



UNCONFIRMED MINUTES
OF THE ORDINARY MEETING
OF COUNCIL
HELD IN
THE COUNCIL CHAMBERS, YALGOO
ON FRIDAY, 29 JANUARY 2021
COMMENCING 10.00 AM



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**C2021-0111 REQUEST FOR ROAD USE AGREEMENT BETWEEN THE SHIRE OF
YALGOO AND EGAN STREET ROTHSAY PTY LTD**

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Minutes of the Ordinary Meeting of the Yalgoo Shire Council,
 held in the Council Chambers, Yalgoo
 On Friday, 29 January 2021 commencing at 10.00 am.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

President Cr Gregory Payne declared the meeting open at 10.02 am

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

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

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting.

Nil

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

Item 14.1 Request For Road Use Agreement Between The Shire Of Yalgoo And Egan Street Rothsay Pty Ltd

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

C2021-0101 MINUTES OF THE ORDINARY MEETING HELD 18 DECEMBER 2020

That the Minutes of the Ordinary Council Meeting held on 18 December 2020 be confirmed as a true and correct record of proceedings.

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Trenfield

Motion put and carried: 4/0

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).

10.1 WALGA CELEBRATING ITS SESQUICENTENARY 150 YEARS)

CEO Ian Holland informed Council that an invite was emailed out to all elected members inviting them to attend the Sesquicentenary Gala Dinner hosted by WALGA in Perth on the 20th February 2021 and asked if any elected member would be interested in attending.

CEO Ian Holland also advised Council he will be attending a Roads and Transport Conference held on the 11 February 2021 in Perth. Also that the WALGA Convention is being held this year in October.

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:	19 JANUARY 2021
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 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
By Program					The CEO to provide a verbal update on the status of the capital projects as at 31 December 2020
Governance					
000000-Admin Computers Hardware and System Upgrade	F & E	37,500	0	37,500	Enquire allocated due to monthly invoice
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	Job Commenced
000000-Admin Fire Proof Safe	F & E	11,000	813	10,187	Complete
000000-Financial Software	F & E	100,000	20,000	80,000	Project commenced – assessing chart of accounts and existing rates information
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	5,123	244,877	Project commenced
Communities Amenties					
000000- Community Bus	P & E	130,000	0	130,000	Awaiting Delivery
000000- Yalgoo Rubbish Tip	Other	0	18,062	(18,062)	
Recreation and Culture					
000000 - Community Hall Renovations	L & B	600,000	0	600,000	Project commenced
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	8,168	21,088	Project commenced

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

		2020-21 ANNUAL BUDGET	2020-21 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
By Program					The CEO to provide a verbal update on the status of the capital projects as at 31 December 2020
Transport					
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	20,000	0	20,000	Completed
000000- Street Lighting	Other	50,000	0	50,000	Completed – Horizon visit
000000-Works Foreman Ute	P & E	75,000	0	75,000	Completed
000000- Grader	P & E	380,000	0	380,000	Completed
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	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	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 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
	\$	YTD \$	\$	
By Program				The CEO to provide a verbal update on the status of the capital projects as at 31 December 2020
Economic Services				
000000-Caravan Park - Upgrade Water and Power Supply L & B	30,000	0	30,000	Commenced
000000-Caravan Park - 2 Self Contained Accommodation Units L & B	340,000	0	340,000	Commenced
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	143,215	3,588,863	

VOTING REQUIREMENTS

Simple Majority

CEO Ian Holland updated Council on the status of all current project.

President Cr Gregory Payne suggested a busy bee could be planned to help tidy and cleaned up the Museum before ANZAC day and Races as there will be a lot of tourist in town.

Cr Gail Simpson left meeting at 10.24am

Cr Gail Simpson returned to the meeting at 10.26am

OFFICER RECOMMENDATION / COUNCIL DECISION

C2021-0102 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 December 2020.

Moved: Cr Gail Simpson

Second: Cr Gail Trenfield

Motion put and Carried: 4/0

11.1.2 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 22 JANUARY 2021

AUTHOR:	Craig Holland, WORKS FOREMAN
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	22 January 2021
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council receives the Technical Services Monthly Report as of the 22 January 2021.

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 Yalgoo North Road to Casurina Creek, Meks to Mt Wittnoom Road, Noongal Road to gate, Barnong Wuraga road and Yalgoo Ninghan Road.

3 OTHER INFRASTRUCTURE MAINTENANCE

- 40,000km service conducted to the Hino dual cab
- Bearing and new tyres fitted to YA1683 Box trailer
- Hydraulics tank repaired on CAT truck.

