



MINUTES

OF THE **ORDINARY MEETING OF COUNCIL**

DUE TO BE HELD AT THE

COMMUNITY CENTRE, PAYNES FIND ON

THURSDAY 23 MAY 2013 AT 11.00AM

RESUMED AT THE

YALGOO SHIRE CHAMBERS, YALGOO ON

TUESDAY 28 MAY 2013 AT 1.00 PM.

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Minutes of the Ordinary Meeting of the Yalgoo Shire Council,
Due to be held in the Paynes Find Community Centre at Paynes Find
On Thursday 23 May 2013, Commencing at 11.00 am.

As Resumed Tuesday 28 May 2013, Yalgoo Shire Chambers, 11:00am

Due to unforeseen circumstances 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, Gail Pilmoor (being a person authorised by the CEO) declared the meeting adjourned at 11:30am on 23 May 2013 in accordance with Local Government (Administration) Regulation 8 (e).

The President instructed the CEO to issue a notice that the meeting would resume at 11:00am on Tuesday 28 May 2013 at the Yalgoo Shire Chambers.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Terry Iturbide declared the Ordinary Meeting open at 1.00pm.

NOTE: The meeting had been scheduled to commence at 11am. However, the Shire's integrated planning consultant, Margaret Hemsley of Risk ID, was due to present a workshop, 'Integrated Planning Workshop – Workforce Plan & Community Plan' at 8:30am. Commencement of this workshop was delayed and at 11am the workshop was still in progress.

With all councillors present in the chambers at 11am, and no members of the public, the President authorised the consultant to continue with the workshop which ended at 11:50am. Councillors then inspected the new 'rage cage' facility before lunching at noon as scheduled. The Ordinary meeting therefore commenced at 1pm following the lunch break.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS	Cr Terry K Iturbide, Shire President Cr M Raul Valenzuela, Deputy Shire President Cr Laurence Hodder Cr Neil A Grinham Cr Robert Grinham Cr Stanley Willock
STAFF	Sharon Daishe, Chief Executive Officer Heather Boyd, Deputy CEO Ron Adams, Project Executive
GUESTS	Marg Hemsley
OBSERVERS	
LEAVE OF ABSENCE	
APOLOGIES	

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting

- Cr M Raul Valenzuela – Item 11.3.4 Page 41

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 11.4.4: Council may wish to close this matter to consideration matters affecting employees 5.23 (2) (a).

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

7.1 PRESIDENT

Date	Details	Attended with whom
1 May 2013	Golden Hub Medicare - Morawa	
10 May 2013	Cue Parliament – Murchison Zone of WALGA	Raul Valenzuela

7.2 COUNCILLORS

Date	Details	Councillors
3 May 2013	Gundawa Regional Conservation Association Meeting	Sharon Daishe CEO Raul Valenzuela

8. CONFIRMATION OF MINUTES

8.1 ORDINARY COUNCIL MEETING

Background

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

After circulation, two errors (as shown below) were identified and have been corrected in the formal copy that is presented for signature.

- Page 4: meetings attended by President and Councillor were omitted in the circulated copy, and have been added.
- Page 10: point 2 of the motion incorrectly stated 2012-13 CLGF. This is correctly 2013-14 CLGF, as per the heading for this decision. Note that this was an error in the agenda, which was noted and corrected before the motion was put. The correction was inadvertently omitted when the minutes were prepared.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0501 Minutes of the Ordinary Meeting

That the Minutes of the Ordinary Council Meeting held on 18 April 2013, with the corrections as noted above, be confirmed.

Moved: Cr MR Valenzuela

Seconded: Cr R Grinham

Motion put and carried 6/0

8.2 SPECIAL COUNCIL MEETING

Background

Minutes of the Special Meeting of Council were previously circulated to all Councillors.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0502 Minutes of the Special Meeting

That the Minutes of the Special Council Meeting held on 6 May 2013 be confirmed.

Moved: Cr NA Grinham

Seconded: Cr L Hodder

Motion put and carried 6/0

9. MINUTES OF COMMITTEE MEETINGS

Nil

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).

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

Nil

11.1 WORKS AND SERVICES

11.1.1 Minutes of the Annual General Meeting of the Yalgoo Bush Fire Brigade and Paynes Find Bush Fire Brigade

File:	
Author:	Ron Adams, Project Executive
Interest Declared:	No interest to disclose
Date:	15 May 2013
Attachments	P 1-4 Minutes of the Yalgoo Bush Fire Brigade AGM held on 10 April 2013
(yellow)	P 5-8 Minutes of the Paynes Find Bush Fire Brigade AGM held on 30 April 2013

Matter for Consideration

To receive the minutes as tabled of the Annual General Meeting of the Yalgoo Bush Fire Brigade held on 10 April 2013 and Paynes Find Bush Fire Brigade held on 30 April 2013.

