes of late.

Please see below a link to our website with vast information regarding Performance Base Standards (PBS). I have also attached for your convenience, some information regarding the benefits and facts.

Should you require any additional information, please feel free to contact Network Access on 138 486 or [hvsnetworkaccess@mainroads.wa.gov.au](mailto:hvsnetworkaccess@mainroads.wa.gov.au).

Kind regards

**Billie Godfrey**

Heavy Vehicle Services Officer

**Heavy Vehicle Services**

p: 138 486

w: [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



**From:** Roy McClymont <[executive@meekashire.wa.gov.au](mailto:executive@meekashire.wa.gov.au)>

**Sent:** Friday, 9 July 2021 2:11 PM

**To:** GODFREY Billie (HVS0) <[billie.godfrey@mainroads.wa.gov.au](mailto:billie.godfrey@mainroads.wa.gov.au)>

**Subject:** RE: MRWA191101 - Qube Bulk - 4B 60m - Quad Road Train PBS - Request road owner support

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Hi Billie

Further to my email below;

What was involved in the PBS assessment of the roads?

May I have a copy of that assessment please? (Specifically for our Meekatharra Roads; Tangadee Road and Ashburton Downs Road).

Cheers

Roy

**Roy McClymont**  
Chief Executive Officer  
T: (08) 9980 0600 | 75 Main Street, Meekatharra WA 6642  
M: 04 17 989 076 | PO box 129, Meekatharra WA 6642  
W: [www.meekashire.wa.gov.au](http://www.meekashire.wa.gov.au)



**From:** Meekatharra CEO  
**Sent:** Wednesday, 9 June 2021 3:53 PM  
**To:** 'GODFREY Billie (On Leave)' <[billie.godfrey@mainroads.wa.gov.au](mailto:billie.godfrey@mainroads.wa.gov.au)>  
**Subject:** RE: MRWA191101 - Qube Bulk - 4B 60m - Quad Road Train PBS - Request road owner support

Hi Billie

Thanks for the request. I hope all is well for you !

Do you know of any safety studies that have been done on road trains using unsealed roads (is longer and bigger loads better?).

There will be fewer trucks on the road using super quads but how much do the risks of accidents increase with the increased length of truck?

I guess it is just very dangerous whichever way we go? (It is virtually impossible to safely pass a road train on unsealed roads – due to the dust (very poor vision) and tyres slipping on the loose surface).

Cheers

Roy

**Roy McClymont**  
Chief Executive Officer  
T: (08) 9980 0600 | 75 Main Street, Meekatharra WA 6642  
M: 04 17 989 076 | PO box 129, Meekatharra WA 6642  
W: [www.meekashire.wa.gov.au](http://www.meekashire.wa.gov.au)



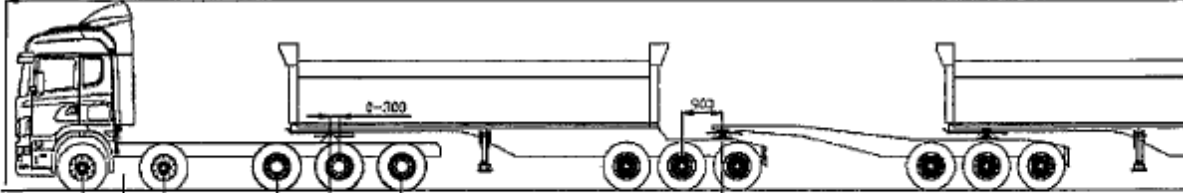
**From:** GODFREY Billie (On Leave) <[billie.godfrey@mainroads.wa.gov.au](mailto:billie.godfrey@mainroads.wa.gov.au)>  
**Sent:** Wednesday, 9 June 2021 2:53 PM  
**To:** Meekatharra CEO <[ceo@meekashire.wa.gov.au](mailto:ceo@meekashire.wa.gov.au)>; Meeka Customer Service Officer <[cso@meekashire.wa.gov.au](mailto:cso@meekashire.wa.gov.au)>; [ceo@eastpilbara.wa.gov.au](mailto:ceo@eastpilbara.wa.gov.au); [admin@eastpilbara.wa.gov.au](mailto:admin@eastpilbara.wa.gov.au); [council@cpb.wa.gov.au](mailto:council@cpb.wa.gov.au); HERBERT Peter (NOM) <[peter.herbert@mainroads.wa.gov.au](mailto:peter.herbert@mainroads.wa.gov.au)>; ELLIS Peter (NOM)

