



UNCONFIRMED MINUTES  
OF THE  
ORDINARY MEETING OF COUNCIL  
HELD IN THE  
COUNCIL CHAMBERS, YALGOO  
ON FRIDAY, 18 DECEMBER 2020  
COMMENCING 10.00 AM



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Minutes of the Ordinary Meeting of the Yalgoo Shire Council,  
held in the Council Chambers, Yalgoo  
On Friday, 18 December 2020 commencing at 10.00 am.

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

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

President Cr Gregory Payne declared the meeting open at 10.12am.

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

MEMBERS	Cr Gregory Payne, Shire President Cr Gail Trenfield, Deputy President Cr Raul Valenzuela Cr Percy Lawson Cr Tamisha Hodder
STAFF	Ian Holland, Chief Executive Officer Elisha Hodder, Executive Assistant
GUESTS	Nil
OBSERVERS	Nil
LEAVE OF ABSENCE	Nil
APOLOGIES	Cr Gail Simpson

### **3. DISCLOSURE OF INTERESTS**

Disclosures of interest made before the Meeting.

Nil

#### 4. PUBLIC QUESTION TIME

##### 4.0 QUESTIONS TAKEN ON NOTICE

Nil

##### 4.1 QUESTIONS TAKEN WITHOUT NOTICE

Nil

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

President Cr Gregory Payne advised Item 14.1 CEO Performance Review Process Policy, Review Panel And Kpi's will be discussed behind closed doors.

#### 6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

#### 7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

##### 7.0 MEETINGS ATTENDED BY ELECTED MEMBERS

Date	Details	Attended with whom
26 November 2020	Cue Parliament	Deputy President Cr Gail Trenfield Ian Holland, CEO

#### 8. CONFIRMATION OF MINUTES

##### 8.1 ORDINARY COUNCIL MEETING

###### BACKGROUND

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

###### VOTING REQUIREMENTS

Simple majority

###### OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1201 MINUTES OF THE ORDINARY MEETING HELD 26 NOVEMBER 2020

That the Minutes of the Ordinary Council Meeting held on 26 November 2020 be confirmed as a true and correct record of proceedings.

Moved: Cr Raul Valenzuela

Seconded: Cr Percy Lawson

Motion put and carried: 5/0

## **9. REPORTS OF COMMITTEE MEETINGS**

CEO Ian Holland and Cr Gail Trenfield updated Council on issues that were raised at Cue Parliament held on the 26 November 2020.

CEO Ian Holland and Cr Raul Valenzuela updated Council on issues and discussion that were raised at the LEMC Meeting held on 16 December 2020.

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

### **10.0 INFORMATION ITEMS**

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

Nil

## **11. MATTERS FOR DECISION**

### **11.0 MATTERS BROUGHT FORWARD**

Nil

## **11.1 TECHNICAL SERVICES**

### **11.1.1 PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2020-21**

<b>AUTHOR:</b>	<b>Ian Holland, CEO</b>
<b>INTEREST DECLARED:</b>	<b>NO INTEREST TO DISCLOSE</b>
<b>DATE:</b>	<b>10 DECEMBER 2020</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

#### **MATTER FOR CONSIDERATION**

To receive the Progress Report on the 2020-2021 Capital Works Program.

#### **BACKGROUND**

The Shire in adopting its 2020-2021 Annual Budget has allocated funds amounting to \$3,732,078 for the purpose of acquiring capital assets and undertaking infrastructure works.

#### **STATUTORY ENVIRONMENT**

Nil

#### **STRATEGIC IMPLICATIONS**

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

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

To deliver the Capital Works Program within the budgeted allocations.

#### **CONSULTATION**

Nil

#### **COMMENT**

The Capital Works Projects for the 2020-2021 financial year are detailed be:



**CAPITAL WORKS PROGRAMME 2020-21**

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

		2020-21 ANNUAL BUDGET	2020-21 NOVEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<b>By Program</b>					The CEO to provide a verbal update on the status of the capital projects as at 30 November 2020
<b>Governance</b>					
000000-Admin Computers Hardware and System Upgrade	F & E	37,500	0	37,500	
000000-Admin Upgrade Cabling Fibre	F & E	13,000	12,111	889	Project completed with minor savings
000000-External Monitor Display	F & E	40,000	0	40,000	
000000-Admin Fire Proof Safe	F & E	11,000	813	10,187	Project commenced
000000-Financial Software	F & E	100,000	0	100,000	
<b>Law Order Public Safety</b>					
000000- CCTV Yalgoo Townsite	F & E	30,000	0	30,000	
<b>Housing</b>					
000000-Other Housing - Nurse Accommodation	L & B	250,000	3,583	246,417	Project commenced
<b>Communities Amenties</b>					
000000- Community Bus	P & E	130,000	0	130,000	
000000- Yalgoo Rubbish Tip	Other	0	18,062	(18,062)	?
<b>Recreation and Culture</b>					
000000 - Community Hall Renovations	L & B	600,000	0	600,000	
000000 - Museum Improvements	L & B	117,157	0	117,157	
000000-Art Centre	F & E	4,500	0	4,500	
000000- Sports Complex	F & E	500	0	500	
000000- Sports Complex -Footpath to School	Recreation	29,256	4,759	24,497	Project commenced

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

		2020-21 ANNUAL BUDGET	2020-21 NOVEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<b>By Program</b>					The CEO to provide a verbal update on the status of the capital projects as at 30 November 2020
<b>Transport</b>					
000000- Machinery Shed Depot Concrete Floor 2 Bays	L & B	20,000	0	20,000	
000000- Street Lighting	Other	50,000	0	50,000	
000000-Works Foreman Ute	P & E	75,000	0	75,000	
000000- Grader	P & E	380,000	0	380,000	
000000- Trailer Side Tipper	P & E	180,000	0	180,000	
000000- Truck Tipper	P & E	80,000	0	80,000	
000000- Fuel Tank	P & E	2,100	0	2,100	
000000- Deisel Air Compressor	P & E	3,200	0	3,200	
000000- Generator 4.5 kva	P & E	6,000	0	6,000	
000000- Road Sweeper Attachment	P & E	25,000	0	25,000	
000000- Paynes Find Public Toilets	Other	33,655	0	33,655	
000000- Paynes Find Entry Statements	Other	30,000	0	30,000	
ROADS TO RECOVERY GRANTS					
000000- Yalgoo/Morawa Road - Widen to 7m	Roads	380,000	29,125	350,875	Project commenced
RRG SPECIAL GRANT RD WORKS					
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads	514,110	49,813	464,297	Project commenced
MUNICIPAL FUND					
000000- Sandford River Crossing	Roads	25,000	0	25,000	
000000- Badga Woolshed Seal to Airstrip	Roads	80,000	0	80,000	

