



# MINUTES

## For the Ordinary Council Meeting

To be held on the 30<sup>th</sup> September 2022



**Ian Holland**

CHIEF EXECUTIVE OFFICER

26<sup>th</sup> September 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.

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**1 DECLARATION OF OPENING**

Due to the Shire President and Deputy Shire President being unavailable Councillors determined unanimously that Cr Valenzuela would Chair the meeting.

Shire Councilor Raul Valenzuela welcomed those in attendance and declared the meeting open at 10.32am.

**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.

**Councillors**

Cr Gail Simpson  
Cr Tamisha Hodder  
Cr Stanley Willock  
Cr Raul Valenzuela

**Chief Executive Officer**

Ian Holland

**Deputy CEO**

Thomas Gorman

**Executive Assistant**

Diane Hodder

**APOLOGIES**

**LEAVE OF ABSENCE**

Cr Greg Payne and Cr Gail Trenfield were approved for a leave of absence at a special meeting on the 15<sup>th</sup> September 2022.

**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.

NIL

**4 PUBLIC QUESTION TIME**

**REPONSES TO QUESTIONS TAKEN ON NOTICE**

**NIL**

**QUESTIONS TAKEN WITHOUT NOTICE**

**NIL**

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**NIL**

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

Late item 14.6 Debt Recovery Offer

**7 APPLICATIONS FOR LEAVE OF ABSENCE**

**NIL**

**8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

<b>Date</b>	<b>Location</b>	<b>Meeting</b>	<b>Attendance</b>
15/9/2022	Yalgoo (teleconference)	RRG Sub Committee Meeting	Cr Stanley Willock

## 9 CONFIRMATION OF MINUTES

### 9.1 Minutes of the Ordinary Council Meeting – 26<sup>th</sup> August 2022

#### RECOMMENDATION

That the minutes of the Council Meeting held on the 26<sup>th</sup> August 2022 as attached be confirmed as a true and correct record.

COUNCIL RESOLUTION – 2022 – 09 - 01

Moved: Cr Gail Simpson                      Seconded: Cr Stanley Willock

That the minutes of the Council Meeting held on the 26<sup>th</sup> August 2022 as attached be confirmed as a true and correct record.

CARRIED: 4/0

### 9.2 Minutes of the Special Council Meeting – 15<sup>th</sup> September 2022

#### RECOMMENDATION

That the minutes of the Special Council Meeting held on the 15<sup>th</sup> September 2022 as attached be confirmed as a true and correct record.

COUNCIL RESOLUTION – 2022 – 09 - 02

Moved: Cr Stanley Willock                      Seconded: Cr Tamisha Hodder

That the minutes of the Special Council Meeting held on the 15<sup>th</sup> September 2022 as attached be confirmed as a true and correct record.

CARRIED: 4/0

### 9.3 Minutes of the Special Council Meeting – 31<sup>ST</sup> August 2022

#### RECOMMENDATION

That the minutes of the Special Council Meeting held on the 31<sup>st</sup> August 2022 as attached be confirmed as a true and correct record.

COUNCIL RESOLUTION – 2022 – 09 - 03

Moved: Cr Stanley Willock                      Seconded: Cr Tamisha Hodder

That the minutes of the Special Council Meeting held on the 31<sup>st</sup> August 2022 as attached be confirmed as a true and correct record.

CARRIED: 4/0

**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 September 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 in its 2022-23 Annual Budget has allocated the sum of \$4,386,844 for the acquisition of capital assets and the undertaking of infrastructure works.

**COMMENT**

The Capital Projects detailed below are projects incorporated in the 2022-23 Annual Budget.

**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 31<sup>st</sup> August 2022.

COUNCIL RESOLUTION– 2022 – 09 - 04

Moved: Cr Gail Simpson  
Hodder

Seconded: Cr Tamisha

That Council receive the Progress Report on the Capital Works Program as at 31<sup>st</sup> August 2022.

CARRIED: 4/0

## Minutes – Ordinary Council Meeting – Friday 30 September 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 AUGUST ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
	\$	YTD \$	\$	
<b><u>By Program</u></b>				The CEO to provide a verbal update on the status of the capital projects as at 31 August 2022
<b>Governance</b>				
000000-Admin Computers Hardware, System Upgrade and Telephone Replacement F & E	10,000		10,000	
000000-External Monitor Display F & E	21,602		21,602	
000000-Tables and Chairs F & E	5,000		5,000	
000000-Landscape - Admin Office Other	40,000		40,000	
<b>Housing</b>				
000000-Other Housing - Nurse Accommodation L & B	420,000	23,700	396,300	In progress
<b>Recreation and Culture</b>				
000000 - Community Hall Renovations L & B	350,000		350,000	
000000-Core Stadium Exercise Equipment, Seating and BBQ area improvements F & E	22,000		22,000	
000000- Community Heritage Buildings Renewals - LRCI Grant 2022-23 L & B	227,220	1,000	226,220	In progress
000000- Resurface Rage Cage, Tennis and Basketball Courts L & B	98,000		98,000	
000000- Stadium Relocate Fence Recreation	47,077		47,077	
Mower P & E	35,000		35,000	

