



# Unconfirmed Minutes

For the Ordinary Council Meeting

Held on the 27<sup>th</sup> August 2021



**Ian Holland**

CHIEF EXECUTIVE OFFICER

23<sup>rd</sup> August 2021

**Disclaimer:**

The Shire of Yalgoo gives notice to members of the public that any decisions made at the meeting, can be revoked, pursuant to the Local Government Act 1995. Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

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**4 PUBLIC QUESTION TIME**

Condolences to the family of Mr Gordon Dalton long term resident of Paynes Find who passed away this week. 14.01.1944 – 22.08.2021

A minute of silence was held for Mr Dalton.

Paynes Find Community Discussion follow up from April

Local Roads

Again, the weather events continued from April right through until early August testing everyone's patience. Most of our public and businesses have been understanding. Many new people have requested to join the group email, for Road Reports, (Local information in consultation with the Shire & MRD) so they can keep up to date with local roads and Great Northern Hwy in the Paynes Find locality and Yalgoo Shire in general.

This is really great to see people wanting to do the right thing. This also gives people opportunity to pass on the information, and reduces incidents and damage on our dirt roads. A big thank you again to everyone for their patience and support.

Shire Comment – We continue to focus on road repairs not related to the DRFAWA Assessment from the declared March event. Numerous smaller rains have resulted in damage across the board. Some areas are still hard for the heavy machinery to access while water remains.

Yalgoo Ninghan GNH – Rubbish Bin

Shire Comment – MRWA are looking to install a new toilet and rest area just to the North of Yalgoo-Ninghan Road on Great Northern Hwy. DBCA are currently drafting a management plan for the Thundelarra Burnebimah Park.

Airstrip safety, and compliance inspection

The training had been approved by the Shire for Paynes Find.

Details to TBA – I have discussed this with AMS and will follow up when time is appropriate to all.

Shire Comment - Staff and volunteers attended training at the Yalgoo Airstrip provided by AMS and it is sensible that volunteers in Paynes Find be afforded the same opportunity.

Day Tourist Parking

This is an ongoing project yet to be finalized

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Cemetery to be cleaned up and made safe for visitors

Shire Comment – The draft budget includes a cemetery improvement project as this ranked quite high in the Shires community engagement to renew our Strategic Community Plan.

### FUTURE PROJECTS

Paynes Find to have a walk trail or some form of interactive attraction, wildlife, flowers, stones and the landscape in general.

Shire Comment – Exploring or further developing this project will be included in the scope of work for the Shires Tourism and Heritage Plan.

### REPONSES TO QUESTIONS TAKEN ON NOTICE

NIL

### QUESTIONS TAKEN WITHOUT NOTICE

NIL

### 5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Representatives from Gascoyne Resources presented to Council on a Heavy Vehicle Haulage Proposal.

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

Item 17.1 – Gascoyne Resources CA07 Application – Yalgoo North Road to Dalgaringa

### 7 APPLICATIONS FOR LEAVE OF ABSENCE

NIL

### 8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

NIL

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### 9 CONFIRMATION OF MINUTES

9.1 Minutes of the Ordinary Council Meeting – 30<sup>th</sup> July 2021

#### RECOMMENDATION

That the minutes of the Council Meeting held on the 30<sup>th</sup> July 2021 as attached be confirmed as a true and correct record.

#### COUNCIL RESOLUTION

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

That the minutes of the Council Meeting held on the 30<sup>th</sup> July 2021 as attached be confirmed as a true and correct record.

CARRIED 4/0

### 10 MINUTES OF COMMITTEE MEETINGS

NIL

## 11 TECHNICAL REPORTS

### 11.1 CAPITAL PROGRESS REPORT

Applicant:	Shire of Yalgoo
Date:	16/08/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

To receive the Progress Report on the 2021/22 Capital Works Program.

#### **BACKGROUND**

The Shire in its 2021/22 Annual Budget will allocated funds amounting to for the acquisition of capital assets and undertaking infrastructure works.

Please note the 2021/22 Amended Budget has not yet been adopted.

#### **COMMENT**

The Capital Projects detailed in this report are carry overs from the 2020/21 Adopted Budget.

#### **STATUTORY ENVIRONMENT**

NIL

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

To deliver the Capital Works Program within budgeted allocations.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICERS RECOMMENDATION**

That Council receive the Progress Report on the Capital Works Program as at 31<sup>st</sup> July 2021.

#### **COUNCIL RESOLUTION**

Moved: Cr Gail Simpson    Seconded: Cr Tamisha Hodder

That Council receive the Progress Report on the Capital Works Program as at 31<sup>st</sup> July 2021.

CARRIED 4/0

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### CAPITAL WORKS PROGRAMME

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

	2021-22 JULY	COMMENTS
	ACTUAL	
	YTD \$	
<b><u>By Program</u></b>		The CEO to provide a verbal update on the status of the capital projects as at 31 July 2021
<b>Economic Services</b>		
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B 24,146	Project in progress
000000-Caravan Park -CCTV	F & E 0	
	<b>24,146</b>	

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### 11.2 TECHNICAL SERVICES REPORT

Applicant:	Shire of Yalgoo
Date:	20/08/2021
Reporting Officer:	Works Manager Craig Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council receive the Technical Services Report as at the 20<sup>th</sup> August 2021.

#### **COMMENT**

##### **Road Construction and Capital**

Yalgoo-Ninghan Road – NIL

Yalgoo-Morawa Road – NIL

##### **Road Maintenance**

Maintenance Grade: Dalgaranga/Mt Magnet Road, Meteorite Crater access Road, Melangata Road to Melangata Homestead, Yalgoo Ninghan Road, Mt Gibson Road to Mt Gibson Home Stead.

Ninghan Road – Trucks carting shale from shale pit to south end of Ninghan Road re sheeting.

##### **Plant and other infrastructure maintenance**

Service – YA 807, YA 329, YA 453, YA 395, YA 493, YA 1000.

Wheel Bearings checked and brakes adjusted – YA 1643, YA 1622, YA 1633, YA 1614.

##### **Parks, Reserves and Properties**

Town Street – General clean, street curbing swept & verges slashed

Art & Culture Centre – General gardening, maintenance carried out on solenoid valves.

Community Oval & Core Stadium – General gardening & maintenance, light towers installed at car park.

Community Park, Gibbons St – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Community Park, Shamrock St – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering

Water Park & Rage Cage – General maintenance carried out

Yalgoo Caravan Park – General gardening maintenance is done every two weeks

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Paynes Find – Maintenance Grade on local roads.

Railway Station – General gardening maintenance conducted on a weekly bases – mowing, pruning and watering, Public Amenities – damage to ceiling fixed, electrical work to be done.

Staff Housing – 27 Stanley St – Fire damage work progressing, sewage tank lids replaced.

Staff Housing Units – Work completed to damaged fence

Yalgoo Rubbish Tip – Tidied and rubbish pushed

Airstrip Paynes Find – checked and in good condition

Airstrip Yalgoo – checked and in good condition

**Private Works** – Various requests for weeding & slashing done.

**Staff** - NIL

### **STATUTORY ENVIRONMENT**

NIL

### **POLICY/FINANCIAL IMPLCATIONS**

To deliver the Capital Works Program within budgeted allocations.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council receive the Technical Services Report as of 20<sup>th</sup> August 2021.

#### **COUNCIL RESOLUTION**

Moved: Cr Gail Simpson

Seconded: Cr Raul Valenzuela

That Council receive the Technical Services Report as of 20<sup>th</sup> August 2021.

**CARRIED 4/0**

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

**13 FINANCIAL REPORTS**

**13.1 LIST OF ACCOUNTS**

Applicant:	Shire of Yalgoo
Date:	16/08/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

**SUMMARY**

Council approval is sought for the payments made in the period 1 July 2021 to 31 July 2021 as detailed in the List of Accounts below.