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

	2020-21 ANNUAL BUDGET	2020-21 NOVEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
	\$	YTD \$	\$	
<b>By Program</b>				The CEO to provide a verbal update on the status of the capital projects as at 30 November 2020
<b>Economic Services</b>				
000000-Caravan Park - Upgrade Water and Power Supply	L & B	30,000	0	30,000
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B	340,000	0	340,000
000000-Caravan Park -CCTV	F & E	13,600	0	13,600
000000-HCP Program- Computer	F & E	1,500	0	1,500
<b>Other Propert and Services</b>				
000000-Shire Building- Solar Panels	L & B	100,000	0	100,000
	<b>3,732,078</b>	<b>118,266</b>	<b>3,613,812</b>	

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2020-1202    PROGRESS REPORT ON THE CAPITAL WORKS PROGRAM 2020 - 2021**

**That Council receive the Progress Report on the Capital Works Program 2020 – 2021 as at 30 November 2020.**

**Moved: Cr Gail Trenfield**

**Second: Cr Tamisha Hodder**

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

## 11.1.2 TECHNICAL SERVICES MONTHLY REPORT AS OF THE 11 DECEMBER 2020

<b>AUTHOR:</b>	<b>Craig Holland, WORKS FOREMAN</b>
<b>INTEREST DECLARED:</b>	<b>NO INTEREST TO DISCLOSE</b>
<b>DATE:</b>	<b>11 December 2020</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

### MATTER FOR CONSIDERATION

That Council receives the Technical Services Monthly Report as of the 11 December 2020

### BACKGROUND

Nil

### STATUTORY ENVIRONMENT

Nil

### STATUTORY IMPLICATIONS

Nil

### CONSULTATION

Nil

### COMMENT

#### **1 ROAD CONSTRUCTION – CAPITAL**

- Nil

#### **2 ROAD MAINTENANCE - OPERATIONS**

- Maintenance grading done on the Dalgaranga road to Mt Magnet Road, Melangata Road to Jingemarra Road and Gabyon Tardie Road.
- Grader, Watercart, Road train and Roller working on Yalgoo-Ningham Road, Building road up at end of bitumen.

#### **3 OTHER INFRASTRUCTURE MAINTENANCE**

- CAT Truck Tank being repaired in Geraldton from cracks.

#### **4 PARKS, RESERVES AND PROPERTIES**

##### **4.1 Art & Culture Centre**

- General gardening maintenance and fertilizing carried out.
- Major service done on Timer and sprinklers.

##### **4.2 Community Town Oval**

- General gardening maintenance and fertilizing conducted to the Town Oval and Core Stadium Gardens.
- Major service done on Timer and sprinklers.

##### **4.3 Community Park, Gibbons Street**

- General gardening maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Service done on Timer and sprinklers.

#### **4.4 Community Park, Shamrock Street**

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Major service done on Timer and sprinklers.

#### **4.5 Water Park**

- General maintenance conducted to the water park.
- New suction hose being fitter.

#### **4.6 Yalgoo Caravan Park**

- General gardening maintenance is done every two weeks.
- Ceiling fan covers removed and cleaned, cistern and tap replaced in toilet blocks

#### **4.7 Paynes Find**

- Pin Strip, buildings checked all good.

#### **4.8 Railway Station**

- General Gardening Maintenance conducted on a weekly bases, Mowing, Pruning and watering.
- Bar work completed.
- Electrician to finish wiring lights.

#### **4.9 Yalgoo Nursing Post**

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

#### **4.10 Staff Housing**

- Screen Doors and windows repaired to some of staff housing.

#### **4.11 Yalgoo Rubbish Tip**

- Tip head pushed over on a weekly basis and tidied up chicken wire foot wire has arrive.

#### **4.12 Yalgoo and Paynes Find Airstrip**

- Checked over all in good order. No work required.

### **5 INFRASTRUCTURE – CAPITAL**

- New Grader arriving 15 December 2020.

### **6 PRIVATE WORKS**

- Cart steel from Geraldton to Yalgoo for Ellis & Sons to repair Bar at Railway Station.

### **7 PURCHASING**

- Nil

### **8 STAFF**

- Aerodrome Management Serviced can out to Yalgoo and conducted Airstrip Training with the Depot Workers between the 8-11 December 2020.
- Staff member back at work on full duties after minor Hip injury.

## **VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2020-1203    TECHNICAL SERVICES MONTHLY REPORT AS OF THE 11 DECEMBER 2020**

**That Council receive the Technical Services report as at 11 DECEMBER 2020.**

**Moved: Cr Gail Trenfield**

**Seconded: Cr Percy Lawson**

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

## 11.2 DEVELOPMENT PLANNING AND ENVIRONMENTAL HEALTH

Nil

## 11.3 FINANCE

### 11.3.1 ACCOUNTS FOR PAYMENT NOVEMBER 2020

<b>AUTHOR:</b>	<b>Dominic Carbone</b>
<b>INTEREST DECLARED:</b>	<b>NO INTEREST TO DISCLOSE</b>
<b>DATE:</b>	<b>10 DECEMBER 2020</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

### MATTER FOR CONSIDERATION

Council approve the Accounts for Payment list for the period 1 November 2020 to 30 November 2020 as detailed in the report below.