<peter.ellis@mainroads.wa.gov.au>

**Subject:** MRWA191101 - Qube Bulk - 4B 60m - Quad Road Train PBS - Request road owner support

Good afternoon,

Heavy Vehicle Services (HVS) has received a 60 metre Super Quad Road Train Performance Based Standard (PBS) Scheme Vehicle Access Approval application, requesting Level 3 Mass (23.5t for tri axle groups and 28.5 tonnes for quad axle groups). We are seeking your comment for the road specified below to be added to the following networks/ approved routes:



| Road Name              | Road Number | Start Point         | Start SLK | End Point              | End SLK | Access Currently Approved       | Support Required  |
|------------------------|-------------|---------------------|-----------|------------------------|---------|---------------------------------|---|
| Wodgina Access Rd      | 8120059     | Great Northern Hwy  | 0.00      | Pippingarra Access Rd  | 8.56    | RAV 7, 7.3, TD4, TD4.3          | RAV 10, 10.3, TD5, TD5.3 PBS 4B   |
| Pippingarra Access Rd  | 812Z024     | Wodgina Access Rd   | 12.52     | Pippingarra Access Rd  | 12.62   | RAV 7, 7.3, TD4, TD4.3          | RAV 10, 10.3, TD5, TD5.3 PBS 4B   |
| Goulds Rd              | 5051180     | Driveway access     | 2.20      | Geraldton Mt Magnet Rd | 3.52    | RAV 10, 10.3, TD5, 5.3 & PBS 4B | HVS is not seeking road owner support for this section of road as it is currently approved on PBS 4B network (60m). This is to show network connectivity.                           |
| Geraldton Mt Magnet Rd | H050        | Abattoir Rd         | 12.40     | Great Northern Hwy     | 335.00  | RAV 10, 10.3, TD5, 5.3 & PBS 4B | HVS is not seeking road owner support for SLK 0.00 to 216.28 as it is currently approved on PBS 4B network (60m). This is to show network connectivity. SLK 216.28 to 335.00 PBS 4B |
| Great Northern Hwy     | H006        | Munjina-Roy Hill Rd | 1357.12   | Utah Point Rd          | 1604.68 | RAV 10, 10.3, TD5, 5.3 & PBS 4B | HVS is not seeking road owner support for this section of road as it is currently   |



|                               |         |                                 |                    |              |        |                        |  |
|-------------------------------|---------|---------------------------------|--------------------|--------------|--------|------------------------|--|
|                               |         |                                 |                    |              |        |                        | approved on PBS 4B network (60m). This is to show network connectivity |
| Tangadee Rd                   | 7030063 | Ashburton Dwns - Meekatharra Rd | 0.00               | Mine Haul Rd | 6.45   | RAV 9                  | RAV 10, 10.3, TD5, TD5.3 PBS 4B  |
| Ashburton Downs - Meekatharra | 7030067 | 0.00                            | Great Northern Hwy | Tangadee Rd  | 185.19 | RAV 10, 10.3, TD5, 5.3 | PBS 4B   |

HVS has undertaken a PBS assessment of these roads, which have been found suitable for the proposed vehicle combination.

The PBS scheme offers potential for heavy vehicle operators to achieve higher productivity and improved safety through innovative vehicle designs. There are many benefits in providing access for PBS vehicles. Some of these benefits include:

- Braking capability and vehicle stability is improved with a mandatory requirement in WA for Electronic Braking Systems (EBS) and Rollover Stability Systems (RSS), which is not a requirement on conventional road trains.
- PBS vehicles are often height restricted, which is determined by the PBS assessment which further reduces the rollover risk and improves overall stability.
- PBS vehicles are subject to stringent axle spacing requirements, reducing the impact on the road infrastructure
- PBS vehicles reduce the number of vehicle movements compared to conventional heavy vehicles which overall reduces congestion and the crash risk exposure.

The [PBS Benefits](#) information sheet, available on the HVS website provides further details on these benefits.

Please email your response to [hvsnetworkaccess@mainroads.wa.gov.au](mailto:hvsnetworkaccess@mainroads.wa.gov.au) by 10<sup>th</sup> July 2021.

PBS vehicle designs are confidential and must not be forwarded to any other party. If you have any queries relating to this application, please contact either Network Access or the applicant Chris Campbell (0419 030 800) as opposed to any third party.

