



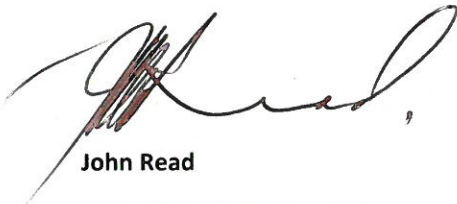
AGENDA
FOR THE ORDINARY MEETING
OF COUNCIL
TO BE HELD IN
THE COUNCIL CHAMBERS, YALGOO
ON FRIDAY, 31 JANUARY 2020
COMMENCING 10.00 AM



SHIRE OF YALGOO

NOTICE OF ORDINARY COUNCIL MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN THE YALGOO COUNCIL CHAMBERS, YALGOO ON FRIDAY, 31 JANUARY 2020 COMMENCING AT 10.00 AM.



John Read

Acting Chief Executive Officer



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Agenda for the Ordinary Meeting of the Yalgoo Shire Council,
To be held in the Council Chambers, Yalgoo
On Friday, 31 January 2020 commencing at 10.00 am.

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

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS

STAFF

GUESTS

OBSERVERS

LEAVE OF
ABSENCE

APOLOGIES

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting.

8. CONFIRMATION OF MINUTES

8.1 ORDINARY COUNCIL MEETING

BACKGROUND

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

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

MINUTES OF THE ORDINARY MEETING

That the Minutes of the Ordinary Council Meeting held on 19 December 2019 be confirmed as a true and correct record of proceedings.

Moved:

Seconded:

Motion put and carried / lost

9. REPORTS OF COMMITTEE MEETINGS

9.1 FINANCE AND AUDIT COMMITTEE HELD 31 DECEMBER 2020

9.1.1 2018/19 ANNUAL AUDIT AND FINANCIAL STATEMENTS

AUTHOR:	JOHN READ, ACTING CHIEF EXECUTIVE OFFICER
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	21 JANUARY 2020
ATTACHMENTS	2018-19 Audit Report and Annual Financial Statements

COPY OF THE 2018-19 AUDIT REPORT AND ANNUAL FINANCIAL STATEMENTS TO BE PROVIDED PRIOR TO OR AT THE MEETING

MATTER FOR CONSIDERATION

That Council accept the recommendation from the Finance/Audit Committee that the Audit Report from the Shire’s auditors in respect of the 2018/19 financial years operations and the associated annual financial statements, be received.

BACKGROUND

Each year following the completion of the Audit of the Shire’s operations and annual financial statements for the preceding financial year, it is a requirement of the Local Government Act 1995 that an Exit Meeting be conducted between Council members of the Finance/Audit Committee, the Council’s auditors and the Office of the Auditor General to discuss the outcome of the audit and receive the annual financial statements. The Finance/Audit Committee and required to make a recommendation to the full Council meeting regarding the audit and financial statements.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Dominic Carbone, Darren Long

COMMENT

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

2018/19 ANNUAL AUDIT AND FINANCIAL STATEMENTS

That:

- 1. Council accept the Audit Report from the Shire’s Auditors in respect of the 2018/19 financial years operations and annual financial statements be received.**
- 2. appreciation be extended to Dominic Carbone and Darren Long for their assistance to the Shire of Yalgoo in the preparation of the Annual Financial Statements and responses to the Audit.**

Moved:

Seconded:

Motion put and carried:

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).

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

11.1 TECHNICAL SERVICES

11.1.1 PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2019-20

AUTHOR:	JOHN READ, ACTING CEO
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	22 JANUARY 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

To receive the Progress Report on the 2019-2020 Capital Works Program.

BACKGROUND

The Shire in adopting its 2019-2020 Annual Budget has allocated funds amounting to \$2,140,054 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 2019-2020 financial year are detailed be:

CAPITAL WORKS PROGRAMME 2019-20

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

		2019-20 ANNUAL BUDGET	2019-20 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
By Program					The CEO to provide a verbal update on the status of the capital projects as at 31 DECEMBER 2019
Governance					
000000-Admin Computers Hardware and System Upgrade	F & E	40,000	0	40,000	
000000-Admin Upgrade Cabling Fibre	F & E	10,000	0	10,000	
000000-External Monitor Display	F & E	40,000	0	40,000	
000000-Admin Airconditioners	F & E	0	7,483	(7,483)	Amount not budgeted for.
000000-Admin Fire Proof Safe	F & E	11,000	0	11,000	
000000-Admin Centre New Front Doors including Notice Board	L & B	6,000	0	6,000	
000000-Admin Centre Front Rails	L & B	2,500	0	2,500	
000000- Motor Vehicle RAV4	P & E	44,000	0	44,000	
000000- Motor Vehicle Fortunner	P & E	44,000	0	44,000	
Housing					
000000-Staff Housing - Solar Panels	L & B	66,000	0	66,000	