### BACKGROUND

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

### STATUTORY ENVIRONMENT

*Local Government Act 1995*

*6.10 Financial Management regulations*

Regulations may provide for –

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

### Local Government (Financial Management) Regulations 1996

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

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

III. Sufficient information to identify the transaction; and



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

**STRATEGIC IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**CONSULTATION**

Nil

**COMMENT**

The list of accounts paid for the period 1 November 2020 to 30 November 2020 are as follows:

**SHIRE OF YALGOO**  
**LIST OF ACCOUNTS PAID AND PAYABLE**  
**FOR THE PERIOD 1 NOVEMBER 2020 TO 30 NOVEMBER 2020**

DATE	PAYEE	PARTICULARS	AMOUNT
PAID			\$
6/11/2020	ATYEO'S ENVIRONMENTAL HEALTH SERVICES	CONSULTANCY FEES - ENVIRONMENTAL HEALTH SERVICES	4,659.34
6/11/2020	AUSTRALIAN TAXATION OFFICE	BAS AUGUST 2020	29,252.00
6/11/2020	BOC LIMITED	GAS CYLINDER HIRE DEPOT	121.72
6/11/2020	BOQ ASSET FINANCE AND LEASING PTY LTD	RENTAL FEES PHOTOCOPIER	329.50
6/11/2020	BP MECHANICAL MAINTENANCE	SERVICE PLANT AND EQUIPMENT YA860, YA844	1,045.00
6/11/2020	BUNNINGS BUILDING SUPPLIES	CLOTHES LINE AND SHELVING STAFF HOUSING	74.62
6/11/2020	CANINE CONTROL	CONTRACT RANGER	2,286.90
6/11/2020	CIVIC LEGAL	LEGAL FEES AUST GEM RESOURCES AND NATIVE TITLE	3,232.35
6/11/2020	DFES	ESL FOR QUARTER 1	4,939.20
6/11/2020	ELITE ELECTRICAL CONTRACTING PTY LTD	STAFF HOUSING LOT 27 STANLEY STREET RCD	231.00
6/11/2020	ELLIS AND SONS	ART CENTRE ROOM DEVIDER AND RAILWAY STATION AMENITIES REPAIRS	1,045.00
6/11/2020	EVENTS ART TENTS EMMALINE JAMES	ART CENTRE SCULPTURE WORKSHOP	52.38
6/11/2020	FIVE STAR BUSINESS EQUIPMENT	MAINTENANCE PHOTOCOPIER	1,530.16
6/11/2020	GERALDTON CAR WASH	CAR DETAILING YA805	200.00
6/11/2020	GERALTON MOWER AND REPAIR SPECIALISTS	CARVAN PARK SUPPLIES AIRBROOM AND SERVICE CHAINSAW	527.75
6/11/2020	GERALDTON TOYOTA	SERVICE YA804, YA0, YA805	2,406.53
6/11/2020	GG PUMPS AND ELECTRICAL PTY LTD	WATER PUMP AND PARTS	204.52
6/11/2020	GRANTS EMPIRE	PREPARE EMU CUP AND CONNECTING TO COUNTRY GRANT APPLICATIONS	1,254.00
6/11/2020	HODDER RHIANNON	REIMBURSEMENTS SALE OF ART	60.00
6/11/2020	HODDER TAMISHA	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	529.67
6/11/2020	HOPPY'S PARTS R US	PARTS YA809	85.95
6/11/2020	HOP UPON A PONY	PONY RIDES EMU FESTIVAL	588.50
6/11/2020	INFINITY SKATE	SKATEBOARDING WORKSHOPS	3,100.00
6/11/2020	K9 K10 ELECTRICAL WA	ADMIN BUILDING SECURITY MONITORING	170.32
6/11/2020	KARARA MINING LIMITED	RATES REFUND	290.00
6/11/2020	LAWSON PERCY	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	821.34
6/11/2020	LGISWA	INSURANCE PREMIUMS 2020-21	38,092.19
6/11/2020	LO-GO APPOINTMENTS	CONTRACT SERVICES CEO, TRAVEL REIMBURSEMENTS CEO, RECRUITMENT EXPENSES	17,000.83
6/11/2020	LUSCOMBE SYNDICATE	CARAVAN PARK SUPPLIES	791.97
6/11/2020	MCDONALD'S WHOLESALERS	HELLOWEEN PARTY FOOD	46.30
6/11/2020	MIDWEST FIRE PROTECTION SERVICES AND EYE SPY SECURITY	EQUIPMENT SUPPLY AND EXTINGUISHERS ADMIN CENTRE AND CORE STADIUM	15,741.62
6/11/2020	MT MAGNET WASTE DISPOSAL	PUMP OUT SEPTIC TANKS 43 GIBBONS STREET	2,025.00
6/11/2020	MUNK-KERKMEER TOM DE	SCULPTURE WORKSHOP AT ART CENTRE	3,000.00
6/11/2020	OFFICE OF AUDITOR GENERAL	AUDIT FEES ROADS TO RECOVERY	1,540.00
6/11/2020	OPUS LIVING MUSIC	SOUND LIGHTING STAGING FOR DJUKI MALA SHOW	3,300.00
6/11/2020	PAYNE GREGORY ARTHUR	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	1,850.98
6/11/2020	PAYNES FIND ROADHOUSE AND TAVERN	LUNCH OCTOBER ORDINARY COUNCIL MEETING	256.70
6/11/2020	PEARCE PAINTING AND DECORATING	PAINTING EXTERIOR 48 GIBBONS ST, EXTERIOR AND INTERIOR CARVAN PARK HOUSE, CARAVAN PARK PAINTING OF AMENITIES AND GAZEBO	32,344.20

