



SHIRE
of
MEEKATHARRA

MINUTES
of
COUNCIL MEETING
held
AT THE COUNCIL CHAMBERS, MEEKATHARRA
on
SATURDAY 17 May 2014
COMMENCED AT 9.32am

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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President, Cr NL Trenfield declared the meeting opened at 9.32am.

1.1 DISCLAIMER READING

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

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

2 RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

Members

Cr NL Trenfield	Shire President
Cr PS Clancy	Deputy Shire President
Cr AG Burrows	
Cr HJ Nichols	
Cr NE Lyon	
Cr AJ Binsiar	

Staff

Roy McClymont	Chief Executive Officer
Krys East	Deputy Chief Executive Officer

Apologies

Nil

Leave of Absence

Cr RK Howden

Observers

Nil

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATION FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 12 APRIL 2014

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AG Burrows

That the minutes from the Ordinary Council Meeting held Saturday 12 April 2014 be confirmed with the following amendment:

Amend Resolution for Item 9.3.5 PUBLIC TOILETS – SPORTS GROUND AND CEMETERY MEEKATHARRA.

“Council does not wish to pursue this style of facility for public toilets at the Meekatharra Recreation Ground and the Meekatharra Cemetery. Staff to meet with Shire President to discuss options and report back to Council.”

To read

“Council does not wish to pursue this style of facility for public toilets at the Meekatharra Recreation Ground and the Meekatharra Cemetery. Staff to meet with the Shire President for advice on style and structure options. Then toilets to be built with no further reference to Council.

CARRIED 6/0

6.2 HEALTH BUILDING & TOWN PLANNING MEETING HELD 12 APRIL 2014

Council Resolution:

Moved: Cr HJ Nichols
Seconded: Cr AG Burrows

That the minutes from the Health Building & Town Planning Meeting held Saturday 12 April 2014 be confirmed.

CARRIED 6/0

7 PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The President advised Council that he was unable to attend Cue Parliament which was held earlier this month.

9. REPORTS OF COMMITTEES AND OFFICERS

9.1 OFFICERS MONTHLY REPORTS

9.1.1 WORKS & SERVICES MANAGER'S REPORT – APRIL 2014

Road Maintenance – Grading

The following roads have been maintenance graded

- Sandstone Road SLK30 to SLK80
- Killara Road
- Mt Seabrook Road
- Mt Clere Road to the Shire boundary

Construction Works

- The Shire construction crew is reforming and resheeting a section at the end of Sandstone Road
- NGE are reconstructing SLK65 to 75 on Ashburton Downs Road under RRG Funding
- AG Burrows are working on Trillbar-Moorarie Road, this work involves sheeting and water binding
- Fence lines have been cleared at the sewerage ponds for new fencing.

Concrete Works

- Concrete work at the Kidzone Project continues
- Two slabs for carports have been installed at the Main Street residence
- A concrete slab has been installed at the depot to be used to construct and pour prefabricated grid sections and the first prefabricated grids have been poured
- Several cut-off walls have been installed on Sandstone Road

Flood Damage Repairs

- NGE have completed flood damage repairs to Paroo Road
- MTF have completed repairs to Bulloo Downs Road

Town Maintenance-Monthly Report Finishing 9 May 2014

- Town Maintenance crew is currently reduced to one person, with occasional help, reducing the amount of town maintenance completed.
- 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.
- Currently the sweeping of town streets is being done in accordance with Council's directive.
- The Public Toilets are and have been cleaned on a daily basis each week day and opened over weekends
- Shire duplex houses lawns mowed and tidied up
- Verge Clearing throughout town-site

- Heritage Trail maintenance and preparation for replacement of burnt section
- Graves prepared
- Labour supplied for work at Kids Zone re playground equipment installation and concrete works
- 27 items of Plant had windows smashed at the depot over Easter and these are being replaced

Plant Report

P86 Caterpillar 613C Scraper

Currently at Westrac in Geraldton

P114 Caterpillar D6N Dozer

Repaired ripper.

Repaired hydraulic hoses

Fitted old rake

P56 Single Axle Dolly

Modified including new brakes and suspension

P449 Caterpillar 623F Scraper

Serviced

Turned cutting edges

P362 Yellow Water Tanker

Modified spray bars

P425 Madza Boss Ute

Replaced hand brake cable

Repaired shorting electrics

P439 Nissan UD Prime Mover

Repaired LHS tandem drive rubber mudguard

Repaired spare tyre winch.

P24 Genset

Replaced Battery

Serviced

P102 Caterpillar Traxcavator

Repaired leaking fuel return line

Replaced sheared bolts

Replaced cutting edges

P36 Ursus Tractor

Replaced battery

P24 Town Compressor

Repaired

P108 Caterpillar 12H Grader

Replaced Batteries

P24 Bitumen Hand Sprayer

Repaired pump

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AJ Binsiar

That the Works and Services Manager's report for April 2014 be received.

CARRIED 6/0

9.1.2 AIRPORT MANAGER'S REPORT – APRIL 2014**Aircraft Movements and Statistics**

Aircraft movements for the month April have dropped over the same period last year. RFDS aircraft movements have increased when compared to the same month last year.

The figures below reflect the difference between April 2013 and April 2014.

	April 2013	April 2014	Variance
General Aircraft Landed:	141	115	- 18%
RFDS Aircraft landed:	83	97	+17%
 Avgas	12,909 ltrs	12,289 ltrs	- 5%
Jet A-1	70,312 ltrs	62,633 ltrs	-11%
Total Fuel Sold	83,221 ltrs	74,922 ltrs	-10%

This table represents Year to Date figures for 2013 and 2014.

	YTD 2013	YTD 2014	Variance
General Aircraft Landed:	605	393	-35%
RFDS aircraft landed:	343	361	+ 5%
 Avgas	42,748 ltrs	33,431 ltrs	-22%
Jet A-1	330,713 ltrs	246,854 ltrs	-25%
Total Fuel Sold	373,461 ltrs	280,285 ltrs	-25%

Aerodrome Works:

Aerodrome works for the month include:

- General maintenance upkeep of facilities and equipment.
- Six transformers have been located and dug out, these were replaced on the 1/5/14 by ARO Paul Smith and S& K.
- Slashing and trimming Airside.
- Working with CDSM & DFES on LEMC desktop exercise.
- Liasing with RFDS re: hanger transfer.

Outstanding budgeted items:

- Separate phase for apron lighting so that the propeller blade can be seen as rotating. S & K came out and quoted for this job. The quote was \$4110 inc GST and included trenching from the terminal to the apron light pole. *Currently looking at some way to avoid trenching.*
- Investigate the cause of the low insulation resistance reading of the runway edge lighting circuit. *Six transformers were dug up and replaced, all transformers had leaks and were obviously at the end of their useful life. Before we started the reading was .14 Megohms and when we had changed the 6 transformers the result was still .14 Megohms. S & K believe that due to the number of transformers being 91, changing six had negligible affect on the reading.*

Initial testing results showed that all sections bar one had poor insulation resistance to earth. Four more transformers are to be installed and report will be provided.

- Late on the 20/1/14 it was noticed that the AFRU was giving back a beep to all incoming calls instead of the appropriate message. ***In February the 2nd replacement card with an extension on the regulator heat sink so as to displace heat build up was used as a temporary fix. It is currently working ok. Still waiting on Microair to complete testing of the first faulty card to identify fault.***
- Water pumps on Generator No. 2 needs replacing. ***The water pump installation for the 2nd Generator is in hand with Trenfield Motors, they have the replacement water pump.***
- **Finalise the Fire Service.** Hydrants have been installed except for RFDS (waiting on Hanger to be moved). Waiting on electrical upgrade.
- **Additional Accommodation at Airport.**
- **Alterations to Airport Apron and parking.**

Aerodrome Security:

No Security breaches this month

Aerodrome Safety Management :

An emergency desktop exercise was undertaken on the 8th of April 2014. See attached documents.

Paul Smith

Airport Reporting Officer

6th May 2014

Officers Recommendation / Council Resolution:

Moved: Cr NE Lyon

Seconded: Cr HJ Nichols

That the Airport Manager's report for April 2014 be received.

CARRIED 6/0

9.1.3 YOUTH REPORT – APRIL 2014

Compiled by Youth Officer: Belinda Hicks

ACTIVITIES CONDUCTED	DAY & TIME	STAFF CASUALS	VOLUNTEERS
1. Youth Centre Drop In	Monday 7-9pm	1	
2. Bike Prep & Ride	Tuesday 3-6pm	2	
3. Billiard Competition	Tuesday 3-5pm	1	
4. Bike Program	Wednesday 3-5pm	1	
5. Bike Ride	Wednesday 6.30-9.30pm	3 (driver for support vehicle, front and back rider)	1 (spasmodic)
6. Girls Dance Group	Thursday 2.30-5pm	1	
7. Kids Zone	Friday 3-5pm	1	
8. Youth Centre Drop In	Friday 7-9pm	3 (supervisor for internal area, supervisor for external area, supervisor for music room)	

Attendance Breakdown per activity

ACTIVITY/NUMBER OF SESSIONS FOR THE MONTH	ATTENDANCE 6-12 Female	ATTENDANCE 6-12 Male	ATTENDANCE 12-18 Female	ATTENDANCE 12-18 Male	NO. OF NEW ATTENDEES (F/M)	MONTHLY TOTAL	AVERAGE ATTENDANCE PER SESSION
Holiday School Program (3 sessions per month)	21	34	25	23	2	103	35
Youth Centre Drop In Monday Night (4 sessions for the month)			36	27		63	16
Friday Night Drop In (3 sessions for the month)			49	25		74	25
Billiard Comp (2 sessions for the month)			13	10		23	12
Bike Ride Program & Ride (1 session per month)		4	6	7		17	17
Girls Dance (2 sessions per month)			33			77	17
TOTAL	21	38	162	92	2	449	28

Officer's comments This reporting period saw an average of 28 young people in attendance at any one session.

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr NE Lyon

That the Youth Officer's report for April 2014 be received.

CARRIED 6/0

9.1.4 RANGERS REPORT – APRIL 2014

Details to report

I visited Meekatharra on Tuesday 15 and Wednesday 16 April 2014. On arrival, patrols were conducted of the townsite and surrounding areas to check for wandering dogs and to assess suitable areas for trapping later in the evening. One complaint was received from the Doray Mine Site Camp regarding feral cats and a stray dog hanging around the Mess. Traps were set near the Mess and monitored into the evening. Three cats were caught in the traps and destroyed.

The cages were left at the Mess overnight and checked the following morning. One dog had been captured in the cage. The dog had no identification and appeared to be unregistered. The cages were removed from the mine site camp and I was thanked for my prompt action in removing the nuisance animals.

I attended Meekatharra Shire for administration duties including any enquiries and outstanding complaints. A meeting was held with the CDSM and the CEO and the Community Development Officer regarding the Murdoch Vet program. Flyers and Expression of Interest sheets were developed and supplied in preparation for the Vet program. No new complaints were received at this stage.

Patrols were conducted of the old mine site South of town where we located three wild dogs. The dogs were captured and destroyed. Patrols were also conducted of the rubbish tip area looking for wild dogs.

Officers Recommendation / Council Resolution:

Moved: Cr NE Lyon
Seconded: Cr AG Burrows

That the Ranger's report for April 2014 be received.

CARRIED 6/0

9.1.5 STATUS REPORTS**Council Decisions – Status Report**

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

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

17/2/07	9.4.3	Grant Applications for Drive Trail As the Canyon Trail will no longer be completed it was recommended that requested be made for the funds to be transferred to stage 2 of the Drive Trail Letter have been written to the appropriate funding bodies, but as yet no reply has been received. Council decided to seek the additional funding required to complete the Drive Trail.	CDAO	Letters written to funding bodies Regional Development Scheme: agreed to transfer funds on the condition that other funding is secured and any changes to budget are also submitted. Regional Infrastructure Funding Program: confirmation not yet received as several queries are unable to be answered at this stage.	50% Funds Received 16/09/08 Will release funds once approvals have been received for PARs
21/11/09	9.3.4	Cornish Lift	PO	Quote approved 23/11/09. Letter of advice and order sent 23/11/09 Contractor to build	Complete In progress
18/12/09	9.3.1	Relocation Main Street Park Displays	CEO	Copy to Rigby & Cameron 22/12/09 Works to be undertaken	Complete In progress
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 October Council meeting required	In progress
15/10/11	9.3.2	Installation of CCTV in Main Street Meekatharra	CEO	Engage Consultant – rang 20/10/11 Emailed again 27/3/12 - Awaiting on consultant to visit Advise local police OIC – email 20/10/11 3/2/14 Project Officer has taken on this project. Drafting specs to invite quotes.	In progress Complete
21/04/12	10.2	Solar Electricity Installations	CEO	Staff to further research	In progress

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18/5/13	9.6.1	Purchases – Bitumen and Aggregates	CEO	Purchase Orders as required	Complete
				Review delegations & policies	In progress
15/6/13	9.7.3	2012/13-9 Tender – Airport AC Power Remedial Works	A/CDSM	Tenders (4) have been advised that the decision of Council has been postponed due to new information in hand in relations to this project.	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
15/2/14	9.4.2	Available Sources of Funding Meekatharra Festival & Rodeo 2014/15	CDSM/CSO	Discussions with CDO re possible alternate funding – Grant applications being submitted to Lotteries West, Horizon Power – Committee to further investigate and report back by end of March	In progress
15/2/14	9.7.1	Tangadee Road – Legal Status	A/CEO	Legal advice has been sought from Council lawyers	In progress
15/3/14	9.2.4	Policy Amendment 4.7 Budgets	DCEO	Amended Policy & distributed to all employees	Complete
15/3/14	9.7.1	Renewal Environmental Health Services Consultancy Agreement - Tender	CDSM	Tender documents being drafted.	In progress
15/3/14	9.7.2	Redevelopment of Lot 17 Main St – Consultant Quarters	CDSM	New options and estimated costs being investigated. Further report to Council on completion.	In progress

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15/3/14	9.7.3	Use of Darrigans House	CDSM	Item lay on the table – Advised Elaine King of progress 19.3.14. Item to be added to April agenda once amended.	In progress
15/3/14	10.1	Paddy's Flat Camp Future Use/Disposal/Land Purchase	CEO	Letter to DOL request licence 17.3.14 Contact Chris Atkin 27/3/14 arrange inspection. Advise Cr's of inspection	Complete Complete Complete
12/4/14	9.2.4	Review format of Monthly Financial Report	DCEO	Emailed Megan the consultant 30.4.14	Complete
12/4/14	9.2.5	2014-2015 Setting of the Annual Rate in the Dollar	DCEO	Advertised in West Australian 1.5.14 and placed on noticeboard	Complete
12/4/14	9.2.6	Annual Review of the Schedule of Fees & Charges	DCEO	Amendments made	Complete
12/4/14	9.2.7	Review of Policy Allowance Amounts	DCEO	Amended Policy Manual	Complete
12/4/14	9.3.1	Waterless Urinals	PO	No further action required 29.4.14	Complete
12/4/14	9.3.2	Reticulation of Dwelling Gardens	PO	No Further Action Required – CDSM & HB&TP committee action 29.4.14	Complete
12/4/14	9.3.3	Compliance Audit Return 2013	CEO	Submitted on line 16.4.14 Letter & Hardcopy sent 16.4.14	Complete

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12/4/14	9.3.4	Tenders – NDRRA- Tropical Low & Associated	CEO	advertised 15.4.14 - Greenfield engaged	Complete
12/4/14	9.3.5	Public Toilets – Sports Ground & the Cemetery Meeka	PO	Project Officer to meet with Shire President to discuss “Meeka” style facilities.	In Progress
12/4/14	9.4.1	Rental Agreement Lot 338 Main St (Darrigan’s House)	CDSM	lease sent to Bridging the Gap to be signed & returned	In progress
12/4/14	9.4.2	Meeka Goes Green Lease	CDSM	Lease signed	Complete
12/4/14	9.6.1	Gabanintha – Nannine Rd Realignment	CEO	Letter to Jim Lacy 16.4.14 Email to DOL 17.4.14	In Progress
12/4/14	9.7.1	CEO Annual Leave & Appointment of Acting CEO	CEO	No Further Action	Complete

Officers Recommendation / Council Resolution:



Moved: Cr PS Clancy

Seconded: Cr AG Burrows

That the Status report be received.

CARRIED 6/0

9.2 FINANCE

Title/Subject:	MONTHLY FINANCIAL REPORT PERIOD ENDED 30 APRIL 2014
Agenda/Minute Number:	9.2.1
Applicant:	Nil
File Ref:	ADM 171
Disclosure of Interest:	Nil
Date of Report:	7 May 2014
Author:	Krys East Corporate Services Manager/DCEO
Senior Officer:	Roy McClymont Chief Executive Officer
	 Signature of Author
	 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:

Ron Back – 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 NE Lyon

Seconded: Cr AJ Binsiar

That the financial report for the period ending 30 April 2014 be received.

CARRIED 6/0



**Monthly Financial Statements
for the period ended 30 April 2014.**

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Shire of Meekatharra		Monthly Financial Report	
<i>for the period ended 30 April 2014.</i>		Income Statement	
	2013/14		
	Amd Budget	YTD Budget	2013/14 30 Apr 2014
	\$	\$	\$
OPERATING EXPENDITURE			
Governance	684,641	505,901	467,863
General Purpose Funding	192,688	147,632	156,892
Law, Order, & Public Safety	165,028	132,576	98,150
Health	100,523	64,132	65,059
Education and Welfare	704,411	524,950	433,806
Housing	18,500	15,635	20,753
Community Amenities	547,745	345,012	313,321
Recreation and Culture	1,103,677	794,093	717,794
Transport	4,027,976	3,308,667	3,209,062
Economic Services	512,908	431,964	347,925
Other Property and Services	192,323	87,778	144,921
OPERATING EXPENDITURE	8,250,420	6,358,340	5,975,546
OPERATING REVENUE			
Governance	147,415	142,348	150,563
General Purpose Funding	6,034,236	5,487,101	5,592,474
Law, Order, & Public Safety	11,671	7,751	13,388
Health	1,900	1,566	1,340
Education and Welfare	110,573	110,423	93,891
Housing	18,500	15,635	21,075
Community Amenities	203,651	192,401	179,981
Recreation and Culture	206,350	53,392	68,935
Transport	728,414	631,129	654,218
Economic Services	245,450	190,372	166,609
Other Property and Services	58,000	35,000	29,392
OPERATING REVENUE	7,766,160	6,867,118	6,971,867
GRANTS/CONTRIBUTIONS FOR THE DEVELOPMENT OF ASSETS			
Education and Welfare	40,500	13,365	9,000
Transport	9,033,583	4,416,800	4,488,341
Total	9,074,083	4,430,165	4,497,341
PROFIT/(LOSS) on DISPOSAL			
Transport	19,062	-	-
PROFIT/(LOSS) on DISPOSAL	19,062	-	-
NET RESULT	8,608,885	4,938,943	5,493,662

Shire of Meekatharra		Monthly Financial Report			
<i>for the period ended 30 April 2014.</i>		Statement of Financial Activity			
		2013/14			
	Note	2013/14 Amd Budget \$	2013/14 YTD Budget \$	2013/14 30 Apr 2014 \$	
Expenditures					
Governance		(684,641)	(505,901)	(467,863)	8%
General Purpose Funding		(192,688)	(147,632)	(156,892)	(6%)
Law, Order, Public Safety		(165,028)	(132,576)	(98,150)	26%
Health		(100,523)	(64,132)	(65,059)	(1%)
Education and Welfare		(704,411)	(524,950)	(433,806)	17%
Housing		(18,500)	(15,635)	(20,753)	(33%)
Community Amenities		(547,745)	(345,012)	(313,321)	9%
Recreation and Culture		(1,103,677)	(794,093)	(717,794)	10%
Transport		(4,027,976)	(3,308,667)	(3,209,062)	3%
Economic Services		(512,908)	(431,964)	(347,925)	19%
Other Property and Services		(192,323)	(87,778)	(144,921)	(65%)
Less Depreciation on Assets		3,298,500	2,748,747	2,560,934	7%
Expenditures		(4,951,920)	(3,609,593)	(3,414,612)	5%
Revenues					
Governance		147,415	142,348	150,563	6%
General Purpose Funding		2,155,928	1,608,793	1,635,145	2%
Law, Order, Public Safety		11,671	7,751	13,388	73%
Health		1,900	1,566	1,340	0%
Education and Welfare		110,573	110,423	93,891	(15%)
Housing		18,500	15,635	21,075	35%
Community Amenities		203,651	192,401	179,981	(6%)
Recreation & Culture		206,350	53,392	68,935	29%
Transport		728,414	631,129	654,218	4%
Economic Services		245,450	190,372	166,609	(12%)
Other Property and Services		58,000	35,000	29,392	(16%)
Revenues		3,887,852	2,988,810	3,014,538	1%
Adjustments for Non-Cash items					
Non current liabilities/assets		31,823	63,778	9,861	
Net operating requirements		(1,032,245)	(557,005)	(390,213)	
CAPITAL Income and outlays ()					
Contributions/Grants		9,074,083	4,430,165	4,497,341	2%
Land & Buildings	4	(791,050)	(279,200)	(281,637)	(1%)
Plant & Equipment	4	(975,178)	(296,591)	(268,006)	10%
Furniture and Equipment	4	(108,256)	(57,908)	(46,349)	20%
Infrastructure	4	(9,452,161)	(7,805,221)	(7,939,195)	(2%)
Proceeds from Disposal of Assets		26,000	-	-	0%
Transfers to Reserves	5	(1,215,088)	(861,644)	(358,902)	58%
Transfers from Reserve	5	1,693,632	1,693,632	1,694,216	0%
Net capital requirement		(1,748,018)	(3,176,767)	(2,702,532)	
ADD Net Current Assets 1st July B/Fwd		1,963,223	1,963,223	1,288,322	(34%)
LESS Net Current Assets Year to Date	3	(3,061,268)	(2,107,759)	(2,152,905)	
Amount Raised from Rates		3,878,308	3,878,308	3,957,329	2%

() bracket represents an outflow of funds. This statements is to be read in conjunction with the accompanying notes.

Shire of Meekatharra

**Monthly Financial Report
Statement of Financial Activity**

for the period ended 30 April 2014.

2013/14

SIGNIFICANT VARIANCES IN THE STATEMENT OF FINANCIAL ACTIVITY REPORT

General Comments

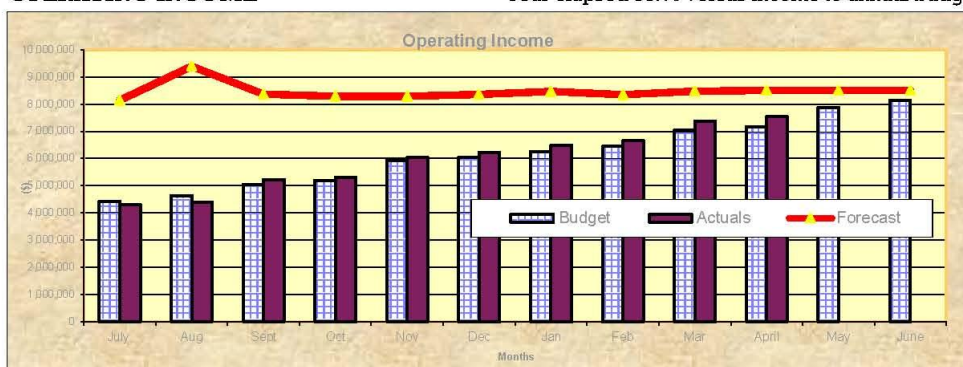
Budget variations(reallocations) are detailed on page 24

Budget generally tracking below budget estimates. Variations arising tend to be from the timing of budget estimates. Notes on variations are included at page 26

REVENUES & CAPITAL INCOME

OPERATING INCOME

Year elapsed 83.% versus income to annual budget 92.6%



Comments

Summary

Amd Budget

\$7,766,160

YTD Budget

\$6,867,118

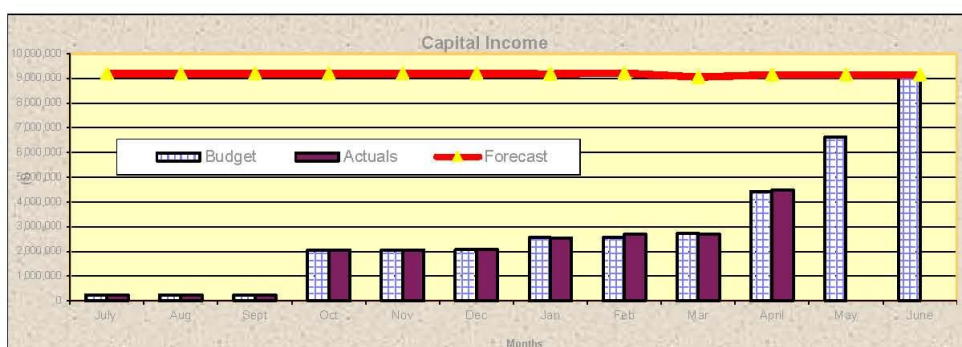
30 Apr 2014

\$6,971,867

Revenues are within 5.1% of estimated budget as at 30 Apr 2014. There are 5 operating revenue variations shown on page 26 of this report.

CAPITAL INCOME/CONTRIBUTIONS

Year elapsed 83.0% versus income to annual budget 49.6%



Comments

YTD

\$4,497,341

Total Budget

\$9,074,083

Revenues are within 1.5% of estimated budget as at 30 Apr 2014. The following material variations are present -

The budget has provisions for \$9.03m in road grants and at this stage only \$4.49m has been received.

Proceeds from asset sales are within budget expectations and there are no material variations.

Shire of Meekatharra

for the period ended 30 April 2014.

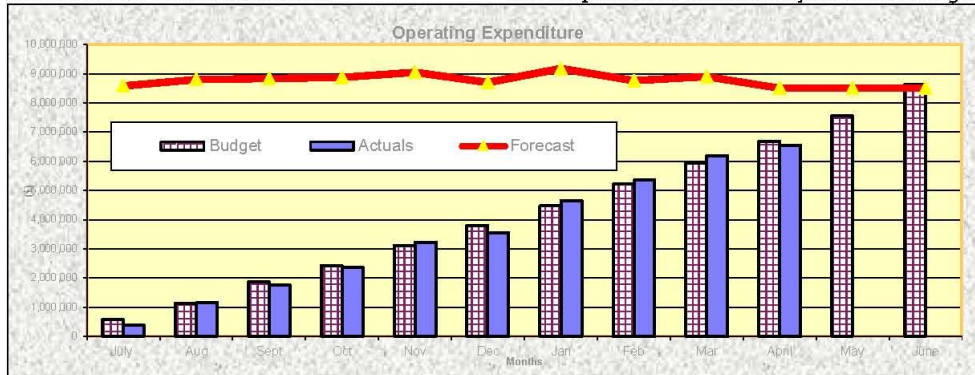
2013/14

**Monthly Financial Report
Statement of Financial Activity**

OPERATING EXPENSES & CAPITAL OUTLAYS

OPERATING EXPENDITURES

Year elapsed 83.% versus outlays to annual budget 75.9%



Comments

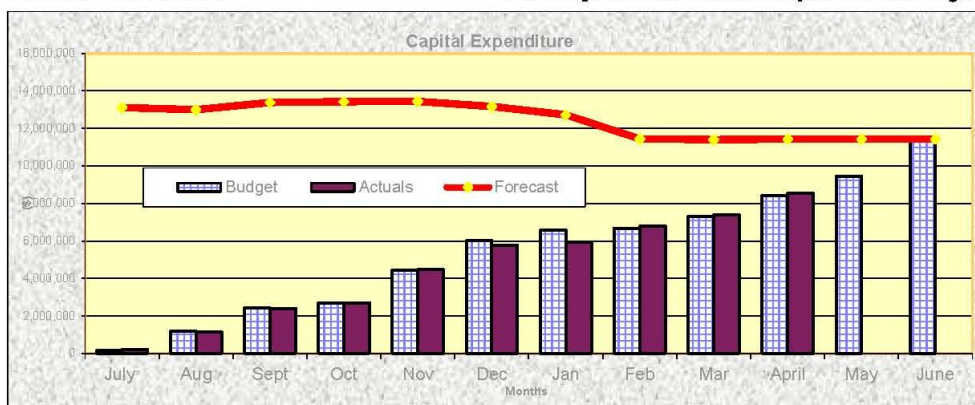
YTD \$5,975,546 Total Budget \$8,620,420

Total operating expenses are 2.2% below budget estimates. Excluding the effect of depreciation the expenses are 1.1% above budget estimates.

