



UNCONFIRMED MINUTES
OF THE ORDINARY MEETING
OF COUNCIL
TO BE HELD IN
THE COUNCIL CHAMBERS, YALGOO
ON THURSDAY, 26 NOVEMBER 2020
COMMENCING 10.00 AM



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2020-1113 Community Hall LRCI Funding Extension

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Minutes for the Ordinary Meeting of the Yalgoo Shire Council,
held in the Council Chambers, Yalgoo
On Thursday, 26 November 2020 commencing at 10.00 am.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Deputy President Cr Gail Trenfield declared the meeting open at 10.00am and announced Member for North West Central Vince Catania is in attendance.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS	Cr Gail Trenfield, Deputy President Cr Raul Valenzuela Cr Percy Lawson Cr Tamisha Hodder Cr Gail Simpson
STAFF	Ian Holland, Chief Executive Officer Elisha Hodder, Executive Assistant
GUESTS	Vince Catania, MLA, Member for North West Central
OBSERVERS	Nil
LEAVE OF ABSENCE	Nil
APOLOGIES	Cr Gregory Payne, Shire President

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting.

Cr Tamisha Hodder declared a Impartiality Interest on Item 11.4.6 Request to reduce fees and charges for extenuating circumstances.

ADJOURNMENT

Deputy President Cr Gail Trenfield requested a motion be moved to Adjourn the meeting for MP Vince Catania to update Council on state information.

The motion was moved by Cr Percy Lawson and second by Cr Raul Valenzuela.

There being no debate on the matter the motion was carried 5/0. Meeting closed at 10.03am

Meeting resumed at 10.33am

Returning to the meeting were

- Cr Gail Trenfield, Deputy President
- Cr Raul Valenzuela
- Cr Percy Lawson
- Cr Tamisha Hodder
- Cr Gail Simpson
- Ian Holland, Chief Executive Officer
- Elisha Hodder, Executive Assistant

4. PUBLIC QUESTION TIME

4.0 QUESTIONS TAKEN ON NOTICE

Nil

4.1 QUESTIONS TAKEN WITHOUT NOTICE

Nil

5. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

7.0 MEETINGS ATTENDED BY ELECTED MEMBERS

Date	Details	Attended with whom
Nil		

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 / COUNCIL DECISION

C2020-1101 **MINUTES OF THE ORDINARY MEETING HELD 29 OCTOBER 2020**

That the Minutes of the Ordinary Council Meeting held on 29 October 2020 be confirmed as a true and correct record of proceedings.

Moved: Cr Percy Lawson

Seconded: Cr Tamisha Hodder

Motion put and carried: 5/0

9. REPORTS OF COMMITTEE MEETINGS

Nil

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).

Nil

11. MATTERS FOR DECISION**11.0 MATTERS BROUGHT FORWARD**

Nil

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:	18 NOVEMBER 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 OCTOBER 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 October 2020
Governance					
000000-Admin Computers Hardware and System Upgrade	F & E	37,500	0	37,500	
000000-Admin Upgrade Cabling Fibre	F & E	13,000	12,111	889	Project completed with minor savings
000000-External Monitor Display	F & E	40,000	0	40,000	
000000-Admin Fire Proof Safe	F & E	11,000	813	10,187	Project commenced
000000-Financial Software	F & E	100,000	0	100,000	
Law Order Public Safety					
000000- CCTV Yalgoo Townsite	F & E	30,000	0	30,000	
Housing					
000000-Other Housing - Nurse Accommodation	L & B	250,000	3,583	246,417	Project commenced
Communities Amenties					
000000- Community Bus	P & E	130,000	0	130,000	
000000- Yalgoo Rubbish Tip	Other	0	18,062	(18,062) ?	
Recreation and Culture					
000000 - Community Hall Renovations	L & B	600,000	0	600,000	
000000 - Museum Improvements	L & B	117,157	0	117,157	
000000-Art Centre	F & E	4,500	0	4,500	
000000- Sports Complex	F & E	500	0	500	
000000- Sports Complex -Footpath to School	Recreation	29,256	4,759	24,497	Project commenced

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

		2020-21 ANNUAL BUDGET	2020-21 OCTOBER 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 October 2020
Transport					
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	20,000	0	20,000	
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	
000000- Trailer Side Tipper	P & E	180,000	0	180,000	
000000- Truck Tipper	P & E	80,000	0	80,000	
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	
000000- Paynes Find Entry Statements	Other	30,000	0	30,000	
ROADS TO RECOVERY GRANTS					
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	380,000	29,125	350,875	Project commenced
RRG SPECIAL GRANT RD WORKS					
000000- Yalgoo/Ninghan 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 OCTOBER 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 October 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	
000000-Caravan Park -CCTV F & E	13,600	0	13,600	
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	
	3,732,078	118,266	3,613,812	

VOTING REQUIREMENTS

Simple Majority

CEO Ian Holland explained each capital works project in further detail.

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1102 PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2020 - 2021

That Council receive the Progress Report on the Capital Works Program 2020 – 2021 as at 31 October 2020.

