



Minutes

Ordinary Meeting of Council

19 September 2024

DISCLAIMER

Any Plans or documents in agendas or minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material, as per the Copyright Act 1968.

Any statement, comment or decision made at a Council meeting regarding any application for an approval, consent or licence, including the resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the Shire of Yilgarn must obtain, and should rely on, written notice of the Shire of Yilgarn's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done in a Council meeting.

Any advice provided by an employee of the Shire of Yilgarn on the operation of a written law, or the performance of a function by the Shire of Yilgarn, is provided in the capacity of an employee, and to the best of the persons knowledge and ability. It does not constitute, and should not be relied upon, as legal advice or representation by the Shire of Yilgarn. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire of Yilgarn should be sought in writing and should make clear the purpose of the request. Any plans or documents in Agendas and Minutes may be subject to copyright.

Table of Content

1 Declaration of Opening/Announcement of Visitors.....	3
2 Announcements from the Presiding Member.....	3
3 Attendance.....	3
4 Declaration of Interest.....	3
5 Public Question Time.....	3
6 Confirmation of Minutes.....	7
7 Presentations, Petitions, Deputations.....	8
8 Delegates' Reports.....	8
9 Officers' Reports.....	10
9.1 Chief Executive Officer	
9.1.1 Annual Policy Manual Review.....	10
9.1.2 Risk Management Procedures 2024.....	13
9.2 Executive Manager Corporate Services	
9.2.1 Financial Reports August 2024.....	16
9.2.2 Accounts for Payment August 2024.....	20
9.2.3 Budget Amendment-Regional Road Group Funding.....	24
9.3 Executive Manager Infrastructure	
9.3.1 Building Asset Management Plan, Levels of Service and Strategy.....	27
9.3.2 5 Year Development Plan for Regional Road Group.....	32
9.3.3 Asset Disposal.....	37
10 Application for leave of absence.....	42
11 Motions for which previous notice has been given.....	42
12 New business of an urgent nature introduce by decision of the meeting.....	42
12.1 Amendment to 24/25 Schedule of Fees & Charges- Hire of 50KVA Generator.....	42
13 Meeting closed to the public-Confidential Items.....	46
13.1 Chief Executive Officer Annual Appraisal Process.....	46
14 Closure.....	48

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 5.03pm

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3. ATTENDANCE

Members	Cr W Della Bosca Cr Close Cr B Bradford Cr G Guerini Cr L Granich Cr Newbury Cr L Rose	
Council Officers	N Warren C Watson G Brigg L Della Bosca	Chief Executive Officer Executive Manager Corporate Services Executive Manager Infrastructure Minute Taker
Apologies:	F Mudau	Finance Manager
Observers:	Tim Pope, Jo Pope, Shaun Hart, Kelvin Kent, Chloe Harvey, Steve Rose, Will Harvey, Linda Warren, James Steel, Kent Broad and Lucy Mulcahy,	
Leave of Absence:	Nil	

4. DECLARATION OF INTEREST

Nil

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the August 2024 Ordinary Council meeting, the following question was posed by Kaye Crafter.

Question *The owners of the Southern Star Café have mentioned to Kaye that the buildings backing onto the café building have white ants and are generally in a bad state of repair, is there anything the Shire can do about these buildings?*

Answer during the meeting The President, Cr Wayne Della Bosca, passed on the question onto Glen Brigg, EMI. Glen confirmed that as the buildings are privately owned, they are generally the owners' issues with the Shire only able to issue a notice but he and the CEO, Nic Warren, will confer to see what kind of solution they could come up with and come back with possible actions.

Follow up information for Council and Observers

CEO Nic Warren followed up with the owners of the building that backs onto the Southern Star café and found that there is a redevelopment plan in the works for the buildings, the Shire is also continuing with a redevelop concept for Antares Street. The same contractor for redevelopment is being used by both the Shire and owners of the buildings in question. The Shire will wait on further information regarding the redevelopment.

5.1. PUBLIC QUESTION TIME

James Steel attended public question time and posed the following question;

Question: *Many major gravel roads like Cramphorne, Southern Cross South and the Emu fence road are developing big pot holes from use, is the Shire going to fix them?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen responded that although he understands the frustrations of having a road that needs work and nothing happening, the Shire has been working on an asset management plan, currently the Shire has 300km of gravel roads that need sheeting gravel, the Shire is getting ready to move forward with a plan that will alleviate such mentioned road issues.

Jo Pope attended public question time and posed the following questions;

Question: *So, is there a time frame as to when the potholes mentioned will be fixed?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen responded the currently it takes the Shires graders 37 weeks to grade the Shires road network.

Question: *Can we notify the Shire of certain roads that need grading?*

Answer: The Shire tries to grade the roads in in a routine order, it is not cost effective to be tramming graders as needed.
The Shire will act where significant safety issues are present.

Kelvin Kent attended public question time and posed the following question;

Question: *As many of the gravel roads are the main arteries to and from the wheat bins, would it make sense for us to inform the Shire of the issues on these roads so the Shire can act quickly to repair before they break up?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen responded that it cost \$400,000 to grade the Shires road network in routine order.

Community members are welcome to report areas of concern

Will Harvey attended public question time and posed the following questions;

Question: *Would it be more cost effective to contract a grader to maintain the roads?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen responded that it would cost more to contract graders when productivity and cost are considered.

Question: *Due to the size of the potholes on certain roads it is a good idea to have a gravel truck traveling in front of a maintenance grader?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen responded that this is usually the case, however, many roads are now in the position where the wear is greater than the speed of replacement and patching is not really working long term.

Jo Pope attended public question time and posed the following question;

Question: *I understand that the Shire is working to a long term plan but we need a short term result?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen responded that unfortunately as the gravel is getting thinner the more expensive and harder the maintenance becomes.