There are 14 operating expense variations reported on page 26 of this report.

CAPITAL OUTLAYS

Year elapsed 83.% versus outlays to annual budget 75.4%



Comments

YTD \$8,535,187 Total Budget \$11,326,645

- 4 Total capital expenses are 1.1% above budget estimates as at 30 Apr 2014. There are no material variations.

Shire of Meekatharra	Notes to the Financial Statements		
<i>for the period ended 30 April 2014.</i>	Amd Budget	YTD Budget	30 Apr 2014

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this financial report are:

a) Basis of Accounting

The report has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended). The budget has also been prepared on the accrual basis under the convention of historical cost accounting.

b) The Local Government Reporting Entity

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

2 CASH AND CASH EQUIVALENTS

a) Reconciliation of cash

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments, 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:

Cash assets	2013/14 Amd Budget	2013/14 YTD Budget	2013/14 30 Apr 2014
Cash - Unrestricted	3,105,845	1,757,548	(143,059)
Cash - Restricted	10,043,379	9,689,935	9,883,693
	<u>13,149,224</u>	<u>11,447,483</u>	<u>9,740,635</u>
<i>Cash assets are represented by -</i>			
Cash on hand	600	600	74,886
Municipal Bank Account	1,815,812	1,756,948	(51,649)
Bank Term Deposits	1,289,433	-	217,398
Reserve Accounts Bank	10,043,379	9,689,935	9,500,000
	<u>13,149,224</u>	<u>11,447,483</u>	<u>9,740,635</u>
 Cash backed reserves	 10,043,379	 9,689,935	 9,500,000
Grants/Contributions	-	-	383,693
	<u>10,043,379</u>	<u>9,689,935</u>	<u>9,883,693</u>

3 STATEMENT OF NET CURRENT ASSETS

	2013/14 Amd Budget	2013/14 YTD Budget	2013/14 30 Apr 2014
CURRENT ASSETS			
Cash & Cash Equivalents	13,149,224	11,447,483	9,740,635
Trade and other receivables	340,000	768,278	1,910,770
Inventories	165,423	165,423	325,155
	<u>13,654,647</u>	<u>12,381,184</u>	<u>11,976,560</u>
LESS: CURRENT LIABILITIES			
Trade and other payables	550,000	551,667	323,654
Provisions	230,736	230,736	159,597
	<u>780,736</u>	<u>782,403</u>	<u>483,251</u>
NET CURRENT ASSETS	12,873,911	11,598,781	11,493,309
Less: Cash - Restricted	(10,043,379)	(9,689,935)	(9,500,000)
Current Employee Liabilities	230,736	198,913	159,597
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	3,061,268	2,107,759	2,152,905

4 NON CURRENT ASSETS

a) Asset acquisitions by class

Land and Buildings

	2013/14 Amd Budget	2013/14 YTD Budget	2013/14 30 Apr 2014
Administration Building Improvements	4,000	4,000	1,984
Pound Upgrade	6,000	6,000	-
Lot 852 Kids Zone Building	41,000	-	4,745
Youth Centre Office	59,500	47,600	46,578
Staff Housing Upgrades	320,050	112,000	110,984
Cemetery Improvements	20,000	20,000	15,198
Upgrade Pool Grounds	86,500	43,250	49,259
Rec Centre Floor Coverings	-	-	11,640
Indoor Cricket Centre	35,000	-	-
Airport Additional Accomodation	150,000	-	-

Shire of Meekatharra <i>for the period ended 30 April 2014.</i>	Notes to the Financial Statements		
	Amd Budget	YTD Budget	30 Apr 2014
Depot Improvements	95,000	31,350	31,488
Terminal - Refurbish Toilets	4,000	4,000	2,733
Lot 17 Main Street - Shop Front	11,000	11,000	11,775
<u>Plant and Equipment</u>			
Vehicle Purchase (CEO)	62,000	62,000	55,184
Lot 852 Kids Zone Equipment	83,307	-	5,616
Vehicle - CDO	26,000	-	-
Hall Equipment	11,000	3,630	6,343
Mulcher	21,000	-	-
Cornish Lift	35,000	-	-
Pool Equipment	5,000	5,000	4,900
Power to sporting venues	-	-	1,311
Sports Complex Equipment	16,000	8,000	7,458
New Pump/fittings - oval	30,000	-	3,918
Gym equipment upgrade	22,000	22,000	21,964
Tank, Fence & Fittings	95,000	-	-
Miscellaneous Plant (Small Equipment)	10,000	10,000	4,169
Caravans & Equipment	64,000	21,120	12,638
Sweeper modifications	10,000	-	-
Engines & Pumps	100,000	33,000	30,182
Airport Fire Fighting System	40,000	30,000	28,019
Trailer	30,000	30,000	21,840
Generator Set (Construction)	16,500	16,500	16,389
Communication Equipment	46,400	-	-
Skid steer loader	93,971	93,971	93,971
Plant Purchases - Airport	22,000	-	-
Misc Plant - Council Approved	350,000	-	-
<u>Furniture and Equipment</u>			
Furniture & Equipment	10,000	-	664
Key System	15,000	7,500	100
Furniture & Equipment	3,000	-	-
BBQ for Town hall courtyard area	5,000	2,500	360
Race Course Buildings	18,556	9,278	2,324
Airport Furniture and Equipment	2,700	-	2,237
<u>Infrastructure Assets</u>			
Road/Infrastructure Contruction	8,246,758	7,586,521	7,746,664
<u>Infrastructure Assets Other</u>			
Sewerage Lagoon	80,000	-	232
Viewing platform at headframe	30,000	-	-
BBQ & Light	5,000	-	360
Luke Pit Water Scheme	100,000	33,000	13,983
Pit Water Scheme	50,000	-	-
Parks & Gardens - Capital	13,200	4,200	-
Improve Drainage between Commercial Hotel a	4,000	4,000	5,130
Airport Improvements	347,500	177,500	162,851
Meeka North Heritage Drive Trails	90,302	-	-
Meeka South Drive - Heritage	120,016	-	-
Meeka Heritage Drive Trails	54,385	-	-
Security Cameras	110,000	-	-
	11,326,645	8,438,920	8,535,187

Shire of Meekatharra		Notes to the Financial Statements		
<i>for the period ended 30 April 2014.</i>		Amd Budget	YTD Budget	30 Apr 2014
5 CASH BACKED RESERVES		2013/14	2013/14	2013/14
a) Infrastructure & Economic Development Res	Amd Budget	YTD Budget		30 Apr 2014
Opening Balance	822,182	822,182		824,902
Amount Set Aside / Transfer to Reserve	32,887	20,897		14,062
Amount Used / Transfer from Reserve	-	-		-
	<u>855,069</u>	<u>843,079</u>		<u>838,964</u>
b) Leave Reserve				
Opening Balance	50,427	50,427		150,594
Amount Set Aside / Transfer to Reserve	2,017	1,282		2,562
Amount Used / Transfer from Reserve	-	-		-
	<u>52,444</u>	<u>51,709</u>		<u>153,156</u>
c) Shire Water Reserve				
Opening Balance	261,119	261,119		261,653
Amount Set Aside / Transfer to Reserve	10,445	6,637		4,451
Amount Used / Transfer from Reserve	-	-		-
	<u>271,564</u>	<u>267,756</u>		<u>266,104</u>
d) Plant Reserve				
Opening Balance	2,071,119	2,071,119		2,076,979
Amount Set Aside / Transfer to Reserve	282,845	52,641		35,409
Amount Used / Transfer from Reserve	(1,516,991)	(1,516,991)		(1,516,991)
	<u>836,973</u>	<u>606,769</u>		<u>595,396</u>
e) Building Reserve				
Opening Balance	1,226,606	1,226,606		1,412,835
Amount Set Aside / Transfer to Reserve	232,771	212,307		201,315
Amount Used / Transfer from Reserve	-	-		-
	<u>1,459,377</u>	<u>1,438,913</u>		<u>1,614,150</u>
f) Transport Reserve				
Opening Balance	567,426	567,426		569,304
Amount Set Aside / Transfer to Reserve	22,697	14,422		9,702
Amount Used / Transfer from Reserve	-	-		-
	<u>590,123</u>	<u>581,848</u>		<u>579,005</u>
g) Airport Runway Reserve				
Opening Balance	2,378,551	2,378,551		2,386,420
Amount Set Aside / Transfer to Reserve	95,142	60,455		40,677
Amount Used / Transfer from Reserve	-	-		-
	<u>2,473,693</u>	<u>2,439,006</u>		<u>2,427,098</u>
h) Airport Operating Reserve				
Opening Balance	839,165	839,165		841,942
Amount Set Aside / Transfer to Reserve	33,567	21,329		14,352
Amount Used / Transfer from Reserve	-	-		-
	<u>872,732</u>	<u>860,494</u>		<u>856,295</u>
i) Reseal & Rejuvenation of Sealed Roads Reserve				
Opening Balance	1,028,125	1,028,125		1,030,700
Amount Set Aside / Transfer to Reserve	458,695	443,702		17,568
Amount Used / Transfer from Reserve	-	-		-
	<u>1,486,820</u>	<u>1,471,827</u>		<u>1,048,268</u>
j) Interpretive Centre Reserve				
Opening Balance	1,100,562	1,100,562		1,102,761
Amount Set Aside / Transfer to Reserve	44,022	27,972		18,804
Amount Used / Transfer from Reserve	-	-		-
	<u>1,144,584</u>	<u>1,128,534</u>		<u>1,121,565</u>
k) Digital TV Reserve				
Opening Balance	176,641	176,641		177,225
Amount Used / Transfer from Reserve	(176,641)	(176,641)		(177,225)
	<u>-</u>	<u>-</u>		<u>-</u>
Total Cash Backed Reserves	<u>10,043,379</u>	<u>9,689,935</u>		<u>9,500,000</u>
All of the above reserve accounts are to be supported by money held in financial institutions.				
SUMMARY				
Opening Balance	10,521,923	10,521,923		10,835,314
Amount Set Aside / Transfer to Reserve	1,215,088	861,644		358,902
Amount Used / Transfer from Reserve	(1,693,632)	(1,693,632)		(1,694,216)
	<u>10,043,379</u>	<u>9,689,935</u>		<u>9,500,000</u>

SHIRE OF MEEKATHARRA

Management Budgets

for the period ended 30 April 2014.



Shire of Meekatharra		Management Budget	
for the period ended 30 April 2014.			
SUMMARY			
	Amd Budget	YTD Budget	30 Apr 2014
OPERATING EXPENDITURE			
Governance	684,641	505,901	467,863
General Purpose Funding	192,688	147,632	156,892
Law, Order, & Public Safety	165,028	132,576	98,150
Health	100,523	64,132	65,059
Education and Welfare	704,411	524,950	433,806
Housing	18,500	15,635	20,753
Community Amenities	547,745	345,012	313,321
Recreation and Culture	1,103,677	794,093	717,794
Transport	4,027,976	3,308,667	3,209,062
Economic Services	512,908	431,964	347,925
Other Property and Services	192,323	87,778	144,921
	<u>8,250,420</u>	<u>6,358,340</u>	<u>5,975,546</u>
OPERATING INCOME			
Governance	147,415	142,348	150,563
General Purpose Funding	6,034,236	5,487,101	5,892,474
Law, Order, & Public Safety	11,671	7,751	13,388
Health	1,900	1,566	1,340
Education and Welfare	110,573	110,423	93,891
Housing	18,500	15,635	21,075
Community Amenities	203,651	192,401	179,981
Recreation and Culture	206,350	53,392	68,935
Transport	728,414	631,129	654,218
Economic Services	245,450	190,372	166,609
Other Property and Services	58,000	35,000	29,392
	<u>7,766,160</u>	<u>6,867,118</u>	<u>6,971,867</u>
PROFIT ON SALE	-	-	-
Transport	19,062	-	-
	<u>19,062</u>	<u>-</u>	<u>-</u>
Net operating excl capital contributions	(465,198)	508,778	996,322
Capital Grants/Contributions	9,074,083	4,430,165	4,497,341
Net operating result	<u>8,608,885</u>	<u>4,938,943</u>	<u>5,493,662</u>
CAPITAL GRANTS/CONTRIBUTIONS			
Education and Welfare	40,500	13,365	9,000
Transport	9,033,583	4,416,800	4,488,341
	<u>9,074,083</u>	<u>4,430,165</u>	<u>4,497,341</u>
PROCEED FROM SALES			
Transport	26,000	-	-
	<u>26,000</u>	<u>-</u>	<u>-</u>
CAPITAL WORKS			
Governance	91,000	73,500	57,931
Law, Order, & Public Safety	116,000	6,000	-
Education and Welfare	212,807	47,600	56,938
Housing	320,050	112,000	110,984
Community Amenities	100,000	20,000	15,429
Recreation and Culture	578,256	130,858	123,820
Transport	9,632,829	8,037,962	8,158,310
Economic Services	275,703	11,000	11,775
	<u>11,326,645</u>	<u>8,438,920</u>	<u>8,535,187</u>
Net funding for capital	(2,226,562)	(4,008,755)	(4,037,847)

Shire of Meekatharra		Management Budget		
for the period ended 30 April 2014.				
Shire of Meekatharra		Management Budget		
NOTES TO DETAILED SCHEDULES				
x	Represents budget reallocation in annual budget review.			
Notes on Variations				
Details are included at the end of the schedules.				
Variations for revenues and expenses that are greater than \$10,000 and 10.0% when compared to the budget year to date estimates. New items reported in this reporting period are identified with an #.				
Project carried forward to 2012/13 have been identified in the schedules.				
GENERAL PURPOSE FUNDING				
RATE REVENUE		2013/14	2013/14	2013/14
		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
101920	Valuation & Title Search	10,000	8,000	7,379
102330	Rates Written Off	10,000	10,000	10,766
103420	Legal Expenses - Rates	7,500	7,500	27,048
101120	Administration Allocated	71,290	57,923	52,926
Total Operating Expenditure		98,790	83,423	98,119
Operating Income				
100310	Rates Levied	3,878,308	3,878,308	3,939,767
101310	Back rates	-	-	17,562
102210	Rate Instalment Fee	22,000	22,000	12,180
101410	Rate Instalment Interest	28,000	21,000	16,803
x 101510	Rates Non-Payment Penalty	80,000	80,000	83,646
102810	Legal Fees Recovered	3,000	3,000	22,545
Total Operating Income		4,011,308	4,004,308	4,092,502
GENERAL PURPOSE GRANTS		Amd Budget	YTD Budget	30 Apr 2014
Operating Income				
101810	General Purpose Grant	1,220,566	915,425	915,425
102110	Local Road Component Grant	494,435	370,826	370,826
Total Operating Income		1,715,001	1,286,251	1,286,251
OTHER GENERAL PURPOSE FUNDING		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
105520	Bank Charges	5,000	4,167	3,991
105550	Sundry Debtor Write Offs	5,000	-	-
102310	Doubtful Debts Expense	10,000	-	-
105530	Administration allocated	73,898	60,042	54,783
106820	Rounding Adjustment	-	-	(1)
Total Operating Expenditure		93,898	64,209	58,774
Operating Income				
103110	Esl Administration Fee	4,000	4,000	4,000
102830	Other Minor Income	650	542	17,753
x 192230	Interest on Municipal Investments	20,000	12,000	10,292
x 192240	Interest on Reserve Investments	283,277	180,000	181,677
Total Operating Income		307,927	196,542	213,722
General Purpose Income - Net funding		5,841,548	5,339,469	5,435,582

Shire of Meekatharra		Management Budget		
for the period ended 30 April 2014.				
GOVERNANCE				
MEMBERS OF COUNCIL		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure		\$	\$	\$
102320	President's Allowance	8,000	6,000	5,739
112020	Deputy President Allowance	2,000	1,500	1,500
103020	Members - Meeting Fees	17,640	14,700	10,630
103120	Members Travelling	4,000	3,333	1,684
102020	Fax & Email Costs	650	542	286
102120	Conference, Training, Uniforms	17,500	10,500	1,250
102420	Refreshments/Receptions	10,500	7,875	11,991
102720	Members Insurance	6,539	6,539	7,401
102820	Members Subscriptions	24,594	24,594	27,529
102920	Members - telephone	500	417	-
103720	Members Expenses	-	-	121
102220	Election Expenses	1,500	1,500	4,517
102520	Donations	23,000	16,000	10,710
112220	Donation - RFDS	66,000	33,000	38,779
102550	Native Title Claims	4,000	4,000	3,927
102620	Council Chambers Mtce	6,000	5,000	238
106220	Audit	11,000	11,000	7,777
103220	Depreciation	170	142	338
105620	Admin Alloc-Governance	358,189	291,027	265,663
Total Operating Expenditure		561,782	437,669	400,078
Operating Income				
102230	Election Candidate Nominations	-	-	80
Capital Expenditure				
102540	Furniture & Equipment	10,000	-	664
ADMINISTRATION		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
103520	Salaries - Admin	693,725	567,536	511,057
103920	Super - Admin	79,613	66,344	61,244
104020	Fringe Benefit Tax	30,000	13,000	13,184
106940	Staff Uniform Expenses	4,000	3,333	1,925
104120	Office Operations	5,000	4,167	411
104220	Office Maintenance	32,500	29,250	19,750
104520	Stationery	7,200	6,000	10,230
105020	Telephone	30,000	22,500	17,112
105320	Postage	5,000	4,167	3,699
104320	Advertising	8,000	8,000	8,615
105420	Equipment Maintenance & Consumables	22,000	11,000	12,454
107120	Computer Software	25,033	25,033	23,480
105220	Computer Hardware	20,000	6,600	4,555
106920	Consulting Services	Cfwd 259,515	191,000	177,042
105720	Other	10,000	7,500	843
106020	CEO Vehicle	15,500	12,917	4,607
106030	DCEO Vehicle	8,500	7,083	8,733
106040	Manager Vehicle Expense	8,500	7,083	-
106050	Project Officer Vehicle Expense	8,500	7,083	5,002
106620	Accommodation/Travel	25,000	12,500	1,928
104620	Training & Conferences	15,050	11,288	3,972
106420	Staff Recruitment & Relocation	10,000	10,000	6,829
107020	Legal Fees	30,000	24,900	16,861
107220	Depreciation	30,870	25,725	20,783
103820	Insurance	26,677	26,677	27,081
106060	Debt Collection Commission	-	-	2,172
104920	Housing Allocations	103,700	87,746	135,917
110820	Admin Allocated to Functions	(1,391,024)	(1,130,200)	(1,031,701)
Total Operating Expenditure		122,859	68,232	67,784

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
Operating Income				
111270	Revitalisation Planning Grant	62,515	62,515	69,435
111230	Reimbursements	12,500	7,500	2,130
111250	Fees and Charges	400	333	181
x 111530	Insurance - Refunds	72,000	72,000	78,737
Total Operating Income		147,415	142,348	150,483
Capital Expenditure				
112240	Vehicle Purchase (CEO)	62,000	62,000	55,184
113230	Key System	15,000	7,500	100
113280	Administration Building	4,000	4,000	1,984
Total Capital Expenditure		81,000	73,500	57,267
Governance - Net funding		(628,226)	(437,053)	(375,231)
LAW, ORDER & PUBLIC SAFETY				
FIRE PREVENTION		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure		\$	\$	\$
115720	Bush Fire Control	15,000	9,900	-
115820	Vehicle Operational Costs	14,500	12,083	4,324
115620	Fire Insurance	3,678	3,678	4,775
115520	Depreciation	570	475	1,024
115420	Protective Burning	500	500	-
Total Operating Expenditure		34,248	26,636	10,123
Operating Income				
115630	FESA - BFB Grant	4,860	3,645	4,860
ANIMAL CONTROL		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
119220	Pound Maintenance	8,500	8,500	984
119020	Animal Control Expenses	55,228	44,182	52,610
119230	Dog Control Expenses Other	10,000	8,333	3,696
Total Operating Expenditure		73,728	61,015	57,290
Operating Income				
119730	Fines & Penalties	600	500	1,568
119930	Dog Registration	1,000	1,000	1,749
Total Operating Income		1,600	1,500	3,317
Capital Expenditure				
119970	Pound Upgrade	6,000	6,000	-
OTHER LAW, ORDER & PUBLIC SAFETY		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
Ranger Services				
116250	Insurance	2,339	2,339	3,275
116320	Vehicle Operating Costs	6,000	4,500	196
120220	Security Cameras Maintenance	8,500	5,100	-
116010	Administration Allocated	21,735	17,660	16,095
Total Operating Expenditure		38,574	29,599	19,565
Other Expenses				
120020	State Emergency Services	15,000	12,500	8,593
120120	Administration	3,478	2,826	2,579
Total Operating Expenditure		57,052	44,925	30,737
Operating Income				
120030	FESA - SES Grant	5,211	2,606	5,211
Total Operating Income		5,211	2,606	5,211
Capital Expenditure				
120270	Security Cameras	Cfwd 110,000	-	-
Law, Order & Public Safety - Net funding		(269,357)	(130,825)	(84,762)

Shire of Meekatharra		Management Budget		
for the period ended 30 April 2014.				
HEALTH				
INSPECTIONS & ADMINISTRATION		2013/14	2013/14	2013/14
Operating Expenditure		\$	\$	\$
122960	Health Consultancy	60,080	30,040	39,372
121320	Insurance	4,806	4,806	5,795
122920	Depreciation	120	100	-
121920	Subscriptions & Journals	200	200	91
121620	Admin Alloc - Secretarial	22,604	18,366	16,817
122980	Other Expenses	2,000	1,692	-
Total Operating Expenditure		89,810	55,204	62,075
Operating Income				
123000	Health Fees & Licenses	550	458	960
123930	Itinerant vendors Fees	800	600	380
123010	Other Income	250	208	-
Total Operating Income		1,600	1,266	1,340
PREVENTATIVE SERVICES - PEST CONTROL		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
123720	Mosquito Control	8,473	7,061	1,944
123820	Depreciation	1,740	1,450	616
Total Operating Expenditure		10,213	8,511	2,559
Operating Income				
123910	Health Fees & Licenses	300	300	-
PREVENTIVE SERVICES - OTHER		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
124020	Analytical Expenses	500	417	425
Total Operating Expenditure		500	417	425
Health - Net funding		(98,623)	(62,566)	(63,719)
EDUCATION AND WELFARE				
EDUCATION		2013/14	2013/14	2013/14
Operating Expenditure		\$	\$	\$
124120	Day Care Centre Maintenance	4,000	3,333	2,535
120720	Telecentre Costs	8,000	6,667	7,488
120430	Insurance	413	413	841
124260	Depreciation	5,650	4,708	4,243
120440	Administration Allocated	46,947	38,144	34,872
Total Operating Expenditure		65,010	53,265	49,978

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
COMMUNITY DEVELOPMENT		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
124570	Salaries	64,928	54,939	45,578
124580	Superannuation	6,006	5,005	3,853
124640	Staff Replacement & Relocation	5,000	-	153
124650	Training & Conferences	4,500	4,500	645
124630	Housing	12,963	10,802	16,671
124430	Uniforms	500	417	441
124590	Vehicle Expenses	4,500	3,750	2,222
124530	Insurance	2,325	2,325	2,310
124660	Telephone	750	625	475
124560	Fund Raising Activities	500	-	110
124500	Administration Allocated	116,498	94,654	86,457
124320	Activities	14,900	-	2,301
124420	Miscellaneous Grant Expenses	10,000	10,000	720
124520	Depreciation	1,700	1,417	-
Total Operating Expenditure		245,070	188,434	161,936
Operating Income				
124550	Fundraising	-	-	1,800
124600	Miscellaneous Grants	10,000	10,000	-
124510	Reimbursements	600	450	268
Total Operating Income		10,600	10,450	2,068
Capital Expenditure				
124440	Vehicle - CDO	26,000	-	-
YOUTH CENTRE OPERATIONS		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
124220	Salaries - Youth Co-ordinator	157,403	94,442	84,643
125260	Superannuation	9,537	7,948	7,229
125290	Staff Training, Accommodation & Travel E	6,500	6,500	1,545
125340	Staff Replacement and Relocation	3,000	-	-
125150	Uniforms	500	417	-
125280	Housing Allocated	12,963	10,802	6,752
125230	Insurance	5,285	5,285	6,470
125520	Administration Allocated	73,029	59,336	54,164
125220	Depreciation	14,000	11,667	10,940
125120	Youth Centre Building Maintenance	18,625	15,521	10,127
125130	Youth Centre Operational Costs	17,300	14,417	11,106
125210	Vehicle Operational Costs	15,000	12,500	8,475
125350	Activities Expenses Various	30,000	21,480	14,172
125160	Lot 852 - Kids Zone Operational Costs	17,625	11,633	2,065
125170	Lot 852 - Kids Zone Operational Costs	13,564	11,303	4,202
Total Operating Expenditure		394,331	283,251	221,891
Operating Income				
124190	OSCH	13,586	13,586	13,414
124210	DCD Youth Services	75,387	75,387	78,403
124170	Miscellaneous Grants	10,000	10,000	-
124110	Reimbursements	1,000	1,000	6
Total Operating Income		99,973	99,973	91,823
Capital Expenditure				
124470	Youth Centre Office	Cfwd 59,500	47,600	46,578
124450	Furniture & Equipment	3,000	-	-
124380	Lot 852 Kids Zone Equipment	83,307	-	5,616
124390	Lot 852 Kids Zone Building	41,000	-	4,745
Total Capital Expenditure		186,807	47,600	56,938
Capital Income				
124140	Youth Grant - Playground	40,500	13,365	9,000
Education and Welfare - Net funding		(766,145)	(448,762)	(387,853)