If you have any questions relating to the different PBS Approved Routes or would like further information on PBS, please feel free to contact Network Access on 138 486 or [hvsnetworkaccess@mainroads.wa.gov.au](mailto:hvsnetworkaccess@mainroads.wa.gov.au).

Kind regards

**Billie Godfrey**  
Heavy Vehicle Services Officer  
**Heavy Vehicle Services**  
p: 138 486  
w: [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au)



# Performance Based Standards (PBS) Benefits

## PBS Overview

The Performance Based Standards (PBS) Scheme offers potential for heavy vehicle operators to achieve higher productivity and improved safety through innovative vehicle designs. The PBS Scheme focuses on how well a vehicle performs on the road, by assessing the particular vehicle design against a set of safety standards, rather than assessing a vehicle based on prescriptive limits.

## Vehicle Safety

Austrroads published a report on *Quantifying the Benefits of High Productivity Vehicles*. The report found that if the overall freight task was completed by PBS vehicles rather than conventional heavy vehicles, a reduction in heavy vehicle crashes of 66% would be expected.

A crash rate reduction of between 57% and 85% was observed for all four of the examined severity ranks (minor, moderate, serious and major), resulting in an estimated saving of 96 lives by 2030, valued in the order of \$156 million by 2030.



PBS vehicles are specifically designed to achieve improved safety outcomes and the PBS assessment ensures the vehicles meet a minimum safety performance standard, as outlined in the *PBS Assessment Rules and Standards*.

Each PBS vehicle is certified to ensure it meets the particular PBS design specifications, as opposed to conventional road trains that consist of any licensed prime mover and trailer coupled together.

The PBS vehicles are then permitted as a specific combination to ensure the vehicle is operating in the safest configuration, i.e. the positioning of each trailer is specified and they cannot be repositioned unless assessed and approved.



Further checks are conducted on PBS vehicles to ensure the most appropriate towing vehicles are used and appropriate components are used, such as sufficiently rated tow couplings and specific category of tyres.

Braking capability and vehicle stability is also improved on PBS vehicles with the mandatory requirement in WA for Electronic Braking Systems (EBS) with Rollover Stability System (RSS), which is not a requirement on conventional road trains.

PBS vehicles are often height restricted, which is determined by the PBS assessment, as opposed to conventional road trains that are allowed up to 4.6 metres in height under regulation. This further reduces the rollover risk of PBS vehicles and improves overall stability due to the reduced load height centre of gravity.



## Pavement & Bridge Impact

PBS vehicles are not considered to cause additional road wear compared to conventional heavy vehicles.

Higher productivity PBS vehicles have the same maximum axle loads as conventional heavy vehicles, but have more axle groups to carry a higher payload.

Even though a higher productivity PBS vehicle may have a greater Equivalent Standard Axle (ESA) calculation than a conventional heavy vehicle, the increased payload means fewer PBS vehicle movements would be required to complete any given transport task, resulting in less pavement damage (fewer individual axle loads) than if the transport task was completed with a higher number of conventional heavy vehicles.

In addition, PBS vehicles approved under the WA PBS Scheme are subject to more stringent axle spacing requirements, which further reduce the impact on the road infrastructure.

## Productivity & Efficiency

There are clear productivity benefits associated with PBS vehicles. Current operators of high productivity PBS vehicles have reported significant productivity and efficiency benefits of up to 25%, taking into account the reduced number of journeys and reduced loading / unloading times.



Even with the larger high productivity vehicles, the improved efficiency of the PBS vehicles has also been reported to provide cost savings due to less fuel consumption.

## Traffic

Higher productivity PBS vehicles reduce the number of vehicle movements for a given transport task compared to conventional heavy vehicles, which reduces congestion and the crash risk exposure.

Although PBS vehicles are often slightly longer than conventional heavy vehicles, the safety benefits outweigh any negative concerns, particularly as the length differential is no greater than for the various conventional heavy vehicle categories.

## Environment

A higher productivity PBS vehicle is able to perform the transport task in fewer journeys than a conventional heavy vehicle, which results in reduced carbon emissions.

Further to this, the PBS approved vehicles generally consist of newer prime movers, which have improved emission ratings.



## Further Information

For more information about PBS in Western Australia, please visit the PBS page on our website at <https://www.mainroads.wa.gov.au/UsingRoads/HeavyVehicles/Pages/Performance.aspx> or contact the Main Roads Heavy Vehicle Services HVS Helpdesk on 138 486.



