



Unconfirmed Minutes

For the Ordinary Council Meeting

Held on the 30th July 2021

Notice of Meeting

The next Ordinary Council Meeting for the Shire of Yalgoo will be held on Friday 30th July 2021 in the Council Chambers, 37 Gibbons Street, Yalgoo commencing at 10:00am.



Ian Holland

CHIEF EXECUTIVE OFFICER

23rd July 2021

Disclaimer:

The Shire of Yalgoo gives notice to members of the public that any decisions made at the meeting, can be revoked, pursuant to the Local Government Act 1995. Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

Contents

1	DECLARATION OF OPENING.....	4
2	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	4
3	DISCLOSURE OF INTERESTS	4
4	PUBLIC QUESTION TIME	4
5	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	5
6	NOTICE OF MATTERS TO BE DISCUSSED BEHIND CLOSED DOORS	5
7	APPLICATIONS FOR LEAVE OF ABSENCE	5
8	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED	5
9	CONFIRMATION OF MINUTES.....	6
9.1	Minutes of the Ordinary Council Meeting – 25 th June 2021.....	6
9.2	Minutes of the Special Meeting – 6 th July 2021	6
10	MINUTES OF COMMITTEE MEETINGS	6
11	TECHNICAL REPORTS.....	7
11.1	CAPITAL PROGRESS REPORT.....	7
11.2	TECHNICAL SERVICES REPORT.....	11
12	DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS 13	
13	FINANCIAL REPORTS	13
13.1	LIST OF ACCOUNTS	13
13.2	INVESTMENTS AS AT 30 th June 2021	18
13.3	FINANCIAL ACTIVITY STATEMENT AS AT 30 June 202	20
14	ADMINISTRATION REPORTS	21
14.1	Governance and Policy Manual Review	21
14.2	Delegations Register Review	23
14.3	Donation - Rotary Club of Geraldton Radio Auction.....	25
14.4	Change of Start Time Paynes Find Ordinary Meeting August 2021.....	26
14.5	Rates Early Payment Incentive.....	27
14.6	Proposal to Impose Differential Rates.....	28
14.7	Community Strategic Plan	30
14.8	Draft 2021/22 Budget – Report on Key Projects	31
14.9	Fencing Request Reserve 38229.....	35
15	NOTICE OF MOTIONS	37
16	URGENT BUSINESS	37

Minutes – Ordinary Council Meeting – Friday 30th July 2021

17	MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	
	37	
17.1	Enterprise Bargaining Agreement.....	37
18	NEXT MEETING	38
19	MEETING CLOSURE.....	39

Minutes – Ordinary Council Meeting – Friday 30th July 2021

1 DECLARATION OF OPENING

The Shire President welcomed those in attendance and declared the meeting open at 10.08am.

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Shire President	Cr Greg Payne
Deputy Shire President	Cr Gail Trenfield
	Cr Tamisha Hodder
	Cr Gail Simpson
	Cr Raul Valenzuela
Chief Executive Officer	Ian Holland
Executive Support Officer	Diane Hodder

APOLOGIES

NIL

LEAVE OF ABSENCE

Nil – Section 7 brought forward by the Shire President.

3 DISCLOSURE OF INTERESTS

Councilors and Officers are reminded of the requirements of s5.65 of the Local Government Act 1995, to verbally disclose any interest during the meeting before the matter is discussed or to provide in writing the nature of the interest to the CEO before the meeting.

4 PUBLIC QUESTION TIME

REPONSES TO QUESTIONS TAKEN ON NOTICE

NIL

QUESTIONS TAKEN WITHOUT NOTICE

NIL

Minutes – Ordinary Council Meeting – Friday 30th July 2021

5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

NIL

6 NOTICE OF MATTERS TO BE DISCUSSED BEHIND CLOSED DOORS

Item 17.1 – Enterprise Bargaining Agreement

7 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION C2021-0701

Moved Cr Gail Trenfield

Seconded Cr Gail Simpson

That Council approve a leave of absence for Cr Percy Lawson for the remainder of this ordinary meeting 30th July 2021.

CARRIED 5/0

8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

NIL

Councillor	Date	Detail Meeting
Greg Payne		MRVC

Minutes – Ordinary Council Meeting – Friday 30th July 2021

9 CONFIRMATION OF MINUTES

9.1 Minutes of the Ordinary Council Meeting – 25th June 2021

RECOMMENDATION

That the minutes of the Council Meeting held on the 25th June 2021 as attached be confirmed as a true and correct record.

COUNCIL RESOLUTION C2021-0702

Moved Cr Raul Valenzuela

Seconded Cr Gail Trenfield

That the minutes of the Council Meeting held on the 25th June 2021 as attached be confirmed as a true and correct record.

CARRIED 5/0

9.2 Minutes of the Special Meeting – 6th July 2021

RECOMMENDATION

That the minutes of the Special Meeting held on the 6th July 2021 as attached be confirmed as a true and correct record.

COUNCIL RESOLUTION C2021-0703

Moved Cr Raul Valenzuela

Seconded Cr Tamisha Hodder

That the minutes of the Special Meeting held on the 6th July 2021 as attached be confirmed as a true and correct record.

CARRIED 5/0

10 MINUTES OF COMMITTEE MEETINGS

NIL

Minutes – Ordinary Council Meeting – Friday 30th July 2021

11 TECHNICAL REPORTS

11.1 CAPITAL PROGRESS REPORT

Applicant:	Shire of Yalgoo
Date:	13/07/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

To receive the Progress Report on the 2020/21 Capital Works Program.

BACKGROUND

The Shire in adopting its 2020/21 Annual Budget has allocated funds amounting to \$3,732,078 for the acquisition of capital assets and undertaking infrastructure works.

COMMENT

A new report will be provided upon adoption of the 2021/22 Budget and the carryover of projects and amounts will be discussed as part of the Draft Budget process.

The Capital Projects for the 2020/21 financial year are detailed on the following pages.

STATUTORY ENVIRONMENT

NIL

POLICY/FINANCIAL IMPLCATIONS

To deliver the Capital Works Program within budgeted allocations.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receive the Progress Report on the Capital Works Program 2020/21 as at 30th June 2021.

COUNCIL RESOLUTION C2021-0704

Moved Cr Raul Valenzuela Seconded Cr Gail Trenfield

That Council receive the Progress Report on the Capital Works Program 2020/21 as at 30th June 2021.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

CAPITAL WORKS PROGRAMME 2020-21

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

Please note that "Project continuing in 2021/22" describes an item that is proposed to roll over into the next year and is included in the Draft Budget for consideration.

