



UNCONFIRMED MINUTES
OF THE ORDINARY MEETING
OF COUNCIL
HELD ON
24 MAY 2012

AT 11.00am (Adjourned)

Resumed Monday 28 May 2012,

Yalgoo Shire Chambers, 8.30am

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**Minutes for the Ordinary Meeting of the Yalgoo Shire Council,
To be held in the Paynes Find Community Centre, Paynes Find,
on Thursday 24 May 2012 at 11:00am (adjourned)
as resumed Monday 28 May 2012, Yalgoo Shire Chambers, 8:30am**

Due to the sad passing of Councillor Thomas Hodder on the evening of Tuesday 22 May 2012, there were insufficient councillors available to form a quorum at the Ordinary meeting due to be held at Paynes Find.

In the absence of a quorum, and in the absence of any elected members or the CEO, Project Executive Ron Adams (being a person authorised by the CEO) declared the meeting adjourned at 11:30am on 24 May 2012 in accordance with Local Government (Administration) Regulation 8 (e).

The President instructed the CEO to issue a notice that the meeting would resume at 8:30am on Monday 28 May 2012 at the Yalgoo Shire Chambers.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President declared the meeting, as resumed, open at 9.05am on 28 May 2012.

The President requested Councillors to observe a minutes silence in respect of the late Cr Thomas Hodder, who passed away in Perth in the company of his family on 22 May 2012.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Present at the Resumption

- MEMBERS Cr Terry K Iturbide, Shire President
- Cr Len J Terry, Deputy Shire President
- Cr M Raul Valenzuela

- STAFF Sharon Daishe, Chief Executive Officer
- Heather Boyd, Deputy CEO
- Ron Adams, Project Executive (part – Item 11.3.9)
- Cliff Hodder, Works Foreman
- Karen Malloch, Executive Assistant

- GUESTS

- OBSERVERS

LEAVE OF ABSENCE	Cr Neil A Grinham (See Item 13.1 Leave of Absence – Councillor Grinham)
APOLOGIES	Cr Laurence Hodder

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting

4. PUBLIC QUESTION TIME

4.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE

4.2 QUESTIONS WITHOUT NOTICE

5. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Item 14.1 Consideration of a matter affecting an employee 5.23 (2) (a)

6. APPLICATIONS FOR LEAVE OF ABSENCE

Refer Agenda item 13.1 Application for Leave of Absence, Cr NA Grinham.

7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

7.1 PRESIDENT

Date	Details	Attended with whom
26/4	Met with Strategic Planning and Workforce Consultant Ms Marg Hemsley	CEO Sharon Daishe
27/4	CEO Appraisal and Councillor Strategic Planning Workshop conducted by Ms Marg Hemsley	Cr Laurence Hodder, Cr Len Terry (by phone)
27/4	CEO Performance appraisal	CEO Sharon Daishe
7/5	Murchison Regional Vermin Council (MRVC) meeting	Cr Laurence Hodder
11/5	WALGA Cue Parliament	CEO Sharon Daishe Cr Len Terry
19/5	Centrecare family fun day Opened	
21/5	Local Emergency Management Committee (LEMC) meeting and Emergency Risk management (ERM) workshop	K Malloch

7.2 COUNCILLORS

Date	Details	Councillors
26/27 April	Integrated Planning Workshop for Councillors	Cr Laurence Hodder
7 May 2012	Murchison Regional Road Group (MRVC) meeting	Cr Laurence Hodder

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

C2012-0501 Minutes of the Ordinary Meeting

That the Minutes of the Ordinary Council Meeting held on 19 April 2012 be confirmed.

Moved: Cr Len Terry

Seconded: Cr M Raul Valenzuela

Motion put and carried 3/0

9. MINUTES OF COMMITTEE MEETINGS

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 (eg: matters affecting employee/s or the personal affairs of any person).

10.1 LOCAL GOVERNMENT ACT 1995 s5.7 (2) APPLICATION (REDUCTION OF NUMBER OF MEMBERS REQUIRED FOR ABSOLUTE MAJORITY)

The Shire of Yalgoo is comprised of six (6) elected members and requires a minimum of four (4) elected members for any decision that requires an absolute majority (LGA 1995, s1.4 and 1.9).

Section 5.7 (2) of the Local Government Act 1995 empowers the Minister to reduce the number of offices of members required at a council meeting under certain circumstances.

Council currently has one elected member on leave of absence for medical reasons and one vacancy following the sad passing of Cr Thomas Hodder, brother to Councillor Laurence Hodder, on 22 May 2013.

On Wednesday 23 May 2012 the CEO applied for s5.7 (2) approval to reduce the number of offices of members required at the May Ordinary meeting of Council to make the decisions specified at items 11.3.2 and 11.3.7 within, which would otherwise be required to be made by an absolute majority.

Approval was granted on 25 May 2012.

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

11.0.1 Ferrowest Option Deed

Brought forward from the April 2012 Ordinary Meeting of Council (item 11.4.1)

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	12 April 2012
Attachments (white)	Pg 1 Draft Option Deed as prepared by Shire of Yalgoo lawyer Sze-Hwei Yen, Associate, Civic Legal Pty Ltd with marked up comments/edits by Ferrowest 18/4/2012 Pg 19 Landgate – Desktop Valuation Assessment Lot 185 Shamrock Road Yalgoo as at 8 February 2012 Pg 28 Extracts from prior council minutes (decisions C07-0728, C2007-1206 and C2008-0608)

Matter for Consideration

To consider a proposal to enter into an Option Deed to dispose of 185 Shamrock Street to Ferrowest Limited.

Background

This item was previously presented to the April 2012 Ordinary Meeting of Council. Council resolved to defer the matter until such time as Ferrowest had made a presentation to Council regarding the potential benefits of the proposal. Ferrowest have been invited to make a presentation to Council at 10:00am before this meeting.

Note that the Option Deed included in the attachments to this agenda is as amended by Ferrowest 18 April 2012 and therefore differs slightly to the document included in the original attachment to the April agenda.

The Shire of Yalgoo formerly agreed to enter into an Option Deed to sell Lot 185 Shamrock Street to Ferrowest Pty Ltd. Statutory advertising was completed however Ferrowest did not proceed with the Option due to the global financial crisis.

Council decisions C07-0728, C2007-1206 and C2008-0608 relate and provide the history of the extensive prior negotiations.

Brett Manning, Managing Director Ferrowest Pty Ltd, requested via an email to the CEO on 31 March 2011 that the Shire revisit the Option Deed with an extended period for the option.

The Shire’s lawyers, Civic Legal, advised that the Shire would need to readvertise the sale and obtain a new valuation of the land.

A land valuation and redrafted Option Deed are attached.

Statutory Environment

Local Government Act 1995

3.58. Disposing of property

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Note that the legislative extract above was downloaded from the State Law Publisher on 12 April 2012.

Strategic Implications

Plan for the Future, 1. Economic Prosperity, 1.3, ‘Develop partnerships with mining companies in the Shire area’.

New development of land equivalent to 20 house blocks in Yalgoo has the potential to increase economic prospects in Yalgoo. Locating the mining camp in the town site offers potential to citizens of Yalgoo for increased services.

Policy Implications

None

Financial Implications

The Shire has already incurred significant costs comprised of legal fees, advertising, excessive staff time and the purchase of two land valuations.

If the Shire and Ferrowest enter into the Deed as presented in draft in the attachments Ferrowest must pay to the Shire:

- \$30,000 plus GST within 7 days of entering into the Option Deed
- \$80,000 plus GST if Ferrowest exercises the option and purchases the land
- \$6,000 payable on each anniversary of the Option Deed while the option remains unexercised.

Consultation

- Brett Manning, Managing Director Ferrowest Pty Ltd.
- Sze-Hwei Yen, Associate, Civic Legal Pty Ltd

Comment

Note that this matter should be concluded by 8 August 2012 in order to comply with the legislation regarding date of valuation of land.