**COMMENT**

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

**STATUTORY ENVIRONMENT**

Local Government Act 1995

6.10 Financial Management regulations

Regulations may provide for –

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

Local Government (Financial Management) Regulations 1996

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

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

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- IV. Sufficient information to identify the transaction.
2. A list of accounts for approval to be paid is to be prepared each month showing –
  - a. For each account which requires council authorisation in that month –
    - I. The payee’s name; and
    - II. The amount of the payment; and
    - III. Sufficient information to identify the transaction; and
  - b. The date of the meeting of the council to which the list is to be presented.
3. A list prepared under subregulation (1) or (2) is to be –
  - a. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - b. Recorded in the minutes of that meeting.

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council approve the list of accounts paid for the period 1<sup>st</sup> July 2021 to 31<sup>st</sup> July 2021 amounting to \$567,171.85 and the list be recorded in the minutes.

### **COUNCIL RESOLUTION**

Moved: Cr Rau Valenzuela

Seconded: Cr Gail Simpson

That Council approve the list of accounts paid for the period 1<sup>st</sup> July 2021 to 31<sup>st</sup> July 2021 amounting to \$567,171.85 and the list be recorded in the minutes.

CARRIED 4/0

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<b>SHIRE OF YALGOO</b>				
<b>LIST OF ACCOUNTS PAID AND PAYABLE</b>				
<b>FOR THE PERIOD 1 JULY 2021 TO 31 JULY 2021</b>				
<b>DATE</b>	<b>PAYEE</b>	<b>PARTICULARS</b>	<b>AMOUNT</b>	
<b>PAID</b>			<b>\$</b>	
1	2/07/2021	ASPHALT IN A BAG	ASPHALT	3,437.50
2	2/07/2021	ATYEO'S ENVIRONMENTAL HEALTH SERVICES	CONSULTANCY FEES -HEALTH AND BUILDING SURVEYOR	8,351.04
3	2/07/2021	BELL SHANIA	REIMBURSEMENT SALE OF ART	86.25
4	2/07/2021	BITUTEK PTY LTD	SPRAY AND COVER EMULION -YALGOO NINGHAN ROAD	249,923.52
5	2/07/2021	BLACKWOODS	TRAFFIC CONES	671.06
6	2/07/2021	BOC LIMITED	GAS CYLINDER RENTAL	120.44
7	2/07/2021	BP MECHANICAL MAINTENANCE	ANNUAL SERVICE- YA890.YA479,YA1627,YA1613,YA807,YA1660,YA809,YA1611,	4,032.89
8	2/07/2021	BRIDGED GROUP PTY LTD	IT SUPPORT - ADMIN FIREWALL	346.50
9	2/07/2021	BUNNINGS BUILDING SUPPLIES PTY LTD	ESKIES JUGS AND CUPS	232.76
10	2/07/2021	CANINE CONTROL	RANGER SERVICES JUNE AND JULY 2021 AND DOG AND CAT REGISTRATION TAGS	3,876.38
11	2/07/2021	CLEVERPATCH	ART SUPPLIES FOR WORKSHOP	606.85
12	2/07/2021	CLEWS JO	REIMBURSEMENT SALE OF ART	90.00
13	2/07/2021	CORE BUSINESS AUSTRALIA PTY LTD	PROJECT MANAGEMENT AGRN926 DRFAWA	13,176.96
14	2/07/2021	DANTHONIA DESIGNS	PAYNES FIND ENTRY STATEMENT SIGN	13,131.48
15	2/07/2021	DATAKOM SOLUTIONS (AU) PTY LTD	CONSULTANCY FEES - END OF YEAR ROLL OVER	1,452.00
16	2/07/2021	DODD CAROL	REIMBURSEMENT SALE OF ART	11.25
17	2/07/2021	FIVE STAR BUSINESS EQUIPMENT AND COMMUNICATIONS	PHOTOCOPIER SERVICE	2,148.87
18	2/07/2021	GERALDTON APPLIANCE REPAIRS	CARAVAN PARK - REPAIR WASHING MACHINE	341.00
19	2/07/2021	GERALDTON TOYOTA	YA0 AND YA1000 SERVICE	1,131.57
20	2/07/2021	HERSEY'S SAFETY PTY LTD	WORKSHOP SUPPLIES	1,863.19

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<b>FOR THE PERIOD 1 JULY 2021 TO 31 JULY 2021</b>				
<b>DATE</b>	<b>PAYEE</b>	<b>PARTICULARS</b>	<b>AMOUNT</b>	
<b>PAID</b>			<b>\$</b>	
21	2/07/2021	HODDER RHIANNON	REIMBURSEMENT SALE OF ART	45.00
22	2/07/2021	HODDER TAMISHA	COUNCIL MEETING FEES AND ALLOWANCES JUNE 2021 AND REFUND BUS HIRE FEE	803.67
23	2/07/2021	HOPPYS PART R US	OIL AND AIR FILTERS	437.86
24	2/07/2021	K9 K10 ELECTRICAL WA	SECURITY ALARM MONITORING - ADMIN	170.32
25	2/07/2021	KEEN BROTHER GERALDTON	TRUCK DRIVING COURSE K HILL	1,550.00
26	2/07/2021	LANDGATE	VALUATION FEES MINING TENEMENTS	90.20
27	2/07/2021	PERCY LAWSON	MAY JUNE COMMUNICATION ALLOWANCE	583.34
28	2/07/2021	LUSCOMBE SYNDICATE	CARAVAN SUPPLIES	253.50
29	2/07/2021	MARKETFORCE	ADVERTISING - DEPUTY CEO AND TENDERS	3,435.79
30	2/07/2021	MIDWEST FIRE PROTECTION SERVICES AND EYE SPY	MAY 2021 FIRE EQUIPMENT SERVICE	1,325.94
31	2/07/2021	MIDWEST TURF SUPPLIES	WATER AND SOIL TESTS - CORE STADIUM	500.00
32	2/07/2021	MIDWEST WINDSCREENS AND WINDOW TINTING	EXCESS ON WINDCREEN REPLACEMENT YA453 AND YA415	600.00
33	2/07/2021	MONGOO LANCE	WORKSHOP -EGG CARVING	1,200.00
34	2/07/2021	NOVUS AUTOGLASS MIDWEST	WINDSREEN REPAIRS YA800	867.00
35	2/07/2021	PAGE MAUREEN	REIMBURSEMENT SALE OF ART	82.50
36	2/07/2021	PAYNE GREGORY	COUNCIL MEETING FEES AND ALLOWANCES JUNE 2021	2,340.97
37	2/07/2021	PLANWEST	CONSULTANCY FEES PLANNING SERVICES	1,996.50
38	2/07/2021	PRATT HELEN	REIMBURSEMENT SALE OF ART	45.00
39	2/07/2021	PROTECTOR FIRE SERVICES	FIRE EQUIPMENT SERVICE PAYNES FIND	374.93
40	2/07/2021	RAUL VALENZUELA	COUNCIL MEETING FEES AND ALLOWANCES JUNE 2021	763.67
41	2/07/2021	ROCKE DAVID	REIMBURSEMENT PAYNES FIND FIRE BRIGADE OPERATING COSTS AND CLEANING OF COMMUNITY CENTRE	738.99
42	2/07/2021	ROWE CONTRACTORS	YALGOO MORAWA ROAD STANDBY VARIATIONS ADVERSE WEATHER CONDITIONS	23,760.00