Background

The Chief Bush Fire Control Officer is to arrange for the minutes of a bush fire brigade's annual general meeting to be tabled at the next meeting of the Council.

Statutory Environment

Bush Fires Act 1954

Under the powers conferred by the Bush Fires Act 1954 and under all other powers enabling it, the Council of the Shire of Yalgoo resolved on 15 June 2006 to make the *Shire of Yalgoo Bush Fire Brigades Local Law*.

Shire of Yalgoo Bush Fire Brigades Local Law 2006

PART 2 – ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 – Establishment of a bush fire brigade

2.1 Establishment of a bush fire brigade

(1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.

Division 3, Annual General Meetings of Bush Fire Brigades

3.9 Minutes to be tabled before the Bush Fire Advisory Committee

(1) The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.

(2) The Chief Bush Fire Control Officer is to arrange for the minutes of a bush fire brigade's annual general meeting to be tabled at the next meeting of the –

(a) Bush Fire Advisory Committee; or

(b) Council, if there is no Bush Fire Advisory Committee,

following their receipt under subclause (1).

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Consultation

Nil

Comment

The Yalgoo Bush Fire Brigade held its Annual General Meeting on 10 April 2013 and the minutes are included in the attachments for receipt by Council.

The Paynes Find Bush Fire Brigade held its Annual General Meeting on 30 April 2013 and the minutes are included in the attachments for receipt by Council.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0503 Minutes of the Annual General Meeting of the Yalgoo Bush Fire Brigade and Paynes Find Bush Fire Brigade

That Council receives the minutes as tabled of the AGM of the Yalgoo Bush Fire Brigade held on 10 April 2013 and Paynes Find Bush Fire Brigade held on 30 April 2013.

Moved: Cr NA Grinham

Seconded: Cr MR Valenzuela

Motion put and carried 6/0

11.1.2 Reassessment of Classification of Road Networks in the Shire of Yalgoo for Restricted Access Vehicle (RAV) Use

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	16 April 2013
Attachments (yellow)	P 9-10 Letter dated 2 March 2013 from Shire to Main Roads requesting assessment of RAV Network Roads P 11-17 Restricted Access Vehicle route assessment reports

Matter for Consideration

To consider the road network classification of local roads under the control of the Shire of Yalgoo for restricted access vehicles.

Background

Several roads in the Shire of Yalgoo are classified under the Main Roads network for Restricted Access Vehicles. Restricted access vehicles must have a permit from Main Roads to operate, and the class of vehicle can only operate on the relevant road network. RAVs include all classes of road train from 27.5 to 53.5m. Road networks range from network 1 or 2 (maximum vehicle length 27.5 metres) to network 10 which takes all vehicles up to 53.5 metre quads.

Since the original network classification, safer standards have been introduced against which to assess network routes.

The Shire previously resolved to reduce axle limits on the gravel section of the Yalgoo Ninghan road in the interests of safety (refer decision number C2011-0909). This decision was held pending while further information was obtained, and also to enable MMG Golden Grove supply trucks to continue to access the road while negotiations were underway for additional funding from MMG.

In March 2013 the CEO wrote to Main Roads to request review of all roads in the Shire of Yalgoo that are on the Main Roads RAV access network.

This letter is attached, along with the recommendations from Main Roads following their review.

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

Safety and asset preservation of Shire roads.

Policy Implications

- 13.4 Assessment of CA07 Applications (Restricted Access Vehicles on Shire roads)
- 13.5 DRAFT POLICY regarding Road Use (RAV Haulage) Agreements

Financial Implications

Nil

Consultation

- Mark Bondiotti, (MSc Eng CP Eng), Policy Manager Transport and Roads, WALGA
- Michael Keane, Greenfields Technical Services (Shire consulting engineers)
- Ron Adams, Project Executive
- Stakeholder representatives from Sinosteel, Top Iron and MMG Golden Grove
- Rod Gillis, Traffic Management Officer, Main Roads