## Minutes – Ordinary Council Meeting – Friday 30 September 2022

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

		2022-23 ANNUAL BUDGET	2022-23 AUGUST ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<b><u>By Program</u></b>					The CEO to provide a verbal update on the status of the capital projects as at 31 August 2022
<b>Law Order &amp; Public Safety</b>					
000000- Light Tanker	P & E	239,000		239,000	
<b>Transport</b>					
000000- Machinery Shed Depot Concrete Floor Bays	L & B	27,000		27,000	
000000- Storage Shed Depot	L & B	16,000		16,000	
000000-Skidsteer	P & E	86,000		86,000	
000000- Multi Tyre Roller	P & E	220,000		220,000	
000000- Genset	P & E	20,000		20,000	
000000- Dual Cab Utility	P & E	40,000		40,000	
000000-Works Foreman Utility	P & E	75,000		75,000	
000000-Traffic Light Pair	P & E	32,000		32,000	
000000- Prime Mover	P & E	325,000		325,000	
000000- Works Forklift	P & E	50,000		50,000	
000000- Trailer Side Tipper	P & E	240,000		240,000	
000000-Utility	P & E	32,000		32,000	
000000-Utility Work Crew	P & E	40,000		40,000	
000000-Satelite Phones and Vehicle Tracking	P & E	10,000		10,000	
000000- Street Lighting	Other	22,000		22,000	
000000- Paynes Find Entry Statements	Other	18,652		18,652	
000000- Trailer	P & E	0	10,461	(10,461)	IN 2021-22 Annual Budget amount paid twice
<b>ROADS TO RECOVERY GRANTS</b>					
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads	377,293		377,293	
<b>RRG SPECIAL GRANT RD WORKS</b>					
000000- Yalgoo/Ninghan Road - Seal to width 4m LRCI \$446,000 RRG \$300,000	Roads	746,000		746,000	

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

		2022-23 ANNUAL BUDGET	2022-23 AUGUST ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<b><u>By Program</u></b>					
MUNICIPAL FUND					The CEO to provide a verbal update on the status of the capital projects as at 31 August 2022
000000- Morawa Yalgoo Road Culvert, Floodway and Shoulder	Roads	80,000		80,000	
000000-Tourism Projects as per Plan	Roads	35,000		35,000	
000000-Floodway Stabalisation and Flood Mitigation	Roads	100,000		100,000	
000000- Fixed Road and Wayfinding Signage LRCI Grant 2022-23	Roads	15,000		15,000	
000000- Jokers Tunnel Sealed Floodway and Impoved Access LRCI Grant 2022-23	Roads	80,000		80,000	
000000- Sealing Outside primary School LRCI Grant 2022-23	Roads	40,000		40,000	
000000- Sealing Paynes Find Poineer Cemetery LRCI Grant 2022-23	Roads	10,000		10,000	
<b>Economic Services</b>					
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B	25,000	23,897	1,103	In progress
000000-Caravan Park - Commercial Washing Machine and Dryer	F & E	40,000		40,000	
000000-Caravan Park -Awning over BBQ Facility	L & B	10,000		10,000	
<b>Other Property and Services</b>					
000000-Solar Panel - Shire Buildings	L & B	60,000		60,000	
		<b>4,386,844</b>	<b>59,058</b>	<b>4,327,786</b>	

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### CAPITAL WORKS PROGRAMME

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

	2021-22 ANNUAL BUDGET	2021-22 BUDGET REVIEW	2021-22 JUNE ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
	\$	\$	YTD \$	\$	
<b><u>By Program</u></b>					The CEO to provide a verbal update on the status of the capital projects as at 30 June 2022
<b>Governance</b>					
000000-Admin Computers Hardware, System Upgrade and Telephone Replacement F & E	37,500	37,500	13,793	23,707	Project in progress
000000-External Monitor Display F & E	40,000	40,000	18,398	21,602	Project in progress
000000-Financial Software F & E	20,000	40,000	95,070	(55,070)	Project in progress
000000-Tables and Chairs F & E	5,000	5,000		5,000	
000000-Landscape - Admin Office Other	40,000	40,000		40,000	
<b>Law Order Public Safety</b>					
000000- CCTV Yalgoo Townsite F & E	10,000	10,000	5,959	4,041	Project in progress
<b>Housing</b>					
000000-Other Housing - Nurse Accommodation L & B	350,000	350,000		350,000	
<b>Communities Amenties</b>					
000000- Cemetery - Toilet and Water Tank Construction L & B	102,000	106,525	106,525	0	Completed
<b>Recreation and Culture</b>					
000000 - Community Hall Renovations L & B	600,000	600,000		600,000	
000000-Core Stadium Exercise Equipment F & E	32,000	32,000		32,000	
000000- BBQ Shamrock Park L & B	11,000	10,735	10,735	0	Completed
000000- Sports Complex -Footpath to School Recreation	7,000	0			Not going ahead
000000- Kubota Utility P & E	30,000	40,000		40,000	
000000- Oval Water Treatment Recreation	23,000	23,931	23,932	(1)	Project in progress
000000- Oval Fixed Exercise Equipment Recreation	18,000	18,000	17,622	378	Project in progress

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

		2021-22 ANNUAL BUDGET	2021-22 BUDGET REVIEW	2021-22 JUNE ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	\$	YTD \$	\$	
<b>By Program</b>						The CEO to provide a verbal update on the status of the capital projects as at 30 June 2022
<b>Recreation and Culture</b>						
000000- Dalgaraanga Crater Signage and Viewing Platform	Other	50,000	50,000		50,000	
<b>Transport</b>						
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	25,000	27,000	27,000	0	Completed
000000- Storage Shed Depot	L & B	27,000	27,000	11,032	15,968	Project in progress
000000-Skidsteer	P & E	50,000	50,000		50,000	
000000- Dual Axle Box Trailer	P & E	10,000	9,510	9,510	0	Completed
000000- Genset Trailer	P & E	30,000	30,000		30,000	
000000- Slasher Attachment	P & E	8,000	8,000		8,000	
000000-Debris Vacuum	P & E	6,100	6,100		6,100	
000000-Traffic Light Pair	P & E	36,000	36,000		36,000	
000000- Prime Mover	P & E	280,000	280,000		280,000	
000000- Portable Toilet on Trailer	P & E	8,500	8,500	6,569	1,931	Project in progress
000000- Trailer Side Tipper	P & E	200,000	200,000		200,000	
000000-Works Forklift	P & E	50,000	50,000		50,000	
000000-Utility Work Crew	P & E	40,000	45,000	43,854	1,146	Completed
000000-Satelite Phones and Vehicle Tracking	P & E	10,000	9,388	9,388	0	Completed
000000- Street Lighting	Other	50,000	50,000		50,000	
000000- Paynes Find Entry Statements	Other	35,000	35,000	16,348	18,652	Project in progress
<b>ROADS TO RECOVERY GRANTS</b>						
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	760,000	1,020,000	1,049,477	(29,477)	Project in progress
<b>RRG SPECIAL GRANT RD WORKS</b>						
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads	300,000	300,000	330,539	(30,539)	Project in progress