	2020-21 ANNUAL BUDGET	2020-21 JUNE ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
	\$	YTD \$	\$	
<u>By Program</u>				The CEO to provide a verbal update on the status of the capital projects as at 30 June 2021
Governance				
000000-Admin Computers Hardware and System Upgrade F & E	37,500	0	37,500	Project continuing in 2021/22
000000-Admin Upgrade Cabling Fibre F & E	13,000	12,111	889	Project completed with savings
000000-External Monitor Display F & E	40,000	13,085	26,915	Project continuing in 2021/22
000000-Admin Fire Proof Safe F & E	11,000	813	10,187	Project completed with savings
000000-Financial Software F & E	100,000	80,000	20,000	Project continuing in 2021/22
Law Order Public Safety				
000000- CCTV Yalgoo Townsite F & E	30,000	0	30,000	Project continuing in 2021/22
Housing				
000000-Other Housing - Nurse Accommodation L & B	250,000	5,123	244,877	Project continuing in 2021/22
Communities Amenities				
000000- Community Bus P & E	130,000	118,315	11,685	Project completed with savings
000000- Yalgoo Rubbish Tip Other	0	18,062	(18,062)	Expenditure not budgeted
Recreation and Culture				
000000 - Community Hall Renovations L & B	600,000	2,000	598,000	Project continuing in 2021/22

Minutes – Ordinary Council Meeting – Friday 30th July 2021

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

		2020-21 ANNUAL BUDGET	2020-21 JUNE ACTUAL YTD	VARIANCE FAV (UNFAV)	COMMENTS
		\$	\$	\$	
<u>By Program</u>					The CEO to provide a verbal update on the status of the capital projects as at 30 June 2021
000000 - Museum Improvements	L & B	117,157	0	117,157	Project reevaluated with future renovations planned
000000-Art Centre	F & E	4,500	0	4,500	Did not expend operational/maintenance
000000- Sports Complex	F & E	500	0	500	
000000- Sports Complex -Footpath to School	Recreation	29,256	18,182	11,074	Project continuing in 2021/22 to complete lighting
Transport					
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	20,000	23,368	(3,368)	Project completed with over expenditure
000000- Street Lighting	Other	50,000	4,759	45,241	Project commenced (working with Horizon)
000000-Works Foreman Ute	P & E	75,000	69,913	5,087	Project completed with savings
000000- Grader	P & E	380,000	379,130	870	Project completed with minor savings
000000- Trailer Side Tipper	P & E	180,000	192,270	(12,270)	Project completed with over expenditure
000000- Truck Tipper	P & E	80,000	69,170	10,830	Project completed with savings
000000- Fuel Tank	P & E	2,100	0	2,100	Re assessed
000000- Diesel Air Compressor	P & E	3,200	0	3,200	Re assessed
000000- Generator 4.5 kva	P & E	6,000	0	6,000	Re assessed
000000- Road Sweeper Attachment	P & E	25,000	0	25,000	Minor attachment working acceptably from maintenance
000000- Paynes Find Public Toilets	Other	33,655	0	33,655	
000000- Paynes Find Entry Statements	Other	30,000	12,575	17,425	Project continuing in 2021/22

Minutes – Ordinary Council Meeting – Friday 30th July 2021

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

		2020-21 ANNUAL BUDGET	2020-21 JUNE ACTUAL YTD	VARIANCE FAV (UNFAV)	COMMENTS
		\$	\$	\$	
By Program					The CEO to provide a verbal update on the status of the capital projects as at 30 June 2021
ROADS TO RECOVERY GRANTS					
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	380,000	400,715	(20,715)	Project completed with over expenditure due to wet weather standby time
RRG SPECIAL GRANT RD WORKS					
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads	514,110	653,817	(139,707)	Project completed with over expenditure due to significant impact of 300mm rainfall since March and maintenance during the job from heavy vehicle use
MUNICIPAL FUND					
000000- Sandford River Crossing	Roads	25,000	0	25,000	Project continuing in 2021/22
000000- Badga Woolshed Seal to Airstrip	Roads	80,000	0	80,000	Project continuing in 2021/22
Economic Services					
000000-Caravan Park - Upgrade Water and Power Supply	L & B	30,000	0	30,000	Project continuing in 2021/22
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B	340,000	203,779	136,221	Project continuing in 2021/22 (Progressing Well)
000000-Caravan Park -CCTV	F & E	13,600	0	13,600	
000000-HCP Program- Computer	F & E	1,500	0	1,500	
Other Property and Services					
000000-Shire Building- Solar Panels	L & B	100,000	0	100,000	Project continuing in 2021/22
		3,732,078	2,277,187	1,454,891	

Agenda – Ordinary Council Meeting – Friday 30th July 2021

11.2 TECHNICAL SERVICES REPORT

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Works Manager Craig Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council receive the Technical Services Report as at the 23rd July 2021.

COMMENT

Road Construction and Capital

Yalgoo-Ningham Road – NIL

Yalgoo-Morawa Road – NIL

Road Maintenance

Maintenance Grade: Gabyon/Tardie Road, Dalgaranga/Cue Road, Dalgaranga/Mt Magnet Road, Narndee West Road, Yalgoo-Ningham Road, Mt Gibson Road

Warriedar – Rehab work on old gravel pits

Plant and other infrastructure maintenance

YA 1000 - Service

A genset mounted on a trailer has been requested in the draft budget for ease of movement. An 11 kVa 3 Phase unit will allow the Shire to run a stick welder for the repair of grids. The 10+ year old 6 kVa is currently not functioning and may be repairable by the crew as a side project, major repairs are not cost effective. The water bore at Warriedar is 45m deep and will require more power to run a bigger bore pump.

A flat top trailer has also been included to carry water for Graders to operate on days with Fire Bans as per DFES requirements. This will result in less disruption to maintenance grading in summer.

Parks, Reserves and Properties

Town Street – General clean, street curbing swept & verges slashed

Art & Culture Centre – General gardening maintenance carried out

Community Oval & Core Stadium – General gardening maintenance and fertilizing conducted to the oval and Core Stadium gardens

Minutes – Ordinary Council Meeting – Friday 30th July 2021

Community Park, Gibbons St – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Community Park, Shamrock St – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Water Park & Rage Cage – General maintenance carried out

Yalgoo Caravan Park – General gardening maintenance is done every two weeks

Paynes Find – Upkeep of Community Centre

Railway Hall – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Staff Housing – 27 Stanley St – Fire damage work has started

Staff Housing Units – Work to be done in the next two weeks to repair damaged fence

Yalgoo Rubbish Tip – Tidied and rubbish pushed

Paynes Find – Fuel checked and topped up for emergency services/fire tender

Airstrip Paynes Find – checked and in good condition

Airstrip Yalgoo – Some fencing work carried out, checked and in good condition

Private Works - NIL

Staff

Staff undertook an Occupational Health and Safety Review and induction as part of the Prompt Safety Solutions rollout of the new OH&S system and procedures.

