



AGENDA
FOR THE ORDINARY MEETING
OF COUNCIL
TO BE HELD IN
THE COUNCIL CHAMBERS, YALGOO
ON THURSDAY, 29 OCTOBER 2020
COMMENCING 10.00 AM



SHIRE OF YALGOO

NOTICE OF ORDINARY COUNCIL MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN THE COUNCIL CHAMBERS, YALGOO ON THURSDAY, 29 OCTOBER 2020 COMMENCING AT 10.00 AM.



Ian Holland
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 Thursday, 29 October 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 HELD 1 OCTOBER 2020

That the Minutes of the Ordinary Council Meeting held on 1 October 2020 be confirmed as a true and correct record of proceedings.

Moved:

Seconded:

Motion put and carried / lost

9. REPORTS OF COMMITTEE MEETINGS

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).

10.1 CEO REPORT

AUTHOR:	Ian Holland, CEO
INTEREST	NO INTEREST TO DISCLOSE
DECLARED:	
DATE:	22 OCTOBER 2020
ATTACHMENTS	NIL

INFORMATION ITEM

That Council receive the report on outstanding or general matters.

BACKGROUND

This is a general report for information only.

STATUTORY ENVIRONMENT

Nil

BUSINESS IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

Covid-19 Self Isolation Case

ACEO John Read contacted the Minister for Police and the Minister for Health after a self isolation case was discovered in town and item 11.4.8 was provided to Council for consideration at the September meeting.

The Hon. Roger Cook MLA, Minister for Health has responded and believes the concerns raised fall under the portfolio responsibilities of the Minister for Police, Hon Michelle Roberts MLA. We have been advised the correspondence has been received by her office but we are yet to receive a response.

Mining Forum

The inaugural Yalgoo Mining Forum was successful and the day provided an opportunity for major operators in the district to present on their current operations to the Shire of Yalgoo. The format of the forum also provided the opportunity for networking and collaboration between companies. Interesting points were raised concerning the Yalgoo Airstrip which warrant further investigation.

Logo Feedback

Three potential logo designs have been provided by Graphic Designer Rachael Weaver. Feedback has been sought through Facebook and community emails. Responses have been received stating preferences and the key elements that staff and the wider community feel best represent the Shire of Yalgoo.

The designs and feedback from the community will be provided to Councillors in a workshop format so that a direction can be chosen on the most appropriate aspects to include in the next design phase.

Community Strategic Plan Community Consultation

Community Consultation was held in Yalgoo and Paynes Find shortly after the last Council Meeting with some very appropriate immediate, medium and long term suggestions for the Shire, its functions and its facilities. Margaret Hemsley from LG People facilitated the consultation process and will join Council alongside this meeting via video link, so that any other priorities or ideas can be included in the new revitalised Community Strategic Plan.

Mr John Read, Mr Raymond Pratt and Mrs Helen Pratt

A farewell was held recently for the Retirement of Works Foreman Ray Pratt and Caravan Park Manager Helen Pratt who contributed immensely to the Shire for a number of years. Lots of tourists and locals alike have praised their work and shown appreciation for the level of service provided by this pair.

A thank you is also extended to John Read who has filled the position of Acting Chief Executive Officer for the past 12 months at the Shire of Yalgoo. His knowledge from a distinguished career in local government provided the opportunity for the Yalgoo Shire to operate effectively, while giving Council time to consider the appointment of a new CEO.

VOTING REQUIREMENTS

Nil

For Information Only

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

11.1 TECHNICAL SERVICES

11.1.1 PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2020-21

AUTHOR:	Ian Holland, CEO
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	20 OCTOBER 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

To receive the Progress Report on the 2020-2021 Capital Works Program.

BACKGROUND

The Shire in adopting its 2020-2021 Annual Budget has allocated funds amounting to \$3,732,078 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 2020-2021 financial year are detailed be:

CAPITAL WORKS PROGRAMME 2020-21

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

		2020-21 ANNUAL BUDGET	2020-21 SEPTEMBER 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 30 September 2020					
Governance					
000000-Admin Computers Hardware and System Upgrade	F & E	37,500	0	37,500	Final Trouble Shooting
000000-Admin Upgrade Cabling Fibre	F & E	13,000	12,111	889	Installed, Final checks for disconnection of redundant services
000000-External Monitor Display	F & E	40,000	0	40,000	
000000-Admin Fire Proof Safe	F & E	11,000	813	10,187	Complete
000000-Financial Software	F & E	100,000	0	100,000	Project Management and Timeline being negotiated
Law Order Public Safety					
000000- CCTV Yalgoo Townsite	F & E	30,000	0	30,000	Existing system operators have met with local police.
Housing					
000000-Other Housing - Nurse Accommodation	L & B	250,000	3,583	246,417	Project commenced

		2020-21 ANNUAL BUDGET	2020-21 SEPTEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
By Program					
Communities Amenties					
000000- Community Bus	P & E	130,000	0	130,000	Awaiting Lottery West Determination on Hall
000000- Yalgoo Rubbish Tip	Other	0	18,062	(18,062)	Completed
Recreation and Culture					
000000 - Community Hall Renovations	L & B	600,000	0	600,000	Awaiting Lottery West Determination
000000 - Museum Improvements	L & B	117,157	0	117,157	Police Historical Society contacted
000000-Art Centre	F & E	4,500	0	4,500	
000000- Sports Complex	F & E	500	0	500	
000000- Sports Complex -Footpath to School	Rec	29,256	4,759	24,497	Project commenced, near completion

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

	2020-21 ANNUAL BUDGET	2020-21 SEPTEMBER 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 30 September 2020
Transport				
000000- Machinery Shed Depot Concrete Floor 2 Bays L & B	20,000	0	20,000	Commenced
000000- Street Lighting Other	50,000	0	50,000	
000000-Works Foreman Ute P & E	75,000	0	75,000	
000000- Grader P & E	380,000	0	380,000	November
000000- Trailer Side Tipper P & E	180,000	0	180,000	
000000- Truck Tipper P & E	80,000	0	80,000	November
000000- Fuel Tank P & E	2,100	0	2,100	
000000- Deisel Air Compressor P & E	3,200	0	3,200	
000000- Generator 4.5 kva P & E	6,000	0	6,000	
000000- Road Sweeper Attachment P & E	25,000	0	25,000	
000000- Paynes Find Public Toilets Other	33,655	0	33,655	Completed
000000- Paynes Find Entry Statements Other	30,000	0	30,000	Commenced
ROADS TO RECOVERY GRANTS				
000000- Yalgoo/Morawa Road - Widen to 7m Roads	380,000	18,500	361,500	Project commenced
RRG SPECIAL GRANT RD WORKS				
000000- Yalgoo/Ningham Road - Seal to width 4m Roads	514,110	49,813	464,297	Project commenced
MUNICIPAL FUND				
000000- Sandford River Crossing Roads	25,000	0	25,000	
000000- Badga Woolshed Seal to Airstrip Roads	80,000	0	80,000	

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

	2020-21 ANNUAL BUDGET	2020-21 SEPTEMBER 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 30 September 2020
Economic Services				
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	340,000	0	340,000	Second opinion sought by builder (insulation)
000000-Caravan Park -CCTV F & E	13,600	0	13,600	Completed
000000-HCP Program- Computer F & E	1,500	0	1,500	
Other Propert and Services				
000000-Shire Building- Solar Panels L & B	100,000	0	100,000	Awaiting capacity information from Horizon
	3,732,078	107,641	3,624,437	

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2020 - 2021

That Council receive the Progress Report on the Capital Works Program 2020 – 2021 as at 30 September 2020.

