



UNCONFIRMED MINUTES  
OF THE ORDINARY MEETING  
OF COUNCIL  
HELD ON  
19 FEBRUARY 2015  
AT 11:00 AM

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Minutes of the Ordinary Meeting of the Yalgoo Shire Council,  
held in the Council Chambers, 37 Gibbons Street, Yalgoo,  
on Thursday 19 February 2015, commencing at 11.00 am.

**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Shire President Neil Grinham declared the Ordinary Meeting open at 11:11am.

**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

MEMBERS	Cr Neil A Grinham, Shire President Cr M Raul Valenzuela, Deputy Shire President Cr Robert W Grinham (arrived 11:21am) Cr Percy Lawson Cr Stanley K Willock Cr Adam B Fawkes
STAFF	Silvio Brenzi, Acting CEO Karen Malloch, Executive Assistant
GUESTS	
OBSERVERS	Mata Te Hiini, Indigenous Parenting Coordinator Centacare Family Services Tamisha Hodder Olive Gibson Cliff Hodder
LEAVE OF ABSENCE	
APOLOGIES	

### 3. DISCLOSURE OF INTERESTS

Disclosures of financial interest made before the Meeting:

- Item 11.3.10 Cr’s M Raul Valenzuela, Percy Lawson, Stanley Willock, Adam Fawkes and Neil Grinham disclosed a financial interest in this item.

Disclosures of proximity interest made before the Meeting:

- Item 11.3.2 Cr Percy Lawson disclosed a proximity interest in this item.  
 Item 11.3.7 Cr M Raul Valenzuela disclosed a proximity interest in this item.

### 4. PUBLIC QUESTION TIME

#### 4.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE

Two written questions were registered by members of the public prior to the meeting. A set of confidential documents were presented to the CEO by the members of the public to be dealt with at a later date.

#### 4.2 QUESTIONS WITHOUT NOTICE

**Q: Member of the Public:**

A water tank was removed by the Shire from the property owned by the Mardu Group on the corner of Campbell and Queen Streets. Why was it taken, where has it gone and on whose authority was it removed?

**A: Acting CEO:**

The old, galvanised tank was blown over in severe weather. It was discovered the tank base had completely rusted out and was unsafe. The CEO asked the Shire Works Department to collect the tank on a loader and relocate it to the tip on an urgent basis. The Acting CEO apologised that no notification had been extended to the property owner in advance and due courtesy had not been extended.

**Q: Member of the Public:**

When are sails going to be erected over the Water Park?

**A: Acting CEO:**

The measurements and photos for the sails have been forwarded to Irwin Engineering for quotation. Funding has been sought and approved so now it is only a matter of time until the sails are installed.

**Q: Member of the Public:**

The water park water seems to run constantly – is there something wrong with the pump?

**A: Acting CEO:**

No there’s nothing wrong.

Due to the previous damage, we have had to by-pass the switches and run the water on a timer which operates from 9:00am – 8:00pm in 45 minute intervals. The chemical levels are safe.

**Q: Member of the Public:**

Can public toilets be put up at the Cemetery?

**A: Acting CEO & President:**

Yes we can certainly look at installing portable toilets at the Cemetery and possibly a water tank. These items need to be allowed for in the next Budget.

**ATTENDANCE:** 11:37am Karen Malloch, EA left the meeting.

**ATTENDANCE:** 11:42am Karen Malloch, EA rejoined the meeting.

**Q: Member of the Public:**

Should the public toilets at the Railway Station be left open at night?

**A: Acting CEO & President:**

We don't believe the ablution blocks should be locked. They are used by the truck drivers from the surrounding mines and tourists. Since the security cameras have been installed the rates of vandalism have decreased. If a problem should arise with drug use, the lights can be changed and a needle dispenser installed.

**Q: Member of the Public:**

When is the community bus due for change over?

**A: Acting CEO:**

The replacement of the bus has been listed in the Forward Capital Works Plan for 2015-6. The Acting CEO will check on what has been budgeted for.

**Q: Member of the Public:**

When will the sealing of the Morawa Road be finished?

The finished seal appears to be rough, possibly because it wasn't properly graded initially.

The bitumen has kinks in it and doesn't look as if it has been done correctly. Do you think it needs investigating?

**A: Acting CEO:**

The Work Crew were scheduled to complete the last section of sealing (2.7kms) between February 23 and March 3, 2015.

The sealing will be investigated and if it lies outside the Australian Standard it will be corrected.

**ATTENDANCE:** 11:50am: the Members of the public who were present at the meeting departed.

**ATTENDANCE:** 11:53am Karen Malloch, EA left the meeting.

**ATTENDANCE:** 11:54am Karen Malloch, EA rejoined the meeting.

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

**5.0 INFORMATION ITEMS**

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

**6. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Item 14.1 Consideration of a matter affecting an employee 5.23 (2) (a)

**7. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**8. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

**8.1 PRESIDENT**

Date	Details	Attended with whom
10 Feb 2015	Opening of Vince Catania’s Office – Carnarvon and meeting with Minister Redman	Cr MR Valenzuela Cr AB Fawkes Cr NA Grinham Cr PJ Lawson

**8.2 COUNCILLORS**

Date	Details	Councillors
9 Feb 2015	Interagency Meeting - Yalgoo	Cr AB Fawkes

## 9. CONFIRMATION OF MINUTES

### 9.1 ORDINARY COUNCIL MEETING

#### Background

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

#### Voting Requirements

Simple majority

#### OFFICER RECOMMENDATION/AMENDED

##### Minutes of the Ordinary Meeting.

That the Minutes of the Ordinary Council Meeting held on Friday 23 January 2015 be confirmed.