Moved: Cr Raul Valenzuela

Second: Cr Gail Simpson

Motion put and Carried:5/0

11.1.2 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 17 NOVEMBER 2020

AUTHOR:	Craig Holland, WORKS FOREMAN
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	17 NOVEMBER 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council receives the Technical Services Monthly Report as of the 17 November 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 Dalgaranga Road, Gabyon-Tardie Road and Melangata Road.
- Grader, Watercart, Road train and Roller working on Yalgoo-Ningham Road, Building road up at end of bitumen.

3 OTHER INFRASTRUCTURE MAINTENANCE

- Services carried out on John Deer Grader YA465 and Toyota YA840.
- Oil leak on Hino Transmission repaired oil leak on Mack Truck PYO repaired.

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

- General gardening maintenance and fertilizing carried out.
- Major service done on Timer and sprinklers.

4.2 Community Town Oval

- General gardening maintenance and fertilizing conducted to the Town Oval and Core Stadium Gardens.
- Major service done on Timer and sprinklers.

4.3 Community Park, Gibbons Street

- General gardening maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Service done on Timer and sprinklers.

4.4 Community Park, Shamrock Street

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Major service done on Timer and sprinklers.

4.5 Water Park

- General maintenance conducted to the water park.
- Major service done on water filters.

4.6 Yalgoo Caravan Park

- General gardening maintenance is done every two weeks.

4.7 Paynes Find

- Fuel checked and topped up for emergency services.

4.8 Railway Station

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Bar work just about completed.

4.9 Yalgoo Nursing Post

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

4.10 Staff Housing

- 1 Stanley Street had repairs done to drains by Sun City Plumbing.
- 43 Gibbons Street has sewage tanks and leach drains cleaned by Shire staff.

4.11 Yalgoo Rubbish Tip

- Tip head pushed over on a weekly basis and tidied up chicken wire foot wire in order to stop rubbish bowing under fence.

4.12 Yalgoo and Paynes Find Airstrip

- Checked over all in good order. No work to be done.

5 INFRASTRUCTURE – CAPITAL

- Nil

6 PRIVATE WORKS

- Cart steel from Geraldton to Yalgoo for Ellis & Sons to repair Bar at Railway Station.

7 PURCHASING

- Nil

8 STAFF

- First Aid training completed on the 29 October 2020 by all Depot staff and two Office Staff.
- Staff member is resting at home with a minor hip injury from wiper snipping.

VOTING REQUIREMENTS

Simple Majority

Concerns were raised relating to trees at Railway Station, Caravan Park and plants around town needs more watering to beautify the town site.

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1103 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 17 NOVEMBER 2020

That Council receive the Technical Services report as at 17 November 2020.

Moved: Cr Gail Simpson

Seconded: Cr Percy Lawson

Motion put and carried: 5/0

11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

Nil

11.3 FINANCE

11.3.1 ACCOUNTS FOR PAYMENT OCTOBER 2020

AUTHOR:	Dominic Carbone
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	18 NOVEMBER 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

Council approve the Accounts for Payment list for the period 1 October 2020 to 31 October 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 October 2020 to 31 October 2020 are as follows:

SHIRE OF YALGOO
LIST OF ACCOUNTS PAID AND PAYABLE
FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

DATE	PAYEE	PARTICULARS	AMOUNT
PAID			\$
12/10/2020	ALLMAKES AG	KUBOTA MOWER PARTS	455.79
12/10/2020	ASPHALT IN A BAG	ASPHALT DENSE MIX 50 X 20 KG BAGS	1,718.75
12/10/2020	ATYEO'S ENVIRONMENTAL HEALTH SERVICES	CONSULTANCY FEES - ENVIRONMENTAL HEALTH SERVICES	4,106.41
12/10/2020	AUS RECORD	STATIONERY FILES AND LABELS	113.85
12/10/2020	BEAUREPAIRES	TYRES YA415 AND YA840	10,879.09
12/10/2020	BELL SHANIA	REIMBURSEMENTS SALE OF ART	37.50
12/10/2020	BOC LIMITED	GAS CYLINDER HIRE DEPOT	125.76
12/10/2020	BOQ ASSET FINANCE AND LEASING PTY LTD	RENTAL FEES PHOTOCOPIER	329.50
		SERVICE PLANT AND EQUIPMENT YA1160, YA807, YA329, CHAIN	
	BP MECHANICAL MAINTENANCE	SAW, YA493, YA499, YA465, YA890, YA809, YA860, YA479, YA1627, YA613, YA1622, YA1643, YA614, YA1660, YA395	7,990.80
12/10/2020			
12/10/2020	BUNDIYARRA	TRANSLATION ASSISTANCE FOR BADIMAYA LANGUAGE	165.00
12/10/2020	BUNNINGS BUILDING SUPPLIES	CARAVAN PARK SUPPLIES	400.41
12/10/2020	CANINE CONTROL	CONTRACT RANGER	1,143.45
12/10/2020	COLEMAN HELEN	NATURAL INKS AND TANNING DYES WORKSHOP	2,500.00
12/10/2020	COMEAGAIN BECCA	REIMBURSEMENTS SALE OF ART	64.00
12/10/2020	DALGLEISH CATERING	CATERING FOR MINING FORUM	560.10
12/10/2020	DATACOM SOLUTIONS PTY LTD	SOFTWARE SUPPORT RATES AND SERVER MIGRATION	5,915.25
12/10/2020	DELTA CLEANING SERVICES	CLEAN CEO HOUSE	2,389.20
12/10/2020	DJUKI MALA PTY LTD	WORKSHOP AND PERFORMANCE	6,600.00
12/10/2020	DOMINIC CARBONE AND ASSOCIATES	CONSULTANCY FEES - ADMIN AND FINANCE	6,270.00
		6 HENTY ST - SUPPLY AND INSTALL FLOORING AND REPLACE BLINDS, SHAMROCK ST	
12/10/2020	ELLIS AND SONS	UNITS REPLACE BLINDS	10,902.90
12/10/2020	ENVIRONMENTAL DESIGN	DRAWINGS 2 BEDROOM RESIDENCE	1,245.00
12/10/2020	FIVE STAR BUSINESS EQUIPMENT	MAINTENANCE PHOTOCOPIER	22.99
12/10/2020	GERALTON MOWER AND REPAIR SPECIALISTS	BRUSHCUTTER HEAD	48.00
12/10/2020	GERALDTON TOYOTA	SERVICE YA1000, YA800	1,475.20
12/10/2020	GILBERT KAREN	REIMBURSEMENTS SALE OF ART	150.00
12/10/2020	GRANTS EMPIRE	PREPARE EOI COMMUNITY HALL, EMU CUP GRANT APPLICATION	990.00
12/10/2020	GREAT NORTHERN RURAL SERVICES	SPRINKLERS	166.43
12/10/2020	HARVEY NORMAN ELECTRICS GERALDTON	CARAVAN PARK SUPPLIES	83.00
12/10/2020	HODDER ELISHA	REIMBURSEMENTS SALE OF ART	397.50
12/10/2020	HODDER RHIANNON	REIMBURSEMENTS SALE OF ART	648.67
12/10/2020	HOLCIM	BAGS OF SAND AND PREMIX CONCRETE	1,882.07
12/10/2020	HOPPY'S PARTS R US	TRAILER PARTS	220.77
12/10/2020	KARL MONAGHAN PHOTOGRAPHY	PHOTOGRAPH ORIGINAL PAINTING AND PRINTS	1,702.50
12/10/2020	KICK SOLUTIONS	PROMOTIONAL ITEMS MUSCHISON GEO REGION	1,368.00
12/10/2020	LANDGATE	VALUATIONS MINING TENEMENTS	40.60