Comment

Road	Current	Recommend	Comment
Yalgoo Ninghan (MMG Golden Grove mine intersection to Geraldton Mount Magnet Road)	Network 10	Network 10	This road has been constructed for the haulage task of MMG Golden Grove. The Shire’s draft new road agreement policy will provide for an appropriate level of funding to maintain the suitability of this road if haulage increases.
Yalgoo Ninghan (north of Minjar Haul Road intersection, to Golden Grove Mine)	Network 10	Hold pending	Sinosteel plan to seal this section of road in the short term suitable for their haulage task. This will enable the road to meet the standard for network 10. Recommended hold pending and consider along with the southern section below.
Yalgoo Ninghan South of Minjar Haul Road intersection	Network 10	Hold pending to next month – see report. (possible reduction to Network 4, or Network 7)	This section of road is either gravel or 4 metre seal. The road pavement is too narrow in sections to meet the minimum required for 53m road trains, including through the lake area. The surface is unstable and requires re sheeting. There are sweeping bends with narrow pavement and the swept path at the intersection of the Great Northern is not sufficient for two-way traffic flow of 53m RAVs. The Shire has an approved RRG project for 2013/14 to widen this road, and re-sheet in subsequent years. MMG Golden Grove intends to fund the 1/3 rd contribution to this three year project and they have requested that the Shire retain at least network 7 classification until then. MMG are working with Shire staff to assess safety in the interim. Further, Top Iron will need to make extensive improvements to the road if they intend to proceed with a road use agreement for their haulage task (refer details in agenda item 11.1.3).
Paynes Find Thundelarra Road	Network 10	Remove from RAV network	This road would require extensive work on poorer sections of the road to meet any safety standards for RAV traffic.

Road	Current	Recommend	Comment
Yalgoo Morawa Road	Network 6	Network 4 with standard low volume conditions	Main Roads have reported that the road does not meet the requirements of a network 6 road. Network 4 limits the length of vehicles to 27.5, with a maximum mass of 87.5 tonnes.
Yalgoo North Road	Network 6	Network 4 with standard low volume conditions	Main Roads have reported that the road does not meet the requirements of a network 6 road. Network 4 limits the length of vehicles to 27.5, with a maximum mass of 87.5 tonnes.
Old Warriedar Road	Network 2	Remove from RAV network	The road is in bad repair and would not support any RAV access without extensive capital investment.

It is recommended that the Shire places CA07 conditions on the roads that remain on the RAV network. This condition requires RAV permit holders to carry a letter of authority from the local government in order to operate on the road.

The Shire already has this requirement on the Yalgoo Morawa Road and recently developed a policy to manage CA07 applications.

In theory the requirement enables the Shire to become aware of the volume of traffic and the operators that are using these roads for RAV access. Failure to carry the letter of authority is a breach of permit conditions and the Shire can request a compliance exercise to detect non compliance.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION #1

C2013-0504 Reassessment of Classification of Road Networks in the Shire of Yalgoo for Restricted Access Vehicle (RAV) Use

That Council:

- 1. Recommends to Main Roads that the Yalgoo Ninghan Road from the Golden Grove mine to the Geraldton Mount Magnet Road retains network 10 classification; and**
- 2. Advises Main Roads that Council will make a recommendation regarding the Yalgoo Ninghan Road south of the Golden Grove Mine in due course following further negotiations with road user stakeholders (MMG Golden Grove, Top Iron and Sinosteel); and**
- 3. Recommends to Main Roads the following changes to the network classification of roads in the Shire of Yalgoo for RAV access:**
 - Yalgoo Morawa Road – downgrade from network 6 to network 4 with standard low volume conditions**
 - Yalgoo North Road – downgrade from network 6 to network 4 with standard low volume conditions**
 - Paynes Find Thundelarra Road – remove from RAV network**
 - Old Warriedar Road - remove from RAV network.**

Moved: Cr MR Valenzuela

Seconded: Cr R Grinham

Motion put and carried 6/0

OFFICER RECOMMENDATION/COUNCIL DECISION #2

C2013-0505 Reassessment of Classification of Road Networks in the Shire of Yalgoo for Restricted Access Vehicle (RAV) Use

That Council places a CA07 condition on the Yalgoo Ninghan and Yalgoo North Roads to require RAV permit holders to carry a letter of authority from the local government when operating on these roads.

Moved: Cr MR Valenzuela

Seconded: Cr NA Grinham

Motion put and carried 6/0

11.1.3 Policy: Road Use (RAV Haulage) Agreement

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	18 May 2013
Attachments (yellow)	P18 Emails April 2013 from Mark Bondiotti (MSc Eng, CP Eng) Policy Manager Transport and Roads WALGA regarding marginal cost assessment of RAV haulage on the Yalgoo Ninghan and Yalgoo Morawa Roads. P 19-20 Draft new policy 13.5 Road Use (RAV Haulage) Agreements Policy

Matter for Consideration

To consider:

- Adopting the attached draft new policy 13.5 Road Use (RAV Haulage) Agreements; and
- Authorising the CEO to proceed with road agreement negotiations in accordance with the policy.