Moved: Cr MR Valenzuela

Seconded: Cr AB Fawkes

Motion Lay on the Table

#### Voting Requirements

Simple majority

#### NEW MOTION/COUNCIL DECISION

##### C2015-0201 Minutes of the Ordinary Meeting.

That the Minutes of the Ordinary Council Meeting held on Friday 23 January 2015 be laid on the table until the Councillors have had time to read the changes made.

Moved: Cr MR Valenzuela

Seconded: Cr AB Fawkes

Motion put and carried 5/0

### 9.2 SPECIAL COUNCIL MEETINGS

#### Background

Minutes of the following Special Meetings of Council have previously been circulated to all Councillors:

#### Voting Requirements

Simple majority

#### OFFICER RECOMMENDATION/COUNCIL DECISION

##### C2015-0202 Minutes of the Special Meeting held Tuesday 3 February 2015.

That the Minutes of the Special Council Meeting held on Tuesday 3 February 2015 be confirmed.

Moved: Cr MR Valenzuela

Seconded: Cr AB Fawkes

Motion put and carried 5/0

## 10. MINUTES OF COMMITTEE MEETINGS

Nil

## 11. REPORTS OF OFFICERS

### 11.0 TECHNICAL SERVICES

#### 11.0.1 Technical Services Report February 2015

File:	
Author:	Silvio Brenzi, DCEO
Interest Declared:	No interest to disclose
Date:	12/02/2015
Attachments	P 1-3 Technical Services Report (Blue)

#### Matter for Consideration

That council note the Technical Services report for February 2015.

#### Background

A monthly update is provided to council on works planned or completed to keep members informed of the issues and progress of operational matters.

#### 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

Silvio Brenzi, DCEO

#### Comment

The attached report highlights various items that are underway within the Shire. The report can be discussed by the DCEO to clarify and expand on the listed items and answer related questions.

## **Voting Requirements**

Simple Majority

### **OFFICER RECOMMENDATION/COUNCIL DECISION**

**C2015-0203    Technical Services Report**

**That Council note the Technical Report for February 2015.**

**Moved: Cr PJ Lawson**

**Seconded: Cr SK Willock**

**Motion put and carried 5/0**

***ADJOURNMENT:***        *Lunch 12:36pm to 1:02pm.*

The meeting adjourned for lunch at 12:36 noon and resumed at 1:02pm with all who were in attendance before the adjournment being present at the resumption.

## 11.1 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH

No Report

## 11.2 FINANCE

### 11.2.1 Financial Activity Statements and Accounts Paid for the Month of January 2015.

File:		
Author:	Heather Boyd, EMCC	
Interest Declared:	No interest to disclose	
Date:	10 February 2015	
Attachments	P 1-27	Financial Activity Statements - R34 (1)
(White)	P 28-30	Schedule of Payments - R13(1)
	P 31-42	General Ledger Reports

#### 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);



## 11.3 ADMINISTRATION

### 11.3.1 Donation – ICPA

File:	
Author:	Karen Malloch, EA
Interest Declared:	No interest to disclose
Date:	10 February 2015
Attachments (yellow)	P 1 Letter from Isolated Children’s Parents’ Association of WA (Inc) ICPA P 2- Information flyer ICPA P 3-4 Founding Minutes of ICPA, 1972

#### Matter for Consideration

To consider a donation to Isolated Children’s Parents’ Association for assistance with the compilation of a book.

#### Background

A letter was received by the Shire in February 2015 seeking a donation of \$500 to assist the Isolated Children’s Parents’ Association with the compilation of a 40 year anniversary book.

ICPA WA is a not-for-profit organisation that ensures children in rural and remote areas of Australia have access to a similar education to children living in metropolitan areas. ICPA (WA) has been instrumental in achieving many of the educational initiatives from which country residents now benefit:

- Funding for travel to and from boarding schools/hostels.
- Improvements in student/teacher ratios.
- State living away from home allowance.
- Constant monitoring of curriculum.
- The Retired Educator Volunteers for Isolated Students
- Education scheme (REVISE WA)
- Residential Care Certificate requirement in boarding schools/hostels
- State of the art replacement for HF radio in Schools of the Air.
- Programs to encourage teachers to the country.
- The introduction of Support Teacher Learning staff (STLs) to address student learning difficulties

With a current enrolment of 49 students (Term 1, 2005), Meekatharra is the largest of the five Schools of the Air in terms of school population. The boundaries of its 540 000 square kilometres stretch east of Wiluna to the Northern Territory border, north to Newman, as far west as Mullewa and in a southerly direction almost to Wubin.

The school caters for students in preschool (four year olds) through to Year 7, with most of the students’ enrolled living on stations.

Face to face contact is made at various times throughout the year. Teachers visit their students’ families up to three times per year. To do this, they travel through isolated areas using the school vehicle (4WD), supplied by the Department of Education and Training. This vehicle is equipped with a satellite phone, so that contact can be made with the school when necessary. Teachers normally travel accompanied by other staff, however this is not always possible.

