



UNCONFIRMED MINUTES  
OF THE  
ORDINARY MEETING OF COUNCIL  
HELD IN THE  
COUNCIL CHAMBERS, YALGOO  
ON FRIDAY, 26 JULY 2019  
COMMENCING AT 11.00 AM





## DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Yalgoo for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Yalgoo disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Yalgoo during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Yalgoo. The Shire of Yalgoo warns that anyone who has an application lodged with the Shire of Yalgoo must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Yalgoo in respect of the application.



## CONTENTS

<b>1.</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS .....</b>	<b>3</b>
<b>2.</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE .....</b>	<b>3</b>
<b>3.</b>	<b>DISCLOSURE OF INTERESTS.....</b>	<b>3</b>
<b>4.</b>	<b>PUBLIC QUESTION TIME .....</b>	<b>4</b>
<b>4.0</b>	<b>QUESTIONS TAKEN ON NOTICE .....</b>	<b>4</b>
<b>4.1</b>	<b>QUESTIONS TAKEN WITHOUT NOTICE .....</b>	<b>4</b>
<b>5.</b>	<b>MATTERS FOR WHICH THE MEETING MAY BE CLOSED .....</b>	<b>5</b>
<b>6.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE .....</b>	<b>5</b>
<b>7.</b>	<b>ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED .....</b>	<b>5</b>
<b>7.0</b>	<b>MEETINGS ATTENDED BY ELECTED MEMBERS.....</b>	<b>5</b>
<b>8.</b>	<b>CONFIRMATION OF MINUTES.....</b>	<b>6</b>
<b>8.0</b>	<b>ORDINARY COUNCIL MEETING .....</b>	<b>6</b>
<b>C2019-0701</b>	<b>Minutes of the Ordinary Meeting</b>	<b>6</b>
<b>8.1</b>	<b>SPECIAL MEETING OF COUNCIL.....</b>	<b>6</b>
<b>C2019-0702</b>	<b>Minutes of the Special Meeting of Council</b>	<b>6</b>
<b>9.</b>	<b>REPORTS OF COMMITTEE MEETINGS .....</b>	<b>7</b>
<b>9.1</b>	<b>Finance Committee Meeting held on the 26 July 2019.....</b>	<b>7</b>
<b>9.1.1</b>	<b>Differential Rating 2019-20 Proposed Rates and Minimums .....</b>	<b>7</b>
<b>C2019-0703</b>	<b>Differential Rating 2019-20 – Proposed Rates and Minimums</b>	<b>10</b>
<b>10.</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/Other Matters .....</b>	<b>11</b>
<b>10.0</b>	<b>INFORMATION ITEMS .....</b>	<b>11</b>
<b>10.1</b>	<b>Representatives from FIJV Pty Ltd .....</b>	<b>11</b>
<b>11.</b>	<b>MATTERS FOR DECISION .....</b>	<b>11</b>
<b>11.0</b>	<b>MATTERS BROUGHT FORWARD .....</b>	<b>11</b>
<b>11.1</b>	<b>TECHNICAL SERVICES .....</b>	<b>12</b>
<b>11.1.1</b>	<b>Progress Report on the Capital Works Program 2018-19 .....</b>	<b>12</b>
<b>C2019-0704</b>	<b>Progress Report on the Capital Works Program 2018 - 2019</b>	<b>16</b>
<b>11.1.2</b>	<b>Technical Services Monthly Report 30 June 2019 .....</b>	<b>17</b>
<b>C2019-0705</b>	<b>Technical Services Monthly Report 30 June 2019</b>	<b>19</b>
<b>11.2</b>	<b>DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH .....</b>	<b>20</b>
<b>11.3</b>	<b>FINANCE .....</b>	<b>20</b>
<b>11.3.1</b>	<b>Accounts for Payment June 2019.....</b>	<b>20</b>
<b>C2019-0706</b>	<b>Accounts for Payment June 2019</b>	<b>27</b>
<b>11.3.2</b>	<b>Investments as at 30 June 2019.....</b>	<b>28</b>
<b>C2019-0707</b>	<b>Investments as at 30 June 2019</b>	<b>30</b>
<b>11.3.3</b>	<b>Financial Activity Statement for the Period ended the 30 June 2019.....</b>	<b>31</b>
<b>C2019-0708</b>	<b>R34 (1) Financial Activity Statement for the Period ended the 30 June 2019.</b>	<b>32</b>
<b>11.4</b>	<b>ADMINISTRATION .....</b>	<b>33</b>
<b>11.4.1</b>	<b>Report on Matters Outstanding as at 18 July 2019 .....</b>	<b>33</b>
<b>C2019-0709</b>	<b>Report on Matters Outstanding as at 18 July 2019</b>	<b>35</b>
<b>12.</b>	<b>NOTICE OF MOTIONS .....</b>	<b>36</b>
<b>13.</b>	<b>URGENT BUSINESS .....</b>	<b>36</b>
<b>13.1</b>	<b>Support To Deliver Regional Outcomes For the Proposed FIJV (YALGOO) Project and</b>	<b>36</b>

<b>13.2</b>	<b>New Road Access and Public Benefit Agreement – Top Iron .....</b>	<b>36</b>
	<b>C2019-0710 Support To Deliver Regional Outcomes For the Proposed FIJV (YALGOO) Project and New Road Access and Public Benefit Agreement – Top Iron</b>	<b>36</b>
<b>14.</b>	<b>MATTERS FOR WHICH THE MEETING MAY BE CLOSED .....</b>	<b>37</b>
	<b>14.0 STATUTORY ENVIRONMENT – MEETING CLOSED TO THE PUBLIC.....</b>	<b>37</b>
<b>15.</b>	<b>NEXT MEETING .....</b>	<b>39</b>
<b>16.</b>	<b>MEETING CLOSURE.....</b>	<b>39</b>



Minutes for the Ordinary Meeting of the Yalgoo Shire Council,  
held in the Council Chambers, Yalgoo  
On Friday 26 July 2019 commencing at 11.00 am.

**PLEASE TURN OFF ALL MOBILE PHONES PRIOR TO THE COMMENCEMENT OF THE MEETING**

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

President Cr Joanne Kanny declared the meeting open at 11.07 am

### **2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

MEMBERS	Cr Joanne Kanny, Shire President Cr Gregory Payne, Deputy President Cr Gail Trenfield Cr Tamisha Hodder
STAFF	Silvio Brenzi, Chief Executive Officer Elisha Hodder, Executive Assistant
GUESTS	Nil
OBSERVERS	Nil
LEAVE OF ABSENCE	Nil
APOLOGIES	Cr Robert Grinham Cr Percy Lawson

### **3. DISCLOSURE OF INTERESTS**

Disclosures of interest made before the Meeting.