SHIRE OF YALGOO
LIST OF ACCOUNTS PAID AND PAYABLE
FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020

DATE	PAYEE	PARTICULARS	AMOUNT
PAID			\$
12/10/2020	LO-GO APPOINTMENTS	RECRUITMENT OF CEO AND CONTRACT SERVICES CEO	30,255.28
12/10/2020	LUSCOMBE SYNDICATE	CARAVAN PARK SUPPLIES	911.61
12/10/2020	MARKET CREATIONS PTY LTD	YALGOO TOURISM BROCHURES	792.00
12/10/2020	MCDONALDS WHOLESALERS	CARAVAN PARK SUPPLIES	247.86
12/10/2020	MDF SERVICES PTY LTD	PARTS YA860 AND HOSE ASSEMBLY	659.82
12/10/2020	MIDWEST BOUNCE AND FUN	HIRE BOUNCY CASTLE	518.00
12/10/2020	MIDWEST LOCK AND SAFE	PADLOCK MENS SHED	120.00
12/10/2020	MIDWEST PEST MANAGEMENT	SPRAYING YALGOO MORAWA AND YALGOO NINGHAN ROADS AND TOWNSITE	8,874.45
12/10/2020	MOORE AUSTRALIA	TEMPLATE FINANCIAL REPORTING	1,100.00
12/10/2020	MOOREVIEW PLANTS AND TREES	PLANTS	1,046.06
12/10/2020	MT MAGNET WASTE DISPOSAL	PUMP OUT SEPTIC TANKS CARAVAN PARKS AND JOCKEY CLUB	4,500.00
12/10/2020	MURCHISON REGIONAL VERMIN COUNCIL	PRECEPTS 2020-21	35,058.10
12/10/2020	NOVUS AUTOGLASS MIDWEST	REPLACE WINDSCREEN YA 1000	484.00
12/10/2020	OCEAN CENTRE HOTEL	ACCOMMODATION AND MEALS ELISHA HODDER	301.00
12/10/2020	PAYNE GREGORY ARTHUR	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	3,059.09
12/10/2020	PAYNES FIND ROADHOUSE AND TAVERN	ACCOMMODATION AND MEALS RAY WINFIELD	690.00
12/10/2020	PRATT HELEN	REIMBURSEMENTS SALE OF ART	7.50
12/10/2020	PRATT RAY	REIMBURSEMENTS ITEMS FOR OFFICE	89.00
12/10/2020	RAUL VALENZUELA	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	529.67
12/10/2020	READER DEBIE	FACE PAINTING AT FOOTY CARNIVAL	760.00
12/10/2020	REFUEL AUSTRALIA	FUEL AUGUST 2020	11,477.41
12/10/2020	ROWE CONTRACTORS	GRAVEL STOCKPILING BADJA WOOLSHED MORAWA ROAD AND REHAB GRAVEL PIT MORAWA ROAD	38,087.50
12/10/2020	SECURITY AND KEYS	DEPOT KEYS AND PADLOCKS	1,426.61
12/10/2020	SIMPSON MARGARET	REIMBURSEMENTS SALE OF ART	255.00
12/10/2020	SIMPSON PHYLLIS	REIMBURSEMENTS SALE OF ART	33.00
12/10/2020	SUN CITY BATTERIES	BATTERIES ROLLER BBQ AT CORE STADIUM	819.00
12/10/2020	SUN CITY PLUMBING	REPAIRS LOT 27 STANLEY BLOCKED DRAIN,43 GIBBONS WATER METER,48 GIBBONS LEAKING TAPS ,HALL BLOCKED DRAIN	528.00
12/10/2020	SUN CITY PRINT	ENVELOPES,HERITAGE BROCHURES,CARAVAN PARK RECEIPT BOOKS,BUSINESS CARDS	1,930.00
12/10/2020	TAST BUDDS WA	CATERING ART WORKSHOP	297.00
12/10/2020	THINKWATER GERALDTON	GARDEN SUPPLIES	694.90
12/10/2020	TMT ELECTRICAL	REPAIRS LIGHTS PUBLIC TOILETS, RACE COURSE	4,891.37
12/10/2020	TOLL TRANSPORT	FREIGHT CHARGES	2,949.96
12/10/2020	TRENFIELD GAIL	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	779.67
12/10/2020	TUTT BRYANT	PARTS	986.90
12/10/2020	TYREPOWER GERALDTON	TYRES LANDCRUISER YA1000	1,454.50
12/10/2020	VEOLIA ENVIRONMENTAL SERVICES	RUBBISH COLLECTION	5,111.43
12/10/2020	WEAVER RACHEL	LOGO DESIGN AND POSTER DESIGN EMU CHICK FESTIVAL	1,144.00

**SHIRE OF YALGOO
LIST OF ACCOUNTS PAID AND PAYABLE
FOR THE PERIOD 1 OCTOBER 2020 TO 31 OCTOBER 2020**

DATE	PAYEE	PARTICULARS	AMOUNT
PAID			\$
12/10/2020	WESTCOAST SEAFOOD	ITEMS EMU FESTIVAL	449.00
12/10/2020	WESTRAC EQUIPMENT PTY LTD	PARTS	1,713.54
12/10/2020	WINC	CARAVAN PARK SUPPLIES	277.37
12/10/2020	WINC AUSTRALIA PTY LTD	SUNDRY OFFICE SUPPLIES	1,073.05
12/10/2020	WURTH	SUNDRY ITEMS WORKSHOP	500.36
12/10/2020	YALGOO HOTEL	ACCOMMODATION AND MEALS BILL ATYEO, DOMINIC CARBONE, COUNCIL MEETINGS CATERING	3,665.30
		TOTAL	243,656.80

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1104 ACCOUNTS FOR PAYMENT OCTOBER 2020

That Council approve the list of accounts paid for the period 1 October 2020 to 31 October 2020 amounting to \$243,656.80 and the list be recorded in the Minutes.

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

Motion put carried: 5/0

11.3.2 INVESTMENTS AS AT 31 OCTOBER 2020

AUTHOR:	Dominic Carbone
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	18 NOVEMBER 2020
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council receive the Investment Report as at 31 October 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 31 October 2020.

SHIRE OF YALGOO CASH HOLDINGS AS AT 31 OCTOBER 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	\$1,382,372.03
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$2,439,057.99
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,063.60
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,126.93
TOTAL								\$3,898,620.55

RESERVE FUNDS								
Bendigo	N/A	Term Deposit	3479107	3 months	30.09.2020	11.01.2021	0.45%	\$169,166.72
Bendigo	N/A	Term Deposit	3483811	3 months	06.10.2020	11.01.2021	0.45%	\$471,335.41
Bendigo	N/A	Term Deposit	3483825	3 months	06.10.2020	11.01.2021	0.45%	\$1,133,508.49
TOTAL								\$1,774,010.62

INVESTMENT REGISTER						
01 OCTOBER 2020 TO 31 OCTOBER 2020						
NATIONAL AUSTRALIA BANK						
ACCOUNT N ^o	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARN TO 31.10.2020	INVESTMENT TRANSFERS	CLOSING BALANCE 30.09.2020
171336282	Ongoing	Variable	\$25,051.07	\$12.53		\$25,063.60
24-831-4222	Ongoing	Variable	\$52,118.23	\$8.70	0	\$52,126.93
3483811	11.01.2021	0.45%	\$468,712.48	\$2,622.93	0	\$471,335.41
3483825	11.01.2021	0.45%	\$1,127,240.64	\$6,267.85	0	\$1,133,508.49
3479107	11.01.2021	0.45%	\$168,854.45	\$312.27	0	\$169,166.72

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1105 INVESTMENTS AS AT 31 OCTOBER 2020

That the Investment Report as at 31 October 2020 be received.

