



SHIRE OF YALGOO

AGENDA

For the Ordinary Council Meeting

To be held on the 2nd July 2025

Notice of Meeting

The next Ordinary Council Meeting for the Shire of Yalgoo will be held on Wednesday 2nd July 2025 in the Council Chambers, 37 Gibbons Street Yalgoo, commencing at 10:30am.



Ian Holland

CHIEF EXECUTIVE OFFICER

1st July 2025

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.

Contents

1	DECLARATION OF OPENING	4
2	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE.....	4
3	DISCLOSURE OF INTERESTS	4
4	PUBLIC QUESTION TIME	5
5	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	5
6	NOTICE OF MATTERS TO BE DISCUSSED BEHIND CLOSED DOORS	5
7	APPLICATIONS FOR LEAVE OF ABSENCE	5
8	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED	5
9	CONFIRMATION OF MINUTES.....	5
9.1	Minutes of the Ordinary Council Meeting – 4 th June 2025	5
10	MINUTES OF COMMITTEE MEETINGS	5
11	TECHNICAL REPORTS.....	6
11.1	CAPITAL PROGRESS REPORT	6
11.2	TECHNICAL SERVICES REPORT	9
12	DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS	11
13	FINANCIAL REPORTS	11
13.1	LIST OF ACCOUNTS	11
13.2	INVESTMENT REPORT.....	13
13.3	MONTHLY FINANCIAL STATEMENTS.....	15
13.4	BUDGET CONSIDERATIONS 2025-2026.....	17
13.5	FEES AND CHARGES 2025-2026	19
14.1	GENERAL REPORT	21
14.2	Communication Agreement Consultation.....	23
14.3	Conduct of the 2025 Ordinary October Local Government Election	24
14.4	Paynes Find State Battery Museum.....	25
14.5	Appointment of Presiding Members for Committee's	26
14.6	Review of Delegations Register	27
14.7	RATES WRITE OFF – TENEMENT DEATH.....	28
15	NOTICE OF MOTIONS	29
16	URGENT BUSINESS	29
17	MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	29
17.1	Jokers Tunnel – Objection before the Wardens Court	29
18	NEXT MEETING	29
		2

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

19	MEETING CLOSURE.....	29
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Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

1 DECLARATION OF OPENING

The Shire President welcomed those in attendance and declared the meeting open at

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

In accordance with section 14 of the Local Government (Administration) Regulations 1996 “Meetings held by electronic means in public health emergency or state of emergency (Act s. 5.25(1)(ba))”, the President to declare that this Meeting may take place via instantaneous communication. All Councillors and staff are to be available either via telephone (teleconference) or in person.

President

Deputy President

Councillors

APOLOGIES

LEAVE OF ABSENCE

3 DISCLOSURE OF INTERESTS

Councillors and Officers are reminded of the requirements of s5.65 of the Local Government Act 1995, to verbally disclose any interest during the meeting before the matter is discussed or to provide in writing the nature of the interest to the CEO before the meeting.

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

4 PUBLIC QUESTION TIME

REPONSES TO QUESTIONS TAKEN ON NOTICE

QUESTIONS TAKEN WITHOUT NOTICE

5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

6 NOTICE OF MATTERS TO BE DISCUSSED BEHIND CLOSED DOORS

7 APPLICATIONS FOR LEAVE OF ABSENCE

8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

9 CONFIRMATION OF MINUTES

9.1 Minutes of the Ordinary Council Meeting – 4th June 2025

OFFICERS RECOMMENDATION

That the minutes of the Council Meeting held on the 4th June 2025, as attached, be confirmed as a true and correct record.

10 MINUTES OF COMMITTEE MEETINGS

11 TECHNICAL REPORTS

11.1 CAPITAL PROGRESS REPORT

Applicant:	Shire of Yalgoo
Date:	23 June 2025
Reporting Officer:	Glenn Boyes
Disclosure of Interest:	NIL
Attachments:	Capital Expenditure Report

SUMMARY

To receive the Progress Report on the 2024/25 Capital Works Program to 31 May 2025.

BACKGROUND

The Shire in its 2024/2025 Annual Budget has allocated the sum of \$4,828,158 for the acquisition of capital assets and the undertaking of infrastructure works.

COMMENT

The Capital Projects detailed in the attached report are projects incorporated in the 2024/2025 Annual Budget.