Nil

## **4. PUBLIC QUESTION TIME**

### **4.0 QUESTIONS TAKEN ON NOTICE**

#### **4.0.1 Graham Bassell's Question directed to CEO Silvio Brenzi**

**Q. The Yalgoo Special Council Meeting on 10/5/19, approved Cr. T Hodder and CEO Brenzi to attend the National General Assembly of Local Government 2019 – Canberra ACT, 16/6/19-19/6/19 exclusive of travel time.**

- 1. What Acting CEO arrangements were in place to manage the Shire during the CEO's absence? And,**
- 2. If no Acting CEO was appointed, why not given that the CEO was absent and interstate from the Shire for at least a week [including travel time]?**
- 3. is there a Yalgoo Shire Policy for the appointment of an Acting CEO in the absence of the CEO and if not, why not?**

**A. President Cr Joanne Kanny response is the CEO was not on leave and continued to carry out business out of the office as required. No Acting CEO was required.**

#### **4.0.2 Graham Bassell's Question directed to President Cr Joanne Kanny**

**Q. Council Decision C2016-0711 [moved: Cr J Kanny – second Cr R Valenzuela] dictates [among other things] that the 'YALGOO BULLDUST' be published quarterly. The last Yalgoo Shire Newsletter [YALGOO BULLDUST] available on the Shire's website is June 2017. This indicates that 8 editions have not been published.**

- 1. Please explain the Shire's non-compliance to the Council's decision in this matter.**
- 2. When will the past editions be uploaded onto the Shire's website?**
- 3. When can the community expect to see the latest edition of the YALGOO BULLDUST?**

**A. President Cr Joanne Kanny response is when Staff are available the Yalgoo Bulldust is published and is available in hard copies to the community, which is Yalgoo Shire, not Perth.  
Secondly, the Council decision does not require website upload, and the latest edition of the Yalgoo Bulldust has been published and distributed to the community of Yalgoo.**

### **4.1 QUESTIONS TAKEN WITHOUT NOTICE**

Nil

**5. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

CEO Silvio Brenzi advised two late urgent Items was received for Council Decision and suggested it be behind closed door during item 13. Urgent Business.

13.1 Letter Received from Department of Jobs, Tourism, Science and Innovation.

Top Iron Agreement

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

**7.0 MEETINGS ATTENDED BY ELECTED MEMBERS**

Date	Details	Attended with whom
8 July 2019	Meeting with FIJV held in Perth	Deputy Cr Gregory Payne CEO Silvio Brenzi
10 July 2019	Special Meeting Held in Council Chambers	President Cr Joanne Kanny Deputy Cr Gregory Payne Cr Robert Grinham Cr Percy Lawson Cr Tamisha Hodder
17 July 2019	DFES – Delivery of New Fire Truck	President Cr Joanne Kanny Deputy Cr Gregory Payne CEO Silvio Brenzi
25/7/2019	NAIDOC Day held in Morawa	Deputy Cr Gregory Payne Cr Tamisha Hodder CEO Silvio Brenzi
	Holiday programs	Cr Tamisha Hodder
	Bingo Night	Cr Tamisha Hodder

## **8. CONFIRMATION OF MINUTES**

### **8.0 ORDINARY COUNCIL MEETING**

#### **Background**

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

#### **Voting Requirements**

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2019-0701    Minutes of the Ordinary Meeting**

**That the Minutes of the Ordinary Council Meeting held on 28 June 2019 be confirmed as a true and correct record of proceedings.**

**Moved: Cr Gail Trenfield                      Seconded: Cr Tamisha Hodder                      Motion put and carried : 4/0**

### **8.1 SPECIAL MEETING OF COUNCIL**

#### **Background**

Minutes of the Special Meeting of Council have previously been circulated to all Councillors.

#### **Voting Requirements**

Simple majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2019-0702    Minutes of the Special Meeting of Council**

**That the Minutes of the Special Meeting of Council held 10 July 2019 be confirmed as a true and correct record of proceedings.**

**Moved: Cr Gregory Payne                      Seconded: Cr Tamisha Hodder                      Motion put and carried: 4/0**



## 9. REPORTS OF COMMITTEE MEETINGS

### 9.1 Finance Committee Meeting held on the 26 July 2019

#### 9.1.1 Differential Rating 2019-20 Proposed Rates and Minimums

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	18 July 2019
Attachments	Submission received from McMahon Mining Title Services Pty Ltd

#### Matter for Consideration

Council to give consideration to any submissions received from ratepayers and obtain ministerial approval for the imposing of a differential general rate that is more than twice the lowest differential general rate to be imposed.

#### Background

Council at its meeting held on 28 June 2019 adopted the following resolution:

1. *Advertise the intention to impose the following differential general rates and minimum payments applying to each of the differential rate categories in accordance with Section 6.36 of the Local Government Act 1995 be placed in the Geraldton Guardian newspaper and the Bulldust.*

Differential General Rate	Rate in the \$	Minimum Payment	Minimum \$
GRV – Townsite Improved	0.07831840	GRV – Townsite Improved	290
GRV – Townsite Vacant	0.07831840	GRV – Townsite Vacant	620
UV – Pastoral / Rural	0.06907870	UV – Pastoral / Rural	290
UV – Mining / Mining Tenement	0.37430250	UV – Mining / Mining Tenement	290
UV – Exploration / Prospecting	0.19882530	UV – Exploration / Prospecting	290

2. *That the advertisement in (1) above also provide for an invitation for submissions to be made by an elector or a ratepayer for a period of 21 days closing at 4:00 pm on Monday, 29 July 2019 and detail the time and place where the Shire of Yalgoo Rating Methodology and it's Differential Rating Model may be inspected and a copy be placed on the Shire's website.*
3. *That all rural/pastoral ratepayers be provided with a copy of the Shire of Yalgoo Rating Methodology and its Differential Rating Model and be invited to make submissions.*
4. *That Council adopts the Objects and Reasons for the following differential rating categories;*
  - *Town Improved- consists of properties located within the townsite boundaries with a predominate residential, commercial and industrial use. This category is considered by council to be the base rate by which all other GRV properties are assessed and have a different demand and requirement on shire services and infrastructure.*

- *Townsite Vacant – Consists of vacant properties located within the townsite boundaries that are vacant (no residential commercial or industrial structures built on the land) The rate in the dollar is the same as the Town Improved category however the minimum rate is higher in order to encourage landowners to undertake development.*
- *Pastoral/Rural- this rating applies to all pastoral leases and land with a predominate rural land use. The proposed rate is comparatively lower when compared to the mining/mining tenement and exploration / prospecting categories on the basis that the pastoral industry has minimum impact or requirement on the shire services and infrastructure.*
- *Mining/ Mining Tenement- this category applies to all mining leases located within the shire. The proposed rate is comparatively higher when compared to the pastoral/rural category on the basis that mining operations require additional ongoing maintenance of the roads network that services this land use along with additional costs associated with the administration of mining tenements.*
- *Exploration / Prospecting – This rating category applies to exploration, prospecting and other general purpose leases located within the shire. The proposed rate is comparatively higher when compared to the pastoral/rural category and lower than the mining tenement category on the basis that the mining operations require additional and ongoing maintenance of the road network that services the land use, the additional cost associated with the administration of exploration and prospecting leases and the shire wishes to encourage exploration.*

An advertisement was placed in the Geraldton Guardian on 2 July 2019, in accordance with the abovementioned resolution.

### **Statutory Environment**

*Local Government Act 1995*

s6.33. Differential general rates

(3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate, which is more than twice the lowest differential general rate imposed by it.

### **Financial Implications**

Council is required to raise different rates to meet its total expenditure commitments.

