



AGENDA

For the Ordinary Council Meeting

To be held on the 26th August 2022

Notice of Meeting

The next Ordinary Council Meeting for the Shire of Yalgoo will be held on Friday 26th August 2022 in the Community Centre, Paynes Find commencing at 11:00am.



Ian Holland

CHIEF EXECUTIVE OFFICER

22nd August 2022

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	5
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 – 29 th July 2022	6
9.2	Minutes of the Special Council Meeting – 10 th August 2022	6
10	MINUTES OF COMMITTEE MEETINGS	6
10.1	REPORTS OF COMMITTEE MEETINGS.....	6
11	TECHNICAL REPORTS.....	7
11.1	CAPITAL PROGRESS REPORT	7
11.2	TECHNICAL SERVICES REPORT AS OF 22 nd August 2022	9
12	DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS	12
	NIL.....	12
13	FINANCIAL REPORTS	12
13.1	LIST OF ACCOUNTS	12
13.2	INVESTMENTS AS AT 31 ST July 2022.....	19
13.3	FINANCIAL ACTIVITY STATEMENT AS AT 30 th JUNE 2022.....	21
13.4	FINANCIAL ACTIVITY STATEMENT AS AT 31 st JULY 2022.....	22
14	ADMINISTRATION REPORTS	23
14.1	Proposed Truck Bay Great Northern Highway	23
14.2	Tourism Action Plan.....	25
14.3	Ease of Access and Permission to have a Gate Across a Public Thoroughfare	26
14.4	Prime Mover Purchase	28
14.5	Side Tipper Trailer Combination Purchase	30
14.6	WA Country Health Service Property Lease	32
15	NOTICE OF MOTIONS	33
16	URGENT BUSINESS	33

Agenda – Ordinary Council Meeting – Friday 26th August 2022

17	MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	33
18	NEXT MEETING	33
19	MEETING CLOSURE.....	33

Agenda – Ordinary Council Meeting – Friday 26th August 2022

1 DECLARATION OF OPENING

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

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

In accordance with section 14 of the Local Government (Administration) Regulations 1996 “Meetings held by electronic means in public health emergency or state of emergency (Act s. 5.25(1)(ba))”, the President to declare that this Meeting may take place via instantaneous communication. All Councillors and staff are to be available either via telephone (teleconference) or in person.

APOLOGIES

LEAVE OF ABSENCE

.
NIL

3 DISCLOSURE OF INTERESTS

Councillors 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.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

- 4 PUBLIC QUESTION TIME
REPONSES TO QUESTIONS TAKEN ON NOTICE**

QUESTIONS TAKEN WITHOUT NOTICE

- 5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

- 6 NOTICE OF MATTERS TO BE DISCUSSED BEHIND CLOSED DOORS**

- 7 APPLICATIONS FOR LEAVE OF ABSENCE**

- 8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

Date	Location	Meeting	Attendance

Agenda – Ordinary Council Meeting – Friday 26th August 2022

9 CONFIRMATION OF MINUTES

9.1 Minutes of the Ordinary Council Meeting – 29th July 2022

RECOMMENDATION

That the minutes of the Council Meeting held on the 29th July 2022 as attached be confirmed as a true and correct record.

9.2 Minutes of the Special Council Meeting – 10th August 2022

RECOMMENDATION

That the minutes of the Special Council Meeting held on the 10th August 2022 as attached be confirmed as a true and correct record.

10 MINUTES OF COMMITTEE MEETINGS

NIL

10.1 REPORTS OF COMMITTEE MEETINGS

NIL

11 TECHNICAL REPORTS

11.1 CAPITAL PROGRESS REPORT

Applicant:	Shire of Yalgoo
Date:	22 August 2022
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

To receive the Progress Report on the 2022/23 Capital Works Program.

BACKGROUND

The Shire has not yet adopted the 2022-23 Annual Budget and therefore cannot yet state the funds allocated for the acquisition of capital assets and the undertaking of infrastructure works.

COMMENT

The Capital Projects detailed below are projects carried forward from the 2021-22 financial year. Solar pump is required for the installation of the Bushfire water tank.

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 as at 31st July 2022.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

CAPITAL WORKS PROGRAMME

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

	2022-23 ANNUAL BUDGET	2022-23 JULY ACTUAL	COMMENTS
	\$	YTD \$	
<u>By Program</u>	Not yet adopted		The CEO to provide a verbal update on the status of the capital projects as at 31 July 2022
Recreation and Culture			
000000- Solar Pumps - Paynes Find Community Centre L & B		7,800	
Transport			
000000- Trailer P & E		9,510	
Economic Services			
000000-Caravan Park - 2 Self Contained Accommodation Units L & B		4,345	Install 2 satellite systems and cordless vacuum cleaner
	0	21,655	

11.2 TECHNICAL SERVICES REPORT AS OF 22nd August 2022

Applicant:	Shire of Yalgoo
Date:	22 August 2022
Reporting Officer:	Craig Holland Works Manager
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council receive the Technical Services Report as at the 22nd August 2022

COMMENT

Road Construction and Capital

NIL – RRG application 2023/24 submitted, Claims for RRG and direct grant to follow.

Road Maintenance

- Maintenance grading, Paynes Find-Thundelarra Road, Yalgoo North Road, Paynes Find-Sandstone Road and Maranalgo Road.

Plant and other infrastructure maintenance - Service

YA1000 – 90,000km

YA809 – 70,000km

YA465 – 2000 hr

YA807 – Diverter valve replaced

YA805 – Insurance claim for incorrect fuel

Parks, Reserves and Properties

4.1 Art & Culture Centre

General gardening maintenance carried out.

Mural fitted to Arts Centre.

4.2 Community Town Oval

General gardening maintenance conducted at the oval and core stadium gardens.

4.3 Community Park, Gibbons Street

Weekly mowing, pruning and watering.

4.4 Community Park, Shamrock Street

Weekly mowing, pruning and watering.

4.5 Water Park

General gardening maintenance conducted on water park.

4.6 Yalgoo Caravan Park

General gardening maintenance is done every two weeks.

4.7 Paynes Find

New fire water tanks installed at the community centre (MRWA and DPLH approval not forthcoming for installation at the Highway Well).

Bore pump replaced running of solar panels.

4.8 Railway Station

Septic Tanks cleaned out and new leach drains fitted. Termite Inspection.

4.9 Yalgoo Nursing Post

NIL

4.10 Staff Housing

Pest Control carried out at all staff housing.

4.11 Yalgoo Rubbish Tip

Tip head pushed over on a weekly basis and loose rubbish collection carried out.

4.12 Yalgoo & Paynes Find Airstrip

Carting gravel onto Paynes Find Airstrip to resheet washed out sections.

Purchasing

- Forklift

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 22nd August 2022.

12 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS
NIL

13 FINANCIAL REPORTS

13.1 LIST OF ACCOUNTS

Applicant:	Shire of Yalgoo
Date:	22 August 2022
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

Council approval is sought for the payments made in the period 1st July 2022 to 31st July 2022 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

Agenda – Ordinary Council Meeting – Friday 26th August 2022

- 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.

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council approve the list of accounts paid for the period 1st July to 31st July 2022 amounting to \$1,027,299.04 and the list be recorded in the minutes.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

SHIRE OF YALGOO LIST OF ACCOUNTS PAID AND PAYABLE FOR THE PERIOD 1 JULY 2022 TO 31 JULY 2022

Chq/EFT	Date	Name	Description	Amount
1 9	04/07/2022	Water Corporation	Water use/service charge	673.84
2 12	04/07/2022	Water Corporation	Water use/service charge	697.77
3 22	27/07/2022	Horizon Power	Street Lighting	706.54
4 27	04/07/2022	Water Corporation	Water use/service charge	74.36
5 28	29/07/2022	Pivotel Satellite Pty Limited	Satelite fees and charges	302.00
6 50	25/07/2022	City of Greater Geraldton	Paynes Find Airstrip - Knowledge sharing and inspection	1,528.80
7 EFT99	05/07/2022	Right 4 The Road	Bus inspection fee	233.40
8 EFT100	06/07/2022	Battery Mart	AC delco battery S42B19R	138.60
9 EFT101	06/07/2022	Bridged Group Pty Ltd	Computer support fees	346.50
10 EFT102	06/07/2022	Canine Control	Ranger services 18 June 2022	1,320.68
11 EFT103	06/07/2022	Core Business Australia Pty Ltd	Consultancy fees-DRFAWA Supervision April 2022	131,676.78
12 EFT104	06/07/2022	Geraldton Toyota	6 months/ 10000km service	355.03
13 EFT105	06/07/2022	Mt Magnet Waste Disposal	Pump secondary septic tank & back wash from leach / relieve system	1,075.00
14 EFT106	06/07/2022	Yalgoo Hotel Motel	Council Meeting lunch 25 March 2022	912.00
15 EFT107	06/07/2022	Datacom Solutions (Au) Pty Ltd	Payroll processing -Ozone -Fortnightly PE 01/05/2022	172.21
16 EFT108	06/07/2022	WURTH	2 x Pump 2 x Hand Cleaner	134.02
17 EFT109	06/07/2022	Rowe Contractors	RRG - Yalgoo/Ningham Road Works	258,898.40
18 EFT110	06/07/2022	Craig Holland	2022 - 2023 Diary	35.95
19 EFT111	06/07/2022	Terry Cowley	Dog shots & traps	330.00
20 EFT112	06/07/2022	Thomas Gorman	Reimbursement- Unleaded petrol for new admin car - Ampol Card didn't work. 18/6/2022	175.44
21 EFT113	06/07/2022	DTM Tourism	Consultancy fees- Payment of 25% for completion of tourism study	4,056.25
22 EFT114	20/07/2022	Red Dot Store Geraldton	Materials for School Holiday Program	125.00
23 EFT115	20/07/2022	Eftsure	12 month subscription fee for computer maintenance	5,016.00
24 EFT116	20/07/2022	Bcitf Levy	LGA collection fees	540.00

Agenda – Ordinary Council Meeting – Friday 26th August 2022

SHIRE OF YALGOO LIST OF ACCOUNTS PAID AND PAYABLE FOR THE PERIOD 1 JULY 2022 TO 31 JULY 2022

Chq/EFT	Date	Name	Description	Amount
25 EFT117	20/07/2022	Core Business Australia Pty Ltd	Consultant fees-Flood damage	60,202.08
26 EFT118	20/07/2022	David Roche	Clean community centre for RFDS clinic 6th April & 5th May 2022	873.35
27 EFT119	20/07/2022	Five Star Business Equipment & Comms	Photocopier maintenance -Konica	1,779.83
28 EFT120	20/07/2022	Gail Trenfield	Council Meeting fees and allowances	777.67
29 EFT157	29/07/2022	Refuel Australia	Fuel	684.54
30 EFT121	20/07/2022	Geraldton Toyota	Service for 1HOT935	1,282.75
31 EFT122	20/07/2022	GG Pumps & Electrical Pty Ltd	Depot parts and repairs	2,040.67
32 EFT123	20/07/2022	Jason Signmakers	Guide post - Flexible	14,377.00
33 EFT124	20/07/2022	Landgate	Gross Rental Revaluation 2021/2022	6,706.77
34 EFT125	20/07/2022	Market Creations Pty Ltd	Upgrading website registers- \$1650 less unused support hours for 2021/2022 = net of \$418 plus gst	460.00
35 EFT126	20/07/2022	Mt Magnet Waste Disposal	Pump Septic tanks	1,875.00
36 EFT127	20/07/2022	Pemco Diesel Pty Ltd	Service & repairs to cement agitator	6,935.99
37 EFT128	20/07/2022	Truckline Geraldton	Hand Ratchets for Depot	95.54
38 EFT129	20/07/2022	WestCoast SeaFood	Council Refreshments	131.00
39 EFT130	20/07/2022	Westrac Equipment Pty Ltd	Injector fault repair	6,112.39
40 EFT131	20/07/2022	Datacom Solutions (Au) Pty Ltd	Software access fee per employee - monthly base	95.17
41 EFT132	20/07/2022	IPEC Pty Ltd (Toll Global Express)	Depot equipment	2,354.89
42 EFT133	20/07/2022	MDF Services Pty Ltd	Supply Fittings as requested BSPT X UN ORING M/M NIPPLE	60.28
43 EFT134	20/07/2022	OCLC (UK) LTD	Software Licence support fee -Amlib (library)	1,651.44
44 EFT135	20/07/2022	Rowe Contractors	Pines Find - Wagga Wagga Road maintenance	112,959.00
45 EFT136	20/07/2022	Norris & Hyde It	Labour - workshop	110.00
46 EFT137	20/07/2022	St John Ambulance WA Ltd	First Aid kits	330.00
47 EFT138	20/07/2022	Lenane Holdings Pty Ltd	Bitumen road seal	8,085.00
48 EFT139	20/07/2022	Willoughby Constructions	Connect power to Chalets from sub board	2,888.16
49 EFT140	20/07/2022	Beachlands Plumbing	Replaced pump and adjoining pipework on septic system	18,597.03