Moved:

Second:

Motion put and Carried/lost:

11.1.2 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 21 OCTOBER 2020

AUTHOR:	Craig Holland, WORKS FOREMAN
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	21 OCTOBER 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council receives the Technical Services Monthly Report as of the 21 October 2020

BACKGROUND

Nil

STATUTORY ENVIRONMENT

Nil

STATUTORY IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT**1 ROAD CONSTRUCTION – CAPITAL**

- Nil

2 ROAD MAINTENANCE - OPERATIONS

- Maintenance grading done on the Thundelarra Road, Old Warriedar Road, Maranalgo Road, Sandstone Road to Boundary and the Dalgaranga Road.

3 OTHER INFRASTRUCTURE MAINTENANCE

- Services carried out on CAT Grader and Rubber Tyred Roller.

4 PARKS, RESERVES AND PROPERTIES**4.1 Art & Culture Centre**

- General gardening maintenance carried out.

4.2 Community Town Oval

- General gardening maintenance and fertilizing conducted to the Town Oval and Core Stadium Gardens.
- New Palm trees Fertilized.

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.
- Geraldton pool and Spa coming out to service Water Park.

4.6 Yalgoo Caravan Park

- General gardening maintenance is done every two weeks.

4.7 Paynes Find

Access Road and Air-strip Grader

4.8 Railway Station

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Rebuilding of Bar has commenced.
- Water leak on Tank has been repaired

4.9 Yalgoo Nursing Post

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

4.10 Staff Housing

- Waiting on Quote to repair sewage system at 43 Gibbons Street and 1 Stanley Street.

4.11 Yalgoo Rubbish Tip

- Tip head pushed over on a weekly basis and tidied up.

4.12 Yalgoo and Paynes Find Airstrip

- Maintenance grade done to Yalgoo Air-strip access road.
- Maintenance grade also carried out to sides of air-strip and parts of fence repaired.

5 INFRASTRUCTURE – CAPITAL

- Nil

6 PRIVATE WORKS

- Nil

7 PURCHASING

- Nil

8 STAFF

- New Grader operator Doug Fraser had commenced work on the 12 October 2020 going ok.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

TECHNICAL SERVICES MONTHLY REPORT AS OF THE 21 OCTOBER 2020

That Council receive the Technical Services report as at 21 October 2020.

Moved:

Seconded:

Motion put and carried/lost:

11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

11.3 FINANCE

11.3.1 ACCOUNTS FOR PAYMENT SEPTEMBER 2020

AUTHOR:	Dominic Carbone
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	20 OCTOBER 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

Council approve the Accounts for Payment list for the period 1 September 2020 to 30 September 2020 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 September 2020 to 30 September 2020 are as follows:

DATE PAID	PAYEE	PARTICULARS	AMOUNT
14-09-20	AFGRI EQUIPMENT AUSTRALIA PTY LTD	YA465 PARTS FOR CAT GRADER	311.95
14-09-20	BELL SHANIA	REIMBURSEMENTS SALE OF ART	26.25
14-09-20	CIVIC LEGAL	LEGAL FEES -TRANSFER OF LAND	1,927.20
14-09-20	EFFICIENT RATINGS WA	ENERGY ASSESSMENT FOR LOT 76 WEEKES STREET	495.00
14-09-20	ENVIROMENTAL DESIGN	SKETCH DESIGN AND DOCUMENTATION AND FINAL DESIGN - LOT 76 WEEKES STREET RESIDENCE	3,133.00
14-09-20	FIVE STAR BUSINESS EQUIPMENT	MAINTENANCE PHOTOCOPIER	834.24
14-09-20	GERALDTON TOYOTA	YA840 TOYOTA HILUX 50, 0000 KM SERVICE	384.08
14-09-20	GRANTS EMPIRE	LRCI GRANTS PROGRAM	198.00
14-09-20	HODDER DIANE	REIMBURSEMENTS SALE OF ART	15.00
14-09-20	HODDER GLADYS	REIMBURSEMENTS SALE OF ART	195.00
14-09-20	HODDER RHIANNON	REIMBURSEMENTS SALE OF ART	337.50
14-09-20	HODDER SONDRA	REIMBURSEMENTS SALE OF ART	15.00
14-09-20	INCITE SECURITY	BATTERIES DEPOT	124.30
14-09-20	LANDGATE	VALUATIONS - MINING TENEMENTS	40.60
14-09-20	LO - GO APPOINTMENTS	CONTRACT SERVICES - CEO	11,277.64
14-09-20	LUSCOMBE SYNDICATE	SUNDRY ITEMS CARAVAN PARK	2,943.14
14-09-20	MARKETFORCE	ADVERTISING - PUBLIC NOTICES AND CEO VACANCY	1,763.36
14-09-20	MCDONALDS WHOLESALERS	CARAVAN PARK SUPPLIES	191.97
14-09-20	MCSPORRAN A R	REIMBURSEMENT PURCHASES CHAIN MESH FENCE FOR RUBBISH TIP AND WATER PUMP	6,940.00
14-09-20	MDF SERVICES PTY LTD	YA479 SERVICE AND REPAIRS	4,998.92
14-09-20	MT MAGNET WASTE DISPOSAL	PUMP SEPTIC TANK RAILWAY STATION	2,425.00
14-09-20	PAGE MAUREEN	REIMBURSEMENTS SALE OF ART	22.50
14-09-20	PEARCE PAINTING SERVICE	PAINTING STAFF HOUSING HENTY STREET AND UNITS	16,490.15
14-09-20	PRATT HELEN	REIMBURSEMENT PURCHASE MIRCOWAVE CARAVAN PARK AND SALE OF ART	185.00
14-09-20	ROCKE DAVID	CLEANING PAYNES FIND COMMUNITY CENTRE FOR RFDS CLINIC	413.35
14-09-20	ROWE CONTRACTORS	GRAVEL STOCKPILING YALGOO NINGHAN ROAD AND 15 KG BOX OF ORANGES	28,630.00
14-09-20	SIMPSON MARGARET	REIMBURSEMENTS SALE OF ART	187.50
14-09-20	SIMPSON PHYLLIS	REIMBURSEMENTS SALE OF ART	3.00
14-09-20	STATE LIBRARY OF WESTERN AUSTRALIA	BETTER BEGINNINGS PACKS	16.50
14-09-20	SUN CITY BATTERIES	SUNRY ITEMS WORKSHOP	685.60
14-09-20	SUN CITY PRINT	4 A1 LAMINATED MAPS	60.00
14-09-20	THINKWATER GERALDTON	POLY PIPE AND FITTINGS	400.55
14-09-20	WALGA	CR G PAYNE BREAKFAST WITH PAUL HASLEBY	90.00
14-09-20	WINC AUSTRALIA PTY LTD	STATIONERY OFFICE	20.02
14-09-20	WURTH	MINOR EQUIPMENT PURCHASES	671.02