### **Consultation**

Nil

### **Comment**

To date only one submission has been received and whilst the last date for submissions is the 29 July 2019 it is unlikely that any further submissions will be received. However if further submissions are received they will be considered by the calling of a Special Meeting of Council. If no further submissions are received then this will allow the Shire to make and application to the Minister on the 30 July 2019 for approval to impose a differential general rate that is more then twice the lowest differential general rates to be imposed

A submission was received from McMahan Mining Title Services Pty Ltd on behalf of exploration and prospecting companies in Western Australia which states the following;

*“Thank you for the opportunity to make a general submission regarding the proposed rates for 2019-20.*

*We note that valuations provided by the Valuer General are used in calculating mining tenement rates, and these valuations are based on the rent imposed by the Department of Mines, Industry Regulation and Safety. Any increases in the rent for a tenement therefore results in an increase in its valuation and in turn an automatic increase in rates.*

*Effective from 1 July 2018, the Department increased the rent rate by 1.5% for exploration licences and 6% for all other mining tenements. From 1 July 2019, the Department increased exploration licence rents by a further 1.5% and the rent of all other mining tenements by a further 6%. **Enclosed** for reference is a copy of the Department's schedule of Fees and Charges for 2019-20.*

*We recognise and commend the decision not to propose an increase in the rate in dollar for UV Mining/Mining Tenement and UV Exploration & Prospecting. We note the Shire has however proposed an increase to the minimums. We therefore write to draw attention to the increase in rates payable by mining tenement holders due to the increase in rents so that this may be taken into account in your budget modelling, and ask that you consider maintaining or reducing the minimum for these categories for the 2019-20 year.*

*The resource sector is one of the most significant contributors to the State's economy, with the WA Government receiving royalty revenue totalling \$5.8 billion in 2017–18 – a major proportion of the State's annual revenue. It is also one of the most significant employers in the State, with the WA minerals sector directly employing over 120,000 people in 2018.*

*To encourage the continued contributions made by the resources sector to the State economy it is critical that all government fees are set so as to reduce the cost of doing business in the State in the face of significant international competition wherever possible, and increase and incentivise investment in local exploration to discover vital new resources for the whole of the State."*

In relation to Mining/Mining Tenement and Exploration / Prospecting differential rates no increase in the rate in the dollar has been proposed and will remain the same as 2015-16, a period of 4 years with no increase. The minimum rate will increase from \$280 to \$229 per annum for both categories.

The Shire proposes to levy the following rates for the differential rating categories "Exploration / Prospecting", "Mining/Mining Tenement"

**"UV Exploration/Prospecting" – 19.88253 cents in the dollar.**

The rates levied for this category represents 7.7% of the total rates to be levied by the Shire. Of the 200 properties, 77 will be levied the minimum rate of \$290 pa and 123 properties will be levied \$1,080.81 pa on average. The rate in the dollar for this category differentiates it from mining tenements and acknowledges that less Shire resources are utilised by this category.

**"UV Mining/Mining Tenement" – 37.43025 cents in the dollar.**

The rates levied for this category represents 87.8% of the rates to be levied by the Shire. Of the 169 properties, 21 will be levied the minimum rate of \$290 pa and 148 properties will be levied \$11,998.70 pa on average. The rate in the dollar for this category is comparatively higher when compared to other categories on the basis additional Shire resources are utilised.

Both of the above mentioned categories rates in the dollar exceed the requirements set in Section 6.33(3) of the Local Government Act 1995, that is the rates in the dollar exceed by more than twice the lowest differential general rate of 6.90787 cents for "UV Pastoral/Rural" category. Therefore, approval is required from the Minister before Council can impose the above-mentioned rates in the dollar

## Voting Requirements

Simple Majority

### COMMITTEE RECOMMENDATION / COUNCIL DECISION

#### C2019-0703 Differential Rating 2019-20 – Proposed Rates and Minimums

That the Finance Committee recommends to council that:

1. Thank McMahon Title Services Pty Ltd for their submission and be forwarded a copy of the report.
2. Subject to no further submissions being received request the CEO to seek approval from the Minister for Local Government to approve the Shire of Yalgoo’s application to impose a rate in the dollar which will result in it being more than twice the lowest differential general rate imposed for the “UV Mining/Mining Tenement” and “UV Exploration/Prospecting” categories, in accordance with section 6.33(3) of the Local Government Act 1995.
  - UV Mining/Mining Tenement 37.43025 cents in the dollar
  - UV Exploration and Prospecting 19.88253 cents in the dollar

Moved: Cr Gail Trenfield

Seconded: Cr Gregory Payne

Motion put and carried: 4/0

## **10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/Other Matters**

### **10.0 INFORMATION ITEMS**

Sharing of operational information on items that are not confidential, do not require a decision and do not meet the definition of matters for which the meeting may be closed under section 5.23 of the Local Government Act (e.g.: matters affecting employee/s or the personal affairs of any person).

#### **Presentation**

#### **10.1 Representatives from FIJV Pty Ltd**

President Cr Joanne Kanny advised the presentation to be received from FIJV had been cancelled on late notice and will now be presented at the next Ordinary Council Meeting to be held 30 August 2019.

## **11. MATTERS FOR DECISION**

### **11.0 MATTERS BROUGHT FORWARD**

Nil

## **11.1 TECHNICAL SERVICES**

### **11.1.1 Progress Report on the Capital Works Program 2018-19**

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	18 July 2019
	Nil

#### **Matter for Consideration**

To receive the Progress Report on the 2018-2019 Capital Works Program.

#### **Background**

The Shire in adopting its 2018-2019 Annual Budget has allocated funds amounting to \$2,223,003 for the purpose of acquiring capital assets and undertaking infrastructure works.

#### **Statutory Environment**

Nil

#### **Strategic Implications**

Timely delivering of the various capital projects which will deliver the objectives of the Community Strategic Plan.

#### **Policy Implications**

Nil

#### **Financial Implications**

To deliver the Capital Works Program within the budgeted allocations.

#### **Consultation**

Nil

#### **Comment**

The Capital Works Projects for the 2018-2019 financial year are detailed be:

**CAPITAL WORKS PROGRAMME 2018-19**

The following assets and works are budgeted to be acquired or undertaken during the year:

		<b>2018-19 ANNUAL BUDGET</b>	<b>2018/19 JUNE ACTUAL</b>	<b>VARIANCE FAV (UNFAV)</b>	<b>COMMENTS</b>
		<b>\$</b>	<b>YTD \$</b>	<b>\$</b>	
					The CEO to provide a verbal update on the status of the capital projects as at 30 JUNE 2019
<b>By Program</b>					
<b>Governance</b>					
000000-Admin Mobile Phones,laptop,Computers,Office Equip.	F & E	2,492	0	2,492	
000000- Motor Vehicle CEO	P & E	86,970	92,457	(5,487)	completed minor over expenditure
000000- Motor Vehicle CGTS	P & E	64,794	59,132	5,662	completed minor savings
<b>Law Order Public Safety</b>					
000000-CCTV Yalgoo Townsite	F & E	9,000	9,064	(64)	completed minor over expenditure
000000-CCTV Yalgoo Townsite - Conect to Yalgoo Police Station	F & E	4,000	3,370	630	completed minor savings
<b>Housing</b>					
000000-Staff Housing - Security	L & B	65,000	4,758	60,242	in progress
000000-Two Units 17 Shemrock Street	L & B	86,350	0	86,350	
<b>Recreation and Culture</b>					
000000 - Arts and Crafts Building	L & B	25,000	0	25,000	
000000-Power Supply Mens Shed and Rifle Club	L & B	15,000	0	15,000	
000000 -Community Hall - Cyberlock Access	L & B	0	18,826	(18,826)	completed not budgetted
000000-Bollard Fence - Community Park	Recreation	8,000	7,927	73	completed minor savings
000000- Community/School Oval Development	F & E	35,250	0	35,250	
000000- Community/School Oval Shared Use Development	Recreation	718,000	766,618	(48,618)	completed read inconjunction with the line below minor over expenditure

