



# AGENDA

## For the Ordinary Council Meeting

To be held on the 28<sup>th</sup> November 2025

### Notice of Meeting

The next Ordinary Council Meeting for the Shire of Yalgoo will be held on Friday 28<sup>th</sup> November 2025 in the Council Chambers, 37 Gibbons Street Yalgoo, commencing at 10:30am.



**Ian Holland**

CHIEF EXECUTIVE OFFICER

24<sup>th</sup> November 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.

# Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025

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## **Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025**

### **1 DECLARATION OF OPENING**

The Shire President welcomed those in attendance and declared the meeting open at \_\_\_\_ am.

### **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**

**Chief Executive Officer**

**Deputy CEO**

**Executive Assistant - absent**

**Works Foreman**

**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.

### **4 PUBLIC QUESTION TIME**

**REPOSSES TO QUESTIONS TAKEN ON NOTICE**

**QUESTIONS TAKEN WITHOUT NOTICE**

### **5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

## **Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025**

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

17.1 Enterprise Bargaining Agreement

### **7 APPLICATIONS FOR LEAVE OF ABSENCE**

### **8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

### **9 CONFIRMATION OF MINUTES**

9.1 Minutes of the Ordinary Council Meeting – 24<sup>th</sup> October 2025

### **OFFICERS RECOMMENDATION**

That the minutes of the Council Meeting held on the 24<sup>th</sup> October 2025, as attached, be confirmed as a true and correct record.

### **10 MINUTES OF COMMITTEE MEETINGS**

## 11 TECHNICAL REPORTS

### 11.1 ADMINISTRATION REPORT

<b>Applicant:</b>	Shire of Yalgoo
<b>Date:</b>	17 November 2025
<b>Reporting Officer:</b>	Glenn Boyes – Deputy CEO
<b>Disclosure of Interest:</b>	NIL
<b>Attachments:</b>	NIL

#### SUMMARY

That Council receive the Administration Report as of 31 October 2025.

#### COMMENT

The OAG responded on 13 November 2025 that the 22/23 audit would receive a Disclaimer of Opinion. This is issued when the auditor is unable to obtain sufficient audit evidence to form an opinion. For the 22/23 audit, the OAG said the opinion is due to the \$8,986.44 imbalance in the bank reconciliation. There has been no update on the 23/24 annual report submitted in June. The 24/25 annual report was submitted in October but no word from the OAG about starting it yet.

The Shire implemented monthly bank reconciliations inside the accounting software from May 2025. They are working well and we don't foresee a need to make any more adjustments to the procedures.

We still have not received an explanation as to why the grant acquittals have been held up for three years. It is understandable for the annual reports to be completed before the acquittals each year. However, it is not clear why the OAG has held up the acquittals for three years.

The Shire went digital from July this year. So far it is going well, and we are tweaking things as we go. We have also begun the process of moving to Council First the new accounting software. The record keeping part of the software is almost complete and training should begin in January. We are still hoping to go live on 01 July 2026.

We have started to prepare a Risk Analysis and Mitigation Plan for our road network. The plan will focus on the potential revenue impact from the miscellaneous license legislation and reimbursement for disaster recovery expenditure against the size of the road network. The goal is to adjust our network to ensure it remains financially feasible to operate. Adjustments to the network may include sealing floodways, handing control to external entities or closing roads.

#### OFFICERS RECOMMENDATION

That Council receive the Administration Report as of 31 October 2025.

## 11.2 TECHNICAL SERVICES REPORT

<b>Applicant:</b>	Shire of Yalgoo
<b>Date:</b>	17 November 2025
<b>Reporting Officer:</b>	Luke O'Shaughnessy – Works Foreman
<b>Disclosure of Interest:</b>	NIL
<b>Attachments:</b>	NIL

### SUMMARY

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

### COMMENT

#### Road Construction

- Sealing of Ninghan Road to commence on 19 Nov
- Rowe completed boxing out SLK 30 – 36 in Oct
- Grids arrived and install in Nov. Saferoads coming in December to seal approaches to grids

#### Road Maintenance

- Maintenance grading Dalgaranga Road completed. Morawa Rd started
- Preparing for heavy maintenance grading for 2025/2026
- Installed chevrons and guide posts on Dalgaranga Rd

#### Other – Yalgoo

- Tennis Court surfacing completed in November
- Town Hall renovations ongoing. Anthony still helping out with painting
- Water Park pump repaired and working normally
- Major servicing done on most of the plant and equipment
- Fencing completed on staff housing

#### Other – Paynes Find

- General clean and tidy of the tip

#### Staff

- Training on machines completed

### OFFICERS RECOMMENDATION

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

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

**13 FINANCIAL REPORTS**

**13.1 LIST OF ACCOUNTS**

<b>Applicant:</b>	Shire of Yalgoo
<b>Date:</b>	17 November 2025
<b>Reporting Officer:</b>	Glenn Boyes – Deputy CEO
<b>Disclosure of Interest:</b>	NIL
<b>Attachments:</b>	List of Accounts

**SUMMARY**

The attached list of accounts paid during the month of October 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.

The Shire has re-instated the second credit card to be used for payments to local businesses and for use online as its limit is less than the CEO card. This will now show on the list of accounts going forward.

**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

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- III. The date of the payment; and
- IV. Sufficient information to identify the transaction.
2. A list of accounts for approval to be paid is to be prepared each month showing –
  - a. For each account which requires council authorisation in that month
    - i. The payee's name; and
    - ii. The amount of the payment; and
    - iii. Sufficient information to identify the transaction; and
  - b. The date of the meeting of the council to which the list is to be presented.
3. A list prepared under 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 list of accounts paid during October 2025 totalling \$1,671,364.41 from the municipal bank accounts.



## List of Accounts Paid

### Credit Cards

September 2025

#### CEO Credit Card

#	Reference	Date	Supplier	Description	Amount	Bank	Type
1	DD6036.1	02/09/25	Adobe Software	3 x monthly subscriptions to Adobe software	(113.98)	1	CSH
2	DD6036.1	03/09/25	The Hamper Co	2 x gift hampers to outgoing Councillors	(280.90)	1	CSH
3	DD6036.1	05/09/25	Murchison IGA	Buns for monthly toolbox meeting	(23.66)	1	CSH
4	DD6036.1	05/09/25	Yalgoo Hotel	Beverages for toolbox meeting	(75.00)	1	CSH
5	DD6036.1	05/09/25	Mount Magnet Meats	Meat for toolbox meeting	(47.40)	1	CSH
6	DD6036.1	08/09/25	Outback Enterprises	Fuel for YA 0 at Paynes Find	(56.93)	1	CSH
7	DD6036.1	12/09/25	MCI Australia	Road Safety conference registration in Perth for Works Manager and Shire President	(3,430.02)	1	CSH
8	DD6036.1	12/09/25	Microsoft	Microsoft Co-Pilot monthly subscription - CEO	(33.00)	1	CSH
9	DD6036.1	14/09/25	McAfee Software	McAfee annual subscription - DCEO	(113.25)	1	CSH
10	DD6036.1	16/09/25	Outdoor Supacentre	2 x Adventure King trail cameras for Depot	(99.90)	1	CSH
11	DD6036.1	16/09/25	Microsoft	Microsoft 365 annual subscription for CEO system	(179.00)	1	CSH
12	DD6036.1	20/09/25	Starlink	2 x Starlink monthly subscription for Yalgoo and Paynes Find - pro rata charges to bring both units onto same billing schedule	(167.64)	1	CSH
13	DD6036.1	24/09/25	Remarkable Software	Remarkable monthly subscription for CEO pad	(5.14)	1	CSH
14	DD6036.1	25/09/25	The Windsor Hotel	Meals for Councillors and staff during LG Week in Perth	(366.12)	1	CSH
15	DD6036.1	25/09/25	Wilson Parking	4 days parking for CEO during LG Week in Perth	(202.76)	1	CSH
16	DD6036.1	27/09/25	Quay Perth	4 nights accommodation and meals for 3 Councillor and 2 staff while at LG Week	(6,954.58)	1	CSH
17	DD6036.1	26/09/25	Shire of Yalgoo	Top up CEO Credit Card - bank transfer	10,000.00	1	CSH
18	DD6036.1	28/09/25	Yalgoo Hotel	6 x meals after Special Meeting on 27/09/2025	(262.90)	1	CSH
19	DD6036.1	29/09/25	Bendigo Bank	Monthly card fee	(4.00)	1	CSH
					<b>(2,416.18)</b>		

#### DCEO Credit Card (for office use)

#	Reference	Date	Supplier	Description	Amount	Bank	Type
20	DD6031.1	14/10/25	Bendigo Bank	Monthly card fee	(4.00)	1	CSH
					<b>(4.00)</b>		

**List of Accounts Paid**  
**Direct Debit and Bpay**  
**September 2025**

#	Reference	Date	Supplier	Description	Amount	Bank	Type
21	7	31/10/25	Fee - Bank Fees	Bank Fees	(10.00)	3	FEE
22	92	31/10/25	Fee - Bank Fees	Bank Fees	(343.34)	1	FEE
23	DD5999.1	07/10/25	Horizon Power	Yalgoo Street Lights x 46 - 01/09/2025 - 30/09/2025	(1,074.43)	1	CSH
24	DD6018.1	20/10/25	Telstra Corporation Ltd	September 2025 Telstra Invoice	(5,870.02)	1	CSH
25	DD6019.1	20/10/25	Telstra Corporation Ltd	Vehicle Tracking - Sept - October 2025	(1,149.50)	1	CSH
26	DD5974.1	01/10/25	Shire of Yalgoo	Superannuation for Pay Run #148 (15/09/2025 - 28/09/2025)	(60,130.31)	1	CSH
27	DD6007.1	15/10/25	Shire of Yalgoo	Pay Run #149 (29/09/2025 - 12/10/2025)	(51,976.30)	1	CSH
28	DD6006.1	14/10/25	Shire of Yalgoo	Superannuation Paid for Pay Run #149 (29/09/2025 - 12/10/2025)	(13,802.30)	1	CSH
29	DD6034.1	29/10/25	Shire of Yalgoo	Pay Run #150 and superannuation - 13/10/2025 to 26/10/2025	(71,086.69)	1	CSH
					<b>(205,442.89)</b>		