In addition to home visits contact with students occurs in a number of ways:

- \* Mini Camps and/or Activity Days are held at least once per term.
- \* An annual Learning Seminar is held for all Home Tutors and students. This seminar provides the



### 11.3.2 Sale of 30 Selwyn Street, Yalgoo

File:	
Author:	Karen Malloch, EA
Interest Declared:	No interest to disclose
Date:	10 February 2015
Attachments (yellow)	Nil

**DISCLOSURE OF INTEREST:** *Cr Percy Lawson being a family member, disclosed a proximity interest in this item*

#### Matter for Consideration

For Council to consider the sale of 30 Selwyn Street, Yalgoo and if sold, to accept the highest or best offer.

#### Background

Local public notice of the proposed disposition was posted on the internet in December 2014 in accordance with section 3.58 (3) of the Local Government Act 1995:

Expressions of interest were invited to the Shire of Yalgoo by close of business 9 January.2015;

The market value of the property is deemed at block value only. Any offers made in addition to the land price i.e. above market value of \$10,000 will be considered.

Market value was drawn from Landcorp prices in Yalgoo at the time of assessing the current land for sale.

Allowance was made in the 2012/13 annual budget of \$150,000 (income from CLGCF) for the refurbishment of a Shire house at 30 Selwyn Street, Yalgoo.

This grant allocation was made against an estimate prepared more than 12 months ago, and now with final project scope and estimate on hand, it's apparent that the project cost is \$213,730 (+GST).

Previous Council decisions (C2013-1202) on the refurbishment of 30 Selwyn Street were Laid on the Table due to the high costs involved until alternative solutions could be found.

#### 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.

##### s.3.58 Disposing of Property

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
  - (a) the names of all other parties concerned; and
  - (b) the consideration to be received by the local government for the disposition; and
  - (c) the market value of the disposition —
    - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
    - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

**Business Implications**

Strategic Community Plan	Economic Development
Corporate Business Plan	
Long Term Financial Plan	Provide extra funds available for future projects
Asset Management Plan	Replacement of staff housing
Workforce Plan	Better housing will assist with staff retention
Policy	
Financial (short term/ annual budget)	

**Consultation**

**Comment**

A review was done of 30 Selwyn St to assess the benefits of retaining or selling the property. It was estimated that the Council would need approximately \$213,000 to remove asbestos and refurbish the property to a standard suitable for staff housing. From expressions of interest from advertising, it was found that Council could dispose of the asset (land and building) for up to approximately \$30,000.

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

**C2015-0205    Proposed Disposal of Asset.**

**That Council approves the sale of 30 Selwyn Street, Yalgoo.**

**Moved: Cr AB Fawkes**

**Seconded: Cr MR Valenzuela**

**Motion put and carried 5/0**

### **Voting Requirements**

Simple Majority

#### **OFFICER RECOMMENDATION AMENDED**

##### **Proposed Disposal of Asset.**

**That Council, subject to approval of the officer recommendation to sell 30 Selwyn Street, Yalgoo, authorises the CEO to accept the highest or best offer.**

**Moved: Cr MR Valenzuela**

**Seconded: Cr AB Fawkes**

**Motion Amended**

### **Voting Requirements**

Simple Majority

#### **AMENDMENT**

##### **C2015-0206 Proposed Disposal of Asset**

**That Council authorises the CEO to accept the highest or best offer for 30 Selwyn Street, Yalgoo, subject to Council approval of the offered price.**

**Moved: Cr MR Valenzuela**

**Seconded: Cr SK Willock**

**Amendment Put and Carried 4/0**

### 11.3.3 Ordinary Meetings of Council Dates 2015

File:	
Author:	Karen Malloch, EA No interest to disclose
Date:	11 February 2015
Attachments (yellow)	Nil

#### Matter for Consideration

For Council to approve the change of the commencement times of the ordinary Council meetings in 2015 from 10am to 11am.

#### Background

At the Ordinary Meeting of Council held on Tuesday 16 December 2014 (C2014-1211) Council put and carried the motion to set the Ordinary Council Meeting dates and times for 2015. The meetings commencement time was changed to 10:00am. Subsequently Council decided to revert to the previous time of 11:00am.

Council is required under the Local Government Act to give local public notice of dates and times of Council meetings and those committee meetings which are open to the public.

Council generally meets on the second last Thursday of the month, in the months of February to October. Meetings are not held in January or November, and the December meeting day/date generally changes each year depending on the Christmas shutdown period and other matters. Meetings in May and September are held at Paynes Find.

#### Statutory Environment

*Local Government Act 1995*

s.5.3 – Council meeting not to be more than 3 months apart

*Local Government (Administration) Regulations 1996*

12. Meetings, public notice of (Act s. 5.25(1)(g))

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,

are to be held in the next 12 months.

#### Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	

**Business Implications**

Financial (short term/ annual budget)	Cost of advertising in accordance with the regulation.
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**Consultation**

**Comment**

Council asked that the meeting times be reconsidered for the 2015 calendar year.

In line with that request, the following schedule is recommended for meetings in 2015 with the start times amended to 11:00am with the exception of the Finance, Audit and Electors’ Meetings.