# Factsheet

## PBS 60 metre Road Trains

The Performance Based Standards (PBS) Scheme offers potential for heavy vehicle operators to achieve higher productivity and improved safety through innovative vehicle designs. The PBS Scheme focuses on how well a vehicle performs on the road, by assessing the particular vehicle design against a set of rigorous safety performance standards, rather than assessing a vehicle based on prescriptive limits. PBS 60 metre road trains are the largest of the PBS vehicles and are considered a safer alternative to prescriptive 53.5 metre road trains.

### Performance Standards

PBS 60 metre road trains are designed, manufactured, certified and maintained to meet rigorous safety performance standards. Prescriptive 53.5 metre road trains are only required to meet specified mass and dimension limits. Most prescriptive 53.5 metre road trains will not meet the rigorous PBS standards.

Due to the PBS 60 metre road trains being specifically designed to meet rigorous safety performance standards, they have a much lower risk of rollover, have better braking performance and have much less rear trailer sway than prescriptive 53.5 metre road trains.

Although the vehicle combinations are longer, the swept path of the PBS 60 metre road trains is comparable to the 53.5 metre design vehicle used for conducting road designs and route assessments. Therefore, as PBS 60 metre road trains are only approved to operate on existing 53.5 metre routes, there is no requirement for intersection upgrades to accommodate the longer road trains.

The PBS 60 metre road trains are restricted to 90 km/h to ensure optimum safety performance.

### Safety Features

In addition to meeting rigorous safety performance standards, it is also a mandatory requirement for prime movers in PBS 60 metre road trains to be fitted with Antilock Braking Systems (ABS) or Electronic Braking Systems (EBS), and for the trailers to be fitted with Trailer Electronic Braking Systems (TEBS) with Rollover Stability Controls (RSC).

These systems ensure stability under braking and further reduce rollover risk.

To ensure other road users are aware of the additional length of the PBS 60 metre road trains, they are required to be fitted with special signage on the rear, as shown below.



### Compliance Monitoring

PBS 60 metre road trains are all fitted with in-vehicle telematics systems that are monitored by a third party service provider who are certified by Transport Certification Australia (TCA). The in-vehicle telematics system monitors the vehicle's speed and location. If the vehicle exceeds the allowable speed or travels on a non-approved route, non-conformance reports are sent to Main Roads via TCA.

The in-vehicle telematics systems are also used by the transport companies to monitor driver behaviour and geo-fence areas requiring particular attention, such as known rollover hotspots, town sites, roadworks etc.

### Audit Regime

Main Roads administers an audit regime on PBS 60 metre road trains to ensure they are appropriately maintained and continue to perform to a high standard.

### Traffic Impacts

There is often a misperception that the type of vehicle being used influences the transport task. However, in reality the transport task is determined by product demand and production output.

As such, if PBS 60 metre road trains are used for a given transport task, instead of prescriptive 53.5 metre road trains, there would be a reduction in vehicle movements due to the additional payload capacity of the PBS 60 metre road trains. This in turn reduces risk exposure.

Although the PBS 60 metre road trains are slightly longer than prescriptive 53.5 metre road trains, the impacts of the additional length are outweighed by the safety benefits and improved performance.

### Environmental and Health Impacts

The higher productivity PBS 60 metre road trains are able to perform the transport task in fewer journeys than a prescriptive 53.5 metre road train, which results in reduced harmful emissions.

Further to this, the PBS approved vehicles generally consist of newer prime movers, which have improved emission ratings.

### Productivity & Efficiency

There are clear productivity benefits associated with PBS 60 metre road trains. Current operators of the PBS 60 metre road trains have reported significant productivity and efficiency benefits of up to 25%, taking into account the reduced number of journeys and reduced loading / unloading times.

This improved efficiency also provides cost savings due to less fuel consumption.



### Road Network Improvements

Main Roads will continue to make improvements to the road network, including additional overtaking lanes, seal widening, shoulder sealing and audible line markings, to make the road network safer for all road users.