**SHIRE OF YALGOO**  
**LIST OF ACCOUNTS PAID AND PAYABLE**  
**FOR THE PERIOD 1 NOVEMBER 2020 TO 30 NOVEMBER 2020**

DATE	PAYEE	PARTICULARS	AMOUNT
PAID			\$
6/11/2020	POOL AND SPA MART	SERVICE YALGOO WATER PARK	2,081.00
6/11/2020	PRATT HELEN	REIMBURSEMENTS SALE OF ART	15.00
6/11/2020	RAUL VALENZUELA	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	529.67
6/11/2020	REDI HIRE SOLUTIONS	GENERATOR HIRE	150.00
6/11/2020	REFUEL AUSTRALIA	FUEL SEPTEMBER 2020	13,836.39
6/11/2020	ROCKE DAVID	CLEANING PAYNES FIND COMMUNITY CENTRE	656.65
6/11/2020	ROVING MAD ENTERTAINMENT	CIRCUS WORKSHOP AND FIRE SHOW EMU FESTIVAL	3,300.00
6/11/2020	SEIVY'S MECHANICAL SERVICES	SERVICE FIRE VEHICLE PAYNES FIND	638.00
6/11/2020	SHIRE OF PERENJORI	CESM SHARED COSTS CONTRIBUTION	3,645.32
6/11/2020	SIMPSON GAIL	COUNCIL MEETING FEES AND ALLOWANCES SEPTEMBER, OCTOBER 2020	1,178.34
6/11/2020	SIMPSON PHYLLIS	REIMBURSEMENTS SALE OF ART	3.00
6/11/2020	SPOTLIGHT P/L	TABLE CLOTH AND 6 TABLES CORE STADIUM	193.82
6/11/2020	ST JOHN AMBULANCE WA LTD	DONATION	2,500.00
6/11/2020	STATE BEARINGS	PARTS AND REPAIRS CAT TRUCK YA809	139.37
6/11/2020	SUN CITY BATTERIES	BATTERY	110.50
6/11/2020	SUN CITY PLUMBING	SEPTIC AND DRAINAGE REPAIRS	638.00
6/11/2020	TOLL TRANSPORT	FREIGHT CHARGES	97.58
6/11/2020	TOTAL TOILETS GERALDTON	TOILETS HIRE	475.75
6/11/2020	TRENFIELD GAIL	COUNCIL MEETING FEES AND ALLOWANCES OCTOBER 2020	779.67
6/11/2020	TRUCK CENTRE WA PTY LTD	SERVICE YA809	2,160.56
6/11/2020	UNIFORM FASHIONS	STAFF UNIFORMS	465.00
6/11/2020	VEOLIA ENVIRONMENTAL SERVICES	RUBBISH COLLECTION	4,089.14
6/11/2020	WEST COAST FIREWORKS	FIREWORKS DISPLAY CHICK FESTIVAL	4,220.00
27/11/2020	AFGRI EQUIPMENT AUSTRALIA LTD	SERVICE KIT FOR JOHN DEERE GRADER 770G YA465	815.76
27/11/2020	BELL SHANIA	REIMBURSEMENTS SALE OF ART	67.50
27/11/2020	BOC LIMITED	GAS CYLINDER HIRE DEPOT	125.76
27/11/2020	BOQ ASSET FINANCE AND LEASING PTY LTD	RENTAL FEES PHOTOCOPIER	329.50
27/11/2020	BP MECHANICAL MAINTENANCE	SERVICE PLANT AND EQUIPMENT YA465, YA809, YA453	2,310.00
27/11/2020	BUNNINGS BUILDING SUPPLIES	6 STORAGE TUBS ,GARDEN TOOLS, ROPE AND TREE TIES	338.59
27/11/2020	CANINE CONTROL	CONTRACT RANGER	2,286.90
27/11/2020	CASTLEDEX	STATIONERY FILES AND ALPHASHEETS	144.35
27/11/2020	CLEANPAK SOLUTIONS	CARAVAN PARK CLEANING SUPPLIES	228.00
27/11/2020	DATAKOM SOLUTIONS PTY LTD	EASIPAY PAYROLL SERVICES	378.40
27/11/2020	DEFLECTOR JAMES	ENSUITE HIRE	130.00
27/11/2020	DFES	ESL FOR QUARTER 2 AND SHIRE PROPERTIES	6,787.20
27/11/2020	DOMINIC CARBONE AND ASSOCIATES	CONSULTANCY FEES - ADMIN AND FINANCE SEPTEMBER AND OCTOBER 2020	17,765.00
27/11/2020	ELLIS AND SONS	OUTSIDE ENTERTAINMENT BAR YALGOO RACE COURSE, STAFF HOUSING -CARPET TO UNIT 8 AND 9 SHAMROCK STREET, REVOTATION TO BATHROOM LAUNDRY AND TOILET 43 GIBBONS STREET, RENOTATION TO BATHROOM 18 C SHAMROCK STREET	97,372.02

**SHIRE OF YALGOO**  
**LIST OF ACCOUNTS PAID AND PAYABLE**  
**FOR THE PERIOD 1 NOVEMBER 2020 TO 30 NOVEMBER 2020**

DATE	PAYEE	PARTICULARS	AMOUNT
PAID			\$
27/11/2020	GERALDTON APPLIANCE REPAIRS	WASHING MACHINE REPAIRS	385.00
27/11/2020	GERALDTON MOWER AND REPAIR SPECIALISTS	4 LITRE OF ENGINE OIL	49.80
27/11/2020	GERALDTON PARTY HIRE	MARQUEE HIRE	1,100.00
27/11/2020	GRANTS EMPIRE	PREPARE CONNECTING TO COUNTRY GRANT APPLICATION	462.00
27/11/2020	GREAT NORTHERN RURAL SERVICES	ROUNDUP AND PARTS	180.07
27/11/2020	HODDER MICHELE	REFUND HALL HIRE BOND	150.00
27/11/2020	HODDER TAMISHA	COUNCIL MEETING FEES AND ALLOWANCES NOVEMBER 2020	529.67
27/11/2020	INCITE SECURITY	DEPOT MONITORING SERVICE FEES	147.00
27/11/2020	ITVISION	TRAINING AND IMPLEMENTATION SYNERGY ACCOUNTING SOFTWARE	22,000.00
27/11/2020	LANDGATE	VALUATIONS MINING TENEMENTS	41.00
27/11/2020	LAWSON PERCY	COUNCIL MEETING FEES AND ALLOWANCES NOVEMBER 2020	529.67
27/11/2020	LGISWA	INSURANCE PREMIUMS 2020-21	43,040.71
27/11/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	SUBSCRIPTIONS CEO	398.25
27/11/2020	LUSCOMBE SYNDICATE	CARAVAN PARK SUPPLIES	254.99
27/11/2020	MDF SERVICES PTY LTD	REPAIR 2 HYD HOSES	240.98
27/11/2020	MIDWEST CHEMICAL AND PAPER	CARAVAN PARK SUPPLIES	359.01
27/11/2020	MIDWEST LOCK AND SAFE	LOCK REPAIRS AND REPLACEMENT CARAVAN PARK AND 48 GIBBONS STREET	1,856.65
27/11/2020	MIDWEST TURF SUPPLIES	FERTILISER CORE STADIUM ,RETICULATION REPAIRS CORE STADIUM	5,178.00
27/11/2020	POOL AND SPA MART	SERVICE YALGOO WATER PARK,CHLORINE AND PARTS	849.68
27/11/2020	PRATT HELEN	REIMBURSEMENTS SALE OF ART	7.50
27/11/2020	RAUL VALENZUELA	COUNCIL MEETING FEES AND ALLOWANCES NOVEMBER 2020	529.67
27/11/2020	RED EARTH MARKETING	2020-21 TOURISM SERVICES CONTRIBUTION	6,000.00
27/11/2020	REFUEL AUSTRALIA	FUEL OCTOBER 2020 AND 2 DRUMS OF LIPLIX	27,740.93
27/11/2020	ROWE CONTRACTORS	BUILD TURKEY NEST ON YALGOO MORAWA ROAD	2,956.25
27/11/2020	SAGE HOTEL WEST PERTH	ACCOMMODATION AND MEALS CRAIG HOLLAND	140.00
27/11/2020	SECURITY AND KEYS	3 KEYS 18B SHAMROCK STREET	189.07
27/11/2020	SIMPSON GAIL	COUNCIL MEETING FEES AND ALLOWANCES NOVEMBER 2020	529.67
27/11/2020	SUN CITY PLUMBING	REPAIRS CARAVAN PARK AND COMMUNITY TOILET BLOCK	2,649.79
27/11/2020	TOTALL WORKWEAR GERALDTON	PROTECTIVE CLOTHING	418.98
27/11/2020	TRENFIELD GAIL	COUNCIL MEETING FEES AND ALLOWANCES NOVEMBER 2020	779.67
27/11/2020	TRUCK CENTRE WA PTY LTD	SERVICE YA809	167.75
27/11/2020	WESTRAC EQUIPMENT PTY LTD	SERVICE KITS AND GRADER BLADES	10,157.76
27/11/2020	WINC	STATIONERY	183.91
27/11/2020	WINC AUSTRALIA LIMITED	OFFICE SUPPLIES FOR CARVAN PARK ,ADMIN AND ART CENTRE	3,522.47
27/11/2020	WURTH	PARTS	650.14
27/11/2020	YALGOO HOTEL MOTEL	ACCOMMODATION AND MEALS DOMINIC CARBONE , BILL ATYEO AND LUNCHES FOR COUNCIL MEETINGS	1,880.50
		TOTAL	482,265.82

