



AGENDA
FOR THE ORDINARY MEETING
OF COUNCIL
TO BE HELD IN
THE COUNCIL CHAMBERS, YALGOO
ON THURSDAY, 19 DECEMBER 2019
COMMENCING 10.00 AM



SHIRE OF YALGOO

NOTICE OF ORDINARY COUNCIL MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN THE YALGOO COUNCIL CHAMBERS, YALGOO ON THURSDAY, 2019 COMMENCING AT 10.00 AM.



John Read

Acting Chief Executive Officer



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Agenda for the Ordinary Meeting of the Yalgoo Shire Council,
To be held in the Council Chambers, Yalgoo
On Thursday, 19 December 2019 commencing at 10.00 am.

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

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS

STAFF

GUESTS

OBSERVERS

LEAVE OF
ABSENCE

APOLOGIES

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting.

9. REPORTS OF COMMITTEE MEETINGS

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/Other Matters

10.0 INFORMATION ITEMS

Sharing of operational information on items that are not confidential, do not require a decision and do not meet the definition of matters for which the meeting may be closed under section 5.23 of the Local Government Act (e.g.: matters affecting employee/s or the personal affairs of any person).

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

11.1 TECHNICAL SERVICES

11.1.1 PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2019-20

Author:	John Read, Acting CEO
Interest Declared:	No interest to disclose
Date:	12 DECEMBER 2019
Attachments	Nil

MATTER FOR CONSIDERATION

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

BACKGROUND

The Shire in adopting its 2019-2020 Annual Budget has allocated funds amounting to \$2,140,054 for the purpose of acquiring capital assets and undertaking infrastructure works.

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

Timely delivering of the various capital projects which will deliver the objectives of the Community Strategic Plan.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

To deliver the Capital Works Program within the budgeted allocations.

CONSULTATION

Nil

COMMENT

The Capital Works Projects for the 2019-2020 financial year are detailed be:

CAPITAL WORKS PROGRAMME 2019-20

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

		2019-20 ANNUAL BUDGET	2019-20 NOVEMBER 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 NOVEMBER 2019
Governance					
000000-Admin Computers Hardware and System Upgrade	F & E	40,000	0	40,000	Market Creations Assessing
000000-Admin Upgrade Cabling Fibre	F & E	10,000	0	10,000	Telstra to be advised
000000-External Monitor Display	F & E	40,000	0	40,000	
000000-Admin Airconditioners	F & E	0	7,483	(7,483)	
000000-Admin Fire Proof Safe	F & E	11,000	0	11,000	
000000-Admin Centre New Front Doors including Notice Board	L & B	6,000	0	6,000	Completed
000000-Admin Centre Front Rails	L & B	2,500	0	2,500	Ellis Construction engaged
000000- Motor Vehicle RAV4 (Now Fortuner)	P & E	44,000	0	44,000	Expected after Christmas
000000- Motor Vehicle Fortuner	P & E	44,000	0	44,000	Received
Housing					
000000-Staff Housing - Solar Panels	L & B	66,000	0	66,000	Project Postponed

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

		2019-20 ANNUAL BUDGET	2019-20 NOVEMBER 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 NOVEMBER 2019
Recreation and Culture					
000000 - Community Hall Renovations	L & B	100,000	0	100,000	To be held in reserve
000000- Kabota ride On Mower	P & E	24,500	22,580	1,920	Completed minor saving
000000- Motor Vehicle Works Hilux	P & E	30,000	0	30,000	Completed
000000-Art Centre Cameras, Lockers, Bookcase	F & E	4,500	0	4,500	In Progress
000000- Sports Complex - Kerb , Seal and Footpath to School	Recreation	90,000	3,580	86,420	Works in progress, Bitumen Seal completed and footpath to be done early 2020
Transport					
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	39,000	0	39,000	
000000- Ice Machine Depot	P & E	2,500	0	2,500	
000000- Prime Mover	P & E	267,000	0	267,000	Received
000000- Backhoe	P & E	180,000	169,000	11,000	Completed minor saving
000000- Truck Cab Crew	P & E	73,000	0	73,000	Arriving late January 2020
000000- Fuel Tank	P & E	2,100	0	2,100	

		2019-20 ANNUAL BUDGET	2019-20 NOVEMBER 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 NOVEMBER 2019
000000- Diesel Air Compressor	P & E	3,200	0	3,200	
000000- Paynes Find Public Toilets	Other	63,656	0	63,656	Construction commencing after Christmas
ROADS TO RECOVERY GRANTS					
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	377,293	227,250	150,043	Complete Balance paid in December 2019
RRG SPECIAL GRANT RD WORKS					
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads	300,000	180,000	120,000	Completed Balance paid in December 2019.
MUNICIPAL FUND					
000000- Sandford River Crossing	Roads	25,000	0	25,000	
Economic Services					
000000-Caravan Park - Disabled Toilets Chairs and Rails	L & B	2,900	0	2,900	
000000-Caravan Park - Upgrade Water and Power Supply	L & B	30,000	0	30,000	Early 2020
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B	253,797	0	253,797	Tenders Call in January 2020
000000- Shelter and Seating Jokers Tunnel	L & B	4,054	0	4,054	
000000- Shelter and Visitors Board at Railway Station	L & B	4,054	0	4,054	
		2,140,054	609,893	1,530,161	

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2019 - 2020

That Council receive the Progress Report on the Capital Works Program 2019 – 2020 as at 30 November 2019.