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

		2019-20 ANNUAL BUDGET	2019-20 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<u>By Program</u>					
Recreation and Culture					
000000 - Community Hall Renovations	L & B	100,000	0	100,000	
000000- Kabota ride On Mower	P & E	24,500	22,580	1,920	Completed minor saving
000000- Motor Vehicle Works Hilux	P & E	30,000	28,681	1,319	Completed minor saving
000000-Art Centre Camers,Lockers,Bookcase	F & E	4,500	0	4,500	
000000- Sports Complex - Kerb , Seal and Footpath to School	Recreation	90,000	32,394	57,606	Works in progress
Transport					
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	39,000	0	39,000	
000000- Ice Machine Depot	P & E	2,500	0	2,500	
000000- Prime Mover	P & E	267,000	0	267,000	
000000- Backhoe	P & E	180,000	169,000	11,000	Completed minor saving
000000- Truck Cab Crew	P & E	73,000	0	73,000	
000000- Fuel Tank	P & E	2,100	0	2,100	
000000- Deisel Air Compressor	P & E	3,200	0	3,200	
000000- Paynes Find Public Toilets	Other	63,656	0	63,656	
ROADS TO RECOVERY GRANTS					
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	377,293	375,250	2,043	Completed minor saving
RRG SPECIAL GRANT RD WORKS					
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads	300,000	300,000	-	Completed
MUNICIPAL FUND					
000000- Sandford River Crossing	Roads	25,000	0	25,000	

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

	2019-20 ANNUAL BUDGET	2019-20 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
	\$	YTD \$	\$	
<u>By Program</u>				The CEO to provide a verbal update on the status of the capital projects as at 31 DECEMBER 2019
Economic Services				
000000-Caravan Park - Disabled Toilets Chairs and Rails L & B	2,900	0	2,900	
000000-Caravan Park - Upgrade Water and Power Supply L & B	30,000	0	30,000	
000000-Caravan Park - 2 Self Contained Accommodation Units L & B	253,797	0	253,797	
000000- Shelter and Seating Jokker Tunnel L & B	4,054	0	4,054	
000000- Shelter and Visitors Board at Railway Station L & B	4,054	0	4,054	
	2,140,054	935,388	1,204,666	

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2019 - 2020

That Council receive the Progress Report on the Capital Works Program 2019 – 2020 as at 31 December 2019.

Moved:

Second:

Motion put and Carried/lost:

11.1.2 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 23 JANUARY 2020

AUTHOR:	RAY PRATT, WORKS FOREMAN
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	23 JANUARY 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council receives the Technical Services Monthly Report as at 23 January 2020.

BACKGROUND

Nil

STATUTORY ENVIRONMENT

Nil

STATUTORY IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

1 ROAD CONSTRUCTION – CAPITAL

- Nil

2 ROAD MAINTENANCE - OPERATIONS

2.1 Works as of 23 January 2020

Grading done to the following roads

- Wagga – Muralgarra Rd, Ninghan Rd, Wuraga – Barnong Rd, Wuraga Loop Rd and Ninghan Station Rd

3 OTHER INFRASTRUCTURE MAINTENANCE

3.1 Plant and Equipment

- Services done to the 12M Cat Grader and Gardeners Kubota

3.2 Buildings

- Roscoe and crew from Yuin Station came and concreted two bays in the Shire’s machinery shed.

3.3 Town Street

- General Town Gardening maintenance completed on a weekly basis.

4 PARKS AND RESERVES

4.1 Art & Culture Centre

- General Gardening Maintenance are conducted to the Arts and Culture Centre Gardens

4.2 Community Town Oval

- General Gardening Maintenance are conducted to the Town Oval and Core Stadium Gardens.

4.3 Community Park, Gibbons Street

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.

4.4 Community Park, Shamrock Street

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.

4.5 Water Park

- General maintenance conducted to the water park, pressure cleaning filters and play equipment.

4.6 Yalgoo Caravan Park

- General gardening maintenance is done every two weeks.
- Sun City Plumbing installed a new water heater to the house.

4.7 Yalgoo & Paynes Find Rubbish Tip

- The New Paynes find rubbish tip has been marked out and fenced by Andrew McSporran.
- Doug Taylor is in the process of drilling, blasting and excavating a new pit which will serve the community for many years.