Shire of Meekatharra				Management Budget
for the period ended 30 April 2014.				
HOUSING				
STAFF HOUSING		2013/14	2013/14	2013/14
Operating Expenditure		\$	\$	\$
125420	Staff Housing Maintenance	130,220	129,391	155,810
126650	Housing Rental Subsidy	25,000	20,833	20,400
126630	Insurance	39,931	39,931	43,760
126620	Depreciation	82,600	68,833	72,479
126820	Allocated to Function Areas	(259,251)	(243,353)	(271,697)
Total Operating Expenditure		18,500	15,635	20,753
Operating Income				
127130	Housing Rental - Staff	17,000	14,385	19,010
128830	Reimbursements - Other	1,500	1,250	2,065
Total Operating Income		18,500	15,635	21,075
Capital Expenditure				
x 127040	Staff Housing Upgrades	Cfwd 320,050	112,000	110,984
Housing - Net funding		(320,050)	(112,000)	(110,662)
COMMUNITY AMENITIES				
SANITATION - HOUSEHOLD REFUSE		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure		\$	\$	\$
128320	Refuse Collection	80,000	66,667	69,952
128420	Refuse Site Maintenance	75,000	60,000	49,851
128350	Insurance	2,818	2,818	3,064
129140	New Bins & Equipment	7,500	6,250	5,682
129160	Litter Control/Town Tidying	82,463	48,936	48,284
128220	Administration Allocated	10,433	8,477	7,738
Total Operating Expenditure		258,214	193,148	184,572
Operating Income				
128630	Refuse Collection	101,351	101,351	97,854
129030	Sale of Bins	2,500	2,083	2,180
129150	Sale of scrap	2,000	1,667	683
Total Operating Income		105,851	105,101	100,717
SEWERAGE		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
129920	Sewerage Pond Maintenance	17,214	5,833	8,324
129740	Insurance	1,389	1,389	613
130420	Caravan Effluent Disposal Point	1,500	1,500	545
129720	Depreciation	3,100	2,583	3,624
129700	Administration Allocated	8,694	7,064	6,500
Total Operating Expenditure		31,897	18,369	19,605
Operating Income				
129830	Septic Tank Fees	600	600	226
Capital Expenditure				
129840	Sewerage Lagoon	80,000	-	232
TOWN PLANNING AND REGIONAL DEVELOPMENT			YTD Budget	30 Apr 2014
Operating Expenditure				
131030	Consultants	Cfwd 75,000	-	-
131120	Insurance	543	543	613
130820	Town Planning control	3,500	2,917	250
131000	Administration Allocated	22,604	18,366	16,817
131040	Other	5,000	5,000	-
Total Operating Expenditure		106,647	26,826	17,680
Operating Income				
131230	Fees	200	200	-
131430	Dept Planning LG Assistance Program	75,000	75,000	67,000
Total Operating Income		75,200	75,200	67,000

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
PROTECTION OF THE ENVIRONMENT		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
130340	Waste Oil Facility	1,000	1,000	-
130320	Tyre Recycling	18,062	15,052	6,907
Total Operating Expenditure		19,062	16,052	6,907
Operating Income				
132430	Waste Oil Facility Rebate	1,000	1,000	-
OTHER COMMUNITY AMENITIES		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
132120	Cemetery Operations	33,555	16,778	8,179
131920	Burial plot preparations	30,308	15,154	21,390
132020	Hearse & Shed Costs	1,500	1,250	1,556
132420	Cemetery Plaques	5,000	2,500	-
132620	Depreciation	4,600	3,833	4,068
132720	Insurance	543	543	613
132820	Administration Allocated	13,910	11,302	10,317
132520	Public Toilets	19,509	16,257	17,298
x 132220	SPQ Mcleary St "Paddy's Flat"	23,000	23,000	21,138
Total Operating Expenditure		131,925	90,617	84,558
Operating Income				
132630	Charges - Cemetery Fees	21,000	10,500	12,038
Capital Expenditure				
x 132920	Cemetery Improvements Cfwd	20,000	20,000	15,198
Community Amenities - Net funding		(444,094)	(172,611)	(148,770)
RECREATION & CULTURE				
PUBLIC HALLS AND CIVIC CENTRES		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure		\$	\$	\$
133620	Town Hall Maintenance	29,784	24,820	26,935
133420	Insurance	19,740	19,740	22,887
133820	Consultant building inspection	7,000	7,000	-
133720	Depreciation	11,500	9,583	8,657
133550	Administration Allocated	24,343	19,779	18,055
Total Operating Expenditure		92,367	80,922	76,534
Operating Income				
134630	Hall Hire Fees	3,500	2,917	1,753
Capital Expenditure				
135340	Hall Equipment	11,000	3,630	6,343
134840	BBQ for Town hall courtyard area	5,000	2,500	360
Total Capital Expenditure		16,000	6,130	6,703
SWIMMING POOL		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
135420	Swimming Pool Contract	112,090	80,256	87,989
136020	Housing	12,962	10,802	11,945
135620	Insurance	6,905	6,905	8,455
135920	Swimming Pool Maintenance	5,000	4,000	7,460
135720	Swimming Pool Water/Sewerage Rates	4,000	3,200	6,869
135520	Swimming Pool Chemicals/Gas/Freight	10,000	8,333	11,029
135820	Swimming Pool Electricity	21,500	17,200	17,388
136620	Depreciation	25,500	21,250	18,867
135320	Administration Allocated	31,298	25,429	23,213
Total Operating Expenditure		229,255	177,375	193,215
Operating Income				
136530	Swimming Pool Subsidy	3,000	3,000	-
136430	Swimming Pool Admission	10,000	10,000	10,499
136830	Reimbursements	500	417	-
Total Operating Income		13,500	13,417	10,499

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
Capital Expenditure				
136660	Upgrade Pool Grounds	Cfwd 86,500	43,250	49,259
137140	Pool Equipment	Cfwd 5,000	5,000	4,900
Total Capital Expenditure		91,500	48,250	54,159
RECREATION OFFICER		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
136170	Salaries	95,435	68,332	61,814
136180	Superannuation	13,850	9,917	5,839
136190	Staff Replacement & Relocation	3,000	3,000	2,778
136210	Vehicle Operating Costs	6,000	4,296	1,624
137020	Housing Allocation	12,963	10,802	6,752
136150	Administration Allocated	69,551	56,510	51,585
136310	Uniforms	500	417	252
137620	Insurance	18,058	18,058	20,645
136220	Staff Training & Travel Expenses	6,000	4,296	181
136270	Other expenses	2,000	1,667	374
136250	Activities	93,000	-	5,727
Total Operating Expenditure		320,358	177,295	157,571
Operating Income		Amd Budget	YTD Budget	30 Apr 2014
136230	Reimbursements	500	500	-
136330	Misc Fees and Charges	550	458	523
136030	Dept Sport & Rec - Kidsport	72,000	-	1,000
Total Operating Income		73,050	958	1,523
Operating Expenditure				
138100	Housing Allocation	12,963	10,802	10,112
138120	Reticulation Maintenance	5,000	4,167	1,730
138020	Picture Gardens	5,000	4,167	1,518
137920	Parks, Gardens & Reserves	82,103	58,786	50,545
137420	Scheme Water	2,000	1,500	784
137320	Sports ground (oval) maintenance	34,623	28,852	25,863
137220	Sports Complex Maintenance	59,629	49,691	21,344
138920	Other Building Maintenance	5,000	4,167	500
138720	Gym Building Maintenance	8,750	7,292	10,695
138260	Gym Operating Costs	1,500	1,250	779
138250	Community Bus Operating costs	10,000	8,333	5,418
138520	Miscellaneous Costs - Gym	2,000	1,667	192
138620	Utilities - Gym	2,500	2,500	4,153
138130	Insurance	4,962	4,962	5,980
138810	Gym Equipment	5,000	5,000	3,071
138320	Race Course Maintenance	10,000	8,333	8,952
138740	Day/night light on Indoor Cricket Centre	5,000	4,167	-
139720	Depreciation	85,640	71,367	59,847
138110	Administration Allocated	12,171	9,889	9,079
Total Operating Expenditure		353,841	286,892	220,562
Operating Income				
139630	Complex Fees	2,000	1,667	1,374
139930	Gym Fees	6,500	5,417	10,094
138930	School Oval Contribution	30,000	22,500	31,484
138850	Community Bus fees	6,000	5,000	11,924
137130	Recreation Grants	50,000	-	-
139230	Complex Fees Squash	400	333	-
139430	Complex Fees Tennis	100	100	-
138730	CSRFF Grant	20,000	-	-
Total Operating Income		115,000	35,017	54,876

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
OTHER RECREATION AND SPORT		Amd Budget	YTD Budget	30 Apr 2014
Capital Expenditure				
139740	Gym equipment upgrade	22,000	22,000	21,964
x 136800	Rec Centre Floor Coverings	-	-	11,640
139440	Luke Pit Water Scheme	Cfwd 100,000	33,000	13,983
137840	BBQ & Light	5,000	-	360
136240	Cornish Lift	Cfwd 35,000	-	-
136370	Viewing platform at headframe	Cfwd 30,000	-	-
137440	Power to sporting venues	-	-	1,311
138940	Sports Complex Equipment	Cfwd 16,000	8,000	7,458
139140	New Pump/fittings - oval	Cfwd 30,000	-	3,918
140160	Race Course Buildings	18,556	9,278	2,324
139940	Tank, Fence & Fittings	95,000	-	-
136140	Mulcher	21,000	-	-
139540	Pit Water Scheme	50,000	-	-
140360	Indoor Cricket Centre	35,000	-	-
140260	Parks & Gardens - Capital	Cfwd 13,200	4,200	-
Total Capital Expenditure		470,756	76,478	62,959
TELEVISION AND RADIO BROADCASTING		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
139860	Administration Allocated	1,739	1,413	1,341
140820	Depreciation	140	117	103
139880	Insurance	619	619	571
139920	Operating Costs	2,000	1,667	2,875
139820	Site Sharing Costs	7,300	6,083	3,121
Total Operating Expenditure		11,798	9,899	8,011
LIBRARIES		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
140120	Book exchange costs	500	417	320
140620	Lost/damaged/replaced stock	200	167	54
140520	Library operations	4,702	3,918	272
140420	Insurance	619	619	571
140320	Book Purchases	450	375	-
140220	Stationery	100	83	-
140180	Administration Allocated	33,037	26,842	24,554
140720	Depreciation	270	225	-
Total Operating Expenditure		39,878	32,646	25,772
Operating Income				
140530	Library Charges	200	167	48
Total Operating Income		200	167	48
OTHER CULTURE		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
141320	25 Mile Well Maintenance	1,500	1,250	-
x 141420	Mt Gould Police Station	2,000	1,667	-
141520	Museum Maintenance	2,000	1,667	282
141720	Municipal Inventory Review	Cfwd 5,000	5,000	2,745
141730	Preservation of Historical Images	Cfwd 22,000	-	1,277
141120	Insurance	1,032	1,032	1,142
141020	Masonic Lodge Maintenance	1,000	833	11,316
141920	Lloyd's Building Maintenance	3,000	2,400	5,457
x 141930	Lloyds Building Assessment & Planning	-	-	11
141820	Administration Allocated	15,649	12,715	11,658
141620	Depreciation	3,000	2,500	2,241
Total Operating Expenditure		56,181	29,064	36,128
Operating Income				
141530	Masonic Lodge Income	400	333	236
141830	Sale of History Books	700	583	-
Total Operating Income		1,100	916	236
Recreation and Culture - Net funding		(1,475,583)	(871,559)	(772,679)

Shire of Meekatharra		Management Budget		
for the period ended 30 April 2014.				
TRANSPORT				
MAINTENANCE - ROADS, BRIDGES & DEPOTS		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure		\$	\$	\$
149020	Administration Allocated	129,540	105,251	96,051
148800	Depot Maintenance	44,553	32,500	38,694
148720	Upgrade of Roman	15,000	-	-
148400	Lighting of Streets	45,000	37,500	38,897
148500	Street Cleaning Sweeping	27,370	16,422	7,148
148200	Street Maintenance	52,000	43,333	48,160
149000	Signage of Streets & Roadworks	200,000	120,000	8,777
147500	Rural Roads Maintenance - Day Labour	700,000	615,000	624,856
148550	Rehabilitation of Gravel Pits	5,000	-	-
148600	Contract & Consulting Supervision Costs	10,000	10,000	-
148820	Infrastructure Depreciation Expense	2,117,030	1,764,191	1,730,384
Total Operating Expenditure		3,345,493	2,744,197	2,592,967
Operating Income				
145910	Grant - MRWA Direct	200,000	200,000	197,481
148430	Street Lighting - Operating Grant	4,000	4,000	2,733
Total Operating Income		204,000	204,000	200,214
CONSTRUCTION - ROADS, BRIDGES & DEPOTS				
Capital Expenditure				
142000	Road Construction Cfwd	8,246,758	7,586,521	7,746,664
150440	Depot Improvements	95,000	31,350	31,488
149940	Improve Drainage between Commercial Hotel	4,000	4,000	5,130
Total Capital Expenditure		8,345,758	7,621,871	7,783,282
Capital Income				
146210	Grant - Roads to Recovery (R2R)	511,096	-	-
146910	Grant - Roads 2020 (Regional Road Group)	600,000	420,000	420,000
146510	Royalties for Regions 2010/11	1,293,454	1,293,454	1,293,454
146010	Natural Disaster grant	6,629,033	2,703,346	2,774,887
Total Capital Income		9,033,583	4,416,800	4,488,341
ROAD PLANT PURCHASES		Amd Budget	YTD Budget	30 Apr 2014
Operating Income				
151310	Profit on Sale of Asset	19,062	-	-
Capital Expenditure				
154140	Misc Plant - Council Approved	350,000	-	-
150340	Caravans & Equipment Cfwd	64,000	21,120	12,638
152640	Trailer	30,000	30,000	21,840
x 152840	Generator Set (Construction)	16,500	16,500	16,389
151540	Engines & Pumps	100,000	33,000	30,182
150940	Sweeper modifications	10,000	-	-
153340	Skid steer loader	93,971	93,971	93,971
153140	Communication Equipment Cfwd	46,400	-	-
150140	Miscellaneous Plant (Small Equipment)	10,000	10,000	4,169
Total Capital Expenditure		720,871	204,591	179,188
Capital Income				
151050	Proceeds Sale of Plant	26,000	-	-
170300U	Transfers from Plant Reserve	1,516,991	1,516,991	1,516,991
Total Capital Income		1,542,991	1,516,991	1,516,991

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
AIR BP		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
160520	Administration Allocated	10,433	8,477	7,222
160220	Salaries	60,000	48,000	54,455
160320	Cost of Fuel Sold	70,000	50,120	52,132
160420	Bank Charges	450	375	-
160720	Other Charges	100	83	-
Total Operating Expenditure		140,983	107,055	113,808
Operating Income				
151130	Fuel Sales - Cash	80,000	57,280	51,265
151630	BP Monthly Retainer	57,000	47,500	47,500
Total Operating Income		137,000	104,780	98,765
AERODROME		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
151620	Housing Allocations	12,963	10,802	7,128
150210	Consultancy	15,000	11,250	14,443
150220	Utilities & Other Costs	48,000	34,368	25,140
150620	Insurance	12,258	12,258	12,688
150320	Aerodrome Operations (Air)	10,000	8,000	-
150520	Aerodrome Maintenance	35,000	29,167	76,972
150900	Security Operating Expenses	1,000	1,000	209
150550	Transformer repairs	-	-	34,998
150720	Depreciation	194,070	161,725	142,094
151420	Administration Allocated	34,776	28,255	25,793
152020	Management contract	178,433	160,590	162,822
Total Operating Expenditure		541,500	457,415	502,287
AERODROME		Amd Budget	YTD Budget	30 Apr 2014
Operating Income				
152030	Airport Landing Charges	235,000	195,833	178,776
150130	Airport Leases	100,000	80,000	34,502
150330	Reimbursements	34,384	25,788	26,087
150530	Reimbursements Telephone	1,500	1,250	1,053
150630	Reimbursements Other	400	400	450
Airport Diesel Operations				
153030	Sales	386,130	321,775	679,595
	Cost of goods sold	(370,000)	(302,697)	(565,224)
	Profit/(Loss) on fuel operations	16,130	19,078	114,371
Total Operating Income		387,414	322,349	355,240
Capital Expenditure				
153640	Airport Furniture and Equipment	2,700	-	2,237
152160	Airport Fire Fighting System	40,000	30,000	28,019
152190	Terminal - Refurbish Toilets	4,000	4,000	2,733
151040	Airport Improvements	347,500	177,500	162,851
153450	Airport Additional Accomodation	150,000	-	-
153740	Plant Purchases - Airport	22,000	-	-
Total Capital Expenditure		566,200	211,500	195,840
Transport - Net funding		(2,336,754)	(4,781,709)	(4,707,821)

Shire of Meekatharra		Management Budget		
for the period ended 30 April 2014.				
ECONOMIC SERVICES				
RURAL SERVICES		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure		\$	\$	\$
153020	MRVC Vermin Control	18,800	18,800	17,574
153120	Noxious Weeds and Pests	1,000	833	-
157520	Stockyard Maintenance	2,500	2,083	2,201
157420	Shop Premises Maintenance	2,500	2,083	2,663
157620	Depreciation	21,000	17,500	16,222
Total Operating Expenditure		45,800	41,299	38,660
TOURISM AND AREA PROMOTION		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
159250	Administration Allocated	66,073	53,684	49,006
159220	Depreciation	32,400	27,000	25,051
153820	Tourism Promotions	15,000	11,250	13,808
154620	Maps & Souvenirs	5,000	4,167	1,844
154220	Information Bays	2,000	2,000	-
159260	Maintenance Trails & Lookouts	74,886	49,425	42,918
153920	Community Events	130,000	107,900	72,009
154030	Meekatharra Rodeo	69,100	69,100	63,409
154420	Local Newspaper Production	800	800	-
154720	Town Beautification	5,000	5,000	-
154120	Quarterly Publication for Council	5,000	3,750	-
Total Operating Expenditure		405,259	334,076	268,045
Operating Income				
153930	Community Events	45,000	33,750	32,367
154920	Meekatharra Rodeo Income	10,000	10,000	5,827
154330	Local Newspaper Revenue	4,000	3,333	2,735
154730	Sale of Maps & Souvenirs	3,500	2,917	2,798
154430	Meeka Dust Advertising	7,500	7,500	6,820
154130	Community Event grant	35,000	-	-
153830	Commercial Sponsorships	-	-	6,000
153910	Fundraising Misc Income	8,000	6,667	1,919
Total Operating Income		113,000	64,167	58,466
Capital Expenditure				
153940	Meeka Heritage Drive Trails	54,385	-	-
153870	Meeka North Heritage Drive Trails	90,302	-	-
153880	Meeka South Drive - Heritage	120,016	-	-
Total Capital Expenditure		264,703	-	-
BUILDING CONTROL		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
156420	MRH S Building Costs	2,000	-	-
157740	Insurance	2,461	2,461	2,454
156520	Demolition costs	5,000	5,000	-
157720	Administration Allocated	17,388	14,128	12,896
Total Operating Expenditure		26,849	21,589	15,351
Operating Income				
156830	Building Permit Fees	26,500	22,083	4,257
156930	Building Demolition Fees	1,000	830	347
156730	Building-Reimbursement	5,000	4,167	-
Total Operating Income		32,500	27,080	4,604

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
Operating Expenditure				
157920	Economic Development Strategy	35,000	35,000	25,869
Operating Income				
157830	Rent - Portion Lot 1017	80,000	80,000	80,000
157330	Lloyd's Building Rent	-	-	4,000
157430	Shop Premises Rent	2,600	2,167	2,400
157630	Wesfarmers Yard Lease	15,000	15,000	15,000
187750	Bill Board Rental	850	708	708
157730	Reimbursements	1,500	1,250	1,431
Total Operating Income		99,950	99,125	103,539
Capital Expenditure				
157760	Lot 17 Main Street - Shop Front	11,000	11,000	11,775
Economic Services - Net funding		(543,161)	(252,592)	(193,091)
OTHER PROPERTY & SERVICES				
Operating Expenditure		\$	\$	\$
159520	Private Works	8,000	6,667	2,196
Operating Income				
159630	Charges - Private Works	8,000	6,667	2,091
PUBLIC WORKS OVERHEAD		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
180120	Supervision - Salaries	191,660	162,174	157,295
181220	Unallocated Wages	-	-	4,546
181320	Superannuation of Workmen	86,688	62,068	54,392
180320	Annual Leave, Sick Leave, Public Holidays	63,729	53,925	56,925
181720	Long Service Leave	-	-	9,011
180520	Rostered days Off	-	-	(2,240)
180720	Relocation & Recruitment Costs	5,000	-	600
181520	Allowances and Incentives	102,488	102,488	100,167
180820	Camping Telephone Costs	15,000	12,500	15,227
180920	Travelling and Conference Expenses	15,000	4,950	(18)
181020	Protective Clothing & Equipment	9,000	7,500	1,515
182320	Allocation from Housing	77,775	65,810	76,420
180220	Engineering - Office and Other Expenses	10,500	8,885	17,964
180420	Insurance on Works	55,117	55,117	51,893
182720	Occupational Health & Safety	9,500	9,500	3,792
181420	Work Supervisors Vehicle	40,000	33,333	32,380
182520	Administration Allocated	57,380	46,621	42,609
181820	Less PWO allocated to works	(728,837)	(616,708)	(458,463)
Total Operating Expenditure		10,000	8,163	164,012
Operating Income				
181330	Reimbursements - Stores & Telephone	10,000	8,333	3,198
PLANT OPERATION COSTS		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
183020	Fuel and Oil	326,626	251,502	181,575
183320	Parts and Repairs (external)	519,652	433,043	416,825
183420	Repairs - Wages	91,295	65,367	38,836
183220	Tyres	100,000	75,000	40,865
183620	Consumable Stores	20,000	16,667	6,671
184320	Replacement Tools	5,000	4,167	3,538
183520	Licenses	7,000	5,833	739
183820	Insurance	40,094	40,094	49,056
183920	Cutting Edges	4,170	-	-
183010	Administration Allocated	44,339	36,025	32,911
183720	Radio Maintenance	1,000	833	-
184020	Less Alloc To Works	(1,094,176)	(925,841)	(858,108)
Total Operating Expenditure		65,000	2,690	(87,092)
Operating Income				
183030	Diesel Fuel Rebate	40,000	20,000	22,137

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
PLANT DEPRECIATION		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
183120	Depreciation	662,830	552,358	439,353
184040	Less Plant Depreciation Allocated	(662,830)	(552,358)	(439,353)
UNCLASSIFIED		Amd Budget	YTD Budget	30 Apr 2014
Operating Expenditure				
104720	Accruals - LSL and AL	31,823	-	-
187740	Minor plant running expenses	75,000	68,175	63,778
187730	Lease of parking reserve	2,500	2,083	2,397
Total Operating Expenditure		109,323	70,258	66,175
Operating Income				
187630	Sale of Scrap	-	-	1,967
SALARIES AND WAGES		Amd Budget	YTD Budget	30 Apr 2014
185300	Salaries & Wages	2,059,785	1,716,487	1,448,958
185400	Salaries & Wages Alloc	(2,059,785)	(1,716,487)	(1,449,329)
Total Operating Expenditure		-	-	(371)
Other Property & Services - Net funding		(134,323)	(52,778)	(115,529)

Shire of Meekatharra		Management Budget		
for the period ended 30 April 2014.		Budget Amendments		
Acct	Description	2013/14 Budget	2013/14 Adjustment	2013/14 Amended budget
136030	Dept Sport & Rec - Kidsport Program	-	(72,000)	(72,000)
	Additional grant			
136250	Activities	21,000	72,000	93,000
	Increase in program activity from grants			
154130	Dept Of Ag - Community Event Grant	-	(35,000)	(35,000)
	Increased sponsorship			
153910	Fundraising Misc Income	-	(8,000)	(8,000)
	Increased financial support			
153930	Community Events	(88,000)	43,000	(45,000)
	Increase in program activity from sponsorship/revenues grants			
175710	Opening Surplus(Deficit)	1,289,433	(1,361,973)	(72,540)
	Increase in carried funds			
101810	Financial Assist'Ce Grant	(2,045,336)	824,770	(1,220,566)
	Advance Payment of \$570,436 received in 12/13			
102110	Local Road Grant	(1,037,359)	542,924	(494,435)
	Advance Payment of \$1,074,680 received in 12/13			
100310	Grv Rates	(4,016,146)	137,838	(3,878,308)
	Lower rates raised due to revals since draft budget			
120030	Ses Operating Grant	(13,130)	7,919	(5,211)
	Dfes advised lower grant due to lower spending in previous year			
115630	Fesa Operating Grant	(4,214)	(646)	(4,860)
	Dfes advised slightly higher grant due to increased costs in previous year			
124140	Youth Grant - Playground	(51,618)	11,118	(40,500)
	Reduction in grant			
124470	Building Maintenance - Capital	9,500	50,000	59,500
	Insulation and cladding of rooms at YC \$16000 not carried over from previous year and Staff request an additional \$34,000 so as to clad two additional rooms.			
124390	Lot 852 Kids Zone Building - Capital	36,000	5,000	41,000
	Requested to level area in old store room and carpet			
127040	Housing - Capital Improvements	348,050	7,000	355,050
	Shade cloth to front veranda carried over from previous year and replace decking on front veranda as dangerous			
153340	Loader	80,000	13,971	93,971
	Price was higher than expected.			
113310	Managers Vehicle	50,000	(50,000)	-
	Purchased in 2012/13			
102520	Donations Various	11,000	3,000	14,000
	Omitted from budget as no longer operating			
102520	Donations Various	11,000	9,000	20,000
	Shortfall in adopted budget			
142000C	Beringarra-Mt Gould Rd - Construction	-	200,000	200,000
	\$150,000 carried over from 2012/13 plus an extra \$50,000			
159260	Maintenance Trails & Lookouts	32,886	42,000	74,886
	Repair and Improve board walk			
127040	Housing - Capital Improvements	348,050	80,000	428,050
	Damage caused by tenant			
183320	Parts And Repairs (External)	494,652	25,000	519,652
	CATERPILLAR 613C SCRAPER			
124380	Lot 852 Kids Zone Equipment - Capital	53,925	29,382	83,307
111270	Revitalisation Planning Grant	-	(62,515)	(62,515)
106920	Consulting Services	197,000	62,515	259,515
111260	Proceeds Sales Of Vehicle	(35,000)	35,000	-
162510d	Write Back Cost Of Assets Sold	(220,494)	13,556	(206,938)
111240	Profit Sale Of Asset	(21,444)	21,444	-
112260	Realisation Account Admin	35,000	(35,000)	-
113320	Project Officers Vehicle	35,000	(35,000)	-
132920	Cemetery Capital Expenditure	90,000	(30,000)	60,000
160010	Cash - Municipal	43,977	1,516,991	1,560,968
175510	Reserve Fund Bank	11,560,370	(1,516,991)	10,043,379
189600U	Transfers From Reserves	-	(1,516,991)	(1,516,991)
170300U	Plant Reserve	-	1,516,991	1,516,991
			546,303	