DATE PAID	PAYEE	PARTICULARS	AMOUNT
18-09-20	FELTING POT	FELTING WORKSHOP	3,450.00
29-09-20	LGIS	INSURANCE PREMIUMS 2020-21 MARINE CARGO	660.00
30-09-20	FOULKES - TAYLOR RAYMOND	REMOVAL COSTS CEO	6,750.00
		TOTAL	97,312.34

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

ACCOUNTS FOR PAYMENT SEPTEMBER 2020

That Council approve the list of accounts paid for the period 1 September 2020 to 30 September 2020 amounting to \$97,312.34 and the list be recorded in the Minutes.

Moved:

Seconded:

Motion put carried/Lost:

11.3.2 INVESTMENTS AS AT 30 SEPTEMBER 2020

AUTHOR:	Dominic Carbone
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	20 OCTOBER 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council receive the Investment Report as at 30 September 2020.

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 September 2020.

SHIRE OF YALGOO CASH HOLDINGS AS AT 30 SEPTEMBER 2020								
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	50-832-4540	Ongoing	N/A	N/A	Variable	\$803,728.99
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$2,285,362.16
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,057.33
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,124.79
TOTAL								\$3,166,273.27

RESERVE FUNDS								
Bendigo	N/A	Term Deposit	3330616	3 months	06.07.2020	06.10.2020	1.75%	\$470,446.07
Bendigo	N/A	Term Deposit	3330634	3 months	07.04.2020	06.07.2020	1.75%	\$1,131,369.74
TOTAL								\$1,601,815.81

INVESTMENT REGISTER						
01 SEPTEMBER 2020 TO 30 SEPTEMBER 2020						
NATIONAL AUSTRALIA BANK						
ACCOUNT N ^o	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNT TO 30.09.2020	INVESTMENT TRANSFERS	CLOSING BALANCE 30.09.2020
171336282	Ongoing	Variable	\$25,051.07	\$6.26		\$25,057.33
24-831-4222	Ongoing	Variable	\$52,118.23	\$6.56	0	\$52,124.79
3330616	06.10.2020	1.75%	\$468,712.48	\$1,733.59	0	\$470,446.07
3330634	06.10.2020	1.75%	\$1,127,240.64	\$4,129.10	0	\$1,131,369.74

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

INVESTMENTS AS AT 30 SEPTEMBER 2020

That the Investment Report as at 30 September 2020 be received.

Moved:

Seconded:

Motion put and carried/lost

11.3.3 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 30 SEPTEMBER 2020

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	20 OCTOBER 2020
Attachments	<ul style="list-style-type: none"> • Statement of Comprehensive Income ending the 30 September 2020; • Financial Activity Statement; ending 30 September 2020; • Summary of Current Assets and Current Liabilities as of 30 September 2020; • Statement of Current Financial Position as at 30 September 2020; • Detailed worksheets; • Other Supplementary Financial Reports: <ul style="list-style-type: none"> ○ Reserve Funds; ○ Loan Funds

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

R34 (1) FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 30 SEPTEMBER 2020.

That Council:

Adopts the Financial Activity Statement for the period ended 30 September 2020.

Moved:

Seconded:

Motion put and carried/lost

11.4 ADMINISTRATION

11.4.1 RATING EXEMPTION – MURCHISON REGION ABORIGINAL CORPORATION

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	21 October 2020
Attachments	- Letter dated 2 October 2020 from the Murchison Region Aboriginal Corporation - Report 11.4.10 Rate Exemption – Murchison Regional Aboriginal Corporation

MATTER FOR CONSIDERATION

The Council give consideration to an application received from the Murchison Region Aboriginal Corporation requesting an exemption from rates for various properties within the Shire of Yalgoo.

BACKGROUND

The objectives of the Murchison Region Aboriginal Corporation (MRAC) are as follows:

- Promote, support, sponsor, engage in, and facilitate the provision to Aboriginal people of health, housing, and other services.
- Acquire, hold and manage land, building, fixtures, chattels, and other property for the benefit of Aboriginal people in the Midwest and Gascoyne region.
- Provide social, cultural, economic, political, educational, and recreational services to Aboriginal organisations, groups, enterprises, and individuals in the wards when other bodies do not provide those services.
- Assist Aboriginal people in the Midwest and Gascoyne regions with relief from poverty, sickness, suffering, destitution, misfortune, distress, and helplessness.
- Give effect to the principles of self-management and self-determination for Aboriginal people by;
 - Establishing, owning, investing in, sponsoring, maintaining, managing, leasing and otherwise fostering business enterprises and commercial ventures of any lawful kind, and
 - Promote, supporting and sponsoring the endeavours of Aboriginal organisations, groups enterprises and individuals in the ward towards social, cultural and economic development.
- Promote, support, sponsor, engage in, and facilitate the creation of opportunities for Aboriginal people in education, training, employment, and private enterprise.
- Help and encourage Aboriginal people in the Midwest and Gascoyne regions to maintain, restore, revitalise, and renew their traditional language and culture.
- Help build trust and friendship between Aboriginal people and the non-Aboriginal community.
- Join with other Aboriginal corporations in undertaking projects of mutual benefit.
- Receive and spend grants of money from the Government of the Commonwealth or of the State or from other sources.
- The Corporation operates in the Midwest and Gascoyne regions and covers Geraldton, Northampton, Meekatharra, Mullewa, Mt Magnet, Yalgoo, Sandstone, and North Midlands.

MRAC is an entity established under the corporations (Aboriginal and Torres Strait Islander) Act 2006 and is registered under the Office of the Registration of indigenous Corporation (ORIC).

Its purpose is to provide eligible Aboriginal people with affordable rental accommodation. Any profit generated through rental revenue is reinvested in upgrading properties and where possible purchasing additional stock.