MONTH	DAY	DATE	TIME	COUNCIL	LOCATION
January	Thursday	22 <sup>nd</sup>	11:00am	Ordinary	Yalgoo
February	Thursday	19 <sup>th</sup>	11:00am	Ordinary	Yalgoo
March	Thursday	12 <sup>th</sup>	10:00am	Audit	Yalgoo
March	Thursday	19 <sup>th</sup>	11:00am	Ordinary	Yalgoo
April	Thursday	23 <sup>rd</sup>	11:00am	Ordinary	Paynes Find
May	Thursday	21 <sup>st</sup>	9:00am	Finance: program budgets for inclusion in draft detailed 2015/16 budget	Yalgoo
May	Thursday	21 <sup>st</sup>	11:00am	Ordinary	Paynes Find
June	Thursday	18 <sup>th</sup>	11:00am	Ordinary	Yalgoo
July	Thursday	23 <sup>RD</sup>	9:00am	Finance: draft detailed budget & review long term financial plan (w/UHY).	Yalgoo
July	Thursday	23 <sup>rd</sup>	11:00am	Ordinary	Yalgoo
August	Thursday	20 <sup>th</sup>	11:00am	Ordinary	Yalgoo
September	Thursday	17 <sup>th</sup>	11:00am	Ordinary	Paynes Find
October	Thursday	22 <sup>nd</sup>	11:00am	Ordinary	Yalgoo
November	Thursday	19 <sup>th</sup>	10:00am	Audit	Yalgoo
December	Thursday	3 <sup>rd</sup>	2:00pm	Electors’	Paynes Find
December	Thursday	17 <sup>th</sup>	11:00am	Ordinary	Yalgoo

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

**C2015-0207     Ordinary Council Meeting Dates for 2015**

For Council to approve the change of commencement times of the Ordinary Council meetings in 2015 from 10:00am to 11:00am.

Moved: Cr AB Fawkes

Seconded: Cr PJ Lawson

Motion put and carried 5/0

**11.3.4 Tourism Manager’s Report**

File:	
Author:	Karen Malloch, EA
Interest Declared:	No interest to disclose
Date:	11 February 2015
Attachments	P 5-6 Tourism Officer Report February 2015 (yellow)

**Matter for Consideration**

To assess and discuss the progress made as documented in the Tourism Report presented by the Shire of Yalgoo Tourism Officer, Kerry Grieve.

**Background**

At the Ordinary Council Meeting held on 23 January 2015, Item 11.4.3 (C2015-0111) Council adopted the Upper Gascoyne Murchison Tourism Development Plan.

During the discussion on Item 11.4.3 a suggestion was made for Tourism Officer, Kerry Grieve to report to Council at the next Ordinary Meeting on the tourism progress.

**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**

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

**C2015-0208 Tourism Report**

**That Council note the progress made as documented in the Tourism Report presented by the Shire of Yalgoo Tourism Officer, Kerry Grieve.**

**Moved: Cr MR Valenzuela**

**Seconded: Cr AB Fawkes**

**Motion put and lost 5/0**

### 11.3.5 Welcome to Country

File:	
Author:	Karen Malloch, EA
Interest Declared:	No interest to disclose
Date:	12 February 2015
Attachments	P 7 Welcome to Country Options Handout
(yellow)	P 8-13 Protocols for Welcome To Country Department of Education & Training (DET)

#### Matter for Consideration

To consider commencing all public documents and ceremonies with a “Welcome to Country” to show respect for and recognise the unique position of Aboriginal people in Australian culture and history

#### Background

A Welcome to Country is about Aboriginal people acknowledging the past, and looking to the future.

Spiritually, this is showing respect for the country and the custodians who are responsible for taking care of the country where we live... So what our custodians are doing is trying to give respect back into the country.

#### 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

#### Voting Requirements

Simple Majority

#### OFFICER RECOMMENDATION/COUNCIL DECISION

**C2015-0209** To Introduce a “Welcome to Country”

**That Council commence all public documents and ceremonies with a “Welcome to Country” to acknowledge the Aboriginal people in Australian culture and history.**

**Moved: Cr MR Valenzuela**

**Seconded: Cr AB Fawkes**

**Motion put and lost 5/0**

**11.3.6 Secondary Education Assistance for Yalgoo Students.**

File:	
Author:	Karen Malloch, EA
Interest Declared:	No interest to disclose
Date:	12 February 2015
Attachments	To be provided Price lists for Years 7 – 12 Stationery (Morawa High School)
(yellow)	To be provided Price lists for Years 7 – 12 Uniforms (Morawa High School)

**Matter for Consideration**

To consider a donation to the Yalgoo high school students who commute by bus daily to Morawa stationery, seasonal uniforms, sporting equipment, excursions, OHS protective clothing and necessary expenses incurred throughout the year.

**Background**

The Christmas/New Year period has placed unprecedented strain on the finances of the local families whose children are attending high school/college this year.

Centacare provide annually a “Back to School” kit comprising stationery items only.

Unfortunately the Centacare/Shire family holiday camp at Lake Leschenaultia, coincided with the delivery of the kits to Yalgoo which are only given out directly to the families. Therefore only one family who remained in Yalgoo at the time received the student kit and most of the families on camp missed out.

The Aboriginal Study allowances, which are applied for through Centrelink, are awaiting approval and cannot be accessed immediately for stationery, school uniforms and protective clothing (including safety footwear for the Agricultural students).