STATUTORY ENVIRONMENT

NIL

POLICY/FINANCIAL IMPLCATIONS

To deliver the Capital Works Program within budgeted allocations.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receive the Technical Services Report as of 23rd July 2021.

COUNCIL RESOLUTION C2021-0705

Moved Cr Gail Trenfield

Seconded Cr Gail Simpson

That Council receive the Technical Services Report as of 23rd July 2021.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

12 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS NIL

13 FINANCIAL REPORTS

13.1 LIST OF ACCOUNTS

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

Council approval is sought for the payments made in the period 1 June 2021 to 30 June 2021 as detailed in the List of Accounts below.

COMMENT

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 to record those accounts 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.

Minutes – Ordinary Council Meeting – Friday 30th July 2021

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.

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council approve the list of accounts paid for the period 1st June 2021 to 30th June 2021 amounting to \$343,001.01 and the list be recorded in the minutes.

COUNCIL RESOLUTION C2021-0706

Moved Cr Gail Trenfield

Seconded Cr Raul Valenzuela

That Council approve the list of accounts paid for the period 1st June 2021 to 30th June 2021 amounting to \$343,001.01 and the list be recorded in the minutes.

CARRIED 5/0

Agenda – Ordinary Council Meeting – Friday 30th July 2021

SHIRE OF YALGOO LIST OF ACCOUNTS PAID AND PAYABLE FOR THE PERIOD 1 JUNE 2021 TO 30 JUNE 2021				
	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
1	8/06/2021	ATYEO'S ENVIRONMENTAL HEALTH SERVICES	CONSULTANCY FEES -HEALTH AND BUILDING SURVEYOR	3,829.95
2	8/06/2021	DARREN LONG CONSULTING	CONSULTANCY FEES -FINANCIAL SERVICES ANNUAL FINANCIAL STATEMENTS	2,090.00
3	8/06/2021	DFES	ESL QUARTERLY PAYMENT	1,869.00
4	8/06/2021	DOMINIC CARBONE AND ASSOCIATES	CONSULTANCY FEES FINANCE AND ADMIN	6,462.50
5	8/06/2021	GG PUMPS AND ELECTRICAL PTY LTD	BORE PUMP AND PARTS	2,593.32
6	8/06/2021	HODDER ELISHA	PURCHASE OF ARTWORK FOR EMU FESTIVAL	1,500.00
7	8/06/2021	HODDER TAMISHA	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021	527.67
8	8/06/2021	HOLLAND CRAIG	REIMBURSEMENT -ACCOMMODATION FOR FIRE OFFICER COURSE	161.00
9	8/06/2021	JURY AK & JD	PLANT HIRE AND LABOUR YALGOO/NINGHAN	10,615.00
10	8/06/2021	LANDGATE	VALUATION FEES - MINING TENEMENTS	3,330.90
11	8/06/2021	LGISWA	WORKERS COMPENSATION INSURANCE PREMIUM - WAGE ADJUSTMENT 2010-20	8,935.38
12	8/06/2021	LOCAL GOVERNMENT WORKS ASSOCIATION OF WA	REGISTRATION FEES SEMINAR- CRAIG HOLLAND	1,287.00
13	8/06/2021	MT MAGNET WASTE DISPOSAL	PUMP SEPTICS YALGOO JOCKEY CLUB	2,500.00
14	8/06/2021	MURCHISON HARDWARE	ART WORKSHOP - REFRESHMENTS	270.00
15	8/06/2021	PACIFIC BIOLOGICS PTY LTD	11 LITRE GRANULE APPLICATOR ULV-LV NEBULISER	1,760.92

Minutes – Ordinary Council Meeting – Friday 30th July 2021

SHIRE OF YALGOO				
LIST OF ACCOUNTS PAID AND PAYABLE				
FOR THE PERIOD 1 JUNE 2021 TO 30 JUNE 2021				
	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
16	8/06/2021	PAYNE GREGORY ARTHUR	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021	1,969.97
17	8/06/2021	RAUL VALENZUELA	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021	527.67
18	8/06/2021	REFUEL AUSTRALIA	FUEL SUPPLIES APRIL AND MAY 2021	34,860.83
19	8/06/2021	THE FELTING POT	FELTING KITS (6)	622.45
20	8/06/2021	TMT ELECTRICAL	ELECTRICAL REPAIRS - REPLACE STOVE AT RACE COURSE AND STAFF HOUSE AND FIT SMOKE ALARM AT STAFF HOUSE	4,408.76
21	8/06/2021	TOLL TRANSPORT	FREIGHT	1,402.86
22	8/06/2021	TRENFIELD GAIL	COUNCIL MEETING FEES AND ALLOWANCES MAY 2021 AND PURCHASE OF ARTWORK FOR EMU CUP	2,277.67
23	8/06/2021	ASPHALT IN A BAG	ASPHALT	3,437.50
24	8/06/2021	BOQ ASSET FINANCE & LEASING PTY LTD	RENTAL PHOTOCOPIER	329.50
25	8/06/2021	CANINE CONTROL	CONTRACT RANGE SERVICES MAY 2021	1,143.45
26	8/06/2021	CIVIC LEGAL	LEGAL FEES - NATIVE TITLE MATTER AND AUSTRALIAN GEM RESOURCES CLAIM	5,152.13
27	8/06/2021	DANTHONIA DESIGNS	LED SIGN	12,569.79
28	8/06/2021	DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTIONS	ACCOMMODATION AT THUNDELLARA FOR YALGOO COMMUNITY	160.00
29	8/06/2021	GERALDTON APPLIANCE REPAIRS	CARAVAN PARK - REPAIR WASHING MACHINE	198.00
30	8/06/2021	GERALDTON CAR WASH	DETAIL YA1000	250.00