Moved: Cr Raul Valenzuela

Seconded: Cr Percy Lawson

Motion put and carried: 5/0

11.3.3 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 31 OCTOBER 2020

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	18 NOVEMBER 2020
Attachments	<ul style="list-style-type: none"> • Statement of Comprehensive Income ending the 31 October 2020; • Financial Activity Statement; ending 31 October 2020; • Summary of Current Assets and Current Liabilities as of 31 October 2020; • Statement of Current Financial Position as at 31 October 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 / COUNCIL DECISION

C2020-1106 R34 (1) FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 31 OCTOBER 2020.

That Council:

Adopts the Financial Activity Statement for the period ended 31 October 2020.

Moved: Cr Raul Valenzuela

Seconded: Cr Percy Lawson

Motion put and carried: 5/0

11.4 ADMINISTRATION

11.4.1 Purchasing Policy

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19 November 2020
Attachments	Draft Purchasing Policy

MATTER FOR CONSIDERATION

That Council remove/revoke the following Financial Management Policies and adopt the attached Shire of Yalgoo Purchasing Policy for inclusion in the Organisational Policy Manual:

- 7.1 Purchasing –to commit funds / incur expenditure within Budget
- 7.2 Purchasing and Tenders
- 7.2A Buy Local Policy
- 7.2B Regional Preference Policy

BACKGROUND

The presented policy aims to improve and refresh staff knowledge of existing purchasing practices and better reflect current operations. Some discrepancies with legislation have been identified in the existing policies and past audit evidence suggests that an improvement can be made in this area.

Draft Purchasing Policy 7.1 has been attached for consideration. Copies of the existing policies will be tabled and are available in the Organisational Policy Manual.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Limited Staff Consultation

COMMENT

A large portion of the existing policy 7.2 Purchasing and Tenders is information that exists clearly in Part 4 – Provision of Goods and Services of the Local Government (Functions and General) Regulations 1996. This legislation includes processes and timelines that must be complied with during a Tender Process. An internal checklist will be added to the Tender Register based on this legislation and it will include elements from the policy such as how documentation will be supplied and recorded for the issuing of addendums.

As an example the existing policy states that “Tenders are to be opened in the presence of the Chief Executive Officer’s delegated nominee and preferably at least one other Council Officer. The details of all tenders received and opened shall be recorded in the Tenders Register.”

This appears to contradict the legislation:

“When tenders are opened — (a) there must be present —
at least 2 employees of the local government; or

(ii) one employee of the local government and at least one person authorised by the CEO to open tenders.”

A quantifiable amount has been added to the buy local policy for tenders and provides a more thorough description to staff of what should be considered when the opportunity exists for goods or services to be supplied locally.

The Regional Preference Policy has been removed as it was not completed. State wide advertising is required to set percentages that favour regional purchases.

Another key element this policy addresses is the need of flexibility in purchase order thresholds for a small office and developing workforce.

VOTING REQUIREMENTS

Absolute Majority

CEO Ian Holland explained the report in further detail.

OFFICER RECOMMENDATION / COUNCIL DECISION

2020-1107 PURCHASING POLICY

That Council adopt the as presented Purchasing Policy to replace Policy 7.1 in the Organisational Policy Manual and remove Policies 7.2, 7.2A & 7.2B.

Moved: Cr Raul Valenzuela

Seconded: Cr Percy Lawson

Motion put and carried: 5/0

11.4.2 Request for comment - Proposed Realignment of State Infrastructure Corridor

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19th November 2020
Attachments	Mapping provided by the Dept of Planning, Lands and Heritage

MATTER FOR CONSIDERATION

To provide comment on the realignment of the State Infrastructure Corridor within Barnong National Park.

BACKGROUND

Under the Land Administration Act 1997 the Department of Planning, Lands and Heritage (DPLH) are seeking comment from the Shire of Yalgoo to shift the infrastructure reserve 48372 within Barnong National Park. This realignment will allow the State to progress one of its commitments under the recent Yamatji Nation Indigenous Land Use Agreement.

Under the Yamatji Nation Agreement, a portion of the 'State Infrastructure Corridor' Reserve 48372 is committed for allocation to Bundi Yamatji Aboriginal Corporation (BYAC) as a reserve under management order for "Yamatji Social, Cultural and/or Economic Benefit" with the power to lease (shown on Map 1 and depicted as purple outlined in blue). In order to facilitate the allocation to BYAC, a portion of the State Infrastructure Corridor will need to be realigned. The route of the proposed realignment is shown in red on Map 2.