Shire of Meekatharra		Management Budget		
<i>for the period ended 30 April 2014.</i>				
		Budget Amendments		
BUDGET REVIEW	Budget	Adjustment	Amended budget	
101510 Rates Non-Payment Penalty	(30,000)	(50,000)	(80,000)	
192230 Interest on Municipal Investments	(80,000)	60,000	(20,000)	
111530 Insurance - Refunds	(26,000)	(46,000)	(72,000)	
192240 Interest on Reserve Investments	(420,877)	137,600	(283,277)	
138630 CSRRFF Grant	(108,125)	108,125	-	
127040 Staff Housing Upgrades	348,050	35,000	383,050	
132220 SPQ Mcleary St "Paddy's Flat"	3,000	20,000	23,000	
152840 Generator Set (Construction)	-	16,500	16,500	
138840 New Gym	250,000	(250,000)	-	
141930 Lloyds Building Assessment & Planning	25,000	(25,000)	-	
127040 Staff Housing Upgrades	348,050	(150,000)	198,050	
196810 Meekatharra CRC Building Extension	76,370	(76,370)	-	
136800 Rec Centre Floor Coverings	48,000	(48,000)	-	
141910 Stage 1 - Lloyd's Renovations	380,000	(380,000)	-	
136340 Construct Oval Toilets	100,000	(100,000)	-	
132920 Cemetery Improvements	90,000	(40,000)	50,000	
113340 Re-Roof Office/Administration Building	215,000	(215,000)	-	
151340 Grader	150,000	(150,000)	-	
139040 Play ground Equipment	28,000	(28,000)	-	
151040 Airport Improvements	622,500	(125,000)	497,500	
141420 Mt Gould Police Station	12,400	(10,400)	2,000	
141810 Mt Gould Police Station - security	20,000	(20,000)	-	
187760 Solar Power Research	300,000	(300,000)	-	
130720 Heritage Survey	57,000	(57,000)	-	
142000H Paroo Road - Heidi Damage Claim 2	273,436	(273,436)	-	
142000H Belele Judal Road - Heidi Damage Claim 2	83,782	(83,782)	-	
142000H Youno Downs Road - Heidi Damage Claim 2	47,430	(47,430)	-	
142000H Tangadee Road - Heidi Damage 2012	802,608	(67,927)	734,681	
175710 Cash Municipal Investments Maxi Direct	1,289,433	72,540	1,361,973	
160010 Cash - Municipal	43,977	2,090,580	2,134,557	
		-		

Shire of Meekatharra			Management Budget		
for the period ended 30 April 2014.					
NOTES ON VARIATIONS					
Variations for revenues and expenses that are greater than \$10,000 and 10.0% when compared to the budget year to date estimates. New items reported in this reporting period are identified with an #.					
Project carried forward from 2011/12 have been identified in the schedules above.					
Internal allocations have not been reported as they are offset with the corresponding reduction in expenditures.					
Ref	Act	Description	Anl Budget	YTD Budget	30 Apr 2014
1	103420	Rating - Legal Expenses - Rates	7,500	7,500	27,048
		<i>Legal action to recovery outstanding rates - recoverable.</i>			261%
2	101310	Rating - Back rates	-	-	17,562
		<i>Unbudgeted revenue</i>			
3	102810	Rating - Legal Fees Recovered	3,000	3,000	22,545
		<i>see account 10340 - legal expenses</i>			651%
4	102830	General Financing - Other Minor Income	650	542	17,753
		<i>DFES - ESL refund "Option B" \$16,872.41</i>			
5	104920	Administration - Housing Allocations	103,700	87,746	135,917
		<i>Allocations to be reviewed</i>			55%
6	125420	Housing - Staff Housing Maintenance	130,220	129,391	155,810 #
		<i>Allocations to be reviewed</i>			20%
7	126820	Housing Total - Allocated to Function Areas	(259,251)	(243,353)	(271,697)
		<i>Allocations to be monitored.</i>			12%
8	139720	Other Recreation And Sport - Depreciation	85,640	71,367	59,847 #
		<i>Non cash depreciation expense. No effect on budget outcome.</i>			16%
9	136800	Other Recreation And Sport - Rec Centre	-	-	11,640 #
		<i>Allocations to be reviewed</i>			
10	141020	Other Culture - Masonic Lodge Maintenance	1,000	833	11,316
		<i>Allocations to be reviewed</i>			
11	149000	Mtce Roads,Bridges,Depots - Signage of S	200,000	120,000	8,777 #
					93%
12	150520	Aerodromes - Aerodrome Maintenance	35,000	29,167	76,972
		<i>Allocations to be reviewed</i>			164%
13	150550	Aerodromes - Transformer repairs	-	-	34,998
		<i>Insurance provided</i>			
14	150720	Aerodromes - Depreciation	194,070	161,725	142,094 #
		<i>Non cash depreciation expense. No effect on budget outcome.</i>			12%
15	150130	Aerodromes - Airport Leases	100,000	80,000	34,502
		<i>Amounts to be collected</i>			57%
16	153920	Tourism And Area Promotion - Community	130,000	107,900	72,009 #
					33%
17	156830	Building Control - Building Permit Fees	26,500	22,083	4,257 #
					81%
18	182320	Public Works Overheads - Allocation from	77,775	65,810	76,420 #
		<i>Allocations adjusted according to actual expenses.</i>			16%
19	181820	Public Works Overheads - Less PWO alloc	(728,837)	(616,708)	(458,463) #
		<i>Allocations to be reviewed</i>			26%
20	183020	Plant Operation Costs - Fuel and Oil	326,626	251,502	181,575
					28%
21	183420	Plant Operation Costs - Repairs - Wages	91,295	65,367	38,836
					41%
22	183220	Plant Operation Costs - Tyres	100,000	75,000	40,865
					46%

SHIRE OF MEEKATHARRA

INVESTMENT REGISTER

Total Investments as at 30 April 2014

Account	Institution	Account Type	Maturity Date	Interest Rate	Opening Balance 1/07/2012	Interest Earned to 31/03/2014	Interest Earned This Period	Transfers To Investments	Transfers From Investments	Closing Balance 30/04/2014
410314	Westpac	5 month TD	30/11/2013	4.00%	10,835,314.31	181,677.05	-	-	(11,016,991.36)	-
410314	Westpac	18 days TD	18/12/2013	3.40%	-	-	-	11,016,991.36	(11,016,991.36)	-
267466	Westpac	6 month TD	30/06/2014	2.54%	-	-	-	9,500,000.00	-	9,500,000.00
26-7466	Westpac	At Call		Variable	890,157.78	10,385.57	0.05	2,316,991.36	(3,210,300.00)	7,234.76
TOTALS					890,157.78	10,385.57	0.05	22,833,982.72	(14,227,291.36)	9,507,234.76

Investments by Nature

General Ledger Code	Investment Purpose	% of Investment	Opening Balance 1/07/2012	Interest Earned to 31/03/2014	Interest Earned This Period	Transfers To Investments	Transfers From Investments	Closing Balance 30/04/2014
170300	Plant Reserve	19.49%	2,076,978.59	35,408.86	-	-	(1,516,991.36)	595,396.09
170500	Building Reserve	13.26%	1,412,834.84	24,090.38	-	177,224.90	-	1,614,150.12
170200	Water Reserve	2.45%	261,652.51	4,451.09	-	-	-	266,103.60
170700	Airport Runway Reserve	22.39%	2,386,420.32	40,677.49	-	-	-	2,427,097.81
170800	Airport Operations Reserve	7.90%	841,942.47	14,352.49	-	-	-	856,294.96
170600	Transport Reserve	5.34%	569,303.60	9,701.55	-	-	-	579,005.15
170100	Infrastructure Reserve	7.74%	824,902.08	14,061.80	-	-	-	838,963.88
170150	Leave Reserve	1.41%	150,594.08	2,561.65	-	-	-	153,155.73
170250	Reseal & Rejuvenation Reserve	9.67%	1,030,699.49	17,568.17	-	-	-	1,048,267.66
173500	Upgrade to Digital TV Reserve	0.00%	177,224.90	-	-	-	(177,224.90)	-
170450	Interpretive Centre Reserve	10.35%	1,102,761.44	18,803.57	-	-	-	1,121,565.01
SUB TOTAL ON RESERVES		100.00%	10,835,314.32	181,677.05	-	177,224.90	(1,694,216.26)	9,500,000.00
6001	Municipal Fund	100.00%	890,157.78	10,385.57	0.05	2,316,991.36	(3,210,300.00)	7,234.76
TOTAL INVESTMENTS BY NATURE			11,725,472.10	192,062.62	0.05	2,494,216.26	(4,904,516.26)	9,507,234.76

ACTIONS TAKEN UNDER DELEGATED POWER REQUIRING NOTIFICATION TO COUNCIL

There were no actions taken under delegated powers that require reporting to Council in April 2014.

Title/Subject: OUTSTANDING DEBTORS
Agenda/Minute Number: 9.2.2
Applicant: Nil
File Ref: ADM 171
Disclosure of Interest: Nil
Date of Report: 12 May 2014
Author: Svenja Clare
Debtors & Creditors 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 PS Clancy

That Council receives the outstanding monthly Debtor Trial Balance for 30 April 2014.

CARRIED 6/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 17 MAY 2014

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*** SHIRE OF MEEKATHARRA ***

		Debtors Trial Balance					
		As at today					
Debtor #	Name	Credit Limit	31.01.2014	02.03.2014	01.04.2014	01.05.2014	Total
			GT 90 days	GT 60 days	GT 30 days	Current	
			Age				
			Of				
			Oldest				
			Invoice				
			(90Days)				
A041	AD ASTRAL AVIATION		0.00 0	0.00	1807.76	0.00	1807.76
B043	ADRIAN BAUMGARTEN		0.00 0	0.00	168.99	0.00	168.99
B092	ADRIAN BAUMGARTEN (JNR)		827.56 294	0.00	0.00	0.00	827.56
A054	AFRAN CIVIL CONSTRUCTIONS		0.00 0	0.00	138.60	0.00	138.60
A017	AUSTRALIAN TAXATION OFFI		0.00 0	0.00	0.00	0.00	-7.75
B016	BELELE STATION		624.00 2558	0.00	0.00	0.00	624.00
B102	BEVAN, KIMBERLEY EDMOND		0.00 0	0.00	22.00	0.00	22.00
B2	BP AUSTRALIA PTY LTD		0.00 0	0.00	0.00	30363.18	30363.18
S074	BRENT SMOOTHY		22.00 177	0.00	0.00	0.00	22.00
B5	BROOME AVIATION PTY LTD		0.00 0	0.00	295.14	0.00	295.14
B002	BURROWS AG		0.00 0	0.00	0.00	3036.80	3036.80
B082	BYRNE, MICHAEL LESLIE		22.00 139	0.00	0.00	0.00	22.00
C113	COBHAM AVIATION		0.00 0	0.00	1617.70	0.00	1617.70
C021	COMPLETE AVIATION SERVICES		0.00 0	0.00	1397.54	0.00	1397.54
D1	DEPARTMENT OF EDUCATION		0.00 0	0.00	0.00	6288.00	6288.00
D063	DEPARTMENT OF PLANNING		0.00 0	0.00	67000.00	0.00	67000.00
D062	DRANSFIELD, LORRI		0.00 0	0.00	388.93	0.00	388.93
F039	FIRST NATIONAL REAL ESTATE		0.00 0	23.10	23.10	0.00	46.20
C128	GEOFFREY CARBERRY		0.00 0	0.00	17.22	0.00	17.22
G010	GERALDTON FUEL COMPANY		0.00 0	0.00	69.30	0.00	69.30
G070	GOLDEN EAGLE AVIATION PTY		50.13 168	0.00	0.00	0.00	50.13
J033	JAMES JOSEPH BUCHANAN		0.00 0	0.00	0.00	0.00	-28.80
J018	JANDAKOT FLIGHT CENTRE		0.01 330	0.00	0.00	0.00	0.01
D056	JOHN DYER		0.00 0	0.00	122.59	0.00	122.59
J039	JULIE'S BEAUTY		0.00 0	0.00	757.90	0.00	757.90
K021	KING LEOPOLD AIR		129.26 177	0.00	0.00	0.00	129.26
L039	LOVE, WENDY		0.00 0	0.00	15.45	0.00	15.45
M163	MACDONALD, DAVID		0.00 0	0.00	6.12	0.00	6.12
M148	MELISSA PRICE MP		0.00 0	0.00	69.30	0.00	69.30
M2	METEOROLOGY DEPT OF		0.00 0	0.00	1004.21	476.39	1480.60
M141	MIDWEST SEPTICS		0.00 0	25.00	25.00	0.00	50.00
M161	MISSION AUSTRALIA		3.50 98	0.00	11.60	0.00	15.10
T2	ML & GJ TRENFIELD CONTRACT		0.00 0	0.00	36.80	44.95	81.75
N002	NETWORK AVIATION		0.00 0	0.00	1649.20	0.00	1649.20

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*** SHIRE OF MEEKATHARRA ***

Debtors Trial Balance								
As at today								
Debtor #	Name	Credit Limit	31.01.2014		02.03.2014	01.04.2014	01.05.2014	Total
			GT 90 days	Age	GT 60 days	GT 30 days	Current	
				Of Oldest Invoice (90Days)				
O033	OLSEN & CO CONTRACTORS		0.00	0	23.10	0.00	0.00	23.10
L011	PAUL LYONS AVIATION PTY LT		0.00	0	0.00	73.48	0.00	73.48
H021	PHILIP HOOPER - COCKLES		0.00	0	0.00	0.00	0.00	-74.25
E21	PILBARA ACCESS PTY LTD (EF		0.00	0	0.00	0.00	0.00	-88.44
R043	RACHLAN HOLDINGS PTY LTD		22.00	177	0.00	0.00	0.00	22.00
R046	RECREATIONAL AIRCRAFT AUST		0.00	0	0.00	44.00	0.00	44.00
R005	ROYAL FLYING DOCTOR SERVIC		0.00	0	0.00	1115.66	1226.20	2341.86
R006	ROYAL MAIL HOTEL		0.00	0	0.00	69.30	0.00	69.30
S096	S&K ELECTRICAL CONTRACTING		0.00	0	0.00	69.30	0.00	69.30
S112	SCHOFIELDS FLYING CLUB		0.00	0	0.00	26.54	0.00	26.54
Y005	SHIRE OF YALGOO		1100.00	4657	0.00	0.00	0.00	1100.00
S007	SKIPPERS AVIATION		0.00	0	0.00	8762.27	0.00	8762.27
S098	SLACK WATER SAFARIS PTY LT		22.00	112	0.00	0.00	0.00	22.00
S078	STAR AVIATION PTY LTD		47.63	155	0.00	0.00	0.00	47.63
T056	TEX ONSITE PTY LTD		0.00	0	0.00	137.76	0.00	137.76
N033	THE NATIONALS FOR REGIONAL		0.00	0	0.00	0.00	0.00	-62.70
T059	TIDMAN OPTICAL		0.00	0	0.00	25.00	0.00	25.00
W030	WATER CORPORATION		0.00	0	0.00	1257.55	0.00	1257.55
B070	WATSON-BATES, JOHN		0.00	0	0.00	18.70	0.00	18.70
W057	WONDINONG STATION		0.00	0	0.00	0.00	980.06	980.06
Y1D	YULELLA ABORIGINAL CORPORA		0.00	0	0.00	0.00	0.00	-23.10
Totals --- Credit Balances:		-285.04	2870.09		71.20	88244.01	42415.58	133315.84

Title/Subject: LIST OF ACCOUNTS ENDED APRIL 2014
Agenda/Minute Number: 9.2.3
Applicant: Nil
File Ref: ADM 171
Disclosure of Interest: Nil
Date of Report: 7 May 2014
Author: Svenja Clare
Debtors & Creditors 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:	\$1,587,187.90
Trust Account	Voucher No's	Amount:	\$ -
Air BP	Voucher No's	Amount:	\$ -
	Total		<u>\$1,587,187.90</u>

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 NE Lyon

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

CARRIED 6/0

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 17 MAY 2014

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
17th May 2014

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT9227	02/04/2014	AUSTRALASIAN PLAYGROUNDS PTY LTD	SPORTS COMPLEX EQUIPMENT STAR RIDER AND DUAL RIDER	-4675.00		
EFT9228	02/04/2014	CANINE CONTROL	RANGER SERVICES ON 11 AND 12 MARCH 2014	-3234.00		
EFT9229	02/04/2014	CHILLI'S CARPENTRY & MAINTENANCE (PETER JACKSON - IMPI)	REPAIRS AND MAINTENANCE TO PICTURE GARDENS	-792.00		
EFT9230	02/04/2014	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE FOR FEBRUARY 2014	-16395.55		
EFT9231	02/04/2014	HICKS, BELINDA AND DAVID	REIMBURSEMENT FOR RENEWAL OF WORKING WITH CHILDREN CARD	-54.00		
EFT9232	02/04/2014	ML & GJ TRENFIELD CONTRACTING	AIRPORT MANAGEMENT CONTRACT MARCH 2014	-20900.00		
EFT9233	02/04/2014	NGE NORTHERN GOLDFIELDS EARTHMOVING	CONTRACTOR ROAD WORKS TANGADEE RD	-125008.95		
EFT9234	02/04/2014	PLANET TIMBERS (WA) PTY LTD	TIMBER MOISTURE METER	-450.00		
EFT9235	02/04/2014	THE HONDA SHOP	LAWN MOWER AND BLADE KIT	-1578.00		
EFT9236	02/04/2014	TRENFIELD MOTORS	FLOOD SUPERVISION AG BURROWS ON VARIOUS FLOOD DAMAGE WORKS	-5217.08		
EFT9237	08/04/2014	AG BURROWS PLANT	PLANT HIRE APRIL	-27093.00		
EFT9238	08/04/2014	MTF SERVICES	CONTRACTOR ROAD WORKS BELELE ROAD MARCH 2014	-93302.00		
EFT9239	08/04/2014	TRENFIELD MOTORS	SUPERVISION OF CONTRACTOR NGE TRILLBAR ROAD SEPTEMBER 2013	-10721.04		
EFT9240	14/04/2014	MTF SERVICES	CONTRACTOR ROAD WORKS BULOODOWNS RD APRIL, TANGADEE RD MAR	-398061.40		
EFT9241	14/04/2014	NGE NORTHERN GOLDFIELDS EARTHMOVING	CONTRACTOR ROAD WORKS VARIOUS ROADS	-283673.23		
EFT9242	14/04/2014	TRENFIELD MOTORS	SUPERVISION OF VARIOUS CONTRACTORS ON VARIOUS ROADS	-40164.08		
EFT9243	16/04/2014	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY COMMISSION MARCH 2014, VARIOUS ASSESSMENTS	-3246.28		
EFT9244	16/04/2014	ANDREW BINSIAR	COUNCIL MEETING AND HB & TP COMMITTEE FEE 12/04/14	-210.00		
EFT9245	16/04/2014	ARCUS AUSTRALIA PTY LTD	NEW WATER COOLER FOR KIDSZONE	-2164.80		
EFT9246	16/04/2014	ATYEO'S ENVIRONMENTAL HEALTH SERVICES PL	EHO DUTIES MAR - APR 2014	-4897.20		
EFT9247	16/04/2014	B & E TRENFIELD	PARKS AND GARDENS CONTRACT 1-15 /04/14	-5152.19		
EFT9248	16/04/2014	BOC GASES	CYLINDER RENT 14	-106.85		
EFT9249	16/04/2014	BULLIVANTS	PARTS FOR TANKER TRAILERS	-528.00		
EFT9250	16/04/2014	BURROWS A.G.	MEETING ATTENDANCE FEES 12/04/14	-210.00		
EFT9251	16/04/2014	CABCHARGE AUSTRALIA LIMITED	SEVICE FEE MAR 2014	-6.00		
EFT9252	16/04/2014	CANINE CONTROL	RANGER SERVICES ON APRIL 2014	-3234.00		
EFT9253	16/04/2014	CHILLI'S CARPENTRY & MAINTENANCE (PETER JACKSON - IMPI)	REMOVING OLD RUSTED WALL SHEETS FROM POOL AND REPAIRS TO DIVING BOARD	-648.08		
EFT9254	16/04/2014	CIVIC LEGAL	LEGAL ADVICE ON RECOVERY OF RATES FROM GMK EXPLORATION - FEB/MAR 2014 PROGRESS	-936.10		
EFT9255	16/04/2014	COCKBURN CEMENT LTD	CEMENT FOR SANDSTONE RD	-2300.10		
EFT9256	16/04/2014	CONTRACT AQUATIC SERVICES	CONTRACT MANAGEMENT FEE APR 2014	-14755.91		
EFT9257	16/04/2014	COURIER AUSTRALIA	FREIGHT FROM VARIOUS COMPANIES	-267.25		
EFT9258	16/04/2014	FITZGERALD PHOTO IMAGING	MAR 14 BULK FUEL AND FUEL CARD PURCHASES	-956.95		
EFT9259	16/04/2014	GERALDTON FUEL	SUPPLY AND DELIVERY OF 50,000LTS DIESEL FUEL (\$1.4784/LT)	-104826.85		
EFT9260	16/04/2014	GOLDSTEIN ESWOOD	GOLDSTEIN LPG GAS STOVE AND OVEN PLUS FLAME FAILURE DEVICE FOR THE HALL	-5436.75		
EFT9261	16/04/2014	HICKS, DAVID	NEW DOOR HANDLE SET AT YOUTH CENTRE			
EFT9262	16/04/2014	HOWDEN R.K.	MEETING ATTENDANCE FEE 12/04/14 AND TRAVEL	-260.00		
EFT9263	16/04/2014	JJ & JC MAHONY	CONTRACT LABOUR LANDOR ROAD FEB/MARCH 2014, 23 DAYS	-12650.00		
EFT9264	16/04/2014	KANDOO CONSTRUCTIONS	LOT 255 REFURBISHMENT 2 ND PAYMENT	-33000.00		
EFT9265	16/04/2014	LYON, NORMAN	COUNCIL MEETING FEE 12/04/14	-140.00		
EFT9266	16/04/2014	MTF SERVICES	CONTRACT ROAD WORKS MARCH WHEELARANA WEST RD	-3085.50		
EFT9267	16/04/2014	REVOLUTIONS GERALDTON	BICYCLES AND OTHER EQUIPMENTS FOR YOUTH SERVICES	-2442.55		
EFT9268	16/04/2014	ROCLA PIPELINE PRODUCTS	STORMWATER PIPELINE RINGS	-87.67		
EFT9269	16/04/2014	S&K ELECTRICAL CONTRACTING PTY LTD	304 DARLOT STREET FAN AND LIGHT SWITCH REPAIRS	-243.80		
EFT9270	16/04/2014	SADLEIRS-NEXUS LOGISTICS	VARIOUS FRIEGHT	-614.66		
EFT9271	16/04/2014	ST JOHN AMBULANCE AUSTRALIA, MEEKATHARRA SUB CENTRE	SNR FIRST AID TRAINING - CDO, YC AND RO STAFF	-597.00		
EFT9272	16/04/2014	STAPLES AUSTRALIA PTY LIMITED	STATIONERY REQUIREMENTS - VARIOUS DEPARTMENTS	-494.38		
EFT9274	16/04/2014	TENNANT AUSTRALIA	HYDRAULIC MOTOR FOR ROAD SWEEPER	-832.82		
EFT9275	16/04/2014	TRENFIELD MOTORS	SUPPLY PUMPS, PUMP MOTORS, OIL AND LUBRICANTS	-28267.69		
EFT9276	16/04/2014	TRENFIELD, NORMAN	MEMBERS MEETING AND HB & TP COMMITTEE FEES APRIL 14	-350.00		
EFT9277	16/04/2014	UHY HAINES NORTON CHARTERED ACCOUNTANTS	WALGA WEBINAR EMPLOYEE V CONTRACTOR - FINANCE OFFICER SVENJA CLARE	-220.00		
EFT9278	16/04/2014	URBIS PTY LTD	PROVIDE ECONOMIC DEVELOPMENT STRATEGY	-28455.69		
EFT9279	16/04/2014	WESTRAC EQUIPMENT	REPAIRS AND PARTS FOR VARIOUS PLANTS	-7391.02		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 17 MAY 2014