4.8 Railway Station

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

4.9 Yalgoo Nursing Post

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

5 INFRASTRUCTURE - CAPITAL

Nil

-

6 PRIVATE WORKS

- Installed new septic tank to 82 Piesse Street.

7 PURCHASING

- 1 – New Mack Prime Mover received
- 1 – New Toyota Hilux received for Town Gardner
- 1 – New Toyota Fortuner received for Shire Office

8 STAFF

8.1 Training & Licences

- Luke from Midwest Turf came out and conducted training with some of the Gardening crew, teaching them how to set the retic controllers, clean sprinklers and change out faulty sprinklers

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

TECHNICAL SERVICES MONTHLY REPORT AS OF THE 23 JANUARY 2020

That Council:

Receive the Technical Services report as at 23 January 2020.

Moved:

Seconded:

Motion put and carried:

11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

11.3 FINANCE

11.3.1 ACCOUNTS FOR PAYMENT DECEMBER 2019

AUTHOR:	DOMINIC CARBONE
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	22 JANUARY 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

Council approve the Accounts for Payment list for the period 1 December 2019 to 31 December 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 December 2019 to 31 December 2019 are as follow.

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1021*2020	Bunnings Building Supplies Pty Ltd	06/12/2019	CARAVAN PARK SUPPLIES, SUNDRY ITEMS FOR WORKSHOP, ADMIN: Vacuum cleaner & Battery Pack	1,096.45
1024*2020	Canine Control	06/12/2019	Ranger Service - 4 November 2019 - 10 November 2019 - 27 November 2019	3,267.00
1028*2020	Civic Legal	06/12/2019	Legal Expense - Native Title Matter	1,372.80
1034*2020	Communication Systems Geraldton	06/12/2019	SUPPLY & INSTALL SINGLE CHANNEL DECODER	6,534.00
1044*2020	Rocke, David	06/12/2019	Paynes Find: Cleaning of Community Centre	250.00
1048*2020	Dominic Carbone & Associates	06/12/2019	Finance and Admin: Consultancy Service	7,590.00
1059*2020	Trenfield, Gail	06/12/2019	Council Meeting Fee - 29 November 2019	1,017.67
1064*2020	REFUEL AUSTRALIA	06/12/2019	October & November Fuel Charges	39,308.06
1067*2020	Geraldton Toyota	06/12/2019	YA100 - 40,000km service YA800 - 90,000 km service YA840 - 20,000km service	2,049.15
1069*2020	GG Pumps & Electrical Pty Ltd	06/12/2019	Parts -30X FLEXIBORE COLUMN, 50MM SERIES 100, 2X FLEXIBORE	1,200.65
1073*2020	Great Northern Rural Services.	06/12/2019	SPRINKLERS FOR OVAL and CHAIN WIRE	11,000.47
1079*2020	Hoppys Parts R Us	06/12/2019	WORKSHOP CONSUMABLES	493.79
1083*2020	J R & A Hersey	06/12/2019	Sundry items for workshop	915.75
1091*2020	Landgate	06/12/2019	Mining Tenements- Valuations	64.00
1101*2020	Marketforce	06/12/2019	Public Notice Advertising - Change of Meeting Date 20 December - 19 December	530.70
1135*2020	Paper Plus Office National	06/12/2019	Workshop - Battery for camera	104.90
1139*2020	Lawson, PERCY (SENIOR)	06/12/2019	Council Meeting Fees - 29 November 2019	648.67
1144*2020	Pool & Spa Mart	06/12/2019	CHEMICALS for Water Park	197.50
1147*2020	Proudlove's Smash Repairs	06/12/2019	Ceo Vehicle repairs, YA453 vehicle repairs , YA805 vehicle repairs	900.00
1152*2020	Raul. Valenzuela	06/12/2019	Council meeting Fees 29 November 2019, Meeting Fee payment for 1 November was refunded back	1,176.34
1168*2020	Spotlight P/L	06/12/2019	CHRISTMAS PRESENTS , OTHER SUPPLIES SUPPLIES FOR CARAVAN PARK	842.70
1171*2020	WINC AUSTRALIA PTY LIMITED	06/12/2019	Admin Office Supplies	1,369.51
1187*2020	Truckline Geraldton	06/12/2019	Parts and Repairs-SEAL GREASE GP AXLE (GREASE 3) CAMSHAFT RH 1 1/2"X	180.37