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.
- New suction hose fitted to main pump.

4.6 Yalgoo Caravan Park

- General gardening maintenance is done every two weeks.
- Construction of the new chalets have commenced.

4.7 Paynes Find

- Air Strip and road inspection have been done.

4.8 Railway Station

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Bar work completed.
- Electrician to finish wiring lights.

4.9 Yalgoo Nursing Post

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

4.10 Staff Housing

- General maintenance conducted to some of the staff houses, shower roses changed out, fencing and gate repairs done.

4.11 Yalgoo Rubbish Tip

- Tip head pushed over on a weekly basis.

4.12 Yalgoo and Paynes Find Airstrip

- Paynes Find Air Strip is scheduled to be graded next week.
- New lights and batteries ordered for the Yalgoo Air Strip.

5 INFRASTRUCTURE – CAPITAL

- New CAT Grader has arrived and running well.
- New Foreman's ute has arrived.

6 PRIVATE WORKS

- Lend Lease have hired the Steel Drum roller and Water cart.

7 PURCHASING

- Nil

8 STAFF

- All staff had a good break over Christmas
- Parks And Gardens Supervisor did online training on Herbicide Use and Weeds.

VOTING REQUIREMENTS

Simple Majority

A discussion took place on what needs to be cleaned and tidied up before the Yalgoo Races.

OFFICER RECOMMENDATION / COUNCIL DCISION

C2021-0103 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 22 JANUARY 2021

That Council receive the Technical Services report as at 22 January 2021.

Moved: Cr Gail Trenfield

Seconded: Cr Raul Valenzuela

Motion put and carried: 4/0

11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

Nil

11.3 FINANCE

11.3.1 ACCOUNTS FOR PAYMENT DECEMBER 2020

AUTHOR:	Dominic Carbone
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	20 January 2021
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

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

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

	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
1	21-12-20	AERODROME MANAGEMENT SERVICES PTY LTD	TRAINING -OFFICER COURSE DEPOT STAFF AND CEO	11,022.50
2	21-12-20	ATYEO'S ENVIRONMENTAL HEALTH SERVICES	CONSULTANCY FEES - ENVIRONMENTAL HEALTH SERVICES	3,829.95
3	21-12-20	AUSTRALIAN TAXATION OFFICE	BAS SEPTEMBER AND OCTOBER 2020	39,804.00
4	21-12-20	BEAUREPAIRES	TYRES	1,601.19
5	21-12-20	BOC LIMITED	GAS CYLINDER HIRE AND ACETYLENE AND WELDING SUPPLIES DEPOT	668.07
6	21-12-20	BOQ ASSET FINANCE AND LEASING PTY LTD	RENTAL FEES PHOTOCOPIER	329.50
7	21-12-20	BP MECHANICAL MAINTENANCE	SERVICE PLANT AND EQUIPMENT YA853,YA807,YA479,YA1627,YA1613,YA493,YA844	3,426.54
8	21-12-20	BUNNINGS BUILDING SUPPLIES	CEMENT, FENCING SUPPLIES,GAS BOTTLE,SYNTHETIC TURF AND INSECT REPELLENT	1,464.99
9	21-12-20	CANINE CONTROL	CONTRACT RANGER	2,286.90
10	21-12-20	CIVIC LEGAL	LEGAL FEES AUST GEM RESOURCES AND TRANSFER OF LAND	7,475.60
11	21-12-20	CLEANPAK SOLUTIONS	CARVAN PARK SUPPLIES GLOVES AND BIOBOARD TRAY FOR CAROLS ON THE GRASS	186.23
12	21-12-20	CLEWS JO	SALE OF COOK BOOKS	80.00
13	21-12-20	CORE BUSINESS AUSTRALIA PTY LTD	SUPERVISION AND PROJECT MANAGEMENT DRFAWA, CONSULTANCY FEES YALGOO HALL AND SANFORD RIVER CROSSING	50,903.60
14	21-12-20	DARREN LONG CONSULTING	CONSULTANCY FEES BANK RECONCILIATIONS	4,400.00
15	21-12-20	DATAKOM SYSTEMS PTY LTD	PAYROLL SERVICES NOVEMBER 2020	299.20
16	21-12-20	DENNISON GAYE	REIMBURSEMENTS XMAS ITEMS SHIRE FUNCTION	114.40
17	21-12-20	DEPARTMENT OF FINANCE	FACE MASKS	112.75
18	21-12-20	DOMINIC CARBONE AND ASSOCIATES	CONSULTANCY FEES - ADMIN AND FINANCE NOVEMBER 2020	4,675.00
19	21-12-20	E & MJ ROSHER	PARTS KUBOTA YA 499	1,668.32
20	21-12-20	ENGINEERING ONLINE AUSTRALIA PTY LTD	CONSULTANCY FEES NURSE'S RESIDENCE	1,694.00
21	21-12-20	FIVE STAR BUSINESS EQUIPMENT	MAINTENANCE PHOTOCOPIER	1,000.57

