



SHIRE

of

MEEKATHARRA

MINUTES

of

COUNCIL MEETING

held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

on

FRIDAY 16 DECEMBER, 2016

COMMENCED AT 2:00 PM

1	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	2
	1.1 DECLARATION OF OPENING.....	2
	1.2 DISCLAIMER READING	2
2	RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE.....	2
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	2
4	PUBLIC QUESTION TIME.....	2
5	APPLICATION FOR LEAVE OF ABSENCE	2
6	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	3
	6.1 ORDINARY COUNCIL MEETING HELD 19 NOVEMBER 2016.....	3
	6.2 HEALTH BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 19 NOVEMBER 2016	3
7	PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS	3
8	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	3
	8.1 MEETING WITH AUDITOR (LOCAL GOVERNMENT ACT 1995 SECTION 7.12a (2))	3
9	REPORTS OF COMMITTEES AND OFFICERS.....	4
	9.1 OFFICERS MONTHLY REPORTS.....	4
	9.1.1 WORKS & SERVICES MANAGER'S REPORT –NOVEMBER 2016.....	4
	9.1.2 AIRPORT MANAGER'S REPORT –NOVEMBER 2016.....	6
	9.1.3 YOUTH AND RECREATION SERVICES REPORT –NOVEMBER 2016.....	8
	9.1.4 RANGER'S REPORT – NOVEMBER 2016	9
	9.1.5 STATUS REPORTS	10
	9.2 FINANCE	13
	9.2.1 MONTHLY FINANCIAL REPORT PERIOD ENDED NOVEMBER 2016.....	13
	9.2.2 OUTSTANDING DEBTORS NOVEMBER 2016.....	32
	9.2.2 LIST OF ACCOUNTS ENDED NOVEMBER 2016.....	37
	9.2.3 REQUEST FOR WRITE OFF OF INTEREST	44
	9.2.4 2015/16 ANNUAL REPORT	50
	9.2.5 ESTABLISHMENT OF NEW RESERVE FUND.....	119
	9.3 ADMINISTRATION	122
	9.3.1 REVIEW OF RISK MANAGEMENT, INTERNAL CONTROL AND LEGISLATIVE COMPLIANCE	122
	9.3.2 DRAFT ESTABLISHMENT AGREEMENT – MURCHISON REGIONAL VERMIN COUNCIL.....	146
	9.4 COMMUNITY DEVELOPMENT	149
	9.4.1 YOUTH SERVICE OPERATIONS	149
	9.5 HEALTH BUILDING AND TOWN PLANNING	158
	9.5.1 REVITALISATION - LLOYDS BUILDING	158
	9.6 WORKS AND SERVICE	167
	9.7 CONFIDENTIAL ITEMS.....	167
10	NEW BUSINESS OF AN URGENT NATURE – INTRODUCED BY RESOLUTION OF THE MEETING	168
	10.1 ASHBURTON DOWNS ROAD – HEAVY HAULAGE	168
	10.2 UPDATE ON GOLDFIELDS HIGHWAY PROJECT	175
11	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.	175
12	CLOSURE OF MEETING.....	175

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The Shire President, Cr NL Trenfield declared the meeting open at 2:00pm.

1.2 DISCLAIMER READING

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

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

The Shire President, Cr NL Trenfield, read the disclaimer out loud.

2 RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

Members

Cr NL Trenfield	Shire President
Cr PS Clancy	Deputy Shire President
Cr HJ Nichols	
Cr DK Hodder	
Cr RK Howden	

Staff

Roy McClymont	Chief Executive Officer
Krys East	Deputy Chief Executive Officer
Geoff Carberry	Community Development and Services Manager

Apologies

Nil

Approved Leave of Absence

Cr AJ Binsiar
Cr PW Curley

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATION FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 19 NOVEMBER 2016

Council Resolution:

Moved: Cr HJ Nichols
Seconded: Cr PS Clancy

That the minutes from the Ordinary Council Meeting held Saturday 19 November 2016 be confirmed.

CARRIED 5/0

6.2 HEALTH BUILDING & TOWN PLANNING COMMITTEE MEETING HELD 19 NOVEMBER 2016

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

That the minutes from the Health Building & Town Planning Committee Meeting held Saturday 19 November be received.

CARRIED 5/0

7 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

- Chief Executive Officer Roy McClymont attended the Meekatharra Human Services Provider Group meeting

8.1 MEETING WITH AUDITOR (LOCAL GOVERNMENT ACT 1995 SECTION 7.12a (2))

- Commencing at 2:06pm, Council met with Ms Maria Cavallo of AMD Chartered Accountants (Council appointed auditors) via telephone to discuss the Audited Annual Report 2015-2016.
Meeting with Auditors completed at 2:13pm.

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 OFFICERS MONTHLY REPORTS

9.1.1 WORKS & SERVICES MANAGER'S REPORT –NOVEMBER 2016

Maintenance Grading

- Landor Road has been maintenance graded from SLK 24 to SLK 42

Construction Report

- Construction crew have carted the gravel base course to complete the 3.5 k section from SLK62.5 to SLK 66. Compaction is above the national highway standard. A cutback prime and a 10ml granite seal has been applied to this section.

Flood damage Repairs

- NGE are working on flood damage repairs on the Mt Clere Road.
- MTF have finished repairs on the Judal Road and are currently working on the Landor Road and the Mt Clere Road from SLK 37 to SLK 42

Town Maintenance-Monthly Report Finishing 9th December 2016

- Smashed glass strewn across roadways, graffiti to town signs, buildings, lamp posts and footpaths has continued and is taking up a considerable amount of time to remove.
- Sweeping of Main St was done in accordance with Council's directive
- Heritage Trail maintenance.
- Mowing has taken place and vegetation trimmed on Boardwalk.
- Weeds being chipped on verges mowed
- Weeding of laneways.
- Full time town crew available for work during this period and town work is being done with the assistance of part time casual employee
- Prepared a grave and maintenance carried out on the cemetery

Plant Report

P480 2007 MACK SUPERLINER

Replaced bearing and seals on LHS drive wheel

Repaired brakes

P418 CATERPILLAR CS56 ROAD ROLLER

Replaced bonnet struts

Replaced drive belt

P358 2002 CATERPILLAR 12H GRADER

Repaired leaking ripper hydraulic ram

P114 CATERPILLAR D6N DOZER

Repaired hydraulic problem – oil over heating

P406 CATERPILLAR MINI EXCAVATOR 303CCR

Replaced 2 hydraulic hoses

P24 YANMAR 6" PUMP

Replaced starter motor

P316 LOWLOADER ROADWEST

Replaced brake booster

Fitted new air line

P501 BOGIE DOLLY

Repaired brakes

Checked bearings

P407 NISSAN PRIME MOVER

Clean fuel tank

P338 SIDE TIPPING TRAILER

Repaired brakes

Serviced bearings

Repaired electrics

P339 SIDE TIPPING TRAILER

Repaired brakes

Serviced bearings

Repaired electrics

P417 HOWARD PORTER TRI AXLE SIDE TIPPING TRAILER

Repaired brakes

Serviced bearings

Repaired electrics

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr RK Howden

That the Works and Services Manager's report for November 2016 be received.

CARRIED 5/0

9.1.2 AIRPORT MANAGER'S REPORT –NOVEMBER 2016***Aircraft Movements and Statistics***

General aircraft movements for the month of November 2016 were almost the same as last November but down 12 landings on last month. This included 22 landings during the month by the training Jets from Jandakot.

RFDS landings were up 8% on last year's November figure and also up 10 landings on last month's total.

Overall, total landings are currently up on last year's figures for both General and RFDS landings.

Avgas sales were down on November figures last year by over 1,200 litres, while Jet A-1 sales show an increase of over 8,000 litres on last November.

Overall, the total fuel sold so far this year is about 14,000 litres up compared to the end of November 2015 figures, which represents a 2% increase.

The figures below reflect the difference between November 2015 and November 2016.

	November 2015	November 2016	Variance
General Aircraft Landed:	115	114	-1%
RFDS Landed	84	91	+8%
Avgas	9,796 ltrs	8,557 ltrs	-13%
Jet A1	61,019 ltrs	69,872 ltrs	+13%
Total Fuel Sold	70,815 ltrs	78,429 ltrs	+10%

The figures below reflect the YTD differences between 2015 and 2016.

	YTD 2015	YTD 2016	Variance
General Aircraft Landed:	1201	1213	+1%
RFDS Landed	936	1042	+10%
Avgas	128,666 ltrs	133,417 ltrs	+4%
Jet A1	708,200 ltrs	717,068 ltrs	+1%
Total Fuel Sold	836,866 ltrs	850,485 ltrs	+2%

Aerodrome Works:

Aerodrome works for the month include:

- General maintenance and upkeep of facilities and equipment.
- Lawns / gardens and terminal plants upkeep.
- Slashing of runway strips and surrounds.
- Continued clearing of weeds and long grass from various Airport areas.
- Re-seal 2 coats over entire apron fueling area. (Still to be sealed with a Jet Seal) and remarked.

The bitumen re-seal of the refuelling block on the main apron, plus cracked areas on both sides of the main taxiway has been completed and new line marking installed by AMS.

(Still waiting on the jet seal and line re-marking for the refuelling block, which is due for completion in early December).

The Airport house (interior) was repainted during the month – work completed 29th November.

Outstanding items from last month:

- Investigate the cause of the low insulation resistance reading of the runway edge lighting circuit. *Wellington Electrical were engaged to provide low insulation readings from a central point at the power house. This was completed with readings once again being all over the shop and clearly shows deficiencies in the insulation across the entire system.*
- *All Runway lighting is to re-cabled and replaced in the 2016/7 financial year.*

Aerodrome Security:

The next Security Meeting is due in June 2017.

Safety Management System:

The next quarterly meeting is due to be held in January 2017.

RFDS Truck:

The new RFDS truck has been in service for a month and there have been no issues raised in that time. There has been positive feedback from the RFDS crews.

Budget items still to be commenced:

1. Resheet Runway 15/33. (Planned for February)
2. Complete levelling, drainage and bitumen works in front of terminal and carpark (airside) (Planned for December)
3. Runway lighting IWI and PAPI replacement/installation.
4. Remote control sliding gate on Gate 1 Airside access.(Waiting Final Quote)
5. Terminal modifications for charter check ins and baggage access.

Russell King
Duty Airport Manager
01 December 2016

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

That the Airport Manager's report for November 2016 be received.

CARRIED 5/0

9.1.3 YOUTH AND RECREATION SERVICES REPORT –NOVEMBER 2016**YOUTH CENTRE**

Total for the month	Girls		Boys		Activity Total	No of sessions	Average Attendance
	6-12	12-18	6-12	12-18			
Youth Centre Drop in - Afternoon	4	17	16	56	93	21	4
Youth Centre Drop in - Nights	3	27	4	55	89	6	15
Art/Music	6	20	4	28	58	3	19
Girls Group	25	14	24	0	63	4	16
Boys group	0	0	2	53	55	5	11

KIDZONE

KidZone	33	2	51	0	86	9	10
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SPORTS & RECREATION

Total for the month	Females		Males		Activity Total	No of sessions	Average Attendance
	6-12	13-17	6-12	13-17			
Afternoon Junior sports	14	1	46	4	65	8	8
Basketball	25	19	48	67	149	4	37
Cadets	14	14	16	16	60	2	30
Girls Sport	8	20	0	0	28	4	7
Boys Sport	0	0	18	43	61	4	15
Pool	10	21	30	33	94	8	12

Indications have been received that the Army will give the go ahead to fund a Cadet Unit in Meekatharra commencing in March 2017.

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr HJ Nichols

That the Youth Sport and Recreation Services Officer's report for November 2016 be received.

CARRIED 5/0

9.1.4 RANGER'S REPORT – NOVEMBER 2016

Details to report

I arrived in Meekatharra on Monday 14 November 2016. Two written complaints had been received along with two requests to microchip and licence dogs. I attended at various residences to microchip and license the dogs. Two minor complaints regarding a barking dog and a welfare check were carried out. There was one enquiry regarding permission to camp at Peace Gorge overnight.

During the evening, cages were set in various locations throughout the town site. Two feral cats were caught.

On Tuesday 15 November 2016, cages were set in various locations throughout the main street. These were monitored throughout the day. One registered dog was caught and returned to the owner. A warning was given to the owner that when his dog is down town it must be on a lead.

Trapping cages were set again the next night and monitored but no animals were caught.

I also arrived in Meekatharra late in the afternoon on Tuesday 29 November 2016. On arrival, trapping cages were set in various locations around town and along the main street. These were monitored throughout the evening. There were lots of people moving around town and sitting outside the shire on the grass near the pool. There were no dogs with these people. No dogs were caught.

No new written or verbal complaints had been received.

Trapping were set in various locations throughout town during the day but I believe due to the extreme heat, no dogs were sighted or caught.

Cages were relocated to other locations and reset for trapping during the evening. Two feral cats were caught.

Peter Smith

9/12/16

Officers Recommendation / Council Resolution:

Moved: Cr RK Howden

Seconded: Cr HJ Nichols

That the Ranger's Report for November 2016 be received.

CARRIED 5/0

9.1.5 STATUS REPORTS

Council Decisions – Status Report

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

Meeting Date	Item No	Title and Resolution Summary	Resp	Action	Status
15/07/06	9.3.6	Meekatharra Heritage and Canyon Trails Project Not proceeding with Canyon Trail until approvals are presented to Council	CEO/ CONS		Complete
		Advise Agencies that provided grants about halt and ask if funds can be transferred to other sections of project.			Complete
		Take steps to secure tenure over historic sites connected to Meeka Heritage Trails Project			In progress
		Determine status of all reserves, vesting orders and roads within the shire.			
15/07/06	9.5.1	Laneway Closure, Land Adjacent to Lots 425,426, 427 & 428 Railway Street	CEO/ CONS		
		Advise the Minister for Lands that proposal was advertised, that no submissions were received by closing dates, Water Corp had no objections. That Shire of Meekatharra request Minister for Land Admin permanently close the laneway and portions adjoining be amalgamated with lots, that Shire has no objections to lots being converted to Freehold Title.		Letter written to Minister for Lands	Complete
				Process to be completed by DOLI	In progress
15/07/06	9.5.2	Permanent Closure of Streets within the Nannine Townsite	CEO/ CONS/ CDAO		
		That Council advise Dept Land Asset Management that Council doesn't wish to close Nannine Townsite			Complete
		That Council establish ownership of Recreation Reserve 3917, Explosive Reserve 4748. Water Reserve 12460, Water Pipe Tracks and Id Hillside Homestead site near Nannine Townsite.		Letter sent to Dept	In progress
21/11/09	9.3.4	Cornish Lift	PO	Quote approved 23/11/09. Letter of advise and order sent 23/11/09 Contractor to build	Complete In progress

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 11

16.07.11	9.6.1	Council Policy – Bituminous Seals	CEO/WSM	Reword Policy and submit to Council	In Progress
17.09.11	10.2	School Oval Facility – Agreement	CEO	New report to Council required	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
12.4.14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.4.14 Email to DoL 17.4.14 Mapping to be done	In Progress
17.5.14	9.3.3	Administration Building Roof Upgrade	CDSM/PO	Met with architect Staff to seek quotes from local contractors to relocate aircons etc and repair/replace roof Waiting quotes local suppliers	Complete In Progress Waiting response from contractor
19.7.14	10.2	Liquor restrictions – Police commissioner's comments	CEO	Meet with Minister & Commissioner Rang Minister's Office 21/7/14 Emails sent requesting meeting	In Progress
18.10.14	9.3.1	Lot 82 Main Street- Ministerial Approval	DCEO	Letter to Minister sent 22/10/14.	In Progress
21.02.15	9.3.1	Shire Roads – Review/Update	CEO	Amendments emailed to Greenfields for inclusion in road database – complete Asset Management Plan to be updated	Complete Complete 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	In Progress
19.09.15	9.4.1	Meekatharra Solar Consortium – Non Binding Agreement	CDSM	Applicant advised. Further information required.	Awaiting response
20.02.16	9.5.2	Revitalisation – Lloyds Building	CDSM	Working Group to be formed	In Progress
20.02.16	9.5.3	Local Planning Strategy and Local Planning Scheme No 4	CDSM	Documents Sent	In Progress
19.03.16	9.7.3	Heritage Protection Discussions	CEO	Email sent 21/03/16. Letter sent 23/03/16	In Progress

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 12

16.04.16	9.5.1	Renewal Mobil Lease	CDSM	Draft loan sent to Mobil 18/04/16	In Progress
21.05.16	9.4.3	Lease- Red sandbox – Growth Church	CDSM	Draft lease sent	In progress
16.07.16	9.4.4	Purchase of 66KVA Generator – Community Events	CDSM	CDO advised 16/07/16	In Progress
16.07.16	9.4.5	Old Power Station	CDSM	Horizon Power advised 16/07/16	In Progress
16.07.16	9.4.6	Lease of Portion of Reserve	CDSM	Applicant advised 16/07/16	In Progress
16.07.16	9.5.1	Health Act – Unfit for Human Habitation Notice Requiring Demolition of the Dwelling – Lot 423 Railway Street Meekatharra	CDSM	EHO Advised 16/07/16	In Progress
17.09.16	9.4.3	Draft Establishment Agreement MRVC	CEO	Emailed to Acting CEO MRVC 20/9/16	In Progress
19.11.16	9.4.2	Proposed lease of “speedway” for dirt cart racing	DCEO	Council lawyers preparing draft lease 21.11.16	In Progress
19.11.16	9.4.1	Netball carnival – Camping at sports complex	CDSM	YSRO advised 22.11.16	Complete
19.11.16	9.4.3	Community concert Ray Ryder band	CDSM	Booked 22.11.16	Complete
19.11.16	9.4.4	Replacement of basketball court lights	CDSM	Contractor to install 19.11.16	In Progress
19.11.16	9.4.5	Community Resource Centre – Visitor Centre Accreditation	CDSM	Letter sent 22.11.16	Complete
19.11.16	9.4.7	Airport apron remedial reseal	CDSM	In progress 22.11.16	In progress
19.11.16	9.4.8	Request table and chairs on foot path – Energise Café	CDSM	Letter/approval sent 22.11.16	Complete
19.11.16	9.6.1	Ashburton Downs Road – Heavy Haulage	CEO	Email to Cameron Mcleod 22.11.16	In progress
19.11.16	10.1	Community Resource Centre donation request	CDSM	Letter sent 22.11.16	Complete
19.11.16	10.2	Tender plant hire & Minor works – Hourly hire basis	CEO	Emailed WALGA 21.11.16	In progress

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

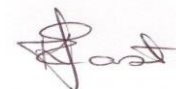
Seconded: Cr PS Clancy

That the Status report be received.

CARRIED 5/0

9.2 FINANCE

Title/Subject: MONTHLY FINANCIAL REPORT PERIOD ENDED
NOVEMBER 2016
Agenda/Minute Number: 9.2.1
Applicant: Nil
File Ref: ADM 171
Date of Report: 1 December 2016
Disclosure of Interest: Nil
Author: Krys East
Deputy Chief Executive Officer



Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer



Signature Senior Officer

Summary:

Monthly Financial Report

Background:

Financial Activity Statement Report – s.6.4

- (1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as 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);*
 - (b) *Budget estimates to the end of the month to which the statement relates;*
 - (c) *Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (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;*
 - (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,*
 - (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 to the council –*

-
- (i) *at the next ordinary meeting of the council following the end of the month to which the statement relates; or*
- (ii) *if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting;*

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 AAS 5, to be used in statements of financial activity for reporting material variances.

(6) In this regulation –

} committed assets~ means revenue unspent but set aside under the annual budget for a specific purpose;

} restricted assets~ have the same meaning as in AAS 27.

[Regulation 34 inserted in Gazette 31 Mar 2005 p. 1049-50.]

[35. Repealed 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 & 35*

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr HJ Nichols

That the financial report for the period ending 30 November 2016 be received.

CARRIED 5/0

SHIRE OF MEEKATHARRA
MONTHLY FINANCIAL REPORT
For the Period Ended 30 November 2016
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

*Statement of Financial Activity by Program

*Statement of Financial Activity By Nature or Type

*Note 1 Explanation of Material Variances

*Note 2 Net Current Funding Position

Note 3 Cash and Investments

Note 4 Budget Amendments

Note 5 Receivables

Note 6 Cash Backed Reserves

Note 7 Grants

Note 8a Capital Expenditure

Note 8b Capital Expenditure - Road Infrastructure Detail

Note 9 Capital Disposals

Report Purpose

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

* Indicates Statutory Report

Statement of Financial Activity

Is presented on page 2 and 3 and shows a surplus as at 30 November 2016 of \$4,055,641.

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016
Page 16

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2016

	Note	Original Annual Budget	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Operating Revenues		\$		\$	\$	\$	%
Rates		3,812,136	3,822,382	3,820,632	3,759,837	(60,795)	(1.59%)
Operating Grants, Subsidies and Contributions	7	4,781,421	4,968,188	2,204,639	2,195,354	(9,286)	(0.42%)
Fees and Charges		1,168,961	1,196,461	563,712	621,804	58,093	10.31%
Interest Earnings		558,085	558,085	156,687	174,460	17,773	11.34%
Other Revenue		5,352,342	5,379,842	188,864	195,899	7,035	3.73%
Profit on Disposal of Assets	9	0	0	0	0	0	
Total Operating Revenue		15,672,945	15,924,958	6,934,534	6,947,354	12,820	
Operating Expense							
Employee Costs		(1,532,731)	(1,661,010)	(662,653)	(515,375)	(147,278)	(22.23%)
Materials and Contracts		(7,857,033)	(7,747,336)	(884,647)	(636,540)	(248,107)	(28.05%)
Utility Charges		(332,427)	(340,356)	(139,391)	(60,626)	(78,765)	(56.51%)
Depreciation on Non-Current Assets		(4,250,890)	(4,250,890)	(1,771,296)	(2,048,250)	276,954	15.64%
Insurance Expenses		(217,269)	(217,269)	(217,260)	(271,338)	54,078	24.89%
Other Expenditure		(185,920)	(185,920)	(46,617)	(50,808)	4,191	8.99%
Loss on Disposal of Assets	9	(39,500)	(39,500)	0	(6,874)	6,874	
Total Operating Expenditure		(14,415,770)	(14,442,281)	(3,721,864)	(3,589,812)	(132,052)	
Funding Balance Adjustments							
Add back Depreciation		4,250,890	4,250,890	1,771,296	2,048,250	276,954	15.64%
Adjust (Profit)/Loss on Asset Disposal	9	39,500	39,500	0	6,874	6,874	
Adjust Landor Rd Funds		0	0	0	(1,510,479)	(1,510,479)	
Net Cash from Operations		5,547,565	5,773,067	4,983,966	3,902,188	(1,081,778)	
Capital Revenues							
Grants, Subsidies and Contributions	7	9,117,559	9,117,559	854,925	795,643	(59,283)	(6.93%)
Proceeds from Disposal of Assets	9	20,000	20,000	12,766	12,766	0	0.00%
Total Capital Revenues		9,137,559	9,137,559	867,691	808,409	(59,283)	
Capital Expenses							
Land and Buildings	8	(860,535)	(963,035)	(15,600)	(172,609)	157,009	1006.47%
Furniture and Equipment	8	(51,500)	(51,500)	0	(169)	169	0.00%
Plant and Equipment	8	(570,700)	(777,120)	(340,420)	(390,640)	50,220	0.00%
Infrastructure - Roads	8	(10,341,243)	(10,853,466)	(3,674,404)	(4,051,966)	377,562	10.28%
Infrastructure - Footpaths	8	(10,500)	(10,500)	0	(680)	680	
Infrastructure - Airports	8	(1,091,614)	(1,091,614)	(92,294)	(64,896)	(27,398)	(29.69%)
Infrastructure - Other	8	(1,644,768)	(1,644,768)	(227,294)	(388,092)	160,798	70.74%
Total Capital Expenditure		(14,570,860)	(15,392,003)	(4,350,012)	(5,068,051)	718,360	
Net Cash from Capital Activities		(5,433,301)	(6,254,444)	(3,482,321)	(4,260,643)	(777,642)	
Financing							
Transfer from Reserves	6	0	0	0	0	0	
Transfer to Reserves	6	(969,610)	(969,610)	(103,824)	(103,824)	0	0.00%
Net Cash from Financing Activities		(969,610)	(969,610)	(103,824)	(103,824)	0	
Net Operations, Capital and Financing		(855,348)	(1,450,988)	1,397,820	(462,280)	(1,859,420)	
Opening Funding Surplus(Deficit)	2	855,348	1,210,971	1,210,971	4,517,921	3,306,950	273.08%
Closing Funding Surplus(Deficit)	2	0	(240,017)	2,608,791	4,055,641	1,447,532	

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

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016
Page 17

SHIRE OF MEEKATHARRA
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 November 2016

	Adopted Budget	Adopted Budget Amendments (Note 4)	Amended Annual Budget	Amended YTD Budget (a)
	\$	\$	\$	\$
Operating Revenues				
Governance	80	0	80	80
General Purpose Funding - Rates	3,812,136	10,246	3,822,382	3,820,632
General Purpose Funding - Other	4,070,762	88,443	4,159,205	1,957,103
Law, Order and Public Safety	22,000	(10,862)	11,138	5,195
Health	5,935	0	5,935	5,635
Education and Welfare	128,973	17,000	145,973	65,374
Housing	0	29,000	29,000	12,085
Community Amenities	132,391	0	132,391	116,451
Recreation and Culture	447,221	101,000	548,221	127,070
Transport	10,751,536	27,186	10,778,722	1,436,532
Economic Services	316,277	(10,000)	306,277	201,263
Other Property and Services	5,103,193	0	5,103,193	42,039
Total Operating Revenue	24,790,504	252,013	25,042,517	7,789,459
Operating Expense				
Governance	(599,633)	0	(599,633)	(259,376)
General Purpose Funding	(234,194)	0	(234,194)	(87,157)
Law, Order and Public Safety	(153,418)	0	(153,418)	(68,711)
Health	(73,182)	0	(73,182)	(27,177)
Education and Welfare	(632,561)	0	(632,561)	(255,999)
Housing	0	0	0	(23,037)
Community Amenities	(616,015)	0	(616,015)	(218,323)
Recreation and Culture	(1,576,403)	0	(1,576,403)	(631,672)
Transport	(4,760,375)	(26,855)	(4,787,230)	(1,840,345)
Economic Services	(582,438)	8,420	(574,018)	(276,475)
Other Property and Services	(5,187,552)	(8,075)	(5,195,627)	(33,592)
Total Operating Expenditure	(14,415,771)	(26,510)	(14,442,281)	(3,721,864)
Funding Balance Adjustments				
Add back Depreciation	4,250,890	0	4,250,890	1,771,296
Adjust (Profit)/Loss on Asset Disposal	39,500	0	39,500	0
Adjust Provisions and Accruals	0	0	0	0
Net Cash from Operations	14,665,123	225,503	14,890,626	5,838,891
Capital Revenues				
Proceeds from Disposal of Assets	20,000	0	20,000	12,766
Total Capital Revenues	20,000	0	20,000	12,766
Capital Expenses				
Land and Buildings	(860,535)	(102,500)	(963,035)	(15,600)
Furniture and Equipment	(51,500)	0	(51,500)	0
Plant and Equipment	(570,700)	(206,420)	(777,120)	(340,420)
Infrastructure - Roads	(10,341,243)	(512,223)	(10,853,466)	(3,674,404)
Infrastructure - Footpaths	(10,500)	0	(10,500)	0
Infrastructure - Airports	(1,091,614)	0	(1,091,614)	(92,294)
Infrastructure - Other	(1,644,768)	0	(1,644,768)	(227,294)
Total Capital Expenditure	(14,570,860)	(821,143)	(15,392,003)	(4,350,012)
Net Cash from Capital Activities	(14,550,860)	(821,143)	(15,372,003)	(4,337,246)
Financing				
Transfer from Reserves	0	0	0	0
Transfer to Reserves	(969,610)	0	(969,610)	(103,824)
Net Cash from Financing Activities	(969,610)	0	(969,610)	(103,824)
Net Operations, Capital and Financing	(855,348)	(595,640)	(1,450,988)	1,397,820
Opening Funding Surplus(Deficit)	855,348	355,623	1,210,971	1,210,971
Closing Funding Surplus(Deficit)	(0)	(240,017)	(240,017)	2,608,791

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

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016
Page 18

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2016

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues	\$	\$	\$	\$	%	
Governance	80	80	0	(80)	(100.00%)	
General Purpose Funding - Rates	3,822,382	3,820,632	3,759,837	(60,795)	(1.59%)	
General Purpose Funding - Other	4,159,205	1,957,103	1,973,880	16,777	0.86%	
Law, Order and Public Safety	11,138	5,195	2,459	(2,736)	(52.67%)	
Health	5,935	5,635	3,368	(2,267)	(40.23%)	
Education and Welfare	145,973	65,374	64,900	(475)	(0.73%)	
Housing	29,000	12,085	9,645	(2,440)	(20.19%)	
Community Amenities	132,391	116,451	113,734	(2,717)	(2.33%)	
Recreation and Culture	548,221	127,070	131,051	3,981	3.13%	
Transport	10,778,722	1,436,532	1,444,154	7,623	0.53%	
Economic Services	306,277	201,263	183,533	(17,730)	(8.81%)	
Other Property and Services	5,103,193	42,039	56,435	14,396	34.24%	▲
Total Operating Revenue	25,042,517	7,789,459	7,742,996	(46,462)		
Operating Expense						
Governance	(599,633)	(259,376)	(211,222)	(48,154)	(18.57%)	▼
General Purpose Funding	(234,194)	(87,157)	(61,436)	(25,721)	(29.51%)	▼
Law, Order and Public Safety	(153,418)	(68,711)	(69,637)	926	1.35%	
Health	(73,182)	(27,177)	(32,007)	4,830	17.77%	
Education and Welfare	(632,561)	(255,999)	(234,047)	(21,952)	(8.57%)	
Housing	0	(23,037)	(9,961)	(13,076)	(56.76%)	▼
Community Amenities	(616,015)	(218,323)	(189,347)	(28,976)	(13.27%)	▼
Recreation and Culture	(1,576,403)	(631,672)	(475,277)	(156,395)	(24.76%)	▼
Transport	(4,787,230)	(1,840,345)	(2,039,982)	199,637	10.85%	▲
Economic Services	(574,018)	(276,475)	(159,168)	(117,307)	(42.43%)	▼
Other Property and Services	(5,195,627)	(33,592)	(107,728)	74,136	220.69%	▲
Total Operating Expenditure	(14,442,281)	(3,721,864)	(3,589,812)	(132,052)		
Funding Balance Adjustments						
Add back Depreciation	4,250,890	1,771,296	2,048,250	276,954	15.64%	▲
Adjust (Profit)/Loss on Asset Disposal	39,500	0	6,874	6,874		
Adjust Landor Rd Funds	0	0	(1,510,479)	(1,510,479)		▼
Net Cash from Operations	14,890,626	5,838,891	4,697,830	(1,141,060)		
Capital Revenues						
Proceeds from Disposal of Assets	20,000	12,766	12,766	0	0.00%	
Total Capital Revenues	20,000	12,766	12,766	0		
Capital Expenses						
Land and Buildings	(963,035)	(15,600)	(172,609)	157,009	1006.47%	▲
Furniture and Equipment	(51,500)	0	(169)	169	0.00%	
Plant and Equipment	(777,120)	(340,420)	(390,640)	50,220	14.75%	▲
Infrastructure - Roads	(10,853,466)	(3,674,404)	(4,051,966)	377,562	10.28%	▲
Infrastructure - Footpaths	(10,500)	0	(680)			
Infrastructure - Airports	(1,091,614)	(92,294)	(64,896)	(27,398)	(29.69%)	▼
Infrastructure - Other	(1,644,768)	(227,294)	(388,092)	160,798	70.74%	▲
Total Capital Expenditure	(15,392,003)	(4,350,012)	(5,069,051)	718,360		
Net Cash from Capital Activities	(15,372,003)	(4,337,246)	(5,056,285)	718,360		
Transfer from Reserves	0	0	0	0		
Transfer to Reserves	(969,610)	(103,824)	(103,824)	0	0.00%	
Net Cash from Financing Activities	(969,610)	(103,824)	(103,824)	0		
Net Operations, Capital and Financing	(1,450,988)	1,397,820	(462,279)	(1,859,420)		
Opening Funding Surplus(Deficit)	1,210,971	1,210,971	4,517,921	3,306,950	273.08%	▼
Closing Funding Surplus(Deficit)	(240,017)	2,608,791	4,055,641	1,447,529		

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.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016
Page 19

SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL ACTIVITY
(By Program)
For the Period Ended 30 November 2016

Note 1: EXPLANATION OF MATERIAL VARIANCES

BY Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(80)	(100.00%)			Under variance reporting threshold
General Purpose Funding - Rates	(60,795)	(1.59%)			Under variance reporting threshold
General Purpose Funding - Other	16,777	0.86%			Under variance reporting threshold
Law, Order and Public Safety	(2,736)	(52.67%)			Under variance reporting threshold
Health	(2,267)	(40.23%)			Under variance reporting threshold
Education and Welfare	(475)	(0.73%)			Under variance reporting threshold
Housing	(2,440)	(20.19%)			Under variance reporting threshold
Community Amenities	(2,717)	(2.33%)			Under variance reporting threshold
Recreation and Culture	3,981	3.13%			Under variance reporting threshold
Transport	7,623	0.53%			Under variance reporting threshold
Economic Services	(17,730)	(8.81%)			Under variance reporting threshold
Other Property and Services	14,396	34.24%	▲	Permanent	Insurance Refunds/Claims Income is \$13K higher than the full year budget. This permanent variance will be addressed in the next budget review.
Operating Expense					
Governance	(48,154)	(18.57%)	▼	Timing	Conference expenses are \$9K lower than YTD budget and RFDS Donations have not yet been made. Members expenses are also lower than YTD budget as some allowances have not yet been paid.
General Purpose Funding	(25,721)	(29.51%)	▼	Timing	Administration allocation is \$20K lower than YTD budget, and Rates valuation searches and legal expenses are 8K lower. These may even out over the year.
Law, Order and Public Safety	926	1.35%			Under variance reporting threshold
Health	4,830	17.77%			Under variance reporting threshold
Education and Welfare	(21,952)	(8.57%)			Under variance reporting threshold
Housing	(13,076)	(56.76%)	▼	Timing	Staff housing costs are \$27K lower than YTD budget and \$9k expense allocation to programs are yet to be processed. This may even out over the year.
Community Amenities	(28,976)	(13.27%)	▼	Timing	Admin Allocation and depreciation are together \$15K lower than YTD budget. Litter control is \$11K lower than YTD budget. These may even out over the year.
Recreation and Culture	(156,395)	(24.76%)	▼	Timing	All recreation facilities operational & maintenance & utility costs are all lower than YTD budget. This is expected to even out over the summer months and with payment of quarterly utility costs. Admin allocation is \$67K less than YTD Budget. Staff will review this at the next budget review.
Transport	199,637	10.85%	▲	Permanent	Roads depreciation is \$181K higher than YTD budget. Staff will review depreciation rates in the following months now that the audit is finalised, and correct at the budget review.
Economic Services	(117,307)	(42.43%)	▼	Timing	Admin allocations are \$51K lower than YTD budget. Community Events and marketing are also lower than YTD Budget. These may even out over the year as events take place and staff will review these items at the next budget review.
Other Property and Services	74,136	220.69%	▲	Timing	Plant Depreciation is \$106K higher than YTD budget and Plant and Public Works overhead recoveries are lower than YTD budget. These will be monitored by staff as capital roadwork's progress throughout the year.
Funding Balance Adjustments					
Add back Depreciation	276,954	15.64%	▲	Permanent	Depreciation is \$276K higher than YTD budget. Staff will review revaluations and depreciation rates and correct this at budget review.
Adjust (Profit)/Loss on Asset Disposal	6,874				Under variance reporting threshold
Capital Revenues					
Grants, Subsidies and Contributions	(59,283)	(6.93%)			Under variance reporting threshold
Proceeds from Disposal of Assets	0	0.00%			Under variance reporting threshold
Capital Expenses					
Land and Buildings	157,009	1006.47%	▲	Timing	Refer to Note 8A for project details
Furniture and Equipment	169	0.00%	▲	Timing	Refer to Note 8A for project details
Plant and Equipment	50,220	14.75%	▲	Timing	Refer to Note 8A for project details
Infrastructure - Roads	377,562	10.28%	▲	Timing	Refer to Note 8A & 8B for details
Infrastructure - Airports	(27,398)	(29.69%)	▼	Timing	Refer to Note 8A for project details
Infrastructure - Other	160,798	70.74%	▲	Timing	Refer to Note 8A for project details
Opening Funding Surplus(Deficit)	3,306,950	273.08%	▼	Permanent	The Opening funding surplus is much higher than budgeted. The high variance is due to an Audit change to recognise WANDRRA, and Landor Road Business Case Income in 15/16. The Landor rd Income is restricted and cannot be accessed until agreement is approved by the State.