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
17th May 2014

Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
EFT9280	30/04/2014	AG BURROWS PLANT	HIRE OF ROAD TRAIN MARCH 2014	-21318.00		
EFT9281	30/04/2014	AUSTRALIA POST	POSTAGE CHARGE FOR MAR 2014	-282.28		
EFT9282	30/04/2014	AUSTRALIAN WORKERS UNION	Payroll deductions	-44.00		
EFT9283	30/04/2014	AXIS PACKAGING	MANUFACTURE & SUPPLY 1 PANEL CASE FOR FREIGHT OF HISTORICAL IMAGES	-447.78		
EFT9284	30/04/2014	B & E TRENFIELD	PARKS AND GARDENS CONTRACT 16-30 APRIL 2014	-5152.19		
EFT9285	30/04/2014	BEELINE SERVICES	ROCK SAW HIRE TO CUT TRENCHES FOR FLOODWAY CUTOFF WALLS	-6325.00		
EFT9286	30/04/2014	BT SUPER FOR LIFE	Superannuation contributions	-744.24		
EFT9287	30/04/2014	CANINE CONTROL	RANGER SERVICES ON 15-16 APRIL 14	-3234.00		
EFT9288	30/04/2014	CHILD SUPPORT AGENCY	Payroll deductions	-888.45		
EFT9289	30/04/2014	COMMERCIAL HOTEL MEEKATHARRA	LUNCHES FOR COUNCILLORS AND STAFF AFTER COUNCIL MEETING ON SAT 12 APR 14	-354.70		
EFT9290	30/04/2014	COURIER AUSTRALIA	VARIOUS FREIGHT CHARGE	-49.08		
EFT9291	30/04/2014	DEMOUNTABLE SALES & HIRE	SUPPLY TRANSPORTABLE ABLUTION BLOCK FOR CARAVANS	-12045.00		
EFT9292	30/04/2014	DEPARTMENT OF LANDS	LICENCE FEE - RESERVE 15815 AND UCL FOR PURPOSE OF PARKING AND STORAGE	-657.00		
EFT9293	30/04/2014	DRANSFIELD SUPER FUND	Superannuation contributions	-833.64		
EFT9294	30/04/2014	FRIG TECH SERVICES	VARIOUS AIRCONDITIONER REPAIRS AND MAINTENANCE	-5084.80		
EFT9295	30/04/2014	FUJI XEROX AUSTRALIA PTY LTD	1 PALLET OF A4 80GSM PERFORMER CARBON NEUTRAL PAPER \$1676.40 PLUS 360.00 DELIVERY CHARGE	-2072.40		
EFT9296	30/04/2014	G&T FAMILY TRUST - BYRNE CASH ENTERPRISES	RUBBISH CONTRACT APRIL 14	-16500.00		
EFT9297	30/04/2014	HICKS SUPERANNUATION FUND	Superannuation contributions	-487.38		
EFT9299	30/04/2014	JOKAPHINE SUPER FUND	Payroll deductions	-2570.91		
EFT9300	30/04/2014	KILLARA STATION CO.	REPLACE CLOTHESLINE AS SUPPLIED BY SHIRE TO UNIT 1/16 REGAN STREET	-110.00		
EFT9301	30/04/2014	LANDGATE	MINING TENEMENTS 8.2.14 TO 14.3.14	-624.80		
EFT9302	30/04/2014	LGRCEU (FORMERLEY) MUNICIPAL EMPLOYEES UNION	Payroll deductions	-38.80		
EFT9303	30/04/2014	MARINDI PTY LTD	FABRICATE 1 X CONCRETE MOULD FOR ROAD GRIDS	-8430.40		
EFT9304	30/04/2014	MARK SMITH PTY LTD	304 DARLOT STREET NEW HOT WATER UNIT ,AIRPORT TOILET MAINTENANCE	-1885.22		
EFT9305	30/04/2014	MCCLYMONT, ROY	REIMBURSEMENT FOR DIESEL - CEO PRADO	-50.00		
EFT9306	30/04/2014	MIDLAND CAMERA HOUSE	CANON POWERSHOT SX170 IS DIGITAL COMPACT CAMERA FOR OFFICE	-234.00		
EFT9307	30/04/2014	NGE NORTHERN GOLDFIELDS EARTHMOVING	ASHBURTON DOWNS ROAD CONTRACT WORKS MARCH 14	-41296.75		
EFT9308	30/04/2014	OSHGROUP PTY LTD	SUPPLEMENTARY REPORT - ROSS CASHIN	-473.00		
EFT9309	30/04/2014	PERENTI TIMBER RECOVERY (MANDURAH TIMBER SUPPLIES)	JARRAH DECKING FOR DECK MAINTENANCE - WALK TRAIL	-2152.70		
EFT9310	30/04/2014	ROYAL MAIL HOTEL	SUPPLY OF FOOD FOR WELCOME TO MEEKA EVENT	-825.00		
EFT9311	30/04/2014	S&K ELECTRICAL CONTRACTING PTY LTD	REPLACE POWER OUTLET SPORTS COMPLEX	-378.05		
EFT9313	30/04/2014	TUTT BRYANT EQUIPMENT	WINDOW AND SWITCH FOR BOMAG	-435.10		
EFT9314	30/04/2014	VIDGUARD SECURITY SYSTEMS	SECURITY MONITORING FEES UP TO 31.12.13 FOR VARIOUS PROPERTIES	-2310.00		
EFT9316	30/04/2014	WA SUPER	Superannuation contributions	-13366.46		
EFT9317	30/04/2014	WEST PERTH GLASS & LEADLIGHTS	SUPPLY ALUMINIUM DOUBLE GLASS DOORS AND FRAME FOR SHIRE HALL	-1540.00		
EFT9318	30/04/2014	ML & GJ TRENFIELD CONTRACTING	AERODROME MANAGEMENT CONTRACT APRIL 14	-20900.00		
EFT9319	30/04/2014	SADLEIRS-NEXUS LOGISTICS	FREIGHTS FROM VARIOUS COMPANIES	-2418.34		
EFT9320	30/04/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION -	ADVERTISING COSTS FOR QUOTES - SECURITY FENCING	-254.91		
EFT9321	30/04/2014	WESTRAC EQUIPMENT	REPAIRS AND PARTS RHS MIRROR ASSEMBLY FOR 924G LOADER	-43.47		
24874	01/04/2014	BAKER FE PTY LTD	Rates refund for assessment A6864 E51/1458 AS REQUESTED BY OWNER	-2714.72		
24875	01/04/2014	CAZALY IRON PTY LTD	Rates refund for assessment A6377 E52/2183 AS REQUESTED BY OWNER	-1307.19		
24876	01/04/2014	GIRALIA RESOURCES PTY LTD	Rates refund for assessment A6204 E52/1414 AS REQUESTED BY OWNER	-467.66		
24877	01/04/2014	GLENEAGLE GOLD LTD	Rates refund for assessment A5584 E52/1641 AS REQUESTED BY OWNER	-183.84		
24878	01/04/2014	METEORIC RESOURCES LTD	Rates refund for assessment A5667 E52/1851 AS REQUESTED BY OWNER	-1074.13		
24879	01/04/2014	NICHOLS H.J.	TRAVEL ALLOWANCE FOR ATTENDANCE AT MRVC MT MAGNET 410 KMS, MEETING FEE APRIL 14	-620.00		
24880	01/04/2014	PILBARA CHROMITE PTY LTD	Rates refund for assessment A6112 E52/2047 AS REQUESTED BY OWNER	-297.77		
24881	01/04/2014	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	CAR KITS (NO ANTENNAES) FOR IRIDIUM 9555 SATELLITE PHONES,SAT PHONE CHARGES MAR/APRIL 14	-2320.00		
24882	01/04/2014	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	Superannuation contributions	-344.68		
24883	01/04/2014	SAMMY RESOURCES PTY LTD	Rates refund for assessment A6158 P51/2565 AS REQUESTED BY OWNER	-250.89		
24884	01/04/2014	SHIRE OF MEEKATHARRA	Payroll deductions	-672.69		
24885	01/04/2014	SHIRE OF MEEKATHARRA - TRUST	Payroll deductions	-400.00		
24886	01/04/2014	TAL LIFE LIMITED	Superannuation contributions	-330.15		

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON SATURDAY 17 MAY 2014

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SHIRE OF MEEKATHARRA

Accounts Due and Paid under Delegated Authority and Submitted to Council on the
17th May 2014



Chq/EFT	Date	Creditor	Description	MUNICIPAL	AIR BP	TRUST
24887	01/04/2014	TELSTRA CORPORATION LIMITED	LANDLINE TELEPHONE CHARGES FOR MARCH 2014	-3010.40		
24888	01/04/2014	WARWICK RESOURCES LTD	Rates refund for assessment A6486 P52/1269 AS REQUESTED BY OWNER	-706.62		
24889	01/04/2014	WATER CORPORATION	WATER CHARGES , 10 DEC 2013 TO 11 FEB 2014 VARIOUS PROPERTIES	-1733.06		
24890	01/04/2014	WESTNET PTY LTD	INTERNET MARCH AND APRIL 2014	-364.80		
24891	02/04/2014	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	JH BEE BP FUEL CONTRACTOR AIRPORT - VH6FZB - LICENCE RENEWAL	-123.00		
24892	16/04/2014	ANDY WELL MINING PTY LTD	Rates refund for assessment A6051 E51/1217 AS REQUESTED BY OWNER	-225.24		
24893	16/04/2014	AUSGOLD EXPLORATION PTY LTD	Rates refund for assessment A6255 E52/2162 AS REQUESTED BY OWNER	-1706.48		
24894	16/04/2014	CANCER FOUNDATION OF WA INC	SAFETY CLOTHES FOR YOUTH OFFICER	-306.20		
24895	16/04/2014	CARAVEL MINERALS LIMITED	Rates refund for assessment A7016 M51/566 AS REQUESTED BY OWNER	-27919.88		
24896	16/04/2014	DESERT RESOURCES PTY LTD	Rates refund for assessment A6304 P52/1233 AS REQUESTED BY OWNER	-490.84		
24897	16/04/2014	ENTERPRISE METALS LIMITED	Rates refund for assessment A6612 P51/2627 AS REQUESTED BY OWNER	-218.48		
24898	16/04/2014	HORIZON POWER	ELECTRICITY CHARGES 01JAN TO 31 JAN 2014 VARIOUS PROPERTIES	-12573.63		
24899	16/04/2014	NICHOLS H.J.	MEETING ATTENDANCE FEE AND HB & TP COMMITTEE 12/04/14	-210.00		
24900	16/04/2014	PETER SHANE CLANCY	COUNCIL MEETING AND HB & TP COMMITTEE FEE 12/04/14	-210.00		
24901	16/04/2014	TALISMAN A PTY LTD	Rates refund for assessment A6809 E52/2662 AS REQUESTED BY OWNER	-889.64		
24902	16/04/2014	TALISMAN MINING NL	Rates refund for assessment A6483 E52/2519 AS REQUESTED BY OWNER	-466.21		
24903	16/04/2014	WARWICK RESOURCES LTD	Rates refund for assessment A6487 P52/1270 AS REQUESTED BY OWNER	-528.96		
24904	16/04/2014	WATER CORPORATION	WATER CHARGES , 10 FEB TO 07 APRIL 14 VARIOUS PROPERTIES	-9108.23		
24905	30/04/2014	AMP SUPERANNUATION	Superannuation contributions	-90.71		
24906	30/04/2014	BUILDING COMMISSION (BRB)	BRB LEVY - BP14-001	-35.50		
24907	30/04/2014	HORIZON POWER	ELECTRICITY CHARGES 15 FEB TO 15 APR 2014 VARIOUS PROPERTIES	-27195.69		
24909	30/04/2014	PIVOTEL SATELLITE PTY LTD - GLOBAL STAR	SATELLITE PHONE CHARGES 15 APRIL TO 15 MAY 14	-589.48		
24910	30/04/2014	RETAIL EMPLOYEES SUPERANNUATION TRUST (REST)	Superannuation contributions	-344.68		
24911	30/04/2014	SHIRE OF MEEKATHARRA	Payroll deductions	-996.27		
24912	30/04/2014	SHIRE OF MEEKATHARRA - TRUST	Payroll deductions	-200.00		
24913	30/04/2014	STEPHEN ZONCA REFRIGERATION AND AIRCONDITIONING	A/C , HEATER REPAIRS , YC, GYM , SPORTS COMPLEX	-7295.32		
24914	30/04/2014	TAL LIFE LIMITED	Superannuation contributions	-247.28		
24915	30/04/2014	TELSTRA CORPORATION LIMITED	MOBILE PHONE CHARGES MAR 14	-208.68		
24916	30/04/2014	WATER CORPORATION	WATER CHARGES ,12 FEB TO 08 APRIL 14	-795.83		
24917	30/04/2014	WESTNET PTY LTD	INTERNET 01/05/14 - 01/06/14	-219.80		
				<u>-\$ 1,587,187.90</u>	<u>\$ -</u>	<u>\$ -</u>

THIS SCHEDULE OF ACCOUNTS PAID UNDER DELEGATED AUTHORITY COVERS:

MUNICIPAL ACCOUNT	-\$ 1,587,187.90
AIR BP ACCOUNT	\$ -
TRUST ACCOUNT	\$ -
	<u>-\$ 1,587,187.90</u>

TOTALLING \$1,587,187.90 AND WAS SUBMITTED TO EACH MEMBER OF COUNCIL ON THE 17/05/2014 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:	MATERIAL VARIANCE FOR FINANCIAL REPORTING PURPOSES
Agenda/Minute Number:	9.2.4
Applicant:	Nil
File Ref:	ADM 0171
Disclosure of Interest:	Nil
Date of Report:	5 May 2014
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 recommends the adoption of Material Variances for Financial Reporting purposes for the 2014/2015 financial year.

Attachments:

Nil

Background:

At least once every financial year Council is to adopt a material variance percentage and/or dollar amount that is then used in reporting material variances in the subsequent financial statements

Comment:

Council since 2008/2009 have been using a dual material variance reporting limit of 10% or \$10,000. This allows for small and immaterial variances to be ignored.

For example, if there was a budgeted amount of \$8,000 for swimming pool entrance fees equating to a monthly budget of \$1,000 and the pool was only receipting \$900 per month then we would have to report, as part of the financial statement, a material variance as the pool income was under budget by 10%. However with the “or \$10,000” rider, this variance would be deemed as not a material variance, which, taken as part of the budget as a whole, it isn’t.

Consultation:

Ron Back – Local Government Accounting Consultant

Statutory Environment:

Local Government (Financial Management) Regulations 1996, reg 34 (5)
Accounting Standard - AASB 1031 - Materiality

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr PS Clancy

That Council adopts a material variance limit of 10% or \$10,000 for the 2014/15 financial year.

CARRIED 6/0

Title/Subject: 2014/2015 DRAFT MANAGEMENT BUDGET
Agenda/Minute Number: 9.2.5
Applicant: Nil
File Ref: ADM 0242
Disclosure of Interest: Nil
Date of Report: 5 May 2014
Author: Krys East
Corporate Services Manager/DCEO



Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer



Signature Senior Officer

Summary/Matter for Consideration:

This report presents the 2014/15 Draft Management Budget to Council for its consideration

Attachments:

2014/15 Draft Management Budget – Presented separately

Background:

Every year Council is required to adopt a budget for that financial year.

Comment:

The attached budget is the Management Budget for the financial year 2014/2015 and once accepted will lead to the production of the Statutory Budget for the same period.

Consultation:

Roy McClymont – Chief Executive Officer
All Councilors
All Internal & External Staff

Statutory Environment:

Division 6 of the Local Government Act 1995 and associated Regulations requires a Local Government to prepare and adopt a budget for its Municipal Fund.

Policy Implications:

Nil

Budget/Financial Implications:

The Annual Budget details all income and expenditure for the forth coming financial year.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation:

That Council receives the 2014/2015 Draft Management Budget as presented and make any additions, deletions or modifications as it sees fit in preparation for the adoption of the Statutory Budget.

Council Resolution:

Moved: Cr AJ Binsiar

Seconded: Cr PS Clancy

That Council receives the 2014/2015 Draft Management Budget as presented and amended.

Council are to be advised of any further amendments prior to adopting the Statutory Budget.

**CARRIED 6/0
BY AN ABSOLUTE MAJORITY**

9.3 ADMINISTRATION

Title/Subject:	COUNCIL MEETING DATES FOR 2014/15
Agenda/Minute Number:	9.3.1
Applicant:	Nil
File Ref:	ADM 0180
Disclosure of Interest:	Nil
Date of Report:	7 May 2014
Author:	Krys East Corporate Services Manager/ Deputy Chief Executive Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

This report lists the schedule of Council and Committee meeting dates for 2014/2015.

Attachments:

2014/15 Meeting Dates

Background:

Once in every 12 month period, Council is required to set and advertise locally its meeting dates for the next 12 months.

Comment:

Attached are the proposed meeting dates for the next 12 months. As last year, all full Council meetings are to commence at 9:30am on the 3rd Saturday of the month with the following exception:

- December meeting which will commence at 2:00pm on the 3rd Friday of the month.

The Health, Building & Town Planning Committee meetings will be held on the same day prior to the full Council meeting and will start at 8:30am with the following exception:

- December meeting which will commence at 1:00pm on the 3rd Friday of the month.

The Audit Committee will be called as and when required.

An option that Council might want to consider is not holding a meeting in January of any given year. This is a normal practice at many other Councils as it allows Councillors and Staff an opportunity to have a break over the Christmas / New Year's period.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Section 5.25 (1) (g) of the Local Government Act 1995

5.25. Regulations about council and committee meetings and committees

- (1) Without limiting the generality of section 9.59, regulations may make provision in relation to —
 - (g) the giving of public notice of the date and agenda for council or committee meetings; and

Section 12 of the Local Government (Administration) Regulations 1996

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
- (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.
- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr AG Burrows

That the attached list of meeting dates for 2014/2015 be adopted and their advertising be authorised.

CARRIED 6/0

**SHIRE OF MEEKATHARRA
SCHEDULE OF MEETING DATES, TIMES AND LOCATIONS**

JULY 2014 TO JUNE 2015

ORDINARY MEETINGS OF COUNCIL

**All meetings commence at 9:30am
(except December meeting which commences at 2:00pm)
and**

HEALTH, BUILDING & TOWN PLANNING COMMITTEE

**All meetings commence at 8:30am
(except December meeting which commences at 1:00pm)**


**All Meetings are to be held in Council Chambers located at the corner Main &
Savage Streets, Meekatharra**

Saturday, 19 July 2014
Saturday, 16 August 2014
Saturday, 20 September 2014
Saturday, 18 October 2014
Saturday, 15 November 2014
Friday, 19 December 2014
Saturday, 17 January 2015
Saturday, 21 February 2015
Saturday, 21 March 2015
Saturday, 18 April 2015
Saturday, 16 May 2015
Saturday, 20 June 2015

**AUDIT COMMITTEE
Meetings will be called as needed.**

Title/Subject:	2014/2015 COUNCILLOR SITTING FEES AND PRESIDENT & DEPUTY PRESIDENT ALLOWANCE
Agenda/Minute Number:	9.3.2
Applicant:	Nil
File Ref:	ADM 0254
Disclosure of Interest:	Nil
Date of Report:	8 May 2014
Author:	Krys East Corporate Services Manager/ Deputy Chief Executive Officer
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

To set the member sitting fees and allowances for 2014/2015 within the range as determined by the Salaries and Allowances Tribunal.

Attachments:

Nil

Background:

The Local Government Act 1995 and Local Government (Administration) Regulations 1996 give an entitlement to elected members of a sitting fee for attending Council and Committee meetings. The Salaries and Allowances Tribunal (SAT) on 19 June 2013 determined certain payments that are to be made or reimbursed to elected Council members with effect from 1 July 2013.

Comment:

The determination by the Salaries and Allowances Tribunal sets the range of payments and allowances within which local governments are required to set the actual amount. The Shire of Meekatharra is a Band 3 Council therefore Meeting Fees and Allowances for 2013/14 were as follows:

Item	2013/2014 Amount	SAT Range
Council Meeting - Councillor	\$140	\$188 - \$388
Council Meeting - President	\$280	\$188 - \$600
Committee Meeting - All	\$70	\$94 - \$194
President's Allowance	\$8,000	\$1,000 - \$35,000
Deputy President's Allowance	\$2,000	\$250 - \$8,750

SAT also determined that the travel allowance for elected members would be between 53.2 and 98.6 cents per kilometre, based on engine displacement and where the vehicle is driven in.

At the 20 May 2011 Ordinary Council Meeting Council resolved to amend the policy for travel allowance to allow Council to set the Travel Allowance without restrictions and links to any awards. The current amount is 100 cents per kilometre.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Sections 5.98 – 5.100 of the Local Government Act 1995

Regulation 30 of the Local Government (Administration) Regulations 1996

Policy Implications:

Nil

Budget/Financial Implications:

Council sitting fees, travel allowance and President's / Deputy President's allowances will be included in the 2014/15 budget at the endorsed levels.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Officers Recommendation / Council Resolution:

Moved: Cr NE Lyon

Seconded: CR HJ Nichols

Council endorse the following sitting fees:

Council Meetings	- Councillor	<u>\$200.00</u>
	- President	<u>\$300.00</u>
Committee Meetings	- All	<u>\$100.00</u>
Presidents Allowance		<u>\$8000.00</u>
Deputy Presidents Allowance		<u>\$2000.00</u>
Travel Allowance		<u>100 Cents/Km</u>

The Travel Allowance to remain at 100 cents per kilometre as the harsh travel conditions experienced on gravel roads warrants the higher rate. Council is aware that this is in breach of the travel allowance for elected members as determined by the Salaries and Allowances Tribunal which came into effect 1 July 2013.

CARRIED 6/0

Title/Subject:	ADMINISTRATION BUILDING ROOF UPGRADE
Agenda/Minute Number:	9.3.3
Applicant:	Nil
File Ref:	ADM
Disclosure of Interest:	Nil
Date of Report:	24 April 2014
Author:	Geoff Carberry Community and Development Services Manager


Signature of Author

Senior Officer: Roy McClymont
Chief Executive Officer


Signature Senior Officer

Summary/Matter for Consideration:

The purpose of this item is to allow the committee to consider the proposed administration building roof upgrade project.

Attachments:

Design plans and costs

Additional report

Skillion Roof pics

Free Standing Tropical Roof sketches (To be provided)

Background:

Council as part of its budgetary considerations had resolved to allocate funds to repair/reroofing the administration building. The sum of \$215000 was budgeted for the project.

Eastman Poletti Sherwood Architects were commissioned to evaluate the current structure and to provide a solution with associated costs.

A design and costs were presented as late business to the environment, health, building & town planning committee for brief comment.

Points raised were the use of timber in the proposed structure, the indicative costs supplied and the fact that Council only wanted a tropical roof over the existing facility.

The comments were passed to Bruce Sherwood for his action

Comment:

Subsequent to the above a detailed report was provided by Bruce Sherwood explaining the reasons for the decision to recommend an entirely new roof and ceilings. The report still supports two recommendations being either to replace the entire roof and ceiling with the proposed design or just replace the existing sheeting with new sheets. The latter option would not guarantee the building remaining water proof in the longer term.

It has also been reiterated to the consultant that the Shire was only looking for a free standing tropical roof over the entire facility.

Mr Sherwood then advised he was having issues in trying to make the tropical roof both aesthetically pleasing and functional. He suggested the possibility of a skillion roof as per the attached pictures. Staff have suggested that a curved “tropical roof” may be an option, making the both functional and a pleasing addition to the building.

Consultation:

R. McClymont, CEO

B. Sherwood, Eastman Poletti Sherwood Architects

Statutory Environment:

Nil

Policy Implications:

Nil

Budget/Financial Implications:

The sum of \$215,000 was allocated in the current budget against General Ledger 113340 “Re-Roof Office/Administration Building.” Whilst only a guide the indicative costs for the proposed design are \$555,348. Project would be required to go to tender before a final cost was known.

Strategic Implications:

Nil

Voting Requirements

Simple Majority

Officers Recommended Options

- 1) That the committee notes the architects concerns and requests he proceeds with a design consisting of a style roof
- or
- 1) That the committee recommends to Council to replace the current sheeting with similar, with the project going to tender to verify costs.
- or
- 1) That the committee recommends to Council that no further work be carried out on the current building.
- 2) That staff investigate a replacement design for a new administration building and in doing so seek possible grant funding for such a project.

Council Resolution:

Moved: Cr AJ Binsiar

Seconded: Cr HJ Nichols

That staff investigate a replacement design for a new administration roof, that will negate leaks, such as a small gable roof over the the celestory turret, and in doing so seek possible grant funding for such a project.

CARRIED 6/0

Reason for Resolution Differing from Officers Recommendation:

Council will be retaining the administration building. However, the raised celestory section of the roof is of the upmost concern to Council as it leaks due to the existing design and the postioning of airconditioners etc against it. Staff are authorised to investigate a design that is aesthetically pleasing (eg. Small gable roof over this portion of the building), unlikely to leak and be cost effective. This will likely mean the relocating of air conditioning condenser units currently placed on the roof.

Krys East

From: Bruce Sherwood <bruce.eps@westnet.com.au>
Sent: Thursday, 10 April 2014 5:29 PM
To: Krys East
Subject: Meekatharra Shire - Office Building Re-roof
Attachments: Meekatharra Shire Office Re-roof.pdf; 11029SE1.pdf; 1337 Proposed Reroof Layout 270314.pdf; 1337 Schematic Elevations 111113.pdf

Krys

Attached to this email is the quantity surveyors estimate for the proposed works involved in the re-roof of the office.

The existing office is roofed with a composite system from Stramit Industries the use of which was wide spread in the 60s and 70s. With this system the roof and ceiling structures are integral to each other - removal of one directly impacts upon the other.

So in this instance when the roof is replaced so to the ceilings must also be replaced. The flow on from this is that anything mounted to the roof or ceilings is also affected. In this case this includes:

- Electrical lighting and power;
- Airconditioning;
- Data, communications and security;
- Plumbing

The other major factor to take into account is that in changing the roof form from a flat skillion roof to a pitched roof we must take into account the differing structural conditions and also the modern structural standards. It is not simply a case of pulling one roof off and putting another on. We need to ensure the new roof structure is not only held up, but also held down.

We have used a structural engineer to resolve the roof design with a fair degree of accuracy to ensure that what we are proposing can be achieved, and to ensure there is a relatively high degree of accuracy in regards to the cost allowances in the estimate for the structural upgrade works.

As requested we have accommodated the raised ceiling section in the centre of the office although there is no clerestory natural lighting as there is now.

It is proposed that the new roof structure will be constructed using engineered timber/steel roof trusses. This will be the most economical solution to the new roof structural.

The trusses will be positioned on a new timber pitching plate on top of the existing walls which be tied down using a combination of steel rods grouted/fixed into the existing walls/wall cavities and some new columns built into the existing structure. The high walls and windows in the centre section will be demolished back to the same height as the building perimeter and the new high wall sections reconstructed with the new roof trusses and timber framing clad with plasterboard.

The existing structure to the library will remain in place and the new roof will be built over it. We may possibly be able to retain the existing ceiling in the library.

All services (electrical, mechanical, hydraulics will be re-routed to within the ceiling space.

The AC condenser units will be ground mounted on a slab in a fenced compound at the rear of the building near those for the library.

We have allowed for the likelihood that the electrical wiring will not meet current standards and will need to be renewed. In any case, it is likely there will be little remaining after the roof/ceiling is demolished.

We have allowed to replace existing light fittings with new - the existing fittings are unlikely to survive the process of removal and reinstatement.

It is also possible the mechanical systems may be the same but at this stage we have allowed to remove and reinstall. If the systems were to need replacing it might be worth considering a ducted system as there will be plenty of ceiling space in which to run the ductwork.

We have included an allowance for new shade screens to the front windows although nothing is designed in detail yet.

New roofing will be Colorbond with Colorbond gutters. All roofing will be laid over insulation blanket and the new ceilings will also be insulated.

We have allowed to repaint the building interior.

The project will not be able to be achieved with the Shire in occupation of the building and this is another factor that will need to be considered. The estimate does not include any allowances for relocation costs.

I understand that the estimate figure is well in excess of your previously indicated budget, however I have had the QS break the costs down so that you are able to see that the actual re-roof costs only represent about half of the overall cost.

Even if the Shire were to only replace the roof with a "like for like" solution (or the modern equivalent) the costs for structural upgrades, new ceilings, electrical, mechanical and hydraulics will still be there.

I am sure once you have had time to digest what is in the estimate there will be some questions. I can answer by email or phone as required and I will be in Meekatharra in either the week commencing 28/04 or 05/05 for a meeting at the high school and this would be an opportune time to meet with you and any others from the Shire to run through the plans and discuss the options from here.

If you require any further information please do not hesitate to contact me.

We will await your contact.

Regards

Bruce Sherwood

Principal

Eastman Poletti Sherwood Architects
PO Box 27 Geraldton WA 6531
Ph. (08) 9964 4949 Fax (08) 9964 2424

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**Meekatharra Shire Council
Shire Offices Re-roof
Opinion of Probable Cost
Indicative Cost**

This opinion of probable cost of construction (OPC) is based on my experience and qualifications and represent my judgement as a consultant familiar with the construction industry but shall not be a guarantee that construction costs will not vary from this OPC. It is further noted that I have no control over the cost of labour, material or equipment, the means methods and procedures of the construction process or the competitive bidding process.