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<b>SHIRE OF YALGOO</b>				
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<b>FOR THE PERIOD 1 JULY 2021 TO 31 JULY 2021</b>				
<b>DATE</b>	<b>PAYEE</b>	<b>PARTICULARS</b>	<b>AMOUNT</b>	
<b>PAID</b>				<b>\$</b>
43	2/07/2021	SCANENGER SUPPLIES	WILDLAND JACKETS AND PANTS	2,447.50
44	2/07/2021	SHIRE OF PERENJORI	CESM SHED COSTS CONTRIBUTION	6,438.76
45	2/07/2021	SIMPSON JAYDEN	BOND REFUND	1,000.00
46	2/07/2021	SIMPSON MARGARET	REIMBURSEMENT SALE OF ART	1,471.50
47	2/07/2021	SIMPSON PHYLLIS	REIMBURSEMENT SALE OF ART	10.50
48	2/07/2021	TOLL TRANSPORT	FREIGHT ART CENTRE	22.00
49	2/07/2021	TOP IRON PTY LTD	RATES REFUND - TENEMENT DEATH	422.66
50	2/07/2021	TRANFIELD GAIL	COUNCIL MEETING FEES AND ALLOWANCES JUNE 2021	1,013.67
51	2/07/2021	VEOLIA ENVIRNOMENTAL SERVICES	RUBBISH COLLECTION SERVICE	4,089.14
52	2/07/2021	WA HINO	PARTS	266.50
53	2/07/2021	WALGA	TRAINING CEO	578.00
54	2/07/2021	WESTERN INDEPENDENT FOODS	CARAVAN SUPPLIES	257.02
55	2/07/2021	WURTH	WORKSHOP SUPPLIES	635.09
56	2/07/2021	YALGOO GENERAL STORE	FOOD SUPPLIES FOR CAMP 2021	778.03
57	21/07/2021	BATAVIA FURNITURE AND BEDDING	BED AND MATTRESS	959.00
58	21/07/2021	BEAUREPAIRES	TYRES YA415	3,245.60
59	21/07/2021	CLEANPAK SOLUTIONS	CARAVAN PARK PAPER TOWELS	323.73
60	21/07/2021	DATACOM SOLUTIONS (AU) PTY LTD	CONSULTANCY FEES - PAYROLL SERVICE AND OZONE DATE EXTRACTION	1,289.20
61	21/07/2021	DOMINIC CARBONE AND ASSOCIATES	CONSULTANCY FEES FINANCE AND ADMIN	14,135.00
62	21/07/2021	GERALDTON TOYOTA	YA840 SERVICE	912.99
63	21/07/2021	GILBERT KAREN	REIMBURSEMENT SALE OF ART	150.00
64	21/07/2021	HALLINAN REFRIDGERATION AND AIRCONDITIONING	REPLACE AIR CONITIONER AT 6 HENTY STREET	4,191.21
65	21/07/2021	HISCONFE	CARAVAN PARK LINEN	53.40
66	21/07/2021	HODDER ALANA	REIMBURSEMENT SALE OF ART	75.00

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<b>DATE</b>	<b>PAYEE</b>	<b>PARTICULARS</b>	<b>AMOUNT</b>	
<b>PAID</b>			<b>\$</b>	
67	21/07/2021	HODDER DIANE	REIMBURSEMENT SALE OF ART	150.00
68	21/07/2021	HODDER ELISHA	REIMBURSEMENT SALE OF ART	232.50
69	21/07/2021	HODDER NICKEISHA	JULY SCHOOL HOLIDAY ACTIVITIES	700.00
70	21/07/2021	HODDER RHIANNON	REIMBURSEMENT SALE OF ART	127.50
71	21/07/2021	HODDER SONDRRA	REIMBURSEMENT SALE OF ART	45.00
72	21/07/2021	HOLLAND CRAIG	REIMBURSEMENT PARTS FOR WATER SUPPLY TO GARDNERS SHED	225.85
73	21/07/2021	IT VISION USER GROUP INC	MEMBERSHIP FEES 2021-22	748.00
74	21/07/2021	LANDGATE	VALUATION FEES MINING TENEMENTS	212.85
75	21/07/2021	LGIS	INSURANCE PREMIUMS - MARINE CARGO INSURANCE	693.00
76	21/07/2021	LGISWA	INSURANCE PREMIUMS -WORKERS COMP, LIABILITY COVER,COMMERCIAL CRIME AND CYBER LIABILITY, TRAVEL ,PERSONAL ACCIDENT AND MEMBERSHIP REBATE	61,047.85
77	21/07/2021	LOGO APPOINTMENTS	CONSULTING FEES - DEPUTY CEO RECRUITMENT	3,300.00
78	21/07/2021	LUSCOMBE SYNDICATE	CARAVAN SUPPLIES	162.50
79	21/07/2021	MURCHISON COUNTRY ZONE WALGA	2021-22 SUBSCRIPTION	2,500.00
80	21/07/2021	PACIFIC BIOGICS PTY LTD	EQUIPMENT SUPPLY - MISQUITO CONTROL	1,596.22
81	21/07/2021	PROMPT SAFETY SOLUTIONS	CONSULTANCY FEES - SAFETY MANAGEMENT SYSTEM	8,690.00
82	21/07/2021	QUICK CORPORATE AUSTRALIA	KEY TAGS - ADMIN	36.86
83	21/07/2021	REFUEL AUSTRALIA	FUEL JUNE 2021	19,824.51
84	21/07/2021	SIMPSON MARGARET	REIMBURSEMENT SALE OF ART	337.50
85	21/07/2021	SIMPSON PHYLLIS	REIMBURSEMENT SALE OF ART	303.75
86	21/07/2021	SPOTLIGHT P/L	CRAFT SUPPLIES ART CENTRE	226.50
87	21/07/2021	TAYLOR RODNEY	FREIGHT CARAVAN PARK	120.00
88	21/07/2021	THINKPROJECT AUSTRALIA PTY LTD	RAMM ANNUAL SUPPORT FOR 2021-22	7,655.20
89	21/07/2021	TRUCK CENTRE (WA) PTY LTD	PARTS HOSE KIT SEAT COVERS YA809	441.91

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<b>SHIRE OF YALGOO</b>				
<b>LIST OF ACCOUNTS PAID AND PAYABLE</b>				
<b>FOR THE PERIOD 1 JULY 2021 TO 31 JULY 2021</b>				
<b>DATE</b>	<b>PAYEE</b>	<b>PARTICULARS</b>		<b>AMOUNT</b>
<b>PAID</b>				<b>\$</b>
90	21/07/2021	VEOLIA ENVIRNOMENTAL SERVICES	RUBBISH COLLECTION SERVICE	9,200.57
91	21/07/2021	WALGA	2021-22 MEMBERSHIP	25,426.15
92	21/07/2021	WEAVER RACHEL	LOGO DESIGN AND WATERMARK	954.99
93	21/07/2021	WESTRAC EQUIPMENT PTY LTD	SAFETY EQUIPMENT YA 890	615.48
94	21/07/2021	WILLOUGHBY CONSTRUCTIONS	PROGRESS PAYMENT - CARAVAN PARK CHALET CONSTRUCTION	26,560.60
95	21/07/2021	WURTH	WORKSHOP SUPPLIES	1,119.37
96	21/07/2021	YALGOO HOTEL MOTEL	ACCOMMODATION AND MEALS BILL ATYEO, COUNCIL MEETING LUNCH, MEALS LANCE MONGOO	2,155.00
			<b>TOTAL</b>	<b>567,171.85</b>

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### 13.2 INVESTMENTS AS AT 31<sup>st</sup> July 2021

Applicant:	Shire of Yalgoo
Date:	16/08/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council receive the investments report as at 31<sup>st</sup> July 2021.

#### **COMMENT**

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

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

6.14 Power To Invest

Local Government (Financial Management) Regulations 1996

19 Investments, control procedures for

19C Investment of money, restrictions on (Act s6.14(2)(a))

Shire Delegated Authority

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

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICERS RECOMMENDATION**

That the Investment Report as at 31<sup>st</sup> July 2021 be received.

#### **COUNCIL RESOLUTION**

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

That the Investment Report as at 31<sup>st</sup> July 2021 be received.

CARRIED 4/0

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This Worksheet details the investments held by the Shire as at 31<sup>st</sup> July 2021.