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

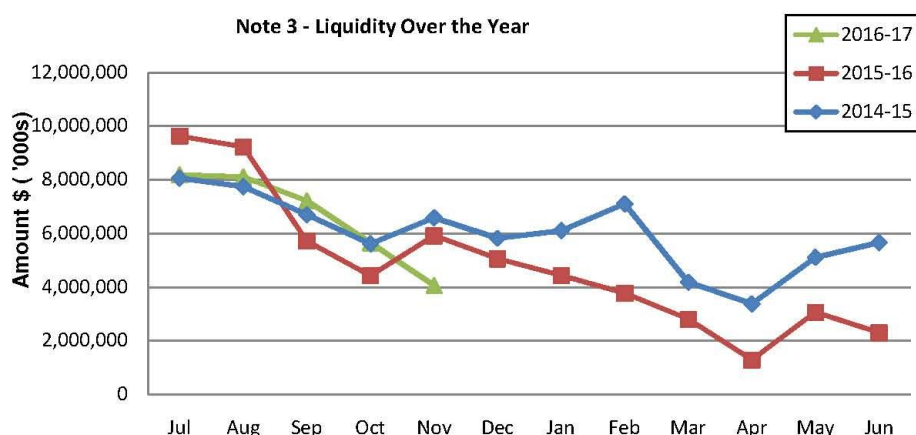
Note 2: NET CURRENT FUNDING POSITION

2. NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)			
		YTD 30 Nov 2016	Previous Month	YTD 30 Nov 2015	
Note		\$	\$	\$	
Current Assets					
	Cash Unrestricted	3	1,946,815	3,391,764	4,896,038
	Cash Restricted	3	17,158,135	17,873,160	15,448,077
	Receivables - Rates and Rubbish	5	1,753,924	1,943,665	1,324,192
	Receivables -Other	5	175,061	1,589,437	16,067
	Interest / ATO Receivable/Trust		31,811	(54,782)	49,139
	Inventories		224,136	146,114	90,265
			21,289,882	24,889,356	21,823,777
Less: Current Liabilities					
	Payables		(76,106)	(1,369,947)	(467,320)
	Provisions		(267,262)	(267,262)	(221,032)
			(343,368)	(1,637,209)	(688,352)
	Less: Cash Reserves	6	(15,647,657)	(17,873,160)	(15,448,077)
	Less WATC Landor Rd Funds		(1,510,479)		
	Plus Provisions		267,262	267,262	221,032
Net Current Funding Position			4,055,641	5,646,250	5,908,381

Cash Restricted includes an accounting transaction processed as at 30 June 2016 for the Landor Rd WATC investment, that have previously been recognised by the Shire as Trust Funds.
These fund are still invested with WATC.

Comments - Net Current Funding Position



SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 3: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	Variable	3,098,933			3,098,933	Westpac	At Call
Trust Bank Account	Variable			99,390	99,390	Westpac	At Call
Air BP	Variable	59,849			59,849	Westpac	At Call
Maxi Account	Variable	3,493			3,493	Westpac	At Call
(b) Term Deposits							
* 26-7466	2.40%		14,620,622		14,620,622	Westpac	30-Mar-17
* 45-6873	2.40%		1,027,034		1,027,034	Westpac	30-Mar-17
# OCDF	1.45%		1,510,479		1,510,479	WATC	At Call
Total		3,162,275	17,158,136	99,390	20,419,801		

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 Shire received \$3.3M Funding for Landor Rd in 15/16. These monies are invested with WATC accruing interest and will be drawn down as the Shire utilises the funds.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 22

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 4: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
						\$	\$	\$
	Budget 16/17 Adoption	17/09/2016 Item 9.2.3	Opening Surplus(Deficit)	855,348	1,210,971	355,623		355,623
5392	COMMUNITY EVENTS	16/07/2016 Item 9.4.4	Operating Expenses			8,420		364,043
5463	GOVERNMENT GRANT	16/07/2016 Item 9.4.4	Operating Revenue			10,000		374,043
5434	PLANT	16/07/2016 Item 9.4.4	Capital Expenses				(18,420)	355,623
5463	Midwest Development Commission Grant - Generator	16/07/2016 Item 9.4.4	Operating Revenue	0	10,000	10,000		365,623
0181	Financial Assistance Grant	17/09/2016 Item 9.2.3	Operating Revenue	2,382,991	2,395,459	12,468	0	378,091
0211	Local Road Grant	17/09/2016 Item 9.2.3	Operating Revenue	1,100,036	1,176,011	75,975	0	454,066
0031	GRV Rates	17/09/2016 Item 9.2.3	Operating Revenue	3,809,135	3,819,382	10,247	0	464,313
1563	DFES Operating Grant	17/09/2016 Item 9.2.3	Operating Revenue	8,000	7,120	0	(880)	463,433
2003	SES Operating Grant	17/09/2016 Item 9.2.3	Operating Revenue	10,000	18	0	(9,982)	453,451
2713	Staff Housing Rentals Income	17/09/2016 Item 9.2.3	Operating Revenue	0	27,500	27,500	0	480,951
2883	Other Reimbursements	17/09/2016 Item 9.2.3	Operating Revenue	0	1,500	1,500	0	482,451
3713	Oval Lights Grant	17/09/2016 Item 9.2.3	Operating Revenue	0	75,000	75,000	0	557,451
5381	R4R Grant for Trails	17/09/2016 Item 9.2.3	Operating Revenue	20,000	0	0	(20,000)	537,451
4591	MRD - Direct Grant	17/09/2016 Item 9.2.3	Operating Revenue	233,400	260,586	27,186	0	564,637
4073	Insurance Claim - Replacement Tank for Grant's Pit	17/09/2016 Item 9.2.3	Operating Revenue	0	26,000	26,000	0	590,637
5105	Proceeds on Sale of Asset - 2008 Toyota Hilux (1CYW827)	17/09/2016 Item 9.2.3	Operating Expenses	0	(10,000)	0	(10,000)	580,637
5105	Proceeds on Sale of Asset - 2010 Mazda BT 50 (1DLW 347)	17/09/2016 Item 9.2.3	Operating Expenses	0	(14,000)	0	(14,000)	566,637
5105	Proceeds on Sale of Asset - 2008 Toyota Hilux (1CYW 828)	17/09/2016 Item 9.2.3	Operating Expenses	0	(12,000)	0	(12,000)	554,637
5136	Proceeds on Sale of Asset - 2008 Toyota Hilux (1CYW827)	17/09/2016 Item 9.2.3	Operating Expenses		10,000	10,000	0	564,637
5136	Realisation of Asset - 2010 Mazda BT 50 (1DLW 347)	17/09/2016 Item 9.2.3	Operating Expenses		14,000	14,000	0	578,637
5136	Realisation of Asset - 2008 Toyota Hilux (1CYW 828)	17/09/2016 Item 9.2.3	Operating Expenses		12,000	12,000	0	590,637
2419	Youth Grant - O.S.H.C. Program	17/09/2016 Item 9.2.3	Operating Revenue	23,806	40,806	17,000	0	607,637
CE1	Meeka Festival	16/07/2016 Item 9.4.4	Operating Expenses	85,000	76,580	8,420	0	616,057
8342	Plant Repairs - Wages	17/09/2016 Item 9.2.3	Operating Expenses	46,283	158,603	0	(112,320)	503,737
8332	Parts and Repairs	17/09/2016 Item 9.2.3	Operating Expenses	450,403	338,083	112,320	0	616,057
8773	Lease of Parking Reserve	17/09/2016 Item 9.2.3	Operating Expenses	1,925	0	1,925	0	617,982
4880	Depot Maintenance	17/09/2016 Item 9.2.3	Operating Expenses	73,145	100,000	0	(26,855)	591,127
8092	Public Works Travel, Conf & Training	17/09/2016 Item 9.2.3	Operating Expenses	5,000	15,000	0	(10,000)	581,127
5434	Generator for Festival	16/07/2016 Item 9.4.4	Capital Expenses	0	18,420	0	(18,420)	562,707

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 23

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 4: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Adopted Budget	Amended Budget	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
AA67	Ashburton Downs Road - R2R Funding- Rebuild, resheet and improve drainage norther end	17/09/2016 Item 9.2.3	Capital Expenses	0	466,803	0	(466,803)	95,904
AA66	Landor Road - R2R Funding - Seal between SLK 15-26	17/09/2016 Item 9.2.3	Capital Expenses	0	45,420	0	(45,420)	50,484
5331	Excavator	17/09/2016 Item 9.2.3	Capital Expenses	230,000	292,000	0	(62,000)	(11,516)
5044	Secure shed storage - covered parking area - small plant	17/09/2016 Item 9.2.3	Capital Expenses	0	100,000	0	(100,000)	(111,516)
5084	Replacement Ute - Leading Hand	17/09/2016 Item 9.2.3	Capital Expenses	0	38,000	0	(38,000)	(149,516)
5084	Replacement Ute - Town Crew	17/09/2016 Item 9.2.3	Capital Expenses	0	25,000	0	(25,000)	(174,516)
5264	Trailer for 45Kva Generator	17/09/2016 Item 9.2.3	Capital Expenses	0	12,000	0	(12,000)	(186,516)
5334	Loader - Skid Steer Attachment - Angle Broom	17/09/2016 Item 9.2.3	Capital Expenses	6,000	10,000	0	(4,000)	(190,516)
5154	Engines and Pumps	17/09/2016 Item 9.2.3	Capital Expenses	0	40,000	0	(40,000)	(230,516)
0921	Lot 303 (137 Darlot Street) Capital Improvements	17/09/2016 Item 9.2.3	Capital Expenses	6,000	8,500	0	(2,500)	(233,016)
5434	Trailer for 60Kva Generator for Community Events	17/09/2016 Item 9.2.3	Capital Expenses	0	7,000	0	(7,000)	(240,016)
						815,584	(1,055,600)	(240,016)

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

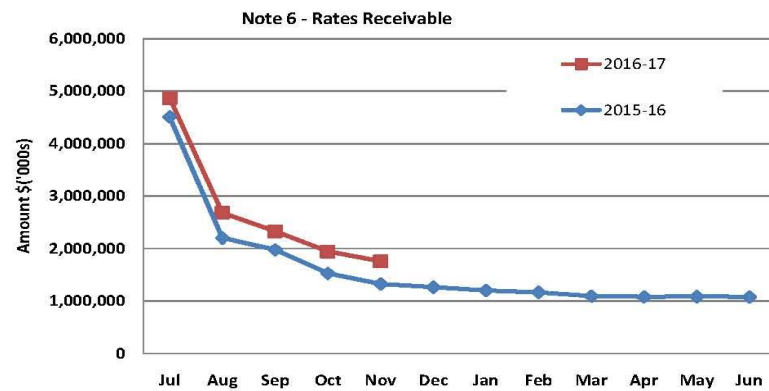
Note 5: RECEIVABLES

Receivables - Rates and Rubbish Receivable

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

Net Rates and Rubbish Collectable
% Collected

YTD 30 Nov 2016	30 June 2016
\$	\$
1,078,421	1,078,421
3,897,610	
(3,222,108)	
1,753,924	1,078,421
1,753,924	1,078,421
64.75%	



Comments/Notes - Receivables Rates

Rates were levied on 20 July 2016
Full Payment or Instalment 1 due 26 August 2016
Instalment 2 due 30 October 2016
Instalment 3 due 3 January 2017
Instalment 4 due 9 March 2017

Receivables - General

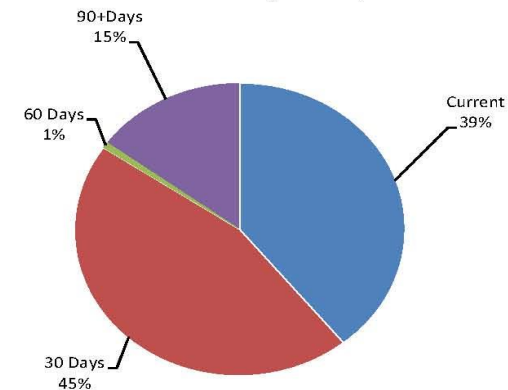
Receivables - Sundry Debtors

Total Sundry Debtors

Current	30 Days	60 Days	90+Days
\$	\$	\$	\$
94,112	109,019	1,577	35,776
			240,484

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Other Receivables

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

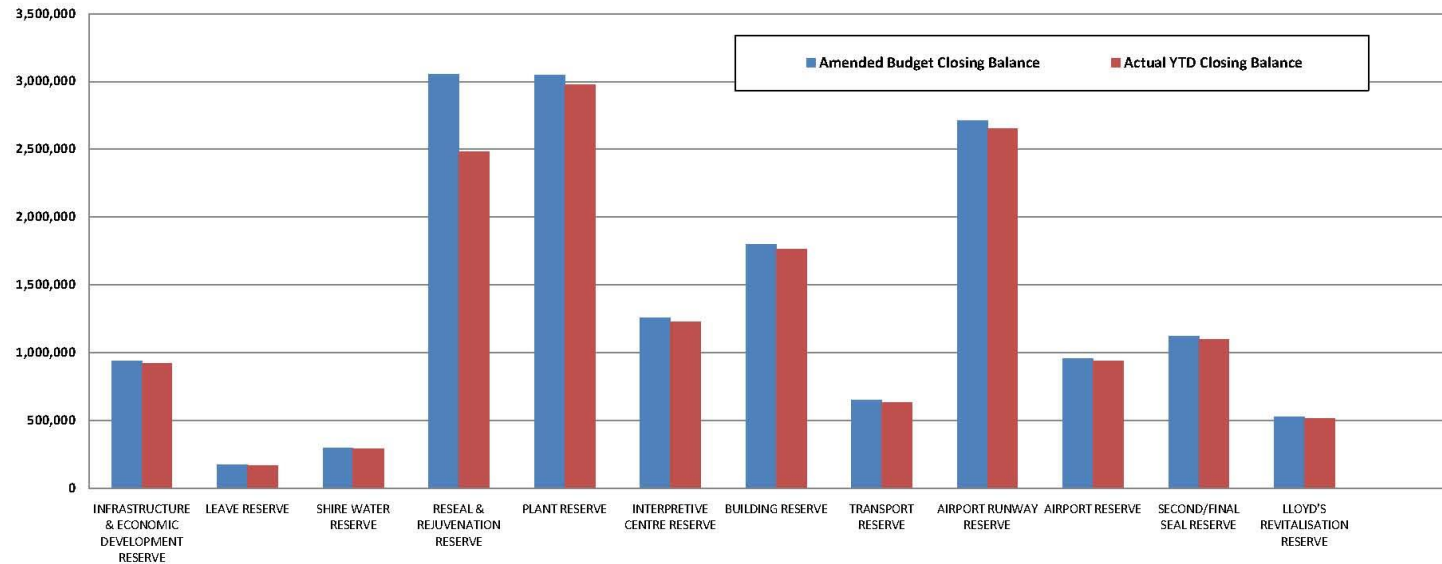
Note 6: Cash Backed Reserves

2016-17										
Name	Actual Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
INFRASTRUCTURE & ECONOMIC DEVELOPMENT RESERVE	910,841	26,667	6,098	0	0	0	0	937,508	916,940	
LEAVE RESERVE	166,253	4,867	1,113	0	0	0	0	171,120	167,366	
SHIRE WATER RESERVE	288,862	8,457	1,934	0	0	0	0	297,319	290,796	
RESEAL & REJUVENATION RESERVE	2,465,844	72,194	16,423	514,525	0	0	0	3,052,563	2,482,267	
PLANT RESERVE	2,958,655	86,622	19,766	0	0	0	0	3,045,277	2,978,421	
INTERPRETIVE CENTRE RESERVE	1,217,656	35,650	8,153	0	0	0	0	1,253,306	1,225,808	
BUILDING RESERVE	1,748,025	51,178	11,691	0	0	0	0	1,799,203	1,759,716	
TRANSPORT RESERVE	628,585	18,403	4,209	0	0	0	0	646,988	632,794	
AIRPORT RUNWAY RESERVE	2,634,988	77,146	17,642	0	0	0	0	2,712,134	2,652,630	
AIRPORT RESERVE	929,645	27,218	6,224	0	0	0	0	956,863	935,869	
SECOND/FINAL SEAL RESERVE	1,087,032	31,826	7,207	0	0	0	0	1,118,858	1,094,239	
LLOYD'S REVITALISATION RESERVE	507,447	14,858	3,364	0	0	0	0	522,305	510,811	
	15,543,832	455,085	103,824	514,525	0	0	0	16,513,442	15,647,657	

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 6: Cash Backed Reserves cont'd

Year To Date Reserve Balance to End of Year Estimate



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 27

SHIRE OF MEEKATHARRA								
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY								
For the Period Ended 30 November 2016								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Buildings								
KEY SYSTEM	1323	57,000	0	57,000	0	55,845	55,845	
ADMIN BUILDING IMPROVEMENTS	1328	126,500	0	126,500	1,500	8,207	6,707	
YOUTH CENTRE BUILDING - RENEWAL	2447	13,075	0	13,075	0	0	0	
HOUSING - CAPITAL IMPROVEMENTS	2704	318,500	2,500	321,000	9,100	50,395	41,295	
CEMETERY CAPITAL EXPENDITURE	3292	70,000	0	70,000	0	880	880	
TOWN HALL - BUILDING	3544	20,500	0	20,500	0	16,812	16,812	
SPORTS COMPLEX BUILDINGS	3680	12,500	0	12,500	0	810	810	
GYM BUILDING	3884	6,000	0	6,000	0	0	0	
SPORTS COMPLEX - SHEDS & STORAGE	4019	27,000	0	27,000	0	27,272	27,272	
INDOOR CRICKET CENTRE	4036	3,200	0	3,200	0	0	0	
STAGE 1 - LLOYDS RENOVATIONS	4191	150,000	0	150,000	0	0	0	
DEPOT CAPITAL IMPROVEMENTS - LAND & BUILDINGS	5044	0	100,000	100,000	0	0	0	
AIRPORT - TERMINAL	5219	10,000	0	10,000	0	0	0	
AIRPORT - VEHICLE STORE, CRIB ROOM AND STORE	5345	960	0	960	0	0	0	
AIRPORT - POWERHOUSE	5384	12,000	0	12,000	5,000	12,388	7,388	
COMMUNITY RESOURCE CENTRE - BUILDING	9681	33,300	0	33,300	0	0	0	
Buildings Total		860,535	102,500	963,035	15,600	172,609	157,009	
Furniture & Office Equip.								
ADMIN OFFICE FURNITURE	1326	24,000	0	24,000	0	0	0	
MINOR ASSET LABELLING/ID/BARCODE/RECORDING SYSTEM	1333	2,000	0	2,000	0	0	0	
TOWN HALL - EQUIPMENT	3534	15,000	0	15,000	0	169	169	
POOL - EQUIPMENT	3714	7,500	0	7,500	0	0	0	
MUSEUM FIXTURES	4164	3,000	0	3,000	0	0	0	
Furniture & Office Equip. Total		51,500	0	51,500	0	169	169	
Plant, Equip. & Vehicles								
PLANT PURCHASE	3614	36,700	0	36,700	0	2,398	2,398	
MISC PLANT (SMALL EQUIPMENT)	5014	20,000	0	20,000	0	236	236	
CARAVANS & EQUIPMENT	5034	78,000	0	78,000	0	0	0	
VARIOUS UTILITIES	5084	0	63,000	63,000	0	0	0	
TRUCK	5124	100,000	0	100,000	15,000	15,000	0	
GRADERS	5134	20,000	0	20,000	0	0	0	
ENGINES & PUMPS	5154	0	40,000	40,000	0	0	0	
DOLLY TRAILERS	5164	60,000	0	60,000	0	40,000	40,000	
AIRPORT FIRE FIGHTING SYSTEM	5216	6,000	0	6,000	0	0	0	
TRAILER	5264	0	12,000	12,000	0	0	0	
EXCAVATOR	5331	238,000	62,000	300,000	300,000	298,737	(1,263)	
LOADER	5334	12,000	4,000	16,000	0	14,300	14,300	
PLANT	5434	0	25,420	25,420	25,420	19,969	(5,451)	Generator for Festival
Plant, Equip. & Vehicles Total		570,700	206,420	777,120	340,420	390,640	50,220	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 28

SHIRE OF MEEKATHARRA NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30 November 2016								
Note 8a: CAPITAL EXPENDITURE								
Assets	GL Account	Original Annual Budget	Budget Changes	Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	Comments
Roads Infrastructure								See Note 8b for detail
ROAD CONSTRUCTION VARIOUS	4200	10,341,243	512,223	10,853,466	3,674,404	4,051,966	377,562	
Roads Infrastructure Total		10,341,243	512,223	10,853,466	3,674,404	4,051,966	377,562	
Footpath Infrastructure								
FOOTPATHS - NEW AND RENEWAL	5046	10,500	0	10,500	0	680	680	
Airport Infrastructure Total		10,500	0	10,500	0	680	680	
Airport Infrastructure								
AIRPORT CONSTRUCTION - RUNWAYS, APRON, LIGHTING AND	5104	1,086,614	0	1,086,614	92,294	64,896	(27,398)	
AIRPORT - FENCING	5214	5,000	0	5,000	0	0	0	
Airport Infrastructure Total		1,091,614	0	1,091,614	92,294	64,896	(27,398)	
Other Infrastructure								
CORNISH LIFT	3624	35,000	0	35,000	0	0	0	
VIEWING PLATFORM FOR HEADFRAME	3637	30,000	0	30,000	0	0	0	
OVAl AND ASSOCIATED INFRASTRUCTURE	3638	31,000	0	31,000	7,750	7,064	(686)	
POOL - MAIN POOL AND WADING POOL	3694	10,000	0	10,000	0	0	0	
POWER TO SPORTS COMPLEX	3744	81,500	0	81,500	4,000	14,952	10,952	
PLAYGROUND EQUIPMENT	3904	20,000	0	20,000	20,000	0	(20,000)	
NEW PUMP & FITTINGS	3914	19,895	0	19,895	0	2,311	2,311	
LUKES PIT WATER SCHEME	3944	50,000	0	50,000	0	4,000	4,000	
SPORTS COMPLEX - CARPARKS	4013	100,000	0	100,000	100,000	91,354	(8,646)	
LIONS PARK	4015	400,000	0	400,000	0	0	0	
BASKETBALL AND TENNIS COURTS	4046	0	0	0	0	1,540	1,540	
MT GOULD POLICE STATION - CAPITAL	4181	120,000	0	120,000	0	0	0	
MAINSTREET SCAPING	4984	11,520	0	11,520	44	0	(44)	
DEPOT CAPITAL IMPROVEMENTS -OTHER INFRASTRUCTURE	5045	259,650	0	259,650	90,000	191,141	101,141	
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	170,000	0	170,000	5,500	75,262	69,762	
CANYON TRAIL & BRIDGE - INC. RESEARCH & PLANNING	5390	10,000	0	10,000	0	0	0	
MEEKA TOWN DRIVE - HERITAGE	5394	70,885	0	70,885	0	468	468	
INFORMATION BAY	5399	15,000	0	15,000	0	0	0	
Other Infrastructure Total		1,644,768	0	1,644,768	227,294	388,092	160,798	
Capital Expenditure Total		14,570,860	821,143	15,392,003	4,350,012	5,069,051	719,039	

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016
Page 29

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 8b: CAPITAL EXPENDITURE - Roads Infrastructure Detail

Assets	Job	Original Annual Budget	Amended Annual Budget	Amended YTD Budget	YTD Actual
Town Streets Construction	1261	500,000	500,000	380,434	417,429
Grids Construction	1266	200,000	200,000	50,254	35,800
Road Construction Misc	1267	600,000	345,777	0	0
Water Bores	1268	200,000	200,000	83,410	129,293
Drainage General	1269	400,000	400,000	0	0
Murchison Downs Road - Roads To Recovery Funded	A30	0	220,000	220,000	118,458
Landor Rd - Roads To Recovery Funded	A66	550,000	550,000	25,217	26,001
Landor Road - Roads To Recovery Funded	AA66	0	45,420	0	0
Ashburton Downs Rd - Roads To Recovery Funded	AA67	0	466,803	466,803	480,018
Mt Clere Rd - Construction	C1	145,000	145,000	0	0
Main Street Service Rd - Construction	C118	300,000	300,000	0	0
Murchison Downs Rd - Construction	C30	220,000	92,995	92,995	92,995
Munarra Rd - Construction	C31	10,000	10,000	0	0
Ashburton Downs-Meekatharra Rd - Construction	C67	190,000	190,000	0	0
Sandstone Rd - Construction	C68	0	145,234	145,234	145,234
Beringarra-Mt Gould Rd - Construction	C77	0	15,994	15,994	15,994
Agrn: 661 (Feb/March 2015) General Expense	D00	4,916,244	4,916,244	1,814,768	1,300
Mt Clere Road - Meekatharra Road - Agrn 661 (Feb/March 2015)	D1	0	0	0	10,510
Youno Downs Road - Agrn 661 (Feb/March 2015)	D22	0	0	0	49,097
Trillbar Road - Agrn 661 (Feb/March 2015)	D24	0	0	0	101,620
Woodlands - Mount Augustus Road - Agrn 661 (Feb/March 2015)	D28	0	0	0	252,585
Murchison Downs Road - Agrn 661 (Feb/March 2015)	D30	0	0	0	321,295
Tangadee Road - Agrn 661 (Feb/March 2015)	D63	0	0	0	195,590
Landor - Meekatharra Road - Agrn 661 (Feb/March 2015)	D66	0	0	0	298,887
Ashburton Downs - Meekatharra Road - Agrn 661 (Feb/March 2015)	D67	0	0	0	354,125
Pingandy Road - Agrn 661 (Feb/March 2015)	D69	0	0	0	64,988
Paroo Road - Agrn 661 (Feb/March 2015)	D7	0	0	0	74,995
Beringarra - Mt Gould Road - Agrn 661 (Feb/March 2015)	D77	0	0	0	89,776
Landor Rd - Regional Road Group Funding	RR66	450,000	450,000	67,584	67,584
Landor Rd - Royalties For Regions Funding	Y66	0	0	0	1,410
Landor Road - Business Case -R4R Funding, R2R And Council Funded	YY66	1,660,000	1,660,000	311,711	706,981
Roads Infrastructure Total		10,341,243	10,853,466	3,674,404	4,051,966
Comments					

SHIRE OF MEEKATHARRA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 9: CAPITAL DISPOSALS

Original Budget Profit/(Loss) of Asset Disposal			Disposals	Actual YTD			Comments
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	
\$	\$	\$	Plant and Equipment Transport				
59,500	20,000	(39,500)	P109 - 2005 Nissan Prime Mover (1CBX525) P101 FESA Fire unit Isuzu (1BNP863)	19,640	12,766	(6,874)	Contributed Asset from FESA disposed
59,500	20,000	(39,500)		19,640	12,766	(6,874)	

Comments

The Fesa Fire Unit is accounted for as a donated asset upon receipt. When disposing a donated asset as above, the accounting treatment requires the Shire to show the movement within its financial statements and GST impact. As such the proceeds above were not actually received by the Shire and are offset by an expense in the operating accounts that brings the total transaction to a net zero.

ACTIONS TAKEN UNDER DELEGATED POWER REQUIRING NOTIFICATION TO COUNCIL

Write offs

There were no actions taken under delegated powers that require reporting to Council in December 2016.

Purchase Orders

In November 2016 the following Purchase Order was raised under Tender No 14/15-2 *Plant Hire and Minor Works - Hourly Hire Basis* and is presented to Council as per resolution 10.3 from the Ordinary Council Meeting held 20 August 2015.

Order Number	Order Date	Order Value	Name	Code	Description	Line Description
63713	15/11/2016	16390	NORTHAMPTON GRADER HIRE	M4	BULLOO DOWNS RD - MTCE	MTCE GRADE BULLOO DOWNS ROAD , TENDER 14/15-2 MTCE GRADE WOODLANDS MT AUGASTUS ROAD , TENDER 14/15-2

Title/Subject: OUTSTANDING DEBTORS
Agenda/Minute Number: 9.2.2
Applicant: Nil
File Ref: ADM 171
Disclosure of Interest: Nil
Date of Report: 1 December 2016
Author: Svenja Clare
Finance Officer


Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer


Signature Senior Officer

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 –

>90 day – All outstanding debtors with 90 days or more are sent a 7 day debt collection letter.

>60 day – All outstanding debtors with 60 days or more are sent a reminder letter.

>30 day – All outstanding debtors with 30 days or more account are sent a statement with a reminder sticker attached.

Comment:

Although the outstanding > 90 day accounts are sent letters stating that they will be forwarded onto the debt collection agency, Council needs to be aware of the cost to do so. Therefore from time to time, in relation to minimal amounts i.e. landing fees it is required that Council write off the debt incurred.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Loss of revenue

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols
Seconded: Cr DK Hodder

That Council receives the outstanding monthly Debtor Trial Balance for November 2016.

CARRIED 5/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 34

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*** SHIRE OF MEEKATHARRA ***

Debtors Trial Balance								
As at 30.11.2016								
Debtor #	Name	Credit Limit	01.09.2016		01.10.2016	31.10.2016	30.11.2016	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
			Of					
			Oldest					
			Invoice					
			(90Days)					
A041	AD ASTRAL AVIATION		17185.42	287	0.00	9285.00	0.00	26470.42
B043	ADRIAN BAUMGARTEN		0.00	0	0.00	0.00	321.48	321.48
A114	AERO JACKS PTY LTD		0.00	0	0.00	56.90	0.00	56.90
A119	AEROLANE PTY LTD		58.06	233	0.00	0.00	0.00	58.06
A125	AEROMIL PACIFIC PTY LTD		0.00	0	0.00	65.49	0.00	65.49
A054	AFRAN CIVIL CONSTRUCTIONS		43.10	124	0.00	0.00	0.00	43.10
C7	AIRSERVICES AUSTRALIA		0.00	0	0.00	660.38	0.00	660.38
A070	AUSTRALIAN AIRPORTS ASSOCI		0.00	0	0.00	0.00	0.00	-364.73
A017	AUSTRALIAN TAXATION OFFICE		0.00	0	0.00	0.00	0.00	-9.87
P090	BENJAMIN RONALD POVEY		14960.00	575	0.00	0.00	0.00	14960.00
B102	BEVAN, KIMBERLEY EDMOND		0.00	0	0.00	0.00	22.00	22.00
B121	BINSIAR, ROBERT		0.00	0	0.00	0.00	316.73	316.73
B2	BP AUSTRALIA PTY LTD		0.00	0	0.00	0.00	169.98	169.98
C077	CHARTWELL NOMINEES PTY LTD		56.86	112	0.00	0.00	0.00	56.86
C026	CHINA SOUTHERN W/AUSTRALIA		0.00	0	0.00	0.00	2135.30	2135.30
C113	COBHAM AVIATION		0.00	0	0.00	85906.24	42346.36	128252.60
C021	COMPLETE AVIATION SERVICES		0.00	0	0.00	93.56	842.04	935.60
D1	DEPARTMENT OF EDUCATION		0.00	0	0.00	0.00	9855.11	9855.11
H007	DEPARTMENT OF HOUSING		320.20	141	160.10	0.00	0.00	480.30
E034	ENGELBRECHT, RUDOLPH		0.00	0	0.00	0.00	49.24	49.24
E009	ESPERANCE AIR SERVICES		84.91	169	0.00	0.00	0.00	84.91
Q010	EXPRESS FREIGHTERS PTY LTD		1285.96	149	0.00	0.00	0.00	1285.96
F055	FLIGHT ADVANTAGE PTY LTD		0.00	0	0.00	22.00	0.00	22.00
F049	FORTESCUE HELICOPTERS PTY		0.00	0	0.00	0.00	44.00	44.00
F046	FRIG TECH SERVICES		0.00	0	0.00	86.20	43.10	129.30
C128	GEOFFREY CARBERRY		0.00	0	0.00	0.00	12.87	12.87
G011	GERALDTON AIR CHARTER		0.00	0	0.00	0.00	26.93	26.93
G053	GREEN MINING PTY LTD		0.00	0	0.00	24.65	24.65	49.30
H026	HAWKER PACIFIC PTY LTD		0.00	0	0.00	0.00	0.00	-65.49
H011	HELIFLITE PTY LTD		0.00	0	0.00	0.00	22.00	22.00
H079	HOLLY'S CLEAN 'N GREEN		0.00	0	0.00	0.00	43.10	43.10
J047	JACKSON, PETER		0.00	0	0.00	0.00	31.12	31.12
J033	JAMES JOSEPH BUCHANAN		0.00	0	0.00	0.00	0.00	-26.75
J036	JAMES STURROCK		0.00	0	0.00	22.00	0.00	22.00

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 35

Printed on : 02.12.16 at 09:36

*** SHIRE OF MEEKATHARRA ***

Debtors Trial Balance											
As at 30.11.2016											
Debtor #	Name	Credit Limit	01.09.2016		01.10.2016	31.10.2016	30.11.2016	Total			
			GT	90 days	Age	GT	60 days		GT	30 days	30.11.2016
						Of					Current
						Oldest					
						Invoice					
			(90Days)								
V027	JEFFRY PAUL VAN SCHIE		0.00		0	0.00	44.00	22.00	66.00		
46	MAXEM AVIATION PTY LTD		0.00		0	0.00	0.00	158.66	158.66		
MC1D	MEEKATHARRA CARAVAN PARK		43.10	124		0.00	192.20	96.10	331.40		
M157	MINOVATION PTY LTD		0.00		0	0.00	0.00	44.00	44.00		
M173	MT AUGUSTUS TOURIST PARK		0.00		0	0.00	0.00	24.65	24.65		
N017	NEATFORD PTY LTD		0.00		0	0.00	0.00	28.45	28.45		
OZ1	OZWEST AVIATION		0.00		0	0.00	0.00	26.93	26.93		
P006	PAROO STATION		0.00		0	0.00	0.00	0.00	-0.10		
P093	PATERSON, MARK JOHN		0.00		0	0.00	56.86	0.00	56.86		
B028	RL & MA BELL		0.00		0	0.00	0.00	16522.56	16522.56		
T073	ROBERT TRAVIS		0.00		0	0.00	0.00	22.00	22.00		
R032	ROTORWEST PTY LTD - USE H0		0.00		0	0.00	0.00	55.28	55.28		
M000	ROY MCCLYMONT		0.00		0	0.00	0.00	9.29	9.29		
R009	ROYAL AERO CLUB OF WA		0.00		0	0.00	54.32	22.00	76.32		
R005	ROYAL FLYING DOCTOR SERVIC		0.00		0	836.74	7542.56	9801.30	18180.60		
S096	S&K ELECTRICAL CONTRACTING		0.00		0	0.00	0.00	74.05	74.05		
S068	SECONDHAND SHOP		0.00		0	0.00	0.00	146.56	146.56		
S108	SHARP AVIATION		0.00		0	0.00	73.72	0.00	73.72		
S055	SHINE AVIATION SERVICES		0.00		0	0.00	0.00	726.64	726.64		
S007	SKIPPERS AVIATION		0.00		0	0.00	1152.55	9732.90	10885.45		
S078	STAR AVIATION PTY LTD		197.10	194		93.56	93.56	93.56	477.78		
S129	STATE OF WA - DEPARTMENT O		0.00		0	0.00	0.00	22.00	22.00		
S046	STATE OF WA - POLICE AIR W		0.00		0	0.00	0.00	22.00	22.00		
S130	STINGER AVIATION PTY LTD		0.00		0	0.00	0.00	26.93	26.93		
H089	SUE HAPP		0.00		0	39.65	0.00	0.00	39.65		
N033	THE NATIONALS FOR REGIONAL		0.00		0	0.00	0.00	0.00	-62.70		
T071	THREE CORNERS PROPERTIES P		0.00		0	44.00	22.00	22.00	88.00		
W063	TONY WILTON		0.00		0	0.00	0.00	30.00	30.00		
T041	TWINCREEK HOLDINGS PTY LTD		0.00		0	0.00	0.00	0.00	-25.25		
W061	WALKER, DAVID		1497.93	251		402.64	0.00	485.72	2386.29		
B070	WATSON-BATES, JOHN		0.00		0	0.00	0.00	5.44	5.44		
W081	WELLINGTON ELECTRICAL		0.00		0	0.00	0.00	74.05	74.05		
W088	WEST AUSTRALIAN SKYDIVING		0.00		0	0.00	65.49	65.49	130.98		
C153	WILLIAM JAMES COOPER		44.00	194		0.00	0.00	0.00	44.00		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 36

Printed on : 02.12.16 at 09:36

*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance						
		As at 30.11.2016						
Debtor #	Name	Credit Limit	01.09.2016	01.10.2016	31.10.2016	30.11.2016	Total	
			GT 90 days	GT 60 days	GT 30 days	Current		
			Age					
			Of					
			Oldest					
			Invoice					
			(90Days)					
Y004	YARLARWHEELOR STATION		0.00	0	0.00	3499.84	0.00	3499.84
	Totals --- Credit Balances:	-554.89	35776.64		1576.69	109019.52	94666.57	240484.53

Title/Subject: LIST OF ACCOUNTS ENDED NOVEMBER 2016
Agenda/Minute Number: 9.2.2
Applicant: Nil
File Ref: ADM 171
Disclosure of Interest: Nil
Date of Report: 1 December 2016
Author: Svenja Clare
Finance Officer



Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer

Signature Senior Officer

Summary:

Accounts are to be presented to council for payments.