In-principle agreement has been reached between the Department of Biodiversity, Conservation and Attractions, the Department of Planning, Lands and Heritage and the Department of Jobs, Tourism, Science and Innovation to realign portion of Reserve 48372 as follows (and as shown on Map 2):

- The existing portion of Reserve 48327 (shown in light green) will be cancelled and included into the proposed Class A Barnong National Park and will be jointly managed by BYAC and the Conservation and Parks Commission;
- The portion shown in purple outlined in blue will be allocated to BYAC as an LAA reserve under management order with the power to lease for "Yamatji Social, Cultural and/or Economic Benefit"; and
- Reserve 48372 will be amended to comprise the area shown in red (formerly proposed for inclusion in the Barnong National Park).

STATUTORY ENVIRONMENT - Local Government Act 1995, Land Administration Act 1997

STRATEGIC IMPLICATIONS – Nil

CONSULTATION – Nil

COMMENT

The purpose of the State Infrastructure Corridor is to create a multi user corridor for rail, gas, power, water and telecommunications – linking Geraldton to the North Eastern Goldfields.

The existing portion of Reserve 48372 - State Infrastructure Corridor (Lot 300 on DP39180) currently intersects with two Aboriginal Heritage Places being ID 4497 (Salt River & Burra Lakes) and ID 18906 (Wangara Creek/Salt River (SC03)). The proposed realignment will still intersect with the same two Aboriginal Heritage Places.

While Council may wish to provide comment on the allocation to the Bundi Yamatji Aboriginal Corporation (BYAC) under the Agreement it is suggested that this be considered separately and as part of the Native Title process. The land tenure details, proposed realignment of Reserve 48372 and information of the surrounding land parcels are all identified within the Yamatji Nation Indigenous Land Use Agreement (ILUA) which is publicly available from the DPLH.

VOTING REQUIREMENTS

Simple Majority

ATTENDANCE: Cr Gail Trenfield left the room at 11.08am

ATTENDANCE: Cr Gail Trenfield returned at 11.09am

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1108 REQUEST FOR COMMENT - PROPOSED REALIGNMENT OF STATE INFRASTRUCTURE CORRIDOR

That Council supports the Proposed Realignment of 'State Infrastructure Corridor' - Portion of Reserve 48372 being Lot 300 (PIN 11478380) on Deposited Plan 39180 and UCL Lot 11816 (PINs 718863 and 1006893) on Deposited Plan 220201.

Moved: Cr Raul Valenzuela

Seconded: Cr Percy Lawson

Motion put and Carried: 3/2

11.4.3 ORDINARY MEETINGS OF COUNCIL – 2021

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19 November 2020
Attachments	Nil

MATTER FOR CONSIDERATION

That Council adopt the Ordinary meeting dates for 2020.

BACKGROUND

Prior to the commencement of the new calendar year it is necessary for Council to determine its monthly Council meeting dates. Traditionally the Shire of Yalgoo Council meets on the last Friday of the month.

STATUTORY ENVIRONMENT

Local Government Act 1995 (Part 5 Division 2).

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

It is proposed after feedback from the Paynes Find community that the August and September meeting locations be adjusted compared to previous years so that the Paynes Find meeting does not fall on the School Holidays.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION		
C2020-1109	<u>ORDINARY MEETINGS OF COUNCIL – 2021</u>	
That Council adopt the following dates and venues for its Ordinary Council meetings for 2021 commencing at 10.00am and that they be advertised accordingly:		
29 January 2021	Council Chambers Yalgoo	
26 February 2021	Council Chambers Yalgoo	
26 March 2021	Community Centre Paynes Find	
30 April 2021	Council Chambers Yalgoo	
28 May 2021	Council Chambers Yalgoo	
25 June 2021	Council Chambers Yalgoo	
30 July 2021	Council Chambers Yalgoo	
27 August 2021	Community Centre Paynes Find	
24 September 2021	Council Chambers Yalgoo	
29 October 2021	Council Chambers Yalgoo	
26 November 2021	Council Chambers Yalgoo	
17 December 2021	Council Chambers Yalgoo	
Moved: Cr Raul Valenzuela	Seconded: Cr Tamisha Hodder	Motion put and carried: 5/0

11.4.4 Development Application – Self Bunded Diesel tank Lot 500 Paynes Find

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	19th November 2020
Attachments	Development Application Including Tank Design & Revised Site Plan

MATTER FOR CONSIDERATION

Consider the Application for Development of an above ground Self Bunded Diesel tank at Lot 500 Paynes Find submitted by Urbis on behalf of the owner Outback Enterprises Pty. Ltd. - Mr Douglas Taylor.

BACKGROUND

The subject site is located within the Shire of Yalgoo (the Shire). The subject site is south of the Paynes Find Roadhouse located Lot 14234 (No. 40505) Great Northern Highway. The subject site and the existing Paynes Find Roadhouse are currently separated by a local access road.

