



## ***Ordinary Council Meeting***

***19 February 2022***

# ***AGENDA***

### **NOTICE OF MEETING**

Dear Elected Member,

The next Ordinary Meeting of the Shire of Meekatharra will be held on Saturday 19 February 2022 in the Council Chambers, Main Street Meekatharra, commencing at 9:30am.



Kelvin Matthews  
Chief Executive Officer  
15 February 2022



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

**1.1. DECLARATION OF OPENING**

**1.2. DISCLAIMER READING**

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

*It is strongly advised that persons 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.*

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

**Members**

**Staff**

**Apologies**

**Approved Leave of Absence**

Nil

**Observers**

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

**4. PUBLIC QUESTION TIME**

**5. APPLICATION FOR LEAVE OF ABSENCE**

**Moved:**

**Seconded:**

**That Cr \_\_\_\_\_ be granted Leave of Absence for the 19 March 2022 Ordinary Council Meeting.**

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

**6.1. ORDINARY COUNCIL MEETING HELD 15 JANUARY 2022**

**Council Resolution:**

**Moved:**

**Seconded:**

**That the minutes from the Ordinary Council Meeting held Saturday 15 January 2022 be confirmed.**

**6.2. ANNUAL ELECTORS MEETING HELD 15 JANUARY 2022**

**Council Resolution:**

**Moved:**

**Seconded:**

**That the minutes from the Annual Electors Meeting held 15 January 2022 be received.**

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

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

## 9. REPORTS OF COMMITTEES AND OFFICERS

### 9.1. OFFICERS MONTHLY REPORTS

#### 9.1.1. WORKS & SERVICES MANAGER'S REPORT – JANUARY 2022

##### Construction Crew

- **LR66 – LRCIP Funded – Landor Road – SLK 36.89 TO SLK 42.54**
  - Final Survey Ascon completed 2 December 2021
  - Works finalised and completed December 2022
- **Maintenance Grading**
  - M67 – Ashburton Downs – SLK 35 to SLK 58 (Yulga Jinna area) – Complete December
- **A67 – R2R Funded – Ashburton Downs – Meekatharra Road SLK 6.1 to SLK 12.1**
  - First Survey Ascon pickup – Complete November
  - Preliminary road works to start 6 December 2021
  - First Stage – earthworks / grade formation / embankment foundation – Jan/Feb 2022
  - MJB Industries supplying culverts – awaiting quotes

##### 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
  - M67 – Ashburton Downs – Meekatharra Road – (Top end) – Complete September

##### 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
- FDC 69 – Pingandy Road – Completed October
- FDC 63 – Tangadee Road – Completed Jan 2022

**Majority of works continue on Ashburton Downs Road – Two crews  
NGE finalise last road (Ashburton) as per programme !**

**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 – Completed – October
- FDC 68 – Meekatharra – Sandstone Road – Completed November
- FDC 8 – Killara Road – Complete November
- FDC 1 - Meekatharra – Mt Clere Road – Start late November (still continuing)
- FDC 28 – Mt Augustus – Woodlands Road – Start – late September (still continuing finalise end of Feb 2022)
- FDC 26 - Milgun – Yarlalweelor Road – Start Feb 2022
- FDC 31 – Munarra Road – Follow on end Feb 2022

**Budget and Progress Update at end of Thursday 20 January 2022 – 80% complete**

**NEW WORKS LR66 – LRCIP – PHASE 3 – LANDOR ROAD**

Greenfield Technical Services appointed to provide Engineering Design and scope of works for the three flood ways for next stage of works. Design and costings shall be provided back to the Shire Council for approval early next year 2022.

Quantum Survey to provide Ascon, survey data and GPS coordinates – Jan 2022

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

No Town Maintenance report available at this time.

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the Works and Services Manager's report for January 2022 be received.**

**9.1.2. AIRPORT MANAGER'S REPORT- JANUARY 2022*****Aircraft Movements and Statistics***

Aircraft movements for General Aviation, Charter, RPT & RFDS decreased compared to January 2021. AVGAS & JETA1 drum sales continued through the month of January due to Aviation Survey companies conducting surveys to the East & South of Meekatharra.

The figures below reflect the differences between January 2021 and January 2022.

	<b>January 21</b>	<b>January 22</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	83	65	<b>-21%</b>
<b>RFDS Landed</b>	75	55	<b>-26%</b>
<b>Avgas</b>	7031	7158	<b>0%</b>
<b>Jet A1</b>	54719	36795	<b>-32%</b>
<b>Total Fuel Sold</b>	<b>61750</b>	<b>43953</b>	<b>-28%</b>

	<b>YTD 2021</b>	<b>YTD 2022</b>	<b>Variance</b>
<b>General Aircraft Landed:</b>	83	65	<b>-22%</b>
<b>RFDS Landed</b>	75	55	<b>-26%</b>
<b>Avgas</b>	7031	7158	<b>0%</b>
<b>Jet A1</b>	54719	36795	<b>-32%</b>
<b>Total Fuel Sold</b>	<b>61750</b>	<b>43953</b>	<b>-28%</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.
- Pavement surface rolling airside of Main Apron, RFDS Apron, Taxiway A/C & D and Runway 09/27 undertaken within 12hrs of rolling completed. Replacements tyres on order (31/01/22) for Roller to allow surface rolling program to continue.

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 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

01/02/2022

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the Airport Manager's report for January 2022 be received.**

**9.1.3. YOUTH AND RECREATION SERVICES REPORT – JANUARY 2022**

Activity	Girls		Boys		Activity Total	No. of Sessions	Average Attendance
	6-12	12-18	6-12	12-18			
Holiday Morning Program	110	63	160	43	376	15	25
Holiday Afternoon Program	90	86	158	95	429	12	36
Holiday Evening Program	35	100	40	112	287	15	19
ART	55	31	80	22	188	7	27
Pool Sessions	30	33	36	27	126	3	42
Cooking Skills	55	31	80	22	188	7	27
Kidzone	N/A		N/A		N/A	N/A	N/A

The January school holiday program proved to be as busy as was expected with not as many families going away this year and many families choosing to return to Meeka with their children for the holidays before school's return in the beginning of February. This always proves to be a dynamic time for the youth of our town as many returning families are not as invested in the structures set up to support their children which can lead to conflict between the returning youth and those that call Meeka home.

Fortunately, our team is no stranger to these shifts in dynamic and are glad to report that attendance at our programs remained strong and without major incident. The kids got to engage in massive days filled with creative activities, sport, cooking and staying cool either at the swimming pool or at the youth centre.

Some highlights of the holidays were the youth's engagement with our updated creative arts program being led by Jada and Asharnta and end of holidays BBQ at the pool day, which saw over 70 kids and their families in attendance.

February will see our team return to our school term timetable the consistent accessible routine we offer our town's youth.

Lastly we are very happy to welcome back Margy from her holidays and Andrews return from the arrival of the newest addition to his and Andrea's Family, a younger brother for Brady, little baby Kai.

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the Youth Sport and Recreation Services Officer's report for January 2022 be received.**

**9.1.4. RANGERS REPORT – JANUARY 2022**

Prepared by P Smith, Canine Control  
Date FEBRUARY 2022

**29 NOVEMBER – 1 DECEMBER 2021**

**COMPLAINTS RECEIVED:**

No new complaints were received.

**ANIMALS TRAPPED:**

Trapping cages were set at various locations around town and around the surrounding areas including residential and commercial buildings and monitored regularly. Two feral cats were caught.

**ANIMALS DESTROYED:**

Two feral cats were destroyed

**FURTHER PATROLS:**

Patrols were conducted around the townsite looking for suitable places to set cages. Patrols were conducted at the Hot Rod track, airport, cemetery, racetrack and the Sandstone Road. several other locations around town. No dogs were sighted, and all appeared correct. Regular patrols and security checks were conducted around the townsite. Patrols were conducted of Peace Gorge, Town Oval, Rubbish Tip and Railway Dam and surrounding areas.

**10 JANUARY – 12 JANUARY 2022**

**COMPLAINTS RECEIVED:**

No new complaints had been received since the last visit. A request to rehome six puppies was received.

**ANIMALS TRAPPED:**

Trapping cages were set at various locations around town and around the surrounding areas including residential and commercial buildings and monitored regularly. No animals were caught.

**FURTHER PATROLS:**

Patrols were conducted around the townsite looking for suitable places to set cages. Patrols were conducted at the Hot Rod track, airport, cemetery, racetrack and the Sandstone Road. several other locations around town. No dogs were sighted, and all appeared correct. Regular patrols and security checks were conducted around the townsite. Patrols were conducted of Peace Gorge, Town Oval, Rubbish Tip and Railway Dam and surrounding areas.

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the Ranger's Report for January 2022 be received.**

**9.1.5. STATUS REPORTS**

## Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15.07.06	9.3.6	Meekatharra Heritage and Canyon Trails Project	CEO/ CONS	Not proceeding with Canyon Trail until approvals are presented to Council Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project. Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project Determine status of all reserves, vesting orders and roads within the shire.	Complete  Complete  In Progress
21.11.09	9.3.4	Cornish Lift	PO	Quote approved 23.11.09. Letter of advice and order sent 23.11.09 Contractor to build	Complete In Progress
17.09.11	10.2	School Oval Facility – Agreement	CDSM	New report to Council required upon response from DoE Waiting on Reserve boundaries to be changed by DoE 03.10.19 Survey, legal and planning application currently being undertaken by DoE. Proposed new boundaries presented to OCM meeting 19 October 2019 for endorsement 19.10.19 Boundaries being adjusted Emailed 23/11/20 Proceeding as per original project	Complete  Complete    In Progress
20.12.13	9.3.4	Meetings with Ministers – Local Issues	CEO	No further action required Create Position Statement on public housing in Meeka	Complete In Progress

12.04.14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.04.14 Email to DoL 17.04.14 Mapping to be done	In Progress
21.02.15	9.3.7	Building Assets – Review	CEO	Council Resolution sent to Darren Long for implementation in the Buildings Asset Management Plan and Long Term Financial Plan. Check and present to Council.	In Progress
20.02.16	9.5.3	Local Planning Strategy and Local Planning Scheme No 4	CDSM	Documents Sent Waiting for final approval from Dept Emailed Paul Bashall 30.06.20 Review presented to Council in January 2021 Council working group to be convened Presented at the April 2021 HBTP meeting	Complete Progressing Complete Complete Complete
16.07.16	9.4.5	Old Power Station	CDSM	Horizon Power advised 16.07.16. Contamination clearance in process. 03.10.19 Contaminated soil now excavated and in the process of reinstatement. Contractors onsite in mid-November to complete the remediation. 10.02.20 Remediation continues	In Progress
21.11.20	9.3.1	Murchison Regional Vermin Council Ongoing Contributions	CEO	Letter to MRVC 25/11/20 Emailed Lawyer 30/11/20 New Deed to MRVC 10/12/20 MRVC Returned & signed deed 11/01/21 Awaiting advice from Department of Local Government	Complete Complete Complete Complete In Progress
14.12.18	10.2	Heritage Agreement Jidi Jidi	CEO	Jidi Jidi Lawyer emailed 20.12.18 Further response to draft deed emailed 04.06.19	In Progress
21.09.19	9.4.2	Lighting at Skate Park	CDSM	Researching funding	In Progress
19.10.19	10.1	Ashburton Downs Road- Heavy Haulage	CEO	Emailed ABRA 30.10.19 – Draft Agreement sent to ABRA 10/2/22	In Progress

22.09.20	10.2	Murchison Georegion Project – Phase 2	CDSM	Advertised – in negotiation 2 Expressions of Interest Received	In Progress On Hold
17.10.20	9.6.1	Gabanintha – Nannine Road – Heavy Haulage	CEO	Emailed MSP Engineering Pty Ltd 20/10/2020 <input type="checkbox"/> Formalise Agreement <input type="checkbox"/> Bond Received	In Progress
17.10.20	10.3	New Meekatharra Hospital – Lobbying	CEO	Email Consultant 20/10/20 Actively lobbying	Complete 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 Short Term Arrangements Longer Term Arrangements	Complete Complete In Progress
18.09.21	9.3.1	Local Government Extraordinary Election 2021	CEO	Election in Progress	In Progress
18.09.21	9.4.1	Extension to Boundaries of Reserve 45111	CDSM	Progressing – with Dept of Lands Planning & Heritage	In Progress
18.09.21	9.7.2	Tender – Pavement Works at the Airport	CDSM	Progressing – Tender closed Item to be present to council	In Progress
20.11.21	9.4.2	Town Mural Project	CDSM / DCEO	Further discussion required Feb 2022 OCM Budget Amended	In Progress Complete
20.11.21	9.7.1	Purchase Lot 113 Darlot St Meekatharra	DCEO	Valuations requested, Asbestos reports requested. Offer & Acceptance Sent Awaiting settlement & plumbing certificate	Complete Complete In Progress
20.11.21	10.1	Tender – Pavement works at the Airport	CDSM	Ongoing	In Progress
15.01.22	9.7.1	Revised Organisational Structure	CEO	Organisational Chart distributed to all staff	Complete
15.01.22	10.2	Community Resource Centre Donation	CEO	Letter sent to CRC 20/01/22	Complete



**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the Status report be received.**

**9.2. FINANCE**

<b>Title/Subject:</b>	<b>MONTHLY FINANCIAL REPORT PERIOD ENDED JANUARY 2022</b>	
<b>Agenda/Minute Number:</b>	9.2.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Date of Report:</b>	9 February 2022	
<b>Disclosure of Interest:</b>	Nil	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 Signature of Author
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 Signature Senior Officer

**Summary:**

Monthly Financial Report

**Background:**

*Financial Activity Statement Report – s.6.4*

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



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

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

**Comment:**

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

**Consultation:**

Megan Shirt – Local Government Consultant

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That the financial report for the period ending 31 January 2022 be received.**

**SHIRE OF MEEKATHARRA**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31 January 2022**  
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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Note 5 Receivables

Note 6 Cash Backed Reserves

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Note 8a Capital Expenditure

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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 January 2022 of \$6,233,927.

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2022**

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
<b>Operating Revenues</b>		\$	\$	\$	\$	%	
<b>* Includes Non- Operating Grants</b>							
Governance		80	80	0	(80)	(100.00%)	
General Purpose Funding - Rates		4,752,175	4,751,756	4,832,536	80,780	1.70%	
General Purpose Funding - Other		1,970,063	977,742	971,074	(6,668)	(0.68%)	
Law, Order and Public Safety		16,220	9,695	15,257	5,562	57.37%	
Health		6,104	3,669	6,226	2,557	69.70%	
Education and Welfare		151,110	110,389	97,824	(12,565)	(11.38%)	▼
Housing		29,500	17,017	17,929	912	5.36%	
Community Amenities		144,426	123,815	107,904	(15,911)	(12.85%)	▼
Recreation and Culture		790,763	581,092	599,783	18,691	3.22%	
Transport		14,405,103	8,076,008	8,674,370	598,362	7.41%	
Economic Services		171,120	72,539	32,160	(40,379)	(55.66%)	▼
Other Property and Services		124,659	55,890	49,712	(6,178)	(11.05%)	
<b>Total Operating Revenue</b>		<b>22,561,323</b>	<b>14,779,692</b>	<b>15,404,776</b>	<b>625,084</b>		
<b>Operating Expense</b>							
Governance		(727,275)	(454,045)	(352,244)	(101,801)	(22.42%)	▼
General Purpose Funding		(233,176)	(125,321)	(113,284)	(12,037)	(9.60%)	
Law, Order and Public Safety		(203,537)	(123,012)	(92,537)	(30,475)	(24.77%)	▼
Health		(152,473)	(88,162)	(73,353)	(14,809)	(16.80%)	▼
Education and Welfare		(841,523)	(487,676)	(382,087)	(105,589)	(21.65%)	▼
Housing		(29,500)	(38,040)	(31,017)	(7,023)	(18.46%)	
Community Amenities		(702,681)	(323,154)	(249,776)	(73,379)	(22.71%)	▼
Recreation and Culture		(1,769,344)	(1,042,257)	(863,126)	(179,131)	(17.19%)	▼
Transport		(8,523,213)	(4,900,807)	(3,979,236)	(921,571)	(18.80%)	▼
Economic Services		(617,129)	(427,855)	(367,970)	(59,885)	(14.00%)	▼
Other Property and Services		(248,330)	(94,615)	(210,643)	116,028	122.63%	▲
<b>Total Operating Expenditure</b>		<b>(14,048,181)</b>	<b>(8,104,945)</b>	<b>(6,715,272)</b>	<b>(1,389,672)</b>		
<b>Funding Balance Adjustments</b>							
Add back Depreciation		7,532,730	4,393,769	3,504,433	(889,336)	(20.24%)	▼
Adjust (Profit)/Loss on Asset Disposal	9	101,431	14,222	0	(14,222)	(100.00%)	▼
Adjust Provisions		0	0	0	0		
Less Unspent Grants rec'd in current year	7	0	0	(1,686,984)	(1,686,984)		
<b>Net Cash from Operations</b>		<b>16,147,303</b>	<b>11,082,739</b>	<b>10,506,952</b>	<b>(3,355,131)</b>		
<b>Non-Operating Revenues</b>							
Proceeds from Disposal of Assets	9	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	8	(1,690,905)	(445,473)	(429,218)	(16,255)	(3.65%)	
Furniture and Equipment	8	(112,000)	(63,000)	(35,428)	(27,572)	(43.76%)	▼
Plant and Equipment	8	(2,508,900)	0	0	0	0.00%	
Infrastructure - Roads	8b	(17,570,122)	(9,512,042)	(9,407,881)	(104,161)	(1.10%)	
Infrastructure - Airports	8	(175,000)	(36,000)	(6,000)	(30,000)	(83.33%)	▼
Infrastructure - Other	8	(1,151,203)	(10,500)	(12,572)	2,072	19.73%	
<b>Total Capital Expenditure</b>		<b>(23,358,130)</b>	<b>(10,067,015)</b>	<b>(9,891,099)</b>	<b>(175,916)</b>		
<b>Net Cash from Capital Activities</b>		<b>(22,475,330)</b>	<b>(10,067,015)</b>	<b>(9,891,099)</b>	<b>(175,916)</b>		
Transfer to Reserves	6	(1,959,690)	0	0	0		
Transfer from Reserves	6	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>(7,837,718)</b>	<b>1,015,724</b>	<b>615,853</b>	<b>(3,531,047)</b>		
<b>Opening Funding Surplus(Deficit)</b>	2	<b>8,833,788</b>	<b>8,833,788</b>	<b>5,618,074</b>	<b>(3,215,714)</b>	<b>(36.40%)</b>	▼
<b>Closing Funding Surplus(Deficit)</b>	2	<b>996,070</b>	<b>9,849,512</b>	<b>6,233,927</b>	<b>(6,746,762)</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 January 2022**