Note that point 4 of the recommendation to the April meeting of Council has been removed following comment by the Shire's lawyers that despite any former motion of Council to request Ferrowest to reimburse legal fees, this conflicts with the terms of the Option Deed and is not recoverable. The deleted point read, *'In accordance with Council decision C07-0728, and in recognition of the additional costs that Council has incurred as a result of Ferrowest's delay, Ferrowest to be responsible for all legal fees including reimbursing the Shire for the cost of revaluation of land and redrafting of the Option Deed.'*

It is strongly recommended that this negotiation be progressed towards speedy conclusion by advertising the intended disposal of land in accordance with the officer recommendation within.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0502 Disposal of Property – Option Deed for sale of 185 Shamrock Street to Ferrowest Limited

That Council

- 1. Indicates intention in principle to dispose of Lot 185 Shamrock Street to Ferrowest Limited by way of entering into an Option Deed as per the attached draft for the consideration of \$80,000 *exclusive of GST; and***
- 2. Gives local public notice of the proposed disposition in accordance with section 5.38 (3) of the Local Government Act as follows:**
 - (a) Local public notice to be by way of advertisement in the Shire of Yalgoo Bulldust and the Geraldton Guardian on or before Wednesday 30 May 2012 inviting submissions to the Local Government by noon Thursday 14 June 2012;**
 - (b) The names of the parties concerned are the Shire of Yalgoo and Ferrowest Limited;**
 - (c) The consideration to be received by the local government for the disposition is \$88,000 *inclusive of GST;***
 - (d) The market value of the disposition, as ascertained by a valuation carried out by Landgate on 8 February 2012, is \$120,000 *inclusive of GST;***
 - (e) The Local Government will consider any submissions received at the Ordinary Council Meeting to be held on 21 June 2012; and**
- 3. Pending the outcome of any submissions received, and final agreement between the Shire and Ferrowest on the terms of the Option Deed, Council will make the necessary arrangements to enter into the Option Deed on or before 1 August 2012.**

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

11.1 WORKS AND SERVICES

11.2 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH

11.3 FINANCE

11.3.1 Financial Activity Statements and Accounts Paid for the month of March 2012.

File:	
Author:	Heather Boyd, Deputy CEO
Interest Declared:	No interest to disclose
Date:	11 May 2012
Attachments (green)	Pg 1 Financial Activity Statements Mar 12 Pg 20 Balance Sheet Mar 12 Pg 27 Income Statement Summary by Program Mar 12 Pg 51 Investment Register Mar 12 Pg 52 Rate Debt Collection Report Mar 12 Pg 53 Material Variance Report Mar 12 Pg 57 Schedule of Payments Mar 12

Matter for Consideration

Adoption of the monthly financial statements, material variance report, investment register and schedule of payments.

Background

The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed and require the Chief Executive Officer to prepare a list of accounts paid.

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

Reg 13(1)—Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

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

- 2.1 Capitalisation of Assets
- 2.4 Material Variance

Financial Implications

Payments from Council's Municipal Account as disclosed in the budget or subsequently approved.

Consultation

Shire accountants UHY Haines Norton.

Comment

The Shire utilises the services of accountants UHY Haines Norton to prepare the monthly financial statements in the statutory format and provide general accountancy support and advice.

A copy of the Statement of Financial Performance is included in the financial attachments with the investment register and schedule of payments.

The areas where material variances have been experienced (10% or \$5000 above or below budget) are commented on in the material variance attachment.

Voting Requirements

Simple Majority

The officer recommendations to this item were moved and put en bloc.

OFFICER RECOMMENDATION/COUNCIL DECISION #1

C2012-0503 Adoption of Financial Activity Statements for the month of March 2012.

That Council adopts the financial statements for the period ending 31 March 2012, and receives the material variance report for March 2012 as attached.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

OFFICER RECOMMENDATION/COUNCIL DECISION #2

C2012-0504 List of accounts paid for the month of March 2012.

That Council receives the Schedule of Payments for accounts paid in the month of March 2012.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

11.3.2 Grant Funding – Provisional Additions to Budget 2011-12/2012-13

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	17 May 2012
Attachments (white)	Nil

Matter for Consideration

To consider amendments to the 2011-12 budget, or inclusion in the 2012-13 budget, to recognise grant income and related expenditure.

Background

The following grant applications, which are in various stages of application/approval, may result in income and/or expenditure in the 2011-12 financial year.

Note that the CEO did not need to enact Council’s authorisation (Council decision C2012-0405) to call for tenders for the Northern Planning grant application because the quote was less than \$100,000. Northern Planning have approved the application, the funding agreement has been signed and posted, and the CEO will invoice Northern Planning on receipt of their purchase order.

Amount	Program	For	Application Status	Funds Status
\$14,700	Black Spot Funding Total cost \$22,050, Shire to contribute \$7,350	Intersection of Paynes Find Thundelarra Road with Great Northern Highway	Approved	To be claimed in accordance with agreement after work completed
\$50,000	Northern Planning (Royalties for Regions)	Town site Infrastructure Plan (sewerage, drainage, power)	Approved and funding agreement signed	Expect to receive funds in June
\$75,000	Mid West Community Foundation	Architectural design, documentation and contract services, Yalgoo Community Hub	Being written by volunteer grant writer for submission by 31 May	Unknown
\$10,000	Youth Friendly Communities	Consultation with youth to inform Shire of Yalgoo Community Plan	DCEO to lodge by 18 May	Unknown
\$421,524	CLGF Regional Allocation 2011-12	Sealing Morawa Road	CEO/Consultant to lodge by 31 May	Unknown
\$20,000	Extension Hill Community Benefit Agreement	Community Projects	Approved	Invoiced
\$100,000	TQUAL	Caravan Park Redevelopment Project	Lodged	Unknown

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;
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

Strategic Implications

NA

Policy Implications

2.1 Common Seal if required by funding agreement.

Financial Implications

With the exception of the Black Spot grant, the effect of the grant income will correspond with expenditure and is expected to be net, or matched with expenditure that is already disclosed in the budget.

Consultation

President and Deputy President (Black Spot Project)

Comment

This is an administrative motion that allows the CEO to expend the grant funding in accordance with the grant agreement. Local government legislation requires expenditure to be disclosed in the budget.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0505 Grant Funding – Provisional Net Additions to Budget

Amount	Program	For
Income \$14,700 Exp \$22,050	Black Spot Funding Total cost \$22,050, Shire to contribute \$7,350 and RRG \$14,700	Intersection of Paynes Find Thundelarra Road with Great Northern Highway
\$50,000	Northern Planning (Royalties for Regions)	Town site Infrastructure Plan (sewerage, drainage, power)
\$75,000	Mid West Community Foundation	Architectural design, documentation and contract services, Yalgoo Community Hub
\$10,000	Youth Friendly Communities	Consultation with youth to inform Shire of Yalgoo Community Plan
\$421,524	CLGF Regional Allocation 2011-12	Sealing Morawa Road
\$20,000	Extension Hill Community Benefit Agreement	Community Projects
\$100,000	TQUAL	Caravan Park Redevelopment Project

That with regard to the applications listed above, Council authorises:

- 1. The CEO to enter into funding agreement/s, (if not already approved) including use of the common seal if required; and**
- 2. Addition of the relevant income and expenditure to the relevant budget year (11-12 or 12-13) upon entering into the funding agreement/s and in accordance with the funding agreement/s.**

Moved: Cr MR Valenzuela Seconded: Cr LJ Terry Motion put and carried by absolute majority 3/0

11.3.3 Fees and Charges

File:	Budget 2012-13
Author:	Christine Harvey, Finance Consultant
Interest Declared:	No interest to disclose
Date:	17 May 2012
Attachments (white)	Pg 31 Draft schedule of fees and charges 2012-13

Matter for Consideration

To consider the draft schedule of fees and charges for the 2012-13 budget.

Background

Council considers fees and charges in preparation of the draft budget. However, fees and charges are not formally adopted until the budget is formally adopted.