Agenda – Ordinary Council Meeting – Friday 26th August 2022

SHIRE OF YALGOO LIST OF ACCOUNTS PAID AND PAYABLE FOR THE PERIOD 1 JULY 2022 TO 31 JULY 2022

Chq/EFT	Date	Name	Description	Amount
50 EFT141	20/07/2022	Cloud Payment Group	Debt collection fees	1,024.07
51 EFT142	20/07/2022	Thomas Gorman	Refreshments football festival	256.33
52 EFT143	20/07/2022	Complete Office Supplies Pty Ltd (COS)	Office Supplies	418.01
53 EFT144	20/07/2022	Professional PC Support	Managed phone system service and support	93.50
54 EFT145	20/07/2022	Safe Roads WA	Fix pot holes on road	170,223.35
55 EFT146	20/07/2022	D Tilbrook	Consultancy fees - stonework at Yalgoo Railway building	1,531.00
56 EFT147	20/07/2022	Nick Stevenson	Consultancy fees - advise on status of stonework	1,645.50
57 EFT148	29/07/2022	Colas	Road widening	149,951.89
58 EFT149	29/07/2022	One Music Australia	Radio licence fees	350.00
59 EFT150	29/07/2022	Wa Caravan & Camping Magazine WA Association Of Caravan Clubs Inc	Tourism Advertising in Caravan & Camping Magazine V23 No 2	500.00
60 EFT151	29/07/2022	ATOM Supply	Depot equipment	446.03
61 EFT152	29/07/2022	Battery Mart	Battery for depot	574.20
62 EFT153	29/07/2022	Canine Control	Ranger services - Friday 1st July 2022	1,386.72
63 EFT154	29/07/2022	Dominic Carbone & Associates	Consultancy fees- finance and administration	8,486.50
64 EFT155	29/07/2022	Five Star Business Equipment & Comms	Rental fee - photocopier -Konica	304.92
65 EFT156	29/07/2022	Gail Trenfield	Reimbursement -art sale proceeds	90.00
66 EFT158	29/07/2022	Mt Magnet Waste Disposal	Pump Septic tanks	2,250.00
67 EFT159	29/07/2022	State Library of Western Australia	Better Beginning Invoicing 2022-23	16.50
68 EFT160	29/07/2022	Veolia Environmental Services	Rubbish collection charges	9,200.57
69 EFT162	29/07/2022	Local Government Professionals Australia Wa	Membership fees- 2022 - 2023 Bronze Local Government	1,652.00
70 EFT163	29/07/2022	IPEC Pty Ltd (Toll Global Express)	Transport charges	161.25
71 EFT164	29/07/2022	MDF Services Pty Ltd	Hose fittings and depot equitment for gardener	1,115.73
72 EFT165	29/07/2022	Carol Dodd	Reimbursement -art sale proceeds	11.25
73 EFT166	29/07/2022	Charmaine Simpson	Reimbursement -art sale proceeds	343.50
74 EFT167	29/07/2022	Helen Pratt	Reimbursement -art sale proceeds	3.75

Agenda – Ordinary Council Meeting – Friday 26th August 2022

SHIRE OF YALGOO LIST OF ACCOUNTS PAID AND PAYABLE FOR THE PERIOD 1 JULY 2022 TO 31 JULY 2022

Chq/EFT	Date	Name	Description	Amount
75 EFT168	29/07/2022	Batavia Furnitue & Bedding	Furniture for new Chalets	3,668.00
76 EFT169	29/07/2022	Margaret Simpson	Reimbursement -art sale proceeds	79.50
77 EFT170	29/07/2022	Phyllis Simpson	Reimbursement -art sale proceeds	136.50
78 EFT171	29/07/2022	Maureen Page	Reimbursement -art sale proceeds	45.00
79 EFT172	29/07/2022	Karen Gilbert	Reimbursement -art sale proceeds	187.50
80 EFT173	29/07/2022	Rhiannon Hodder	Reimbursement -art sale proceeds	105.00
81 EFT174	29/07/2022	Gladys Hodder	Reimbursement -art sale proceeds	75.00
82 EFT175	29/07/2022	Gail Simpson	Reimbursement -art sale proceeds	262.50
83 EFT176	29/07/2022	North Regional Tafe	Rhiannon Hodder Studies (5 x Tafe Units)	145.05
84 EFT177	29/07/2022	Bai Communications Pty Ltd	Radio Broadcasting	1,267.35
85 EFT178	29/07/2022	Itvision	Travel Expenses April 2022 (Payroll & Finance modules onsite training- Synergysoft & Altus Payroll)	2,115.42
86 EFT179	29/07/2022	It Vision User Group Inc	2022/2023 Membership	770.00
87 EFT180	29/07/2022	Nickeisha Hodder	School holiday activities - 4th July to 8th July 2022	1,000.00
88 EFT181	29/07/2022	Noeletta Bell	reimbursement -art sale proceeds	30.00
89 EFT182	29/07/2022	Tyreright Geraldton	Wheel Alignment	75.00
90 EFT183	29/07/2022	Tim Davies Landscaping (TDL)	Consultancy Fees -Concept Design Shire Offices	924.00
91 EFT184	29/07/2022	Professional PC Support	Managed phone system service and support	187.00
92 EFT185	29/07/2022	Services Australia - Child Support (Darren Hawkins)	Darren Hawkins Child Support- deduction via payroll	836.76
93 EFT186	29/07/2022	Rosemary Adams	Reimbursement -art sale proceeds	81.00
94 EFT187	29/07/2022	Gregory Arthur Payne	Council meeting fee and allowances	2,281.77
TOTAL MUNICIPAL FUND BANK				1,027,299.04

Agenda – Ordinary Council Meeting – Friday 26th August 2022

Credit Card Payments July for Information

2/7/2022	Adobe	Acrobat Software Subscription	\$68.97
8/7/2022	Crudelis Mullewa	Petrol purchase during local Telstra and Bowser outage	\$455.26
9/7/2022	Booking.com	Accommodation Booking Road Training	\$756.00
9/7/2022	JB HiFi	Replacement Cr Ipad	\$733.99
21/7/2022	Landgate	Record Search	\$28.20
21/7/2022	Landgate	Record Search	\$28.20
24/7/2022	Zoom	Electronic Conference Subscription	\$20.99
27/7/2022	Paynes Find Roadhouse	Accommodation Booking OH&S Visit	\$120.00
30/7/2022	Edith Cowan University	Graduate Certificate of Executive Leadership Semester 2 - Training	\$4460.00
30/7/2022	Bendigo	Card Fees	\$4.00

13.2 INVESTMENTS AS AT 31ST July 2022

Applicant:	Shire of Yalgoo
Date:	22 August 2022
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council receive the investments report as at 31st July 2022.

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 31st July 2022 be received.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

This Worksheet details the investments held by the Shire as at 31st July 2022.

SHIRE OF YALGOO CASH HOLDINGS AS AT 31 JULY 2022

INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N°	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	\$661,886.93
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$2,804,836.49
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,090.83
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,142.14
TOTAL								\$3,543,956.39

RESERVE FUNDS

Bendigo	N/A	Term Deposit	4058197	175 days	30.06.2022	22.12.2022	3.20%	\$170,077.45
Bendigo	N/A	Term Deposit	4058198	175 days	30.06.2022	22.12.2022	3.20%	\$474,180.09
Bendigo	N/A	Term Deposit	4058196	175 days	30.06.2022	22.12.2022	3.20%	\$1,140,349.62
Bendigo	N/A	Term Deposit	5058195	175 days	30.06.2022	22.12.2022	3.20%	\$325,979.65
TOTAL								\$2,110,586.81

INVESTMENT REGISTER

01 JULY 2022 TO 31 JULY 2022

NATIONAL AUSTRALIA BANK

ACCOUNT N°	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNT TO 31.07.2022	INVESTMENT TRANSFERS	CLOSING BALANCE 31.07.2022
171336282	Ongoing	Variable	\$52,142.14	\$0	0	\$52,142.14
24-831-4222	Ongoing	Variable	\$25,086.22	\$4.61	0	\$29,090.83
4058198	22.12.2022	3.20%	\$474,180.09	\$0	0	\$474,180.09
4058196	22.12.2022	3.20%	\$1,140,349.62	\$0	0	\$1,140,349.62
4058197	22.12.2022	3.20%	\$170,077.95	\$0	0	\$170,077.45
4058195	22.12.2022	3.20%	\$325,979.65	\$0	0	\$325,979.65

13.3 FINANCIAL ACTIVITY STATEMENT AS AT 30th JUNE 2022

Applicant:	Shire of Yalgoo
Date:	22 August 2022
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

Note: Financial Statements for the period entered 30 June 2022 to be circulated prior to the meeting

SUMMARY

Adoption of the Monthly Financial Statements for the period 1st June 2022 to the 30th July 2022.

COMMENT

Local Governments are required to prepare monthly reports.

The Shire of Yalgoo is in the process of transitioning to ITVision Synergy Soft and Altus Payroll. The financial statements for June were delayed because the payroll system was not able to export information to the general ledger. This was a rollout issue and has been recently rectified.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.4

Local Government (Financial Management) Regulations 1996 - Regulation 34 Part 4

A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
- (b) recorded in the minutes of the meeting at which it is presented.

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 2022.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

13.4 FINANCIAL ACTIVITY STATEMENT AS AT 31st JULY 2022

Applicant:	Shire of Yalgoo
Date:	22 August 2022
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

Note: Financial Statements for the period entered 31 July 2022 will be circulated prior to the meeting.

SUMMARY

Adoption of the Monthly Financial Statements for the period 1st July 2022 to the 31st July 2022.

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 31st July 2022.

14 ADMINISTRATION REPORTS

14.1 Proposed Truck Bay Great Northern Highway

Applicant:	Shire of Yalgoo
Date:	18 August 2022
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Concept Plans – PL001, PL003 & PL005

SUMMARY

That Council provide feedback to Main Roads Western Australia (MRWA) on a parking bay adjacent to the Paynes Find Roadhouse.

COMMENT

MRWA is exploring options for the placement of a Heavy Vehicle Rest Area in Paynes Find based on consultation with the heavy vehicle industry.

Only one of the presented options will be progressed. This proposal appears to be independent of the truck pull in bay that was put forward for Geraldton-Mt Magnet Hwy (Piesse St). All three options exist primarily within the MRWA Great Northern Highway road reserve.

If MRWA progresses with sealing the area adjacent to the Paynes Find Road House they are also considering the option of requesting additional funding to improve the Paynes Find Town Road, as feedback from the heavy vehicle industry notes that it is not in good condition. It is unclear if this would be grant based or if MRWA would be approaching the Shire.

Administration notes that the Paynes Find Town Road and Maranalgo Road are not on the Restricted Access Vehicle (RAV) Network and historically should not have accommodated any vehicles longer than 19m. Policing of the RAV Network is the responsibility of MRWA and it is likely that vehicles have been acting contrary to heavy vehicle permit conditions to access fuel at the Paynes Find Roadhouse. Due to the proximity of the existing fuel bowers the carriage width may not be suitable for some classes of vehicle. Through MRWA heavy vehicle industry representatives will be requested to submit a request to add the Paynes Find Town Road to the RAV Network as anticipated usage classes are not know.