The following assets and works are budgeted to be acquired or undertaken during the year:

		2018-19 ANNUAL BUDGET	2018/19 MAY ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<b><u>By Program</u></b>					The CEO to provide a verbal update on the status of the capital projects as at 30 JUNE 2019
<b>Transport</b>					
000000- Machinery Shed Depot	L & B	7,393	6,230	1,163	completed minor saving
000000-Flood Control -Fuel Station	L & B	11,410	11,009	401	completed minor saving
000000- Depot -Electric Boundary Fence and Gate	L & B	6,700	6,700	0	completed
000000- Water Cart Modifications	P & E	10,000	0	10,000	
000000- Motor Vehicle Foreman	P & E	68,722	76,723	(8,001)	completed minor over expenditure
000000- Motor Vehicle Works Hilux	P & E	49,000	48,631	369	completed minor saving
000000- Generator 4.5kva	P & E	4,290	0	4,290	
000000- Generator 6.0kva with Fuel Tank	P & E	9,500	9,500	0	completed
000000- Transfer Pump	P & E	6,200	6,200	0	completed
000000- Trailer - Flattop	P & E	0	14,458	(14,458)	completed not budgetted
000000- Paynes Find Airstrip Fence	Other	45,000	0	45,000	
000000-Paynes Find Beautification	Other	18,656	0	18,656	
<b>ROADS TO RECOVERY GRANTS</b>					
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	544,968	541,410	3,558	completed minor under expenditure
<b>RRG SPECIAL GRANT RD WORKS</b>					
000000- Yalgoo/Ningham Road - Seal to width 4m	Roads	300,000	314,500	(14,500)	completed minor over expenditure
<b>MUNICIPAL FUND</b>					
000000- North Road - Crossing	Roads	10,000	6,650	3,350	in progress
000000- Paynes Find Thundelarra Road - Audit	Roads	0	7,715	(7,715)	completed not budgetted



The following assets and works are budgeted to be acquired or undertaken during the year:

	2018-19 ANNUAL BUDGET	2018/19 MAY ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
	\$	YTD \$	\$	
<b><u>By Program</u></b>				
<b>Economic Services</b>				The CEO to provide a verbal update on the status of the capital projects as at 30 JUNE 2019
000000-Caravan Park - Washing Machine and Dryer F & E	3,200	6,240	(3,040)	completed over expenditure
000000- Shelter and Seating Jokker Tunnel L & B	4,054	0	4,054	quotations received and deposit paid
000000- Shelter and Visitors Board at Railway Station L & B	4,054	0	4,054	quotations received and deposit paid
	<b>2,223,003</b>	<b>2,018,118</b>	<b>204,885</b>	

## **Voting Requirements**

Simple Majority

CEO Silvio Brenzi explained the report in further detail and advised no new projects will commenced until the 2019-2020 Annual budget is adopted.

### **OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2019-0704    Progress Report on the Capital Works Program 2018 - 2019**

**That Council receive the Progress Report on the Capital Works Program 2018 – 2019 as at 30 June 2019.**

**Moved: Cr Gail Trenfield**

**Seconded: Cr Tamasha Hodder**

**Motion put and carried: 4/0**

### 11.1.2 Technical Services Monthly Report 30 June 2019

Author:	Ray Pratt, Works Foreman
Interest Declared:	No interest to disclose
Date:	18 July 2019
Attachments	Nil

#### Matter for Consideration

That Council receives the Technical Services Monthly Report as at 30 June 2018.

#### Background

Nil

#### Statutory Environment

Nil

#### Statutory Implications

Nil

#### Consultation

Nil

#### Comment

#### **1 ROAD CONSTRUCTION – CAPITAL**

##### **Roads 2 Recovery**

- Rosco from Yuin Station prepared two water bores near Gullewa for future road works on the Yalgoo Morawa Road.

#### **2 ROAD MAINTENANCE - OPERATIONS**

##### **2.1 Works During June**

- Dalgaranga Road has been graded and repairs to grids have been done.
- Dalgaranga / Mt Magnet – Mt Farmer Rd Graded.
- Graded the Unanna Road( Meteorite Road).
- Road works to Ninghan Road
- Re-sheeted 2km of the Yalgoo North Road (Near Noongal)
- Clean up in and around Wuraga Dam

#### **3 OTHER INFRASTRUCTURE MAINTENANCE**

##### **3.1 Plant and Equipment**

Nil

##### **3.2 Buildings**

Nil

### **3.3 Cemetery**

Nil

## **4 PARKS AND RESERVES**

### **4.1 Art & Culture Centre**

- No Changes or additions to the Art Centre during June

### **4.2 Community Town Oval**

- General Maintenance are conducted to the Town Oval and Core Stadium Gardens
- No Changes or additions to the Community Town Oval during June.

### **4.3 Community Park, Gibbons Street**

- No Changes or additions to the Community Park, Gibbons Street during June.

### **4.4 Community Park, Shamrock Street**

- No Changes or additions to the Community Park, Shamrock Street during June.

### **4.5 Water Park**

- Has been closed for winter. No Changes or additions to the water park during June.

### **4.6 Yalgoo Caravan Park**

- New batteries installed in Solar light
- Installed new pump for the septic tanks.

### **4.7 Yalgoo & Paynes Find Rubbish Tip**

- Rubbish bins are emptied on the Yalgoo Ninghan Road every two weeks.

### **4.8 Railway Station**

- No changes or additions to the Railway Station during June, besides general Gardening maintenance.

### **4.9 Yalgoo Nursing Post**

- No changes or additions to the Nursing Post during June, besides general Gardening maintenance.
-

## **5 INFRASTRUCTURE - CAPITAL**

### **5.1 Rifle Rage**

- All completed

## **6 PRIVATE WORKS**

### **6.1 Nil**

## **7 PURCHASING**

- Novus Windscreens came out and installed new screens to YA 1000, YA329, YA881 and YA499 and repaired stone chips in YA807 and YA795.

## **8 STAFF**

### **8.1 New Employee**

- Trevor Field commenced work on the 17 June 2019 as the Head Gardener.

### **Voting Requirements**

Simple Majority

CEO Silvio Brenzi explained the report in further detail, no comments were received by Council.