Background:

List of accounts

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

Comment:

Each month the accounts are presented to council for payment;

Municipal	Voucher No's	Amount:	\$	3,175,200.43
Trust Account	Voucher No's	Amount:	\$	0.00
Air BP	Voucher No's	Amount:	\$	0.00

Total **\$ 3,175,200.43**

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

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

Policy Implications:

Nil

Financial Implications:

Accounts to be paid

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr DK Hodder

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

CARRIED 5/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 39

SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
16-Dec-16

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT12708	01/11/2016	AERODROME MANAGEMENT SERVICES PTY LTD	PREPARE DESIGN AND TENDER SPECS	-11264.00		
EFT12709	01/11/2016	AG BURROWS PLANT	2 USED HOWARD PORTER SIDE TIPPERS 1TKD814 AND MK4227 AND 1 USED BOGIE DOLLY 1TL1270	-44000.00		
EFT12710	01/11/2016	AGWEST MACHINERY & MIDWEST ISUZU	PIPE, OIL, UNION TO FRT, FLEXHOSE, SEAL, WAIST, FRT DOOR RIGHT INNER PART	-189.50		
EFT12711	01/11/2016	AUSTRALIA'S GOLDEN OUTBACK	HALF PAGE EDITORIAL IN AUSTRALIA'S GOLDEN OUTBACK HOLIDAY PLANNER	-1675.00		
EFT12712	01/11/2016	B & E TRENFIELD	PARKS & GARDENS CONTRACT OCTOBER 2016	-11178.74		
EFT12713	01/11/2016	BLUSTEEL PTY. LTD.	TOP HAT STEEL, FENCE SHEETING, C/PURLIN AND BOLTS, PALLETS AND CONCRETE BLOCKS	-10643.38		
EFT12714	01/11/2016	BOC GASES	CYLINDER RENT OXY, ACETYLENE, HELIUM	-382.71		
EFT12715	01/11/2016	BUNNINGS GROUP LIMITED	SUPPLY LAUNDRY CUPBOARDS FOR UNIT 2 REGAN AS PER QUOTE 113789470	-547.04		
EFT12716	01/11/2016	BUSSELTON BUILDING PRODUCTS	300 LIGS AS PER QUOTE NUMBER 6820 PLUS DELIVERY TO MCMAHON BURNETT TRANSPORT	-1044.85		
EFT12717	01/11/2016	CANINE CONTROL	RANGER SERVICES ON 8/10/16 - 10/10/16	-3209.70		
EFT12718	01/11/2016	CHILD SUPPORT AGENCY	Payroll deductions	-2280.42		
EFT12719	01/11/2016	COATES HIRE	HIRE OF DISTRIBUTION BOARD FOR FESTIVAL	-568.08		
EFT12720	01/11/2016	COCKBURN CEMENT LTD	CEMENT FOR LANDOR ROAD	-7750.60		
EFT12721	01/11/2016	COMMERCIAL HOTEL MEEKATHARRA	LUNCHES FOR COUNCIL MEETING HELD 15/10/16	-234.00		
EFT12722	01/11/2016	COMMERCIAL LOCKSMITHS	SUPPLY AND INSTALL CYBERLOCK KEYS	-4316.84		
EFT12723	01/11/2016	COURIER AUSTRALIA	VARIOUS FREIGHT	-224.57		
EFT12724	01/11/2016	DAVID KENNETH HODDER	MEETING FEE OCM & HBTP MEETING ON 15/10/16	-300.00		
EFT12725	01/11/2016	DIGGA WEST	2000MM DIGGA FWD/REV CLOSED FRONT BUCKET BROOM WITH GUTTER BROOM ATTACHMENT; DIGGA PD3 WITH MANUAL SIDE SHIFT (2 PIECE) FRAME, 100MM, 150MM, 300MM ROCK AUGERS EPOXY BIS PE 585 X 6 CHEMSET	-15004.00		
EFT12726	01/11/2016	DIRECT FASTENER & INDUSTRIAL SUPPLIES		-341.64		
EFT12727	01/11/2016	FMG PILBARA PTY LTD	Rates refund for various assessments as requested by owner	-10843.62		
EFT12728	01/11/2016	GERALDTON INDEPENDENT BUILDING SUPPLIES PTY LTD	CHEMSET BOLTS FOR SHED AT SPORTING COMPLEX	-33.00		
EFT12729	01/11/2016	GERALDTON MURCHISON FREIGHT (GM FREIGHT)	VARIOUS FREIGHT	-874.50		
EFT12731	01/11/2016	HOLLY'S CLEAN 'N GREEN TRUST	VARIOUS CLEANING	-3009.60		
EFT12733	01/11/2016	ITW CONSTRUCTION SYSTEMS	2X 75 SWIFTLIFT FOOT ANCHORS	-2002.00		
EFT12734	01/11/2016	JASON SIGNMAKERS	700MM TRAFFIC CONE HI VIS, 1 METRE REFLECTIVE 6KGM BASE ORANGE/RED BOLLARD	-764.50		
EFT12735	01/11/2016	JOKAPHINE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-1454.29		
EFT12736	01/11/2016	JR & A HERSEY PTY LTD	68 PCE TOOL KIT	-752.90		
EFT12737	01/11/2016	KENDLE INVESTMENTS PTY LTD	VARIOUS CONCRETE CULVERT AND GRID INSTALLATION WORKS ON LANDOR ROAD RFT 15/16 - 3; FORM AND POUR FIVE COMPLETE GRIDS	-48106.91		
EFT12738	01/11/2016	LANDGATE	TITLE SEARCH	-64.70		
EFT12739	01/11/2016	LGIS WA	SECOND INSTALMENT INSURANCE: WORKERS COMP, PROPERTY, LIABILITY	-111031.08		
EFT12740	01/11/2016	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	Payroll deductions	-38.80		
EFT12741	01/11/2016	MARK SMITH PTY LTD	DIGGING GRAVE 7/9/16; SIGN OFF STAINLESS STEEL CLAMP DOWNPIPE	-1111.00		
EFT12742	01/11/2016	MCMAHON BURNETT TRANSPORT	TRANSPORT SHED FROM KEWDALE TO SPORTING COMPLEX MEEKATHARRA	-1760.00		
EFT12743	01/11/2016	MEEKATHARRA ACCOMMODATION CENTRE	GOVERNOR MORNING TEA AT SHIRE CHAMBERS 8 SEPTEMBER 2016	-222.75		
EFT12744	01/11/2016	MEEKATHARRA COMMUNITY RESOURCE CENTRE (CRC)	SECRETARIAL SERVICES - TAKING MINUTES OCT/NOV/DEC 2016 HUMAN SERVICES MEETINGS	-450.00		
EFT12745	01/11/2016	WESTRALIAN CONCRETE SUPPLIES (MEEKATHARRA)	BATCH + DELIVER CONCRETE FOR GRID CONSTRUCTION OF FIVE COMPLETE GRIDS + ROADWORKS	-11154.00		
EFT12746	01/11/2016	MJB INDUSTRIES	VARIOUS BOX AND PIPE CULVERTS AS PER QUOTATION NUMBER 00022730	-45898.97		
EFT12747	01/11/2016	ML & GJ TRENFIELD CONTRACTING	AERODROME MANAGEMENT, AIR BP MANAGEMENT	-22049.50		
EFT12748	01/11/2016	MTF SERVICES	SEPTEMBER 2016 FLOOD DAMAGE ROADWORKS	-269704.05		
EFT12749	01/11/2016	MURCHISON FABRICATION	DOG POUND + DEPOT GATE/FENCE; EXTEND STAND PIPE; REPAIR LEAK WATER TANKER	-6930.00		
EFT12750	01/11/2016	MURCHISON RUBBISH SERVICES	RUBBISH CONTRACT OCTOBER 2016	-19800.00		
EFT12751	01/11/2016	NANNUP TIMBER PROCESSING	SUPPLY WOOD FOR TOWN WALK	-45870.00		
EFT12752	01/11/2016	NGE NORTHERN GOLDFIELDS EARTHMOVING	SEPTEMBER 2016 FLOOD DAMAGE ROADWORKS	-376101.00		
EFT12753	01/11/2016	NICHOLS H.J.	MEETING FEE OCM & HBTP MEETING ON 15/10/16	-300.00		
EFT12754	01/11/2016	NORTHAMPTON GRADER HIRE	GRADER HIRE JULY 16	-46323.75		
EFT12755	01/11/2016	OLD MACDONALDS TRAVELLING FARMS	OLD MACDONALDS TRAVELLING FARM MEEKA FESTIVAL 2016	-2200.00		
EFT12756	01/11/2016	PARK AUTOMOTIVE	20 L THINNERS, 20 L PREP SOL, 20 L CHASSIS BLACK PAINT	-311.52		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 40

SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
16-Dec-16

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT12757	01/11/2016	PAROO STATION	Rates refund for assessment A16 PAROO PASTORAL ROAD PAROO 6642 AS REQUESTED BY OWNER	-2505.64		
EFT12758	01/11/2016	PATHWEST MEEKATHARRA	PRE EMPLOYMENT DRUG AND ALCOHOL SCREENING FOR GRANDIER BILLOT	-35.00		
EFT12759	01/11/2016	PENFOLDS TRANSPORT	TRANSPORT WOOD FOR DECKING MEEKA TOWN WALK	-4401.10		
EFT12760	01/11/2016	QUINN, RACHEL	GYM BOND REFUND LISA MCIVOR	-30.00		
EFT12761	01/11/2016	RANGELAND SERVICES PTY LTD	SHIRE DEPOT FENCING	-8633.35		
EFT12762	01/11/2016	S&K ELECTRICAL CONTRACTING PTY LTD	DISCONNECT + RECONNECT ELECTRICALS FOR KITCHEN WORKS; CRC AIRCONS SERVICE	-1596.89		
EFT12763	01/11/2016	SHIRE OF MEEKATHARRA	Payroll deductions	-1183.35		
EFT12764	01/11/2016	STAPLES AUSTRALIA PTY LIMITED	STATIONERY ORDER SEPTEMBER 2016	-97.52		
EFT12765	01/11/2016	T J SULLIVAN CRANE HIRE	CRANE HIRE AT COMPLEX COURTS TO CHANGE LIGHT GLOBES; CRANE HIRE DEPOT	-2200.00		
EFT12766	01/11/2016	TAMAS KAPITANY	Rates refund for assessment A6743 E52/2570 AS REQUESTED BY OWNER	-108.06		
EFT12767	01/11/2016	TOLL EXPRESS	VARIOUS FREIGHT	-324.28		
EFT12768	01/11/2016	TRENFIELD MOTORS	SERVICE CEO PRADO; TRAVEL/SURVEYING; SUPERVISE ASHB.DWNS RD RFT 12/13-3; SERVICE LEADING HAND UTE; SERVICE WSM LANDCRUISER; BOLTS	-38056.70		
EFT12769	01/11/2016	TRENFIELD, NORMAN	MEETING FEE OCM & HBTP MEETING ON 15/10/16	-400.00		
EFT12770	01/11/2016	TRUCK CENTRE WESTERN AUSTRALIA	RADIATOR HOSE TOP 11MF39420M, RADIATOR HOSE TOP 45MF39402M	-187.48		
EFT12771	01/11/2016	UI HOME IMPROVEMENTS	SUPPLY KITCHEN AS PER QUOTE UIHI-Q555 FOR LOT 204 HILL STREET	-17765.55		
EFT12772	01/11/2016	VIDGUARD SECURITY SYSTEMS	SUPPLY + INSTALL CCTV; FULL SYSTEM MAINTENANCE ALL ALARM SYSTEMS; DEPOT BATTERIES	-16986.17		
EFT12773	01/11/2016	WELLINGTON ELECTRICAL	INSTALL DOUBLE GPOS DEPOT FENCE; DEPOT GATE PROBLEMS; CABLE LOCATING FOR TRENCHING; SPORTS COMPLEX RESIDENCE BATHROOM LIGHT AND FAN	-4531.75		
EFT12774	01/11/2016	WESTRAC EQUIPMENT	VARIOUS REPAIRS TO VARIOUS PLANT	-15111.21		
EFT12775	01/11/2016	WREN OIL	REMOVE WASTE OIL	-429.00		
EFT12776	01/11/2016	YALGOO HOTEL MOTEL	ACCOMMODATION FOR CEO 25 JULY 16 FOR MURCHISON EXECUTIVE GROUP MEETING	-199.43		
EFT12777	01/11/2016	HOWDEN, ROSS K	TRAVEL + MEETING ATTENDANCE FEE 15/10/16	-313.16		
EFT12778	07/11/2016	HILITE SECURITY & DOG PATROL	SUPPLY X6 SECURITY STAFF FOR 2016 BALL (+ 50% SHARED TRAVEL COSTS WITH RACE CLUB)	-6128.87		
EFT12779	07/11/2016	TOLL EXPRESS	VARIOUS FREIGHT	-466.84		
EFT12780	15/11/2016	AMD AUDIT & ASSURANCE PTY LTD	AUDIT OF 2015-16 FINANCIAL YEAR	-8162.00		
EFT12781	15/11/2016	AMPAC DEBT RECOVERY (WA) PTY LTD	COMMISSION ON RATES COLLECTION NOV16	-15.40		
EFT12782	15/11/2016	ANSON RESOURCES LTD	Rates refund for assessment A7655 E51/1655 AS REQUESTED BY OWNER	-733.56		
EFT12783	15/11/2016	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES 15/10, 24/10, 31/10 - 5/11/16	-5559.78		
EFT12784	15/11/2016	AUSTRALASIAN CEMETERIES & CREMATORIA ASSOCIATION	ORDINARY MEMBERSHIP FOR 01/7/16 - 30/6/17	-275.00		
EFT12785	15/11/2016	AUSTRALIA POST	POSTAGE OCT 2016	-833.20		
EFT12786	15/11/2016	BAILEY'S BODY BUILDERS PTY LTD	ACTUATOR AIR FOR DRIBBLE BAR P362	-327.93		
EFT12787	15/11/2016	CABCHARGE AUSTRALIA LIMITED	NOVEMBER ADMIN CHARGE	-6.00		
EFT12788	15/11/2016	CANINE CONTROL	RANGER SERVICES ON 26-27/10/16	-3209.70		
EFT12789	15/11/2016	COCKBURN CEMENT LTD	BULK CEMENT FOR ROADWORKS/GRIDS; RAPID SET CEMENT FOR ROAD SIGNS	-7567.12		
EFT12790	15/11/2016	COMMERCIAL LOCKSMITHS	INSTALL EKA CYBERLOCK CYLINDERS AND SUPPLY ADDITIONAL AS PER SITE SURVEY; INSTALL AUTHORISER; EXCHANGE NON-COMPATIBLE CYLINDERS; SUPPLY REPLACEMENT KEY TIPS	-61429.03		
EFT12791	15/11/2016	DANIKA CHANDLER	BANK REC AUG/SEPT16 + RATES SEPT/OCT16	-2870.00		
EFT12792	15/11/2016	DINGO DESIGN	MONTHLY COUNCIL NEWS FOR MONTH OF OCTOBER 2016	-350.00		
EFT12793	15/11/2016	DUNNING INVESTMENTS P/L	50219 LITRES OF DIESEL (AIRPORT) @ \$1.07531/L INC GST	-54000.74		
EFT12794	15/11/2016	ENCOUNTER RESOURCES LTD	Rates refund for assessment A7492 E51/1570 AS REQUESTED BY OWNER	-244.67		
EFT12795	15/11/2016	FARMER JACKS	VARIOUS PURCHASES	-1931.84		
EFT12796	15/11/2016	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING AUG + SEP 16	-168.66		
EFT12797	15/11/2016	GREAT NORTHERN RURAL SERVICE	1100L DIESELPK TRANSFER UNIT, 2X 12V SUBMERSIBLE DIESEL & WATER TRANSFER PUMPS	-2590.70		
EFT12798	15/11/2016	HOLLY'S CLEAN 'N GREEN TRUST	255 DARLOT STREET-CLEAN INSIDE OF HOUSE AFTER TENANT VACATED PROPERTY	-300.00		
EFT12799	15/11/2016	IT VISION AUSTRALIA PTY LTD	CAT AND DOG REGISTRATION RENEWAL FORM REFORMATTING	-242.00		
EFT12800	15/11/2016	IXOM OPERATIONS PTY LTD (ORICA)	CHEMICALS FOR POOL FOR OCT 2016	-133.67		
EFT12801	15/11/2016	JJ & JC MAHONY (MOORARIE STN)	SEP/OCT LABOUR HIRE TRUCK DRIVING AND PLANT OPERATING LANDOR ROAD	-14058.00		
EFT12802	15/11/2016	JOKAPHINE SUPER FUND	Superannuation contributions	-1457.34		
EFT12803	15/11/2016	KOTT GUNNING LAWYERS	LEGAL ADVICE ON PRESTIGE NOVATED LEASE	-5280.00		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 41

SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
16-Dec-16

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT12804	15/11/2016	LANDGATE	M2016/10 SCHEDULE	-98.80		
EFT12805	15/11/2016	MCMAHON BURNETT TRANSPORT	VARIOUS FREIGHT	-820.83		
EFT12806	15/11/2016	MIDWEST SWEEPING CONTRACTORS	CARRY OUT ROAD SWEEPING OF SHIRE OF MEEKATHARRA TOWN STREETS	-8206.00		
EFT12807	15/11/2016	MURCHISON CLUB HOTEL	ACCOMMODATION FOR SHIRE PRESIDENT AND CEO 3 NOV 16 CUE PARLIAMENT + MWDC MEETING	-345.00		
EFT12808	15/11/2016	MURCHISON FABRICATION	SUPPLY CROSS BEAMS FOR WALKWAY	-11196.90		
EFT12809	15/11/2016	MURCHISON REGIONAL VERMIN COUNCIL	PRECEPTS - 2016/2017	-20508.40		
EFT12810	15/11/2016	NORTHAMPTON GRADER HIRE	MTCE GRADE ROADS: JIGALONG, BULLOO DWNS, WOODLANDS MT AUGUSTUS, ASHB DWNS	-43037.50		
EFT12811	15/11/2016	OFFICE NATIONAL	PLASTIC MANILLA FOLDERS (X2 PACKETS), MULTIPURPOSE LABELS (ASSORTED)	-63.25		
EFT12812	15/11/2016	PEMCO DIESEL PTY LTD	VDO OIL PRESSURE SENSOR; VARIOUS BUSHES P501, 2 X 8 SPRING SETS FOR P362	-860.20		
EFT12813	15/11/2016	REFUEL AUSTRALIA (GERALDTON FUEL COMPANY)	BULK DIESEL FOR DEPOT + FUEL CARD PURCHASES - SEPT AND OCT 2016	-58235.08		
EFT12814	15/11/2016	S&K ELECTRICAL CONTRACTING PTY LTD	SERVICE AIR CON UNITS AT LOT 303 DARLOT STREET INVESTIGATE LOUNGE UNIT NOT HEATING	-305.25		
EFT12815	15/11/2016	ST JOHN AMBULANCE, MEEKATHARRA SUB CENTRE	MEDIUM FIRST AID KIT FOR THE COMMUNITY BUS	-75.00		
EFT12816	15/11/2016	STAPLES AUSTRALIA PTY LIMITED	STATIONERY ORDER OCTOBER; REFUND ON BROKEN LAMINATOR	-225.98		
EFT12817	15/11/2016	TOLL EXPRESS	VARIOUS FREIGHT	-192.19		
EFT12818	15/11/2016	TOTALLY WORKWEAR GERALDTON (TWW)	TAN COLOURED OLIVER BOOTS FOR PROJECT OFFICER DAVID MACDONALD	-112.50		
EFT12819	15/11/2016	TRUCK CENTRE WESTERN AUSTRALIA	BEARING, SEAL ASSY, SLEEVE - OIL, O RING	-293.18		
EFT12820	15/11/2016	WELLINGTON ELECTRICAL	REPAIR FAULTY BANK OF LIGHTS ON BASKETBALL COURTS	-978.84		
EFT12821	15/11/2016	WESTRAC EQUIPMENT	950F CAT LOADER SERVICE DIAGNOSE AND REPAIR NOISY HYDRAULICS	-5155.66		
EFT12822	18/11/2016	COLAS WEST AUSTRALIA PTY LTD (RNR)	SUPPLY AND SPRAY S45R AS PER QUOTE NUMBER 160348.01	-275214.56		
EFT12823	18/11/2016	CONTRACT AQUATIC SERVICES	OFF SEASON TURNOVER 3 MONTHS, ANNUAL SERVICE OF EQUIPMENT, CONTRACT OCT + NOV	-38489.00		
EFT12824	30/11/2016	ABCO PRODUCTS	CLEANING PRODUCTS FOR CONTRACTOR EVEANNE TRENFIELD	-1975.04		
EFT12825	30/11/2016	ALL DECOR	SUPPLY CARPET TILES AND GLUE FOR DCEO OFFICE	-544.00		
EFT12826	30/11/2016	ANDREW BINSIAR	MEETING FEE OCM & HBTP MEETING ON 15/10/16	-300.00		
EFT12827	30/11/2016	ATOM SUPPLY	SUPPLY 2 X 20LT SEALER TIMBER/WOOD LANOTEC FOR WALKWAY	-585.20		
EFT12828	30/11/2016	B & E TRENFIELD	PARKS AND GARDENS CONTRACT NOV 16; SEWER PIPE WORKS; TIDY UP METAL DUMP	-11530.74		
EFT12829	30/11/2016	BASF AUSTRALIA LTD	1000L MASTER POLYHEED 8820 -EX WORKS KWANANA	-3905.00		
EFT12830	30/11/2016	BLUSTEEL PTY. LTD.	FLASHINGS FOR SHED	-390.50		
EFT12831	30/11/2016	BOC GASES	CYLINDER RENT OXY + ACETYLENE	-128.49		
EFT12832	30/11/2016	CABCHARGE AUSTRALIA LIMITED	CABCHARGE ACCOUNT FEE	-6.00		
EFT12833	30/11/2016	CANINE CONTROL	RANGER SERVICES ON 14, 15, 16 NOVEMBER 2016	-3209.70		
EFT12834	30/11/2016	COCKBURN CEMENT LTD	8 X 1.5 TONNE, 8 X 1 TONNE, 4 X 500KG BULK GP GREY CEMENT FOR LANDOR ROAD CULVERTS	-7585.60		
EFT12835	30/11/2016	COMMERCIAL HOTEL MEEKATHARRA	LUNCHES FOR COUNCIL MEETING HELD 19/11/16; DINNERS FOR TRAINER PAM BEDDOW	-339.50		
EFT12836	30/11/2016	COOKS TOURS PTY LTD	HALF PAGE ADVERTISEMENT IN AMAZING NORTH BOOK PLUS GST	-880.00		
EFT12837	30/11/2016	COURIER AUSTRALIA	VARIOUS FREIGHT	-1509.03		
EFT12838	30/11/2016	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2016/17 ESL QUARTER 2 CONTRIBUTION	-19369.46		
EFT12839	30/11/2016	E & MJ ROSHER PTY LTD	BLADES AND COLLARS	-284.70		
EFT12840	30/11/2016	ELEC-PROTECT SECURITY	CRIMPERS FOR ALUM CRIMPS ON ELECTRIC FENCE PLUS ONE SMALL BOX 100-200 CRIMPS	-286.00		
EFT12841	30/11/2016	ENERGISE CAFE	CATERING FOR AIM TRAINING HELD 21ST - 25TH NOV 16 DELIVERED TO THE COUNCIL CHAMBERS	-627.00		
EFT12842	30/11/2016	EXTRA MILE GRANT WRITING SERVICES	WRITE AND SUBMIT GRANT FOR MOUNT GOULD POLICE STATION MWDC COMMUNITY CHEST GRANT	-1500.00		
EFT12843	30/11/2016	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING APEOS C6685	-888.10		
EFT12844	30/11/2016	GALVINS PLUMBING SUPPLIES	HW SYSTEM + TAPWARE FOR DEPOT OFFICE; 50ML S/STEEL BALL VALVE FOR STAND PIPE	-1148.05		
EFT12845	30/11/2016	GERALDTON INDEPENDENT BUILDING SUPPLIES PTY LTD	SUPPLY 30 F3 SQUARE DRIVER BITS	-97.57		
EFT12846	30/11/2016	GERALDTON MURCHISON FREIGHT (GM FREIGHT)	VARIOUS FREIGHT	-1259.50		
EFT12847	30/11/2016	GERALDTON TOYOTA	SUPPLY FRONT MATS AND FRONT SEAT COVERS	-258.72		
EFT12848	30/11/2016	GRANTS EMPIRE	RES (TOURISM WA) & LOTTERYWEST - WRITE & SUBMIT GRANT APPLICATION FOR 2017 FESTIVAL	-2112.00		
EFT12849	30/11/2016	GREAT NORTHERN RURAL SERVICE	ASTOUND BEETLE POISON 20 LITRES; RETIC PARTS	-396.01		
EFT12850	30/11/2016	HOLCIM (AUSTRALIA) PTY LTD	14ML SEALING AGGREGATE; GRANITE; CONCRETE BATCH SAND	-103509.01		
EFT12851	30/11/2016	HOLLY'S CLEAN 'N GREEN TRUST	VARIOUS CLEANING	-7114.80		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 42

SHIRE OF MEEKATHARRA

Accounts Due and Payed under Delegated Authority and Submitted to Council on the
16-Dec-16

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT12852	30/11/2016	HOWDEN CONTRACTING AND TRANSPORT	BATCH PREMIX; OPERATE VARIOUS PLANT LANDOR RD; DELIVER METAL; HIRE AND OPERATION OF BOOM LIFT; PLANT MAINTENANCE	-9064.00		
EFT12853	30/11/2016	JASON SIGNMAKERS	VARIOUS SIGNS (FIRST AID, MUSTER POINT, EMERGENCY EYE WASH AND SHOWER, LANDOR RD)	-287.10		
EFT12854	30/11/2016	JASON WINDOWS	SUPPLY AS PER QUOTE M12548 DOOR ROLLERS	-59.40		
EFT12855	30/11/2016	JJ & JC MAHONY (MOORARIE STN)	LABOUR HIRE LANDOR RD 31/10 - 18/11 SEMI WATER CART, 1/11 - 18/11 ROLLER DRIVING	-17820.00		
EFT12856	30/11/2016	JR & A HERSEY PTY LTD	20L WHITE DY-MARK LINE MARKING BULK PAINT, OLIVER SAFETY BOOTS FOR J BUCHANAN	-512.19		
EFT12857	30/11/2016	KENDLE INVESTMENTS PTY LTD	VARIOUS CONCRETE CULVERT AND GRID INSTALLATION WORKS ON LANDOR RD NOV16 RFT15/16-3	-46604.86		
EFT12858	30/11/2016	LONGMUIR TRANSPORT SERVICES PTY LTD	SIDETIPPER USED TYRES TO CASHMANS TYRE DISPOSAL SITE	-6600.00		
EFT12859	30/11/2016	MARKET CREATIONS	BUSINESS CARDS FOR YOUTH OFFICER AND YOUTH SPORT AND RECREATION OFFICER	-187.00		
EFT12860	30/11/2016	MEEKATHARRA CORNER STORE	VARIOUS PURCHASES	-1325.93		
EFT12861	30/11/2016	ML & GJ TRENFIELD CONTRACTING	AERODROME MANAGEMENT NOVEMBER 2016	-22049.50		
EFT12862	30/11/2016	MM ELECTRICAL MERCHANDISING	4 ROLLS OF COMMUNICATIONS PROTECTION TAPE; ELECTRICAL DANGER TAPE	-138.40		
EFT12863	30/11/2016	MTF SERVICES	SEPT/OCT 2016 FLOOD DAMAGE ROADWORKS; ROADS TO RECOVERY WORKS, RFT15/16-1 GRID	-372553.50		
EFT12864	30/11/2016	MURCHISON FABRICATION	VARIOUS REPAIRS TO P501 BOGIE DOLLY; REPLACE HINGES AND RESET DOOR AT 3/16 REGAN ST	-2332.00		
EFT12865	30/11/2016	MURCHISON RUBBISH SERVICES	RUBBISH CONTRACT NOVEMBER 2016	-19800.00		
EFT12866	30/11/2016	NGE NORTHERN GOLDFIELDS EARTHMOVING	OCTOBER 2016 FLOOD DAMAGE ROADWORKS	-390824.50		
EFT12867	30/11/2016	NICHOLS H.J.	MEETING FEE OCM & HBTP MEETING ON 15/10/16	-300.00		
EFT12868	30/11/2016	OZOWNED SUPPLIES & SERVICES	CARPET CLEANING NOV 2016	-506.00		
EFT12869	30/11/2016	PEMCO DIESEL PTY LTD	VARIOUS SEALS AND BEARINGS FOR P480 MACK SUPERLINER	-514.35		
EFT12870	30/11/2016	PERFECT COMPUTER SOLUTIONS PTY LTD (PCS)	COMPUTER SUPPORT	-212.50		
EFT12871	30/11/2016	PETER SHANE CLANCY	MEETING FEE OCM & HBTP MEETING ON 19/11/16	-300.00		
EFT12872	30/11/2016	QUBE LOGISTICS	FREIGHT FROM AND TO IXOM 26/10 + 31/10 (FREE)	-107.99		
EFT12873	30/11/2016	ROSER, WAYNE	REIMBURSEMENT FOR FOOD PURCHASED FOR YOUTH ACTIVITIES	-176.00		
EFT12874	30/11/2016	SPORTSPOWER GERALDTON	REPLACEMENT ROWING MACHINE - BODYWORKX	-1399.00		
EFT12875	30/11/2016	SQUIRE PATTON BOGGS (AU)	NATIVE TITLE CLAIMS	-5930.10		
EFT12876	30/11/2016	TOLL EXPRESS	VARIOUS FREIGHT	-6491.03		
EFT12877	30/11/2016	TOTALLY WORKWEAR GERALDTON (TWW)	ASSORTED UNIFORM FOR KADISEN KING	-493.87		
EFT12878	30/11/2016	TRENFIELD MOTORS	SERVICE GENSETS; REPAIR BACKHOE ALTERNATOR; SUPPLY BATTERIES; REPAIR BRAKES EX-FUEL TANKER; REPAIR ELECTRICS 910 LOADER; 100,000KM SERVICE AND CHECK TYRES	-6193.33		
EFT12879	30/11/2016	TRENFIELD, NORMAN	MEETING FEE OCM & HBTP MEETING ON 15/10/16	-400.00		
EFT12880	30/11/2016	TRUCK CENTRE WESTERN AUSTRALIA	AIR CON FAN MOTOR	-1210.00		
EFT12881	30/11/2016	UI HOME IMPROVEMENTS	REPLACEMENT BACK SPLASH	-675.00		
EFT12882	30/11/2016	WELLINGTON ELECTRICAL	WATER BORE ELECTRICS ISSUE ACROSS FROM ROADHOUSE; FIX FAULT IN RETIC CONTROLLER	-225.50		
EFT12883	30/11/2016	WESTRAC EQUIPMENT	AIRCON PARTS; BONNET STRUTTS; TRANSMISSION REPAIRS; FILTERS; TEETH & RETAINERS	-9084.94		
EFT12884	30/11/2016	WESTRALIAN CONCRETE SUPPLIES (MEEKATHARRA	63501 - BATCH AND DELIVER CONCRETE LANDOR RD 11/11 - 25/11/16	-12804.00		
EFT12885	30/11/2016	WINCHESTER INDUSTRIES	650 TONNE 7MM SEALING AGGREGATE @ \$ 120 + GST	-99910.80		
25408	01/11/2016	ARAGON RESOURCES PTY LTD	Rates refund for assessment A7359 E52/3005 AS REQUESTED BY OWNER	-634.20		
25409	01/11/2016	HORIZON POWER	ELECTRICITY CHARGES 13/8/16 - 14/10/16	-16358.79		
25410	01/11/2016	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE	-579.09		
25411	01/11/2016	TELSTRA CORPORATION LIMITED	TELEPHONE OCT 16	-3480.98		
25412	01/11/2016	WATER CORPORATION	WATER CHARGES - 8/8/16 -10/10/16	-8016.04		
25413	01/11/2016	WESTNET PTY LTD	INTERNET CEO@WESTNET.COM.AU	-139.90		
25414	15/11/2016	HORIZON POWER	ELECTRICITY CHARGES 1/10 - 31/10/16	-6579.17		
25415	15/11/2016	TELSTRA CORPORATION LIMITED	MOBILE PHONE CHARGES OCT 2016	-211.05		
25416	15/11/2016	WATER CORPORATION	SERVICE CHARGES 1/11-31/12/16	-39.48		
25417	30/11/2016	ARAGON RESOURCES PTY LTD	Rates refund for various assessments as requested by owner	-4724.16		
25418	30/11/2016	BIG BELL GOLD OPERATIONS PTY LTD	Rates refund for assessment A6934 E51/1484 AS REQUESTED BY OWNER	-579.68		
25419	30/11/2016	DEPARTMENT OF TRANSPORT	LICENCE RENEWAL MK4227, 7WK137, 1TKD814, 1TLI270	-227.45		
25420	30/11/2016	HORIZON POWER	ELECTRICITY CHARGES 7/9/16 - 3/11/16	-1674.72		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 43

SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
16-Dec-16

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
25421	30/11/2016	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE	-695.47		
25422	30/11/2016	TELSTRA CORPORATION LIMITED	LANDLINE NOVEMBER 2016	-3406.84		
25423	30/11/2016	WESTNET PTY LTD	INTERNET CHARGES NOVEMBER	-69.95		
DD11869.1	02/11/2016	WA SUPER	Payroll deductions	-6408.66		
DD11869.2	02/11/2016	BT SUPER FOR LIFE	Superannuation contributions	-891.40		
DD11869.3	02/11/2016	HOSTPLUS	Superannuation contributions	-266.22		
DD11869.4	02/11/2016	WESTSCHEME	Superannuation contributions	-176.45		
DD11869.5	02/11/2016	CBUS ADMINISTRATION	Superannuation contributions	-199.64		
DD11869.6	02/11/2016	COLONIAL FIRST STATE	Superannuation contributions	-53.03		
DD11869.7	02/11/2016	SUN SUPER	Superannuation contributions	-154.69		
DD11873.1	02/11/2016	BT SUPER FOR LIFE	Superannuation contributions	-63.84		
DD11884.1	16/11/2016	WA SUPER	Payroll deductions	-6906.40		
DD11884.2	16/11/2016	BT SUPER FOR LIFE	Superannuation contributions	-851.88		
DD11884.3	16/11/2016	HOSTPLUS	Superannuation contributions	-220.71		
DD11884.4	16/11/2016	WESTSCHEME	Superannuation contributions	-192.88		
DD11884.5	16/11/2016	CBUS ADMINISTRATION	Superannuation contributions	-200.96		
DD11884.6	16/11/2016	COLONIAL FIRST STATE	Superannuation contributions	-66.63		
DD11884.7	16/11/2016	SUN SUPER	Superannuation contributions	-128.24		
				MUNI ACCOUNT	-\$	3,175,200.43
				AIR BP ACCOUNT	\$	-
				TRUST ACCOUNT	\$	-
					-\$	3,175,200.43

THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

TOTALLING \$3,175,200.43 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON THE 16/12/2016 AND WHICH HAVE BEEN DULY CERTIFIED AS TO THE RECEIPT OF GOODS AND THE RETENTION OF SERVICES AS TO THE COSTING AND ARE AMOUNTS PAID.