	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	\$ 4,751,756	\$ 4,832,536	\$ 80,780	% 1.70%
Operating Grants, Subsidies and Contributions	7	2,125,021	2,354,879	1,327,111	1,334,225	7,114	0.54%
Fees and Charges		1,305,450	1,305,450	837,134	843,500	6,366	0.76%
Interest Earnings		132,803	132,803	51,606	38,752	(12,854)	(24.91%)
Other Revenue		344,521	344,521	190,710	150,303	(40,407)	(21.19%)
Profit on Disposal of Assets	9	10,884	10,884	0	0	0	
<b>Total Operating Revenue</b>		<b>8,670,854</b>	<b>8,900,712</b>	<b>7,158,317</b>	<b>7,199,316</b>	<b>40,999</b>	
<b>Operating Expense</b>							
Employee Costs		(2,036,571)	(2,036,571)	(1,071,418)	(1,137,387)	65,969	6.16%
Materials and Contracts		(3,467,325)	(3,477,325)	(2,050,788)	(1,538,820)	(511,968)	(24.96%)
Utility Charges		(379,411)	(383,411)	(221,124)	(171,659)	(49,466)	(22.37%)
Depreciation on Non-Current Assets		(7,532,730)	(7,532,730)	(4,393,769)	(3,504,433)	(889,336)	(20.24%)
Insurance Expenses		(227,158)	(227,158)	(227,158)	(280,043)	52,885	23.28%
Other Expenditure		(282,671)	(278,671)	(126,466)	(82,931)	(43,535)	(34.42%)
Loss on Disposal of Assets	9	(112,315)	(112,315)	(14,222)	0	(14,222)	100.00%
<b>Total Operating Expenditure</b>		<b>(14,038,181)</b>	<b>(14,048,181)</b>	<b>(8,104,945)</b>	<b>(6,715,272)</b>	<b>(1,389,672)</b>	
<b>Non-Operating Revenues</b>							
Non-Operating Grants & Contributions	7	13,654,391	13,660,610	7,621,375	8,205,460	584,085	7.66%
Less Unspent Grants rec'd in current year	7	0	0	0	(1,686,984)	(1,686,984)	
<b>Net Non-Operating Grants</b>		<b>13,654,391</b>	<b>13,660,610</b>	<b>7,621,375</b>	<b>6,518,475</b>	<b>(1,102,900)</b>	
<b>Total Comprehensive Income</b>		<b>8,287,064</b>	<b>8,513,141</b>	<b>6,674,747</b>	<b>7,002,519</b>	<b>(2,451,573)</b>	
<b>Funding Balance Adjustments</b>							
Add back Depreciation		7,532,730	7,532,730	4,393,769	3,504,433	(889,336)	(20.24%)
Adjust (Profit)/Loss on Asset Disposal	9	101,431	101,431	14,222	0	(14,222)	(100.00%)
Adjust Provisions		0	0	0	0	0	
<b>Net Cash from Operations</b>		<b>15,921,225</b>	<b>16,147,302</b>	<b>11,082,738</b>	<b>10,506,952</b>	<b>(3,355,131)</b>	
Proceeds from Disposal of Assets	9	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	8	(1,615,905)	(1,690,905)	(445,473)	(429,218)	(16,255)	(3.65%)
Furniture and Equipment	8	(112,000)	(112,000)	(63,000)	(35,428)	(27,572)	(43.76%)
Plant and Equipment	8	(2,508,900)	(2,508,900)	0	0	0	0.00%
Infrastructure - Roads	8	(19,012,191)	(17,570,122)	(9,512,042)	(9,407,881)	(104,161)	(1.10%)
Infrastructure - Footpaths	8	(150,000)	(150,000)	0	0	0	0.00%
Infrastructure - Airports	8	(175,000)	(175,000)	(36,000)	(6,000)	(30,000)	(83.33%)
Infrastructure - Other	8	(1,151,203)	(1,151,203)	(10,500)	(12,572)	2,072	19.73%
<b>Total Capital Expenditure</b>		<b>(24,725,199)</b>	<b>(23,358,130)</b>	<b>(10,067,015)</b>	<b>(9,891,099)</b>	<b>(175,916)</b>	
<b>Net Cash from Capital Activities</b>		<b>(23,842,399)</b>	<b>(22,475,330)</b>	<b>(10,067,015)</b>	<b>(9,891,099)</b>	<b>(175,916)</b>	
<b>Financing</b>							
Transfer to Reserves	6	(1,959,690)	(1,959,690)	0	0	0	
Transfer from Reserves	6	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>(7,837,718)</b>	<b>1,015,724</b>	<b>615,853</b>	<b>(3,531,047)</b>	
<b>Opening Funding Surplus(Deficit)</b>	2	<b>9,430,864</b>	<b>8,833,788</b>	<b>8,833,788</b>	<b>5,618,074</b>	<b>(3,215,714)</b>	<b>(36.40%)</b>
<b>Closing Funding Surplus(Deficit)</b>	2	<b>0</b>	<b>996,070</b>	<b>9,849,512</b>	<b>6,233,927</b>	<b>(6,746,762)</b>	

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

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF BUDGET AMENDMENTS**  
**(Statutory Reporting Program)**  
**For the Period Ended 31 January 2022**

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
<b>Operating Revenues</b>	\$	\$	\$	\$
Governance	80	0	80	80
General Purpose Funding - Rates	4,752,175	0	4,752,175	4,751,756
General Purpose Funding - Other	1,740,205	229,858	1,970,063	977,742
Law, Order and Public Safety	16,220	0	16,220	9,695
Health	6,104	0	6,104	3,669
Education and Welfare	151,110	0	151,110	110,389
Housing	29,500	0	29,500	17,017
Community Amenities	144,426	0	144,426	123,815
Recreation and Culture	790,763	0	790,763	581,092
Transport	14,398,883	6,220	14,405,103	8,076,008
Economic Services	171,120	0	171,120	72,539
Other Property and Services	124,659	0	124,659	55,890
<b>Total Operating Revenue</b>	<b>22,325,245</b>	<b>236,078</b>	<b>22,561,323</b>	<b>14,779,693</b>
<b>Operating Expense</b>				
Governance	(731,275)	4,000	(727,275)	(454,045)
General Purpose Funding	(233,176)	0	(233,176)	(125,321)
Law, Order and Public Safety	(203,537)	0	(203,537)	(123,012)
Health	(152,473)	0	(152,473)	(88,162)
Education and Welfare	(841,523)	0	(841,523)	(487,676)
Housing	(29,500)	0	(29,500)	(38,040)
Community Amenities	(702,681)	0	(702,681)	(323,154)
Recreation and Culture	(1,765,344)	(4,000)	(1,769,344)	(1,042,257)
Transport	(8,523,213)	0	(8,523,213)	(4,900,807)
Economic Services	(617,129)	0	(617,129)	(427,855)
Other Property and Services	(238,330)	(10,000)	(248,330)	(94,615)
<b>Total Operating Expenditure</b>	<b>(14,038,181)</b>	<b>(10,000)</b>	<b>(14,048,181)</b>	<b>(8,104,945)</b>
<b>Funding Balance Adjustments</b>				
Add back Depreciation	7,532,730	0	7,532,730	4,393,769
Adjust (Profit)/Loss on Asset Disposal	101,431	0	101,431	14,222
Adjust Provisions and Accruals	0	0	0	0
<b>Net Cash from Operations</b>	<b>15,921,225</b>	<b>226,078</b>	<b>16,147,303</b>	<b>11,082,739</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)	(75,000)	(1,690,905)	(445,473)
Furniture and Equipment	(112,000)	0	(112,000)	(63,000)
Plant and Equipment	(2,508,900)	0	(2,508,900)	0
Infrastructure - Roads	(19,012,191)	1,442,069	(17,570,122)	(9,512,042)
Infrastructure - Footpaths	(150,000)	0	(150,000)	0
Infrastructure - Airports	(175,000)	0	(175,000)	(36,000)
Infrastructure - Other	(1,151,203)	0	(1,151,203)	(10,500)
<b>Total Capital Expenditure</b>	<b>(24,725,199)</b>	<b>1,367,069</b>	<b>(23,358,130)</b>	<b>(10,067,015)</b>
<b>Net Cash from Capital Activities</b>	<b>(23,842,399)</b>	<b>1,367,069</b>	<b>(22,475,330)</b>	<b>(10,067,015)</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>1,593,147</b>	<b>(7,837,717)</b>	<b>1,015,724</b>
<b>Opening Funding Surplus(Deficit)</b>	<b>9,430,864</b>	<b>(597,076)</b>	<b>8,833,788</b>	<b>8,833,788</b>
<b>Closing Funding Surplus(Deficit)</b>	<b>0</b>	<b>996,070</b>	<b>996,070</b>	<b>9,849,512</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 January 2022

**Note 1: EXPLANATION OF MATERIAL VARIANCES**

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>					
	\$	%			
Governance	(80)	(100.00%)			Under variance reporting threshold.
General Purpose Funding - Rates	80,780	1.70%			Under variance reporting threshold.
General Purpose Funding - Other	(6,668)	(0.68%)			Under variance reporting threshold.
Law, Order and Public Safety	5,562	57.37%			Under variance reporting threshold.
Health	2,557	69.70%			Under variance reporting threshold.
Education and Welfare	(12,565)	(11.38%)	▼	Timing	\$12k lower CDO revenue to YTD budget, this may increase if more events are held prior to the end of the year.
Housing	912	5.36%			Under variance reporting threshold.
Community Amenities	(15,911)	(12.85%)	▼	Permanent	Burial charges \$12.5k lower than YTD budget. This is offset by lower burial expenses.
Recreation and Culture	18,691	3.22%			Under variance reporting threshold.
Transport	598,362	7.41%			Under variance reporting threshold.
Economic Services	(40,379)	(55.66%)	▼	Timing	Festival income is \$30k is significantly lower than budget YTD and building permits \$9k lower than YTD budget. These variances will be addressed with the budget review.
Other Property and Services	(6,178)	(11.05%)			Under variance reporting threshold.
<b>Operating Expense</b>					
Governance	(101,801)	(22.42%)	▼	Timing	General members expenses (including meeting fees and election costs) are \$55k lower than YTD budget. RFDS and other donations are \$47k lower than YTD budget. These are likely to even out during the year.
General Purpose Funding	(12,037)	(9.60%)			Under variance reporting threshold.
Law, Order and Public Safety	(30,475)	(24.77%)	▼	Timing	Fire prevention expenses are \$13k and SES \$15k lower than YTD budget. These are expected to even out during the year.
Health	(14,809)	(16.80%)	▼	Timing	Health Consultant fees are \$11k lower than YTD budget. This may even out over the year.
Education and Welfare	(105,589)	(21.65%)	▼	Timing	Youth centre and education expenses are \$78k lower than YTD budget, CDO expenses are \$28k lower - these will be assessed with the budget review.
Housing	(7,023)	(18.46%)			Under variance reporting threshold.
Community Amenities	(73,379)	(22.71%)	▼	Timing	Sanitation incl. waste collection expenses are \$45k lower than YTD budget likely due to timing of receipt of invoices for the prior month. Other Community amenities expenditure relating to the cemetery and public toilets and facilities is \$28k lower than YTD budget. These may even out during the year.
Recreation and Culture	(179,131)	(17.19%)	▼	Timing	Lloyds building expenses \$40k, recreation officer expenses \$40k, other recreation activities \$47k, depreciation \$33k lower than YTD budget. These will be assessed with the budget review.
Transport	(921,571)	(18.80%)	▼	Permanent	Roads and Airport depreciation calculations via the Asset register are \$903k lower than YTD budget. Staff will review depreciation rates and the prior year revaluation to ensure calculations are line with revaluation data. These matters will be addressed with the budget review as required.
Economic Services	(59,885)	(14.00%)	▼	Timing	Tourism and Area Promotion (incl. Community events) expenditure is \$59k lower than YTD budget. These may even out over the year.
Other Property and Services	116,028	122.63%	▲	Timing	Plant operation costs and Public works overheads are \$118k lower than YTD budget. These variances are likely timing with recovery budgets being spread evenly over 12 months.

**SHIRE OF MEEKATHARRA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Program)**  
**For the Period Ended 31 January 2022**

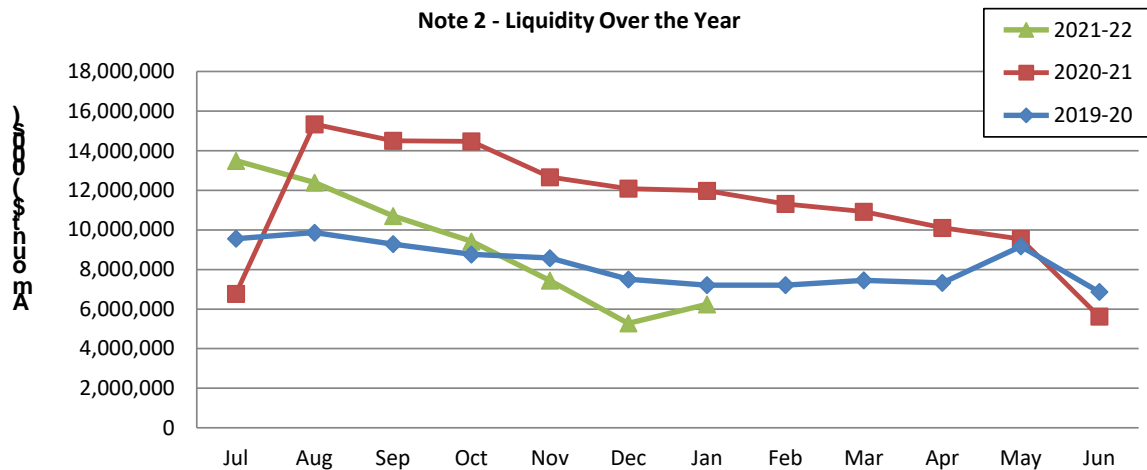
**Note 1: EXPLANATION OF MATERIAL VARIANCES**

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Funding Balance Adjustments</b>					
Add back Depreciation	(889,336)	(20.24%)	▼	Permanent	Refer to Transport expenditure variance explanation above.
Adjust (Profit)/Loss on Asset Disposal	(14,222)	(100.00%)	▼	Timing	There have been no asset disposal to date.
<b>Capital Revenues</b>					
* Refer Statement by Nature or Type - Non-Operating Grants and Contributions	584,085	7.66%			Under variance reporting threshold.
Proceeds from Disposal of Assets	0	0.00%			Under variance reporting threshold.
<b>Capital Expenses</b>					
Land and Buildings	(16,255)	(3.65%)			Under variance reporting threshold.
Furniture and Equipment	(27,572)	(43.76%)	▼	Timing	Refer to Note 8 for Capital Expenditure detail
Plant and Equipment	0	0.00%			Under variance reporting threshold.
Infrastructure - Roads	(104,161)	(1.10%)			Under variance reporting threshold.
Infrastructure - Footpaths	0	0.00%			Under variance reporting threshold.
Infrastructure - Airports	(30,000)	(83.33%)	▼	Timing	Refer to Note 8 for Capital Expenditure detail
Infrastructure - Other	2,072	19.73%			Under variance reporting threshold.
<b>Opening Funding Surplus(Deficit)</b>	(3,215,714)	(36.40%)	▼	Timing	The Annual Report has now been signed off and confirms that Wandrra funds were required to be reported as liability as 30th June 2021. This variance will be further addressed with the budget review process.