Kelvin Kent attended public question time and posed the following question;

Question: *Surly it is better to have people who are using the roads letting you know where they are deteriorating?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen responded that a full pickup of the Shire of Yilgarn road network has been completed with an action plan for all roads.

Nic Warren, Chief Executive Officer (CEO), added to Glen Briggs answers, Nic thanked everyone for bringing the issues forward. Nic stressed that he and the executive staff are aware of the frustrations the rapid deterioration of many heavily used gravel roads in the Shire are causing, unfortunately, over a long time, the Shire has not kept up with re-gravelling across the network commensurate with use, and as such, we are now at a tipping point where many Shire roads are reaching or are at the end of their useful life and we do not have the manpower or resources to keep up unless we change the way we operate. Council and staff are working on a long term strategy that will look to address the re-gravelling needs of the road network, however utilizing resources to respond to every complaint is not practical if we want a long term viable solution. The Shire understand and hears the frustrations, but feel we must make these changes now and take the heat for the long term viability of the Shire of Yilgarn road networks. That being said, if there are sections that pose a safety risk, these will be responded to accordingly.

Tim Pope attended public question time and posed the following questions;

Question: *Is there any progression with the demolition of the old Mt Hampton school?*

Answer: The Shire President passed the question to Nic Warren, Chief Executive Officer (CEO). Nic responded that the school belong to the Department of Lands who have agreed that they are committed to clearing the area, the Shire has offered free tipping as the asbestos to assist with the process. Nic advised that he did not think it would be a speedy process.

Question *How is the progression with the Lapsley tanks?*

Answer The Shire President passed the question to Nic Warren, Chief Executive Officer (CEO). Nic reassured Tim that Cr Rose followed up on the Lapsley tank issues every Council meeting. The department is committed to funding upgrades for the tanks, however, is requesting the Shire do the leg work of clearing for the solar panels. The Shire is happy to help so the plans are still in progress. In the meantime, the diesel pump is working.

Kelvin Kent attended public question time and posed the following question;

Question: *Is the Shire putting up the water rates?*

Answer: The Shire President passed the question to Nic Warren, Chief Executive Officer (CEO). Nic confirmed that the fees and Charges for the 2024/2025 financial year are already set and there are no plans to put up the rates, when taking water out of the stand pipes the rate depends on which standpipe and how fast the flow is.

Will Harvey attended public question time and posed the following questions;

Question: *Will the Shire seal the Dulyalbin road?*

Answer: The Shire President passed the question to Glen Brigg, Executive Manager Infrastructure (EMI). Glen confirmed that there will be no funding from the secondary freight network to seal the Dulyalbin road as they base their plans on high traffic areas but with regional road group funding the Shire is going to plan on a sealing program from the boundary inwards and focus works on the Dulyalbin and Cramphorne roads.

Question: *Could the Shire ask for assistance from CBH?*

Answer: The Shire President passed the question to Nic Warren, Chief Executive Officer (CEO). Nic responded that advice from other Council's who have engaged with CBH is that there is generally little interest in assisting in the sealing of roads.

6. CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council, Thursday, 15 August 2024

102/2024

Moved Cr Close/Seconded Cr Rose

That the minutes from the Ordinary Council Meeting held on the 15 August 2024 be confirmed as a true record of proceedings.

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

6.2 Great Eastern Country Zone (GECZ), Thursday, 15 August 2024

103/2024

Moved Cr Guerini/Seconded Cr Granich

That the minutes from the GECZ meeting held on the 15 August 2024 be received.

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

7. PRESENTATIONS, PETITIONS, DEPUTATIONS

Kent Broad from Outback Carbon attended Council and gave a presentation on Outback Carbon.

Outback Carbon was co-founded by Harley Lacy and Kent Broad, with the aim of restoring the carbon stocks across the Australian landscape making the landscapes more biodiverse and sustainable, through innovative carbon farming. Outback Carbon has been acquired by Mitsui E&P Australia whose goals are to net-zero emissions by 2050.

Outback Carbon works on the Agro farming model, in the Shire of Yilgarn five properties have been identified for carbon farming. Trees will be planted in twin rows with established perennials for grazing. The planting areas for the trees will only take up 25% of the farming land with the best land being left for cropping. With the planting of the trees water tanks will be installed for firefighting along with fencing to stop pests. Outback Carbon then have 25year permanent responsibility for the trees, with employees to maintain the areas. It is estimated that the trees, once planted, would not put any further pressure on the water supply with the planting system and furrows helping supply water to the plants.

Cr Della Bosca thanked Kent Broad for the presentation

8. DELEGATES' REPORTS

Cr Della Bosca announced the following;

- Attended the Yilgarn Agricultural Show on the 31 August 2024
- Attended the WEROC meeting on the 11 September 2024
- Attended the Narembeen Centenary on the 14 September 2024

Cr Close announced the following

- Attended the LEMC meeting on the 22 August 2024
- Attended the Mt Walton Intractable Waste Disposal Facility Community Liaison Committee meeting on the 28 August 2024
- Attended the Narembeen Centenary on the 14 September 2024
- Attended the Southern Cross Motorcycle two day event on the 14 and 15 September 2024

Cr Granich announced the following;

- Attended the Shire of Yilgarn History Museum Committee meeting on the 11 September 2024

Cr Bradford announced the following;

- Attended the GECZ meeting on the 23 August 2024
- Attended the YSSSA carnival on the 6 September 2024

Cr Newbury announced the following;

- Attended the Yilgarn Community Support Group meeting on the 21 August 2024
- Attended the LEMC meeting on the 22 August 2024
- Attended the AgCare meeting on the 27 August 2024

Cr Guerini announced the following;

- Attended the Eastern Wheatbelt Biosecurity Group meeting on the 16 September 2024
- Attended the Southern Cross Motorcycle two day event on the 14 and 15 September 2024

9.1 Officers Report – Chief Executive Officer

9.1.1 Annual Policy Manual Review 2024

File Reference	2.3.3.2
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Nic Warren – Chief Executive Officer
Attachments	<ul style="list-style-type: none"> - Proposed Final Draft of Council Policy Manual. - Tracked Changes document. - Policy Changes Spreadsheet.