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1191*2020	Veolia Environmental Services	06/12/2019	Rubbish Collection Service Fee	4,089.14
1211*2020	DEFLECTOR MINING LIMITED	06/12/2019	A#169 Rates Refund Double payment	7,518.05
1220*2020	PAYNE, GREGORY ARTHUR	06/12/2019	Council Meeting Fees - 29 November 2019	2,920.66
1235*2020	ELLIS & SONS CONSTRUCTION	06/12/2019	Gibbons Street Playground supply & install fencing	7,462.40
1240*2020	Westrac Equipment Pty Ltd	06/12/2019	SUPPLY MATERIALS AND EQUIPMENT, YA424 - Parts & Repairs	2,936.87
1245*2020	TYREPOWER GERALDTON	06/12/2019	TYRES FOR YA805	847.99
1251*2020	Atyeo's Environmental Health Services PL	06/12/2019	Consultancy fees EHO Services Within Shire	4,106.41
1255*2020	TOLL TRANSPORT PTY LTD	06/12/2019	Freight Charges	10.73
1264*2020	PINPOINT CLEANING SOLUTIONS	06/12/2019	Contract Cleaning -Monthly Clean of Shire Buildings	2,640.00
1266*2020	HARVEY NORMAN ELECTRICS GERALDTON	06/12/2019	TV Arial Cord	49.95
1277*2020	REILLY & CO	06/12/2019	Consultancy Fees for Australia Day, September-October School Holidays, Community Engagement	16,911.31
1280*2020	BP MECHANICAL MAINTENANCE	06/12/2019	YA807 - Service & repairs, YA1650 - Service & Repairs, YA329 - Service & Repairs, YA415 - Service & Repairs, YA 1614 - Service & Repairs, YA465 - Service & Repairs ,YA499 - Service & Repairs	7,169.25
1311*2020	HODDER, TAMISHA	06/12/2019	Council Meeting Fees - 29 November 2019	648.67
1319*2020	FRONTLINE FIRE & RESCUE	06/12/2019	YA898: PARTS	440.83
1338*2020	ACCENT RESOURCES NL	06/12/2019	Rates Refund - E59/1878	218.43
1347*2020	GRANTS EMPIRE	06/12/2019	DEVELOPMENT OF REMOTE AIRSTRIP UPGRADE & Emu Festival 2020 & Lotterywest Application GRANT APPLICATIONS	3,036.00
1364*2020	MIDWEST FIRE PROTECTION SERVICES & EYE SPY SECURITY	06/12/2019	Service to Fire Equipment ,Attend Site to investigate & rectify fault on CCTV	2,029.30
1372*2020	DARREN LONG CONSULTING	06/12/2019	Financial Consultancy Fee	5,940.00
1381*2020	MURCHISON CLUB HOTEL	06/12/2019	Accommodation for Acting CEO John Read - Cr Gail Trenfield - Cr Greg Payne	641.50
1385*2020	HODDER, MICHELLE	06/12/2019	A#600 Rates Refund	600.00
1412*2020	PRATT, HELEN	06/12/2019	reimbursement- Lock for Caravan Park Amenities	21.50
1449*2020	RED EARTH MARKETING	06/12/2019	2019/2020 Co-po Tourism Services Contribution	6,850.00
1458*2020	ROWE CONTRACTORS	06/12/2019	Yalgoo-Morawa Road and Yalgoo -Ninghan Road Preparation & Sealing	294,800.00