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

		2021-22 ANNUAL BUDGET	2021-22 BUDGET REVIEW	2021-22 JUNE ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	\$	YTD \$	\$	
<b>By Program</b>						The CEO to provide a verbal update on the status of the capital projects as at 30 June 2022
<b>MUNICIPAL FUND</b>						
000000- Sandford River Crossing	Roads	100,000	100,000		100,000	
000000- Casurina Causeway Widen to 2 Lanes	Roads	100,000	100,000		100,000	
000000-Sealing of Road to Nature Based Park	Roads	35,000	35,000		35,000	
000000-Sealing of Road and Parking Area - Yalgoo Lookout	Roads	95,000	95,000	4,908	90,092	Project in progress
000000- Badga Woolshed Seal to Airstrip	Roads	120,000	120,000	9,944	110,056	Project in progress
000000- Fixed Road and Wayfinding Signage	Roads	40,000	38,107	38,107	0	Completed
000000- Jokers Tunnel Sealed Floodway and Impoved Access	Roads	100,000	100,000		100,000	
000000- Sealing Outside primary School	Roads	40,000	40,000		40,000	
000000- Sealing Paynes Find Poineer Cemetery	Roads	10,000	10,000		10,000	
<b>Economic Services</b>						
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B	171,000	171,000	141,956	29,044	Project in progress
000000-Caravan Park - Commercial Washing Machine and Dryer	F & E	40,000	40,000		40,000	
000000-Caravan Park - Theme Bed Linen	F & E	3,000	3,000		3,000	
000000-Caravan Park -BBQ	L & B	11,000	10,735	10,735	0	Completed
000000-Caravan Park -Upgrade Water and Power Supply	L & B	50,000	50,000		50,000	
000000-Heritage Building Renewals	L & B	202,220	202,220		202,220	
<b>Other Property and Services</b>						
000000-Solar Panel - Shire Buildings	L & B	100,000	100,000		100,000	
000000-Motor Vehicle CEO	P & E	70,000	57,000	53,425	3,575	Completed
000000-Motor Vehicle Subaru	P & E	42,000	40,000	39,072	928	Completed
000000-Motor Vehicle Fortunner	P & E	56,000	51,013	51,013	0	Completed
		<b>4,686,320</b>	<b>4,958,264</b>	<b>2,144,911</b>	<b>2,813,354</b>	

11.2 TECHNICAL SERVICES REPORT AS OF 23<sup>rd</sup> September 2022

Applicant:	Shire of Yalgoo
Date:	23 September 2022
Reporting Officer:	Craig Holland Works Manager
Disclosure of Interest:	NIL
Attachments:	NIL

**SUMMARY**

That Council receive the Technical Services Report as at the 23<sup>rd</sup> September 2022

**COMMENT**

**Road Construction and Capital**

- NIL: report

**Road Maintenance**

- Maintenance grading done on Yalgoo North Road, Maranalgo Road, Narndee Road, Dalgaranga Road, Dalgaranga/Cue Road, Dalgaranga/Mt Magnet Road, Badja Wool Shed Road, Yalgoo Ninghan Road, Thundelarra Road.

**Plant and other infrastructure maintenance**

- Service done on – YA453, YA1000, YA778, YA1611, YA1667, Kobota Slasher, Kobota Catcha Ride on mower.

**Parks, Reserves and Properties**

**4.1 Art & Culture Centre**

General gardening maintenance carried out.

**4.2 Community Town Oval**

General gardening maintenance and fertilizing conducted to the oval and core stadium gardens

**4.3 Community Park, Gibbons Street**

General gardening maintenance conducted on a weekly bases mowing, pruning and watering.

**4.4 Community Park, Shamrock Street**

General gardening maintenance conducted on a weekly bases mowing, pruning and watering.

**4.5 Water Park**

General gardening maintenance conducted on water park.

**4.6 Yalgoo Caravan Park**

General gardening maintenance is done every two weeks.

**4.7 Paynes Find**

Nil report

**4.8 Railway Station**

General gardening maintenance conducted on a weekly bases, mowing, pruning and watering. Area sprayed for broadleaf weeks.

**4.9 Yalgoo Nursing Post**

No changes or additions to the nursing post, besides general gardening maintenance.

**4.10 Staff Housing**

Nil report

**4.11 Yalgoo Rubbish Tip**

Tip head pushed over on a weekly basis.

**4.12 Yalgoo & Paynes Find Airstrip**

Weed spraying

**Staff**

- Chris Bell doing driver training in Geraldton for H.R Licence.

**STATUTORY ENVIRONMENT**

NIL

**POLICY/FINANCIAL IMPLCATIONS**

To deliver the Capital Works Program within budgeted allocations.

**VOTING REQUIREMENT**

Simple Majority

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### OFFICERS RECOMMENDATION

That Council receive the Technical Services Report as of 23<sup>rd</sup> September 2022.

COUNCIL RESOLUTION– 2022 – 09 - 05

Moved: Cr Gail Simpson    Seconded: Cr Tamisha Hodder

That Council receive the Technical Services Report as of 23<sup>rd</sup> September 2022.