Statutory Environment

Local Government Act 1995

6.2. Requires a local government to prepare an annual budget for adoption before 31 August each financial year.

Subdivision 2 — Fees and charges

Section 6.16 of the Local Government Act 1995 states in part that a local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide; and that fees and charges are to be imposed when adopting the annual budget (absolute majority required).

Section 6.17 Setting of Level of Fees & Charges determines that the Local Government must have regard to the cost of providing the goods or services, importance to the community and price at which the service or goods could be provided by an alternative provider. This section also refers to fees that are set or limited by legislation.

Section 53 (2) Cemeteries Act 1986 states that a fee or charge set by resolution under subsection (1) shall not come into effect until not less than 14 days notice of the fee or charge has been given in the Gazette.

Strategic Implications

Setting fees and charges before adoption of the formal budget allows estimates to be prepared.

Policy Implications

7.6 Annual Budget Preparation timetable.

Financial Implications

The rate of fees and charges are used when calculating estimated revenue in the budget.

Consultation

- Staff
- Regional Shires
- Commercial establishments

Comment

- Suggested increases in relevant fees and charges (other than those set by legislation) have generally been set using the following reasons:
 - Commercial comparisons
 - Similarities to neighbouring Shires
 - Reflection of increased costs services
 - Increased staffing costs on 1 July 2012 due to the scheduled 3.5% rate increase in the Shire of Yalgoo Comprehensive Enterprise Agreement
- The Shire has received requests for colour advertising by commercial contributors in Yalgoo Bulldust
- Ranging Services return of impounded dog outside of normal hours has been increased to replicate more accurate costs and also to encourage utilisation of no charge during normal Shire hours
- Caravan Park fees have been increased to become more aligned with parks in neighbouring Shires, reflect improved facilities and the increased cost of services. The description of Dongas has replaced Cabins to replicate visitors depiction that the description, ‘cabin’ conveys a higher standard of accommodation that what is being offered
- Cemetery grave preparation fees are suggested at a more cost reflective price and aligned to surrounding Shires. In particular Paynes Find Cemetery additional travel for machinery has risen.
- Chapel and Museum Entrance Fees have remained the same as last year to encourage usage and visitation to Yalgoo
- Fees for the hire of Shire facilities now include a discretionary post event charge (to be deducted from bonds) for possible cleaning costs that the Shire incurs to manage such hires. Paynes Find Hall has been independently added to the schedule of fees
- Private works has been comprehensively reviewed with Shire costs and commercial rates
- Community bus fees now include a discretionary post hire charge (to be deducted from bonds) for possible cleaning costs that the Shire may incur if the bus is not returned in a clean condition

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0506 Schedule of Fees and Charges for Draft Budget 2012-13

That Council approve the 2012-2013 proposed fees and charges as outlined in the attached schedule for inclusion in the draft 2012-2013 budget.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

Fuso Works Truck

2009



Major Plant Acquisition Program 2012-2020

	Current Plant	Trade in on What	Budget	Budget Trade in	C/Over	Total
2012	Bobcat	Bobcat	70,000		70,000	
	Cat Roller	Roller	170,000	25,000	145,000	
	Garden Tractor	Garden Tractor	25,000		25,000	
	Dolly	Dolly	25,000	8,000	17,000	257,000
2013	Kubota Ride on Mower	Ride on Mower	7,000	1,200	5,800	
	Bitumen Sprayer	Bitumen Sprayer	25,000	0	25,000	
	CAT 950 Loader	CAT 950 Loader	270,000	30,000	240,000	
	Water Tanker	Water Tanker	80,000	5,000	75,000	345,800
2014	Side Tipper	JCB Backhoe	110,000	20,000	90,000	
	Volvo FH 16	Volvo FH 17	250,000	70,000	180,000	
	Dolly	Dolly	28,000	8,000	20,000	290,000
2015	Kubota out Front Mower	Out Front Mower	35,000	2,000	33,000	
	Traxcavator	Traxcavator	400,000	50,000	350,000	383,000
2016	Cat140H Grader	Grader	450,000	150,000	300,000	
	Used forklift	Used Forklift	25,000	2,000	23,000	323,000
2017	12H Grader	Side Tipper	110,000	5,000	105,000	
	Bomag Roller	Multi trye	100,000	10,000	90,000	
	Kubota ride on Mower	Ride on Mower	10,000	2,000	8,000	203,000
2018	Side Tipper-roadwest	Side Tipper-roadwest	120,000	20,000	100,000	
	Mitsubishi Bus	Mitsubishi Bus	135,000	10,000	125,000	
	Kubota Out Front Mower	Out Front Mower	40,000	2,000	38,000	263,000
2019	FUSO works Truck	FUSO works Truck	80,000	10,000	70,000	
	Isuzu P&G Truck	Isuzu P&G Truck	70,000	10,000	60,000	
	Garden tractor	Garden tractor	30,000	4,000	26,000	
	Side Tipper-DBB	Side Tipper-DBB	130,000	10,000	120,000	276,000
2020	Cat Backhoe	Cat Backhoe	240,000	20,000	220,000	
	Water Tanker	Water Tanker	110,000	10,000	100,000	320,000
Total Major Plant						<u>2,660,800</u>
Total Minor Plant						<u>1,057,000</u>
Total Plant						<u>3,717,800</u>

Total to reserve - Average over 9 Yrs	413,089
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Minor Plant Acquisition Program 2012-2020

	Current Plant	Trade in on What	Budget	Budget Trade in	
2012	Work Ute	Work Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Gardeners Ute	Gardeners Ute	25,000	12,000	13,000
	Ceo Car	Ceo Car	75,000	50,000	25,000
	Sundry Small Plant		15,000	-	15,000
					82,000
2013	Work Ute	Work Utes	45,000	28,000	17,000
	Formans Ute	Formans Ute	45,000	28,000	17,000
	Formans Ute	Formans Ute	45,000	28,000	17,000
	Gardeners Ute – 4WD	Gardeners Ute	40,000	12,000	28,000
	PE Vehicle	PE Vehicle	45,000	28,000	17,000
	Ceo Car	Ceo Car	75,000	50,000	25,000
	Admin Car	Admin Car	40,000	18,000	22,000
	Sundry Small Plant		20,000	-	20,000
	CDO Vehicle	CDO Vehicle	40,000	18,000	22,000
					185,000
2014	Work Ute	Work Ute	38,000	20,000	18,000
	Formans Ute	Formans Ute	38,000	20,000	18,000
	Formans Ute	Formans Ute	38,000	20,000	18,000
	Gardeners Ute	Gardeners Ute	25,000	12,000	13,000
	Ceo Car	Ceo Car	75,000	50,000	25,000
	Sundry Small Plant		15,000	-	15,000
2015	Work Ute	Work Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Gardeners Ute	Gardeners Ute	25,000	12,000	13,000
	Ceo Car	Ceo Car	75,000	50,000	25,000
	Admin Car	Admin Car	40,000	18,000	22,000
	Sundry Small Plant		15,000	-	15,000
	CDO Vehicle	CDO Vehicle	40,000	18,000	22,000
					139,000
2016	Work Ute	Work Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Ceo Car	Ceo Car	75,000	50,000	25,000
	Sundry Small Plant		15,000	-	15,000
2017	Work Ute	Work Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Formans Ute	Formans Ute	38,000	24,000	14,000
	Gardeners Ute	Gardeners Ute	25,000	12,000	13,000
	Ceo Car	Ceo Car	75,000	50,000	25,000
	Admin Car	Admin Car	40,000	18,000	22,000
	Sundry Small Plant		15,000	-	15,000
	CDO Vehicle	CDO Vehicle	40,000	18,000	22,000