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2022**

**Note 2: NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)			
Note	YTD 31 Jan 2022	Previous Month	YTD 31 Jan 2021
	\$	\$	\$
<b>Current Assets</b>			
Cash Unrestricted	5,883,189	4,464,033	10,570,861
Cash Restricted Reserves	21,136,920	21,136,920	21,280,349
Receivables - Rates and Rubbish	1,151,360	1,295,978	1,492,369
Receivables -Other	934,718	188,172	93,413
Provision for Doubtful debts	(93,876)	(93,876)	(167,097)
Interest / ATO Receivable/Trust	132,595	181,722	49,080
Inventories	108,312	140,192	93,013
	<b>29,253,219</b>	<b>27,313,141</b>	<b>33,411,989</b>
<b>Less: Current Liabilities</b>			
Payables	(108,504)	(178,591)	(61,728)
Bonds Held	(86,882)	(89,150)	(93,495)
Provisions	(369,103)	(369,103)	(354,285)
Unspent Grants Received this Year	(1,686,984)	(629,468)	0
	<b>(2,251,474)</b>	<b>(1,266,312)</b>	<b>(509,509)</b>
Net Current Assets	27,001,745	26,046,829	32,902,480
Less: Cash Reserves	(21,136,920)	(21,136,920)	(21,280,349)
Plus Provisions	369,103	369,103	354,285
<b>Net Current Funding Position</b>	<b>6,233,928</b>	<b>5,279,012</b>	<b>11,976,416</b>



**Comments - Net Current Funding Position**



**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2022**

**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	1,352,624	0	0	1,352,624	Westpac	At Call
Air BP	Variable	65,875	0	0	65,875	Westpac	At Call
Maxi Account	Variable	5,611,590	0	86,882	5,698,473	Westpac	At Call
<b>(b) Term Deposits</b>							
549463	0.39%		21,136,920		21,136,920	Westpac	30-Jun-22
<b>Total</b>		7,030,090	21,136,920	86,882	28,253,892		

**Comments/Notes - Investments**

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

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

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

GL Account Code	Increase/Decrease to Budget	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
		<b>Adopted Budget</b>	18/09/21 - Item 9.2.4	Adopted Budget Closing Position	0		\$	\$	\$	\$
				Unaudited Budget Opening S	9,430,864	8,833,788			(597,076)	(597,076)
<b>Revenue</b>										
0181	↑	Financial Assistance Grant	18/09/21 - Item 9.2.4	Operating Revenue	1,106,522	1,187,154		80,632	0	(516,444)
0211	↑	Local Road Grant	18/09/21 - Item 9.2.4	Operating Revenue	482,189	631,415		149,226	0	(367,218)
<b>Non- Operating Revenue</b>										
4601	↓	FESA - Natural Disaster	18/09/21 - Item 9.2.4	Capital Revenue	10,080,269	9,938,039		0	(142,230)	(509,448)
5183	↑	Aerodrome Grant Income	18/09/21 - Item 9.2.4	Capital Revenue	0	148,449		148,449	0	(360,999)
<b>Operating Expenditure</b>										
8022	↓	Engineering Office & Other Exp	18/09/21 - Item 9.2.4	Operating Expenses	2,000	12,000		0	(10,000)	(370,999)
YC29	↑	Town Mural Project	20/11/2021 - Item 9.4.2	Operating Expenses	0	15,000		0	(15,000)	(385,999)
0250		Donations - Various	20/11/2021 - Item 9.4.1	Operating Expenses	30,000	26,000		4,000	0	(381,999)
391		Utilities (Electricity) for Meeka FM	20/11/2021 - Item 9.4.1	Operating Expenses	0	4,000		0	(4,000)	(385,999)
<b>Non- Operating Expenditure</b>										
0979	↑	Lot 204 Hill Street - Replace ATU /Septics	18/09/21 - Item 9.2.4	Capital Expenses	0	10,000		0	(10,000)	(395,999)
0980	↑	Lot 927 McCleary St - Renovate kitchen, bathroom and ensuite	18/09/21 - Item 9.2.4	Capital Expenses	50,000	115,000		0	(65,000)	(460,999)
FDC00	↓	AGRN: 899 Various Roads	18/09/21 - Item 9.2.4	Capital Expenses	12,216,768	10,774,699		1,442,069	0	981,070
MS03	↓	Mainstreet Scaping - Street Sculptures	20/11/2021 - Item 9.4.2	Capital Expenses	15,000	0		15,000	0	996,070
							0	1,839,376	(843,306)	

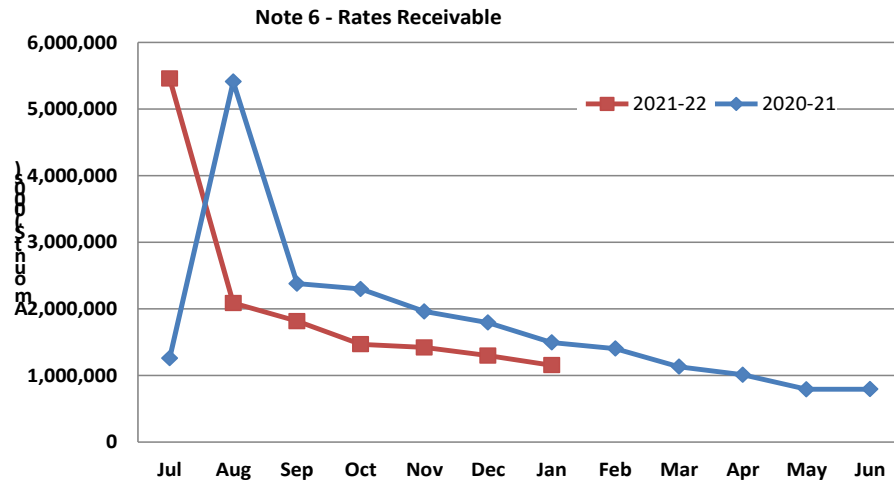
SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2022

**Note 5: RECEIVABLES**

**Receivables - Rates and Rubbish Receivable**

	YTD 31 Jan 2022	30/06/2021
	\$	\$
Opening Arrears Previous Years	791,619	1,362,717
Levied this year	4,935,698	4,274,148
Less Collections to date	(4,575,958)	(4,845,246)
Equals Current Outstanding	1,151,360	791,619
<b>Net Rates and Rubbish Collectable</b>	<b>1,151,360</b>	<b>791,619</b>
% Collected	79.90%	

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**

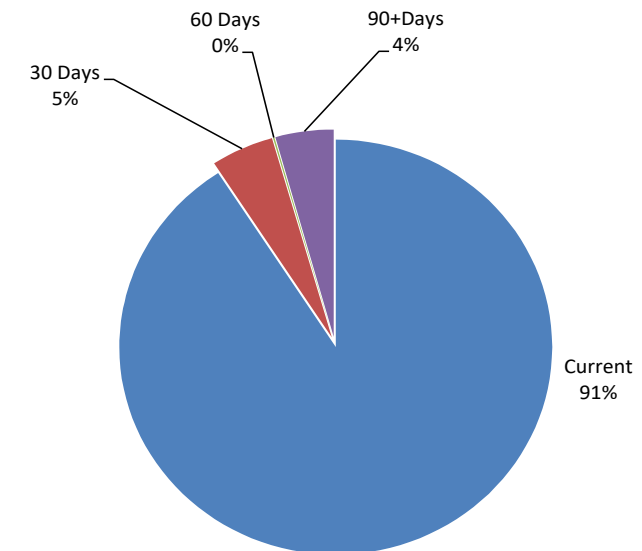
Receivables - Sundry Debtors

**Total Sundry Debtors**

Amounts shown above include GST (where applicable)

Current	30 Days	60 Days	90+Days
\$	\$	\$	\$
84,869	4,371	111	4,062
			<b>93,413</b>

**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 January 2022**

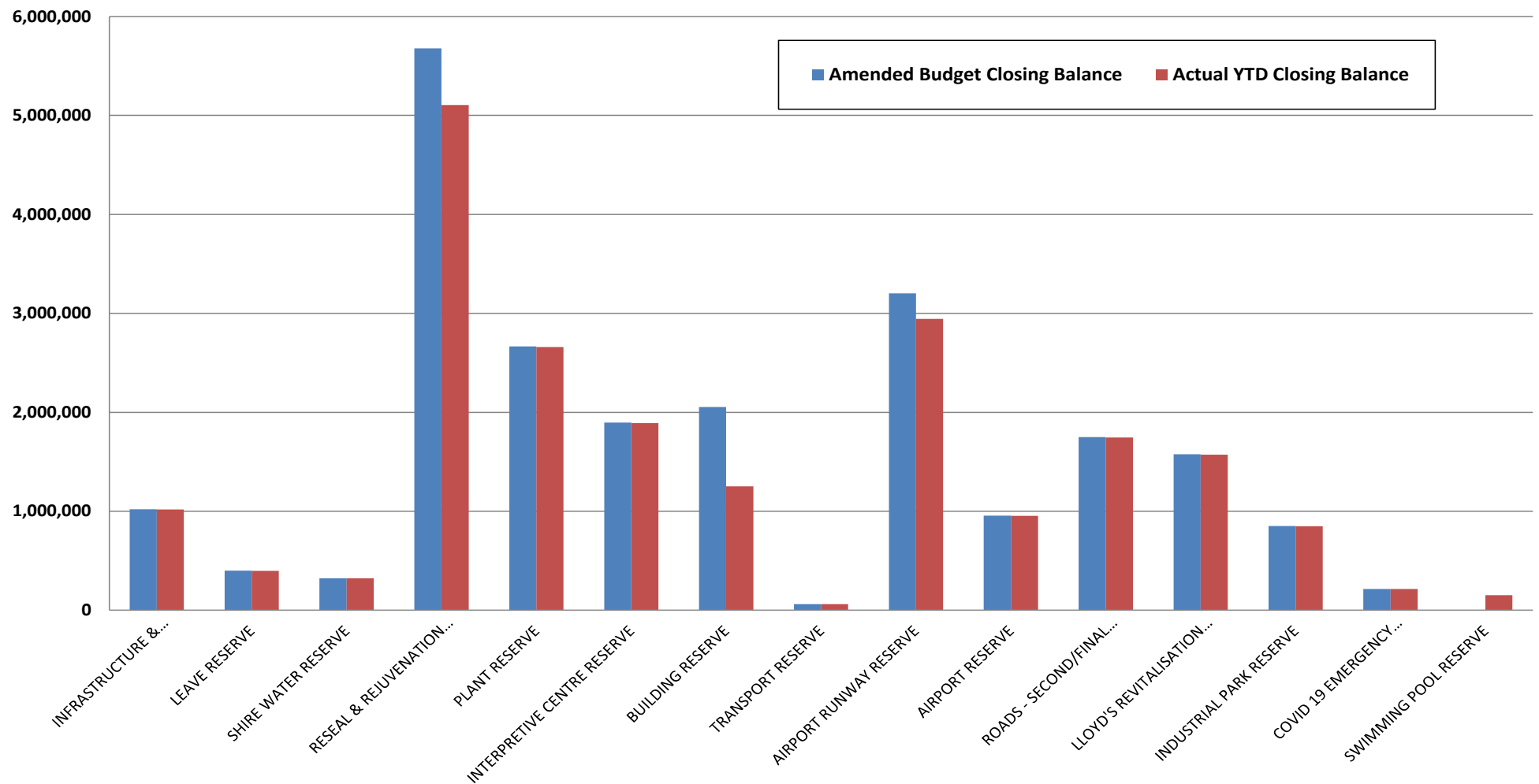
**Note 6: Cash Backed Reserves**

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 RESERVE	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
	<b>21,136,920</b>	<b>48,263</b>	<b>48,263</b>	<b>0</b>	<b>1,911,427</b>	<b>0</b>	<b>(450,000)</b>	<b>(450,000)</b>	<b>0</b>	<b>22,646,610</b>	<b>21,136,920</b>

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2022

**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 January 2022**

**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	80,632	1,187,154	1,187,154	0	593,577	593,577
Local Road Grant	482,189	149,226	631,415	631,415	0	315,708	315,708
<b>Law, Order and Public Safety</b>							
D.F.E.S. Operating Grant	6,920	0	6,920	6,920	0	2,648	4,272
S.E.S. Operating Grant	5,180	0	5,180	5,180	0	8,353	(3,173)
<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	66,395	19,246
<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>229,858</b>	<b>2,354,879</b>	<b>2,354,879</b>	<b>0</b>	<b>1,334,225</b>	<b>1,020,654</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	550,000	22,908	100,056	449,944
<b>Transport</b>									
Local Roads & Community Infrastructure Program	574,130	0	574,130	0	574,130	287,065	287,065	0	287,065
Building Better Regions Fund Grant	1,431,465	0	1,431,465	0	1,431,465	444,821	986,644	1,820,257	0
Wandrra - Natural Disaster	10,080,269	(142,230)	9,938,039	0	9,938,039	6,573,107	3,364,932	5,965,534	607,573
R2R Grant	785,619	0	785,619	0	785,619	200,000	585,619	8,065	191,935
Mrd Road Project Grant	140,000	0	140,000	0	140,000	56,000	84,000	0	56,000
Aerodrome Grant Income	0	148,449	148,449	0	148,449	94,467	53,982	0	94,467
<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>6,219</b>	<b>13,660,610</b>	<b>0</b>	<b>13,660,610</b>	<b>8,205,460</b>	<b>5,455,150</b>	<b>7,893,912</b>	<b>1,686,984</b>

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2022

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 RECONFIGURATION	1328	AC13	140,000	0	140,000	0	0	0	
ADMIN BUILDING CAPITAL - REPLACE ALL WINDOWS WITH DOUBLE GLAZED	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	200,000	193,062	(6,938)	
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	31,857	28,470	(3,387)	
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	
SPORTS COMPLEX RESIDENCE - 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	10,000	26,000	0	0	0	
LOT 927 MCCLEARY ST - CAPITAL IMPROVEMENTS	2704	0980	50,000	65,000	115,000	115,000	102,938	(12,062)	
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. ELECTRICAL WORKS	2704	HC03	100,000	0	100,000	0	0	0	
PUBLIC TOILETS CAPITAL EXPENDITURE	3094	HC09	12,000	0	12,000	0	0	0	



AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON SATURDAY 19 FEBRUARY 2022

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**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2022**

**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>									
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 - UPGRADE TOILETS	3094	SR22	90,450	0	90,450	0	4,091	4,091	
UPGRADE MAIN BUILDING , INC AIR CON, HWS, LIGHTING AND CIRCUIT BOARD	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	98,616	100,056	1,440	
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>75,000</b>	<b>1,690,905</b>	<b>445,473</b>	<b>429,218</b>	<b>( 16,255)</b>	
<b>Furniture &amp; Office Equip.</b>									
COUNCIL CHAMBERS - FURNITURE AND EQUIPMENT	0254		32,000	0	32,000	0	0	0	
COMPUTER EQUIPMENT	1244		10,000	0	10,000	10,000	8,171	(1,829)	
ADMIN OFFICE EQUIPMENT	1324		20,000	0	20,000	20,000	9,252	(10,748)	
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	7,000	7,058	58	
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	10,000	6,132	(3,868)	
HALL - REPLACEMENT OVEN		HC15	8,000	0	8,000	8,000	0	(8,000)	
OSR - PICTURE GARDENS - ARTIFICIAL TURF		SR11	3,000	0	3,000	3,000	0	(3,000)	
<b>Furniture &amp; Office Equip. Total</b>			<b>112,000</b>	<b>0</b>	<b>112,000</b>	<b>63,000</b>	<b>35,428</b>	<b>( 27,572)</b>	

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2022

Note 8a: CAPITAL EXPENDITURE

Assets	GL Account	Job	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
<b>Plant , Equip. &amp; Vehicles</b>									
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>	
<b>Roads Infrastructure</b>									
ROAD CONSTRUCTION VARIOUS	4200		19,012,191	(1,442,069)	17,570,122	9,512,042	9,407,881	(104,161)	See Note 8b for Road project details
<b>Roads Infrastructure Total</b>			<b>19,012,191</b>	<b>( 1,442,069)</b>	<b>17,570,122</b>	<b>9,512,042</b>	<b>9,407,881</b>	<b>( 104,161)</b>	
<b>Footpath Infrastructure</b>									
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>	

SHIRE OF MEEKATHARRA  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 31 January 2022

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	30,000	0	(30,000)	
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	6,000	6,000	0	
<b>Airport Infrastructure Total</b>			<b>175,000</b>	<b>0</b>	<b>175,000</b>	<b>36,000</b>	<b>6,000</b>	<b>( 30,000)</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	5,500	5,588	88	
CEMETERY - OTHER INFRASTRUCTURE	3274		0	0	0	0	0	0	
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	5,000	5,234	234	
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	

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2022**

**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
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	0	0	0	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	1,750	1,750	
<b>Other Infrastructure Total</b>			<b>1,151,203</b>	<b>0</b>	<b>1,151,203</b>	<b>10,500</b>	<b>12,572</b>	<b>2,072</b>	
<b>Capital Expenditure Total</b>			<b>24,725,199</b>	<b>(1,367,069)</b>	<b>23,358,130</b>	<b>10,067,015</b>	<b>9,891,099</b>	<b>(175,916)</b>	

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2022**

**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	140,000	139,053	(947)	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	5,500	8,065	2,565	Funded R2R & Council
Landor Road - Bbrf Funded Business Case	BB66	1,915,163	1,915,163	1,915,162	1,820,257	(94,905)	Funded BBRF & Council
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	8,500	8,324	(176)	Council Funded
Landor Road - Council Funded - Second Coat Seal	CB66	337,000	337,000	337,000	455,593	118,593	Council Funded

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2022**

**Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail**

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Agrn: 899 (Feb 2020) General Expense	FDC00	12,216,768	10,774,699	6,103,879	72,791	(6,031,088)	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Meekatharra - Mt Clere Road	FDC1	0	0	0	160,911	160,911	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Peak Hill - Three Rivers Road	FDC2	0	0	0	50	50	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Youno Downs Road	FDC22	0	0	0	342,489	342,489	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Woodlands - Mt Augustus Road	FDC28	0	0	0	1,586,889	1,586,889	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Mingah Springs Road	FDC41	0	0	0	485,079	485,079	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Tangadee Road	FDC63	0	0	0	100,655	100,655	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Ashburton Downs Meekatharra Road	FDC67	0	0	0	2,686,952	2,686,952	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Meekatharra Sandstone Road	FDC68	0	0	0	144,654	144,654	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Pingandy Road	FDC69	0	0	0	306,714	306,714	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Killara Road	FDC8	0	0	0	64,856	64,856	WANDRRA
Agrn: 899 (Feb 2020) Flood Damage - Hillview - Murchison Downs Road	FDC80	0	0	0	13,494	13,494	WANDRRA
Landor Road - Local Roads & Community Infrastructure Program	LR66	1,148,260	1,148,260	1,002,001	1,007,871	5,870	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>17,570,122</b>	<b>9,512,042</b>	<b>9,407,881</b>	<b>( 104,161)</b>	

**SHIRE OF MEEKATHARRA**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 January 2022**

**Note 9: CAPITAL DISPOSALS**

Original Budget Profit/(Loss) of Asset Disposal			Asset Description	Actual YTD			Comments
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	
\$	\$	\$					
			<b>Education and Welfare</b>				
28,868	15,000	(13,868)	2010 Hiace 3.0L T/D C/Bus M/T - Youth Centre				
			<b>Recreation and Culture</b>				
17,856	18,000	144	2014 Mitsubishi Mn Triton 4X4 Glx 2.5 Ltr 4 Cyl - Ysro				
			<b>Other Sport &amp; Rec</b>				
31,000	13,500	(17,500)	2005 Toyota Coaster Bus				
			<b>Transport</b>				
1,467	1,400	(67)	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				
			2019 Toyota Lc70 Workmate - Construction Crew				
51,133	54,500	3,367	(Previous Leading Hand'S Vehicle)				
53,733	60,000	6,267	2018 Toyota Dual Cab Workmate - Leading Hand				
			<b>Other Properties and Services</b>				
43,355	43,000	(355)	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 were no actions taken under delegated powers in accordance with Delegation 05 – Power to Waive or Write off Debts in January 2022 that require reporting to Council.