The OPC is Current at 9th April 2014

The OPC is based on

Eastman Poletti Sherwood Architects Drawings received 27th March 2014
Terpkos Engineering drawings SE1 revision 1 dated 14.03.14

No specialist cost advice has been received for

Electrical services
Mechanical services
Hydraulic services

Summary of included costs

Re-roofing and associated work	\$265,000
Ceiling replacement	\$76,200
New sunscreens	\$25,800
Re-paint of internal walls and doors	\$24,400
Electrical work	\$126,500
Airconditioning work	\$37,700
	<u><u>\$555,600</u></u>

The following are excluded

Latent site and building conditions
Stormwater drainage
External re-paint
Removal of loose furniture and equipment
Professional fees
Services upgrades and headworks fees
Escalation beyond April 2014

Erik Postmus AAIQS
Quantity Surveyor

655 Liberton Road Chidlow 6556
Telephone 08 9572 4227
Facsimile 08 9572 3200
Mobile 0419 865 741
Email gserik@gidgenet.com.au

Meekatharra Shire Council
Shire Offices Re-roof
Opinion of Probable Cost
Trade Summary

Trade	Cost	
Preliminaries		50,500
Demolition		47,600
Concretework		4,600
Steelwork		22,000
Metalwork		31,200
Carpentry		93,200
Roofing		70,100
Ceilings & Linings		53,100
Resilient Finishes		1,000
Painting		33,300
Plumbing		10,000
Electrical Services		115,000
Mechanical Services		24,000
		<hr/> 555,600
Design Contingency	5%	27,800
Construction Contingency	5%	27,800
		<hr/> 611,200
GST		61,120
		<hr/> <hr/> 672,320

Erik Postmus

Quantity Surveyor

Meekatharra Shire Office Re-roof

	TRADES PR Preliminaries				50,486	50,486
3275	Roof area including entry canopies	m2	567			
	TRADES DE Demolition					47,592
	<u>Demolish and remove</u>					
3203	Block wall above ceiling level	m2	35	75.00	2,625	
3246	Sunscreens and other external demolition	hour	32	120.00	3,840	
	<u>Take down and remove</u>					
3196	metal deck roofing including insulation	m2	560	20.00	11,200	
3199	Stramit ceiling or eaves lining	m2	560	15.00	8,400	
3198	Fascia cladding 360 wide	m	136	8.00	1,088	
3200	Fascia cladding 360 wide including flashing or gutter	m	136	18.00	2,448	
3201	Downpipes	m	27	13.00	351	
3197	Steel roof framing	m2	560	30.00	16,800	
	<u>Take out and remove</u>					
3202	High light window	No.	7	120.00	840	
	TRADES CO Concretework					4,600
3224	Mass concrete pad footing including forming opening in exiting ground slab and making good on completion	No.	2	1,100.00	2,200	
3258	Pad for airconditioning units	m2	12	200.00	2,400	

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Meekatharra Shire Office Re-roof

TRADES ST Steelwork					21,995
<u>Columns</u>					
3222	89 x 89 x 5.0 SHS column	t	0.08	17,700.00	1,416
3244	100 x100 SHS column to entry canopies	t	0.4	17,700.00	7,080
3247	100 dia CHS downpipe	t	0.47	17,700.00	8,319
3223	M16 bolt and masonry anchor	No.	16	35.00	560
<u>Roof Framing</u>					
3208	150PFC beam	t	0.33	14,000.00	4,620
TRADES MW Metalwork					31,200
3259	Airconditioner cage	m2	39	200.00	7,800
3248	Sunscreens to west elevation windows	m2	39	600.00	23,400

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Meekatharra Shire Office Re-roof

TRADES CA Carpentry					93,130
<u>Roof and Ceiling Framing</u>					
<u>MGP10 treated pine</u>					
3204	Roof trusses	m2	468	100.00	46,800
3239	Roof framing to entry canopies	m2	29	220.00	6,380
3218	Parallel chord girder truss	m	16	106.00	1,696
3205	70 x 45 roof battens at max 1200 centres	m2	538	18.00	9,684
3226	70 x 45 wall batten	m	96	16.00	1,536
3206	190 x 45 ridge beam	m	9	34.00	306
3207	190 x 45 Hanging beam	m	9	34.00	306
3215	90 x 45 plate	m	19	15.00	285
3225	90 x 45 ceiling joists	m	77	18.00	1,386
3220	140 x 45 plate	m	27	22.00	594
3209	2 x 90 x 45 underpurlin	m	9	45.00	405
3210	2 x 90 x 35 strut	m	3	31.00	93
3211	70 x 45 collar tie	m	15	20.00	300
3212	90 x 45 rafter	m	42	24.00	1,008
3217	70 x 35 eaves trimmer	m	109	27.00	2,943
<u>Laminated Veneer Lumber Beam</u>					
3213	200 x 63 strutting beam	m	11	75.00	825
<u>Sundries</u>					
3216	Speedbrace	m	205	2.50	513

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Meekatharra Shire Office Re-roof

	<u>External Mouldings</u>				
3228	Barge	m	31	70.00	2,170
	<u>Fixings</u>				
3214	M10 galv. bolt	No.	18	10.00	180
3219	Roof tie down assembly TD1 or TD2	No.	13	65.00	845
3221	W10 galv. rod epoxy grouted 600 into existing wall including threaded end, nut and washer	No.	30	90.00	2,700
	<u>Linings</u>				
3229	Gable lining	m2	19	105.00	1,995
3238	Hardigroove soffit lining	m2	29	80.00	2,320
3240	Hardigroove eaves soffit lining	m2	68	105.00	7,140
3241	Fascia lining 300 wide to entry canopies	m	16	45.00	720
TRADES RF Roofing					70,049
	<u>Roofing</u>				
	<u>Colorbond</u>				
3227	0.48 thick roofing	m2	538	62.00	33,356
3237	0.48 thick roofing to entry canopy	m2	29	62.00	1,798

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Meekatharra Shire Office Re-roof

	<u>Roof Plumbing</u>					
	<u>Colorbond</u>					
3230	Barge capping	m	31	50.00	1,550	
3231	Ridge or hip capping	m	72	55.00	3,960	
3232	Valley gutter	m	20	65.00	1,300	
3233	Eaves gutter	m	103	70.00	7,210	
3242	Box gutter to entry canopy	m	10	115.00	1,150	
3243	Flashings to entry canopy	m	32	80.00	2,560	
3234	Fascia	m	103	35.00	3,605	
3235	Downpipe outlet and connection to CHS downpipe	No.	16	90.00	1,440	
3236	Flumes	No.	3	260.00	780	
	<u>Insulation</u>					
3245	Anticon	m2	567	20.00	11,340	
	<u>TRADES CL Ceilings & Linings</u>					53,005
3249	Flush plasterboard ceiling fixed on and including furring channels to underside of roof trusses	m2	196	70.00	13,720	
3252	Perforated plasterboard ceiling fixed on and including furring channels to underside of roof trusses	m2	196	90.00	17,640	
3250	Flush plasterboard ceiling fixed to underside of rafters	m2	33	65.00	2,145	
3251	Flush plasterboard bulkheads excluding framing	m2	36	75.00	2,700	
3253	Shadowline cornice	m	341	15.00	5,115	
3254	Ceiling access opening	No.	2	80.00	160	

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Meekatharra Shire Office Re-roof

	<u>Insulation</u>					
3255	Batt insulation to ceiling	m2	461	25.00	11,525	
	TRADES FL Resilient Finishes					1,000
3271	Protect existing carpet and make good where new columns installed	Item			1,000	
	TRADES PT Painting					33,291
	<u>Internal painting</u>					
3263	Ceilings	m2	461	17.00	7,837	
3272	Existing walls	m2	888	22.00	19,536	
3273	Existing single door and frame	No.	15	140.00	2,100	
3274	Existing Double door and frame	No.	2	260.00	520	
	<u>External Painting</u>					
3264	Soffits	m2	97	18.00	1,746	
3265	Gable lining	m2	19	22.00	418	
3266	Barge	m	31	18.00	558	
3267	Fascia to entry canopies	m	16	36.00	576	
	TRADES PD Plumbing					10,000
3270	Relocate plumbing running across roof	Item			10,000	
	TRADES LP Electrical Services					115,000
3260	Remove existing and provide new lighting, smoke detectors etc	m2	424	106.20	45,000	
3262	Remove existing and provide new power, telephone and data cabling	m2	424	70.80	30,000	
3261	Upgrade switchboard	Item			40,000	

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Meekatharra Shire Office Re-roof

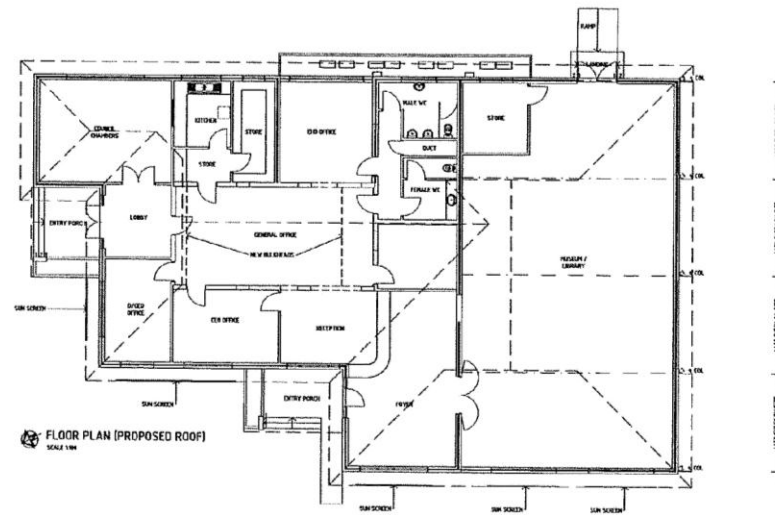
TRADES ME Mechanical Services						24,000
3256	Take down AC units and install in new location	No.	5	2,655.00	12,000	
3268	Relocate AC units on ground	No.	2	1,416.00	3,000	
3269	New split unit airconditioner	No.	1	7,080.00	7,000	
3257	Remove airconditioning pipes and roof ductwork	Item			2,000	
				TOTAL	555,348	555,348

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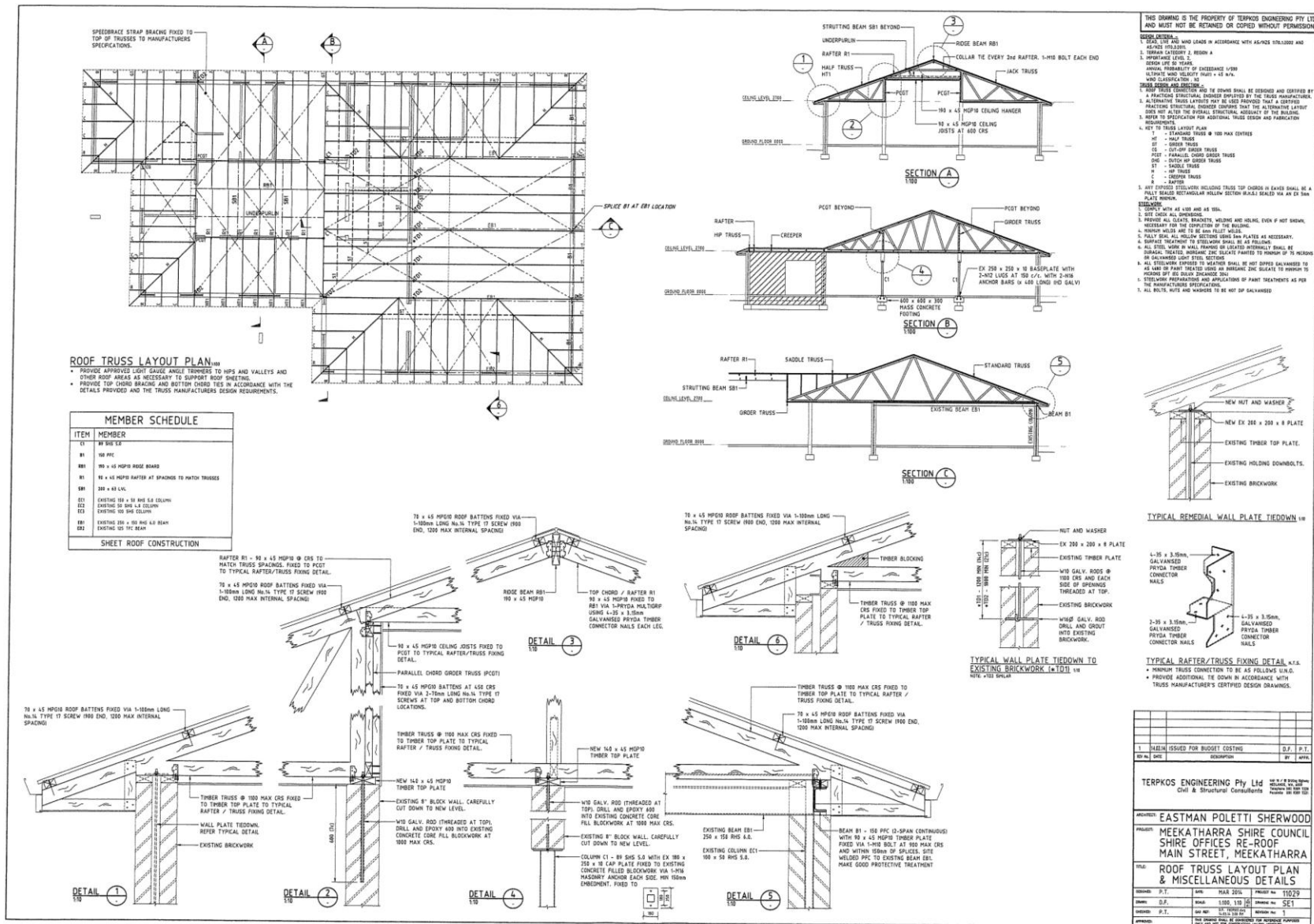
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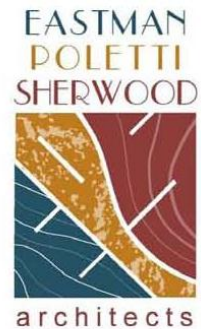
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MEEKATHARRA SHIRE

PROPOSED REROOF OF SHIRE OFFICE BUILDING

Date of Inspection: 22 October 2013

Weather: Fine, dry, 29°C

Background

Eastman Poletti Sherwood Architects were contacted in July 2013 to investigate the re-roofing of the Shire Office building which had experienced some roof leaks.

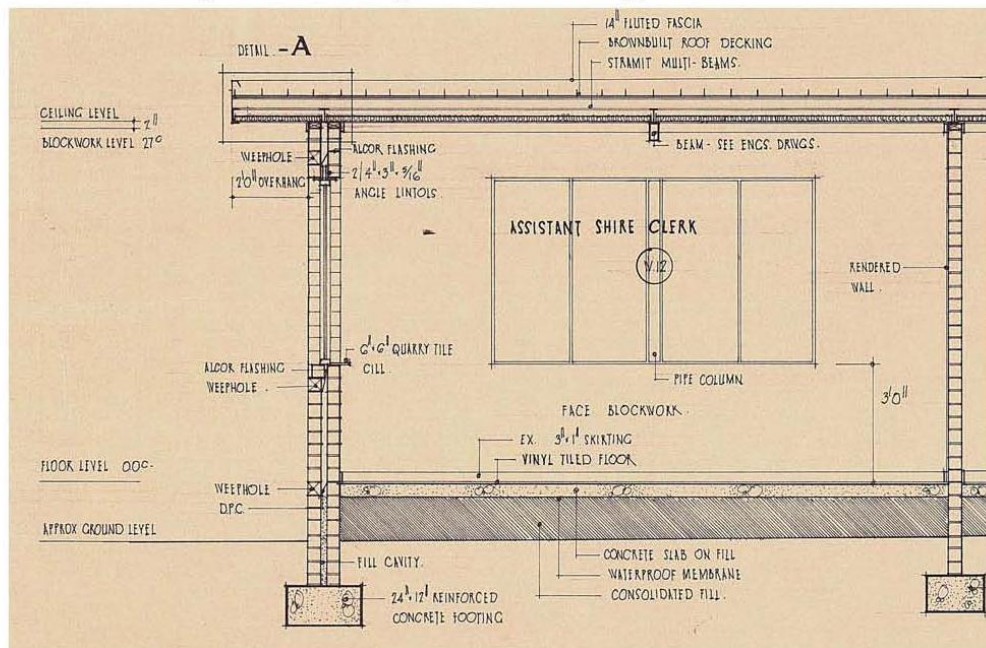
Following discussions with the Shire's representative Shane Collie, it was determined that the Shire would not accept the simple replacement of roof sheeting - old for new, but instead wanted to completely remodel the roof to a pitched from.

This is reflected in our email of 06/09/13.

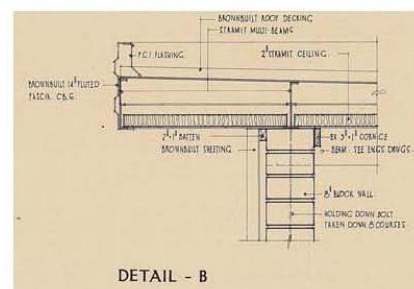
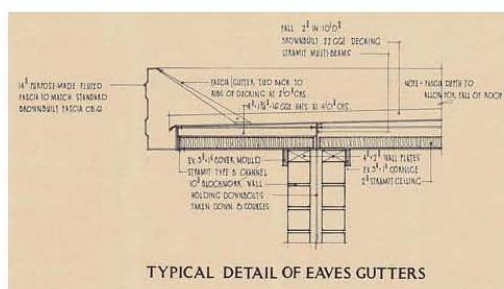
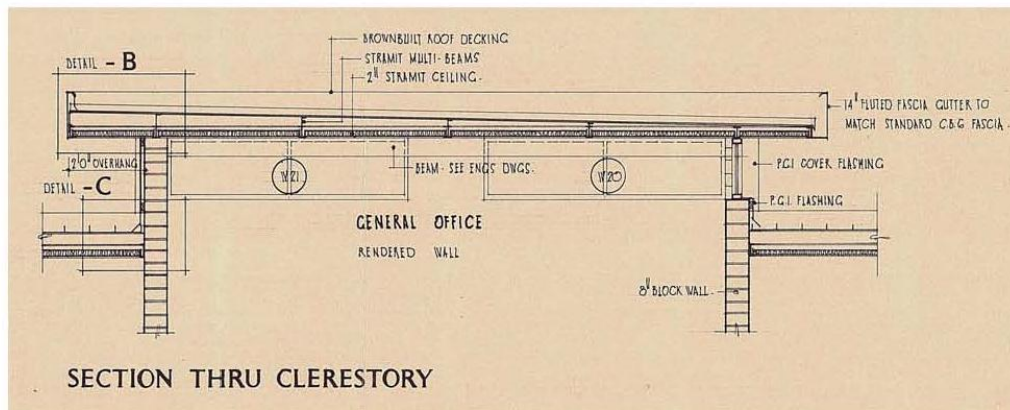
Existing Conditions

Refer Plan.

The existing roof is a low pitched (1°) composite system from Stramit Industries the use of which was wide spread in the 60s and 70s. The system consists of proprietary steel channels which support both the roof sheeting and the Stramit panel ceiling. There is a very small cavity between the roof and ceiling sheets and once installed there is little scope to be able to access the cavity without removing roof sheets or ceiling panels.



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As a result the majority of services have been run over the top of the roof. These include:

- Electrical lighting and power added after the initial build;
- Airconditioning condenser units, pipework and drains;
- Data, communications and security;
- Plumbing

The roof is concealed by a metal fascia which runs around the outside of the roof. This fascia also conceals the gutters.

An extension to the building in 1998 replicated the low pitched form of the existing roof, but used a more traditional construction of steel beams and columns and purlins with metal deck roofing and a suspended ceiling.

A box gutter was created between the existing and new buildings and some of the roof leaks have been experienced along this line.



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Brief

The basic brief is to re-roof the building with a pitched roof structure with Colorbond metal sheeting.

The indicated budget is \$215,000.00 (incl or excl GST?).

We were requested to provide a scheme for a pitched re-roof option and approved to utilise a structural engineer and Quantity Surveyor to obtain a relatively accurate reflection of the cost of the project. (Refer email 12/11/13)

Pitched Roof - New Roof Option



The major factor to take into account in changing the roof form from a flat skillion roof to a pitched roof is the differing structural conditions and upgraded structural standards. It is not simply a case of pulling one roof off and putting another on. We need to ensure the new roof structure is not only held up, but also held down.

The existing wall structure is a combination of cavity and single skin blockwork. The existing structure is tied down using a combination of straps and rods tied into the blockwork - but these do not meet current standards.

A structural engineer was engaged to resolve the roof design with a fair degree of accuracy.

The design involves construction of a new engineered truss roof to be constructed on the existing wall structure following removal of the existing roof/ceiling structure.

The trusses will be positioned on a new timber pitching plate on top of the existing walls which be tied down using a combination of steel rods grouted/fixed into the existing walls/wall cavities and some new columns built into the existing structure. The high walls and windows in the centre (clerestory) section will be demolished back to the same height as the building perimeter and the required new high wall sections reconstructed with the new roof trusses and timber framing clad with plasterboard.

As requested we have accommodated the raised ceiling section in the centre of the office although there is no clerestory natural lighting as there is now.

It is proposed that the new roof structure will be constructed using engineered timber/steel roof trusses. This will be the most economical solution to the new roof structural. All timber used would be insect treated to Level 5 - the highest level.

The existing structure to the library will remain in place and the new roof will be built over it. It may be possible to retain the existing ceiling in the library.

All services (electrical, mechanical, hydraulics) will be re-routed to within the ceiling space.

The AC condenser units will be ground mounted on a slab in a fenced compound at the rear of the building near those for the library. This will also meet current OHS standards for equipment servicing.

We have had to allow for the likelihood that the electrical wiring will not meet current standards and will need to be renewed. In any case, it is likely there will be little remaining after the roof/ceiling is demolished.

We have allowed to replace existing light fittings with new - the existing fittings are unlikely to survive the process of removal and reinstatement.

It is also possible the mechanical systems may be the same but at this stage we have allowed to remove and reinstall. If the systems were to need replacing it might be worth considering a ducted system as there will be plenty of ceiling space in which to run the ductwork.

We have included an allowance for new shade screens to the front windows although nothing is designed in detail yet.

New roofing will be Colorbond with Colorbond gutters. All roofing would be laid over insulation blanket and the new ceilings would also be insulated.

We have allowed to repaint the building interior which will be disturbed as part of the works.

The project will not be able to be achieved with the Shire in occupation of the building and this is another factor that will need to be considered.

Pitched Roof - New Roof over Old Option

As indicated previously the existing roof/ceiling system adopted for the building does not meet the current structural standards.

The system will not support load (other than self load and minor imposed live load) and as such it is not feasible to simply construct a new roof structure straight on top of the existing structure.

The new loads would still need to be transferred back to, and tied down to the existing wall structure which will mean either the removal of roof/ceiling sections or at the very least the cutting of existing roof/ceiling structure to allow access. As a result any anticipated savings from retaining the existing ceilings would not be achieved.

The structure necessary to work over and around the existing building would also be more complicated than a complete new structure, as the existing structure will need to be strengthened to meet current standards as work proceeds.

It is also likely that the external appearance of the building will be compromised by the increased height from building over the existing roof structure and the need to conceal the existing eaves structure.

The existing services on the roof would still need to be disconnected and relocated, so that cost would not be avoided either. Similarly the sundry items such as painting and repairs and the need to vacate the premises would not likely be avoided either.

We would anticipate that this option would be more problematic and more costly than the complete re-roofing of the building.

Skillion Roof Option

The most economical option for the re-roofing of the building is likely to be the simple replacement of the existing roof sheeting - like-for-like.

While the existing roof structure does not necessarily meet the current standards, if only the roof sheeting is being replaced then it can be argued that the structural conditions have not changed from those designed for.

Again all the services will have to be disconnected and removed to allow the new roofing to be installed but some will be able to be rerouted through the ceiling space and the AC would be better located on the ground anyway.

The soffits/eaves to the existing building will need to be replaced. Fibrecement would be used as the replacement material and they would need to be painted.

The location of the existing roof leaks would be carefully detailed to ensure they do not occur in the completed roof.

There would likely be opportunity to install some additional insulation into the new roof cavity to improve the thermal performance of the building.

It would be feasible to change the building appearance by the use of an alternative fascia cladding material if desired.

The need to vacate the premises would likely not be avoided.

Aside from not providing the building facelift the Shire desires, this option would deliver a new roof that is waterproof, probably with an improved thermal performance and with much of the current roof mounted services concealed within the ceiling space; and do so at a cost close to the Shire's budget.

ATTACHMENTS

From: [Bruce Sherwood](#)
To: "Krys East"
Subject: Meekatharra Shire Office Roof
Date: Friday, 6 September 2013 8:05:00 AM

Shane

My apologies of the delay in replying to you, and please let me now if you have made other arrangements for the roof.

As I see it there are perhaps two agendas in what you have detailed:

- Rectify the roof leaks;
- Provide a new appearance to the Shire building.

If the roof leaks can be resolved while maintaining the current building appearance would that be acceptable to the Shire, or is really the intention of the Shire to try and change the building appearance at the same time?

It should be possible to rectify the roof leaks by replacing the roof and at the same time carrying out the necessary modifications to ensure the problem areas in the design are eliminated. Two of the leaks relate to the box gutter created with the addition to the west. This gutter could be eliminated with some roof re-modelling. The other leak over the kitchen may well relate to a ridge or an apron flashing.

At the same time the roof is replaced you can upgrade insulation and if necessary provide any services access required. It would also potentially be possible to increase eave widths or improve shelter/shading around the building if required.

I am fairly confident that you will be able to achieve this within the allocated budget.

Re-pitching the roof and creating a more steeply pitched roof with gables and hips is unlikely to be achieved within your budget. As already indicated too, it will be very difficult to maintain the central "atrium" area. It would be possible to introduce some natural lighting with skylights but the effect would certainly not be the same. The ceiling through this area may well be lowered to that of the rest of the building to accommodate the re-pitched roof structure.

The most economical solution to the re-pitching would be to strip the building roof back to (top of) wall plate height and then construct a timber truss roof over the whole building. Given that there are some quite long spans and lengths the roof pitch would need to be kept relatively low ($\approx 10^\circ$) otherwise it would be proportionally too big for the building below.

Without having detailed drawings of the existing building structure it is difficult to know for sure, but there will likely need to be some work undertaken to ensure that the new roof structure is properly tied down.

In order to document either solution we would need to visit the Shire and measure and document the existing roof and get a good understanding of the building structure.

Trust this of use.

If you require any further information please do not hesitate to contact us.

Regards

Bruce Sherwood
Principal
Eastman Poletti Sherwood Architects
PO Box 27 Geraldton WA 6531
Ph. (08) 9964 4949 Fax (08) 9964 2424

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-----Original Message-----

From: Krys East [mailto:dceo@meekashire.wa.gov.au]
Sent: Friday, 5 July 2013 8:29 AM
To: Bruce Sherwood (bruce.eps@westnet.com.au)

Subject: FW: Scan Data from FX-BA608C

Hi Bruce,

Plan attached with leaking areas. Have discussed further with our Building Surveyor Bill Atyeo regards the loss of Skylight areas in current raised roof area in main office. Possible solution would be to incorporate similar in new design. It does give the main office area a nice open and light look/feel about it hence if this feature is lost it would be good to replace with similar. The area is also looking quite tired and there is I understand a decommissioned airconditioning unit in the same area that would be removed and tidied up as part of the upgrade process also.

Hope this helps.

kind regards
Shane Collie
Corporate Services Manager/DCEO (Acting)

Ph: 08 9980 0600
Fx: 08 9981 1505
Mobile: 0429 204 146
www.meekashire.wa.gov.au

From: [Bruce Sherwood](#)
To: ["Krys East"](#)
Subject: Shire of Meekatharra - Proposed Office Re-Roof
Date: Tuesday, 12 November 2013 6:15:00 PM
Attachments: [1337 Schematic Plan 111113.pdf](#)
[1337 Schematic Elevations 111113.pdf](#)

Krys

Please find attached preliminary sketches for a possible re-roof solution for the Shire offices.

My initial feeling is that because of the extent to which the existing ceilings and services will be affected, it is probable that the initial indicated budget of \$215,000.00 (incl or excl GST?) may not be sufficient.

However, before we can proceed to obtain a more accurate estimate we need to engage a structural engineer to investigate the existing structure and then work with him, possibly to come up with a solution which allows the existing ceilings to be retained. I will obtain a price from a structural engineer we regularly use who is particularly practical when it comes to this sort of project. I will get a breakdown of the price for initial schematic design work and for full documentation.

We will need the drawings for the addition to the Shire building, in addition to those drawings we already have, so that we can properly assess the structure. I believe Roy was chasing these from Teakle Lalor.

Regardless of the above though, there are a large number of services run across the existing roof surface which will need to be disconnected, re-routed and reconnected. There is also the A/C plant on the roof.

The services can all be re-routed through the new ceiling space, and it is proposed to create a plant platform for the A/C units although another alternative would be to ground mount them.