Moved:

Second:

Motion put and Carried/lost:

11.1.2 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 16 DECEMBER 2019

Author:	Ray Pratt, Works Foreman
Interest Declared:	No interest to disclose
Date:	16 DECEMBER 2019
Attachments	Nil

MATTER FOR CONSIDERATION

That Council receives the Technical Services Monthly Report as at 16 December 2019.

BACKGROUND

Nil

STATUTORY ENVIRONMENT

Nil

STATUTORY IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

1 ROAD CONSTRUCTION – CAPITAL

- Rowe Contractors has completed 5km sealing on the Yalgoo Ninghan Road and 7.5km widening and sealing along the Yalgoo Morawa Road,

2 ROAD MAINTENANCE - OPERATIONS

2.1 Works as of 16 December 2019

Grading done to the following roads

- Ninghan Road, Ninghan Station road, Dalgaranga Road, Sandstone Road, Yalgoo North Road, Jokers Tunnel entrance road and Maranalgo Road
- Mitchel Street formed and sealed and Stadium car park formed and sealed.

3 OTHER INFRASTRUCTURE MAINTENANCE

3.1 Plant and Equipment

- John Deer Grader and Isuzu Crew Cab truck had been serviced.

3.2 Buildings

- New air conditioners installed in the Council Chambers and Community Developments Office.

3.3 Town Street

- General Town Gardening maintenance completed on a weekly basis.

4 PARKS AND RESERVES

4.1 Art & Culture Centre

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

4.2 Community Town Oval

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

4.3 Community Park, Gibbons Street

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

4.4 Community Park, Shamrock Street

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

4.5 Water Park

- Geraldton Pool and Spa installed a New water management system, this system controls chlorine and acid levels in the water.

4.6 Yalgoo Caravan Park

- General gardening maintenance is done every two weeks.
- Fill material carted for new building.

4.7 Yalgoo & Paynes Find Rubbish Tip

- New fence installed to the Paynes Find Rubbish Tip.

4.8 Railway Station

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

4.9 Yalgoo Nursing Post

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

5 INFRASTRUCTURE - CAPITAL

Nil

-

6 PRIVATE WORKS

- Backhoe used to install new septic tank to 82 Piesse Street.

7 PURCHASING

- 1 – New Mack Prime Mover received
- 1 – New Toyota Hilux received for Town Gardner
- 1 – New Toyota Fortuner received for Shire Office
- 1 – small Genset received, and
- 1 – submersible pump received.

8 STAFF

8.1 Training & Licences

- Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

TECHNICAL SERVICES MONTHLY REPORT AS OF THE 16 DECEMBER 2019

That Council:

Receive the Technical Services report as at 16 December 2019.

Moved:

Seconded:

Motion put and carried:

11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

11.3 FINANCE

11.3.1 ACCOUNTS FOR PAYMENT NOVEMBER 2019

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	12 DECEMBER 2019
Attachments	Nil

MATTER FOR CONSIDERATION

Council approve the Accounts for Payment list for the period 1 November 2019 to 30 November 2019 as detailed in the report below.

BACKGROUND

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 requires the Chief Executive Officer to present a list of accounts paid and/or payable to Council and such to be recorded in the minutes of the meeting.

STATUTORY ENVIRONMENT

Local Government Act 1995

6.10 Financial Management regulations

Regulations may provide for –

- a. The security and banking of money received by a local government’ and
- b. The keeping of financial records by a local government; and
- c. The management by a local government of its assets, liabilities and revenue; and
- d. The general management of, and the authorisation of payments out of –
 - I. The municipal fund; and
 - II. The trust fund, of a local government.

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO’s duties as to etc.
 1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –
 - I. The payee’s name; and
 - II. The amount of the payment; and
 - III. The date of the payment; and
 - IV. Sufficient information to identify the transaction.
 2. A list of accounts for approval to be paid is to be prepared each month showing –
 - a. For each account which requires council authorisation in that month –
 - I. The payee’s name; and
 - II. The amount of the payment; and

- III. Sufficient information to identify the transaction; and
 - b. The date of the meeting of the council to which the list is to be presented.
3. A list prepared under subregulation (1) or (2) is to be –
- a. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - b. Recorded in the minutes of that meeting.

