



UNCONFIRMED MINUTES
OF THE ORDINARY MEETING
OF COUNCIL
HELD ON
18 OCTOBER 2012
AT 11.00am

CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
3.	DISCLOSURE OF INTERESTS.....	4
4.	PUBLIC QUESTION TIME	4
4.1	RESPONSE TO QUESTIONS TAKEN ON NOTICE.....	4
4.2	QUESTIONS WITHOUT NOTICE.....	4
5.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED	4
6.	APPLICATIONS FOR LEAVE OF ABSENCE	4
7.	ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED.....	4
7.1	PRESIDENT	4
7.2	COUNCILLORS.....	4
8.	CONFIRMATION OF MINUTES	5
8.1	ORDINARY COUNCIL MEETING.....	5
	C2012-1001 Minutes of the Ordinary Meeting	5
8.2	SPECIAL COUNCIL MEETING	5
9.	MINUTES OF COMMITTEE MEETINGS	5
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/Other Matters	6
10.0	INFORMATION ITEMS.....	6
	C2012-1002 Abandoned Vehicles on Council Land.....	6
11.	MATTERS FOR DECISION.....	7
11.0	MATTERS BROUGHT FORWARD.....	7
11.0.1	Request to increase budget for Integrated Planning	7
	C2012-1003 Request to Increase Budget for Integrated Planning	10
11.1	WORKS AND SERVICES	11
11.1.1	Stevemacs Bulk Fuel Haulage Concessional Loading Request Yalgoo Ninghan Rd.....	11
	C2012-1004 Stevemacs Bulk Fuel Haulage Concessional Loading Request	
	Yalgoo Ninghan Road	12
11.2	DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH	13
11.2.1	Country Local Government Fund (CLGF) Projects and Review of the Forward	
	Capital Works Plan (FCWP).....	13
	C2012-1005 Country Local Government Fund Projects 2012/13 and Future .	16
	C2012-1006 Forward Capital Works Plan	17
11.2.2	Notice of Motion re Sale of Rural Land	18
	C2012-1007 Development of Rural Farmlet Style Land in Yalgoo	19
11.3	FINANCE.....	20
11.3.1	Financial Activity Statements and Accounts Paid for the months of August	
	and September 2012.....	20
	C2012-1008 R34 (1) - Financial Activity Statements for the Months of	
	August and September 2012.....	21
	C2012-1009 R13 (1) - List of Accounts Paid for the Month of August and	
	September 2012.....	22
11.3.2	Audit Committee - Recommendations to Council.....	23

	C2012-1010	Audited Financial Statements and Independent Auditor’s Report for the Year Ended 30 June 2012	25
	C2012-1011	Audit Committee Membership – Cr Robert Grinham	25
11.4		ADMINISTRATION	26
11.4.1		End of Year Arrangements and Christmas Shutdown 2012	26
	C2012-1012	End of Year Arrangements and Christmas Shutdown 2012.....	27
11.4.2		Annual Report for the Year Ended 30 June 2012 and Annual Electors’ Meeting ...	28
	C2012-1013	Annual Report for the Year Ended 30 June 2012.....	29
	C2012-1014	Annual Elector’s Meeting	29
11.4.3		Ordinary Meetings of Council Dates 2013	30
	C2012-1015	Ordinary Council Meeting Dates for 2013.....	31
12.		NOTICE OF MOTIONS.....	31
12.1		PREVIOUS NOTICE RECEIVED.....	31
13.		URGENT BUSINESS	32
	C2012-1016	Resignation of Councillor Len Terry.....	32
	C2012-1017	Extraordinary Election of Council 12 January 2013.....	32
14.		MATTERS FOR WHICH THE MEETING MAY BE CLOSED	32
14.0		STATUTORY ENVIRONMENT – MEETING CLOSED TO THE PUBLIC.....	32
		Local Government Act 1995	32
		Local Government (Rules of Conduct) Regulations 2007.....	33
15.		NEXT MEETING	34
16.		MEETING CLOSURE	34
		Common Acronyms.....	35



Minutes of the Ordinary Meeting of the Yalgoo Shire Council,
held in the Council Chambers, 37 Gibbons Street, Yalgoo,
on 18 October 2012, commencing at 11.00 am.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Terry Iturbide declared the Ordinary Meeting open at 11.10am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS	Cr Terry K Iturbide, Shire President Cr Len J Terry, Deputy Shire President Cr Laurence Hodder Cr Neil A Grinham Cr M Raul Valenzuela Cr Bob Grinham
STAFF	Sharon Daishe, Chief Executive Officer Heather Boyd, Deputy CEO Ron Adams, Project Executive (Part: 11.30am–12pm/1.04pm–1.25pm) Karen Malloch, Executive Assistant
GUESTS	
OBSERVERS	Mrs Shaunagh Terry
LEAVE OF ABSENCE	
ABSENT	
APOLOGIES	

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

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

7.1 PRESIDENT

Date	Details	Attended with whom
26/9/12	Regional Road Group (RRG) - Teleconference	Ron Adams Project Executive
4/10/12	FESA – Fire Alert Procedures	Yalgoo Community
5/10/12	Regional Road Group (RRG) - Geraldton	Sharon Daishe CEO Ron Adams Project Executive

7.2 COUNCILLORS

Date	Details	Councillors

8. CONFIRMATION OF MINUTES

ATTENDANCE: 11.12am EA Karen Malloch left the meeting and returned at 11.15am.