Purpose of Report

To inform Council of the Annual Review in relation to Council and Staff Policy Manuals.

Background

Council previously undertook a substantial review of Council Policies at its Ordinary Council meeting held on Thursday 21 September 2023.

The draft policy documents are attached, with tracked changes for Councillors reference.

Comment

Detailing the proposed changes are the following attachments:

- Proposed Final Draft of Council Policy manual
- Tracked Changes document;
- Spreadsheet identifying relevant changes.

Statutory Environment

Section 2.7 of the Local Government Act 1995

2.7. Role of council

(1) The council —

(a) governs the local government's affairs; and

(b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies.

Strategic Implications

Shire of Yilgarn Strategic Community Plan 2020-2030 – Civic Leadership Objectives – Outcome 4.1 – A trustworthy and cohesive Council that functions efficiently and effectively
4.1.2 Maintain a high level of corporate governance, responsibility and accountability.

Policy Implications

Recommended changes to Policy Manuals

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Annual review of Policy Manuals	High (15)	Once reviewed and adopted by Council, Policy Manuals to be placed on Shire website for community information
Reputational	Demonstration of good governance through review processes	High (15)	Open and transparent review
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

104/2024

Moved Cr Close Seconded Cr Newbury

That Council:

- 1. Notes the Annual Review of Council's Policies undertaken by Council's Executive Managers and staff; and*
- 2. Endorses the Council Policy Manual 2024 as presented.*

CARRIED BY ABSOLUTE MAJORITY (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

9.1 Officers Report – Chief Executive Officer

9.1.2 Risk Management Procedures 2024

File Reference	1.1.12.3
Disclosure of Interest	None
Voting Requirements	Absolute Majority
Author	Nic Warren – Chief Executive Officer
Attachments	Risk Management Procedures 2024

Purpose of Report

For Council to review the Shire’s Risk Management Procedures 2024.

Background

At the December 2020 Ordinary Council meeting, the following motions was carried:

185/2020

Moved Cr Nolan/Seconded Cr Shaw

That Council adopts the Risk Management Procedures and Risk Management Policy as presented by staff in order that it complies with recommendations arising from the Regulation 17 Review relating appropriate Risk Management frameworks being put in place.

CARRIED BY ABSOLUTE MAJORITY (7/0)

The Risk Management Procedures encompasses the Shire’s Risk Management Framework. It sets out the Shire’s approach to the identification, assessment, management, reporting and monitoring of risks. All components of the procedures are based on AS/NZS ISO 31000:2018 Risk management - Guidelines.

The procedures ensure:

- Strong corporate governance.
- Compliance with relevant legislation, regulations and internal policies.
- Integrated Planning and Reporting requirements are met.
- Uncertainty and its effects on objectives is understood.

This procedures aims to balance a documented, structured and systematic process with the current size and complexity of the Shire.

Comment

The procedures are due for review, however management have determined the procedure is still fit for purpose and no material amendments are required.

The proposed Risk Management Procedures 2024 document is attached for Councillors perusal.

Statutory Environment

Nil

Strategic Implications

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Nil	Nil	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Lack of relevant procedures may increase risk to Council.	Moderate (9)	Risk Management Procedures ensures Management and Council understand appetite for risk and manage accordingly.
Reputational	Lack of relevant procedures may increase risk to Council's reputation	Moderate (9)	Risk Management Procedures ensures Management and Council understand appetite for risk and manage accordingly.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

105/2024

Moved Cr Guerini/Seconded Cr Rose

That Council, note the review of the Shire of Yilgarn's Risk Management Procedures 2024 and endorse the document as presented.

CARRIED BY ABSOLUTE MAJORITY (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.1 Financial Reports-August 2024

File Reference	8.2.3.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Fadzai Mudau - Finance Manager
Attachments	Financial Reports

Purpose of Report

To consider the Financial Reports

Background

Enclosed for Council's information are various financial reports that illustrate the progressive position of Council financially on a month-by-month basis.

The following reports are attached and have been prepared as at the 31 August 2024

- Rates Receipt Statement
- Statement of Investments
- Monthly Statement of Financial Activity

Councillors will be aware that it is normal practice for all financial reports to be indicative of Council's current Financial Position as at the end of each month.

Comment

Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, 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); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Monthly snapshot of Councils financial position	Moderate (6)	Ongoing review of Councils operations
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

106/2024

Moved Cr Close/Seconded Cr Newbury

That Council endorse the various Financial Reports as presented for the period ending 31 August 2024.

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.2 Accounts for Payment – August 2024

File Reference	8.2.1.2
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Wes Furney - Finance Officer
Attachments	Accounts for Payment

Purpose of Report

To consider the Accounts Paid under delegated authority.

Background

- Municipal Fund – Cheques 41288 to 41290 totalling \$37,703.80
- Municipal Fund - EFT 15548 to 15655 totalling \$799,310.74
- Municipal Fund – Cheques 2434 to 2451 totalling \$286,068.55
- Municipal Fund - Direct Debit Numbers:
 - 19066.1 to 19066.14 totalling \$25,664.94
 - 19100.1 to 19100.14 totalling \$26,161.96

The above are presented for endorsement as per the submitted list.