Background

The Shire of Yalgoo manages over 1,000 kilometres of local roads, of which the majority are gravel. As at May 2013 less than 200 kilometres of Shire roads are sealed, and most seal is only single lane.

The Shire constructs, maintains and renews these road assets for low volume general traffic with funding from rates, local government financial assistance grants (FAGS), Main Roads through the regional roads group and federal funding through the Roads to Recovery program.

Some of the roads on the Shire’s network are classified under the Main Roads WA network for Restricted Access Vehicles (RAV). RAVs can only operate on these roads under a permit from Main Roads and the Shire can restrict access to these roads and impose conditions.

RAV traffic (ie: multi-trailer heavy vehicles) results in significantly increased cost to maintain the road asset, particularly if the road construction is not engineered to sustain such traffic. Wear and tear increases proportionally with the vehicle length, number of trailers, axle combinations and weight of the load carried.

Requests from mines to haul on Shire roads have increased exponentially with multiple requests in particular for the Yalgoo Ninghan Road including the following proposals:

Mine	Sinosteel Blue Hills Mine	Top Iron Mumaloo Mine	MMG Golden Grove Mine
Road	YaNi from Minjar haul road intersection to GMM	YaNi from Great Northern to GMM	YaNi from Golden Grove to GMM
Tonnes p/a	1.4 M	750,000 +	< 300,000
Trucks	<ul style="list-style-type: none"> ▪ 36 loaded p/day (18 loaded twice p/24 hrs) ▪ 53.5m concessional loading 	<ul style="list-style-type: none"> ▪ 18 loaded p/day (9 loaded twice p/day) ▪ 53.5 m quads but NO concessional loading unless full 8m seal 	<ul style="list-style-type: none"> ▪ 8 loaded p/day (4 trucks twice p/24 hrs) 5-6 days p/ week ▪ 53.5m concessional loading
Start/duration	Approx Nov 2013 for 3 years	Approx Dec 2013 for 6 months or until access available to rail at Perenjori	Existing long term road user

Mine	Sinosteel Blue Hills Mine	Top Iron Mumaloo Mine	MMG Golden Grove Mine
Comment	Will be required to: <ul style="list-style-type: none"> ▪ Widen seal to double lane from Minjar Haul to MMG-GG intersection ▪ Reconstruct Minjar Haul Road intersection with YaNi 	Will be required to: <ul style="list-style-type: none"> ▪ T off and widen intersection with GN ▪ Stabilise, sheet & widen gravel surface ▪ Seal problem areas ▪ Stabilise edges of 4m seal ▪ Establish safe approach to Minjar intersection 	Golden Grove have an existing agreement with the Shire and are aware that they will need to transition to the new policy from 1 January 2014.

It is important that the Shire receives adequate compensation from these and other users to ensure that the Shire can fund construction, maintenance and renewal of its affected road assets.

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

Asset preservation.

Policy Implications

New Policy

Financial Implications

The policy is designed to establish an effective user-pays system to achieve a net effect on the Shire’s overall budget.

Revenue will be secured to resource asset construction, maintenance and renewal to support the RAV traffic on Shire roads as requested by users.

Based on the information within this could be in the vicinity of \$1M for the six month period 1 January to 30 June 2014 if all mines are in full production and the policy & agreements are enacted.

Consultation

- Mark Bondiotti, (MSc Eng CP Eng), Policy Manager Transport and Roads, WALGA
- Michael Keane, Greenfields Technical Services (Shire consulting engineers)
- Ron Adams, Project Executive
- Stakeholder representatives from Sinosteel, Top Iron and MMG Golden Grove
- Rod Gillis, Traffic Management Officer, Main Roads

Comment

The attached policy document has been drafted to establish common factors for Road Use (RAV Haulage) Agreements between the Shire and the road user. This will enable the Shire to process requests efficiently and consistently; and importantly to secure funding from road users to construct, maintain and renew the Shire’s affected road assets to an appropriate standard of safety and access.

In April 2013, Mark Bondietti (MSc Eng CP Eng), Policy Manager Transport and Roads of WALGA initially calculated a rate of 1.26 cents per tonne per kilometre using tools developed by Austroads to assess the cost of wear and tear that RAV traffic will cause on rural/regional roads.

Mark subsequently advised that he had re-run the calculation and the amount should be 1.62 cents per kilometre.