Minutes – Ordinary Council Meeting – Friday 30th July 2021

SHIRE OF YALGOO				
LIST OF ACCOUNTS PAID AND PAYABLE				
FOR THE PERIOD 1 JUNE 2021 TO 30 JUNE 2021				
	DATE	PAYEE	PARTICULARS	AMOUNT
	PAID			\$
31	8/06/2021	GERALDTON MOWER AND REPAIR SPECIALIST	REPAIR WHIPPER SNIPPER	97.75
32	8/06/2021	GERALDTON TOYOTA	YA415 - CANVAS SEAT COVERS AND ALLOY BULLBAR	7,246.39
33	8/06/2021	GG PUMPS AND ELECTRICAL PTY LTD	PARTS	320.65
34	8/06/2021	HODDER JUSTIN	BOND REFUND	1,000.00
35	8/06/2021	INTERFIRE AGENCIES	JERRY CANS (2)	180.12
36	8/06/2021	MDF SERVICES PTY LTD	SUPPLY 2 HYD HOSES FOR YA1614 AND YA1660	382.46
37	8/06/2021	MONGOO ROBERT	DIDGERIDOO PERFORMANCE AND WORKSHOP	500.00
38	8/06/2021	MT MAGNETS MEATS	MEAT FOR RECONCILIATION DAY	200.00
39	8/06/2021	ROWE CONTRACTORS	ROAD WIDENING YALGOO/MORAWA	153,995.28
40	8/06/2021	SMITH WK AND LA	REFUND CARAVAN PARK FEE -STAYED ONE DAY LESS	22.00
41	8/06/2021	TMT ELECTRICAL	ELECTRICAL REPAIRS - WATER PARK,CORE STADIUM,STAFF HOUSING AND SAFETY REPORT FOR 8 HENTY STREET	3,400.69
42	8/06/2021	TYREPOWER GERALDTON	TYRES- YA804,YA800,YA0,YA1000,YA840	4,011.50
43	8/06/2021	WESTRAC EQUIPMENT PTY LTD	PARTS AND SERVICES -	2,819.25
44	8/06/2021	WILLOUGHBY CONSTRUCTIONS	PROGRESS CLAIM CHALET CONSTRUCTION	38,247.00
45	8/06/2021	JURY AK & JD	PLANT HIRE AND LABOUR YALGOO/NINGHAN	13,145.00
46	8/06/2021	RIGHT 4 THE ROAD	PLANT INSPECTION FEE	389.70
			TOTAL	343,001.01

Agenda – Ordinary Council Meeting – Friday 30th July 2021

13.2 INVESTMENTS AS AT 30th June 2021

Applicant:	Shire of Yalgoo
Date:	13/07/2021
Reporting Officer:	Planning, EHO
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council receive the investments report as at 30th June 2021.

COMMENT

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

Local Government (Financial Management) Regulations 1996

19 Investments, control procedures for

19C Investment of money, restrictions on (Act s6.14(2)(a))

Shire Delegated Authority

POLICY/FINANCIAL IMPLCATIONS

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That the Investment Report as at 30th June 2021 be received.

COUNCIL RESOLUTION C2021-0707

Moved Cr Gail Trenfield

Seconded Cr Tamisha Hodder

That the Investment Report as at 30th June 2021 be received.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

This Worksheet details the investments held by the Shire as at 30th June 2021.

SHIRE OF YALGOO CASH HOLDINGS AS AT 30 JUNE 2021								
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	\$1,714,527.45
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$1,218,244.59
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,072.96
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,131.57
TOTAL								\$3,009,976.57

RESERVE FUNDS								
Bendigo	N/A	Term Deposit	3479107	193 days	01.07.2021	10.01.2022	0.30%	\$169,571.83
Bendigo	N/A	Term Deposit	3483811	193 days	01.07.2021	10.01.2022	0.30%	\$472,429.22
Bendigo	N/A	Term Deposit	3483825	193 days	01.07.2021	10.01.2022	0.30%	\$1,136,138.97
Bendigo	N/A	Term Deposit	3724716	193 days	01.07.2021	10.01.2022	0.30%	\$324,776.00
TOTAL								\$2,102,916.02

INVESTMENT REGISTER						
01 JUNE 2021 TO 30 JUNE 2021						
NATIONAL AUSTRALIA BANK						
ACCOUNT N ^o	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 30.06.2021	INVESTMENT TRANSFERS	CLOSING BALANCE 30.06.2021
171336282	Ongoing	Variable	\$25,051.07	\$21.89	0	\$25,072.96
24-831-4222	Ongoing	Variable	\$52,118.23	\$13.34	0	\$52,131.57
3567670	10.01.2022	0.30%	\$468,712.48	\$3,716.74	0	\$472,429.22
3567677	10.01.2022	0.30%	\$1,127,240.64	\$8,898.33	0	\$1,136,138.97
3567669	10.01.2022	0.30%	\$168,854.45	\$717.38	0	\$169,571.83
3724712	10.01.2022	0.30%	\$324,776.00	0	0	\$324,776.00

Agenda – Ordinary Council Meeting – Friday 30th July 2021

13.3 FINANCIAL ACTIVITY STATEMENT AS AT 30 June 202

Applicant:	Shire of Yalgoo
Date:	13/07/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	Statement of Comprehensive Income Financial Activity Statement Summary of Current Assets and Current Liabilities Statement of Current Financial Position Detailed Worksheet Supplementary Financial Reports – Reserve & Loan

SUMMARY

Adoption of the Monthly Financial Statements for the period 1st June 2021 to the 30th June 2021.

COMMENT

Local Governments are required to prepare monthly reports.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.4

Local Government (Financial Management) Regulations 1996 - Regulation 34

POLICY/FINANCIAL IMPLCATIONS

2.4 Material Variance

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

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council adopts the Financial Activity Statement for the period ended 30th June 2021.

COUNCIL RESOLUTION C2021-0708

Moved Cr Gail Trenfield

Seconded Cr Raul Valenzuela

That Council adopts the Financial Activity Statement for the period ended 30th June 2021.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14 ADMINISTRATION REPORTS

14.1 Governance and Policy Manual Review

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Governance and Policy Manual

SUMMARY

That Council reviews the Governance and Policy Manual as provided and adopts the new policies that have been included.

COMMENT

It was anticipated that the Organisational Policy Manual would be presented alongside the Delegations Register inclusive of any new policies mentioned such as Rates Hardship however the update and review has not yet been completed. The Governance Policy is considered the priority so that it can be provided to prospective candidates in the 2021 Ordinary Local Government Elections.

Most of the policy inclusions and new delegations result from actioning the recommendations made in the March 2020 Financial Management Review and Review of Legislative Compliance, Internal Controls and Risk Management Systems.

A comprehensive review of the Governance and Policy Manual – Elected Members Induction and Guidelines has been undertaken in the lead up to the Ordinary 2021 Local Government Elections.

Policy 1.10 – Digital Recording of Proceedings in Council Meeting in the previous manual has been deleted after a prior Council Resolution. It should be noted that the State Government will likely include this requirement in future legislation as they aim to have Council Meetings available online in real time.

Policy 1.14 Social Media Policy in the previous manual will be moved to the Policy Manual.

As previously adopted by Council the following Policies have been replaced, included or amended:

Policy 1.1 – Shire of Yalgoo Code of Conduct for Council Members, Committee Members and Candidates.
Adopted by Council.