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

The list of accounts paid for the period 1 November 2019 to 30 November 2019 are as follow

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1018*2020	BOQ Asset Finance & Leasing Pty Ltd	1/11/2019	Photocopier rental	329.50
1034*2020	Communication Systems Geraldton	1/11/2019	2 X UHF RADIO'S, 2 X UHF HAND PIECES	1,265.00
1037*2020	Core Business Australia Pty Ltd	1/11/2019	Consultancy Fees -Road Funding Technical Support - Yalgoo Hall Procurement	22,788.32
1048*2020	Dominic Carbone & Associates	1/11/2019	Consultancy Fees Admin and Finance	2,860.00
1059*2020	Trenfield, Gail	1/11/2019	Council Meeting Fee - 1 November 2019	777.67
1067*2020	Geraldton Toyota	1/11/2019	YA1000 - VEHICLE SERVICE, YA805 - 70,000KM SERVICE	871.87
1139*2020	Lawson, PERCY (SENIOR)	1/11/2019	Council Meeting Fee - 1 November 2019	527.67
1152*2020	Raul. Valenzuela	1/11/2019	Council Meeting Fee - 1 November 2019	527.67
1153*2020	Pratt, Ray	1/11/2019	Reimbursements -road train sign covers (2)	66.00
1175*2020	Sun City Print	1/11/2019	SIGNAGE AND A FRAMES FOR RIFLE RANGE	803.00
1181*2020	The West Australian	1/11/2019	Advertising - General Notice	1,100.00
1203*2020	Westside Painting Service	1/11/2019	Museum - Internal & External Painting	2,365.00
1207*2020	Yalgoo Hotel Motel	1/11/2019	BILL ATYEO: ACCOMMODATION & MEALS - 16.17.18 September, DINNER AND DRINKS FOR SHIRE PRESIDENT AND A/CEO, Meals for Dominic: 21.08.19 - 29.08.19, HI-LITE SECURITY: ACCOMMODATION & MEALS, RADIO MAMA: ACCOMMODATION & MEALS 4/ 5 OCTOBER 2019, BILL ATYEO - ACCOMMODATION & MEALS 7,8,9,10 OCTOBER, SANDWICHES AND DRINKS FOR VET PROGRAM, Council Meeting Lunch - 30 August 2019	1,927.00
1220*2020	PAYNE, GREGORY ARTHUR	1/11/2019	Council Meeting fee - 1 November 2019 Council Meeting Fee - 27 September 2019	3,652.34

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1251*2020	Atyeo's Environmental Health Services PL	1/11/2019	CONSULTANCY FEES - EHO	4,313.75
1277*2020	REILLY & CO	1/11/2019	Emu Festival Meeting, Reimbursement for payment to Lance Mongoo reimbursement on Expenses, Emu Festival Workshops Reimbursement on Expenses, Bingo Night School Holiday program, Reimbursement of Expenses - Core Stadium	2,981.37
1301*2020	MID WEST CONCERT SOUND & LIGHTING	1/11/2019	Emu Festival - Sound. Lighting & Stage Hire	4,070.00
1311*2020	HODDER, TAMISHA	1/11/2019	Council Meeting Fee - 1 November 2019	527.67
1319*2020	FRONTLINE FIRE & RESCUE	1/11/2019	Eflare Pack For Paynes Find	379.50
1331*2020	HODDER, SONDRA	1/11/2019	Payment of Proceeds -Sale of Artwork	48.75
1339*2020	SUN CITY BATTERIES	1/11/2019	55D23R NEUTON 12V 600CCA BATTERY, NP-N150 TRUCK BATTERY	1,279.20
1347*2020	GRANTS EMPIRE	1/11/2019	CONSULTANCY FEES-DEVELOPMENT OF REMOTE AIRSTRIP UPGRADE GRANT APPLICATION	1,320.00
1374*2020	MIDWEST TURF SUPPLIES	1/11/2019	Core Stadium - Turf Renovation and Supply of fertiliser & wetta soil, Caravan Park - Supply & install water pipe	22,991.00
1412*2020	PRATT, HELEN	1/11/2019	Payment of Proceeds -Sale of Artwork	26.25
1423*2020	EVENT ART TENTS - EMMALINE JAMES	1/11/2019	Reimbursements -Art Centre activities expenses	415.99
1458*2020	ROWE CONTRACTORS	1/11/2019	Gravel Stockpiling - Badja Woolshed Road	3,300.00
1478*2020	SIMPSON, PHYLLIS	1/11/2019	Payment of Proceeds -Sale of Artwork	3.00
1487*2020	MCDONALDS WHOLESALERS	1/11/2019	SUNDRY SUPPLIES CARAVAN PARK	267.48