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

C2012-1001 Minutes of the Ordinary Meeting

That the Minutes of the Ordinary Council Meeting held on Thursday 20 September 2012 be confirmed.

Moved: Cr MR Valenzuela

Seconded: Cr L Hodder

Motion put and carried 6/0

ATTENDANCE: 11.20am EA Karen Malloch left the meeting.

8.2 SPECIAL COUNCIL MEETING

Nil

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).

Voting Requirements

Simple majority

NEW MOTION/COUNCIL DECISION

C2012-1002 Abandoned Vehicles on Council Land

Council requests the CEO to develop and recommend a Council Policy for the removal of abandoned vehicles on Council land.

Moved: Cr T Iturbide

Seconded: Cr MR Valenzuela

Motion put and carried 6/0

ATTENDANCE: 11.30am Project Executive Ron Adams joined the meeting.

ATTENDANCE: 11.38am EA Karen Malloch returned to the meeting.

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

11.0.1 Request to Increase Budget for Integrated Planning

This item was originally presented to the Ordinary Meeting of Council held at Paynes Find on 20 September 2012. However, the recommendation was deferred due to there being fewer councillors present than the number required for an absolute majority. This occurred due to last minute apologies from two councillors.

Council passed decision C2012-0906 authorising the CEO to engage consultants, but deferred the recommendation relating to an increase in the budget.

This item is therefore brought forward for decision.

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	14 September 2012
Attachments	Nil

Matter for Consideration

To consider increasing the amount allowed in the 2012-13 budget for integrated planning.

Background

Integrated planning is required by legislation, and is also a critical tool to improve the Shire’s planning process in order to make informed decisions for a sustainable local government. The elements of integrated planning are:

- Community Plan (Comp)
- Corporate Plan (CorP)
- Workforce Plan (WP)
- Asset Management Plan (AMP)
- Long Term Financial Plan (LTFP)

Shires that cooperated with the Minister’s instructions in 2009-10 to investigate amalgamation or enter into a formal collaborative group were entitled to substantial funding for integrated planning. Shires in the Murchison region did not form a collaborative group. Efforts to secure funding from various sources to undertake integrated planning on a regional basis were not successful.

In 2011-12 the Shire of Yalgoo made an allowance in the budget of \$100,000 (\$20,000 Shire, \$80,000 in the hope that external funding could be secured) to undertake inaugural integrated planning. Due to flooding, bushfires and critical staff shortages for most of 2011, there was only minimal preparatory work completed on the integrated planning process in 2011.

Council approved a reduced provisional amount in the 2012 budget of \$67,000 for integrated planning. Quotes have now been obtained for most of the elements and this amount is insufficient. The original estimate of \$100,000 is closer to the real cost.

Irrespective of any legislative or departmental directive, the process of integrated planning will significantly improve the Shire’s professionalism and provide the community of Yalgoo, Council and its staff with clear forward direction.

- Community plan documents the aspirations of the community of the Shire and assists Council in making decisions regarding resource allocation;
- Corporate plan guides staff on the strategies and activities that will be implemented to achieve the goals of the community plan;
- Workforce plan establishes the workforce structure that is necessary to adequately resource the activities of the local government;
- Asset management plan informs council of the costs and activities required to maintain its assets and provides baseline information to establish service level policies (the forward capital works plan ties into this plan);
- Long term financial planning determines the forward income and expenditure required/available to resource the activities of the local government. LTFP will take much of the guess work out of the annual budget. Budgeting on an annual basis is reactive, and is not a good tool for planning for the future.

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.

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

19C. Strategic community plans, requirements for (Act s. 5.56)

This section covers the making of the plan for at least 10 years for each year from 1 July 2013 setting out the vision, aspirations and objectives of the community (community must be consulted). Plans must be reviewed each 4 years.

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

Minimum 4 financial years, reviewed annually. Sets out priorities for dealing with the objectives and aspirations of the community in the district by reference to operations that are within the capacity of the local government’s resources. Must include matters relating to resources, including asset management, workforce planning and long term financial planning

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

Deals with matters of transition from the previous regulations governing planning for the future.

19D. Adoption of plan, public notice of to be given

Deals with the method of notifying the public about the plan, and how the public can have access to the plan.

Strategic Implications

Integrated planning aims to secure a sustainable future for the local government by establishing a community based framework that is informed by sound financial planning.

Policy Implications

Nil

Financial Implications

Increase expenditure budget for integrated planning by \$33,000 (from \$67,000 to \$100,000).

This will be cost neutral to the Shire's bottom line because the income disclosed in the budget for flood damage recoups was conservatively estimated to be \$220,000 however once the paperwork had been prepared the final claim for payment was \$314,000. (Note that this increase in income will be recognised in the annual budget review process).

Consultation

Margaret Hemsley, Risk ID

Paul Bremen, UHY Haines Norton

Michael Keane, Greenfield's Technical Services

Christine Harvey, Finance Consultant

Comment

There are a myriad of consultants available to undertake integrated planning. Costs vary dramatically and the quality, useability and relevance of the planning and resulting documents will also vary.

Irrespective of which consultants are used, Shire executive staff will spend many hours this year providing information and reviewing the documents that the consultants prepare for accuracy and relevance. All of the plans must integrate therefore consultants must work together.