Under the Shire of Yalgoo's Local Planning Scheme No.2 (LPS2), the subject site is zoned 'Special Use-2 zoning'. The Special Use – 2 zoning permits the following land uses:

- Roadhouse.
- Short-term accommodation.
- Caravan Park.

Additionally, the following condition relates to the development of the Special Use – 2 zoning:

1. Permitted use of Lot 305 (now formally known as lot 500 – the subject site) is restricted to service station and automotive repair services that are consistent with motor vehicle repair.

This application is seeking development approval for a service station land use in the form of a self bundled diesel storage tank. The proposed works are fully in line with the land use permissibility of the special use zoning. Additionally, the proposed works are compliant with the condition 1 of the Special Use – 2 zoning (noted above) in that the use is limited to service station on lot 500.

The application is seeking development approval for a service station facility in the form of a self bundled diesel storage tank on the subject site. The self-bundled diesel storage tank has fuel dispensation components for the refuelling of vehicles. The proposed development will act as an extension to the existing Paynes Find Roadhouse service station and will primarily function for truck refuelling.

STATUTORY ENVIRONMENT

Local Government Act 1995

Shire of Yalgoo's Local Planning Scheme No.2

STRATEGIC IMPLICATIONS

Encouragement of private development in the Shire of Yalgoo

CONSULTATION

Urbis consultant – Declan Creighan

EHO/Building Surveyor – Bill Atyeo

COMMENT

There were a number of conversations in regards to the layout of the proposed development and placement of the facility, mainly the issue of safety for the travelling public and the customers using the fuel facility, especially wide loads and the parking of same. These appear to be sorted.

It was noted that a Bushfire Attack Level (BAL) Assessment has not been submitted as there are no habitable components to this development. However, into the future I believe it will be required, and so it should be carried out as soon as is possible and submitted to the Shire, especially given that continued development on this and adjacent land is possible in the near future. This could be part of the approval in the form of a condition.

The tank has been delivered to site and placed on a concrete pad inside the road reserve. A request has been made by the Shire for the tank to be shifted wholly onto Lot 500. Due to the historical situation existing of bowsers being located on the Lot boundary to the North of the Road Reserve it is considered prudent that the tank and users of the tank do not impact the road reserve.

VOTING REQUIREMENTS – Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1110 DEVELOPMENT APPLICATION – SELF BUNDED DIESEL TANK LOT 500 PAYNES FIND

That Council:

Approve the development application for a service station land use in the form of a self bundled diesel storage tank on Lot 500 Paynes Find with the following conditions forming part of the approval given.

Condition:

- 1. The developer is required to submit a building permit application to the Shire of Yalgoo that requires approval before the tank is used.**
- 2. The developer is required to prepare a Bushfire Attack Level (BAL) assessment and submit it to the Shire of Yalgoo with the building permit application.**
- 3. That the developer identifies the boundary of Lot 500 and places the diesel storage tank inside the respective lot with a setback of 5m for the spill containment and 8m for the fuel tank from the property boundary.**
- 4. The developer is to ensure that any vehicle or equipment filling or taking fuel from the tank is located entirely on Lot 500 during all filling or fuelling processes.**
- 5. The tank and concrete pad installed by the developer inside the Road Reserve (Land ID 3752586) is to be removed from the road reserve by no later than the 31st January 2021.**

Moved: Cr Raul Valenzuela

Seconded: Cr Percy Lawson

Motion put and carried: 5/0

11.4.5 Rate Payment Incentive Scheme for 2020-2021

Author:	Ian holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	20 November 2020
Attachments	Nil

Matter for Consideration

The purpose of this report is to inform Council of the rate incentive scheme prize to ratepayers for the 2020/21 Financial Year.

Background

Council in past years approved a rate incentive scheme as an incentive for ratepayers to pay their rates by the due date in one lump sum by way of a \$1,000.00 cash payment.

The sum of \$1,000.00 has been allocated in the 2020/21 Annual Budget for an early incentive payment.

The following prize is offered by the Shire:

Cash prize of \$1,000.00 to the first drawn of the ratepayers who have paid their rates by the due date and in one lump sum.

Statutory Environment

Nil

Consultation

Nil

Comment

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1111 RATE PAYMENT INCENTIVE SCHEME FOR 2020-21

That Council:

- 1. Receive Report No 11.4.5 Rate Payment Incentive Scheme for 2020/21**
- 2. The draw for the prizes to be conducted on Thursday, 26th November 2020 and after the November Ordinary Council meeting.**

Moved: Cr Gail Simpson

Seconded: Cr Tamisha Hodder

Motion put and carried: 5/0

Cr Tamisha Hodder declared an Impartiality Interest on Item 11.4.6 Request to reduce fees and charges for extenuating circumstances.

Cr Tamisha Hodder remained in the room.

11.4.6 Request to reduce fees and charges for extenuating circumstances

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	18/12/2019
Attachments	Nil

MATTER FOR CONSIDERATION

That Council consider the following proposal in response to a complaint received about a Shire Facility from a hiring member of the public.