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1487*2020	MCDONALDS WHOLESALERS	06/12/2019	Consumables -ICE CREAM, CONES, CHEESE, ONIONS, JUICE BOXES, OTHER	81.38
1519*2020	ROAD RUNNER MECHANICAL SERVICES	06/12/2019	SERVICE KITS FOR YA329, AND YA 453	254.67
1531*2020	THE SCRAPBOOK HOUSE	06/12/2019	Art Supplies For Workshop	2,119.95
1545*2020	FIELD, TREVOR	06/12/2019	Relocation expenses	324.00
1546*2020	OXLADES	06/12/2019	activity supplies for Art Centre	829.75
1569*2020	DIRECT HEATING & COOLING	06/12/2019	1X3.5KW KADEN REVERSE CYCLE WALL HUNG SPLIT SYSTEM	2,271.00
1588*2020	WARRIGAL MINING	06/12/2019	Rates Refund - A#1996	811.21
1592*2020	SIMPSON, GAIL	06/12/2019	Council Meeting Fees - 29 November 2019 and WALGA Training	1,189.08
1593*2020	GNC QUALITY PRECAST GERALDTON	06/12/2019	10X RCP-300-4 300MM DIA CLASS 4 CONCRETE PIPE	3,938.00
1595*2020	GLOWSTIX AUSTRALIA PTY LTD	06/12/2019	Candles for 2019 Carols on the Grass	237.60
1598*2020	TASTE BUDDS WA	06/12/2019	Catering for Art Centre Activities - Saturday & Sunday	660.00
1600*2020	BOND RURAL SUPPLIES	06/12/2019	PUMP & GENERATOR FOR MORAWA ROAD WORKS	1,397.00
1059*2020	Trenfield, Gail	19/12/2019	Council Meeting Fees (19 December 2019)	779.67
1152*2020	Raul. Valenzuela	19/12/2019	COUNCIL MEETING FEES (19 DECEMBER 2019)	529.67
1220*2020	PAYNE, GREGORY ARTHUR	19/12/2019	COUNCIL MEETING FEES (19 DECEMBER 2019)	1,747.62
1424*2020	LAWSON, PERCY (SHIRE RATES PAYMENT)	19/12/2019	COUNCIL MEETING FEES (19 DECEMBER 2019)	529.67
1592*2020	SIMPSON, GAIL	19/12/2019	COUNCIL MEETING FEES (19 DECEMBER 2019)	529.67
1603*2020	LO-GO APPOINTMENTS	19/12/2019	Contracting Services of John Read - Acting CEO	67,665.82
1105*2020	McSporran AR	20/12/2019	INSTAL MESH FENCE AT PAYNES FINE REFUSE SITE 3-5 DAYS	5,775.00
1311*2020	HODDER, TAMISHA	20/12/2019	Council Meeting Fee - December 2019	529.67
1596*2020	FLANAGAN, KATIE	20/12/2019	Payroll - PPE 02.12.2019 - 15.02.2019	255.84
TOTAL				546,455.74

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

ACCOUNTS FOR PAYMENT NOVEMBER 2019

That Council approve the list of accounts paid for the period 1 December 2019 to 31 December 2019 amounting to \$546,455.74 and the list be recorded in the Minutes.

Moved:

Seconded:

Motion put and carried / lost

11.3.2 INVESTMENTS AS AT 31 DECEMBER 2019

AUTHOR:	DOMINIC CARBONE
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	22 JANUARY 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council receive the Investment Report as at 31 December 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 31 December 2019.

SHIRE OF YALGOO CASH HOLDINGS AS AT 31 DECEMBER 2019								
INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N^o	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
MUNICIPAL FUND								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4520	Ongoing	N/A	N/A	Variable	\$2,220,819.61
NAB	N/A	Cash Maximiser	86-538-7363	Ongoing	N/A	N/A	Variable	\$41,329.97
NAB	N/A	Term Deposit	89-977-1574	14 days	23.12.2019	06.01.2020	0.75%	\$64,927.96
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,100.05
TOTAL								\$2,379,177.59

RESERVE FUNDS								
NAB	N/A	Term Deposit	97-511-4454	14 days	23.12.2019	06.01.2020	0.75%	\$168,159.95
NAB	N/A	Term Deposit	89-972-5236	14 days	23.12.2019	06.01.2020	0.75%	\$466,784.67
NAB	N/A	Term Deposit	11-186-3992	14 days	23.12.2019	06.01.2020	0.75%	\$1,122,564.51
TOTAL								\$1,757,509.13

TRUST								
NAB	N/A	Trust a/c	50-832-4559	Ongoing	N/A	N/A	Variable	\$25,038.51
TOTAL								\$25,038.51

INVESTMENT REGISTER						
01 DECEMBER 2019 TO 31 DECEMBER 2019						
NATIONAL AUSTRALIA BANK						
ACCOUNT N^o	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNT TO 31.12.2019	INVESTMENT TRANSFERS	CLOSING BALANCE 31.12.2019
86-538-7363	Ongoing	Variable	\$41,307.37	\$22.60	0	\$41,329.97
89-977-1574	06.01.2020	0.75%	\$64,336.35	\$591.61	0	\$64,927.96
24-831-4222	Ongoing	Variable	\$52,071.54	\$28.51	0	\$52,100.05
97-511-4454	06.01.2020	0.75%	\$166,627.70	\$1,532.25	0	\$168,159.95
89-972-5236	06.01.2020	0.75%	\$462,531.39	\$4,253.28	0	\$466,784.67
11-186-3992	06.01.2020	0.75%	\$1,112,335.83	\$10,228.68	0	\$1,122,564.51

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

INVESTMENTS AS AT 31 DECEMBER 2019

That the Investment Report as at 31 December 2019 be received.