Purchase Orders

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



<b>Title/Subject:</b>	<b>OUTSTANDING DEBTORS</b>	
<b>Agenda/Minute Number:</b>	9.2.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 171	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	11 February 2022	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary:**

Attached is a copy of the detailed outstanding Sundry Debtors.

**Background:**

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

The following applies to all outstanding debtors –

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

**Comment:**

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

**Consultation:**

Kelvin Matthews – Chief Executive Officer

**Statutory Environment:**

Nil

**Policy Implications:**

4.11 Sundry Debt Collection

**Financial Implications:**

Loss of revenue

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That Council receives the outstanding monthly Debtor Trial Balance for January 2022.**

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON SATURDAY 19 FEBRUARY 2022

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

Debtors Trial Balance

Debtor #	Name	Credit Limit	As at 31.01.2022		02.12.2021 GT 60 days	01.01.2022 GT 30 days	31.01.2022 Current	Total	
			02.11.2021 GT 90 days	Age Of Oldest Invoice (90Days)					
A124	AEROMETREX PTY LTD		0.00	0	0.00	0.00	32.84	32.84	
C7	AIRSERVICES AUSTRALIA		0.00	0	0.00	0.00	414.44	414.44	
A169	ALBANY AVIATION		0.00	0	0.00	0.00	40.41	40.41	
B26	BALLINA CORPORATION		0.00	0	0.00	0.00	31.05	31.05	
B110	BIG BELL GOLD OPERATIONS P		0.00	0	0.00	0.00	480.30	480.30	
B134	BINSIAR, ANDREW (JNR)		0.00	0	0.00	0.00	0.00	-551.71	
B169	BINSIAR, ANDREW (SNR)		0.00	0	109.05	0.00	0.00	109.05	
C172	CENTRAL WEST HEALTH AND RE		0.00	0	74.05	0.00	74.05	148.10	
K043	CHRIS CLANCY & KADISEN KIN		6143.00	111	779.75	0.00	0.00	6922.75	following up
C011	COMMERCIAL HOTEL		0.00	0	74.05	0.00	0.00	74.05	
C021	COMPLETE AVIATION SERVICES		0.00	0	475.24	0.00	97.28	572.52	
C143	CORAL COAST HELICOPTER SER		0.00	0	0.00	0.00	0.00	-44.00	
C0222	CORSAIRE PTY LTD		0.00	0	147.44	0.00	0.00	147.44	
C033	CURTIN FLYING CLUB INC		0.00	0	0.00	0.00	0.00	-22.00	
D1	DEPARTMENT OF EDUCATION		86495.31	621	17984.53	0.00	0.00	104479.84	in negotiation
40	DEPARTMENT OF FIRE & EMER		0.00	0	0.00	0.00	744969.52	744969.52	
H007	DEPARTMENT OF HOUSING		0.00	0	0.00	0.00	0.00	-320.20	
D119	DESROSIERS, NICOLE		550.00	277	0.00	0.00	0.00	550.00	at debt collector
E009	ESPERANCE AIR SERVICES		28.43	117	0.00	0.00	0.00	28.43	following up
F047	FRONTIER HELICOPTERS PTY L		0.00	0	0.00	0.00	25.06	25.06	
G080	GRBIC, RICKY		513.99	672	0.00	0.00	0.00	513.99	paying off
G082	GROUNDWATER CONSULTING SER		0.00	0	0.00	0.00	0.00	-22.08	
H014	HELIBITS PTY LTD (HELIWEST		0.00	0	0.00	0.00	74.26	74.26	
H150	HELICOPTER LOGISTICS PTY L		0.00	0	29.93	0.00	37.13	67.06	
F064	JAMES FORREST		0.00	0	90.00	0.00	0.00	90.00	
J018	JANDAKOT FLIGHT CENTRE		0.00	0	0.00	0.00	256.25	256.25	
V027	JEFFREY PAUL VAN SCHIE		0.00	0	0.00	0.00	66.00	66.00	
K027	KYANGA, ROBERT		0.00	0	0.00	0.00	0.00	-1149.57	
L015	LACY CONTRACTING SERVICES		0.40	104	66.24	0.00	0.00	66.64	following up
L049	LEANNE SHARROCK		939.89	111	325.56	0.00	0.00	1165.45	paying off
S134	MARK STURGEON		0.00	0	0.00	0.00	0.00	-657.39	
M01D	MEEKATHARRA CARAVAN PARK		0.00	0	0.00	0.00	65.60	65.60	
M03D	MEEKATHARRA CORNER STORE		0.00	0	0.00	0.00	49.20	49.20	
M148	MELISSA PRICE MP		0.00	0	0.00	0.00	0.00	-34.40	
M141	MIDWEST SEPTICS		0.00	0	148.10	0.00	74.05	222.15	

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON SATURDAY 19 FEBRUARY 2022



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

Debtors Trial Balance

Debtor #	Name	Credit Limit	As at 31.01.2022		02.12.2021	01.01.2022	31.01.2022	Total	
			GT 90 days	Age					
			Of Oldest Invoice (90Days)		GT 60 days	GT 30 days	Current		
M173	MT AUGUSTUS TOURIST PARK		0.00	0	0.00	0.00	24.65	24.65	
C113	NATIONAL JET EXPRESS PTY L		0.00	0	0.00	0.00	50525.52	50525.52	
N047	NEWBEY, SCOTT TREVOR		0.00	0	0.00	0.00	23.20	23.20	
R061	PEL-AIR AVIATION PTY LTD (		578.82	117	0.00	0.00	0.00	578.82	following up
P109	PENJET PTY LTD		0.00	0	1349.30	0.00	910.04	2259.34	
P058	POLICE AIR WING SUPPORT UN		0.00	0	156.42	0.00	0.00	156.42	
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	0.00	5931.40	5931.40	
S096	S&K ELECTRICAL CONTRACTING		0.00	0	74.05	0.00	24.65	98.70	
S055	SHINE AVIATION SERVICES		0.00	0	0.00	0.00	434.21	434.21	
W045	SIMON WILDING		0.00	0	0.00	0.00	0.00	-50.10	
S007	SKIPPERS AVIATION		0.00	0	362.25	0.00	7875.00	8237.25	
T077	SOUTHERN AIRLINES PTY LTD		104.78	0	0.00	0.00	0.00	104.78	paid 11/2
S078	STAR AVIATION PTY LTD		0.00	0	4262.59	0.00	1590.52	5853.11	
S154	THOMAS SPRIGG		0.00	0	16.50	0.00	0.00	16.50	
W112	WALTER WHIP & THE FLAMES		655.00	1174	0.00	0.00	0.00	655.00	following up
W062	WEST COAST AIR SERVICES PT		0.00	0	0.00	0.00	65.51	65.51	
W075	WESTCOAST SEAPLANES PTY LT		0.00	0	0.00	0.00	0.00	-129.40	
Y015	YUGUNGA-NYA PEOPLE'S TRUST		1072.50	593	0.00	0.00	0.00	1072.50	pending information
Totals --- Credit Balances:		-2980.85	96982.12		26525.05	0.00	814192.14	934718.46	

<b>Title/Subject:</b>	<b>LIST OF ACCOUNTS ENDED 31 JANUARY 2022</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>	04 February 2022	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 <i>Signature of Author</i>

**Summary:**

Accounts are to be presented to council for payments.

**Background:**

List of accounts

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

**Comment:**

Each month the accounts are presented to council for payment;

Municipal	\$ 1,362,864.44
Air BP	\$0.00
Trust	\$ 0.00
<b>Total</b>	<b>\$ 1,362,864.44</b>

**Consultation:**

Kelvin Matthews – Chief Executive Officer

**Statutory Environment:**

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

**Policy Implications:**

Nil

**Financial Implications:**

Accounts to be paid

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

Moved:

Seconded:

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



# AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON SATURDAY 19 FEBRUARY 2022

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## SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
19-Feb-22

Chq/EFT	Date	Name	Description	Amount	AIR BP
EFT18749	14/01/2022	AUSTRALIA POST	POSTAGE DECEMBER 2021	-321.78	
EFT18750	14/01/2022	B & E TRENFIELD	REPAIR MAIN DOOR AT GYM, REPLACE BROKEN PART, TOWN HALL MAINTENANCE & CLEANING, CROCKERY COUNT	-209.00	
EFT18751	14/01/2022	BOC GASES	CYLINDER RENT	-50.90	
EFT18752	14/01/2022	CANINE CONTROL	RANGER SERVICES 17,19 & 20 DECEMBER	-3619.30	
EFT18753	14/01/2022	CLOUD PAYMENT GROUP (CLOUD COLLECTIONS)	DECEMBER 2021 DEBT COLLECTION - RATES & DEBTORS	-1698.85	
EFT18754	14/01/2022	CORSIGN WA PTY LTD	200 POSTS, 400 BRACKETS & SIGN FOR RV EFFLUENT DISPOSAL POINT	-8103.70	
EFT18755	14/01/2022	BARKLEY DAY	OCM 17/12/2021 - MEETING FEE HBTP, VEHICLE KMS	-1213.36	
EFT18756	14/01/2022	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE SPY SECURITY)	SUPPLY AND INSTALL NEW ACCESS POINT AT LLOYDS BUILDING	-2636.13	
EFT18757	14/01/2022	EASIFLEET (EASI SALARY)	ADRIAN BAUMGARTEN NOVATED LEASE FORTNIGHT ENDING 22/12/2021	-854.61	
EFT18758	14/01/2022	ENERGISE CAFE	CATERING/LUNCHESES FOR WORKS GROUP MEETING MONDAY 13 DECEMBER 2021	-100.00	
EFT18759	14/01/2022	FINISHING WA (PRITCHARD BOOKBINDERS)	7 X RATE BOOK BINDING MUSTARD COLOUR BOOK WITH BLACK WRITING, CARTONS/PACKAGING, AUS POST PICKUP FEE	-733.15	
EFT18760	14/01/2022	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	OFFICE PRINTING DECEMBER 2021 - DPP455, C6688, C6685 - ADMIN & DEPOT	-772.18	
EFT18761	14/01/2022	GRANTS EMPIRE	50% UPFRONT FEE - GRANT APPLICATION FOR LANDOR ROAD STRATEGIC REGIONAL CONNECTOR - REVIEW AND UPDATE R4 APPLICATION AND BUSINESS CASE FOR R6, INCL LETTERS OF SUPPORT	-792.00	
EFT18762	14/01/2022	HAYS RECRUITMENT MANAGEMENT	TEMP ASSISTANT FINANCE OFFICER - RUNNY VONG - W/E 19/12/21 & W/E 26/12/21	-2511.52	
EFT18763	14/01/2022	HERSEYS SAFETY PTY LTD	20KG GREASE KIT, 20KG GREASE REPAIR KIT, 2 LTR HAND SPRAYER	-1591.75	
EFT18764	14/01/2022	LANDGATE	MINING SCHEDULE R2021/5 7/8/2021-10/12/2021	-70.40	
EFT18765	14/01/2022	EGRCU (FORMERLY MUNICIPAL EMPLOYEES UNION)	PAYROLL DEDUCTIONS	-38.80	
EFT18766	14/01/2022	MACDONALD, LACHLAN	REIMBURSEMENT - PURCHASE OF FUEL FOR VEHICLE P473	-26.03	
EFT18767	14/01/2022	MARKET CREATIONS AGENCY PTY LTD	CUSTOMISATION TO ONLINE FACILITIES BOOKING SYSTEM TO INCLUDE EMAIL REDIRECTION TO SPECIFIED ADDRESS RATHER THAN CLIENT (COUNCIL CONNECT WEBSITE SOLUTION CUSTOMISATION TO FACILITIES BOOKING MODULE)	-1694.00	
EFT18768	14/01/2022	MARKETFORCE PTY LTD	ADVERT FOR ANNUAL ELECTORS MEETING - THE WEST AUSTRALIAN WEDNESDAY 29TH DECEMBER 2021, CBFCO & DCBFCO ADVERTISEMENT - MIDWEST TIMES WEDNESDAY 1/12/21	-285.29	
EFT18769	14/01/2022	MATTHEWS, KELVIN	REIMBURSEMENT - P510 WINDSCREEN REPLACEMENT	-1999.16	
EFT18770	14/01/2022	MCMAHON BURNETT TRANSPORT	TRANSPORT: 2 MACK GRANITE TRUCKS FROM FORRESTFIELD TO MEEKATHARRA, P518 (TOYOTA LC70/WORKMATE UTILITY) FROM MEEKATHARRA DEPOT TO MIDLAND TOYOTA PERTH, P521 - 2018 - MACK 6 X 4 PRIME MOVER (1GME 564) AND P522 - 2018 - MACK 6 X 4 PRIME MOVER (1GME 570) FROM SHIRE OF MEEKATHARRA TO TRUCK CENTRE FORRESTFIELD	-7468.15	
EFT18771	14/01/2022	MEEKATHARRA CORNER STORE	2*45KG LPG, DIESEL FOR YOUTH CENTRE BUS, 200MLS 2STROKE OIL FOR TOWN SMALL PLANT	-541.06	
EFT18772	14/01/2022	NORRIS & HYDE IT (NH-IT) PTY LTD	16 LINE IP HD PHONE, 2 AMP POWER ADAPTER, UBIQUITIT UNIFI 24 PORTFOR MAIN OFFICE, ANNUAL BINARY LANE CLOUD HOSTING FOR 3CX PHONE SYSTEM - 1 YEAR SUBSCRIPTION	-10776.60	
EFT18773	14/01/2022	OFFICE OF THE AUDITOR GENERAL WA	AUDIT FEES MUN - ATTEST AUDIT YEAR END 30 JUNE 2021	-33000.00	
EFT18774	14/01/2022	OPTEON (MIDWEST WA) PTY LTD	VALUATIONS - 3 PROPERTIES	-4800.00	
EFT18775	14/01/2022	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	DECEMBER 2021 - DISASTER RECOVERY OPTIONS, SET UP LLOYDS PORT FORWARD FOR CCTV, ASSISTANT SERVICE TO OPS OFFICER AND DCEO WITH EMAIL BLOCKED ISSUE, FIX VOIP PHONES, EXPAND SHARED DATA DRIVE BY 40GB	-510.00	
EFT18776	14/01/2022	REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	DIESEL FUEL REQUIRED FOR DEPOT (4000 LTRS) - GREY TANKER - MK 4165, FUEL CARD PURCHASES FOR DECEMBER 2021	-6596.48	
EFT18777	14/01/2022	ROYAL MAIL HOTEL	SHIRE CHRISTMAS PARTY (17/12/2021) - SET UP FEE, STAFF WAGES AND DRINKS	-1521.50	
EFT18778	14/01/2022	RUNNY VONG	REIMBURSEMENT FOR RELOCATION FEE - FUEL	-148.00	
EFT18779	14/01/2022	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-1330.00	
EFT18780	14/01/2022	SKIPPERS AVIATION PTY LTD	RETURN FLIGHT FOR RUNNY VONG (HAYS' TEMP RECRUITMENT) - PERTH TO MEEKATHARRA WEDNESDAY 15 DECEMBER 2021 AND MEEKATHARRA TO PERTH WEDNESDAY 22 DECEMBER 2021 - FIRST WEEK WORK TRIAL	-706.00	
EFT18781	14/01/2022	SUNNY SIGN COMPANY PTY LTD	2X 450X300 SIGNS (TURN ALARM OFF BY SWIPING GYM CARD AT ENTRANCE WITH SHIRE LOGO)	-41.58	
EFT18782	14/01/2022	SVENJA CLARE PHOTOGRAPHY	TOWN CHRISTMAS PARTY PHOTOGRAPHY 14TH DECEMBER 2021 3PM-6PM	-250.00	
EFT18784	14/01/2022	TOTAL EDEN PTY LTD (NUTRIEN WATER)	RETIC MAINTENANCE - ORDER (40 X) SPR GEARDRIVE PGP 04 ULTRA 100MM HUNTER TYPE	-958.50	
EFT18785	14/01/2022	TRENFIELD MOTORS	2 X BATTERIES FOR 950 CAT LOADER (P477), REPLACEMENT BATTERY & REPAIR WINDOW WASHERS FOR CEO PRADO, 12V BATTERY 630CCA 72AH 120RC FOR 2019 HAKO CITY MASTER 1600 ROAD SWEEPER, FIT NEW FUEL METER ON TANKER AFIXED TO 1990 BOOTH SEMI TRAILER - SKELETAL FREIGHT - FROM GERALDTON TO MEEKATHARRA	-1665.40	
EFT18786	14/01/2022	WESTERN INDEPENDENT FOODS	VARIOUS FREIGHTS - SUNNY SIGN & BRUSHWARE TO SHIRE OF MEEKATHARRA, TRUCK CENTRE 2/12/21 - PART, HERSEY SAFE 3/12/21 - PART, CORSIGN 3/12/21, TRISET BOSS 6/12/21, CORSIGN 14/12/21, HERSEY SAFE 14/12/21	-26.80	
EFT18787	14/01/2022	TOLL TRANSPORT PTY LTD	DESIGN OF ENTRANCE SIGNS FOR SHIRE OF MEEKATHARRA BRONZE PACKAGE	-271.82	
EFT18788	31/01/2022	ARMSIGN	TOWN MAINTENANCE CONTRACT JANUARY 2022, REPAIR LOCKS @ SHIRE HOUSE - 87 MAIN STREET	-1925.00	
EFT18789	31/01/2022	B & E TRENFIELD		-12605.89	

# AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON SATURDAY 19 FEBRUARY 2022

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SHIRE OF MEEKATHARRA					
Accounts Due and Paid under Delegated Authority and Submitted to Council on the 19-Feb-22					
Chq/EFT	Date	Name	Description	Amount	AIR BP
EFT18790	31/01/2022	BACKDROP SOURCE	AMORE CRUSH WASHED FASHION PHOTO MUSLIN BACKDROP 6M X 6M - XMAS PARTY BACKGROUND	-334.00	
EFT18791	31/01/2022	BRAT ENDEAVOURS PTY LTD	TREVOR RENK SUPERVISION (RFT19/20-04) AND TRAVEL KM, AGRN 899 MEEKATHARRA MT CLERE RD 29/11/21-8/12/21, ASHBURTON DOWNS MEEKATHARRA RD, MT AUGUSTUS WOODLANDS RD, TANGADEE RD	-17445.56	
EFT18792	31/01/2022	BULLDOG CONTRACTING	SUPPLY AND INSTALL 3 CUT OFF WALLS, SUPPLY CONCRETE REPAIRS AT SLK 58.66 LANDOR ROAD	-11220.00	
EFT18793	31/01/2022	C4 CLEANING	CLEANING DECEMBER 2021 - PUBLIC TOILET 14-31/12/21, CONSULTANTS QUARTERS UNIT 1&2 24/12/2021, OFFICE 16-29/12/2021, YOUTH CENTER 29/12/21	-1292.50	
EFT18794	31/01/2022	CANINE CONTROL	RANGER SERVICES 10-12 JANUARY 2022	-3619.30	
EFT18795	31/01/2022	CITY TOYOTA	SERVICE AND REPAIR TOYOTA PRADO 50,000 1GKV975 CDSM P511	-463.06	
EFT18796	31/01/2022	COMMERCIAL HOTEL	LUNCHES FOR COUNCILLORS AND STAFF AFTER COUNCIL MEETING SATURDAY 15 JANUARY 2022	-491.00	
EFT18797	31/01/2022	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE JANUARY 2022, EXTRA HOURS FOR CHRISTMAS - 24,25 AND 26 DECEMBER, 10 KG BAGS CLORINE - POOL	-24097.33	
EFT18798	31/01/2022	CORSIGN WA PTY LTD	CHEMICAL, 25 KG BAGS DRY ACID - POOL CHEMICAL CUSTOM SIGN - (CAUTION HOMESTEAD AHEAD PLEASE SLOW DOWN), (WARNING) REDUCE SPEED, SYMBOLIC STOCK CROSSING, 30 KM TAG, DIRECTIONAL ARROW RIGHT 600 X 600 BLK / YLW	-2305.60	
EFT18799	31/01/2022	DAVID KENNETH HODDER	OCM 15/1/2022 - MEMBERS MEETING FEES	-350.00	
EFT18800	31/01/2022	BARKLEY DAY	OCM 15/1/2022 - MEMBERS MEETING FEES + VEHICLE KM	-1013.36	
EFT18801	31/01/2022	DELTAZONE NOMINEES PTY LTD (MIDWEST FIRE PROTECTION / EYE SPY SECURITY)	DECEMBER 2021 SECURITY ALARM MONITORING - KIDZONE, RED SANDBOX, INSTALLED NEW SWITCH AND CONNECTED AND TESTED VOIP, PHONES, CHARGED WIRING CONFIGURATION TO SUIT, INSTALLED NEW GTB HDD, CONFIGURED AND TEST, INSTALL WIRELESS NETWORK BETWEEN SHIRE AND POOL, CONNECTED AND TESTED, REPAIRED FAULT TO WORKS WORKSHOP, MADE ADJUSTMENT TO ELECTRIC FENCE AND LOOKED OVER CCTV FOR ADJUSTMENT.	-5005.00	
EFT18802	31/01/2022	DEPARTMENT OF HUMAN SERVICES - CENTREPAY	CENTREPAY TRANSACTION CHARGES FOR DECEMBER 21	-81.18	
EFT18803	31/01/2022	DEPARTMENT OF PLANNING, LANDS AND HERITAGE	LEASE OF CHILD CARE CENTRE FOR 1/1/2022-30/6/2022	-330.00	
EFT18804	31/01/2022	EASTMAN POLETTI SHERWOOD ARCHITECTS	ARCHITECT DESIGN SERVICES FOR PICTURE GARDENS TOILETS AND BIOBOX	-4500.00	
EFT18805	31/01/2022	GREAT NORTHERN RURAL SERVICES (CRT)	GIBAULT REPAIR COUPLINGS 80MM X 225MM	-603.46	
EFT18806	31/01/2022	GREENFIELD TECHNICAL SERVICES	PRELIMINARY ASSESSMENT AND REPORT - ENGINEERING ASSESSMENT & SITE INSPECTION FOR THREE FLOODWAYS IN THE SHIRE OF MEEKATHARRA FOR THE UPGRADING TO A SUITABLE STANDARD, PROJECT MANAGEMENT AND FINANCIAL ADMINISTRATION FOR THE SHIRE'S AGRN899 FLOOD DAMAGE REINSTATEMENT WORKS	-25592.66	
EFT18807	31/01/2022	HARVEY JAMES NICHOLS	OCM 15/1/2022 - MEMBERS MEETING FEES	-500.00	
EFT18808	31/01/2022	HAYS RECRUITMENT MANAGEMENT	TEMP ASSISTANT FINANCE OFFICER - RUNNY VONG - W/E 9/1/2022 AND W/E 16/1/22	-4018.43	
EFT18809	31/01/2022	HILLE THOMPSON & DELFOS (HTD)	LRCP PHASE 2 PROJECT; FINAL ASCON SURVEY ON LANDOR ROAD BETWEEN SLK 36.20 TO SLK 42.54 SECTION PLUS DRAWINGS	-6556.00	
EFT18810	31/01/2022	HOARE, PATRICIA	RATES REFUND FOR ASSESSMENT (A315) 49 QUEEN ROAD MEEKATHARRA 6642	-500.00	
EFT18811	31/01/2022	KAREN CLARE	REIMBURSEMENT - CR2 BATTERIES FOR THE CYBER KEYS	-239.28	
EFT18812	31/01/2022	LANDGATE	MINING TENEMENTS SCHEDULE NO. M2021/11 AND M2021/12 DATE 15/10-19/11 2021	-400.80	
EFT18813	31/01/2022	LGRCEU (FORMERLY MUNICIPAL EMPLOYEES UNION)	PAYROLL DEDUCTIONS	-38.80	
EFT18814	31/01/2022	MARK SMITH	OCM 15/1/2022 - MEMBERS MEETING FEES	-350.00	
EFT18815	31/01/2022	MARKET CREATIONS AGENCY PTY LTD	10 X POLISHED BRASS PLAQUES ON SOLID JARRAH (FOR STOCK)	-1210.00	
EFT18816	31/01/2022	MATTHEW HALL	OCM 15/1/2022 - MEMBERS MEETING FEES + VEHICLE KMS	-775.74	
EFT18817	31/01/2022	MATTHEWS, KELVIN	REIMBURSEMENT - P510 CHECK AND REPORT CANNOT CALIBRATE WINDSCREEN AFTER REPLACEMENT, CLOCK FOR CEO OFFICE, FAREWELL GIFT FOR TRALEE CABLE	-414.00	
EFT18818	31/01/2022	MEEKATHARRA GP CLINIC	PRE-EMPLOYMENT MEDICAL - RUNNY VONG (FRIDAY 7TH JANUARY 10.00AM)	-130.00	
EFT18819	31/01/2022	MIDLAND HYUNDAI	COMPLETE VEHICLE SERVICE - CDO'S 1GJA728 P507	-1376.00	
EFT18820	31/01/2022	MIDWEST AUTO GROUP	DCEO SHIRE VEHICLE 90,000KM SERVICE - 1GMF413 P514	-650.00	
EFT18821	31/01/2022	MTF SERVICES	AGRN 899 MT AUGUSTUS WOODLAND ROAD - CYCLE 40 (29/11/21-9/12/21) AND CYCLE 42 (10/12/21-24/12/21), AGRN 899 MEEKATHARRA MT CLERE ROAD - CYCLE 40 (29/11/21 -9/12/21) AND CYCLE 42 (10/12/21-24/12/21)	-694520.20	
EFT18822	31/01/2022	MURCHISON RUBBISH SERVICES	JANUARY 2022 - REFUSE SITE MAINTENANCE, DOMESTIC COLLECTION, LITTER CONTROL	-21036.62	
EFT18823	31/01/2022	NEUK PORT AD-HAIR	AERODROME MANAGEMENT CONTRACT FOR MONTH OF JANUARY 2022	-22622.60	
EFT18824	31/01/2022	NEWMONT MINING SERVICES PTY LTD	RATE REFUND - GREAT CENTRAL MINES LTD - A4497 E53/900, A2260 E69/422, A4598 E52/1063, NORMANDY YANDAL OPERATIONS LTD - A5162 M52/519	-2658.77	
EFT18825	31/01/2022	NODE1 PTY LTD	FEBRUARY INTERNET SERVICE FOR ADMIN, YOUTH CENTRE, AIRPORT, DEPOT, 137 DARLOT STREET	-2096.00	
EFT18826	31/01/2022	NORRIS & HYDE IT (NH-IT) PTY LTD	ANNUAL BINARY LANE CLOUD HOSTING FOR 3CX PHONE SYSTEM - JANUARY 2022	-79.95	
EFT18827	31/01/2022	NORTHERN GOLDFIELDS EARTHMOVING PTY LTD (NGE)	ROAD CONSTRUCTION - TUREE CREEK ROAD - MAINTENANCE GRADE IN CONJUNCTION WITH FLOOD DAMAGE WORKS - SIGNED OFF, AGRN 899 TANGADEE ROAD - 7030063 - 10/12/21-23/12/21, AGRN 899 ASHBURTON ROAD - 7030067 - 10/12/21-23/12/21	-252758.00	

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON SATURDAY 19 FEBRUARY 2022

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**SHIRE OF MEEKATHARRA**



Accounts Due and Paid under Delegated Authority and Submitted to Council on the  
19-Feb-22

Chq/EFT	Date	Name	Description	Amount	AIR BP
EFT18828	31/01/2022	OCLC (UK) LTD	AMLIB ANNUAL MAINTENANCE 14/5/2021-13/5/2022	-1651.44	
EFT18829	31/01/2022	OFFICE NATIONAL (PAPER PLUS)	YOUTH CENTRE OFFICE FURNITURE - 3X RAPID SPAN MOBILE PEDESTAL 3 DRAWER, 2X RAPIDLINE CDK1575 DESK OPEN, 1X RAPIDLINE WORKER ROUND MEETING TABLE 1200MM, 2X RAPIDLINE WORKER CUPBOARD LOCKABLE, 12X ELIZABETH RICHARDS PLASTIC TOTE TRAY CLEAR, 4X BURO MONDO GEWNE TASK CHAIR HIGH MESH BACK ARMS BLACK, 1X ELIZABETH RICHARDS MOBILE STORAGE UNIT 12 BAY, 4X RAPIDLINECLOVER TUB CHAIR, 1X RAPIDLINE WORKER WALL UNIT LOCKABLE, FREIGHT TO MEEKATHARRA YOUTH CENTRE ON DARLOT STREET	-7763.94	
EFT18830	31/01/2022	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	20 X ANTIVIRUS LICENCES FOR SHIRE COMPUTERS (TREND A-V) FOR ONE YEAR, ASSISTANT SERVICE TO CDSM AND ADMIN	-1070.00	
EFT18831	31/01/2022	PHILLIP MOSES	OCM 15/1/2022 - MEMBERS MEETING FEES	-350.00	
EFT18832	31/01/2022	PRACSYS	LANDOR ROAD PROJECT EXPANSION COST BENEFIT ANALYSIS - 50% UPFRONT FEE	-7590.00	
EFT18834	31/01/2022	SHIRE OF MEEKATHARRA	PAYROLL DEDUCTIONS	-1130.00	
EFT18835	31/01/2022	SHONA KELLY	RATES REFUND FOR ASSESSMENT A4308 52 MCCLEARY STREET MEEKATHARRA WA 6642	-1058.39	
EFT18836	31/01/2022	SKIPPERS AVIATION PTY LTD	ONE WAY FLIGHT (PER - MKA) FOR MR KELVIN MATTHEWS - MONDAY 15TH NOVEMBER FOR COMMENCEMENT OF CEO POSITION	-235.00	
EFT18837	31/01/2022	TELSTRA CORPORATION LIMITED	JANUARY 2022 TELEPHONE LANDLINE AND MOBILE CHARGE	-1227.71	
EFT18838	31/01/2022	TOLL TRANSPORT PTY LTD	VARIOUS FREIGHTS - (CORSIGN) GNANGARA TO SHIRE OF MEEKATHARRA - SKID/PLT - 8 DEC 2021, (LISWA) MEEKATHARRA TO PERTH - 13 JAN	-704.63	
EFT18839	31/01/2022	TRENFELD MOTORS	REPAIR OR SUPPLY & FIT, IF NECESSARY, TYRES ON SHIRE OF MEEKATHARRA PLANT FOR NOVEMBER AND DECEMBER 2021	-12511.62	
EFT18840	31/01/2022	TRUCK CENTRE WESTERN AUSTRALIA	P522 - MACK GRANITE PRIME MOVER - (1 GME 570), P521 - MACK GRANITE (1GME 564) - PARTS AND LABOUR AS PER DEFECT LIST PROVIDED	-31125.89	
EFT18841	31/01/2022	VISAGE PRODUCTIONS	PRODUCTION OF SHIRE TOURISM VIDEO	-2530.00	
EFT18842	31/01/2022	WESTERN INDEPENDENT FOODS	FREIGHT - GERALDTON TO MKR - RECTIC PART FOR LOT 303 DARLOT ST	-30.00	
EFT18843	31/01/2022	WESTRAC EQUIPMENT	P418 - 2008 CAT CS56 ROLLER - REMOVE THE DRUM AND RESEAL PUMP DRIVE - SEALS HAVE GONE (PARTS/LABOUR/TRAVEL), P519 - CAT CW34M 20T ROLLER - 1000 HOUR SERVICE, P484 - 2006 CAT 140 H CAT GRADER - PROVIDE 250 HOUR SERVICE (PARTS & LABOUR), P464 - 2012 272DAC SKIDSTEER - DIAGNOSE & REPAIR AIR CON (PARTS & LABOUR)	-17185.09	
DD13942.1	05/01/2022	HORIZON POWER	ELECTRICITY CHARGES 15/10/21-14/12/21 FOR SHIRE FACILITIES	-30100.29	
DD13944.1	05/01/2022	AWARE SUPER	PAYROLL DEDUCTIONS	-5184.50	
DD13944.2	05/01/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-732.92	
DD13944.3	05/01/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-961.53	
DD13944.4	05/01/2022	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-1000.00	
DD13944.5	05/01/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1423.29	
DD13944.6	05/01/2022	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-180.16	
DD13953.1	19/01/2022	AWARE SUPER	PAYROLL DEDUCTIONS	-5481.51	
DD13953.2	19/01/2022	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	-1174.68	
DD13953.3	19/01/2022	DEPARTMENT OF COMMERCE - CONSUMER PROTECTION	PAYROLL DEDUCTIONS	-400.00	
DD13953.4	19/01/2022	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-961.53	
DD13953.5	19/01/2022	CBUS ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	-1000.00	
DD13953.6	19/01/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1371.44	
DD13953.7	19/01/2022	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	SUPERANNUATION CONTRIBUTIONS	-188.99	
DD13956.1	24/01/2022	DEPARTMENT OF COMMERCE - CONSUMER PROTECTION	SHIRE HOUSING BOND FOR RUNNY VONG (HAYS TEMP)	-400.00	
THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:				MUNI BANK	- \$ 1,362,864.44
				AIR BP ACCOUNT	0.00

TOTALLING -\$1,362,864.44 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON Saturday, 19 February 2022  
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.

KELVIN MATTHEWS  
CHIEF EXECUTIVE OFFICER



<b>Title/Subject:</b>	<b>2021/2022 BUDGET REVIEW</b>	
<b>Agenda/Minute Number:</b>	9.2.4	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 0241	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	7 February 2022	
<b>Author:</b>	Krys East Deputy Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

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

**Attachments:**

2021/2022 Budget Review.

**Background:**

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

The draft budget is presented to Council in May, and at this time staff are only able to provide financial estimates regarding future spending. A review of the adopted budget was held in September 2021 after the completion of the draft 2020/21 financial report figures as staff had identified some necessary amendments to these initial financial estimates.