### **OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2019-0705 Technical Services Monthly Report 30 June 2019**

**That Council:**

**Receive the Technical Services report as at 30 June 2019.**

**Moved: Cr Gregory Payne**

**Seconded: Cr Gail Trenfield**

**Motion put and carried: 4/0**

## 11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

Nil

## 11.3 FINANCE

### 11.3.1 Accounts for Payment June 2019

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	18 July 2019
Attachments	Nil

#### Matter for Consideration

Council approve the Accounts for Payment list for the period 1 June 2019 to 30 June 2019 as detailed in the report below.

#### Background

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 requires the Chief Executive Officer to present a list of accounts paid and/or payable to Council and such to be recorded in the minutes of the meeting.

#### Statutory Environment

*Local Government Act 1995*

##### 6.10 Financial Management regulations

Regulations may provide for –

- a. The security and banking of money received by a local government' and
- b. The keeping of financial records by a local government; and
- c. The management by a local government of its assets, liabilities and revenue; and
- d. The general management of, and the authorisation of payments out of –
  - I. The municipal fund; and
  - II. The trust fund, of a local government.

#### Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
  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 for each account paid since the last such list was prepared –
    - I. The payee's name; and
    - II. The amount of the payment; and
    - III. The date of the payment; and
    - IV. Sufficient information to identify the transaction.
  2. A list of accounts for approval to be paid is to be prepared each month showing –
    - a. For each account which requires council authorisation in that month –
      - I. The payee's name; and
      - 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 subregulation (1) or (2) is to be –
  - a. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - b. Recorded in the minutes of that meeting.

**Strategic Implications**

Nil

**Financial Implications**

Nil

**Consultation**

Nil

**Comment**

The list of accounts paid for the period 1 June 2019 to 30 June 2019 are as follows

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1005*2019	AMPAC Debt Recovery (WA) Pty Ltd	7/06/2019	Debt Collection Costs	5.50
1007*2019	ATOM Supply	7/06/2019	450L DIESEL FUEL TANK	1,837.00
1024*2019	Canine Control	7/06/2019	Ranger Service 29 May 2019	967.05
1044*2019	Rocke, David	7/06/2019	Paynes Find - Cleaning of Community Centre	358.70
1066*2019	Geraldton Party Hire	7/06/2019	Sundry Items for activity - Hire of Water Slide, Bouncy Castle & Shade	3,618.50
1085*2019	Kanny, Joanne	7/06/2019	Council Meeting Fee, Allowances and Travel 31 March 2019	2,421.02
1101*2019	Marketforce	7/06/2019	Advertising - Arts Committee & Gardener	563.61
1139*2019	Lawson, PERCY (SENIOR)	7/06/2019	Council Meeting Fee 31 May 2019	236.00
1158*2019	Grinham, Robert	7/06/2019	Council Meeting Fee, Allowances and Travel 31 May 2019	745.47
1162*2019	Security & Keys	7/06/2019	Caravan Park - Service cylinder/padlock	50.00
1166*2019	BRENZI, Silvio	7/06/2019	Accommodation & Flights for Conference	2,399.85
1171*2019	WINC AUSTRALIA PTY LIMITED	7/06/2019	Stationery: Archive Box (50) Office	184.80
1234*2019	DATAKOM SOLUTIONS (AU) PTY LTD	7/06/2019	Ozone Software Remote Support	2,178.00
1240*2019	Westrac Equipment Pty Ltd	7/06/2019	Repairs- YA 807 grader cutting edge and 76,000 KM SERVICE	6,495.34
1294*2019	DFES	7/06/2019	2018/2019 ESL- Quarter 4	1,787.60
1311*2019	HODDER, TAMISHA	7/06/2019	Council Meeting Fee, Allowances and Travel 31 May 2019	527.67
1319*2019	FRONTLINE FIRE & RESCUE	7/06/2019	AC HOT STICK AS PER QUOTE 49060	666.33



_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1430*2019	DALGLEISH CATERING	7/06/2019	CATERING FOR WORKSHOP ON THE 23 & 24 MAY	516.00
1483*2019	JARAM AUSTRALIA	7/06/2019	Repairs -YA 840 Hilux D/C (8 GEN)	1,265.67
1530*2019	DE MESTRE & COMPANY	7/06/2019	Australian Gem resources	607.75
1535*2019	AGENTUR PTY LTD	7/06/2019	Conference Fees - Silvio Brenzi National Conference	1,100.00
1000*2019	AFGRI Equipment Australia Pty Ltd	13/06/2019	HYDRAULIC HOSE EQUIPMENT FOR YA 465	363.20
1021*2019	Bunnings Building Supplies Pty Ltd	13/06/2019	Material Purchases -SUNDRY ITEMS FOR THE DEPOT	76.87
1028*2019	Civic Legal	13/06/2019	Legal Fees	14,354.18
1051*2019	Elite Electrical Contracting Pty Ltd	13/06/2019	18a Shamrock - Carry Out Electrical Inspection, Caravan Park - Inspected Boards, 19a Stanley - Carry Out Electrical Inspection, 18b Shamrock - Carry out Electrical Inspection, Caravan Park - Upgrade Circuit in Laundry	3,640.73
1067*2019	Geraldton Toyota	13/06/2019	PURCHASE NEW TOYOTA HILUX AS PER QUOTE 20927 Hilux Less Trade In	24,909.18
1091*2019	Landgate	13/06/2019	Valuations -Mining Tenements	39.00
1137*2019	Paynes Find Road House & Tavern	13/06/2019	Lunches for Council Meeting held on 31 May 2019	254.10
1138*2019	Pemco Diesel Pty Ltd	13/06/2019	SERVICE ,REPLACE AC BELT AND REPAIR DRIVERS SIDE MIRROR	837.60
1139*2019	Lawson, PERCY (SENIOR)	13/06/2019	Special Meeting Fee 13 June 2019	527.67
1162*2019	Security & Keys	13/06/2019	2 X BI-LOCK KEYS - 18A SHAMROCK ROAD	50.58
1168*2019	Spotlight P/L	13/06/2019	SUNDRY SUPPLIES CARAVAN PARK	579.00
1171*2019	WINC AUSTRALIA PTY LIMITED	13/06/2019	Sundry Items for Art Centre	196.51