ROY McClymont
CHIEF EXECUTIVE OFFICER

Title/Subject:	REQUEST FOR WRITE-OFF OF INTEREST
Agenda/Minute Number:	9.2.3
Applicant:	Nil
File Ref:	ADM0077, A7478 and A7479
Disclosure of Interest:	Nil
Date of Report:	8 December 2016
Author:	Svenja Clare Finance Officer


Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer


Signature Senior Officer

Summary/Matter for Consideration:

A ratepayer requests Council's consideration for the write-off of interest that accrued on rates.

Attachments:

Email trail from Mr. Andy Cobb, Director of Redstone Minerals Pty Ltd and Business Equity Pty Ltd

Background:

Redstone Minerals Pty Ltd have two current mining tenements in the Shire; M52/1063 (A7478) and M52/1064 (A7479), both granted in September 2014. The rates are approx. \$20,400 total per annum.

In January 2015 Susan Steele, Company Secretary of Redstone Minerals wrote a letter requesting the outstanding rates (a total of \$14,311.14) be allowed to be paid off in four equal instalments over the following eight months, due to the "current economic situation". This request was granted, pointing out to Ms Steele that further rates would be added in July 2015 that would also require payment. Payments were subsequently received in February, April and August 2015 equalling \$12,480.05.

In August 2015 Susan Steele emailed the office, acknowledging receipt of the 2015/16 rate notices and requesting the outstanding rates (a total of \$24,948.52) be allowed to be paid off at \$2,100 per month since the "current economic situation has not improved". This request, too, was granted. Payments were consequently received but ceased in March 2016.

The 2016/17 rates were added in July 2016. Due to non-payment of rates a final notice was issued in September 2016.

On 4 October 2016 Shire staff received notification that the company had gone into administration. The Formal Proof of Debt form claiming \$33,467.23 was sent to the administrator on 10 October 2016.

On 23 November 2016 Shire staff received a \$12,066.11 payment as well as an email from Mr Andy Cobb, Director of Business Equity Pty Ltd (Private Mortgage Lenders) and Redstone Minerals,

explaining they were an interested party working with the Administrators to revive the company and requesting \$1,399.13 penalty interest be written off in order to assist their endeavours to rectify the business.

The current outstanding balance on these assessments is \$21,855 which includes the \$1,399.13 interest requested to be written off.

Comment:

In his email Mr. Cobb states:

“We request the total of \$1399.13 be considered for credit against the rate statement account. Simply we were a group of passive investors who have lost all our dollar investment in Redstone due to the previous Directors and management. We are now attempting to become the Executive and buy the business back from the receivers, pay all debts and re start trading to recover, if possible, our lost capital.

We understand the rates need to be paid and have made a payment, but the interest was borne by the old company and we are looking to your councils goodwill and assistance in crediting back the interest which will assist us in paying the rates up to date and on time.”

In recent years Council has received a number of similar requests but has not allowed any request for waiver or reduction of rates unless the charges were somehow caused by staff error. Details and outcomes of recent cases are listed below:

Date	Name	Amount (approx.)	Reason	Outcome
Sep 2013	Gould Resources P/L	\$4,000	Dormant Company, no finances	No waiver. Rates paid.
Oct 2013	Donald Huntly	\$16,000	Medical Issues	No waiver. Rates paid.
Oct 2013	Ian Black	\$5,000	Financial Hardship	No waiver. Rates partly paid.
Aug 2014	Kevin Ross	\$1,500	Disputed legal charges, partially caused by staff error	Written off legal charges only. Rates paid.
June 2015	Enterprise Metals P/L	\$118	Interest accrued due to non-descriptive payment	Interest written off.
Nov 2015	Benjamin Povey	\$11 (+debtor interest)	Financial Hardship & other circumstances	No waiver. Rates partly paid.
Mar 2016	Michelle Del Borello (Capricorn Roadhouse)	\$720	Misread Rate Instalment Notices	No waiver. Rates paid.

By allowing write-off of the \$1,399.13 interest Council may be setting precedence and the decision could be regarded as unfair by other ratepayers.

On the other hand granting the write-off might increase the chances of the investors getting the business back from the receivers and for the outstanding rates (a substantial sum at >\$20k) to be paid. If the company remains unviable Council will likely have to write off the entire amount.

Consultation:

Nil

Statutory Environment:

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

Policy Implications:

Nil

Budget/Financial Implications:

The 2016/2017 budget has an allocation of \$10,000 towards the write off of Rates.

So far \$87.30 have been written off.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority required if interest on rates written off otherwise Simple Majority.

Officers Recommended Options:

Option A:

That Council authorise staff to write off \$1,399.13 interest on A7478.

OR

Option B:

That Council advise Mr. Cobb of Redstone Minerals Pty Ltd that the rates are due and payable and Council will not be authorising any write-off in rates. Furthermore, the outstanding amount will continue to accrue interest at the rate of 10% per annum until all monies due are paid.

Council Resolution:

Moved: Cr RK Howden

Seconded: Cr DK Hodder

That Council adopted "Option B" as presented.

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

Svenja Clare

From: Andy Cobb <Andy@bizequity.com.au>
Sent: Tuesday, 6 December 2016 1:52 PM
To: Svenja Clare
Subject: RE: Interest Charged on Assessment A7478

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Svenja

We request the total of \$1399.13 be considered for credit against the rate statement account. Simply we were a group of passive investors who have lost all our dollar investment in Redstone due to the previous Directors and management. We are now attempting to become the Executive and buy the business back from the receivers, pay all debts and re start trading to recover, if possible, our lost capital.

We understand the rates need to be paid and have made a payment, but the interest was borne by the old company and we are looking to your councils goodwill and assistance in crediting back the interest which will assist us in paying the rates up to date and on time.

Regards

Andy Cobb
Director

Redstone Minerals Pty Ltd
Level 1 #4 Adelaide Street
Fremantle, Western Australia.

Phone: +61 8 9433-1888
Mobile: +61 438 678-888

From: Svenja Clare [mailto:finance@meekashire.wa.gov.au]
Sent: Tuesday, 6 December 2016 1:26 PM
To: Andy Cobb <Andy@bizequity.com.au>
Subject: RE: Interest Charged on Assessment A7478

Thanks Andy.

So, to confirm, are you requesting the interest prior to 1/7/16 to be written off, i.e. \$495.76?

Kind regards

Svenja Clare

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



From: Andy Cobb [<mailto:Andy@bizequity.com.au>]
Sent: Tuesday, 6 December 2016 1:12 PM
To: Svenja Clare
Subject: RE: Interest Charged on Assessment A7478

Hi Svenja

Thanks for your reply.

As per my earlier request, we are still working with the Receiver Manager a possible continuance of the business, but this is as yet still uncertain and will be decided at a court hearing yet to be listed. We are not a public listed company just a small group of initial investors trying to recover the monies that have been lost by the previous directors. This can only be achieved by us investing more of our own capital in an attempt to resurrect the company and undertake the business to hopefully return a profit.

We request the Shire of Meekatharra council members consider the credit of the interest on previous rates to assist our endeavour to recover the company as a working entity, which of course will generate more rate income for your Shire. We have made a considerable payment recently as your confirmation below and with some further hard work look to pay out the balance which of course will not happen if the company cannot be saved from liquidation.

I look forward to the council's considered assistance in this request.

Regards

Andy Cobb
Director

Redstone Minerals Pty Ltd
Level 1 #4 Adelaide Street
Fremantle, Western Australia.

Phone: +61 8 9433-1888
Mobile: +61 438 678-888

From: Svenja Clare [<mailto:finance@meekashire.wa.gov.au>]
Sent: Tuesday, 6 December 2016 10:58 AM
To: Andy Cobb <Andy@bizequity.com.au>
Subject: RE: Interest Charged on Assessment A7478

Hi Andy

Thank you for your email.

My apologies for the delayed response.

We have received your \$12066.11 payment on 24/11/2016 – thank you.

Since the interest accrued is fairly substantial (I suppose that's exactly the reason why you're making this request) it would have to go to Council for write off. In the past Council have not allowed many requests for write off, unless the applicants had compelling reasons.

If you would like me to take this to Council, would you be able to help me with a bit of background on why Redstone is not able to pay the full outstanding amount and why Council should help by writing off the interest.

Also, how much interest do you request be written off? This financial year's worth (\$903.37), or all interest that has accrued (\$1399.13)?

Kind regards

Svenja Clare

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



From: Andy Cobb [<mailto:Andy@bizequity.com.au>]
Sent: Wednesday, 23 November 2016 2:13 PM
To: Svenja Clare
Subject: Interest Charged on Assessment A7478
Importance: High

Dear Sir/Madam

Redstone Minerals Pty Ltd, subject of the above rate notice, is currently under Administration and we are an interested party working with the Administrators to revive the company. We are looking to arrange payment of this rate notice and request you rebate back the interest to assist in our endeavours to rectify the business.

I appreciate your assistance in considering this matter.



Regards

Andy Cobb
Director

1st Floor 4 Adelaide Street, Fremantle WA 6160
Office: 08 9433 1888
Mobile: 0438 678888



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Title/Subject:	2015/16 ANNUAL REPORT
Agenda/Minute Number:	9.2.4
Applicant:	Nil
File Ref:	ADM 0206
Disclosure of Interest:	Nil
Date of Report:	12 December 2016
Author:	Krys East Corporate Services Manager/ Deputy Chief Executive Officer
	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

This report offers the 2015/2016 Annual Report for Councils consideration and acceptance.

Attachments:

2015/2016 Annual Report

Management Letter from AMD – Council Auditors

Background:

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

Comment:

The Annual Financial Report for the year ended 30 June 2016 was completed and presented to the Shire of Meekatharra’s auditor for audit. The Audit was completed and signed off on Friday, 8 December 2016.

Consultation:

Roy McClymont – Chief Executive Officer

Megan Shirt – Local Government Financial Consultant

Statutory Environment:

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

“5.27. Electors’ general meetings

(2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
Local Government (Financial Management) Regs 1996, regulation 51”

*“5.53. Annual reports**The local government is to prepare an annual report for each financial year.”**“5.55. Notice of annual reports**The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.”**“6.4. Financial report**(1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.**(2) The financial report is to —**(a) be prepared and presented in the manner and form prescribed; and**(b) contain the prescribed information.**(3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —**(a) the accounts of the local government, balanced up to the last day of the preceding financial year; and**(b) the annual financial report of the local government for the preceding financial year.”*

Local Government (Financial Management) Regs 1996, regulation 51

*“51. Annual financial report to be signed etc. by CEO and given to Department**(1) After the annual financial report has been audited in accordance with the Act the CEO is to sign and append to the report a declaration in the form of Form 1.**(2) A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government’s CEO of the auditor’s report on that financial report.”***Policy Implications:**

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Audit Committee Recommendation / Council Resolution:**Moved: Cr PS Clancy****Seconded: Cr DK Hodder****That Council:**

- **accepts the 2015/2016 Annual Report incorporating the audited Financial Statements and auditors report;**
- **acknowledges receipt of the Management letter.**
- **advertise that the 2015/2016 Annual Report is available for public inspection; and**

set the date and time for the Annual Electors meeting as Saturday 21 of January, 2017 commencing at 9:00 am in Council Chambers.

- **authorise that the 2015/2016 Annual Report is sent to the Department of Local Government within 30 days.**

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

SHIRE OF MEEKATHARRA
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

TABLE OF CONTENTS

Statement by Chief Executive Officer	2
Statement of Comprehensive Income by Nature or Type	3
Statement of Comprehensive Income by Program	4
Statement of Financial Position	5
Statement of Changes in Equity	6
Statement of Cash Flows	7
Rate Setting Statement	8
Notes to and Forming Part of the Financial Report	9
Independent Audit Report	54
Supplementary Ratio Information	56

Principal place of business:
Address
Main Street,
Meekatharra WA 6642

**SHIRE OF MEEKATHARRA
FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

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

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Meekatharra being the annual financial report and other information for the financial year ended 30 June 2016 are in my opinion properly drawn up to present fairly the financial position of the Shire of Meekatharra at 30th June 2016 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.

Signed as authorisation of issue on the



day of

December 2016



Roy McClymont
Chief Executive Officer

SHIRE OF MEEKATHARRA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 \$	2016 Budget \$	2015 \$
Revenue				
Rates	23	3,851,503	3,795,353	4,383,953
Operating grants, subsidies and contributions	30	2,398,406	3,494,243	8,432,337
Fees and charges	29	1,063,706	844,014	1,408,632
Interest earnings	2(a)	590,456	498,803	523,682
Other revenue	2(a)	396,450	332,578	549,318
		<u>8,300,521</u>	<u>8,964,991</u>	<u>15,297,922</u>
Expenses				
Employee costs		(1,554,262)	(1,436,078)	(1,388,585)
Materials and contracts		(2,115,499)	(2,881,747)	(5,452,593)
Utility charges		(276,573)	(320,961)	(308,284)
Depreciation on non-current assets	2(a)	(4,231,669)	(3,446,600)	(3,727,444)
Insurance expenses		(207,973)	(293,422)	(260,262)
Other expenditure		(207,342)	(189,241)	(110,401)
		<u>(8,593,318)</u>	<u>(8,568,049)</u>	<u>(11,247,569)</u>
		(292,797)	396,942	4,050,353
Non-operating grants, subsidies and contributions	30	8,049,983	10,017,224	1,644,646
Profit on asset disposals	21	0	20,621	0
(Loss) on asset disposals	21	(1,256,814)	(156,815)	(66,150)
(Loss) on revaluation of furniture and equipment	7(b)	(42,895)	0	0
Net result		<u>6,457,477</u>	<u>10,277,972</u>	<u>5,628,849</u>
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	13	717,400	0	11,037,426
Total other comprehensive income		<u>717,400</u>	<u>0</u>	<u>11,037,426</u>
Total comprehensive income		<u><u>7,174,877</u></u>	<u><u>10,277,972</u></u>	<u><u>16,666,275</u></u>

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

SHIRE OF MEEKATHARRA
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 \$	2016 Budget \$	2015 \$
Revenue	2(a)			
Governance		80	80	240
General purpose funding		6,149,779	6,098,661	10,303,012
Law, order, public safety		276,443	21,530	8,319
Health		7,872	1,915	1,618
Education and welfare		100,947	125,635	135,350
Housing		34,824	28,860	33,867
Community amenities		132,500	140,100	122,870
Recreation and culture		156,667	304,455	205,242
Transport		1,059,966	1,852,885	3,596,499
Economic services		169,699	276,450	189,256
Other property and services		211,744	114,420	701,649
		<u>8,300,521</u>	<u>8,964,991</u>	<u>15,297,922</u>
Expenses	2(a)			
Governance		(523,654)	(587,642)	(551,902)
General purpose funding		(186,602)	(195,830)	(126,811)
Law, order, public safety		(139,269)	(148,617)	(116,946)
Health		(86,029)	(95,408)	(80,441)
Education and welfare		(573,578)	(751,729)	(548,546)
Housing		(47,983)	(28,860)	(12,746)
Community amenities		(479,276)	(630,968)	(425,762)
Recreation and culture		(1,131,051)	(1,315,585)	(947,676)
Transport		(4,508,364)	(4,205,650)	(7,271,586)
Economic services		(313,980)	(399,796)	(358,006)
Other property and services		(603,532)	(207,964)	(807,147)
		<u>(8,593,318)</u>	<u>(8,568,049)</u>	<u>(11,247,569)</u>
		(292,797)	396,942	4,050,353
Non-operating grants, subsidies and contributions	30	8,049,983	10,017,224	1,644,646
Profit on disposal of assets	21	0	20,621	0
(Loss) on disposal of assets	21	(1,256,814)	(156,815)	(66,150)
(Loss) on revaluation of furniture and equipment	7(b)	(42,895)	0	0
		<u>6,750,274</u>	<u>9,881,030</u>	<u>1,578,496</u>
Net result		<u>6,457,477</u>	<u>10,277,972</u>	<u>5,628,849</u>
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes on revaluation of non-current assets	13	717,400	0	11,037,426
Total other comprehensive income		<u>717,400</u>	<u>0</u>	<u>11,037,426</u>
Total comprehensive income		<u><u>7,174,877</u></u>	<u><u>10,277,972</u></u>	<u><u>16,666,275</u></u>

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

**SHIRE OF MEEKATHARRA
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2016**

	NOTE	2016 \$	2015 \$
CURRENT ASSETS			
Cash and cash equivalents	3	18,499,553	17,748,260
Trade and other receivables	5	2,604,340	1,282,549
Inventories	6	137,965	135,207
TOTAL CURRENT ASSETS		21,241,858	19,166,016
NON-CURRENT ASSETS			
Investments	4	50,879	50,879
Property, plant and equipment	7	17,221,989	17,096,697
Infrastructure	8	45,722,952	40,236,970
TOTAL NON-CURRENT ASSETS		62,995,820	57,384,546
TOTAL ASSETS		84,237,678	76,550,562
CURRENT LIABILITIES			
Trade and other payables	9	1,180,105	708,670
Provisions	11	267,262	221,032
TOTAL CURRENT LIABILITIES		1,447,367	929,702
NON-CURRENT LIABILITIES			
Provisions	11	30,557	35,983
TOTAL NON-CURRENT LIABILITIES		30,557	35,983
TOTAL LIABILITIES		1,477,924	965,685
NET ASSETS		82,759,754	75,584,877
EQUITY			
Retained surplus		43,374,972	39,646,938
Reserves - cash backed	12	15,543,832	12,814,389
Revaluation surplus	13	23,840,950	23,123,550
TOTAL EQUITY		82,759,754	75,584,877

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

**SHIRE OF MEEKATHARRA
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30TH JUNE 2016**

	NOTE	RETAINED SURPLUS \$	RESERVES CASH/INVESTMENT BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2014		36,527,301	10,305,177	12,086,124	58,918,602
Comprehensive income					
Net result		5,628,849	0	0	5,628,849
Changes on revaluation of assets	13	0	0	11,037,426	11,037,426
Total comprehensive income		5,628,849	0	11,037,426	16,666,275
Transfers from/(to) reserves		(2,509,213)	2,509,213	0	0
Balance as at 30 June 2015		39,646,938	12,814,389	23,123,550	75,584,877
Comprehensive income					
Net result		6,457,477	0	0	6,457,477
Changes on revaluation of assets	13	0	0	717,400	717,400
Total comprehensive income		6,457,477	0	717,400	7,174,877
Transfers from/(to) reserves		(2,729,443)	2,729,443	0	0
Balance as at 30 June 2016		43,374,972	15,543,832	23,840,950	82,759,754

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

SHIRE OF MEEKATHARRA
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30TH JUNE 2016

	NOTE	2016 Actual \$	2016 Budget \$	2015 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		3,493,471	3,995,353	5,248,742
Operating grants, subsidies and contributions		1,382,625	3,909,243	8,071,088
Fees and charges		1,063,706	844,014	1,408,632
Interest earnings		590,456	498,803	523,682
Goods and services tax		1,242,364	950,000	71,962
Other revenue		396,450	332,578	463,204
		<u>8,169,072</u>	<u>10,529,991</u>	<u>15,787,310</u>
Payments				
Employee costs		(1,544,594)	(1,436,078)	(1,269,445)
Materials and contracts		(1,624,987)	(2,636,747)	(5,577,205)
Utility charges		(276,573)	(320,961)	(308,284)
Insurance expenses		(207,973)	(293,422)	(260,262)
Goods and services tax		(1,181,041)	(950,000)	0
Other expenditure		(207,342)	(189,241)	(110,401)
		<u>(5,042,510)</u>	<u>(5,826,449)</u>	<u>(7,525,597)</u>
Net cash provided by (used in) operating activities	14(b)	<u>3,126,562</u>	<u>4,703,542</u>	<u>8,261,713</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment		(1,966,555)	(2,166,280)	(1,070,479)
Payments for construction of infrastructure		(8,810,082)	(14,773,816)	(4,100,559)
Non-operating grants, subsidies and contributions		8,049,983	10,017,224	1,644,646
Proceeds from sale of fixed assets		351,385	236,000	212,727
Net cash provided by (used in) investment activities		<u>(2,375,269)</u>	<u>(6,686,872)</u>	<u>(3,313,665)</u>
Net increase (decrease) in cash held		751,293	(1,983,330)	4,948,048
Cash at beginning of year		17,748,260	17,746,780	12,800,211
Cash and cash equivalents at the end of the year	14(a)	<u>18,499,553</u>	<u>15,763,450</u>	<u>17,748,260</u>

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

**SHIRE OF MEEKATHARRA
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2016**

NOTE	2016 Actual \$	2016 Budget \$	2015 Actual \$
Net current assets at start of financial year - surplus/(deficit)	<u>5,642,957</u>	<u>5,745,230</u>	<u>3,653,308</u>
	5,642,957	5,745,230	3,653,308
Revenue from operating activities (excluding rates)			
Governance	80	80	240
General purpose funding	2,298,276	2,303,308	5,919,059
Law, order, public safety	276,443	21,530	8,319
Health	7,872	1,915	1,618
Education and welfare	100,947	125,635	135,350
Housing	34,824	28,860	33,867
Community amenities	132,500	140,100	122,870
Recreation and culture	156,667	304,455	205,242
Transport	1,059,966	1,867,462	3,596,499
Economic services	169,699	276,450	189,256
Other property and services	211,744	120,464	701,649
	<u>4,449,018</u>	<u>5,190,259</u>	<u>10,913,969</u>
Expenditure from operating activities			
Governance	(523,654)	(587,642)	(551,902)
General purpose funding	(229,495)	(195,830)	(126,811)
Law, order, public safety	(139,269)	(148,617)	(116,946)
Health	(86,029)	(95,408)	(80,441)
Education and welfare	(573,578)	(751,729)	(548,546)
Housing	(47,983)	(28,860)	(12,746)
Community amenities	(1,498,558)	(630,968)	(425,762)
Recreation and culture	(1,131,051)	(1,315,585)	(947,676)
Transport	(4,745,898)	(4,362,465)	(7,331,849)
Economic services	(313,980)	(399,796)	(358,006)
Other property and services	(603,532)	(207,964)	(813,034)
	<u>(9,893,027)</u>	<u>(8,724,864)</u>	<u>(11,313,719)</u>
Operating activities excluded from budget			
Initial recognition of Equity in LG House	0	0	(50,879)
(Profit) on disposal of assets	21	0	(20,621)
Loss on disposal of assets	21	1,256,814	156,815
(Loss) on revaluation of furniture and equipment	6(b)	42,895	0
Movement in employee benefit provisions (non-current)	9	(5,426)	0
Movement in Employee Provisions provided in Budget		46,229	0
Depreciation and amortisation on assets	2(a)	4,231,669	3,446,600
Amount attributable to operating activities		<u>5,771,129</u>	<u>5,793,419</u>
		5,771,129	5,793,419
INVESTING ACTIVITIES			
Non-operating grants, subsidies and contributions	30	8,049,983	10,017,224
Proceeds from disposal of assets	21	351,385	236,000
Purchase of property, plant and equipment	7(b)	(1,966,555)	(2,166,280)
Purchase and construction of infrastructure	8(b)	(8,810,082)	(14,773,816)
Amount attributable to investing activities		<u>(2,375,269)</u>	<u>(6,686,872)</u>
		(2,375,269)	(6,686,872)
FINANCING ACTIVITIES			
Transfers to reserves (restricted assets)	12	(2,971,443)	(2,901,900)
Transfers from reserves (restricted assets)	12	242,000	0
Amount attributable to financing activities		<u>(2,729,443)</u>	<u>(2,901,900)</u>
		(2,729,443)	(2,901,900)
Surplus(deficiency) before general rates		<u>666,417</u>	<u>(3,795,353)</u>
Total amount raised from general rates	23	<u>3,851,503</u>	<u>3,795,353</u>
Net current assets at June 30 c/fwd - surplus/(deficit)	24	<u><u>4,517,921</u></u>	<u><u>0</u></u>
		4,517,921	0

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

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Preparation

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this financial report are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical accounting estimates

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

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

The local government reporting entity

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 20 to these financial statements.

(b) Goods and Services Tax (GST)

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

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

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

(c) Cash and Cash Equivalents

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

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(d) Trade and Other Receivables

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

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

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

(e) Inventories

General

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

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

Land held for sale

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

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

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

(f) Fixed Assets

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Mandatory requirement to revalue non-current assets

Effective from 1 July 2012, the Local Government (Financial Management) Regulations were amended and the measurement of non-current assets at Fair Value became mandatory.

During the year ended 30 June 2013, the Shire commenced the process of adopting Fair Value in accordance with the Regulations.

Whilst the amendments initially allowed for a phasing in of fair value in relation to fixed assets over three years, as at 30 June 2015 all non-current assets were carried at Fair Value in accordance with the requirements.

Thereafter, each asset class must be revalued in accordance with the regulatory framework established and the Shire revalues its asset classes in accordance with this mandatory timetable.

Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Fixed Assets (Continued)

Land under control

In accordance with Local Government (Financial Management) Regulation 16(a), the Shire was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost and subsequently revalued in accordance with the mandatory measurement framework detailed above.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework detailed above, are carried at cost less accumulated depreciation as management believes this approximates fair value. They will be subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework detailed above.

Revaluation

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Shire.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Fixed Assets (Continued)

Depreciation

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

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- a) Restated proportionately with the change in the gross carrying amount of the asset so that the carrying amount of the asset after revaluation equals its revalued amount; or
- b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

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

Buildings	25 to 40 years
Office Furniture and Equipment	1 to 20 years
Plant and Equipment	1 to 20 years
Roads Unformed	Not Depreciated
Roads Formed	Not Depreciated
Roads Gravel	15 years
Roads Sealed	50 years
Kerbing & Footpaths	20 years
Other Infrastructure	10 to 20 years
Drains and Sewers	80 to 100 years
Grids	20 years
Airfields and Runways	20 years

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

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

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Capitalisation threshold

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Fair Value of Assets and Liabilities

When performing a revaluation, the Shire uses a mix of both independent and management valuations using the following as a guide:

Fair Value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Fair Value of Assets and Liabilities (Continued)

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of an asset at its current service capacity.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

As detailed above, the mandatory measurement framework imposed by the Local Government (Financial Management) Regulations requires, as a minimum, all assets carried at a revalued amount to be revalued in accordance with the regulatory framework.

(h) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Shire becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Shire commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method, or at cost.

Amortised cost is calculated as:

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments and any reduction for impairment; and
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method.

The effective interest method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Financial Instruments (Continued)

Classification and subsequent measurement (continued)

(i) Financial assets at fair value through profit and loss

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking. Such assets are subsequently measured at fair value with changes in carrying amount being included in profit or loss. Assets in this category are classified as current assets.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Shire has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets, where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other available-for-sale financial assets are classified as non-current.

(v) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Financial Instruments (Continued)

Impairment

A financial asset is deemed to be impaired if, and only if, there is objective evidence of impairment as a result of one or more events (a "loss event") having occurred, which will have an impact on the estimated future cash flows of the financial asset(s).

In the case of available-for-sale financial assets, a significant or prolonged decline in the market value of the instrument is considered a loss event. Impairment losses are recognised in profit or loss immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

In the case of financial assets carried at amortised cost, loss events may include: indications that the debtors or a group of debtors are experiencing significant financial difficulty, default or delinquency in interest or principal payments; indications that they will enter bankruptcy or other financial reorganisation; and changes in arrears or economic conditions that correlate with defaults.

For financial assets carried at amortised cost (including loans and receivables), a separate allowance account is used to reduce the carrying amount of financial assets impaired by credit losses. After having taken all possible measures of recovery, if management establishes that the carrying amount cannot be recovered by any means, at that point the written-off amounts are charged to the allowance account or the carrying amount of impaired financial assets is reduced directly if no impairment amount was previously recognised in the allowance account.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the Shire no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(i) Impairment of Assets

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

(j) Trade and Other Payables

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

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Employee Benefits

Short-term employee benefits

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

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

Other long-term employee benefits

Provision is made for employees' long service leave and annual leave entitlements not expected to be settled wholly within 12 months after the end of the annual reporting period in which the employees render the related service. Other long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

(l) Borrowing Costs

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

(m) Provisions

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

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

(n) Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Shire, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Investment in Associates

An associate is an entity over which the Shire has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Shire's share of net assets of the associate. In addition, the Shire's share of the profit or loss of the associate is included in the Shire's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the Shire's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Profits and losses resulting from transactions between the Shire and the associate are eliminated to the extent of the Shire's interest in the associate.

When the Shire's share of losses in an associate equals or exceeds its interest in the associate, the Shire discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the Shire will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

(p) Interests in Joint Arrangements

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

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method. Refer to note 1(o) for a description of the equity method of accounting.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire's interests in the assets, liabilities, revenue and expenses of joint operations are included in the respective line items of the financial statements. Information about the joint ventures is set out in Note 17.

(q) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions.

Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 2(c). That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operations for the current reporting period.

(r) Superannuation

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Current and Non-Current Classification

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

(t) Rounding Off Figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar.

(u) Comparative Figures

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

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statement, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

(v) Budget Comparative Figures

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

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(w) New Accounting Standards and Interpretations for Application in Future Periods**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Shire.

Management's assessment of the new and amended pronouncements that are relevant to the Shire, applicable to future reporting periods and which have not yet been adopted are set out as follows:

Title	Issued / Compiled	Applicable ⁽¹⁾	Impact
(i) AASB 9 Financial Instruments (incorporating AASB 2014-7 and AASB 2014-8)	December 2014	1 January 2018	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Shire, it is not anticipated the Standard will have any material effect.
(ii) AASB 15 Revenue from Contracts with Customers	December 2014	1 January 2017	<p>This Standard establishes principles for entities to apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.</p> <p>The effect of this Standard will depend upon the nature of future transactions the Shire has with those third parties it has dealings with. It may or may not be significant.</p>
(iii) AASB 16 Leases	February 2016	1 January 2019	<p>Under AASB 16 there is no longer a distinction between finance and operating leases. Lessees will now bring to account a right-to-use asset and lease liability onto their statement of financial position for all leases. Effectively this means the vast majority of operating leases as defined by the current AASB 117 Leases which currently do not impact the statement of financial position will be required to be capitalised on the statement of financial position once AASB 16 is adopted.</p> <p>Currently, operating lease payments are expensed as incurred. This will cease and will be replaced by both depreciation and interest charges. Based on the current number of operating leases held by the Shire, the impact is not expected to be significant.</p>

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(w) New Accounting Standards and Interpretations for Application in Future Periods (Continued)**

	Title	Issued / Compiled	Applicable ⁽¹⁾	Impact
(iv)	AASB 2014-3 Amendments to Australian Accounting Standards - Accounting for Acquisitions of Interests in Joint Operations [AASB 1 & AASB 11]	August 2014	1 January 2016	<p>This Standard amends AASB 11: <i>Joint Arrangements</i> to require the acquirer of an interest (both initial and additional) in a joint operation in which the activity constitutes a business, as defined in AASB 3: <i>Business Combinations</i>, to apply all of the principles on business combinations accounting in AASB 3 and other Australian Accounting Standards except for those principles that conflict with the guidance in AASB 11; and disclose the information required by AASB 3 and other Australian Accounting Standards for business combinations.</p> <p>Since adoption of this Standard would impact only acquisitions of interests in joint operations on or after 1 January 2016, management believes it is impracticable at this stage to provide a reasonable estimate of such impact on the Shire's financial statements.</p>
(v)	AASB 2014-4 Amendments to Australian Accounting Standards - Clarification of Acceptable Methods of Depreciation and Amortisation [AASB 116 & 138]	August 2014	1 January 2016	<p>This Standard amends AASB 116 and AASB 138 to establish the principle for the basis of depreciation and amortisation as being the expected pattern of consumption of the future economic benefits of an asset. It also clarifies the use of revenue-based methods to calculate the depreciation of an asset is not appropriate nor is revenue generally an appropriate basis for measuring the consumption of the economic benefits embodied in an intangible asset.</p> <p>Given the Shire currently uses the expected pattern of consumption of the future economic benefits of an asset as the basis of calculation of depreciation, it is not expected to have a significant impact.</p>
(vi)	AASB 2014-5 Amendments to Australian Accounting Standards arising from AASB 15	December 2014	1 January 2017	<p>Consequential changes to various Standards arising from the issuance of AASB 15.</p> <p>It will require changes to reflect the impact of AASB 15.</p>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**(w) New Accounting Standards and Interpretations for Application in Future Periods (Continued)**

Title	Issued / Compiled	Applicable ⁽¹⁾	Impact
(vii) AASB 2015-2 Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, 101, 134 & 1049]	January 2015	1 January 2016	This Standard amends AASB 101 to provide clarification regarding the disclosure requirements in AASB 101. Specifically, the Standard proposes narrow-focus amendments to address some of the concerns expressed about existing presentation and disclosure requirements and to ensure entities are able to use judgement when applying a Standard in determining what information to disclose in their financial statements. This Standard also makes editorial and consequential amendments as a result of amendments to the Standards listed in the title column.
(viii) AASB 2015-6 Amendments to Australian Accounting Standards - Extending Related Party Disclosures to Not-for-Profit Public Sector Entities [AASB 10, 124 & 1049]	March 2015	1 July 2016	The objective of this Standard is to extend the scope of AASB 124 <i>Related Party Disclosures</i> to include not-for-profit sector entities. The Standard is expected to have a significant disclosure impact on the financial report of the Shire as both Elected Members and Senior Management will be deemed to be Key Management Personnel and resultant disclosures will be necessary.