CARRIED: 4/0

**12 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS**

**13 FINANCIAL REPORTS**

**13.1 LIST OF ACCOUNTS**

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

**SUMMARY**

Council approval is sought for the payments made in the period 1<sup>st</sup> August 2022 to 31<sup>st</sup> August 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

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- 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 1<sup>st</sup> August 2022 to 31<sup>st</sup> August 2022 amounting to \$404,406.55 and the list be recorded in the minutes.

COUNCIL RESOLUTION– 2022 – 09 - 06

Moved: Cr Stanley Willock

Seconded: Cr Gail Simpson

That Council approve the list of accounts paid for the period 1<sup>st</sup> August 2022 to 31<sup>st</sup> August 2022 amounting to \$404,406.55 and the list be recorded in the minutes.

CARRIED: 4/0

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
1	2 02/08/2022	NAB and BENDIGO banks	Bank Charges	1	35.97
2	2 02/08/2022	NAB and BENDIGO banks	Bank Charges	1	148.28
3	2 02/08/2022	NAB and BENDIGO banks	Bank Charges	1	34.25
4	3 08/08/2022	NAB and BENDIGO banks	Bank Charges	1	0.15
5	3 10/08/2022	NAB and BENDIGO banks	Bank Charges	1	4.05
6	3 16/08/2022	NAB and BENDIGO banks	Bank Charges	1	5.10
7	3 19/08/2022	NAB and BENDIGO banks	Bank Charges	1	0.45
8	3 23/08/2022	NAB and BENDIGO banks	Bank Charges	1	4.05
9	4 23/08/2022	NAB and BENDIGO banks	Bank Charges	1	30.00
10	4 23/08/2022	NAB and BENDIGO banks	Bank Charges	1	30.00
11	4 25/08/2022	NAB and BENDIGO banks	Bank Charges	1	3.30

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
12	4 30/08/2022	NAB and BENDIGO banks	Bank Charges	1	0.30
13	5 01/08/2022	NAB and BENDIGO banks	Bank Charges	1	0.80
14	5 01/08/2022	NAB and BENDIGO banks	Bank Charges	1	2.84
15	66 12/08/2022	Water Corporation	Water use and service charges	1	44.95
16	88 12/08/2022	Telstra Corporation Ltd	Office Phone and Mobile Account	1	8,328.63
17	98 12/08/2022	Superannuation Clearance Account	Superannuation Contributions Payrun 16	1	12,668.36
18	100 24/08/2022	Superannuation Clearance Account	Superannuation Contributions Payrun 18	1	12,591.25
19	EFT192 05/08/2022	LGISWA	Insurance Premiums	1	149,918.00
20	EFT193 12/08/2022	Integrated ICT	Point to Point Wireless Installation Council Buildings	1	45,520.26
21	EFT195 12/08/2022	Kennards Hire Pty Ltd	Generator - 20 KVA	1	1,450.00
22	EFT196 12/08/2022	Ian Scott	Reimbursements for Ian Scott - Interview and Relocation Expenses	1	481.09

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
23	EFT197 12/08/2022	JLT Risk Solutions Pty Ltd	Marine Cargo Insurance Premium	1	693.00
24	EFT198 12/08/2022	Beaurepaires	Service - vehicle YA465	1	2,745.36
25	EFT199 12/08/2022	Canine Control	Ranger Services	1	1,386.72
26	EFT200 12/08/2022	Cockburn Cement Ltd	Cement - Depot	1	1,144.00
27	EFT201 12/08/2022	Core Business Australia Pty Ltd	Project Management Fees Flood Damage - July 2022	1	44,516.34
28	EFT202 12/08/2022	David Roche	Boom Gate for Paynes Find Airstrip	1	2,868.71
29	EFT203 12/08/2022	Geraldton Mower & Repair Specialist	Repair to hedger	1	111.60
30	EFT204 12/08/2022	Geraldton Toyota	120000km Service - vehicle YA840	1	1,480.37
31	EFT205 12/08/2022	Marketforce	Advertising in the West Australian - Wildflowers Feature	1	2,840.17

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
32	EFT206 12/08/2022	Protector Fire Services	Service fire equipment	1	396.38
33	EFT207 12/08/2022	Raul. Valenzuela	Council Meeting Fee and allowances - 15th July/29th July 2022	1	527.67
34	EFT208 12/08/2022	Tamisha Hodder	Council Meeting Fee and allowances - 15th July/29th July 2022	1	763.67
35	EFT209 12/08/2022	Gregory Arthur Payne	Council Meeting Fee and allowances - 15th July/29th July 2022	1	2,271.67
36	EFT210 12/08/2022	WURTH	Replacement Tools -hole saw	1	662.30
37	EFT211 12/08/2022	IPEC Pty Ltd (Toll Global Express)	Freight Charges	1	47.79
38	EFT212 12/08/2022	Department of Fire and Emergency Services (DFES)	Emergency Services Levy	1	1,795.20
39	EFT213 12/08/2022	Grants Empire	Consultancy Fees -Grant application preparation	1	1,716.00
40	EFT214 12/08/2022	Darren Long Consulting	Consultancy Fees - Bank Reconciliations	1	5,720.00

