UNCONFIRMED MINUTES
OF THE ORDINARY MEETING OF COUNCIL
HELD IN THE
COUNCIL CHAMBERS, YALGOO
ON THURSDAY, 19 DECEMBER 2019
COMMENCING AT 10.00 AM
DISCLAIMER

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Yalgoo during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Yalgoo. The Shire of Yalgoo warns that anyone who has an application lodged with the Shire of Yalgoo must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Yalgoo in respect of the application.
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Minutes of the Ordinary Meeting of the Yalgoo Shire Council,
held in the Council Chambers, Yalgoo
On Thursday, 19 December 2019 commencing at 10.00 am.

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

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

President Cr Gregory Payne declared the meeting open at 10.01am

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS
- Cr Gregory Payne, Shire President
- Cr Gail Trenfield, Deputy Shire President
- Cr Raul Valenzuela
- Cr Percy Lawson
- Cr Tamisha Hodder
- Cr Gail Simpson

STAFF
- John Read, Acting Chief Executive Officer

GUESTS
- Nil

OBSERVERS
- Stan Willock

LEAVE OF ABSENCE
- Nil

APOLOGIES
- Nil

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting.

Nil
4. **PUBLIC QUESTION TIME**

4.0 **QUESTIONS TAKEN ON NOTICE**

Nil

4.1 **QUESTIONS TAKEN WITHOUT NOTICE**

Observer Mr Stan Willock raised the following questions:

1. What arrangements are in place over the Christmas and New Year period regarding volunteer fire brigade and emergency services? The Acting CEO advised that most members of the Yalgoo volunteer fire brigade will be in the town over the Christmas/New Year period with Ray Pratt in attendance. Cr Valenzuela advised he will be present in respect of St John Ambulance services.

2. Why is the Shire building more chalets at the Yalgoo caravan Park in competition with local business (Yalgoo Hotel). The meeting advised Mr Willock that the chalets were build in anticipation of increased accommodation demand at the park due to the increase in tourist and Prospectors visiting the area.

It was agreed that the A/CEO arrange for a laminated notice to be placed at the Caravan Park advising the public opening/closing hours of the Yalgoo General Store and the Yalgoo Hotel.

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

Nil

6. **APPLICATIONS FOR LEAVE OF ABSENCE**

Cr Trenfield applied and was granted Leave of Absence for the February, 2020 ordinary meeting of Council.

7. **ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

7.0 **MEETINGS ATTENDED BY ELECTED MEMBERS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
<th>Attended with whom</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/12/2019</td>
<td>Local Emergency Management Committee meeting</td>
<td>Shire President</td>
</tr>
<tr>
<td>9/12/2019</td>
<td>Murchison Executive Meeting, Murchison Settlement</td>
<td>A/CEO</td>
</tr>
</tbody>
</table>
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 / COUNCIL DECISION
C2019-1201 MINUTES OF THE ORDINARY MEETING
That the Minutes of the Ordinary Council Meeting held on 29 November 2019 be confirmed as a true and correct record of proceedings.

Moved: Cr Valenzuela Seconded: Cr Trenfield Motion put and Carried 6:0

COUNCIL DECISION
C2019-1202 RECORDING OF COUNCIL MEETINGS
THAT Council no longer record Council meetings unless deemed necessary, with this decision over-riding all previous Council decisions or Policy

Moved: Cr Trenfield Seconded Cr Lawson Motion Put & Carried 6:0

8.2 SPECIAL MEETING OF COUNCIL

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

VOTING REQUIREMENTS
Simple majority

OFFICER RECOMMENDATION / COUNCIL DECISION
C2019-1203 MINUTES OF THE SPECIAL MEETING OF COUNCIL
That the Minutes of the Special Meeting of Council held on the 29 November 2019 be confirmed as a true and correct record of proceedings.

Moved: Cr Valenzuela Seconded: Cr Lawson Motion put and Carried 6:0
9. REPORTS OF COMMITTEE MEETINGS

Cr Valenzuela suggested that the A/CEO advertise locally for one more member from the public for the Council’s Arts & Cultural Committee

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

10.0 INFORMATION ITEMS

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

Nil

PRESENTATION TO COUNCIL BY MR JODY BEVAN, MANAGER, GERALDTON BRANCH, BENDIGO BANK.

Mr Bevan gave a comprehensive presentation to Council regarding the services offered by Bendigo Bank.