Notes:

⁽¹⁾ Applicable to reporting periods commencing on or after the given date.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(x) Adoption of New and Revised Accounting Standards

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

These new and revised standards were as follows:

- (i) AASB 2015-3 Amendments to Australian Accounting Standards arising from the withdrawal of AASB 1031 Materiality
- (ii) AASB 2015-7 Amendments to Australian Accounting Standards - Fair Value Disclosures of Not-for-Profit Public Sector Entities

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

2. REVENUE AND EXPENSES	2016 \$	2015 \$
(a) Net Result		
Significant expense and revenue		
The Net result includes:		
(i) Charging as an expense:		
Transport	3,811,382	2,665,866
Relates to WANDRRA Road funding - represented in Non-Operating Expenditure in 15-16 in Operating expenditure in prior years		
Auditors remuneration		
- Audit of the Annual Financial Report	15,316	15,873
Doubtful Debts		
- Rates	50,463	35,880
- Sundry	14,960	535
	65,423	36,415
Depreciation		
Buildings - Non Specialised	293,718	275,152
Furniture & Equipment	45,374	40,748
Plant & Equipment	646,206	609,326
Infrastructure - Roads	2,698,994	2,486,301
Infrastructure - Footpaths	12,222	0
Infrastructure - Other Infrastructure	341,362	130,863
Infrastructure - Airport	193,793	185,054
	4,231,669	3,727,444
(ii) Crediting as revenue:		
Significant revenue		
Transport - WANDRRA Funding	3,387,379	2,706,858
Relates to WANDRRA Road funding - represented - in Non-Operating revenue in 15-16 - in Operating revenue in prior years		
Other revenue		
Reimbursements and recoveries	298,632	396,198
Other	97,818	153,120
	396,450	549,318
	2016 Actual \$	2016 Budget \$
Interest earnings		2015 Actual \$
- Reserve funds	428,506	367,912
- Other funds	37,735	65,336
- Landor Rd Business Case	25,503	0
Other interest revenue (refer note 28)	98,713	90,434
	590,456	523,682

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

2. REVENUE AND EXPENSES (Continued)

(b) Statement of Objective

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

COMMUNITY VISION

The Shire of Meekatharra is dedicated to providing high quality services to the community through the various service orientated programs which it has established.

GOVERNANCE

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue Costs associated with raising of rates, collection of debts and other funding activities within this programme.

LAW, ORDER, PUBLIC SAFETY

Supervision of various by-laws, fire prevention, emergency services and animal control. Operation of

HEALTH

Food quality and pest control, monitoring and control of environmental health. Contract Operation for Health issues within the Community.

EDUCATION AND WELFARE

Provision and maintenance of various premises in support of community services including Community Resource Centre. Financial assistance on a needs arise basis for the community's education and welfare. Provision, maintenance and support for the community youth centre.

HOUSING

Maintenance of staff and rental housing.

COMMUNITY AMENITIES

Rubbish collection services, operation of tip, noise control, administration of the town planning scheme, maintenance of cemeteries, storm water drainage maintenance and operation and maintenance of sewage schemes.

RECREATION AND CULTURE

Maintenance of halls, swimming pool, recreation centres and various reserves; operation of library, TV and Radio Broadcasting.

TRANSPORT

Construction and maintenance of streets, roads, bridges; cleaning and lighting of streets; depot maintenance and airport maintenance.

ECONOMIC SERVICES

The regulation and provision of tourism, area promotion, building control noxious weeds, vermin control, and building controls.

OTHER PROPERTY & SERVICES

Private works operations and miscellaneous Plant operations, Overheads and Administration costs, initially charged here are reallocated to the relevant function area.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

2. REVENUE AND EXPENSES (Continued)**(c) Conditions Over Grants/Contributions**

Grant/Contribution	Function/ Activity	Opening Balance ⁽¹⁾ 1/07/14 \$	Received ⁽²⁾ 2014/15 \$	Expended ⁽³⁾ 2014/15 \$	Closing Balance ⁽¹⁾ 30/06/15 \$	Received ⁽²⁾ 2015/16 \$	Expended ⁽³⁾ 2015/16 \$	Closing Balance 30/06/16 \$
DFES Operational Grant	Law, Order & Public Safety	0	4,500	(4,500)	0	8,000	(8,000)	0
DFES Operational Grant - SES	Law, Order & Public Safety	0	0	0	0	2,367	(2,367)	0
Dept of LG & Communities - Workforce Plan Grant	Other Property and Services	0	23,300	(23,300)	0	0	0	0
Youth Grant - Midwest Development Commission	Education & Welfare	0	1,000	(1,000)	0	0	0	0
Youth Grant - OSHC Program	Education & Welfare	0	23,629	(23,629)	0	18,806	(18,806)	0
Dept Community Development	Education & Welfare	0	0	0	0	0	0	0
Youth Services Grant - DCP - WA	Education & Welfare	0	80,480	(80,480)	0	82,009	(82,009)	0
Youth Centre Grant - Lotterywest	Education & Welfare	0	30,000	(30,000)	0	0	0	0
Dept Sport & Recreation - Kidsport	Education & Welfare	0	0	0	0	40,000	(40,000)	0
FESA - Flood Damage	Transport	0	2,706,858	(2,706,858)	0	3,387,379	(3,387,379)	0
Landor Business Case	Transport	0	0	0	0	3,025,503	(1,000,000)	2,025,503
CSRFF Grant - Kidzone Playground	Recreation & Culture	0	106,271	(106,271)	0	0	0	0
Dept Transport Roads to Recovery	Transport	0	525,497	(498,141)	27,356	1,501,713	(1,116,426)	412,643
Main Roads - Regional Roads Group	Transport	0	1,012,605	(1,012,605)	0	120,000	(120,000)	0
Royalties for Regions	Transport	0	0	0	0	1,000,000	(1,000,000)	0
Northern Planning Program - Meeka Revitalisation	Economic Services	37,083	0	(37,083)	0	0	0	0
Dept of Planning - Economic Development Strategy	Economic Services	7,302	0	(6,903)	399	0	(399)	0
RADS	Transport	0	0	0	0	35,000	(35,000)	0
Trails Grant	Economic Services	0	0	0	0	18,000	0	18,000
Swimming Pool	Recreation & Culture	0	30,000	(30,000)	0	35,200	(35,200)	0
Total		44,385	4,544,140	(4,560,770)	27,755	9,273,977	(6,845,586)	2,456,146

Notes:

(1) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(2) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(3) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.

(4) - Economic dependency

A significant portion of revenue is received by way of grants from the State and Federal Government. Total grant revenue from government sources is disclosed within the Statement of Comprehensive Income.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

	Note	2016 \$	2015 \$
3. CASH AND CASH EQUIVALENTS			
Unrestricted Cash		499,575	4,906,116
Restricted Cash		17,999,978	12,842,144
		<u>18,499,553</u>	<u>17,748,260</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:			
Leave Reserve	12	166,253	160,989
Plant Reserve	12	2,958,655	2,526,214
Building Reserve	12	1,748,025	1,687,812
Shire Water Reserve	12	288,862	279,714
Airport Runway Reserve	12	2,634,988	2,551,478
Airport Reserve	12	929,645	900,181
Transport Reserve	12	628,585	608,670
Infrastructure & Development Reserve	12	910,841	881,961
Reseals & Rejuvenation Reserve	12	2,465,844	2,038,310
Interpretive Centre Reserve	12	1,217,656	1,179,061
Roads -Second / Final Seals Reserve	12	1,087,032	0
Lloyd'S Revitalisation Reserve	12	507,447	0
Unspent grants	2(c)	2,456,146	27,755
		<u>17,999,978</u>	<u>12,842,144</u>

Unspent grants as at 30 June 2016 includes \$2,025,503 in restricted unspent funds held with WATC for the Upgrade and Seal Meekatharra Carnarvon Route - Landor Road, as disclosed in Note 2c.

4. INVESTMENTS - Non-Current

Equity in Local Government House	<u>50,879</u>	<u>50,879</u>
Equity in Local Government House		
At the beginning of the year	50,879	0
Additions	0	50,879
Disposals	0	0
At the end of the year	<u>50,879</u>	<u>50,879</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

	2016	2015
	\$	\$
5. TRADE AND OTHER RECEIVABLES		
Current		
Rates outstanding	1,078,421	720,389
Sundry debtors	1,591,286	521,539
GST receivable	0	61,324
Provision For Doubtful Debts	(65,423)	(36,415)
Other Tax Receivable	0	15,712
Items Held In Trust	56	0
	<u>2,604,340</u>	<u>1,282,549</u>
6. INVENTORIES		
Current		
Fuel and materials	<u>137,965</u>	<u>135,207</u>
	<u>137,965</u>	<u>135,207</u>

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

	2016 \$	2015 \$
7 (a). PROPERTY, PLANT AND EQUIPMENT		
Land and buildings		
Land - Freehold at:		
- Independent valuation 2014 - level 2	416,000	466,000
	<u>416,000</u>	<u>466,000</u>
Land - vested in and under the control of Council at:		
- Management Valuation 2014 - Level 3	40,000	40,000
	<u>40,000</u>	<u>40,000</u>
	<u>456,000</u>	<u>506,000</u>
Buildings - Non Specialised at:		
- Independent valuation 2014 - level 2	10,514,198	11,663,200
- Additions after valuation - cost	1,414,015	663,481
Less: accumulated depreciation	(511,568)	(275,300)
	<u>11,416,645</u>	<u>12,051,381</u>
Total land and buildings	<u>11,872,645</u>	<u>12,557,381</u>
Furniture & Equipment at:		
- Independent Valuation 2013 - level 2	0	227,522
- Independent valuation 2016 - level 2	201,786	0
- Additions after valuation - cost	0	98,875
Less accumulated depreciation	0	(76,445)
	<u>201,786</u>	<u>249,952</u>
Plant & Equipment at:		
- Independent Valuation 2013 - level 2	0	5,119,861
- Independent Valuation 2016 - level 2	5,147,558	0
- Additions after valuation - cost	0	326,233
Less accumulated depreciation	0	(1,156,730)
	<u>5,147,558</u>	<u>4,289,364</u>
	<u>17,221,989</u>	<u>17,096,697</u>

The fair value of property, plant and equipment is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost, given they were acquired at arms length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2) which requires property, plant and equipment to be shown at fair value.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

7. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Balance at the Beginning of the Year \$	Additions \$	(Disposals) \$	Revaluation Increments/ (Decrements) Transferred to Revaluation \$	Revaluation (Losses)/ Reversals Through to Profit or Loss \$	Impairment (Losses)/ Reversals \$	Depreciation (Expense) \$	Transfers \$	Carrying Amount at the End of Year \$
Land - Freehold	466,000	0	(50,000)	0	0	0	0	0	416,000
Land - vested in and under the control of Council	40,000	0	0	0	0	0	0	0	40,000
Total land	506,000	0	(50,000)	0	0	0	0	0	456,000
Buildings - Non Specialised	12,051,381	750,534	(1,091,552)	0	0	0	(293,718)	0	11,416,645
Buildings - Non Specialised	0	0	0	0	0	0	0	0	0
Total buildings	12,051,381	750,534	(1,091,552)	0	0	0	(293,718)	0	11,416,645
Total land and buildings	12,557,381	750,534	(1,141,552)	0	0	0	(293,718)	0	11,872,645
Furniture & Equipment	249,952	64,419	(7,995)	(16,321)	(42,895)		(45,374)	0	201,786
Plant & Equipment	4,289,364	1,151,602	(380,923)	733,721	0	0	(646,206)	0	5,147,558
Total property, plant and equipment	17,096,697	1,966,555	(1,530,470)	717,400	(42,895)	0	(985,298)	0	17,221,989

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

7. PROPERTY, PLANT AND EQUIPMENT (Continued)**(c) Fair Value Measurements**

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Land and buildings					
Land - Freehold	2	Market approach using recent observable market data for similar items (Net revaluation method)	Independent Registered Valuer	June 2014	Price per hectare/market borrowing rate
Land - vested in and under the control of Council	3	Cost approach using depreciated replacement cost (Net revaluation method)	Independent Registered Valuer	June 2014	Construction/Purchase costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.
Buildings - Non Specialised	2	Market approach using recent observable market data for similar items (Net revaluation method)	Independent Registered Valuer	June 2014	Improvements to buildings using construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs.
Furniture & Equipment	2	Cost approach using depreciated replacement cost (Net revaluation method)	Independent Registered Valuer	June 2016	Construction/Purchase costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.
Plant & Equipment	2	Cost approach using depreciated replacement cost (Net revaluation method)	Independent Registered Valuer	June 2016	Construction/Purchase costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied , they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

	2016 \$	2015 \$
8 (a). INFRASTRUCTURE		
Infrastructure - Roads		
- Management valuation June 2015 - Level 3	32,105,396	32,105,396
- Additions after valuation - cost	8,424,140	0
Less accumulated depreciation	(2,698,994)	0
	<u>37,830,542</u>	<u>32,105,396</u>
Infrastructure - Footpaths		
- Management valuation June 2015 - Level 3	266,181	266,181
Less accumulated depreciation	(12,222)	0
	<u>253,959</u>	<u>266,181</u>
Infrastructure - Other Infrastructure		
- Management valuation July 2015 - Level 3	3,982,820	3,982,820
- Additions after valuation - cost	198,229	0
Less accumulated depreciation	(334,093)	0
	<u>3,846,956</u>	<u>3,982,820</u>
Infrastructure - Airport		
- Independent Valuation July 2015 - level 3	3,882,573	3,882,573
- Additions after valuation - cost	102,715	0
Less accumulated depreciation	(193,793)	0
	<u>3,791,495</u>	<u>3,882,573</u>
	<u>45,722,952</u>	<u>40,236,970</u>

The fair value of infrastructure is determined at least every three years in accordance with the regulatory framework. Additions since the date of valuation are shown as cost. Given they were acquired at arms length and any accumulated depreciation reflects the usage of service potential, it is considered the recorded written down value approximates fair value. At the end of each intervening period the valuation is reviewed and, where appropriate, the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2) which requires infrastructure to be shown at fair value.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

8. INFRASTRUCTURE (Continued)**(b) Movements in Carrying Amounts**

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Balance as at the Beginning of the Year	Additions	(Disposals)	Revaluation Increments/ (Decrements) Transferred to Revaluation	Revaluation (Loss)/ Reversal Transferred to Profit or Loss	Impairment (Losses)/ Reversals	Depreciation (Expense)	Carrying Amount at the End of the Year
	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure - Roads	32,105,396	8,424,140	0	0	0	0	(2,698,994)	37,830,542
Infrastructure - Footpaths	266,181	0	0	0	0	0	(12,222)	253,959
Infrastructure - Other Infrastructure	3,982,820	283,227	(77,729)	0	0	0	(341,362)	3,846,956
Infrastructure - Airport	3,882,573	102,715	0	0	0	0	(193,793)	3,791,495
Total infrastructure	40,236,970	8,810,082	(77,729)	0	0	0	(3,246,371)	45,722,952

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

8. INFRASTRUCTURE (Continued)**(c) Fair Value Measurements**

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of valuation	Date of last Valuation	Inputs used
Infrastructure - Roads	3	Cost approach using depreciated replacement cost (Gross revaluation method)	Management Valuation	June 2015	Construction costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Footpaths	3	Cost approach using depreciated replacement cost (Gross revaluation method)	Management Valuation	June 2015	Construction costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Other Infrastructure	3	Cost approach using depreciated replacement cost (Net revaluation method)	Independent Registered Valuer	June 2015	Construction/Purchase costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.
Infrastructure - Airport	3	Cost approach using depreciated replacement cost (Net revaluation method)	Independent Registered Valuer	June 2015	Construction costs and current condition (Level 2) residual values and remaining useful life assessments (Level 3) inputs.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied , they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

	2016 \$	2015 \$
9. TRADE AND OTHER PAYABLES		
Current		
Sundry creditors	1,008,724	520,331
Accrued salaries and wages	5,224	49,174
GST due to ATO	24,958	0
Rates in Advance	86,984	97,763
Other Payables	54,215	41,402
	<u>1,180,105</u>	<u>708,670</u>

10. LONG-TERM BORROWINGS

The Shire did not have any long term borrowings at the reporting date.

11. PROVISIONS

	Provision for Annual Leave \$	Provision for Long Service Leave \$	Total \$
Opening balance at 1 July 2015			
Current provisions	104,879	116,153	221,032
Non-current provisions	0	35,983	35,983
	<u>104,879</u>	<u>152,135</u>	<u>257,014</u>
Additional provision	129,159	10,370	139,529
Amounts used	(87,780)	(10,944)	(98,724)
Balance at 30 June 2016	<u>146,258</u>	<u>151,561</u>	<u>297,819</u>
Comprises			
Current	146,258	121,004	267,262
Non-current	0	30,557	30,557
	<u>146,258</u>	<u>151,561</u>	<u>297,819</u>

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

12. RESERVES - CASH BACKED

	Actual 2016 Opening Balance \$	Actual 2016 Transfer to \$	Actual 2016 Transfer (from) \$	Actual 2016 Closing Balance \$	Budget 2016 Opening Balance \$	Budget 2016 Transfer to \$	Budget 2016 Transfer (from) \$	Budget 2016 Closing Balance \$	Actual 2015 Opening Balance \$	Actual 2015 Transfer to \$	Actual 2015 Transfer (from) \$	Actual 2015 Closing Balance \$
Leave Reserve	160,989	5,264	0	166,253	160,989	4,508		165,497	155,801	5,188	0	160,989
Plant Reserve	2,526,214	432,441	0	2,958,655	2,526,214	420,734		2,946,948	831,960	1,694,254		2,526,214
Building Reserve	1,687,812	302,213	(242,000)	1,748,025	1,687,812	297,259		1,985,071	1,639,027	48,785	0	1,687,812
Shire Water Reserve	279,714	9,148	0	288,862	279,714	7,832		287,546	270,700	9,014	0	279,714
Airport Runway Reserve	2,551,478	83,510	0	2,634,988	2,551,478	71,441		2,622,919	2,469,103	82,375	0	2,551,478
Airport Reserve	900,181	29,464	0	929,645	900,181	25,205		925,386	871,116	29,065	0	900,181
Transport Reserve	608,670	19,915	0	628,585	608,670	17,043		625,713	589,023	19,647	0	608,670
Infrastructure & Development Reserve	881,961	28,880	0	910,841	881,961	24,695		906,656	853,485	28,476	0	881,961
Re-seals & Rejuvenation Reserve	2,038,310	427,534	0	2,465,844	2,038,310	429,072		2,467,382	1,483,979	554,331	0	2,038,310
Interpretive Centre Reserve	1,179,061	38,595	0	1,217,656	1,179,060	33,014		1,212,074	1,140,982	38,079	0	1,179,061
Roads -Second / Final Seals Reserve	0	1,087,032	0	1,087,032	0	1,071,097		1,071,097	0	0	0	0
Lloyd's Revitalisation Reserve	0	507,447	0	507,447	0	500,000		500,000	0	0	0	0
	12,814,389	2,971,443	(242,000)	15,543,832	12,814,389	2,901,900	0	15,716,289	10,305,175	2,509,213	0	12,814,389

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash in Note 3 to this financial report.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

12. RESERVES - CASH BACKED

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
Leave Reserve	Ongoing	- to be used to fund annual and long service leave requirements.
Plant Reserve	Ongoing	- to be used for the acquisitions of major plant on an ongoing basis.
Building Reserve	Ongoing	- to be used for the future building requirements for Council purposes.
Shire Water Reserve	Ongoing	- to be used for capital water requirements of parks and gardens administered by the Shire.
Airport Runway Reserve	Ongoing	- to be used to fund the future construction, requirements of the airport runway.
Airport Reserve	Ongoing	- to be used to fund the capital improvements of the airport infrastructure.
Transport Reserve	Ongoing	- to be used to fund the expansion of the road network that cannot be met by Operating Income.
Infrastructure & Development Reserve	Ongoing	- to be used to develop existing town infrastructure of a commercial or non commercial nature and fund projects deemed by Council to provide a necessary long term employment or economic benefit to the community.
Reseals & Rejuvenation Reserve	Ongoing	- to be used to fund reseals and rejuvenation of sealed roads.
Interpretive Centre Reserve	Ongoing	- to be used to acquire and refurbish the Interpretive Centre.
Roads -Second / Final Seals Reserve	Ongoing	- to be used to fund final seals to roads that have previously been primer sealed.
Lloyd'S Revitalisation Reserve	Ongoing	- to be used to fund the renovations and building works as per Meeks Revitalisation plan at Lloyd's building.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 90

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

13. REVALUATION SURPLUS

	2016 Opening Balance \$	2016 Revaluation Increment \$	2016 Revaluation Decrement \$	2016 Total Movement on Revaluation \$	2016 Closing Balance \$	2015 Opening Balance \$	2015 Revaluation Increment \$	2015 Revaluation Decrement \$	2015 Total Movement on Revaluation \$	2015 Closing Balance \$
Land	466,000	0	0	0	466,000	466,000	0	0	0	466,000
Buildings	6,994,234	0	0	0	6,994,234	6,994,234	0	0	0	6,994,234
Plant & Equipment	1,740,720	733,721	0	733,721	2,474,441	1,740,720	0	0	0	1,740,720
Furniture & Equipment	16,321	0	(16,321)	(16,321)	0	16,321	0	0	0	16,321
Infrastructure - Roads	8,726,036	0	0	0	8,726,036	2,602,669	6,123,367	0	6,123,367	8,726,036
Infrastructure - Footpaths	266,181	0	0	0	266,181	266,181	0	0	0	266,181
Infrastructure - Other Infrastructure	2,060,469	0	0	0	2,060,469	0	2,060,469	0	2,060,469	2,060,469
Infrastructure - Airport	2,853,589	0	0	0	2,853,589	0	2,853,589	0	2,853,589	2,853,589
	23,123,550	733,721	(16,321)	717,400	23,840,950	12,086,124	11,037,426	0	11,037,426	23,123,550

Movements on revaluation of fixed assets are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

14. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2016 \$	2016 Budget \$	2015 \$
Cash and cash equivalents	<u>18,499,553</u>	<u>15,763,450</u>	<u>17,748,260</u>
(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	6,457,477	10,277,972	5,628,849
Non-cash flows in Net result:			
Depreciation	4,231,669	3,446,600	3,727,444
(Profit)/Loss on sale of asset	1,256,814	136,194	66,150
Loss on revaluation of fixed assets	42,895	0	0
Changes in assets and liabilities:			
(Increase)/Decrease in receivables	(1,321,791)	615,000	489,388
(Increase)/Decrease in inventories	(2,759)	(55,000)	79,653
Increase/(Decrease) in payables	471,435	300,000	(170,733)
Increase/(Decrease) in provisions	40,805	0	85,608
Grants contributions for the development of assets	<u>(8,049,983)</u>	<u>(10,017,224)</u>	<u>(1,644,646)</u>
Net cash from operating activities	<u>3,126,562</u>	<u>4,703,542</u>	<u>8,261,713</u>
(c) Undrawn Borrowing Facilities			
Credit Standby Arrangements	2016 \$		2015 \$
Bank overdraft limit	1,000,000		1,000,000
Bank overdraft at balance date	0		0
Credit card limit	5,000		5,000
Credit card balance at balance date	(230)		0
Total amount of credit unused	<u>1,004,770</u>		<u>1,005,000</u>
Loan facilities			
Loan facilities - current	0		0
Loan facilities - non-current	0		0
Total facilities in use at balance date	<u>0</u>		<u>0</u>
Unused loan facilities at balance date	<u>NIL</u>		<u>NIL</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

15. CONTINGENT LIABILITIES

The Shire is not aware of any reportable contingent liability.

16. CAPITAL AND LEASING COMMITMENTS

The Shire did not have any future operating lease commitments at the reporting date.

(b) Capital Expenditure Commitments

The Shire did not have any future capital expenditure commitments at the reporting date.

17. JOINT VENTURE ARRANGEMENTS

The Shire of Meekatharra has no joint venture arrangements at reporting date.

18. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2016	2015
	\$	\$
Governance	58,609	171,922
General purpose funding	0	0
Law, order, public safety	3,330,623	235,884
Health	0	2,460
Education and welfare	1,684,799	1,702,362
Housing	2,423,818	3,591,696
Community amenities	257,774	2,907,065
Recreation and culture	9,261,219	7,326,298
Transport	54,340,691	43,665,021
Economic services	1,399,106	502,021
Other property and services	10,952,887	7,743,874
Unallocated	528,152	8,701,960
	<u>84,237,678</u>	<u>76,550,562</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

	2016	2015	2014
19. FINANCIAL RATIOS			
Current ratio	2.53	7.77	4.72
Asset sustainability ratio	1.54	1.00	3.56
Debt service cover ratio	n/a	n/a	n/a
Operating surplus ratio	(0.27)	0.59	0.75
Own source revenue coverage ratio	0.59	0.59	0.51

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{Depreciation expenses}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expenses}}$

Notes:

Information relating to the **asset consumption ratio** and the **asset renewal funding ratio** can be found at Supplementary Ratio Information on Page 56 of this document.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016
Page 94

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

20. TRUST FUNDS

Funds held at balance date over which the Shire has no control and which are not included in the financial statements are as follows:

	1 July 2015	Amounts Received	Amounts Paid	30 June 2016
	\$	\$	(\$)	\$
Donations	0			0
Unclaimed Monies	23,403	3,588	0	26,991
Library Membership Deposits	405	0	0	405
Building Industry Training Levy	0	159	(55)	104
Building Registration Board	0	312	(268)	44
Nomination Deposits	0	560	(560)	0
Miscellaneous Deposits	3,580	835	(110)	4,305
Sale of Housing	60,577	0	0	60,577
Bus Hire	525	0	0	525
	<u>88,490</u>			<u>92,950</u>

21. DISPOSALS OF ASSETS - 2015/16 FINANCIAL YEAR

The following assets were disposed of during the year:

	Actual Net Book Value	Actual Sale Proceeds	Actual Profit	Actual Loss	Budget Net Book Value	Budget Sale Proceeds	Budget Profit	Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$
Community Amenities								
Paddy's Flat	1,219,282	200,000	0	(1,019,282)	0	0	0	0
Transport								
P445 - 2012 Toyota Hilux 4x4 3.0L - Leading Hand (1EOU 688)	0	0	0	0	20,961	28,000	7,039	0
P425 - 2010 Mazda BT-50 4x2 Utility - Town Crew (1DLW347)	0	0	0	0	8,984	10,000	1,016	0
P426 - 2010 Mazda BT-50 4x2 Utility - Ops Officer (1DLW348)	0	0	0	0	8,984	12,000	3,016	0
P402 - 2008 Toyota Hilux Ute (1CYW 828)	0	0	0	0	8,984	10,000	1,016	0
P421 - 2010 Ford Ranger Crew Cab XLT 4x4 (1DVV920)	12,537	7,364	0	(5,173)	15,571	16,000	429	0
P100 - 2005 Road Sweeper Tennant (MK3652)	0	0	0	0	15,988	10,000	0	(5,988)
P405 - 2008 WA Hino Dual Cab Truck (1DAC180)	79,743	33,637	0	(46,106)	87,928	35,000	0	(52,928)
P349 - 2001 Volvo G720 Grader (1CLH589)	76,630	48,000	0	(28,630)	79,945	35,000	0	(44,945)
P109 - 2005 Nissan UD Prime Mover (1CBX525)	0	0	0	0	67,953	15,000	0	(52,953)
P437 - 2012 Toyota Landcruiser GXL - Works Manager (MK3800)	27,455	25,455	0	(2,000)	32,939	35,000	2,061	0
P371 - 2003 Toyota Hilux Workmate - Handyman	2,000	930	0	(1,070)	0	0	0	0
P387 - 2006 Nissan Truck 1CMA732	64,437	36,000	0	(28,437)	0	0	0	0
Assets disposed as a result of revaluation	126,115	0	0	(126,115)	0	0	0	0
Other property and services								
P422 - 2009 Toyota Prado GXL - Project Officer (1EKA761)	0	0	0	0	23,956	30,000	6,044	0
	<u>1,608,199</u>	<u>351,385</u>	<u>0</u>	<u>(1,256,814)</u>	<u>372,194</u>	<u>236,000</u>	<u>20,621</u>	<u>(156,815)</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

22. INFORMATION ON BORROWINGS

(a) Repayments - Debentures

The Shire of Meekatharra has no borrowings on issue.

(b) New Debentures - 2015/16

The Shire of Meekatharra did not borrow any funds during the 15/16 financial year.

(c) Unspent Debentures

The Shire did not have any unspent debentures as at 30 June 2016.

(d) Overdraft

Council has an overdraft facility of \$1,000,000 with Westpac Bank to assist with short term liquidity requirements.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

23. RATING INFORMATION - 2015/16 FINANCIAL YEAR

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
Differential general rate / general rate											
Gross rental value valuations											
Townsites	8.6281	307	4,108,900	354,520	0	0	354,520	351,702	0	0	351,702
Unimproved value valuations											
Rural/Pastoral	5.4945	41	4,925,336	270,623	0	0	270,623	270,623	0	0	270,623
Mining	19.0389	770	16,752,080	3,189,412	(117,225)	(4,826)	3,067,361	3,008,878	0	1,000	3,009,878
Sub-Total		1,118	25,786,316	3,814,554	(117,225)	(4,826)	3,692,503	3,631,203	0	1,000	3,632,203
Minimum payment	Minimum \$										
Gross rental value valuations											
Townsites	400	100	56,819	40,000	0	0	40,000	36,800	0	0	36,800
Unimproved value valuations											
Rural/Pastoral	350	7	17,706	2,450	0	0	2,450	2,450	0	0	2,450
Mining	350	333	307,052	116,550	0	0	116,550	123,900	0	0	123,900
Sub-Total		440	381,577	159,000	0	0	159,000	163,150	0	0	163,150
		1,558	26,167,893	3,973,554	(117,225)	(4,826)	3,851,503	3,794,353	0	1,000	3,795,353
Discounts/concessions (refer note 27)							0				0
Total amount raised from general rate							3,851,503				3,795,353
Totals							3,851,503				3,795,353

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

24. NET CURRENT ASSETS

Composition of net current assets

	2016 (30 June 2016 Carried Forward) \$	2016 (1 July 2015 Brought Forward) \$	2015 (30 June 2015 Carried Forward) \$
Surplus/(Deficit) 1 July brought forward	4,517,921	5,642,957	5,642,957
CURRENT ASSETS			
Cash and cash equivalents			
Unrestricted Cash	499,575	4,906,116	4,906,116
Restricted Cash	17,999,978	12,842,144	12,842,144
Receivables			
Rates outstanding	1,078,421	720,389	720,389
Sundry debtors	1,591,286	521,539	521,539
GST receivable	0	61,324	61,324
Provision For Doubtful Debts	(65,423)	(36,415)	(36,415)
Other Tax Receivable	0	15,712	15,712
Items Held In Trust	56	0	0
Inventories			
Fuel and materials	137,965	135,207	135,207
LESS: CURRENT LIABILITIES			
Trade and other payables			
Sundry creditors	(1,008,724)	(520,331)	(520,331)
Accrued salaries and wages	(5,224)	(49,174)	(49,174)
GST due to ATO	(24,958)	0	0
Rates in Advance	(86,984)	(97,763)	(97,763)
Other Payables	(54,215)	(41,402)	(41,402)
Provisions			
Provision for annual leave	(146,258)	(104,879)	(104,879)
Provision for long service leave	(121,004)	(116,153)	(116,153)
Unadjusted net current assets	19,794,491	18,236,314	18,236,314
Adjustments			
Less: Reserves - restricted cash	(15,543,832)	(12,814,389)	(12,814,389)
Add: Current provisions provided in Budget	267,262	221,032	221,032
Adjusted net current assets - surplus/(deficit)	4,517,921	5,642,957	5,642,957

Difference

There was no difference between the surplus/(deficit) 1 July 2015 brought forward position used in the 2016 audited financial report and the surplus/(deficit) carried forward position as disclosed in the 2015 audited financial report.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

25. SPECIFIED AREA RATE - 2015/16 FINANCIAL YEAR

The Shire of Meekatharra did not levy a Specified Area Rate during the year.

26. SERVICE CHARGES - 2015/16 FINANCIAL YEAR

The Shire of Meekatharra did not impose any service charges during the year.

**27. DISCOUNTS, INCENTIVES, CONCESSIONS, & WRITE-OFFS
- 2015/16 FINANCIAL YEAR****Rates Discounts**

The Shire does not grant a discount for the early payment of rates.

28. INTEREST CHARGES AND INSTALMENTS - 2015/16 FINANCIAL YEAR

	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Instalment Options				
Option One				
Single full payment	28-Aug-15			
Option Two				
First Instalment	28-Aug-15	\$15		
Second Instalment	01-Nov-15		5.50%	10.00%
Third Instalment	05-Jan-16		5.50%	10.00%
Fourth Instalment	11-Mar-16		5.50%	10.00%

	Revenue \$	Budgeted Revenue \$
Interest on unpaid rates	88,608	30,000
Interest on instalment plan	9,938	28,000
Charges on instalment plan	10,110	22,000
Interest on unpaid debtors	166	2,000
	<u>108,823</u>	<u>82,000</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

29. FEES & CHARGES	2016	2015
	\$	\$
General purpose funding	14,933	37,078
Law, order, public safety	3,476	2,559
Health	7,872	1,618
Housing	30,276	32,140
Community amenities	132,500	122,870
Recreation and culture	32,797	30,200
Transport	705,617	563,794
Economic services	136,113	131,526
Other property and services	122	486,847
	<u>1,063,706</u>	<u>1,408,632</u>

There were no changes during the year to the amount of the fees or charges detailed in the original budget.

30. GRANT REVENUE

Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:

By Nature or Type:	2016	2015
	\$	\$
Operating grants, subsidies and contributions		
General purpose funding	1,692,941	5,295,093
Law, order, public safety	272,967	5,760
Education and welfare	100,815	135,109
Housing	0	234
Recreation and culture	75,200	30,000
Transport	238,483	2,931,674
Economic services	18,000	231
Other property and services	0	34,236
	<u>2,398,406</u>	<u>8,432,337</u>
Non-operating grants, subsidies and contributions		
Recreation and culture	0	106,271
Transport	8,049,983	1,538,375
	<u>8,049,983</u>	<u>1,644,646</u>
	<u>10,448,389</u>	<u>10,076,983</u>

31. EMPLOYEE NUMBERS

The number of full-time equivalent employees at balance date

<u>22</u>	<u>20</u>
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32. ELECTED MEMBERS REMUNERATION

The following fees, expenses and allowances were paid to council members and/or the president.

	2016	2016	2015
	\$	Budget	\$
Meeting Fees	18,100	26,400	21,000
President's allowance	8,000	8,000	8,000
Deputy President's allowance	2,000	2,000	2,000
Members Travelling	1,575	5,000	5,867
Telephone Allowance	0	500	0
	<u>29,675</u>	<u>41,900</u>	<u>36,867</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

33. MAJOR LAND TRANSACTIONS

The Shire did not participate in any major land transactions during the 2015/16 financial year.

34. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

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

	2016	2015
	\$	\$
Operating Income	164,630	168,572
Operating Expenses	(137,857)	(138,017)
Change in Net Assets resulting	<u>26,773</u>	<u>30,555</u>
Statement of Financial Position		
Current Assets		
Cash at Bank	74,017	73,133
Trade Debtors	0	0
Current Liabilities		
Trade Creditors (Shire of Meekatharra)	(74,017)	(73,133)
(Air BP)	0	0
	<u>0</u>	<u>0</u>
Equity		
Opening Balance	0	0
Cash Transferred to/(from Muni)	(26,773)	(30,555)
Change in Net Assets	<u>26,773</u>	<u>30,555</u>
Closing Balance	<u>0</u>	<u>0</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

35. FINANCIAL RISK MANAGEMENT

The Shire's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Shire's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Shire.

The Shire does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council.