## List of Accounts Paid

EFT

September 2025

#	Reference	Date	Supplier	Description	Amount	Bank	Type
30	EFT3488	03/10/25	WA Hino	2025 Hino 300S 4.0L Wide Crew Dual Cab Truck	(105,673.85)	1	CSH
31	EFT3489	03/10/25	Cekas Asset Maintenance	Town Hall restoration works from 22/09/25 - 26/09/25	(5,740.35)	1	CSH
32	EFT3490	06/10/25	Integrated ICT	7 x Surface computers including configuration, 8 x Surface docks and other accessories	(24,455.20)	1	CSH
33	EFT3491	06/10/25	Monsterball Amusement & Haire	50% Deposit for Family Fun Day rides on 10/10/25	(4,745.00)	1	CSH
34	EFT3492	06/10/25	Gero Cool Airconditioning & Refrigeration	Replace Main Bedroom Aircon at 1 Stanley St. Maintenance of ice machine and install filtration kit	(4,491.00)	1	CSH
35	EFT3493	06/10/25	Fleet Complete Australia	Iridium Failover - September 2025	(569.94)	1	CSH
36	EFT3494	06/10/25	Geraldton Ceramic Centre	2 x bags of tiles adhesive for the Town Hall	(72.00)	1	CSH
37	EFT3495	06/10/25	Talis Consultants	Progress payment 3 on road valuation. Project number TA25020	(17,226.00)	1	CSH
38	EFT3496	06/10/25	BOC Limited	Oxygen and gas supply for September 2025	(127.34)	1	CSH
39	EFT3497	06/10/25	Bridged Group Pty Ltd	Monthly Billing for October 2025	(381.70)	1	CSH
40	EFT3498	06/10/25	Caravan Industry Association WA (Inc)	Caravan and Camping membership for 01/07/25 - 30/06/26	(1,155.00)	1	CSH
41	EFT3499	08/10/25	Malcolm Walalgie	Karlo Rockers to Perform at Yalgoo Fun Day Friday on 10/10/25	(3,000.00)	1	CSH
42	EFT3500	14/10/25	Cekas Asset Maintenance	Town Hall restoration work between 06/10/25 - 10/10/25	(5,379.00)	1	CSH
43	EFT3501	14/10/25	G.T. Movers W.A.	Freight on computer equipment	(132.00)	1	CSH
44	EFT3502	14/10/25	Leisk Hydraulics Pty Ltd	Connect water supply to greenhouse at Depot	(3,223.00)	1	CSH
45	EFT3503	14/10/25	WA Local Government Association (WALGA)	WALGA Transport and Roads Forum fee for CEO	(100.00)	1	CSH
46	EFT3504	14/10/25	Tamisha Hodder	Special Meeting and travel expenses for September 2025	(1,484.11)	1	CSH

**List of Accounts Paid**  
**EFT (Continued)**  
**September 2025**

#	Reference	Date	Supplier	Description	Amount	Bank	Type
47	EFT3505	14/10/25	Abrolhos Steel	Posts for fencing at 14 Weekes Street and 21B Campbell Street. Steel for fencing at 14 Weekes Street and 21B Campbell Street	(683.72)	1	CSH
48	EFT3506	14/10/25	Cekas Asset Maintenance	Town Hall restoration works between 29/09/25 - 03/10/25	(4,070.55)	1	CSH
49	EFT3507	14/10/25	G.T. Movers W.A.	Freight on 2 x bags of cement for Town Hall	(60.50)	1	CSH
50	EFT3508	14/10/25	CMI Group (WA) Pty Ltd	Colourbond fencing materials for 21A Campbell and 14 Weekes St	(3,964.31)	1	CSH
51	EFT3509	14/10/25	Canine Control	Ranger Services Thursday 2nd October 2025	(1,530.38)	1	CSH
52	EFT3510	14/10/25	GG Pumps & Electrical	Assess pump at the Water Park - New Pump Ordered, supply water pump and splice kit and install and test new pump	(4,463.79)	1	CSH
53	EFT3511	14/10/25	M & B Sales P/L	38 lengths of skirting for Town Hall	(712.84)	1	CSH
54	EFT3512	15/10/25	Diane Hodder	Reimbursement for meals for Diane and Raul	(46.00)	1	CSH
55	EFT3513	15/10/25	Geraldton Toyota	2025 Hilux 4x4 2.8L SR Dual Cab Ute and trade-in of Mitsubishi Pajero	(42,732.78)	1	CSH
56	EFT3514	15/10/25	Mcdonalds Wholesalers	Various items for resale at Caravan Park	(1,185.65)	1	CSH
57	EFT3515	15/10/25	Peter Groom Settlements	Yalgoo Hotel at 34 - 40 Gibbons St and Vacant Land at 33 Campbell St	(590,805.36)	1	CSH
58	EFT3516	15/10/25	Australian Taxation Office	BAS lodgement for September 2025	(25,899.00)	1	CSH
59	EFT3517	16/10/25	LG Best Practices PTY LTD	Rates Billing 2025/2026 and rates services for September 2025	(4,444.00)	1	CSH
60	EFT3518	16/10/25	Refuel Australia	Fuel Usage - September 2025	(17,231.77)	1	CSH
61	EFT3519	16/10/25	Marketforce	EOI advertisement for the lease and operation of the Yalgoo Hotel in The West and the Midwest Times	(1,246.45)	1	CSH
62	EFT3520	16/10/25	Pool & Spa Mart	Service and supply materials for the Water Park	(1,241.20)	1	CSH
63	EFT3521	16/10/25	Winc Australia Pty Limited	2026 A4 yearly planner	(19.79)	1	CSH
64	EFT3522	16/10/25	Veolia Environmental Services	Domestic and Commercial Waste Collection - September 2025	(4,128.14)	1	CSH
65	EFT3523	16/10/25	Shire of Mount Magnet	EHO Contracting Services - 30/09/2025	(1,848.00)	1	CSH

**List of Accounts Paid**  
**EFT (Continued)**  
**September 2025**

#	Reference	Date	Supplier	Description	Amount	Bank	Type
66	EFT3524	16/10/25	Url Networks Pty Ltd	Monthly Admin Phones - September 2025	(107.45)	1	CSH
67	EFT3525	17/10/25	Monsterball Amusement & Hire	Final Payment for Family Fun Day on 10/10/25	(4,745.00)	1	CSH
68	EFT3526	17/10/25	CMI Group (WA) Pty Ltd	Fencing materials for 21B Campbell Street	(888.27)	1	CSH
69	EFT3527	17/10/25	Pemco Diesel Pty Ltd	Replace sump gasket on Toyota Fortuna YA800	(163.90)	1	CSH
70	EFT3528	17/10/25	Winc Australia Pty Limited	6 x 2026 planners for Shire Staff	(131.93)	1	CSH
71	EFT3529	17/10/25	Rowe Contractors	93.5 hours pushing up calcrete at the gravel pit on North Rd	(35,811.71)	1	CSH
72	EFT3530	17/10/25	WA College of Agriculture Morawa	2025 Graduation Donation - Morawa WA College of Agriculture	(100.00)	1	CSH
73	EFT3531	17/10/25	Aprilla Grids	2x Stock Grid Model S8DMROE25	(38,843.20)	1	CSH
74	EFT3532	17/10/25	Pool & Spa Mart	Supply and install pump at the Water Park	(2,288.50)	1	CSH
75	EFT3533	17/10/25	Abrolhos Steel	Fencing materials for 21B Campbell Street	(89.57)	1	CSH
76	EFT3534	17/10/25	M & B Sales P/L	60 x 20kg bags of rapid set concrete for fencing at 21A and 21B Campbell Street	(678.70)	1	CSH
77	EFT3535	17/10/25	Michelle Hodder	Supply meals and drinks to Karloo Rockers on 10/10/25 Family Fun Day	(123.00)	1	CSH
78	EFT3536	17/10/25	Infinity Skate	Skateboard Workshop for School Holiday Program	(600.00)	1	CSH
79	EFT3537	17/10/25	LGISWA	Instalment 2 - 50% Annual Membership Contribution (01/07/2025 - 30/06/2026)	(172,824.49)	1	CSH
80	EFT3538	17/10/25	Pivotel Satellite Pty Limited	Satellite and Spot Tracking Charges - September 2025	(316.94)	1	CSH
81	EFT3539	17/10/25	Monsignor Hawes Heritage	Chapel heritage membership fees for 24/25 and 25/26	(200.00)	1	CSH

**List of Accounts Paid**  
**EFT (Continued)**  
**September 2025**

#	Reference	Date	Supplier	Description	Amount	Bank	Type
82	EFT3540	17/10/25	Mcdonalds Wholesalers	Retail stock and cleaning supplies for the Caravan Park	(264.65)	1	CSH
83	EFT3541	21/10/25	Open Systems Technology	Annual subscription to CouncilFirst record keeping software for 25/26	(8,580.00)	1	CSH
84	EFT3542	21/10/25	Ocean Centre Hotel	Accommodation and meals for employee from 12/10/25 - 14/10/25 while at safety training	(498.00)	1	CSH
85	EFT3543	21/10/25	Siteminder Limited	Yalgoo Caravan Park - Demand Plus September 2025	(155.69)	1	CSH
86	EFT3544	24/10/25	Peta Anne-Marie Kroon	Reimbursement for meals and refreshments whilst at safety training course	(111.37)	1	CSH
87	EFT3545	24/10/25	CMI Group (WA) Pty Ltd	18 x fencing posts for 21B Campbell St	(214.86)	1	CSH
88	EFT3546	24/10/25	Freemans Liquid Waste	Pump out leach drains for 6 x units and 8 Henty St	(4,259.00)	1	CSH
89	EFT3547	24/10/25	McSporran AR	Install fencing at 14 Weekes St, 21A and 21B Campbell St and repairs to fencing at 12 Weekes St and 8 Henty St	(13,365.00)	1	CSH
90	EFT3548	24/10/25	Pemco Diesel Pty Ltd	Service for Rubber Tyred Roller YA 890	(2,259.61)	1	CSH
91	EFT3549	24/10/25	Winc Australia Pty Limited	1 x toilet sign, 2 x boxes of toilet roll and 5kg ice bags for depot and refreshments and 2 port charger for office	(486.93)	1	CSH
92	EFT3550	24/10/25	St John Ambulance WA Ltd	First Aid Training course on 22/05/23 for Craig Holland	(177.00)	1	CSH
93	EFT3551	24/10/25	Cekas Asset Maintenance	Town Hall renovations from 13/10/25 - 17/10/25	(3,016.21)	1	CSH
94	EFT3552	24/10/25	Face Painting Magic	Face Painting at Family Fun Day on 10/10/25	(770.00)	1	CSH
95	EFT3553	24/10/25	JB Cuisine	Food Truck service for the Family Fun Day on 10/10/25	(2,000.00)	1	CSH
96	EFT3554	24/10/25	Mid West Concert Sound & Lighting	Supply stage, sound and lighting for the Family Fun Day on 10/10/25	(5,593.50)	1	CSH
97	EFT3555	24/10/25	DJ Rev	Entertainment for Family Fun Day on 10/10/25	(6,800.00)	1	CSH
98	EFT3556	24/10/25	Elizabeth Robinson	Arts and Craft activities at Family Fun Day on 10/10/25	(2,519.00)	1	CSH