### SHIRE OF YALGOO CASH HOLDINGS AS AT 31 JULY 2021

INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N°	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
<b>MUNICIPAL FUND</b>								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4540	Ongoing	N/A	N/A	Variable	\$1,726,631.44
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$569,699.79
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,073.99
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,131.99
<b>TOTAL</b>								<b>\$2,373,537.21</b>

<b>RESERVE FUNDS</b>								
Bendigo	N/A	Term Deposit	3479107	193 days	01.07.2021	10.01.2022	0.30%	\$169,571.83
Bendigo	N/A	Term Deposit	3483811	193 days	01.07.2021	10.01.2022	0.30%	\$472,429.22
Bendigo	N/A	Term Deposit	3483825	193 days	01.07.2021	10.01.2022	0.30%	\$1,136,138.97
Bendigo	N/A	Term Deposit	3724716	193 days	01.07.2021	10.01.2022	0.30%	\$324,776.00
<b>TOTAL</b>								<b>\$2,102,916.02</b>

<b>INVESTMENT REGISTER</b>						
<b>01 JULY 2021 TO 31 JULY 2021</b>						
<b>NATIONAL AUSTRALIA BANK</b>						
ACCOUNT N°	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNED TO 31.07.2021	INVESTMENT TRANSFERS	CLOSING BALANCE 31.07.2021
171336282	Ongoing	Variable	\$52,131.57	\$0.42	0	\$52,131.99
24-831-4222	Ongoing	Variable	\$25,072.96	\$1.03	0	\$25,073.99
3567670	10.01.2022	0.30%	\$472,429.22	\$0.00	0	\$472,429.22
3567677	10.01.2022	0.30%	\$1,136,138.97	\$0.00	0	\$1,136,138.97
3567669	10.01.2022	0.30%	\$169,571.83	\$0.00	0	\$169,571.83
3724712	10.01.2022	0.30%	\$324,776.00	\$0.00	0	\$324,776.00

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### 13.3 FINANCIAL ACTIVITY STATEMENT AS AT 31 July 2021

Applicant:	Shire of Yalgoo
Date:	16/08/2021
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	Statement of Comprehensive Income Financial Activity Statement Summary of Current Assets and Current Liabilities Statement of Current Financial Position Detailed Worksheet Supplementary Financial Reports – Reserve & Loan

#### **SUMMARY**

Adoption of the Monthly Financial Statements for the period 1<sup>st</sup> July 2021 to the 31<sup>st</sup> July 2021.

#### **COMMENT**

Local Governments are required to prepare monthly reports.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995 - Section 6.4

Local Government (Financial Management) Regulations 1996 - Regulation 34

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

2.4 Material Variance

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

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICERS RECOMMENDATION**

That Council adopts the Financial Activity Statement for the period ended 31<sup>th</sup> July 2021.

#### **COUNCIL RESOLUTION**

Moved: Cr Gail Simpson

Seconded: Cr Tamisha Hodder

That Council adopts the Financial Activity Statement for the period ended 31<sup>st</sup> July 2021.

CARRIED 4/0

## 14 ADMINISTRATION REPORTS

### 14.1 Senate Inquiry submission – GP and Health

Applicant:	Shire of Yalgoo
Date:	17/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council endorse the CEOs response to the Inquiry into Provision of general practitioner and related primary health services to outer metropolitan, rural and regional Australians.

#### **COMMENT**

The Senate appointed Community Affairs References Committee are calling submissions for an Inquiry into Provision of general practitioner and related primary health services to outer metropolitan, rural and regional Australians.

Terms of Reference of the Inquiry are:

The provision of general practitioner (GP) and related primary health services to outer metropolitan, rural, and regional Australians, with particular reference to:

- a) the current state of outer metropolitan, rural, and regional GPs and related services;
- b) current state and former Government reforms to outer metropolitan, rural and regional GP services and their impact on GPs, including policies such as:
  - i. the stronger Rural Health Strategy,
  - ii. Distribution Priority Area and the Modified Monash Model (MMM) geographical classification system,
  - iii. GP training reforms, and
  - iv. Medicare rebate freeze;
- c) the impact of the COVID-19 pandemic on doctor shortages in outer metropolitan, rural, and regional Australia; and
- d) any other related matters impacting outer metropolitan, rural, and regional access to quality health services.

Shire administration intends to submit the following response through WALGA prior to the 6<sup>th</sup> September 2021.

**Comments on the current state of outer metropolitan, rural and regional GPs and related services.**

It is appalling when considering reports of violence against healthcare workers and outback suicide rates of healthcare workers, that single employee nursing posts remain in Western Australia. Significant political pressure in the Murchison region for longer than five years has not yielded additional nursing capacity in the Towns and Shires of Yalgoo, Cue and Sandstone. These towns all rely on a single nurse at their nursing posts, yet cover 80,000 square kilometers and major state roads.

These multi-purpose service sites receive both state and commonwealth funding however only provide an outcome Monday to Friday 8am-4:30pm.

It was stated by the Hon Stephen Dawson (Mining and Pastoral – Minister for Mental Health) in a question without notice on Wednesday 5 May 2021 that “It should be noted that all Murchison sites have access to 24/7 emergency telehealth services.” The Shire of Yalgoo is unsure how this statement is accurate when a single nurse only resides in town Mon-Friday and is rostered 8am-4:30pm. The Western Australian Country Health Service (WACHS) Emergency Telehealth Service (ETS) should not be confused with a telecom unit that provides a phone call to health direct.

**Comments on the Governments Stronger Rural Health Strategy and its impact on GP’s?**

Most of the aims and assumptions for this strategy were informed pre COVID-19. Anecdotally GPs have moved toward COVID facing positions that don’t exist in the regions as they are based at Primary healthcare centres (metropolitan hospitals), positions which have likely increased in number due to the pandemic.

The policy does not affect the recruitment of medical practitioners by state and territory governments who control and run rural hospitals. There should be some coordination or overlap of policy as those hospitals can function well in low population areas when they co-employ someone that also runs a GP clinic or other service. Not enough is done to promote and encourage careers or part of career cycles in remote or regional locations across health or education. There will always be an additional cost for skilled workers in regional locations which need to be supported as primary producers for the Australian economy.

The unfortunate overlap between State and Federal policy in the same portfolio requires better coordination. Some of this effort could be spent on improving policy and promoting the rollout of remote consultation capabilities that can then be supported by Royal Flying Doctor Clinics and Emergency Capabilities.

**Comments on the Governments Distribution Priority Area and the Modified Monash Model (MM) geographical classification system and its impact on GP’s.**

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Inaccessibility of childcare and state services as well as high costs of living are similar in the day to day regardless of 2 or 5 hours of travel. The model needs to better reflect that outcomes in multiple areas throughout outer regional, remote and very remote can differ greatly between towns 50-100km apart, which can also reflect on the attraction and retention of those areas.

### **Comments on the impact of the COVID-19 pandemic on doctor shortages in outer metropolitan, rural and regional Australia.**

In the year prior to the pandemic there was a significant amount of lobbying across multiple WALGA Zones (Murchison, Great Eastern, Southern) attempting to demonstrate that a rural doctor shortage existed and was too difficult for regional areas to manage on their own. With a lack of immigration the shortfall of medical practitioners will continue to increase. In light of the state governments recruitment drive for doctors and nurses the past year and a half of the pandemic has continued to exacerbate this shortage.

### **Feedback on other related matters impacting outer metropolitan rural and regional access to quality health services.**

Relying on foreign trained doctors to fill positions in Australia's rural workforce should not be the governments priority. The process of bringing in overseas trained doctors can be as time consuming as an Australian Education. Less centralized services and wider training opportunities should be considered and promoted.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council endorse the response to the Inquiry into Provision of general practitioner and related primary health services to outer metropolitan, rural and regional Australians.

### **COUNCIL RESOLUTION**

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Trenfield

That Council endorse the response to the Inquiry into Provision of general practitioner and related primary health services to outer metropolitan, rural and regional Australians.

CARRIED 4/0

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### 14.2 Pensioner Rebates for Commercial and Farming Properties

Applicant:	Shire of Yalgoo
Date:	17/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council determine the rates rebate applied to commercial and farming properties occupied by pensioners.

#### **COMMENT**

Councils grant pensioner rebates to owner occupiers based on concession status and other eligibility requirements, as evidenced by cards held by the applicant in accordance with the Rates and Charges (Rebates and Deferments) act 1992.

Under the Act Senior Card holders receive a 25% rebate capped at \$100. A 50% rebate, capped at \$750, is also applicable for people who have a Senior Card and a Commonwealth Seniors Card or a Pensioner Concession Card or a State Concession Card.