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1235*2019	ELLIS & SONS CONSTRUCTION	13/06/2019	Repairs -Yalgoo Caravan Park BBQ and Kitchen ,Yalgoo Shire Depot Kitchen Sink & Tap Fittings, 18a Shamrock Road House Remove blinds & install new blinds ,Core Stadium - Fabricate Brackets & Screen Frame, 18b Shamrock Road House- Pull up existing carpet & vinyl	7,777.00
1264*2019	PINPOINT CLEANING SOLUTIONS	13/06/2019	Contract Cleaning - Monthly Clean of Shire Buildings	3,655.00
1311*2019	HODDER, TAMISHA	13/06/2019	Special Meeting Fee 13 June 2019	645.67
1510*2019	GHD	13/06/2019	Consultancy Fees -Road Safety Audit (RSA) for Paynes Find - Thundelarra Road	8,485.95
1537*2019	ZURICH AUSTRALIAN INSURANCE LIMITED	13/06/2019	YA800 - Excess payment on repairs	300.00
1415*2019	RIGHT 4 THE ROAD	14/06/2019	YA415 Inspection Fee	194.35
1478*2019	SIMPSON, PHYLLIS	14/06/2019	Payment for Sale of Art Work	117.00
1034*2019	Communication Systems Geraldton	20/06/2019	FM RADIO CHANNEL RESET	1,430.00
1064*2019	REFUEL AUSTRALIA	20/06/2019	May 2019 Fuel Charges	19,756.99
1065*2019	Geraldton Mower & Repair Specialist	20/06/2019	PARTS -CABLE COMP ROTO-S, FILE HOLDER LP/MINI 1/4 4.0MM,	161.60
1073*2019	Great Northern Rural Services.	20/06/2019	Material Purchases -Sprinklers & Poly Pipes	379.17
1091*2019	Landgate	20/06/2019	Valuations -Mining tenement Roll	3,048.95
1175*2019	Sun City Print	20/06/2019	STATIONERY - RECEIPT BOOKS FOR CARAVAN PARK	331.00
1187*2019	Truckline Geraldton	20/06/2019	FREIGHT - LOAD BINDER STRAPS AND MIRROR	152.12
1203*2019	Westside Painting Service	20/06/2019	Internal Painting of 18a & 18b Shamrock Road Houses	6,176.50
1234*2019	DATACOM SOLUTIONS (AU) PTY LTD	20/06/2019	Ozone Software Remote Support	1,089.00
1243*2019	WURTH	20/06/2019	EQUIPMENT PURCHASE AS PER PURCHASE ORDER	681.63

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1251*2019	Atyeo's Environmental Health Services PL	20/06/2019	Consultancy Fees - Environmental Health Services	4,159.00
1255*2019	TOLL TRANSPORT PTY LTD	20/06/2019	Freight Charges	280.60
1278*2019	PROMOTIONS INTERNATIONAL PTY LIMITED	20/06/2019	Chiller Bags & Tote Bags	2,112.00
1402*2019	NOVOTEL PERTH LANGLEY	20/06/2019	Accommodation & Meals Tamisha Hodder and Silvio Brenzi	312.25
1461*2019	NORRIS & HYDE IT	20/06/2019	IT Remote Support	60.00
1487*2019	MCDONALDS WHOLESALERS	20/06/2019	SUNDRY SUPPLIES FOR CARAVAN PARK	380.65
1000*2019	AFGRI Equipment Australia Pty Ltd	28/06/2019	4 KEYS @ 13.50 EA, 1 AIR SENSOR @ 95.95 AIR FILTER AND OIL FILTER FOR YA 465	950.85
1012*2019	Australian Taxation Office	28/06/2019	BAS May 2019 and FBT Return Year Ended 31 March 2019	22,819.16
1021*2019	Bunnings Building Supplies Pty Ltd	28/06/2019	New Clothes Line - 6 Henty Street & 27 Stanley Street Houses and 60 BAGS RAPID SET CEMENT - ROADS	1,012.20
1048*2019	Dominic Carbone & Associates	28/06/2019	Consultancy Service - Administration and Finance	3,630.00
1059*2019	Trenfield, Gail	28/06/2019	Council Meeting Fee , Allowances and Travel 28 June 2019	763.67
1084*2019	Jason Signmakers	28/06/2019	YALGOO SIGNAGE W5-7-1 X 24, W5-11 X 12, W1-3 X 12 Flexible Guide Posts (200)	6,470.64
1085*2019	Kanny, Joanne	28/06/2019	Council Meeting Fee , Allowances and Travel 28 June 2019	3,096.62
1130*2019	Novus Autoglass Midwest	28/06/2019	YA499 - Supply & Fit LH Side Window ,YA881 - Supply & Fit Windscreen, YA329 - Supply & Fit Windscreen ,YA1000 - Supply & Fit Windscreen, YA807 - Repair Stone Chip, YA795 - Repair Stone Chip	3,350.89
1139*2019	Lawson, PERCY (SENIOR)	28/06/2019	Council Meeting Fee , Allowances and Travel 28 June 2019	236.00
1153*2019	Pratt, Ray	28/06/2019	Reimbursement - Sundry Items for Caravan Park	157.85
1158*2019	Grinham, Robert	28/06/2019	Council Meeting Fee , Allowances and Travel 28 June 2019	1,309.03

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1166*2019	BRENZI, Silvio	28/06/2019	Reimbursement -Conference Expenses	706.90
1210*2019	YUIN PASTORAL	28/06/2019	Yalgoo/Morawa Road - Establishment of water bores	11,286.00
1240*2019	Westrac Equipment Pty Ltd	28/06/2019	PARTS FOR SHIRE VEHICLE YA457 ,Parts Paint for workshop	297.71
1311*2019	HODDER, TAMISHA	28/06/2019	Council Meeting Fee , Allowances and Travel 28 June 2019	1,016.55
1372*2019	DARREN LONG CONSULTING	28/06/2019	Compile interim audit information for Auditors	440.00
1410*2019	PRINCE-WRIGHT PRODUCTIONS	28/06/2019	Donation for WW1 Film: Before Dawn	5,500.00
1424*2019	LAWSON, PERCY (SHIRE)	28/06/2019	Council Meeting Fee , Allowances and Travel 28 June 2019	118.00
1441*2019	TOURISM COUNCIL WA LTD	28/06/2019	Subscriptions -ATAP Renewal Fee 2019/20	289.00
1458*2019	ROWE CONTRACTORS	28/06/2019	Morawa Road Works	27,500.00
1478*2019	SIMPSON, PHYLLIS	28/06/2019	payment for Sale of Art Work	222.00
1510*2019	GHD	28/06/2019	Consultancy Fees -Sanford River Crossing - Completion of Project	1,815.00
1539*2019	AT THE FLOWER POT	28/06/2019	Wreath for ANZAC Service	80.00
1540*2019	YALGOO SHOOTING ASSOCIATION	28/06/2019	Financial Contribution	5,000.00
1541*2019	MORAWA DISTRICT HIGH SCHOOL	28/06/2019	Financial Contribution - 2019 Morawa DHS Canberra Civic & Citizen	3,000.00
<b>TOTAL</b>				237,114.98

## Voting Requirements

Simple Majority

### OFFICER RECOMMENDATION / COUNCIL DECISION

**C2019-0706**    Accounts for Payment June 2019

That Council approve the list of accounts paid for the period 1 June 2019 to 30 June 2019 amounting to \$237,114.98 and the list be recorded in the Minutes.

Moved: Cr Gail Trenfield

Seconded: Cr Gregory Payne

Motion put and carried: 4/0

### 11.3.2 Investments as at 30 June 2019

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	18 July 2019
Attachments	Nil

#### Matter for Consideration

That Council receive the Investment Report as at 30 June 2019.

#### Background

Money held in the Municipal Fund of the Shire of Yalgoo that is not required for the time being may be invested under the Trustee Act 1962 Part III.

#### Statutory Environment

Local Government Act 1995

6.14. Power to invest

(1) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the *Trustees Act 1962* Part III.

(2A) A local government is to comply with the regulations when investing money referred to in subsection (1).

(2) Regulations in relation to investments by local governments may —

(a) make provision in respect of the investment of money referred to in subsection (1); and

[(b) *deleted*]

(c) prescribe circumstances in which a local government is required to invest money held by it;

and

(d) provide for the application of investment earnings; and

(e) generally provide for the management of those investments.