Moved:

Seconded:

Motion put and carried/lost

11.3.3 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 31 DECEMBER 2019

AUTHOR:	DOMINIC CARBONE
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	22 JANUARY 2020
ATTACHMENTS	<ul style="list-style-type: none"> • STATEMENT OF COMPREHENSIVE INCOME ENDING THE 31 DECEMBER 2019; • FINANCIAL ACTIVITY STATEMENT; ENDING 31 DECEMBER 2019; • SUMMARY OF CURRENT ASSETS AND CURRENT LIABILITIES AS OF 31 DECEMBER 2019; • STATEMENT OF CURRENT FINANCIAL POSITION AS AT 31 DECEMBER 2019; • DETAILED WORKSHEETS; • OTHER SUPPLEMENTARY FINANCIAL REPORTS: <ul style="list-style-type: none"> ○ RESERVE FUNDS; ○ LOAN FUNDS; ○ TRUST FUND

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.

11.4 ADMINISTRATION

11.4.1 REPORT ON MATTERS OUTSTANDING AS AT 24 JANUARY 2020

AUTHOR:	JOHN READ, ACTING CEO
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	24 JANUARY 2020
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	Matter considered at the June 2019 Meeting Consultants advised of that no amendments were required. Consultants are finalising documents for the February 2020 Meeting for Council to adopt.

MATTERS OUTSTANDING			
MEETING DATE	ITEM REFERENCE	RESOLUTION	CURRENT STATUS
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	Further inspections planned with EHO.
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	Included in item 1 above.
26 July 2019	New Road Access and Public Benefit Agreement	CEO Draft new road access and Public Agreement (PBA) with Top Iron at their expense for Council to approve.	Top Iron have received the letter detailing our requirements and council decision.
27 September 2019	Paynes Find Landfill Site Upgrade	CEO prepare a report on costs associated with the Landfill site's upgrade.	Andrew McSporrان has completed the fence around the perimeter of the gazetted tip area. Doug Taylor has arranged for blast holes to be drilled which has been completed. Blasting and excavating the new tip will commence Monday 27/01/2020. Total cost of new tip \$15,000.
27 September 2019	Paynes Find Public Toilet Facility	CEO to obtain quotations for the new toilet facility at the Paynes Find Community Centre	Quote from Ellis Construction accepted and within budget, Roly Brands has completed plans of the building. Construction to commence end of January. Old Building going to Maranalgo Station, South of Paynes Find

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

REPORT ON MATTERS OUTSTANDING AS AT 24 JANUARY 2020

That Council:

Receives Report N° 11.4.1 Report on Matters Outstanding as at 24 January 2020.

Moved:

Seconded:

Motion put and carried / lost

11.4.2 ALGA CONVENTION 2020

AUTHOR:	JOHN READ, ACTING CHIEF EXECUTIVE OFFICER
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	14 JANUARY 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

The Shire of Yalgoo give consideration towards putting forward any matter concerning the Shire that it wishes to be raised with appropriate Federal Ministers of Parliament during the Australian Local Government Association (ALGA) convention to be held in Canberra on 14 – 18 June 2020, which will be attended by a local government delegation from the Murchison Zone of WALGA.

BACKGROUND

The Murchison Zone of WALGA resolved as follows at its November 2019 meeting held in Cue (Cue Parliament):

That the WALGA Murchison Zone approve:

1. *Sending a delegation of regional representation to the annual National Australian Local Government Association Convention held in Canberra from the 14th of June 2020 to the 17th of June 2020 inclusive that includes attendance at the Convention, the Regional Forum and scheduled meetings with Federal Ministers and Government Departments on the 18th of June 2020 for the purpose of discussing issues relevant to the Murchison Region, and*
2. *Formally advising the Shire of Mount Magnet of each Murchison Councils delegation representatives and relevant Murchison issues to be raised so meetings with Ministers and Government Departments can be researched and prepared by March 2020.*

Local Governments need to submit the item they want raised and the name of the Minister to address the issue with. Melissa Price’s office can assist with arranging appointments.

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

It was agreed at the recent Murchison Executive Group meeting that all Murchison CEO’s submit items to Kelvin Mathews, CEO, Mt Magnet Shire on issues to be raised during the delegation visit, including the name of the Minister to address the issue with.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION		
<u>ALGA CONVENTION 2020</u>		
That Council determine any matter it wishes raised with appropriate Federal Ministers of Parliament during the Australian Local Government Association (ALGA) convention to be held in Canberra on 14 – 18 June 2020 to be attended by a Murchison Zone delegation.		
Moved:	Seconded:	Motion put and carried:

11.4.3 YALGOO 2020 RACES

AUTHOR:	JOHN READ, ACTING CHIEF EXECUTIVE OFFICER
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	17 JANUARY 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council offer its support towards the Yalgoos Race Meeting to be held on 2 May 2020, incorporating a dance/ball to be held on Friday evening 1 May 2020.