Negotiations with mining companies had already commenced based on 1.26 cents. The method of calculation is untested therefore it is recommended that the Shire implements the inaugural Agreements at 1.26 cents which can be reviewed annually against actual costs.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0506 POLICY: Road Use (RAV Haulage) Agreement

That Council:

- 1. Adopts the drafted new policy 13.5 POLICY: Road Use (RAV Haulage) Agreement as attached; and**
- 2. Authorises the CEO to proceed to negotiate agreements with users in accordance with the new policy; and**
- 3. Includes the road user fee of 1.26 cents per tonne per kilometre for Road Use (RAV Haulage) Agreements when setting fees & charges for 2013/14.**

Moved: Cr MR Valenzuela

Seconded: Cr NA Grinham

Motion put and carried 6/0

11.2 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH

11.2.1 Congratulate Ministers and Advocate for Country Local Government Fund (CLGF)

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	17 May 2013
Attachments	P 21 WALGA Infopage 05-055-03-0005 Country Local Government Fund (CLGF) (yellow)

Matter for Consideration

To consider writing to the new Premier, the Minister for Local Government and the Minister for Regional Development to congratulate them on their recent appointment and to showcase the benefits that the Country Local Government Fund has brought to the Shire of Yalgoo, the Murchison Region and regions generally in Western Australia.

Background

A sub program of Royalties for Regions, the Country Local Government Fund has made funds available to individual local governments and regional groups to address infrastructure backlogs since the inception round of 2008-09. Up until now guidelines have required certain conditions to be met, however Shires have not had to compete for the available funds as each local government has been allocated a notional individual amount, and a notional amount to contribute to regional projects.

This funding has enabled the Shire of Yalgoo to undertake a broad range of outstanding projects, address gaps in infrastructure and plan for new infrastructure for the highly significant benefit of our community.

We have strategically used the CLGF allocation to leverage other funding to achieve projects such as the Covered Sports Facility, Water Playground and major caravan park upgrade. Going forward we plan to use the 13/14 round (if made available) to replace the works depot and leverage funding for the Volunteer Emergency Services Training and Operations Centre.

A comprehensive review of the fund was carried out in 2012, with recommendations for implementation post 13/14. Note that the new state government has not yet confirmed funding for the 2013/14 round, which was to have been the last round under the original system of allocation. It is anticipated that future rounds may be competitive rather than equitably allocated for the benefit of all.

With changes in government it is critical to inform new Ministers of the significant benefits that CLGF has brought to the regions, and to lobby for retention of CLGF including notional allocations.

WALGA have encouraged councils to write to:

- Honourable Colin J Barnett MEd MLA, Premier
- Honourable A J Simpson MLA, Minister for Local Government
- Honourable Brendon J Grylls MLA, Minister for Regional Development and Lands

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

Retention of a source of funding to address infrastructure gaps.

Policy Implications

Nil

Financial Implications

The Shire of Yalgoo notional allocation for the CLGF rounds in 2011/12 and 2012/13 was \$421,542 per annum individual, and the same amount annually to contribute to regional projects.

It is hoped that the 2013/14 allocation will not decrease, and future rounds will remain at or above this level and will be notionally allocated to allow the Shire to plan for its forward capital works.

Consultation

Comment

It is recommended that the Council writes to the Premier, the Minister for Local Government and the Minister for Regional Development to congratulate them on their recent appointment and to showcase the benefits that the Country Local Government Fund has brought to the Shire of Yalgoo, the Murchison Region and regions generally in Western Australia.

The following completed, current and proposed projects will be included, showing the CLGF contribution and the leveraged funds (or potential leveraged funds):

CLGF Individual:

- ADSL
- Depot crib room
- House at Caravan Park
- Shire Hall
- Water wise reticulation
- Cemetery
- Paynes Find beautification
- Caravan Park stage 1 new bays etc
- Caravan Park \$500,000 major upgrade
- Staff Housing Weekes Street
- Depot/ Volunteer Emergency Services Training and Operations Centre
- Covered Sports Facility
- Community & Youth Centre project

CLGF Regional:

- Sealing of Morawa Road
- Vermin Fence
- Wiluna Interpretive Centre
- Murchison Community and Youth Hubs Project

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0507 Congratulate Ministers and Advocate for Country Local Government Fund (CLGF)

That Council requests the CEO to write to the Premier, the Minister for Local Government and the Minister for Regional Development to:

- Congratulate them on their recent appointments; and
- Showcase the benefits that the Country Local Government Fund has brought to the communities of Yalgoo, the Murchison Region and regions generally in Western Australia; and
- Lobby for continued CLGF with notional allocations and simplified administration.