Where a property is used for commercial purposes there is the potential that rates and charges are already eligible as a tax deduction for a business tax return. Also generally speaking the purpose of a pension fund or scheme is to provide income after you finish work or retire which is why the Department of Finance describes the concessional arrangements as being targeted at residential property owned and occupied by pensioners and seniors.

Section 28(2) of the Rates and Charges (Rebates and Deferments) Act 1992 provides that:

Where although land is used as the ordinary place of residence of an applicant or registered person it is not the sole use of that land, the administrative authority may apportion the prescribed charge, and any rebate allowable, according to —

- (a) the extent to which the land is so used as a place of residence; and
- (b) any other use,

on a basis proportionate to the respective uses.

The Concessions on Commercial and Farming Properties Occupied by Pensioners' section of the procedure manual (described by the Act) provides five options to arrive at a solution for the granting of a pensioner concession in these circumstances.

1. Grant no concession
2. Grant a proportionate rebate based on the area used for residential purposes against that used for commercial or farm (income generating) purposes.
3. Grant a proportionate rebate by applying an arbitrary curtilage of two hectares in respect of the residential component of the rated property.
4. Grant a concession based on a minimum rate or valuation based irrespective of property size.

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5. Grant a concession based on the total rates levied against the property.

In the context of the Yalgoo Shire Pastoral Leases have a defined purpose being:

- a) the commercial grazing of livestock such as sheep, cattle and goats on native vegetation,
- b) agricultural, horticultural or other supplementary uses of land inseparable from, essential to, or normally carried out in conjunction with the grazing of authorized stock, including the production of stock feed
- c) activities ancillary to the activities mentioned in paragraphs (a) and (b).

The Pastoral Lands Board may also approve other activities of a commercial nature.

In light of the commercial definition of a pastoral lease it is not considered prudent to provide a full pensioner rebate in respect to this type of land. It is also likely that the Shire would be required to expend the rebate and not be able to seek any significant amount from the Office of State Revenue as shown by the following calculation based on options 2 & 3.

$$\frac{\text{Area used for residential purposes only (ha)}}{\text{Total area of the property (ha)}} \times \text{Rates Levied (\$)}$$

For example if the rates levied are \$5000 and the total property area is 200,000ha and the area used for residential purposes is 5ha the rates on which a concession would be applied is as follows:

$$\frac{5}{200000} \times 5000 = \$0.125$$

For the full 50% rebate the amount to be claimed from the Office of State Revenue would be 6.25c

Council may consider the other options and for example grant the rebate based on the \$290 minimum rate.

Due to the limited residential nature of pastoral stations it is considered appropriate that Council adopt option 1 and grant no concession for Commercial and Farming Properties. Pastoral Leases receive a UV or Unimproved Value Valuation which does not include the value of homes or other structures and improvements.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Rates and Charges (Rebates and Deferments) Act 1992

### **POLICY/FINANCIAL IMPLCATIONS**

To inform Rating Policy Review

### **VOTING REQUIREMENT**

Absolute Majority

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### OFFICERS RECOMMENDATION

That Council grants no rates concession for Commercial and Farming Properties Occupied by Pensioners.

### COUNCIL RESOLUTION

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

That Council grants no rates concession for Commercial and Farming Properties Occupied by Pensioners.

CARRIED 4/0

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### 14.3 Submission on Draft SPP 2.9 Planning for Water

Applicant:	Shire of Yalgoo
Date:	18/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	Letter received from the State Planning Commission

#### **SUMMARY**

That Council endorse the following public comment regarding the State Planning Policy Draft 2.9 Planning for Water and its associated guidelines.

#### **COMMENT**

The Western Australian Planning Commission has released a draft State Planning Policy 2.9 Planning for Water and Draft Planning for Water Guidelines for public comment.

The Policy and guidelines can be viewed on the following link:

<https://consultation.dplh.wa.gov.au/policy/draft-state-planning-policy-2-9-planning-for-water/>

#### **Response to the WAPC SPP2.9 Planning for Water Draft**

While this draft policy provides good guidance for future local planning scheme amendments it is essentially toothless with regards to mining development within the Shire of Yalgoo and further widens the different requirements between the mining industry and any other development. Mining companies under separate legislation clear vast amounts of land and in some situations utilise vast amounts of groundwater or pump heavily saline groundwater into natural surface water courses.

It is also interesting that the State is pursuing new policy to Protect Public Health and the long-term supply of good quality and affordable drinking water when the Department of Health still provides an exemption for Drinking Water Guidelines to Water Corporation in this region and some communities still require bottled water to be trucked in.

This Policy is another example of the one size fits all approach of the State Government requiring a low impact pastoralist to meet the same development standards and outlay a similar cost to a subdivision developer in an outer metropolitan area.

The Shire of Yalgoo will require, and have to meet the cost, of a planning scheme amendment or new local planning policies under this policy when adopted as:

“SPP 2.9 states that local planning schemes or/and local planning policies should specify instances where the construction of dams, crossings and rural drains are exempt from development approval. The construction of dams, crossings and rural drains and associated clearing/ site works constitutes development under the Planning and Development Act 2005. As such, development approval may be required, unless exemption is provided through the provisions of the local planning scheme and/or local planning policy.”

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This becomes particularly problematic when the Shire of Yalgoo does not agree with the guidelines. On page 38 the Draft SPP 2.9 Planning for Water Guidelines posits the following for Dams, crossings and rural drains:

“Dams, crossings and rural drains should maintain the natural flow and ecology of waterways and wetlands allowing for the passage of aquatic fauna. This will minimise the risk of fragmenting aquatic fauna populations, restricting migration to breeding grounds, limiting available habitat or causing the local extinction of aquatic fauna.”

We believe that this position should be re-evaluated as the definition of Dam is a barrier that stops or restricts the flow of surface water or underground streams. Natural flow of water also changes over time due to weather and fluid dynamics. It may be more appropriate to just elaborate on the second premise of maintaining the ecology and passage of aquatic fauna.

Another Local Government responsibility under the Policy is the provision of advice on proposals for on-site wastewater management including health and hydraulic loading matters, including where required, the adequacy of a SSE. This leads to our disagreement with the policies strong general approach for reticulated sewerage. While it gives some “instances” where reticulated sewerage is not appropriate and references the SPP 2.5 Rural Planning it can clearly be seen that the State Government is looking to further impose reticulated sewerage wherever it can.

Local governments and their ratepayers through a service provider like Water Corporation may be required to pay significant costs should a new development be deemed to require reticulated sewerage. With advances in on-site wastewater disposal technologies these guidelines turn wastewater into another major hurdle for any type of significant development in a small country town. Significant legislation and overlap already exists for the installation of wastewater systems between local governments and the Department of Health to which mine sites do have to comply, however assessments and costs associated with this policy will have to be met for much smaller developments in country towns.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

**OFFICERS RECOMMENDATION**

That Council endorse the response to the Western Australian Planning Commission's Draft State Planning Policy 2.9 Planning for Water.

**COUNCIL RESOLUTION**

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

That Council endorse the response to the Western Australian Planning Commission's Draft State Planning Policy 2.9 Planning for Water.

CARRIED 4/0

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### 14.4 Road Closure of Narloo-Yuin Road and Narloo-Tardie Road

Applicant:	Shire of Yalgoo
Date:	18/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council considers ceasing to maintain the Narloo-Yuin Road and Narloo-Tardie Road and does not describe them as public roads.

#### **COMMENT**

A request was presented to Council at the May 2021 Ordinary meeting to consider the closure of the Narloo-Yuin Road and Narloo-Tardie Road. A process was put forward to assess this and further information was sought on the status of the roads and any road reserves. While attempting to obtain this information from Landgate it was noted that the roads were not included in the mapping of a Consent Determination of Native Title that relates to some of the land surrounding the roads.

Civic Legal is representing the Shire of Yalgoo as a party to the Mullewa Wadjari Native Title Claim and in discussing this point with the State Solicitors Office the position of the State was that the Narloo-Yuin and Narloo-Tardie Roads are not public roads since they have not been gazetted and at present there is no identifiable tenure over the roads.