If the project does get the go ahead, we will need to engage an electrical engineer to have a look at the electrical set up and make sure it is compliant when it is reinstalled. I think we can probably avoid the need for a mechanical engineer, and maybe look at the possibility of pre-selecting mechanical contractors to price the project so that when the work is done we know it is being carried out to the required standards. There is a possibility that once they start moving the existing older equipment around that it fails and will need replacing.

The design roof has been structured to allow a clerestory to the central office area to be retained. The ceiling in this area will be higher though. As a comparison, we have dotted in the existing roof line on the Building Section.

I have looked at a couple of alternative options for the exterior sunscreens but nothing has worked yet. Will keep looking for other options. Is there anything in particular that you had seen?

Our fee for a full architectural service for the re-roofing of the Shire Offices and new sunscreens will be: \$23,550.00 excl GST.

This comprises:

- Schematic Design \$2,355.00
- Design Development \$3,530.00
- Contract Documents \$10,600.00
- Contract Administration \$7,065.00

Site visits will be shared with other projects where possible but are charged on the basis of \$1.00/km for vehicle costs and \$200/hr for travel time.

Our fee includes for all work necessary in co-ordinating sub-consultants and resolving issues of detailing and construction involved with putting a new pitched roof onto the office.

In addition to our fees there will also be costs for:

- Structural Engineer
- Electrical Engineer
- Building Surveyor - for Certificate of Design Compliance (CDC) and Certificate of Construction Compliance (CCC);
- Energy Assessment - to obtain a CDC

- Quantity Surveyor - for estimating purposes

All figures excl GST.

So for the initial phase of coming up with an acceptable option for the roof and then co-ordinating with the structural engineer to resolve a preliminary structural solution and then source an estimate from the QS will cost \$2,355.00 + GST, plus the cost of the engineer and QS.

Regards

Bruce Sherwood



Principal

Eastman Poletti Sherwood Architects

PO Box 27 Geraldton WA 6531

Ph. (08) 9964 4949 Fax (08) 9964 2424

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Title/Subject:	2012/13 ANNUAL FINANCIAL REPORT REVIEW
Agenda/Minute Number:	9.3.4
Applicant:	Nil
File Ref:	ADM 0206
Disclosure of Interest:	Nil
Date of Item:	12 May 2014
Author:	Svenja Clare Acting Corporate Services Manager/ DCEO
	 <i>Signature of Author</i>
Senior Officer:	Roy McClymont Chief Executive Officer
	 <i>Signature Senior Officer</i>

Summary/Matter for Consideration:

A letter has been received from the Department of Local Government and Communities identifying some matters in the 2012/13 annual financial report.

The Department requested these matters be discussed with the audit committee. Our audit committee comprises full Council.

Attachments:

Letter from Department of Local Government and Communities dated 24 April 2014

Background:

Each financial year Council is required to submit an annual financial report to the Department of Local Government and Communities.

Comment:

A copy of the letter has been forwarded to the financial consultant and the auditor.

Consultation:

Roy McClymont – Chief Executive Officer

Statutory Environment:

Local Government Act 1995 sections 5.53 (1) and 6.4

Local Government (Financial Management) Regs 1996, regulation 51

Policy Implications:

Nil

Budget/Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation / Council Resolution:

Moved: Cr PS Clancy

Seconded: Cr AG Burrows

That Council

- 1. authorise staff to correct the matters in the next annual financial report for the 2013/14 financial year;**
- 2. authorise staff to advise the Department accordingly.**

CARRIED 6/0



Government of Western Australia
Department of Local Government and Communities

Our Ref: MK3-3#06 E1411849

SHIRE OF MEEKATHARRA	
FILE No.....	
DATE	30 APR 2014
REC'D	
OFFICER	K. E. O.
Meeting Date.....	

Mr Roy McClymont
Chief Executive Officer
Shire of Meekatharra
PO Box 129
MEEKATHARRA WA 6642

Dear Mr McClymont

As part of its monitoring role, the Department reviews annual financial reports and draws your attention to the following matters identified in the Shire's 2012/13 annual financial report.

1. Statements of Comprehensive Income

The Statement of Changes in Equity, Not 5d Property, Plant and Equipment and Note 8.2 Reserves – Asset Revaluation, show Changes in the Revaluation of Non-Current Assets of \$1,757,041. However, the revaluation has not been shown under Other Comprehensive Income in the Statements of Comprehensive Income as required by AASB 101.81A(b).

2. Financial Ratios

a) **Comparative Figures**

Regulation 50 of the *Local Government (Financial Management) Regulations 1996* requires comparatives for the preceding 2 years to be disclosed, except for the asset consumption ratio and the asset renewal funding ratio.

The Shire has not included the 2 preceding year's comparative figures for four of the ratios as required. Information should be readily available for comparatives to be calculated.

b) **Current Ratio – reported as 3.45**

There is a variance between the Department's and the Shire's calculation of this ratio which appears to be the amount of restricted liability allowed to be deducted from current liabilities.

The Shire has a cash-backed Long Service Leave Reserve of \$150,594 but the provision amount for long service leave is \$73,532.

The lesser amount of these two figures must be used when calculating the current ratio.

c) Operating Surplus Ratio – reported as 0.30

There is also a variance in the calculation of this ratio which may have resulted from the inclusion of non-operating grants as own source revenue. The Department calculates this ratio as follows:

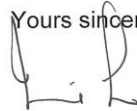
OPERATING SURPLUS RATIO		
Operating Revenue Minus Operating Expense	452,119	
- operating revenue	14,952,765	
- less: specific purpose grants	(1,511,106)	
- less: specific purpose contributions	0	
- less: operating expense	(12,989,540)	
		0.074
Own Source Operating Revenue	6,073,993	
- rates and service charges	3,840,816	
- add: fees and user charges	1,660,296	
- add: service charges	0	
- add: assumed reimbursements	600	
- add: interest income	572,281	
- add: profit on disposal of assets	0	

Please refer to the Department's *Guideline Number 18 – Financial Ratios*, at the following link <http://dlg.wa.gov.au/Content/Publications/LGGuidelines.aspx> for further information on the correct way to calculate the new ratios.

It is requested that the above matters be discussed with your auditor and then referred to the audit committee to consider. It is understood that AASB 108 *Accounting Policies, Changes in Accounting Estimates and Errors* can be used to correct the above matters in the 2013/14 annual financial report. The Shire's advice on how the above matters will be addressed is requested within 28 days.

If you wish to discuss this further please contact Beverley Webb on 6552 1443 or by email bev.webb@dlgc.wa.gov.au

Yours sincerely





Jenni Law
A/DIRECTOR LOCAL GOVERNMENT REGULATION AND SUPPORT

24 April 2014

cc. Auditor – Anderson, Munro and Wyllie

9.4 COMMUNITY DEVELOPMENT

Title/Subject:	CCTV FOR CENTRAL MAIN STREET, MEEKATHARRA
Agenda/Minute Number:	9.4.1
Applicant:	
File Ref:	ADM391
Disclosure of Interest:	Nil
Date of Report:	6 May 2014
Author:	Lance Croft Project Officer
	 Signature of Author
Senior Officer:	Roy McClymont Chief Executive Officer
	 Signature Senior Officer

Summary/Matter for Consideration:

Establish selection criteria in relation to a tender for the supply and installation of CCTV video surveillance and monitoring of central Main Street, Meekatharra.

Attachments:

Nil

Background:

The Shire has a current budget provision for the installation of a CCTV surveillance and monitoring system in the central Main Street area of Meekatharra, and officers have for some time have been investigating and evaluating the worth of various options in a field of rapidly developing technology.

More recently, an agency experienced in this area was engaged to prepare a specification to achieve the desired outcomes of this system, which could be used in a tender process, and against which submissions could be evaluated.

Amongst other things the specification establishes camera specifications, vision quality standards, hardware requirements, and the details for vision storage and retention. It also provides for tenderers to quote to provide ongoing training and support services.

Comment:

The intent of this system is to capture vision of antisocial and potentially criminal behavior and aid in the apprehension and prosecution of perpetrators. The presence of cameras may also aid in deterring some of this behavior in the area under surveillance.

The “central Main Street area” is a descriptor which has been used to define a zone from about Welcome Park in the south through to and including the Meekatharra and Royal Mail Hotels in the north.

Within this area, sites have been classified as High, Medium and Low Priority for surveillance intensity. Shire assets located within the central Main Street area as well as the three hotels are classified as High Priority in the specification.

While there are potentially 15 cameras across the three priority levels in the initial proposal, the system has been designed to handle up to 25 in an expanded network if desired at later times. Because transmission of vision will be wireless, cameras could be relocated to other spots subject to power supply and wireless reception.

Since the cost of a contract for these works has a potential value of \$100,000 plus, it is prudent to run a public tender process. This invokes certain statutory obligations.

Subject to the decision of Council as recommended below, a tender could be advertised on Wednesday 21st May closing on Wednesday 11th June for referral to Council on 21st June.

Consultation:

Roy McClymont	Chief Executive Officer
Geoff Carberry	CDSM (and his predecessor Sam Tarling)
Steve Martin	OIC, Meekatharra Police
Nia Nguyen	Horizon Power
Peter Herrington	(CCTV consultant).

Statutory Environment:

Section 3.18 of the Local Government Act 1995 provides that a local government may provide services and facilities, and amongst other things should be satisfied that these are managed efficiently and effectively.

In doing so the local government may integrate and coordinate so far as is practicable with those services and facilities which are provided by the Commonwealth or the State or any public body.

Local Government (Functions and General) Regulations 1996, reg. 14 *Publicly inviting tenders, requirements for*, also apply in that –

Amongst other things, the local government is required, before tenders are publicly invited, to determine in writing the criteria for deciding which tender should be accepted and to communicate this to tenderers; and also to determine whether or not the local government itself will tender for the works.

Policy Implications:

Council has two policies which will apply to some degree or another in relation to this matter –

- Purchasing Policy 4.2 containing provisions about purchasing generally; and
- Local Purchase Policy 4.3 providing for a concessional leeway to local suppliers, encouraging tenderers to use local services where possible.

Budget/Financial Implications:

Account 2027 in the 2013/14 budget contains a provision of \$110,000 for “*Main Street Security Cameras & Lighting*”.

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Officers Recommendation:

That the following criteria be applied in making a determination for deciding which tender for a CCTV surveillance system should be accepted –

<u>Criterion</u>	<u>Weighting</u>
Price	40%
Competency (skills and experience)	30%
Capacity (resources availability & quality)	30%

except that no tender will necessarily be accepted if none are considered suitable or advantageous to the local government.

Further, that no in-house tender be submitted.

Cr Burrows left the meeting at 10.28 am

Cr Burrows returned to the meeting at 10.35am

Council Resolution:

Moved: Cr NE Lyon

Seconded: Cr HJ Nichols


That Council no longer proceed with the proposed installation of a CCTV system and it is to be deleted from the budget and status report.


**CARRIED 6/0
BY AN ABSOLUTE MAJORITY**

Reason for Resolution Differing from Officers Recommendation:

Council believe that a CCTV surveillance system located on Main Street is not considered to be of any real benefit to Meekatharra at this time, but will revisit if the need arises.

Title/Subject:	TOWN PLANNING SCHEME & LOCAL PLANNING SCHEME REVIEW
Agenda/Minute Number:	9.4.2
Applicant:	
File Ref:	
Disclosure of Interest:	Nil
Date of Report:	24 April 2014
Author:	Geoff Carberry Community and Development Services Manager
Senior Officer:	Roy McClymont Chief Executive Officer


Signature of Author


Signature Senior Officer

Summary/Matter for Consideration:

The purpose of this item is to advise Council on the status of the Town Planning Scheme review and Local Planning Scheme adoption.

Attachments

Planwest submission.

Background:

Council adopted the 2012/13 Budget at the Ordinary Council meeting held 16 June 2012. The knowledge of the grant from Local Government became apparent at the end of March 2013, hence, the council resolution to consider accepting the grant funds and expending them.

Council adopted Town Planning Scheme 3 in February 1993. Under the Planning Development Act 2005 council is required to review its town planning scheme every 5 years. This has not been carried out within this timeframe. A Local Planning Strategy has become a statutory requirement since the Scheme was adopted, hence, the proposed funding application to develop one.

At the April 2013 meeting the following was presented.

The Planning Department has two buckets of money that they are currently putting out in grants. One is under the Northern Planning Program (NPP) that the Economic Development Strategy was submitted under and the other is the Local Government Assistance Program (LGAP), which this report relates to in regard to submitting an application for \$100,000 to review Town Planning Scheme 3 (TPS3) and develop a Local Planning Strategy.

At the end of March 2013, the Department of Planning LGAP team were contacting Shires to make them aware of available grant funding and pretty much guaranteed being funded if we could submit an application asap, due to the bucket of money being

earmarked for the Shire's in the Sub-Region of Murchison and the Shire of Upper Gascoyne (Cue, Meekatharra, Mount Magnet, Murchison, Sandstone, Wiluna, Yalgoo and Upper Gascoyne). There is a finite amount of money and it is awarded on a first in-first served basis, whilst on the face of it, there appears to be enough funds for all shires.

In this first interaction with the LGAP Team, officers were led to believe that it was first in, first served or meet the deadline of 15 April 2013. The application process was different to industry standards and insisted on the consultant, who would ultimately deliver the service, to submit a quote addressing the project brief and this be lodged with the application. Thereafter the Dept of Planning would enter into the Funding Agreement with the preferred supplier and Shire, to undertake the project. Due to this, the shire's purchasing policy was not followed in gathering quotes. Further, due to the tight deadline and the funds that were up for grabs, the A/CDSM contacted Urbis, a company on the WALGA preferred suppliers list (due to the anticipated cost being in excess of \$100,000), to quote on undertaking a comprehensive review of the TPS3 and developing a Local Planning Strategy. The A/CDSM had previously undertaken this project with Urbis in the last two years and is aware of their expertise. They proved they had the capacity to deliver the project in a timely manner and to the high standard expected.

Unfortunately, through this process, the shire's long standing Town Planning consultant, Paul Bashall – Planwest was overlooked unknowingly. Mr Bashall was contacted and advised by the shire of the fact and we apologized for the error. Mr Bashall expressed his disappointment at not being given the opportunity to quote and expressed he had a thirty year association with the shire and had created our current scheme. Upon review, the application had not been technically submitted, therefore, it was resolved that Mr Bashall be invited to provide a quote. At this time officers were aware of only having to submit one quote under the LGAP as advised.

The staff, upon double checking with the LGAP Team of the process to submit the application, were advised that the requirement is for us to now submit three quotes with the application and advice of our preferred supplier of the three quotes to deliver the service. Unfortunately, the goal posts had changed from previous advice and a third quote has not been received at the time of writing this report. It will be tabled at the council meeting.

Further to this advice, verbally, staff have been advised that a consultant on the WALGA's Preferred Suppliers List is the most likely candidate to be awarded the funding by the Dept of Planning due to them having been through a rigorous and robust reference checking and assessment process to determine them able to deliver services as required by the local government industry. The Funding Assessment Panel decides from the three quotes who they are satisfied to enter into a Funding Agreement with. They ask council to nominate their preferred supplier, however, reserve the right to not accept that nomination when making their final decision as to who they will tie the Shire and themselves to in a Funding Agreement.

Two quotes have been received and attached for council's consideration. One was received from Planwest and the other from Urbis. They are practically identical due to the review of the TPS3 and development of Local Planning Strategy being a prescribed process under the Planning Development Act 2005. The quotes are:

Planwest – \$57,000

Urbis – \$120,000

They both outline their methodology, capacity and personnel, and demonstrated experience of community. These will be the factors considered by the Funding Assessment Panel when selecting their preferred supplier to enter into an Agreement with to undertake the project.

Due to Planwest's longstanding association with the shire, officer's recommend council advise the LGAP Team, the Shire's preferred supplier is Planwest.

In the LGAP Project Brief, it states \$100,000 is the maximum allocation to any one shire, however, verbally we have been advised by the LGAP Team that they are flexible with this maximum allocation depending on the amount of funding application received and awarded.

In accordance with the Local Government Act 1995 and Regulations (Financial Management) 1996, council need to authorise this project and income. Likewise it authorises the corresponding expenditure. The expenditure will be used over two financial years therefore, a resolution providing for both these expenditures need to be authorised by council. Officers recommend an amount of \$100,000 be nominated as income and expense for budget amendments. If more funds are received this will simply be receipted and spent without any further statutory requirement of council.

At that meeting the following was resolved.

Officers Recommendation / Council Resolution:

Moved: Cr HJ Nichols

Seconded: Cr PS Clancy

That Council:

1. *Endorse the CEO submitting a grant application to the Department of Planning - LGAP to receive funding to engage a consultant to review TPS3 and Local Planning Strategy;*
2. *Endorse Planwest as the preferred supplier for the Funding Agreement to review Shire of Meekatharra TPS3 and Local Planning Strategy;*
3. *Endorse the timelines outlined in the grant application for Planwest to finalise TPS4 and Local Planning Strategy and Council to adopt the strategy;*
4. *Authorise budget amendments that will result in increased income of \$100,000 in the 2012/13 budget – Community Amenities, Schedule 10, Town Planning and Regional Development, Review TPS3 and Local Planning Strategy;*
5. *Authorise budget amendment that will result in increased expenditure of \$25,000 in the 2012/13 budget – Community Amenities, Schedule 10, Town Planning and Regional Development, Review TPS3 and Local Planning Strategy;*
6. *Authorise budget allocation in the 2013/14 budget that will result in expenditure of \$75,000 in the 2012/13 budget – Community Amenities,*

Schedule 10, Town Planning and Regional Development, Review TPS3 and Local Planning Strategy.

7. *Review above budget allocations when more accurate figures become available, noting that the allocations are equal for income and expenditure and have no bottom line effect.*

*CARRIED 6/0
BY AN ABSOLUTE MAJORITY*

Comment:

Subsequently the application for grant funding was submitted.

The Department of Planning LGAP team advised that their internal procedures and all grants were under review which resulted in the application being unsuccessful. It was further stated that no further grant funds would be available until the 2014/2015 year. It was suggested that our preferred supplier Planwest may not be accepted for funding as they were not a WALGA preferred supplier.

The three quotes submitted with the application were Planwest \$57,000, GDH \$99,604 and Urbis \$120,000.

The scheme review required under the legislation is well over due so Council needs to move forward on this matter. It would appear the shires preferred supplier will not be accepted for grant funding and further funding may well remain at a cap of \$100,000. There is no guarantee that funding will be approved so Council may still need to consider further options to ensure it meets its legal requirements.

In consultation with Planwest they reaffirmed their price at \$57,000 with an additional estimated cost of \$14,000 for advertising.

Planwest has served the Shire well over a long period and it would be prudent to make a budget amendment to authorise the expenditure of \$57000 from Municipal Funds to allow the review to be undertaken as soon as possible.

Due to the time to undertake the project it would be assumed that most of the expenses will occur in the 2014/2015 financial year.

Consultation:

Roy McClymont Chief Executive Officer
Department of Planning
Planwest

Statutory Environment:

Local Government Act 1995 and Regulations (Financial Management) 1996
Planning Development Act 2005 and Town Planning Regs.

Policy Implications:

Nil

Budget/Financial Implications:

Council currently has an expectation that the net effect on the budget is zero. Unless funding is received then this will not be achieved and there will need to be adjustments made to the 2013/2014 budget in line with the recommendation of the Officer, which will include a “carry over” in the 2014/2015 budget.

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

At the Meeting:

The Chief Executive Officer suggested that Council may wish to consider including with this item the Recommendation from today's Health Building and Planning Committee on a New Meekatharra Town Planning Scheme No 4.

Information from the Health, Building and Town Planning Committee Report:

When the first Town Planning Scheme was prepared for the Shire of Meekatharra and presented to the Minister at the time, much controversy and discussions took place between the Minister and Council in regards to Council's decision to not apply Planning controls over the land that was outside of the Meekatharra Town Boundary. Eventually the Scheme was passed and ever since then any person can build whatever they wanted outside of the Town Boundary.

Council has indicated through discussion that it is desirable that a new Town Planning Scheme needed to be developed which would encompass the whole of the Shire and not just the Meekatharra Town Boundary. Allocations in the budget are being prepared in order for this to be achieved. There has been development in areas of the Municipality that has occurred without any development controls and Council is powerless at the moment to insist upon any standards or other conditions on these. The new Scheme will allow controls of developments within guidelines agreed to by Council.

Council has received a number of inquiries in regards to available land within the Shire for a variety of uses, some of which are not permitted within the Town Boundary. The new Scheme would allow a structured and well controlled growth of the Shire, as and when required.

Committees Recommended Options:

That the HBTP committee recommends to Council that

- 1) The adopted 2013/2014 budget is amended to allocate the amount of \$71,000 including an amount of \$14000 for advertising from Municipal Funds for the purpose of the Town Planning Scheme Review and adoption of a Local Planning Strategy.**
- 2) Any such funds not expended in the 2013/2014 financial year be carried forward to the 2014/2015 financial year and be included in the budget for that year.**
- 3) That Planwest be appointed to carry out the review in accordance with the supplied proposal.**

Council Resolution:

Moved: Cr PS Clancy
Seconded: Cr HJ Nichols

That Council

- 1) Adopted 2013/2014 budget is amended to allocate the amount of \$71,000 including an amount of \$14000 for advertising from Municipal Funds for the purpose of the Town Planning Scheme Review and adoption of a Local Planning Strategy.**
- 2) Any such funds not expended in the 2013/2014 financial year be carried forward to the 2014/2015 financial year and be included in the budget for that year.**
- 3) That Planwest be appointed to carry out the review in accordance with the supplied proposal.**
- 4) In pursuance of Section 72 of the Planning and Development Act 2005, prepare Local Planning Scheme No. 4 with reference to an area situated wholly within the Shire of Meekatharra and enclosed within the broken black border on the plan now produced to the Council and marked and certified by the Chief Executive Officer under his hand dated the seventeenth day of May 2014.**

CARRIED 6/0
BY AN ABSOLUTE MAJORITY

Reason for Resolution Differing from Officers Recommendation:

For Council to authorise the preparation of a new Town Planning Scheme for the whole of the Shire of Meekatharra by incorporating the recommendation from the Health, Building and Town Planning Committee.

SHIRE OF MEEKATHARRA



Proposal for the Preparation of a
**Local Planning Scheme Review and
Local Planning Strategy**

Project Tender/Submission

April 2013

PLANWEST
(WA) PTY LTD A.B.N. 77 865 477 168
**CONSULTANTS IN PLANNING,
DESIGN AND MANAGEMENT**

Post: PO Box 202, Mt. Lawley WA 6050 **Email:** planwest@bigpond.net.au **Fax:** (08) 9370 1363 **Tel:** (08) 9271 9291

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SHIRE OF MEEKATHARRA

1 INTRODUCTION

On 9 April 2013 Planwest (WA) Pty Ltd was invited to submit a tender for the preparation of a new Local Planning Scheme and Local Planning Strategy for the Shire of Meekatharra.

A project brief template was provided with a request that it be populated to apply to the Shire of Meekatharra. The attached document is a resultant brief to which this tender refers.

2 EXISTING PLANNING INSTRUMENTS AND BACKGROUND

As the brief outlines, the Shire has no local planning strategy and only has an outdated Town Planning Scheme. The existing Scheme was gazetted in 1993 (according to the WAPC web site) and therefore does not comply with the Model Scheme Text as outlined in the Town Planning Regulations 1967.

The original Shire of Meekatharra *Town Planning Scheme No 1* was gazetted on 9 August 1968.

In 1981 Planwest was approached by the then Shire Clerk Peter Strugnelli to prepare a new scheme as Scheme 1 was considered outdated.

In 1985 the new *Town Planning Scheme No 2* was gazetted. This Scheme complied with the preferred 'model' at the time. Planwest prepared nearly every one of the 19 amendments to this scheme in a period when there were rapid changes in the town.

In 1992 Planwest was again requested to review the Scheme resulting in the gazettal of *Town Planning Scheme No 3* in February 1993. This Scheme was presented in black and white following the deletion of the colouring regime previously required by the Regulation. Scheme 3 has only been the subject of three amendments; all three being rezonings.

These were all originally prepared in the late 1990s, however although Amendment Nos. 1 and 3 were finalised, Amendment No 2 (relating to the 'Special Site – Accommodation Village') was not proceeded with at that time. In late 2009 Planwest was requested to resubmit the Amendment, resulting in its gazettal in 2011.

Although there was no statutory requirement to prepare a local planning strategy prior to 1999, both Schemes (Nos. 2 and 3) prepared by Planwest included an equivalent document called a 'Scheme Report'.

As recently as September 2012 Planwest was requested to assist the Shire by preparing a few preliminary notes on establishment of an industrial park immediately north of the Meekatharra townsite.

The tasks included;

- a brief description and preliminary assessment of the types of issues and factors that needed to be identified and resolved to set up an industrial park in Meekatharra; and
- some preliminary guidelines for the planning and developing an industrial park.

3 SKILLS AND EXPERTISE

Paul Bashall is the Director of Planwest and has been so since the planning practice was established in 1981. Paul is the principal planner in the company and prides himself in providing a professional, personal planning service - always on time and on budget.

Over the last three decades Planwest has retained most clients as they can be assured that the work requested and provided will be completed by the principal – Paul.

The following responses relate to the topics outlined in Part 5.1 of the Project Brief.

- a. **Qualifications**
Paul was awarded an Associateship in Town and Regional Planning in 1974, and a Bachelor of Urban and Regional Planning in 1978.
- b. **Professional or business associations**
Paul is a Member of the Planning Institute of Australia.
- c. **Length of service at the organisation**
As mentioned, Paul has been the Director of Planwest since it was established in 1981 (ie. 32 years).
- d. **Industry experience**
The attached Curriculum Vitae provides a listing of local governments that Planwest has provided planning services to.

In 1999 the Planning and Development Act 2005 was amended to require all new scheme to be accompanied by a local planning strategy. Planwest has completed several projects of an almost identical nature (ie Local Planning Strategy and Local Planning Scheme) to the current Meekatharra project. These Shires include;

- Shire of Bruce Rock
- Shire of Carnamah
- Shire of Dalwallinu
- Shire of Koorda
- Shire of Mount Magnet
- Shire of Mount Marshall
- Shire of Ngannytjarraku (strategy only)
- Shire of Trayning
- Shire of Victoria Plains, and
- Shire of Wyalkachem

All of these schemes and strategies have been adopted by the respective Shires. The majority of those listed have either been completed (finally approved and gazetted) or in the final stages of the approval process. Contact with the respective CEOs is welcome for confirmation and reference.

Council presentations include the use of a projector and GIS (Geographic Information System) on a laptop to present information of proposals to the Council. The technique is very well received by all Councils as it allows for easy viewing, and provides the opportunity to zoom in and out of various locations, and turn data sets on and off to highlight various relevant issues. This technique encourages Council discussion and interest in the various topics.

Paul was responsible for 'architecting' the Department of Planning's Scheme Capture project (as a consultant) and is therefore familiar with the standards and requirements of the Department's digital data requirements of the Scheme mapping.