Comment

Nil

Statutory Environment

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
 - (a) this Act other than those referred to in section 5.43; or
 - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Local Government (Financial Management) Regulations 1996

12. Payments from municipal fund or trust fund, restrictions on making

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

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 —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) 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

Policy Implications

Council Policy 3.11 – Timely Payment of Suppliers

Financial Implications

Drawdown of Bank funds

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Transactions require two senior managers to approve.	Moderate (8)	Transactions require two senior managers to sign cheques or approve bank transfers.
Financial Impact	Reduction in available cash.	Moderate (5)	Nil
Service Interruption	Nil	Nil	Nil
Compliance	Local Government (Financial Management) Regulations 1996	Moderate (6)	Adherence to statutory requirements
Reputational	Non or late payment of outstanding invoices and/or commitments	Moderate (9)	Adherence to Timely Payment of Suppliers Policy
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

107/2024

Moved Cr Newbury Seconded Cr Close

That council endorse the following payments paid in August 2024

- **Municipal Fund – Cheques 41288 to 41290 totalling \$37,703.80**
- **Municipal Fund - EFT 15548 to 15655 totalling \$799,310.74**
- **Municipal Fund – Cheques 2434 to 2451 totalling \$286,068.55**
- **Municipal Fund - Direct Debit Numbers:**
 - **19066.1 to 19066.14 totalling \$25,664.94**
 - **19100.1 to 19100.14 totalling \$26,161.96**

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

9.2 Reporting Officer– Executive Manager Corporate Services

9.2.3 Budget Amendment – Regional Road Group Funding

File Reference	8.2.5.3
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Cameron Watson - Executive Manager Corporate Service
Attachments	Nil

Purpose of Report

This report seeks Council’s approval for an amendment to its 2024/2025 budget to allow for additional income and expenditure that relates to its currently budgeted Regional Roads Group funding.

Background

Each year, council adopts a budget that includes a capital road construction component. These works are funded through several different funding streams; Federal Roads to Recoveries funding, State Main Roads WA Regional Road Group (RRG) funding and Shire Municipal funding.

Council has been notified that the Main Roads WA (MRWA) Regional Road Group funding has been increased by \$64,989 to \$1,181,522.

Comment

Councils only RRG funded project for 2024/25 is the replacement of a significant number of damaged culverts and the reconstruction and sealing of ~2km of the Bodallin Bin Road. The currently approved budget for these works is \$1,674,799.

Regional Road Group subsidised projects are funded on a 2/3 MRWA, 1/3 Shire basis. The current allocations are \$1,116,534 MRWA and \$558,266 Shire. MRWA has indicated that additional funding of \$64,989 is available for the project bringing the MRWA contribution to \$ 1,181,522. This increase means that Council will be required to increase their contribution to \$590,778, an increase of \$32,512. The total project budget has increased to \$1,772,300.

Statutory Environment

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

Economic Objective

Outcome 2.5 - Safety and quality of transport networks are maintained and improved.

2.5.1 - Continue to maintain and upgrade our road network.

Policy Implications

There are no policy implications as a result of this report.

Financial Implications

If the recommendation below is endorsed, an additional income of \$64,988 and expenditure of \$97,500 will be incurred in Councils Capital Expenditure Budget.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Increased Expenditure	Moderate (6)	Ensure adequate project funding is available
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

108/2024

Moved Cr Close/Seconded Cr Rose

That Council approves the following budget amendments:

Sub-Program	Account / Job	Current Budget \$	Amended Budget \$
<u>Expenditure</u>			
121 - Infrastructure - Construction	RRG28 - R2030 - Bodallin Wheatbin Rd	1,674,799	1,772,300
	Wages	98,829	98,829
	Public Works Overheads	88,682	88,682
	Plant Operating Costs	80,462	80,462
	Plant Depreciation	28,785	28,785
	Contractors & Materials	1,378,041	1,475,542
<u>Income</u>			
121 - Infrastructure - Construction	R12100 - Grant Roads 2025	1,116,533	1,181,522

CARRIED BY ABSOLUTE MAJORITY (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

9.3 Reporting Officer– Executive Manager Infrastructure

9.3.1 Building Asset Management Plan, Levels of Service and Strategy

File Reference	1.10.3
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Glen Brigg-Executive Manager Infrastructure
Attachments	Building Asset Management Plan, Levels of Service and Replacement Strategy

Purpose of Report

For Council to endorse the Building Asset Management Plan, Levels of Service and Strategy.

Background

The plan guides the direction for the management of 108 buildings and minor structures across the Shire that support the delivery of many services for the community.

It formally documents a sustainable and strategic approach to plan, develop and maintain the organisation’s building assets throughout their entire life cycle from acquisition to disposal. It provides direction and understanding to Council officers, the community and key stakeholders and demonstrates the organisation’s commitment to maintaining community buildings in accordance with industry best practice.

This is a 10-year plan, noting that many building assets have a life longer than this timeframe, the focus of this plan is determining strategies required for maintaining, rehabilitating and renewing components of the asset portfolio over the next 10 years.

Comment

The Shire of Yilgarn is responsible for managing 108 buildings and minor structures across many locations that support the delivery of many services for the community. These buildings range in age, quality, and function and vary from simple shelters and storage sheds through to amenity blocks, office blocks, and community centres.

The Building Asset Management Plan outlines how the organisation will sustainably plan, develop and maintain community infrastructure in line with agreed levels of services within available resources. The plan details information on the organisation’s building assets and outlines the management approach to:

- Describing and aligning the assets to services.
- Managing the future demand for assets to achieve and maintain financial sustainability.

- Optimising the lifecycle management of assets (achieving service demand at lowest lifecycle cost).
- Resource (operating and capital) requirements to operate the asset portfolio in alignment with levels of service over a 20-year planning period.

Levels of Service is the defined quality of service of an asset and can be seen as a response to stakeholder values and expectations. Levels of service are further supplemented by organisational measures such as the Council's Strategic Plan and the Annual Budget.

Current and target levels of service and associated performance measures are outlined. These are based on current statutory obligations, organisational goals, current accepted industry standards and the historic interpretation of customer expectations of service levels.

A number of the performance measures refer to the annual Local Government Community Satisfaction Survey. The organisation will participate in this biannual survey which measures community views towards, and satisfaction with, the services delivered by the organisation.