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

Cr Valenzuela
1. Cr Valenzuela requested the Acting CEO to investigate through WA Country Health Services, the reason why the dental service has stopped being provided to Yalgoo, requesting that it be reinstated and also requesting that the Mammogram service be provided in Yalgoo.
2. A/CEO ensure that Council meeting agendas are sent to Gail at Pilroc, Paynes Find.
3. Cr Valenzuela pointed out that the Electors Meeting was advertised for 13/12/2019 which did not occur. The A/CEO advised that the Annual Meeting of Electors would be held in January, 2020 following the Finance/Audit Committee (Exit) meeting with the Council’s Auditors and the Auditor General’s representative.
4. Cr Valenzuela advised that Building Better Regions Fund ($200m) Round 4 will be advertised for applications from drought affected local governments in the new year.

Cr Hodder
1. Cr Hodder strongly promoted the continued running of the Yalgoo Races in 2020. Concern was expressed as to whether it was too late to now organise the event.
11.1 TECHNICAL SERVICES

11.1.1 PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2019-20

<table>
<thead>
<tr>
<th>Author</th>
<th>John Read, Acting CEO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Declared</td>
<td>No interest to disclose</td>
</tr>
<tr>
<td>Date</td>
<td>12 DECEMBER 2019</td>
</tr>
<tr>
<td>Attachments</td>
<td>Nil</td>
</tr>
</tbody>
</table>

MATTER FOR CONSIDERATION

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

BACKGROUND

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

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

To deliver the Capital Works Program within the budgeted allocations.

CONSULTATION

Nil

COMMENT

The Capital Works Projects for the 2019-2020 financial year are detailed be:
CAPITAL WORKS PROGRAMME 2019-20

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

<table>
<thead>
<tr>
<th>By Program</th>
<th>2019-20 ANNUAL BUDGET</th>
<th>2019-20 NOVEMBER ACTUAL</th>
<th>VARIANCE FAV (UNFAV)</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td><strong>Governance</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>000000-Admin Computers Hardware and System Upgrade</td>
<td>F &amp; E</td>
<td>40,000</td>
<td>0</td>
<td>40,000</td>
</tr>
<tr>
<td>000000-Admin Upgrade Cabling Fibre</td>
<td>F &amp; E</td>
<td>10,000</td>
<td>0</td>
<td>10,000</td>
</tr>
<tr>
<td>000000-External Monitor Display</td>
<td>F &amp; E</td>
<td>40,000</td>
<td>0</td>
<td>40,000</td>
</tr>
<tr>
<td>000000-Admin Airconditioners</td>
<td>F &amp; E</td>
<td>0</td>
<td>7,483</td>
<td>(7,483)</td>
</tr>
<tr>
<td>000000-Admin Fire Proof Safe</td>
<td>F &amp; E</td>
<td>11,000</td>
<td>0</td>
<td>11,000</td>
</tr>
<tr>
<td>000000-Admin Centre New Front Doors including Notice Board</td>
<td>L &amp; B</td>
<td>6,000</td>
<td>0</td>
<td>6,000</td>
</tr>
<tr>
<td>000000-Admin Centre Front Rails</td>
<td>L &amp; B</td>
<td>2,500</td>
<td>0</td>
<td>2,500</td>
</tr>
<tr>
<td>000000-Motor Vehicle RAV4 (Now Fortuner)</td>
<td>P &amp; E</td>
<td>44,000</td>
<td>0</td>
<td>44,000</td>
</tr>
<tr>
<td>000000-Motor Vehicle Fortuner</td>
<td>P &amp; E</td>
<td>44,000</td>
<td>0</td>
<td>44,000</td>
</tr>
<tr>
<td><strong>Housing</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>000000-Staff Housing - Solar Panels</td>
<td>L &amp; B</td>
<td>66,000</td>
<td>0</td>
<td>66,000</td>
</tr>
</tbody>
</table>
The following assets and works are budgeted to be acquired or undertaken during the year:

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

The CEO to provide a verbal update on the status of the capital projects as at 30 NOVEMBER 2019
### Ordinary Council Meeting Minutes – 19 December 2019

#### By Program

<table>
<thead>
<tr>
<th>Program</th>
<th>By</th>
<th>Budget</th>
<th>YTD</th>
<th>YTD</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>000000- Diesel Air Compressor</td>
<td>P &amp; E</td>
<td>3,200</td>
<td>0</td>
<td>3,200</td>
<td>Construction commencing after Christmas</td>
</tr>
<tr>
<td>000000- Paynes Find Public Toilets</td>
<td>Other</td>
<td>63,656</td>
<td>0</td>
<td>63,656</td>
<td></td>
</tr>
</tbody>
</table>