It is suggested that the Shire of Yalgoo support the option that is inclusive of the Town Road (PL001), however it is not suggested that Council agree to commit any expenditure to its construction. As the town road was not constructed for modern heavy vehicles, Council will have to provide for future increased renewal as well as upkeep from vehicles accessing fuel and the unsealed areas that would have been previously accessed directly from the Highway.

Proposals PL003 & PL005 are similar in that they remove the ability for vehicles to access fuel from the bunded above ground bowser operated by the Roadhouse without travelling on the town road. The overflow area of the road reserve is also beneficial during highway closures and allows for parking of oversize and overmass.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council support the truck bay proposed in Main Roads WA PL001 noting the feedback in this report.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

14.2 Tourism Action Plan

Applicant:	Shire of Yalgoo
Date:	19 August 2022
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Tourism Action Plan

SUMMARY

That Council endorse the presented Shire of Yalgoo Tourism Action Plan.

COMMENT

At the Ordinary July 2022 meeting DTM Tourism presented a tourism report that included stakeholder feedback and regional statistics as well as actions to improve the Shires Place Brand and Community buy in prior to amenity, service and experience improvements.

Once approved by Council the nine components of the Action Plan will be incorporated into the upcoming review of the Long Term Financial Plan and future budgets. The outcomes of this Plan along with the key recommendations in the Shires recently adopted Heritage Plan look to address multiple points in the Shires Strategic Community Plan.

This strategic and long term outlook will provide better grant based outcomes and shows an avenue by which amenity in the region can be improved for residents and travelers.

After some minor variations from the presentation please see the plan attached.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council endorse the Shire of Yalgoo Tourism Action Plan.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

14.3 Ease of Access and Permission to have a Gate Across a Public Thoroughfare

Applicant:	Shire of Yalgoo
Date:	20 August 2022
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council consider a program for registration of gates across public thoroughfares and the creation of easements for mining infrastructure and other special access.

COMMENT

After recent flood events and the allocation of Federal Grant funds it has been highlighted that the Shire needs to become more proactive in enforcing the Local Government (Uniform Local Provisions) Regulations 1996.

Thoroughfares with locked gates resulting in limited to no public access should not receive the benefits of public funding unless they can be utilized by the public. Due to some locked or impassable features the Shire has been unable to maintain parts of its network or adequately record road condition, this hinders replacement after flood events, as condition before the event cannot be proven.

In the case of unlocked gates across public thoroughfares which are permissible under part 9 of the regulations, Administration proposes to contact all assessments alongside this years rates notice informing them of the procedure required to register gates across a public thoroughfare.

9. Permission to have gate across public thoroughfare — Sch. 9.1 cl. 5(1)

(1) A person may apply to the local government for permission to have across a public thoroughfare under the control or management of the local government a gate or other device that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.

Another option that could be considered upon application would be the permanent closure of a thoroughfare.

Where a road reserve exists but is not a through route the Shire will not pursue any gate within 400m of a homestead noting that land information in this region far predates GPS and in many cases there are no recent mapping updates.

For any gates not registered prior to the end of the calendar year it is proposed that the Shire remove any unregistered gates beginning January 2023.

Support is also sought to approach Landgate and the Department of Lands to improve the accuracy of the Shires existing road reserves. A major update of the southern end of Yalgoo-Ninghan Road was completed last year by the State Government to facilitate the creation of a State park over Ex Thundelarra and surrounds. The physical northern end of the road however is still significantly different to historical mapping.

Narloo Tardie and Narloo Yuin Roads were not appropriately gazetted and mapped as an example. When the land tenure was proposed for inclusion in Native Title deliberations the Shire had limited recourse to claim them as roads. These tracks were

Agenda – Ordinary Council Meeting – Friday 26th August 2022

then taken out of Shire Policy and did not require a formal road closure. This situation is a timely example of why comparing MRWA databases, physical roads and DPLH Land Mapping is important.

This potential work will allow the Shire to determine what miscellaneous mining licenses effect both actual roads and paper road reserves. It is important to know how other departments and companies infrastructure interacts with Shires roads. As an example future changes may be required to address the State Infrastructure Corridor acting like a creek system in heavy rains due to land clearing around the APA Interconnect Pipe Systems intersection with Shire roads.

A third aspect of this project is the surveying and creation of access easements for key areas of interest. Primarily this is for access to the tourism location of Jokers Tunnel. Road maintenance including grading will only be carried out by the Local Government where it is their responsibility (such as a road reserve under their care and control) or in an area of importance identified by Council in adopted policy. It is also important that the local government in these areas moves towards securing long term access.

A recent verbal maintenance request was received for access to Mt Eden which is a short distance off a Shire Road and has been maintained by the Shire for many years. Future expenditure will only occur where the landholder agrees to public access and their request is considered by Council. Without a case put forward that is in the public interest this type of work will be considered private works.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council

1. authorise the CEO to write to all ratepayers requesting that any who operate a gate over a public thoroughfare apply to the local government for permission;
2. authorize the removal of any gates across public thoroughfares not registered by the end of January 2023.
3. support the investigation and cost estimation of a Jokers Tunnel access easement and systematic LGA realignment of Shire Road Reserves with as constructed.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

14.4 Prime Mover Purchase

Applicant:	Shire of Yalgoo
Date:	20 August 2022
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Tabled

SUMMARY

That Council consider quotes received for the purchase of a new Prime Mover.

COMMENT

As previously identified it is still extremely difficult to purchase a number of fleet vehicles. There are significant wait times and this does not allow trades to be considered. Budgeted estimates in 2021/22 were short of the current market values and due to the unknown timing of replacements the replaced vehicle will have to be auctioned after new stock arrives.

Three Quotes have been received from WALGA preferred suppliers. The draft budget currently identifies capacity of \$300,000 ex GST and the selected vehicle will be included in the final budget.

Prime Mover Quotes have been received from the following suppliers:

Supplier	CJD Equipment	Truck Centre	Penske Australia
Vehicle	Kenworth T610SAR	Mack Anthem	Western Star X Series
Inc GST	\$354,527.87	\$346,824.50	\$336,000.00
Ex GST	\$322,298.06	\$315,295.00	\$369,600.00

Delivery dated are approximate and vary greatly.

- Western Star is likely to be available some time early 2023
- Kenworth no later than November 2024
- Mack 12 months approximate

Mack Trucks which the Shire has previously operated have adequately performed their tasks, however the trade value of the Kenworth may hold stronger over its life. According to the Truck Industry Council Kenworth sold the highest number of new trucks purchased in the first quarter of 2022.

Quotes are available for inspection.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

WALGA Panel Tender Exemption
2022/23 Budget

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council accept quote Q65406287 for the purchase of a T610SAR for \$354,527.87 inc GST from the WALGA Preferred Supplier CJD Equipment.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

14.5 Side Tipper Trailer Combination Purchase

Applicant:	Shire of Yalgoo
Date:	20 August 2022
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Tabled

SUMMARY

That Council consider quotes received for the purchase of a pair of Side Tipping Trailers.

COMMENT

Three Quotes have been received from suppliers. The draft budget currently identifies capacity of \$250,000 ex GST and the selected purchase will be included in the final budget.

Combination Quotes have been received from the following suppliers:

Supplier	General Transport Equipment	Lombardi	Howard Porter
Vehicle	Tri Axle A Lead & Tri Axle B Tag	Hard Lite Flexible Series x 2	Tri Axle A & B Bullmaster 2023
Inc GST	\$298,760	\$302,500	\$264,000
Ex GST	\$271,600	\$275,000	\$240,000

In previous years the purchase of new side tipper trailers could have been estimated at \$90,000-\$100,000 each making the purchase of two in combination sit well below the tender threshold. Due to the constraints of legislation and the current market administration intends to subscribe to the WALGA Procurement and Equotes service. Subscription amounts will be included in the 2022/23 budget.

While the purchase of a single vehicle in this instance does not approach the Tender threshold of \$250,000 ex GST an anti avoidance principal exists so that a single purchase or project can't be broken up into smaller parts so as to avoid the Tender Threshold.

On a value for money basis it is suggested that the Shire purchase the Tri Axle A and 2023 Bullmaster B from Howard Porter. A smaller A trailer provides flexibility to operate/transport on roads with a lower RAV network and reduces the risk of 100% vehicle downtime when an MC licensed driver is unavailable. The proposed set would match a pair purchased in 2020.

Quotes are available for inspection.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

2022/23 Budget

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council accepts Quote 220234VP for the purchase of a Tri Axle A Bullmaster B Side Tipper Trailer Combination from Howard Porter.

14.6 WA Country Health Service Property Lease

Applicant:	Shire of Yalgoo
Date:	20 August 2022
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council give consideration to lease two properties to the WA Country Health Service (WACHS).

COMMENT

WACHS have engaged a consultant to negotiate the possible lease of the two residences to be constructed at 21 Campbell Street, Yalgoo.

Consideration needs to be given to the Shires future housing requirements. Currently the Shires Stanley street property is the only vacant property and requires general repairs. Contracting requirements have the ability to utilise other accommodation options that are better suited to the short term.

Only 1 full time and 1 part time employee are not housed in Shire housing and there will be a requirement to renew housing options in the future.

If the lease of these properties results in the existing WACHS accommodation being held and not written off it does not provide for housing availability in town and would result in another vacant building.

If WACHS can demonstrate that this process will take place it is suggested that a term longer than 3 years be considered to provide some certainty.

Function and General Regulations provide a disposal exemption to State Agencies or the lease of residential property to a person. Clarification will be sought and a lease will be provided for Council consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council provide in principle support for the CEO to negotiate a long term lease of the two units yet to be constructed at 21 Campbell Street, Yalgoo with the WA Country Health Service or their agent.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

15 NOTICE OF MOTIONS

16 URGENT BUSINESS

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

18 NEXT MEETING

The next Ordinary Meeting of Council is due to be held at the Council Chambers, Yalgoo on Friday 30th September 2022 commencing at 10.00 am.

19 MEETING CLOSURE

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

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.
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

Agenda – Ordinary Council Meeting – Friday 26th August 2022

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).

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 —
 - (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

Agenda – Ordinary Council Meeting – Friday 26th August 2022

- (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

(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;

Agenda – Ordinary Council Meeting – Friday 26th August 2022

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

- (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.

Agenda – Ordinary Council Meeting – Friday 26th August 2022

- (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
- (iiia) 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 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.