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

	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
22	21-12-20	GERALDTON AG SERVICES	2 FLEXIGUNS FOR NEW GRADER AND PARKS AND GARDENS	331.17
23	21-12-20	GERALDTON GLASS SERVICES	INSTALL SECURITY SCREENS CARAVAN PARK HOUSE AND STAFF HOUSES,REWIRE DOORS,REPAIR WINDOWS	8,750.00
24	21-12-20	GERALDTON INSTANT RACKING	STORAGE CABINETS DEPOT AND CUPBOARDS CORE STADIUM AND RAILWAY STATION	3,989.00
25	21-12-20	GERALDTON TOYOTA	SERVICE YA840	566.15
26	21-12-20	GRANTS EMPIRE	PREPARE LOTTERYWEST GRANT APPLICATION - YALGOO HALL	396.00
27	21-12-20	GREAT NORTHERN RURAL SERVICES	NETTING,CLIPS, MOSQUITO DROPS	1,063.51
28	21-12-20	HODDER TAMISHA	COUNCIL MEETING FEES AND ALLOWANCES DECEMBER 2020	529.67
29	21-12-20	HOLLAND BRITT	REIMBURSEMENTS NOMINATED PERSON REGISTERED POST	32.63
30	21-12-20	HOLLAND CRAIG	REIMBURSEMENTS SUPPLIES BUNNINGS	546.08
31	21-12-20	IT VISION USER GROUP INC	MEMBERSHIP FEES	374.00
32	21-12-20	J R & A HERSEY	PARTS	1,534.99
33	21-12-20	JASON SIGNMAKERS	TOWN STREETS GUIDE POSTS AND SIGNS JOKERS TUNNEL	5,522.88
34	21-12-20	LANDGATE	VALUATIONS MINING TENEMENTS	67.30
35	21-12-20	LAWSON PERCY	COUNCIL MEETING FEES AND ALLOWANCES DECEMBER 2020	821.34
36	21-12-20	LG PEOPLE /CULTURE	STRATGIC PLANNING SERVICES	11,935.00
37	21-12-20	LUSCOMBE SYNDICATE	CARAVAN PARK SUPPLIES	289.37
38	21-12-20	MDF SERVICES PTY LTD	REPAIRS YA 807	1,971.40
39	21-12-20	MIDWEST BOUNCE AND FUN	HIRE OF WATER SLIDE CHILDREN XMAS PARTY	1,118.00
40	21-12-20	MIDWEST FIRE PROTECTION SERVICES AND EYE SPY SECURITY	SERVICE FIRE EQUIPMENT	3,033.14
41	21-12-20	MIDWEST PEST MANAGEMENT	TERMITE INSPECTIONSSTAFF HOUSING AND OTHER SHIRE BUILDINGS	7,375.00
42	21-12-20	MIDWEST REGIOAL FOOTBALL DEVELOPMENT COUNCIL	AUSKICK FEE AND PROGRAM EQUIPMENT	2,000.00
43	21-12-20	MURCHISON CLUB HOTEL	ACCOMMODATION CR TRENFIELD AND CEO	247.50
44	21-12-20	PAYNE GREGORY ARTHUR	COUNCIL MEETING FEES AND ALLOWANCES DECEMBER 2020	1,850.67