#### Roads to Recovery Grants

- **000000- Yalgoo/Morawa Road - Widen to 7m:**
  - Roads
  - Budget: 377,293
  - YTD: 227,250
  - VARIANCE (FAV): 150,043

#### RRG Special Grant Road Works

- **000000- Yalgoo/Ninghan Road - Seal to width 4m:**
  - Roads
  - Budget: 300,000
  - YTD: 180,000
  - VARIANCE (UNFAV): 120,000

#### Municipal Fund

- **000000- Sandford River Crossing:**
  - Roads
  - Budget: 25,000
  - YTD: 0
  - VARIANCE (UNFAV): 25,000

#### Economic Services

- **000000- Caravan Park - Disabled Toilets Chairs and Rails:**
  - L & B
  - Budget: 2,900
  - YTD: 0
  - VARIANCE (UNFAV): 2,900

- **000000- Caravan Park - Upgrade Water and Power Supply:**
  - L & B
  - Budget: 30,000
  - YTD: 0
  - VARIANCE (UNFAV): 30,000
  - Remarks: Early 2020

- **000000- Caravan Park - 2 Self Contained Accommodation Units:**
  - L & B
  - Budget: 253,797
  - YTD: 0
  - VARIANCE (UNFAV): 253,797
  - Remarks: Tenders Call in January 2020

- **000000- Shelter and Seating Jokers Tunnel:**
  - L & B
  - Budget: 4,054
  - YTD: 0
  - VARIANCE (UNFAV): 4,054

- **000000- Shelter and Visitors Board at Railway Station:**
  - L & B
  - Budget: 4,054
  - YTD: 0
  - VARIANCE (UNFAV): 4,054

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**Total: 2,140,054** $ 609,893 $ 1,530,161
VOTING REQUIREMENTS
Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2019-1204  PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2019 - 2020


Moved: Cr Valenzuela  Second: Cr Trenfield  Motion put and Carried 6:0

YALGOO HALL

Cr Valenzuela requested the A/CEO to investigate if the Yalgoo Hall was heritage listed, which may effect the proposed renovations or re-construction of the hall facility.
MATTER FOR CONSIDERATION

BACKGROUND
Nil

STATUTORY ENVIRONMENT
Nil

STATUTORY IMPLICATIONS
Nil

CONSULTATION
Nil

COMMENT

1 ROAD CONSTRUCTION – CAPITAL

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

2 ROAD MAINTENANCE - OPERATIONS

2.1 Works as of 16 December 2019

   Grading done to the following roads
   - Ninghan Road, Ninghan Station road, Dalgaringa Road, Sandstone Road, Yalgoo North Road, Jokers Tunnel entrance road and Maranalgo Road
   - Mitchel Street formed and sealed and Stadium car park formed and sealed.

3 OTHER INFRASTRUCTURE MAINTENANCE

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

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

3.3 Town Street
   - General Town Gardening maintenance completed on a weekly basis.
4 PARKS AND RESERVES

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

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

4.3 Community Park, Gibbons Street
- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.

4.4 Community Park, Shamrock Street
- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.

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

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

4.7 Yalgoo & Paynes Find Rubbish Tip
- New fence installed to the Paynes Find Rubbish Tip.

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

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

5 INFRASTRUCTURE - CAPITAL

Nil

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

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

8 STAFF

8.1 Training & Licences

- Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2019-1205 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 16 DECEMBER 2019

That Council:

Receive the Technical Services report as at 16 December 2019.

Moved: Trenfield Seconded: Cr Lawson Motion put and Carried: 6:0

AWNING OVER FOOD/DRINKS SERVICE AREA AT CORE STADIUM

It was agreed that the A/CEO investigate:

1. the construction of a shade awning over the food/drinks service area at Core Stadium due to the metal bench area getting extremely hot in the sun.
2. Obtaining a cover over the BBQ facility.
3. Provision of aluminium table/bench facilities at Core Stadium.
4. Advertise in the Bulldust Newsletter for parents to encourage children not to block up the drainage system at the Water Park causing pump damage.
11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

11.3 FINANCE

11.3.1 ACCOUNTS FOR PAYMENT NOVEMBER 2019

<table>
<thead>
<tr>
<th>Author</th>
<th>Dominic Carbone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Declared</td>
<td>No interest to disclose</td>
</tr>
<tr>
<td>Date</td>
<td>12 DECEMBER 2019</td>
</tr>
<tr>
<td>Attachments</td>
<td>Nil</td>
</tr>
</tbody>
</table>

MATTER FOR CONSIDERATION

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

BACKGROUND

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

STATUTORY ENVIRONMENT

Local Government Act 1995

6.10 Financial Management regulations

Regulations may provide for –

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

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO’s duties as to etc.