BACKGROUND

Prior to a recent funeral at the Yalgoo Cemetery the Shire was approached to create 150 copies of an order of service or memorial booklet. This was requested last minute and was a result of another supplier producing an unsuitable product.

The funeral was large and utilised most of the facilities the Shire was able to make available. A complaint was received after the event speaking to the condition and cleanliness of some Shire facilities available to the public for hire. I am of the opinion that the complaint against Core Stadium is unfounded however upon inspection of the Railway Station the Shire could have provided this facility in a better condition. While there is longer term maintenance and water quality issues the Shire could have made improvements since its last ad hoc use and replaced for example the broken oven.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

According to the usage on the weekend in question and Shire fees and charges the following is owed to the Shire totalling \$2125:

\$100 Hire of Core Stadium

\$225 Hire of the Railway Station

\$1800 150 copies of a 12 page booklet printed in colour.

The Shire has received payment for the facility hire and currently holds the alcohol bond for that booking. Should Council see fit, due to the circumstances, it is suggested that the booklets be charged at cost recovery only which is estimated at \$700 including limited overheads.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1112 REFUND DUE TO CIRCUMSTANCE – GINA HODDER

That Council in this one instance charge \$700 for the printing and binding of 150 booklets requested by Ms Hodder instead of the \$1800 dictated by the fees and charges.

Moved: Cr Gail Simpson

Seconded: Cr Raul Valenzuela

Motion put and carried: 5/0

11.4.7 Community Hall Capital Item LRCI Funding Extension

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	20 November 2020
Attachments	Nil

Matter for Consideration

To determine the allocation of \$285,431 which the Shire will receive as additional funding under the Local Roads and Community Infrastructure (LRCI) Program.

Background

On the 30th October 2020 the Shire of Yalgoo received notification from The Hon Michael McCormack MP Minister for Infrastructure, Transport and Regional Development that the LRCI program has been extended until the end of 2021 and an extra allocation of \$285,431 will become available to the Shire from January 2021.

The Shire has just received notification that the expression of interest for Hall renovations has been considered and we have been invited to submit an application. If this grant funding is successful, we have been notified that due to election timing it is unlikely we could receive any funding before the end of the financial year.

Current budget of \$600,000 is comprised of the LotteryWest Application for \$300,000, LRCI funds of \$200,000 and \$100,000 in Shire Funds.

Statutory Environment

Local Government Act 1995

Consultation

Nil

Comment

It is suggested that the new LRCI funding be allocated to the Community Hall project in light of the LotteryWest timeline. This will result in a current budget for the project of \$585,431. The LotteryWest application and reallocation of funds could then be considered after Tenders are called for the Design and Renovation of the Community Hall. It is important to progress this project quickly as LRCI grant funding is required to be spent within the year.

In order to progress this project a design and construct process is considered appropriate both to determine cost and progress quickly. If the Shire was to engage quantity surveyors and structural engineers first to determine a ballpark figure, they would then have to potentially return once a building plan was devised.

The Architect or engaged party would be required to provide designs to Council as part of the Planning and Building Process ensuring they are happy with the proposal before work could start.

Key areas of focus include:

- Design an external stormwater system to not allow any stormwater to inundate the below floor level.
- Design a stormwater disposal system to take all stormwater well away from the footings and sides of the building.
- Replace the roofing iron
- Protect and retain the timber floors.
- Replace all external and internal cladding (including the ceiling panels) - preserving the dado wall cladding for reinstatement
- Replace wooden framed windows with solid aluminium framing and new glass.
- Replace all lights in the main hall and upgrade others as deemed appropriate, including new exit signs.

- Check all wiring to the Hall to ensure compliance as 9b class building.
- Reinstate and make good all legally required exits.
- Make right the door to the disable toilet and fix all minor maintenance issues in the toilets.
- Replace the entry door.
- Replace the ceiling panels with material that has acoustic absorption qualities.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

2020-1113 COMMUNITY HALL LRCI FUNDING EXTENSION

That Council:

- 1. Approve the allocation of LRCI Grant Funding totalling \$285,431 to the Community Hall Renovations.**
- 2. Authorise the CEO to prepare and advertise a scope of works and tender documents for the renovation of the Yalgoo Community Hall.**

Moved: Cr Raul Valenzuela Seconded: Cr Percy Lawson

Motion put and carried:5/0

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

Nil

13. URGENT BUSINESS

Concerns were raised in relation to NADIOC Week, the smoke and fumes coming from power station, Murchison Regional Aboriginal Corporation and Homewest Housings.

No motions were moved and seconded.

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.

Nil

15. NEXT MEETING

The next Ordinary Meeting of Council is due to be held at the Council Chambers, Yalgoo on the 18 December commencing at 10.00 am.

16. MEETING CLOSURE

There being no further business, the Deputy President declared the Ordinary meeting closed at 11.36am

DECLARATION

These minutes were confirmed at the Ordinary Council Meeting held on the 18 December 2020.

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