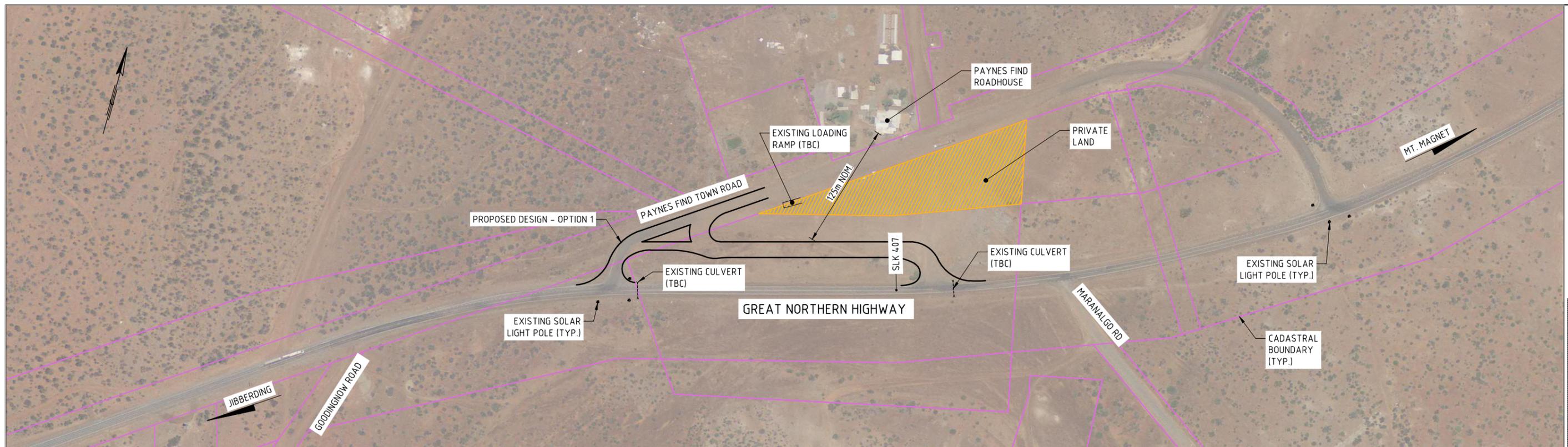
Deputations

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

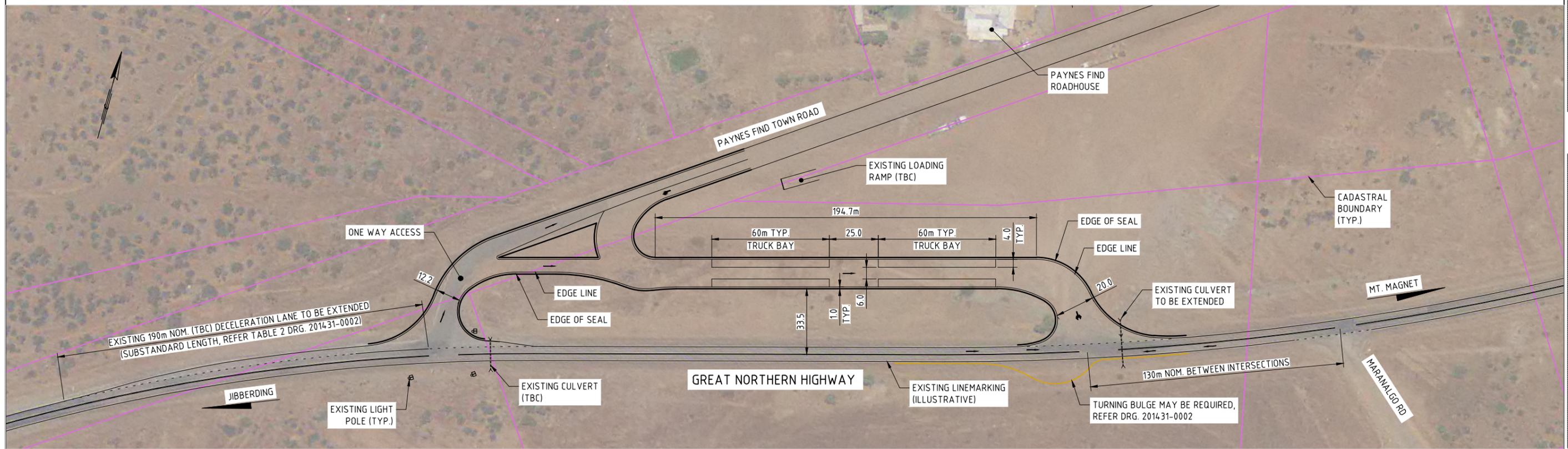
Agenda – Ordinary Council Meeting – Friday 26th August 2022

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



SITE PLAN
SCALE 1:1000



LAYOUT PLAN
SCALE 1:500

- NOTES:**
1. DESIGN VEHICLE USED IS MRWA RAV10 (B) REV 1 (53.5m LONG).
 2. THE MINIMUM OUTSIDE KERB TO KERB WHEEL RADIUS USED FOR 53.5m ROAD TRAIN (TRI-DRIVE) IS 22m.
 3. LINE MARKING IS ILLUSTRATIVE ONLY AND SHALL BE DESIGNED IN THE NEXT DESIGN PHASE.

CONCEPT DESIGN DRAWING



A		27/06/2022	
No.	DESCRIPTION	APPROVED & DATE	
	AMENDMENTS		

METADATA

GROUND SURVEY STANDARD:	N/A
DATE OF CAPTURE:	N/A
MAPPING SURVEY STANDARD:	N/A
DATE OF CAPTURE:	N/A
MAIN ROADS PROJECT ZONE:	KOORDA2020
HEIGHT DATUM:	A.H.D.

PLANNING AND TECHNICAL SERVICES DIRECTORATE
ROAD AND TRAFFIC ENGINEERING BRANCH
WATERLOO CRESCENT
Telephone 138 138

DRAWN
A. VISNAPUU JUNE 2022

DESIGNED
A. VISNAPUU JUNE 2022

VERIFIED

APPROVED

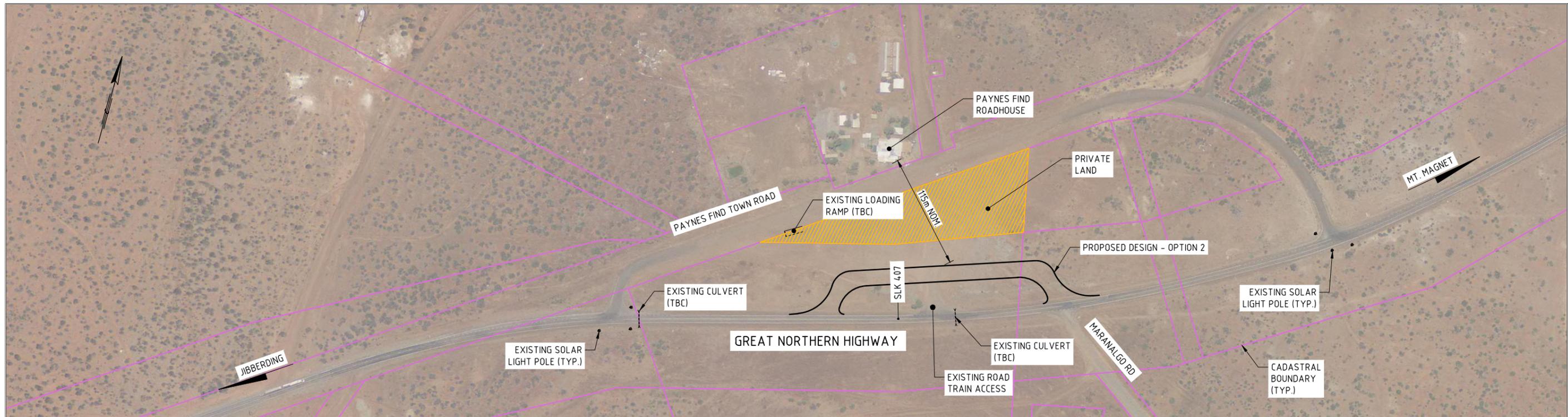
CENTRAL AND NORTHERN REGIONS DIRECTORATE
MID-WEST GASCOYNE REGION
Eastward Road
Telephone (08) 9956 1200

CLIENT FILE No. 21/7645	RECOMMENDED
APPROVED	

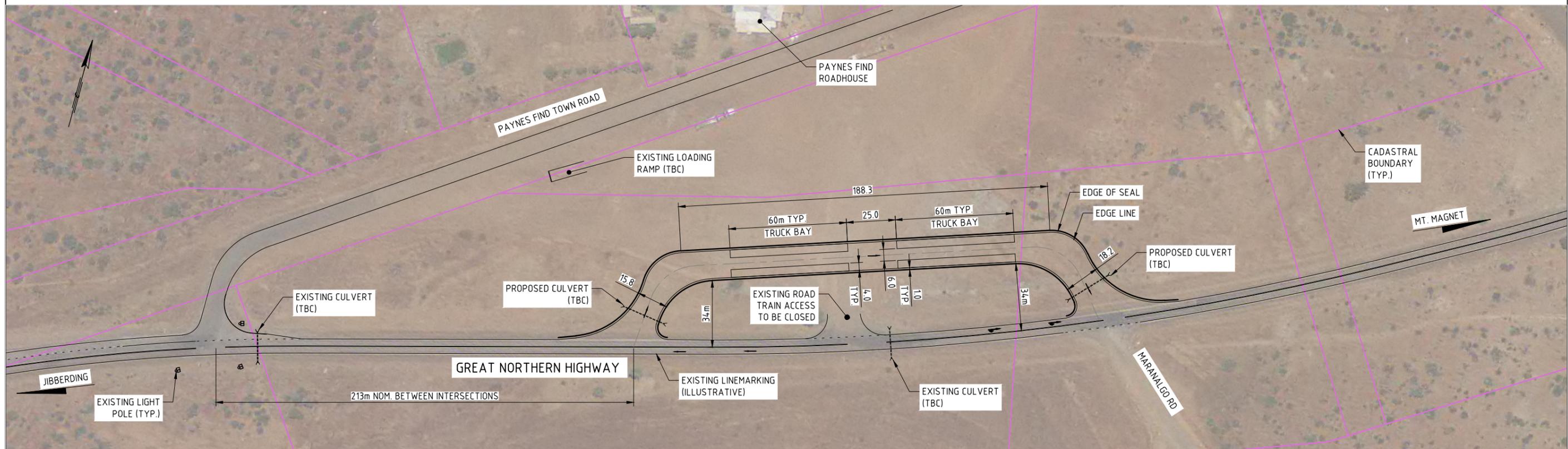
GREAT NORTHERN HIGHWAY H006
TRUCK BAY UPGRADE - PAYNES FIND ROADHOUSE
407 SLK
OPTION 1

LOCAL AUTHORITY (806) SHIRE OF CARNARVON
MRWA DRAWING NUMBER
SK-280-PL-001-A

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SITE PLAN
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LAYOUT PLAN
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**CONCEPT DESIGN
DRAWING**



- NOTES:**
- DESIGN VEHICLE USED IS MRWA RAV10 (B) REV 1 (53.5m LONG).
 - THE MINIMUM OUTSIDE KERB TO KERB WHEEL RADIUS USED FOR 53.5m ROAD TRAIN (TRI-DRIVE) IS 22m.
 - LINE MARKING IS ILLUSTRATIVE ONLY AND SHALL BE DESIGNED IN THE NEXT DESIGN PHASE.

A ISSUED FOR DISCUSSION		27/06/2022
No.	DESCRIPTION	APPROVED & DATE
	AMENDMENTS	

METADATA	
GROUND SURVEY STANDARD:	N/A
DATE OF CAPTURE:	N/A
MAPPING SURVEY STANDARD:	N/A
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MAIN ROADS PROJECT ZONE:	KOORDA2020
HEIGHT DATUM:	A.H.D.