1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –
   I. The payee’s name; and
   II. The amount of the payment; and
   III. The date of the payment; and
   IV. Sufficient information to identify the transaction.

2. A list of accounts for approval to be paid is to be prepared each month showing –
   a. For each account which requires council authorisation in that month –
      I. The payee’s name; and
      II. The amount of the payment; and
III. Sufficient information to identify the transaction; and
b. The date of the meeting of the council to which the list is to be presented.

3. A list prepared under subregulation (1) or (2) is to be –
   a. Presented to the council at the next ordinary meeting of the council after the list is
      prepared; and
   b. Recorded in the minutes of that meeting.

STRATEGIC IMPLICATIONS
Nil

FINANCIAL IMPLICATIONS
Nil

CONSULTATION
Nil

COMMENT
The list of accounts paid for the period 1 November 2019 to 30 November 2019 are as follow
<table>
<thead>
<tr>
<th>_ID</th>
<th>Creditor's Name</th>
<th>Cheque Date</th>
<th>Invoice Details</th>
<th>Total Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1018*2020</td>
<td>BOQ Asset Finance &amp; Leasing Pty Ltd</td>
<td>1/11/2019</td>
<td>Photocopier rental</td>
<td>329.50</td>
</tr>
<tr>
<td>1034*2020</td>
<td>Communication Systems Geraldton</td>
<td>1/11/2019</td>
<td>2 X UHF RADIO'S, 2 X UHF HAND PIECES</td>
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<tr>
<td>1037*2020</td>
<td>Core Business Australia pty Ltd</td>
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<td>Consultancy Fees -Road Funding Technical Support - Yalgoo Hall Procurement</td>
<td>22,788.32</td>
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<tr>
<td>1048*2020</td>
<td>Dominic Carbone &amp; Associates</td>
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<td>Consultancy Fees Admin and Finance</td>
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<tr>
<td>1059*2020</td>
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<tr>
<td>1067*2020</td>
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<tr>
<td>1153*2020</td>
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<td>1/11/2019</td>
<td>Reimbursements -road train sign covers (2)</td>
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<td>1175*2020</td>
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<td>SIGNAGE AND A FRAMES FOR RIFLE RANGE</td>
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<td>BILL ATYE: ACCOMMODATION &amp; MEALS - 16.17.18 September, DINNER AND DRINKS FOR SHIRE PRESIDENT AND A/CEO, Meals for Dominic: 21.08.19 - 29.08.19, HI-LITE SECURITY: ACCOMMODATION &amp; MEALS, RADIO MAMA: ACCOMMODATION &amp; MEALS 4/ 5 OCTOBER 2019, BILL ATYE: ACCOMMODATION &amp; MEALS 7,8,9,10 OCTOBER, SANDWICHES AND DRINKS FOR VET PROGRAM, Council Meeting Lunch - 30 August 2019</td>
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<td>REILLY &amp; CO</td>
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<td>Emu Festival Meeting, Reimbursement for payment to Lance Mongoo reimbursement on Expenses, Emu Festival Workshops Reimbursement on Expenses, Bingo Night School Holiday program, Reimbursement of Expenses - Core Stadium</td>
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<td>1/11/2019</td>
<td>Emu Festival - Sound. Lighting &amp; Stage Hire</td>
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<td>1319*2020</td>
<td>FRONTLINE FIRE &amp; RESCUE</td>
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<td>MIDWEST TURF SUPPLIES</td>
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<tr>
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<tr>
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<td>Inspection &amp; Valuation of a Landcruiser - CEO vehicle</td>
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<td>_ID</td>
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<td>BSL Levy</td>
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<td>Photocopier rental</td>
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<tr>
<td>ID</td>
<td>Creditor's Name</td>
<td>Cheque Date</td>
<td>Invoice Details</td>
<td>Total Amount Due</td>
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<tr>
<td>-------</td>
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<tr>
<td>1024*2020</td>
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<td>25/11/2019</td>
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<tr>
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<td>25/11/2019</td>
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<td>Admin Centre - Supply &amp; Install Windows to Entrance Doors, 18b Shamrock: Repair</td>
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<td></td>
<td></td>
<td></td>
<td>damage to walls, doors &amp; ceiling, 19b Stanley: Repairs to fence, 18a Shamrock</td>
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<tr>
<td></td>
<td></td>
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<td>- Supply and Install fence</td>
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<tr>
<td></td>
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<td></td>
<td>Ray</td>
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<td>_ID</td>
<td>Creditor's Name</td>
<td>Cheque Date</td>
<td>Invoice Details</td>
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<tr>
<td>1428*2020</td>
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<td>Accommodation &amp; Meals for Cr Gail Simpson - Training</td>
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<td>1458*2020</td>
<td>ROWE CONTRACTORS</td>
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<td>SUNDRY SUPPLIES CARAVAN PARK</td>
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<td>25/11/2019</td>
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<td>PLANT FOR SHIRE OFFICE</td>
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<td><strong>619,850.28</strong></td>
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VOTING REQUIREMENTS
Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION
C2019-1206 ACCOUNTS FOR PAYMENT NOVEMBER 2019
That Council approve the list of accounts paid for the period 1 November 2019 to 30 November 2019 amounting to $619,850.28 and the list be recorded in the Minutes.
Moved: Cr Valenzuela Seconded: Cr Trenfield  Motion put and Carried 6:0