BACKGROUND

For many years the Yalgoos Races has proven a very successful event. Last year the event was cancelled and this year (2020) the event is scheduled for Saturday 2 May. The Shire traditionally donates \$10,000.00 which is provided in our current budget towards the event and local mining companies also support the event financially.

Melissa Evans attended meetings in Yalgoos on 21 January 2020 to assist with the establishment of a Race Committee and early planning for the event. Melissa volunteers her work in this area. The result was the appointment of Tony Walsh as Chairperson, Stan Willock as Deputy and committee members Phil Bland, Emmaline James and Cr Tamisha Hodder.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

The Yalgoos Races event is an important annual community event. Such events are supported in the Shire’s Community Strategic Plan.

CONSULTATION

Melissa Evans, Yalgoos Jockey Club

COMMENT

This year I have organised for a dance/ball to be held in the Yalgoos Hall on Friday 1 May 2020 preceding the Races with live entertainment. It is proposed that nett proceeds after costs from the event be donated to Yalgoos Volunteer St John Ambulance.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION		
<u>YALGOO 2020 RACES</u>		
That Council offer its support towards the 2020 Yalgoos Race Meeting to be held on Saturday 2 May 2020 preceded by a dance/ball to be held in the Yalgoos Shire hall on Friday evening 1 May 2020.		
Moved:	Seconded:	Motion put and carried:

11.4.4 ANNUAL MEETING OF ELECTORS

AUTHOR:	JOHN READ, ACTING CHIEF EXECUTIVE OFFICER
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	21 JANUARY 2020
ATTACHMENTS	NI

MATTER FOR CONSIDERATION

To determine the date of the Annual Meeting of Electors

BACKGROUND

Following receiving the Auditors Report and the Annual Financial Statements for the previous financial year’s operations (2018/19), the Council is required to conduct an Annual Meeting of Electors.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

Part of the reports presented to the annual meeting of electors is a Shire President’s Report and a CEO’s Report relating to activities achieved during the year under review.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION <u>ANNUAL MEETING OF ELECTORS</u>
That Council conduct the Annual Meeting of Electors on the _____ commencing at _____.
Moved: _____ Seconded: _____ Motion put and carried: _____

11.4.5 YALGOO COMMUNITY HALL

AUTHOR:	JOHN READ, ACTING CHIEF EXECUTIVE OFFICER
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	24 JANUARY 2020
ATTACHMENTS	ARCHITECTS ASSESSMENT REPORT & PRELIMINARY PLAN

MATTER FOR CONSIDERATION

That Council determine at the February 2020 Council meeting whether to renovate the existing Yalgoo Community Hall building or accept the Architect’s advice and construct a new facility.

BACKGROUND

The Yalgoo Hall is in a dilapidated state requiring very substantial renovation including new structural support timbers, asbestos replacement, iron cladding / walls replacement, etc.

Roly Brando, Architect based in Geraldton has been engaged to advise Council on the state of the existing building and his recommendation regarding whether to demolish existing building and construct a new Community Hall or whether to renovate the existing building.

Roly’s recommendation is that a new building be constructed due to the age of the existing building, its structural integrity compromised, its non conformity with todays building standards, extensive asbestos throughout the building, etc. He advises that the new building can be designed to match the shape of the existing building.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

The Yalgoo Community Hall provides an important venue for the Yalgoo community for a variety of activities.

CONSULTATION

Roly Brando Environmental Design.

COMMENT

The hall will be utilised for the 2020 Yalgoo Race Ball on 1 May 2020, however due to the age and the state of the building structurally, etc. I believe the best option is to construct a new Community Hall designed in the shape of the existing hall, with rammed earth exterior walls. The estimated cost is \$500,000 to \$600,000. A major renovation in trying to salvage the existing building is expected to cost more than a new building. I have spoken with Tammy King of Grants Empire and she advised that we could apply for a Lotteries West grant for 50% of the project cost which could be determined by 30/6/2020, This would allow the Shire to provide \$200,000.00 in its 20/21 budget to be added to the existing \$100,000.00 provided in the current budget (carryover) to provide for the Shire’s 50% contribution. This would allow the project to be undertaken in the 2020/21 financial year.

However because this is a major project undertaking, I have recommended that the matter be determined at the Council’s February 2020 Ordinary Council Meeting to allow Councillors time to carefully consider the proposal, including Roly Brando’s detailed reports (attached).

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

YALGOO COMMUNITY HALL

That Council determine at its February 2020 Council meeting whether to renovate the existing Yalgoo Community Hall building or accept the Architect’s advice and construct a new facility.