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
41	EFT215 12/08/2022	Shire of Perenjori	Contribution -CESM Salaries and Wages	1	3,271.09
42	EFT216 12/08/2022	Incite Security	Quarterly ALarm Monitoring Service Fees	1	147.00
43	EFT217 12/08/2022	Wooleen Station	1 Night accommodation - 25th July	1	219.00
44	EFT218 12/08/2022	Cleverpatch	Kids After School Art Club Materials	1	284.46
45	EFT219 12/08/2022	Utf Australia	New Trailer and Tyres (amounted paid twice to be recouped)	1	10,461.00
46	EFT220 12/08/2022	Bolts-R-Us	Wool & Yellow Polishing Pads	1	969.76
47	EFT221 12/08/2022	Gail Simpson	Council Meeting Fee and allowances - 15th July/29th July 2022	1	763.67
48	EFT222 12/08/2022	Tmt Electrical	Power Installation for New Chalets - Caravan Park	1	11,829.00
49	EFT223 12/08/2022	Thinkproject Australia Pty Ltd	Ramm Software - annual support and maintainance fee 1 July 2022 - 30 June 2023	1	8,083.89
50	EFT224 12/08/2022	Mullewa Farm Supplies	20 Litres Glyphix and 90	1	286.00

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
51	EFT225 12/08/2022	Western Communications	Electronic Door locking mechanism (Inception Controller Kit 3, Lockwood ES2000-1 Strike) including labour	1	3,572.91
52	EFT226 12/08/2022	Godfreys	Pullman Advanced Litium 950 Back Pack Vacuum Cleaner	1	799.00
53	EFT227 12/08/2022	Modern Furniture	Reception Desk for Caravan Park Office	1	1,463.55
54	EFT228 18/08/2022	Delta Hawkins	Reimbursement - Leeuwin Ocean Adventure Voyage- motor vehicle & food expenses	1	176.50
55	EFT229 18/08/2022	Mitchell & Brown Retravision	Hisense 326L Top Mount Fridge (HRTF326)	1	2,111.90
56	EFT230 18/08/2022	Harvey Norman Electrics Geraldton	Dyson V7 Advanced Cordless Stick Vacuum Cleaner	1	449.00
57	EFT231 24/08/2022	Fastwave Communications Pty Ltd	Phone Charges	1	53.00
58	EFT232 24/08/2022	David Roche	Paynes Find access gates - transport from Bullsbrook to Paynes Find	1	1,237.50
59	EFT233 24/08/2022	Gail Trenfield	Reimbursement Art Sales	1	206.25
60	EFT234 24/08/2022	Geraldton Toyota	Community Bus Service	1	433.95

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
61	EFT235 24/08/2022	K9 K10 Electrical Wa	Security Alarm Monitoring	1	170.32
62	EFT236 24/08/2022	Murchison Country Zone WALGA	2022/2023 Member Shire Subscription as per resolution of Murchison Country Zone of WALGA	1	2,600.00
63	EFT237 24/08/2022	Paper Plus Office National	CB Radio Monitor Keyboard and Mouse	1	3,064.76
64	EFT238 24/08/2022	IPEC Pty Ltd (Toll Global Express)	Freight Charges -Parts & Repairs Depot - Westrac	1	851.92
65	EFT239 24/08/2022	Charmaine Simpson	Reimbursement Art Sales	1	36.00
66	EFT240 24/08/2022	Grants Empire	Consultancy fees -Grants Services	1	858.00
67	EFT241 24/08/2022	Margaret Simpson	Reimbursement Art Sales	1	87.00
68	EFT242 24/08/2022	Craig Holland	Reimbursement -Stainless Barbecue Cleaner	1	103.00
69	EFT243 24/08/2022	Elisha Hodder	Reimbursement Art Sales	1	307.50
70	EFT244 24/08/2022	Shania Bell	Reimbursement Art Sales	1	11.25

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
71	EFT245 24/08/2022	Infinity Skate	Skateboarding workshop in Yalgoo on 11th July 2022	1	975.00
72	EFT246 24/08/2022	Beachlands Plumbing	Clean and fix drain system at Railway Station	1	4,450.66
73	EFT247 24/08/2022	Planwest	Consultancy fees - Planning Services Development Approval Reports	1	968.00
74	EFT248 24/08/2022	Thomas Gorman	2 TV for New Chalets -Caravan Park	1	1,173.00
75	EFT249 24/08/2022	Noeletta Bell	Reimbursement Art Sales	1	30.00
76	EFT250 24/08/2022	Services Australia - Child Support (Darren Hawkins)	Child Support -Payroll Deductions	1	1,115.68
77	EFT251 24/08/2022	Nick Stevenson	Consultancy Fees -review of railway building foundations in preparation of new works	1	892.65
78	EFT252 24/08/2022	Rosemary Adams	Reimbursement Art Sales	1	20.25
79	EFT253 30/08/2022	Horizon Power	Electricity Charges	1	10,731.71
80	EFT254 30/08/2022	Westrac Equipment Pty Ltd	Service for vehicle YA465	1	13,079.44

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
81	EFT255 30/08/2022	Kmart - Geraldton	Art Centre Arts & Crafts - materials	1	134.00
82	EFT256 12/08/2022	Horizon Power	Electricity Charges	1	511.18
83	EFT257 12/08/2022	Horizon Power	Electricity Charges for Unit A/Lot 18 Shamrock Road - 21/05/2022 - 21/07/2022	1	413.58
84	EFT259 12/08/2022	Horizon Power	Electricity Charges 37 Shamrock Road - 21/05/2022 - 21/07/2022	1	72.29
85	EFT260 12/08/2022	Horizon Power	Electricity Charges 189 Shamrock Road - 21/05/2022 -	1	1,092.40
86	EFT261 12/08/2022	Horizon Power	Electricity Charges 12 Weekes street - 21/05/2022 - 21/07/2022	1	325.45
87	EFT262 12/08/2022	Horizon Power	Electricity Charges 27 Stanley Street	1	264.23
88	EFT263 12/08/2022	Water Corporation	21 Stanley Street- water use and service charges	1	35.48
89	EFT264 12/08/2022	Water Corporation	1 Selwyn Street- water use and service charges	1	13.65
90	EFT265 12/08/2022	Water Corporation	Water use and service charges	1	50.53