CORE STADIUM / OVAL FACILITY – TREE PLANTING
Cr Lawson requested the A/CEO to obtain trees from Cr Hodder’s sister for planting at the Oval facility to provide much needed shade. Cr Simpson suggested that the tree planting be made a community event with families planting individual trees and a n engraved plaque erected with the family’s name and date planted.

Cr Valenzuela requested that the A/CEO arrange for the pruning of the tree obscuring the security camera’s view of the public telephone near the Yalgoo Caravan Park due to hoax emergency calls being made from this phone.

LUNCH BREAK
That Council adjourn for lunch at 12.31pm
Moved Cr Valenzuela Seconded: Cr Trenfield  Motion put and Carried 6:0

MEETING RESUMED AT 12.47 PM
11.3.2 INVESTMENTS AS AT 31 NOVEMBER 2019

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<th>Dominic Carbone</th>
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<td>Interest Declared:</td>
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<td>12 NOVEMBER 2019</td>
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<td>Attachments</td>
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MATTER FOR CONSIDERATION


BACKGROUND

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

STATUTORY ENVIRONMENT

Local Government Act 1995
6.14. Power to invest
(1) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustee Act 1962 Part III.

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

(2) Regulations in relation to investments by local governments may —
(a) make provision in respect of the investment of money referred to in subsection (1); and
(b) prescribe circumstances in which a local government is required to invest money held by it;
and
(c) provide for the application of investment earnings; and
(d) generally provide for the management of those investments.

Local Government (Financial Management) Regulations 1996
19. Investments, control procedures for
(1) A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.

(2) The control procedures are to enable the identification of —
(a) the nature and location of all investments; and
(b) the transactions related to each investment.

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))
(1) In this regulation —

authorised institution means —
(a) an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or
(b) the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;

foreign currency means a currency except the currency of Australia.

(2) When investing money under section 6.14(1), a local government may not do any of the following —
(a) deposit with an institution except an authorised institution;
(b) deposit for a fixed term of more than 12 months;
(c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
(d) invest in bonds with a term to maturity of more than 3 years;
(e) invest in a foreign currency.
STRATEGIC IMPLICATIONS
Nil