Moved:

Seconded:

Motion put and carried:

11.4.6 MANAGER COMMUNITY WELLBEING, ARTS & CULTURE BI-MONTHLY REPORT JANUARY 2020

AUTHOR:	EMMALINE JAMES, MANAGER COMMUNITY WELL BEING, ARTS & CULTURE
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	23RD JANUARY 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

The Council be presented with the Bi-Monthly Community Development Program Report

BACKGROUND

At the Ordinary Council Meeting held on 27th January 2017 the following motion was resolved;

“That the Chief Executive Officer have the Community Development Officer prepare bi-monthly reports to Council on what activities have been held in town, the outcomes and what future events are proposed”

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

Outcome 1.2 Improved opportunities for education and training

- 1.2.1 Lobby for new or improved educational services
- 1.2.2 Maintain networks and high quality relationships with VET providers
- 1.2.3 Prepare for and recruit an Aboriginal Community Development Trainee
- 1.2.4 Research, encourage and implement innovative youth and adult education programs

Outcome 1.3 Successful facilitation of wide ranging program of community activities

- 1.3.1 Run or facilitate regular sport and recreation activities for all ages
- 1.3.2 Run a range of social activities and events to suit all ages
- 1.3.3 Prepare a Cultural Development Plan
- 1.3.4 Undertake a review of children’s services and activities
- 1.3.5 Develop an aged care strategy
- 1.3.6 Help establish a men’s shed and a women’s group
- 1.3.7 Run regular children and youth programs incl. holiday camps away
- 1.3.8 Run programs that specifically target anti-social/criminal behaviour

Outcome 1.4 Improved delivery of existing or new health and support services

- 1.4.1 Investigate opportunities for health services to visit Paynes Find
- 1.4.2 Re-establish and maintain a Local Drug Action Group
- 1.4.3 Lobby for HACC and CACP programs in Yalgoo
- 1.4.4 Maintain and service the Yalgoo Interagency
- 1.4.5 Lobby for new and improved health services

Outcome 3.3 Increase in number of tourists visiting the Shire

3.3.5 Continue to support existing events and create new ones

Outcome 4.1 An informed and participatory community

4.1.1 Establish an innovative and culturally appropriate community engagement strategy, that targets the Yalgoo community, Paynes Find community, pastoralists and the mining companies

4.1.2 Form and support a young leaders group

CONSULTATION

Nil

COMMENT

The Manager Community Wellbeing, Arts & Culture report is as follows:

Bi Monthly Report January 2020.

ACTIVITIES HELD

COMMUNITY DEVELOPMENT

VACSWIM SWIMMING LESSONS

SCHOOL HOLIDAY PROGRAM

BINYARDI YARNING CIRCLE

CHRISTMAS ON THE GRASS

YALGOO ARTS & CULTURAL CENTRE

WILDLIFE POUCHES FOR AUSTRALIAN RESCUE COLLECTIVE CRAFT GUILD

CHRISTMAS CRAFTERNOONS

QUIGG HODDER BASKET MAKING WORKSHOP

FUTURE PROGRAM

COMMUNITY DEVELOPMENT

NORTH MIDLANDS MENTORSHIP COMMUNITY CONSULTATION

SCHOOL HOLIDAY PROGRAM (LAST WEEK)

AUSTRALIA DAY

GRAMS FAMILY FUN DAY – BUS TO GERALDTON

WAPOL COLLABORATION - MIDNIGHT BASKETBALL, TUESDAY SPORT & BIKES RESCUE

YALGOO ARTS & CULTURAL CENTRE

RON BRADFIELD JNR – STORYTELLING THROUGH ART

HELEN ANSELL PAINTING WORKSHOPS

REVEALED EXHIBITION & ART MARKET (FREMANTLE ARTS CENTRE)

TRAINEESHIPS - APPRENTICESHIP SUPPORT AUSTRALIA

COMMUNITY DEVELOPMENT

Appointment Dannii Lawson, Community Development Officer Traineeship

YALGOO ARTS & CULTURAL CENTRE

Appointment Rhiannon Hodder, Arts Centre Manager Traineeship

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

MANAGER COMMUNITY WELLBEING, ARTS & CULTURE BI-MONTHLY REPORT JANUARY 2020

That Council receive the Bi-Monthly Report of the Manager of Community Wellbeing, Arts & Culture.

Moved:

Seconded:

Motion put and carried:

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

13. URGENT BUSINESS

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 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.

15. NEXT MEETING

The next Ordinary Meeting of Council is due to be held at the Council Chambers, Yalgoo on Friday, 28 February 2020 commencing at 10.00 am.

16. MEETING CLOSURE

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