**List of Accounts Paid**

**EFT (Continued)**

**September 2025**

#	Reference	Date	Supplier	Description	Amount	Bank	Type
99	EFT3557	27/10/25	Paywise Pty Ltd	Payroll Deductions/Contributions	(1,912.10)	1	CSH
100	EFT3558	28/10/25	Paywise Pty Ltd	Payroll Deductions/Contributions	(1,912.10)	1	CSH
101	EFT3559	28/10/25	Rowe Contractors	Payment 1 towards RRG road widening on Yalgoo Ninghan Rd	(213,667.30)	1	CSH
102	EFT3560	31/10/25	Gail Trenfield	Deputy Sitting Fees and Allowances - September 2025	(733.17)	1	CSH
103	EFT3561	31/10/25	Stanley Willock	Cr Sitting Fees and Allowances - July 2025 and Cr Sitting Fees and Allowances - September 2025	(1,748.40)		
104	EFT3562	31/10/25	Kieran Thomas Payne	Fees and Allowances - Cr K Payne October 2025	(1,044.41)		
105	EFT3563	31/10/25	Angus Troup Nichols	Sitting fees & Allowances - Cr A Nichols October 2025	(626.68)	1	CSH
106	EFT3564	31/10/25	Raelene Kroon	Cr Sitting Fees and Allowances - October 2025	(527.67)	1	CSH
107	EFT3565	31/10/25	Access Electrical Contracting	Replace 11 x globes and movement sensor at Public Toilet Block and replace 3 Exit Lights in Shire Office	(1,140.10)	1	CSH
108	EFT3566	31/10/25	M & B Sales P/L	53 x Pine Lengths for Yalgoo Town Hall Restoration	(296.21)	1	CSH
109	EFT3567	31/10/25	Prompt Safety Solutions	Quarterly WHS Service Visit September 8th and 9th	(2,420.00)	1	CSH
110	EFT3568	31/10/25	Safe Roads WA	Sealing and Patching of Yalgoo Ninghan Road for 8 days	(44,220.00)	1	CSH
					<b>(1,463,501.34)</b>		
<b>Total Accounts Paid</b>							
CEO Credit Card					(2,416.18)		
DCEO Credit Card (for office use)					(4.00)		
Direct Debit and Bpay					(205,442.89)		
EFT					(1,463,501.34)		
					<b>(1,671,364.41)</b>		

## Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025

### 13.2 INVESTMENT REPORT

<b>Applicant:</b>	Shire of Yalgoo
<b>Date:</b>	17 November 2025
<b>Reporting Officer:</b>	Glenn Boyes – Deputy CEO
<b>Disclosure of Interest:</b>	NIL
<b>Attachments:</b>	Investment Register

#### **SUMMARY**

That Council receive the investment report as at 31 October 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**

Nil

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICERS RECOMMENDATION**

That Council receive the Investment Report as at 31 October 2025.



**Shire of Yalgoo  
Investment Register  
2025 - 2026**

Month 31 Oct 2025  
Interest Earned 1,846.48

<b>Reserve # Description</b>	<b>Opening</b>	<b>Opening Interest</b>	<b>Oct-25 Interest</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Closing</b>
9673101 Employee Entitlement (Leave) Reserve	56,747.13	91.00	0.00	0.00	(56,838.13)	0.00
9673201 Plant Replacement Reserve	854,911.53	1,371.00	0.00	0.00	(856,282.53)	0.00
9673301 Sports Complex Reserve	110,328.89	177.00	0.00	0.00	(110,505.89)	0.00
9673401 Buildings Construction Reserve	186,878.17	300.00	0.00	0.00	(187,178.17)	0.00
9673501 Yalgoo Ninghan Road Reserve	1,059,393.96	2,933.04	969.00	0.00	0.00	1,063,296.00
9673601 Buildings Maintenance Reserve	141,953.71	228.00	0.00	0.00	(142,181.71)	0.00
9673801 Community Amenities Reserve	312,804.53	502.00	0.00	0.00	(313,306.53)	0.00
9673901 HCP Reserve	163,273.44	262.00	0.00	0.00	(163,535.44)	0.00
9674001 Yalgoo Morawa Road Reserve	335,250.39	949.61	323.00	0.00	0.00	336,523.00
9674201 Office Equipment & ICT Reserve	4,199.62	6.00	0.00	0.00	(4,205.62)	0.00
9674301 Natural Disaster Triggerpoint Reserve	14,749.63	24.00	0.00	0.00	(14,773.63)	0.00
9674404 General Purpose Reserve	0.00	707.34	554.48	0.00	1,848,807.65	1,850,069.47
	<b>3,240,491.00</b>	<b>7,550.99</b>	<b>1,846.48</b>	<b>0.00</b>	<b>0.00</b>	<b>3,249,888.47</b>

## Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025

### 13.3 MONTHLY FINANCIAL STATEMENTS

<b>Applicant:</b>	Shire of Yalgoo
<b>Date:</b>	17 November 2025
<b>Reporting Officer:</b>	Glenn Boyes – Deputy CEO
<b>Disclosure of Interest:</b>	NIL
<b>Attachments:</b>	Monthly Report

#### **SUMMARY**

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

#### **COMMENT**

The Financial Statements for the period ending October 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

As at 31 October 2025, the Shire has spent \$33,416 more than it has received in revenue.

#### **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 – Friday 28<sup>th</sup> November 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 October 2025 in accordance with *Regulation 34 of the LGFM Regs 1996*.



# **SHIRE OF YALGOO**

## **MONTHLY FINANCIAL REPORT**

**For the Period Ending 31 October 2025**

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

Shire of Yalgoo  
**Statement of Financial Activity**  
For the Period Ending 31 October 2025

	Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var* \$	Var* %
Opening Surplus / (Deficit)	1	7,136,089	7,136,089	7,280,468		
<b>Operating Revenue</b>						
Rates	7	3,312,501	1,104,168	3,375,175	2,271,007	206%
Grants, Subsidies and Contributions	8(a)	4,921,000	1,640,320	708,849	(931,471)	(57%)
Fees and Charges	9(a)	306,220	102,024	130,019	27,995	27%
Interest Earnings	9(b)	51,000	16,996	14,328	(2,668)	(16%)
Other Revenue	9(c)	35,500	11,824	16,235	4,411	37%
Profit on Asset Disposals	5	244,500	81,500	0	(81,500)	(100%)
		<b>8,870,721</b>	<b>2,956,832</b>	<b>4,244,605</b>		
<b>Operating Expenditure</b>						
Employee Costs	10(a)	(2,496,030)	(831,892)	(576,387)	255,505	(31%)
Materials and Contracts	10(b)	(5,368,710)	(1,789,364)	(770,213)	1,019,151	(57%)
Utility Charges	10(c)	(119,550)	(39,816)	(23,130)	16,686	(42%)
Depreciation	10(d)	(1,325,400)	(441,756)	(441,808)	(52)	0%
Insurance	10(e)	(260,000)	(86,636)	(1,527)	85,109	(98%)
Other Expenditure	10(f)	(179,500)	(59,812)	(16,065)	43,747	(73%)
Loss on Asset Disposals	5	(39,900)	(13,300)	0	13,300	(100%)
		<b>(9,789,090)</b>	<b>(3,262,576)</b>	<b>(1,829,131)</b>		
<b>Excluded Non-cash Activities</b>						
Depreciation		1,325,400	441,756	441,808		
(Profit) / Loss on Asset Disposals		(204,600)	(68,200)	0		
<b>Net Amount from Operating Activities</b>		<b>202,431</b>	<b>67,812</b>	<b>2,857,282</b>		
<b>Capital Revenue and Expenditure</b>						
Grants, Subsidies and Contributions	8(b)	1,900,450	633,480	80,000	(553,480)	(87%)
Proceeds from Disposal of Assets	5	403,000	134,332	197,715	63,383	47%
Land and Buildings	6(a)	(1,030,000)	(343,320)	(634,430)	(291,110)	85%
Plant and Equipment	6(b)	(951,000)	(317,000)	(236,538)	80,462	(25%)
Furniture and Equipment	6(c)	(30,000)	(10,000)	0	10,000	(100%)
Road Infrastructure	6(d)	(2,185,000)	(728,316)	(340,204)	388,112	(53%)
Other Infrastructure	6(e)	(235,000)	(78,328)	(34,768)	43,560	(56%)
<b>Net Amount from Capital Activities</b>		<b>(2,127,550)</b>	<b>(709,152)</b>	<b>(968,225)</b>		
<b>Financing Revenue and Expenditure</b>						
Transfers from Reserves	3	5,177,461	5,177,461	1,848,808	(3,328,653)	(64%)
Transfers to Reserves	3	(1,343,229)	(1,343,229)	(1,858,205)	(514,976)	38%
<b>Net Amount from Financing Activities</b>		<b>3,834,232</b>	<b>3,834,232</b>	<b>(9,397)</b>		
<b>Closing Surplus / (Deficit)</b>	1	<b>9,045,202</b>	<b>10,328,981</b>	<b>9,160,127</b>		

\* - the material variance adopted by Council for 2025 - 2026 is \$10,000 and 10% whichever is greater.