CONSULTATION
Nil

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

<table>
<thead>
<tr>
<th>INSTITUTIONS</th>
<th>SHORT TERM RATING</th>
<th>INVESTMENT TYPE</th>
<th>ACCOUNT Nº</th>
<th>TERM</th>
<th>DATE OF TRANSACTION</th>
<th>DATE OF MATURITY</th>
<th>INTEREST RATE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipality</td>
<td>N/A</td>
<td>Operating a/c</td>
<td>50-832-4520</td>
<td>Ongoing</td>
<td>N/A</td>
<td>N/A</td>
<td>Variable</td>
<td>$2,765,575.55</td>
</tr>
<tr>
<td>NAB</td>
<td>N/A</td>
<td>Cash Maximiser</td>
<td>86-538-7363</td>
<td>Ongoing</td>
<td>N/A</td>
<td>N/A</td>
<td>Variable</td>
<td>$41,326.35</td>
</tr>
<tr>
<td>NAB</td>
<td>N/A</td>
<td>Term Deposit</td>
<td>89-977-1574</td>
<td>2 months</td>
<td>23.09.2019</td>
<td>23.12.2019</td>
<td>1.68%</td>
<td>$64,637.15</td>
</tr>
<tr>
<td>NAB</td>
<td>N/A</td>
<td>Short Term Investment</td>
<td>24-831-4222</td>
<td>Ongoing</td>
<td>N/A</td>
<td>N/A</td>
<td>Variable</td>
<td>$52,095.49</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2,923,634.54</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INSTITUTIONS</th>
<th>SHORT TERM RATING</th>
<th>INVESTMENT TYPE</th>
<th>ACCOUNT Nº</th>
<th>TERM</th>
<th>DATE OF TRANSACTION</th>
<th>DATE OF MATURITY</th>
<th>INTEREST RATE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAB</td>
<td>N/A</td>
<td>Term Deposit</td>
<td>89-972-5236</td>
<td>3 months</td>
<td>23.09.2019</td>
<td>23.12.2019</td>
<td>1.68%</td>
<td>$464,837.71</td>
</tr>
<tr>
<td>NAB</td>
<td>N/A</td>
<td>Term Deposit</td>
<td>11-186-3992</td>
<td>3 months</td>
<td>23.09.2019</td>
<td>23.12.2019</td>
<td>1.68%</td>
<td>$1,117,882.28</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$1,750,178.54</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INSTITUTIONS</th>
<th>SHORT TERM RATING</th>
<th>INVESTMENT TYPE</th>
<th>ACCOUNT Nº</th>
<th>TERM</th>
<th>DATE OF TRANSACTION</th>
<th>DATE OF MATURITY</th>
<th>INTEREST RATE</th>
<th>PRINCIPAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trust</td>
<td>N/A</td>
<td>Trust a/c</td>
<td>50-832-4559</td>
<td>Ongoing</td>
<td>N/A</td>
<td>N/A</td>
<td>Variable</td>
<td>$25,038.51</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$25,038.51</td>
</tr>
</tbody>
</table>

INVESTMENT REGISTER
01 NOVEMBER 2019 TO 30 NOVEMBER 2019

<table>
<thead>
<tr>
<th>ACCOUNT Nº</th>
<th>DATE OF MATURITY</th>
<th>INTEREST RATE</th>
<th>OPENING BALANCE</th>
<th>INTEREST EARNED TO 30.11.2019</th>
<th>INVESTMENT TRANSFERS</th>
<th>CLOSING BALANCE 30.11.2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>86-538-7363</td>
<td>Ongoing</td>
<td>Variable</td>
<td>$41,307.37</td>
<td>$18.98</td>
<td>0</td>
<td>$41,326.35</td>
</tr>
<tr>
<td>89-977-1574</td>
<td>23.12.2019</td>
<td>1.68%</td>
<td>$64,336.35</td>
<td>$320.80</td>
<td>0</td>
<td>$64,657.15</td>
</tr>
<tr>
<td>24-831-4222</td>
<td>Ongoing</td>
<td>Variable</td>
<td>$52,071.54</td>
<td>$23.95</td>
<td>0</td>
<td>$52,095.49</td>
</tr>
<tr>
<td>97-511-4454</td>
<td>23.12.2019</td>
<td>1.68%</td>
<td>$166,627.70</td>
<td>$830.85</td>
<td>0</td>
<td>$167,458.55</td>
</tr>
<tr>
<td>89-972-5236</td>
<td>23.12.2019</td>
<td>1.68%</td>
<td>$462,531.39</td>
<td>$2,306.32</td>
<td>0</td>
<td>$464,837.71</td>
</tr>
<tr>
<td>11-186-3992</td>
<td>23.12.2019</td>
<td>1.68%</td>
<td>$1,112,335.83</td>
<td>$5,546.45</td>
<td>0</td>
<td>$1,117,882.28</td>
</tr>
</tbody>
</table>
VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2019-1207    INVESTMENTS AS AT 30 NOVEMBER 2019

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

Moved: Cr Valenzuela    Seconded: Cr Trenfield    Motion put and Carried 6:0
11.3.3 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 30 NOVEMBER 2019

Author: Dominic Carbone
Interest Declared: No interest to disclose
Date: 12 DECEMBER 2019
Attachments
- Statement of Comprehensive Income ending the 30 November 2019;
- Financial Activity Statement; ending 30 November 2019;
- Summary of Current Assets and Current Liabilities as of 30 November 2019;
- Statement of Current Financial Position as at 30 November 2019;
- Detailed worksheets;
- Other Supplementary Financial Reports:
  - Reserve Funds;
  - Loan Funds;
  - Trust Fund

MATTER FOR CONSIDERATION
Adoption of the Monthly Financial Statements.