The performance measures also refer to the Building Functionality Index. This index will be delivered as part of the improvement plan and will help to gauge and measure at what rate building facilities satisfy stakeholder and operational demands.

The organisation's buildings are classified according to a hierarchy in terms of their specific function, demand, capacity, use patterns, and potential risk. The hierarchy classification is used to assist in prioritising works programs and intervention responses to remedy defects. In the management of building and structure assets, higher quality standards and quicker response times are given to the more important buildings and structures in the portfolio.

Such prioritisation is an essential part of providing the expected level of service across the entire asset portfolio at the lowest total cost.

Challenges

Assessing the community's asset needs is a significant and evolving organisational challenge. Some of the challenges and questions that the Shire grapples with include:

- Do we have the workforce capacity to undertake the required level of asset renewal?
- How do we balance our community's desire to retain assets of heritage value that are under-utilised or no longer fit for purpose?
- How can we consistently integrate sustainable environmental practices into asset design and management?
- Do community groups have the appetite to share facilities to reduce the asset burden?

- Is the community satisfied with taking 20+ years to address this backlog problem and deal with broken assets?
- What will we do, if we do not obtain the necessary funding to undertake capital works?

The Building Asset Management Plan, Levels of Service and Building Strategy are live documents and changes can be made to suit short term and long-term budgets. These plans have been developed from council workshops. There are a number of buildings to be further discussed to complete the 10-year replacement strategy for the Long-Term Financial Plan.

Statutory Environment

This Asset Management Plan has been compiled to comply with Local Government regulatory requirements including the Integrated Planning and Reporting requirements, and to demonstrate the Shire's responsible management of assets (and services and facilities provided from these assets). This AMP is concerned with the major asset class:

- Land;
- Buildings;

Land, buildings, infrastructure and investment property must be carried at fair value, now revalued on a 5-year cycle, unless fair value is materially different from the carrying amount.

Strategic Implications

Strategic Community Plan

Outcome 2.3 Quality and affordable housing is available:

- 2.3.1 Continue to invest in housing to attract professionals to the region to attract and retain professionals and young people in the Shire

Outcome 2.4 Tourism opportunities are maximised

- 2.4.1 Continue to manage and promote the Southern Cross Caravan Park
- 2.4.2 Continue to support the Southern Cross Museum

Strategic issues facing the community

- maintaining and renewing our community assets within our own financial resources

Policy Implications

Policy 3.1 Asset Capitalisation and Deprecation

Policy 3.1A Disposal of Assets

Financial Implications

Financial sustainability evaluations of councils are based on the use of agreed ratios that seek to identify whether the infrastructure assets of the council are being maintained (renewals emphasis) whilst the council remains financially viable in the long term (operating surplus emphasis) and retains financial capacity to manage risks and unexpected events.

The expected outcome from sound asset management and Long-Term Financial Plans is,

- financially sustainable council
- an understanding of the options, risks and consequences associated with the ongoing management of large-scale infrastructure
- a basis for engagement with the community on financing options, service levels, priorities and associated trade-offs.

Financing Options

Managing large-scale infrastructure brings associated challenges with financing the often substantial and periodic outlays required. Options available to councils include:

- rating levels and distribution
- strategic use of debt
- appropriate user fees and charges.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Yearly budgets and long term financial plan to make provisions for the strategy. Increased maintenance to buildings in poor condition.	Low (2)	If the strategy can't be funded in any one, year staff will revise the plan to suit.
Service Interruption	Failure to any building would impact the levels of service	Low (2)	Continue to maintain the existing buildings to provide the levels of service required.
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation

109/2024

Moved Cr Guerini/Seconded Cr Granich

1. *By simple majority, Council endorses the Building Asset Management Plan, Levels of Service and 10-year Building Replacement Strategy.*
2. *That Council and Staff continue to engage the Community, to discuss further changes required and use the outcomes to develop the Long-Term Financial Plan.*

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

9.3 Reporting Officer– Executive Manager Infrastructure

9.3.2 5 Year Development Plan for Regional Roads Group

File Reference	1.6.21.10
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Author	Glen Brigg-Executive Manager Infrastructure
Attachments	RRG 5-year Strategy spreadsheet.

Purpose of Report

For Council to endorse the Regional Road Group 5-year funding strategy to improve the Shire of Yilgarn’s Local Government Roads of Regional Significance.

Background

The Regional Strategies for Significant Local Government Roads with Regional Importance short title ROADS 2040 are documented lists of regionally significant Local Government roads for each Regional Road Group (RRG) and the development strategies for them.

The first editions, were released during 1997 and 1998 and were an initiative of the 1992 Memorandum of Understanding between the State Government and the Western Australian Local Government Association (WALGA), then known as the Western Australian Municipal Association (WAMA). This document will inform the compilation of the latest version, which will supersede Roads 2030 published in 2013.

Local Governments (via RRGs) work collaboratively to review and update the current list of Significant Local Roads to produce this next strategy. This provides an agreed, strategic approach to the allocation of limited funding across the extensive road network within the state of Western Australia. Only projects on local roads included in Roads 2040 will be eligible for Road Project Grant funding under the latest State Roads Funds to Local Government Agreement

The five yearly reviews balance the need for a strategic approach to funding allocation with changes in demand on the road network within the region. Should a Regional Road Group agree to seek an amendment to the endorsed road development strategy this should be documented and endorsed by the State Road Funds to Local Government Advisory Committee. If an affected road crosses into another Region, agreement should be reached with the adjoining Regional Road Group on the proposed change.

Comment

The intent of these guidelines and criteria is to assist Regional Road Groups to identify Significant Local Government Roads. Ideally, a consistent set of criteria will ensure equity for all Local Governments throughout the state when selecting roads to be added to ROADS 2040. However, a flexible arrangement is required to address the many geographical and other variations across the State, especially in the more remote and sparsely populated areas. To that end, the Regional Road Groups have autonomy to identify those circumstances where it is felt a road should be added, even if only one of the Criteria is met.