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1523*2020	PAGE, MAUREEN	1/11/2019	Payment of Proceeds -Sale of Artwork	30.00
1557*2020	DENNISON, GAYE	1/11/2019	Payment of Proceeds -Sale of Artwork	30.00
1567*2020	HODDER, RHIANNON	1/11/2019	Payment of Proceeds -Sale of Artwork	53.50
1569*2020	DIRECT HEATING & COOLING	1/11/2019	Supply & Install Airconditioners- Admin Centre	5,960.00
1570*2020	HODDER, GLADYS	1/11/2019	Payment of Proceeds -Sale of Artwork	157.50
1590*2020	MAC'S BURGERS	1/11/2019	FOOD VAN HIRE FOR EMU FESTIVAL	568.50
1591*2020	PRESTIGE PRINT SUPPLIES	1/11/2019	Printer Toners	767.40
1592*2020	SIMPSON, GAIL	1/11/2019	Council Meeting Fee - 1 November 2019	527.67
1011*2020	Australian Golden Outback	8/11/2019	Shire Editorial in 2020 Holiday Planner	1,675.00
1012*2020	Australian Taxation Office	8/11/2019	July, August & September 2019 Activity Statement	31,416.00
1024*2020	Canine Control	8/11/2019	Sterilisation Program	1,559.93
1028*2020	Civic Legal	8/11/2019	Legal Expenses - Native Title Matter	1,716.83
1067*2020	Geraldton Toyota	8/11/2019	YA0: 40,000km service	1,497.67
1073*2020	Great Northern Rural Services.	8/11/2019	CHEMICALS ROUNDUP FOR GARDENING CREW	360.80
1091*2020	Landgate	8/11/2019	Mining Tenements Valuations	39.80
1106*2020	Mick Davey Butchers	8/11/2019	Food Supply for Emu Festival	215.30
1140*2020	Pickles Auctions	8/11/2019	Inspection & Valuation of a Landcruiser - CEO vehicle	385.00
1225*2020	WALGA	8/11/2019	Training Gail Simpson	1,850.00

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1229*2020	HARVEY NORMAN FURNITURE & BEDDING	8/11/2019	Furniture for 48 Gibbons	3,398.00
1252*2020	E & MJ ROSHER	8/11/2019	PURCHASE 25 HP DIESEL ZERO TURN MOWER AND GRASS CATCHER, Grass Catcher Bag for Kubota Mower,	24,838.00
1255*2020	TOLL TRANSPORT PTY LTD	8/11/2019	Freight Charges	1,426.08
1266*2020	HARVEY NORMAN ELECTRICS GERALDTON	8/11/2019	TV Arial Cord	49.95
1277*2020	REILLY & CO	8/11/2019	Reimbursement on Expenses- Emu Festival Workshops	80.40
1280*2020	BP MECHANICAL MAINTENANCE	8/11/2019	YA479 - Service & Repairs, YA1622 - Service & Repairs, YA1614: Service & Repairs, YA1660: Service & Repairs, YA465: Service & RepairS, YA807: Service & Repairs, YA1611: Service & Repairs	3,485.19
1284*2020	DEPARTMENT OF MINES, INDUSTRY REGULATIONS & SAFETY	8/11/2019	BSL Levy	56.65
1295*2020	SEIVY'S MECHANICAL SERVICES	8/11/2019	Paynes find - YA898 FIRE TRUCK SERVICE	763.00
1337*2020	HILLE, THOMPSON & DELFOS	8/11/2019	Engineering Consulting	4,972.00
1389*2020	SHIRE OF PERENJORI	8/11/2019	Contribution - CESM Shared Costs	3,090.59
1418*2020	INCITE SECURITY	8/11/2019	Depot: Security Monitoring Fee	147.00
1430*2020	DALGLEISH CATERING	8/11/2019	CATERING FOR ART CENTRE	324.00
1007*2020	ATOM Supply	25/11/2019	WORKSHOP CONSUMABLES	1,003.50
1015*2020	Beaurepaires	25/11/2019	YA 1622, TR 11R22.5 146/143M TRIANGLE TR666 FITTINGS	585.42
1018*2020	BOQ Asset Finance & Leasing Pty Ltd	25/11/2019	Photocopier rental	329.50