The Narloo-Yuin and Narloo-Tardie roads being discovered as not being dedicated as public roads means that the Shire of Yalgoo is not required to take care of, control or manage those roads under section 3.53 of the Local Government Act 1995 and section 55 of the Land Administration Act 1997.

As the Shire is not obliged to maintain the roads Council is requested to consider simply ceasing to incur the expense of maintaining them in the future and removing them from the Shires Policies and road database. No application would be necessary to another agency and this would support the actions taken towards the Native Title Consent Determination as well as the application received from the neighbouring property to close the road.

If Council wishes to continue maintaining the roads the Shire would likely be required to negotiate an Indigenous Land Use Agreement with the native title holders and apply to the Minister to dedicate the areas outside the claim as a public road.

Ongoing work is being conducted by administration to determine the status of other roads that do not exist in a gazetted road reserve.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Land Administration Act 1997

**POLICY/FINANCIAL IMPLCATIONS**

NIL

**VOTING REQUIREMENT**

Absolute Majority

**OFFICERS RECOMMENDATION**

That Council:

1. adopts the removal of Narloo-Yuin Road and Narloo-Tardie Road from Works and Services Policy 13.3 Road Asset Management Priorities;
2. authorises the removal of any road signage on the Narloo-Yuin Road and Narloo-Tardie Road; and
3. notifies Main Roads Western Australia that Narloo-Yuin Road and Narloo-Tradie Road should not be recorded in their state database as a public road.

**COUNCIL RESOLUTION**

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

That Council:

1. adopts the removal of Narloo-Yuin Road and Narloo-Tardie Road from Works and Services Policy 13.3 Road Asset Management Priorities;
2. authorises the removal of any road signage on the Narloo-Yuin Road and Narloo-Tardie Road; and
3. notifies Main Roads Western Australia that Narloo-Yuin Road and Narloo-Tradie Road should not be recorded in their state database as a public road.

CARRIED 4/0

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### 14.5 Customer Service Charter

Applicant:	Shire of Yalgoo
Date:	19/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council adopts the attached customer service charter for the Shire of Yalgoo.

#### **COMMENT**

The Shire of Yalgoo receives little feedback by way of formal complaints or general feedback likely due to the small population and laid back rural nature of its residents.

So that we can continue to improve service provision to the community administration conducted an internal review of customer service attitudes alongside this years performance reviews.

This years draft budget includes allowances for the following key projects to improve customer service:

Transition the Shires phones across to a VOIP system – With administrations fiber connection to the telecommunications exchange sufficient capacity exists to replace the copper line cycling technology and messaging system that existed prior to the installation of the mobile phone tower. Administration has operated for over a year now on a cloud based Azure system with very little down time. This type of system will also allow for easy transferring and communication between officers who are not on site such as the caravan park, depot and arts centre.

New modules and a renewal of the Shires Website – Administration is considering a road closure module as well as extra training so that all of the advertising and documentation that is legislatively required is up to date. Improvements will also be made to the information displayed for travelers and users of the caravan park. The Shire has successfully rolled out online bookings for the chalets at the caravan park which has resulted in operational improvements.

Increased road and facility signage – Direction and condition signage improvements will result in easier wayfinding to Shire facilities and throughout the Shire. Road condition warnings may allow for less road closures.

Display Board and Yalgoo Bulldust – The new administration display board has arrived and it will be installed alongside access and garden improvements outside the Shire Office. We aim to regularly include bulldust type information on the renewed website more regularly than the quarterly printed copy and tie this information to our growing social media presence.

**Customer Service Charter**

**Shire of Yalgoo**

For all compliments, suggestions, concerns or complaints please contact the Shire of Yalgoo Chief Executive Officer

Telephone (08) 9962 8042

Email [pa@yalgoo.wa.gov.au](mailto:pa@yalgoo.wa.gov.au)

Post or in person

37 Gibbons Street

Yalgoo WA 6635

Monday to Friday 9:00am to 4:00pm

The Shire of Yalgoo is committed to continuing to review our service provision to ensure ongoing effectiveness and efficiency. We believe strongly in accountability and encourage feedback on how our services can be improved for all users.

We are committed to:

- Respond to your enquiries promptly
- Treat all customers with courtesy, respect and fairness
- Deal with enquires and complaints fairly and professionally
- Keep you informed and provide non confidential information when requested in accessible formats
- Provide informative local knowledge and seek advice

For written and email correspondence we will acknowledge correspondence or provide a written or email reply within 5 working days.

For complex matters we will advise on a timeline and make sure the officer with which you are dealing provides a name and contact details.

We will answer all phone calls and return telephone messages by the end of the next working day.

We will welcome and acknowledge you within 2 minutes of arrival at the Shires Administration Officer.

Our reception areas will be clean and tidy, smoke free safe environments.

You can help us to meet our commitment to you by:

- Treating our staff with courtesy and respect

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- Being open and honest in your dealings with us and provide accurate information
- Letting us know when things change such as your address or contact details
- Providing us with feedback
- Make an appointment for a complex enquiry
- Follow the general directions or rules at all Shire Facilities including COVID-19 SafeWA check-ins

### Complaints

A complaint is an expression of dissatisfaction with a decision, level or quality of service or behaviour of an employee or agent which can be investigated and acted upon where no right of appeal or review is available under any other legislation

Where a matter cannot be directly addressed or referred the complainant will be provided with a copy of the Shires Complaints Policy and informed of the timeline which will apply.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Absolute Majority

### **OFFICERS RECOMMENDATION**

That Council adopts the Customer Service Charter as presented.

### **COUNCIL RESOLUTION**

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

That Council adopts the Customer Service Charter as presented.

CARRIED 4/0

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### 14.6 Yalgoo Mining Forum

Applicant:	Shire of Yalgoo
Date:	20/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council receive the CEOs report on the second annual Yalgoo Mining Forum.

#### **COMMENT**

An invite will go out this week for the Shires second Mining Forum. It will be located at the Thundelarra Station so that mine operators can view what the region has to offer for travelers.

The date has been set for Thursday 30<sup>th</sup> September 2021 and all Councillors are invited to attend.

Last years forum was well attended and provides an opportunity for active mining companies and advancing projects to present on their company's activity and network with other mines in the region. The Forum will commence at 10am and companies and the Shire will have the opportunity to present on their current projects and activities. The aim of the forum is to encourage communication between the local government and mining companies and also provide an opportunity for networking in a non commercial setting.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

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

NIL

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICERS RECOMMENDATION**

That Council receive the CEOs report on the upcoming Yalgoo Mining Forum.

#### **COUNCIL RESOLUTION**

Moved: Cr Tamisha Hodder

Seconded: Cr Gail Simpson

That Council receive the CEOs report on the upcoming Yalgoo Mining Forum.

CARRIED 4/0

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### 14.7 Concern with the current condition of State Highways

Applicant:	Shire of Yalgoo
Date:	20/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council authorize the CEO to write to the Honourable Rita Saffioti Minister for Transport and Planning expressing our concerns with the current state of Geraldton-Mt Magnet Highway and Great Northern Highway.

#### **COMMENT**

There are areas within the Shire of Yalgoo and also importantly sections of road that connect the region to primary services in Perth and Geraldton which have been severely impacted this year due to unusual wet weather and a significant increase in heavy vehicle traffic. These roads are also yet to see the seasonal agricultural truck traffic from what looks to be a bumper year for WA crops.

Main Road Western Australia traffic counters between Pindar and Mullewa show a 100% increase or doubling of traffic since 2017. This year the 508 vehicle movements comprised of 61.4% trucks.

The placement of MRWA traffic counters around Yalgoo has been problematic with different locations over the past 5 years. One dataset to the West of town exists from 2019 and all others exclude a combination of traffic from Yalgoo-Ningham Road, Morawa-Yalgoo Road, the fuel pull in bay and Yalgoo North Road. Mt Magnet traffic from 2020/21 shows a 50% increase from previous years. Counts in Wubin for Great Northern Highway have increased 55% over the past 5 years.