PLANNING AND TECHNICAL SERVICES DIRECTORATE
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DRAWN
A. VISNAPUU JUNE 2022

DESIGNED
A. VISNAPUU JUNE 2022

VERIFIED

APPROVED

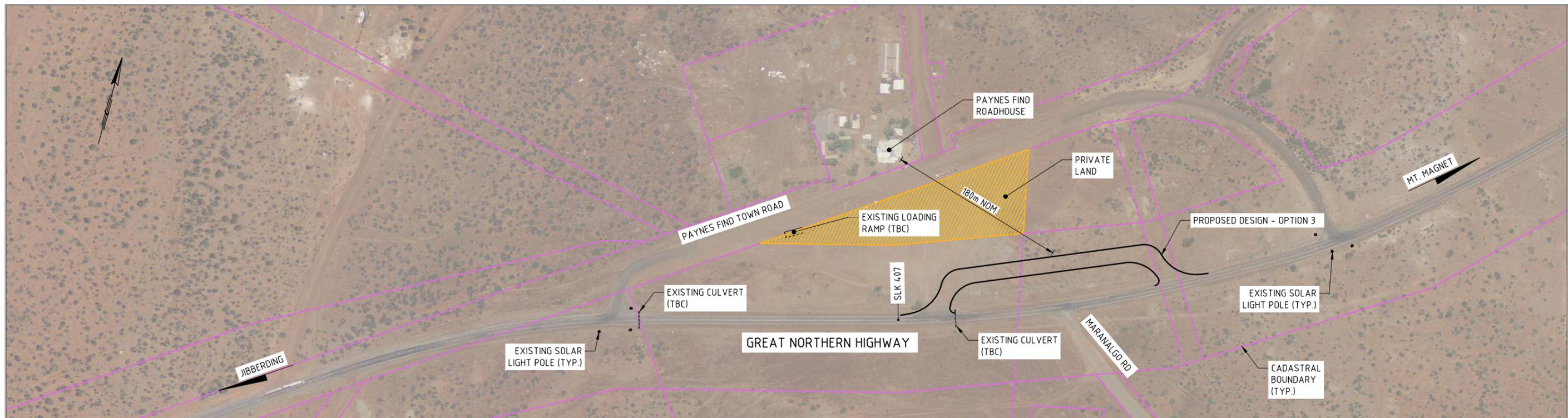
CENTRAL AND NORTHERN REGIONS DIRECTORATE
MID-WEST GASCOYNE REGION
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CLIENT FILE No. 21/7645
RECOMMENDED
APPROVED

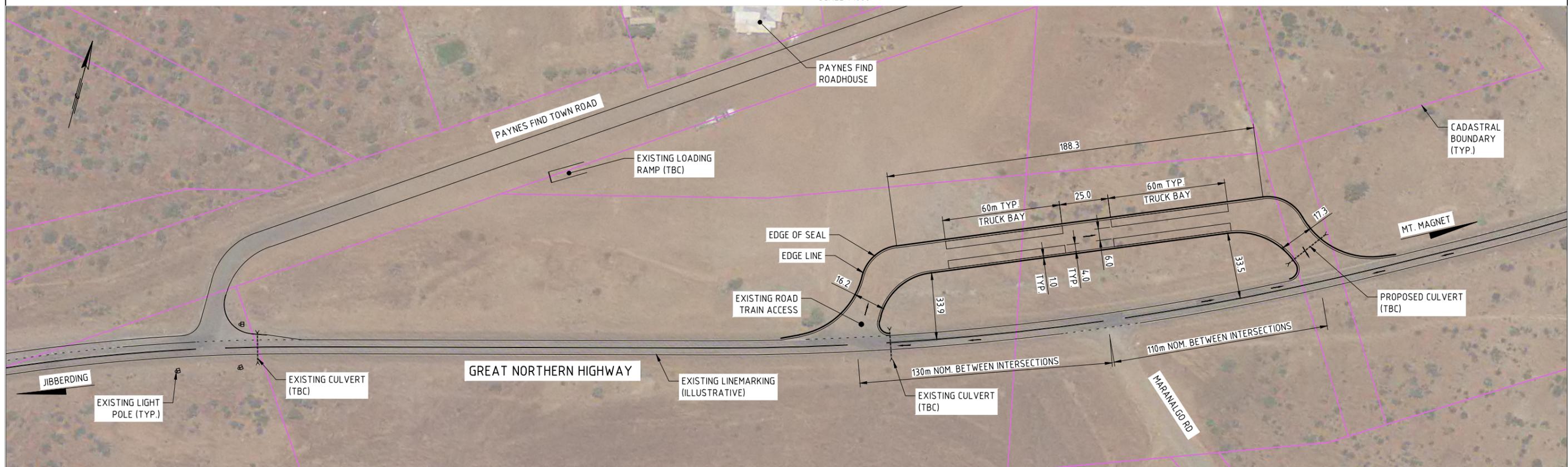
GREAT NORTHERN HIGHWAY H006
TRUCK BAY UPGRADE - PAYNES FIND ROADHOUSE
407 SLK
OPTION 2

LOCAL AUTHORITY ISSUED FOR INFORMATION
MRWA DRAWING NUMBER
SK-280-PL-003-A

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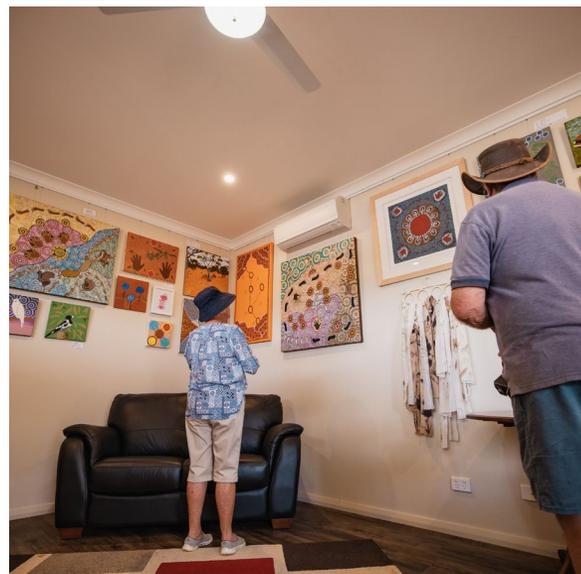
CONCEPT DESIGN DRAWING



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<p>ISSUED FOR INFORMATION.</p>		<p>27/06/2022</p>		<p>CLIENT FILE No: 21/7645</p>		<p>GREAT NORTHERN HIGHWAY H006</p>	
<p>DESCRIPTION</p>		<p>APPROVED & DATE</p>		<p>RECOMMENDED</p>		<p>TRUCK BAY UPGRADE - PAYNES FIND ROADHOUSE</p>	
<p>AMENDMENTS</p>		<p>APPROVED & DATE</p>		<p>APPROVED</p>		<p>407 SLK</p>	
<p>METADATA</p>		<p>MAIN ROADS PROJECT ZONE: KOORDA2020</p>		<p>APPROVED</p>		<p>OPTION 3</p>	
<p>GROUND SURVEY STANDARD: N/A</p>		<p>DATE OF CAPTURE: N/A</p>		<p>VERIFIED</p>		<p>LOCAL AUTHORITY (806) SHIRE OF CARNARVON</p>	
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<p>PLANNING AND TECHNICAL SERVICES DIRECTORATE</p>		<p>CENTRAL AND NORTHERN REGIONS DIRECTORATE</p>		<p>APPROVED</p>		<p></p>	
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SHIRE OF YALGOO TOURISM ACTION PLAN 2022-2025



DRAFT



CONTENTS

ACKNOWLEDGMENT	3
SECTION 1: INTRODUCTION	
• About This Project	5
• Strategic Context	6
• Vision	7
SECTION 2: TOURISM SNAPSHOT	
• Visitor Economic Profile	9
• Visitor Summary	10
• Major Strengths	11
• Challenges To Address	12
SECTION 3: VISITOR EXPERIENCES	
• Hero Experience Themes	14
• Supporting Themes	15
• Making The Most of Our Assets	16
• Accommodation Gaps	17
• Historic Railway Precinct	18
• Food & Beverage In Yalgoo	19
• Visit Yalgoo Website	20
SECTION 4: ACTION PLANS	22-31

Report prepared by DTM Tourism, reviewed by the Shire OF Yalgoo and adopted following public exhibition, comment and subsequent review.

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Disclaimer

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We would like to thank and acknowledge the following organisations, volunteers and participants who contributed their time and valued opinions to forming this Tourism Action Plan for the community of Yalgoo.

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Australia's Golden Outback
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Tourism WA

INTRODUCTION



ABOUT THIS PLAN

Yalgoo, located 497 km north of Perth is the principle town in the Shire of Yalgoo (SoY), which lies at the heart of the Murchison Goldfields area of WA's Midwest region. The population in the Shire is approximately 337 people, of which approximately 23% identify as First Nations people. The country is Wajarri-Badimia Country of the Yamatji Nation.

The name Yalgoo, is thought to be a derivative of 'Yalguru' a word meaning 'of blood' in local language. However, it is unclear as to the First Nations origin story of the Country. Recorded history recognizes Yalgoo as having its origins in pastoral stations and the Murchison Goldrush of the 1890's. Historical buildings remain a quintessential feature of Yalgoo's tourism experience, with the Heritage-listed Yalgoo Railway Station being an almost untouched reminder of a thriving goldrush town. Likewise in Paynes Find, the Paynes Find Gold Battery and Museum houses the only working Gold Battery remaining in Western Australia.

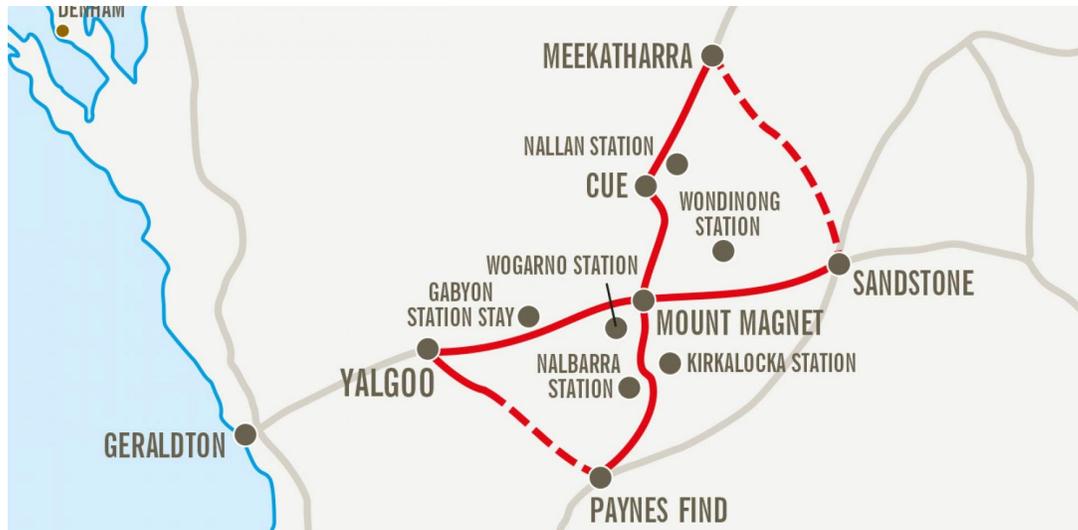


Figure 1: Miners Pathways Route, Australia's Golden Outback

PURPOSE OF THIS PLAN

Although mining remains the principle industry in the Shire, pastoral enterprise is changing and the Shire is looking to tourism to diversify economic opportunity for its residents. The Yalgoo Tourism Action Plan (YTAP) has been commissioned to set out the vision and aspirations for the visitor economy of Yalgoo and surrounds over the next 3 years. The plan seeks to identify a clear point of difference in visitor experience which establishes a competitive advantage in the region, building on current market awareness and setting a decisive course of action into the future.

The Shire's objectives for this project are:

- To diversify Yalgoo's visitor offering to extend visitation beyond Wildflower Season
- To establish a shared vision of Yalgoo's visitor economy and enable the coordinated delivering of key actions.
- To increase the competitiveness of Yalgoo and Paynes Find as visitor destinations and enable increased promotion by leveraging off existing opportunities.
- To grow jobs and visitor spend the Shire
- To unlock and facilitate opportunities for private sector investment in the tourism offering

METHODOLOGY

The Shire appointed external consultants DTM Tourism to work collaboratively with the Yalgoo community to identify priority needs and opportunities. Engagement included:

- 11 x Stakeholder Interviews
- 1 x Site visits to Yalgoo tourism attractions
- Regular Project Management meetings
- 1 x Presentation to Shire of Yalgoo councillors

STRATEGIC CONTEXT

The development this Tourism Action Plan will provide a road map to guide the Shire and the Yalgoo community in valuing its visitor economy as the community transitions to consider tourism as an economic driver. The plan is underpinned by a reimagined approach to enabling engagement with Yalgoo's heritage, whilst enabling growth in Agritourism enterprises and First Nations tourism.

Throughout the process of assessing the tourism opportunity for Yalgoo and surrounding communities, project consultants DTM Tourism, have maintained a clear focus to identifying projects which will be achievable and affordable tourism priorities over the next 3 years.

