



AGENDA

FOR THE ORDINARY MEETING

OF COUNCIL

TO BE HELD ON

THURSDAY 25 SEPTEMBER 2014

COMMENCING 11.00 am

IN THE PAYNES FIND COMMUNITY CENTRE

PAYNES FIND

SHIRE OF YALGOO

NOTICE OF ORDINARY COUNCIL MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN THE PAYNES FIND

COMMUNITY CENTRE, PAYNES FIND

ON THURSDAY 25 SEPTEMBER 2014 COMMENCING AT 11.00 am.

Dr Ross Theedom
MEC PHD FAIM GAICD MLGMA
Chief Executive Officer
Shire of Yalgoo

17 August 2014

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**Agenda for the Ordinary Meeting of the Yalgoo Shire Council,
to be held in the In The Paynes Find Community Centre, Paynes Find
on Thursday 25 September 2014
commencing at 11.00 am.**

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS

STAFF

GUESTS

OBSERVERS

LEAVE OF
ABSENCE

APOLOGIES

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting

4. PUBLIC QUESTION TIME

4.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE

4.2 QUESTIONS WITHOUT NOTICE

5. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

7.1 PRESIDENT

Date	Details	Attended with whom

7.2 COUNCILLORS

Date	Details	Councillors

8. CONFIRMATION OF MINUTES

8.1 ORDINARY COUNCIL MEETING

Background

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION

Minutes of the Ordinary Meeting

That the Minutes of the Ordinary Council Meeting held on 21 August 2014 be confirmed.

Moved:

Seconded:

Motion put and carried/lost

9. MINUTES OF COMMITTEE MEETINGS

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

10.0 INFORMATION ITEMS

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

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

11.1 WORKS AND SERVICES

11.2 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH

11.3 FINANCE

11.3.1 Financial Activity Statements and Accounts Paid for the Months of July 2014 and August 2014.

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	29 August 2014
Attachments (White)	P1 Financial Activity Statements - R34 (1) July 2014 P25 Schedule of Payments - R13(1) July 2014 P28 Financial Activity Statements - R34 (1) August 2014 P54 Major Project Progress Reports - C2012-0320 <ul style="list-style-type: none"> • BD008 Staff Housing: Weekes St • CA002: Caravan Park: Major Upgrade • RC003 Yalgoo Community Hub: Community and Youth Centre P57 Schedule of Payments - R13(1) August 2014

Matter for Consideration

Adoption of the monthly financial statements, major project progress report and schedule of payments.

Background

1. The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed and require the Chief Executive Officer to prepare a list of accounts paid.
2. Council, at the ordinary meeting held in March 2012, requested that a status report for major projects be included in the monthly financial reports (decision C2012-0320). Where relevant this additional report is included in the attachments for the information of council.

Statutory Environment

Local Government Act 1995

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

Local Government (Financial Management) Regulations 1996

Reg 13(1)—Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) budget estimates to the end of month to which the statement relates;

- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
- (e) the net current assets at the end of the month to which the statement relates.

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

Strategic Implications

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

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

Policy Implications

- 2.1 Capitalisation of Assets
- 2.4 Material Variance

Financial Implications

Payments from Council’s Municipal Account as disclosed in the budget or subsequently approved.

Consultation

Shire accountants UHY Haines Norton.

Comment

The Shire utilises the services of accountants UHY Haines Norton to prepare the monthly financial statements in the statutory format and provide general accountancy support and advice.

A copy of the Statement of Financial Performance is included in the financial attachments with the investment register and schedule of payments.

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

Voting Requirements

Simple Majority

Officer Recommendation

R34 (1) Financial Activity Statements for the Months of July 2014 and August 2014

That Council adopts the financial activity statements for the periods ending 31 July 2014 and 31 August 2014, as attached.

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

Officer Recommendation

R13 (1) List of Accounts Paid for the Months of July and August 2014

That Council receives the Schedules of Payments for accounts paid in the months of July and August 2014.

Moved:

Seconded:

Motion put and carried/lost

11.3.2 Write off Interest on Rates

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	5 September 2014
Attachments	P1 Letter to Council from Mr Smith (yellow)

Matter for Consideration

That Council agrees to write off the interest charges to date on assessment 335.