Moved: Cr MR Valenzuela

Seconded: Cr NA Grinham

Motion put and carried 6/0

11.2.2 Extension Hill – Village and Airstrip Development – TP02/11 request for extension to 23 June 2015

File:	Extension Hill - Village and Airstrip Development – TP02/11
Author:	WV Atyeo – Environmental Health Officer/Building Surveyor
Interest Declared:	No interest to disclose
Date:	20 March 2013
Attachments:	P 22 Planning Consent TP02/11 Extension Hill Village (yellow)

Matter for Consideration

To consider approving a request from Extension Hill Pty Ltd for an extension of time for planning approval for the village and airstrip development TP02/11 to 23 June 2015.

Background

Council has received a written application from Extension Hill Pty Ltd requesting an extension of time for the planning approval TP02/11 for the construction of an accommodation village and airstrip, issued on 23/6/2011 valid until 26/3/2013.

The infrastructure to be provided is very extensive with an estimated cost of \$200 million, and all relevant fees have been paid by Extension Hill Pty Ltd.

Extension Hill Pty Ltd wishes to extend the planning consent for a further two years from 23/6/2013.

It is noted that the planning approval was issued for mining tenement G59/32, which has now been replaced by tenement G59/45 covering the same area/location as the former G59/32.

Statutory Environment

Shire of Yalgoo Town Planning Scheme No. 2

Strategic Implications

Economic Development

Policy Implications

Nil

Financial Implications

Nil

Consultation

- Sharon Daishe - Chief Executive Officer
- Mr Harry Goff - Manager Environment & Community Extension Hill Pty Ltd

Comments

In 2011 the current Planning Permit was issued to Extension Hill Pty Ltd for the proposed development of a village and airstrip. All that they are asking for is an extension of 2 years on this. All other conditions etc remain the same and do not need to be repeated.

Given that there is definitely a downturn in the mining industry and projects have been either abandoned or put on hold in order to review priorities, I recommend that Council approve the application by Extension Hill Pty Ltd to extend the time limit for Town Planning permit TP02/11 to the 23rd June 2015.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0508 Extension Hill - Village and Airstrip Development – TP02/11

That Council approve the extension of time applied for by Extension Hill Pty Ltd for Town Planning Permit TP02/11 to 23rd June 2015.

Moved: Cr R Grinham

Seconded: Cr S Willock

Motion put and carried 6/0

11.2.3 Naming of Deviation of Great Northern Highway on Deposited Plan 72671 at Mt Gibson Mining Extension Hill Project

File:	
Author:	Ron Adams, Projects Executive
Interest Declared:	No interest to disclose
Date:	15 April 2013
Attachments	P 23-27 Deposited Plan 72671
(yellow)	

Matter for Consideration

Approval of road name – deviation of Great Northern Highway at Extension Hill (Mount Gibson Mining).

Background

As part of the Mt Gibson Mine project at Extension Hill the Great Northern Highway was realigned to suit trucking and mine activities.

Main Roads completed this bypass, which forms part of the main roads network, in 2010.

Landgate have requested Shire of Yalgoo approval for the road name ‘Great Northern Highway’ for the deviation at Paynes Find as shown on the attached Deposited Plan 72671.

This will enable the Names Committee at Landgate to approve the road name, and replace the Deposited Plan 72671.

Statutory Environment

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Consultation

Nil

Comment

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0509 Naming of Section of Great Northern Highway Deviation on Deposited Plan 72671, Mt Gibson Mining, Extension Hill

That Council endorses the name ‘Great Northern Highway’ of the deviation of the Great Northern Highway at Extension Hill as shown on the Landgate Map Deposited Plan 72671.

Moved: Cr R Grinham

Seconded: Cr L Hodder

Motion put and carried 6/0

11.2.4 Anglican Church Preservation Works – Change purpose of 2012/13 budget allocation

File:	Contents of Anglican Church
Author:	Ron Adams, Projects Executive
Interest Declared:	No interest to disclose
Date:	15 April 2013
Attachments	NIL

Matter for Consideration

To consider amending the purpose of the 2012/13 budget allocation for the Anglican Church, in order to preserve the contents of the church.

Background

The contents of the Anglican Church are being damaged by wear and tear due to disrepair of the building.

The building has deteriorated and all windows are broken.

The Shire has an amount of money set aside for preservation works in the 2012-13 financial years. An amount of \$5,000 has been allocated for this project.

Statutory Environment

Local Government Act 1995

s.6.8 Expenditure from municipal funds not included in annual budget.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

\$5,000 is expended as a change of purpose in the same area. No net effect on the 2012-13 budget.