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1024*2020	Canine Control	25/11/2019	Ranger Service 16 & 17 October 2019	1,089.00
1028*2020	Civic Legal	25/11/2019	Legal Expenses - Native Title Matter	715.00
1051*2020	Elite Electrical Contracting Pty Ltd	25/11/2019	Staff Housing Repairs & Maintenance , Water Park - Repairs to Pump	5,261.03
1056*2020	Five Star Business Equipment & Comms	25/11/2019	Photocopier Maintenance	865.14
1092*2020	LGIS.	25/11/2019	Insurance - 2018-2019 Motor Vehicle Premium Adjustment	1,483.99
1144*2020	Pool & Spa Mart	25/11/2019	WATER PARK - CHLORINE & ACID	182.30
1153*2020	Pratt, Ray	25/11/2019	Fuel Tao for Genset	13.60
1182*2020	ThinkWater Geraldton	25/11/2019	PUMP	1,623.15
1187*2020	Truckline Geraldton	25/11/2019	SEAL GREASE GP AXLE (GREASE 3) CAMSHAFT RH 1 1/2"X	155.54
1191*2020	Veolia Environmental Services	25/11/2019	Rubbish Collection Fee	4,089.14
1225*2020	WALGA	25/11/2019	Advertising for the Shire of Yalgoo 2019 Ordinary Council Meeting	2,145.00
1235*2020	ELLIS & SONS CONSTRUCTION	25/11/2019	Admin Centre - Supply & Install Windows to Entrance Doors ,18b Shamrock: Repair damage to walls,doors & ceiling, 19b Stanley: Repairs to fence, 18a Shamrock - Supply and Install fence	14,954.50
1240*2020	Westrac Equipment Pty Ltd	25/11/2019	PURCHASE OF NEW BACK HOE and INSTALL SIDE SHIFT CYLINDER KIT	188,389.06
1308*2020	Gearing Butchers	25/11/2019	Food Supply for Animal Sterilisation Program	88.56
1412*2020	PRATT, HELEN	25/11/2019	Reimbursements Sale of Art - 2x Cards, Batteries for Hall Key, Phone Cover for Ray	92.50

_ID	Creditor's Name	Cheque Date	Invoice Details	Total Amount Due
1428*2020	SAGE HOTEL WEST PERTH	25/11/2019	Accommodation & Meals for Cr Gail Simpson - Training	767.00
1458*2020	ROWE CONTRACTORS	25/11/2019	RRG NINGHAN ROAD WORKS and R2R MORAWA ROAD WORKS	221,100.00
1460*2020	DRAGONFLY MEDIA	25/11/2019	TV Commercial - Emu Festival 2019	770.00
1487*2020	MCDONALDS WHOLESALERS	25/11/2019	SUNDRY SUPPLIES CARAVAN PARK	201.92
1523*2020	PAGE, MAUREEN	25/11/2019	Payment of Proceeds Sale of Art - Earrings	7.50
1567*2020	HODDER, RHIANNON	25/11/2019	Payment of Proceeds Sale of Art - Earrings & Pendant	56.25
1570*2020	HODDER, GLADYS	25/11/2019	Payment of Proceeds Sale of Art - Lge Basket	127.50
1594*2020	MOOREVIEW PLANTS & TREES	25/11/2019	PLANT FOR SHIRE OFFICE	474.92
1596*2020	FLANAGAN, KATIE	25/11/2019	Payment of Proceeds Sale of Art - Earrings	37.50
1597*2020	HODDER, ELISHA	25/11/2019	Payment of Proceeds Sale of Art - Small Basket	15.00
TOTAL				619,850.28

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

ACCOUNTS FOR PAYMENT NOVEMBER 2019

That Council approve the list of accounts paid for the period 1 November 2019 to 30 November 2019 amounting to \$619,850.28 and the list be recorded in the Minutes.

Moved:

Seconded:

Motion put and carried / lost

11.3.2 INVESTMENTS AS AT 31 NOVEMBER 2019

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	12 NOVEMBER 2019
Attachments	Nil

MATTER FOR CONSIDERATION

That Council receive the Investment Report as at 30 November 2019.

BACKGROUND

Money held in the Municipal Fund of the Shire of Yalgoo that is not required for the time being may be invested under the Trustee Act 1962 Part III.

STATUTORY ENVIRONMENT

Local Government Act 1995

6.14. Power to invest

(1) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the *Trustees Act 1962* Part III.

(2A) A local government is to comply with the regulations when investing money referred to in subsection (1).

(2) Regulations in relation to investments by local governments may —

(a) make provision in respect of the investment of money referred to in subsection (1); and

[(b) *deleted*]

(c) prescribe circumstances in which a local government is required to invest money held by it;

and

(d) provide for the application of investment earnings; and

(e) generally provide for the management of those investments.

Local Government (Financial Management) Regulations 1996

19. Investments, control procedures for

(1) A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.

(2) The control procedures are to enable the identification of —

(a) the nature and location of all investments; and

(b) the transactions related to each investment.

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

(1) In this regulation —

authorised institution means —

(a) an authorised deposit-taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or

(b) the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;

foreign currency means a currency except the currency of Australia.

(2) When investing money under section 6.14(1), a local government may not do any of the following —

(a) deposit with an institution except an authorised institution;

(b) deposit for a fixed term of more than 12 months;

(c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;

(d) invest in bonds with a term to maturity of more than 3 years;

(e) invest in a foreign currency.

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

The worksheet below details the investments held by the Shire as at 30 November 2019.