Local Government (Financial Management) Regulations 1996

19. Investments, control procedures for

(1) A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.

(2) The control procedures are to enable the identification of —

(a) the nature and location of all investments; and

(b) the transactions related to each investment.

#### 19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

(1) In this regulation —

**authorised institution** means —

(a) an authorised deposit-taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or

(b) the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;

**foreign currency** means a currency except the currency of Australia.

(2) When investing money under section 6.14(1), a local government may not do any of the following —

(a) deposit with an institution except an authorised institution;

(b) deposit for a fixed term of more than 12 months;

(c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;

(d) invest in bonds with a term to maturity of more than 3 years;

- (e) invest in a foreign currency.

**Strategic Implications**

Nil

**Consultation**

Nil

**Comment**

The worksheet below details the investments held by the Shire as at 30 June 2019.

SHIRE OF YALGOO CASH HOLDINGS AS AT 30 JUNE 2019								
INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N <sup>o</sup>	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
<b>MUNICIPAL FUND</b>								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4520	Ongoing	N/A	N/A	Variable	\$2,425,382.36
NAB	N/A	Cash Maximiser	86-538-7363	Ongoing	N/A	N/A	Variable	\$41,307.37
NAB	N/A	Term Deposit	89-977-1574	2 months 30 day	24.06.2019	23.09.2019	2%	\$64,336.35
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,071.54
<b>TOTAL</b>								<b>\$2,583,097.62</b>

RESERVE FUNDS								
NAB	N/A	Term Deposit	97-511-4454	2 months 30 day	24.06.2019	23.09.2019	2%	\$166,627.70
NAB	N/A	Term Deposit	89-972-5236	2 months 30 day	24.06.2019	23.09.2019	2%	\$462,531.39
NAB	N/A	Term Deposit	11-186-3992	2 months 30 day	24.06.2019	23.09.2019	2%	\$1,112,335.83
<b>TOTAL</b>								<b>\$1,741,494.92</b>

TRUST								
NAB	N/A	Trust a/c	50-832-4559	Ongoing	N/A	N/A	Variable	\$21,738.51
<b>TOTAL</b>								<b>\$21,738.51</b>

INVESTMENT REGISTER						
01 JULY 2018 TO 30 JUNE 2019						
NATIONAL AUSTRALIA BANK						
ACCOUNT N <sup>o</sup>	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 30.06.2019	INVESTMENT TRANSFERS	CLOSING BALANCE 30.06.2019
86-538-7363	Ongoing	Variable	\$41,141.54	\$165.83	0	\$41,307.37
89-977-1574	23.09.2019	2 %	\$62,683.84	\$1,652.51	0	\$64,336.35
24-831-4222	Ongoing	Variable	\$51,862.49	\$209.05	0	\$52,071.54
97-511-4454	23.09.2019	2%	\$162,347.79	\$4,279.91	0	\$166,627.70
89-972-5236	23.09.2019	2%	\$450,651.08	\$11,880.31	0	\$462,531.39
11-186-3992	23.09.2019	2%	\$1,075,045.84	\$28,340.99	\$8,949	\$1,112,335.83

### **Voting Requirements**

Simple Majority

CEO Silvio Brenzi advised Council the interest rate has gone down.

### **OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2019-0707**    **Investments as at 30 June 2019**

**That the Investment Report as at 30 June 2019 be received.**

**Moved: Cr Gail Trenfield**

**Seconded: Cr Gregory Payne**

**Motion put and carried: 4/0**



### 11.3.3 Financial Activity Statement for the Period ended the 30 June 2019

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	18 July 2019
Attachments	<ul style="list-style-type: none"> <li>• Statement of Comprehensive Income ending the 30 June 2019;</li> <li>• Financial Activity Statement; ending 30 June 2019;</li> <li>• Summary of Current Assets and Current Liabilities as of 30 June 2019;</li> <li>• Statement of Current Financial Position as at 30 June 2019;</li> <li>• Detailed worksheets;</li> <li>• Other Supplementary Financial Reports:                             <ul style="list-style-type: none"> <li>○ Reserve Funds;</li> <li>○ Loan Funds;</li> <li>○ Trust Fund</li> </ul> </li> </ul>

#### Matter for Consideration

Adoption of the Monthly Financial Statements.

#### Background

The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed.

#### Statutory Environment

##### *Local Government Act 1995*

Section 6.4—Specifies that a local government is to prepare such other financial reports as are prescribed.

##### *Local Government (Financial Management) Regulations 1996*

Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
  - (b) budget estimates to the end of 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);
  - (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

#### Strategic Implications

Provision of timely accounting information to inform Council of the financial status and financial affairs of the local government.

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue, and overall results against budget targets.

## **Policy Implications**

2.4 Material Variance

## **Financial Implications**

The Financial Activity Statements reflect the financial situation of the Shire as at year to date.

## **Consultation**

Nil

## **Comment**

The Shire prepares the monthly financial statements in the statutory format along with the other supplementary financial reports comprising of:

- Statement of Comprehensive Income;
- Statement of Financial Position;
- Reserve Funds;
- Loan Funds; and
- Trust Fund.

The areas where material variances have been experienced (10% or \$10,000 above or below budget) are commented on in the material variance column.

## **Voting Requirements**

Simple Majority

## **OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2019-0708    R34 (1) Financial Activity Statement for the Period ended the 30 June 2019.**

**That Council:**

**Adopts the Financial Activity Statement for the period ended 30 June 2019.**

**Moved: Cr Gregory Payne**

**Seconded: Cr Gail Trenfield**

**Motion put and carried: 4/0**

## 11.4 ADMINISTRATION

### 11.4.1 Report on Matters Outstanding as at 18 July 2019

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	18 July 2019
Attachments	Nil

#### Matter for Consideration

That Council note the report on outstanding matters.

#### Background

The report is compiled from resolutions of Council relating to reports presented to Council, Notice of Motions, and Urgent Business.

#### Statutory Environment

Nil

#### Business Implications

Nil

#### Consultation

Nil

#### Comment

Matters outstanding are detailed below with comments in relation to status.

MATTERS OUTSTANDING			
MEETING DATE	ITEM REFERENCE	RESOLUTION	CURRENT STATUS
31 Mar 17	Under-taking a Review of the Shire of Yalgoo Policies	That the CEO under-take a review of the Shire Policies over the next three months	Review undertaken on the 22 February 2019 as to whether policies are to be deleted or incorporated into the Management policies/Procedure Manual or the HR Employee Manual
31 May 2019		That Council Defer the consideration of the report to the June 2019 Ordinary Council Meeting	Matter considered at the June 2019 Meeting Consultants advised of that no amendments were required.