No commercial activities are conducted by MRAC and is registered as a charity as a public benevolent institution. The Australian Taxation Office has granted MRAC Charity Tax Concession status for GST concession, FBT exemption, and income Tax exemption and Deductible Gift Recipient status.

Council at its Ordinary Council Meeting held on the 1 November 2019 resolved as follows in relation to the rating exemption requested by MRAC for the 2019-20 Financial year;

That Council:

Advise the Murchison Region Aboriginal Corporation as follows;

1. *That the following properties are considered exempt from rating for the 2019-20 financial year in accordance with section 6.26(z)(g).*

91 Henty Street YALGOO

25 Henty Street YALGOO

92 Henty Street YALGOO

83 Milligan Street YALGOO

29 Selwyn Street YALGOO

2. *Subject to (1) above the rates exemption will trigger an increase in the annual rubbish charge from \$250.00 to \$600.00 per property.*

MRAC has not responded to the above mentioned resolution.

STATUTORY ENVIRONMENT

Section 6.26 of the Local Government Act 1995, in part states the following:

Subsection 6.26 (2)

- (g) Land used exclusively for charitable purpose.
- (j) Land which is exempt from rates under other written laws.
- (k) Land which is declared by the Minister to be exempt from rates.

Subsection 6.26 (4)

The Minister may from time to time, under subsection (2) (k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.

Subsection 6.26 (5)

Notice of any declaration made under subsection (4) is to be published in the Gazette.

Subsection 6.26 (6)

Land does not cease to be used exclusively for the purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is a charitable, benevolent, religious or public nature.

FINANCIAL IMPLICATIONS

Impact on Rates levied by the Shire.

COMMENT

The CEO has been in communication with the MRAC CEO who has requested rate exemptions for the 2019-20 and 2020-21 financial years for the following properties.

-	91 Henty Street	YALGOO	Rates Levied 2019-20	\$399.11	Rates Levied 2020-21	\$399.11
-	25 Henty Street	YALGOO	Rates Levied 2019-20	\$469.91	Rates Levied 2020-21	\$469.91
-	92 Henty Street	YALGOO	Rates Levied 2019-20	\$362.46	Rates Levied 2020-21	\$362.46
-	83 Milligan Street	YALGOO	Rates Levied 2019-20	\$378.75	Rates Levied 2020-21	\$378.75
-	29 Selwyn Street	YALGOO	Rates Levied 2019-20	\$403.18	Rates Levied 2020-21	\$0.00
Total Rates Levied				\$2,013.41	Total Rates Levied	\$1,610.23

In order to obtain rate exemption on the above-mentioned properties pursuant to section 6.26 (2)(g) of the Local Government Act 1995, the land must be used exclusively for charitable purpose.

The Local Government Act 1995 does not define 'charitable purpose'. Section 5 of the Charitable Collections Act 1946 defines 'Charitable purposes' as follows;

- (a) The affording of relief to diseased, sick, infirm, incurable, poor, destitute, helpless or unemployed person, or to the dependants of any persons;
- (b) The relief of distress occasioned by war, weather occasioned in Western Australia or elsewhere;
- (c) The supply of equipment to any of His Majesty's naval, military, or air force, including the supply of ambulance, hospitals and hospital ships;
- (d) The supply of comforts or conveniences to members of the said forces;
- (e) The affording of relief, assistance or support to persons who are or have been members of the said forces or to the dependants of any such persons;
- (f) The support of hospitals, infant health centres, kindergartens and other activities of social welfare or public character;
- (g) Any other benevolent, philanthropic or patriotic purpose.

The above definitions appear to have origins from the Charitable Uses Act 1601 and the House of Lords Case.

The Charitable Uses Act 1601 lists the purpose as:

- Relief of the aged, impotent and poor people;
- Maintenance of sick and maimed soldiers and mariners
- Support and aid for young tradesmen, handicraftsmen and persons decayed

One of the four categories of charitable purpose laid down by the House of Lords in the case in Income Tax Special Purposes Commissioners v Pemsel (1891). These categories are as follows:

- The relief of property;
- The advancement of education
- The advancement of religion; and
- Other purpose beneficial to the community not following within any of the preceding categories.

The rate exemption between MRAC and the Shire was the subject of a State Administrative Tribunal (SAT) decision in 2017-18 and the Judge set aside the Shires' decision to disallow the MRAC objection to the rate record for the year ended June 2017 and substituted a decision that the objection was allowed on the basis that there is an error in the rate record as the land in question is not rateable land, because it is used exclusively for a charitable purpose.

In view that this matter has already been determined by SAT it is recommended that Council grants MRAC rate exemption for the 2019-20 and 2020-21 financial years however Council will levy a rubbish charge of \$600.00 per annum for rates exempt properties therefore the rubbish charge will increase by \$350.00 per property or \$1,750.00 in the 2019-20 financial year and \$1,400 for the 2020-21 financial year for the properties. The rubbish charge levied is less than full cost recovery.

The adjustment to the rates notices are as follows.

2019-2020 Charges

Property	Assessment #	Rates	Rubbish	ESL	Total Payable
91 Henty Street	530	\$399.11	\$250.00	\$84.00	\$733.11
25 Henty Street	1159	\$469.91	\$250.00	\$84.00	\$803.91
92 Henty Street	1115	\$362.46	\$250.00	\$84.00	\$696.46
83 Milligan Street	534	\$378.75	\$500.00	\$84.00	\$962.75
29 Selwyn Street	595	\$403.18	\$250.00	\$84.00	\$737.18
Total		\$2,013.41	\$1,500.00	\$420.00	\$3,933.41

Levied 2019-20	\$3,933.41
Less Amount Paid	<u>\$3,683.41</u>
Balance owing (Rubbish Charge not raised for 92 Henty Street)	\$250.00
Less rate exemption credited	- \$2,013.41
Plus Additional Rubbish Charge 5 x \$350	<u>\$1,750.00</u>
Balance refundable to MRAC for 2019-2020	- <u>\$13.41</u>

2020-2021 Charges

Property	Assessment #	Rates	Rubbish	ESL	Total Payable
91 Henty Street	530	\$399.11	\$250.00	\$84.00	\$733.11
25 Henty Street	1159	\$469.91	\$250.00	\$84.00	\$803.91
92 Henty Street	1115	\$362.46	\$250.00	\$84.00	\$696.46
83 Milligan Street	534	\$378.75	\$500.00	\$84.00	\$962.75
Total		\$1,610.23	\$1,250.00	\$336.00	\$3,196.23

Levied 2020-21	\$3,196.23
Less Amount Paid	- \$2,932.82
Less rate exemption credited	- \$1,610.23
Plus Additional Rubbish Charge 4 x \$350	<u>\$1,400.00</u>
Balance payable by MRAC for 2020-2021	<u>\$53.18</u>
Net balance owing by MRAC after the above adjustments	<u>\$39.77</u>

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

RATING EXEMPTION – MURCHISON REGION ABORIGINAL CORPORATION

That Council:

Advise the Murchison Region Aboriginal Corporation as follows;

1. That the following properties are considered exempt from rating for the 2019-20 and 2020-21 financial years in accordance with section 6.26(z)(g).