Background

In August 2013 the rates notices for the Shire of Yalgoo were raised for all properties and mailed. Where there was more than one notice for a person or company they were included in one envelope. Unfortunately Assessment 335 did not get included with all the other rate notices for Mr Smith. Mr Smith made payment in full by the due date for the other three properties that he leases. Although assessment 335 was mailed in a separate envelope Mark Smith did not receive the notice.

A final notice was mailed out in April 2014. The mine was in construction phase in 2013-14 and had not yet started production. This had caused some financial stress to Mr Smith who was unable to immediately pay the outstanding rates. At this time Mr Smith approached Acting CEO, Bruce Walker with regards to actions that could be taken.

In a follow up email to CEO Dr Ross Theedom, Mr Smith has requested that the interest on the outstanding amount be waived.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	Reduction in income from rates interest

Consultation

EMWI Silvio Brenzi

CEO Ross Theedom

Comment

Mr Smith has 2 mining and 2 exploration leases to the north of Yalgoo Township. When the rates notices were sent out in 2013 one failed to reach Mr Smith who did not realise this until a final demand was sent out in 2014. Prior to this notice Mr Smith had made regular payments on his rates and they were paid in full during previous financial years.

Mr Smith in his letter to Council has committed to making payment on his overdue rates in two instalments.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Write Off Interest on Rates

That Council agrees to waive the interest charges for assessment 335 to the value of approximately \$500.00.

Moved:

Seconded:

Motion put and carried/lost

11.3.3 Write off Bad Debt - Aurora Mining

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	2 September 2014
Attachments (yellow)	Nil

Matter for Consideration

That Council agrees to write off an outstanding rates debt owed by Aurora Mining Pty Ltd.

Background

Aurora Mining Pty Ltd has had a mining tenement within the Shire of Yalgoo since June 2006. The company had not made payments against rates unless approached directly or when approached by a debt collector. The last payment received from Aurora was in April 2012 when they made a payment of \$1,988 against an outstanding amount of \$13,523. No further payments have been received. The Department of Mines were advised in August 2014 that they had defaulted on the rates and the Department have issued a suspension notice on their mine. If there is no payment of rates received by the Shire on or before 19 September 2014, the mining lease will be cancelled. As at 15 September no rates have been received and the Shire debt collectors, Austral Mercantile, have advised that it is unlikely that the Shire will be able to recover any of the outstanding rates.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	

Consultation

Comment

The amounts owed includes \$359 in ESL Charges, 9067 in Interest, \$37,647 in rates charges and \$1,711 in costs already incurred with a debt collector.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Write off Bad Debt – Aurora Mining

That Council agrees to write of as a bad debt the outstanding rates owed by Aurora Mining Pty Ltd subject to the Department of Mines cancelling the mining lease.

Moved:

Seconded:

Motion put and carried/lost

11.3.4 Concessions on MRAC Rates.

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	16 September 2014
Attachments (yellow)	P2

Matter for Consideration

That Council consider writing off the rates for 2014-15 for Murchison Region Aboriginal Corporation.

Background

On 3 September 2014 Murchison Region Aboriginal Corporation (MRAC) emailed the Shire of Yalgoo rates officer to request a concession on rates for the 2014-15 year. MRAC is a non-profit Indigenous Housing Organisation which provides rental accommodation for Indigenous people within the Murchison/Gascoyne and Midwest regions. Within the Yalgoo region MRAC has 6 properties.

While MRAC is a Public Benefit Institution they charge standard residential rental for the houses provided to the tenants. The rental value set on these houses is equivalent to the rent that a private individual would expect to receive when renting a private house.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	

Consultation

CEO – Dr Ross Theedom

Comment

According to MRAC’s own information they currently receive \$65,000 per year in rent from their 6 houses within the Shire of Yalgoo. The rate charges for those 6 houses, including ESL and rubbish bins, is \$4,485.

If the Shire grants a concession on these rates it may be open to claims from private house owners who rent out their homes to private individuals.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Concession on MRAC Rates.

That Council does not approve granting a concession on rates to MRAC.

Moved:

Seconded:

Motion put and carried/lost

11.4 ADMINISTRATION

11.4.1 Master Lending Agreement

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	10 September 2014
Attachments (yellow)	Nil

Matter for Consideration

That Council approve the affixation of the Common Seal to a Master Lending Agreement with Western Australian Treasury Corporation.