STATUTORY ENVIRONMENT

NIL

POLICY/FINANCIAL IMPLICATIONS

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 May 2025.

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

(a) Land and Buildings

	Annual Budget	YTD Budget	YTD Actual	Var	Progress
	\$	\$	\$	\$	%
Town Hall	300,000	300,000	190,356	(109,644)	63%
Other Recreation Land	50,000	45,833	35,734	(10,099)	71%
Railway Station	45,000	41,250	52,427	11,177	117%
Works Depot	0	0	64,831	64,831	N/A
Depot Storage Shed	50,000	45,833	0	(45,833)	0%
Economic Development Building	500,000	500,000	0	(500,000)	0%
Paynes Find Community Centre	0	0	97	97	N/A
Staff Housing	0	0	24,820	24,820	N/A
Museum and Gaol	0	0	749	749	N/A
Caravan Park	0	0	2,220	2,220	N/A
Mens Shed	0	0	187	187	N/A
Water Park	0	0	187	187	N/A
Arts Centre	0	0	178	178	N/A
Yalgoo Airstrip	0	0	68	68	N/A
	945,000	932,916	371,855		

(b) Plant and Equipment

DFES Tank	55,000	55,000	57,088	2,088	104%
Law, Order and Public Safety Equipment	250,000	250,000	0	(250,000)	0%
Grader	450,000	450,000	0	(450,000)	0%
Box Top Trailer	10,000	10,000	0	(10,000)	0%
Satellite Phones and Vehicle Tracking	10,000	10,000	4,724	(5,276)	47%
2 x Cranes	15,000	15,000	0	(15,000)	0%
Drop Deck Float	150,000	150,000	0	(150,000)	0%
Pole Mounted Camera	20,000	20,000	0	(20,000)	0%
Slasher with Catcher	35,000	35,000	31,045	(3,955)	89%
Other Plant and Equipment	60,000	60,000	0	(60,000)	0%
RAV 4 Replacement	70,000	70,000	0	(70,000)	0%
Motor Vehicle	50,000	50,000	0	(50,000)	0%
Computer Systems Upgrades	135,000	135,000	0	(135,000)	0%
Conference Equipment	35,000	35,000	0	(35,000)	0%
External Monitor Display	25,000	25,000	0	(25,000)	0%
	1,370,000	1,370,000	92,857		

(c) Furniture and Equipment

No allocated budget	0	0	0	0	N/A
	0	0	0		

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

(d) Road Infrastructure

	Annual Budget	YTD Budget	YTD Actual	Var	Progress
	\$	\$	\$	\$	%
Piesse St	100,000	99,999	18,520	(81,479)	19%
Paynes Find Town Rd	150,000	150,000	150,000	0	100%
LRCI - Yalgoo Ninghan Rd	592,977	592,977	72,791	(520,186)	12%
LRCI - Morawa - Yalgoo Rd	60,000	60,000	0	(60,000)	0%
Jokers Mine Rd	40,000	39,999	0	(39,999)	0%
Other Road Construction - Council Funded	142,159	80,066	100,733	20,667	71%
Roads to Recovery	664,022	664,022	16,420	(647,602)	2%
Regional Roads Group	450,000	450,000	736	(449,264)	0%

Flood Damage

Paynes Find - Sandstone Rd	0	0	292	292	N/A
Yalgoo - Ninghan Rd	0	0	816	816	N/A
Yalgoo - North Rd	0	0	2,336	2,336	N/A
Maranalgo Rd	0	0	475	475	N/A
Ninghan Rd	0	0	2,472	2,472	N/A
Mt Gibson Rd	0	0	23,776	23,776	N/A
Tardie - Yuin Rd	0	0	376	376	N/A
Thundelarra Rd	0	0	110	110	N/A
	2,199,158	2,137,063	389,851		

(e) Other Infrastructure

Tennis Court	50,000	45,833	90	(45,743)	0%
Infrastructure Equipment	40,000	40,000	0	(40,000)	0%
Tourist Projects	50,000	45,833	0	(45,833)	0%
Paynes Find Entry Statement	19,000	17,417	0	(17,417)	0%
TOUR - Infrastructure Other	200,000	200,000	5,650	(194,350)	3%
Drainage Outside BUA	0	0	2,956	2,956	N/A
Gibbons St Park	0	0	(1,914)	(1,914)	N/A
	359,000	349,083	6,783		