ROADS 2040 are an investment-planning tool to assist with allocating funding in a systematic fashion to achieve long-term significant planning goals for the Region and State through improvement of road infrastructure. These documents are created for each Regional Road Group from the lists of Significant Local Government Roads with Regional Importance.

Reconstruction of roads is not maintenance as it replaces the existing asset with a new one, typically with a design life of 40 years. Where appropriate, the need to undertake reconstruction of all or part of a road is to be included in strategies for individual roads within ROADS 2040.

Criteria Selection 1: Network Significance

- Roads/routes connecting areas or towns of significance to the Region
- A road/route that is a Regional or Inter Regional Route providing the main connection between this region and other regions, in the State and interstate. Note – “region” does not refer specifically to Main Roads or RRG Regions in this instance refers to a generic region of significance i.e. tourist region, mining region, major town or centre etc.
- A road/route that connects major transport terminals or connects a major transport terminal to a major route. Examples of a Major Transport Terminal include Bulk Storage facilities, Container yards, Rail or Air terminals and other terminals that generate a significant freight movement.
- A road/route that serves a major resource or industrial site. Such as mine sites, abattoirs, stock yards etc.
- A road/route providing access to significant institutions or regional community service centres. Such as schools, hospitals etc.
- A road/route that provides access to a remote community (including Aboriginal communities), OR a road that is the only land access between a remote community (including Aboriginal communities) and at least one town centre.

Urban Roads

- A road (or section of a road) which is the main connector to a significant hub e.g. industrial area, port facility, airport, major shopping centre or activity centre. A road

(or section of a road) which connects two rural routes/roads qualifying as Significant Local Government Roads through a townsite via the most direct and/or suitable route (e.g. a heavy vehicle bypass). This is only for roads that do not form part of another significant route/road.

Parallel routes should be avoided. However, this is not to be a determining factor to reject an application if the Local Government and RRG approve the proximity of a parallel route being appropriately warranted.

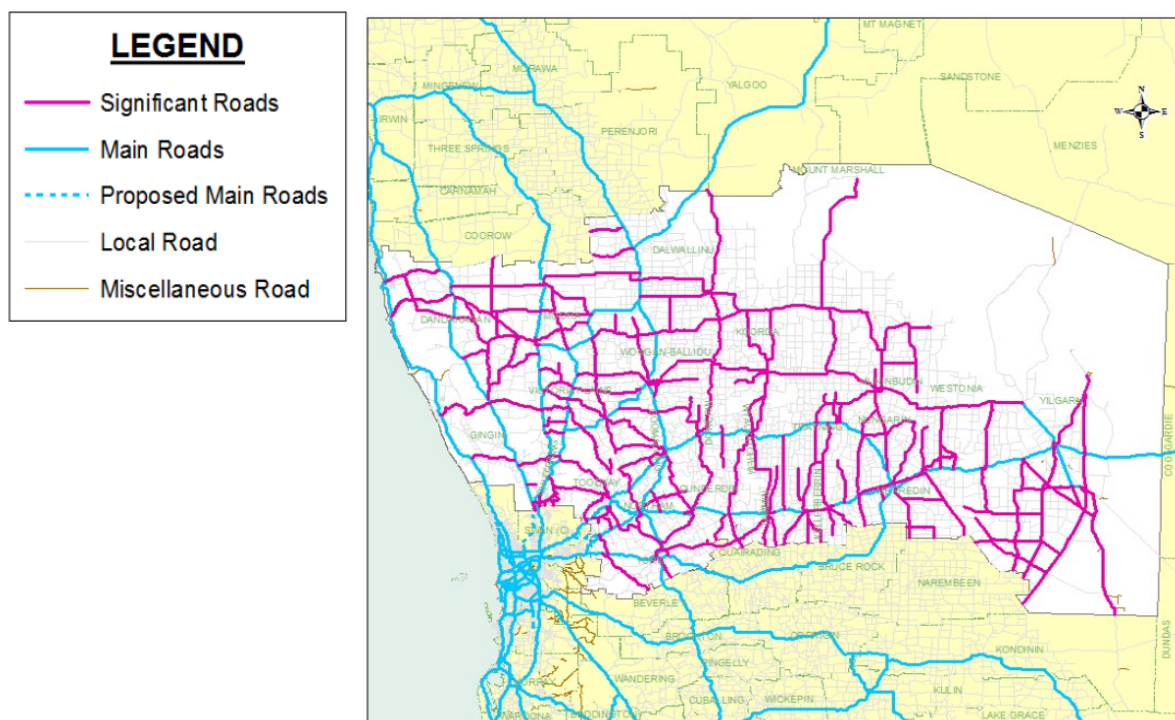
The Shire's Regional Road Group 5-year Strategy spreadsheet is attached for Councillors perusal.

Statutory Environment

The State Road Funds to Local Agreement provides an allocation of funds to Local Governments in Western Australia for the improvement and maintenance of roads and bridges. The quantum of funding in the Agreement is based on a percentage of motor vehicle licence fee collections by the State Government. The Agreement is intended to ensure that the available funds are allocated across the State of Western Australia, focusing on areas of strategic importance and areas that will provide maximum benefit.

Strategic Implications

Wheatbelt North Region Significant Local Government Roads



Since the inaugural Agreement of this type in 1995-96 this arrangement has been of enormous significance to both State and Local Government in Western Australia. As with past Agreements, it provides certainty and a collaborative approach which supports both levels of Government to meet the challenge of maintaining and improving the State and Local Road Network.