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

	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
45	21-12-20	POOL AND SPA MART	FITTINGS YALGOO WATER PARK,CHLORINE	120.40
46	21-12-20	PROMOTIONS INTERNATIONAL PTY LTD	CARAVAN PARK TEA TOWELS SOUVENIR	1,155.00
47	21-12-20	RAUL VALENZUELA	COUNCIL MEETING FEES AND ALLOWANCES DECEMBER 2020	529.67
48	21-12-20	REECE AUSTRALIA	CARVAN PARK PARTS TOILET REPAIRS,STAFF HOUSING SUPPLIES	236.23
49	21-12-20	REFUEL AUSTRALIA	FUEL NOVEMBER 2020	12,912.81
50	21-12-20	ST JOHN AMBULANCE GERALDTON SUB CENTRE	FIRST AID TRAINING SHIRE STAFF	1,760.00
51	21-12-20	SUBTERRANEAN SERVICE LOCATIONS WA	DIAL BEFORE YOU DIG SERVICE CARAVAN PARK,DEPOT CORE STADIUM SHAMROCK PARK	1,350.80
52	21-12-20	TASTE BUDS WA	CATERING ART CENTRE WORKSHOPS	1,056.00
53	21-12-20	THE GOOD GUYS GERALDTON	AIR CONDITIONER DEPOT	1,169.00
54	21-12-20	TMT ELECTRICAL	ELECTRICAL MTCE STAFF HOUSING, CARAVAN PARK, FIRE STATION,WORKSHOP COMPRESSOR	2,004.56
55	21-12-20	TOLL TRANSPORT PTY LTD	FREIGHT	1,840.77
56	21-12-20	TOTALLY WORKWEAR GERALDTON	VESTS,CLOTHING FOR WORKCREW AND UNIFORM CARAVAN PARK MANAGER	5,855.64
57	21-12-20	TRENFIELD GAIL	COUNCIL MEETING FEES AND ALLOWANCES DECEMBER 2020	898.67
58	21-12-20	VEOLIA ENVIRONMENTAL SERVICES	RUBBISH COLLECTION	4,089.14
59	21-12-20	WEST COAST SEAFOOD	BEEF PATTIES CAROLS ON THE GRASS	1,050.00
60	21-12-20	WESTRAC EQUIPMENT PTY LTD	PARTS YA424,YA860	138.60
61	21-12-20	WINC	STATIONERY ART CENTRE,CARAVAN PARK HIGH SCHOOL STATIONERY PACKS	833.32
62	21-12-20	WURTH	PARTS	417.07
63	21-12-20	YALGOO COMMUNITY POST OFFICE	POSTAGE	1,919.35
TOTAL				\$230,725.14

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2021-0104 ACCOUNTS FOR PAYMENT DECEMBER 2020

That Council approve the list of accounts paid for the period 1 December 2020 to 31 December 2020 amounting to \$230,725.14 and the list be recorded in the Minutes.

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

Motion put carried: 4/0

11.3.2 INVESTMENTS AS AT 31 DECEMBER 2020

AUTHOR:	Dominic Carbone
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	19 JANUARY 2021
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

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

SHIRE OF YALGOO CASH HOLDINGS AS AT 31 DECEMBER 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	\$1,396,077.15
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$1,828,131.60
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,066.71
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,129.01
TOTAL								\$3,301,404.47

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 DECEMBER 2020 TO 31 DECEMBER 2020						
NATIONAL AUSTRALIA BANK						
ACCOUNT N^o	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 31.12.2020	INVESTMENT TRANSFERS	CLOSING BALANCE 31.12.2020
171336282	Ongoing	Variable	\$25,051.07	\$15.64		\$25,066.71
24-831-4222	Ongoing	Variable	\$52,118.23	\$10.78	0	\$52,129.01
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**C2021-0105 INVESTMENTS AS AT 31 DECEMBER 2020**

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

Moved: Cr Gail Trenfield

Seconded: Cr Gail Simpson

Motion put and carried: 4/0

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

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	19 JANUARY 2021
Attachments	<ul style="list-style-type: none"> • Statement of Comprehensive Income ending the 31 December 2020; • Financial Activity Statement; ending 31 December 2020; • Summary of Current Assets and Current Liabilities as of 31 December 2020; • Statement of Current Financial Position as at 31 December 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

C2021-0106 R34 (1) FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 31 DECEMBER 2020.

That Council:

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

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

Motion put and carried: 4/0

11.4 ADMINISTRATION

11.4.1 PUBLIC INTEREST DISCLOSURE POLICY REVIEW

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	14 September 2020
Attachments	Public Interest Disclosure Procedures

MATTER FOR CONSIDERATION

That Council review the Public Interest Disclosure Policy before it is added to the Shires Website.

BACKGROUND

In a recent audit return it was determined that the Shire was not displaying and updated copy of our Public Interest Disclosure Policy and an up to date officer was not listed with the Public Sector Commission.

STATUTORY ENVIRONMENT - Local Government Act 1995 and Public Interest Disclosure Act 2003

STRATEGIC IMPLICATIONS

CONSULTATION

COMMENT

It is proposed that the Shire move to the guidelines provided by the Public Sector Commission in 2016 to replace the existing procedures presented to Council in 2009.