**VOTING REQUIREMENTS**

Simple Majority

Cr Gail Trenfield Left the meeting at 10.48am

Cr Gail Trenfield Returned to the Meeting at 10.50am

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2020-1204    ACCOUNTS FOR PAYMENT NOVEMBER 2020**

**That Council approve the list of accounts paid for the period 1 November 2020 to 30 November 2020 amounting to \$482,265.82 and the list be recorded in the Minutes.**

**Moved: Cr Raul Valenzuela**

**Seconded: Cr Gail Trenfield**

**Motion put carried: 5/0**

### 11.3.2 INVESTMENTS AS AT 30 NOVEMBER 2020

AUTHOR:	Dominic Carbone
INTEREST DECLARED:	NO INTEREST TO DISCLOSE
DATE:	10 DECEMBER 2020
ATTACHMENTS	NIL

#### MATTER FOR CONSIDERATION

That Council receive the Investment Report as at 30 November 2020.

#### BACKGROUND

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

#### STATUTORY ENVIRONMENT

Local Government Act 1995

6.14. Power to invest

(1) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the *Trustees Act 1962* Part III.

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

(2) Regulations in relation to investments by local governments may —

(a) make provision in respect of the investment of money referred to in subsection (1); and

[(b) *deleted*]

(c) prescribe circumstances in which a local government is required to invest money held by it;

and

(d) provide for the application of investment earnings; and

(e) generally provide for the management of those investments.

Local Government (Financial Management) Regulations 1996

19. Investments, control procedures for

(1) A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.

(2) The control procedures are to enable the identification of —

(a) the nature and location of all investments; and

(b) the transactions related to each investment.

#### 19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

(1) In this regulation —

**authorised institution** means —

(a) an authorised deposit-taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or

(b) the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;

**foreign currency** means a currency except the currency of Australia.

(2) When investing money under section 6.14(1), a local government may not do any of the following —

(a) deposit with an institution except an authorised institution;

(b) deposit for a fixed term of more than 12 months;

(c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;

(d) invest in bonds with a term to maturity of more than 3 years;

(e) invest in a foreign currency.

**STRATEGIC IMPLICATIONS**

Nil

**CONSULTATION**

Nil

**COMMENT**

The worksheet below details the investments held by the Shire as at 30 November 2020.

SHIRE OF YALGOO CASH HOLDINGS AS AT 30 NOVEMBER 2020								
INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N <sup>o</sup>	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
<b>MUNICIPAL FUND</b>								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4540	Ongoing	N/A	N/A	Variable	\$1,389,952.70
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$2,145,689.38
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,065.69
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,128.57
<b>TOTAL</b>								<b>\$3,612,836.34</b>

RESERVE FUNDS								
Bendigo	N/A	Term Deposit	3479107	3 months	30.09.2020	11.01.2021	0.45%	\$169,166.72
Bendigo	N/A	Term Deposit	3483811	3 months	06.10.2020	11.01.2021	0.45%	\$471,335.41
Bendigo	N/A	Term Deposit	3483825	3 months	06.10.2020	11.01.2021	0.45%	\$1,133,508.49
<b>TOTAL</b>								<b>\$1,774,010.62</b>

INVESTMENT REGISTER						
01 NOVEMBER 2020 TO 30 NOVEMBER 2020						
NATIONAL AUSTRALIA BANK						
ACCOUNT N <sup>o</sup>	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARN TO 30.11.2020	INVESTMENT TRANSFERS	CLOSING BALANCE 30.11.2020
171336282	Ongoing	Variable	\$25,051.07	\$14.62		\$25,065.69
24-831-4222	Ongoing	Variable	\$52,118.23	\$10.34	0	\$52,128.57
3483811	11.01.2021	0.45%	\$468,712.48	\$2,622.93	0	\$471,335.41
3483825	11.01.2021	0.45%	\$1,127,240.64	\$6,267.85	0	\$1,133,508.49
3479107	11.01.2021	0.45%	\$168,854.45	\$312.27	0	\$169,166.72

**VOTING REQUIREMENTS**

Simple Majority

**OFFICER RECOMMENDATION / COUNCIL DECISION****C2020-1205 INVESTMENTS AS AT 30 NOVEMBER 2020**

That the Investment Report as at 30 November 2020 be received.