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
91	EFT266 12/08/2022	Water Corporation	33 Gibbons Street - water use and service charges	1	51.85
92	EFT267 12/08/2022	Water Corporation	Water use and service charges	1	188.62
93	EFT268 12/08/2022	Water Corporation	Water use and service charges	1	309.55
94	EFT269 12/08/2022	Water Corporation	Water use and service charges	1	234.46
95	EFT270 12/08/2022	Water Corporation	Lot 189 Res 6936 water use and service charges	1	62.77
96	EFT271 12/08/2022	Water Corporation	12 Stanley Street - water use and service charges	1	39.04
97	EFT272 12/08/2022	Water Corporation	12 Stanley Street Water use and service charges	1	105.96
98	EFT273 12/08/2022	Water Corporation	Unit 3 / 12 Stanley Street- water use and service charges	1	44.95
99	EFT274 12/08/2022	Water Corporation	Unit 3 / 12 Stanley Street- water use and service charges	1	44.95
100	EFT275 12/08/2022	Water Corporation	Unit 2 / 12 Stanley Street- water use and service charges	1	44.95

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
101	EFT276 12/08/2022	Water Corporation	Unit 1 / 12 Stanlet Street-water use and service charges	1	44.95
102	EFT277 12/08/2022	Water Corporation	10-12 Selwyn Street - water use and service charges	1	47.77
103	EFT278 12/08/2022	Water Corporation	Water use and service charges	1	78.41
104	EFT279 12/08/2022	Water Corporation	20-22 Gibbons Street - water use and service charges	1	62.77
105	EFT280 12/08/2022	Water Corporation	Water use and service charges	1	139.08
106	EFT281 12/08/2022	Water Corporation	Water use and service charges	1	444.00
107	EFT282 12/08/2022	Water Corporation	Unit B / 12 Stanley Street- water use and service charges	1	44.95
108	EFT284 12/08/2022	Water Corporation	34 Piesse Street - water use and service charges	1	100.97
109	EFT285 12/08/2022	Water Corporation	Water use and service charges	1	576.12

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
110	EFT331 23/08/2022	Department of Transport	DOT vehicle registrations	1	412.65
111	EFT332 16/08/2022	Department of Transport	DOT vehicle registrations	1	175.00
112	EFT333 11/08/2022	Department of Transport	DOT vehicle registrations	1	20.40
113	EFT334 09/08/2022	Little Hotelier	Software Licene fee -Little Hotelier -Caravan Park	1	174.90
114	EFT335 12/08/2022	Water Corporation	Reunds-Invoice paid twice	1	35.48
115	EFT336 14/08/2022	Bank of Bendigo Credit Card	ECU Joondalup - CEO Training as per Council Resolution	1	6,675.61

#### REPORT TOTALS

Bank Name	TOTAL
1 Municipal Bank	404,406.55
<b>TOTAL</b>	<b>404,406.55</b>

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### 13.2 INVESTMENTS AS AT 31<sup>st</sup> August 2022

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

#### **SUMMARY**

That Council receive the investments report as at 31<sup>st</sup> August 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 31<sup>st</sup> August 2022 be received.

COUNCIL RESOLUTION– 2022 – 09 - 07

Moved: Cr Gail Simpson

Seconded: Cr Tamisha Hodder

That the Investment Report as at 31<sup>st</sup> August 2022 be received.

CARRIED: 4/0

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

This Worksheet details the investments held by the Shire as at 31<sup>st</sup> August 2022.

### SHIRE OF YALGOO CASH HOLDINGS AS AT 31 AUGUST 2022

INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N°	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
<b>MUNICIPAL FUND</b>								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4540	Ongoing	N/A	N/A	Variable	\$1,125,187.01
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$2,543,053.82
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,102.89
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,171.70
<b>TOTAL</b>								<b>\$3,745,515.42</b>

<b>RESERVE FUNDS</b>								
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
<b>TOTAL</b>								<b>\$2,110,586.81</b>

<b>INVESTMENT REGISTER</b>						
<b>01 AUGUST 2022 TO 31 AUGUST 2022</b>						
<b>NATIONAL AUSTRALIA BANK</b>						
ACCOUNT N°	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 31.08.2022	INVESTMENT TRANSFERS	CLOSING BALANCE 31.08.2022
171336282	Ongoing	Variable	\$52,142.14	\$29.56	0	\$52,171.70
24-831-4222	Ongoing	Variable	\$25,086.22	\$16.67	0	\$25,102.89
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

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### 13.3 FINANCIAL ACTIVITY STATEMENT AS AT 31 JULY 2022

Applicant:	Shire of Yalgoo
Date:	22 September 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

#### **SUMMARY**

Adoption of the Monthly Financial Statements for the period 1<sup>st</sup> July 2022 to the 31<sup>st</sup> 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 31<sup>st</sup> July 2022.

COUNCIL RESOLUTION– 2022 – 09 - 08

Moved: Cr Stanley Willock

Seconded: Cr Tamisha Hodder

That Council adopts the Financial Activity Statement for the period ended 31<sup>st</sup> July 2022.

CARRIED:4/0

13.4 FINANCIAL ACTIVITY STATEMENT AS AT 31 AUGUST 2022

Applicant:	Shire of Yalgoo
Date:	22 September 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

**SUMMARY**

Adoption of the Monthly Financial Statements for the period 1<sup>st</sup> July 2022 to the 31<sup>st</sup> August 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 31<sup>st</sup> August 2022.

COUNCIL RESOLUTION– 2022 – 09 - 09

Moved: Cr Gail Simpson

Seconded: Stanley Willock

That Council adopts the Financial Activity Statement for the period ended 31<sup>st</sup> August 2022.