91 Henty Street	YALGOO
25 Henty Street	YALGOO
92 Henty Street	YALGOO
83 Milligan Street	YALGOO
29 Selwyn Street	YALGOO (2019-20 Only, property disposed)
2. Subject to (1) above the rates exemption triggers an increase in the annual rubbish charge from \$250.00 to \$600.00 per property.
3. Subject to (1) and (2) above the amended rates notices are as follows;

Rates Payable for the 2019-2020 financial year

Property	Assessment #	Rates	Rubbish	ESL	Total Payable
91 Henty Street	530	0.00	\$600.00	\$84.00	\$684.00
25 Henty Street	1159	0.00	\$600.00	\$84.00	\$684.00
92 Henty Street	1115	0.00	\$600.00	\$84.00	\$684.00
83 Milligan Street	534	0.00	\$850.00	\$84.00	\$934.00
29 Selwyn Street	595	0.00	\$600.00	\$84.00	\$684.00
	Total	\$0.00	\$3,250.00	\$420.00	\$3,670.00

And Rates payable for the 2020-2021 financial year

Property	Assessment #	Rates	Rubbish	ESL	Total Payable
91 Henty Street	530	0.00	\$600.00	\$84.00	\$684.00
25 Henty Street	1159	0.00	\$600.00	\$84.00	\$684.00
92 Henty Street	1115	0.00	\$600.00	\$84.00	\$684.00
83 Milligan Street	534	0.00	\$850.00	\$84.00	\$934.00
29 Selwyn Street	595	0.00	0.00	0.00	0.00
	Total	\$1,610.23	\$2,650.00	\$336.00	\$2,986.00

Moved: _____ **Seconded:** _____ **Motion put and carried / lost**

11.4.2 AMENDMENTS/AUTHORISATION TO BANK AUTHORISED SIGNING OFFICERS AND REGISTER OF SIGNATORIES

Author:	Ian Holland, CEO
Interest Declared:	No interest to disclose
Date:	20th October 2020
Attachments	Nil

MATTER FOR CONSIDERATION

Due to the recent change in positions it is a suitable time to review and update the authorised signing officers for the Shire of Yalgoo Accounts with National Australia Bank and Bendigo Bank. It is proposed to include two current Councillors should staff be inaccessible for changes or required payments. It is standard practice that these be Councillors elected to the position of President and Deputy President.

BACKGROUND

Delegation currently exists for the following positions

CEO
Finance Administration Officer
Rates Officer

By incorporating individuals names, the minutes can be utilised to provide evidence to financial institutions of a change along with supplementary paperwork.

Bank Accounts held by the Shire of Yalgoo

Shire of Yalgoo Municipal Account National Australia Bank

Shire of Yalgoo Trust Account National Australia Bank

Shire of Yalgoo Municipal Account Bendigo Bank

Shire of Yalgoo Trust Bendigo Bank

And associated reserves accounts or term deposits – CEO only as per delegation

Signatories in this context also relates to having online banking access, the ability to direct banking staff and electronically authorise payments on behalf of the Shire of Yalgoo as per existing policies and delegations.

STATUTORY ENVIRONMENT - Local Government Act 1995

STRATEGIC IMPLICATIONS – Nil

CONSULTATION – Nil

COMMENT – Nil

VOTING REQUIREMENTS – Absolute Majority

OFFICER RECOMMENDATION**AMENDMENTS/AUTHORISATION TO BANK AUTHORISED SIGNING OFFICERS AND REGISTER OF SIGNATORIES**

That Council:

1. Authorises the removal of all previous signatories for the Municipal and Trust Accounts with National Australia Bank and Bendigo Bank and accepts the following inclusions and re-inclusions as authorised officers for those accounts:

**Ian John Holland, Chief Executive Officer
Diane Hodder, Finance Admin Officer
Gaylene Dennison, Rates Officer
Gregory Arthur Payne, Shire President
Gail Lorraine Trenfield, Deputy Shire President**

2. Accepts the list provided in point one as the complete register of Account Signatories.

Moved

Seconded

Motion Carried

11.4.3 CHRISTMAS / NEW YEAR OFFICE CLOSURE

Author:	Ian Holland, CEO
Interest Declared:	No interest to disclose
Date:	15th October, 2020
Attachments	Nil

MATTER FOR CONSIDERATION

Council approval is sought to close the Shire of Yalgoo Office during the Christmas and New Year period from Monday 21st December 2020 to Friday 1st January, 2021.

BACKGROUND

It is common practice throughout regional local government in WA to close Shire offices over the Christmas and New Year period. On days other than the public holidays, employees will utilise annual leave entitlements, etc. for the normal work days affected.

STATUTORY ENVIRONMENT

Local Government Act 1995

STATUTORY IMPLICATIONS

Nil

CONSULTATION

Shire of Yalgoo office staff and outside crew

COMMENT

The CEO supports the proposal and will be contactable during this period.

It is necessary that the office closure be advertised to inform the public in the Mid West Times newspaper, Yalgoo Facebook page and a notice on the Shire Office notice board.

The Works/Construction Crew will attempt to shut down across this period as well with plans in place for required gardening and water park maintenance etc. Requests from staff who have exhausted their leave entitlements will be considered on a case by case basis.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION**CHRISTMAS / NEW YEAR OFFICE CLOSURE**

That Council:

- 1 Approve the Yalgoo Shire Office being closed to the public from Monday 21st December 2020 through to Friday 1st January, 2021**
- 2 The Office closure be advertised to the public.**

Moved:

Second:

Motion put and carried:

11.4.4 CITIZENSHIP CEREMONY DRESS CODE

Author:	Ian Holland, CEO
Interest Declared:	No interest to disclose
Date:	2020
Attachments	Nil

MATTER FOR CONSIDERATION

As per the new Australian Citizenship Ceremonies Code, Councils have been requested to provide a current copy of their Dress Code for Citizenship Ceremonies to the Department of Home Affairs.

BACKGROUND

In an update of the Code earlier this year it is now a Ministerial and Citizenship Ceremonies Code requirement that Councils implement a dress code for citizenship ceremonies.

1.4 Council Chambers Usage

Introduction	The purpose of this policy is to ensure the Chamber is used as a fit for purpose space.	
History	Adopted	unknown
	Amended	unknown
	Former Policy	1.4
	Amended / confirmed	19 February 2016

Policy Statement

1. The Council Chambers are not available for general use.
2. Where the meeting involves the Shire as an organisation or is of importance to the Shire, the CEO has discretion to approve use of the Chambers, for example –
 - meetings with/by visitors (e.g. parliamentarians, government agencies, developers etc)
 - administrative – audit, consultants, meetings requiring additional privacy etc.
3. No meals are to be consumed in the Chambers.