Total Capital Expenditure

4,873,158	4,789,062	861,346
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11.2 TECHNICAL SERVICES REPORT

Applicant:	Shire of Yalgoo
Date:	31 May 2025
Reporting Officer:	Darren Hawkins Acting Works Foreman
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council receive the Technical Services Report as at the 31 May 2025

COMMENT

Road Construction and Capital

- LRCI – Yalgoo-Ningham Rd

Road Maintenance

- Thunderella Road – Maintenance grading

Other Infrastructure

- NIL

Parks, Reserves and Properties

4.1 Art & Culture Centre

- General gardening maintenance carried out.

4.2 Community Town Hall

- Renovations are still ongoing.

4.3 Community Town Oval

- General gardening maintenance carried out.

4.4 Community Park, Gibbons Street

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

4.5 Community Park, Shamrock Street

- General gardening maintenance conducted on a weekly basis – Mowing, pruning & watering.

4.6 Water Park

- Closed.

4.7 Yalgoo Caravan Park

- General gardening maintenance and repairs conducted on a weekly basis – Mowing, pruning & watering.

4.8 Paynes Find Tip

- General clean & tidy.

4.9 Railway Station

- Painting front veranda and doors. Repairs to footings.
- Amenities finished and are open.

4.10 Staff Housing

- NIL.

4.11 Yalgoo Rubbish Tip

- Pushed over on a weekly basis.

4.12 Yalgoo & Paynes Find Airstrip

- Paynes Find Airstrip – checked and all good.
- Yalgoo Airstrip – checked and all good.

5. Staff

- NIL.

6. Purchasing

- NIL.

STATUTORY ENVIRONMENT

NIL

POLICY/FINANCIAL IMPLICATIONS

To deliver projects, operations, goods and services within budgeted allocations.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receive the Technical Services Report as of 31 May 2025.

12 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS
NIL

13 FINANCIAL REPORTS

13.1 LIST OF ACCOUNTS

Applicant:	Shire of Yalgoo
Date:	23 June 2025
Reporting Officer:	Glenn Boyes
Disclosure of Interest:	NIL
Attachments:	Accounts Paid May 2025

SUMMARY

The attached list of accounts paid during the month of May 2025, under Delegated Authority, is provided for Council's information and endorsement.

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
 - IV. Sufficient information to identify the transaction.

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

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 sub regulation (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.

13A. Payments by employees via purchasing cards

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared –
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment;
 - (d) sufficient information to identify the payment.
- (2) A list prepared under sub regulation (1) must 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 IMPLICATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receive the schedule of accounts paid during May 2025 as listed covering Credit Card transactions, direct debits including payroll and EFT's totalling \$548,427.11 from the municipal bank accounts.

13.2 INVESTMENT REPORT

Applicant:	Shire of Yalgoo
Date:	23 June 2025
Reporting Officer:	Glenn Boyes
Disclosure of Interest:	NIL
Attachments:	Investment Register

SUMMARY

That Council receive the investment report as at 31 May 2025.

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 IMPLICATIONS

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council Receive the Investment Report as at 31 May 2025.

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

Shire of Yalgoo
Investment Register
2024 - 2025

Month 31 May 2025
Interest Earned 1,230.24

Reserve # Description	Opening	Opening Interest	May-25 Interest	Transfers In	Transfers Out	Closing
9673101 Employee Entitlement (Leave) Reserve	54,618.33	2,065.80	16.00	0.00	0.00	56,700.13
9673201 Plant Replacement Reserve	822,836.81	31,136.72	234.00	0.00	0.00	854,207.53
9673301 Sports Complex Reserve	106,188.41	4,019.48	30.00	0.00	0.00	110,237.89
9673401 Buildings Construction Reserve	179,867.66	6,805.51	51.00	0.00	0.00	186,724.17
9673501 Yalgoo Ninghan Road Reserve	2,102,348.48	79,552.91	597.00	0.00	(625,040.00)	1,557,458.39
9673601 Buildings Maintenance Reserve	136,626.19	5,171.52	39.00	0.00	0.00	141,836.71
9673701 General Road Reserve	142,775.15	0.00	0.00	0.00	(142,775.15)	0.00
9673801 Community Amenities Reserve	301,069.87	11,390.66	86.00	0.00	0.00	312,546.53
9673901 HCP Reserve	157,147.64	5,946.80	45.00	0.00	0.00	163,139.44
9674001 Yalgoo Morawa Road Reserve	443,314.98	16,774.41	126.00	0.00	(125,344.00)	334,871.39
9674101 Superannuation Back Pay Reserve	26.64	0.00	0.00	0.00	(26.64)	0.00
9674201 Office Equipment & ICT Reserve	4,016.48	179.14	1.00	0.00	0.00	4,196.62
9674301 Natural Disaster Triggerpoint Reserve	14,197.02	536.61	4.00	0.00	0.00	14,737.63
9674401 Emergency Road Repairs Reserve	9,293.10	3,815.01	1.24	142,775.15	(155,756.00)	128.50
	4,474,326.76	167,394.57	1,230.24	142,775.15	(1,048,941.79)	3,736,784.93