Purchase 2013 Upgrade to 4WD

2018	Work Ute	Work Ute	38,000	24,000	14,000	
	Formans Ute	Formans Ute	38,000	24,000	14,000	
	Formans Ute	Formans Ute	38,000	24,000	14,000	
	Ceo Car	Ceo Car	75,000	50,000	25,000	
	Sundry Small Plant		15,000	-	15,000	
	CDO Vehicle	CDO Vehicle	40,000	18,000	22,000	
						104,000
2019	Work Ute	Work Ute	38,000	24,000	14,000	
	Formans Ute	Formans Ute	38,000	24,000	14,000	
	Formans Ute	Formans Ute	38,000	24,000	14,000	
	Gardeners Ute	Gardeners Ute	25,000	12,000	13,000	
	Ceo Car	Ceo Car	75,000	50,000	25,000	
	Admin Car	Admin Car	40,000	18,000	22,000	
	Sundry Small Plant		15,000	-	15,000	
	CDO Vehicle	CDO Vehicle	40,000	18,000	22,000	
						139,000
2020	Work Ute	Work Ute	38,000	24,000	14,000	
	Formans Ute	Formans Ute	38,000	24,000	14,000	
	Formans Ute	Formans Ute	38,000	24,000	14,000	
	Gardeners Ute	Gardeners Ute	25,000	12,000	13,000	
	Ceo Car	Ceo Car	75,000	50,000	25,000	
	Sundry Small Plant		15,000	-	15,000	
						95,000
						1,072,000
Total Minor Plant						1,072,000

Additional Plant Requested

- Nil

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Strategic Implications

Setting draft plant replacement before adoption of the formal budget allows estimates to be prepared.

Policy Implications

7.6 Annual Budget Preparation timetable.

Financial Implications

Plant replacement approved by Council will be included in the 2012/2013 draft Budget.

In order to maintain a plant replacement program and to have timely plant changeovers it is essential to plan for the future. An additional 4% of 2013 plant transactions is suggested as a transfer to the plant reserve (\$345,800 + 185,000 = 530,800 x 104% = \$552,032).

Consultation

- Project Executive – Ron Adams
- Works Foreman- Cliff Hodder
- CEO- Sharon Daishe

Comment

The following items are recommended for replacement in the 2012-13 financial year as per the plant replacement schedule shown within:

- Replacement of Kubota Ride on Mower
- Replacement of Bitumen Sprayer
- Replacement of CAT 950 Loader
- Replacement of Water Tanker
- Replacement of Works Ute
- Replacement of Foreman’s Ute (twice – every 6 months)
- Replacement of Gardener’s Ute (upgrade to 4WD)
- Replacement of Project Executive’s Vehicle
- Replacement of CEO Vehicle
- Replacement of Admin Car
- Replacement of CDO Vehicle
- Replacement of Sundry Small Plant

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION
C2012-0507 Draft Budget 2012-13 Plant Replacement Schedule
That Council
1. Include the following major and minor plant listed for replacement in the draft annual budget for 2012-13:

Current Plant	Trade in on What	Budget Purchase	Budget Trade in	Budget C/Over
Kubota Ride on Mower	Ride on Mower	7,000	1,200	5,800
Bitumen Sprayer	Bitumen Sprayer	25,000	0	25,000
CAT 950 Loader	CAT 950 Loader	270,000	30,000	240,000
Water Tanker	Water Tanker	80,000	5,000	75,000
Work Ute	Work Utes	45,000	28,000	17,000
Foreman’s Ute	Foreman’s Ute	45,000	28,000	17,000
Foreman’s Ute	Foreman’s Ute	45,000	28,000	17,000
Gardener’s Ute	Gardener’s Ute	40,000	12,000	28,000
PE Vehicle	PE Vehicle	45,000	28,000	17,000
CEO 4WD	CEO 4WD	75,000	50,000	25,000
Admin Car	Admin Car	40,000	18,000	22,000
Sundry Small Plant		20,000	-	20,000
CDO Vehicle	CDO Vehicle	40,000	18,000	22,000
				530,800

2. Include a transfer to Plant Reserve of \$552,032 in the draft annual budget 2012-13 to plan for the future replacement of plant.

Moved: Cr MR Valenzuela Seconded: Cr LJ Terry Motion put and carried 3/0

11.3.5 Draft Budget 2012/2013 - Rubbish Collection Charge

File:	
Author:	Heather Boyd, Deputy CEO
Interest Declared:	No interest to disclose
Date:	17 May 2012
Attachments	Nil

Matter for Consideration

Determine Rubbish Collection charge for the 2012/2013 draft budget.

Background

The Health Act permits Council to charge for rubbish collection services.

Statutory Environment

Local Government Act 1995

s.6.16 – Fees and charges

Financial Management Regulations, 1996 –

r.24, 25 – setting of fees and charges

Health Act 1911 –

s.11 – health rates and charges

Strategic Implications

Nil

Policy Implications

NA

Financial Implications

Rubbish Collection charges – probable increase in income to the Shire

Consultation

CEO Shire of Yalgoo

Contract Accountant - Christine Harvey

Comment

Council adopted a flat charge per bin of \$210 in 2011/2012 for domestic and commercial bin collection.

It is recommended that Council increase the rubbish collection rate by the Local Government Cost Index (LGCI) rate as we have proposed with rates. The LGCI as at 31st March 2011 is 3.2%. If the shire increases the rubbish collection charge by 3.2% the new (rounded) charge will be \$220 per bin. Modelling the rate of \$220 per bin resulted in projected income of \$11,660, comprised of \$8,580 from domestic and \$3,080 from commercial collections.

Waste collection charges made through rates are currently exempt from GST under the Australian Taxation Office ruling, Division 81. Division 81 is currently under review and the tax exemption status may be removed for waste collection in future financial years.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0508 Rubbish Collection Charge Draft Budget 2012/2013

That Council adopt a flat charge per bin of \$220 (domestic and commercial) for the 2012/2013 draft budget.

Moved: Cr MR Valenzuela

Seconded: Cr LJ Terry

Motion put and carried 2/1

11.3.6 Draft Budget 2012/2013 - Meeting Dates and Timeline

File:	
Author:	Heather Boyd, Deputy CEO
Interest Declared:	No interest to disclose
Date:	17 May 2012
Attachments	Pg 40 Budget timetable

Matter for Consideration

To set dates for special meetings to consider the draft budget 2012-13 and adopt the final budget 2012-13.

Background

The administration is currently researching information and preparing the 2012-13 draft detailed budget based on Council decisions regarding key program areas.

In order to have a meaningful opening balance of funds carried forward, the draft detailed budget will be finalised for presentation to Council after the close of the 2011/12 financial year.

A preparation timeline has been prepared in consultation with the Shire’s accountants and is attached.

The budget must be adopted by Council by 31 August 2012 for submission to the Department of Local Government.

Statutory Environment

Local Government Act 1995

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

** Absolute majority required.*

Strategic Implications

Finalise end of financial year and management budget of high quality and within succinct timeline to achieve increase of rates on 17 August and submission of budget within legislative timeline.

Policy Implications

Compliance with Policy 7.6.

Financial Implications

Rate revenue available to meet operating expenditure and maximise interest earned.

Consultation

- Contract Accountants UHY Haines Norton
- Finance Consultant Christine Harvey
- CEO Sharon Daishe

Comment

It is recommended that Council meets on 7 August 2012 to consider the draft detailed budget and on 9 August 2012 to adopt the final budget, in accordance with the attached timeline.

Voting Requirements

Simple Majority

Recommendations to #1 and #2 to this item were moved en bloc.

OFFICER RECOMMENDATION/COUNCIL DECISION #1

C2012-0509 Special Meeting 10am 7 August 2012 for the Purpose of Considering the Draft Annual Budget

That a Special Meeting be held at 10am on Tuesday 7 August 2012 for the purpose of considering the draft annual budget 2012/2013.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

OFFICER RECOMMENDATION/COUNCIL DECISION #2

C2012-0510 Special Meeting 10am 9 August 2012 for the Purpose of Adopting the 2012/2013 Annual Budget

That a Special Meeting be held at 10am on Thursday 9 August 2012 for the purpose of adopting the 2012/2013 Annual Budget.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

11.3.7 Delegate Authority to CEO to Call for Annual Tenders for Sealing Works prior to 2012-13 Annual Budget

File:	
Author:	Ron Adams, Project Executive
Interest Declared:	No interest to disclose
Date:	14 May 2012
Attachments	Nil

Matter for Consideration

Calling for tenders for continuation of sealing the Yalgoo Morawa Road

Background

The federal government Auslink program, generally called, Roads to Recovery is in its fourth year and the final year of the current program is due in 2012-13.