This budget review addresses the mandatory requirement and some recommendations due to the completion of the final 2020/21 financial report.

**Comment:**

The requested amendments are as follows:

Adjustment to 2020/21 surplus

1. The actual surplus as per audited Financials for 2020/21 was \$5,618,074 as opposed to the previously estimated surplus of \$9,430,864 – a decrease of \$3,812,790. The majority of the reduction is due to how the OAG and their appointed auditors, require the Asset Repair Working Capital for AGRN899 (ARWC) to be treated. It was included as non-operating grant revenue in the draft Annual Financials but treated as a Capital Liability in the final annuals. The reduction in surplus is off-set with the ARWC being included as non-operating revenue this financial year. Many of the unspent projects carried over to the current financial year.

<b>Audited Budget Surplus</b>	↓	<b>\$3,812,790</b>
<b>Capital Rev:GL4601 DFES – Natural Disaster</b>	↑	<b>\$3,283,530</b>

Variations to Budgeted Figures

2. Landor Road Council funded reseal SLK 92.9 to SLK 104.13 had an allocation of \$337k. The company that call for Bitumen Tenders on behalf of the Shire provided wrong estimates and aggregate type on the tender documents. This was caused by not following Shires quantity and aggregate report fully.

General type 14 / 7 mm aggregate over all works for this financial year including the CB66 – Landor Road – reseal program.

Reseal program was to be 10 mm aggregate with binder, but was not in Tender package so this was classed as variation by Bitutek when providing other works on Landor Road at the time.

**Capital Exp. Job CB66 Landor Road – Council funded      ↑      \$118,593**

3. Lion's Park rejuvenation works are significantly higher than budgeted for. At the November HBTP it was approved in principal the proposed design for Lion's Park and agreed to consolidate the Consols Road and Lions Park budgets to create one "good" park for the community.

Consols Road - \$52,000

Lions Park - \$32,000

Kidszone paving \$6,000

Youth Centre Patio area \$10,000

Kidszone lawn rejuvenation \$5,000

Total - \$105,000

To enable wheelchair access to the public toilets, pathway from Savage Street to the rear of the Youth Centre is required, and Council had allocated \$50,000 this financial year to new footpaths in town. It is unlikely this money will be spent elsewhere in town this financial year, so it is recommended this budget be utilised at Lions Park as well.

It is also recommended the concrete pads behind the Youth Centre and Kidszone (budgeted) are completed at the same time to leverage time efficiency.

There have been increases in cost since the budget was first proposed, and it has become clear some items were significantly underbudgeted. Some reasons for this include supply chain issues and a lack of stock held in Western Australia (see attached notice from COPE Freight regarding cost increases). Cost of transport of perishable items such as turf and trees has added to the difference in cost. It has taken significant negotiations to come to a solution that allows 4m tall trees and 750m<sup>2</sup> turf rolls to be transported to Meekatharra at an appropriate time to allow immediate planting and installation on arrival, considering this will need to be a community planting effort to ensure there are sufficient willing hands. Such advanced trees will stand a better chance of survival in Meekatharra.

An example of the underbudgeting is that the two parks had a total of \$7,000 for seats. An order has been placed for 3 sets of bench seats and tables, 3 bench seats with back, and 5 rubbish bins, utilising aluminium battens in a timber look finish for a cost of \$34,000.

Proposed cost for the completed park as per the attached drawing is –

70916	Plants and Trees	9,893.00
70899	Preliminary earthworks for pathways and pads	9,900.00
70860	Supply and lay reticulation	4,653.00
70845	Removal of BMX track and preliminary contour of site, transfer of mulch from Sport Complex	10,000.00
70647	Clean up of detritus at Skatepark	2,000.00
70910	Seats and Bins (attached)	33,336.90

	Wheelchair accessible ramp and footpath/Youth Centre	70,000.00
Estimated	pad/Kidszone pad/ 3 x tables pads and 2 x BBQ pads (55m <sup>3</sup> )	
70922	Turf	6,000.00
Estimate	Transport plants and turf (1 quote in , sourcing others)	13,000.00
70923	Transport compost from Dalwallinu	4865.50
	Compost (turf underlay)	3,750.00
70362	GAS COOKTOPS	5,233.00
Estimate	3 x Gazebos (waiting on final quote)	30,000.00
70921	BBQ (already have 1 in stock)	6,517.20
	<b>Total</b>	<b>\$209,148.60</b>

Extra Budget required is \$55,000

The end result will be a community park area which will look finished immediately on completion and be a welcome addition to greening and beautifying the town. Large established plants are being purchased to reduce damage/theft and provide instant park ambience. Roll out kikuyu lawn will be installed. Ground preparation is also being carried to ensure that the live components of this facility have the best chance of survival. Reticulation will be installed. The hard elements of footpaths, bbq's, tables, seating and gazebos are included in the proposed works.

<b>Capital Exp.</b>	<b>GL4076 Playground/Park at Queen Road/Consols</b>	<b>↓ \$52,000</b>
<b>Capital Exp.</b>	<b>GL5046 Footpaths – New and Renewal</b>	<b>↓ \$50,000</b>
<b>Capital Exp.</b>	<b>Job KZ08 Kids Zone – Reticulation &amp; reseeding</b>	<b>↓ \$5,000</b>
<b>Capital Exp.</b>	<b>Job SR13 Lions Park - Landscaping</b>	<b>↑ \$108,000</b>
<b>Capital Exp.</b>	<b>Job SR14 Lions park - Seating/Tables/Bins/ Gazebos</b>	<b>↑ \$45,000</b>
<b>Capital Exp.</b>	<b>Job SR15 Lions park – BBQ's</b>	<b>↑ \$52,000</b>

4. \$6,500 was budgeted for an Orphans/Seniors Xmas Dinner. This event did not take place so the allocation is not required.

**Operating Rev. Job CD9 Orphans/Seniors Xmas Dinner** **↓ \$6,500**

5. Housing insurance is higher than in previous years. This is due primarily to increased building values due to a more complete valuation ie sheds, carports and garages are now included on the building assets. These had been omitted in previous years.

**Operating Exp. GL 2663 Housing Insurance** **↑ \$17,003**

6. Parks and Gardens reticulation maintenance is higher than anticipated. The budgets for these works have been significantly underspent in previous years. This year more pumps and reticulation pumps were needed to replace depleted stores and worn out pumps.

**Operating Exp. GL83812 Reticulation Maintenance** **↑ \$9,000**

7. The stand pipe, located on Railway Street, for public use is charged on an honour system. Any person may use the standpipe but it is a requirement that if usage by an individual or a company is expected to exceed 20kilolitres in a financial year that the water drawdown will be charged at the Water Corp rate plus 100% as per the Schedule of Fees and Charges. Based on the water usage so far this year it is expected that the Standpipe Maintenance, which includes water usage) cost will be double the budgeted figure ie \$30k. This will be slightly offset with the Standpipe fee income being increased by \$8k

**Operating Exp. GL8914 Standpipe Maintenance** **↑ \$15,000**

**Operating Rev. GL8783 Standpipe Fees** **↑ \$8,000**

8. The Tourism/Projects/Contributions with local shires (annual inclusion) includes expenditure this year for freestanding interpretive signs and trail marker for Barlangi rock, Mount Yagahong and Peace Gorge, as well as wall mounted signs for Jack Hills. These are all based on the Geo Region style guide. The budget is insufficient and needs to be increased by \$13k from \$25k to \$38k

**Operating Exp. GL5932 Tourism/Projects/Contributions with local shires (annual inclusion) ↑ \$13,000**

9. Actual festival income for 2021/22 is only \$6k not the budgeted \$36k.

**Capital Exp. GL5393 Festival Income ↓ \$30,000**

10. Rental income for the Lloyd's Café was budgeted at the full rate rather than the agreed reduced rent that has been agreed on in the first year of operation to allow the Café to establish itself.

**Capital Exp. GL4126 Rental Income – Lloyd's Café ↓ \$11,385**

11. The actual cost to install the SIP system to replace the ISDN phone system which will be obsolete in May 2022 was lower than anticipated by nearly \$11k.

**Capital Exp. GL1324 Admin Office Equipment ↓ \$10,747**

12. Council budgeted \$15k for the purchase of land and a further \$100k for the planning and design of for a CEO house.

Given that there is no urgency for a new CEO house as the newly appointed CEO is happy with the accommodation provided and staff shortages will prevent the planning and design from being undertaken this year it is suggested this project be deferred at this time.

However housing provision issues have been noted for other staff. Council at the November 2021 requested staff commence the process of purchasing property for this purpose. Staff have commenced negotiations and are in the process of acquiring Land for \$8k for a future residence and an established house for \$150k.

The transfer from Reserve to cover the cost of planning and design for the new CEO's house be deferred this financial year until the CEO's house commences.

**Capital Exp. GL2715 New staff housing ↑ \$50,000**

**Reserve GL's 8961/7050 Transfer from Reserve ↓ \$100,000**

13. An increase is required to the Traffic Signs and Control account to ensure there is sufficient allocation to cover the cost to finalise the signs, guideposts and installations for the remaining of the financial year on various roads in conjunction with flood damage work.

**Operating Exp. GL4900 Traffic Signs & Control ↑ \$100,000**

14. An increase is required to the Road Maintenance Various account. Allocated maintenance grading is still required in the far north of the Shire.

**Operating Exp. GL4750 Road Maintenance Various ↑ \$150,000**

15. Freight and increase cost of purchasing drainage materials and culverts is having an impact on the works on the Ashburton Downs Road. To ensure these works are carried out to the required high standard an increase of \$100k is required. This project is partially funded by Roads to Recovery. The increased budget will not affect their funding. The works on this job are to reconstruct and seal a 6km section.

**Capital Exp. Job A67 Ashburton Downs Road R2R funded ↑ \$100,000**

Timing Differences

16. The structural testing on the airport is not likely to be achieved this financial year and will be required to be carried over to 2022/23. This reduces the budget from \$200k to \$0. The transfer from the Airport Runway Reserve is also to be delayed until the next financial year.

<b>Operating Rev.</b>	<b>GL5031 Structural testing on airport pavement</b>	<b>↓</b>	<b>\$200,000</b>
<b>Reserve</b>	<b>GL's 8961/7070 Transfer from Reserve</b>	<b>↓</b>	<b>\$200,000</b>

Request for New Budget Items

Nil

Non-Cash Differences

17. Depreciation on both Pool and Sports, Parks, Gym, Roads require amendment.

The swimming pool valuation completed in June 2021 was significantly lower than previously provided. \$1.6M reduced to \$273k. This and other reduced values combined with extended useful life's s has reduced the depreciation for the Pool overall.

New assets such as the tennis courts synthetic turf surface have been included in the assets register. Some of these are quite expensive components of the overall asset and have increased the depreciation to be allocated to Sports, Parks and Gardens depreciation account. The relevant depreciation account therefore needs amending.

Roads have been renewed resulting in the Fair Value on roads being increased by nearly \$3m and a further \$3M increase in road related assets such as floodways since the 2018 revaluation was undertaken. However, since the 2018 revaluation was undertaken the Valuation on the system had increased by nearly \$13M due to road works being undertaken so the depreciation during the year was higher than it should have been. This year's depreciation is more of a correct indication of the actual years depreciation.

As per accounting practices these are non-cash amounts excluded from operating activities

<b>Operating Exp.</b>	<b>GL2663 Depn Pool</b>	<b>↓</b>	<b>\$107,603</b>
<b>Operating Exp.</b>	<b>GL3662 Depn Sports, Parks, Gym</b>	<b>↑</b>	<b>\$47,402</b>
<b>Operating Exp.</b>	<b>GL3662 Roads</b>	<b>↓</b>	<b>\$1,588,212</b>

The overall budget impact of all these changes, if adopted as presented by Council, combined with previously adopted budget amendments, is that there will be a surplus of approx. \$323,652. To provide a balanced budget Council may resolve to amend budgeted transfers to and from the reserves as they deem fit. Historically, it is likely that the budget will remain in surplus at the end of the financial year.

**Consultation:**

Kelvin Matthews – Chief Executive Officer  
 Krys East – Deputy Chief Executive Officer  
 Peter Cox – Works and Services Manager  
 Tralee Cable – Community & Development Services Manager  
 Megan Shirt – Financial Consultant

**Statutory Environment:**

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

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

**Policy Implications:**

Nil

**Budget/Financial Implications:**

Budget amendments form part of the Officer Recommendation.

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That Council confirms all budget amendments previously adopted by Council totalling \$996,070 and the 2020/21 surplus as being \$5,618,074 (changed by \$-3,812,790) and adopts the following new amendments totalling \$4,191,709:**

**1. Income Accounts:**

***Increased***

- **4601 FESA – Natural Disaster +\$3,283,530**
- **8783 Standpipe Fees +\$8,000**

***Reduced***

- **4126 Rental Income – Lloyd’s café -\$11,385**
- **5393 Festival Income -\$30,000**

**2. Expense Accounts:**

***Increased***

- **CB66 Landor Road – Council funded reseal +\$118,593**
- **SR13 Lions Park - Landscaping +\$108,000**
- **SR14 Lions Park – Seating/Tables/Bins/Gazebos +\$45,000**
- **SR15 Lions Park - BBQ +\$5,500**

- **2663 Housing Insurance +\$17,003**
- **3812 Reticulation Maintenance +\$9,000**
- **8914 Standpipe Maintenance (includes usage) +\$15,000**
- **5932 Tourism/Projects/Contributions with local shires (annual inclusion) +\$13,000**
- **4750 Road Maintenance Various +\$150,000**
- **4900 Traffic signs & control +\$100,000**
- **2715 New staff housing +\$50,000**
- **A67 Ashburton Downs R2R Funded +\$100,000**

***Reduced***

- **4076 Playground/Park at Queen Road/Consols -\$52,000**
- **5046 Footpaths – New and Renewal -\$50,000**
- **CD9 Orphans/Seniors Xmas Dinner -\$6,500**
- **5031 Structural testing on airport pavement -\$200,000**
- **KZ08 Kids Zone - Reticulation and reseeding of lawn -\$5,000**
- **1324 Admin Office Equipment – phone system -\$10,747**

**3. Reserves:**

***Increased***

- **Nil**

***Reduced***

- **8961/7070 Transfer from Airport Runway Reserve -\$200,000**
- **8961/7050 Transfer from Building Reserve -\$100,000**

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

SHIRE OF MEEKATHARRA  
STATEMENT OF BUDGET REVIEW  
(NATURE OR TYPE)  
FOR THE PERIOD ENDED 31ST JANUARY 2022

	Budget v Actual		Predicted		
	Adopted Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	
	\$	\$	\$	\$	Year End (a)+(c)+(d)
<b>OPERATING ACTIVITIES</b>					
Net current assets at start of financial year surplus/(deficit)	9,430,864	8,833,788	(3,812,790)		5,618,074 ▼
<b>Revenue from operating activities (excluding rates)</b>					
Specified area rates	0				0
Operating grants, subsidies and contributions	2,125,021	1,334,224	199,858		2,324,879 ▲
Fees and charges	1,305,450	843,500	(3,385)		1,302,065 ▼
Interest earnings	132,804	38,753			132,804
Other revenue	344,521	150,304			344,521
Profit on asset disposals	10,885	0			10,885
	3,918,681	2,366,781	196,473	0	4,115,154
<b>Expenditure from operating activities</b>					
Employee costs	(2,036,571)	(1,137,387)			(2,036,571)
Materials and contracts	(3,467,325)	(1,538,820)	(85,500)		(3,552,825) ▲
Utility charges	(379,411)	(171,658)	(19,000)		(398,411) ▲
Depreciation on non-current assets	(7,532,730)	(3,504,433)	1,648,413		(5,884,317) ▼
Insurance expenses	(227,159)	(280,043)	(17,003)		(244,162) ▲
Other expenditure	(282,671)	(82,931)	4,000		(278,671) ▼
Loss on asset disposals	(112,315)	0			(112,315)
	(14,038,182)	(6,715,272)	1,530,910	0	(12,507,272)
Non-cash amounts excluded from operating activities	7,634,160	3,504,433	(1,648,413)		5,985,747 ▼
<b>Amount attributable to operating activities</b>	6,945,523	7,989,730	(3,733,820)	0	3,211,703
<b>INVESTING ACTIVITIES</b>					
Non-operating grants, subsidies and contributions	13,654,391	8,205,460	3,289,749		16,944,140 ▲
Purchase land and buildings	(1,615,905)	(429,218)	(125,000)		(1,740,905) ▲
Purchase property, plant and equipment	(2,508,900)	0			(2,508,900)
Purchase furniture and equipment	(112,000)	(35,428)	10,747		(101,253) ▼
Purchase and construction of infrastructure-roads	(19,012,191)	(9,407,881)	1,223,476		(17,788,715) ▼
Purchase and construction of infrastructure- airport	(175,000)	(6,000)			(175,000)
Purchase and construction of infrastructure-other	(1,151,203)	(12,572)	(91,500)		(1,242,703) ▲
Purchase and construction of infrastructure-footpaths	(150,000)	0	50,000		(100,000) ▼
Purchase of right of use assets					0
Purchase of Investments					0
Proceeds from self supporting loans					0
Proceeds from disposal of assets	882,800	0			882,800
<b>Amount attributable to investing activities</b>	(10,188,008)	(1,685,639)	4,357,472	0	(5,830,536)
<b>FINANCING ACTIVITIES</b>					
Transfers to cash backed reserves (restricted assets)	(1,959,691)	0			(1,959,691)
Transfers from cash backed reserves (restricted assets)	450,000	0	(300,000)		150,000 ▼
<b>Amount attributable to financing activities</b>	(1,509,691)	0	(300,000)	0	(1,809,691)
<b>Budget deficiency before general rates</b>	-4,752,176	6,304,091	323,652	0	-4,428,524 ▼
<b>Estimated amount to be raised from general rates</b>	4,752,176	4,717,427		0	4,752,176 ▲
<b>Closing funding surplus/(deficit)</b>	0	11,021,518	323,652	0	323,652 ▲