Background

The Shire of Yalgoo currently has 3 loans with the Western Australia Treasury Corporation (WATC). Each loan that was taken out had individual paperwork attached to the loan. WATC has now combined all loans into one Local Government Master Lending Agreement (LGMA). This document will assist with control of current loans and facilitate with new loan requirements.

Control will still remain with Council as to when any new loans will be required to meet the expenditure of Council through the budgeting process; however the LGMLA will make the documentation required easier to process loans through WA Treasury Corporation.

Statutory Environment

Local Government Act 1995

- s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	

Consultation

Comment

For the LGMLA to be effective WATC requires that the shire of Yalgoo execute the LGMLA under its Common Seal as authorised by a resolution of the Shire of Yalgoo.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Master Lending Agreement

That Council resolves that:

- 1. The Shire of Yalgoo enters into a Master Lending agreement with Western Australian Treasury Corporation as per the document tabled at this meeting;**
- 2. To approve the affixation of the Common Seal of the Shire of Yalgoo to the said Master Lending agreement in the Presence of the President and the Chief Executive Officer of the Shire of Yalgoo each of whom shall sign the document to attest the affixation of the Common Seal thereto; and**
- 3. That the Chief Executive Officer, or a designated senior employee of the Shire of Yalgoo authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Yalgoo.**

Moved:

Seconded:

Motion put and carried/lost

11.4.2 Yalgoo Tourism Video

File:	
Author:	Dr Ross Theedom, CEO
Interest Declared:	No interest to disclose
Date:	16 September 2014
Attachments (yellow)	p

Matter for Consideration

That the Board approve the development of a Tourism Video for the further promotion of the Shire of Yalgoo and its surrounds.

Background

The Shire of Yalgoo is seeking to leverage off the growth in tourism in the Mid West through a number of means. Extensive upgrades of the Yalgoo Caravan Park and two (2) promotional videos by Russell Goodrick are two major initiatives that Council have approved over the past two years.

Statutory Environment

Local Government Act 1995

- s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	Yes
Corporate Business Plan	Yes
Long Term Financial Plan	Yes
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	

Consultation

President – Mr Neil Grinham

Executive Manager Corporate – Ms Heather Boyd

Comment

The Shire of Yalgoo has seen a considerable boost in visitor numbers in 2014. This is largely due to the upgrades undertaken at the Yalgoo Caravan Park, new enthusiastic and experienced Park Managers and the reputation of the high quality food at the Yalgoo Hotel. At the August 2014 Council meeting Councillors were provided with statistics on the significant growth in numbers using the Shire’s caravan park.

With the need for further development of tourism in the Yalgoo Shire, the Shire Administration has been seeking means for achieving this. One option would be to seek the development of a further video that showcases other aspects of the Shire and its tourist destinations. The Russell Goodrick video showed the

importance of this media for promoting the Shire. Unfortunately, this video is now widely known and lacks the impact it had in its initial showings. Consequently, the Shire is seeking something new and bright that will spark further interest visiting our Shire.

To continue the promotional activities already commenced, the Shire asked Social Innovations Pty Ltd to provide a quotation for the supply of a small, high quality video. Social Innovations Pty Ltd has responded with a quote for \$10,320 to produce a five (5) minute tourist video plus a Montage video clip. The later item would be ideal for the Shire of Yalgoo’s new website, adding another dynamic feature to a resource that is being commented on favourably.

The quote is cheaper than the previously video produced for the Shire by Russell Goodrich (over \$11,000). Additionally, Council and the Shire are able to determine format and the focus of the end product.

Given that Russel Goodrick has produced two videos for the Shire, it is felt that a fresh approach would be of value to the Shire. For this reason, it was decided to approach Social Innovations Pty Ltd. Social Innovations Pty Ltd is a company that has undertaken video production work in the Mid West. As they know the area, they will be able to understand the dynamics of the area and produce something in keeping with the focus of Council and our needs.

In terms of procurement, the Shire is seeking to get exemption due to the limited providers in the field, the use of one of those providers previously. The quotation provided by Social Innovations Pty Ltd can be shown to be value for money given the lower price and the effluxion of time since the last video. It is also highly regarded and therefore meets the integrity and ethical provisions under the proposed procurement policy.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION
Yalgoo Tourist Video
That Council approve:

- 1. Accepting a single quotation based on limited providers in the activity and the previous use of one of those providers; and**
- 2. the development of a Tourism focussed video produced by Social Innovations Pty Ltd at a cost of \$10,320.**

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

11.4.3 Health Update

File:	
Author:	Dr Ross Theedom, CEO
Interest Declared:	No interest to disclose
Date:	14 September 2014
Attachments (yellow)	Nil

Matter for Consideration

That Council note information provided by WA County Health Services (WACHS) on the provision of Health services up to December 2014.