Moved: Cr Raul Valenzuela

Seconded: Cr Tamisha Hodder

Motion put and carried: 5/0

### 11.3.3 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 30 NOVEMBER 2020

<b>Author:</b>	<b>Dominic Carbone</b>
<b>Interest Declared:</b>	<b>No interest to disclose</b>
<b>Date:</b>	<b>10 DECEMBER 2020</b>
<b>Attachments</b>	<ul style="list-style-type: none"><li>• <b>Statement of Comprehensive Income ending the 30 November 2020;</b></li><li>• <b>Financial Activity Statement; ending 30 November 2020;</b></li><li>• <b>Summary of Current Assets and Current Liabilities as of 30 November 2020;</b></li><li>• <b>Statement of Current Financial Position as at 30 November 2020;</b></li><li>• <b>Detailed worksheets;</b></li><li>• <b>Other Supplementary Financial Reports:</b><ul style="list-style-type: none"><li>○ <b>Reserve Funds;</b></li><li>○ <b>Loan Funds</b></li></ul></li></ul>

#### **MATTER FOR CONSIDERATION**

Adoption of the Monthly Financial Statements.

#### **BACKGROUND**

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

#### **STATUTORY ENVIRONMENT**

##### *Local Government Act 1995*

Section 6.4—Specifies that a local government is to prepare such other financial reports as are prescribed.

##### *Local Government (Financial Management) Regulations 1996*

Regulation 34 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
  - (b) budget estimates to the end of month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
  - (e) the net current assets at the end of the month to which the statement relates.

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

#### **STRATEGIC IMPLICATIONS**

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

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

#### **POLICY IMPLICATIONS**

2.4 Material Variance

#### **FINANCIAL IMPLICATIONS**

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



## CONSULTATION

Nil

## COMMENT

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

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

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

## VOTING REQUIREMENTS

Simple Majority

CEO Ian Holland advised Council that Consultant Dominic Carbone will be in Yalgoo in January 2021 to start on the Budget Review.

### OFFICER RECOMMENDATION / COUNCIL DECISION

C2020-1206 R34 (1) FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED THE 30 NOVEMBER 2020.

That Council:

Adopts the Financial Activity Statement for the period ended 30 November 2020.

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Trenfield

Motion put and carried: 5/0

## 11.4 ADMINISTRATION

### 11.4.1 LOCATION AND DESIGN OF PROPOSED NURSING HOUSE

<b>Author:</b>	<b>Ian Holland, Chief Executive Officer</b>
<b>Interest Declared:</b>	<b>No interest to disclose</b>
<b>Date:</b>	<b>10 December 2020</b>
<b>Attachments</b>	<b>Site Plan</b>

#### MATTER FOR CONSIDERATION

That Council confirms the location of the capital housing project.

#### BACKGROUND

The Shire has proposed in the current budget to construct a property for Nurse Accommodation.

**STATUTORY ENVIRONMENT** - Local Government Act 1995, Section 5.56

#### STRATEGIC IMPLICATIONS

Supporting state health services and increasing the housing capacity in Yalgoo.

#### CONSULTATION

Department of Planning Lands and Heritage

#### COMMENT

Discussions have been held concerning the location of this project and the Department of Planning Lands and Heritage (DPLH) was contacted to determine if Unclaimed Crown Land could be turned into freehold next to the existing Shire properties on Weekes St, Yalgoo.

We have just been informed that this location (Lot 76 Weekes St) has been allocated to the Yamatji Southern Regional Corporation (YSRC) under the recently registered Indigenous Land Use Agreement.

If the Shire wished to pursue this land we would have to seek statutory approvals and a valuation from Landgate and then negotiate a lease with both DPLH and YSRC. This lease proposal could have a term of 21 years but would also mean that Shire capital infrastructure was being built on land not owned by the local government.

In light of this information it is proposed that this house be allocated to lot 17 Shamrock Road Yalgoo. Architect Roly Brando Environmental Design has already provided a design for the project in this location.

**VOTING REQUIREMENTS** - Simple Majority

#### OFFICER RECOMMENDATION / COUNCIL DECISION

**C2020-1207**     **LOCATION AND DESIGN OF PROPOSED NURSING HOUSE**

**That Council supports the design and location for Nursing Accommodation as provided by Environmental Design and authorises the CEO to put the construction of the design out for tender.**

**Moved: Cr Gail Trenfield**

**Seconded: Cr Raul Valenzuela**

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

#### 11.4.2 CONSIDERATION TO PURCHASE LOTS 41 AND 187 ON DP223238 (RESERVE 52386) OLD POLICE STATION

<b>Author:</b>	<b>Ian Holland, Chief Executive Officer</b>
<b>Interest Declared:</b>	<b>No interest to disclose</b>
<b>Date:</b>	<b>10 December 2020</b>
<b>Applicant:</b>	<b>Simon Greene</b>
<b>Attachments</b>	<b>Reserve Detail Report</b>

#### MATTER FOR CONSIDERATION

Comment is requested from Council on the applicants proposal to submit a Crown Enquiry Form to the Department of Planning, Lands and Heritage to purchase Crown Lots 41 and 187 on DP223238 being the old police station.

#### BACKGROUND

The disposal of the old police station was been considered by Council in October 2019 and the resolution was as follows:

#### OFFICER RECOMMENDATION / COUNCIL DECISION C2019-1019 OLD YALGOO POLICE STATION PREMISES

That Council agree to the removal of the old Yalgoo Police Station premises located on Reserve 26148 comprising two blocks 10 and 12 Selwyn Street, Yalgoo, due to its dilapidated state containing asbestos, with the two blocks made available for future development.

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

Blocks 10 & 12 Selwyn street being the above lots are located on reserve 52386 which was changed from 26148 in 2016.

The lots are a class c reserve and the Shire of Yalgoo holds a Management Order for the Land Use – Community Purposes. The property is in a dilapidated state and the future use of the local government would require currently unbudgeted funds for its restoration.

The Shire has received correspondence from Simon Greene who is interested in acquiring the property for residential use. He intends to submit a Crown Enquiry Form to the Department of Planning, Lands and Heritage to purchase crown locations 41 and 187 on DP223238 and intends to develop the property as a residence. It is a mandatory requirement in the first step of this process to submit comments from the local government.

If the applicant is successful the lots may require amalgamation and an alteration to the town planning scheme allowing the site to be used as a residence.

The previous demolition as per the resolution above did not eventuate and this new proposal still allows the Shire to support development in the town.

#### STATUTORY ENVIRONMENT

Local Government Act 1995  
Land Administration Act 1997  
Land Administration Regulations 1998  
Planning and Development Act 2005  
Planning and Development Regulations 2015

#### STRATEGIC IMPLICATIONS

Supporting residential development in the Yalgoo townsite.