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

STATUTORY ENVIRONMENT
Local Government Act 1995
Section 6.4–Specifies that a local government is to prepare such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996
Regulation 34 states:

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

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
(b) budget estimates to the end of month to which the statement relates;
(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
(d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
(e) the net current assets at the end of the month to which the statement relates.

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

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

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

2.4 Material Variance

FINANCIAL IMPLICATIONS

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

CONSULTATION

Nil

COMMENT

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

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

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

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION


That Council:


Moved: Cr Trenfield Seconded: Cr Lawson Motion put and Carried 6:0
11.4  ADMINISTRATION

11.4.1  REPORT ON MATTERS OUTSTANDING AS AT 16 DECEMBER 2019

<table>
<thead>
<tr>
<th>Author:</th>
<th>John Read, Acting CEO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Declared:</td>
<td>No interest to disclose</td>
</tr>
<tr>
<td>Date:</td>
<td>16 December 2019</td>
</tr>
<tr>
<td>Attachments</td>
<td>Nil</td>
</tr>
</tbody>
</table>

MATTER FOR CONSIDERATION

That Council note the report on outstanding matters.

BACKGROUND

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

STATUTORY ENVIRONMENT

Nil

BUSINESS IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

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

<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>ITEM REFERENCE</th>
<th>RESOLUTION</th>
<th>CURRENT STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>31 Mar 17</td>
<td>Under-taking a Review of the Shire of Yalgoo Policies</td>
<td>That the CEO under-take a review of the Shire Policies over the next three months</td>
<td>Matter considered at the June 2019 Meeting Consultants advised of that no amendments were required. Consultants are finalising documents for the January Meeting for council to adopt.</td>
</tr>
</tbody>
</table>
## Matters Outstanding

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

**Voting Requirements**

Simple Majority

### Officer Recommendation / Council Decision

**C2019-1209 REPORT ON MATTERS OUTSTANDING AS AT 16 December 2019**

That Council:


Moved: Cr Valenzuela  
Seconded: Cr Trenfield  
Motion put and Carried 6:0
11.4.2 2019 YALGOO COMMUNITY CHRISTMAS EVENT

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

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

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

STATUTORY ENVIRONMENT
Local Government Act 1995

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

CONSULTATION: Nil

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

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION
C2019-1210 2019 YALGOO COMMUNITY CHRISTMAS EVENT
That Council receive the Acting CEO’s report regarding the successful 2019 Yalgoo community Christmas event.
Moved: Cr Trenfield Seconded: Cr Lawson Motion put and Carried: 6:0
11.4.3 STRUCTURE – ARTS, CULTURE & COMMUNITY DEVELOPMENT

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

MATTER FOR CONSIDERATION

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

BACKGROUND

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

COUNCIL DECISION

C2019-1115 STRUCTURE – ARTS, CULTURE & COMMUNITY DEVELOPMENT
That the CEO determine the structure of the Arts, Culture and Community Development Services after liaison with the Arts and Culture Committee.

Moved: Cr Percy Lawson Seconded: Cr Gail Trenfield Motion put and Carried: 6/0

STATUTORY ENVIRONMENT; Local Government Act 1995

STRATEGIC IMPLICATIONS

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

CONSULTATION

Emmaline James - Manager, Yalgoo Arts & Cultural Centre.
Members of the Council’s Arts & Culture Committee – Crs Simpson and Hodder

COMMENT

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

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

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

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

OFFICER RECOMMENDATION /COUNCIL DECISION

C2019-1211 STRUCTURE – ARTS, CULTURE & COMMUNITY DEVELOPMENT

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

Moved: Cr Trenfield Seconded: Cr Valenzuela Motion put and Carried: 6:0
11.4.4 BENDIGO BANK PROPOSAL

<table>
<thead>
<tr>
<th>Author:</th>
<th>John Read, Acting Chief Executive Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Declared:</td>
<td>No interest to disclose</td>
</tr>
<tr>
<td>Date:</td>
<td>16 December 2019</td>
</tr>
<tr>
<td>Attachments</td>
<td>Bendigo Bank Proposal Documents</td>
</tr>
</tbody>
</table>