STATUTORY ENVIRONMENT - Local Government Act 1995 & Australian Citizenship Ceremonies Code

STRATEGIC IMPLICATIONS – Nil

CONSULTATION – Nil

COMMENT

From suggestions provided by the Home Affairs Office and the adopted policies of surrounding Local Governments the following is suggested for inclusion in the Policy Manual under section 1.4 Council Chamber Usage.

The attire of attendees at citizenship ceremonies should reflect the significance of the occasion. Smart Casual, National/Cultural dress welcome.

VOTING REQUIREMENTS – Absolute Majority

OFFICER RECOMMENDATION

CITIZENSHIP CEREMONY DRESS CODE

That Council accepts the inclusion of the following in the policy manual under 1.4 Council Chambers Usage, to meet the requirements of the Australian Citizenship Ceremonies Code:

4. Citizenship Ceremonies are ordinarily held in the Yalgoo Shire Council Chambers to fulfil the requirements of the Australian Citizenship Ceremonies Code and provide a venue of significance.

Dress Code for Citizenship Ceremonies - The attire of attendees at citizenship ceremonies should reflect the significance of the occasion. Smart Casual, National/Cultural dress welcome.

Moved

Seconded

Motion Carried

11.4.5 DONATION TO THE WESTERN AUSTRALIAN COLLEGE OF AGRICULTURE MORAWA

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15th October 2020
Attachments	Letter dated 10th September 2020 Amended Policy 7.9 Shire of Yalgoo Education Scholarships and Donations

MATTER FOR CONSIDERATION

That Council give consideration to making a yearly donation of up to \$75.00 to the Western Australian College of Agriculture Morawa for the Aboriginal Education Award to be presented at each graduation.

BACKGROUND

The Shire of Yalgoo has provided a donation to the Morawa College of Agriculture for several years. Due to the recurring nature it is suggested that Council proactively approve ongoing support, provided students from the Yalgoo community continue to attend the College.

STATUTORY ENVIRONMENT - Local Government Act 1995

Administration Policy 7.9 Shire of Yalgoo Education Scholarships and Donations

Administration Policy 7.7 donations and Sponsorship

Introduction	From time to time, requests are received for Council to donate to particular causes or events, or to support individuals financially.	
Objective	To establish a framework for the consideration of requests for donations, sponsorship or in-kind support	
History	Adopted	15 May 2008
	Former Policy	4.10
	Amended / confirmed	21 August 2008

Policy Statement

1. As a general practice, Council will restrict making donations of cash, materials and/or works to organisations which benefit the local community.
2. Sponsorship of individuals will not be considered, unless it is determined by Council that –
 - the person is representing the Shire as a community,
 - is acting for the Shire’s benefit to some extent, and
 - is authorised by a non-profit and non-government organisation which benefits the community.
1. The following Policy Schedules are adopted, and form part of this Statement –
 - 7.7 (a) – Request for Support.
 - 7.7 (b) – Criteria for Assessment of Requests

Policy Schedule 7.7 (b) – Criteria for Assessment of Requests

Applicants should note that donations will be made at the absolute discretion of Council and that Council may use the following criteria when addressing applications.

Donation requests will not be considered where:

- The applicant is a private and for profit organisation or association
- The applicant is an individual person
- The applicant is in relation to general fundraising
- The application is for funding for conferences and conventions

Priority will be given where;

- The applicant is a registered not for profit organisation and has a base or visible presence in the Shire of Yalgoo.

- The applicant is a community group based in the Shire of Yalgoo or has visible presence within the Shire of Yalgoo or has a significant impact on residents of the Shire of Yalgoo.
- The applicant can demonstrate that the funds will provide some benefit to the Shire of Yalgoo residents.
- The funds are required for a new initiative or significant once off project.
- The applicant has not received a donation from Council within the previous two years.
- If the donation is for an event, entry to the event is free of charge to Shire of Yalgoo residents to attend and participate.
- The application is made in the financial year prior to the funds being required in time for inclusion in the coming year's budget deliberations.

STRATEGIC IMPLICATIONS – Nil

CONSULTATION – Nil

COMMENT

A request similar to previous years has been received from the Western Australian College of Agriculture Morawa for the sum of \$75.00 to purchase a gift to be presented as the Aboriginal Education Award at the Graduation of the "Class of 2020" to be held at 1.00 pm on Saturday 7th November 2020.

VOTING REQUIREMENTS – Absolute Majority

OFFICER RECOMMENDATION		
<u>DONATION TO THE WESTERN AUSTRALIAN COLLEGE OF AGRICULTURE MORAWA</u>		
That Council amend Policy 7.9 Shire of Yalgoo Education Scholarships and Donations in the Council's Policy Manual as per the provided attachment.		
Moved	Seconded	Motion Carried

11.4.6 DONATION SPONSORSHIP – ROTARY CLUB OF GERALDTON RADIO AUCTION

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	15 th October 2020
Attachments	Nil

Matter for Consideration

That Council give consideration to sponsor the Rotary Club of Geraldton Radio Auction by making a pledge in the form of an accommodation voucher at the Yalgoo Caravan Park and prospecting licence fee.

Background

The Rotary Club of Geraldton has been conducting annual radio auction for the last 29 years and this initiative will help to provide further exposure for the Shires prospecting attraction.

Statutory Environment

Administration Policy 7.7 donations and Sponsorship

Introduction	From time to time, requests are received for Council to donate to particular causes or events, or to support individuals financially.	
Objective	To establish a framework for the consideration of requests for donations, sponsorship or in-kind support	
History	Adopted	15 May 2008
	Former Policy	4.10
	Amended / confirmed	21 August 2008

Policy Statement

3. As a general practice, Council will restrict making donations of cash, materials and/or works to organisations which benefit the local community.
4. Sponsorship of individuals will not be considered, unless it is determined by Council that –
 - the person is representing the Shire as a community,
 - is acting for the Shire’s benefit to some extent, and
 - is authorised by a non-profit and non-government organisation which benefits the community.
2. The following Policy Schedules are adopted, and form part of this Statement –
 - 7.7 (a) – Request for Support.
 - 7.7 (b) – Criteria for Assessment of Requests

Policy Schedule 7.7 (b) – Criteria for Assessment of Requests

Applicants should note that donations will be made at the absolute discretion of Council and that Council may use the following criteria when addressing applications.