Reference	Amount	Bank	Opening	Interest	Maturity	Interest at Maturity	Total
No term deposits							
	0.00					0.00	

13.3 MONTHLY FINANCIAL STATEMENTS

Applicant:	Shire of Yalgoo
Date:	23 June 2025
Reporting Officer:	Glenn Boyes
Disclosure of Interest:	NIL
Attachments:	Financial Statements Detailed Schedules

SUMMARY

The Financial Statements for the month ended 31 May 2025 is presented to Council in accordance with *Regulation 34 of the Local Government (Financial Management) regulations 1996*.

COMMENT

The Financial Statements for the period ending May 2025 includes the following statements and notes:

- Statement of Financial Activity
- Statement of Financial Position
- Net Funding Position
- Cash Position
- Reserves
- Receivables
- Asset Disposals
- Capital Acquisitions
- Rates
- Grants, Subsidies and Contributions
- Variance Reporting

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.4

Local Government (Financial Management) Regulations 1996 - Regulation 34

POLICY/FINANCIAL IMPLICATIONS

The adoption of the Statements of Financial Activity is retrospective. Accordingly, the financial implications associated with adopting this are nil.

VOTING REQUIREMENT

Simple Majority

RISK IMPLICATIONS

The Financial Activity report is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

To mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer (CEO) has implemented internal control measures such as regular

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

Council and Management reporting and a quarterly process to monitor financial performance against budget estimates.

Materiality reporting thresholds have been established by Council of \$10,000 and 10% for budget operating and capital items to alert management prior to there being irreversible impacts.

It should be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud.

The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the control of the CEO as laid out in the *Local Government (Financial Management) Regulations 1996 regulation 5*, seek to mitigate the possibility of this occurring.

These controls are set in place to provide daily, weekly and monthly checks to ensure that the integrity of the data provided is reasonably assured.

OFFICERS RECOMMENDATION

That Council receive the Statement of Financial Activity for the period ended 31 May 2025 in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996.

13.4 BUDGET CONSIDERATIONS 2025-2026

Applicant:	Shire of Yalgoo
Date:	23 June 2025
Reporting Officer:	Glenn Boyes
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council consider the following budget efficiencies for the 2025/26 Annual Budget, apply to the Minister for Local Government and adopt the rates for the financial year.

COMMENT

Council is in the process of preparing the 2025/26 Annual Budget. During this process it will consider its Strategic Plans and internal and external factors which will impact the budget along with any budget efficiencies it can incorporate to reduce costs. Some of these are proposed below.

The Shire is planning to construct several new houses each year and sell existing stock into the market. This would increase the number of rateables properties and increase the population.

The Yalgoo-Ningham Road to Paynes Find is sealed except for the last 10km. It is proposed to seal the remaining section which should reduce the maintenance cost on the road. It also has the potential to reduce cost for the local mining industry when transporting oversized loads to site because they would not have to travel via Mount Magnet.

The Shire has purchased a Hybrid vehicle and considering purchasing more to reduce the cost of fuel. However, this would only be a minor reduction in cost but also lessens our environmental impact. We are also in the process of going paperless which will significantly reduce the annual office costs.

A review of solar paneling for Staff Housing and Shire Buildings will be undertaken in the next 12 months. It is expected electricity costs will reduce by 30% - 50%. We have also considered reducing the landscaping on new Staff Housing, e.g. no lawns, to reduce the water expenses attributed to it.