Consultation

Nil

Comment

It is recommended that the contents of the church are removed and safely stored in a 40 foot sea container.

As this is a change of purpose in the same area ie C130205: Anglican Church, the allowance in the 2013/14 budget should be made to complete the scoping of preservation works.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0510 Anglican Church Preservation Works

That Council:

- 1. Change the purpose of the 2012/13 budget allocation under C130205 Heritage Preservation Works Anglican Church to purchase a 40 foot container to preserve the contents of the Anglican Church.**
- 2. Authorise the CEO to make the recommended budget amendments.**
- 3. Carry forward an allowance of \$5,000 in the 2013-14 budget for scoping/costing of preservation works on the Anglican Church.**

Moved: Cr S Willock Seconded: Cr L Hodder Motion put and carried by absolute majority 6/0

11.2.5 Objection to Exploration Licence 59/1964

File:	
Author:	William Atyeo, Environmental Health and Building Officer
Interest Declared:	No interest to disclose
Date:	17 May 2013
Attachments (yellow)	P28-32 Application for Exploration Licence 59/1964

Matter for Consideration

To consider making comment regarding Application for Exploration Licence 59/1964 over the township of Yalgoo.

Background

Enterprise Metals Ltd has applied for a mining tenement that takes in the Yalgoo Water Reserve and the town site of Yalgoo.

This application does raise some concerns in that it is over the township of Yalgoo and also the Yalgoo Water Reserve. While there is an exclusion listed for the Yalgoo Water Reserve, there appears to be none for the Township site.

This may have the possible effect, given that the Mining Act over-rides the Town Planning Scheme and other legislation, that exploration can be carried out over the town site and land owned or managed by the Shire.

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 land owned by the Shire, and the Yalgoo Water Reserve.

Policy Implications

Nil

Financial Implications

Consultation

Sharon Daishe, CEO

Comment

I recommend that our concerns should be raised with the Mines Department, and an assurance given by the applicant that land owned and managed by the Shire is excluded from this Exploration License should it

be granted, plus ensure that exploration on land designated as the Yalgoo Water Reserve is absolutely protected plus the water reserves to be unaffected by any exploration.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0511 Objection to Application for Exploration Licence 59/1964

That with regard to Application for Exploration License 59/1964, Council:

- 1. Lodges an objection with the Department of Mines and Petroleum to the effect that:**
 - Any land owned and managed by the Shire in the township of Yalgoo is excluded from the exploration licence; and**
 - Exploration is prohibited on land designated as the Yalgoo Water Reserve; and**
 - The Yalgoo Water Reserve is to be unaffected by any exploration.**
- 2. Informs the applicant of the objection as stated in 1. above.**

Moved: Cr MR Valenzuela

Seconded: Cr R Grinham

Motion put and carried 6/0

11.3 FINANCE

11.3.1 Financial Activity Statements and Accounts Paid for the months of April 2013.

The Financial Activity Statements as at 30 April 2013 and payment report are not yet available and will be presented at the Ordinary Council Meeting on 20 June 2013.

The delay has occurred due to staff shortages from the DCEO's planned annual leave coinciding with the unexpected resignation and immediate cessation of the Rates/Payroll Officer due to family circumstances, and the unexpected extended sick leave of the Executive Assistant. The Shire has appointed a temporary Payroll Officer who despite being new has efficiently finalised the end of month process.

Financial statements have been returned to the Shire by accountants UHY Haines Norton however not in sufficient time for review and preparation for the Council agenda.

Staff has rigorously reviewed expenditure on our one current major project, the Covered Sports Facility, and despite changes to the layout and overall enhancements to the design and inclusions we expect to complete the project within budget for acquittal within this financial year.

11.3.2 Draft Budget 2013-14 Annual Works (Roads) Program

File:	
Author:	Christine Harvey, Finance Consultant
Interest Declared:	No interest to disclose
Date:	16 May 2013
Attachments	P 33-34 WALGA Local Government Economic Briefing – Federal Budget Edition (yellow)

Matter for Consideration

To consider the draft annual works roads program for the 2013-14 annual budget.

Background

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

The annual works road program may be adopted, with or without amendment, in the adoption of the annual budget. The following information is for budget preparation purposes. There may be alterations presented for the final budget.