MATTER FOR CONSIDERATION

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

BACKGROUND

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

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

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

CONSULTATION

Mr Jody Beven, Geraldton Branch Manager, Bendigo Bank

COMMENT

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

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2019-1212 BENDIGO BANK PROPOSAL

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

Moved: Cr Valenzuela  Seconded: Cr Trenfield  Motion put and Carried: 6:0

ABSOLUTE MAJORITY
11.4.5 ORDINARY MEETINGS OF COUNCIL – 2020

<table>
<thead>
<tr>
<th>Author:</th>
<th>John Read, Acting Chief Executive Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interest Declared:</td>
<td>No interest to disclose</td>
</tr>
<tr>
<td>Date:</td>
<td>12 DECEMBER 2019</td>
</tr>
<tr>
<td>Attachments</td>
<td>Nil</td>
</tr>
</tbody>
</table>

MATTER FOR CONSIDERATION

That Council adopt the Ordinary meeting dates for 2020

BACKGROUND

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

STATUTORY ENVIRONMENT

Local Government Act 1995 (Part 5 Division 2).

STRATEGIC IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

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

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

C2019-1213  ORDINARY MEETINGS OF COUNCIL – 2020

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

31 January 2020 Council Chambers Yalgoo
28 February 2020 Council Chambers Yalgoo
27 March 2020 Community Centre Paynes Find
24 April 2020 Council Chambers Yalgoo
29 May 2020 Council Chambers Yalgoo
26 June 2020 Council Chambers Yalgoo
31 July 2020 Council Chambers Yalgoo
28 August 2020 Council Chambers Yalgoo
25 September 2020 Community Centre Paynes Find
30 October 2020 Council Chambers Yalgoo
27 November 2020 Council Chambers Yalgoo
18 December 2020 Council Chambers Yalgoo

Moved: Cr Valenzuela  Seconded: Cr Trenfield  Motion put and Carried: 6:0
12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED
Nil

13. URGENT BUSINESS
Nil

14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

14.0 STATUTORY ENVIRONMENT – MEETING CLOSED TO THE PUBLIC

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

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

Local Government Act 1995

s5.23. Meetings generally open to the public

(1) Subject to subsection (2), the following are to be open to members of the public —

(a) all council meetings; and
(b) all meetings of any committee to which a local government power or duty has been delegated.

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

(a) a matter affecting an employee or employees;
(b) the personal affairs of any person;
(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
(e) a matter that if disclosed, would reveal —
   (i) a trade secret;
   (ii) information that has a commercial value to a person; or
   (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
(f) a matter that if disclosed, could be reasonably expected to —
   (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
   (ii) endanger the security of the local government’s property; or
   (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
(g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
(h) such other matters as may be prescribed.
(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

s5.92 Access to information by council, committee members

(1) A person who is a council member or a committee member can have access to any information held by the local government that is relevant to the performance by the person of any of his or her functions under this Act or any other written law.

(2) Without limiting subsection (1), a council member can have access to —
   (a) all written contracts entered into by the local government; and
   (b) all documents relating to written contracts proposed to be entered into by the local government.

s5.93. Improper use of information

A person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance by the person of any of his or her functions under this Act or any other written law —
   (a) to gain directly or indirectly an advantage for the person or any other person; or
   (b) to cause detriment to the local government or any other person. Penalty: $10,000 or imprisonment for 2 years.

Local Government (Rules of Conduct) Regulations 2007

s6. Use of information

(1) In this regulation —
   closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
   confidential document means a document marked by the CEO to clearly show that the information in the document is not to be disclosed;
   non-confidential document means a document that is not a confidential document.

(2) A person who is a council member must not disclose —
   (a) information that the council member derived from a confidential document; or
   (b) information that the council member acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subregulation (2) does not prevent a person who is a council member from disclosing information —
   (a) at a closed meeting; or
   (b) to the extent specified by the council and subject to such other conditions as the council determines; or
   (c) that is already in the public domain; or
   (d) to an officer of the Department; or
   (e) to the Minister; or
   (f) to a legal practitioner for the purpose of obtaining legal advice; or
   (g) if the disclosure is required or permitted by law.
15. **NEXT MEETING**

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

16. **MEETING CLOSURE**

There being no further business, the President thanked Councillors and staff for their attendance and declared the Ordinary Meeting closed at 1.24pm.

---

**DECLARATION**

These minutes were confirmed at the Ordinary Council Meeting held on the 31 January 2020.

Signed: ___________________________________________________

Person presiding at the meeting at which these minutes were confirmed.