In this context, it has been determined that establishing a clearly defined visitor-focused plan for Yalgoo will provide the best opportunity for flow-on visitor dispersal in surrounding areas. Recommendations made in this YTAP strategically align to 3 **priority focus areas**:



PLACE

- Preservation of key infrastructure to build hero visitor attractions
- Growth in placemaking and storytelling
- Upgrading visitor amenities to deliver a quality visitor experience



SOCIAL WELLBEING

- Investing in tourism assets that contribute to the enjoyment of life in the Shire
- Enabling opportunities for jobs and volunteering to foster community pride



ENVIRONMENT

- Enabling opportunities for visitors and residents to enjoy our natural environment in a sustainable way.

Specifically, the recommendations of the YTAP, align to the priorities identified in the **Shire of Yalgoo Strategic Community Plan 2021-2031**.

Community Vision, Aspirations and Values

a. Tourism Aspirations

- i. Improved tourism infrastructure and signage and fostering of tourism
- ii. Embracing the history throughout the region and improving opportunities to learn about the past; history is visible to tourists
- iii. Improved telecommunications infrastructure
- iv. Managing the built and natural environment.
 - Bitumen road from Yalgoo to Cue for tourist and locals
 - A café / coffee shop in Yalgoo
 - Restore the Yalgoo Town Hall
 - Heritage cemetery refurbishment in Yalgoo and Paynes Find

In addition to the tourism priorities identified by the community, the YTAP strategically aligns to the **Mid West Development Commission's Tourism Development Strategy 2015-2025** which identifies 5 key focus areas:

- Increasing accommodation capacity from camping through to resorts
- Opening up day-use sites/places previously overlooked or underdeveloped to enhance the West's appeal as a destination
- Improving the quality and distribution of information for pre-trip planning and wayfinding
- Attracting more high-yield visitors and growing the self-drive RV market; and
- Increasing the range of Aboriginal and eco nature-based tourism activities, attractions and experiences

A FUTURE-FOCUSED TOURISM VISION



The future for the Shire of Yalgoo's visitor economy will capitalise on its geographical location at the heart of the Midwest Murchison region, capitalizing on Yalgoo as a tourism hub that radiates visitation to the surrounding attractions.

Its natural and built assets provide a base to capture the imagination of visitors and the local population; it is a community of proud residents that wish to showcase the stories of their town.

Establishing a clear destination promise resides in the origin story for Yalgoo; a Country connected to **RED EARTH**, told in the stories of First Nations people, enterprising pastoralists, geological bounty and the vast landscapes where the Bloodwood Tree grows and the true Outback experience begins.

Over the next 3 years, we will:

- Invest in our **HERITAGE** and its preservation
- Identify as both a **HUB** and a **GATEWAY** to our regional attractions
- Develop services contributing to a **VIBRANT COMMUNITY** where tourism can thrive
- Invest in quality content to **SHARE OUR STORY**, reaching beyond our region to the world

TOURISM SNAPSHOT



VISITOR ECONOMY PROFILE

Growth in tourism has a positive economic and social effect across a region like the Shire of Yalgoo. Tourism supports industry and employment across a number of sectors from agriculture and construction to food services, retail, and public administration. Businesses gain from tourism spend, ultimately increasing economic returns, and subsequently resourcing community infrastructure and enterprises.

However, the Shire is constrained in its ability to grow tourism through limitations in visitor services including diversity in dining, accommodation and commercial visitor attractions. The visitor economy profile for the Shire indicates:

Tourism supports 11 jobs

Generates \$2.7M in economic output

Value adds \$1.3M to other industries

Recognised tourism businesses/services in the Shire include:

- Yalgoo Caravan Park
- Yalgoo Hotel/Motel
- Melangata Station
- Gabyon Station Stay
- Mellenbye Station
- Nalbarra Station
- Ninghan Station
- Paynes Find Roadhouse & Tavern
- 24hr Fuel Station in Yalgoo

Visitors to the Shire of Yalgoo slightly over-index for length of stay compared to the Midwest Region, however their spend is significantly less, due to limitations in supply of tourism businesses.

	Domestic Day	Domestic Overnight	International	Benchmark
Av Stay (Nights)		5	10	Midwest
		6	13	Yalgoo
Av Spend per Trip	\$105	\$518	\$905	Midwest
	\$105	\$219	\$588	Yalgoo
Av Spend per Night		\$107	\$94	Midwest
		\$34	\$47	Yalgoo



VISITOR SUMMARY

Tourism Research Australia (TRA) is the federal government authority which collates tourism statistics as a division of Austrade. Tourism businesses within the Shire of Yalgoo are not large enough to provide a sample size for analysis and for the purpose of this summary, statistics and profiles from the Caravan Industry have been used to assess the market opportunity for Shire.

VISITOR PROFILE

Australians embrace the caravan and camping lifestyle, reflective of a deep appreciation for unique and authentic outdoor experiences that caravan and camping offers.

At the end of 2021, the Western Australian Caravan and Camping industry reported the following statistics representing the shift in demographic visitation for the segment in WA:

55 years and over	523,427	↑ 34.2%
30–54-year-olds	816,735	↓ 0.2%
20–29-year-olds	316,027	↑ 16.2%
15–19-year-olds	80,999	↓ 22.4%

Source = WA Caravan & Camping Industry State Snapshot December 2021

The most popular activity done during domestic caravan and camping trips in 2021 was eating out, followed by nature-based activities, including bushwalking, visiting national/ state parks, and sightseeing. Social activities popular with caravanners and campers were going to pubs/ clubs, shopping for pleasure and visiting friends and family.

TRENDS

Whilst traditional visitor segments remain consistent for WA in spite of Covid influences in the last 2 years, the sector has seen growth in the youth segment – ‘Digital Nomads’.

“Digital nomads are people who are location-independent and use technology to perform their job, living a nomadic lifestyle. Digital nomads work remotely, telecommuting rather than being physically

present at a company's headquarters or office”. This segment includes social media influencers and young families. They are seeking not only educational experiences, but locations of visual appeal that are eminently sharable on social media.

WA's CARAVAN & CAMPING SECTOR

Statistics reported for Western Australia in the national State of the Industry 2022 report indicate a high preference for cabin accommodation in Western Australia, indicating an opportunity for the Shire to consider its investment in accommodation supply for both the Yalgoo and Paynes Find Caravan Parks.

- On average, caravan and campers in WA spent \$651 per night, the second highest amount among all states. Average spend per night increased to \$143.
- In terms of revenue generation for caravan parks, 60% was derived from cabins, 38% from powered sites and 3% from unpowered sites.
- Western Australia's caravan and camping visitor economy shows a consistency across seasons. This is due to the size of the state which fosters year-round demand for caravan and camping.
- Cabin occupancy was at a low of 41% in February and increased to 71% in October. Similar trends are reflected in occupancy levels of powered and unpowered sites.

MAJOR STRENGTHS

ACCESS

Yalgoo is a drive destination and is accessible via 2 main routes from Perth; the Great Northern Hwy and the Midlands Road. The Geraldton to Mt Magnet road is another main artery and therefore an origin source for visitors. A major tourist journey of note is the Miners Pathway.

ATTRACTIONS

Most of the attractions in the town centre are related to the Gold Mining era and the development of the town to support pastoral leases. Whilst there is a good deal of heritage value in both Yalgoo and Paynes Find, there is a distinct lack of quality interpretive signage to appeal to visitors.

- Yalgoo Heritage Trail
- Courthouse Museum
- Dominican Chapel of St Hyacinth
- Yalgoo Heritage Railway Station Precinct
- Jokers Tunnel
- Paynes Find Gold Battery

- Thundelarra & Karara Rangeland
- Yalgoo Arts & Cultural Centre Artists

EVENTS

- Wildflower Season – wreath flowers
- Yalgoo Races

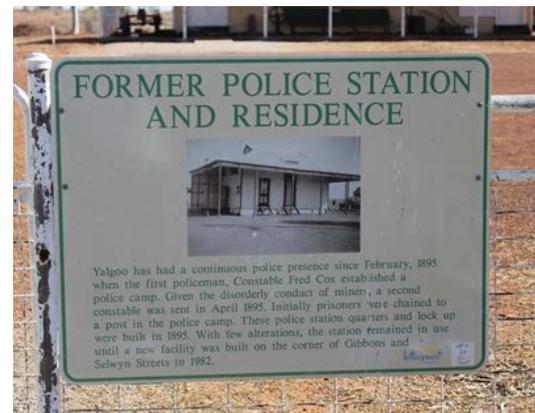
COMPETITIVE ADVANTAGES – ‘Only in Yalgoo’ attractions can be drivers of visitation

- The former Railway Station has historic significance for its association with the railway line which was of great importance to the town of Yalgoo and the surrounding district, first for transport linked with the mining industry and later for wool. The place has a degree of rarity value as it along with the Cue Railway Station are the only remaining stations on the Mullewa-Meekatharra line.
- Paynes Find Gold Battery and Museum houses the only working Gold Battery remaining in Western Australia.



CHALLENGES TO ADDRESS

There is significant tourism value in Yalgoo that when harnessed effectively, will have a positive impact for livability in the community and the visitor economy. To achieve tourism growth, priority attention is need in 4 focus areas.



LEADERSHIP

- Enabling a tourism vision to come to life requires buy-in from the community, led by the Shire through a structured approach to communication
- Preserving and conserving Yalgoo's heritage story requires resourcing, coordinated through the Shire, but potentially outsourced in a partnership with an intern placement.
- Identifying community leaders to represent First Nations people, state agencies and private industry is imperative to develop inclusive planning.

DESTINATION AWARENESS

- Yalgoo and Paynes Find are relatively easy to locate in search, but the quality of information and images don't clearly demonstrate a hero reason to visit.
- There is a need to establish a clear destination promise through the development of a tourism brand
- Navigation on the Shire of Yalgoo website is ok, but the site needs refreshing to demonstrate a vibrancy to the destination and clear information that allows visitors to plan.

ACCOMMODATION

- Visitor growth in peak season is limited by the capacity of the Yalgoo Caravan Park. An overflow and RV camping location needs to be considered at the Yalgoo racecourse
- Diversity in accommodation types is needed for year-round self-drive visitors and short-stay workers
- Streamlining approvals for Station Stays accommodation projects is needed
- Improvement of Paynes Find facilities to encourage longer stays rather than transit stops.

AMENITIES & SERVICES

- Heritage stories are the cornerstone of experience in Yalgoo. Quality interpretive signage and wayfinding is a priority to keep visitors in town for longer.
- Whilst most visitors will be equipped for self-catering, it's difficult to replicate quality coffee on the road and promotion of barista coffee will always encourage visitors to stop and spend.
- Seamless visitor servicing is needed for those who arrive with no idea of what to do. Distribution of maps and visitor information at all service locations is needed.

VISITOR EXPERIENCES



HERO EXPERIENCE THEMES



STATION STAY HOSPITALITY

Our pastoral stations offer visitors an opportunity to stay in unique accommodation and experience a rural way of life

OUTBACK COMMUNITIES

Quality services are our way of showing how we value our local residents and our visitors equally.

RICH HERITAGE

Gold mining and pastoral enterprise has shaped our built heritage and we are committed to its preservation

NATURE IN BLOOM

Wildflowers invigorate our desert landscape, but there is beauty in our RED EARTH year round

Limited resources and human capital are a constant challenge in remote destinations. However, focusing effort aligned to hero experience themes ensures that projects are a direct and authentic reflection of life in the Shire of Yalgoo. This approach ensures that the community can see themselves in priority projects, leading to a valuing of tourism assets and a clear sense of vision for their towns.

SUPPORTING THEMES

Of course, there's much more to life in Yalgoo that will be of interest to visitors. A thorough audit of visitor experiences has revealed 4 additional themes, which will be used to guide tourism development and destination marketing recommendations for Yalgoo over the life of this tourism action plan.

SUPPORTING Themes of Experience

- DARK SKY
- GEOTOURISM
- OUTBACK JOURNEYS
- OUTBACK EVENTS



MAKING THE MOST OF OUR ASSETS

Creating a vision for tourism development in Yalgoo resides in the need to find a solution to encourage regular visitors passing through Yalgoo to stop, stay and spend, rather than pass through. In a future-focused plan, there is a need to consider and understand the needs of emerging markets who demand fresh and contemporary visitor experiences. GAME CHANGERS are considered as long-term visionary projects which not only reflect the aspirations of the community, but are assessed as having merit to enable destination development. Four (4) priority projects have been identified as GAME CHANGERS, that if developed, will create a momentum that will benefit the local community as a priority and appeal to visitors.