**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	7.7 Donations and Sponsorship
Financial (short term/ annual budget)	

**Consultation**

Mata Te Hiini  
 Indigenous Parenting Coordinator, Centacare Family Services

**Comment**

There are a number of families in the Yalgoo Shire with children who attend the Morawa District High School and the Morawa Agricultural College who would benefit from the financial assistance.

A donation of approximately \$5,000 would adequately cover the student’s requirements.

When the Ab Study grants are approved and distributed the money would contribute towards the student’s ongoing study requirements such as further stationery, seasonal uniforms, sporting equipment, excursions and necessary expenses incurred throughout the year.

The costs for the 3 children attending the Agricultural High School are approximately \$600 each, stationery, uniform and protective clothing lists are forthcoming.

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION/COUNCIL DECISION**

**C2015-0210     Secondary Education Donation for Yalgoo Students**

**That Council approves secondary education assistance in the form of a donation of \$5,000 for the Yalgoo high school students who commute by bus daily to Morawa.**

**Moved: Cr MR Valenzuela**

**Seconded: Cr AB Fawkes**

**Motion put and lost 5/0**

### 11.3.7 Donation to Yalgoo Jockey Club

File:	
Author:	Karen Malloch, EA
Interest Declared:	No interest to disclose
Date:	12 February 2015
Attachments (yellow)	Nil

*DISCLOSURE OF INTEREST: Item 11.3.7 Cr M Raul Valenzuela disclosed a proximity interest in this item.*

*Councillors who are Yalgoo Jockey Club committee members need to declare an impartiality interest.*

#### Matter for Consideration

To consider approving a donation of \$10,000 to the Yalgoo Jockey Club as a contribution to the costs of staging Yalgoo Race Day on Saturday 11 April 2015.

#### Background

The annual races are an important social, historical, cultural and tourism event for the town and local government area as they engage the participation of a large proportion of our entire population along with attracting new and reoccurring visitors from outside the area.

Due to a range of circumstances, the Yalgoo Jockey Club is struggling to proceed with the organisation and funding of the 2015 race day. Contributing factors impacting on Jockey Club volunteers include the declining number of people residing on pastoral properties, increased time constraint pressures associated with running stations and so on. The volunteers by which the Jockey Club is made have achieved a huge amount throughout the club’s history, and have managed to hold successful race day events despite the event growing in size while local community and committee sizes have naturally declined.

The club finances are in a relatively poor state. The bank account of the club stands at approximately \$11,000. Without significant up front financial support of approximately \$20,000 the Jockey Club cannot fund race day 2015. MMG Golden Grove and Ferrowest have previously been our major sponsors and numerous other requests are currently being processed.

A new Jockey Club Committee has been elected effective from Tuesday 13 February 2015.

The new Committee is comprised of:

President:	Kerry Grieve
Vice President:	Ross Theedom
Treasurer:	Fiona Newey
Secretary:	Elisha Hodder

Ordinary Committee Members:

- Raul Valenzuela
- Kerry Grieve
- Albert Grieve
- Rose Cameron
- Gladys Hodder
- Olive Gibson

Phyllis Simpson  
 Charmaine Simpson  
 Freda Ogilvie  
 Tamisha Hodder  
 Zelda Marsh  
 Albert Grieve  
 Ray Pratt  
 Phil Newey  
 Karen Malloch

The Ordinary meeting held on Tuesday 13 February was well attended and the new committee is confident that the races can be successfully organised.

It should be noted that under WA laws only not-for-profit, incorporated associations can run race days with any profits returned to the association to fulfil its constitutional objectives. Accordingly, the financial support sought will actually be granted to a reinvigorated Yalgoo Jockey Club.

**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	The proposal to support the Yalgoo races is consistent with the Shire of Yalgoo Strategic Community Plan 2013-2018 particularly as it relates to Section 1.3.1 Run or facilitate regular sport and recreation activities for all ages and Section 3.3.5 Continue to support existing events and create new ones.
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	There are minimal financial implications. In this budget year, underspends are likely in both the Healthy Community Programme (HCP) Community Development and Education Activities (GL Code – 132118) and Celebrations (GL Code – E116110). \$5,000 can be reallocated from both of these areas without any adverse impact on each program and diverted as a donation to the Yalgoo Jockey Club as a contribution to the race day costs.

**Consultation**

- Yalgoo Jockey Club Committee
- Racing and Wagering Western Australia

**Comment**

In recent years the Shire has donated a modest amount (\$2,000 in 2013/14) to the Jockey Club as a contribution to their race day costs. For the 2014 race day the Shire made a substantially larger donation of \$10,000 to assist with the club’s financial situation.

It is anticipated that the new and invigorated Jockey Club Committee will oversee an increase in sponsorships and other income and possibly a reduction in costs.

The loss of Yalgoo Race day would be a considerable disappointment to many stakeholders and given the historical significance of the day their loss would leave a huge cultural gap. Even if the races were only cancelled for this year it would run the risk of RWWA permanently withdrawing the Yalgoo races licence as has been indicated in the past.

The Yalgoo Jockey Club cannot guarantee the financial viability of the race day in 2015 and beyond but it does know that without at least an initial injection of approximately \$20,000 it cannot run the races this year. The request for a \$10,000 donation from the Shire is pivotal to the capacity to run the races in 2015.