Additional efficiency measures and service improvements are listed below:

- Disposal of under utilised plant
- Invest in properties and Lease to State Government Agencies
- Increase monitoring and application to available grants
- Economic development initiatives to promote training and investment in diverse businesses
- Renewal of aging Shire/Public Facilities
- Sealing and mitigation work for gravel network that is severely impacted by Flood Events
- Renewal for Increased Extraordinary use of Shire Roads by commodity and heavy vehicle traffic

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

With the submission period closing prior to the meeting but after this report, any submissions received will be provided for Council consideration.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.2 Local Government to prepare Annual Budget.

POLICY/FINANCIAL IMPLICATIONS

Council needs to ensure its revenue remains at a level so it can continue providing the same or greater level of service to its community.

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council:

1. Accepts the draft Statement of Financial Activity to be incorporated into the Annual Budget, and
2. notes that it has complied with section 6.36 of the Local Government Act 1995 in respect advertising requirements and preparation of the 2025/2026 “Rating Strategy” and “Objects and Reasons” documents.
3. notes that no submissions have been received with respect to differential rating.
4. has considered efficiency measures as part of its budget deliberations, and
5. endorse the below rates in the dollar and rating categories for the 2025/26 financial year which is to be incorporated into the Annual Budget pending ministerial approval;

<i>Land Category</i>	<i>Rate in \$</i>	<i>Minimum Payment</i>
<i>GRV Townsite Improved</i>	8.7124	\$300
<i>GRV Townsite Vacant</i>	8.7124	\$300
<i>GRV Mining Infrastructure</i>	33.0944	\$300
<i>UV Mining Tenements</i>	35.5968	\$300
<i>UV Exploration/Prospecting</i>	23.4058	\$300
<i>UV Pastoral Rural</i>	7.6842	\$300

6. makes application to the Minister for Local Government for approval to impose differential general rates that are more than twice the lowest differential rate being imposed.

13.5 FEES AND CHARGES 2025-2026

Applicant:	Shire of Yalgoo
Date:	23 June 2025
Reporting Officer:	H St. George Cooper – Corporate Services
Disclosure of Interest:	NIL
Attachments:	Fees and Charges

SUMMARY

That Council adopt the Fees and Charges for the 2025-2026 financial year.

COMMENT

During the review of the fees and charges applied to the goods and services, the Shire considered the costs of providing them, the importance of them to the community and the price they would be provided by alternate sources. The proposed fees and charged have been determined based on this method resulting in some items being provided free of charge, some based on statutory rates and others on a cost basis.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Part 6, Division 5, Subdivision 2 - Fees and Charges.

6.16. Imposition of fees and charges

(1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

* Absolute majority required.

(2) A fee or charge may be imposed for the following –

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- (b) supplying a service or carrying out work at the request of a person;
- (c) subject to section 5.94, providing information from local government records;
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- (e) supplying goods;
- (f) such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be –

- (a) imposed* during a financial year; and
- (b) amended* from time to time during a financial year.

* Absolute majority required.

6.17. Setting level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors –

- (a) the cost to the local government of providing the service or goods; and
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

(2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.

(3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service –

(a) under section 5.96; or

(b) under section 6.16(2)(d); or

(c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.

(4) Regulations may –

(a) prohibit the imposition of a fee or charge in prescribed circumstances; or

(b) limit the amount of a fee or charge in prescribed circumstances.

6.18. Effect of other written laws

(1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not –

(a) determine an amount that is inconsistent with the amount determined under the other written law; or

(b) charge a fee or charge in addition to the amount determined by or under the other written law.

(2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19. Local government to give notice of fees and charges If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.

POLICY/FINANCIAL IMPLICATIONS

Fees and Charges generate approximately 4% of the operating revenue, which helps recover the cost of the applicable services it provides.

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council, by absolute majority, adopts the attached Fees and Charges, effective from 01 July 2025, and incorporates them into the 2025-2026 Annual Budget.

14 ADMINISTRATION REPORTS

14.1 GENERAL REPORT

Applicant:	Shire of Yalgoo
Date:	26/06/2025
Reporting Officer:	Ian Holland Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council consider the Chief Executive Officers general operation report.