Main Roads will install advisory signage on the PBS 60 metre road train routes to ensure other road users are aware of the presence of the longer road trains.





mainroads  
WESTERN AUSTRALIA

# WA Performance Based Standards (PBS) Audit Framework

D17#492695  
June 2017

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## Document Control

|                  |                                      |
|------------------|--------------------------------------|
| Owner            | Heavy Vehicle Network Access Manager |
| Custodian        | Heavy Vehicle Network Access Manager |
| Document Number  | D17#492695                           |
| Issue Date       | 26/06/2017                           |
| Review Frequency | Annually                             |

## Amendments

| Revision Number | Revision Date | Description of Key Changes | Section / Page No. |
|-----------------|---------------|----------------------------|--------------------|
|                 |               |                            |                    |
|                 |               |                            |                    |
|                 |               |                            |                    |
|                 |               |                            |                    |
|                 |               |                            |                    |
|                 |               |                            |                    |



## 1 PURPOSE

Vehicle combinations approved under the Performance Based Standards (PBS) Scheme are assessed, certified and approved based on a specific vehicle design. To ensure PBS vehicles continue to perform to a high safety standard, it is essential the vehicles are maintained to their defined specifications, i.e. components are not altered without approval and the vehicle is maintained in good working order.

This document provides a framework for Main Roads staff to conduct audits on vehicles approved under the PBS Scheme, for the purpose of ensuring the vehicles are being maintained to their defined specifications and as such will continue to meet the safety standard that formed the basis of their initial approval.

## 2 AUDIT TYPES

### 2.1 Scheduled Audit

PBS vehicle fleets generally consist of new vehicles, or retrofitted vehicles, which must be inspected by an approved Certifier prior to being issued a permit. This is to ensure the vehicle has been constructed to the specifications defined in the PBS assessment and design documentation.

While the majority of PBS vehicles will be relatively young in age, they are generally high productivity vehicles that endure a significant workload to justify their investment. As such, a PBS vehicle fleet should be audited at least once every three years. This will require a suitably qualified Main Roads staff member (or contractor) to attend the transport operator's depot (or other suitable location) and perform audits on randomly selected vehicles that will need to be made available for physical inspection.

### 2.2 On-Roads Compliance Audit

While the PBS vehicle fleets will be formally audited at least once every three years, it is important to ensure the vehicles are being appropriately maintained and are not being altered while in operation. Critical components such as tyres, tow couplings and braking systems must be maintained and only replaced with components of the same classification.

As such, it is essential to inspect these vehicles on a regular basis while they are in operation. On-road compliance staff will be provided with an audit sheet for a particular PBS vehicle design and requested to target the particular vehicles when rostered on patrol in the relevant location.

### 2.3 Triggered Audit

Where there is reason to believe a PBS vehicle is not being maintained appropriately, whether this is via an *On-Road Compliance Audit* or via a *Public Information Report*, a suitably qualified Main Roads staff member (or contractor) will attend the transport operator's depot (or other suitable location) to perform an audit, including a physical inspection of selected vehicles.

## 3 PROCESS

### 3.1 Scheduled Audit

The scheduled audits will be based on PBS vehicle designs. The register of all PBS vehicle designs is maintained by Heavy Vehicle Network Access Section (HVNAS). The scheduled audits will occur at least every three years, which will commence from the date the first vehicle of a particular PBS vehicle design was built and issued a Main Roads permit.

On (or around) the three year anniversary of the particular PBS vehicle design, HVNAS will randomly select a relative portion of PBS vehicles, **from an individual transport operator's fleet**, that have been issued permits under the particular PBS vehicle design. While the number of vehicles will not be prescribed, the number will be relative to the **transport operator's** fleet size and enough to satisfy Main Roads that the fleet is being appropriately maintained.

HVNAS will contact the transport operator and provide at least 48 hours notice prior to conducting the audit. A suitably qualified Main Roads staff member (or contractor) will attend the agreed location to inspect the selected vehicles.

The selected vehicles will be inspected and compared against the current Certification Certificate that applies to the particular PBS vehicle design.

### 3.2 On-Roads Compliance Audit

On-road compliance staff will be provided with an audit sheet that will identify specific vehicle features that require inspection to ensure the vehicle is consistent with the particular PBS vehicle design. This audit sheet will reflect the current **PBS Part B Form and Certifier's Certificate** that applies to the particular PBS vehicle design.

The on-road compliance staff will be provided with a list of registration numbers of PBS vehicles that require inspection and will be advised of the approved routes the PBS vehicles are approved to use.

Once the PBS vehicles are located in operation, the on-road compliance staff will intercept and inspect each vehicle to compare them against the specifications provided on the audit sheet.