Background

Over the last few years, there has been a growing concern at the lack of health services provided to residents of Yalgoo. Council has made a number of attempts to have this concern addressed but with limited effect.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	Yes
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	

Consultation

Heather Boyd – Executive Manger Corporate

Neil Grinham - President

Comment

On September 11 2014, Mr Andrew Klein of WACHS emailed the Chief Executive Officer with information relating to the provision of health services between September 1 2014 and 31 December 2014. The email attachment said:

*YALGOO HEALTH CENTRE SERVICE SCHEDULE
September to December 2014*

Please be advised that the WA Country Health Service Nurse will be in the Health Centre (Nursing Post) every second week. During the weeks the Nurse is not in the Health Centre, a Nurse from the Mt Magnet Health Centre will endeavour to provide a nursing service twice per week on Tuesdays and

Thursdays. There may however be unforeseen circumstances when this is subject to change with little notice.

The Royal Flying Doctor Service will provide a GP clinic on the following dates:

September 30th 2014

October 28th 2014

November 25th 2014

December 23rd 2014

The GRAMS Murchison Outreach Service will provide a Mobile Clinic Service on the following dates:

October 6th 2014

November 10th 2014

December 8th 2014

As Council can see, there has been a marked decrease in visits by the Royal Flying Doctor Service and GRAMS Murchison Outreach Service. The reduction adds further to the risks for the community due to a reduction in services.

Discussions with Mr Klein at the August 2014 meeting highlights the fact that WACHS are struggling to deliver adequate services to Yalgoo and the latest information indicates that WACHS are reducing service rather than finding solutions that would improve service levels to this town.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

To Note Information Provided by WA County Health Services

That Council note information provided by WACHS on health services that will be provided to residents of Yalgoo from September 1 2014 and 31 December 2014.

Moved:

Seconded:

Motion put and carried/lost

11.4.4 Yalgoo Jockey Club

File:	
Author:	Dr Ross Theedom, CEO
Interest Declared:	No interest to disclose
Date:	14 September 2014
Attachments (yellow)	Nil

Matter for Consideration

That Council note the circumstances facing the Yalgoo Jockey Club (YJC) and approve limited assistance by Shire staff to help maintain the YJC as a going concern.

Background

For the last few years, the Yalgoo Jockey Club has struggled to maintain a viable committee. The Club has previously had to cancel the Yalgoo Cup due to an inability to attract members to assist in the development of the event.

The Shire of Yalgoo has been a major sponsor of the Yalgoo Cup and has devoted considerable resources to the maintenance of the racing track, buildings and surrounds.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	Yes
Corporate Business Plan	Yes
Long Term Financial Plan	Yes
Asset Management Plan	Yes
Workforce Plan	
Policy	
Financial (short term/ annual budget)	Yes

Consultation

Neil Grinham - President

Heather Boyd - Executive Manager Corporate

Albert and Kerry Grieve - Caravan Park Managers and Members of Yalgoo Jockey Club

Pip Parsonson – CYDC and former President Yalgoo Jockey Club

Comment

The YJC held an Ordinary Meeting on 13 September 2014. The delay was due to an inability to gain a quorum. Such a situation appears to be a regular occurrence due to a dwindling of people in the Shire

prepared to volunteer for what is the premier not for profit organisation in the Shire. Currently, the Club relies on a small band of people who are not local and are likely to depart from Yalgoo in the next few years. This unfortunately has been the case for some time and places the organisation at great risk of wind up.

The meeting covered the usual format, looking at finances and governance. Financially, the YJC is strong. With sufficient resources to undertake some works at the track and also to pay its debts, it currently appears to be financially sustainable.

Governance wise, the former President of the YJC highlighted to the members present that most of the committee, based on the constitution, were not legally elected. The problem stemmed from a clause in the Constitution, written in the 1980's, that requires a person to be a member for at least 18 months before they can stand for the committee. This effectively rules out most of the existing members. The former President advised that he was standing down immediately and would be writing to the Department in charge of Incorporations and Associations advising them of the situation.