MATTERS OUTSTANDING			
MEETING DATE	ITEM REFERENCE	RESOLUTION	CURRENT STATUS
28 July 2017	Review of Local Laws	Council authorised the CEO to implement a review of Local Laws	Third quote received  Budget allocation is Required 2019/20
26 October 2018	Shire of Yalgoo Tourism Advisory Committee	Council resolved to establish the Advisory Committee and appointed the CEO and Crs. Gail Trenfield and Tamisha Hodder	A public submission has been received and will be presented at this meeting, still waiting on DBCA on the involvement.  Still waiting on further submission
31 January 2019  31 May 2019	House Safety of Lot 220, 82 Piesse Street Yalgoo	That Council Requests the CEO to investigate the safety of the house owed by Timothy Simpson and Gloria Merry at lot 220, 82 Piesse Street, Yalgoo.  Council accepted the report of the EHO and requested the CEO and EHO to meet with the owner to address the problem areas	Complete
31 May 2019	Degazetting of the Muralgarra Wagga Wagga Road	EMR Golden Grove be informed of that the Shire does not support the degazettal.	EMR informed on Council Decision and GHD will now liaise with EMR
31 May 2018	Appointment of CEO	Process to be managed by the Shire President and outgoing CEO and assisted by a selected recruitment agency.	Council appointed a consultant and resolved to advertise the position Confirmed position description and package
31 May 2019	Review of Draft shire of Yalgoo Employee Orientation and Human Resources Manual	That the Shire Consultants LG People and Culture Workforce and Management Services be advised on any changes	Considered by council at its June meeting Consultants advised of amendments
28 June 2019	Review of Delegations	Shire president to inform the CEO in writing of delegations conferred to him, and CEO to inform the Shire employees in writing of delegations conferred to them	Letter's sent to the CEO and Shire Employees on 18 July 2019' Completed

MATTERS OUTSTANDING			
MEETING DATE	ITEM REFERENCE	RESOLUTION	CURRENT STATUS
28 June 2019	Appointment of Returning Officer	Obtain Written Approval from Electoral Commissioner to appoint a person other than the CEO to be the returning Officer for the 2019 Local Government Ordinary (in person) election	Letter sent to Electoral Commissioner on the 3 July 2019.  Response received from the Electoral Commissioner on the 5 July 2019.
28 June 2019	Appling of Grant Funding Received	Fund received be applied as follows; <ul style="list-style-type: none"> <li>- Stage 2 108km Fence Construction</li> <li>- Stage 1 218km fence construction</li> <li>- Balance to improve and upgrade existing fencing.</li> </ul>	Letter sent on the 4 July 2019
28 June 2019	Financial Contribution Morawa District High School	Donation of \$3,000 and the amount be incorporated in the Annual Budget 2019-20	Completed
28 June 2019	Change of Council Meeting Date	Ordinary Council Meeting sate scheduled for 25 October 2019 be rescheduled to 1 November 2019.	Still to be advertised
28 June 2019	CEO DEED of Separation Agreement	Signing of the Agreement by President and CEO and use of Common Seal.	Completed

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2019-0709 Report on Matters Outstanding as at 18 July 2019**

**That Council:**

**Receives Report N<sup>o</sup> 11.4.1 Report on Matters Outstanding as at 18 July 2019.**

**Moved: Cr Gail Trenfield**

**Seconded: Cr Gregory Payne**

**Motion put and carried: 4/0**

**12. NOTICE OF MOTIONS**

**12.1 PREVIOUS NOTICE RECEIVED**

Nil

**13. URGENT BUSINESS**

President Cr Joanne Kanny requested a motion be moved to go behind closed.  
 The motion was moved by Cr Gail Trenfield and second by Cr Gregory Payne.  
 There being no further debate the motion was put and carried 4/0.  
 Closed to public at 11.43 am.

Remaining in the meeting were;  
 Cr Joanne Kanny, Shire President  
 Cr Gregory Payne, Deputy President  
 Cr Gail Trenfield  
 Cr Tamisha Hodder  
 Silvio Brenzi, Chief Executive Officer  
 Elisha Hodder, Executive Assistant

**13.1 Support To Deliver Regional Outcomes For the Proposed FIJV (YALGOO) Project and**

**13.2 New Road Access and Public Benefit Agreement – Top Iron**

In relation to the above Council adopted the following resolution;

**COUNCIL DECISION**

**C2019-0710 Support To Deliver Regional Outcomes For the Proposed FIJV (YALGOO) Project and New Road Access and Public Benefit Agreement – Top Iron**

**That Council:**

- 1. Endorse the CEO to sign the letter to Department of Jobs, Tourism, Science and Innovation (JTSI) and request a response from the Midwest Development Commission to conform what discussion have been held with FIJV.**
- 2. Request the CEO Draft a new Road Access & Public Benefit Agreement (PBA) with Top Iron at their expense for Council to approve.**

**Moved: Cr Gail Trenfield                      Seconded: Cr Gregory Payne                      Motion put and carried: 4/0**

ATTENDANCE: Cr Gail Trenfield left the meeting at 12.05 pm

ATTENDANCE: Cr Gail Trenfield returned to the meeting at 12.14 pm

## 14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

### 14.0 STATUTORY ENVIRONMENT – MEETING CLOSED TO THE PUBLIC

Councillors are obliged to maintain the confidentiality of matters discussed when the meeting is closed. Fines of up to \$10,000 or two years imprisonment apply to certain offences relating to misuse of information.

The following legislative extracts were downloaded from [www.auslii.edu.au](http://www.auslii.edu.au) on 8 November 2010.

#### Local Government Act 1995

##### s5.23. Meetings generally open to the public

- (1) Subject to subsection (2), the following are to be open to members of the public —
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
  - (a) a matter affecting an employee or employees;
  - (b) the personal affairs of any person;
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
  - (e) a matter that if disclosed, would reveal —
    - (i) a trade secret;
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
  - (f) a matter that if disclosed, could be reasonably expected to —
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
    - (ii) endanger the security of the local government's property; or
    - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
  - (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971 ; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

##### s5.92 Access to information by council, committee members

- (1) A person who is a council member or a committee member can have access to any information held by the local government that is relevant to the performance by the person of any of his or her functions under this Act or under any other written law.
- (2) Without limiting subsection (1), a council member can have access to —
  - (a) all written contracts entered into by the local government; and
  - (b) all documents relating to written contracts proposed to be entered into by the local government.

**s5.93. Improper use of information**

A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law —

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person. Penalty: \$10 000 or imprisonment for 2 years.

**Local Government (Rules of Conduct) Regulations 2007**

**s6. Use of information**

- (1) In this regulation —
  - closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
  - confidential document means a document marked by the CEO to clearly show that the information in the document is not to be disclosed;
  - non-confidential document means a document that is not a confidential document.
- (2) A person who is a council member must not disclose —
  - (a) information that the council member derived from a confidential document; or
  - (b) information that the council member acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subregulation (2) does not prevent a person who is a council member from disclosing information —
  - (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

Cr Gail Trenfield and Cr Gregory Payne moved and second that the meeting proceed with open doors, they put it to the vote and it was carried 4/0.

President Cr Joanne Kanny opened the meeting to the public at 12.45



## **15. NEXT MEETING**

The next Ordinary Meeting of Council is due to be held at the Yalgoo Council Chambers, Yalgoo on Friday 30 August 2019 commencing at 10.00 am.

## **16. MEETING CLOSURE**

There being no further business, the President declared the Ordinary meeting closed at 12.36

### **DECLARATION**

These minutes were confirmed at the Ordinary Council Meeting held on the 30 August 2019.

Signed: \_\_\_\_\_  
Person presiding at the meeting at which these minutes were confirmed.