**Shire of Yalgoo**  
**Statement of Financial Position**  
**As at 31 October 2025**

	<b>31 Oct 25</b>	<b>30 Jun 25</b>
<b>Current Assets</b>	<b>\$</b>	<b>\$</b>
Cash and Cash Equivalents	1,888,051	1,930,864
Cash Reserves	3,249,888	3,240,491
Rates Receivables	1,591,900	118,274
Other Receivables	6,411,902	6,184,403
	<b>13,141,742</b>	<b>11,474,032</b>
<b>Non-current Assets</b>		
Receivables and Other Assets	36,801	36,801
Property, Plant and Equipment	14,405,408	13,534,440
Infrastructure	87,797,941	87,422,970
	<b>102,240,150</b>	<b>100,994,211</b>
<b>Total Assets</b>	<b>115,381,892</b>	<b>112,468,243</b>
<b>Current Liabilities</b>		
Trade and Other Liabilities	(197,799)	(335,610)
Income Received in Advance	(28,700)	(41,185)
Contract Liabilities	(276,004)	(276,004)
Employee Related Provisions	(229,224)	(300,274)
	<b>(731,726)</b>	<b>(953,073)</b>
<b>Non-current Liabilities</b>		
Employee Related Provisions	(75,704)	(75,704)
	<b>(75,704)</b>	<b>(75,704)</b>
<b>Total Liabilities</b>	<b>(807,430)</b>	<b>(1,028,777)</b>
<b>Net Assets</b>	<b>114,574,462</b>	<b>111,439,466</b>
<b>Equity</b>		
Accumulated Surplus	(46,249,239)	(43,123,640)
Cash Reserves	(3,249,888)	(3,240,491)
Revaluation Surplus	(65,075,334)	(65,075,334)
	<b>(114,574,462)</b>	<b>(111,439,466)</b>

**Shire of Yalgoo**  
**Statement of Cash Flows**  
**For the Period Ending 31 October 2025**

	YTD Actual
<b>Cash Flows from Operating Activities</b>	
<b>Receipts</b>	
Rates	1,889,109
Grants, subsidies and contributions	729,303
Fees and charges	(13,735)
Interest	14,328
Other revenue	16,235
GST receipts	0
	<u>2,635,239</u>
<b>Payments</b>	
Employee costs	(682,197)
Materials and contracts	(853,169)
Utility charges	(23,130)
Insurance	(1,527)
Other expenditure	(16,065)
GST payments	(124,342)
	<u>(1,700,430)</u>
<b>Net cash provided by (used in) operating activities</b>	<u>934,809</u>
<b>Cash Flows from Investing Activities</b>	
Capital grants, subsidies and contributions	80,000
Proceeds from sale of property, plant and equipment	197,715
Purchase of property, plant and equipment	(870,968)
Purchase of infrastructure	(374,972)
<b>Net cash provided by (used in) investing activities</b>	<u>(968,225)</u>
<b>Cash Flows from Financing Activities</b>	
Proceeds/(Payments) from financial assets at amortised cost	0
<b>Net cash provided by (used in) financing activities</b>	<u>0</u>
<b>Net increase / (decrease) in cash held</b>	(33,416)
Cash at beginning of year	5,171,355
<b>Cash and cash equivalents at the end of the period</b>	<u><u>5,137,939</u></u>

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
For the Period Ending 31 October 2025

1. Financial Position

	31 Oct 25	30 Jun 25
<b>Current Assets</b>	<b>\$</b>	<b>\$</b>
Cash and Cash Equivalents	1,888,051	1,930,864
Cash Reserves	3,249,888	3,240,491
Rates Receivables	1,591,900	118,274
Other Receivables	6,411,902	6,184,403
	<b>13,141,742</b>	<b>11,474,032</b>
<b>Current Liabilities</b>		
Trade and Other Liabilities	(197,799)	(335,610)
Income Received in Advance	(28,700)	(317,189)
Contract Liabilities	(276,004)	0
Employee Related Provisions	(229,224)	(300,274)
	<b>(731,726)</b>	<b>(953,073)</b>
Less: Cash Reserves	(3,249,888)	(3,240,491)
<b>Net Funding Position</b>	<b>9,160,127</b>	<b>7,280,468</b>

2. Cash and Financial Assets

(a) Cash and Cash Equivalents

	As at 31 Oct 25	Interest Rate	Maturity Date
<b>Unrestricted</b>	<b>\$</b>	<b>%</b>	
Municipal Account	1,539,117	0.00% - 0.95%	N/A
Cash on Hand	1,628	N/A	N/A
Investment Account	0	N/A	N/A
Term Deposits	0	N/A	N/A
	<b>1,540,745</b>		
<b>Restricted</b>			
Municipal Account	347,306	0.00% - 0.95%	N/A
Reserves Cash	3,249,888	0.95%	N/A
	<b>3,597,194</b>		
<b>Total Cash and Cash Equivalents</b>	<b>5,137,939</b>		

(b) Trust Funds

There are currently no funds held in Trust.



**Shire of Yalgoo**  
**Notes to the Statement of Financial Activity**  
**For the Period Ending 31 October 2025**

**3. Cash Reserves**

	<b>Balance 01 Jul 25</b>	<b>Transfer from</b>	<b>Interest Received</b>	<b>Transfer to</b>	<b>Balance 31 Oct 25</b>
<b>YTD Actual</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Employee Entitlement (Leave) Reserve	56,747	(56,838)	91	0	0
Plant Replacement Reserve	854,912	(856,283)	1,371	0	0
Sports Complex Reserve	110,329	(110,506)	177	0	0
Buildings Construction Reserve	186,878	(187,178)	300	0	0
Yalgoo Ninghan Road Reserve	1,059,394	0	3,903	0	1,063,297
Buildings Maintenance Reserve	141,954	(142,182)	228	0	0
Community Amenities Reserve	312,805	(313,307)	502	0	0
HCP Reserve	163,273	(163,535)	262	0	0
Yalgoo Morawa Road Reserve	335,250	0	1,273	0	336,523
Office Equipment and ICT Reserve	4,200	(4,206)	6	0	0
Natural Disaster Triggerpoint Reserve	14,750	(14,774)	24	0	0
General Purpose	0	0	1,260	1,848,808	1,850,068
	<b>3,240,491</b>	<b>(1,848,808)</b>	<b>9,397</b>	<b>1,848,808</b>	<b>3,249,888</b>

**4. Receivables**

	<b>31 Oct 25</b>		<b>31 Oct 25</b>
<b>Rates Receivable</b>	<b>\$</b>	<b>General Receivables</b>	<b>\$</b>
Current	1,488,470	Current	44,163
Previous Year	39,963	30 Days	5,428
Second Previous Year	25,977	60 Days	0
Third Previous Year or Greater	37,489	90+ Days	5,750
	<b>1,591,900</b>		<b>55,341</b>

**5. Disposal of Assets**

	<b>Annual Budget Profit</b>	<b>Annual Budget Loss</b>	<b>YTD Proceeds on Disposal</b>	<b>YTD Actual Profit*</b>	<b>YTD Actual Loss*</b>
<b>Plant and Equipment</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
John Deere Grader	150,000	0	0	0	0
Mitsubishi Pajero	13,000	0	30,000	0	0
Hino Truck - Works Manager	0	(22,000)	88,396	0	0
Toyota Single Cab Ute (YA 894)	0	(17,000)	0	0	0
Toyota Single Cab Ute (YA 804)	11,500	0	0	0	0
Hino Dual Cab Truck - Road Crew	22,000	0	31,691	0	0
Cement Truck	15,000	0	13,070	0	0
Cement Batching Plant	30,000	0	34,557	0	0
Kubota Generator	0	(900)	0	0	0
Airman Trailer Mounted Generator	2,000	0	0	0	0
2 x Framed Water Pumps	1,000	0	0	0	0
	<b>244,500</b>	<b>(39,900)</b>	<b>197,715</b>	<b>0</b>	<b>0</b>

\* - Asset Register still closed until audit complete. Profit and Loss on Disposal will be calculated once opened.

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
For the Period Ending 31 October 2025

6. Capital Acquisitions

(a) Land and Buildings

	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance and Project Update
Yalgoo Hotel / Pub	650,000	216,664	535,000	318,336	147%	Additional funds for some minor renovations
Town Hall	250,000	83,332	91,485	8,153	10%	Windows and door frames - aluminium on exterior frames
Staff Housing	80,000	26,660	7,138	(19,522)	(73%)	Staff fencing complete. Not other work done
Fireproof Storage Shed	50,000	16,664	(527)	(17,191)	(103%)	Accrual from 24/25. Reverse out
Other Buildings	0	0	1,334	1,334	0%	Incorrect timesheet. Need to reverse
	<b>1,030,000</b>	<b>343,320</b>	<b>634,430</b>			

(b) Plant and Equipment

Grader	500,000	166,667	0	(166,667)	(100%)	Not purchased
12T Excavator	160,000	53,333	0	(53,333)	(100%)	Not purchased
Hino Dual Cab Truck (Road Crew)	110,000	36,667	99,845	63,178	172%	Budget profile and under budget
Toyota SR Dual Cab Ute (Road / Fire)	73,000	24,333	65,317	40,984	168%	Budget profile and under budget
Toyota SR5 Dual Cab Ute (WM)	68,000	22,667	61,061	38,394	169%	Budget profile and under budget
Other Town and Road Equipment	40,000	13,333	10,315	(3,018)	(23%)	
	<b>951,000</b>	<b>317,000</b>	<b>236,538</b>			

(c) Furniture and Equipment

Internet / Conference / Admin Monitor	30,000	10,000	0	(10,000)	(100%)	Not purchased
	<b>30,000</b>	<b>10,000</b>	<b>0</b>			

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
For the Period Ending 31 October 2025

6. Capital Acquisitions (Continued)

(d) Road Infrastructure

	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance and Project Update
Regional Roads Group	900,000	299,996	272,189	(27,807)	(9%)	Stage 1 boxing out complete (30km - 36km). Bitumen works starting in November for this stage
Roads to Recovery	600,000	200,000	0	(200,000)	(100%)	Work to start in 2026
LRCI - Yalgoo Ninghan Rd Sealing	440,000	146,667	68,346	(78,321)	(53%)	Bitumen works to start in November. Prep work completed
Other Road Construction - Council	150,000	50,000	(331)	(50,331)	(101%)	Incorrect allocations. To be reversed
LRCI - Morawa - Yalgoo Rd Grids	60,000	19,993	0	(19,993)	(100%)	Prep work complete and detour in place. To be installed in November
Grids and Seal Approaches	35,000	11,660	0	(11,660)	(100%)	Prep work complete and detour in place for second Yalgoo Morawa Rd grid. To be installed in November
	<b>2,185,000</b>	<b>728,316</b>	<b>340,204</b>			

(e) Other Infrastructure

CCTV and WiFi Network	150,000	50,000	0	(50,000)	(100%)	No work done yet
Tennis Court	80,000	26,664	34,768	8,104	30%	Complete. Final invoice still to pay
Paynes Find Entry Statements	5,000	1,664	0	(1,664)	(100%)	Not started
	<b>235,000</b>	<b>78,328</b>	<b>34,768</b>			