VOTING REQUIREMENTS - Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2021-0107 **PUBLIC INTEREST DISCLOSURE POLICY REVIEW**

That Council adopts the attached Public Interest Disclosure Procedure in place of the existing policy/procedure.

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

Motion put and carried: 4/0

11.4.2 CA07 APPLICATIONS – ROAD USE AGREEMENTS

AUTHOR:	IAN HOLLAND, CHIEF EXECUTIVE OFFICER
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	20 JANUARY 2021
ATTACHMENTS	NIL

MATTER FOR CONSIDERATION

That Council consider the review of all CA07 road use agreement related policies and procedures.

BACKGROUND

The Shires existing policies for the assessment of RAV Haulage Agreements were adopted in 2013 and while some updated information has been added in revisions a major review has not been conducted since WALGA released updated guidelines in 2017 and the State Solicitors Office recommended the removal of the CA07 condition in 2019/2020.

STATUTORY ENVIRONMENT - Local Government Act 1995

STRATEGIC IMPLICATIONS

CONSULTATION - WALGA

COMMENT

It is proposed that Administration consult with WALGA, Main Roads and surrounding Shires to incorporate current best practice into our assessment of Heavy Vehicle Cost Recovery for Sealed and Unsealed Roads. This would include an overhaul of existing application forms, agreements, fees and charges and policies and may result in yet unknown legal or consultant costs.

These policies will also include direction on how to respond to Heavy Vehicle Services Applications for Road Owner Support to Add or Amend a Road on the Restricted Access Vehicle Network.

VOTING REQUIREMENTS - Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2021-0108 **CA07 APPLICATIONS ROAD USE AGREEMENT POLICY UPDATE**

That Council authorise a revision of all policy points relating to Road Use Agreements be reviewed and a comprehensive report be provided to the March 2021 Ordinary Council Meeting.

Moved: Cr Gail Trenfield

Seconded: Cr Raul Valenzuela

Motion put and carried: 4/0

11.4.3 MORAWA-YALGOO ROAD CONCESSIONAL NETWORK INCLUSION

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	20 January 2021
Attachments	Application and Road Owner Support

MATTER FOR CONSIDERATION

A request has been received from MainRoads for Shire comment on an Egan Street Rothsay application to allow the southern 30km of the Morawa-Yalgoo Road to carry Concessional Tandem Drive N7.3 vehicles.

BACKGROUND

The Morawa-Yalgoo Road is currently Tandem Drive RAV Category 7. This application would not increase the length of permissible vehicles only the weight. Dependant on future operations this could result in less vehicle movements.

Heavy vehicle conditions that currently exist for the road include an 80km/h speed limit, CA07 asset owner permitting use, no operation while the school bus route is active.

STATUTORY ENVIRONMENT - Local Government Act 1995

STRATEGIC IMPLICATIONS**CONSULTATION****COMMENT**

It is proposed that due to the 4m Seal there be no use of the road when its unsealed components are visibly wet, as a heavy vehicle would do significant damage to the shoulder and unsealed carriageway when it had to pass another oncoming vehicle.

Egan Street are already in contact with the School Bus Service Contractor to ensure safety and non-operation during the school travel timetable.

Morawa Shire have also received the same application with respect to the Morawa-Yalgoo Road within their boundary.

As Egan Street Rothsay a wholly owned subsidiary of Silver Lake Resources is currently tendering for an operator we do not know who will be hauling on the road. Requesting that an individual permit be issued rather than including the road on the network may be counter productive for different operators in the future.

As this would only be for a section of the road it would not allow through travel to the Geraldton-Mt Magnet Highway for vehicles of this size without further consideration and assessment.

VOTING REQUIREMENTS - Simple Majority

Elisha Hodder left meeting at 11.05am

OFFICER RECOMMENDATION / COUNCIL DECISION**C2021-0109 MORAWA-YALGOO ROAD CONCESSIONAL NETWORK INCLUSION**

That Council agree to the inclusion of the Morawa-Yalgoo Road on the Heavy Vehicle Network to Concessional Level N7.3 between SLK 0 (Shire Boundary) and SLK 29.95 with no travel allowed when unsealed components are visibly wet.