Given, the importance of the YJC, the Chief Executive Officer (CEO) of the Shire, being an observer at the meeting offered the committee an option that would ensure the continuation of the club. He advised that an interim President be appointed from the membership, and he undertake the revision of the Constitution, in line with current model rules, that would enable any member to serve on the committee and eliminate the need for wind up. The members agreed and elected Mr Tim Zubin as interim President.

To assist with the process, the CEO has offered YJC help from the Shire to get the Constitution revised and to enable the club to continue. The help will be limited to assist with development of the new document and to get forms and other documentation to enable the writing process to be undertaken.

The Shire also will have to undertake some capital works at the race track to ensure Occupational Health and Safety requirements are met. Planning has already commenced on this aspect.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Yalgoo Jockey Club

That Council note the current circumstances of the Yalgoo Jockey Club and approve the provision of limited assistance by Shire staff to help maintain the organisation as a going concern.

Moved:

Seconded:

Motion put and carried/lost

11.4.5 Establishment of Shire of Yalgoo Community Benefit Fund Advisory Committee

File:	
Author:	Pip Parsonson, Community and Youth Development Coordinator
Interest Declared:	No interest to disclose
Date:	15 September 2014
Attachments (yellow)	P6 Shire of Yalgoo & Centacare Programmes

Matter for Consideration

The establishment of the Shire of Yalgoo Community Benefit Fund Advisory Committee

Background

At its meeting in October 2013 Council endorsed the establishment of a Community Benefit Fund Advisory Committee. It was proposed that the Advisory Committee be comprised of the following members.

- 1 x Elected Member of the Shire Council
- 2 x Member of the Yalgoo township community
- 1 x Pastoralist
- 1 x member of the Paynes Find Community
- 1 x member of each of the resources/haulage companies contributing more than \$20k per annum to the Community Benefit Fund
- 1 x Shire Community & Youth Development Coordinator

The Council also endorsed the advertising of the Advisory Committee to start in early 2014.

The notice of intention to form the Advisory Committee ran for a number of months in the Bulldust. The response from the community was generally disappointing however, Tamisha Hodder expressed an interest in being a member and Gail Pilmoor from Paynes Find agreed to be kept informed of developments. Otherwise both MMG and Mount Gibson Iron (MGX) expressed their interest in being involved.

Statutory Environment

Local Government Act 1995

- s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	Community Benefit Funds contribute directly to strategies 1.3.1, 1.3.2, 1.3.7 and 1.3.8
Corporate Business Plan	Community Benefit Funds contribute directly to strategies 1.3.1, 1.3.2, 1.3.7 and 1.3.8
Long Term Financial Plan	N/A
Asset Management Plan	N/A
Workforce Plan	N/A
Policy	N/A
Financial (short term/ annual budget)	The Community Benefit fund accounts for a significant proportion of the Community and Youth Development Coordinator’s ‘operating’ budget

Consultation

CEO, Dr Ross Theedom

Comment

After consultation with the CEO it has been decided to go ahead and have the first meeting of the Advisory Committee in early December with the expectation that the Committee will only meet twice a year.

It was further proposed during the consultation with the CEO that the Advisory Committee should have two Councillors as members and that the Council might like to consider the nominees as being reflective of the broad demographics of the Yalgoo LGA.

There are now three companies providing at least, if not more than \$20k to the Community Benefit Fund annually. They are MMG, Mt Gibson Mining and Top Iron.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Establishment of Shire of Yalgoo Community Benefit Fund Advisory Committee

- 1. That Council nominate two elected members to sit on the Community Benefit Fund Advisory Committee and to advertise the first meeting of the Advisory Committee on a date to be decided in December.**
- 2. That Council invite representatives from MMG, Mt Gibson Mining and Top Iron to be members of the Community Benefit Fund Advisory Committee.**
- 3. That Council advertise the first meeting of the Community Benefit Fund Advisory Committee in the Bulldust and to continue to seek nominations from the community to be members of the Committee.**

Moved:

Seconded:

Motion put and carried/lost

11.4.6 Meeting between the Community and Youth Development Coordinator and Executives from Mount Gibson Iron

File:	
Author:	Pip Parsonson, CYDC
Interest Declared:	No interest to disclose
Date:	12 September 2014
Attachments (yellow)	p

Matter for Consideration

A report, for information only, on the meeting held with Mount Gibson Iron, (MGX) executives on Wednesday 3 September 2014 at the MGX offices in West Perth.