**CONSULTATION** – Applicant Simon Greene

**COMMENT**

Should Council consider this proposal worthwhile and support it the previous resolution which has not been actioned (no demolition permit or activity in 12 months) would no longer be achievable. The previous agenda item stated that the property has no commercial value and it would be removed at no loss to Council. This can be interpreted as there being no monetary gain or loss involved in the previously proposed disposal.

**VOTING REQUIREMENTS** - Absolute Majority, Mover and Seconder (one third of sitting members) is required to sign the minutes.

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2020-1208    COMMENT ON RESERVE 52386 – SALE OF OLD POLICE STATION**

**That Council:**

- 1. revokes resolution C2019-1019 OLD YALGOO POLICE STATION PREMISES.**
- 2. accepts the applicants intention to submit a Crown Land Enquiry Form on the basis that the applicant is aware of the potential uncertainties surrounding the proposal to purchase and develop Crown Lots 41 and 187 on DP223238 for residential purposes including matters relating to zoning, suspected presence of asbestos and habitability.**

**Moved: Cr Raul Valenzuela**

**Seconded: Cr Percy Lawson**

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

Sign: \_\_\_\_\_

Sign: \_\_\_\_\_

**11.4.3 PROPOSED SURRENDER OF LEASE M280578 & ISSUE OF MANAGEMENT ORDER TO COODINGNOW INC OVER PAYNES FIND RESERVE AND PROPOSED EXCISION OF PORTION OF RESERVE 17336 FOR INCLUSION INTO ADJOINING RESERVE 21187 (PAYNES FIND)**

<b>Author:</b>	<b>Ian Holland, Chief Executive Officer</b>
<b>Interest Declared:</b>	<b>No interest to disclose</b>
<b>Date:</b>	<b>11 December 2020</b>
<b>Attachments</b>	<b>Reserve Enquiry, Aerial Map, Tenure Map and Reserve Map</b>

**MATTER FOR CONSIDERATION**

In August 2012 Council resolved to support an Aboriginal Land Use project on Reserve 21187, Paynes Find that was proposed by Coodingnow Inc.

The Shire of Yalgoo is requested to advise objections or comments to the following two proposals.

1. The Department of Planning, Lands and Heritage (DPLH) received an internal request from their Aboriginal Lands Trust (ALT) Divestment team to:
  - Surrender the current Lease M280578 over Reserve 21187 (Lot 4250 on Deposited Plan 91590);
  - Amend the purpose to “Social, cultural and economic development of the Badimia People”; and
  - Issue Management Order, with power to lease, in favour of the current Lessee’s (Coodingnow Incorporated).
2. The Department of Planning, Lands and Heritage (DPLH) is considering a proposal to excise a portion of Reserve 17336 (outlined red on the attached map) for inclusion into adjoining Reserve 21187. The proposal will involve:
  - Amending Reserve 17336 and decreasing its area by approximately 43.23 hectares;
  - Amending Reserve 21187 and increasing its area by including the approximate 43.23 from Reserve 17336.

**BACKGROUND**

Reserve 21187 is currently set aside for the purpose of “Use and Benefit of Aboriginal Inhabitants” with a Management Order issued to the ALT. Lease M280578 over Reserve 21187 is permitted for the “Use and Benefit of Aboriginal Inhabitants”, commencing in 2013, for a term of 5 years with option of for further term of 5 year.

The Land subject to the abovementioned proposal is depicted on the attached Reserve 21187 Enquiry, Tenure Maps and Aerial Maps for your information and reference.

DPLH are currently undertaking the relevant referrals to issue a management order over Reserve 21187 (Paynes Find) to Coodingnow Incorporated as part of our Aboriginal Lands Trust (ALT) Divestment program, which was previously sent to the Shire of Yalgoo for consideration on 26 November 2020. Reserve 21187 is currently set aside for the purpose of “Use and Benefit of Aboriginal Inhabitants” with a Management Order issued to the ALT. Lease M280578 over Reserve 21187 is permitted for the “Use and Benefit of Aboriginal Inhabitants”, commencing in 2013, for a term of 5 years with option of for further term of 5 year.

Reserve 17336, being Lot 660 on Deposited Plan 240353, is currently set aside for the purpose of “Common” and is an unmanaged reserve.

The Land subject to the abovementioned proposal is depicted on the attached Tenure Map and Aerial Map for your information and reference.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

**STRATEGIC IMPLICATIONS**

Initiatives that support Indigenous Land Use.

## CONSULTATION

Nil

## COMMENT

It is in the interest of the local government to preserve the town common so that new developments can be appropriately assessed when they are in close proximity to the town, Shire facilities and existing freehold lots.

The expansion of the reserve which was previously supported by Council and already exists within the original bounds of the common will hopefully continue to provide positive outcomes for the Badimia People through Coodingnow Incorporated.

**VOTING REQUIREMENTS** - Simple Majority

### OFFICER RECOMMENDATION / COUNCIL DECISION

**C2020-1209    SURRENDER OF LEASE AND RESERVE 17336 EXCISION**

**That Council support the proposed surrender of lease M280578 and issue of Management Order to Coodingnow Incorporated over Paynes Find Reserve and the excision of portion of Reserve 17336 for inclusion into the adjoining Reserve 21187 as per the attached maps.**

**Moved: Cr Raul Valenzuela**

**Seconded: Cr Percy Lawson**

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

#### 11.4.4 NORTHERN GOLDFIELDS INTERCONNECT GAS PIPELINE PROJECT

<b>Author:</b>	<b>Ian Holland, Chief Executive Officer</b>
<b>Interest Declared:</b>	<b>No interest to disclose</b>
<b>Date:</b>	<b>11 December 2020</b>
<b>Attachments</b>	<b>Mapping</b>

#### MATTER FOR CONSIDERATION

The APA Group has notified the Shire of Yalgoo of a Pipeline License Application under Section 8 of the Petroleum Pipelines Act 1969 (WA).

#### BACKGROUND

The proposed 300mm diameter pipeline is approximately 580km long as shown on the tabled map. The pipeline route will commence at a new compressor station adjacent to the Dampier to Bunbury Natural Gas Pipeline at Ambania (50 km east of Geraldton) and connect into the Goldfields Gas Pipeline approximately 40 kilometres south of Leinster. The proposed pipeline licence area will intersect roads and land parcels that the Shire of Yalgoo is the registered owner for.