Policy 1.1b – Shire of Yalgoo Code of Conduct Behavior Complaint Management Policy. Adopted by Council.

Policy 1.4 – Council Chamber Usage (and Citizenship Dress Code).
Adopted by Council.

Minutes – Ordinary Council Meeting – Friday 30th July 2021

Policy 1.6 – Council Representation in External Organisations and Committees.
Minor amendments, combined with previous policy and committee resolutions and removal of road inspections.

Policy 1.8 – Shire Logo.
Inclusion of new Logo

Policy 1.10 – Organisational Risk Management
Referenced the adopted Organisational Risk Management Plan

Policy 1.11 – Media Communications Policy
Updated to latest WALGA Template and combined with Press Release Policy.

Policy 1.13 – Standards for CEO Recruitment, Performance and Termination.
Adopted by Council.

A new policy as required by the Local Government Amendment Act 2019 has been provided for adoption as 1.14 - Council Member Continuing Professional Development Policy. It has been included alongside 1.14b Attendance at Events Policy which has been brought across from the Organisational Policy Manual.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government Amendment Act 2019

Regulation 5 Local Government (Financial Management) Regulations 1996

Regulation 17 Local Government (Audit) Regulations 1996

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council reviews the Governance and Policy Manual and adopts it inclusive of additions and amendments.

COUNCIL RESOLUTION C2021-0709

Moved Cr Raul Valenzuela

Seconded Cr Gail Simpson

That Council reviews the Governance and Policy Manual and adopts it inclusive of additions and amendments.

CARRIED 5/0

Cr Gail Simpson out – 10.54 am

Cr Gail Simpson in – 10.55 am

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.2 Delegations Register Review

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Delegations Register

SUMMARY

That Council reviews the Delegations Register as provided and adopts the new delegations that have been included.

COMMENT

A comprehensive review of the Delegations Register has identified three key sets of changes, which form the basis for the items proposed:

1. The existing register is missing items that allow for routine operations such as temporary road closures and powers under the Local Government (Uniform Local Provisions) Regulations 1996,
2. Changes to the appointment of authorized persons under the Local Government Amendment Act 2019; and
3. Clearer descriptions on how the use of delegated authority is to be recorded and reported.

The proposed register includes delegations to the Audit and Risk Committee allowing for a committee meeting where there are no significant findings and the newly resolved Behavior Complaints Committee for considering breaches of the Code of Conduct.

The current delegations register includes limited information for key legislation such as the Dog Act 1976, Food Act 2008, Public Health Act 2016, Planning and Development Act 2005, Bushfire Act 1954 and the Local Government Act 1995.

While lengthy the proposed register identifies key responsibilities as well as some functions that it is impractical for Council to perform when meeting once per month.

There are also new delegations not previously included under the Graffiti Vandalism Act 2016, Public Health Act 2016, Cat Act 2011 as well as other functions under the Local Government Act 1995 and associated Regulations.

The CEO can provide justification or further details on individual items prior to or at the Council meeting if requested.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

Minutes – Ordinary Council Meeting – Friday 30th July 2021

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council reviews the Delegations Register and adopts it inclusive of additions and amendments.

COUNCIL RESOLUTION C2021-0710

Moved Cr Gail Trenfield

Seconded Cr Tamisha Hodder

That Council reviews the Delegations Register and adopts it inclusive of additions and amendments.

CARRIED 5/0

Cr Gail Trenfield out – 11.07 am

Cr Gail Trenfield in – 11.08 am

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.3 Donation - Rotary Club of Geraldton Radio Auction

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

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

COMMENT

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

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

The Fees and Charges for 2021/22 will be considered/adopted alongside the Budget and may change prior to the Auction.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

Policy 7.7 Donations and Sponsorship

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council inform the Rotary Club of Geraldton that it wishes to pledge/provide 2 nights accommodation in the Shire of Yalgoo Caravan Park Rammed Earth Units or a weeks powered site and a Prospecting Permit, as sponsorship of its 2021 Annual Radio Auction.

COUNCIL RESOLUTION C2021-0711

Moved Cr Gail Trenfield

Seconded Cr Raul Valenzuela

That Council inform the Rotary Club of Geraldton that it wishes to pledge/provide 2 nights accommodation in the Shire of Yalgoo Caravan Park Rammed Earth Units or a weeks powered site and a Prospecting Permit for either, as sponsorship of its 2021 Annual Radio Auction.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.4 Change of Start Time Paynes Find Ordinary Meeting August 2021

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council change the start time of the Ordinary Council Meeting scheduled to be held at the Paynes Find Community Centre on Friday the 27th August 2021.

COMMENT

For logistical reasons and at the request of the community it has been suggested that the August Meeting be rescheduled to start at 11am. Should this be accepted administration will advertise accordingly.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council reschedules the start time of the Ordinary Council meeting in Paynes find on the 27th August 2021 to 11am.

COUNCIL RESOLUTION C2021-0712

Moved Cr Gail Trenfield

Seconded Cr Tamisha Hodder

That Council reschedules the start time of the Ordinary Council meeting in Paynes find on the 27th August 2021 to 11am.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.5 Rates Early Payment Incentive

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council confirm the 2021/22 Rates Early Payment Incentive prior to the Draft Budget and Schedule the draw date after the issuing of rates notices.

COMMENT

Council in past years approved a rate incentive scheme to reward ratepayers for the timely payment of rates.

The sum of \$1,000.00 has been allocated in the 2021/22 Draft Annual Budget for an early incentive payment and eligible participants/entries will include any ratepayer who has paid all of their assessments rates by the 2021 due date.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

Included in the Budget

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council includes the Rates Early Payment incentive in the 2021/22 Budget and Schedules the prize draw to occur during the November Ordinary Council Meeting provided the due date has passed for Rates Notices.

COUNCIL RESOLUTION C2021-0713

Moved Cr Raul Valenzuela

Seconded Cr Gail Trenfield

That Council includes the Rates Early Payment incentive in the 2021/22 Budget and Schedules the prize draw to occur during the November Ordinary Council Meeting provided the due date has passed for Rates Notices.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.6 Proposal to Impose Differential Rates

Applicant:	Shire of Yalgoo
Date:	26/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council considers the CEOs report regarding progress on the imposition of differential rates for the 2021/22 financial year.

COMMENT

If a Local Government has a differential rate that is more than twice the lowest differential rate imposed, approval from the Minister for Local Government must be obtained before the rates are formally adopted by Council.

At the Special Meeting held on the 6th July 2021 Council considered the Draft Budget and the necessity to again request the Minister for Local Government's approval to impose differential rates.