Rural remote Shires face significant challenges through loss of corporate knowledge due to high staff turnover and the fact that we are not always able to attract staff with the best blend of skills, capabilities and experience to undertake the role that they are appointed to. This poses a challenge for future use and maintenance of the integrated plans.

Having reviewed the various options, I recommend that the Shire uses highly competent consultants who are already familiar with our business. This also streamlines future maintenance and upgrades of the elements.

Greenfield's Technical Services have maintained the Shire's ROMAN database, and have provided our road engineering services, for more than a decade. They are intimately familiar with our road network and being an established business, they provide the invaluable service of retention of corporate knowledge.

This is also true of the Shire's accountants UHY Haines Norton, along with Christine Harvey who provides an on-site FIFO accounting service.

My strategy to achieve high quality integrated planning for the Shire of Yalgoo is as follows:

Element	Consultant	Cost (ex GST)	Comment
Community Plan Corporate Plan Workforce Plan	Marg Hemsley, Risk ID	\$17,500	Quote. The Risk ID consultancy has already commenced. Marg has drafted the community plan based on the Shires’ previous consultation processes. Marg has worked extensively with staff to develop information for the Workforce Plan. Marg has been assisting the Dept of Local Government with best practice guidelines for Workforce Planning and her work has added significant value to our operations already.
	Community / pastoralist workshop facilitation	\$7,500	Estimate. Seek quote from providers who carried out at Paynes Find last year.
Asset Management Plan	<ul style="list-style-type: none"> ▪ UHY Haines Norton (main plan) 	\$22,950	Quote. UHY will work closely with GTS to integrate the elements of the plan.
	<ul style="list-style-type: none"> ▪ Greenfield’s Technical Services (Roads) 	\$15,000	Part quote, part estimate. GTS costs include completion of the road network inspection report (50% was done last financial year on northern roads; still need to do southern roads). Estimate \$10,000 (not quoted as is only hourly basis) and bringing ROMAN database up to date (\$4,560 quoted).
	<ul style="list-style-type: none"> ▪ AVP (revaluation of assets, asset condition report) 	\$12,000	Estimate. Some funding is available through the Local Government Insurance Services for the asset revaluation. Quotes have been requested but not yet received from AVP so this is an estimate only.
Long Term Financial Plan	<ul style="list-style-type: none"> ▪ UHY Haines Norton 	\$16,740	Christine Harvey will provide the link for detailed corporate knowledge of the Shire’s cash flows, business practices, grants etc to assist UHY who have the general ledger and strategic planning experience.
	<ul style="list-style-type: none"> ▪ Christine Harvey 	\$5,000	
Contingency		\$3,310	
Total		\$100,000	

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-1003 Request to Increase Budget for Integrated Planning

That Council increases the amount allocated in the 2012-13 budget for integrated planning (GL E041091) to \$100,000.

Moved: Cr LJ Terry Seconded: Cr MR Valenzuela Motion put & carried by absolute majority 6/0

11.1 WORKS AND SERVICES

11.1.1 Stevemacs Bulk Fuel Haulage Concessional Loading Request Yalgoo Ninghan Road

File:	
Author:	Project Executive Ron Adams
Interest Declared:	No interest to disclose
Date:	09 October 2012
Attachments	P 1 Application from Stevemacs Bulk Fuel Haulage for Concessional Loading on (yellow) Yalgoo Ninghan Road

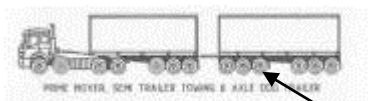
Matter for Consideration

To consider an application from Stevemacs Bulk Fuel haulage for concessional loading on Yalgoo Ninghan Road.

Background

An application has been received from Stevemacs to grant concessional loading for use of a different combination on the Yalgoo Ninghan Road.

The request is to use a triple dolly instead of a dual axle dolly. This will enable the truck to carry an extra 3.5 tonnes of weight



Tri-axle dolly set up

Mr Cameron from Stevemacs claims that this increase in load will result in less traffic movements and more capacity to service its customers.

This application refers to the southern section of road from the Great Northern Highway to the MMG Mine site at Golden Grove.

The road network on the southern section has been identified and reported previously to council that the road does not meet the minimum specification for a gravel road. The shire has applied for funding and MMG are considering contributing to the upgrade of this road from SLK (straight line kilometres) 12 to 38.

Regional Roads Group (Main Roads WA) has indicated that the Shire has been successful in its application for this upgrade and will commence in the next financial year 2013-2014.

Main Roads were consulted about this application. Mark Salt, Network Manager, Mid West Region made the following comment:

“This proposal will certainly accelerate the deterioration of the gravel section of this road. The impact on the sealed section will not be as evident; however, the existing seal and pavement would have been designed for a particular axle loading and heavy vehicle traffic frequency and amount.

It is difficult to quantify the exact impact of the proposed concessional loading except to say that it will definitely have an effect. The extent of the effect is dependent on the configuration/design of the existing pavement and surrounding/underlying soil conditions

Main Roads does have funding agreements with Crosslands and Sinosteel who both make a funding contribution to the maintenance of their existing cartage routes based on the tonnes carted and as a condition of their Commercial Goods Vehicle Licence which relates to the cartage of Iron Ore. “

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

Preservation of road asset.