#### STATUTORY ENVIRONMENT

Local Government Act 1995

#### STRATEGIC IMPLICATIONS

Nil

#### CONSULTATION

Nil

#### COMMENT

It is proposed that pipe installation under bitumen roads will be done by horizontal direction drilling (HDD) and gravel/unsealed roads will be trenched and rehabilitated. This is proposed at the following locations for Shire roads.

Road Name	Location
Morawa-Yalgoo Rd	2.05km from Geraldton Mt Magnet Road
Badja Woolshed Rd	1.66km from Geraldton Mt Magnet Road
Barnong - Wurarga Rd	2.06km from Geraldton Mt Magnet Road
Paynes Find - Wagga Wagga Rd	4.53km from Geraldton Mt Magnet Road
Yalgoo - Ninghan Rd	0.35km from Geraldton Mt Magnet Road

APA intends to liaise further with administration to reduce traffic impacts after the application has progressed.

#### VOTING REQUIREMENTS - Simple Majority

#### OFFICER RECOMMENDATION / COUNCIL DECISION

**C2020-1210**     **NORTHERN GOLDFIELDS INTERCONNECT GAS PIPELINE PROJECT**

**That Council receive the CEOs report on the proposed APA pipeline.**

**Moved: Cr Raul Valenzuela**

**Seconded: Cr Gail Trenfield**

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

## **12. NOTICE OF MOTIONS**

### **12.1 PREVIOUS NOTICE RECEIVED**

Nil

## **13. URGENT BUSINESS**

Nil

### **ADJOURNMENT – 11.15sm to 11.35am**

President Cr Gregory Payne requested a motion be moved to adjourn the meeting for a 15 minute break.

The motion was moved by Cr Raul Valenzuela and seconded by Cr Gail Trenfield.

There being no debate on the matter the motion was put and carried 5/0.

Meeting adjourned at 11.15

Meeting resumed at 11.35am.

Returning to the meeting were;

Cr Gregory Payne, Shire President

Cr Gail Trenfield, Deputy President

Cr Raul Valenzuela

Cr Percy Lawson

Cr Tamisha Hodder

Ian Holland, Chief Executive Officer

Elisha Hodder, Executive Assistant

## **14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

President Cr Gregory Payne requested a motion be moved to go behind closed doors to discuss Report item 14.1 CEO Performance Review Process Policy, Review Panel And Kpi's.

The Motion was moved by Cr Raul Valenzuela and seconded by Cr Gail Trenfield.



There being no debate on the matter the motion was put and carried 5/0.

Elisha Hodder left the room at 11.36am

Remaining in the meeting were;

Cr Gregory Payne, Shire President

Cr Gail Trenfield, Deputy President

Cr Raul Valenzuela

Cr Percy Lawson

Cr Tamisha Hodder

Ian Holland, Chief Executive Officer

## **14.0 STATUTORY ENVIRONMENT – MEETING CLOSED TO THE PUBLIC**

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

The following legislative extracts were downloaded from [www.auslii.edu.au](http://www.auslii.edu.au) on 8 November 2010.

### **Local Government Act 1995**

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

- (1) Subject to subsection (2), the following are to be open to members of the public —
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
  - (a) a matter affecting an employee or employees;
  - (b) the personal affairs of any person;
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
  - (e) a matter that if disclosed, would reveal —
    - (i) a trade secret;
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
  - (f) a matter that if disclosed, could be reasonably expected to —
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
    - (ii) endanger the security of the local government's property; or
    - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
  - (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971 ; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

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

- (1) A person who is a council member or a committee member can have access to any information held by the local government that is relevant to the performance by the person of any of his or her functions under this Act or 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 (Rules of Conduct) Regulations 2007**

**s6. Use of information**

- (1) In this regulation —
  - closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
  - confidential document means a document marked by the CEO to clearly show that the information in the document is not to be disclosed;
  - non-confidential document means a document that is not a confidential document.
- (2) A person who is a council member must not disclose —
  - (a) information that the council member derived from a confidential document; or
  - (b) information that the council member acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subregulation (2) does not prevent a person who is a council member from disclosing information —
  - (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

**14.1 CEO PERFORMANCE REVIEW PROCESS POLICY, REVIEW PANEL AND KPI'S**

<b>Author:</b>	<b>Ian Holland, Chief Executive Officer – Sylvana Caranna LO-GO Appointments</b>
<b>Interest Declared:</b>	<b>Ian Holland</b>
<b>Date:</b>	<b>15 December 2020</b>
<b>Attachments</b>	<b>CEO Performance Review Process Policy Yalgoo CEO KRA &amp; KPI's</b>

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2020-1211**     **CEO PERFORMANCE REVIEW PROCESS POLICY**

That Council approves the CEO Performance Review Process Policy and replaces policy 11.1.2 CEO performance Review Process in the Shire of Yalgoo Council Policy Manual.

Moved: Cr Tamisha Hodder                      Seconded: Cr Raul Valenzuela                      Motion put and carried: 5/0

**OFFICER RECOMMENDATION**

**CEO REVIEW PANEL**

That Council appoints the Shire President Greg Payne and the following Council Members to the CEO Review Panel:

Moved: Cr Raul Valenzuela                      Seconded: Cr Gail Trenfield                      Motion put and carried/lost:

**AMENDMENT**

**C2020-1212**     **CEO REVIEW PANEL**

That Council appoints all Council Members to the CEO Review Panel:

Moved: Cr Raul Valenzuela                      Seconded: Cr Gail Trenfield                      Motion put and carried: 5/0

**COUNCIL DECISION**

**C2020-1213**     **CEO REVIEW PANEL**

That Council appoints all Council Members to the CEO Review Panel:

Moved: Cr Raul Valenzuela                      Seconded: Cr Gail Trenfield                      Motion put and carried: 5/0

**OFFICER RECOMMENDATION / COUNCIL DECISION**

**C2020-1214**     **CEO KRA & KPI'S**

That Council adopts the Key Result Areas & Key Performance Indicators report for the period October 2020 to June 2021.

Moved: Cr Raul Valenzuela                      Seconded: Cr Tamisha Hodder                      Motion put and carried: 5/0

**15.     NEXT MEETING**

The next Ordinary Meeting of Council is due to be held at the Council Chambers, Yalgoo on the 29 January 2021 commencing at 10.00 am.

## 16. MEETING CLOSURE

There being no further business, the President declared the Ordinary meeting closed at 11.51am

### DECLARATION

These minutes were confirmed at the Ordinary Council Meeting held on the 29 January 2021.

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