Background

MGX's community liaison consultant, Liz Storr, from Storybox Consulting, invited me to meet with her and MGX executives while I was in Perth to attend and speak at the LGMA Community Network Conference.

The purpose of the invitation was to fulfil a request from MGX CEO Mr Jim Beyer, that the company become more informed on how their \$40,000 per annum contribution to the Shire's Community Benefit Fund is spent.

Although Liz Storr played down the meeting as informal, I did go to the trouble of producing a "Prezi" presentation, an on-line presentation platform similar to, but more dynamic than, PowerPoint.

I was very fortunate to be able to meet with no less than seven executives from the company including Mr Beyer and Mr Peter Kerr, Chief Financial Officer over one and half hours.

The start of the presentation utilised a collage of town and landscape photos and a description of Yalgoo's demographics and services, including Paynes Find and the pastoral stations.

I then moved on to describe how community services are provided in Yalgoo and specifically the inextricable and complimentary combination of the Centacare Indigenous Parenting Coordinator position and my position. I made the point that the Community Benefit Fund should be seen as a critical indirect partnership between MMG and MGX. The two sources of income combined making possible the two positions, which by working together, exponentially increases the capacity of the Community Benefit Fund.

I was asked during the presentation why Yalgoo doesn't have a funding program whereby community organisations could apply for funding. I answered by saying there are two main reasons. The first is the process of establishing, maintaining and reviewing a funding program is time consuming and bureaucratic and that this should be seen alongside the second point being Yalgoo's extremely small population base which means that there are very few community groups, let alone any which can appropriately manage their own funds. I also added that again because of the small population, many of us are wearing two or three "hats" and accordingly it won't be long before we will be applying for funds ourselves, thereby giving rise to a myriad of conflicts of interest.

The remainder of the presentation was a pictorial journey through the range of areas that community benefit funds are spent or where activities occur because both community positions exist. These include the holiday school programs, (incorporating Eddy on the Road, Curtin University Volunteers and Fair Game), the after school program, cultural activities such as banner painting and special guests being brought into town such as Heath Black.

I was asked about the formation of the Community Benefit Fund Advisory Committee and when it was being formed. I explained that due to all the changes that had occurred at CEO level over the past few months the formation of the Advisory Committee has been delayed. I added that the new CEO was permanent and that we should see progress forward on the Advisory Committee in the foreseeable future. They responded that they were keen to take an active role on the new committee when it is formed.

The meeting then concluded with the Mr Beyer thanking me for the presentation and that they now had a very good understanding of how their contributions are spent in Yalgoo.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Business Implications

Strategic Community Plan	Community Benefit Funds contribute directly to strategies 1.3.1, 1.3.2, 1.3.7 and 1.3.8
Corporate Business Plan	Community Benefit Funds contribute directly to strategies 1.3.1, 1.3.2, 1.3.7 and 1.3.8
Long Term Financial Plan	N/A
Asset Management Plan	N/A
Workforce Plan	N/A
Policy	N/A
Financial (short term/annual budget)	The Community Benefit fund accounts for a significant proportion of the Community and Youth Development Coordinator's 'operating' budget

Consultation

Nil

Comment

The meeting with MGX executives went extremely well. From a 'PR' perspective the executives became well-informed on how their financial contributions are spent and they appeared to be supportive of all current expenditure. Only one hour had been set aside for the meeting but I actually presented for close to an hour and a half. It was a very successful meeting with one of our major contributors.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Meeting between the Shire's CYDC and Mt Gibson Mining

That Council note the details provided by the CYDC on his recent meeting with Mt Gibson Mining.

Moved: Seconded: Motion put and carried/lost

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

13. URGENT BUSINESS

14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.0 STATUTORY ENVIRONMENT – MEETING CLOSED TO THE PUBLIC

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

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

Local Government Act 1995

5.23. Meetings generally open to the public

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

- (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - (g) information which is the subject of a direction given under section 23(1a) of the *Parliamentary Commissioner Act 1971* ; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

5.92. 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.

5.93. Improper use of information

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

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person.

Penalty: \$10 000 or imprisonment for 2 years.

Local Government (Rules of Conduct) Regulations 2007

6. Use of information

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

15. NEXT MEETING

The next Ordinary Meeting of Council is due to be held in the Council Chambers in Gibbons Street on Thursday, 23 October 2014 commencing at 11.00 am.