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION DEFERRED**

**\$10,000 Donation to the Yalgoo Jockey Club**

**That the Council approve a donation of \$10,000 to the Yalgoo Jockey Club funded from the existing HCP expenditure budget.**

**Moved: Cr MR Valenzuela**

**Seconded: Cr AB Fawkes**

**Motion Deferred**

**Note:** *Councillors require more financial information before making a judgement.*

**ATTENDANCE:** 2:16pm Cr Raul Valenzuela left the meeting.

**ATTENDANCE:** 2:17pm Cr Raul Valenzuela rejoined the meeting.

**11.3.8 Purchase of Firearm**

File:	
Author:	Silvio Brenzi, DCEO
Interest Declared:	No interest to disclose
Date:	12 February 2015
Attachments (yellow)	Nil

**Matter for Consideration**

That council applies for a Corporate Firearms licence, and purchase of Corporate Firearm.

**Background**

The Shire of Yalgoo is an outback town that encompasses a large area of pastoral land that is relatively isolated to other small towns. The Shire currently uses contract staff from K9 Control for Ranger Services on an as needs basis, these visits are usually bi-monthly to carry out any required services. With a large number of native fauna, along with pastoral stock within the Shire boundaries, it is quite common for vehicle interactions causing death and injury to many animals. The Shire does not have the ability presently to manage any humane destruction of injured animals.

A Corporate Firearms licence and equipment would be appropriate to manage these circumstances.

A policy detailing the approved licenced user approval, storage and training would need to be developed to maintain an appropriate method of safe use.

Information from a firearms dealer in Geraldton has indicated that a high powered yet short range firearm such as a 44 Reuger Rifle and scope would be the most appropriate firearm for these purposes. Relevant storage facilities would also need to be complied with as per statutory guidelines.

**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**

Dr Ross Theedom, CEO  
 Peter Smith, K9 Control-Ranger Services  
 Ashley, Tackleworld Geraldton

### **Comment**

It would be anticipated to store the firearm in an approved cabinet within the Shire offices and to purchase the firearm at a cost of \$1400.00 from the Vermin Control budget. This amount is below capital expenditure limits and does not require a budget amendment for purchase. The CEO would determine the policy details and associated usage terms for licenced staff and the circumstances for use.

### **Voting Requirements**

Simple Majority

### **OFFICER RECOMMENDATION/COUNCIL DECISION**

#### **C2015-0211    Purchase of Firearm and Corporate Licence Application**

**That Council endorses the purchase of a 44 Reuger Rifle, scope and approve the application for a Corporate Firearms Licence.**

**Moved: Cr SK Willock**

**Seconded: Cr AB Fawkes**

**Motion put and carried 5/0**

### 11.3.9 Drug and Alcohol Policy

File:	
Author:	Heather Boyd, Executive Manager, Corporate
Interest Declared:	No interest to disclose
Date:	8 October 2014
Attachments (yellow)	Handout Draft Drug and Alcohol Policy.

#### Matter for Consideration

That Council approves the adoption of the attached drug and alcohol policy.

#### Background

The attached drug and alcohol policy is a model policy provided by the West Australian Local Government Organisation. Council currently has policy 10.4 – Fitness for Work which includes fitness for work procedures as well as a procedure for drug testing. The WALGA policy is more comprehensive than the Shires current policy and will allow for tighter controls on staff issues that may arise.

The policy, when adopted, will come into affect and be implemented at 1 January 2015.

#### 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	Yes
Policy	Yes
Financial (short term/ annual budget)	Minimal short term costs associated with testing and implementation.

#### Consultation

All Staff in Shire of Yalgoo

WA Local Government Association

#### Comment

The Occupational Health and Safety legislation is continually being strengthened in an attempt to protect workers and organisations. This strengthening is requiring business to develop stronger policies that ensure staff and workers are safe whilst minimising risks to the organisation.

Operating the Shire of Yalgoo’s equipment fleet under the influence of drugs and alcohol presents a significant risk to the organisation. Such risk is unacceptable, not only due to potential cost implications and the danger to any in the vicinity of its operation, but also due to the serious and potentially long term

damage to the Shire’s reputation. For Councillors and senior management there is the risk of significant penalties due to a failure of the duty of care to workers and the community.

### **Voting Requirements**

Simple Majority

### **OFFICER RECOMMENDATION/COUNCIL DECISION**

**C2015-0212    Drug and Alcohol Policy**

**That Council accepts and implements the draft copy of the Drug and Alcohol Policy, to be included under the “Fitness for Work Policy” in the Shire of Yalgoo Policy Manual.**

**Moved: Cr PJ Lawson**

**Seconded: Cr SK Willock**

**Motion put and carried 5/0**

**11.3.10 Councillor Mileage Allowance**

File:	
Author:	Heather Boyd, Executive Manager Corporate and Community
Interest Declared:	No interest to disclose
Date:	
Attachments (yellow)	Nil

**DISCLOSURE OF INTEREST:** *Cr’s Raul Valenzuela, Percy Lawson, Stanley K Willock, Adam B Fawkes, Neil Grinham, being Yalgoo Shire Councillors, disclosed a financial interest in this item.*

**Matter for Consideration**

That Council note the advice received from Rockwell Oliver on the mileage rate for Councillor fees and allowances.