Apart from the significant increase in traffic there are numerous anecdotal reports of unsafe overtaking on closed white lines as there are no or limited overtaking lanes on these sections of highway. These situations not only include light vehicles overtaking trucks but heavy vehicles overtaking heavy vehicles.

Almost every floodway and many other sections of these highways are coming apart with vast amounts of pothole damage. With the increase in mining activity and royalties it is imperative that the State Government ensures adequate maintenance and faster capital renewal of these roads that are vital to mining royalty income in not just the Mid West Region but the whole of Western Australia.

The Shire is aware of MRWA increasing the provision of toilets and rest bays on Great Northern Highway but would also like to discuss or be made aware of funding opportunities for more heavy vehicle infrastructure along the 200km from Mt Magnet to Pindar on the Geraldton-Mt Magnet Hwy.

The MRWA travel map has shown for a number of months that extreme caution is advised on large sections of both of these highways and that crews are attending. With the significant heavy vehicle traffic it is unlikely that any patchwork will

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significantly increase the usable life of the road and future wet weather, that has not been common in this region for decades, was likely not planned for in the design of these regions roads.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council authorise the CEO to write to the Minister for Transport and Planning expressing the Councils concerns with increased heavy vehicle traffic in the Mid West Region.

### **COUNCIL RESOLUTION**

Moved: Cr Gail Simpson

Seconded: Cr Raul Valenzuela

That Council authorise the CEO to write to the Minister for Transport and Planning expressing the Councils concerns with increase heavy vehicle traffic in the Mid West Region.

CARRIED 4/0

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### 14.8 Mount Gibson Shine Project Road Use Extension

Applicant:	Shire of Yalgoo
Date:	20/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council

#### **COMMENT**

At a Special Meeting on the 14<sup>th</sup> June 2021 Council resolved the following.

#### **COUNCIL RESOLUTION**

##### **Request for Road Use Agreement between the Shire of Yalgoo and Mount Gibson Mining Limited**

That Council:

1. Accept in principle the Shine Iron Ore Project - Proposal for Road Access put forward by Mount Gibson Mining and will provide comment on any sections discussed or where a differing view is held by Council;
2. Approve Mount Gibson Mining Limited's CA07 application for a 3 month term in line with the payment arrangements in the proposal until a Road Use Agreement can be returned to Council for consideration (the Shires template Road Use Agreement as attached will be provided as a starting point);
3. The 3 month term of road owners permission (CA07 Letter) will start upon execution of the Pre-Work Agreement in point (4) with adequate traffic management to the satisfaction of the Shire.
4. Delegate to the CEO the negotiation and acceptance of a Pre-Work Agreement between Mount Gibson Mining Limited and the Shire of Yalgoo inclusive of Insurance, Bank Guarantee, Traffic Management and Pre-Work on Yalgoo-Ninghan Road;
5. Authorise the signing and sealing of the Agreement described in point (3) by the Shire President and Chief Executive Officer.

Moved: Cr Raul Valenzuela    Seconded: Cr Gail Trenfield    Third: Cr Tamisha Hodder

**Motion put and carried: 5/0**

As the 3 month term since the road agreement was executed is due MGM have requested an extension to the end of October of the current arrangement. If a road use agreement document is provided in September this will allow the Shire to assess it prior to the October Council Meeting.

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The Mount Gibson Shine Project have provided haulage amounts for June and July.

Boral have been unable to complete sealing works on Yalgoo-Ninghan Road due to the road containing too much moisture. A two week window of good weather is required to complete the work and they hope to have it completed in September.

With regards to the Road Use Agreement Mount Gibson have indicated the following:

A document of key terms is still being finalised by Mt Gibson and some work is ongoing in collecting the costs for the road widening pre works, particularly given the weather delays. Preliminary work has begun on the Shire's pro forma Agreement itself.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council approves an extension of Mount Gibson Mining's CA07 permission to operate on Yalgoo-Ninghan Road until the 29<sup>th</sup> October 2021 while road works and an agreement are finalised.

### **COUNCIL RESOLUTION**

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

That Council approves an extension of Mount Gibson Mining's CA07 permission to operate on Yalgoo-Ninghan Road until the 29<sup>th</sup> October 2021 while road works and an agreement are finalised.

CARRIED 4/0

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### 14.9 Formal Submission to the 2021 Regional Telecommunications Review

Applicant:	Shire of Yalgoo
Date:	22/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council endorse the CEOs response to the 2021 Regional Telecommunications Review.

#### **COMMENT**

Submission to the 2021 Regional Telecommunications Review

It was good to see the utilisation of online meeting technology during this year's consultation. For the individual submission format, it worked well and highlighted that these types of services, when usable, are a fantastic alternative to long hours of regional travel.

The Shire of Yalgoo, along with its ratepayers and many other local governments, believe that Telstra is extremely difficult to co-ordinate with and contact. Comments during the consultation from Telstra, that infrastructure faults should be raised with political representatives of the region, are ludicrous. Most other utility bodies such as Water Corporation, Western Power or Horizon Power all have representatives that make regular contact with local government. This is on top of those services taking faults, local knowledge and reports on widespread issues seriously.

When local governments report known issues with a phone exchange or tower to Telstra, the most common response is asking whether we have tried to turn our handset off and on again. Fault call wait times are often extremely long, especially considering the one mobile phone tower for 50km may not be working. Suggestions to improve this would be a State based case manager for damage or faults rather than being bounced between overseas and Queensland offices.

The inability to co-ordinate with Telstra or other telecommunications companies creates complications during disasters and emergency situations (an example most recently was after Cyclone Seroja this year). Simple power or access issues could be more easily cleared up if there were known contacts and better coordination. There is a clear disconnect between combat agencies and telecommunications utility providers.

Capacity of the mobile network is another concern locally. Vehicle numbers along Great Northern Highway have increased 50% in the past 3 years since the introduction of some mobile towers. There is very limited stakeholder engagement with Telstra who are a monopoly in regional Australia. We do not know if towers at mine sites will be decommissioned when the mines transition to care and maintenance as it is impossible to know who to ask. Local Governments should not hold responsibility for telecommunications. Easier pathways should exist to report and request information related to key infrastructure, such as the addition and

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removal of mine site towers that may be relied on by emergency service workers. Conversely being able to more easily report network faults, particularly when local governments receive multiple reports should have an easier process.

With a large influx of regional travelers due to COVID-19 limiting other travel, there is extremely limited education on how the mobile network operates. More education is required so that people are encouraged to look at coverage maps when planning trips. It is sometimes difficult to find coverage maps for smaller operators. In an emergency people panic and do not think clearly. There should be a campaign to explain that even though your non-Telstra phone has no bars/signal you may still be able to make a 000 call through another carriers tower. Older phones used to display "Emergency Calls Only" which may no longer be standardised across smart phones. The limited coverage by other service providers in no way helps with serious but non-life threatening situations like car breakdowns that result in a waste of emergency responders time.

It has been seen regionally that there is a lack of diversity in power systems and backup systems for exchanges and mobile towers. New Water Corporation systems from Meekatharra to Sandstone have Grid, Solar and Diesel backup.

There is a significant lack of network resilience. Exchanges are historically single town to town connections. When one link in the chain is damaged or without power there appears to be no option to reroute through another area. Again, this was proven with Cyclone Seroja.

Lastly we are concerned that switching off 3G in fringe areas or areas reliant on a single tower will reduce the coverage area. A smaller area throughout Yalgoo is unlikely to impact a number of system users but it could reduce coverage of roads which in the past has been a significant consideration for receiving blackspot funding.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

**OFFICERS RECOMMENDATION**

That Council endorse the CEOs response to the 2021 Regional Telecommunications Review.

**COUNCIL RESOLUTION**

Moved: Cr Gail Simpson

Seconded: Cr Tamisha Hodder

That Council endorse the CEOs response to the 2021 Regional Telecommunications Review.

CARRIED 4/0

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### 14.10 Adoption of Annual Budget

Applicant:	Shire of Yalgoo
Date:	23/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council consider applying for an extension of time for the adoption of the 2021/22 Annual Budget.