SHIRE OF MEEKATHARRA  
STATEMENT OF BUDGET REVIEW  
(STATUTORY REPORTING PROGRAM)  
FOR THE PERIOD ENDED 31ST JANUARY 2022

	Budget v Actual		Predicted			Material Variance
	Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)-(c)-(d)	
Note	\$	\$	\$	\$	\$	
<b>OPERATING ACTIVITIES</b>						
Net current assets at start of financial year surplus(deficit)	9,430,864	8,833,788	(3,812,790)		5,618,074	▼
Revenue from operating activities (excluding rates)						
Governance	80	0			80	▲
General purpose funding	1,740,203	5,803,610	229,858		1,970,061	▲
Law, order, public safety	16,220	15,257			16,220	
Health	6,104	6,226			6,104	
Education and welfare	151,110	97,824			151,110	
Housing	29,500	17,929			29,500	
Community amenities	144,426	107,904			144,426	
Recreation and culture	217,655	49,784	(11,385)		206,470	▼
Transport	1,387,401	1,113,378			1,387,401	
Economic services	101,120	32,160	(30,000)		71,120	▼
Other property and services	124,659	49,714	8,000		132,659	▲
	3,918,679	7,293,787	196,473	0	4,115,152	
Expenditures from operating activities						
Governance	(731,275)	(352,244)	4,000		(727,275)	▼
General purpose funding	(233,176)	(113,284)			(233,176)	
Law, order, public safety	(203,537)	(92,537)			(203,537)	
Health	(152,473)	(73,353)			(152,473)	
Education and welfare	(841,523)	(382,087)	(3,500)		(845,023)	▲
Housing	(29,500)	(31,017)	(17,003)		(46,503)	▲
Community amenities	(702,681)	(249,776)	(4,000)		(706,681)	▲
Recreation and culture	(1,765,344)	(863,126)	51,201		(1,714,143)	▼
Transport	(8,523,214)	(3,979,236)	1,538,212		(6,985,002)	▼
Economic services	(617,129)	(367,970)	(13,000)		(630,129)	▲
Other property and services	(238,330)	(210,643)	(25,000)		(263,330)	▲
	(14,036,182)	(6,715,272)	1,530,910	0	(12,507,271)	
Non-cash amounts excluded from operating activities	7,634,160	3,504,433	(1,648,413)	0	5,985,747	▲
Amount attributable to operating activities	6,945,521	12,916,736	(3,733,820)	0	3,211,702	
<b>INVESTING ACTIVITIES</b>						
Non-operating grants, subsidies and contributions	13,654,391	8,205,460	3,289,749	0	16,944,140	▼
Purchase land and buildings	(1,615,905)	(429,218)	(125,000)	0	(1,740,905)	▲
Purchase property, plant and equipment	(2,508,900)	0	0	0	(2,508,900)	
Purchase furniture and equipment	(112,000)	(35,428)	10,747	0	(101,253)	▼
Purchase and construction of infrastructure-roads	(19,012,191)	(9,407,881)	1,223,476	0	(17,788,715)	▼
Purchase and construction of infrastructure- airport	(175,000)	(6,000)	0	0	(175,000)	
Purchase and construction of infrastructure-other	(1,151,203)	(12,572)	(91,500)	0	(1,242,703)	▲
Purchase and construction of infrastructure-footpaths	(150,000)	0	50,000	0	(100,000)	▼
Purchase of right of use assets	0	0	0	0	0	
Purchase of investments	0	0	0	0	0	
Proceeds from self supporting loans	0	0	0	0	0	
Proceeds from disposal of assets	882,800	0	0	0	882,800	
Proceeds from sale of investments	0	0	0	0	0	
Amount attributable to investing activities	(10,168,008)	(1,685,639)	4,357,472	0	(5,830,536)	
<b>FINANCING ACTIVITIES</b>						
Transfers to cash backed reserves (restricted assets)	(1,959,691)	0	0	0	(1,959,691)	
Transfers from cash backed reserves (restricted assets)	450,000	0	(300,000)	0	150,000	▲
Amount attributable to financing activities	(1,509,691)	0	(300,000)	0	(1,809,691)	
Budget deficiency before general rates	(4,752,179)	11,231,097	323,652	0	(4,428,527)	
Estimated amount to be raised from general rates	4,752,179	0	0	0	4,752,179	
Closing Funding Surplus(Deficit)	0	11,231,097	323,652	0	323,652	▲

AGENDA OF THE ORDINARY COUNCIL MEETING TO BE HELD ON SATURDAY 19 FEBRUARY 2022

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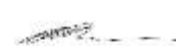
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31ST JANUARY 2022

BUDGET AMENDMENTS

Adopted & Proposed 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	18/09/21 - Item 9.2.4	Adopted Budget Closing Surplus/(Deficit)	0	0				0
				Unaudited Budget Surplus	9,430,864	8,833,788		0	(597,076)	(597,076)
				Audited Budget Surplus	8,833,788	5,618,074		0	(3,215,714)	(3,812,790)
<b>Operating Revenue</b>										
0181	↑	Financial Assistance Grant	18/09/21 - Item 9.2.4	Operating Revenue	1,106,522	1,187,154		80,632	0	(3,732,158)
0211	↑	Local Road Grant	18/09/21 - Item 9.2.4	Operating Revenue	482,189	631,415		149,226	0	(3,582,932)
4126	↓	Rental income - Lloyd's café		Operating Revenue	17,078	5,693		0	(11,385)	(3,594,317)
8783	↑	Standpipe Fees		Operating Revenue	10,000	18,000		8,000	0	(3,586,317)
5393	↓	Festival Income		Operating Revenue	36,000	6,000		0	(30,000)	(3,616,317)
<b>Non-Operating Revenue</b>										
4601	↓	FESA - Natural Disaster	18/09/21 - Item 9.2.4	Capital Revenue	10,080,269	9,938,039		0	(142,230)	(3,758,547)
5183	↑	Aerodrome Grant Income	18/09/21 - Item 9.2.4	Capital Revenue	0	148,449		148,449	0	(3,610,098)
4601	↑	FESA - Natural Disaster		Capital Revenue	9,938,039	13,221,569		3,283,530	0	(326,568)
<b>Operating Expenditure</b>										
8022	↓	Engineering Office & Other Exp	18/09/21 - Item 9.2.4	Operating Expenses	2,000	12,000		0	(10,000)	(336,568)
YC29	↑	Art & Craft (inc Town Mural Project)	20/11/2021 - Item 9.4.2	Operating Expenses	10,000	25,000		0	(15,000)	(351,568)
0252	↓	Donations Various	20/11/2021 - Item 9.4.1	Operating Expenses	30,000	26,000		4,000	0	(347,568)
3981	↑	Utilities (Electricity) for Meeka FM	20/11/2021 - Item 9.4.1	Operating Expenses	0	4,000		0	(4,000)	(351,568)
CD9	↓	Orphans/Seniors Xmas dinner		Operating Expenses	6,500	0		6,500	0	(345,068)
2663	↑	Housing Insurance		Operating Expenses	50,776	67,779		0	(17,003)	(362,071)
3662	↓	Depn Pool		Operating Expenses	177,503	69,900	(107,603)	107,603	0	(362,071)
3972	↑	Depn Sports, Park, Gym		Operating Expenses	299,315	346,717	47,402	0	(47,402)	(362,071)
4882	↓	Depn Roads		Operating Expenses	5,578,099	3,989,887	(1,588,212)	1,588,212	0	1,226,141
3612	↑	Reticulation Maintenance		Operating Expenses	7,000	16,000		0	(9,000)	(371,071)
8914	↑	Standpipe Maintenance (includes usage)		Operating Expenses	15,000	30,000		0	(15,000)	(386,071)
		Tourism/Projects/Contributions with local shires (annual inclusion)		Operating Expenses	25,000	38,000		0	(13,000)	(399,071)
5932	↑	Structural testing on airport pavement		Operating Expenses	200,000	0		200,000	0	(199,071)
K2C08	↓	Kids Zone - Reticulation and reseeded of lawn		Operating Expenses	5,000	0		5,000	0	(194,071)
4750	↑	Road Maintenance Various		Operating Expenses	540,000	690,000		0	(150,000)	(344,071)
4900	↑	Traffic signs & control		Operating Expenses	151,365	251,365		0	(100,000)	(444,071)
<b>Non-Operating Expenditure</b>										
0979	↑	Lot 204 Hill Street - Replace ATU /Septics	18/09/21 - Item 9.2.4	Capital Expenses	0	10,000		0	(10,000)	(454,071)
		Lot 927 McCleary Street - Renovate kitchen, bathroom and ensuite	18/09/21 - Item 9.2.4	Capital Expenses	50,000	115,000		0	(65,000)	(519,071)
FDC00	↓	AGRN: 899 Various Roads	18/09/21 - Item 9.2.4	Capital Expenses	12,216,768	10,774,699		1,442,069	0	922,998
MS03	↓	Mainstreet Scaping - Street Sculptures	20/11/2021 - Item 9.4.2	Capital Expenses	15,000	0		15,000	0	937,998
CB66	↑	Londor Road Council funded Reseal		Capital Expenses	337,000	455,593		0	(118,593)	819,405
4076	↓	Playground/Park at Queen Road/Conzols		Capital Expenses	52,000	0		52,000	0	871,405
5046	↓	Footpaths - New and Renewal		Capital Expenses	150,000	100,000		50,000	0	921,405
SR13	↑	Lions park - Landscaping		Capital Expenses	12,000	120,000		0	(108,000)	813,405
SR14	↑	Lions park - Seating/Tables/Bins/Gazebos		Capital Expenses	5,000	50,000		0	(45,000)	768,405
SR15	↑	Lions park - BBQ's		Capital Expenses	15,000	20,500		0	(5,500)	762,905
1324	↓	Admin Office Equipment - phone system		Capital Expenses	20,000	9,253		10,747	0	773,652
2715	↑	New staff housing		Capital Expenses	115,000	165,000		0	(50,000)	723,652
A67	↑	Ashburton Downs R2R funded		Capital Expenses	1,100,000	1,200,000		0	(100,000)	623,652
<b>Reserves</b>										
8961/7070	↓	Transfer from Airport Runway Reserve		Reserve	200,000	0		0	(200,000)	423,652
8961/7050	↓	Transfer from Building Reserve		Reserve	100,000	0		0	(100,000)	323,652
								7,150,968	(5,178,903)	

### 9.3. ADMINISTRATION

<b>Title/Subject:</b>	<b>LOCAL LAWS REVIEW 2021</b>
<b>Agenda/Minute Number:</b>	9.3.1
<b>Applicant:</b>	Nil
<b>File Ref:</b>	ADM 298
<b>Date of Report:</b>	25 January 2022
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Tralee Cable Community & Development Services Manager
	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer
	 <i>Signature Senior Officer</i>

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

Council may consider endorsing the required undertakings to the proposed Local Laws; the Dogs Local Law 2021 and the Cemeteries Local Law 2021.

#### **Attachments:**

Attachment 1 – Dogs Local Law 2021.

Attachment 2 - Copy of letter from Joint Standing Committee on Delegated Legislation 17/11/2021 (Dogs Local Law 2021).

Attachment 3 – Cemeteries Local Law 2021.

Attachment 4 - Copy of letter from Joint Standing Committee on Delegated Legislation 17/11/2021 (Cemeteries Local Law 2021).

Councilors were originally provided with a copy of above proposed Local Laws on 10 June 2021, and 14 September 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.”*

And at the Ordinary Council Meeting on the 14th September:

*“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.”*

**Comment:**

In accordance with the Act, a copy of all three proposed local laws were provided to the Joint Standing Committee on Delegated Legislation. Feedback on amendments to the endorsed laws have been provided and the requirement from the Committee is that Council undertakes to make the below amendments to the Laws at the next review.

The Shire of Meekatharra Cemeteries Local Law (2021),

- local law is missing full stops at the end of the following clauses:
  - 6.1(3)
  - 9.3(2)
  - 9.6(c)
  - 9.7(2)
  - 9.8(1)
  - 9.8(2)
  - 10.2(3)
- In clause 9.14 the reference should be to clause 9.12 (not clause 9.14).
- The heading to Schedule 3 should read 'Withdrawal of Infringement Notice' rather than 'Withdrawal of Infringement L Notice'

The Shire of Meekatharra Dogs Local Law (2021),

Clause 3.4(b) contains a typographical error. It should read:

3.4 Determining an Application

In determining an application for a licence, the local government is to have regard to the effect which approval of the ~~proposed~~ application may have on the environment or amenity of the neighbourhood; and

**Consultation:**

Darrell Forrest, Local Government Consultant  
Krys East, DCEO  
Tralee Cable, CDSM  
Kelvin Matthews, 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:**

Cost for gazettal as per budget.

**Strategic Implications:**

Nil

**Voting Requirements:**

Absolute Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**The Council of the Shire of Meekatharra resolves to undertake to the Joint Standing Committee on Delegated Legislation that:**

**When the Shire of Meekatharra Dogs Local Law (2021) is next reviewed,**

- 1. amend clause 3.4(b) to delete the word 'proposed' and replace it with 'application'.**
- 2. Ensure any consequential amendments arising from undertaking 1 will be made.**
- 3. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.**

**AND**

**The Council of the Shire of Meekatharra resolves to undertake to the Joint Standing Committee on Delegated Legislation that:**

**When the Shire of Meekatharra Cemeteries Local Law (2021) local law is next reviewed:**

- 1. Insert full stops at the end of clauses 6.1(3), 9.3(2), 9.6(c), 9.7(2), 9.8(1), 9.8(2) and 10.2(3) in clause 9.14, change the reference to clause 9.14 to clause 9.12**
- 2. Correct the heading to Schedule 3 to read 'Withdrawal of Infringement Notice'**
- 3. Ensure any consequential amendments arising from undertaking 1 will be made**
- 4. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.**

Attachment 1

**DOG ACT 1976**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF MEEKATHARRA**

**DOGS LOCAL LAW 2021**

**DOG ACT 1976**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF MEEKATHARRA**

**DOGS LOCAL LAW 2021**

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**DOG ACT 1976**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF MEEKATHARRA**

**DOGS LOCAL LAW 2021**

Under the powers conferred by the *Dog Act 1976*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Meekatharra resolved on ??? 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]

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

\_\_\_\_\_

Dated ???

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

Harvey Nichols  
Shire President

Roy McClymont  
Chief Executive Officer



Attachment 2

JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION



Your ref: ADM 298  
Our ref: A924544 and 4121:03

17 November 2021

Cr Harvey Nichols  
Shire President, Shire of Meekatharra  
PO Box 129, Meekatharra WA 6642  
[cs@meekatharra.wa.gov.au](mailto:cs@meekatharra.wa.gov.au)

Dear President

**Shire of Meekatharra Dogs Local Law 2021**

Thank you for providing a copy of the above Local Law, its Explanatory Memorandum and other supporting materials.

The Joint Standing Committee on Delegated Legislation considered the Local Law at its meeting on 17 November 2021 and resolved to write to you about the following issue.

**Typographical error**

Clause 3.4(b) contains a typographical error. It should read:

**3.4 Determination of application**

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

- (b) the effect which approval of the proposed application may have on the environment or amenity of the neighbourhood; and

**Undertakings**

The Committee requests the following undertakings:

1. When the local law is next reviewed, amend clause 3.4(b) to delete the word 'proposed' and replace it with 'application'.
2. Ensure any consequential amendments arising from undertaking 1 will be made.
3. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.

The undertakings should be given in the form of a letter signed by you as President, not the Chief Executive Officer or other officer of the Shire of Meekatharra. This is because, pursuant to section

2.8(1)(d) of the *Local Government Act 1995*, the 'Mayor or President speaks on behalf of the local government' to the Parliament of Western Australia.

I note your Council is next due to meet on 17 December 2021. The Committee therefore requests the undertakings be provided by 24 December 2021.

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To assist you I attach a suggested form of Council resolution to provide the undertakings.

Please provide your response by 24 December 2021. If you have any queries in relation to this matter, please contact Ms Felicity Mackie, Advisory Officer (Legal) on 9222 7406 or at [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au).

Yours sincerely



**Mr Geoff Baker MLA**

Chair

cc: Roy McClymont, CEO: [cso@meekashire.wa.gov.au](mailto:cso@meekashire.wa.gov.au)

*This correspondence including any attachments is confidential and privileged. Your local government may only discuss the content of this letter and any attachments with the Western Australian Local Government Association, the Department of Local Government, Sport and Cultural Industries and the Shire's legal advisors to the extent necessary to obtain information the Committee seeks. Each person to whom you distribute this material must be made aware of its confidential and privileged status.*

***Suggested form of Council resolution to provide the undertakings:***

*The Council of the Shire of Meekatharra resolves to undertake to the Joint Standing Committee on Delegated Legislation that:*

1. When the local law is next reviewed, amend clause 3.4(b) to delete the word 'proposed' and replace it with 'application'.
2. Ensure any consequential amendments arising from undertaking 1 will be made.
3. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.

Attachment 3

**CEMETERIES ACT 1986**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF MEEKATHARRA**

**CEMETERIES LOCAL LAW 2021**

**CEMETERIES ACT 1986**

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF MEEKATHARRA**

**CEMETERIES LOCAL LAW 2021**

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

Under the powers conferred by the *Cemeteries Act 1986* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Meekatharra resolved on ??? 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)]

Item	Clause	Nature of offence	Modified Penalty \$
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 (b) In person at—Shire of Meekatharra, Main Street, Meekatharra during business hours (c) By mail to—Shire of Meekatharra PO Box 129, Meekatharra 6642 Please make cheques payable to Shire of Meekatharra.