**Background**

It was noted by staff when doing the annual budget review that the Councillor allowance for travel expenses was higher than anticipated. The CEO sought advice from the Department of Local Government and Communities who recommended seeking a legal opinion from Rockwell Oliver on the amount to be charged, which is attached for information.

**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.

s.5.60. When person has an interest

For the purposes of this Subdivision, a relevant person has an interest in a matter if either —

the relevant person; or

(b) a person with whom the relevant person is closely associated,

has —

(c) a direct or indirect financial interest in the matter; or

(d) a proximity interest in the matter.

s.5.60A. Financial interest

For the purposes of this Subdivision, a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

**Business Implications**

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

**Consultation**

Dr Ross Theedom, CEO

Vern McKay, Department of Local Government and Communities

Gary Mohen, Rockwell Oliver (Civic Legal)

**Comment**

Following advice from Rockwell Oliver that the mileage rate paid to Councillors is incorrect, Councillor mileage allowances will be paid at the rate set in schedule f of the Public Service Award 1998.

**Voting Requirements**

Simple Majority

**Note:** *The officer recommendations to this item were grouped and deferred en bloc.*

*The item cannot be discussed without further legal advice.*

**OFFICER RECOMMENDATION DEFERRED**

**Councillor Mileage Allowance**

**That Council note the advice from Rockwell Oliver on the Councillor mileage allowance.**

**Moved:**

**Seconded:**

**Motion Deferred**

**OFFICER RECOMMENDATION DEFERRED**

**Councillor Mileage Allowance**

**The Shire of Yalgoo, through the Murchison Zone, request WALGA to make representation to the Salaries and Allowance Tribunal regarding the use of the Public Sector Award (Schedules E and F) as the reference document for the payment for travel costs and accommodation costs with a view of suggesting a more appropriate document.**

**Moved:**

**Seconded:**

**Motion Deferred**

**OFFICER RECOMMENDATION DEFERRED**

**Councillor Mileage Allowance**

The Shire of Yalgoo, through the Murchison Zone, request WALGA to seek a judicial ruling on the level of reimbursement payable for travel costs under Schedule F of the Public Sector Award.

**Moved:**

**Seconded:**

**Motion Deferred**

**OFFICER RECOMMENDATION DEFERRED**

**Councillor Mileage Allowance**

The CEO be requested to liaise with the Zone Secretary in regard to items 2 and 3 above and prepare any materials required by the Zone to have the matter included in the next Zone Meeting.

**Moved:**

**Seconded:**

**Motion Deferred**

**OFFICER RECOMMENDATION DEFERRED**

**Councillor Mileage Allowance**

The Acting CEO prepare a policy for Council consideration at the March 2015 Meeting of Council on the types of travel that will be reimbursed.

**Moved:**

**Seconded:**

**Motion Deferred**

**11.3.11 Councillor Travel**

File:	
Author:	Dr Ross Theedom, CEO
Interest Declared:	No interest to disclose
Date:	11 February 2015
Attachments (yellow)	Nil

**Matter for Consideration**

That Council endorse the conditions for the approval of Councillor travel and have these conditions enshrined in a new policy.

**Background**

The Shire of Yalgoo does not currently have a Councillor travel policy that sets out the conditions that need to be met prior to approval.

**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.

*Local Government (Administration ) Regulations 1996*

**30. Meeting attendance fees (Act s. 5.98(1) and (2A))**

*[(1), (2) deleted]*

(3A) Each of the following meetings is a meeting of a prescribed type for the purposes of section 5.98(2A) —

- (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
- (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
- (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
- (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
- (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.

**Business Implications**

Strategic Community Plan	4.3.2
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	

**Business Implications**

Workforce Plan	
Policy	
Financial (short term/ annual budget)	Implications for short term and also annual budgetary cycle

**Consultation**

Dr Ross Theedom, Chief Executive Officer

Ms Jenni Law, Department of Local Government and Communities

Ms Heather Boyd, Executive Manager Corporate and Community

**Comment**

Following a visit by Ms Jenni Law of the Department of Local Government and Communities, it was recommended that a policy be developed outlining conditions for the approval of Councillors’ travel and also outlining meetings and functions where Council has approved the payment of travel allowance and accommodation expenses.

Prescribed Meetings

In accordance with Section 30 (3A) of the Local Government (Administration) Regulations 1996, the following meetings are prescribed:

Meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government – Cue Parliament and WALGA Week Annual General Meeting.

Meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government - Murchison Sub Group of the Regional Road Group.

Council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government – Nothing at present.

Meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting.

Meetings other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government –

- MVRC
- Mid West Local Government Emergency Management Network
- Gundawa Conservation Association (EGRCA)
- Yalgoo Land Conservation District Council
- Goldfields Mid West Medicare Local
- Development Assessment Panel
- Audit Committee
- Finance Committee
- Policy Committee

Other Approved Meetings

In addition, other key meetings that Council may consider approving travel and accommodation and travel allowance for are:

- Australia Day – President
- ANZAC Day – President
- Councillor Training

Approving Other Meetings

For all other meetings, Council should utilise the following criteria to determine whether a Councillor or Councillors should attend that meeting:

- Has direct benefit to the Shire and ratepayers.
- Is value for money – benefits can be easily shown to ratepayers.
- Are Councillors available at the location of the meeting to attend?
- Expertise of Councillor.
- Maximum of 2 Councillors at any meeting.
- Local, Regional or Perth only.
- A written report to be provided to the next Council Meeting outlining the event and benefits to the Shire and ratepayers.