1. ACCOMMODATION GAPS
2. HISTORIC RAILWAY PRECINCT
3. FOOD AND BEVERAGE
4. TOURISM WEBSITE



ACCOMMODATION GAPS

STATION STAY HOSPITALITY

Our pastoral stations offer visitors an opportunity to stay in unique accommodation and experience a rural way of life

DESCRIPTION

The tourism opportunity across the Shire of Yalgoo is constrained by the lack of accommodation in both Yalgoo, Paynes Find, and across the pastoral station network. Whilst the current accommodation supply may be perceived as sufficient for visitors in peak tourism season, the lack of diversity in accommodation supply is likely to be acting as a deterrent to visitation as people move through the region year-round, including short-term workers. Quality accommodation is a gap across the Mid West & Murchison and investing in quality accommodation, particularly self-contained cabins, could provide Yalgoo with a comparative advantage.

Market shifts as a result of Covid has meant a significant growth in the 4WD, Caravan and Camping segments. New caravans are well equipped with onboard facilities allowing visitors to be self-contained in remote areas. However, in towns, they are looking for great facilities; water, power, dump points and an opportunity to base themselves before embarking on the next adventure. Taking a 'visitor centric' approach to accommodation services and facilities has the potential to position the Shire as a destination of choice for this segment.

STAKEHOLDER & COMMUNITY FEEDBACK

Shire of Yalgoo Strategic Community Plan 2021-2031 has identified the following priorities which support investment in this segment:

- Improved tourism infrastructure
- Increased vibrancy
- Opportunities for employment and commercial growth
- Station owners have expressed challenges with communication between themselves, the Shire and the Pastoral Board to provide clarity for land use.

PROJECT PRIORITY - HIGH

An option available to the Shire is to request an economic impact assessment which identifies an expected return for investment in the following 3 areas:

1. Increased motel units with en-suites at the Yalgoo and Paynes Find Caravan Parks; these could be in the style of chalets and/or tiny houses to speed up the process.
2. Fast track approvals for Station owners to encourage investment in accommodation supply as they seek to create unique visitor experiences on their properties
3. Development of an RV Friendly Park (the Wildflower Camp) in the middle of the Yalgoo racecourse adjacent to the Railway Precinct, to manage overflow demand for events and peak periods

HISTORIC RAILWAY PRECINCT

RICH HERITAGE

Gold mining and pastoral enterprise has shaped our built heritage and we are committed to its preservation

DESCRIPTION

The Historic Railway Station is a valued heritage asset for the community. It has the potential to be a showcase asset for not only the Shire, but the wider Mid West region as a hero attraction. The former Railway Station has historic significance for its association with the Northern Railway line which was of great importance to the town of Yalgoo and the surrounding district, first for transport linked with the mining industry and later for wool. The place has a degree of rarity value as it, along with the Cue Railway Station, are the only remaining stations on the Mullewa-Meekatharra line.

Over the years, the Railway Station infrastructure has been re-purposed and whilst the Shire has committed to restoration works to the building, there is an opportunity to undertake master-planning which could see the station precinct reimagined as a commercial tourism attraction.

COMMUNITY FEEDBACK

Shire of Yalgoo Strategic Community Plan 2021-2031 has identified the following priorities which support investment in this segment:

- Improved tourism infrastructure
- Embrace tourism in the railway precinct
- Embracing the history throughout the region

PROJECT PRIORITY - MEDIUM

Master-planning is recommended to landscape the precinct, reinstating vintage tracks as an authentic design feature and incorporating a wildflower garden and bushtucker garden. As a commercial attraction, it is recommended that regional historic railway content is sourced, retail galleries for local art and crafts, and visitor servicing is located here. Investment should also consider job opportunities for seasonal visitor servicing and the potential for food and beverage.

This project would sit concurrently with the recommendation of the Shire's heritage plan, together with planning for community art projects, providing multiple avenues for grant funding.

FOOD AND BEVERAGE IN YALGOO

OUTBACK COMMUNITIES

Quality services are our way of showing how we value our local residents and our visitors equally.

DESCRIPTION

The single biggest gap in Yalgoo is the lack of food and beverage choice that appeals not only to visitors but is intrinsically connected to livability in communities. The current supply of services in Yalgoo is limited which leads to an undervaluing of the destination from a tourism perspective. In remote locations, the promise of a good quality cup of coffee can make or break a decision for visitors to stop and spend in a town, or simply pass through.

A more consistent service is available in Paynes Find associated with the Roadhouse.

STAKEHOLDER & COMMUNITY FEEDBACK

Shire of Yalgoo Strategic Community Plan 2021-2031 has identified the following priorities which support investment in this segment:

- More cafes needed
- Embrace tourism with an increased food and beverage option
- Desire to live in a vibrant community

PROJECT PRIORITY – HIGH

Although suggestions have been made to include a café/bakehouse at the Railway Station, planning for this is likely to be some time away and investment in remote locations is invariably a major challenge. However, this is a service that has the potential to provide immediate return on investment, should the Shire consider taking it on as an owned asset, with a sub-lease for a new business venture.

The provision of this facility needs to have some flexibility and the best way to deliver this would be to create a café van that can also deliver light food that can satisfy both locals and visitors. In the style of contemporary food trucks, the coffee van is recommended to be located near the Shire office in the short term, where visitors will have access to visitor information/ servicing. A mobile asset can also be used for events, functions and sporting fixtures. It could also be used as a hospitality training asset for local youth.

ESTABLISH A CLEAR DIGITAL PRESENCE

DESCRIPTION

One of the biggest issues for the Shire is the lack of information in the marketplace, both directly and indirectly, leading to a minimal destination footprint and a void in knowledge that leads to the towns being bypassed on road-trip journeys. The development of a destination-based website, optimized for search and showcasing the amenity, attractions and appeal of the Shire, is a critical element to building the tourism industry.

Over 70% of travellers do their travel research on their mobile. It is essential that all visitor servicing touch points and information are mobile friendly and functionable. Creating visitor servicing content that includes itineraries, trip planners, booking functionality and location activated prompts ensures a seamless experience for a visitor. Mobile devices also hold a range of intelligence that will enable a deeper understanding of customer flow, their customer profile and track engagement and spend. Accessing this data can provide the quantified information that the SoY requires for planning.

To establish a tourism voice online for Yalgoo, it is essential that the SoY increases both the frequency (volume) and relevance (inspiration) of tourism-related social media content, moving to a coordinated and unified approach. **Visual assets are needed as a priority, depicting target audiences engaging with Yalgoo's tourism experience.**

STAKEHOLDER FEEDBACK

- No one knows what there is to do in Yalgoo
- We need an identity .
- We need to develop a tourism community
- Difficult to find information

PROJECT PRIORITY – HIGH

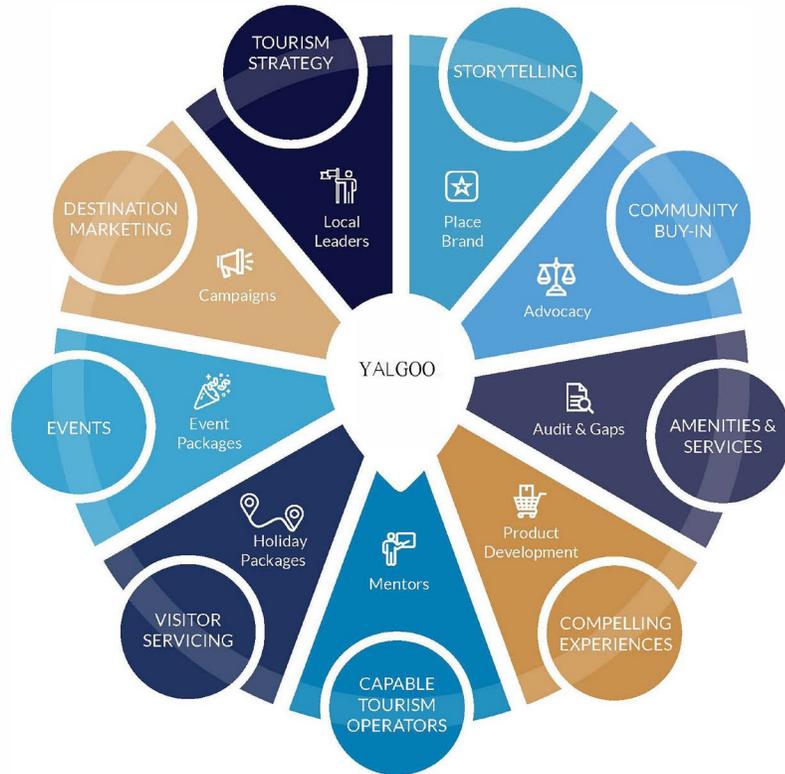
To achieve an optimal result for tourism investment in the Shire, it is recommended that the domain visityalgoo.com.au is secured and a place branding project is undertaken to establish guidance for content development and creative execution. Consideration should be given to the needs of the current corporate site for the Shire; there may be an opportunity to build a new networked website, which will re-direct tourism content to the tourism domain. A networked site structure, may also provide an environment for a standalone site to be built for the Railway Heritage Precinct attraction, with the potential to host audio visual content, when master planning is undertaken.

Migration of existing content can be managed into a new website environment. The Shire should also consider a call-out for Yalgoo heritage images and stories as part of a marketing and communication plan.

ACTION PLANS



TOURISM ASSESSMENT



TOURISM ASSESSMENT MODEL

DTM Tourism has developed this model which recognizes 9 key focus areas to drive growth in a tourism destination, within which there are equivalent focus areas which guide activation plans.

Ultimately, activity in each of the focus areas will provide the destination with the best opportunity to implement successful marketing campaigns, which are targeted, visitor centric and can be measured. Inattention in one focus area will have a direct impact on its corresponding plan. i.e. without Compelling Experience enacted through a focus on Product Development, Destination Marketing is diluted through lack of destination appeal.

The 2022-25 YTAP provides the rationale for action in each component, with the intent that over subsequent years, action plans will be reviewed, analyzed and updated budgets applied.

1. TOURISM STRATEGY

The inaugural YTAP for 2022-25 is intended to guide destination development considerations for the Shire of Yalgoo. It is intended that this will be a living document where budgets, responsibilities and delivery are considered nimble, to respond to market changes. The actions in this stage are designed to establish a strategic overview for all further actionable tasks.

Implementing the YTAP tourism strategic direction requires the establishment of **Local Leaders**, which is equally about resourcing clearly defined tourism roles within the SoY, as it is about identifying community leadership. The most effective tourism outcomes in local government are achieved where a visitor centric approach to tourism is included in decision making across the LGA, to assess impact of council decisions on the visitor economy.

Facilitating economic development and tourism includes:

- Identifying capability gaps in community leadership to provide operational support
- Working with stakeholders to increase local employment, and support small business development, startups and innovation
- Supporting the development of tourism hubs
- Demonstrating the livability improvements that tourism can bring

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
1.1	Establish defined responsibilities for tourism to be incorporated into existing SoY roles with the aim to create a tourism officer role into the future.	SoY			
1.2	Facilitate a collaboration structure bringing the tourism community, state agencies and private industry together as a Shire-led committee, to progress priority tourism projects.	SoY			
1.3	Establish a quantified tourism growth target for the 3-year strategy based on projected accommodation capacity and day visitation	SoY			
1.4	Identify focus areas of visitor experience design within the Murchison ROC to form a working partnership for the development of trails across borders	SoY			
1.5	Identify opportunities for SoY representation on committees aligned to tourism in the region. e.g. Wildflower Country.	SoY			

2. STORYTELLING & PLACE BRAND

A brand is the collection of associations that people have about a product, business or place. Assumptions are made about people by the way they dress, the behavior they exhibit and their personalities. It is the same process which helps consumers to associate with place brands. A place brand helps determine how visitors feel about a destination, and how they would describe it to others. A brand is more than just a logo.