SHIRE OF YALGOO CASH HOLDINGS AS AT 30 NOVEMBER 2019								
INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N ^o	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
MUNICIPAL FUND								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4520	Ongoing	N/A	N/A	Variable	\$2,765,575.55
NAB	N/A	Cash Maximiser	86-538-7363	Ongoing	N/A	N/A	Variable	\$41,326.35
NAB	N/A	Term Deposit	89-977-1574	2 months 30 day	23.09.2019	23.12.2019	1.68%	\$64,637.15
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,095.49
TOTAL								\$2,923,634.54

RESERVE FUNDS								
NAB	N/A	Term Deposit	97-511-4454	3 months	23.09.2019	23.12.2019	1.68%	\$167,458.55
NAB	N/A	Term Deposit	89-972-5236	3 months	23.09.2019	23.12.2019	1.68%	\$464,837.71
NAB	N/A	Term Deposit	11-186-3992	3 months	23.09.2019	23.12.2019	1.68%	\$1,117,882.28
TOTAL								\$1,750,178.54

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

INVESTMENT REGISTER						
01 NOVEMBER 2019 TO 30 NOVEMBER 2019						
NATIONAL AUSTRALIA BANK						
ACCOUNT N ^o	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 30.11.2019	INVESTMENT TRANSFERS	CLOSING BALANCE 30.11.2019
86-538-7363	Ongoing	Variable	\$41,307.37	\$18.98	0	\$41,326.35
89-977-1574	23.12.2019	1.68%	\$64,336.35	\$320.80	0	\$64,657.15
24-831-4222	Ongoing	Variable	\$52,071.54	\$23.95	0	\$52,095.49
97-511-4454	23.12.2019	1.68%	\$166,627.70	\$830.85	0	\$167,458.55
89-972-5236	23.12.2019	1.68%	\$462,531.39	\$2,306.32	0	\$464,837.71
11-186-3992	23.12.2019	1.68%	\$1,112,335.83	\$5,546.45	0	\$1,117,882.28

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

INVESTMENTS AS AT 30 NOVEMBER 2019

That the Investment Report as at 30 November 2019 be received.

Moved:

Seconded:

Motion put and carried/lost

11.3.3 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 30 NOVEMBER 2019

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	12 DECEMBER 2019
Attachments	<ul style="list-style-type: none"> • Statement of Comprehensive Income ending the 30 November 2019; • Financial Activity Statement; ending 30 November 2019; • Summary of Current Assets and Current Liabilities as of 30 November 2019; • Statement of Current Financial Position as at 30 November 2019; • Detailed worksheets; • Other Supplementary Financial Reports: <ul style="list-style-type: none"> ○ Reserve Funds; ○ Loan Funds; ○ Trust Fund

MATTER FOR CONSIDERATION

Adoption of the Monthly Financial Statements.

BACKGROUND

The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.4–Specifies that a local government is to prepare such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) budget estimates to the end of month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
 - (e) the net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5, and 6 prescribe further details of information to be included in the monthly statement of financial activity.

STRATEGIC IMPLICATIONS

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

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue, and overall results against budget targets.

POLICY IMPLICATIONS

2.4 Material Variance

FINANCIAL IMPLICATIONS

The Financial Activity Statements reflect the financial situation of the Shire as at year to date.

CONSULTATION

Nil

COMMENT

The Shire prepares the monthly financial statements in the statutory format along with the other supplementary financial reports comprising of:

- Statement of Comprehensive Income;
- Statement of Financial Position;
- Reserve Funds;
- Loan Funds; and
- Trust Fund.

The areas where material variances have been experienced (10% or \$10,000 above or below budget) are commented on in the material variance column.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

R34 (1) FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 30 NOVEMBER 2019.

That Council:

Adopts the Financial Activity Statement for the period ended 30 November 2019.

Moved:

Seconded:

Motion put and carried/lost

11.4 ADMINISTRATION

11.4.1 REPORT ON MATTERS OUTSTANDING AS AT 16 DECEMBER 2019

Author:	John Read, Acting CEO
Interest Declared:	No interest to disclose
Date:	16 December 2019
Attachments	Nil

MATTER FOR CONSIDERATION

That Council note the report on outstanding matters.

BACKGROUND

The report is compiled from resolutions of Council relating to reports presented to Council, Notice of Motions, and Urgent Business.

STATUTORY ENVIRONMENT

Nil

BUSINESS IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

Matters outstanding are detailed below with comments in relation to status.

MATTERS OUTSTANDING			
MEETING DATE	ITEM REFERENCE	RESOLUTION	CURRENT STATUS
31 Mar 17	Under-taking a Review of the Shire of Yalgoo Policies	That the CEO under-take a review of the Shire Policies over the next three months	Matter considered at the June 2019 Meeting Consultants advised of that no amendments were required. Consultants are finalising documents for the January Meeting for council to adopt.