Policy Implications

Nil

Financial Implications

No financial consideration with this application but a financial impact could happen with increased axle on this road section

Consultation

- Sharon Daishe, CEO
- Mark Salt, Main Roads
- Michael Keene , Greenfields Technical Services (Shire engineers)

Comment

With comments from Mark Salt the condition of the southern section is that the road at best is a sand/gravel track and not constructed to take this class of vehicle. The Northern Section is constructed to take this load and classification of vehicle. A general principal on axle loading deterioration of roads is what I consider as a rule of thumb; in this case the road network is barely designed for its current use and increasing the axle load will affect the use of this road and the deterioration will be increased.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-1004 Stevemacs Bulk Fuel Haulage Concessional Loading Request Yalgoo Ninghan Road

That Council:

- 1. Does not approve the request of Stevemacs Bulk Fuel Haulage for permission under the Main Roads Concessional Loading Scheme to operate a tri-axle dolly and increase the concessional loading permit on the section of Yalgoo Ninghan Road that is south of the Golden Grove mine entrance; and**
- 2. Advises Stevemacs that major reconstruction of this road is due in the 2013-14 financial year after which they may wish to apply for a review of this decision.**

Moved: Cr LJ Terry

Seconded: Cr NA Grinham

Motion put and carried 6/0

11.2 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH

11.2.1 Country Local Government Fund (CLGF) Projects and Review of the Forward Capital Works Plan (FCWP)

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	10 October 2012
Attachments	The Forward Capital Works Plan document will be provided separately

Matter for Consideration

To review the Shire of Yalgoo Forward Capital Works Plan and consider projects for the 2012-13 round of the Country Local Government Fund.

Background

The Shire’s inaugural 5 year Forward Capital Works Plan 2010/11 to 2014/15 was prepared in consultation with council, staff and community and adopted by resolution C2010-1218.

The plan was then submitted to the Department of Regional Development and Lands as required under the Country Local Government Fund (CLGF) guidelines. RDL approved the plan following minor administrative amendments.

During the life of the plan to date, some projects have been completed, others have been added and a number have been refined or timing altered.

CLGF guidelines require local governments to review their FCWP before submitting projects for approval for the 2012/13 round of funding.

Council reviewed the forward capital works plan at a workshop held on 14 September 2012 and Travis Bate of RSM Bird Cameron has been engaged to document the reviewed plan.

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

The 5 year Forward Capital Works Plan lists the infrastructure projects that the Shire intends to undertake pending available funding.

The plan is a critical element of integrated planning that aligns Shire resources with community expectations.

Policy Implications

Nil

Financial Implications

Capital expenditure as disclosed in the annual budget.

Expenditure of the Shire's nominal allocation of 2012/13 CLGF, which is not yet disclosed in the 2012/13 as it is unlikely that this will be received until late in the 12/13 financial year or early in the 2013/14 year.

Consultation

- Councillors
- Project Executive Ron Adams

Comment

Councillors reviewed the Shire's current and future capital projects at a workshop held on Friday 14 September 2012 including onsite inspections.

Travis Bate of RSM Bird Cameron has been engaged to update the document. Administrative updates to the FCWP include:

- Remove completed projects and any other redundant information
- Add the various changes that have been made by way of council resolution during the life of the plan
- Match the 2012/13 expenditure in the FCWP to the capital items that are approved for expenditure in the 2012/13 budget
- Add any new projects that Council identified during the 2012/13 budget process (eg: expanding the archive facility project to plans to the broader plans to increase office space etc)
- Reflect the correct information for the Yalgoo Ninghan Road and Yalgoo Morawa Road projects that have been submitted for Regional Roads Group funding from 2013/14
- Add a section reflecting CLGF regional projects (as per previous decisions of Council)

Recommendations that arose from the workshop for inclusion in the FCWP are as follows:

1. Precinct Project Concept

The Shire of Yalgoo takes an holistic approach to development in Yalgoo therefore many construction projects are elements of a broader concept, or a precinct project. The FCWP already reflects this in the Yalgoo Community Hub and Town Revitalisation. The Depot/Hall precinct will be added (see below).

2. Depot/Hall Precinct

Councillors inspected Shamrock Park and noted that the playground equipment is beyond its use by date, there is insufficient shade, no seating, no drinking water and the lack of a barrier between park and road poses a safety risk. Councillors subsequently recommended a proposal to revive the Heritage Park that is adjacent to the Town Hall and suggested that this could be linked to the depot upgrade project. This proposal would include:

- Upgrade of Shire depot (major project including new machinery shed and extension of depot land area to enclose all related activities)
- Finish repairs/renovation of Shire hall (interior main area and stage area, rebuild old wire fence to assist in keeping small children safe from access to road)
- Physically separate and delineate the Shire hall (community) from the Shire depot (workplace). This will involve exclusion fencing to decommission the depot access that is between the hall and the old park. There is an existing main access point off the Yalgoo Ninghan Road at the edge of town which was built in 2011. Safe, efficient circular in/out access to the depot will be designed and provided for during the major depot refurbishment

- Revive old heritage park (connect to water wise reticulation, use recycled sewerage system water to re-generate)
- Build a heritage style children’s playground on the old park area in keeping with the original park concept (in consultation with community)
- Provide community seating and shade areas at the old park (note there are a number of existing trees)
- Access to rear of hall will be for parking purposes only and will need treatment to ensure that traffic moves slowly to recognise pedestrian access (including small children) between park and hall. (Note this can be rendered much safer than the existing wide road that children must cross now to access the playground across the road).
- Remove play equipment from Shamrock Park and utilise this area for other purposes (to be defined in consultation with community).