The Shire held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2016	2015	2016	2015
	\$	\$	\$	\$
Financial assets				
Cash and cash equivalents	18,499,553	17,748,260	18,499,553	17,748,260
Receivables	2,604,340	1,282,549	2,604,340	1,282,549
	<u>21,154,772</u>	<u>19,081,688</u>	<u>21,154,772</u>	<u>19,081,688</u>
Financial liabilities				
Payables	1,180,105	708,670	1,180,105	708,670
Borrowings	0	0	0	0
	<u>1,180,105</u>	<u>708,670</u>	<u>1,180,105</u>	<u>708,670</u>

Fair value is determined as follows:

- Cash and cash equivalents, receivables, payables - estimated to the carrying value which approximates net market value.
- Borrowings, held to maturity investments, estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.
- Financial assets at fair value through profit and loss, available for sale financial assets - based on quoted market prices at the reporting date or independent valuation.

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

35. FINANCIAL RISK MANAGEMENT (Continued)

(a) Cash and Cash Equivalents

Financial assets at fair value through profit and loss

Available-for-sale financial assets

Held-to-maturity investments

The Shire's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash and investments portfolio with the assistance of independent advisers (where applicable). Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk - the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash and investments are also subject to interest rate risk - the risk that movements in interest rates could affect returns.

Another risk associated with cash is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to the Shire.

The Shire manages these risks by diversifying its portfolio and only investing in investments authorised by *Local Government (Financial Management) Regulation 19C*. Council also seeks advice from independent advisers (where considered necessary) before placing any cash and investments.

	2016	2015
	\$	\$
Impact of a 1% ⁽¹⁾ movement in interest rates on cash		
- Equity	184,996	177,483
- Statement of Comprehensive Income	184,996	177,483

Notes:

⁽¹⁾ Sensitivity percentages based on management's expectation of future possible market movements.

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

35. FINANCIAL RISK MANAGEMENT (Continued)

(b) Receivables

The Shire's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Shire manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Shire to recover these debts as a secured charge over the land – that is, the land can be sold to recover the debt. The Shire is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Shire makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Shire's credit risk at balance date was:

	2016	2015
Percentage of rates and annual charges		
- Current	0%	0%
- Overdue	100%	100%
Percentage of other receivables		
- Current	80%	95%
- Overdue	20%	5%

SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016

35. FINANCIAL RISK MANAGEMENT (Continued)**(c) Payables****Borrowings**

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Shire manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of the Shire's Payables and Borrowings are set out in the Liquidity Sensitivity Table below:

	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	Total contractual cash flows \$	Carrying values \$
<u>2016</u>					
Payables	1,180,105	0	0	1,180,105	1,180,105
	<u>1,180,105</u>	<u>0</u>	<u>0</u>	<u>1,180,105</u>	<u>1,180,105</u>
<u>2015</u>					
Payables	708,670	0	0	708,670	708,670
	<u>708,670</u>	<u>0</u>	<u>0</u>	<u>708,670</u>	<u>708,670</u>

**SHIRE OF MEEKATHARRA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2016**

35. FINANCIAL RISK MANAGEMENT (Continued)

**(c) Payables
Borrowings (continued)**

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The Shire of Meekatharra had no borrowings at 30 June 2016



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**INDEPENDENT AUDITOR'S REPORT
TO THE ELECTORS OF THE SHIRE OF MEEKATHARRA**

Report on the Financial Report

We have audited the accompanying financial report of the Shire of Meekatharra, which comprises the statement of financial position as at 30 June 2016, the statement of comprehensive income, statement of changes in equity, the rate setting statement, and the statement of cash flows for the year ended 30 June 2016, a summary of significant accounting policies and other explanatory notes, and the Chief Executive Officer's statement.

Management's responsibility for the financial report

Management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended), and for such internal control as Management determines necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks and material misstatements of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Shire's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Shire's internal controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Council, as well as evaluating the overall presentation of the financial report.

We believe the audit evidence we obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

Opinion

In our opinion, the financial report of the Shire of Meekatharra:

- i. gives a true and fair view of the Shire of Meekatharra's financial position as at 30 June 2016 and of its performance for the financial year ended 30 June 2016;
- ii. complies with Australian Accounting Standards; and
- iii. is prepared in accordance with the requirements of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

Statutory Compliance

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- i. There are no matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.
- ii. There are no other matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls or any other written law noted during the course of our audit.
- iii. The asset consumption ratio and asset renewal ratios included in the annual financial report are supported by verifiable information and reasonable assumptions.
- iv. All necessary information and explanations were obtained by us.
- v. All audit procedures were satisfactorily completed during our audit.

AMD Chartered Accountants



MARIA CAVALLO
Director

Bunbury, Western Australia

Dated this 8th day of December 2016

**SHIRE OF MEEKATHARRA
SUPPLEMENTARY RATIO INFORMATION
FOR THE YEAR ENDED 30TH JUNE 2016**

RATIO INFORMATION

The following information relates to those ratios which only require attestation they have been checked and are supported by verifiable information. It does not form part of the audited financial report

	2016	2015	2014
Asset consumption ratio	0.94	0.97	0.58
Asset renewal funding ratio	0.75	0.60	0.56

The above ratios are calculated as follows:

Asset consumption ratio	$\frac{\text{depreciated replacement costs of assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planning capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$



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8 December 2016

Cr N Trenfield
President
Shire of Meekatharra
PO Box 129
MEEKATHARRA WA 6642

Dear Norm

SHIRE OF MEETHARRA
30 JUNE 2016 MANAGEMENT REPORT

Following completion of our 30 June 2016 audit, we provide our Management Report and audit recommendations.

1.0 Our Audit Approach

The Australian Auditing Standards are the professional Standards applicable to all audit engagements. Accordingly, our audit was conducted in accordance with Australian Auditing Standards, with testing designed solely to enable the expression of an opinion on the financial report of the Shire of Meekatharra. This involved us making an assessment of the risk of material misstatement, whether due to fraud or error, and then using our professional judgement, applying audit procedures to mitigate that risk.

To assist Council in understanding our role as external auditor, we have previously detailed our audit responsibilities and scope of work to be performed to meet those responsibilities in our audit engagement letter.

Australian Auditing Standards require us to document and evaluate Shire of Meekatharra's system of internal control to establish the level of reliance on the internal control system in determining the nature, timing and extent of other auditing procedures necessary to enable us to complete our audit. This work is not primarily directed towards the discovery of weaknesses or the detection of fraud or other irregularities and should not, therefore, be taken to assume that no other weaknesses exist. Accordingly the comments within this letter refer only to those matters that have come to our attention during the course of our normal audit work and may not identify all possible improvements that an internal controls review may detect.

Our audit approach is based on a risk analysis methodology which relies upon our understanding of Shire of Meekatharra's operations, strategies and risks. We performed a review of applicable accounting systems and tested those during our audit. The level of testing performed by us is determined by the degree of reliance we place on the internal control systems in place which has a resulting impact on the amount of substantive testing required during our audit procedures. The level of testing performed is also aligned with what is required to form an overall opinion on the financial statements which may not coincide with what the Shire of Meekatharra perceives should be tested.

Our audit also included evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates and judgements, as well as evaluating the overall presentation of the financial report. There were no areas of disagreement either in the accounting estimates or judgements or in the presentation and disclosures made in the financial report.

2.0 Assessment of Fraud and Error

The primary responsibility for the prevention and detection of fraud is that of Council and management. As a result, it is important that management with the oversight of Council place a strong emphasis on fraud prevention, which may reduce opportunities for fraud to take place and fraud deterrence, which could persuade individuals not to commit fraud because of the likelihood of detection and resulting consequences.

In accordance with Australian Auditing Standards we are required to obtain reasonable assurance that the financial report taken as a whole is free from material misstatement, whether caused by fraud or error. While our procedures are designed to identify material weaknesses and misstatements from fraud and error, there is an unavoidable risk that even some material misstatements may remain undiscovered. This unavoidable risk is due to the test nature and other inherent limitations of an audit, together with the inherent limitations of any accounting and internal control system.

We have confirmed that nothing has come to management's attention that may constitute an incident of fraud. Our audit procedures did not identify any instances of suspected or actual fraud. We take this opportunity to remind you that our audit is not designed to detect fraud and therefore our audit procedures are not designed for that purpose.

3.0 Audit Adjustments and Unadjusted Audit Differences

During the course of our audit, we identified misstatements considered to be material at a financial report level. The impact of these adjustments on the net result is reflected in Appendix 2.

4.0 Accounting Policies

We confirm to you that we are not aware of any changes to the accounting policies of the Shire of Meekatharra since 30 June 2015 in respect of the preparation of the 30 June 2016 financial report other than those changes required under Australian Accounting Standards and the Local Government Act and Regulations which are adequately disclosed.

5.0 Commitments and Contingencies

On completion of our audit and subsequent discussions with management, we did not identify any additional commitments or contingencies that required disclosure within the financial report of the Shire of Meekatharra, apart from those already disclosed.

6.0 Subsequent Events

We did not identify any additional subsequent events up until the date of this report that required disclosure within the financial report of the Shire of Meekatharra, apart from those already disclosed.

7.0 Fair Value Re-assessment

As required by Regulation 17A of the Local Government (Financial Management) Regulations 1996 a local government must re-assess each class of asset every three years.

We note the Shire of Meekatharra completed a fair value re-assessment of plant and equipment and furniture and equipment assets for 30 June 2016, and will be required to re-assess the fair value of land and buildings or infrastructure assets at 30 June 2017 in accordance with the Regulation 17A re-valuation schedule.

9.0 Financial Ratio Performance Measures

A review of Shire of Meekatharra's financial ratios as included within Note 19 of the financial report indicates the following adverse trend based on Department of Local Government and Communities guidelines:

- Operating surplus ratio calculated at -0.27 at 30 June 2016 (recommended to be 0.01 to 0.15 per guidelines)

Please note if Council had transferred unspent grants to a reserve prior to year end, the ratio would have been 0.16 which is within the applicable guidelines. We understand management are considering transferring unspent funds to a reserve during the 2016/17 financial year.

We would like to acknowledge the following other Shire ratios are within the Department's guidelines:

- Current ratio calculated at 2.53 at 30 June 2016 (recommended to be 1 or greater per guidelines);
- Asset sustainability ratio calculated at 1.54 at 30 June 2016 (recommended to be 0.9 or greater per guidelines);
- The Shire has no borrowings therefore debt service cover ratio is within guidelines;
- Own source revenue ratio calculated at 0.59 at 30 June 2016 (recommended to be 0.4-0.6 per guidelines);
- Asset consumption ratio calculated at 0.94 at 30 June 2016 (recommended to be 0.5 or greater per guidelines); and
- Asset renewal funding ratio calculated at 0.75 at 30 June 2016 (recommended to be 0.75-0.95 per guidelines).

10.0 Local Government Act Compliance Measures

In conjunction with our review of the financial statements, we also perform a review of the Shire of Meekatharra's compliance with the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Our review of compliance with the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996 did not indicate any issues of non-compliance.

11.0 Regulation 17 Review

As required by Regulation 17 of the Local Government (Audit) Regulations 1996 a review of the appropriateness and effectiveness of risk management, internal controls and legislative compliance is required to be completed every two years. We note the last Regulation 17 review was completed in 2014 and the next review is due prior to 31 December 2016. We understand management will be completing this review internally during December 2016.

12.0 Leave Accruals

We identified adjustments to some employee leave balances were completed in 2015/16 as a result of errors identified in manual leave accrual spreadsheets maintained pre 30 June 2015. Management have confirmed to us leave balances at 30 June 2016 are now correct and the manual leave accrual spreadsheets are no longer being used.

13.0 Other Matters

In accordance with the terms of our engagement letter, we have a responsibility to provide an opinion in respect to the Shire of Meekatharra's annual financial report as to whether it is free from material misstatement. Our audit report for 30 June 2016 is unqualified with our opinion stating the financial report presents fairly the financial position of the Shire of Meekatharra, as at and for the year ending 30 June 2016.

Please refer to Appendix 1 for recommendations and comments arising from our 30 June 2016 audit and Appendix 2 for audit adjustments raised.

Our management report is on an exception basis, and therefore we have not commented on the various internal controls in place within your accounting systems.

We would like to take this opportunity to thank Krys and Svenja for the assistance provided to us during our audit.

Should you have any questions concerning the above or would like to discuss any other aspect of our audit, please do not hesitate to contact me.

Yours sincerely

AMD Chartered Accountants



MARIA CAVALLO CA
Director

cc Roy McClymont
 Chief Executive Officer

APPENDIX 1
Audit Recommendations for the year ended 30 June 2016

GUIDANCE TO FINDINGS RATING / IMPLICATION

Findings identified during the final audit have been weighted in accordance with the following scale:

Significant: Those findings where there is potentially a significant risk to the entity should the finding not be addressed promptly.

Moderate: Those findings which are of sufficient concern to warrant action being taken by the entity as soon as possible.

Minor: Those findings that are not of primary concern however still warrant action being taken.

AUDIT FINDINGS

1. CREDIT CARD EXPENDITURE

Finding Rating: Moderate

We noted a credit card policy and credit card agreement has been drafted however has not yet been adopted by Council.

Implication

Lack of evidence of credit card terms and use.

Recommendation

We recommend a credit card policy be adopted by Council and credit card agreements be signed by any employees who use the Shire credit card (including the acting CEO).

Management Comment

A suitable Policy will be created and an agreement signed as recommended.

APPENDIX 1
Audit Recommendations for the year ended 30 June 2016

2. NET CURRENT ASSET POSITION

Finding Rating: Moderate

We note the surplus carried forward per the 30 June 2016 financial statements is \$4,517,921 whilst the surplus carried forward in the 30 June 2016 budget is \$855,348. We understand a budget revision has been completed at the Council meeting held 17 September 2016, however a further revision is required following recognition of WANDRA income and Royalties for Regions income.

Implication

Incorrect net current asset position included within 30 June 2017 budget.

Recommendation

We recommend a budget amendment be completed to ensure the surplus carried forward is correct as per the audited financial statements for 30 June 2016.

Management Comment

Auditors requested changes to include the WANDRRA income as Accrued income (\$1,465,063) and the unspent Royalties for Regions Income combined with other Unspent grants (\$2,456,146) were not taken into account as accrued income or income when preparing the draft budget.

The reasons being were that in preparing the budget the Royalties for Regions income was treated as Trust funds as they are with the WATC and only accessible when certain trigger points have been reached and with the cosigning of the withdrawal form by the Department of Regional Development. Due to a change in auditors and a change in the methodology, this is now being brought to account as income. If this had been transferred to an Unspent Grants Reserve by 30/06/16 it would have had no effect on the carried forward surplus.

The WANDDRA income was factored into the 2016/17 budget but as this has been brought into the annuals as Accrued income it does affect the surplus.

Both of these will be addressed by the Mandatory Budget Review or sooner.

APPENDIX 1
Audit Recommendations for the year ended 30 June 2016

3. ROAD DEPRECIATION

Finding Rating: Moderate

We note depreciation expense in respect to road infrastructure for the year ending 30 June 2016 totalled \$2,698,994 which is equivalent to 14 years useful life when calculating over amounts reports in Note 8 of the financial statements.

Accounting policy Note 1 (f) within Council's 30 June 2016 annual financial report states gravel roads are depreciated over 15 years and sealed roads over 50 years.

Implication

Risk that roads are not being depreciated in accordance with Council policy and risk of misstatement of depreciation expense.

Recommendation

We recommend the useful lives and relating depreciation expense for road assets in the asset register be reviewed.

Management Comment

A review of the useful lives and related depreciation for roads will be undertaken this year.

4. GST RECONCILIATION

Finding Rating: Moderate

We noted the following variance between the June 2016 Business Activity Statement ("BAS") lodged to the Australian Tax Office and the GST balances within the general ledger:

Account	June BAS	General Ledger	Variance
174210 GST Payable	\$19,406	\$11,965	\$7,441
161900 GST Receivable	\$103,295	(\$12,994)	\$116,289

We understand the above is due to debtor and creditor transactions being processed in Synergy after the BAS preparation date. A late adjustment in the general ledger was also raised to recognise Royalties for Regions income received.

Implication

Risk of misstatement of GST balances reported to the ATO.

Recommendation

We recommend that once the BAS has been lodged no further debtor and creditor invoices are entered. Transactions relating to pre 30 June should be entered as accrued income or accrued expenses with amounts being GST exclusive. We recommend a BAS amendment be completed to correct the above imbalances.

Management Comment

This is due to transactions/invoices being entered after 30 June.

The variances were addressed in the BAS submissions in the months following the end of the financial year. The \$7441 in July and \$83,309 in August. There appears to still be a discrepancy of \$32,980. Staff will correct in the December BAS return and put in place procedures to prevent this from reoccurring.

APPENDIX 1
Audit Recommendations for the year ended 30 June 2016

5. STOCK TAKE

Finding Rating: Moderate

We identified the following variance between airport fuel on hand at 30 June 2016 per stock take records and stock reported in the general ledger:

	Balance per stock take	Balance per general ledger	Variance
Airport construction fuel	\$80,442	\$99,035	\$18,593

We also noted a stock take of depot stock was not completed for 30 June 2016, therefore the balance reported in the general ledger continues to be the value from 30 June 2015.

Implication

Risk of material misstatement of stock balances.

Recommendation

We recommend in future year's airport construction fuel balances in the general ledger are updated to reflect the balance per the stock take. Please ensure depot stock takes are completed annually.

Management Comment

Depot stock take was overlooked. Will complete in February and have included onto EOFY checklist. Variance will be adjusted before Mandatory budget review.

6. RISK MANAGEMENT POLICY

Finding Rating: Moderate

We noted that whilst the Shire of Meekatharra has a local area management plan currently in place there is no organisational risk management policy or risk management framework documenting assessed risks and risk management procedures.

Implication

Lack of documentation evidencing risk management procedures and assessments and risk of non-compliance with Local Government guidelines.

Recommendation

We recommend that a risk management framework be prepared and subsequently reviewed on a regular basis. We can assist with this should we be requested to do so.

Management Comment

Staff in progress for undertaking this and plan to present to Council for adoption prior to EOFY.

APPENDIX 1
Audit Recommendations for the year ended 30 June 2016

7. SUPERANNUATION PAYMENTS

Finding Rating: Minor

We note the following superannuation payment amounts accrued at 30 June 2016 had not been subsequently paid at the time of our October 2016 visit:

- Payroll clearing account has a balance of \$1,092.97 at 30 June 2016 relating to superannuation contributions for the fortnight ended 29 June 2016; and
- Superannuation payments of \$7,147 included within the unrepresented cheques listing for the municipal bank reconciliation at 30 June 2016 had not been paid at the date of our onsite audit visit

Implication

Risk of non-compliance with statutory obligations.

Recommendation

In accordance with statutory requirements, superannuation payments due should be reconciled monthly and paid to employee super funds.

Management

Have been corrected. Staff to implement procedures to avoid these oversights in future

8. REVIEW OF TRUST BALANCES

Finding Rating: Minor

Our review of the detailed trust ledger balances listing at 30 June 2016 indicated there are a number of old trust balances dating back to 2009.

Implication

Risk that Shire of Meekatharra continues to hold monies in trust which are to be refunded or recognised as income in the event that the amount relates to performance bonds where conditions have not been met.

Recommendation

We recommend a detailed review of the trust ledger balances listing be completed to determine if monies are required to be returned or recognised as income where related obligations have not been met.

Management Comment

Review of Trust ledger balances will be undertaken.

APPENDIX 1
Audit Recommendations for the year ended 30 June 2016

9. POLICY MANUAL

Finding Rating: Minor

We note the majority of policies included within Shire of Meekatharra's policy manual are outdated and have not been reviewed in accordance with specified review dates, examples include:

- Policy 3.24 Staff Annual Leave and Local Government Public Holidays- review was due December 2012;
- Policy 4.1 Investments- review was due December 2011;
- Policy 4.15 Reimbursements petty cash system- review was due July 2013; and
- Policy 4.3 Local Purchase Policy- review was due December 2011.

Implication

Risk of policy manual being outdated.

Recommendation

We recommend policies and procedures included in Council's policy manual be reviewed in accordance with stated review dates.

Management Comment

Staff are in the process of reviewing and updating Policy Manual.

APPENDIX 2
Audit Adjustments for the year ended 30 June 2016

Reconciliation of result per draft financial statements provided at the commencement of the audit to audited financial statements:

	\$
Net result per draft accounts	3,142,901
Add: WANDRA flood claim	1,461,954
CLGF grant income and interest	2,028,613
Less: FBT return	(21,233)
Other client adjustments (stock and provisions)	(154,758)
Net result per audited accounts	<u>6,457,477</u>

Title/Subject:	ESTABLISHMENT OF NEW RESERVE FUND
Agenda/Minute Number:	9.2.5
Applicant:	Nil
File Ref:	Nil
Disclosure of Interest:	Nil
Date of Report:	1 December 2016
Author:	Krys East Corporate Services Manager/ Deputy Chief Executive Officer



Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer



Signature Senior Officer

Summary:

This report recommends the establishment of a reserve fund for grants received that are subject to specific expenditure requirements. The funds are to be held in this reserve until expended in accordance with the funding conditions.

Attachments:

Nil

Background:

In September 2015 Council received funding of \$3,000,000 from Department of Regional Development for the Royalties for Regions program – Landor Road – Upgrade and seal Meekatharra to Carnarvon Route. This funding has conditions and stipulations placed on the actual funds. The funds were required to be deposited to a Western Australian Treasury Corporation (WATC) and when certain trigger points were reached could be drawn down with the Department of Regional Development (DRD).

Staff were unsure of how these funds were to be treated. The Shire were between auditors (our former auditor was only required to complete the 2014/15 annuals ie June 2015) at the time and council had not yet appointed our current auditor. Staff however consulted verbally with our former auditor and also with the Local Government Consultant who prepares our annuals and monthly reports. Both were of the opinion to treat it as Trust Funds as the funds are not in our account until trigger points had been reached and the money was drawn down in conjunction with the signatories from the DRD. As the money was drawn down it was allocated to Councils Municipal account.

The drawdown amounts for the 2015/16 financial year was \$1,000,000. As per the Financial Assistance Agreement for this Royalties for Regions Project a further \$660,000 would be drawn down in 2016/17, \$1,240,000 in 2017/18 with the final \$100,000 to be authorised within 20 days upon acceptance by the State of documented evidence that the construction works and acquittal are completed.

All accounting entries correctly dealt with these funds as Trust. In preparing the Draft Annuals for auditing the amount was reported as Trust.

However in the auditing of our 2015/16 Annual Report our current Auditors, AMD, require the whole initial amount to be treated as Municipal income. This has had a significant impact on the rate setting statement which shows the surplus/deficit for the year.

Comment:

The unspent money from this funding is \$2,025,503 and combined with the other unspent grants amounts to \$2,456,146.

If Council establish an Unspent Grants and Contributions Reserve, the unspent grants would then not impact on our Rate Setting Statement. It would still show on our Non-operating grants, subsidies and contributions but be offset by Transfers to Reserves.

It is too late to correct this for the 2015/16 but to ensure that it does not occur again it is suggested Council authorise the creation of the Unspent Grants & Contributions Reserve with the purpose being “to be used to hold the balance of unspent grants and contributions received that are subject to specific expenditure requirements. The funds are to be held in this reserve until expended in accordance with the funding conditions. The grants and contributions held in this reserve are actual funds received and not accruals or debtors raised in lieu of funds to be received at year end.”

Consultation:

Megan Shirt – Local Government Consultant

Emily McKelvie – AMD Client advisor – Audit

Maria Cavallo – AMD Director – Audit

Roy McClymont – Shire of Meekatharra Chief Executive Officer

Statutory Environment:

Local Government Act 1995 Section 6.11(1) and (5)

“6.11. Reserve accounts

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose...*
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.”*

Local Government (Financial) Regulations 1996 Section 17(1)

“17. Reserve accounts, title of etc.

- (1) A reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside.”*

Australian Accounting Standard AASB1004 December 2007 Paragraph 20

“Recognition of Contributions, other than Contributions by Owners, by Local Governments, Government Departments, GGSs or Whole of Governments

Paragraphs 19 to 30 of this Standard apply only to local governments, government departments, GGSs and whole of governments.
Contributions

This Standard requires contributions, other than contributions by owners, to be recognised as income when the transferee local government, government department, GGS or whole of government obtains control over them, irrespective of whether restrictions or conditions are imposed on the use of the contributions. The transferee AASB 1004 19 STANDARD does not have a present obligation to sacrifice future economic benefits to the transferor, even though the transferee has a fiduciary responsibility to use the assets effectively and efficiently in pursuing its objectives. This fiduciary responsibility pertains to all assets and does not, of itself, create a present obligation to make sacrifices of future economic benefits to external parties. Accordingly, the receipt of contributions does not give rise to a liability.”

Policy Implications:

Nil

Financial Implications:

Unspent grants and contributions to be transferred to Reserve at end of financial year.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officer Recommendation / Council Resolution:

Moved: Cr PS Clancy

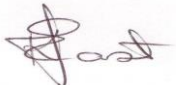

Seconded: Cr HJ Nichols

That Council resolve to create a reserve fund as follows:

- **Reserve Account Name: Unspent Committed Grants Reserve;**
- **Purpose: to be used to hold the balance of unspent grants and contributions received that are subject to specific expenditure requirements. The funds are to be held in this reserve until expended in accordance with the funding conditions. The grants and contributions held in this reserve are actual funds received and not accruals or debtors raised in lieu of funds to be received at year end; and**
- **Authorise transfer of \$1,376,478.75 unspent Royalties for Regions funds received in 2015/16 and any interest earned pertaining to these funds to Unspent Committed Grants Reserve by 30 June 2017.**

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

9.3 ADMINISTRATION

Title/Subject:	REVIEW OF RISK MANAGEMENT, INTERNAL CONTROL AND LEGISLATIVE COMPLIANCE
Agenda/Minute Number:	9.3.1
Applicant:	Nil
File Ref:	ADM 0206
Disclosure of Interest:	Nil
Date of Report:	30 November 2016
Author:	Krys East Corporate Services Manager/ Deputy Chief Executive Officer
	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer
	 Signature Senior Officer

Summary/Matter for Consideration:

This report presents the review of Council's Risk Management Framework, Internal Controls and Legislative Compliance.

Attachments:

Risk Management Review
Internal Controls Review
Legislative Compliance Review

Background:

In February 2013 the Local Government (Audit) Regulation was amended to require:

"17. CEO to review certain systems and procedures

(1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —

- (a) risk management; and*
- (b) internal control; and*
- (c) legislative compliance.*

(2) The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.

(3) The CEO is to report to the audit committee the results of that review.

[Regulation 17 inserted in Gazette 8 Feb 2013 p. 868.]"

The deadline for the first review was conducted by 31 December 2014 and the next is due by 31 December 2016.

Comment:**Risk Management**

The attached Risk Management Framework has been developed and includes a list of identified risks. An analysis of these risks has been undertaken and the consequences and likelihood has been used to determine the severity of the risk under evaluation.

With reference to Operational Guideline 9 prepared by the Department of Local Government the following risks have been identified and the procedures that are in place to manage the risk.

Shire Administration Building destroyed
Non Compliance with legislation
Accounting judgements or estimates that prove to be wrong
Litigation and claims
Misconduct, fraud and theft
Business continuity – availability of suitably qualified staff
Unusual transactions
Procurement.
Loss of data

Internal Controls

Internal controls are a vital part of Meekatharra's Council's governance framework and are particularly important for ensuring internal systems and processes are undertaken in accordance with the best interests of current and future generations.

The attached Internal Control Environment documentation and identification of shire internal controls has been developed. The areas of identified risks are financial, procurement, information technology and correspondence. For each risk area internal controls that are in place have been identified.

Legislative Compliance

A fundamental principle of good public administration is that public officials comply with both the letter and the spirit of the law.

Meekatharra Shire Council has an obligation to ensure that legislative requirements are complied with. The community and those working at Council have a high expectation that Council will comply with applicable legislation and Council should take all appropriate measures to ensure that that expectation is met.

Councils are required to complete an Annual Compliance Audit issued by the Department of Local Government by the end of March each year.

In previous years this was a very comprehensive document and it is considered that this document addresses all legislative compliance requirements and has been used as the template for producing the Shire of Meekatharra's Legislative Compliance review.

Consultation:

Nil

Statutory Environment:

Local Government (Audit) Regulations 1996 – Regulation 17

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Committee Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr DK Hodder

That the Council receives the reviews of Risk Management Framework, Internal Controls and Legislative Compliance.

CARRIED 5/0

RISK MANAGEMENT REVIEW

IDENTIFIED RISK	LIKELIHOOD	CONSEQUENCE	LEVEL OF RISK	PROCEDURES TO MANAGE RISK:
Shire Administration Building Destroyed	Rare	Catastrophic	Medium	<ul style="list-style-type: none"> • Business Interruption Insurance in place • Property Insurance in place • Alternative accommodation available (Shire Hall) • Data backed up daily and stored off site • Records stored in fire proof safe • Remote access to backup servers available • Back to base alarms in place • Business Continuity Plan (includes Disaster Recovery)
Non Compliance With Legislation and standards and local government policies	Possible	Moderate	Medium	<ul style="list-style-type: none"> • Corporate Practices Liability Insurance in place • Councillors and Officers Liability in place • Backup/Training from Department of Local Government and WALGA available
Accounting judgements or estimates that prove to be wrong	Possible	Moderate	Medium	<ul style="list-style-type: none"> • Detailed Monthly Financial Reporting assists in early detection of possible accounting errors • Financial system effective and functional (Synergy) • High quality professional advice available through Council's financial consultant • Sound financial position capable of accommodating inadvertent miscalculation
Litigation and Claims	Rare	Moderate	Low	<ul style="list-style-type: none"> • Public Liability Insurance in place • Corporate Practices Liability Insurance in place • Councillors and Officers Liability in place
Misconduct, fraud and theft	Possible	Minor	Medium	<ul style="list-style-type: none"> • Fidelity Guarantee Insurance in place • Accounts and financial procedures independently audited annually with outcomes reported to Council • Financial Management Review completed June 2016 • All financial transactions reported monthly to Council and publicly available • All work performed on the basis of appropriately authorised Purchase Orders • All payments authorised by two staff members (CEO and Deputy CEO) • Fuel and Stores at Depot accounted for and audited annually.
Inadequate insurance	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> • Reviewed yearly between management and insurer
Business Continuity – Availability of suitably qualified staff	Likely	Major	High	<ul style="list-style-type: none"> • Employ and train up local staff where possible • Ensure adequate employment terms and conditions including remuneration • Offer housing where available • Offer career path where possible • Exercise flexibility to accommodate family commitments • Ensure high level OH&S standards

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON FRIDAY 16 DECEMBER 2016

Page 126

IDENTIFIED RISK	LIKELIHOOD	CONSEQUENCE	LEVEL OF RISK	PROCEDURES TO MANAGE RISK:
Unusual transactions	Unlikely	Minor	Low	<ul style="list-style-type: none"> • All transactions are generated by a purchase order with appropriate authorisation • All payments authorised by two staff members (CEO and Deputy CEO)
Procurement	Unlikely	Moderate	Medium	<ul style="list-style-type: none"> • Effective procurement policy in place based on a purchase order system that requires authorisation in accordance with Council approved delegations • Procurement processes audited annually • All expenditure over \$150,000 approved by Council • All payments to suppliers reported monthly to Council and publicly available
Loss of Electronic Data through physical damage, theft or virus	Possible	Major	High	<ul style="list-style-type: none"> • Electronic data backed up daily and stored off site

QUALITATIVE MEASURES OF CONSEQUENCE OR IMPACT

Level	Descriptor	Detail description
1	Insignificant	Low financial loss
2	Minor	Medium financial loss
3	Moderate	High financial loss
4	Major	Loss of production capability, major financial loss
5	Catastrophic	Loss of production capability, Huge financial loss

QUALITATIVE MEASURES OF LIKELIHOOD

Level	Descriptor	Description
A	Almost certain	Is expected to occur in most circumstances
B	Likely	Will probably occur in most circumstances
C	Possible	Might occur at some time
D	Unlikely	Could occur at some time
E	Rare	May occur only in exceptional circumstances

QUALITATIVE RISK ANALYSIS MATRIX—LEVEL OF RISK

	Consequences				
	Insignifi- cant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Likelihood					
A (almost certain)	Medium	Medium	High	Extreme	Extreme
B (likely)	Low	Medium	High	High	Extreme
C (Possible)	Low	Medium	Medium	High	High
D (unlikely)	Low	Low	Medium	Medium	Medium
E (rare)	Low	Low	Low	Low	Medium

Legend

- Extreme: extreme risk; immediate action required
 High: high risk; senior management attention needed
 Medium: moderate risk; management responsibility must be specified
 Low: low risk; manage by routine procedures

INTERNAL CONTROLS REVIEW

RISK AREA	CONTROLS IN PLACE
<u>Financial</u>	
<ul style="list-style-type: none"> Annual Financial Statements and Processes Annual Budget Financial Reporting Grants Receipting Rates Receivables Bank Accounts Investments Payroll Payables 	<ul style="list-style-type: none"> Annual independent audit arranged Reported on monthly to Elected Members and variances over 10% and \$10,000 are investigated and explained. Monthly financial reports prepared by qualified consultant using data directly sources from Council's financial systems and reviewed by management, is prepared and presented monthly to Elected Members Reported on monthly to Elected Members with information provided on grants pending, grants successful and grants income Income is compared to budget and reported on monthly to Elected Members Statements of amounts due are sent to customers on a monthly basis enabling review Actual rate revenue is compared to budget and reported to Elected Members monthly Outstanding rates are followed up periodically and reported to Council monthly Annual and interim valuation updates are balanced prior to the generation of rate notices Receivables and revenue are compared to budget and reported to Elected Members monthly Outstanding debtors are reviewed monthly Trade receivables age reconciliation to the general ledger is reviewed monthly. Bank reconciliations are reviewed monthly and certified by the CEO Account balances and movements are reported to Elected Members on a monthly basis Investment register reported to Elected Members on a monthly basis Investments only placed with Westpac Salary and hourly payroll reports are reviewed and approved by CEO and DCEO before payments are approved. DCEO reviews a selection of salary sacrifice calculations for accuracy and compliance with statutory requirements. The payroll deduction table data is periodically reviewed by DCEO for accuracy and ongoing pertinence. Each pay run is reviewed prior to authorisation for payment for consistency with prior pay runs and for abnormal items such as overtime. Management reviews trade payables ageing profile on a monthly basis and investigates and investigates any outstanding items. Trade payables age reconciliation to the general ledger is

- Fixed Assets
 - reviewed monthly.
 - Management compare actual fixed asset balance to budget monthly and report on significant variances.
 - Activity recorded in fixed asset register is reviewed by manager including comparison to the capital budget.
 - Once a year the valuation, depreciation and methodology of fixed assets are reviewed to ensure that valuation is appropriate and in accordance with Australian Accounting Standards.
- Overheads
 - Both plant and labour overheads are reviewed at least yearly.

Procurement

- Actual Expenditure
 - Compared to Budget monthly by DCEO and variances reported to Elected Members.
 - A list of all payments is prepared and presented monthly to Council; DCEO reviews, investigates and explains any unusual or large payments.
 - CEO and DCEO review supporting documentation before approving payments
- Quotes/Tenders
 - Process well defined and for projects >\$100,000 requirements addressed in Regulation
- Purchase Orders
 - All procurement is via appropriately authorised purchase orders. Authorisation is in accordance with delegations
- Payments
 - CEO and DCEO authorise all payments individually
 - EFT payments approved independently by CEO and DCEO using Westpac Token Security
 - Individual payments are reported monthly to Elected Members

Information Technology

- Viruses/Hacking
 - IT application controls are administered by an external service provider with high level antivirus/hacking controls
- Updates/Patches
 - External IT service provider ensures software is current
- Limit access to make changes to data files
 - Synergy software is accessed through individual passwords with user level assigned allowing additions, modify, delete or query depending on position. Access levels reviewed regularly.
- Backup
 - Performed daily with off-site storage
- Unauthorised access
 - Access is password controlled and limited to relevant staff only
 - Process managed by external IT service provider
 - Access to Bank Accounts is password and level controlled by Westpac

Documentation

- Letters/Emails
 - With the exception of standard correspondence (e.g. registration of dogs and cats) all letters are signed by the CEO
 - Email correspondence is handled by Managers and the CEO.
- Procedures and Policies
 - All staff are required to work within guidelines of Procedure Manuals and Council's Policy Manual. The manuals are reviewed regularly to ensure that they are up to date.