The shire grant for this program has been approximately \$304,000 per annum over five years.

The shire is currently utilising this funding to continue building and sealing the Yalgoo Morawa road. This year we have formed, shaped and re-sheeted approximately 10km ready for sealing.

The shire has already received the 2012-13 funding Roads to Recovery allocation.

Due to the preparation work having been carried out and the funding already being paid to the Shire, the next step in the process is to seal the road that has been prepared.

It would be prudent to carry out a tender process now for the sealing work so that the sealing can commence as soon as conditions allow.

The shire expects to receive funding from the Regional Roads Group for the ongoing project to repair and reseal the Yalgoo Ninghan road. The Shire generally calls for tenders for the Morawa and Yalgoo roads concurrently therefore it would be logical to include this road.

The council has delegated authority to the CEO to enable the CEO to call for tenders on certain items as required by regulation however the delegation specifically relates to items that are disclosed in the budget for the particular financial year (therefore excluding items in the next financial year, until such time as the budget is adopted).

Council Delegation Statement allows:

1. The CEO is authorised to call tenders for supply of goods or services where the consideration (price plus trade-in etc) is more than the \$100,000 threshold, at the appropriate time, subject to the intended transaction being disclosed in the Budget.

Statutory Environment

Local Government Act 1995

S6 deals with the requirement for an annual budget by each local government and expenditure from the municipal account

- s.3.57 – Tenders for providing goods or services
 - 3.58 – Disposing of property
- Functions and General Regulations –
- Part 4 – Provision of goods and services

Strategic Implications

Ensure that the road that has been prepared is sealed in a timely manner to avoid deterioration of the prepared surface.

Policy Implications

Council Policy 7.2 - Purchasing and Tenders – Model Purchasing Policy
 Council Delegation Statement 2.2 Tenders

Financial Implications

Income of \$304,000 has been received as a prepayment against 2012-13 Roads to Recovery and is available for expenditure on the Morawa road.

The income and expenditure of the funds on sealing of the Morawa Road and the Yalgoo Ninghan Road will be disclosed in the 2012-13 budget.

The Shire may also receive further funds from the Royalties for Regions CLGF process although this is NOT yet approved and the timeframe is uncertain.

Consultation

Sharon Daishe, CEO

Comment

The opportunity to seal as much of the existing works as possible on the Morawa Road and make the saving in less rework before sealing is available. The sealing will commence when the correct road temperature is available in August 2012, with the length of road to be sealed dependent on what further funds we have been able to secure and how much further road we have been able to prepare.

It is logical to call for tenders for the regular program on the Yalgoo Ninghan Road at the same time.

This request is administrative in nature to ensure that tenders are awarded in a timely manner to complete the sealing project following preparation of the road.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0511 Delegate Authority to CEO to Call for Tenders for Sealing Works, Morawa Road Program 2012-13

That Council

1. Authorises the CEO to engage Greenfields Technical Services to call for tenders for sealing of the Morawa Road and the Yalgoo Ninghan Road before the 2012-13 budget is adopted; and
2. Delegates authority to the CEO to approve the recommendation of Greenfield’s Technical Services on the above tender process; and
3. Acknowledges that the length of road to be sealed will be dependent on variable factors such as whether the Shire’s application to expend 2011-12 Regional CLGF component on the Morawa Road is approved, and will be disclosed in the 12-13 budget.

Moved: Cr LJ Terry Seconded: Cr MR Valenzuela Motion put and carried by absolute majority 3/0

11.3.8 Draft Budget 2012/13 – Workforce / Workforce Plan

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	18 May 2012
Attachments	Nil

Matter for Consideration

To consider the workforce requirements for the draft 2012-13 budget including recommendations for additional staffing.

Background

Council considers annual workforce requirements in preparing the draft budget.

Further, local governments are now required develop a workforce plan to inform the legislated corporate business plan as part of the integrated strategic planning process.

Workforce Planning

The department of Local Government has released an advisory standard for the elements of integrated planning. The minimum standard required for workforce planning is:

- (i) Council has a current Workforce Plan.
- (ii) The Workforce Plan identifies the current workforce profile and organisational structure;
- (iii) The Workforce Plan identifies gaps between the current profile and the organisational requirements;
- (iv) and the Workforce Plan identifies organisational activities to foster and develop workforce
- (v) The Workforce Plan is budgeted for in the Corporate Business Plan and Long Term Financial Plan.

The CEO has engaged professional Risk ID Consultant Margaret Hemsley to consult with staff prepare the inaugural workforce plan. Following a meeting with the CEO and President on 26 April 2012, the consultant surveyed 'inside' staff and facilitated an integrated planning workshop with councillors on 27 April 2012.

The consultant has provided the CEO with an interim draft report, Organisational Capacity Assessment and Workforce Plan Development (administration staff). The consultant has made a number of recommendations to the CEO and a full report with recommendations will be prepared for councillors once assessments have been completed for 'outside' staff during the next consultant visit scheduled for June.

During the onsite assessment the consultant observed the excessive workload in the new and inexperienced administrative team. The consultant supported the decision of the CEO to delay introduction of a trainee at this stage as the very new team do not yet have the time or corporate knowledge to take on the additional burden of a traineeship, which requires a specifically targeted level of training and mentoring. However, the consultant recommended that an additional entry level position is essential to support the admin team.

Following is an extract from the consultant's initial report following survey of the admin sector:

In summary

The morale and team spirit in this team is high, with all demonstrating commitment and a strong desire to learn and develop. The current structure is somewhat dated and now unsuitable to the

level of community development, compliance and increasing workloads being experienced across all sectors of Local Government. The short tenure of the majority of staff in this area does not allow for growth and development in keeping with today's demands as they endeavour to adapt and learn in the Local Government environment. It is clear that there are skills and knowledge gaps that will require some training and peer support, and others that could benefit from mentoring and support. The divide between those with key senior responsibilities and the next level is one that needs to be addressed as soon as possible in further defining administrative roles and responsibilities. This will reduce multi-tasking in areas that can be managed by those with lesser or specialised skill levels, and address general administrative tasks in a more efficient and effective way.

It is noted that the use of contractors in the Finance and Technical areas appears to be working well and has addressed the recruitment and retention issues being experienced. This has also allowed for retention of the knowledge base that will benefit the Shire as they move down the integrated planning path.

Consultant Recommendations

- *It is recommended that the organisational structure be changed to reflect the needs of tomorrow, with a staged implementation to address affordability, funding opportunities and staff development timelines. In the short term, additional support in the addition of an entry level administration position would greatly enhance the ability of the rest of the team to get on top of their workload and build their skills and knowledge levels.*

Paynes Find

The Shire experiences ongoing difficulties in servicing Shire facilities at Paynes Find including the community centre (cleaning, access, generator for water and power, amenities etc), airstrip, public areas and cemetery.

It is recommended that the Shire employs a part time caretaker at Paynes Find.

Statutory Environment

Local Government Administration Regulations 1996

Division 3: Planning for the Future

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (3) A corporate business plan for a district is to —
- (c) develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.

Strategic Implications

Resourcing of the local government to enable service delivery.

Policy Implications

Nil

Financial Implications

The following estimates include on costs (worker’s compensation, superannuation, long service leave etc).