3. Country Local Government Fund priority projects

Council prioritised projects for allocation of future CLGF funding. Due to the administrative burden of CLGF reporting, the CEO recommended that the funds be allocated to only one or two major projects in any funding year.

Councillors recommended the following order of priority:

- A. CA002 Caravan Park: Redevelopment
- B. BD004 Yalgoo Town Revitalisation: Sewerage Project
- C. BD012 Works Depot: Replace Workshop
- D. BD011 Yalgoo Community Hub: Community and Youth Centre

The CEO advised that although the application for TQual (tourism quality) funds for the caravan park was not successful the funding body gave positive feedback and recommended applying to a new Tourism Initiative Regional Development Fund that will be announced before the end of the year. This fund is for up to \$250,000 and requires matching funds.

Councillors recommended as follows for future CLGF individual allocations:

CLGF Round	Amount/ Project	Comment
2012/13	CA002 Caravan Park: Redevelopment \$250,000 BD004 Yalgoo Town Revitalisation: Sewerage Project - balance of allocation	Council previously approved concept drawings for the caravan park (C2012-0204) and authorised Stage 1 to commence with an allocation of \$130,000 CLGF (10-11 and 11-12). The CEO will finalise the caravan park scope/costing and engage a grant writer to prepare a TIRDF application. The scope will be scaled in a way that will allow for the CLGF funds to be independently spent on the project if the TIRDF application is not approved. Scoping/costing of the sewerage/drainage project is expected to be completed by 1 November 2012 to finalise the application to MWIP.

CLGF Round	Amount/ Project	Comment
2013/14 and 2014/15	BD012 Works Depot: Replace Workshop (NB: this will become the Depot/Hall precinct project) BD011 Yalgoo Community Hub: Community and Youth Centre	Amounts to be determined pending full scope/costing and identification of outside sources of funding. The Works Depot project is currently being scoped. As it is not a community facility the Shire is unlikely to be able to secure outside funding. It is a business critical project to protect Shire machinery from damage by the elements, and provide a safe working environment. The overall project will expand to become the depot/hall precinct project. The Community and Youth Centre project has been identified as critical to the Yalgoo community and is highly likely to attract outside funding, in contrast to the depot. Extensive consultation and preparation underpins the Hub project. Stage 1 (covered sports) is fully funded.

Note that Council is currently preparing its inaugural Integrated Planning and the FWCP will ultimately be rewritten before its expiry date (14/15) to become a component element of these plans.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION #1

C2012-1005 Country Local Government Fund Projects 2012/13 and Future

That Council:

- 1) Nominates the following projects in priority order for allocation of future CLGF funding:
CA002 Caravan Park: Redevelopment (CLGF 12/13)
BD004 Yalgoo Town Revitalisation: Sewerage/Drainage Project (CLGF 12/13)
BD012 Works Depot: Replace Workshop (CLGF 13/14 and forward)
BD011 Yalgoo Community Hub: Community and Youth Centre (CLGF 13/14 and/or forward)
- 2) Authorises the CEO to prepare an application for Country Local Government Fund 2012/13 for:
\$250,000 -CA002 Caravan Park: Redevelopment
Balance to BD004 Yalgoo Town Revitalisation: Sewerage/Drainage project
- 3) Requests the CEO to prepare an application to the Tourism Initiative Regional Development Fund for matching funds for **CA002 Caravan Park: Redevelopment**

Moved: Cr LJ Terry

Seconded: Cr L Hodder

Motion put and carried 6/0

OFFICER RECOMMENDATION #2

Forward Capital Works Plan

That Council adopts the reviewed Forward Capital Works Plan which includes the updates and CLGF priorities reported within.

Moved: Cr R Grinham

Seconded: Cr LJ Terry

Decision Deferred

OFFICER RECOMMENDATION/COUNCIL DECISION AS DEFERRED

C2012-1006 Forward Capital Works Plan

That the matter of adoption of the reviewed Forward Capital Works Plan lay on the table until the Ordinary Council meeting to be held on 22 November 2012 in order for due consideration to be given.

Moved: Cr R Grinham

Seconded: Cr L Hodder

Motion put and carried 6/0

11.2.2 Notice of Motion re Sale of Rural Land

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	10 October 2012
Attachments	P11 Notion of Motion received from Cr Laurence Hodder 18 September 2012 (yellow)

Matter for Consideration

To consider investigating development of blocks of rural land for sale.

Background

Councillor Hodder has advised that members of the community have asked him whether there are any blocks of rural/farmlet land available for sale in Yalgoo.

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

Development of rural blocks of land for sale would provide for future sustainable development in Yalgoo.

Policy Implications

Nil

Financial Implications

Unknown

Consultation

Comment

Councillor Hodder recommends that blocks of 2-5 acres be made available, possibly along the unsealed extension of Henty Street, for home construction with area for livestock and vegetable gardens.

CEO Comment: Such development could assist families to have a measure of self sufficiency in our remote location. Investigation would be likely to take place over the longer term due to current workload however but is recommended due to the potential for sustainable development for the benefit of community in Yalgoo.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-1007 Development of Rural Farmlet Style Land in Yalgoo

That Council requests the CEO to investigate what is involved in developing rural blocks of land for sale to interested parties.