CARRIED: 4/0

## 14 ADMINISTRATION REPORTS

### 14.1 Royal Flying Doctor Medical Chest Application

Applicant:	Shire of Yalgoo
Date:	19 September 2022
Reporting Officer:	Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	Medical Chest Agreement

#### **SUMMARY**

That Council consider applying for and maintaining a Royal Flying Doctor Service (RFDS) Medical Chest.

#### **COMMENT**

After discussions with the WA Country Health Service (WACHS) it has been suggested that the Shire or an agency in town may be successful in applying for a Medical Chest due to their being limited or no access to the Yalgoo Nursing Post on evenings, weekends and public holidays.

Please see attached the agreement that will have to be followed. Apart from a suitable storage location there will also have to be one or more custodian that is willing to volunteer and check, report or use the Medical Chest.

If the local government cannot meet this criteria then another Agency will have to be approached.

Should the Shire Administration Office be used for storage the custodian would have to be a Councillor or Employee who had access to the building.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

#### **POLICY/FINANCIAL IMPLCATIONS**

NIL

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICERS RECOMMENDATION**

That Council support the Shire of Yalgoo Application for a Royal Flying Doctor Service Medical Chest on the provision that there are three appropriate custodians.

#### **COUNCIL RESOLUTION**

Moved: Cr Gail Simpson                      Seconded: Cr Tamisha Hodder

That Council support the Shire of Yalgoo Application for a Royal Flying Doctor Service Medical Chest on the provision that there are three appropriate custodians.

CARRIED: 4/0

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

### 14.2 Application for Lost Title and Transfer of Land – 42 Selwyn Street Yalgoo

Applicant:	Shire of Yalgoo
Date:	20 September 2022
Reporting Officer:	Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	Transfer of Land (Tabled)

#### **SUMMARY**

That Council endorse the signing and sealing of a Transfer of Land Document for 42 Selwyn Street, Yalgoo (Lot 42 on Deposited Plan 223238).

#### **COMMENT**

In Order to progress the transfer of ownership for 42 Selwyn Street, Yalgoo from Mr Jason Hodder in lieu of outstanding rates a Transfer of Land is provided.

The document along with an application for a Lost Certificate of Title will be submitted to Landgate. The consideration for the property which is detailed on the previously presented Deed of Acknowledgement is \$6465.07.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

#### **POLICY/FINANCIAL IMPLCATIONS**

NIL

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICERS RECOMMENDATION**

That Council accept the signing of the tabled Transfer of Land for 42 Selwyn Street, Yalgoo by the Shire President and Chief Executive Officer and endorse the use of the Common Seal.

#### **COUNCIL RESOLUTION– 2022 – 09 - 10**

Moved: Cr Stanley Willock                      Seconded: Gail Simpson

That Council accept the signing of the tabled Transfer of Land for 42 Selwyn Street, Yalgoo by the Shire President and Chief Executive Officer and endorse the use of the Common Seal.

CARRIED: 4/0

14.3 Chief Executive Officer Review and Key Performance Indicators

Applicant:	Shire of Yalgoo
Date:	21 September 2022
Reporting Officer:	Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	NIL

**SUMMARY**

As per Council policy the review panel for the CEOs performance is to be facilitated by an independent, external person appointed by a resolution of Council.

**COMMENT**

As in previous years it is suggested that LO-GO Appointments be engaged.

The Yalgoo Review Panel comprises of all six Councillors and it is reasonable that Councillors have attended CEO appraisal training.

The review procedure must contain the following elements as a minimum:

- Review panel to assign a senior employee or independent external facilitator to assist the panel and ensure the process meets governance requirements as well as facilitate the implementation of the CEO's professional development plan.
- Timely notification of all parties by the review panel of the review procedure, timeline requirements and any other relevant information such as the independent, external facilitator.
- CEO must provide a self-assessment to all elected members. The CEO must provide the self-assessment in written report format as a minimum but may also provide it in other formats of their choice.
- Review panel must assess performance inclusive of feedback from all Councillors.
- Review panel will agree on key focus areas and conduct an appraisal interview with the CEO.
- CEO must be provided with procedural fairness throughout the process including sufficient time to prepare responses and an opportunity to respond to the interview findings.
- Review panel will share the performance review finding with full Council in a briefing session.
- Review panel to manage follow up including remuneration, KPIs, contract variations, review outcomes and analysis of interview feedback.
- Full report must be distributed to all Elected Members and the CEO.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

**POLICY/FINANCIAL IMPLCATIONS**

NIL

**VOTING REQUIREMENT**

Simple Majority

**OFFICERS RECOMMENDATION**

That Council appoints LO-GO appointments to facilitate the Chief Executive Officers performance review and development of 2021/22 KPIs.

Amendment

Moved Cr Gail Simpson                      Seconded Cr Tamisha Hodder

That Council appoints LO-GO appointments to facilitate the Chief Executive Officers performance review and development of 2022/23 KPIs.

CARRIED 4/0

COUNCIL RESOLUTION– 2022 – 09 - 11

Moved: Cr Gail Simpson                      Seconded: Cr Stanley Willock

That Council appoints LO-GO appointments to facilitate the Chief Executive Officers performance review and development of 2022/23 KPIs.

CARRIED: 4/0

14.4 Yalgoo Ninghan Road Capital Works

Applicant:	Shire of Yalgoo
Date:	26 September 2022
Reporting Officer:	Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	NIL

**SUMMARY**

That Council support a subscription for the WALGA procurement Equotes portal and a request for quote for Capital Works on Yalgoo-Ninghan Road.

**COMMENT**

In previous years Council has requested directly in writing quotes from at least three regional WALGA preferred suppliers for road construction work.

On some occasions this has resulted in receiving only one or two responses. The benefit of the WALGA portal is that a request for quote can be supplied to everyone on the appropriate panel and some conditions of contract are managed by WALGA.