Strategic Community Plan

Outcome 2.5 Safety and quality of transport networks are maintained and improved

- 2.5.1 Continue to maintain and upgrade our road network
- 2.5.2 Continue to maintain the Southern Cross Airstrip and facilities

Policy Implications

Engineering Policy 5.2

Financial Implications

Regional Road Group works off yearly allocations from a 5-year State Road Agreement. All project totals include, 2/3 Main Roads and 1/3 Local Government funding. Council will continue to allocate funding through the Annual Budget each financial year.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Council will continue make provisions for Regional Roads Group Funding each year on a 2/3 RRG and 1/3 LG funding basis	Low (2)	Any reduction in funding will require a reduction in the scope of works.
Service Interruption	Unsealed roads will continue to impact access during wet periods.	Low (2)	Sealing gravel roads will provide all weather access.
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

110/2024

Moved Cr Guerini/Seconded Cr Close

By simple majority that Council endorses the 5-year plan for Local Roads of Regional Significance.

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

9.3 Reporting Officer– Executive Manager Infrastructure

9.3.3 Asset Disposal

File Reference	1.6.21.14
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Glen Brigg-Executive Manager Infrastructure
Attachments	Nil

Purpose of Report

For Council to consider offers received through WALGA’ s Preferred Suppliers asset disposal network for surplus equipment.

Background

The 2023/2024 budget identified 2 items of surplus equipment for disposal. These units were not carried over for disposal in the 2024/2025 budget. The units include 2014 Bomag Roller (not being replaced), Toro mower which was replaced with a new unit in 2023/2024 financial year, as no trade was offered.

The Freightliner truck was readvertised as it has exceeded 6 months since the Truck Centre WA original trade price was received. This truck was readvertised for sale through the WALGA asset disposal service.

The Works Supervisor’s Toyota Landcruiser YL 333 was advertised as it exceeds the \$75,000 threshold for trading vehicles. Staff received a trade price through the Valley Ford Northam and for outright sale through WALGA’s asset disposal service.

The Mack end tipping body is surplus to Council’s requirements as this has been replaced with a side tipping body.

Comment

Replacement of the existing Toyota Landcruiser YL 333 has been offered for sale through the WALGA asset disposal service. The Landcruiser is being replaced with a Ford Ranger XLT dual cabin with GVM upgrade.

Vehicles purchased by Local Government are Tender Exempt but regulations through Local Government (Functions and General) Regulations 1996 include,

(3) A disposition of property other than land is an exempt disposition if—

(a) its market value is less than \$20 000; or

(b) the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.

Edit to Agenda Item by EMCS – 16th Sept 2024

A request has been received from the Southern Cross Golf Club regarding the possibility of the Shire donating, at nil cost, the Toro mower to the Golf Club for the purpose of maintaining the fairways and surrounds. This request was made due to the club's current fairway mower being well past its useful life and requiring replacement.

As indicated in the Financial Section, this disposal does not have a value in the 2024/25 Budget and as such, a nil value disposal will not affect budgeted income but will mean that Councils loss on sale will be increased by \$7,273.

Prices received for the Toyota Landcruiser YL 333

Company	Outright Sale (GST exclusive)	Trade offer (GST exclusive)
Northam Ford		\$63,636.36
Smith and Broughton	\$59,090.91	
AR Plant Hire	\$20,000	
Webbs Diesel Service	\$45,000	

Prices received for the 2014 Bomag Roller

Company	Outright sale GST exclusive
Smith and Broughton	\$24,545.45
AR Plant Hire	\$15,000

Prices received for the Toro mower

Company	Outright sale GST exclusive
Smith and Broughton	\$7272.73
AR Plant Hire	\$2,000
T Quip	\$3,500
<i>Southern Cross Golf Club</i>	<i>\$0.00</i>

Prices received for the Mack end tipping body

Company	Outright sale GST exclusive
Smith and Broughton	\$3,636.36

Prices received for the Freightliner Prime Mover

Company	Outright Sale (GST exclusive)	Trade offer (GST exclusive)
Truck Centre WA		\$150,000
Smith and Broughton	\$40,000	
AR Plant Hire	\$4,500	
GTMB Pty Ltd	\$52,000	

At the time of the agenda settlement the trade price hadn't been received from Truck Centre WA.

Trade In.

Indicative Trade value 2017 Freightliner \$150,000 + GST to be appraised within 3 months of delivery of new truck.

Statutory Environment

Local Government Act 1995 3.57 – tenders for providing goods or services and the Local Government (functions & general) Regulations, section 11

Strategic Implications

Asset Management Practices

Strategic Community Plan

2.5 Safety and quality of transport networks are maintained and improved

2.5.1 Continue to maintain and upgrade our road network

Policy Implications

Finance Policy 3.5 Purchasing and Tendering

Local Government (Functions and General) Regulations 1996

Financial Implications

The 2024/2025 budget does not make provision for the disposal of the

- Bomag Roller
- Toro Mower
- End tipping truck body

The 2024/2025 does make provisions of \$90,000 to purchase a new Works Supervisor's vehicle with a trade of \$70,000 with a total changeover of \$20,000

The 2024/2025 does make provisions to replace the Freightliner Prime Mover purchasing a new 8x4 truck for \$415,000 (ordered in the 2023/2024) and trading the Freightliner Prime Mover for \$65,000 for a total changeover of \$350,000.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Funds were allocated in the 2024/205 budget	Low (2)	Any reduction to the trade value will have little impact to the 20024/2025 budget
Service Interruption	Truck has been on order for over 12 months	Low (2)	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

111/2024

Moved Cr Close/Seconded Cr Guerini

That Council, by Absolute Majority in accordance Local Government Act 1995 and Local Government (Functions and General) Regulations 1996:

1. *Accepts the quote from Valley Ford Northam to purchase a new XLT Dual Cabin Ford Ranger 4x4 for \$71,376.17 and trades the Toyota Landcruiser YL 333 for \$63,636.36 for a total changeover of \$7,739.81 excluding GST*
2. *Accepts the price offered by Smith and Broughton to purchase the 2014 Bomag Roller for \$24,545.45 excluding GST*
3. *Donates the Toro Mower to the Southern Cross Golf Club for \$0.00.*
4. *Does not accept the price offered by Smith and Broughton for the Mack 8x4 end tipping body and advertises the body for private sale.*
5. *That Council authorises the CEO to negotiate and accept the most advantageous trade offer, for the 2017 Freightliner Prime Mover.*

CARRIED BY ABSOLUTE MAJORITY (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

10 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

112/2024

Moved Cr Close/Seconded Cr Guerini

That by decision of Council the new business of an urgent nature be accepted for consideration.