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

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

[cl. 10.2(4)]

**Withdrawal of Infringement Notice**

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

To: <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

Attachment 4

JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION



Your ref: ADM 298  
Our ref: A924322 and 4121:02

17 November 2021

Cr Harvey Nichols  
Shire President, Shire of Meekatharra  
PO Box 129, Meekatharra WA 6642  
[cs@meekashire.wa.gov.au](mailto:cs@meekashire.wa.gov.au)

Dear President

**Shire of Meekatharra Cemeteries Local Law 2021**

Thank you for providing a copy of the above Local Law, its Explanatory Memorandum and other supporting materials.

The Joint Standing Committee on Delegated Legislation considered the Local Law at its meeting on 17 November 2021 and resolved to write to you about the following issues.

1. The local law is missing full stops at the end of the following clauses:
  - 6.1(3)
  - 9.3(2)
  - 9.6(c)
  - 9.7(2)
  - 9.8(1)
  - 9.8(2)
  - 10.2(3)
2. In clause 9.14 the reference should be to clause 9.12 (not clause 9.14).
3. The heading to Schedule 3 should read 'Withdrawal of Infringement Notice' rather than 'Withdrawal of Infringement L Notice'.

**Undertakings**

The Committee requests the following undertakings:

1. When the local law is next reviewed:
  - insert full stops at the end of clauses 6.1(3), 9.3(2), 9.6(c), 9.7(2), 9.8(1), 9.8(2) and 10.2(3)
  - in clause 9.14, change the reference to clause 9.14 to clause 9.12
  - correct the heading to Schedule 3 to read 'Withdrawal of Infringement Notice'.
2. Ensure any consequential amendments arising from undertaking 1 will be made.

3. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.

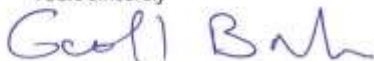
The undertakings should be given in the form of a letter signed by you as President, not the Chief Executive Officer or other officer of the Shire of Meekatharra. This is because, pursuant to section 2.8(1)(d) of the *Local Government Act 1995*, the 'Mayor or President speaks on behalf of the local government' to the Parliament of Western Australia.

I note your Council is due to meet on 17 December 2021. The Committee therefore requests the undertakings be provided by 24 December 2021.

To assist you I attach a suggested form of Council resolution to provide the undertakings.

Please provide your response by 24 December 2021. If you have any queries in relation to this matter, please contact Ms Felicity Mackie, Advisory Officer (Legal) on 9222 7406 or at [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au).

Yours sincerely



**Mr Geoff Baker MLA**

Chair



cc: Roy McClymont, CEO: [ceo@meekashire.wa.gov.au](mailto:ceo@meekashire.wa.gov.au)

*This correspondence including any attachments is confidential and privileged. Your local government may only discuss the content of this letter and any attachments with the Western Australian Local Government Association, the Department of Local Government, Sport and Cultural Industries and the Shire's legal advisors to the extent necessary to obtain information the Committee seeks. Each person to whom you distribute this material must be made aware of its confidential and privileged status.*

***Suggested form of Council resolution to provide the undertakings:***

*The Council of the Shire of Meekatharra resolves to undertake to the Joint Standing Committee on Delegated Legislation that:*

1. When the local law is next reviewed:
  - insert full stops at the end of clauses 6.1(3), 9.3(2), 9.6(c), 9.7(2), 9.8(1), 9.8(2) and 10.2(3)
  - in clause 9.14, change the reference to clause 9.14 to clause 9.12
  - correct the heading to Schedule 3 to read 'Withdrawal of Infringement Notice'.
2. Ensure any consequential amendments arising from undertaking 1 will be made.
3. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking.

<b>Title/Subject:</b>	<b>EXTRAORDINARY ELECTION - POSTAL/IN PERSON ELECTION</b>	
<b>Agenda/Minute Number:</b>	9.3.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM 156	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	14 February 2022	
<b>Author:</b>	Kelvin Matthews Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council to decide whether to conduct the forthcoming extraordinary election as an in person or postal election.

**Attachments:**

Extraordinary Election Schedule.

**Background:**

Council will be aware that Councillor Phil Moses tendered his resignation as a Councillor to the CEO on the 10 February 2022 effective immediately in accordance with section 2.31 (2) of the Local Government Act 1995. The resignation requires an extraordinary election to be held in accordance with section 2.32 (b) of the Local Government Act 1995.

Previously Council has conducted all its elections (ordinary and extraordinary) as “voting in person elections” and appointed the CEO as the Returning Officer.

**Comment:**

As noted above, Councillor Phil Moses resigned as a Councillor for the Shire of Meekatharra on Thursday 10 February 2022 effective immediately. The term of office for Councillor Moses was four years from the extraordinary election of 23 November 2019 that would/will expire on the 21 October 2023.

In accordance with section 4.8 (1) of the Local Government Act 1995, should the office of a councillor or of an elector mayor or president become vacant under section 2.32, an election to fill the office is to be held. In accordance with sections 4.9 (1)(b) and (2) of the Local Government Act 1995, any poll needed for an extraordinary election is to be held on a day decided on and fixed by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed. 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. That is, considering Councillor Moses resigned on the 10 February 2022, the extraordinary election is to be held no later than the 10 June 2022.

In accordance with sections 4.20 and 4.61 of the Local Government Act 1995, Council is to decide the choice of method(s) of conducting the extraordinary election. That is, by postal election or by voting in-person election. Should Council decide that the extraordinary election

is to be held as a voting in-person election, then the CEO is the Returning Officer for the election.

In accordance with section 4.37 of the Local Government Act 1995, a new Electoral Roll is **not** required for each election (extraordinary or ordinary) if it is an extraordinary election and the election day for which it is scheduled for is less than 100 days after the election day for another election. That is, since the appointment of Crs Holden and Day at the Ordinary Council Meeting (OCM) of Council on the 20 November 2021. In accordance with section 4.37 (3) (B), the CEO can also seek the approval of the Electoral Commissioner that the Roll that was used for the earlier election is suitable for use at the extraordinary election. However, the proposed date for the extraordinary election will be more than the prescribed 100 days since the appointment election on the 20<sup>th</sup> of November 2021 and therefore a new Electoral Roll will be required. The CEO will advertise accordingly following Councils resolution from this meeting.

Given the time frame between the advertising and the close of enrolments, the requirement to prepare a Consolidated Residents Roll, the advertisement calling for nominations and the close of nominations – the CEO recommends that the extraordinary election to fill the vacancy by Councillor Moses be held on the **14 May 2022**.

**Consultation:**

Councillor Moses (by email) resignation.

**Statutory Environment:**

- section 2.31 (2) of the Local Government Act 1995.
- section 2.32 (b) of the Local Government Act 1995.
- section 4.8 (1) of the Local Government Act 1995.
- sections 4.9 and 4.10 of the Local Government Act 1995.
- section 4.37 of the Local Government Act 1995.
- section 4.20 of the Local Government Act 1995.
- Section 4.61 of the Local Government Act 1995.

**Policy Implications:**

Policy 01.10 would not apply given Councillor Moses did not serve more than 4 years.

**Budget/Financial Implications:**

A budget allowance of \$5k has been included in the 2021/22 statutory budget for the conduct of elections noting that this allocation was for general ordinary 2021 elections. The extraordinary election can be expected to be circa \$2k being for any overtime for staff, advertising etc should Council decide an in-person election. The cost for a ‘postal voting only’ election method can be expected to be higher with the WA Electoral Commission (WAEC).

**Strategic Implications:**

Shire of Meekatharra Strategic Community Plan 2020 -2030 Objective 5 - ***Governance*** – to ensure effective, efficient use of Shire resources and provide leadership for the community.

**Voting Requirements:**

Absolute Majority



**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That Council:**

- 1. Confirm the date for the extraordinary election to be Saturday 14 May 2022, and**
- 2. Confirm that the extraordinary election will be conducted as an in-person election and that the CEO is the Returning Officer for the election in accordance with section 4.20 of the Local Government Act 1995.**



Government of Western Australia  
Department of Local Government

## Elections Timetable Template

### Local Government Extraordinary and Other Elections



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

Enter election date>> 14/05/2022

Council  
meeting dates  
Public Holiday

Days from Polling Day	Election Activities or Events	Relevant Act sections or Regulations	Day	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	5/03/2022 to 19/03/2022
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	19/03/2022
56	Advertising may begin for council nominations from 56 days, and no later than 45 days, before election day.	LGA s4.47(1)	Sat	19/03/2022
50	<b>Close of Rolls – 5.00pm</b>	LGA 4.39(1)	Fri	25/03/2022
45	Last day for advertisement to be placed calling for council nominations.	LGA s4.47(1)	Wed	30/03/2022
44	<b>Nominations Open</b> 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	31/03/2022
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	6/04/2022
37	<b>Close of Nominations – 4.00pm</b>	LGA 4.49(a)	Thu	7/04/2022
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) LGA s4.41(1)	Fri	8/04/2022
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 s4.64(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) Reg. 18(1)(2)	Fri	22/04/2022
19	Last day for the Returning Officer to give Statewide public notice of the election.	LGA s4.64(1)	Mon	25/04/2022
4	Close of absent voting and close of postal vote applications for 'voting in person' elections – 4.00pm.	LGA s4.68(1)(c) Reg. 37(3)(4)	Tue	10/05/2022
1	Close of early voting for 'voting in person' elections – 4.00pm.	LGA s4.71(1)(e) Reg. 59(2)	Fri	13/05/2022
0	<b>Election Day</b> Close of poll – 6.00pm.	LGA s4.7 LGA s4.68(1)(e)	Sat	14/05/2022

**9.4. COMMUNITY DEVELOPMENT**

<b>Title/Subject:</b>	<b>TOWN MURAL PROJECT</b>	
<b>Agenda/Minute Number:</b>	9.4.1	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>	ADM259	
<b>Disclosure of Interest:</b>	Nil	
<b>Date of Report:</b>	14 February 2022	
<b>Author:</b>	Svenja Clare Community Development & Services Manager	 Signature of Author
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 Signature Senior Officer

**Summary/Matter for Consideration:**

Council to consider a mural proposal.

**Attachments:**

Quotation from Helen Ansell

Proposal from Helen Ansell

**Background:**

At the November 2021 Ordinary Council Meeting, Council endorsed the engagement of Helen Ansell and Andrew Grero as professional artists to create murals in Meekatharra as the start of the Mural project through town. Both artists have committed to holding community workshops as part of their project to help develop local talent to complete a mural trail.

*“That Council authorises transfer of \$15,000 from Job MS03 to Job YC29 and the engagement of Helen Ansell (\$8,500 inclusive GST) and Andrew Grero (\$12,180 inclusive GST) to begin a Mural trail through Meekatharra. Final designs to be approved by Council prior to starting the project. To be completed March – June 2022.*

**CARRIED 5/0  
BY ABSOLUTE MAJORITY”**

The project proposed by Helen Ansell and endorsed at the Council November 2021 meeting was for painting on the wall on the corner of Savage and Main Streets in Meekatharra as the existing mural has become degraded. The replacement mural is intended to be iconic to Meekatharra surrounds.

**Comment:**

Staff have received a proposal with preliminary work from Helen Ansell and are presenting to Council for endorsement.

If approved, Helen is suggesting the project occur in May 2022.

**Consultation:**

Community Consultation Report from 2020 includes the following statement –

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

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Budget/Financial Implications:**

A \$25,000 budget exists in YC29 for arts and craft including the mural project. To date none of these funds have been spent or committed.

**Strategic Implications:**

The completion of the mural opens the door to further trail project throughout Meekatharra and an enlivening of the community atmosphere and a demonstration that Council is responsive to community consultation.

**Voting Requirements:**

Simple Majority

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That Council approve the proposed design as presented by Helen Ansell to be painted on the wall opposite the Shire Office on the corner of Savage and Main Streets, and endorse the project completion in the 2022 financial year.**

**CDSM**

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**From:** Ellie Harrison <admin@helenansell.com>  
**Sent:** Tuesday, 2 November 2021 1:33 PM  
**To:** CDSM  
**Subject:** Re: Fwd: Murals

Hi Tralee,

Helen would like me to express that she is excited to be approached by Meekatharra as Meeka is her hometown and she went to primary school there.  
Please see below the quote for the mural as requested.

**MURAL**

872.6kms Travel (Return): **\$575.92**  
Per diems - \$127.00 per day x 5 days: **\$635.00**  
Art Materials: **\$500.00**  
1x Community Workshop: **\$500.00**  
**Accommodation to be provided by the Shire of Meekatharra**  
Design and 5 days painting of Mural: **\$6,289.08**  
**TOTAL: \$8,500 inc. GST**

Could you please send closer photos of the wall so we can see how deep the recesses between the bricks are?

I look forward to hearing from you.

***Keep up-to-date with Helen!***

You can be the first to know about new products, projects and updates by joining Helen's mailing list.

You can join via her website [www.helenansell.com](http://www.helenansell.com) by scrolling to the bottom of the home page and completing the form.

***Kind regards,***

**Ellie**  
**Personal Assistant**  
**Helen Ansell Art**  
**Email: [admin@helenansell.com](mailto:admin@helenansell.com)**



On Tue, 2 Nov 2021 at 11:23, Ellie Harrison <[admin@helenansell.com](mailto:admin@helenansell.com)> wrote:  
Hi Tralee,

Thank you for your email,  
I am following up with Helen currently and will have the quote to you today.

***Keep up-to-date with Helen!***

You can be the first to know about new products, projects and updates by joining Helen's mailing list.

## HELEN ANSELL

**11 February 2022**

Shire of Meekatharra  
75 Main Street  
Meekatharra WA 6642

To Tralee,

Thank you for this opportunity for Helen Ansell to produce a mural for the Shire of Meekatharra.

Please see below the design Helen has created.

If you could kindly respond with your thoughts and if there are any changes required, please let us know.

### Meekatharra Memories



### Image Projection at Site



## HELEN ANSELL

### Artist Statement

I grew up in Meeka in the 80's, from when I was 8-15 years old. Back then, there was no FIFO so the town had around 2000 people, about 300 or so kids at the school and even a local butcher Belly's.

I have great memories of riding my bike to school and swimming at the pool after school every day. Sometimes we could go out and play at the granites of the old tip and collect antique bottles.

One of my most vivid memories was when Patrick caught a "Dildi" (black goanna – those guys can chase you!) it was the biggest one I had ever seen!



### Botanical Description

This goanna (*Perentie giganteus*) is known locally as a 'Black Dildi', and as a 'Cheeky Fella' because it often attacks if threatened. It can grow up to 2.5m and 15kg and lives in the arid regions of Australia.

The mural also includes a range of local flora' pink and white everlastings, eremophilas, sennas, and flannel bush flowers.

Kind regards,

A handwritten signature in black ink, appearing to read 'H Ansell'.

Helen Ansell

## **9.5. HEALTH BUILDING AND TOWN PLANNING**

Nil

## **9.6. WORKS AND SERVICE**

Nil

## **9.7. CONFIDENTIAL ITEMS**

Moved:

Seconded:

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

# **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>MEEKATHARRA WASTE COLLECTION AND DISPOSAL - CONTRACT EXTENSION REQUEST</b>
<b>Agenda/Minute Number:</b>	9.7.1
<b>Applicant:</b>	Murchison Rubbish Services
<b>File Ref:</b>	
<b>Disclosure of Interest:</b>	Nil
<b>Date of Report:</b>	4 February 2022
<b>Author:</b>	Kelvin Matthews Chief Executive Officer
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer

  
*Signature of Author*

  
*Signature Senior Officer*

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

Council to consider the request from Murchison Rubbish Services to extend the current contract by a further three (3) years in accordance with clause 16.3 of the Contract between the Shire of Meekatharra and Murchison Rubbish Collection Services.

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

Moved:

Seconded:

That Council:



1. Approve a variation to the current Contract to include additional collection of waste at the following sites:
  - The Lookout
  - Peace Gorge, and
  - Cemetery



2. Approve the request from Murchison Rubbish Services to extend the contract by a further three (3) year term in accordance with clause 16.3 of the Contract for Meekatharra Collection of Waste and Disposal Services to expire on the 27<sup>th</sup> of April 2025.

## CONFIDENTIAL ITEM

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

<b>Title/Subject:</b>	<b>CHIEF EXECUTIVE OFFICER KEY PERFORMANCE INDICATORS</b>	
<b>Agenda/Minute Number:</b>	9.7.2	
<b>Applicant:</b>	Nil	
<b>File Ref:</b>		
<b>Disclosure of Interest:</b>	CEO	
<b>Date of Report:</b>	7 February 2022	
<b>Author:</b>	Kelvin Matthews Chief Executive Officer	 <i>Signature of Author</i>
<b>Senior Officer:</b>	Kelvin Matthews Chief Executive Officer	 <i>Signature Senior Officer</i>

**Summary/Matter for Consideration:**

Council to consider the Key Performance Indicators for the Chief Executive Officer in accordance with the Contract of Employment between the Chief Executive Officer and the Shire of Meekatharra.

**Officers Recommendation / Council Resolution:**

**Moved:**

**Seconded:**

**That Council:**

1. Endorses the attached draft 2022 Chief Executive Officer's Key Performance Indicators for the current Chief Executive Officer with any amendments if applicable, and
2. Schedules the Chief Executive Officer's Annual Performance Review appraisal to be completed by 30 November 2022.

**Moved:**

**Seconded:**

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

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

**Moved:**

**Seconded:**

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

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

**12. CLOSURE OF MEETING**