<b>Total Capital Expenditure</b>	<b>4,431,000</b>	<b>1,476,964</b>	<b>1,245,940</b>			
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Shire of Yalgoo  
Notes to the Statement of Financial Activity  
For the Period Ending 31 October 2025

7. Rating Information

	Rate in \$	Rateable Value \$	Number of Properties \$	Annual Budget Revenue \$	YTD Actual Revenue \$	Var \$	Var %	Explanation of Variance
<b>General Rates</b>								
GRV - Townsites Improved	0.087121	392,673	37	34,210	34,210	0	0%	
GRV - Townsites Improved Vacant	0.087121	0	0	0	0	0	0%	
GRV - Mining Infrastructure	0.330944	1,473,400	8	487,612	487,613	1	0%	
UV - Mining / Mining Tenements	0.355968	7,003,999	146	2,493,200	2,493,200	(0)	(0%)	
UV - Exploration / Prospecting	0.234058	1,483,112	220	347,134	347,134	0	0%	
UV - Pastoral / Rural	0.076843	937,583	23	72,047	72,047	(0)	(0%)	
				<b>3,434,203</b>	<b>3,434,203</b>			
<b>Minimum Payment</b>								
GRV - Townsites Improved	300	2,654	3	900	900	0	0%	
GRV - Townsites Improved Vacant	300	1,810	14	4,200	4,200	0	0%	
GRV - Mining Infrastructure	300	44	1	300	300	0	0%	
UV - Mining / Mining Tenements	300	3,785	7	2,100	2,100	0	0%	
UV - Exploration / Prospecting	300	80,359	98	29,400	29,400	0	0%	
UV - Pastoral / Rural	300	9,996	8	2,400	2,400	0	0%	
				<b>39,300</b>	<b>39,300</b>			
<b>Total General and Minimum Rates</b>				<b>3,473,503</b>	<b>3,473,503</b>			
<b>Other Rate Revenue</b>								
Rates Written-off				(10,003)	(1,784)	8,219	(82%)	
Discounts				(155,999)	(96,545)	59,454	(38%)	Less than expected
Interim and Back Rates				5,000	0	(5,000)	(100%)	
<b>Total Funds Raised from Rates</b>				<b>3,312,501</b>	<b>3,375,175</b>			
YTD Budget	1,104,168							
YTD Actual	3,375,175							
Variance \$	(2,271,007)							
Variance %	206%							

The variance is caused by the budget profile.

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
For the Period Ending 31 October 2025

8. Grants, Subsidies and Contributions

(a) Operating Revenue

	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
Financial Assistance Grant - General	1,050,000	350,000	320,362	(29,638)	(8%)	Higher than expected
Financial Assistance Grant - Roads	375,000	125,000	102,976	(22,025)	(18%)	Higher than expected
Bush Fire grants	38,000	12,664	25,665	13,001	103%	Higher than expected
Event Contributions	5,000	1,664	4,545	2,881	173%	
Road Use Agreement - EMR	120,000	40,000	0	(40,000)	(100%)	Being worked on with mine
Road Use Agreement - Rothsay Deflector	80,000	26,664	18,373	(8,291)	(31%)	
Flood Damage reimbursements	3,000,000	1,000,000	0	(1,000,000)	(100%)	No flood damage works
MRWA Direct Road grant	229,000	76,332	229,282	152,950	200%	Budget profile
Healthy Community Projects grant - Silverlake	4,000	1,332	1,000	(332)	(25%)	
Fuel Tax Credits	20,000	6,664	6,647	(17)	(0%)	
	<b>4,921,000</b>	<b>1,640,320</b>	<b>708,849</b>			

(b) Capital Revenue

	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
LRCIP funding	260,000	86,668	0	(86,668)	(100%)	Audit to complete
Lotterywest Town Hall grant	20,450	6,816	0	(6,816)	(100%)	Recognised in 24/25
Regional Roads Group	520,000	173,332	80,000	(93,332)	(54%)	Progressing. Budget profile
Roads to Recovery	1,100,000	366,664	0	(366,664)	(100%)	Audit to complete
	<b>1,900,450</b>	<b>633,480</b>	<b>80,000</b>			

Shire of Yalgoo  
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For the Period Ending 31 October 2025

9. Operating Revenue

(a) Fees and Charges

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
3030120	RATES - Instalment Admin Fee	2,000	664	990	326	49%	
3030121	RATES - Account Enquiry Charges	500	164	91	(73)	(45%)	
3030220	GEN PUR - Charges - Photocopying / Faxing	0	0	2	2	0%	
3050221	ANIMAL - Animal Registration Fees	250	80	250	170	213%	
3050240	ANIMAL - Fines and Penalties	740	244	0	(244)	(100%)	
3070421	HEALTH - Health Regulatory Licenses	180	60	0	(60)	(100%)	
3090101	STF HOUSE - Staff Rental Reimbursements	18,250	6,080	6,600	520	9%	
3090235	OTH HOUSE - Other Income	25,200	8,400	8,036	(364)	(4%)	
3100120	SAN - Domestic Refuse Collection Charges	11,000	3,664	12,625	8,961	245%	
3100200	SAN OTH - Commercial Collection Charge	3,500	1,164	3,850	2,686	231%	
3100321	SEW - Septic Tank Inspection Fees	500	164	0	(164)	(100%)	
3100623	PLAN - Fees & Charges	2,000	664	0	(664)	(100%)	
3100720	COM AMEN - Cemetery Fees	3,000	1,000	1,327	327	33%	
3100723	COM AMEN - Community Bus Fees	1,000	332	0	(332)	(100%)	
3110120	HALLS - Town Hall Hire	0	0	73	73	0%	
3110321	REC - Core Stadium Hire	500	164	0	(164)	(100%)	
3110324	REC - Mens Shed Hire Fees	200	64	73	9	14%	
3110620	HERITAGE - Sale of History Books	100	32	15	(17)	(52%)	
3110720	OTH CUL - Sales Arts and Cultural Centre	500	164	0	(164)	(100%)	
3110721	OTH CUL - Chapel and Museum Fees	250	80	86	6	7%	
3130221	TOUR - Caravan Park Tourism Sales	50	16	0	(16)	(100%)	
3130222	TOUR - Caravan Park Chalet Revenue	140,000	46,664	27,198	(19,466)	(42%)	Budget profile
3130223	TOUR - Caravan Park Shop Sales	5,000	1,664	1,508	(156)	(9%)	
3130224	TOUR - Prospecting Permits	1,000	332	205	(127)	(38%)	
3130225	TOUR - Caravan Park Camp Site Fees	60,000	20,000	61,929	41,929	210%	Budget profile
3130228	TOUR - Tourism Sales	0	0	74	74	0%	
3130320	BUILD - Fees & Charges (Licences)	500	164	100	(64)	(39%)	
3140120	PRIVATE - Private Works Income	30,000	10,000	4,988	(5,012)	(50%)	
		<b>306,220</b>	<b>102,024</b>	<b>130,019</b>			

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
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9. Operating Revenue (Continued)

(b) Interest Earnings

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
3030145	RATES - Penalty Interest Received	15,000	5,000	2,581	(2,419)	(48%)	
3030146	RATES - Instalment Interest Received	6,000	2,000	606	(1,394)	(70%)	
3030245	GEN PUR - Interest Earned - Reserves	20,000	6,664	9,397	2,733	41%	
3030246	GEN PUR - Interest Earned - Municipal	10,000	3,332	1,744	(1,588)	(48%)	
		<b>51,000</b>	<b>16,996</b>	<b>14,328</b>			

(c) Other Revenue

3030122	RATES - Reimbursement of Debt Collection	2,700	900	0	(900)	(100%)	
3050502	ESL BFB - Admin Fee/Commission	4,000	1,332	4,000	2,668	200%	
3070701	OTH HEALTH - Reimbursements	2,000	668	0	(668)	(100%)	
3110702	OTH CUL - Commissions	500	164	0	(164)	(100%)	
3130235	TOUR - Other Income Relating to Tourism	10,000	3,332	0	(3,332)	(100%)	
3120502	LICENSING - Transport Commissions	4,500	1,500	920	(580)	(39%)	
3130302	BUILD - Commissions - BSL & CTF	300	100	0	(100)	(100%)	
3130835	OTH ECON - Sundry Revenue (No GST)	0	0	1,738	1,738	0%	Was posting to Balance Sheet. Assign budget in review
3140201	ADMIN - Reimbursements	2,500	832	0	(832)	(100%)	
3140401	POC - Reimbursements	3,000	1,000	412	(588)	(59%)	
3140235	ADMIN - Other Administration Income	6,000	1,996	9,164	7,168	359%	
		<b>35,500</b>	<b>11,824</b>	<b>16,235</b>			

(d) Profit on Asset Disposals

3120390	PLANT - Profit on Disposal of Assets	244,500	81,500	0	(81,500)	(100%)	Asset Register not open. Timing of disposals
		<b>244,500</b>	<b>81,500</b>	<b>0</b>			

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
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10. Operating Expenditure