Budget current staffing	\$ 1,447,300
Recommended Additions (\$23,250):	
Paynes Find Caretaker Part Time L2 outside staff	\$ 19,500
Extra cost to increase from casual 30hrs to temp full time admin assistant L1	\$ 3,750
Total budget estimate staffing 2012-14	\$ 1,470,550

Consultation

- Risk ID consultant Marg Hemsley
- Deputy CEO Heather Boyd
- Finance Consultant Christine Harvey
- Project Executive Ron Adams

Comment

It is recommended that the following positions are added to the workforce for the 12-13 budget:

- Full time administration assistant (one year temporary position to recognise that the workforce plan is still being developed)
- Caretaker Paynes Find part time

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0512 Draft Budget 2012/13 - Workforce

That Council adds the following positions to the 2012-13 work force at an additional cost of \$23,250:

- **Temporary full time administration assistant L1 (one year)**
- **Caretaker Paynes Find part time L2**

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

ATTENDANCE: 9.30am CEO Sharon Daishe left the meeting

ATTENDANCE: 9.31am CEO Sharon Daishe rejoined the meeting

ATTENDANCE: Project Executive, Ron Adams joined the Ordinary Meeting at 9.31am.

11.3.9 Draft Budget 2012/13 - Annual Works (Roads) Program

File:	
Author:	Christine Harvey, Finance Consultant
Interest Declared:	No interest to disclose
Date:	18 May 2012
Attachments	Nil

Matter for Consideration

To consider the draft annual works roads program for the 2012-13 annual budget.

Background

Council considers the draft annual works road program each year for inclusion in the draft detailed budget.

Once this program has been approved Council may adopt it, with or without amendment, however this will not occur until the annual budget is adopted.

The following information is for budget preparation purposes. There may be alterations presented for the final budget.

DRAFT BUDGET 2012-13 ROADS

INCOME

FUNDED BY	FOR/COMMENT	
Federal Local Roads Grant (Untied)		
2012-13 Untied Road Grant		580,000
State Grants		
MRWA Regional Road Group	Reseal YA NI Road – continuation of resealing SLK 32-40	283,546
CLGF Regional Project	Yalgoo Morawa Rd – provisional pending funding application	421,524
MRWA General Grant	General Grants MRD Direct	95,226
Roads to Recovery	Federal Grant Yr 4	304,918
Private Works	Golden Grove contrib to Ninghan Rd maintenance	63,000
Council's Own Funds		
Transfer from Shire Reserve	Reseal YA NI Road – continuation of resealing SLK 32-40	141,454
Income from Memorandum of Understandings (MOU's)	Golden Grove contrib to Ningham Rd sealing/construction	63,000
	Total Income	1,952,668

EXPENDITURE

Recurrent Works

Town Street Maintenance	E122005	73,000	
Footpaths & Crossover Maint	E122010	2,200	
Lighting of Streets	E122011	9,000	
Watering of Trees	E122013	18,000	
Signs	E025.10	21,000	
Street Sweeping	E025.11	500	
Veg/Weed Control	E025.13	1,300	
Engineering	E122050	80,000	
Rural Road Maintenance	E122055	670,000	
Yalgoo Airstrip Maintenance	E126005	5,000	
PF Airstrip Maintenance		10,000	
Station Air Strip Maintenance		<u>2,700</u>	892,700

Road Construction Works

Regional Roads Group

Reseal

Reseal YANI Road -RRG		283,546	
Reseal YANI Road -SOY (reserve)		<u>141,454</u>	425,000

Roads to Recovery

Yalgoo-Morawa	Seal up to 10 km	304,918	
CLGF REGIONAL	Form, bind and seal 4kms	<u>421,524</u>	726,442

Transfer to Reserve

Golden Grove		63,000	
SOY	Transfer into reserve	<u>63,000</u>	126,000

Total Expenditure **2,170,142**

Sub Total required from Rate Revenue/FAGs Untied Grant 2012-13 (\$1,400,000 FAGs) **(217,474)**

Other Capital Projects – for consideration/prioritisation

Melangata - Dalganga Intersection	Cut drains and sheet intersection	34,000	
Morawa Road	Crossing Stabilisation @ Wuraga	51,000	
Yalgoo North Road	Head wall at Greenough River	42,500	
Emergency Road Repairs	Non claimable rain events	68,000	
Yalgoo North Road	Resheet in Hills slk 15-20	85,000	
Tardie Road	Stabilise Crossing	51,000	
Replace Broken and damaged grids	5 grids x \$10,000	50,000	
Paynes Find Community Centre Road	Drainage and sheeting	<u>68,000</u>	
		449,500	

Total Other Capital Expenditure **(449,500)**

Total required from Rate Revenue/FAGs Untied Grant 2012-13 (\$1,400,000 FAGs) **(666,974)**

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Strategic Implications

Setting draft Annual Works (Roads) expected income and expenditure before adoption of the formal budget allows estimates to be prepared.

Policy Implications

7.6 Annual Budget Preparation timetable.

Financial Implications

Annual works roads expected income and expenditure approved by Council will be included in the 2012-13 draft Budget.

Consultation

- Project Executive – Ron Adams
- Works Foreman - Cliff Hodder
- CEO - Sharon Daishe

Comment

State - Regional Road Group: Continuation of the yearly program to complete resealing of the Yalgoo Ningham Road to the Golden Grove turn off. This project is funded by RRG (Main Roads) and a contribution from the Shire. The Shire contribution is offset by a contribution from MMG, currently \$63,000.

State – Country Local Govt Fund (CLGF) Regional Allocation: The Shire has applied to the Dept of Regional Development to access the 2011-12 CLGF regional allocation to extend the sealing program on the Morawa Road. This project is included for budget purposes but is NOT guaranteed.

Federal – Roads to Recovery: Year 5 of this program is being used to continue sealing on the Morawa Road. The Shire expects to seal up to 8kms with this fund. This will be sealed in the first quarter (July to September 2012) of the new financial year.

Recurrent Works: The recurrent works includes all the normal activities associated with parks and gardens and any town road type maintenance.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0513 Draft Budget – Annual Works (Roads) Program 2012-13

That Council include the Draft Annual Works (Roads) Program detailed above for inclusion in the draft 2012-13 budget.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

Attendance: Project Executive, Ron Adams left the Ordinary Meeting at 9.40am

11.4 ADMINISTRATION

11.4.1 Proclamation of Realignment of the Great Northern Highway at Extension Hill

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	15 May 2012
Attachments (white)	Pg 41 Letter from Mainroads to CEO 9 May 2012 re: Proclamation of Realignment of Great Northern Highway at Extension Hill Pg 42 Proclamation Plan 1121-0335-00 Pg 43 Proclamation Plan 1121-0337-00

Matter for Consideration

To consider endorsing the proclamation of the realignment of the Great Northern Highway at Extension Hill as per drawings 1121-0335-00 and 1121-0337-00.

Background

The Great Northern Highway at Extension Hill was realigned to facilitate the operations of Mount Gibson Mining. The endorsement is to formalise the construction of the new alignment and closure of the former alignment in accordance with Section 13 of the Main Roads Act.

Statutory Environment

Main Roads Act 1930, Part 4 – Highways and main roads, S13

13. Proclamation of highways and main roads

(1) On the recommendation of the Commissioner the Governor may by proclamation declare that any section or part of a road shall be —

- (a) a highway; or
- (b) a main road,

or shall cease so to be and may by the same or a subsequent proclamation declare that the footpaths of any such road shall, or shall not, be excluded from the road.

13A. Local government to be consulted on matters to do with highways and main roads

(1) The Commissioner shall cause the local government of each district in which the road is situated to be notified in writing of the details of any proposed permanent improvements to any highway or main road before commencing the improvements.

(2) Before making any recommendation to the Governor —

- (a) that any road be declared to be a highway or main road; or
- (b) that the plans of any proposed new highway or main road or deviation from an existing highway or main road be approved,

the Commissioner shall cause a notification to be given in writing to the local government of each district in which the road so to be declared is situated or the new road or deviation is proposed to be made of his intention to make the recommendation and shall inform the local government of a date, being not less than 30 days from the date of the notification,

before which any objections by that local government may be made, and any such objection shall be considered by the Commissioner and responded to by him before making his recommendation.