COMMENT

Councillor Renumeration

Band 4 Local Governments are now eligible to provide Superannuation to Councillors if the Council decides to “opt in” to the arrangement. A discussion will be scheduled in the lead up to the 2025/26 Budget. In addition to this change the Salaries and Allowances Tribunal has released a 2025 update. Sitting Fee determinations will also be presented.

Bushfire Brigades

David Rocke and Ian Holland attended the Chief Bushfire Control Officer forum in Mandurah and Mt Gibson have started to carry out successful controlled burns.

Yalgoo Primary School Bushtucker Garden

A request has been received from the Yalgoo Primary School asking for labour and machinery support to redevelop the schools garden. Community Garden grants have been quite popular with the current state government and it is anticipated that a new round of funding will shortly be available. As the Shire is still working through its budget it is not suggested at this time for Shire funds to be provided to any State Government Agency.

Officer of the Auditor General Performance Audits

Councillors are encouraged to read performance audits conducted by the OAG into credit card usage, the operation of Development WA and the lack of understanding of groundwater usage statewide.

Public Information Session Mt Magnet

An information session for prospective elected members as well as changes to the Local Government Act is being arranged jointly with Zone local governments prior to nominations closing and will be held in Mt Magnet.

External CEO Movements June

TBA

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council receive the Chief Executive Officers General Report.

14.2 Communication Agreement Consultation

Applicant:	Shire of Yalgoo
Date:	26/06/2025
Reporting Officer:	Ian Holland Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council consider responding to both the Department of Local Government and the Western Australian Local Government Association regarding the proposed draft legislation and order for Councilor-CEO communication agreements.

COMMENT

This legislation change has been developed based on processes that exist between Ministers and State Government Departments. Parts of the draft order may not be suitable to the operations of the Shire of Yalgoo.

One such example is exemptions that relate to emergencies. Due to the local governments size requirements will not be able to be met during instances of bushfires for example. Dual functions such as Bushfire Chief for example should take precedence.

This new legislation may necessitate a Councilor portal or software platform that allows all parties to meet their obligations.

WALGA information and discussion pages are attached for consideration. Councillors are encouraged to provide feedback to the Chief Executive Officer and a draft response to WALGA will be developed as part of this item.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council endorse the Communications Agreements Discussion Paper response and authorize the Chief Executive Officer to provide further direct feedback to the Department of Local Government requesting mandatory and automatic exemptions where the authorized officers are engaged in emergency response on behalf of the local government or another hazard management agency.

14.3 Conduct of the 2025 Ordinary October Local Government Election

Applicant:	Shire of Yalgoo
Date:	26/06/2025
Reporting Officer:	Ian Holland Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	Letter from the Acting Electoral Commissioner WAEC

SUMMARY

That Council endorse the Electoral Commissioners conduct of the upcoming local government election.

COMMENT

Following prior acceptance of a cost estimate the following resolutions are presented to engage the Electoral Commissioner to conduct the Ordinary October 2025 Election.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council:

1. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;
2. Decide, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting the election will be as a Postal election.

14.4 Paynes Find State Battery Museum

Applicant:	Shire of Yalgoo
Date:	26/06/2025
Reporting Officer:	Ian Holland Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	Letter from the Perth Mint

SUMMARY

That Council consider correspondence received from the Perth Mint who are responsible for the care, control and management of the Paynes Find State Battery Site.

COMMENT

As addressed in the attached letter the Perth Mint has requested the removal of Shire signage and advertising promoting the Paynes Find Gold Battery as a tourism location.

Administration have not consulted with the Taylors regarding this request as it has come from the body responsible for the land. Council has the option to defer this item for further consideration or consultation.

Due to the historical nature of the site some signage whether wayfinding or interpretive may still be appropriate. This would be similar to the Miners Pathway tourism signage. The public could still be informed that a State Battery operated in the area until recently without directing the public to visit it directly. Signage or fencing by the land management body should be the first step towards addressing any perceived risk and a site inspection may be required by the local government in this regard.

The timely removal of tourism signage as well as digital information could be considered as outside normal operations and it should be noted that crown land affords the Shire no cost recovery through rates. As is the case it is proposed that an estimate be developed and Perth Mint be invoiced for the proposed set of tasks.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Simple Majority

OFFICERS RECOMMENDATION

That Council authorize the development of an itemized report and private works estimate for the removal of advertising (physical and digital) relating to the Paynes Find Battery Museum for consideration at the next Paynes Find Ordinary Meeting.