(a) Employee Costs

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2050165	FIRE - Maintenance/Operations	0	0	(977)	(977)	0%	
2050189	FIRE - Building Maintenance	0	0	(59)	(59)	0%	
2090189	STF HOUSE - Building Maintenance	(10,000)	(3,332)	(2,472)	860	(26%)	
2100117	SAN - General Tip Maintenance	(3,000)	(1,000)	(1,132)	(132)	13%	
2100711	COM AMEN - Cemetery Maintenance	(2,500)	(832)	(483)	349	(42%)	
2100789	COM AMEN - Public Conveniences Mtce	(40,000)	(13,332)	(5,998)	7,334	(55%)	
2110189	HALLS - Town Halls Maintenance	(4,000)	(1,332)	(5,275)	(3,943)	296%	
2110300	REC - Employee Costs	0	0	(333)	(333)	0%	
2110360	REC - Recreation Grounds Maintenance	(111,400)	(37,132)	(33,546)	3,586	(10%)	
2110365	REC - Parks & Gardens Maintenance	0	0	(157)	(157)	0%	
2110389	REC - Other Rec Building Maintenance	(57,000)	(19,000)	(26,177)	(7,177)	38%	
2110689	HERITAGE - Building Maintenance	(1,800)	(600)	(244)	356	(59%)	
2110700	OTH CUL - Community Events	(166,020)	(55,336)	(43,529)	11,807	(21%)	Timing of events
2110725	OTH CUL - Festival & Events	0	0	757	757	0%	
2110789	OTH CUL - Building Maintenance	(7,000)	(2,332)	(834)	1,498	(64%)	
2120211	ROADM - Road Maintenance	(300,000)	(100,000)	(56,945)	43,055	(43%)	Expenditure less than expected
2120215	ROADM - Roads to Recovery RTR	(150,000)	(50,000)	0	50,000	(100%)	Not started
2120221	ROADM - Road Maintenance Flood Damage	(40,000)	(13,332)	0	13,332	(100%)	Budget profile
2120236	ROADM - Street Trees and Watering	(1,200)	(400)	0	400	(100%)	
2120288	ROADM - Depot Building Operations	(27,200)	(9,064)	(0)	9,064	(100%)	
2120289	ROADM - Depot Building Maintenance	(3,500)	(1,164)	(44,118)	(42,954)	3,690%	Incorrect allocation. Need to journal
2120504	LICENSING - Training & Development	(500)	(164)	0	164	(100%)	
2120665	AERO - Airstrip & Grounds Maintenance	(6,000)	(2,000)	(885)	1,115	(56%)	
2120689	AERO - Building Maintenance	(7,000)	(2,332)	(457)	1,875	(80%)	
2130200	TOUR - Employee Costs	(152,570)	(50,852)	(43,396)	7,457	(15%)	
2130213	TOUR - Jokers Tunnel Maintenance	(750)	(248)	(764)	(516)	208%	
2130214	TOUR - Yalgoo Lookout Maintenance	(500)	(164)	0	164	(100%)	
2130267	TOUR - Caravan Park General Operation	(3,500)	(1,164)	0	1,164	(100%)	
2130289	TOUR - Building Maintenance	(20,000)	(6,664)	(4,322)	2,342	(35%)	
2130855	OTH ECON - Community Bus	(1,000)	(332)	0	332	(100%)	
2140187	PRIVATE - Other Expenses	(7,000)	(2,332)	(4,231)	(1,899)	81%	



Shire of Yalgoo  
Notes to the Statement of Financial Activity  
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10. Operating Expenditure (Continued)

(a) Employee Costs (Continued)

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2140200	ADMIN - Employee Costs	(748,500)	(249,496)	(165,573)	83,923	(34%)	Expenditure less than expected
2140202	ADMIN - Superannuation	(137,000)	(45,664)	(34,414)	11,250	(25%)	Expenditure less than expected
2140206	ADMIN - Fringe Benefits Tax (FBT)	(40,000)	(13,332)	(8,352)	4,980	(37%)	
2140208	ADMIN - Other Employee Expenses	0	0	(5,631)	(5,631)	0%	
2140209	ADMIN - Travel & Accommodation	0	0	(35)	(35)	0%	
2140263	ADMIN - Courses Seminars & Conference	(15,000)	(5,000)	(221)	4,779	(96%)	
2140289	ADMIN - Building Maintenance	(20,000)	(6,664)	(2,546)	4,118	(62%)	
2140300	PWO - Employee Costs	(322,280)	(107,420)	(34,932)	72,488	(67%)	Expenditure less than expected
2140304	PWO - Training & Development	(20,000)	(6,664)	(3,124)	3,541	(53%)	
2140308	PWO - Other Employee Expenses	(3,500)	(1,164)	(1,859)	(695)	60%	
2140309	PWO - Travel & Accommodation	(3,500)	(1,164)	0	1,164	(100%)	
2140323	PWO - Sick Pay	(28,600)	(9,532)	(10,818)	(1,286)	13%	
2140324	PWO - Annual Leave	(108,800)	(36,264)	(9,082)	27,182	(75%)	Payroll software setup incorrectly
2140325	PWO - Public Holidays	(65,000)	(21,664)	(6,487)	15,177	(70%)	Payroll software setup incorrectly
2140328	PWO - Supervision	(40,000)	(13,332)	(16,627)	(3,295)	25%	
2140330	PWO - OHS and Toolbox Meetings	0	0	(347)	(347)	0%	
2140344	PWO - Superannuation	(175,000)	(58,332)	(44,639)	13,693	(23%)	Expenditure less than expected
2140362	PWO - Asset Management	0	0	(863)	(863)	0%	
2140400	POC - Internal Plant Repairs	(1,500)	(500)	(7,182)	(6,682)	1,336%	
Multiple	Allocations	356,090	118,740	51,921	(66,819)	(56%)	Allocations less than expected
		<b>(2,496,030)</b>	<b>(831,892)</b>	<b>(576,387)</b>			

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
For the Period Ending 31 October 2025

10. Operating Expenditure (Continued)

(b) Materials and Contracts

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2030112	RATES - Valuation Expenses	(7,500)	(2,500)	(196)	2,304	(92%)	
2030113	RATES - Title/Company Searches	(500)	(164)	0	164	(100%)	
2030114	RATES - Debt Collection Expenses	(5,000)	(1,664)	(109)	1,555	(93%)	
2030152	RATES - Consultants	(60,000)	(20,000)	(7,880)	12,120	(61%)	Expenditure less than expected
2030187	RATES - Other Expenses Relating To Rates	(500)	(164)	0	164	(100%)	
2040101	MEMBERS - Conferences/Accommodation	(20,000)	(6,664)	(14,342)	(7,678)	115%	
2040104	MEMBERS - Training & Development	(21,500)	(7,164)	0	7,164	(100%)	
2040116	MEMBERS - Election Expenses	(20,000)	(6,664)	0	6,664	(100%)	
2040141	MEMBERS - Subscriptions & Publications	(28,000)	(9,332)	(23,192)	(13,860)	149%	WALGA membership. Budget Profile
2040184	MEMBERS - Receptions & Refreshments	0	0	(780)	(780)	0%	
2040187	MEMBERS - Other Expenses	(5,000)	(1,664)	(1,254)	410	(25%)	
2040193	MEMBERS - Receptions & Refreshments	(11,500)	(3,832)	(1,889)	1,943	(51%)	
2050109	FIRE - Travel & Accommodation	0	0	(666)	(666)	0%	
2050113	FIRE - Fire Prevention and Planning	0	0	(2,053)	(2,053)	0%	
2050117	FIRE - CESM	(27,500)	(9,164)	423	9,587	(105%)	
2050165	FIRE - Maintenance/Operations	(24,120)	(8,040)	(1,405)	6,635	(83%)	
2050189	FIRE - Building Maintenance	0	0	(323)	(323)	0%	
2050266	ANIMAL - Contract Ranger Services	(42,000)	(14,000)	(11,200)	2,800	(20%)	
2050269	ANIMAL - Sterilisation Program.	(5,000)	(1,664)	0	1,664	(100%)	
2050287	ANIMAL - Other Expenditure	(1,000)	(332)	0	332	(100%)	
2070411	HEALTH - Contract EHO	(18,000)	(6,000)	(8,575)	(2,575)	43%	
2070412	HEALTH - Analytical Expenses	(1,000)	(332)	(377)	(45)	14%	
2070487	HEALTH - Other Expenses	(1,000)	(332)	0	332	(100%)	
2070554	PEST - Mosquito Control Expenses	(3,500)	(1,164)	0	1,164	(100%)	
2070766	OTH HEALTH - Dental Services Expenses	(500)	(164)	0	164	(100%)	
2080254	OTHER ED - Community Development Fund	(2,280)	(760)	0	760	(100%)	
2090189	STF HOUSE - Building Maintenance	(70,500)	(23,496)	(41,111)	(17,615)	75%	Fencing work not capitalised
2100111	SAN - Waste Collection	(40,000)	(13,332)	(6,380)	6,952	(52%)	
2100117	SAN - General Tip Maintenance	(4,000)	(1,332)	0	1,332	(100%)	
2100118	SAN - Purchase of Bins (Sulo and Other)	(2,000)	(664)	0	664	(100%)	
2100211	SAN OTH - Waste Collection	0	0	(3,378)	(3,378)	0%	
2100650	PLAN - Contract Town Planning	(5,000)	(1,664)	0	1,664	(100%)	
2100652	PLAN - Consultants	(2,000)	(664)	0	664	(100%)	
2100711	COM AMEN - Cemetery Maintenance	(2,500)	(836)	0	836	(100%)	
2100789	COM AMEN - Public Conveniences Mtce	(5,000)	(1,664)	(1,840)	(176)	11%	