These criteria will ensure that Council will be able to easily justify the funds allocated to the meeting to ratepayers.

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION DEFERRED**

Councillor Travel

**That Council endorse the conditions for the approval of Councillor travel and have these conditions enshrined in a new policy.**

**Moved:**

**Seconded:**

**Motion Deferred**

**Note:** *The item cannot be discussed without further legal advice.*

**11.3.12 Paynes Find Airstrip**

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	12 February 2015
Attachments	P14-22 Report from AMS
(yellow)	

**Matter for Consideration**

For Council to note the report from AMS and endorse the closure of the East/West runway at the Paynes Find airstrip.

**Background**

At the ordinary meeting of Council on 16 December 2014 a paper was presented to reconsider the closing of the East/West airstrip at Paynes Find. The Councillors requested a feasibility assessment by a professional organisation on the impact of only using the North/South runway.

**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**

Aerodrome Management Services Pty Ltd (AMS).

**Comment**

Aerodrome Management Services was commissioned to undertake the report which was received in January 2015. The report shows no technical reason for the additional strip as conditions are well within guidelines for safe use.

## Voting Requirements

Simple Majority

### OFFICER RECOMMENDATION/COUNCIL DECISION

**C2015-0213**    Paynes Find Airstrip

That Council:

- 1/.    Notes the report from Aerodrome Management Services; and
- 2/.    Accepts the decision to close the East/West runway at the Paynes Find Airstrip

Moved: Cr MR Valenzuela

Seconded: Cr AB Fawkes

Motion put and carried 5/0

**ATTENDANCE:**    2:36pm Cr Neil Grinham left the meeting.

**ATTENDANCE:**    2:37pm Cr Neil Grinham rejoined the meeting.

## 12.    NOTICES OF MOTION

### 12.0    PREVIOUS NOTICE RECEIVED

### 12.1    FOR CONSIDERATION AT THE FOLLOWING MEETING

### 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](http://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.

### 14.1 Consideration of a Matter (detail) 5.23 (2) (a)

#### Motion to Close the Meeting to the Public

#### Voting Requirements

Simple Majority

#### OFFICER RECOMMENDATION/COUNCIL DECISION

**C2015-0214**     Close Meeting to the Public

**That the meeting be closed to the public (to discuss matters affecting an employee) (LGA s. 5.23 (2) (a)).**

**Moved: Cr Neil A Grinham                      Seconded: Cr M Raul Valenzuela                      Motion put and carried 5/0**

The meeting was closed to the public at 2:44pm.

Acting CEO Silvio Brenzi and Karen Malloch, Executive Assistant (EA) left the meeting.

Remaining in the meeting were:

Cr Neil A Grinham, Shire President

Cr M Raul Valenzuela, Deputy Shire President

Cr Robert Grinham

Cr Stanley Willock

Cr Adam Fawkes

Cr Percy Lawson

The President presented a verbal report to Council in confidence following closure of the meeting to the public.

**Voting Requirements**

Simple Majority

**NEW MOTION/COUNCIL DECISION**

**C2015-0215    Re-open Meeting to the Public**

**That the meeting be re-opened to the public.**

**Moved: Cr MR Valenzuela**

**Seconded: Cr AB Fawkes**

**Motion put and carried 5/0**

The meeting was re-opened to the public at 3:08pm.

**ATTENDANCE:**     *3:08pm Acting CEO Silvio Brenzi left the meeting.*

**15.     NEXT MEETING**

The next Ordinary Meeting of Council is due to be held in the Council Chambers in Gibbons Street on Thursday, 19 March 2015 commencing at 11.00 am.

**16.     MEETING CLOSURE**

There being no further business, President Neil Grinham declared the meeting closed at 3:10pm.

**DECLARATION**

These minutes were confirmed by Council at the Ordinary Meeting held on\_\_\_\_\_.

Signed: \_\_\_\_\_  
Person presiding at the meeting at which these minutes were confirmed

## Common Acronyms

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<b>Acronym</b>	<b>Detail</b>
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
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
CCYP	Commissioner for Children & Young People
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
DEC	Formerly Department of Environment and Conservation now divided into:
	DER            Department of Environmental Regulation
	DPW           Department of Parks and Wildlife
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	Dept of Infrastructure, Transport, Regional Development & Local Government (Federal)
DLAG	Drug & Liquor Action Group
DLGC	Dept of Local Government & Communities
DoHA	Department of Health & Ageing
DON	Director of Nursing

<b>Acronym</b>	<b>Detail</b>
DOT	Department of Transport
DoW	Department of Water
DPI	Dept 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
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
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
LC	Landcorp
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
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

<b>Acronym</b>	<b>Detail</b>
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
MWRC	Mid West Regional Council – consisting of 7 Shires
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
PIA	Post Incidence Analysis
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
RDA	Regional Development Australia
RDAF	Regional Development Australia Fund
RDAMWG	Regional Development Australia Mid West Grants
RDL	Dept of Regional Development and Lands
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
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

<b>Acronym</b>	<b>Detail</b>
SLICP	State Land Information Capture Program
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
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
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
WPA	Wool Producers Australia
WWTP	Waste Water Treatment Plan
YPS	Yalgoo Primary School