14.5 Appointment of Presiding Members for Committee's

Applicant:	Shire of Yalgoo
Date:	26/06/2025
Reporting Officer:	Ian Holland Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council appoints presiding and deputy presiding members to Committees.

COMMENT

Amendments to section 5.12 of the Local Government Act 1995 require councils to appoint committee presiding members and deputy presiding members by 1 July 2025. These appointments must be made by an absolute majority decision of the council.

This change was introduced as part of the local government reforms to simplify the committee appointment processes by removing the need for a secret preferential ballot at a committee meeting, and to allow councils to decide on the leadership of council committees.

There is no requirement for an independent presiding member to be appointed to an Audit Committee by 1 July 2025. However, local governments may opt to appoint an independent presiding member before Audit, Risk and Improvement Committees (ARIC) reform changes are implemented when section 87 of the Local Government Amendment Act 2024 commences.

It is suggested that for all existing Shire Committees the presiding and deputy presiding member be the Shire President and Deputy Shire President respectively until the Ordinary 2025 Elections.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council appoint the Shire President as presiding member for all Shire of Yalgoo Committees and appoints the Deputy Shire President as the deputy presiding member for all Shire of Yalgoo Committees.

14.6 Review of Delegations Register

Applicant:	Shire of Yalgoo
Date:	26/06/2025
Reporting Officer:	Ian Holland Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	2025 Delegations Register

SUMMARY

That Council review the Delegations Register.

COMMENT

The Delegations Register was last reviewed in 2024. Council is required to review the Delegations Register at least annually.

Council are encouraged to suggest any amendments.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY/FINANCIAL IMPLCATIONS

NIL

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council review and adopt the as presented Delegations Register.

14.7 RATES WRITE OFF – TENEMENT DEATH

Applicant:	Shire of Yalgoo
Date:	12 June 2025
Reporting Officer:	H St. George Cooper – Corporate Services
Disclosure of Interest:	NIL
Attachments:	NIL

SUMMARY

That Council consider Assessment A1947, Mining Tenement P59/02085 ownership now relinquished through tenement death with notification received from the Valuer Generals office 10 July 2024, that the outstanding rates plus accrued interest owing, be written off.

COMMENT

Historically, this tenement was granted to BR Legendre pre 2022 – 2023.

With changeover from Ozone to Synergy, staff turnover and third-party rating contractors, the tenement went through an area reduction and a tenement death as advised by the Valuer General's Mining Schedules, consequently leaving an outstanding balance of \$7.40 including interest. As the debt is small, it is not worth considering sending to the Shire's debt collecting agency.

As the owner is no long trading and it is an unsecured debt, Council is now requested to consider writing off the outstanding amount of \$7.40 including accrued interest on A1947, being Prospecting Tenement P59/02085.

STATUTORY ENVIRONMENT

Local Government Act 1995.

Local Government (Financial Management) Regulations 1996

Rates and Charges (Rebates and Deferments) Act 1992

POLICY/FINANCIAL IMPLICATIONS

This will not have a significant impact on projected 2024 – 2025 rates income.

VOTING REQUIREMENT

Absolute Majority

OFFICERS RECOMMENDATION

That Council write off the outstanding debt on Assessment A1947 being Prospecting Tenement P59/02085, as the Tenement has died and it is a small unsecured debt.

15 NOTICE OF MOTIONS

16 URGENT BUSINESS

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

17.1 Jokers Tunnel – Objection before the Wardens Court

Applicant:	Shire of Yalgoo
Date:	26/06/2025
Reporting Officer:	Chief Executive Officer Ian Holland
Disclosure of Interest:	NIL
Attachments:	NIL

18 NEXT MEETING

The next Ordinary Meeting of Council is due to be held in the Yalgoo Council Chamber on Friday 25th July 2025 commencing at 10:30am.

19 MEETING CLOSURE

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

PUBLIC QUESTION TIME - FOR INFORMATION PURPOSES 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.
- 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

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

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 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 —
 - (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

(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.
- (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.

Agenda – Ordinary Council Meeting – Wednesday 2nd July 2025

- (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.

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 moved by Cr_____ and seconded by Cr_____ to adjourn the meeting for lunch/a break and to reconvene at _____am/pm