LEGISLATIVE COMPLIANCE REVIEW

The following review is for the period from January 2015 to December 2015

Caravan Parks and Camping Grounds				
No	Reference	Question	Response	Comments
1	s21(1) Caravan Parks and Camping Grounds Act 1995	Did the local government inspect each caravan park or camping ground in its district within the financial year	Yes	
2	s14(1) of the Caravans and Camping Grounds Act 1995	Did you keep a register of caravan park licences. (For the return period)	Yes	

Cemeteries				
No	Reference	Question	Response	Comments
1	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all burials in the cemetery, including details of the names and descriptions of the deceased persons and location of the burial. (For the return period)	Yes	
2	s40(1)(a), (b) Cemeteries Act 1986	Has a register been maintained which contains details of all grants of right of burial in the cemetery, including details of assignments or bequests of grants. (For the return period)	Yes	
3	s40(2) Cemeteries Act 1986	Have plans been kept and maintained showing the location of all burials registered in as above.	Yes	

Commercial Enterprises by Local Governments				
No	Reference	Question	Response	Comments
1	s3.59(2)(a)(b)) (c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking.	N/A	
2	s3.59(2)(a)(b)) (c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt.	N/A	
3	s3.59(2)(a)(b)) (c) F&G Reg 7,11	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction.	N/A	
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major	N/A	

trading undertaking or enter into a major land transaction			
Commercial Enterprises by Local Governments (Continued from Previous Page)			
No	Reference	Question	Response Comments
5	s3.59(5)	Did the Council, resolve to proceed with each major land transaction or trading undertaking by absolute majority	N/A

Delegation of Power / Duty			
No	Reference	Question	Response Comments
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A No delegations to Committees
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A
5	s5.18	Has Council reviewed delegations to its committees in the financial year.	N/A
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A No decisions were made to revoke or amend any delegation
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the financial year.	Yes
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes

Disclosure of Interest				
No	Reference	Question	Response	Comments
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes	
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes	Council meeting 17 Jan 2015 Item 9.2.4
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes	
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes	
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	N/A	No new designated employees commenced during the period
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August of the current year	Yes	
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August of the current year	Yes	
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes	
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes	
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes	
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes	
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a	Yes	

period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.

Disclosure of Interest (Continued from Previous Page)

No	Reference	Question	Response	Comments
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes	
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes	
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes	
16	s5.103 (3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees	Yes	

Disposal of Property

No	Reference	Question	Response	Comments
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A	
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A	

Elections

No	Reference	Question	Response	Comments
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes	

Executive Functions				
No	Reference	Question	Response	Comments
1	s3.18(3)(a)	Has the local government satisfied itself that the services and facilities that it provides ensure integration and co-ordination of services and facilities between governments.	Yes	
2	s3.32(1)	Was a notice of intended entry given to the owner or occupier of the land, premises or thing that had been entered.	N/A	
3	s3.50	Did the local government close a thoroughfare wholly or partially for a period not exceeding 4 weeks under the guidelines of 3.50.	N/A	
4	s3.18(3)(b)	Has the local government satisfied itself that the services and facilities that it provides avoid unnecessary duplication of services or competition particularly with the private sector.	Yes	
5	s3.18(3)(c)	Has the local government satisfied itself that the services and facilities that it provides ensure services and facilities are properly managed.	Yes	
6	s3.40A(1)	Where in the opinion of the local government a vehicle was an abandoned vehicle wreck, was it removed and impounded by an employee authorised (for that purpose) by the local government.	N/A	
7	s3.40A(2)	Where the owner of the vehicle was identified within 7 days after its removal under s3.40A(1), did the local government give notice to that person advising that the vehicle may be collected from a place specified during such hours as are specified in the notice.	N/A	
8	s3.40A(3)	Where notice was given under s3.40A(2) did it include a short statement of the effect of subsection (4)(b) and the effect of the relevant provisions of sections 3.46 and 3.47.	N/A	
9	s3.51(3)	Did the local government give notice of what is proposed to be done giving details fo the proposal and inviting submissions from any person who wishes to make a submission and allow a reasonable time for submissions to be made and consider any submissions made.	N/A	
10	s3.52(4)	Has the local government kept plans for the levels and alignments of public thoroughfares that are under its control or mangement, and made those plans available for public inspection.	No	
11	s3.32(2)	Did the notice of intended entry specify the purpose for which the entry was required.	N/A	
12	s3.32(3)	Was the notice of intended entry given not less	N/A	

		than 24 hours before the power of entry was exercised.		
Finance				
No	Reference	Question	Response	Comments
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes	
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A	The Audit Committee has no delegated authority
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes	
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes	
5	s7.3	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes	
6	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was that action undertaken	N/A	
7	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken	N/A	
8	s7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	
9	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes	
10	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes	
11	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes	

Finance (Continued from Previous Page)				
No	Reference	Question	Response	Comments
12	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes	
13	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes	
14	Audit Reg 10	Was the Auditor's report for the financial year ended received by the local government within 30 days of completion.	Yes	
15	S7.9(1)	Was the Auditor's report for the financial year ended received by the local government by 31 December of the following year	Yes	

Local Government Employees				
No	Reference	Question	Response	Comments
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A	No vacancy
2	s5.36(4) s5.37(3) Admin Reg 18A	Were all vacancies for the position of CEO and for designated senior employees advertised and did the advertising comply with s5.36(4), 5.37(3) and Admin Reg 18A	N/A	No vacancies
3	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A	
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A	
5	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A	
6	Admin Reg 33	Was the allowance paid to the mayor or president for the purposes of s5.98 (5) within the prescribed range.	Yes	

Local Laws				
No	Reference	Question	Response	Comments
1	s3.12(2) F&G Reg 3	On each occasion that Council resolved to make a local law, did the person presiding at the Council meeting give notice of the purpose and effect of each proposed local law in the manner prescribed in Functions and General Regulation 3.	N/A	
2	s3.12(4)	Have all Council's resolutions to make local laws been by absolute majority.	N/A	
3	s3.12(4)	Have all Council's resolutions to make local laws been recorded as such in the minutes of the meeting.	N/A	
4	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice summarising the purpose and effect of the local law and the day on which it came into operation.	N/A	
5	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice advising that copies of the local law may be inspected or obtained from its office.	N/A	
6	s3.16(1)	Have all reviews of local laws under section 3.16(1) of the Act been carried out within a period of 8 years.	Yes	
7	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice stating that it intended to review the local law.	N/A	
8	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice advising that a copy of the local law could be inspected or obtained at the place specified in the notice.	N/A	
9	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice detailing the closing date for submissions about the local law.	N/A	
10	s3.16(3)	Did the local government (after the last day for submissions) prepare a report of the review and have it submitted to Council.	N/A	
11	s3.16(4)	Was the decision to repeal or amend a local law determined by absolute majority on all occasions.	N/A	

Meeting Process				
No	Reference	Question	Response	Comments
1	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council was it by Council resolution.	N/A	
2	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council, was it recorded in the minutes of the meeting at which the leave was granted.	N/A	
3	s2.25(3)	Where Council refused to grant leave to a member from attending 6 or less consecutive ordinary meetings of Council, was the reason for refusal recorded in the minutes of the meeting.	N/A	
4	s2.25(2)	Was Ministerial approval sought (on all occasions) before leave of absence was granted to an elected member in respect of more than 6 consecutive ordinary meetings of council.	N/A	
5	s5.4	On all occasions when the mayor or president called an ordinary or special meeting of Council, was it done by notice to the CEO setting out the date and purpose of the proposed meeting;	N/A	
6	s5.5	On all occasions when councillors called an ordinary or special meeting of Council was it called by at least 1/3 (one third) of the councillors, by notice to the CEO setting out the date and purpose of the proposed meeting.	N/A	
7	s5.5(1)	Did the CEO give each council member at least 72 hours notice of the date, time, place and an agenda for each ordinary meeting of Council.	Yes	
8	s5.5 (2)	Did the CEO give each council member notice before the meeting, of the date, time, place and purpose of each special meeting of Council.	Yes	
9	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member needed for a quorum at a Council meeting	N/A	
10	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member required for absolute majorities.	N/A	
11	s5.8	Did the local government ensure all Council committees (during the review period) were established by an absolute majority.	Yes	

Meeting Process (Continued from Previous Page)				
No	Reference	Question	Response	Comments
12	s5.10(1)(a)	Did the local government ensure all members of Council committees, during the review period, were appointed by an absolute majority (other than those persons appointed in accordance with section 5.10 (1)(b)).	Yes	
13	s5.10(2)	Was each Council member given their entitlement during the review period, to be appointed as a committee member of at least one committee, as referred to in section 5.9(2)(a) & (b) of the Act.	Yes	
14	s5.12(1)	Were Presiding members of committees elected by the members of the committees (from amongst themselves) in accordance with Schedule 2.3, Division 1 of the Act.	Yes	
15	s5.12(2)	Were Deputy presiding members of committees elected by the members of the committee (from amongst themselves) in accordance with Schedule 2.3 Division 2 of the Act.	N/A	
16	s5.15	Where the local government reduced a quorum of a committee meeting, was the decision made by absolute majority on each occasion.	N/A	
17	s5.21 (4)	When requested by a member of Council or committee, did the person presiding at a meeting ensure an individual vote or the vote of all members present, were recorded in the minutes.	Yes	
18	s5.22(1)	Did the person presiding at a meeting of a Council or a committee ensure minutes were kept of the meeting's proceedings.	Yes	
19	s5.22(2)(3)	Were the minutes of all Council and committee meetings submitted to the next ordinary meeting of Council or committee, as the case requires, for confirmation.	Yes	
20	s5.22(2)(3)	Were the minutes of all Council and committee meetings signed to certify their confirmation by the person presiding at the meeting at which the minutes of Council or committee were confirmed.	N/A	
21	s5.23 (1)	Were all council meetings open to members of the public (subject to section 5.23(2) of the Act).	Yes	

Meeting Process (Continued from Previous Page)				
No	Reference	Question	Response	Comments
22	s5.23 (1)	Were all meetings of committees to which a power or duty had been delegated open to members of the public (subject to section 5.23(2) of the Act).	N/A	
23	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public, in accordance with the Act.	Yes	
24	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public recorded in the minutes of that meeting.	Yes	
25	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every ordinary meeting of Council.	Yes	
26	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every special meeting of Council.	Yes	
27	s5.24 (1) Admin Reg 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every meeting of a committee to which the local government has delegated a power or duty.	N/A	
28	Admin Reg 8	Was a period of 30 minutes allowed from the advertised commencement time before any Council or committee was adjourned due to the lack of a quorum.	N/A	
29	Admin Reg 9	Was voting at Council or committee meetings conducted so that no vote was secret.	Yes	
30	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in the case where an attempt to revoke or change the decision had been made within the previous 3 months but failed, by an absolute majority.	N/A	
31	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in any other case, by at least one third of the number of officers of member (whether vacant or not) of the Council or committee.	Yes	

Meeting Process (Continued from Previous Page)				
No	Reference	Question	Response	Comments
32	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made in any other case, by an absolute majority.	Yes	
33	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include the names of members present at the meeting.	Yes	
34	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include where a member entered or left the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting.	Yes	
35	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each motion moved at the meeting, including details of the mover and outcome of the motion.	Yes	
36	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each decision made at the meeting.	Yes	
37	Admin Reg 11	Did the contents of the minutes of all Council or committee meetings include, where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision.	Yes	
38	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include a summary of each question raised by members of the public and a summary of the response given.	Yes	
39	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include in relation to each disclosure made under sections 5.65 or 5.70, where the extent of the interest has been disclosed, the extent of the interest.	Yes	
40	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of ordinary Council meetings.	Yes	
41	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of those committee meetings that were required under the Act to be open to the public or that were proposed to be open to the public.	Yes	

Meeting Process (Continued from Previous Page)				
No	Reference	Question	Response	Comments
42	Admin Reg 12(2)	Did the local government give local public notice of any changes to the dates, time or places referred to in the question above.	Yes	
43	Admin Reg 12(3) (4)	In the CEO's opinion, where it was practicable, were all special meetings of Council (that were open to members of the public) advertised via local public notice.	Yes	
44	Admin Reg 12(3) (4)	Did the notice referred to in the question above include details of the date, time, place and purpose of the special meeting.	Yes	
45	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all Council meetings within 10 business days after the Council meetings.	Yes	
46	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all committee meetings within 5 business days after the committee meetings.	Yes	
47	Admin Reg 14(1) (2)	Were notice papers, agenda and other documents relating to any Council or committee meeting, (other than those referred to in Admin Reg 14(2)) made available for public inspection.	Yes	
48	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (by means of audio, telephone or other instantanious contact) as provided for in Administration Regulation 14A, did the Council approve of the arrangement by absolute majority.	N/A	
49	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (as provided for in Administration Regulation 14A) was the person in a suitable place as defined in Administration Regulation 14A(4)	N/A	
50	s5.27(2)	Was the annual general meeting of electors held within 56 days of the local government's acceptance of the annual report for the previous financial year.	Yes	
51	s5.29	Did the CEO convene all electors' meetings by giving at least 14 days local public notice and each Council member at least 14 days notice of the date, time, place and purpose of the meeting.	Yes	

Meeting Process (Continued from Previous Page)				
No	Reference	Question	Response	Comments
52	s5.32	Did the CEO ensure the minutes of all electors' meetings were kept and made available for public inspection before the Council meeting at which decisions made at the electors' meeting were first considered.	Yes	
53	s5.33(1)	Were all decisions made at all electors' meetings considered at the next ordinary Council meeting, or, if not practicable, at the first ordinary Council meeting after that, or at a special meeting called for that purpose.	Yes	
54	s5.33(2)	Were the reasons for Council decisions in response to decisions made at all electors' meetings recorded in the minutes of the appropriate Council meeting.	N/A	
55	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes	

Miscellaneous Provisions				
No	Reference	Question	Response	Comments
1	s9.4	Has each person who received an unfavourable decision from Council, or from an employee of the local government exercising delegated authority, (that is appealable under Part 9 of the Act) been informed of his or her right to object and appeal against the decision.	Yes	
2	s9.29(2)(b)	On all occasions, were those employees who represented the local government in court proceedings, appointed in writing by the CEO.	N/A	
3	s9.6(5)	Did the local government ensure that the person who made the objection was given notice in writing of how it has been decided to dispose of the objection and the reasons why.	N/A	

Official Conduct				
No	Reference	Question	Response	Comments
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A	CEO is complaints officer
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action	Yes	No complaints received

under s5.110(6)(b) or (c).				
Official Conduct (Continued from Previous Page)				
No	Reference	Question	Response	Comments
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes	
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes	
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes	
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes	

Swimming Pools				
No	Reference	Question	Response	Comments
1	s245A(5)(aa) LG (MiscProv) Act 1960	Have inspections of known private swimming pools, either been, or are proposed to be, carried out as required by section 245A(5)(aa) of the Local Government (Miscellaneous Provisions) Act 1960.	Yes	

Tenders for Providing Goods and Services				
No	Reference	Question	Response	Comments
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes	
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A	
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes	
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14,15 & 16	Yes	

Tenders for Providing Goods and Services (Continued from Previous Page)				
No	Reference	Question	Response	Comments
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes	
6	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes	
7	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes	
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes	
9	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes	
10	F&G Reg 21 & 22	Did the local government's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes	
11	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A	
12	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A	
13	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A	
14	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A	
15	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes	

Title/Subject:	DRAFT ESTABLISHMENT AGREEMENT – MURCHISON REGIONAL VERMIN COUNCIL
Agenda/Minute Number:	9.3.2
Applicant:	Nil
File Ref:	ADM 224
Disclosure of Interest:	Nil
Date of Report:	12 December 2016
Author:	Roy McClymont Chief Executive Officer



Signature of Author

Senior Officer:	Roy McClymont Chief Executive Officer
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Signature Senior Officer

Summary/Matter for Consideration:

Council to further consider the draft Establishment Agreement Murchison Regional Vermin Council (MRVC).

Attachments:

Draft Establishment Agreement – Murchison Regional Vermin Council

Background:

The MRVC Acting Chief Executive Officer has prepared a draft Establishment Agreement with the assistance of Civic Legal.

Council considered this matter at its September 2016 meeting and resolved:

“That this item to lay on the table to allow further research of this matter.”

CARRIED 4/0

Reason for Council Resolution differing from Officers Recommendation:

Serious concerns were raised about some clauses in the agreement and Council considered that further information should be obtained and amendments requested as appropriate.”

Comment:

The Regional Council at its Special Meeting of Council resolved to refer the Draft Establishment Agreement to the participant Local Governments comprising of the Shires of Cue, Meekatharra, Mt Magnet, Sandstone and Yalgoo for their consideration and acceptance prior to referring the Agreement to the Minister for Local Government for approval.

Following the September 2016 Meekatharra Shire Council meeting, the Meekatharra CEO contacted

the acting MRVC CEO concerning the draft agreement. Acting MRVC CEO Dominic Carbone said that projects such as the Vermin Cell project are considered to be new projects and as such it would be up to each Council, including Meekatharra, whether they participate in the project. The fee structure in the agreement is based on the historic fee structure and has Meekatharra as the highest contributor at 28.35%.

Despite Mr Carbone's assurances, there is a strong bias in the draft Agreement towards the construction and maintenance of the "Murchison Region Vermin Cell". The cell, as we understand it, covers a very small portion of the Meekatharra Shire. The Cell covers Hillview and Yarrabubba stations and portion of both Polelle and Annean stations.

In the draft Agreement, the Regional Purposes (5) and the Objectives (6) have a strong focus on the construction and maintenance of the "Murchison Region Vermin Cell".

In recent years there has been a declining interest in the Murchison Region Vermin Council from the Meekatharra Shire Council. The Shire is required to appoint two representatives to the MRV Council and every two years, following elections, it is becoming more difficult to gain reps from within the Council. Cr Hodder recently resigned his position on the MRVC leaving only Cr Nichols as Council's rep. If Council is to continue as a member of the MRVC, it will need to appoint another representative.

The low level of interest from Councillors in nominating as reps on the MRVC is anecdotal evidence that the MRVC is losing its relevance and significance for Meekatharra.

Council currently pays \$18,644 (exc GST) per year in precepts to the MRVC.

Consultation:

Acting CEO Murchison Region Vermin Council, Dominic Carbone

Statutory Environment:

Local Government Act: Section 3.65

"3.65. Establishment agreement, amendment of

- (1) The participants may amend the establishment agreement for a regional local government by agreement made with the Minister's approval, and a reference in this Division to the establishment agreement includes a reference to the establishment agreement as so amended.*
- (2) The establishment agreement can be amended under subsection (1) to include another local government as a further participant if that local government is a party to the amending agreement.*
- (3) Section 3.61(2) and (3) apply, with any necessary modifications, to an agreement amending the establishment agreement."*

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation:

- 1. That the Shire of Meekatharra withdraws its membership of, and participation in, the Murchison Region Vermin Council.**
- 2. That the Meekatharra Shire CEO is authorised to take whatever actions are necessary to properly facilitate this withdrawal.**

Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr HJ Nichols

That Council request that letters be written to:

- all station owners in the Meekatharra and Wiluna Shires on the current number 1 Vermin Fence up to Lake Nabberu and all station owners in the Meekatharra Shire on the number 2 Vermin Fence seeking their comments on Councils possible withdrawal from the Murchison Regional Vermin Council.**
- the Murchison Regional Vermin Council seeking their comments on Councils possible withdrawal from the Murchison Regional Vermin Council and advice on the proper process to achieve withdrawal.**
- the Shire of Wiluna seeking their comments on the matter and asking whether the Wiluna Shire would consider partnering with the Meekatharra Shire in considering the future of the number 1 Vermin Fence between the new Vermin Cell and Lake Nabberu (should the Meekatharra Shire withdrawal from the Murchison Regional Vermin Council).**

CARRIED 5/0

Reason for Council Resolution Differing From Officers Recommendation:

Council desired to consult important stakeholders before finalizing its decision on membership of the Murchison Region Vermin Council.

9.4 COMMUNITY DEVELOPMENT

Title/Subject:	YOUTH SERVICE OPERATIONS
Agenda/Minute Number:	9.4.1
Applicant:	Nil
File Ref:	ADM 122
Disclosure of Interest:	Nil
Date of Report:	7 December 2016
Author:	Geoffrey Carberry Community and Development Services Manager



Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer



Signature Senior Officer

Summary/Matter for Consideration:

This item is to present to Council a snap shot review of the Youth Service operations and to seek endorsement for change in the way the service is manned.

Attachments

Review Document

Background:

The youth service has run for a number of years under various staff.

It consists of two main and one sub area of operation.

The Youth Centre is primarily a drop in centre offering additional activities and is aimed at 12-18 years. Kidszone being operated as a sub section of the Youth Centre and is focused on 6-12 year olds. The Sports and Recreation area covers 6-18 years.

Comment:

This review was conducted as part of forming a response to councillor after a Councillor asked if the Youth Service was able to extend its hours of operation.

Whilst the review highlighted a number of issues it was found that operating on a Saturday and or Sunday on a regular basis would require additional staff resulting in additional costs.

Consultation:

Youth Service Staff

Julie Sutherland Department Child Protection and Family Services

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Nil at this stage

Strategic Implications:

The Youth Service is seen as a valued service to the community.

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr PS Clancy

That Council notes the Youth Service review and endorses the trial of the new mode of operation for a period of 3 months.

CARRIED 5/0

REVIEW OF YOUTH SERVICES – December 2016

The purpose of this review is to establish a snapshot of the Youth Service with an aim of providing additional coverage.

Aims:

To provide a safe environment to engage the youth of Meekatharra by providing diversionary activities.

Purpose:

To provide ongoing diversionary programs to assist in the reduction of crime along with promoting health and wellbeing.

Budget:

Youth Services – operations including Kidszone		Youth Sport & Rec
Expenses	\$422,367	\$230,813
Capital Expenses	\$ 13,075	
Income	\$118,373	\$ 50,500
Cost to Council	\$317,069	\$180,313

Total cost excluding housing and complex costs: \$497,382

Contracts/Agreements

Funding of \$83,567 is provided by Department of Child Protection and Family Services towards programs for Youth at Risk. This agreement covers 12 year to 24 year olds with the requirement to carryout case management along with providing regular progress reports.

The whole funding program by DCPFS is currently under review. There is a stated goal to reduce the number of individual contracts and move towards regional or state wide contracts. Once finalised this may result in significant changes or total loss of this funding. Council may need to consider whether to replace the lost funding or make changes to the Youth Service.

An additional \$23,806 is provided by the Department of Education and Training towards the running of Kidszone. This also requires regular progress reporting.

Operations:

Currently the service focus is on 6 years to 12 years at Kidszone and 12 years to 18 years at the Youth Centre. Sports activities are provided for all ages at varying times.

It has been identified that the closer the youth get to 18 years the more the youth are influenced by the actions of the younger adults. Staff would like the opportunity to expand activities to include under 25 year olds in separate activities.

Whilst the Youth Service as a whole attracts reasonable attendance it is very variable depending on numbers of youth in town or social influences such as families fighting or unrest amongst the youth themselves. A common cause is an influx of “out of town” people which seems to upset the natural balance in the community.

Events such as the Youth Expo, visit by Soa Palelei and attendance at Country Week have highlighted the passion of the Youth Service staff to try new things and achieve positive outcomes. It proves that the day of just providing a drop in centre or games has passed and the Youth Service now needs to find new ways to engage the Youth in a more professional manner.

These type activities have seen a positive change in the attitude of critical parts of the community towards the Youth Service and the Shire in general.

Holiday programs are conducted and varied in accordance with the season and visiting groups.

Staffing Levels:

The service is currently manned by two full time officers, one permanent part time officer and a number of casuals. In recent times it has been hard to maintain a viable pool of casuals with most not being reliable. Currently three casuals are consistently used to assist in running the programs.

Cooperation and common goals sees staff working well together in supporting the various programs.

Even though cameras have been installed staff has raised concerns about the risk of physical violence and accusations of a sexual nature, therefore where possible two staff are on duty at all times. The gender of the staff is governed by which program is being run.

Hours of Operation:

The Youth Centre and recreation activities are conducted Monday to Friday with occasional programs being run on weekends depending on the season ie Football.

Activities commence at 3pm and cease at 8pm. Staff use additional hours to prepare activities and liaise with other agencies

Activities

Activities that are conducted

- Kidszone
 - + Chill out time
 - + Life Skills
 - + Arts projects

- + Cooking
- + Outside Activities

- Youth Centre
 - + Boys Group
 - + Girls Group
 - + Chill Out Time
 - + Adhoc Basketball & Volley Ball
 - + Art
 - + Music
 - + Life Skills
 - + Cooking
 - + pool competitions
 - + Bike Rides
 - + Themed activities
 - + Cadets (In planning stages)
 - + Other intervention activities

- Sport & Recreation
 - + Basketball
 - + Netball
 - + OZ Kick
 - + Football
 - + Touch Rugby
 - + Cricket
 - + Athletics
 - + Swimming Activities
 - + Indoor Soccer and other sports
 - + Country Week & other camps.
 - + Other intervention activities

SWOT Analysis

Strengths

Current staff

Willingness of staff to make a difference

Level of engagement with youth

Level of engagement with other agencies

Provision of a safe place

Weaknesses

Lack of indoor facilities for Sports – Protection from heat.

Lack of time to case manage at risk youth

Training in Case Management

Lack of accommodation facilities for visiting teams (dongers)

Opportunities

Cadet Group

Include separate programs for older demographic (18-24)

Further promotion of achievements

Expand coverage (May require additional staff)

Threats

Change of staff (Longer term)

Influence of younger adults to undo work done by the youth service

Family attitudes

Loss of funding

Staff burnout

Not changing with the community

Moving Forward

Expansion to include greater coverage time will create some staffing issues. The allocated budget meets the current level of staffing and hours of operation.

With a rearrangement of hours and the use of dedicated casuals it is possible to extend the hours of coverage. This may result in the casuals becoming permanent part time positions ie greater than 20 hours per week with standard hours of employment.

The advantage of this, is that it is known that the staff will be available when required; it also gives the opportunity for staff to fill higher positions when senior staff take leave.

Whilst the new structure differs very little to the current structure it is intended to restructure the hours the positions work in the following manner;

Youth Officer (38hrs/week, no RDO)

Manned from 8.30am to 5.00pm Monday to Friday with responsibilities to carry out Case Management for youths at risk (DCPFS requirement). The position will also build stronger working relationships between the Youth Service and other agencies and oversee the Youth Centre Operation including Kidszone and staffing.

Youth Sports and Recreation Officer (38hrs/week, no RDO)

This position will remain as it is presently with the option of transferring week day hours into weekend activities. To stop burn out there maybe a need to transferred one weekday into the Saturday Position during the winter. ie. Wednesday where the current focus is on programs at the Youth Centre.

Perm Part Time Youth Officer. (Up to 30hrs/week, no RDO)

This position will run Kidszone on a day to day basis (M, W & F) and assist in staffing the Youth Centre and recreation activities.

Youth Centre Casual (PPT?). (approx. 20hrs /week)

This position will assist staffing the Youth Centre as required.

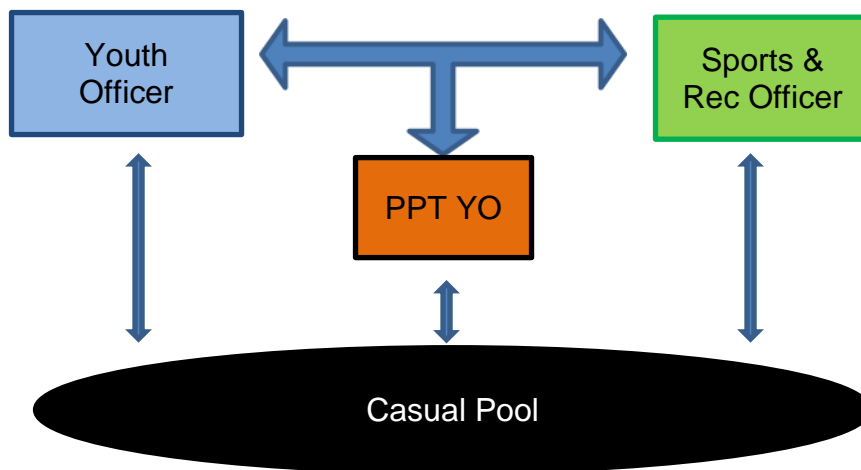
Recreation Casual (PPT?). (approx. 20hrs /week)

This position will assist in staff Recreation activities as required

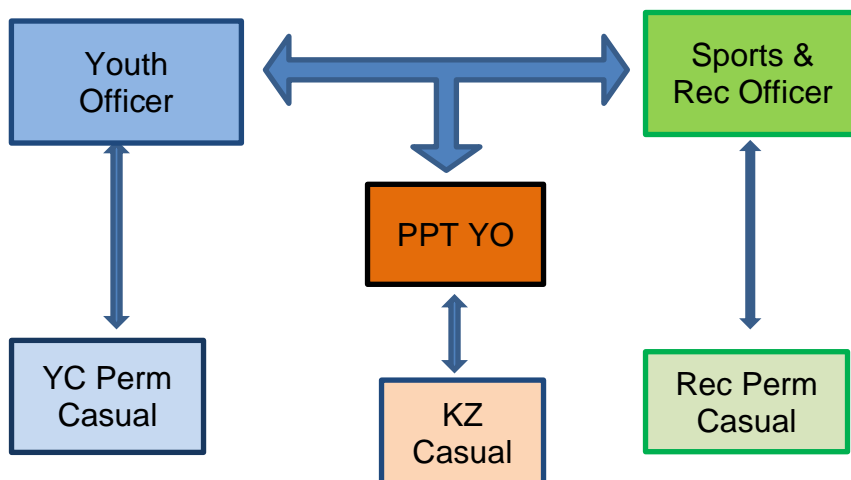
Kidszone Casual (6hrs /week)

This position will assist at Kidszone.

YOUTH SERVICE ORGANISATION CHART -Current



YOUTH SERVICE ORGANISATION CHART -Proposed



STAFF ALLOCATION

YOUTH SERVICES COVERAGE TIMES												PREPARATION TIMES												ACTIVITY TIMES											

Conclusion:

Whilst Saturday can be covered by shifting time slot/hours from Non Activity (Prep Time) during the week it is not ideal as it will mean some staff will have to work 6 days straight.

There are also serious doubts as to the numbers that would be attracted to just general sessions on a Saturday. A better option may be to concentrate on a once a month session in an effort to highlight a particular situation or outcome. The exception would be Football during the winter which is well attended and has achieved some very good outcomes.

If Saturday and Sunday was to be covered on a permanent basis extra staff would be required.

The Picture Gardens is also operating on Saturday nights which may affect attendance at Youth Service programs or visa versa.


The other consideration is the weather conditions, when its hot the youth tend to use the pool, it cannot be expected to have physical sessions in high temperatures.

In a longer term indoor multi-purpose facilities may need to be considered to assist in all year round participation.

It is proposed to trial the new structure for three months to gauge the effectiveness and results. There will be no impact on the allocated budget as the new way of operating uses the same amount of hours in a more structured format.

9.5 HEALTH BUILDING AND TOWN PLANNING

Title/Subject:	REVITALISATION - LLOYDS BUILDING
Agenda/Minute Number:	9.5.1
Applicant:	Nil
File Ref:	ADM 337
Disclosure of Interest:	Nil
Date of Report:	7 December 2016
Author:	Geoffrey Carberry Community and Development Services Manager



Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer



Signature Senior Officer

Summary/Matter for Consideration:

This item is to presented to Council to endorse the concept plans as agreed by the working group for the Lloyds building revitalisation – Stage 1.

Attachments

Concept Plans - Supplied Separately
Estimated Costs to bring the power distribution to pre project level
Lloyds Locations

Background:

The public consultation for the Facilities Revitalisation Plan identified the revitalisation of the Lloyds building as one of the highest priorities.

During the Council workshop held to finalise the Facilities Revitalisation Plan it was decided to seek concept plans for uses within the Lloyds building from an outside source.

After an extended process Eastman Poletti Sherwood Pty Ltd Architects agreed to provide 3 concept plans for the building. The company not only knew the building but actually have the original plans from when the supermarket was established.

They regularly work in Meekatharra and have an understanding of the community.

The estimated cost of construction, as prepared by a quantity surveyor for the concept was \$2,460,700 excluding GST

Council rejected the proposed concept plans and formed a working group to further develop a layout plan. Costings to bring the building to a minimum standard were also to be sort.

Comment:

The concept/layout plan, agreed by the working group is presented for Councils consideration.

There has been some early consultation with the Community Resource Centre and it is believed that the allocated area is sufficient for their operations.

The cost to bring the building to a project ready state which is primarily making the power distribution to the required standards has been quoted at \$15,000 to \$20,000

All other costs can be attributed to the actual project. Other than the electrical, if Council wanted to make the building usable it is estimated between \$200,000, and \$250,000 would be required to provide the toilets/patio area with additional costs being incurred depending on layout and proposed use.

The actual project cost will depend on the level of fit out and the final specification.

Costs to be considered are

- Clean out of the area
- Removal of old fridge bases (concrete) and make good the areas
- Removal of old cool room etc.
- Removal and repair of any damaged asbestos areas
- Construction of new toilet area – this will include removal of the existing concrete, new Parapet Wall new doorways and Plumbing
- Walling off /Partitioning - the finish and type of the walls will have a major bearing on the final outcome and appearance.
- Wall lining and ceiling in the Conference/Training area
- False flooring in Conference/Training area
- Floor coverings throughout (as suggested)
- New Ceilings where required
- Plumbing – minimum 1 hand basin in each area, new toilets and line to connect to sewerage ponds. Waste line from Café area to a grease trap.
- Electrical supply and sub meters to each area. Emergency exit signage
Power distribution within each area (lighting & general power)
- Air condition –the old units are in very poor condition, consideration should be given to providing split systems. Library area requires air conditioning to a standard.
- New doorways – as required.
- New courtyard and roof
- Architect costs previously quoted at approximately \$45000
- Building fees

Consultation:

Terry Barker – Eastman Poletti Sherwood Architects.

William Atyeo – Environment, Health and Buildings Officer

Eveanne Trenfield – Community Resource Centre

Statutory Environment:

Various including:

Building Code of Australia
Building Act 2011
Disability Services Act 1993
Health Act 1911
Health (Asbestos) Regulations 1992
Occupational Safety and Health Regulations 1996

Policy Implications:

Nil

Budget/Financial Implications:

\$150,000 was set aside in the 2016/2017 budget for planning and progression of this project
A further \$500,000 has been placed in the Lloyd Building Reserve.

Strategic Implications:

Public consultation during the Facilities Revitalisation planning highlighted the Lloyds building as a very high priority.

Voting Requirements:

Simple Majority

Officers Recommended Options:

Option A:

That Council:

- 1) receives the Concept Plans as presented.
- 2) agrees to carry out the pre project electrical safety works.
- 3) instructs the CEO to undertake a full consultation process with the community and, on completion, to progress the project by having full plans drawn up.
- 4) the final plans and costs be presented to Council for formal adoption

OR

Option B:

That Council:

- 1) receives the Concept Plans as presented.
- 2) requests the CEO to have the Lloyds complex valued in preparation to offering all or part of the land for sale.
- 3) the valuation to be bought back to Council for further consideration.