### 3.3 Triggered Audit

Where information is received that suggests a PBS vehicle has been modified or is not being appropriately maintained, HVNAS will contact the transport operator and provide at least 48 hours notice of the intention to conduct an audit. A suitably qualified Main Roads staff member (or contractor) will attend the agreed location to inspect the specific PBS vehicle or fleet of PBS vehicles in question.

The selected PBS vehicles will be inspected and compared against the current **PBS Part B Form and Certifier's Certificate** that applies to the particular PBS vehicle design.

## 4 NON-CONFORMANCE

### 4.1 On-Road Compliance

Where on-road compliance staff identify a PBS vehicle has been altered or has not been appropriately maintained, they may take the following action:

- a) If the non-conformance is a clear breach of a mass or dimension requirement, or a vehicle defect, they may direct the driver to return to the transport operator's **depot to rectify the issue.**
- b) If the vehicle does not meet the requirements outlined in the audit sheet and the compliance officer is unsure how the non-conformance will impact the vehicle safety performance, they must contact HVNAS for advice.

Prior to taking any other punitive action against the transport operator, the compliance officer must discuss the proposed action with HVNAS to ensure it aligns with other potential action that may be taken, such as permit suspension or the issue of a **Show Cause Notice.**

## 4.2 Show Cause Notice

Where it is identified during a scheduled audit that the PBS vehicles are not being maintained appropriately or have been altered from the approved specifications, the transport operator may be issued a Show Cause Notice. The transport operator will be required to provide a written response outlining why the non-conformance has occurred and what corrective actions have been taken to prevent a further non-conformance of similar nature.

## 4.3 Permit Suspension or Cancellation

- 4.3.1 Where a non-conformance is identified through any of the audit processes and is deemed to have an **adverse effect on the PBS vehicle's safety performance, the permit for the particular PBS vehicle and any other PBS vehicle of the same design and under control of that same transport operator, may be suspended until such time as the transport operator demonstrates the non-conformance has been rectified.**
- 4.3.2 If a Show Cause Notice is issued, the transport operator will be provided 28 days to respond. If the transport operator has not provided a sufficient response within the 28 days, all related PBS permits will be suspended. The transport operator will then be given a further 28 days to provide a sufficient response.
- 4.3.3 Where the transport operator has not provided a sufficient response following the further 28 days, the related PBS permits will be cancelled.
- 4.3.4 The transport operator may be granted an extension to provide a response. However, the permit suspension will remain in effect until a sufficient response is received.

## 4.4 Follow-up Audit

Following the close-out of any non-conformance or "show cause" process, it is necessary to conduct an audit within the following 12 month period to ensure the corrective actions implemented by the transport operator are still in place.

# 5 ENFORCEMENT

## 5.1 Heavy Vehicle Network Access Section

When a transport operator's permits are suspended or cancelled, HVNAS will issue written notification to the transport operator advising the permits have been suspended or cancelled.

## 5.2 Intelligence Section

Where a transport operator's permits have been suspended or cancelled, HVNAS will notify the Intelligence Section who will prepare an Intelligence Tasking for the on-road compliance staff to ensure the transport operator is not continuing to operate the PBS vehicles.



## 60 metre Road Train Signage Specifications

A sign complying with the following specifications must be fitted to the rear of all 60 metre road trains:

- 1) The sign must be mounted on the rear of the vehicle combination adjacent to the "Road Train" warning sign.
- 2) The sign must be manufactured from sheet steel with a minimum thickness of 0.8 mm or another material of at least the same stiffness.
- 3) The sign must be the minimum dimensions depicted below.
- 4) The sign must have a black border.
- 5) The graphics and lettering must be the colour depicted below.
- 6) The lettering must be of the typeface specified below.
- 7) The sign must be coated in yellow retro-reflective material of class 1 or 2 that meets AS1906.1.

Note: A vector file document of the sign is available on the Main Roads website via the following link:

<https://www.mainroads.wa.gov.au/UsingRoads/HeavyVehicles/Pages/Performance.aspx>



**RAV TD 5.3 vehicle configurations:**

**(A) PRIME MOVER, SEMI TRAILER TOWING TWO DOG TRAILERS  $\leq 53.5\text{m}$**



**(B) DOUBLE B DOUBLE  $\leq 53.5\text{m}$**



**(C) PRIME MOVER AND TWO SEMI TRAILERS TOWING A B DOUBLE  $\leq 53.5\text{m}$**



CONFIDENTIAL

**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 10.11am

Confirmed