- (3) Any local government which feels aggrieved by any recommendation may, within 30 days after notification of the response of the Commissioner following his consideration of that local government’s objections, appeal to the Minister, who may vary or disallow the proposed recommendation.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Consultation

Nil

Comment

The realignment of the Great Northern Highway was completed in approximately 2010 following the required planning and consultation. This endorsement is therefore administrative in nature to comply with the provisions of the Main Roads Act

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0514 Endorsement of the Realignment of the Great Northern Highway at Extension Hill

That Council endorses the proclamation of the realignment of the Great Northern Highway in accordance with Section 13A of the Main Roads Act and endorses drawings 1121-0335-00 and 1121-0337-00 accordingly for return to Main Roads.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

11.4.2 Extension of Plan for the Future

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	17 May 2012
Attachments	Nil

Matter for Consideration

To consider extending the period of the Shire’s existing Plan for the Future to June 2013.

Background

On 26 August 2010, the Minister for Local Government introduced regulations which establish new requirements for the Plan for the Future under the *Local Government Act 1995*.

Under these regulations, all local governments in Western Australia will be required to have developed and adopted two key documents by 30 June 2013: a Strategic Community Plan and a Corporate Business Plan - supported and informed by resourcing and delivery strategies. These plans will drive the development of each local government’s 2013/2014 Annual Budget and will ultimately help local governments plan for the future of their communities.

Council is currently working with Risk ID consultant, Margaret Hemsley, who facilitated an Integrated Planning workshop with Councillors on 27 April 2012.

Council has already undertaken extensive community consultation over the past year through the Yalgoo Community Hub process, integrated planning workshop at Paynes Find and CSIRO survey. An application was lodged on 18 May 2012 for funding to consult with youth. Targeted pastoralist and 20 year visioning workshops will complete the consultation to prepare a first draft Community Plan for public consultation.

In the interim, a local government must have a plan for the future in operation between 26 August 2011 and 30 June 2013 (the transition period) which can be the existing plan prepared under the former regulatory arrangements. During the transition period, a local government is not required to review an existing plan for the future that was made under the former regulations, nor consult with ratepayers and electors.

Statutory Environment

Local Government Act 1995

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

Part 5, Division 3, r. 19D

19DB. Transitional provisions for plans for the future until 30 June 2013

- (1) In this regulation —
 - former regulation 19C means regulation 19C as in force immediately before 26 August 2011 and continued under subregulation (2);
 - former regulation 19D means regulation 19D as in force immediately before 26 August 2011;

plan for the future means a plan for the future of its district made by a local government in accordance with former regulation 19C.

- (2) Except as stated in this regulation, former regulation 19C continues to have effect on and after 26 August 2011 until this regulation expires under subregulation (7).
- (3) A local government is to ensure that a plan for the future applies in respect of each financial year before the financial year ending 30 June 2014.
- (4) A local government is not required to review a plan for the future under former regulation 19C(4) on or after 26 August 2011.
- (5) If, for the purposes of complying with subregulation (3), a local government makes a new plan for the future, local public notice of the adoption of the plan is to be given in accordance with former regulation 19D.
- (6) If a local government modifies a plan for the future under former regulation 19C(4), whether for the purposes of complying with subregulation (3) or otherwise —
 - (a) the local government is not required to comply with former regulation 19C(7) or (8) in relation to the modifications of the plan; and
 - (b) local public notice of the adoption of the modifications of the plan is to be given in accordance with former regulation 19D.
- (7) This regulation expires at the end of 30 June 2013.

[Regulation 19DB inserted in Gazette 26 Aug 2011 p. 3485-6.]

Strategic Implications

Maintenance of the Plan for the Future to comply with the transitional legislation while the Shire completes the Strategic Community Plan.

Policy Implications

Nil

Financial Implications

Nil

Consultation

- Risk ID Consultant Marg Hemsley
- President Terry Iturbide
- Department of Local Government

Comment

Council's current Plan for the Future expires on 30 June 2012 therefore it is recommended that Council extends the current Plan until 30 June 2013 to comply with the legislation. The community consultation process will be completed during this time to inform the Shire's Strategic Community Plan under the newly legislated Integrated Planning requirements.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0515 Extension of Plan for the Future to 30 June 2013

That Council:

- 1. Extends the Plan for the Future until 30 June 2013 to enable completion of the community consultation process to prepare a Strategic Community Plan; and**
- 2. Advertises the extension of the date by way of local public notice in the Yalgoo Bulldust, website and official Shire noticeboard.**

Moved: Cr MR Valenzuela

Seconded: Cr LJ Terry

Motion put and carried 3/0

11.4.3 Registration of Voting Delegates – WALGA 2012 AGM

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	17 May 2012
Attachments (white)	Pg 44 Letter and form from WALGA

Matter for Consideration

Nomination of delegates to vote on matters at the Western Australian Local Government Association Annual General Meeting 2012.

Background

Refer Attachments.

Statutory Environment

Local Government Act 1995

- s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Strategic Implications

Ensure that the Shire of Yalgoo participates in voting on matters that affect Local Governments in Western Australia.

Policy Implications

Nil

Financial Implications

Nil

Consultation

Nil

Comment

The CEO must advise WALGA of Council's nominated delegates by 9 July 2012.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0516 Registration of Voting Delegates – WALGA 2012 AGM

1. That Council nominates the following 2 Councillors as registered voting delegates:

- TK Iturbide
- MR Valenzuela

2. That Council nominates the following 2 Councillors as proxy delegates:

- LJ Terry
- L Hodder

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

11.4.4 WALGA Notice of Annual General Meeting 2012 – Submission Deadline

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	17 May 2012
Attachments:	Pg 46 Notice of WALGA AGM and Procedural Information for Submission of (white) Motions

Matter for Consideration

To note the requirements and deadline for submission of motions to the Annual General Meeting of the Western Australian Local Government Association (WALGA).

Background

The WALGA AGM will be held on Wednesday 1 August 2012 at the Perth Convention and Exhibition Centre. Note that this is a change from previous years when the AGM was held at the end of the WALGA annual conference.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Strategic Implications

Council has the opportunity to submit agenda items to the State Council AGM, for consideration at a State Policy level.

Policy Implications

None

Financial Implications

None

Consultation

None

Comment

Timeline for preparation of papers:

4 June	closing date WALGA
Thu 24 May	last Council meeting before closing date
Thu 17 May	papers are prepared for 24 May Council meeting
<u>Tue 22 May</u>	noon - <u>last date</u> for Councillors to submit matters to CEO for inclusion as a late item in May Council meeting.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0517 WALGA Annual General Meeting – Submission of Agenda Items

That Councillors note that if Council wishes to present items to the WALGA AGM:

- 1. Matters must be relevant and meet the guidelines as provided by WALGA; and**
- 2. If any such matters have been raised with the CEO by Tuesday 22 May 2012, that Council considers introducing as an urgent item in order to meet the 4 June deadline.**

Moved: Cr MR Valenzuela

Seconded: Cr LJ Terry

Motion put and carried 3/0

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

13. URGENT BUSINESS

ADMISSION OF URGENT BUSINESS

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0518 Admit Urgent Business

That Council admits the following additional matters for discussion and decision.

13.1 Application for Leave of Absence Cr Neil Grinham

13.2 Extraordinary Election Saturday 1 September 2012

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

13.1 Leave of Absence – Councillor Grinham

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	24 May 2012
Attachments	p Request for Leave of Absence (purple)

Matter for Consideration

To consider a request received from Councillor Neil Grinham for leave of absence on medical grounds.

Background

Councillor Grinham is recovering from a serious medical condition and has applied for leave of absence for a period of two months for medical reasons.

Statutory Environment

Local Government Act 1995

2.25. Disqualification for failure to attend meetings

- (1) A council may, by resolution, grant leave of absence, to a member.
- (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
- (3A) Leave is not to be granted in respect of —
 - (a) a meeting that has concluded; or
 - (b) the part of a meeting before the granting of leave.
- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2 month period.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

NA

Consultation

President Terry Iturbide

Comment

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0519 Application for Leave of Absence Councillor Neil Grinham

That Council approves Councillor Neil Grinham’s application for leave of absence on medical grounds for a period of two months from 23 May 2012 to 23 July 2012 inclusive.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 3/0

13.2 Extraordinary Election

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	24 May 2012
Attachments (purple)	p Elections Timetable

Matter for Consideration

To set a date for an extraordinary election.