#### **COMMENT**

At the time of writing this report the Shire of Yalgoo has not received a response from the Minister or Department of Local Government with regards to its application to impose differential rates that was submitted in July 2021.

All local governments are required to adopt an annual budget in accordance with Part 6, Division 2 of the Local Government Act 1995, Part 3 of the Local Government (Financial Management) Regulations 1996, Australian Accounting Standards (AASB) and the Australian Accounting Standards Board Interpretations (AASBI).

Section 6.2(1) of the Local Government Act 1995 requires a local government to prepare and adopt a budget for its municipal fund between 1 June in a financial year and 31 August in the next financial year, or such extended time as the Minister allows.

Upon receiving approval administration aims to have a complete annual budget ready for adoption before the end of the month however a small amount of time is requested as contingency especially if we are unable to convene a special meeting before the 31<sup>st</sup> August.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

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

NIL

#### **VOTING REQUIREMENT**

Simple Majority

## OFFICERS RECOMMENDATION

That Council apply for an extension of time for the adoption of the 2021/22 Annual Budget from the Minister in accordance with section 6.2(1) of the Local Government Act 1995 to the 10<sup>th</sup> September 2021.

### COUNCIL RESOLUTION

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

That Council apply for an extension of time for the adoption of the 2021/22 Annual Budget from the Minister in accordance with section 6.2(1) of the Local Government Act 1995 to the 10<sup>th</sup> September 2021.

CARRIED 4/0

## 15 NOTICE OF MOTIONS

NIL

## 16 URGENT BUSINESS

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

### COUNCIL RESOLUTION

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

That Council move behind closed doors to discuss the items in section 17 as they have been identified as relating to s5.23(2) Subsection/s (e).

CARRIED 4/0

### 17.1 Gascoyne Resources CA07 Application – Yalgoo North Road to Dalgaringa

Applicant:	Shire of Yalgoo
Date:	22/08/2021
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	CA07 Application and Proposal

## OFFICERS RECOMMENDATION

That Council provide in-principal support to the Restricted Access Vehicle Application received from Gascoyne Resources.

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### COUNCIL RESOLUTION

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

That Council provide in-principal support to the Restricted Access Vehicle Application received from Gascoyne Resources.

CARRIED 3/1

### COUNCIL RESOLUTION

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

That Council move out from behind closed doors.

CARRIED 4/0

EA Diane Hodder and Paynes Find community members returned to the meeting at 12:43 pm.

### **18 NEXT MEETING**

The next Ordinary Meeting of Council is due to be held in the Council Chambers, Gibbons Street Yalgoo on Friday 24 September commencing at 10.00 am.

### **19 MEETING CLOSURE**

There being no further business the Shire President declared the Ordinary meeting closed at 12.45pm

**PUBLIC QUESTION TIME - FOR INFORMATION pm. PROPOSES ONLY**

The Shire of Yalgoo welcomes community participation during public question time of Council Meetings. The following is a summary of s5.24 of the Local Government Act 1995, the Local Government (Administration) Regulations 1996 and Shire Policy, to provide a guide for public question time.

To enable a prompt and detailed response to questions, members of the public are requested to lodge questions in writing to the Chief Executive Officer at least two days prior to a Council meeting. This can be done:

- a. In person at the Shire of Yalgoo Office, 37 Gibbons St, Yalgoo
- b. By emailing the Executive Support Officer pa@yalgoo.wa.gov.au
- c. By phoning the Executive Support Officer (08) 9962 8042

When registering a question members of the public will be required to provide the following for record keeping and response:

- a. Name, Address, Contact Number and Name of Organisation representing (if any)
- b. A written copy of the question to be asked at Public Question Time

It is recommended to arrive at the Council Meeting 15 minutes to commencement if you have not registered a question in advance.

The presiding Member will open Public Question Time where appropriate and, if necessary, provide a brief summary of the rules, regulations and procedures of Public Question Time.

1. The person asking the question is to state their name prior to asking the question.
2. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
3. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
4. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
5. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.

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6. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
7. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
8. The priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
9. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
10. There are circumstances where it may be necessary to place limits on the asking of questions to enable all members of the public a fair and equitable opportunity to participate in Public Question Time. In these events the Presiding Member will apply the most appropriate limit for the circumstance. Generally each member of the public shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
11. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask further questions (with necessary limits in place as discussed above if required) until the initial period for Public Question Time has expired.
12. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.
13. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
14. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).

**MATTERS FOR WHICH THE MEETING MAY BE CLOSED- FOR INFORMATION PURPOSES ONLY**

Councillors are obliged to maintain the confidentiality of matters discussed when the meeting is closed.

The following legislative extracts were downloaded from [www.legislation.wa.gov.au](http://www.legislation.wa.gov.au) on 7 July 2021.

**Local Government Act 1995**

**s5.23. Meetings generally open to the public**

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

—

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

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

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
  - (i) a trade secret; or
  - (ii) information that has a commercial value to a person; or
  - (iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government; and

- (f) a matter that if disclosed, could be reasonably expected to —

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- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
  - (ii) endanger the security of the local government's property; or
  - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
- and
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

### **s5.92 Access to information by council, committee members**

- (1) A person who is a council member or a committee member can have access to any information held by the local government that is relevant to the performance by the person of any of his or her functions under this Act or under any other written law.
- (2) Without limiting subsection (1), a council member can have access to —
  - (a) all written contracts entered into by the local government; and
  - (b) all documents relating to written contracts proposed to be entered into by the local government.

### **s5.93. Improper use of information**

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

- (a) to gain directly or indirectly an advantage for the person or any other person; or
- (b) to cause detriment to the local government or any other person. Penalty: \$10 000 or imprisonment for 2 years.

## **Local Government (Model Code of Conduct) Regulations 2021**

### **s.21 Disclosure of Information**

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(1) In this clause —

**closed meeting** means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

**confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

**document** includes a part of a document;

**non-confidential document** means a document that is not a confidential document.

(2) A council member must not disclose information that the council member —

(a) derived from a confidential document; or

(b) acquired at a closed meeting other than information derived from a non-confidential document.

(3) Subclause (2) does not prevent a council member from disclosing information —

(a) at a closed meeting; or

(b) to the extent specified by the council and subject to such other conditions as the council determines; or

(c) that is already in the public domain; or

(d) to an officer of the Department; or

(e) to the Minister; or

(f) to a legal practitioner for the purpose of obtaining legal advice; or

(g) if the disclosure is required or permitted by law.

### ATTENDANCE - FOR INFORMATION PURPOSES ONLY

#### Local Government Act 1995

#### S2.25 Disqualification for failure to attend meetings

(1) A council may, by resolution, grant leave of absence, to a member.

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- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
  - (a) a meeting that has concluded; or
  - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2 month period.
- (5A) If a council holds 3 or more ordinary meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.
- (5) The non attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council —
  - (a) if no meeting of the council at which a quorum is present is actually held on that day; or
  - (b) if the non attendance occurs —
    - (i) while the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5); or
    - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
    - (iiia) while the member is suspended under section 5.117(1)(a)(iv) or Part 8; or
    - (iii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.
- (6) A member who before the commencement of the Local Government Amendment Act 2009 section 5 was granted leave during an ordinary meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.

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### **Urgent Business**

General business will not be admitted to Council. In cases of urgency or other special circumstances, where a matter cannot or should not be deferred until the next meeting, urgent items may, with the consent of a majority of Elected Members present, be heard and dealt with. Any such business shall be in the form of a clear motion, and the President may require such a motion to be written and signed by the Councillor or officer proposing the motion or recommendation.

### **Deputations**

Persons wishing to appear before Council or a Committee as a deputation should apply to the CEO at least one week before the date of the meeting, specifying the purpose of the deputation and the number of persons in the deputation. Deputations may be permitted at the discretion of the Presiding Member or by a resolution of the Council or Committee (as the case may not be). Not more than two members of a deputation may address the Council or Committee, except to answer questions from members of the Council or Committee.

A motion was mover by Cr\_\_\_\_\_ and seconded by Cr\_\_\_\_\_ to adjourn the meeting for lunch/a break and to reconvene at \_\_\_\_\_am/pm