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

12.1 Amendment to 24/25 Schedule of Fees & Charges – Hire of 50KVA Generator

File Reference	8.2.5.3
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Author	Nic Warren-Chief Executive Officer
Attachments	Nil

Purpose of Report

Requests Councils endorsement of an amendment to the 2024/2025 Schedule of Fees & Charges to provide for the hire of the Shire's 50 KVA generator.

Background

The Shire's 2024/2025 schedule of fees and charges provides for the hire of a range of the Shire's own plant and equipment. Under Minor Plant, it provides for the hire of "pumps generators (< 10 kVA) and trailers at \$143.00 per day. It however states the hire of generators above 10 kVA are not available for hire.

In recent times, there have been requests to hire the Shire's 50 kVA generators for events that are located in areas that do not have mains power.

As such, it is proposed to set a hire fee for the Shire's 50 kVA trailer mounted generators.

It is further proposed to name the fee charge items as ">10 kVA generators with Trailer" in the event the Shire changes/replaces its current generator stocks for different sized generators.

Comment

As mentioned, hire of a 10 kVA generator is set currently set by the Shire at \$143.00 per day inc gst.

To determine a suitable price for a 50 kVA generator, quotes were sought as follows:

- Perth Location - 45 kVA no trailer – \$106.128 /day
- Perth Location - 60 kVA no trailer – \$115.45 / day
- Kalgoorlie Location – 45 kVA with trailer - \$329.00 /day
- Kalgoorlie Location – 60 kVA with trailer - \$363.00 /day
- Perth Location – 50 kVA with trailer - \$240.00 /day

Based on the hire rates above, it is proposed to set a hire fee of \$286.00 per day, which is double the Shire's current 10 kVA stand alone hire charge and is similar to the average of the commercial rates provided.

Statutory Environment

Local Government Act 1995

6.16. Imposition of fees and charges

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

* *Absolute majority required.*

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

- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

6.19. Local government to give notice of fees and charges

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

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

The recommendation that follows is consistent with the legislative requirements.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Advertising costs for local public notice.

Risk Implications

Risk Category	Description	Rating (Consequence x Likelihood)	Mitigation Action
Health/People	Nil	Nil	Nil
Financial Impact	Ensure service costs are adequately recovered.	Moderate (6)	Charges maintained at suitable level required to recoup costs.
Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Reputational	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

Risk Matrix						
Consequence		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Officer Recommendation and Council Decision

113/2024

Moved Cr Guerini/Seconded Cr Rose

That Council, by absolute majority:

- Approves the inclusion of the following fee and charge in the Shire of Yilgarn's 2024/2025 schedule of fees and charges:*

Minor Plant – > 10 kVA Generator with Trailer - \$286.00 per day

- Approves the date of introduction for the new > 10 kVA generator fee recommended above of the 1st of October 2024.*

CARRIED BY ABSOLUTE MAJORITY (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

13 MEETING CLOSED TO THE PUBLIC-CONFIDENTIAL ITEMS

CONFIDENTIAL

114/2024

Moved Cr Rose/Seconded Cr Granich

That the meeting be closed to the public in accordance with the Local Government Act 1995 section 5.23 (2)(a).

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

Tim Pope, Jo Pope, Shaun Hart, Kelvin Kent, Chloe Harvey, Steve Rose, Will Harvey, Linda Warren, James Steel, Kent Broad and Lucy Mulcahy, Cameron Watson, Glen Brigg and Laura Della Bosca left the meeting at 6.30pm

13 Officers Report – Chief Executive Officer

13.1 Chief Executive Officer Annual Appraisal Process

File Reference	1.1.1.1
Disclosure of Interest	None
Voting Requirements	Simple Majority
Author	Nic Warren-Chief Executive Officer
Attachments	Price Consulting – Quotation – 2024 CEO Review

Purpose of Report

For Council, in consultation with the CEO, to endorse the Chief Executive Officers 2024 Annual Performance Review process.

Officer Recommendation and Council Decision

115/2024

Moved Cr Close/Seconded Cr Granich

That Council, with agreement from the CEO:

- (1) Engage Price Consulting to undertake the CEO Annual Review for 2024, utilising the methodology as per the provided quotation; and**
- (2) Confirm all 7 Councillors will form the review panel for 2024.**

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

Council Decision

116/2024

Moved Cr Close/Seconded Cr Newbury

That the meeting be reopened to the public

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

Council Decision - Public

117/2024

Moved Cr Close/Seconded Cr Granich

That Council, with agreement from the CEO:

- (1) Engage Price Consulting to undertake the CEO Annual Review for 2024, utilising the methodology as per the provided quotation; and***
- (2) Confirm all 7 Councillors will form the review panel for 2024.***

CARRIED (7/0)

Cr's For: Della Bosca, Close, Bradford, Guerini, Granich, Newbury, Rose

Cr's Against: Nil

14 CLOSURE

As there was no further business to discuss, the Shire President declared the meeting closed at 6:28 pm

I, Wayne Della Bosca, confirm the above Minutes of the Meeting held on Thursday, 19 September 2024, are confirmed on Thursday, 17 October 2024 as a true and correct record of the September 2024 Ordinary Meeting of Council.

Cr Wayne Della Bosca
SHIRE PRESIDENT