16. MEETING CLOSURE

Common Acronyms

Acronym	Detail
AA	Administration Assistant
ACEA	Admin Coordinator Executive Assistant
AFAC	Australasian Fire Authorities Council
AGDRP	Australian Government Disaster Recovery Payment
AGM	Annual General Meeting
AIIMS	<i>Australasian Inter-Service Incident Management System</i>
AMMS	<i>Accredited Mass Management Scheme</i>
ASKAP	<i>Australian Square Kilometre Array Pathfinder</i>
ATU	Aerobic Transfer Unit
BA	Broadcast Australia
BCA	<i>Building Code Australia</i>
BCITF	<i>Building and Construction Industry Training Fund</i>
BFS	Bush Fire Service
BFTA	Bush Fire Threat Analysis
CALD	Culturally and Linguistically Diverse
CANWA	Community Arts Network of WA
CAR	Compliance Audit Report
CCYP	Commissioner for Children & Young People
CDC	Certificate of Design Compliance
CEMO	Community Emergency Management Officer
CEO	Chief Executive Officer
CERM	Community Emergency Risk Management
CLGF	Country Local Government Fund (Royalties for Regions)
CPTDM	Caravan Park & Tourism Development Manager
CRC	Community Resource Centre
CRS	Coordinator Regional Services
CSRFF	Community Sporting and Recreation Facilities Fund
Das	Development Applications
DAFWA	Department of Agriculture & Food
DAIP	Disability & Access Inclusion Plan
DAP	Development Assessment Panel
DCA	Department for Culture and the Arts
DCD	Department for Communities
DCEO	Deputy Chief Executive Officer
DCP	Department of Child Protection
DEMC	District Emergency Management Committee
DET	Department of Education
DFES	Department of Fire & Emergency Services - formerly FESA
DHW	Department of Housing
DIA	Department of Indigenous Affairs
DISCEX	Discussion Exercise
DITRDLG	Department of Infrastructure, Transport, Local Government (Federal)
DLAG	Drug & Liquor Action Group
DLGC	Department of Local Government & Communities
DoHA	Department of Health & Ageing
DoL	Department of Lands
DON	Director of Nursing

Acronym	Detail
DRD	Department of Regional Development
DoT	Department of Transport
DoW	Department of Water
DPAW	Department of Parks and Wildlife (previously CALM & DEC)
DPI	Department for Planning and Infrastructure
DSR	Department of Sport & Recreation
DTWD	Department of Training & Workforce Development
EA	Executive Assistant
EC	Events Corp
ECC	Emergency Coordination Centre
EMC	Executive Manager Corporate
EMWA	Emergency Management Western Australia
EMWI	Executive Manager Works & Infrastructure
ERM	Emergency Risk management
EWP	Elevated Work Platform
FaHCSIA	Families, Housing, Community Services & Indigenous Affairs
FAG	Financial Assistance Grant
FAO	Finance & Admin Officer
FCWP	Forward Capital Works Plan
FHRO	Finance & HR Officer
FRS	Fire and Rescue Service
GPG	General Purpose Grant
GRAMS	Geraldton Regional Aboriginal Medical Service
GTS	Greenfield Technical Services – consulting civil engineers
GRV	Gross Rental Value
HCP	Healthy Community Program
HMA	Hazard Management Agency
HSM	Health Services Manager
IAP	Incident Action Plan
ICC	Indigenous Coordination Centre
ICPAWA Inc	Isolated Children's Parents' Association of WA
ICV	Indigenous Community Volunteers
ILRG	Identified Local Road Grant
ILUA	Indigenous Land Use Agreement
IMG	Incident Management Group
IMT	Incident Management Team
IPWEA	Institute of Public Works/Engineering WA
ISA	Integrated Service Arrangement – replacing MRWA TNCs in 2011 or 2012
ISG	Incident Support Group
LAA	Land Administration Act 1997 (WA)
LC	Landcorp
LCD	Land Conservation District
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LGAP	Local Government Assistance Program
LGEEP	Local Government Energy Efficiency Program
LGGC	Local Government Grants Commission
LGMA	Local Government Managers' Association
LGMLA	Local Government Master Lending Agreement