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Trenfield

Motion put and carried: 4/0

Elisha Hodder returned to the meeting at 11.13am

11.4.4 MT GIBSON SHINE PROJECT – ROAD SIGNAGE YALGOO-NINGHAN ROAD

AUTHOR:	IAN HOLLAND, CHIEF EXECUTIVE OFFICER
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	19 JANUARY 2021
ATTACHMENTS	SHINE PROJECT SIGNS

MATTER FOR CONSIDERATION

That Council consider the placement of wayfinding street signage along Yalgoo-Ninghan Road for the Mt Gibson Shine Project.

BACKGROUND

The Shire has been meeting and corresponding with Mt Gibson Iron Limited on the implementation of their Shire project. While no determination has been made regarding ore haulage the site will require freight access including the movement of equipment from Extension Hill to Shine. As the haulage is yet to be determined the Shire will consider a smaller Road Use Agreement for the move and Council are requested to consider the placement of signage within the Yalgoo-Ninghan Road reserve.

Main Roads WA are assessing the placement of signage on the Great Northern and Geraldton-Mt Magnet Highways.

STATUTORY ENVIRONMENT - Local Government Act 1995

STRATEGIC IMPLICATIONS

CONSULTATION – Mt Gibson Iron Limited

COMMENT

Permission is sought to erect an entry sign alongside the Golden Dragon Sign at the turnoff to the Minjar Camp approximate SLK 79.43.

Permission is also sought to install up to 10 single sided 750mm diamond wayfinding signs on the boundary of the maintenance zone spaced over the 137km road. These would be located on the approach to intersections such as Thundellara Road and Badja Road as well as the approach to other tracks and haul roads.

VOTING REQUIREMENTS - Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION**C2021-0110 SHINE WAYFINDING SIGNAGE**

That Council approve the placement of Mt Gibson Iron Limited Signage within the Yalgoo-Ninghan Road Reserve and authorise the CEO to work with Mt Gibson representatives on their placement.

Moved: Cr Gail Trenfield

Seconded: Cr Gail Simpson

Motion put and carried: 4/0

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

Nil

13. URGENT BUSINESS

A discussion took place in relation to the Australia day event.

Cr Raul Valenzuela expressed his gratitude towards the Staff and volunteers for the successful outcome of the 2021 Australia day event and suggested certificates of appreciation be given to all those involved in making the event happen.

Cr Gregory Payne suggested the Band should return and preform at the Yalgoo Races.

Cr Gail Trenfield advised she had spoke with Melissa Evens Secretary of the Yalgoo Jockey Club who is planning on holding a meeting in Yalgoo for those interested in having input for the races.

No motions were moved, seconded or carried.

14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

President Cr Gregory Payne requested a motion be moved to go behind closed doors to discuss Item 14.1 Request for Road Use Agreement between the Shire of Yalgoo and Egan Street Rothsay Pty Ltd

The motion was moved by Cr Gail Trenfield and seconded by Cr Raul Valenzuela
There being no debate on the matter the motion was put and carried 4/0

Meeting closed to public at 11.27am

Remaining in the meeting were;
Cr Gregory Payne, Shire President
Cr Gail Trenfield, Deputy President
Cr Raul Valenzuela
Cr Gail Simpson
Ian Holland, Chief Executive Officer
Elisha Hodder, Executive Assistant

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.

14.1 Request for Road Use Agreement between the Shire of Yalgoo and Egan Street Rothsay Pty Ltd

Author:	Ian Holland, Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	20 January 2021
Attachments	CA07 Application Road Use Agreement - Tabled

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2021-0111 **REQUEST FOR ROAD USE AGREEMENT BETWEEN THE SHIRE OF YALGOO AND EGAN STREET ROTHSAY PTY LTD**

That Council:

- 1. approve Egan Street Rothsays Pty Ltd CA07 application and provide the tabled Road Use Agreement; and**
- 2. authorise the execution of the Road Use Agreement if it is considered suitable by the applicant.**

Moved: Cr Raul Valenzuela**Seconded: Cr Gail Trenfield****Motion put and carried: 4/0**

President Cr Gregory Payne requested a motion be moved to re-open the meeting to the public.

The motion was moved by Cr Gail Trenfield and seconded by Cr Gail Simpson
 There being no debate on the matter the motion was put and carried 4/0

Meeting re-open at 11.50 am.

15. NEXT MEETING

The next Ordinary Meeting of Council is due to be held at the Council Chambers, Yalgoo on the 26 February 2021 commencing at 10.00 am.

16. MEETING CLOSURE

There being no further business, the President declared the Ordinary meeting closed at 11.51am

DECLARATION

These minutes were confirmed at the Ordinary Council Meeting held on the 29 January 2021.

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