WHY IS IT NEEDED?

Your brand is uniquely yours. It defines your competitive advantage and speaks your truth. Your brand should be consistent wherever customers interact with your destination. This includes its physical location and its online presence, including your website, social channels, signage and all printed marketing materials. Each point at which the customer engages with the brand is a 'touchpoint' where the brand and its promise is reinforced, and the visitor experience and value perception starts to be built. A consistent brand will help visitors recognise Yalgoo and its visitor experience promise, no matter where they interact or connect with it.

WHAT DOES THIS MEAN FOR YALGOO?

With the transitionary approach to economic diversification being a priority for Yalgoo, tourism is now coming into sharp focus. Investment in tourism infrastructure and experience development is needed and the expectation of tourism outcomes will be high. However, simply building the infrastructure will not ensure visitors will engage with it. To position itself as a destination of choice, Yalgoo now requires a clear and succinct place brand which it can uniquely own. A place brand for Yalgoo is about the experience promise that Yalgoo can take to market, which defines its competitive advantage.

The development of a place brand for Yalgoo will include:

- A memorable tagline, An inspiring positioning statement, A compelling story

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
2.1	Develop a place brand strategy, including the development of new tourism logo which is inclusive of the whole community, creative brand elements & assets	SoY			
2.2	Develop a Tourism Marketing & Communication Plan incorporating a refreshed destination story for Yalgoo	SoY			
2.3	Implement 'Yalgoo's Destination Story' across all channels and share with DMO partners and tourism stakeholders	SoY/AGO			

3. COMMUNITY BUY-IN

The success of the YTAP relies on the local tourism community and residents to understand that tourism is an economic driver which will either directly or indirectly affect their prosperity. The message needs to be relatable for residents. Ultimately, visitors want to experience a destination ‘like a local’. We want all Yalgoo residents to value their town and welcome visitors with open arms.

The YTAP should therefore align with the Shire’s Strategic Community Plan which promotes local advocacy. This is the opportunity for SoY to work closely with local leaders to drive the value of tourism through the community by demonstrating the livability improvements that tourism can bring. Advocacy needs to be co-ordinated through the Tourism Officer role at SoY and communicated through all channels including:

- Shire website
- Local Group Social Media Pages
- E-newsletters
- Dedicated Tourism websites

AMBASSADORS & VOLUNTEERS

Though Yalgoo is a community that is proud of its history and achievements it is likely to be problematic to generate an active band of volunteers. The role of the YTAP is to harness the knowledge of the community, enable positive ways for the community to share their stories and establish a process of recognition for the vital role that Ambassadors and Volunteers contribute to a vibrant community.

The first step in building strong advocates for Yalgoo is to establish a network of Ambassadors, who positively share Yalgoo’s tourism value. Their involvement in engaging with visitors may be adhoc, but they are recognized for their influence in growing Yalgoo’s visitor experience. Valuing ambassadors leads to volunteering and commitment of time, which contributes to community wellbeing and positive visitor engagement.

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
3.1	Release the Shire of Yalgoo’s new tourism direction with community briefings and PR releases.	SoY			
3.2	Develop a ‘Local Legends’ Ambassador programme for community members who can add value to visitor experience at key locations eg: The Yalgoo Cultural Centre, Caravan Park and Station Stays.	SoY			

4. AMENITIES & SERVICES

The provision of tourism based infrastructure and quality services is a focused way of extending the length of stay for visitors to both Yalgoo and Paynes Find. Both towns are situated on major transport routes the generate much passing traffic.

The question is how do we “trip up” the passing traffic to give them the opportunity to linger in the town which in turn will generate greater tourism spend and an increase in employment? The facilities built for the tourism market must also provide livability improvements to the local

residents. The increase in potential visitation and overnight stays will bring a vibrancy to Yalgoo and Paynes Find which has been identified as a priority for the community.

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
4.1	Address gaps in the visitor experience for local dining with the purchase of a mobile café van as a Shire-owned asset.	SoY			
4.2	Undertake a wayfinding audit plan for directional and interpretive signage to guide visitors into and around Yalgoo’s town centre	SoY			
4.3	Information Bay and rest stop located on approach to Yalgoo, plus an entry statement and rest area for Paynes Find	SoY			
4.4	An economic impact assessment is needed to support investment growing the accommodation supply at the Yalgoo and Paynes Find Caravan Parks to meet identified gaps.	SoY			
4.5	Plan a ‘Wildflower Camp’ overflow area at the Yalgoo Racecourse to meet demand in peak season and for events.	SoY			
4.6	Pursue RV Friendly town designation, including installation of a dump point at Paynes Find.	SoY			

5. COMPELLING EXPERIENCES

The findings and also the comments in the Shire of Yalgoo Strategic Community Plan has highlighted the lack of attractions in Yalgoo to hold the attention of the visitor. It has been identified that the provision of compelling experiences would add to both the livability of the town as well as stimulating the growth of visitor numbers.

Whilst most of the focus is around the town centre there is also an opportunity to connect Yalgoo to the regions surrounding the Shire by positioning Yalgoo as the geographical heart of the Midwest-

Murchison's wildflower region; a welcoming gateway to start or an end point of arterial drive routes that traverse the region.

The Railway Station Heritage Precinct with the right foresight and ongoing commitment has the opportunity to be a showcase attraction for the whole of the Midwest-Murchison.

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
5.1	Development of a master plan for the Railway Station heritage precinct and Racecourse as Yalgoo's hero attraction of comparative advantage.	SoY			
5.2	Embrace wildflower tourism to position Yalgoo as the geographical heart of the Murchison's Wildflower region through seasonal wildflower activations. i.e. Gibbons St plantings, wildflower art pop-ups and promotion of known flower locations	SoY			
5.3	Develop a network of arterial drive trail loops that radiate from Yalgoo (including Paynes Find), following themes of heritage, ancestry, geological wonders and outback landscapes, to extend length of stay.	SoY			
5.4	Participate with MWDC to initiate measurement of Yalgoo's dark sky to determine the comparative advantage of Yalgoo as a dark sky destination, prior to pursuing experience development.	SoY/MWDC			
5.5	Work with the local Wajarri-Badimaya people to share their culture through hosted art workshops and a regional bush tucker garden	SoY / Yamatji			
5.6	Work with pastoralists to preserve heritage at both Yalgoo and Paynes Find cemeteries in a joint public/private heritage restoration project	SoY			
5.7	Partner with Australia's Golden Outback to support development of visitor experiences and diversified accommodation on the region's pastoral stations.	SoY/AGO			

6. CAPABLE TOURISM OPERATORS

HOW TO BUILD CAPABILITY AND INCREASE DISTRIBUTION

Capability Building is about taking a tailored approach to tourism industry training to guide businesses to develop refreshed visitor experiences, aligned to the YTAP. The most effective way to build capability is to undertake one-on-one business mentoring to enhance tourism operations and marketing skills which will establish strong foundations to encourage entrepreneurship and grow reach through new partnerships in the wider tourism sector.

Key objectives of capability building are:

- support new and established businesses in product and service development, trade market-readiness, and business diversification and expansion;
- develop the skills and expertise of tourism operators to enhance business productivity;
- encourage and support business collaboration; and
- prepare businesses to aim for 'best in class' quality assurance to achieve tourism accreditation.

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
6.1	Support Australia's Golden Outback to coordinate a cluster of tourism stakeholders in a capability building program offering mentorship in tourism operations, online visibility and distribution partnerships	SoY / AGO			
6.2	Establish internal protocols to assist new tourism startups in the SoY to navigate LGA and State approvals and connect with priority tourism support services.	SoY			
6.3	Establish a library of visual assets that Yalgoo tourism stakeholders can access for the purpose of sharing quality content for Yalgoo's priority tourism attractions	SoY			

7. VISITOR SERVICING

A foundation of visitor servicing is to be where customers are. This requires the development of new customer engagement points at key nodes throughout the SoY region. Visitors don't see boundaries in the way that residents or local governments do. A positive approach to visitor servicing would be to collaborate with all visitor nodes in order to knowledge share, creating opportunities for visitor dispersal and increased economic prosperity for all.

A common misconception is that visitors disengage with traditional visitor servicing in preference to seeking visitor information online. The reality is that visitors require quality visitor servicing both online and in person. Engaging with authentic locals is a priority need for visitors in new destinations. They seek reinforcement to confirm their online planning from a trusted source. Visitor Centres equally play an important role in welcoming potential new residents to a community.

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
7.1	Make the Shire office the official Visitor Centre and ensure all staff are cross-trained to assist with visitor enquiries in a welcoming manner, pending the development of the Railway Heritage precinct	SoY			
7.2	Work with the caravan park, supermarket, hotel, museum, Yalgoo Arts and Cultural Centre and Paynes Find Tavern & Roadhouse to make visitor information accessible in coordinated, place branded displays	SoY			
7.3	Quality Visitor map and guide is needed for attractions, points of interest and drives in the Shire.	SoY			
7.4	Review all existing visitor information and refresh content in preparation for new website	SoY			

8. EVENTS

Covid has impacted the ability for regional events to operate since 2020, however, as protocols for event management in respect of Covid are now well defined, preparation for the reintroduction of events, which have the potential to drive visitation, should be considered as part of Yalgoo’s marketing strategy.

Events serve the purpose of showcasing a destination experience and spiking visitation at a given moment in time, but with the intent to encourage repeat visitation. Development of tourism events need to align with destination experience themes.

Timing should be considered to encourage visitation where accommodation capacity is achievable and/or to leverage awareness of events in neighbouring areas.

Events will also provide the opportunity to stimulate visitation from those that can’t attend the event but are inspired by the excitement and interest generated by the event.

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
8.1	Work with Yalgoo Jockey Club to ensure 2023 race meeting goes ahead. Look to build other activity and itineraries around the race meeting to increase length of stay	SoY			
8.2	Develop dark sky events from 2023 to utilise the proposed extra accommodation facilities in Yalgoo. The use of grant Funds will help in promotion of the activity	SoY			
8.3	Support stations within the shire to develop themed event based activity outside of Wildflower season to draw visitation into should periods	SoY			
8.4	In May of each year hold a back to Yalgoo event with a focus on heritage including First nations. Bring the town alive with a welcoming and vibrant weekend	SoY			

9. DESTINATION MARKETING

Quality visitor information allows visitors to plan to stay longer, making a direct and positive impact to Yalgoo’s visitor economy.

The customer journey for a visit to the region starts with research and planning, this is best done online through a variety of mediums. It is after this stage that the customer commits to the destination and creates bookings and itineraries.

Yalgoo’s visitor experiences have a low digital footprint, leading to a perception that there is nothing to do. A quick, simple and effective solution is to create listings for Yalgoo visitor attractions and locations on the Australian Tourism Data Warehouse (ATDW). This is a content aggregator platform which shares content to state and national tourism partners.

<https://atdw.com.au/distributors/current-distributors/>

REF	TASK	ASSIGNED	SHORT TERM	MID TERM	LONG TERM
9.1	Development of www.visityalgoo.com.au website that showcases the tourism assets with appropriate content and images aligned to place brand	SoY			
9.2	Develop a content plan and assign budget to procuring visual assets, specifically in videography and imagery to target active adult couples, which can be shared with tourism stakeholders and DMO’s to promote Yalgoo visitor attractions	SoY			
9.3	Develop a content and social media plan, including PPC strategy to increase website traffic	SoY			
9.4	Continue to engage with Australia’s Golden Outback and Tourism WA to share content on AGO and TWA websites and support tourism media familiarisations	SoY/AGO			
9.5	Work with Visitor Centres in surrounding regional centres to highlight the opportunity of a visit to Yalgoo.	SoY			
9.6	Promote Yalgoo’s attractions including the Dominican Chapel of St Hyacinth and Melangata Homestead on the Monsignor Hawes Heritage Trail	SoY			
9.7	Create records on ATDW for all Yalgoo Attractions with appropriate content and images	SoY			