Donation requests will not be considered where:

- The applicant is a private and for profit organisation or association
- The applicant is an individual person
- The applicant is in relation to general fundraising
- The application is for funding for conferences and conventions

Priority will be given where;

- The applicant is a registered not for profit organisation and has a base or visible presence in the Shire of Yalgoo.
- The applicant is a community group based in the Shire of Yalgoo or has visible presence within the Shire of Yalgoo or has a significant impact on residents of the Shire of Yalgoo.
- The applicant can demonstrate that the funds will provide some benefit to the Shire of Yalgoo residents.
- The funds are required for a new initiative or significant once off project.
- The applicant has not received a donation from Council within the previous two years.
- If the donation is for an event, entry to the event is free of charge to Shire of Yalgoo residents to attend and participate.
- The application is made in the financial year prior to the funds being required in time for inclusion in the coming year’s budget deliberations.

Consultation

Nil

Comment

A request has been received from the Rotary Club of Geraldton for the Shire to participate in its 2020 Annual Radio Auction which will be held on Sunday the 1st November 2020.

The club has suggested that the Council may give consideration to making a pledge in the form of an accommodation voucher at the Yalgoo Caravan Park as part of a prospector’s package. Council may consider making the following offer:

- Powered Site weekly stay (Maximum 2 adults) \$135.00
- or
- Rammed Earth Unit – Ensuite for 2 days \$260.00
- and
- Prospecting fee per person or couple per week. \$10.00

The involvement by the Shire has the potential for the tourism promotion of the area and a similar offer was provided to the Rotary Club last year.

Voting Requirement

Simple majority

OFFICER RECOMMENDATION		
<u>DONATION SPONSORSHIP – ROTARY CLUB OF GERALDTON RADIO AUCTION</u>		
That Council:		
Inform the Rotary Club of Geraldton that it wishes to pledge the following:		
-Powered Site weekly stay (Maximum 2 adults)	\$135.00	
or		
-Rammed Earth Unit – Ensuite for 2 days	\$260.00	
and		
-Prospecting fee per person or couple per week	\$10.00	
For its 2020 Annual Radio Auction		
Moved:	Seconded	Motion carried

11.4.7 DISPOSAL OF YA1000 WORKS FOREMAN UTE

Author:	CEO
Interest Declared:	No interest to disclose
Date:	9th October 2020
Attachments	Nil

MATTER FOR CONSIDERATION

Report on Disposal of Assets as per Delegated Authority. 2018 Toyota GXL 4WD Landcruiser YA 1000, 120,000km.

BACKGROUND

The Acting CEO John Read initiated the sale of the Works Landcruiser YA 1000 as per Section 3.58 (2b) of the Local Government Act 1995.

A notice (public tender) was placed in the September Bulldust Newsletter requesting price offers be submitted to the Shire by 4pm Wed 7th October 2020.

Two offers were received. The higher of which matched the trade-in quotation provided by Geraldton Toyota being \$56,363.64 ex GST for an ordinary changeover of the vehicle.

The disposal listing in the budget was \$45,000 ex GST and the expenditure for the new vehicle is \$75,000 ex GST.

The Quote received for the new Toyota LC07 Dual Cab GXL plus on road and accessories is \$74,947.29 ex GST. This has resulted in a combined replacement cost/cash balance of \$18,583.65 which is \$11,416.35 in front of the estimated budget.

Delegation 2.3 Disposal of Assets

1. The CEO is authorised to dispose of assets by offering them for public sale, and to accept the most advantageous offer in the following circumstances –

a) Assets with a written down value less than \$5,000 (individually or collectively) –
- assets that are surplus to requirements, unused, damaged or impounded

b) Assets with a written down value of \$5,000 or more (individually or collectively) –
- if outright disposal of the asset with a written down value less than \$40,000, and is disclosed in Budget
- if the “income” from the asset being disposed of, is to be used as part of consideration for the acquisition of a new asset, and both disposal and acquisition is disclosed in Budget –
o subject to the asset not being available to the purchaser until such time as the new asset is available for Shire use

2. This delegation is not applicable to –

- disposal of land
- disposal of an asset where it forms part of tender consideration

STATUTORY ENVIRONMENT - Local Government Act 1995**3.58. Disposing of property**

(1) In this section –

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to –

(a) the highest bidder at public auction; or

- (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
 - (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 - and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
 - (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
 - (5) This section does not apply to —
 - (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.
- [Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]

Local Government (Functions and General) Regulations 1996

30. Dispositions of property excluded from Act s. 3.58

- (1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.
- (2) A disposition of land is an exempt disposition if —
 - (a) the land is disposed of to an owner of adjoining land (in this paragraph called the **transferee**) and —
 - (i) its market value is less than \$5 000; and
 - (ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;
 - or
 - (b) the land is disposed of to a body, whether incorporated or not —
 - (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

- (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;
- or
- (c) the land is disposed of to —
 - (i) the Crown in right of the State or the Commonwealth; or
 - (ii) a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or
 - (iii) another local government or a regional local government;
- or
- (d) it is the leasing of land to an employee of the local government for use as the employee's residence; or
 - (e) it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or
 - (f) it is the leasing of land to a person registered under the *Health Practitioner Regulation National Law (Western Australia)* in the medical profession to be used for carrying on his or her medical practice; or
 - (g) it is the leasing of residential property to a person.
- (2a) A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been —
- (a) put out to the highest bidder at public auction, in accordance with section 3.58(2)(a) of the Act, but either no bid is made or any bid made does not reach a reserve price fixed by the local government; or
 - (b) the subject of a public tender process called by the local government, in accordance with section 3.58(2)(b) of the Act, but either no tender is received or any tender received is unacceptable; or
 - (c) the subject of Statewide public notice under section 3.59(4) of the Act, and if the business plan referred to in that notice described the property concerned and gave details of the proposed disposition including —
 - (i) the names of all other parties concerned; and
 - (ii) the consideration to be received by the local government for the disposition; and
 - (iii) the market value of the disposition as ascertained by a valuation carried out not more than 12 months before the proposed disposition.
- (2b) Details (*see section 3.58(4) of the Act*) of a disposition of property under subregulation (2a) must be made available for public inspection for at least 12 months from the initial auction or tender, as the case requires.
- (3) A disposition of property other than land is an exempt disposition if —
- (a) its market value is less than \$20 000; or
 - (b) the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.

[Regulation 30 amended: Gazette 25 Feb 2000 p. 974-5; 28 Apr 2000 p. 2041; 31 Mar 2005 p. 1055-6; 27 Sep 2011 p. 3846; 18 Sep 2015 p. 3812.]

STRATEGIC IMPLICATIONS – Nil

CONSULTATION – Nil

COMMENT –

After the public offer of sale, the most beneficial and successful tenderer as determined by the CEO was the retiring Works Foreman Raymond Pratt.

Copies of the advert, submissions and quote are all available for inspection at the Shire Office.
 The Budget Listings show Motor Vehicle Works Foreman Ute YA899 but the vehicle plate was changed previously to YA1000 but not updated in the budget record name.
 Due to the low number of submissions future disposal notices will be placed in the Midwest Times to reach a greater audience.