Moved: Cr L Hodder

Seconded: Cr NA Grinham

Motion put and carried 6/0

ADJOURNMENT: 12:00pm the meeting adjourned for lunch.

RESUMPTION: 12:55pm the meeting resumed with all who were in attendance before the adjournment being present at the resumption with the exception of CEO Sharon Daishe, EA Karen Malloch and Project Executive Ron Adams.

ATTENDANCE: 12:56pm CEO Sharon Daishe rejoined the meeting.

ATTENDANCE: 1.00pm EA Karen Malloch rejoined the meeting.

ATTENDANCE: 1.04pm Project Executive Ron Adams rejoined the meeting.

11.3 FINANCE

11.3.1 Financial Activity Statements and Accounts Paid for the Months of August and September 2012.

File:	
Author:	DCEO Heather Boyd
Interest Declared:	No interest to disclose
Date:	10 October 2012
Attachments (White)	P 2 Financial Activity Statements - R34 (1) August 12 P 27 Schedule of Payments - R13(1) August 12 P 30 Financial Activity Statements - R34 (1) September 12 P 55 Schedule of Payments - R13(1) September 12 P 58 Major Project Progress Reports - C2012-0320

Matter for Consideration

Adoption of the monthly financial statements, major project progress report and schedule of payments.

Background

1. 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.
2. Council, at the ordinary meeting held in March 2012, requested that a status report for major projects be included in the monthly financial reports (decision C2012-0320).

The CEO has prepared a line item budget/report format to trial for this purpose. The first report of this kind, being for the Yalgoo Community Hub Covered Sports facility, is included in the attachments.

Council can expect to receive monthly status reports for the following major projects starting from the accounting period ended 31 October 2012:

- BD008 Staff Housing: Weekes Street
- CA002 Caravan Park: Redevelopment
- RC003 Yalgoo Community Hub: Covered Sports Facility

Statutory Environment

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare such other financial reports as is 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 \$10,000 above or below budget) are commented on in the material variance report.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-1008 R34 (1) - Financial Activity Statements for the Months of August and September 2012

That Council adopts the financial activity statements for the period ending 31 August 2012 and 30 September 2012, as attached.

Moved: Cr LJ Terry

Seconded: Cr NA Grinham

Motion put and carried 6/0

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-1009 R13 (1) - List of Accounts Paid for the Month of August and September 2012

That Council receives the Schedule of Payments for accounts paid in the months of August and September 2012.

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 6/0

11.3.2 Audit Committee - Recommendations to Council

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	10 October 2012
Attachments	P 2 Minutes of the Audit Committee Meeting held Tuesday 09 October 2012 (yellow)

Matter for Consideration

To consider the recommendations made by the Shire of Yalgoo Audit Committee at their meeting held on Tuesday 09 October 2012 relating to:

1. Adoption of the audited annual financial statements, independent audit report and management letter
2. Membership of the audit committee (Cr Robert Grinham).

Background

The Shire of Yalgoo Audit committee is convened under s7.1A of the Local Government Act.

The Local Government Act and Audit Regulations prescribe the functions of the audit committee including:

- R14.(3A) - Review the annual compliance audit return and report to the council
- R16. – provide guidance to the local government regarding audits and the appointment of the auditor.

The Council has not delegated any powers or duties to the audit committee so the audit committee makes recommendations to the Council. The recommendations for consideration are shown under Comments.

Statutory Environment

The following legislative extracts were downloaded from the State Law Publisher on 10 October 2012.

Local Government Act 1995

7.1A. Audit committee

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.
- (2) The members of the audit committee of a local government are to be appointed* by the local government and at least 3 of the members, and the majority of the members, are to be council members.

* *Absolute majority required.*

7.1C. Decisions of audit committees

Despite section 5.20, a decision of an audit committee is to be made by a simple majority.

Local Government (Audit) Regulations 1996

14. Compliance audits by local governments
16. Audit committee, functions of

Strategic Implications

None

Policy Implications

None

Financial Implications

Report of the financial position and activities of the Shire of Yalgoo for the financial year ended 30 June 2012.

Consultation

- Shire of Yalgoo Audit Committee
- Travis Bate, Auditor, RSM Bird Cameron (auditors for the Shire of Yalgoo)
- Christine Harvey, Finance Consultant
- Heather Boyd, Deputy CEO

Comment

The Shire of Yalgoo audit committee meet on Tuesday 09 October 2012 to examine the audited financial statements, independent auditors report and audit management report. The committee made the following decisions for consideration by Council:

A2012-1002 Audited Financial Rep and Independent Auditor's Report for the year ended 30 June 2012

That the Audit Committee, having examined the annual financial statements and the report of the auditor, recommends to Council that there are no matters raised that require action to be taken by the local government under s7.12A (3) (a).

A2012-1003 Audit Management Report for the year ended 30 June 2012

That the Audit Committee receives the Audit Management Report and the responses prepared by Deputy CEO Heather Boyd.

A2012-1004 Audit Committee Membership

That the Audit Committee recommends that Council appoint newly elected Councillor Robert (Bob) Grinham to the Audit Committee *(LGA s7.1A (2)).