As per the resolutions of that meeting the proposed differential rates were advertised in The West Australian on Thursday the 8th July and the notice as well as the objects and reasons were emailed and posted to tenement holders and pastoralists.

The notice and objects and reasons have been accessible on the Shire website and at the office the advert was also included in the local Bulldust Newsletter. As of the 26th July 2021 no submissions had been received and any that are received before the deadline will be tabled with this item.

The rate set by Council has been proposed to remain at the same level as last year across each rating category.

As the advertised time will have concluded by the commencement of the Ordinary July meeting Council are to decide whether to impose the proposed rates and minimums with or without modification.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

Minutes – Ordinary Council Meeting – Friday 30th July 2021

After advertising for the required 21 day and receiving no submissions from ratepayers or electors the following recommendation is put forward.

OFFICERS RECOMMENDATION

That Council authorise the CEO to seek approval from the Minister for Local Government to impose differential rates for the 2021/22 Financial Year.

COUNCIL RESOLUTION C2021-0714

Moved Cr Raul Valenzuela

Seconded Cr Gail Trenfield

That Council authorise the CEO to seek approval from the Minister for Local Government to impose differential rates for the 2021/22 Financial Year.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.7 Community Strategic Plan

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Community Strategic Plan

SUMMARY

That Council adopts the Shire of Yalgoo Community Strategic Plan.

COMMENT

Community consultation began in October last year for the major review of the Shire of Yalgoo Community Strategic Plan. The old plan is set to expire in 2023 but a new 5-10 year plan creates the first steppingstone needed to redevelop the Shires other Integrated guiding documents being the Asset Management Plan, Workforce Plan, Corporate Business Plan and Long Term Financial Plan.

This document includes the key priorities identified by community members, companies and ratepayers and will be used to choose projects and activities as well as gauge the need and service levels required for existing or new infrastructure.

The Community Strategic Plan previously provided to Council in draft form was prepared by Margaret Hemsley of LG People and it is provided for Council consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council adopts the 2021-2031 Shire of Yalgoo Community Strategic Plan.

COUNCIL RESOLUTION C2021-0715

Moved Cr Tamisha Hodder

Seconded Cr Raul Valenzuela

That Council adopts the 2021-2031 Shire of Yalgoo Community Strategic Plan.

CARRIED 5/0

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.8 Draft 2021/22 Budget – Report on Key Projects

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council consider the items put forward in the draft 2021/22 budget.

COMMENT

At the special meeting on the 6th July 2021 Council provided indicative support for the Draft Budget so that rating options could be considered and to start the application process for imposing differential rates if required. Mr Carbone the Shires Financial Officer is still working through accruals and postings for the 2020/21 financial year to determine the exact deficit/surplus. It will likely be included as part of the June Financial Statement tabled with this agenda. It was originally estimated that a shortfall of \$300,000 existed.

It is the intention of administration to seek approval from the Minister for Local Government for differential rating at the close of this meeting provided there are no submissions. If a favorable response is received Council will then be able to set the Annual Budget at a Special Meeting mid August. If we require another look at the budget we have until the 31st August 2021, meaning we have another Ordinary Meeting at which it can be considered.

Draft Budget Key Projects

Full budget allocations and listings for funding sources can be viewed in the attached minutes of the July 6th Special Meeting which contains the draft budget. The following tables are provided outlining indicative projects from both capital expenditure and operational maintenance as well as proposed projects that will require assessment prior to a report being put to Council such as large scale pot hole maintenance or reseals from Reserve Accounts (which are not currently included in the budget).

Plant replacement

Project Description	Further Detail	Indicative Sale amount	Budget allocation for Purchase
Replacement of 2014 Cat Prime Mover	New Prime Mover	\$130,000	\$280,000
Replacement of 2016 Kubota SVUTI	Utility with Tipper Tray	\$5,000	\$30,000
Replacement of 2019 Fortunner	Like vehicle	\$42,000	\$56,000
Replacement of 2019 Fortunner	Smaller vehicle - Subaru Outback	\$41,000	\$42,000
Replacement of 2018 Toyota Prado	Like vehicle	\$55,000	\$ 70,000

Minutes – Ordinary Council Meeting – Friday 30th July 2021

Replacement of 2014 Cat Forklift	Like vehicle	\$25,000	\$50,000
Replacement of 2011 Case Skidsteer	Like vehicle, Suited to sweeper/slasher attachments	\$25,000	\$50,000
Replace Side Tipper Trailers	Like vehicle	\$80,000	\$200,000
Purchase Dual Axle Box Trailer	New		\$10,000
Purchase Genset on Trailer	New		\$30,000
Purchase Slasher Attachment	New		\$8,000
Purchase Toilet Trailer	New		\$8,500
Purchase Debris Vacuum	New - Mount to Garden Utility		\$6,100
Purchase Traffic Control Lights	New		\$36,000
Sale of Community Bus	Obsolete	\$10,000	
Sale of Tipper Trailer Surplus	Council Report Required	\$40,000	

Roads

Road/Project	Description	Budget Allocation
Numerous Roads	AGRN962 - Flood Damage Repairs	\$2,900,000
Yalgoo-Ninghan	Assessment	Maintenance
Yalgoo-Ninghan	Pothole and Failure Maintenance	Reserve Allocation after Assessment (\$535,000)
Yalgoo-Ninghan	Reseal	Reserve Allocation after Assessment (\$535,000)
Yalgoo-Ninghan	Capital Sealing next 4-5km	\$300,000
Morawa-Yalgoo	Assessment	Maintenance
Morawa-Yalgoo	Pothole and Failure Maintenance	Reserve Allocation after Assessment (\$175,000)
Morawa-Yalgoo	Reseal	Reserve Allocation after Assessment (\$175,000)
Morawa-Yalgoo	Capital Widening 13-14km	\$760,000
Sandford River Crossing	Concrete Improvements	\$100,000
Casurina Causeway	Widen to Two Lanes	\$100,000
Jokers Tunnel	Seal Floodway or seal over Culverts	\$100,000
School Carpark	Seal drainage channel and recurb	\$40,000
Badja-Woolshed	Seal from highway to airstrip	\$120,000
Lookout	Seal Henty St to Water Tank	\$95,000
Nature Based Camp	Seal Firebreak track to reserve	\$35,000
Traffic Counters	Reinstate equipment and organise program	Maintenance
Traffic Management Training	Traffic Management Plan and Traffic Lights	Staff Training
Fixed Road Signage	Purchase Fixed Signage and Entry Signs	\$40,000
Install Road Signage		Maintenance
Temporary Signage	Roadworks, Flood, Hazard & Cones	Maintenance