VOTING REQUIREMENTS – Simple Majority

OFFICER RECOMMENDATION		
<u>DISPOSAL OF YA1000 WORKS FOREMAN UTE</u>		
That Council receive the Chief Executive Officers Report on Disposal of Landcruiser YA1000 and exercise of delegated authority.		
Moved	Seconded	Motion Carried

11.4.8 PROVIDE COMMENT ON MISCELLANEOUS LICENCE 59/175 – GULLEWA TOWNSITE

Author:	CEO
Interest Declared:	No interest to disclose
Date:	19th October 2020
Attachments	Letter 6th January 2020 Austwide Mining title Management Pty Ltd Letter 4th March 2020 Graeme Dennis Department of Mines, Industry Regulation and Safety

MATTER FOR CONSIDERATION

To provide comment on the use of the application area in the attached correspondence for mining activities.

BACKGROUND

In most circumstances an applicant must notify a local government when they apply to the Department of Mines, Industry Regulation and Safety for various types of licenses. This provides the local government with the opportunity to object to a proposal if deemed necessary and is a requirement of provisions in the Mining Act and Regulations.

In some instances, such as an impact to a gazetted town or the placement of infrastructure on a paper (gazetted but currently unused) road reserve, there is a requirement for local governments to actively endorse an applicant's proposal.

Comments received from Silver Lake (Deflector) Pty Ltd have been that their use of the area in the provided attachments would be limited to the airstrip for freight purposes.

STATUTORY ENVIRONMENT - Local Government Act 1995

STRATEGIC IMPLICATIONS – Nil

CONSULTATION – Nil

COMMENT

With respect to the use of the Gullewa Airstrip the following response to the DMIRS is proposed.

The Shire of Yalgoo supports the use of the application area, where the Shire holds interest, to access the existing airstrip.

No disturbance or activity from operations in the area is to affect the Historic Gullewa Cemetery located in Reserve 3911.

We request the Gullewa airstrip be appropriately maintained for the Royal Flying Doctor Service.

Consideration be given by the Minister for Mines and Petroleum to the current Yamatji Nation Indigenous Land Use Agreement that was submitted to the Native Title Tribunal for registration on 12th March 2020.

With respect to the previous point, that consent or a favourable recommendation has been received from the Minister for Lands for this application.

That appropriate approvals such as Clearing Permits and Heritage Surveys are sought for any infrastructure in addition to the airstrip.

VOTING REQUIREMENTS – Simple Majority

OFFICER RECOMMENDATION**PROVIDE COMMENT ON MISCELLANEOUS LICENCE 59/175 – GULLEWA TOWNSITE****That Council:**

1. Agree to have the endorsement and condition imposed upon the tenement, Miscellaneous License 59/175, by the Department of Mines, Industry Regulation and Safety as per the tabled letter from DMIRS received 4th March 2020.

2. Provide the following comments to the Minister for Mines and Petroleum or their delegate, for their consideration in determining this license application.

- **The Shire of Yalgoo supports the use of the application area, where the Shire holds interest, to access the existing airstrip.**
- **No disturbance or activity from operations in the area is to affect the Historic Gullewa Cemetery located in Reserve 3911.**
- **We request the Gullewa airstrip be appropriately maintained for the Royal Flying Doctor Service.**
- **Consideration be given by the Minister for Mines and Petroleum to the current Yamatji Nation Indigenous Land Use Agreement that was submitted to the Native Title Tribunal for registration on 12th March 2020.**
- **With respect to the previous point, that consent or a favourable recommendation has been received from the Minister for Lands for this application.**
- **That appropriate approvals such as Clearing Permits and Heritage Surveys are sought for any infrastructure in addition to the airstrip.**

Moved**Seconded****Motion Carried**

11.4.9 Removal of road reserve over sections of the Burnerbinmah – Nalbarra Road and within the Badimia Reserve (Ex Burnerbinmah)

Author:	Ian Holland, CEO
Interest Declared:	No interest to disclose
Date:	26th October 2020
Attachments	Mapping provided by DBCA emailed 9th September 2020 to be tabled

MATTER FOR CONSIDERATION

To provide comment or support on the amalgamation (removal) of road reserves into the proposed Burnerbinmah Conservation Park as part of the State Governments Plan for Our Parks.

BACKGROUND

Council may be aware of the current initiative, Plan for our Parks, that involved stakeholder consultation between February and August 2019. As part of this process the State Government identified the opportunity for a Badimia conservation reserve North of Thundelarra Station. The Shire of Yalgoo has received a request from the Department of Biodiversity, Conservation and Attractions (DBCA) to support the cancellation of sections of road reserve overlaying a portion of the Burnerbinmah – Nalbarra Road (approximately SLK 16 to SLK 37), several station tracks and road reserves not currently containing a constructed road.

STATUTORY ENVIRONMENT - Local Government Act 1995

Land Administration Act 1997

Conservation and Land Management Act 1984

STRATEGIC IMPLICATIONS – Nil

CONSULTATION – As potential local users Muralgarra Station and Nalbarra Station have been approached for comment.

COMMENT

Should the Shire support the removal of the road reserves the existing road and tracks would be managed under the CALM Act. It is DBCA's intention to encourage people to visit the proposed park and explore the surrounding area as a boost to tourism and for community capacity building. Neighbours (and their visitors) who currently use this road will be able to continue using this access.

As the road would no longer be the responsibility of the local government there is the possibility that access would be restricted due to emergency situations. While there is no intention to close the roads to travellers it may in future be required for conservation or other reasons as allowed by the CALM Act. Should the road not be accessible to travellers it turns an 80km journey end to end into a 155km journey (80 sealed highway and 74 gravel).

Due to the proposed parks location it is likely that the Shire could secure a maintenance contract for the reserve section of the road. This would allow it to be maintained to Shire standards and would require limited change of our current operations.

Support for this project would result in a minimum of 20km of gravel road no longer being the ultimate responsibility of the local government. Should that section of road require major renewal or resheeting within the next 5 to 20 years it would be at a potential cost of \$350,000 - \$500,000.

In this instance the opportunities for local tourism and private works appear to out way concerns that a possible road closure could occur.

VOTING REQUIREMENTS – Simple Majority

OFFICER RECOMMENDATION**De Gazettal of Road Reserves within the proposed Burnerbinmah Conservation Park**

That Council supports the closure of road reserves with the boundaries of the proposed unclassified Burnerbinmah Conservation Park with the following PIN numbers 11666907, 11667220 and 11667219 proposed by the Department of Biodiversity, Conservation and Attractions.

Moved

Seconded

Motion 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 the 27 November 2020 commencing at 10.00 am.

16. MEETING CLOSURE

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