## 10. Operating Expenditure (Continued)

## (b) Materials and Contracts

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2110188	HALLS - Town Halls Operations	0	0	(352)	(352)	0%	
2110189	HALLS - Town Halls Maintenance	(7,000)	(2,332)	(1,524)	808	(35%)	
2110360	REC - Recreation Grounds Maintenance	(23,250)	(7,744)	(1,400)	6,344	(82%)	
2110365	REC - Parks & Gardens Maintenance	0	0	(220)	(220)	0%	
2110389	REC - Other Rec Building Maintenance	(40,500)	(13,496)	(12,880)	616	(5%)	
2110465	TV RADIO - Re-Broadcasting Maintenance	(6,000)	(2,000)	(1,528)	472	(24%)	
2110516	LIBRARY - Postage and Freight	(700)	(232)	0	232	(100%)	
2110587	LIBRARY - Other Expenses	(1,500)	(500)	(10)	490	(98%)	
2110689	HERITAGE - Building Maintenance	(11,750)	(3,912)	(301)	3,611	(92%)	
2110700	OTH CUL - Community Events	(94,050)	(31,348)	(55,435)	(24,087)	77%	Fund Day. Budget profile
2110717	OTH CUL - Seniors Teas	(6,000)	(2,000)	(105)	1,895	(95%)	
2110725	OTH CUL - Festival & Events	0	0	(2,988)	(2,988)	0%	
2110741	OTH CUL - Subscriptions & Memberships	0	0	(2,800)	(2,800)	0%	
2110789	OTH CUL - Building Maintenance	(2,500)	(832)	(1,420)	(588)	71%	
2120212	ROADM - Road Maintenance	(200,000)	(66,664)	(115,246)	(48,582)	73%	Need to capitalise LRCI works
2120215	ROADM - Roads to Recovery RTR	(50,000)	(16,664)	0	16,664	(100%)	Not started
2120221	ROADM - Road Maintenance Flood Damage	(3,000,000)	(1,000,000)	0	1,000,000	(100%)	No flood damage works
2120231	ROADM - Small Plant and Equipment	(50,000)	(16,664)	(7,448)	9,216	(55%)	
2120236	ROADM - Street Trees and Watering	(2,500)	(832)	0	832	(100%)	
2120237	ROADM - Signs Repaired /Replaced	(2,500)	(832)	0	832	(100%)	
2120239	ROADM - Vegetation & Weed Control	(5,000)	(1,664)	0	1,664	(100%)	
2120242	ROADM - Roman Expenses	(8,500)	(2,832)	0	2,832	(100%)	
2120252	ROADM - Consultants	(110,000)	(36,664)	(66,147)	(29,483)	80%	Talis Consulting. Budget profile
2120289	ROADM - Depot Building Maintenance	(11,750)	(3,912)	(7,366)	(3,454)	88%	
2120516	LICENSING - Postage and Freight	(500)	(164)	0	164	(100%)	
2120665	AERO - Airstrip & Grounds Maintenance	0	0	(3,224)	(3,224)	0%	
2120687	AERO - Other Expenses	(1,500)	(500)	0	500	(100%)	
2120689	AERO - Building Maintenance	(1,000)	(332)	0	332	(100%)	
2130165	RURAL - MRVC	0	0	(46,027)	(46,027)	0%	Budget is Other Expenditure
2130211	TOUR - Tourism Promotion	(67,350)	(22,448)	(31,333)	(8,885)	40%	
2130213	TOUR - Jokers Tunnel Maintenance	(2,000)	(664)	0	664	(100%)	
2130214	TOUR - Yalgoo Lookout Maintenance	(1,000)	(332)	0	332	(100%)	
2130265	TOUR - Maintenance/Operations	0	0	(93)	(93)	0%	
2130267	TOUR - Caravan Park General Operation	(66,500)	(22,164)	(6,017)	16,147	(73%)	Expenditure less than expected
2130289	TOUR - Building Maintenance	(5,000)	(1,664)	(268)	1,396	(84%)	

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10. Operating Expenditure (Continued)

(b) Materials and Contracts

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2130296	TOUR - Healthy Community Projects	0	0	(282)	(282)	0%	
2130640	ECON DEV - Advertising & Promotion	(5,000)	(1,664)	0	1,664	(100%)	
2130810	OTH ECON - Motor Vehicle Expenses	0	0	(1,760)	(1,760)	0%	Was posting to Balance Sheet. Assign budget in review
2140187	PRIVATE - Other Expenses	(2,000)	(664)	0	664	(100%)	
2140201	ADMIN - Salaries & Wages	0	0	(3,764)	(3,764)	0%	
2140204	ADMIN - Training & Development	(5,200)	(1,728)	0	1,728	(100%)	
2140205	ADMIN - Recruitment	(5,000)	(1,664)	0	1,664	(100%)	
2140209	ADMIN - Travel & Accommodation	(15,000)	(5,000)	(3,026)	1,974	(39%)	
2140215	ADMIN - Printing and Stationery	(6,000)	(2,000)	(3,328)	(1,328)	66%	
2140216	ADMIN - Postage and Freight	(3,000)	(996)	(300)	696	(70%)	
2140217	ADMIN - Computer Maintenance	(83,000)	(27,664)	(16,376)	11,288	(41%)	Expenditure less than expected
2140220	ADMIN - Communication Expenses	0	0	(218)	(218)	0%	
2140223	ADMIN - Bank Charges	(7,000)	(2,332)	(1,703)	629	(27%)	
2140226	ADMIN - Office Equipment Mtce	(30,000)	(10,000)	(29,640)	(19,640)	196%	Computers purchased. Budget profile
2140227	ADMIN - Records Management	(20,000)	(6,664)	0	6,664	(100%)	
2140229	ADMIN - Software Licencing	(60,000)	(20,000)	0	20,000	(100%)	Paid in November
2140240	ADMIN - Advertising and Promotion	(2,000)	(664)	0	664	(100%)	
2140241	ADMIN - Subscriptions and Memberships	(3,000)	(1,000)	(12,895)	(11,895)	1,190%	Councilconnect not in WALGA cost now
2140252	ADMIN - Consultants	(117,000)	(38,996)	(17,717)	21,279	(55%)	Timing of projects
2140263	ADMIN - Courses Seminars & Conference	0	0	(4,722)	(4,722)	0%	
2140264	ADMIN - License & Permits	(1,500)	(500)	(36)	464	(93%)	
2140265	ADMIN - Maintenance/Operations	(5,000)	(1,664)	0	1,664	(100%)	
2140279	ADMIN - Telephone & Internet	(75,000)	(25,000)	(15,250)	9,750	(39%)	
2140284	ADMIN - Audit Fees	(150,000)	(50,000)	0	50,000	(100%)	Not paid yet
2140285	ADMIN - Legal Expenses	(300,000)	(100,000)	(78,727)	21,273	(21%)	Invoices raised in November
2140287	ADMIN - Other Expenses	(7,000)	(2,328)	0	2,328	(100%)	
2140289	ADMIN - Building Maintenance	(25,000)	(8,332)	(4,525)	3,807	(46%)	
2140304	PWO - Training & Development	(20,000)	(6,664)	(177)	6,487	(97%)	
2140305	PWO - Recruitment	(5,000)	(1,664)	(3,850)	(2,186)	131%	
2140307	PWO - Protective Clothing	(15,000)	(5,000)	(7,165)	(2,165)	43%	
2140309	PWO - Travel & Accommodation	(7,500)	(2,500)	(598)	1,902	(76%)	
2140316	PWO - Postage and Freight	(500)	(164)	0	164	(100%)	
2140330	PWO - OHS and Toolbox Meetings	(30,000)	(9,996)	(13,731)	(3,735)	37%	
2140362	PWO - Asset Management	0	0	(8,366)	(8,366)	0%	

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
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10. Operating Expenditure (Continued)

(b) Materials and Contracts

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2140364	PWO - Satellite Phone & Tracking Expenses	(12,000)	(4,000)	(3,151)	849	(21%)	
2140387	PWO - Other Expenses	(5,000)	(1,664)	(91)	1,573	(95%)	
2140401	POC - Blades & Tynes	(10,000)	(3,332)	0	3,332	(100%)	
2140411	POC - External Parts & Repairs	(140,000)	(46,664)	(36,492)	10,172	(22%)	Expenditure less than expected
2140412	POC - Fuels and Oils	(205,000)	(68,332)	(46,030)	22,302	(33%)	Expenditure less than expected
2140413	POC - Tyres and Tubes	(30,000)	(10,000)	(1,189)	8,811	(88%)	
2140415	POC - Tools and Supplies	(10,000)	(3,332)	(3,759)	(427)	13%	
2140416	POC - Licences/Registrations	(15,000)	(5,000)	(11,118)	(6,118)	122%	
2140418	POC - Minor Tools and Equipment	(5,000)	(1,664)	0	1,664	(100%)	
Multiple	Plant Recoveries (exc Capex)	282,740	94,280	50,430	(43,850)	(47%)	Allocations less than expected
		<b>(5,368,710)</b>	<b>(1,789,364)</b>	<b>(770,213)</b>			

(c) Utility Charges

2050189	FIRE - Building Maintenance	0	0	(265)	(265)	0%	
2090189	STF HOUSE - Staff Housing Building Mtce	(34,500)	(11,492)	(5,772)	5,720	(50%)	
2100789	COM AMEN - Public Conveniences Mtce	(3,500)	(1,164)	(526)	638	(55%)	
2110189	HALLS - Town Halls and Public Bldg Mtce	(550)	(180)	(742)	(562)	312%	
2110360	REC - Recreation Grounds Maintenance	(7,250)	(2,412)	(133)	2,279	(94%)	
2110389	REC - Other Rec Facilities Building Mtce	(15,200)	(5,064)	(2,648)	2,416	(48%)	
2110689	HERITAGE - Building Maintenance	(4,050)	(1,348)	(381)	967	(72%)	
2120234	ROADM - Street Lighting	(12,000)	(4,000)	(3,002)	998	(25%)	
2120289	ROADM - Depot Building Maintenance	(4,850)	(1,616)	(1,546)	70	(4%)	
2130267	TOUR - Caravan Park General Operation	(30,000)	(9,996)	(532)	9,464	(95%)	Expenses allocated to 2130289
2130289	TOUR - Building Maintenance	(1,000)	(332)	(6,518)	(6,186)	1,863%	Allocate to 2130267
2140280	ADMIN - Water	(1,500)	(500)	0	500	(100%)	
2140289	ADMIN - Building Maintenance	(5,150)	(1,712)	(1,066)	646	(38%)	
		<b>(119,550)</b>	<b>(39,816)</b>	<b>(23,130)</b>			

(d) Depreciation

2040192	MEMBERS - Depreciation	(500)	(164)	(167)	(3)	2%	
2050192	FIRE - Depreciation	(1,700)	(564)	(567)	(3)	0%	
2050292	ANIMAL - Depreciation	(100)	(32)	(33)	(1)	4%	
2050392	OLOPS - Depreciation	(800)	(264)	(267)	(3)	1%	
2070692	PREV OTH - Depreciation	(1,500)	(500)	(500)	(0)	0%	
2090192	STF HOUSE - Depreciation	(40,200)	(13,400)	(13,400)	(0)	0%	

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
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10. Operating Expenditure (Continued)

(d) Depreciation (Continued)

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2090292	OTH HOUSE - Depreciation	(4,600)	(1,532)	(1,533)	(1)	0%	
2100792	COM AMEN - Depreciation	(21,500)	(7,164)	(7,167)	(3)	0%	
2110192	HALLS - Depreciation	(14,500)	(4,828)	(4,833)	(5)	0%	
2110392	REC - Depreciation	(75,900)	(25,296)	(25,300)	(4)	0%	
2110692	HERITAGE - Depreciation	(10,500)	(3,496)	(3,500)	(4)	0%	
2110792	OTH CUL - Depreciation	(91,300)	(30,432)	(30,434)	(2)	0%	
2120292	ROADM - Depreciation	(640,100)	(213,364)	(213,370)	(6)	0%	
2120692	AERO - Depreciation	(24,600)	(8,196)	(8,200)	(4)	0%	
2130292	TOUR - Depreciation	(85,100)	(28,360)	(28,367)	(7)	0%	
2140292	ADMIN - Depreciation	(35,500)	(11,832)	(11,834)	(2)	0%	
2140492	POC - Depreciation	(277,000)	(92,332)	(92,335)	(3)	0%	
		<b>(1,325,400)</b>	<b>(441,756)</b>	<b>(441,808)</b>			