Acronym	Detail
LMDRF	Lord Mayor’s Distress Relief Fund
LRC	Local Recovery Coordinator
LRCG	Local Recovery Coordinating Group
LWA	Lotteries West
MCZ	Murchison Country Zone
MEEDAC	Midwest Employment and Economic Development Aboriginal Corporation
MEG	Murchison Executive Group (CEOs)
MEITA	Morawa Education, Industry and Training Alliance
MGM	Mount Gibson Mining (Extension Hill Haematite)
MMG	Minerals and Mining Group (Golden Grove Mine)
MMGHSRMG	Murchison Mid West Gascoyne Human Services Regional Managers Group
MOU	Memorandum of Understanding
MRBA	Meekatharra Rangelands Biosecurity Association
MRVC	Murchison Regional Vermin Council
MRWA	Main Roads WA
MSC	Model Subdivision Conditions Schedule
MWAC	Municipal Waste Advisory Council
MWDC	Mid West Development Commission
MWGAAS	Mid West Group of Affiliated Agricultural Societies
MWIP	Mid West Investment Plan
MWIRSA	Mid West Industry Road Safety Alliance
MWLGEMN	Mid West Local Government Emergency Management Network
MWRC	Mid West Regional Council – consisting of 7 Shires
NTA	Native Title Act 1993 (Cth)
NBN	National Broadband Network
NDES	National Digital Economy Strategy
NDCSG	Northern Districts Community Support Group
NRIS	National Register Inquiry System
OASG	Operations Area Management Group
OCM	Ordinary Council Meeting
OMI	Office of Multicultural Interests
OPR	Oakajee Port and Rail
PE	Project Executive
PGA	Pastoralists and Graziers Association
PIA	Post Incidence Analysis
PLB	Pastoral Lands Board
PMS	Pastoral/Photographic Monitoring Sites
POC	Plant Operating Costs
PSA	Public Service Authority
PSG	Project Steering Committee
PWOC	Public Works Overhead Costs
R-Codes	Residential Design Codes
R2R	Roads to Recovery (Commonwealth)
R4R	Royalties for Regions (State)
RAV	Restricted Access Vehicle
RCM	Rangeland Condition Monitoring – a self monitoring system to be implemented 2015
RDA	Regional Development Australia
RDAF	Regional Development Australia Fund
RDAMWG	Regional Development Australia Mid West Grants

Acronym	Detail
REVISE	Retired Educator Volunteers for Isolated Students Education
RFT	Request for Tender
RGS	Regional Grant Scheme
RLCIP	Regional and Local Community Infrastructure Program
RRG	Regional Roads Group
RRWA	Remote and Regional Western Australia
RSPCA	Royal Society for the Prevention of Cruelty to Animals
ROMAN	Road Management – software system
SAO	Senior Administration Officer
SAT	State Administrative Tribunal (Salaries & Allowances)
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SEMP	State Emergency Management Policy
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SIDE	Schools In Distance Education
SLICP	<i>State Land Information Capture Program</i>
SLK	Straight line kilometres
SMUG	Shires of Murchison & Upper Gascoyne
SOP	Standard Operating Procedure
SOTA	Schools Of The Air
SoY	Shire of Yalgoo
SWMP	(Regional) Strategic Waste Management Plan
STED	Septic Tank Effluent Disposal System
TNC	Term Network Contract – from MRWA for State roads maintenance
TQUAL	Tourism Quality Projects
TIRF	Tourism Infrastructure Regional Development Fund
TWA	Tourism WA
UV	Unimproved Value
VAST	Viewer Access Satellite Television
VESTOC	Volunteer Emergency Services Training & Operations Centre
VET	Vocation, Education & Training
VPD	Vehicles per day
VPN	Virtual Private Network
WAAA	West Australian Agriculture Authority
WACHS	WA Country Health Service
WACRN	Western Australian Community Resource Network
WARDT	Western Australian Regional Development Trust
WAEC	West Australian Electoral Commission
WAERN	West Australian Emergency Response Network
WALGA	WA Local Government Association
WALGEMAG	Western Australian Local Government Emergency Management Advisory Group
WALGGC	West Australian Local Government Grants Commission
WANDRRA	West Australian Natural Disaster Relief and Recovery Arrangements
WAPC	Western Australian Planning Commission
WARDT	Western Australian Regional Development Trust
WARMS	Western Australian Rangeland Monitoring System – regional rangelands information
WATC	Western Australia Treasury Corporation
WPA	Wool Producers Australia

Acronym	Detail
WWTP	Waste Water Treatment Plan
YPS	Yalgoo Primary School