MATTERS OUTSTANDING			
MEETING DATE	ITEM REFERENCE	RESOLUTION	CURRENT STATUS
31 January 2019 31 May 2019	House Safety of Lot 220, 82 Piesse Street Yalgoo	That Council Requests the CEO to investigate the safety of the house owed by Timothy Simpson and Gloria Merry at lot 220, 82 Piesse Street, Yalgoo. Council accepted the report of the EHO and requested the CEO and EHO to meet with the owner to address the problem areas	Further inspections planned with EHO.
31 May 2019	Review of Draft Shire of Yalgoo Employee Orientation and Human Resources Manual	That the Shire Consultants LG People and Culture Workforce and Management Services be advised on any changes	Included in item 1 above.
26 July 2019	New Road Access and Public Benefit Agreement	CEO Draft new road access and Public Agreement (PBA) with Top Iron at their expense for Council to approve.	Top Iron have received the letter detailing our requirements and council decision.
27 September 2019	Paynes Find Landfill Site Upgrade	CEO prepare a report on costs associated with the Landfill site’s upgrade.	Andrew McSporrان has completed the fence around the perimeter of the gazetted tip area. Works Forman is waiting on a quote from Doug Taylor to excavate the landfill area which will involve blasting.
27 September 2019	Paynes Find Public Toilet Facility	CEO to obtain quotations for the new toilet facility at the Paynes Find Community Centre	Quote from Ellis Construction accepted and within budget, Roy Brands drawing plans of the building. Construction to commence after Christmas.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

REPORT ON MATTERS OUTSTANDING AS AT 16 December 2019

That Council:

Receives Report N^o 11.4.1 Report on Matters Outstanding as at 16 December 2019.

Moved:

Seconded:

Motion put and carried / lost

11.4.2 2019 YALGOO COMMUNITY CHRISTMAS EVENT

Author:	John Read, Acting Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 December 2019
Attachments	Nil

MATTER FOR CONSIDERATION

That Council receive the Acting CEO’s report regarding the successful 2019 Yalgoo community Christmas event

BACKGROUND

The 2019 Christmas event was held at Core stadium on Friday 13 December. The evening commenced with a BBQ following by Santa arriving in the fire truck and giving out presents to all local children up to primary school age. Carols by candlelight followed with music provided by John Read, Acting CEO.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

The successful event was enjoyed by all who attended which included parents and children from pastoral stations. The event promotes community cohesiveness entirely consistent with the Shire’s Community Strategic Plan.

CONSULTATION: Nil

COMMENT

Appreciation is extended to Emmaline James, Manager Arts, Culture and Community Development who organised the event along with Gaye Dennison, Patricia Carnamah, Yvonne Valenzuela who assisted in the BBQ/ catering, along with Matt McSporran, Darren Hawkins and Chris Bell who cooked the BBQ.

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION

2019 YALGOO COMMUNITY CHRISTMAS EVENT

That Council receive the Acting CEO’s report regarding the successful 2019 Yalgoo community Christmas event.

Moved: **Seconded:** **Motion put and carried:**

11.4.3 STRUCTURE – ARTS, CULTURE & COMMUNITY DEVELOPMENT

Author:	John Read, Acting Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	12 DECEMBER 2019
Attachments	Nil

MATTER FOR CONSIDERATION

That Council receive the Acting CEO’s report regarding the structure of the Arts, Culture and Community Development services for the Shire of Yalgoo

BACKGROUND

Council at its meeting held on 29 November 2019 resolved the following:

COUNCIL DECISION		
C2019-1115	<u>STRUCTURE – ARTS, CULTURE & COMMUNITY DEVELOPMENT</u>	
That the CEO determine the structure of the Arts, Culture and Community Development Services after liaison with the Arts and Culture Committee.		
Moved: Cr Percy Lawson	Seconded: Cr Gail Trenfield	Motion put and carried: 6/0

STATUTORY ENVIRONMENT; Local Government Act 1995

STRATEGIC IMPLICATIONS

The Shire’s Community Strategic Plan specifically encourages the employment of aboriginal trainees in the areas of arts, culture and community development.

CONSULTATION

Emmaline James - Manager, Yalgoo Arts & Cultural Centre.

Members of the Council’s Arts & Culture Committee – Crs Simpson and Hodder

COMMENT

Since the last meeting of Council consideration has been given regarding the desired structure of employees to provide the Shire’s community development services.

Emmaline James currently manages the Shire’s Arts & Cultural Centre working Thursdays through to Saturdays each week. Emmaline has offered to extend her role to include community development working Tuesdays through to Saturdays each week. Emmaline is passionate about delivering community development services to the Shire’s community and her experience is supported by appropriate formal qualifications including a university degree. Emmaline has developed a strong relationship with North Midlands Project and the unique and innovative services they offer in strengthening communities will dovetail with and compliment the community development services offered by the Shire.

In the role of Manager Arts, Culture & Community Development, Emmaline will mentor Rhiannon Hodder undertaking her Traineeship in Arts & Culture Centre Management as well as a Trainee in Community Development.