(e) Insurance

2040130	MEMBERS - Insurance Expenses	(1,000)	(332)	0	332	(100%)	
2050130	FIRE - Insurance Expenses	(3,200)	(1,064)	0	1,064	(100%)	
2050189	FIRE - Building Maintenance	(2,000)	(664)	0	664	(100%)	
2090189	STF HOUSE - Staff Housing Building Mtce	(15,000)	(5,000)	0	5,000	(100%)	
2100123	SAN - Refuse Site Maintenance - Yalgoo	(500)	(164)	0	164	(100%)	
2100711	COM AMEN - Cemetery Maintenance	(500)	(164)	0	164	(100%)	
2100789	COM AMEN - Public Conveniences Mtce	(1,000)	(332)	0	332	(100%)	
2110189	HALLS - Town Halls and Public Bldg Mtce	(10,000)	(3,332)	0	3,332	(100%)	
2110360	REC - Recreation Grounds Maintenance	(2,000)	(664)	0	664	(100%)	
2110389	REC - Other Rec Facilities Building Mtce	(15,000)	(5,000)	0	5,000	(100%)	
2110487	TV RADIO - Other Expenses	(500)	(164)	0	164	(100%)	
2110689	HERITAGE - Building Maintenance	(6,000)	(2,000)	0	2,000	(100%)	
2110789	OTH CUL - Building Maintenance	(3,000)	(1,000)	0	1,000	(100%)	
2120289	ROADM - Depot Building Maintenance	(5,000)	(1,664)	0	1,664	(100%)	
2120665	AERO - Airstrip & Grounds Maintenance	(3,000)	(1,000)	0	1,000	(100%)	
2130267	TOUR - Caravan Park General Operation	(2,000)	(664)	0	664	(100%)	
2130289	TOUR - Building Maintenance	(9,000)	(3,000)	0	3,000	(100%)	
2130602	ECON DEV - Fuel Station Maintenance	(500)	(164)	0	164	(100%)	
2140230	ADMIN - Insurance Expenses (Other)	(54,800)	(18,264)	(1,527)	16,737	(92%)	Insurance to be journaled
2140289	ADMIN - Building Maintenance	(9,000)	(3,000)	0	3,000	(100%)	
2140417	POC - Insurance Expenses	(117,000)	(39,000)	0	39,000	(100%)	Insurance to be journaled
		<b>(260,000)</b>	<b>(86,636)</b>	<b>(1,527)</b>			

Shire of Yalgoo  
Notes to the Statement of Financial Activity  
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10. Operating Expenditure (Continued)

(f) Other Expenditure

COA	Description	Annual Budget \$	YTD Budget \$	YTD Actual \$	Var \$	Var %	Explanation of Variance
2040109	MEMBERS - Members Travel and Accom	(19,000)	(6,332)	(4,128)	2,204	(35%)	
2040111	MEMBERS - Presidents Allowance	(15,500)	(5,164)	(822)	4,342	(84%)	
2040112	MEMBERS - Deputy Presidents Allowance	(4,000)	(1,332)	(822)	510	(38%)	
2040113	MEMBERS - Members Sitting Fees	(35,000)	(11,664)	(4,025)	7,639	(65%)	
2040114	MEMBERS - Communications Allowance	(21,000)	(7,000)	(5,542)	1,458	(21%)	
2040129	MEMBERS - Donations to Community Groups	(2,000)	(664)	(100)	564	(85%)	
2040194	MEMBERS - Contribution to Murchison Zone	(3,500)	(1,164)	0	1,164	(100%)	
2130101	RURAL - Contribution - Southern Rangelands	(10,000)	(3,332)	0	3,332	(100%)	
2130112	RURAL - Dog Bounty	(2,000)	(664)	0	664	(100%)	
2130165	RURAL - MRVC	(55,000)	(18,332)	0	18,332	(100%)	Posted as Materials and Contracts
2130187	RURAL - Other Expenses	(10,000)	(3,332)	0	3,332	(100%)	
2130289	TOUR - Building Maintenance	(2,500)	(832)	(627)	205	(25%)	
		<b>(179,500)</b>	<b>(59,812)</b>	<b>(16,065)</b>			
<b>(g) Loss on Asset Disposals</b>							
2120391	PLANT - Loss on Disposal of Assets	(39,900)	(13,300)	0	13,300	(100%)	Asset Register not open. Timing of disposals
		<b>(39,900)</b>	<b>(13,300)</b>	<b>0</b>			

## 14 ADMINISTRATION REPORTS

### 14.1 GENERAL REPORT

Applicant:	Shire of Yalgoo
Date:	17 November 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**

##### **Cue Parliament**

Two reports were presented at the recent WALGA Zone meeting in Cue. The first was a call for the Office of the Auditor General (OAG) to conduct a performance audit of disaster recovery processes. This received wide support from the zone. The second was a call for Main Roads WA (MRWA) to reinstate local government control on Heavy Vehicle Network roads that were removed without consultation. This also received significant support from the zone. Minutes will be circulated when available. The same heavy vehicle concern was raised with the Regional Road Group.

##### **Novated Lease**

Administration has determined that it has not been contributing GST to novated lease payments on top of outgoing wage deductions for the Chief Executive Officers novated lease. This GST component was being absorbed from the employees salary sacrifice but is claimable as an expense by the Council. An additional payment has been made to cover the difference from past underpayments.

##### **Grants Commission**

The Shire shared valuable information with the Grants Commission on their recent visit. Recent valuations and asset updates have been provided to Main Roads WA who manage the database used to assess the road component of Financial Assistance Grant funding.

##### **House of Representatives Standing Committee on Regional Development, Infrastructure and Transport**

The Federal Government has reopened their inquiry into funding and financial sustainability of local government with a new terms of reference. A draft submission will be provided prior to the 3<sup>rd</sup> of February 2026 submission deadline.

##### **External CEO Movements November**

29<sup>th</sup> Oct – Grants Commission Hearing - Yalgoo

31<sup>st</sup> Oct - Morowa Ag College Graduation

4<sup>th</sup> Nov - Local Emergency Management Committee – Yalgoo

7<sup>th</sup> Nov - LG Pro CEO Connections Forum

14<sup>th</sup> Nov – Regional Road Group

20<sup>th</sup> Nov – Murchison Executive Group



## **Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025**

21<sup>st</sup> Nov – Cue Parliament (WALGA Zone)

### **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.

## Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025

### 14.2 Council Meeting Dates 2026

Applicant:	Shire of Yalgoo
Date:	17 November 2025
Reporting Officer:	Ian Holland – Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	NIL

#### **SUMMARY**

That Council consider the following dates for Ordinary Council meetings in 2026

#### **COMMENT**

Tradition dictates that the Ordinary Council Meetings for Yalgoo Shire occur on the last Friday of every month.

It is also proposed that a September Council meeting not be held due to the WALGA Convention, September Public Holiday and regional calendar of events.

The following dates are proposed for 2026:

<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Location</b>
30 January	Friday	10:30am	Yalgoo
27 February	Friday	10:30am	Yalgoo
27 March	Friday	11:00am	Paynes Find
24 April	Friday	10:30am	Yalgoo
29 May	Friday	10:30am	Yalgoo
26 June	Friday	10:30am	Yalgoo
31 July	Friday	10:30am	Yalgoo
28 August	Friday	11:00am	Paynes Find
September – no meeting			
30 October	Friday	10:30am	Yalgoo
27 November	Friday	10:30am	Yalgoo
18 December	Friday	10:30am	Yalgoo

In the lead up to the 2026/27 Budget it is proposed that a Road Inspection for the Southern part of the Shire be carried out after the March Ordinary Meeting in Paynes Find by any Councillor wishing to participate.

A second Road Inspection for the Northern part is then proposed for the afternoon of the Ordinary April Meeting.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

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

NIL

#### **VOTING REQUIREMENT**

Simple Majority

## Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025

### OFFICERS RECOMMENDATION

That Council adopts the following Ordinary Council Meetings for 2026 to be advertised locally:

<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Location</b>
30 January	Friday	10:30am	Yalgoo
27 February	Friday	10:30am	Yalgoo
27 March	Friday	11:00am	Paynes Find
24 April	Friday	10:30am	Yalgoo
29 May	Friday	10:30am	Yalgoo
26 June	Friday	10:30am	Yalgoo
31 July	Friday	10:30am	Yalgoo
28 August	Friday	11:00am	Paynes Find
September – no meeting			
30 October	Friday	10:30am	Yalgoo
27 November	Friday	10:30am	Yalgoo
18 December	Friday	10:30am	Yalgoo

## Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025

### 14.3 NRMA Vehicle Charger Proposal

Applicant:	Shire of Yalgoo
Date:	17 November 2025
Reporting Officer:	Ian Holland – Chief Executive Officer
Disclosure of Interest:	NIL
Attachments:	NRMA Lease

#### **SUMMARY**

That Council revisit a proposal from NRMA for a Yalgoo based vehicle charger.

#### **COMMENT**

The initial public advertising for the disposal of a small section of the caravan park misinterpreted the term of the lease as 10 years comprising two 5 year options. The correct request as outlined in the contract was for 20 years comprising 10 years followed by two 5 year options.

No submissions were received from the first round of public advertising. It is suggested that the contract be accepted pending no submissions being received for the longer term by the 3<sup>rd</sup> of December 2026.

An item in October delegated this leases execution to the Shire President and Chief Executive Officer. In carrying out further checks this discrepancy was identified and readvertised.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

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

NIL

#### **VOTING REQUIREMENT**

Absolute Majority

#### **OFFICERS RECOMMENDATION**

That Council accepts the proposed lease of a portion of 11 Gibbons Street, Yalgoo and delegate its execution to the Shire President and Chief Executive Officer pending no public submissions being received by the 3<sup>rd</sup> of December 2026.

**Agenda – Ordinary Council Meeting – Friday 28<sup>th</sup> November 2025**

**15 NOTICE OF MOTIONS**

**16 URGENT BUSINESS**

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

**17.1 Enterprise Bargaining Agreement**

Applicant:	Shire of Yalgoo
Date:	17 November 2025
Reporting Officer:	Ian Holland – Chief Executive Officer
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 19<sup>th</sup> December 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 s
- 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 – Friday 28<sup>th</sup> November 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](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 —
  - (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



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- (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.

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- (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