Buildings

Project	Description	Budget Allocation
Caravan Park Accommodation	Accommodation	Progressing within budget
	Water, Power and Septics	\$50,000
Housing	2 Modular Houses Lot 17, 11 Shamrock	\$350,000
Yalgoo Hall	Asbestos Removal and Renovation	\$600,000

Minutes – Ordinary Council Meeting – Friday 30th July 2021

Cemetery	Toilet Block	\$ 102,000
Housing Assessment		Maintenance
Shire Property Assessment		Maintenance
Heritage Building Renewals	Tourism and Heritage Masterplan Building Renewals	\$200,000
Water Park Renewal		Property
Yalgoo Airstrip Buildings Maintenance		Property

Other Infrastructure and Equipment

Project	Budget Allocation
BBQ Caravan Park and Shamrock	\$22,000
Paynes Find Cemetery	\$10,000
Display Board	\$40,000
Tables and Chairs	\$5,000
Paynes Find Entry Statements	\$35,000
Solar Power Shire Buildings	\$100,000
Machinery Shed Concrete 2 bays	\$25,000
Depot Storage Shed	\$27,000
Caravan Park Storeroom - Washer and Dryer	\$40,000
Caravan Park Themed Linen	\$3,000
Yalgoo Cemetery Renewal	Property
Satellite Phone, Spot Replacment and Repeaters	\$10,000
CCTV Improvements	\$10,000
Street Lighting	\$20,000
Dalgaranga Crater Signage and Platform	\$50,000
Core, Hall and Hire Table and Chairs	\$5,000

Parks and Gardens

Project	Budget Allocation
Landscaping Shire Office	\$40,000
Oval Water Treatment	\$23,000
Core Stadium & School Oval Exercise Equipment	\$50,000

Policy and Administration

Project	Description	Budget Allocation
Integrated Policies	Community Strategic Plan	Complete
	Long Term Financial Plan	\$70,000
	Corporate Business Plan	
	Workforce Plan	
	Asset Management Plan	
Website	Training, Refresh and Road Condition	\$25,000
	Registers and Advertising	Internal
Heritage and Tourism Masterplan		\$100,000
Computer and Phone System Upgrade		\$37,500

Minutes – Ordinary Council Meeting – Friday 30th July 2021

Donation and in-kind amounts have been included for the Yalgoo races. There is also a similar yearly amount budgeted operationally for both HCP and Art Centre activities.

There is \$25,000 itemized for the Emu Festival with another \$25,000 for an art component funded through grants. Once a budget for the event has been determined it will be provided to Council for consideration. This may result in some of the HCP or Art Centre activity funding being reallocated for health/community outcomes from the event.

The Shire will also be continuing with the accounting system rollover to ITVisions Synergysoft. It is also proposed that should the deficit be reduced in the accruals process that an amount of \$250,000 be placed into the plant reserve so the Shire can consider the reinstatement of equipment such as dozers in the future or upgrade graders to include plumbed in GPS assistance for construction levels.

A request was made at the July 6th special meeting to provide more information on genset and trailer inclusions. Justification has been provided in the Technical Report.

If requested by Council a further workshop can be held prior to the adoption of the formal budget.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receives the CEOs report on key items/projects in the 2021/22 draft budget or which are likely to arise during the 2021/22 financial year.

COUNCIL RESOLUTION C2021-0716

Moved Cr Gail Trenfield

Seconded Cr Tamisha Hodder

That Council receives the CEOs report on key items/projects in the 2021/22 draft budget or which are likely to arise during the 2021/22 financial year.

CARRIED 5/0

Cr Greg Payne out – 11.31 am

Cr Greg Payne in – 11.33 am

Minutes – Ordinary Council Meeting – Friday 30th July 2021

14.9 Fencing Request Reserve 38229

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Map of Reserve 38229

SUMMARY

That Council consider a request to allow vermin/stock fencing to be placed across Reserve 38229.

COMMENT

A request has been received from Mr Keros Keynes manager of Wagga Wagga Station seeking permission to install a vermin/stock fence across Reserve 38229 as opposed to boxing out around the unused reserve.

The Shire of Yalgoo currently has a vesting/management order for the purpose of municipal purposes with the land use described as municipal depot site. The responsible agency for State Government Proprietor is the Department of Planning, Lands and Heritage. Administration has no short or medium term plans to utilise the site for any purpose that would be affected by a fence.

This request would save 20% of the distance around the reserve some 80m and remove the requirements for 4 corner sections. This is considered minimal compared to the 380m that would have to be removed from the site should a future vestee or even the Shire require use of the land.

The cost of the infrastructure is also significant compared to the current value of the land. Including a fence where proposed would allow stock free use of the 15,000m² which is commercial in nature and does not fit the purpose of the reserve. Historically with no fence stock have had free reign over this area anyway.

While the proposal supports key Shire strategic directives such as vermin control and road safety no security can be provided by the Shire if the State Government alters the management order.

It is suggested that Council consider future uses of the land and write to the Department of Planning Lands and Heritage to seek their position on such a proposal.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

Minutes – Ordinary Council Meeting – Friday 30th July 2021

OFFICERS RECOMMENDATION

That Council seek comment from the Department of Planning, Lands and Heritage for the installation of a fence across reserve 38229, requested by the neighbouring pastoral lease before considering the request.

COUNCIL RESOLUTION C2021-0717

Moved Cr Raul Valenzuela

Seconded Cr Tamisha Hodder

That Council seek comment from the Department of Planning, Lands and Heritage for the installation of a fence across reserve 38229, requested by the neighbouring pastoral lease before considering the request.

CARRIED 5/0

Cr Gail Trenfield out 11.51am

Cr Gail Trenfield in 11.52am

Minutes – Ordinary Council Meeting – Friday 30th July 2021

15 NOTICE OF MOTIONS

NIL

16 URGENT BUSINESS

NIL

17 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

COUNCIL RESOLUTION C2021-0718

Moved Cr Raul Valenzuela

Seconded Cr Tamisha Hodder

That Council move behind closed doors to discuss the items in section 17 as they have been identified as relating to s5.23(2) Subsection/s (a).

CARRIED 5/0

The CEO remained with the consent of Council and Officer Diane Hodder left the Chambers.

Cr Gail Trenfield verbally declared an interest and left the room – 11.52 am

17.1 Enterprise Bargaining Agreement

Applicant:	Shire of Yalgoo
Date:	23/07/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Draft EBA July 2021

OFFICERS RECOMMENDATION

That Council endorse the Shire of Yalgoo Union Industrial Agreement 2021 for signing by the Chief Executive Officer.

COUNCIL RESOLUTION C2021-0719

Moved Cr Raul Valenzuela

Seconded Cr Tamisha Hodder

That Council endorse the Shire of Yalgoo Union Industrial Agreement 2021 for signing by the Chief Executive Officer.