The Traineeship in Community Development will be a full time position and is currently being advertised locally. The position suits an indigenous Yalgoo local resident.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

STRUCTURE – ARTS, CULTURE & COMMUNITY DEVELOPMENT

That Council receive the Acting CEO's report regarding the structure of the Arts, Culture & Community Development services for the Shire of Yalgoo.

Moved:

Seconded:

Motion put and carried:

11.4.4 BENDIGO BANK PROPOSAL

Author:	John Read, Acting Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	16 December 2019
Attachments	Bendigo Bank Proposal Documents

MATTER FOR CONSIDERATION

That Council move its entire banking to Bendigo Bank, Geraldton Branch.

BACKGROUND

Bendigo Bank has been established for 160 years and is Australia’s fifth largest bank. It has 1.8 million customers, \$71.4 billion total assets, 7,466 group and associated employees and 1,159 branches Australia wide.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

Bendigo Bank’s modus operandi of giving back 50% of its net profits to the community who supports it compliments the ideals of the Shire’s Community Strategic Plan

CONSULTATION

Mr Jody Beven, Geraldton Branch Manager, Bendigo Bank

COMMENT

Under their proposal to the Shire of Yalgoo, Bendigo Bank’s fees, interest rates, etc. are competitive when compared to the Shire’s current banker NAB. The main attraction of moving to Bendigo Bank is that it is the only bank that gives a significant portion of its net profits back to the community that supports it.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION		
<u>BENDIGO BANK PROPOSAL</u>		
That Council move its entire banking to Bendigo Bank, Geraldton Branch.		
Moved:	Seconded:	Motion put and carried:

11.4.5 ORDINARY MEETINGS OF COUNCIL – 2020

Author:	John Read, Acting Chief Executive Officer
Interest Declared:	No interest to disclose
Date:	12 DECEMBER 2019
Attachments	Nil

MATTER FOR CONSIDERATION

That Council adopt the Ordinary meeting dates for 2020

BACKGROUND

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

STATUTORY ENVIRONMENT

Local Government Act 1995 (Part 5 Division 2).

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

Consideration has been given to ensuring that the meetings held in Paynes Find are not held during school holidays.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

ORDINARY MEETINGS OF COUNCIL – 2020

That Council adopt the following dates and venues for its Ordinary Council meetings for 2020 commencing at 10.00am and that they be advertised accordingly:

31 January 2020 Council Chambers Yalgoo

28 February 2020 Council Chambers Yalgoo

27 March 2020 Community Centre Paynes Find

24 April 2020 Council Chambers Yalgoo

29 May 2020 Council Chambers Yalgoo

26 June 2020 Council Chambers Yalgoo

31 July 2020 Council Chambers Yalgoo

28 August 2020 Council Chambers Yalgoo

25 September 2020 Community Centre Paynes Find

30 October 2020 Council Chambers Yalgoo

27 November 2020 Council Chambers Yalgoo

18 December 2020 Council Chambers Yalgoo

Moved:

Seconded:

Motion put and carried:

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

13. URGENT BUSINESS

14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.0 STATUTORY ENVIRONMENT – MEETING CLOSED TO THE PUBLIC

Councillors are obliged to maintain the confidentiality of matters discussed when the meeting is closed. Fines of up to \$10,000 or two years imprisonment apply to certain offences relating to misuse of information.

The following legislative extracts were downloaded from www.auslii.edu.au on 8 November 2010.

Local Government Act 1995

s5.23. Meetings generally open to the public

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees;
 - (b) the personal affairs of any person;
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) a matter that if disclosed, could be reasonably expected to —
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government’s property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971 ; and

(h) such other matters as may be prescribed.

- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

s5.92 Access to information by council, committee members

- (1) A person who is a council member or a committee member can have access to any information held by the local government that is relevant to the performance by the person of any of his or her functions under this Act or under any other written law.
- (2) Without limiting subsection (1), a council member can have access to —
- (a) all written contracts entered into by the local government; and
 - (b) all documents relating to written contracts proposed to be entered into by the local government.

s5.93. Improper use of information

A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law —

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person. Penalty: \$10 000 or imprisonment for 2 years.

Local Government (Rules of Conduct) Regulations 2007

s6. Use of information

- (1) In this regulation —
 closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
 confidential document means a document marked by the CEO to clearly show that the information in the document is not to be disclosed;
 non-confidential document means a document that is not a confidential document.
- (2) A person who is a council member must not disclose —
- (a) information that the council member derived from a confidential document; or
 - (b) information that the council member acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subregulation (2) does not prevent a person who is a council member from disclosing information —
- (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

15. NEXT MEETING

The next Ordinary Meeting of Council is due to be held at the Council Chambers, Yalgoo on 31 January 2019 commencing at 10.00 am.

16. MEETING CLOSURE

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