4 UNDERSTANDING OF THE TASK

4.1 Objectives

The objectives of the project include;

Building capacity in regional communities – As noted in the Project Brief the existing Scheme is out-dated and has been superseded by new State legislation and policy. Planwest agrees that a new Scheme and Strategy would provide the opportunity to update these documents which is vital given the changes in State Government strategic direction over the years, particularly with the implementation of the Royalties for Regions program and changes to State Planning Policies. The Shire does not have a Strategy and is limited in its ability to implement the State policies effectively. The creation of a new Scheme and Strategy is vital to allow the Shire to promote well planned and effective development.

With increased opportunities for grant money available from the State, it is critically important to demonstrate that applications are supported by well-researched community-supported aspirations and initiatives. Accordingly, Planwest agrees that the preparation of a new Strategy and new Scheme will assist this regional community in building capacity to attract funds for projects that Local Government cannot fund alone.

Retaining benefits in regional communities – Planwest supports the Strategy and Scheme Review as it will guide the development of the Meekatharra townsite and the rural areas of the Shire to ensure that development meets the demands of its community and promotes growth in a controlled manner rather than development being driven purely by commercial interest alone and assessed in an ad-hoc manner.

Improving services to regional communities – Planwest will ensure that the Strategy and Scheme Review will draw on extensive community consultation, preceding strategies and investigations, and consultation with all relevant government agencies to deliver a planning framework that addresses the services demanded by regional communities including infrastructure, community, health, aged care, recreational, educational, communications, transport, tourism and retail.

Attaining sustainability – Planwest will ensure that the Strategy and Scheme will be prepared with due regard to all relevant environmental policy and guidelines produced by the relevant agencies, including but not limited to the Departments of Environment and Conservation; Agriculture and Food; and Water, as well as the Environmental Protection Agency.

Expanding opportunity - The Strategy and Scheme Review will ensure that recent government policies and market demands to be incorporated into the planning framework for the Shire to facilitate employment and lifestyle opportunity.

Growing prosperity – Planwest acknowledges that the Shire is situated in a region which is experiencing increasing mining related growth, renewable energy ventures, agroforestry and carbon capture proponents. The review of the Strategy and Scheme is timely to address this multi-faceted growth and to ensure that development is beneficial economically, socially and environmentally.

4.2 Project Scope

The Strategy and Scheme review will address the following matters and Planwest will ensure that the Council has the opportunity to further discuss their implications to the Shire:

Planning and Development Framework (where applicable)

Current Planning Scheme and scheme amendments
Any expansion strategies
Municipal heritage inventories
Strategic Plan/ Strategic Community Plan
Relevant State Planning Policies and Development Control Policies
State Planning Framework including the State Planning Strategy, Regional Strategies, Urban Water Management, draft Country Sewerage Policy, Residential Design Codes, Liveable Neighbourhoods, Local Planning Manual etc.

Land Use

Land use needs and constraints – public purposes, residential, industrial, mining, workers' accommodation, commercial, rural, rural living etc.
Land use pattern/plan for the area
Tourism uses - including caravan parks, accommodation etc
Education facilities, community facilities
Public Open Space and recreation facilities

Movement Network

Road classification
Highway land use conflict issues assessment
Road realignment/upgrading requirements

Infrastructure

Water provision Strengths, Weakness, Opportunities, Threats (SWOT) analysis
Sewerage provision SWOT
Electricity provision SWOT
Communications provision SWOT

Environment

Water courses
Public Drinking Water Protection Areas
Endangered flora and fauna, remnant vegetation
Salinity
Areas requiring protection/rehabilitation
Areas of Aboriginal interest.

4.3 Outcomes Report

An outcomes report describing the results of the literature review, public workshops and identification of opportunities and constraints will be prepared. Information shall be presented clearly and succinctly and, where possible, information shall be presented in graphical form.

The background report is likely to be included in the strategy report and will be provided in preliminary form for review and comment of the project steering group. Once the steering group has endorsed the background report the following copies of the report will be provided:

- 1 copy (unbound) at A4 size (mapping may be at A3 size); and
- 1 digital copy in Microsoft Word format for 'hard copy' reproduction.

Prior to the first meeting with the Shire Council and DoP several issues will need to be discussed including;

- The need to adopt a Resolution to Prepare a Scheme.
- The need and preparation of local planning policies – in contrast to including such matters in the local planning strategy.
- The extent of the proposed Scheme Area. History indicates the Council's previous opposition for the inclusion of the whole Shire in the Scheme.
- The need for an Interim Development Order for the Shire to provide the Council with development control in the interim between now and when a final scheme is gazetted.

4.4 Draft Scheme

A draft Scheme Text and Maps will be provided to the Shire and DoP for review, prior to the document going to the Council to make a formal resolution to prepare a Scheme.

The following copies of the draft Scheme Text and Maps will be provided to the Shire for review:

- 3 unbound copies at A4 size (mapping may be at A3 size);
- 1 digital copy in Microsoft Word format files for 'hard copy' reproduction of the Scheme Text;
- 1 digital copy in Adobe Acrobat (pdf) format files for electronic circulation of the Scheme Text; and
- Adobe Acrobat (pdf) format files for 'hard copy' reproduction and electronic circulation of the Scheme Maps.

4.5 Draft Strategy

A draft strategy background report and Local Planning Strategy will be provided to the Shire and DoP for review, prior to the document going to Council to make a formal resolution to prepare a Strategy.

The following copies of the draft strategy background report and Local Planning Strategy will be provided to the Shire for review:

- 3 unbound copies at A4 size (mapping may be at A3 size);
- 1 digital copy in Microsoft Word format files for 'hard copy' reproduction of the strategy background report and Local Planning Strategy; and
- 1 digital copy in Adobe Acrobat (pdf) format files for electronic circulation of the strategy background report and Local Planning Strategy.

4.6 Advertising of Draft Scheme and Strategy

Appropriate press releases and advertising information will be prepared for the Shire of Meekatharra to utilise in statutory advertising procedures. A listing of referral agencies, and their addresses, will be provided.

- Copies of this information shall be provided in Microsoft Word and Adobe Acrobat (pdf) format.

4.7 Post Advertising – Submission Report and Schedule

A report on the submissions received by the Shire during the advertising period will be prepared prior to the Agenda Item going to Council for final adoption. This report will include a schedule of submissions.

The schedule will be prepared in accordance with the Regulations including information relating to the submitter, the land of interest or area of concern, a summary of the submission and a recommendation on any action to be taken resulting from each submission.

Copies of the report and schedule of the submissions shall be provided as follows:

- 1 digital copy in Microsoft Word compatible format; and
- 1 digital copy in Adobe Acrobat (pdf) format files for electronic circulation.

4.8 Final Scheme

Following advertising of the draft Scheme, and in light of the submissions received and endorsed by Council and any additional modifications required by the Minister for Planning, a final Local Planning Scheme will be prepared.

A copy of the final Scheme shall be provided in preliminary form for review and comment by the Shire and DoP. Once accepted by the Shire and DoP further copies of the modified (if required) final Local Planning Scheme will be required for Council approval. Any additional modifications requested by the Council and or the Minister for Planning will be carried out.

Once endorsed by the Shire Council, copies of the final document shall be provided as follows:

- 4 unbound copies of A4 size (with mapping at an appropriate size and coloured); and
- Scheme Text in Microsoft Word compatible format;
- Scheme Text in Adobe Acrobat (pdf) format files for electronic circulation; and
- Scheme Maps in Adobe Acrobat (pdf) format.

NB: The administrative time and costs associated with advertising and the reproduction of documents will be undertaken by the Shire of Meekatharra.

4.9 Final Strategy

A final Shire of Meekatharra Local Planning Strategy will be prepared following advertising of the draft Strategy, in light of comments received and endorsed by Council. This final copy will include any additional modifications required by the Minister for Planning.

A copy of the final Strategy shall be provided in preliminary form for review and comment by the Shire and DoP. Once accepted by the Shire and DoP, further copies of the modified (if required) final Local Planning Strategy will be required for Council approval. Any modifications requested by the WAPC or Council will be made to the Local Planning Strategy.

Once endorsed by the Shire Council, copies of the final document shall be provided as follows:

- 3 unbound copies of A4 size (with mapping at an appropriate scale); and

- Text in Microsoft Word format and Adobe Acrobat (pdf) and graphics in Adobe Acrobat (pdf) format where applicable.

NB: The administrative time and costs associated with advertising and the reproduction of documents will be undertaken by the Shire of Meekatharra.

5 METHODOLOGY

The preparation of the Scheme and Strategy will be set out in stages and have the following key deliverables.

5.1 *Stage 1 - Analysis, preparation and background*

Paul will attend an inception meeting (Visit 1) with Shire staff and the Respondent to finalise the project methodology and identify relevant matters and issues to be specifically addressed in the project. The background and preparation will include a site visit; background investigation; and analysis and a literature review.

On appointment for the project Planwest will circulate advice of the project and invite early comments from the various servicing agencies.

5.2 *Stage 2 - Preparation of a draft Scheme and Strategy and public consultation*

Planwest will prepare a draft Scheme and Strategy for review by the Shire and DoP.

Paul will present the draft documents to the Council and outline the processes and implication of the components for the documents (Visit 2). Once the Council is satisfied that the draft Strategy and Scheme reflects its requirements the Council will formally resolve to prepare a new Scheme and Strategy. The Scheme and Strategy will then be submitted to the Council, EPA and the WAPC seeking consent to advertise.

5.3 *Stage 3 - Finalisation of Scheme and Strategy*

Following the close of the formal public consultation period, Planwest will consider, and report upon, the submissions to the draft Scheme and Strategy and provide recommendations for any appropriate modifications arising from the submissions. The Submissions Report and statutory Schedule of Submissions will be submitted for consideration and adoption by the Council.

5.4 *Stage 4 - Final approval and gazettal*

Paul will present the final recommendations for the Strategy and Scheme (Visit 3) and make any final modifications required by the Council.

When the Council is satisfied that the documents meet its needs the Council will forward the draft Scheme and Strategy to the WAPC for its recommendation for the Minister's final approval.

Subject to the Council's agreement Planwest will carry out any further modifications required by the WAPC or the Minister to allow the Scheme and Strategy to be finalised for formal adoption by Council, WAPC and the Minister, and including final gazettal/endorsement¹.

The four key deliverables for this project will have the estimated delivery dates as outlined in Table 1, subject to provision of funding.

¹ Endorsement, adoption and approval processes for Schemes and Strategies are to be in accordance with the requirements set out in the *Planning and Development Act 2005* and *Town Planning Regulations 1967*.

6 DEMONSTRATED EXPERIENCE IN COMPLETING SIMILAR PROJECTS

The local governments listed in Part 3 d of this proposal have all required the preparation of a local planning strategy and local planning scheme – as does the Meekatharra Project Brief.

In response to the points outlined in the Project Brief the following responses are provided;

6.1 A detailed description of the scope of work undertaken

The work will be undertaken in accordance with the Project Brief.

Paul will be the principal planner for the duration of the project. Paul's tasks will include;

- the preparation of a Resolution to Prepare a Scheme.
- the preparation of local planning policies if preferred to inclusion such matters in the local planning strategy.
- the preparation of an Interim Development Order (IDO) for the Shire in the event that the Council wants development control in the interim between now and when a final scheme is gazetted.
- the literature review;
- site investigations and meetings with Council staff;
- community consultation and meetings as required by the Council;
- preparation of base mapping for the Strategy and Scheme;
- presentation of the Strategy and Scheme to the Council;
- assistance with the referral of the Scheme to the EPA (previously the EPA will not accept a Scheme for review unless it has been sent by the Shire);
- response to any queries from the EPA;
- liaison with the WAPC for approval to advertise;
- any modifications to the Scheme and Strategy (if necessary);
- preparation a Schedule of submissions resulting from the advertising of the Scheme and Strategy;
- preparation of recommendations for actions for each submission;
- presentation of the Scheme and Strategy to the Council for final approval; and
- provision of modified copies of Scheme and Strategy for endorsement (if necessary) and forward these to the WAPC for its recommendation for the Minister's final approval.

6.2 Similarities between those projects and the project requirements of this tender

This project brief is almost identical to the projects carried out for the local governments listed in Part 3 d of this submission. The tasks required (and completed) include those items listed in Part 6 a.

6.3 When the work was undertaken

The majority of this work has been carried out within the last 5-6 years with several projects currently in progress (including Coolgardie, Carnamah and Mount Magnet).

6.4 The project outcomes

As previously mentioned all the listed projects in Part 3 d have been adopted by the respective Shire Councils. Bruce Rock, Victoria Plains and Trayning are finally approved, the rest are either about to be advertised, being advertised or in their final process of approval.

7 BUDGET

Planwest (WA) Pty Ltd will prepare the Local Planning Strategy (and mapping), and Local Planning Scheme Text and maps in accordance with the Project Brief, including the tasks listed in Part 6 (a), for the fee as outlined in the table below.

Task	Excluding GST	Including GST
Local Planning Strategy and Local Planning Scheme	\$57,000.00	\$62,700.00

This Fee **includes** all tasks outlined in this submission, travel (3 visits), accommodation, printing (as outlined in this submission), attendance at Council meetings as scheduled in the timetable, and electronic data. Any additional work required beyond the scope of this project will be charged at an hourly rate of \$200 (plus GST) unless otherwise agreed.

The acquisition cost of electronic data is included in this fee but it is based on ordering data through the Shire (with its discounts via Landgate) or the Department of Planning.

Although **not part of this tender** it is recommended that additional costs for advertising and government gazetted (GG) costs of the project be added to the project cost. Costs of these items cannot be provided as a total, however government gazette bulk rate costs are \$244.70 per page (this is a GG page). For example if the Model Scheme Text were to be gazetted it would cost about \$16,000; however the final cost will depend wholly on the Scheme content.

Advertising costs will depend on the extent of the public consultation proposed, however a budget to include 3-4 newspaper advertisements will be required at a minimum.

8 TIMETABLE

The timetable attached reflects the items outlined in '**Table 2 - Key Deliverables and Delivery Dates**' of the Project Brief. The times are estimates only as there are several factors that may impact the progress of the project. These factors include the time taken for; Council approvals (usually less of an issue), EPA and WAPC processing.

Alternatives to this timetable will be considered if this does not suit the Council.

Site visits as outlined in the timetable will be organised to coincide with Council meetings. These dates are flexible and can be confirmed closer to the achievement of the project milestones.

SUGGESTED TIMETABLE

Table 1 - Key Deliverables and Delivery Dates

Deliverable	Actions	Responsibility	Date
Stage 1 - Analysis, preparation and background	• Undertake a literature review	Respondent and Local Government (LG)	From appointment to Sept 2013
	• Conduct site investigation and community consultation	R, LG	SITE VISIT 1
	• Commence base mapping for Scheme and Strategy	R, LG	
	• Council to adopt a formal resolution to prepare a Scheme and Strategy and forward a copy of the resolution to the WAPC	LG	July 2013
Stage 2 - Preparation of draft Scheme and Strategy	• Preparation of Draft Strategy and Scheme and present to Council	R, LG	October 2013 SITE VISIT 2
	• Referral to EPA (Scheme only) and other servicing agencies	R, LG	November/ December 2013
	• Seek consent to advertise from WAPC (Strategy only, Scheme in some circumstances)	R, LG	
	• Make any modifications required and advertise the Scheme and Strategy	R, LG	February 2014
Step 3 - Finalisation of Scheme and Strategy	• Consideration of submissions and modification if required	R, LG	June/July 2014 SITE VISIT 3
	• Council adoption of Scheme and Strategy	LG	
Step 4 - Final approval and gazettal	• Forward to WAPC for final approval	R, LG	August/ September 2014
	• Make any modifications required	R, LG	
	• Gazettal of the Scheme, and endorsement of the Strategy	LG	

9 ADMINISTRATION

Planwest has no objection to any of the items of **Administration** as outlined in Part 4 of the Project Brief.

- Planwest has Professional Indemnity to a value of \$2,000,000. If required, this amount can be increased. (Marsh/WR Berkley Insurance Australia Ref:IBU121A5W068).
- Planwest has no conflict of interest.
- The payment arrangements suggested in the Project Brief are acceptable.

10 CONCLUSION

Planwest has a proven track record for preparing local planning strategies and schemes throughout the State. Planwest has had a long relationship with the Shire (since 1981) and would be keen to continue this service.

Evidence of Planwest's ability can be confirmed through any CEO of the Shire's listed. Planwest has maintained a good relationship with the Shire and a reputation of providing a professional product on time and on budget and is as such ideally placed to successfully complete the local planning strategy and local planning scheme for the Shire.

ATTACHMENT 1

April 2013

CURRICULUM VITAE

NAME **BASHALL, Paul William Talbot**

DATE OF BIRTH 28 August, 1951 (UK)

MARITAL STATUS Married, two children

ADDR ESS 94 Third Avenue, MT LAWLEY, 6050

POSTAL ADDRESS PO Box 202, MT LAWLEY, 6050

TELEPHONE 9271 9291 **FAX** 9370 1363 **Email** planwest@bigpond.net.au
Mobile: 0429 911 100

EDUCATION

Primary Quarry Bay School, HONG KONG

Secondary Cranleigh School, Cranleigh, Surrey, UK

Tertiary Curtin University, Western Australia

- Associateship in Town and Regional Planning, 1974 (Superseded)

- Bachelor in Urban & Regional Planning, 1978

Thesis Title 'Spaces in Perth Central Area'

MEMBERSHIP OF PROFESSIONAL BODIES

Corporate Member of Planning Institute of Australia (PIA)
Member (past) of WALIS (WA Land Information System)
Advisory Committee.
Member of Australian Association of Planning Consultants (AAPC)

PROFESSIONAL EXPERIENCE
June, 1981 to Date

Principal Planner, and Director, for **PLANWEST (WA) Pty Ltd**
Consultants in Planning, Design and Management

Major Clients and Projects:

- Della-Vedova Family Farm - 600ha Urban Structure Planning
- Williamson Brothers - Moresby Ranges Structure Planning
- LandCorp – major projects
 - : Noxious Industry Study
 - : Mungari Industrial Estate Planning
 - : General Industrial Land Needs Study
 - : Bunbury Industrial Study
 - : Bibra Lake Industrial Area Design
- Department of Indigenous Affairs (DIA) – major projects
 - : ALT Land Register Design
 - : Community Profiles
 - : Model Community Plan Development
 - : Planning, Monitoring and Evaluation System
 - : Community Layout Plans for 45+ Aboriginal communities
- Aboriginal & Torres Strait Islander Commission (ATSIC)
 - : Aboriginal Community Layout Plan Projects (with GHD & PMD)
- Town of Victoria Park - Local Commercial Strategy (with Belingwe Pty Ltd)
- Town of Kwinana - Retail and Commercial Structure Plan (with Belingwe Pty Ltd)
- City of South Perth - Local Commercial Strategy (with Belingwe Pty Ltd)
- City of Rockingham - Retail Strategy (with Belingwe Pty Ltd)
- City of Stirling - Commercial Strategy (with Belingwe Pty Ltd)
- Town Planning Consultant for Shire of Meekatharra (TPS)

- Town Planning Consultant for Shire of Jerramungup (TPS) (past)
 - : Bremer Bay Townsite Strategy
 - : Jerramungup Town Centre Plan
- Town Planning Consultant for Shire of Menzies (TPS, LPS)
- Town Planning Consultant for Shire of Gnowangerup (TPS)
- City of Kalgoorlie Boulder - Local Commercial Strategy (with Belingwe Pty Ltd)
- Town Planning Consultant for Shire of Coolgardie (TPS, LPS)
 - : Coolgardie Townsite Strategy
 - : Kambalda Town Centre Design
- Town Planning Consultant for Shire of Mount Magnet (LPS, TPS)
- Town Planning Consultant for Shire of Cue (TPS)
- Town Planning Consultant for Shire of Yalgoo (TPS)
- Town Planning Consultant for Shire of Dalwallinu (TPS, LPS)
 - : Dalwallinu Town Centre and Leisure Centre Design Study
- Town Planning Consultant for Shire of Perenjori
- Town Planning Consultant for Shire of Kellerberrin (TPS, LPS)
- Town Planning Consultant for Shire of Coorow (TPS Review, Coastal Strategy)
- Town Planning Consultant for Shire of Carnamah (TPS Review, Coastal Strategy)
- Town Planning Consultant for Town of Albany (draft Scheme only)
- Town Planning Consultant for Shire of Cocos Keeling
- Town Planning Consultant for Shire of Kojonup (TPS)
- Town Planning Consultant for Shire of Victoria Plains (LPS)
- Town Planning Consultant for Shire of Kulin (TPS)
- Town Planning Consultant for Shire of Dowerin (TPS, LPS)
- Town Planning Consultant for Shire of Three Springs (TPS Review)
- Town Planning Consultant for Shire of Bruce Rock (TPS, LPS)
- Town Planning Consultant for Shire of Wongan-Ballidu (LPS)
- Town Planning Consultant for Shire of Ngaanyatjaraku (LPS and CLPs)
- Town Planning Consultant for Shire of Trayning (TPS and LPS)
- Town Planning Consultant for Shire of Wyalkatchem (TPS and LPS)
- Town Planning Consultant for Shire of Koorda (TPS and LPS)
- Town Planning Consultant for Shire of Nungarin (TPS and LPS)
- Town Planning Consultant for Shire of Mount Marshall (TPS and LPS)
- Town Planning Consultant for Shire of Merredin (LP Scheme)
- City of Joondalup - Commercial Centres Strategy (with Belingwe Pty Ltd)
- City of Wanneroo - Commercial Centres Strategy (with Belingwe Pty Ltd)
 - : Flynn Drive District Structure Plan
- City of Nedlands
 - : Acting City Planner (four weeks)
 - : Shenton Park Study
- City of Melville
 - : Hislop Road Urban Design Study
 - : General Consultancy (social atlas, LPS mapping, TPS mapping)
 - : Local Commercial Strategy (with Belingwe Pty Ltd)
- Town of Vincent Residential Guidelines (with KA Adam & Assoc)
- Department of Planning and Urban Development (now DoP)
 - : Community Layout Plans
 - Project Manager for:-
 - : Perth Region Industrial Zone Evaluation
 - : Perth Region Commercial Survey Planning Study
 - : Region Open Space Survey
 - : Residential Vacant Land Study
 - : Town Planning Scheme Capture Project
 - : East Perth Residential Project
 - : Industrial Land Planning Study
 - : SPC Estate System
- Town Centre Urban Design (Nicholson Road, Canning Vale, C of Gosnells)
- Various subdivisional and urban design projects
- Various Special Rural Zone and other Amendments
- Armadale Redevelopment Authority Contribution Schemes
- Joint Consultant (with KA Adam) for Shire of Peppermint Grove (LPS, TPS)

To November 1988	<p>Freelance Planner for K.A. Adam and Associates, Planning Consultants</p> <p>Major Projects</p> <ul style="list-style-type: none">- Quinns Rocks Residential Planning Strategy- Coodanup Marina and Residential Development- Pretty Pool Development (Pt Hedland)- Redmont Track Centre (Mt. Newman)- Kojonup Town Planning Scheme- Leeming Development Concept- Wandina Development (Geraldton)- Small Housing Projects for Village Builders (Div. of Jennings) <p>Freelance Planner for Ralph Stanton Planners</p> <p>Major Projects</p> <ul style="list-style-type: none">- Coogee Coastal Area Study and Industrial Survey- Secret Harbour Structure Plan and Statutory Provisions- Various Shopping Centre Feasibility Studies- City of Nedlands Town Planning Scheme- Yanchep Sun City Structure Plan- Various subdivisional design projects
January, 1980 to June, 1981	<p>Town Planner for K.A. Adam and Assoc.</p> <ul style="list-style-type: none">- Planning Consultant for Town of Mosman Park- Member of Study Team for;<ul style="list-style-type: none">- Fremantle Town Planning Scheme;- Claremont Town Planning Scheme;- Wickham Town Centre Study;- Wickepin Town Planning Scheme (Development);- Kwinana Town Centre Study.- Subdivision and Design Project for Utakarra Industrial Estate, Geraldton- Concept Planning, subdivision and design project for Leeming Estate (SHC)- Various Urban and Rural Subdivision designs
1979	Overseas (South America, U.K. and Hong Kong)
1977 to 1978	<p>Planning Officer, Level 2, Town Planning Department</p> <ul style="list-style-type: none">- Detailed examination and investigation of Town Planning Schemes, regional structure plans, neighbourhood and local subdivisional concept plans.- Preparation and presentation of Town Planning Schemes, Scheme Amendments, and subdivisions for the Town Planning Board of Western Australia.- Presentation of Amendments (to the Metropolitan Region Scheme) and Development Applications for presentation to the Metropolitan Region Planning Authority- Preparation of Appeals for the Honorary Minister for Urban Development and Town Planning
1974 to 1976	Planning Officer, Level 1, Town Planning Department
1973	<p>General Assistant, Town Planning Department:</p> <ul style="list-style-type: none">- Survey and analysis for, and preparation of, planning for Kewdale Industrial Estate.
January, 1973	<p>General Assistant, Shire of Mundaring:</p> <ul style="list-style-type: none">- Preparation of proposals for Mundaring Town Centre and general survey work.
August, 1972	Study Tour of the Northwest WA to investigate new regional and mining towns
1970 to 1972	Full-time study at WA Institute of Technology, (now Curtin University).

9.5 HEALTH, BUILDING AND TOWN PLANNING

No Report

9.6 WORKS AND SERVICES

No Report

9.7 CONFIDENTIAL ITEMS



Moved: Cr HJ Nichols

Seconded: Cr PS Clancy

That the meeting be closed to members of the public to allow Council to discuss items 9.7.1, 9.7.2, 9.7.3 and 9.7.4 which are matters of a confidential nature

CONFIDENTIAL

Contains information concerning contractual services

Title/Subject:	TENDER - ENVIRONMENTAL HEALTH SERVICES CONSULTANCY
Agenda/Minute Number:	9.7.1
Applicant:	Nil
File Ref:	RFT 13/14 - 2
Disclosure of Interest:	Nil
Date of Report:	8 May 2014
Author:	Geoff Carberry Community and Development Services Manager
	 <i>Signature of Author</i>
Senior Officer:	Krys East Acting Chief Executive Officer
	 <i>Signature Senior Officer</i>

Information not available to the general public

Title/Subject:	MASONIC LODGE ROOFING REPAIRS
Agenda/Minute Number:	9.7.2
Applicant:	Nil
File Ref:	A172
Disclosure of Interest:	Nil
Date of Report:	6 May 2014
Author:	Lance Croft Project Officer



Signature of Author

Senior Officer:	Krys East Acting Chief Executive Officer
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Signature Senior Officer

Information not available to the general public

Title/Subject: TANGADEE ROAD – LEGAL STATUS
Agenda/Minute Number: 9.7.3
Applicant: Nil
File Ref: RD 063
Disclosure of Interest: Nil
Date of Report: 1 May 2014
Author: Krys East
Acting Chief Executive Officer



Signature of Author

Senior Officer: Krys East
Acting Chief Executive Officer



Signature Senior Officer

Information not available to the general public

Title/Subject: FLOOD DAMAGE ROAD REINSTATEMENT
PROGRAM - HIRE OF CIVIL CONSTRUCTION
EQUIPMENT
Agenda/Minute Number: 9.7.4
Applicant: Nil
File Ref: RFT 13/14-1
Disclosure of Interest: Nil
Date of Report: 8 May 2014
Author: Krys East/Roy McClymont
Acting CEO/CEO



Signature of Author

Senior Officer: Krys East
Acting Chief Executive Officer



Signature Senior Officer

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

Nil

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 11.23am.