* Note that members of the audit committee must be appointed by the local government (i.e.: the audit committee cannot appoint its own members) and the decision must be by absolute majority).

Council nominates members of the audit committee after each ordinary election and the term of office is until the next ordinary election.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION #1

C2012-1010 Audited Financial Statements and Independent Auditor’s Report for the Year Ended 30 June 2012

That Council:

- 1. Endorses the recommendation of the Shire of Yalgoo Audit Committee that there are no matters raised that require action to be taken by the local government under s7.12A (3) (a); and**
- 2. Adopts the audited financial statements and independent audit report for the year ended 30 June 2012; and**
- 3. Receives the audit management report and the responses prepared by Deputy CEO Heather Boyd.**

Moved: Cr LJ Terry

Seconded: Cr L Hodder

Motion put and carried 6/0

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION #2

C2012-1011 Audit Committee Membership – Cr Robert Grinham

That Council appoints newly elected Councillor Robert (Bob) Grinham to the Audit Committee *(LGA s7.1A (2)) and that the term of office be until the next ordinary election in October 2013.

Moved: Cr MR Valenzuela

Seconded: Cr L Hodder

Motion put & carried by absolute majority 6/0

11.4 ADMINISTRATION

11.4.1 End of Year Arrangements and Christmas Shutdown 2012

File:	
Author:	Karen Malloch EA
Interest Declared:	No interest to disclose
Date:	17 October 2011
Attachments	Nil

Matter for Consideration

To consider arrangements for the Christmas function and Christmas business closure.

Background

Christmas Function: Proposed to be held at the Railway Complex following the last Council meeting.

Christmas Shutdown: The Shire historically has a shut down period over the Christmas New Year break and staff use a combination of public holidays, rostered days off/time in lieu and annual leave to cover leave during this period.

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

A Christmas closure allows for all staff to take a minimum two week break over the hot Christmas period. Most organisations are either closed or on skeleton staff during this period so there is no critical impact on operations.

Policy Implications

None

Financial Implications

- Councillors and staff Christmas function budget of \$3,000
- Children’s party – budget of \$500

Consultation

CEO Sharon Daishe

Comment

It is recommended that following the last Council meeting on Tuesday 12 December 2012, the Shire hosts a children’s Christmas party at Community Park in the afternoon and a staff and councillor Christmas function at the Railway Sporting Complex in the evening.

It is proposed that the Shire office closes for the Christmas break from noon Friday 21 December 2012, and reopens on Monday 7 January 2013.

The Shire's new Community and Youth Coordinator, Philip Parsonson, will be responsible for arranging the children's party.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-1012 End of Year Arrangements and Christmas Shutdown 2012

That:

- a) the Ordinary meeting of Council be held on Tuesday 12 December 2012 as previously resolved; and**
- b) the Shire invites the community and children of Yalgoo for a Children's Christmas Party from 4:00 – 5:00pm at Community Park on Tuesday 12 December 2012; and**
- c) the Shire invites staff, current Councillors and those retired or resigned in the past 12 months to attend an end of year function on Tuesday 12 December 2012, 6:00pm-10pm at the Railway Complex with their partner or one other person 18 years of age or over; and**
- d) the Shire will close from noon on Friday 21 December 2012 and re-open on Monday 7 January 2013.**

Moved: Cr LJ Terry

Seconded: Cr MR Valenzuela

Motion put and carried 6/0

11.4.2 Annual Report for the Year Ended 30 June 2012 and Annual Electors’ Meeting

File:	ADM375 Annual Report
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	10 October 2012
Attachments	The Annual Report is provided in a separately bound document for Councillors.

Matter for Consideration

To adopt the annual report for the Year Ended 30 June 2012 and set a date for the annual electors’ meeting, being not more than 56 days after the adoption of the annual report.

Background

A local government must prepare an annual report each financial year that includes:

- President’s report
- Chief executive officer’s report
- Compliance statements/reports relating to the Plan for the Future, National Competition Policy, Disability Services Plan and Records Keeping Plan
- Audited financial statements
- Auditor’s report

Statutory Environment

Local Government Act 1995

- s.5.27 – annual electors meeting to be held within 56 days of acceptance of the annual report on a day selected by Council
- s.5.53 – an annual report must be prepared and details the items that should be included.
- s.5.54 – the annual report must be accepted by the local government not later than 31 December after the financial year or if the auditor’s report is not available by this date, not later than 2 months after the auditor’s report becomes available.
- s.5.55 – CEO to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted.

Administration Regulations –

- r.15 – Annual report approved by Council to be presented at the elector’s meeting

Strategic Implications

The Annual Report provides a permanent record of the operations of the Shire for the previous financial year.

Policy Implications

NA

Financial Implications

The annual financial report presents the financial performance for the past financial year and is scrutinised by an independent audit to ensure compliance with legislation and accounting standards. The financial

impact upon the current financial year is that the audited net current assets position becomes the actual brought forward surplus (deficit) for the rate setting standard.

Consultation

- Auditors RSM Bird Cameron
- President Terry Iturbide
- FIFO Finance Consultant Christine Harvey
- Accountants UHY Haines Norton

Comment

The auditor provided the audited financial statements to the CEO with the independent auditor's report and audit management report on Friday 28 September 2012. The audit report was unqualified and the management report identified two minor operational matters only.