CARRIED 5/0

OFFICERS RECOMMENDATION

That Council set the rental charge for Shire Inside and Outside Employees in Shire Housing at \$25 per week and that a \$350 bond be held from a new employees first two pays to cover cleaning and incidental items.

Minutes – Ordinary Council Meeting – Friday 30th July 2021

COUNCIL RESOLUTION

Moved Cr Raul Valenzuela

Seconded Cr Gail Simpson

That Council set the rental charge for Shire Inside and Outside Employees in Shire Housing at \$25 per week and that a \$350 bond be held from a new employees first two pays to cover cleaning and incidental items.

Proposed Amendment

Moved Cr Raul Valenzuela

Seconded Cr Gail Simpson

That Council set the rental charge for Shire Inside and Outside Employees in Shire Housing at \$50 per week and that a \$350 bond be held from a new employees first two pays to cover cleaning and incidental items. To be put in place for new staff or where a tenancy agreement does not exist.

CARRIED 4/0

Differs from the officers recommendation as the rental charge had been discussed by Council at a previous meeting.

COUNCIL RESOLUTION C2021-0720

Moved Cr Raul Valenzuela

Seconded Cr Gail Simpson

That Council set the rental charge for Shire Inside and Outside Employees in Shire Housing at \$50 per week and that a \$350 bond be held from a new employees first two pays to cover cleaning and incidental items. To be put in place for new staff or where a tenancy agreement does not exist.

CARRIED 4/0

COUNCIL RESOLUTION C2021-0721

Moved Cr Tamisha Hodder

Seconded Cr Raul Valenzuela

That Council move out from behind closed doors.

CARRIED 5/0

Cr Gail Trenfield returned – 11.52 am

18 NEXT MEETING

As per the result of item 14.4

The next Ordinary Meeting of Council is due to be held at the Paynes Find Community Centre, Great Northern Highway on Friday the 27th August 2021. The start time of this meeting as determined by item 14.4 is 11am

Minutes – Ordinary Council Meeting – Friday 30th July 2021

19 MEETING CLOSURE

There being no further business the Shire President declared the Ordinary meeting closed at 12.29pm.

Minutes – Ordinary Council Meeting – Friday 30th July 2021

PUBLIC QUESTION TIME - FOR INFORMATION PURPOSES ONLY

The Shire of Yalgoo welcomes community participation during public question time of Council Meetings. The following is a summary of s5.24 of the Local Government Act 1995, the Local Government (Administration) Regulations 1996 and Shire Policy, to provide a guide for public question time.

To enable a prompt and detailed response to questions, members of the public are requested to lodge questions in writing to the Chief Executive Officer at least two days prior to a Council meeting. This can be done:

- a. In person at the Shire of Yalgoo Office, 37 Gibbons St, Yalgoo
- b. By emailing the Executive Support Officer pa@yalgoo.wa.gov.au
- c. By phoning the Executive Support Officer (08) 9962 8042

When registering a question members of the public will be required to provide the following for record keeping and response:

- a. Name, Address, Contact Number and Name of Organisation representing (if any)
- b. A written copy of the question to be asked at Public Question Time

It is recommended to arrive at the Council Meeting 15 minutes to commencement if you have not registered a question in advance.

The presiding Member will open Public Question Time where appropriate and, if necessary, provide a brief summary of the rules, regulations and procedures of Public Question Time.

1. The person asking the question is to state their name prior to asking the question.
2. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
3. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
4. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
5. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.

Minutes – Ordinary Council Meeting – Friday 30th July 2021

6. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
7. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
8. The priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
9. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
10. There are circumstances where it may be necessary to place limits on the asking of questions to enable all members of the public a fair and equitable opportunity to participate in Public Question Time. In these events the Presiding Member will apply the most appropriate limit for the circumstance. Generally each member of the public shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
11. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask further questions (with necessary limits in place as discussed above if required) until the initial period for Public Question Time has expired.
12. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.
13. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
14. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).

Minutes – Ordinary Council Meeting – Friday 30th July 2021

MATTERS FOR WHICH THE MEETING MAY BE CLOSED- FOR INFORMATION PURPOSES ONLY

Councillors are obliged to maintain the confidentiality of matters discussed when the meeting is closed.

The following legislative extracts were downloaded from www.legislation.wa.gov.au on 7 July 2021.

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; and
 - (b) the personal affairs of any person; and
 - (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; and
 - (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; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (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; and
 - (f) a matter that if disclosed, could be reasonably expected to —

Minutes – Ordinary Council Meeting – Friday 30th July 2021

- (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; or
 - (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;
- and
- (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 (Model Code of Conduct) Regulations 2021

s.21 Disclosure of Information

Minutes – Ordinary Council Meeting – Friday 30th July 2021

(1) In this clause —

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, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

(2) A council member must not disclose information that the council member —

(a) derived from a confidential document; or

(b) acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subclause (2) does not prevent 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.

ATTENDANCE - FOR INFORMATION PURPOSES ONLY

Local Government Act 1995

S2.25 Disqualification for failure to attend meetings

Minutes – Ordinary Council Meeting – Friday 30th July 2021

- (1) A council may, by resolution, grant leave of absence, to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
 - (a) a meeting that has concluded; or
 - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2 month period.
- (5A) If a council holds 3 or more ordinary meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.
- (5) The non attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council —
 - (a) if no meeting of the council at which a quorum is present is actually held on that day; or
 - (b) if the non attendance occurs —
 - (i) while the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5); or
 - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
 - (iii) while the member is suspended under section 5.117(1)(a)(iv) or Part 8; or
 - (iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.
- (6) A member who before the commencement of the Local Government Amendment Act 2009 section 5 was granted leave during an ordinary

Minutes – Ordinary Council Meeting – Friday 30th July 2021

meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.

Urgent Business

General business will not be admitted to Council. In cases of urgency or other special circumstances, where a matter cannot or should not be deferred until the next meeting, urgent items may, with the consent of a majority of Elected Members present, be heard and dealt with. Any such business shall be in the form of a clear motion, and the President may require such a motion to be written and signed by the Councillor or officer proposing the motion or recommendation.

Deputations

Persons wishing to appear before Council or a Committee as a deputation should apply to the CEO at least one week before the date of the meeting, specifying the purpose of the deputation and the number of persons in the deputation. Deputations may be permitted at the discretion of the Presiding Member or by a resolution of the Council or Committee (as the case may not be). Not more than two members of a deputation may address the Council or Committee, except to answer questions from members of the Council or Committee.

A motion was mover by Cr_____ and seconded by Cr_____ to adjourn the meeting for lunch/a break and to reconvene at _____am/pm