The cost would be approximately \$2600 that would come from Governance Subscriptions, this component is currently unbudgeted. It is anticipated that this could come from road maintenance expenditure however it is proposed that this be authorized in advanced and then allocated during the next budget review.

Council are also requested to acknowledge that a request for quote will be issued for approximately 6.5km of sealing under LRCI & RRG. The detailed budget description should describe sealing rather than widening.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

(1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget. (

2) Where expenditure has been incurred by a local government —

- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
- (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

**POLICY/FINANCIAL IMPLCATIONS**

NIL

**VOTING REQUIREMENT**

Absolute Majority

**OFFICERS RECOMMENDATION**

That Council:

1. Authorizes in advance the purchase of a WALGA Equotes/Procurement Subscription from the Governance Subscriptions Account.
2. Amends the budget description from Yalgoo/Ninghan – Road Widening (LRCI \$446,000 RRG \$300,000) to Yalgoo/Ninghan – Sealing (LRCI \$446,000 RRG \$300,000) and authorizes administration to seek quotes for this work from WALGA Preferred Suppliers.

**COUNCIL RESOLUTION– 2022 – 09 - 12**

Moved: Cr Gail Simpson

Seconded: Cr Tamisha Hodder

That Council:

1. Authorizes in advance the purchase of a WALGA Equotes/Procurement Subscription from the Governance Subscriptions Account.
2. Amends the budget description from Yalgoo/Ninghan – Road Widening (LRCI \$446,000 RRG \$300,000) to Yalgoo/Ninghan – Sealing (LRCI \$446,000 RRG \$300,000) and authorizes administration to seek quotes for this work from WALGA Preferred Suppliers.

CARRIED: 4/0

**14.5 Monthly Statement of Financial Activity – 2022-23 Annual Budget by Periods**

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	27 September 2022
Attachments	Nil

**SUMMARY**

The Local Government Financial Management Regulations 1996 requires a Local Government to prepare monthly Financial Activity Statements and report material variances in order to allow for the monthly analysis and reporting. The 2022-23 Annual Budget has been dissected in 12 monthly periods.

**COMMENT**

Regulation 34 of the Local Government (Financial Management) Regulation 1996 require the following in relation to the Financial Activity Statement:

- 1/. A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d). for that month in the following detail-
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8.
  - (b) Budget estimates to the end of month to which the statement relates;
  - (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c);
  - (e) The net current at the end of month to which the statement relates.
  
- 2/. Each Statement of Financial Activity to is to be accompanied by documents containing-
  - (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) An explanation of each of the material variances referred to in sub regulation (1) (d) ; and
  - (c) Such other supporting information as is considered relevant by the local government.
  
- 3/. The information in a Statement of Financial Activity may be shown-
  - (a) According to nature and type classification;
  - (b) By program; or
  - (c) By business unit.
  
- 4/. A Statement of Financial Activity and the accompanying documents referred to in sub regulation (2) are to be
  - (a) Presented to the Council:
    - (i) At the next ordinary meeting of the Council following the end of the month to which the statement relates; or

## Minutes – Ordinary Council Meeting – Friday 30<sup>th</sup> September 2022

- (ii) If the Statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the Council after that meeting; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- 5/. Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in Statements of Financial Activity for reporting material variances.

The Budget Statement of Financial Activity has been prepared and details the estimated sources of revenues and application of funds on a monthly basis year to date. These estimates will be utilised to analyse the material variances on a monthly basis. Council is requested to adopt the 2022-23 Financial Activity Budget Statement.

### **Statutory Environment**

Financial Management Regulation 34

### **POLICY/FINANCIAL IMPLICATIONS**

NIL

### **Voting Requirements**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council adopt the 2022-23 Financial Activity Budget Statement.

COUNCIL RESOLUTION– 2022 – 09 - 13

Moved: Cr Stanley Willock

Second: Cr Gail Simpson

That Council adopt the 2022-23 Financial Activity Budget Statement

CARRIED: 4/0



**15 NOTICE OF MOTIONS**

NIL

**16 URGENT BUSINESS**

Discussion on Yalgoo WA Country Health Service Nursing.

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

14.6 **LATE ITEM Confidential** Debt Recovery Offer

Author:	Chief Executive Officer – Ian Holland
Interest Declared:	No interest to disclose
Date:	29 September 2022
Attachments	Nil

**SUMMARY**

That Council consider an offer for repayment of Debt by Caramulo Pty Ltd presented through their Legal Representative Nova Legal Corporate Lawyers.

**COUNCIL RESOLUTION– 2022 – 09 - 14**

Moved: Cr Stanley Willock                      Seconded: Cr Gail Simpson

That Council move behind closed doors to consider item 14.6 as it relates to s5.23(2)(b) & s5.23(2)(c).

CARRIED 4/0

**COUNCIL RESOLUTION – 2022 – 09 - 15**

Moved: Cr Stanley Willock                      Seconded: Cr Gail Simpson

That Council authorize the Chief Executive Office to accept an amended offer from Caramulo Pty Ltd for \$22,775.11 but only with respect to A1764 and A1765, otherwise to deny the offer as it stands and proceed to trial.

CARRIED 4/0

**COUNCIL RESOLUTION – 2022 – 09 - 16**

Moved Cr Tamisha Hodder                      Seconded Cr Stanley Willock

That Council move out from behind closed doors.

CARRIED 4/0

**18 NEXT MEETING**

The next Ordinary Meeting of Council is due to be held in the Council Chambers, Gibbons Street Yalgoo on Friday 28<sup>th</sup> October 2022 commencing at 10.00 am.

**19 MEETING CLOSURE**

There being no further business Councillor Valenzuela declared the Ordinary meeting closed at 11.41am.