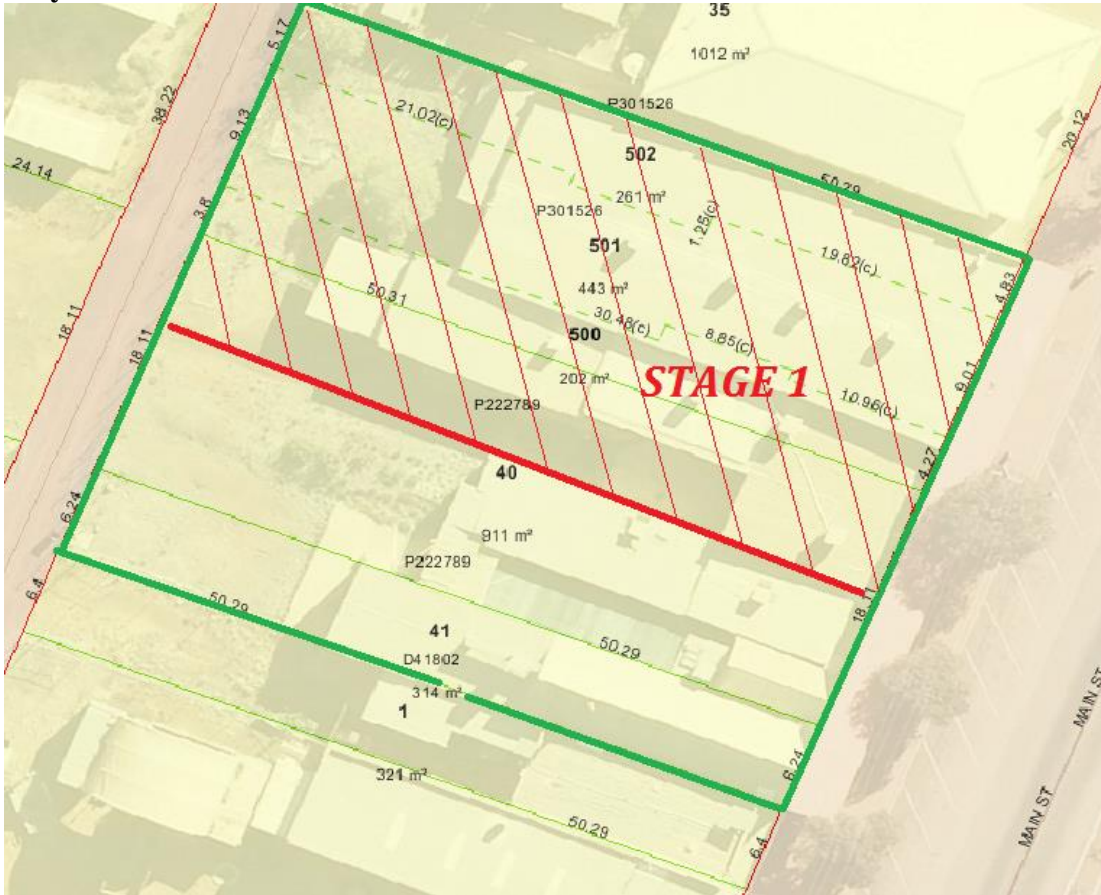
Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr DK Hodder

That Council adopt "Option A" as presented.

CARRIED 5/0

Lloyds Locations.



Quote to bring the building to a Pre project level

Hi Geoff,

I have estimated a initial budget of \$15000.00 to \$20000.00 plus GST for the Lloyds building.

Carry out the following:

1. Install new meter panel to existing location{existing consumer mains to be reused}
2. Replace existing switchboard with 48 pole panel board
3. Tidy existing cabling and remove redundant cabling
4. Test to ensure existing wiring is ok

Note :

There would be a cost from horizon power for a disconnection and reconnection for these works to happen.

If you wanted to have all shops on separate meters an additional multi master metering switchboard would be needed.

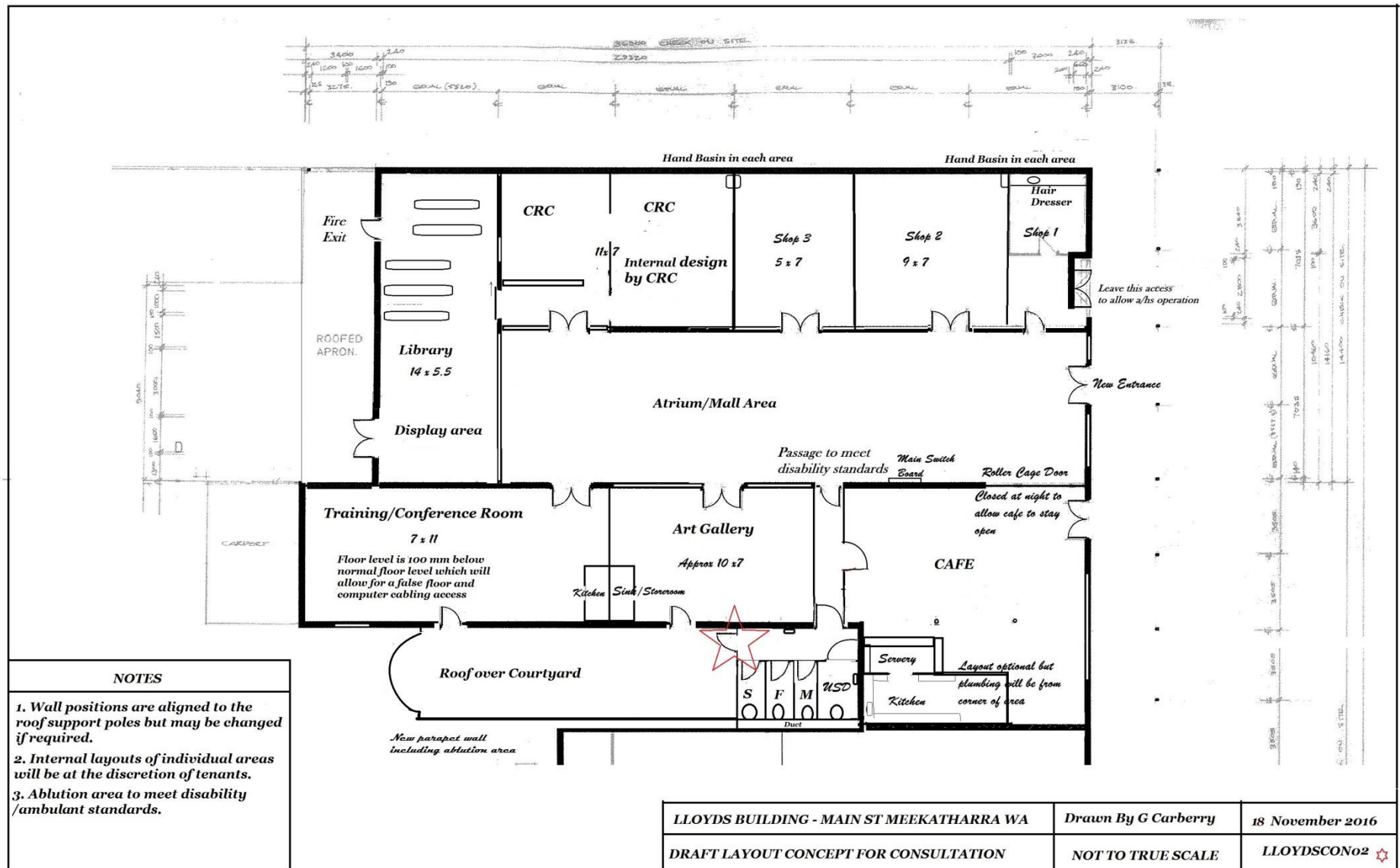
To be able to cost this it would be best to do a complete electrical design prior to determine full loading calculations to put together a suitable outcome.

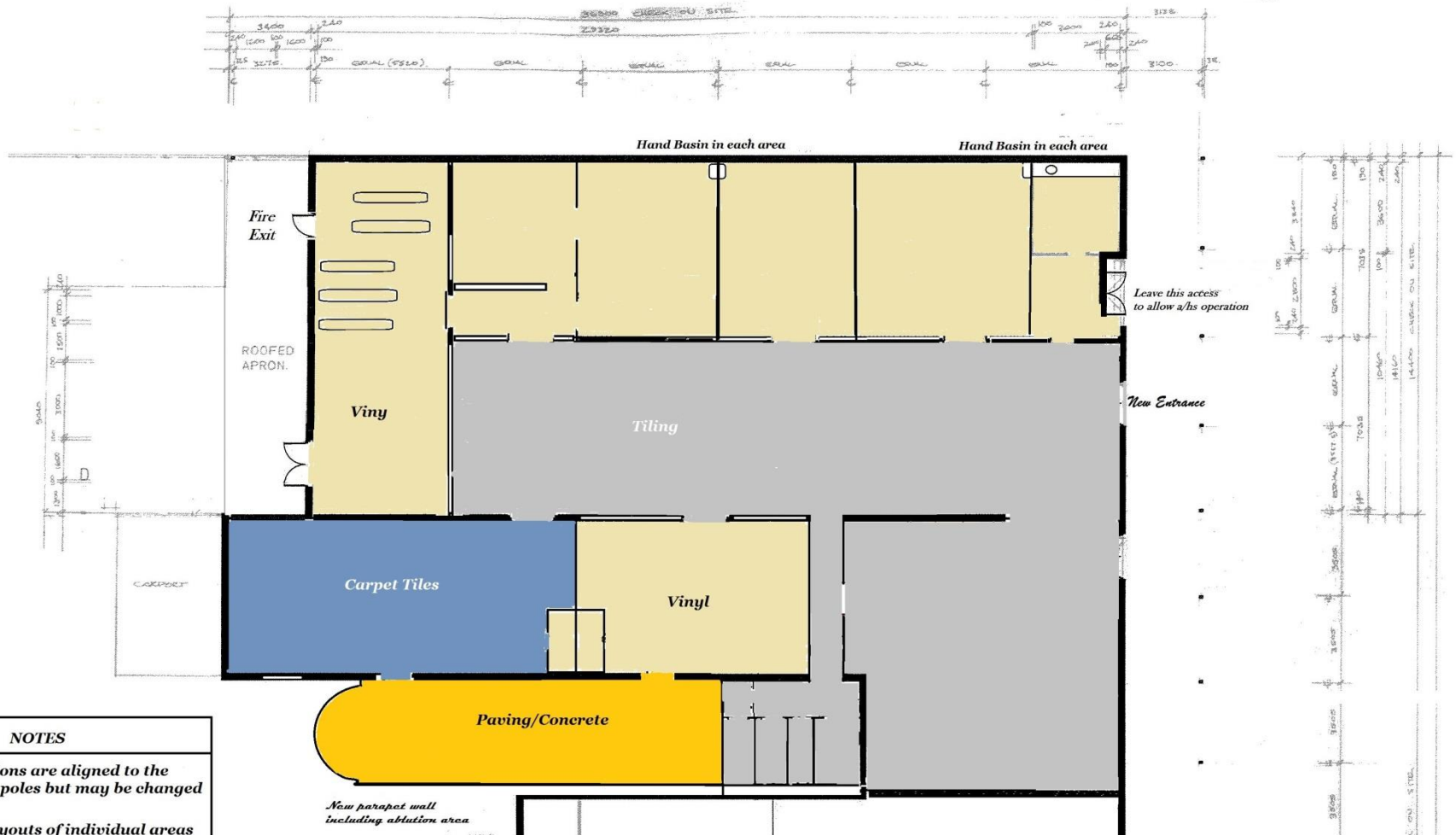
If you have any queries please do not hesitate to call me.

Regards

Bruce Wellington EC:004233







NOTES

1. Wall positions are aligned to the roof support poles but may be changed if required.
2. Internal layouts of individual areas will be at the discretion of tenants.
3. Ablution area to meet disability/ambulant standards.

LLOYDS BUILDING - MAIN ST MEEKATHARRA WA

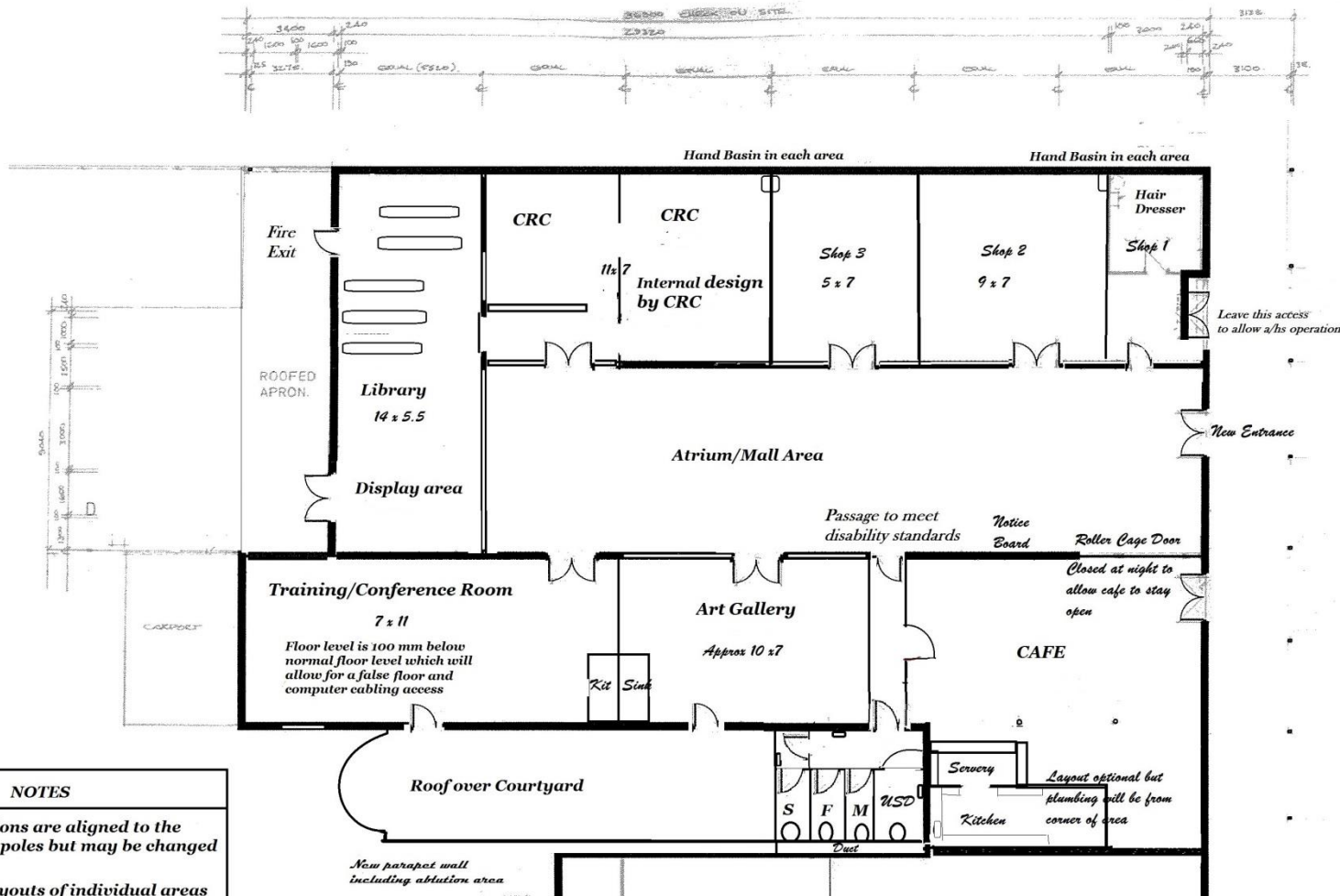
Drawn By G Carberry

10 November 2016

DRAFT LAYOUT CONCEPT FOR CONSULTATION

NOT TO TRUE SCALE

LLOYDSFLR01



NOTES

1. Wall positions are aligned to the roof support poles but may be changed if required.
2. Internal layouts of individual areas will be at the discretion of tenants.
3. Ablution area to meet disability / ambulant standards.

LLOYDS BUILDING - MAIN ST MEEKATHARRA WA

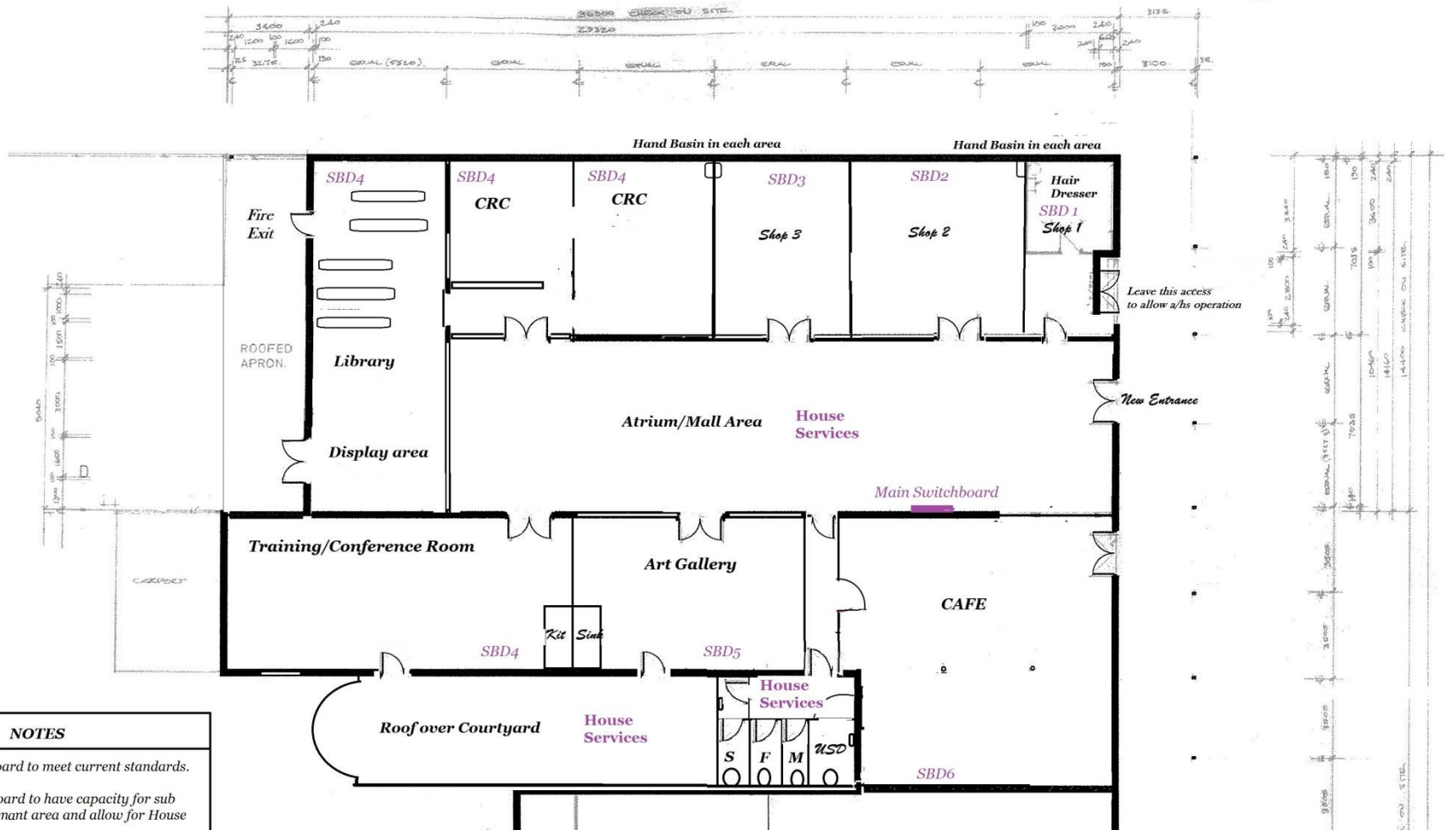
Drawn By G Carberry

10 November 2016

DRAFT LAYOUT CONCEPT FOR CONSULTATION

NOT TO TRUE SCALE

LLOYDSCON01



NOTES

1. Main switchboard to meet current standards.
2. Main switchboard to have capacity for sub meters to each tenant area and allow for House Services.
3. Provision should be made to allow a sub board in each tenant area
4. All insitu wiring to be assessed for safety with all redundant wiring being removed.

LLOYDS BUILDING - MAIN ST MEEKATHARRA WA

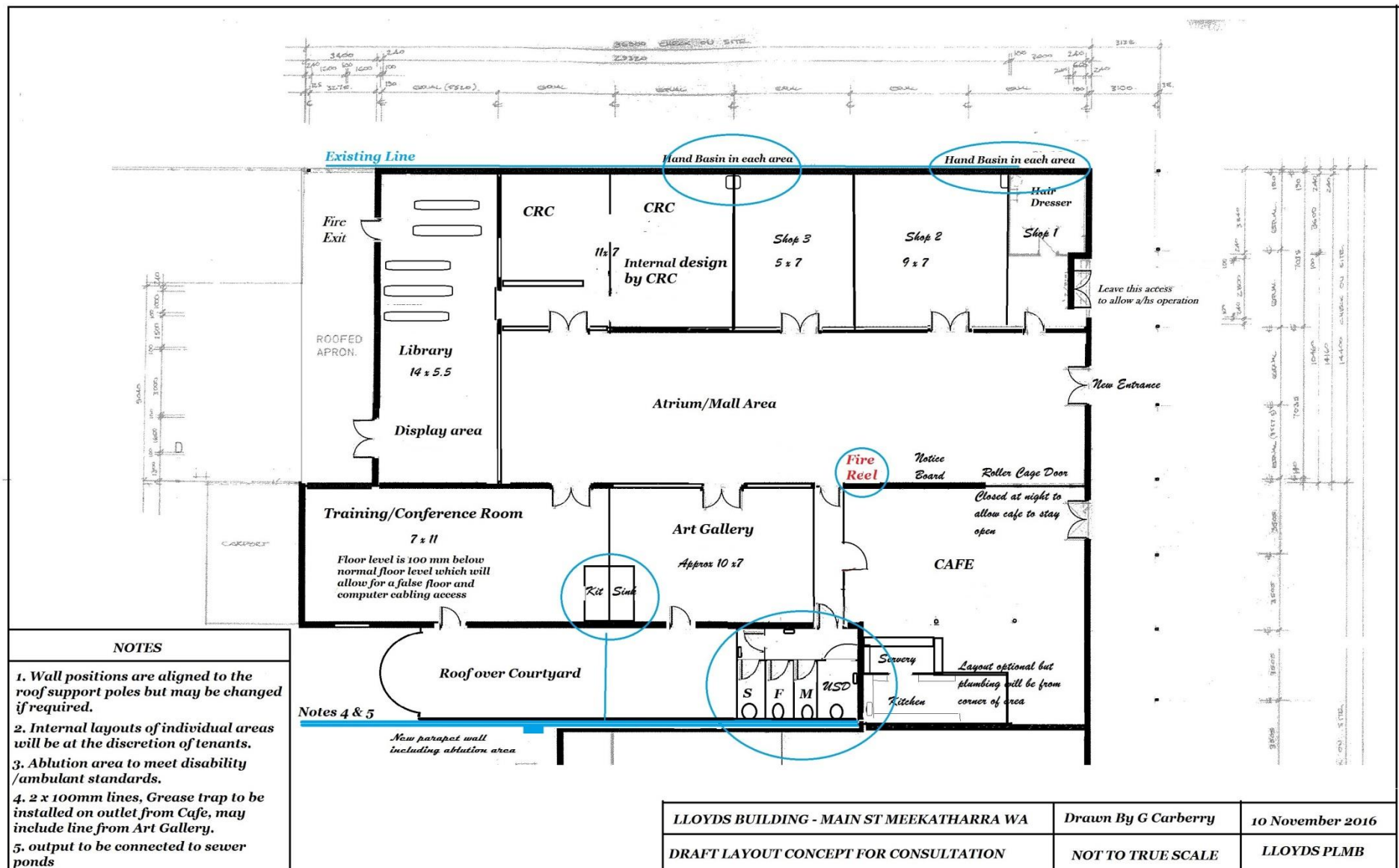
Drawn By G Carberry

10 November 2016

DRAFT LAYOUT CONCEPT FOR CONSULTATION

NOT TO TRUE SCALE

LLOYDSELD01



9.6 WORKS AND SERVICE

Nil

9.7 CONFIDENTIAL ITEMS

Moved: Cr HJ Nichols
Seconded: Cr RK Howden

That the meeting be closed to members of the public to allow Council to discuss items 9.7.1 – 9.7.3 which concerns matters of a confidential nature.

This is in accordance with the Act:

- Section 5.23 (2)(e)(ii) a matter that if disclosed, would reveal information that has a commercial value to a person.
- Section 5.23 (2)(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

CARRIED 5/0

(all confidential items removed)



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

Moved: Cr HJ Nichols
Seconded: Cr RK Howden

That the urgent new business be discussed.

CARRIED 5/0

Title/Subject:	ASHBURTON DOWNS ROAD – HEAVY HAULAGE
Agenda/Minute Number:	10.1
Applicant:	Horseshoe Manganese Pty Ltd
File Ref:	RD 067
Disclosure of Interest:	Nil
Date of Report:	16 December 2016
Author:	Roy McClymont Chief Executive Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author

Signature Senior Officer

Summary/Matter for Consideration:

Council may consider a further request from Horseshoe Manganese Pty Ltd who intend to transport ore from their mine in the Horseshoe Lights area along Ashburton Downs Road then down the Great Northern Highway to Geraldton.

Attachments:

Copies of emails between Cameron Mcleod and CEO Roy McClymont

Background:

At its November 2016 Council made the following resolution;

“That Council advise Mr Cameron McLeod, who is the stated representative of Horseshoe Manganese Pty Ltd, that in relation to the above proposed haulage program on the Ashburton Downs – Meekatharra Road the following conditions and information will apply:

- All ore trucks (loaded and empty) are to restrict their speed to a maximum of 60 kmh*
- Horseshoe Manganese Pty Ltd to provide as a minimum two semi water trucks with a capacity of 25,000 to 30,000 litres to water the Ashburton Downs Road on days that their road trains are running, and as required otherwise, with a minimum of 600,000 litres of water per day being sprayed on the road. Watering should concentrate on maintaining the*

integrity of the road with a focus, as required, on sections that are more susceptible to damage

- *Horseshoe Manganese Pty Ltd to provide a suitable grader, roller and additional water truck along with competent operators to maintain the road to a satisfactory strict standard as required by Council and as instructed by Council's Works and Services Manager. This equipment and operators must be on constant stand by with the ability to mobilise to the site within 48 hours of notice being provided by the Shire to undertake road maintenance.*
- *Horseshoe Manganese Pty Ltd is permitted to use Council water facilities except when required for Council use. There are two Shire owned bores in the section of road that permit coverage of the section of road with approx. 15km leads from the bores in both directions. The bores are located at GPS coordinates XXXXXXXX A third bore may be used if required to water the road located XXXXXXXX*
- *Horseshoe Manganese Pty Ltd is to provide pumps and generators to supply sufficient water for the purpose and to the satisfaction of the Shire. Three phase submersible pumps should be used with a maximum capacity of up to 15 tonnes per hour. The Shire recommends Grundfos KRC SP14-8A or similar.*
- *The Shire water facilities are to be used only for road maintenance on Ashburton Downs Road and not under any circumstances for mining operations.*
- *The Shire will monitor the condition of the road and may, if necessary, require Horseshoe Manganese Pty Ltd to increase maintenance operations, including but not limited to, the provision of a third water truck for watering the road*
- *Signage to be placed on the road warning of 'Road Trains Entering' on either side of the entry intersection onto Ashburton Downs Road.*
- *Signs stating words to effect of "Warning; Road Trains travelling at 60 kmh over next 64 kms" are to be placed at the start of the haul section at both ends of the haul route on Ashburton Downs Road.*
- *Stop signs are to be placed at the intersection from existing haul road onto the Ashburton Downs Road*
- *Any road maintenance or construction work on the haul road from the mine site to Ashburton Downs Road is to be constructed to the Shires satisfaction in terms of location and design (in order to avoid damage to Ashburton Downs Road)*
- *The Shire will require a bond or bank Guarantee to be paid to cover the Shires costs in the event that Horseshoe Manganese Pty Ltd ceases operations and leaves the road or part of the road in a condition that is deemed unsatisfactory by the Shire. The bond amount will be \$812,500.*

Over the last 5 years the Shire has spent over 6.9 million dollars on capital upgrades on Ashburton Downs Road, mostly to the section of road on the Horseshoe Manganese Pty Ltd haul route. The Shire therefore has a keen interest in ensuring that this and all other maintenance work on the road in recent years is preserved.

Council has historically allowed mining haulage on Ashburton Downs Road by continuing its support of the Restricted Access Vehicle Period Permit system on that road. Horseshoe Manganese Pty Ltd will need to closely monitor the condition of the road and ensure that the road is well maintained and left, after haulage operations cease, in the same condition as it was found at commencement of haulage.

In the event that the road is not being maintained to a reasonable standard, or that Horseshoe Manganese Pty Ltd fails to strictly comply with the above conditions, Council will consider withdrawing its support of the Restricted Access Vehicle Period Permit system on Ashburton Downs Road."

Comment:

Staff has now received response from Mr McLeod who initially requested that the bond amount for the trial be reduced to \$20,000. He has since increased his requested amount to \$80,000. He has also requested a payment that the bond ultimately be paid by an upfront payment of \$150,000, followed by 7 monthly payments of \$100,000. Mr McLeod has agreed to all other conditions.

The haulage task has been provided to be;

- A Trial of 10,000 tonnes over about 3 weeks starting mid February 2017 (this equates to about 5 loaded road trains per day over 21 days).
- The main project of 25,000 to 30,000 tonnes starting February/March 2017 (this equates to about 290 loaded road train movements)

Consultation:

Mine haulage sub group; Cr Trenfield and WSM John Dyer

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

Possible unbudgeted income.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation:

For Council consideration:

Council Resolution:

Moved: Cr DK Howden

Seconded: Cr PS Clancy

That Council:

- **set the bond for trial period at \$100,000 with Horseshoe Manganese Pty Ltd required to notify Shire Chief Executive Officer, Roy McClymont of start date of transporting.**
- **advise Horseshoe Manganese Pty Ltd that they must comply with all conditions set at the Ordinary Council Meeting November 2016 from commencement of trial period.**
- **approve the requested payment plan requested by Horseshoe Manganese Pty Ltd for the bond.**

CARRIED 5/0

Roy McClymont

From: Cameron Mcleod <cmcleod@miningcentral.com.au>
Sent: Thursday, 15 December 2016 11:01 AM
To: Roy McClymont
Subject: RE: Update and Feedback
Importance: High

Hi Roy,

I understand about the Bond being greater for 4 week Haulage, but this should only be 5 trucks a day so we should be done within 3 weeks. I mentioned 4 weeks given any allowance for any issues that may occur. Can we please try for \$80,000 Bond for the Trial period?

Regards Cameron

From: Roy McClymont [<mailto:executive@meekashire.wa.gov.au>]
Sent: Thursday, 15 December 2016 10:56 AM
To: Cameron Mcleod; John Dyer
Cc: Krys East
Subject: RE: Update and Feedback

Hi Cameron

We have a Council meeting tomorrow and Council may resolve to consider the bond amount as urgent late business.

But ideally I need some feedback from you – or would you like me to ask Council to consider \$20,000 as a bond for the trial?

The January council meeting is on 21st Jan 2017

Regards

Roy

Roy McClymont
Chief Executive Officer
Shire of Meekatharra
Tel: (08) 9980 0600 Fax: (08) 9981 1505

From: Roy McClymont
Sent: Tuesday, 6 December 2016 2:03 PM
To: 'Cameron Mcleod'; John Dyer
Cc: Krys East
Subject: RE: Update and Feedback

Hi Cameron

It will be for Council to consider but I was thinking a minimum of \$200,000 to be in place before the trial starts.

Your trucks could do major damage to the road in 3 -4 weeks.

Regards

Roy

Roy McClymont
Chief Executive Officer
Shire of Meekatharra
Tel: (08) 9980 0600 Fax: (08) 9981 1505

From: Cameron Mcleod [<mailto:cmcleod@miningcentral.com.au>]
Sent: Tuesday, 6 December 2016 10:56 AM
To: Roy McClymont; John Dyer
Subject: RE: Update and Feedback
Importance: High

Hi Roy,

The following is fine. I will speak with the owner of Horseshoe. Will the amount of \$20,000 suffice as bond? This will be a 4 week haulage routine Day and Night shift to move out 10,000 tonne to 15,000 tonne out to Port Hedland. Then we can move into the full agreement once the major project kicks off and as mentioned in the previous email the amounts put forward and to be approved by your council on the 16th of December.

Regards, Cameron.

From: Roy McClymont [<mailto:executive@meekashire.wa.gov.au>]
Sent: Monday, 5 December 2016 9:24 AM
To: Cameron Mcleod; John Dyer
Subject: RE: Update and Feedback

Hi Cameron

Apologies for the delay in responding.

Your request will need to go back to Council for their consideration.

The next Council meeting is on Fri 16 Dec 2016.

Council may require a reasonable bond to be in place prior to the commencement of the Feb 2017 trial.

What amount could you have in place by then?

Regards

Roy McClymont
Chief Executive Officer
Shire of Meekatharra
Tel: (08) 9980 0600 Fax: (08) 9981 1505

From: Cameron Mcleod [<mailto:cmcleod@miningcentral.com.au>]
Sent: Friday, 2 December 2016 8:23 AM
To: Roy McClymont; John Dyer
Subject: RE: Update and Feedback
Importance: High

Morning Roy and John,

Just confirming you received this email.

Regards Cameron

From: Cameron Mcleod [<mailto:cmcleod@miningcentral.com.au>]
Sent: Monday, 28 November 2016 12:56 PM
To: 'Roy McClymont'; 'John Dyer'
Subject: Update and Feedback
Importance: High

Hi Roy and John,

Just an update on the Manganese Project.

The initial trial tonnage of 10,000 tonne has been moved back until February 2017 as a start date. In relation to this are we able to work out a cost structure for 3 to 4 weeks of haulage and utilisation of the Ashburton – Downs Meeka Rd. Once the trial has proven successful then we will enter into an agreement to what you have sent through.

In relation to the full agreement, we are in agreeance with all but wish to discuss the Bond requirement. This amount is quite a substantial amount for an upfront payment. What we would rather commit to is an upfront payment of \$150,000 followed by a total of 7 monthly payments of \$100,000 (per month) equalling the total amount of \$850,000 in bond. Whilst Manganese Horseshoe will fully maintain the Ashburton – downs Rd. If this is something the Shire would agree with, please let me know as soon as possible.

Regards Cameron
Horseshoe Manganese

10.2 UPDATE ON GOLDFIELDS HIGHWAY PROJECT

Title/Subject: **GOLDFIELDS HIGHWAY WILUNA TO
MEEKATHARRA SECTION - UPDATE**
Agenda/Minutes Number: **10.2**

The Chief Executive Officer, Roy McClymont, provided Council with a verbal update on the sealing of the Goldfields Highway between Wiluna and Meekatharra, at the meeting.

- The funds for the project will now be held by Main Roads
- An MOU has, or will, be created between Main Roads and Department of Regional Development regarding the funding and broad project parameters
- Main Roads are considering how to best achieve the project and now believe that it may be possible for the Main Roads to go to market and attract contractors to do the work for the allocated amount of \$60M
- Main Roads are also considering more flexibility – possibly allowing the Shires to do some parts of the project and contractors to do other parts.
- Meekatharra Shire Staff haven't done any further research or work towards the project.

Moved: **Cr HJ Nichols**
Seconded: **Cr RK Howden**

Council receive the verbal report and take no further action.

CARRIED 5/0

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil

12 CLOSURE OF MEETING
The Shire President, Cr NL Trenfield, declared the meeting closed at 4:40pm.