The CEO presented the reports to the Shire of Yalgoo Audit Committee on Tuesday 09 October 2012. The recommendations of the Audit Committee are presented to Council for adoption in a separate item to this agenda.

The Act requires that the adopted annual report be available to the public for a minimum of 14 days before the annual electors' meeting, which must be held within 56 days of Council adopting the annual report.

It is proposed that the annual electors meeting be held at 9am on Thursday 22 November 2012.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION #1

C2012-1013 Annual Report for the Year Ended 30 June 2012

That Council adopts as presented the annual report for the year ended 30 June 2012.

Moved: Cr LJ Terry

Seconded: Cr NA Grinham

Motion put and carried 6/0

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION #2

C2012-1014 Annual Elector's Meeting

That the annual electors' meeting be held on Thursday 22 November 2012 commencing at 9:00am.

Moved: Cr LJ Terry

Seconded: Cr L Hodder

Motion put and carried 6/0

11.4.3 Ordinary Meetings of Council Dates 2013

File:	
Author:	Karen Malloch EA
Interest Declared:	No interest to disclose
Date:	17 October 2012
Attachments	Nil

Matter for Consideration

To set dates, times and location of the Ordinary Meetings of Council for 2013.

Background

Council is required under the Local Government Act to give local public notice of dates and times of Council and Committee meetings

Statutory Environment

Local Government Act 1995

- s.5.3 – Council meeting not to be more than 3 months apart
- s.5.25 – Regulations may be made

Administration Regulations –

- r.12 – local public notice of date and time of Council and Committee meetings to be given at least once each year.

Strategic Implications

None

Policy Implications

None

Financial Implications

Cost of advertising

Consultation

CEO Sharon Daishe

Comment

Council meets on the second last Thursday of each month in the months of February to November. There is no meeting in January and the December meeting is generally held on a Tuesday to enable staff to prepare for the Christmas closure. Two meetings per year are held in Paynes Find (May and September).

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2012-1015 Ordinary Council Meeting Dates for 2013

That 2013 Ordinary meetings of Council be held in the Shire of Yalgoo Council Chambers (with the exception of the two meetings noted below to be held at the Paynes Find Community Centre), commencing at 11.00 am, on the following dates:

- Thursday 21 February 2013
- Thursday 21 March 2013
- Thursday 18 April 2013
- Thursday 23 May 2013 (Paynes Find)
- Thursday 20 June 2013
- Thursday, 18 July 2013
- Thursday 22 August 2013
- Thursday 19 September 2013 (Paynes Find)
- Thursday 24 October 2013
- Thursday 21 November 2013
- Tuesday 17 December 2013

Moved: Cr L Hodder

Seconded: Cr NA Grinham

Motion put and carried 6/0

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

13. URGENT BUSINESS

NEW MOTION/COUNCIL DECISION

C2012-1016 Resignation of Councillor Len Terry

That Council accepts with regret the resignation of Councillor Len Terry.

Moved: Cr L Hodder

Seconded: Cr NA Grinham

Motion put and carried 6/0

NEW MOTION/COUNCIL DECISION

C2012-1017 Extraordinary Election of Council 12 January 2013

That Council set the date for the Extraordinary Election of Council (Voting in-Person) on 12 January 2013.

Moved: Cr R Grinham

Seconded: Cr L Hodder

Motion put and carried 6/0

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.

15. NEXT MEETING

Annual Elector’s Meeting

The annual Elector’s meeting will be held in the Council Chambers in Gibbons Street on Thursday, 22 November 2012 commencing at 9.00 am.

Ordinary Meeting of Council

The next Ordinary Meeting of Council is due to be held in the Council Chambers in Gibbons Street on Thursday, 22 November 2012 commencing at 11.00 am.

16. MEETING CLOSURE

There being no further business, the President declared the meeting closed at 1.25pm.

DECLARATION

These minutes were confirmed by Council at the Ordinary Meeting held on Thursday 22 November 2012.

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>
BA	Broadcast Australia
BFS	Bush Fire Service
BFTA	Bush Fire Threat Analysis
CEMO	Community Emergency Management Officer
CEO	Chief Executive Officer
CLGF	Country Local Government Fund (Royalties for Regions)
CRS	Coordinator Regional Services
CSRFF	Community Sporting and Recreation Facilities Fund
DAFWA	Department of Agriculture & Food
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
EMWA	Emergency Management Western Australia
ERM	Emergency Risk management
EWP	Elevated Work Platform
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
IMG	Incident Management Group
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
LGEEP	Local Government Energy Efficiency Program
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)

Acronym	Detail
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
MRBA	Meekatharra Rangelands Biosecurity Association
MRVC	Murchison Regional Vermin Council
MRWA	Main Roads WA
MWAC	Municipal Waste Advisory Council
MWDC	Mid West Development Commission
MWIP	Mid West Investment Plan
MWRC	Mid West Regional Council – consisting of 7 Shires
NDES	National Digital Economy Strategy
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
SEMP	State Emergency Management Policy
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
WAAA	West Australian Agriculture Authority
WACHS	WA Country Health Service
WALGA	WA Local Government Association
WALGGC	West Australian Local Government Grants Commission
WWTP	Waste Water Treatment Plan

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Yalgoo for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Yalgoo disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Yalgoo during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Yalgoo. The Shire of Yalgoo warns that anyone who has an application lodged with the Shire of Yalgoo must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Yalgoo in respect of the application.