Background

Councillors have observed the sad passing of Councillor Thomas Hodder on Tuesday 22 May 2012.

Statutory Environment

Local Government Act 1995

2.32. How extraordinary vacancies occur in offices elected by electors

The office of a member of a council as an elector mayor or president or as a councillor becomes vacant if the member —

- (a) dies;

4.8. Extraordinary elections

- (1) If the office of a councillor or of an elector mayor or president becomes vacant under section 2.32 or 2.33 an election to fill the office is to be held.

4.9. Election day for extraordinary election

- (1) Any poll needed for an extraordinary election is to be held on a day decided on and fixed
 - (a) by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or
 - (b) by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).
- (2) The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.

- 4.61. Choice of methods of conducting election – this section allows the local government to decide to conduct the election as a postal election. This requires an absolute majority and means that the election must be conducted by the electoral commissioner.

Strategic Implications

Policy Implications

Nil

Financial Implications

Approximately \$3,000 - cost of election and advertising processes

Consultation

President Terry Iturbide

Comment

The Local Government Act requires Council to fix a date for an extraordinary election at a Council meeting that is held within one month after the vacancy occurs.

The election date must be a date that allows compliance with electoral legislation, but is within four months of the occurrence of the vacancy.

Voting Requirements

Simple Majority

(NB: unless Council elects to conduct the election by post in which case an absolute majority is required).

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0520 Extraordinary Election Saturday 1 September 2012

That Council

- 1. Fixes the date of Saturday 1 September 2012 as the election day for the extraordinary election to be held to fill a vacancy that occurred under s2.32 (a) of the Local Government Act 1996; and**
- 2. That the method of election under s4.61 will be voting in person.**

Moved: Cr MR Valenzuela

Seconded: Cr LJ Terry

Motion put and carried 3/0

14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

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 on 8 November 2010.

Local Government Act 1995

5.23. 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.

5.92. 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.

5.93. 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

6. 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 Consideration of a matter affecting an employee 5.23 (2) (a) CEO annual performance review

Motion to Close the Meeting to the Public

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-0521 Close Meeting to the Public

That the meeting be closed to the public to discuss a matter affecting an employee (LGA s. 5.23 (2) (a)).

Moved: Cr MR Valenzuela

Seconded: Cr LJ Terry

Motion put and carried 3/0

The meeting was closed to the public at: 9.45am.

ATTENDANCE: DCEO Heather Boyd, Works Foreman Mr Cliff Hodder and EA Karen Malloch left the meeting.

Remaining in the meeting were:

- Shire President Terry Iturbide, Deputy Shire President Cr Len Terry, Cr Raul Valenzuela, CEO Sharon Daishe.

Matter for Consideration

To receive the President's report of the annual review of the performance of the Chief Executive Officer.

Background

The CEO presented Councillors with a self assessment in the format that the Council had adopted by Council resolution C2011-0917.

Councillors were invited to attend a workshop with the President facilitated by Risk ID Consultant Margaret Hemsley on Friday 27 April 2012 to discuss the CEO's performance and inform the review.

President Terry Iturbide and Councillor Laurence Hodder attended the workshop in person and Deputy President Len Terry attended by telephone.

Following the workshop, the President met with the CEO and performed the review.

Statutory Environment

Local Government Act 1995

5.38. Annual review of certain employees' performances

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

Comment

The President will provide a confidential report.

Motion to Open the Meeting to the Public

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION #1

C2012-0522 Open Meeting to the Public

That the meeting be re-opened to the public.

Moved: Cr MR Valenzuela Seconded: Cr LJ Terry Motion put and carried 3/0

The meeting was reopened to the public at 9.50am.

OFFICER RECOMMENDATION/COUNCIL DECISION #2

C2012-0523 CEO Annual Performance Review for the period ended 15 March 2012

That Council receives the confidential report of the President regarding the annual review of the performance of the CEO.

Moved: Cr LJ Terry Seconded: Cr MR Valenzuela Motion put and carried 3/0

NEW MOTION/COUNCIL DECISION #3

C2012-0524 Minor Amendment to CEO Contract, Professional Development

That the amount at item 12.1.4 of the contract of employment, CEO Sharon Daishe, be increased by \$600 per annum (from \$3,900 to \$4,500) to reflect increased tertiary fees.

Moved: Cr TK Iturbide Seconded: Cr LJ Terry Motion put and carried 3/0

15. NEXT MEETING

The next Ordinary Meeting of Council is due to be held in the Council Chambers in Gibbons Street on Thursday, 21 June 2012 commencing at 11.00 am.

16. MEETING CLOSURE

There being no further business, the President declared the meeting closed at 9.50am.

DECLARATION

These minutes were confirmed by Council at the Ordinary Meeting held on _____.

Signed: _____
Person presiding at the meeting at which these minutes were confirmed

Common Acronyms

Acronym	Detail
AGM	Annual General Meeting
ASKAP	<i>Australian Square Kilometre Array Pathfinder</i>
BFS	Bush Fire Service
CEO	Chief Executive Officer
CLGF	Country Local Government Fund (Royalties for Regions)
CSRFF	Community Sporting and Recreation Facilities Fund
DCEO	Deputy Chief Executive Officer
DCP	Department of Child Protection
DEC	Department of Environment and Conservation
DEMC	District Emergency Management Committee
DIA	Department of Indigenous Affairs
DITRDLG	Dept of Infrastructure, Transport, Regional Development & Local Government (Federal)
DLG	Dept of Local Government
DPI	Dept for Planning and Infrastructure
EA	Executive Assistant
EA	Executive Assistant
ECC	Emergency Coordination Centre
ERM	Emergency Risk management
FAG	Financial Assistance Grant
FESA	Fire and Emergency Services Authority
FRS	Fire and Rescue Service
GRAMS	Geraldton Regional Aboriginal Medical Service
GTS	Greenfield Technical Services – consulting civil engineers
HMA	Hazard Management Agency
ICC	Indigenous Coordination Centre
ICV	Indigenous Community Volunteers
ISA	Integrated Service Arrangement – replacing MRWA TNCs in 2011 or 2012
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LGMA	Local Government Managers' Association
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordinating Committee
MCZ	Murchison Country Zone
MEEDAC	Midwest Employment and Economic Development Aboriginal Corporation
MEG	Murchison Executive Group (CEOs)
MGM	Mount Gibson Mining (Extension Hill Haematite)
MMG	Minerals and Mining Group (Golden Grove Mine)
MMGHSRMG	Murchison Mid West Gascoyne Human Services Regional Managers Group
MRVC	Murchison Regional Vermin Council
MRWA	Main Roads WA
MWAC	Municipal Waste Advisory Council
MWDC	Mid West Development Commission
MWIP	Mid West Investment Plan

Acronym	Detail
MWRC	Mid West Regional Council – consisting of 7 Shires
OPR	Oakajee Port and Rail
PE	Project Executive
POC	Plant Operating Costs
PWOC	Public Works Overhead Costs
R2R	Roads to Recovery (Cmwlth)
R4R	Royalties for Regions (State)
RDA	Regional Development Australia
RDL	Dept of Regional Development and Lands
RFT	Request for Tender
RGS	Regional Grant Scheme
RLCIP	Regional and Local Community Infrastructure Program
RRG	Regional Roads Group
ROMAN	Road Management – software system
SAO	Senior Administration Officer
SAT	State Administrative Tribunal
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SLK	Straight line kilometres
SOP	Standard Operating Procedure
SWMP	(Regional) Strategic Waste Management Plan
TNC	Term Network Contract – from MRWA for State roads maintenance
TQUAL	Tourism Quality Projects
VAST	Viewer Access Satellite Television
WACHS	WA Country Health Service
WALGA	WA Local Government Association
WWTP	Waste Water Treatment Plan

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