DRAFT BUDGET 2013-14 ROADS

INCOME

FUNDED BY		FOR/COMMENT	
Federal Local Roads Grant (Untied)			
2013-14 Untied Road Grant (50% received in 2014 Budget)			290,000
Carried Forward (2013-14 Untied Road Grant – expect to receive 50% in June 2013 which will be carried forward into the 13/14 Budget)			290,000
State Grants			
MRWA Regional Road Group	YA NI Road- widen to standard 8m SLK 11-40		288,992
MRWA Regional Road Group	Formation and drainage improvements YA MO Road - SLK 0-13		300,000
MRWA Regional Road Group	Seal YA MO Road – SLK 13-23		152,092
CLGF Regional Project 2013/14 (round unconfirmed)	Formation YA MO Road – SLK 13-23		271,000
CLGF Regional Project 2013/14 (round unconfirmed)	Seal YA MO Road – SLK 13-23		150,000
CLGF Regional Project 2012/13 (speculative only see notes)	Seal YA MO Road – SLK 0-13		255,000
MRWA General Grant	General Grants MRD Direct		105,000
Roads to Recovery (Federal)	Yr 1 new program (unconfirmed)		304,918
User Funded Road Works (mining)			
Mutiny Gold	Deflector Mine Intersection	250,000	
MMGGG	YaNi Road south – RRG 1/3 contribution	133,488	383,488
Income from Road Agreements (nb: this is estimated only and is budget neutral ie: income = expenditure)			
MMGGG	January 2014 to June 2014	102,060	
Sino Steel	January 2014 to June 2014	250,000	
Top Iron	January 2014 to June 2014	250,000	602,060
Total Income			3,392,550

Recurrent Works			
Town Street Maintenance	E122005	75,000	
Footpaths & Crossover Maint	E122010	2,500	
Lighting of Streets	E122011	9,500	
Watering of Trees	E122013	19,000	
Signs	E025.10	27,000	
Street Sweeping	E025.11	1,000	
Veg/Weed Control	E025.13	1,500	
Engineering	E122050	82,500	
Rural Road Maintenance	E122055	690,000	
Road Agreement Maintenance	70% of Road Agreement income	421,442	
Yalgoo Airstrip Maintenance	E126005	5,500	
PF Airstrip Maintenance	E126010	11,000	
Station Air Strip Maintenance	E126015	3,000	1,348,942
User Funded Road Works (mining)	Mutiny Gold Deflector Mine intersection		250,000
Road Construction Works			
Formation			
YA MO Road – RRG MRWA	SLK 0-13	474,313	
YA MO Road – CLGF 13/14	SLK 13-23	271,000	
YA MO Road – R2R	SLK 13-23 Formation	304,918	1,050,231
Seal			
YA MO Road – RRG MRWA	SLK 13-23	228,138	
YA MO Road – CLGF 13/14	SLK 13-23	150,000	
YA MO Road – CLGF 12/13	SLK 0-6	255,000	633,138
Widen/ Resheet			
YA NI Road – RRG MRWA	SLK 11-40	433,488	433,488
Transfers to Reserves			
Road Agreement - New	30% of Road Agreement income	180,618	
Natural Disaster Triggerpoint - New	FESA recommendation	110,000	
Emergency Road Repairs - New	Non claimable rain events	72,000	
YA MO Rd Reserve	20kms to be resealed over 5yrs from 2015 at \$1,000,000. SOY contribution of 30%. \$35,000 pa 2014-2020	35,000	397,618
Total Expenditure			4,113,417

Sub Total required from Rate Revenue/FAGs Untied Grant 2013-14 (\$1,400,000 FAGs) **(720,867)**

Other Capital Projects – for consideration (in suggested order of urgency/priority)

Yalgoo North Road	Head wall at Greenough River	45,000	
Yalgoo North Road	Resheet in Hills slk 15-20	90,000	
Morawa Road	Crossing Stabilisation @ Wuraga	54,000	
Replace broken/damaged grids	5 grids x \$10,000	50,000	
Paynes Find Community Centre Rd	Drainage and sheeting	72,000	
Melangata-Dalgaranga Intersection	Cut drains and sheet intersection	36,000	
Tardie Road	Stabilise Crossing	54,000	401,000

**Total required from Rate
Revenue/FAGs Untied Grant 2013-14
(\$1,400,000 FAGs)**

(1,121,867)

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.

Before the setting of the 2014/15 budget, the Shire will have prepared integrated asset management and long term financial plans therefore this process will be planned over a longer term rather than reactive annual budgeting.

The quality preparatory work that has been done on road agreement negotiation, policy preparation and transfers to reserves for asset renewal is a sound base from which to inform these new plans.

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 2013-14 draft Budget.

Consultation

- Project Executive – Ron Adams
- CEO - Sharon Daishe

Comment

State - Regional Road Group: Three projects have been approved requiring the Shire to contribute a third of expenditure. The YA NI Road project is granted to widen the formation to a standard 8m wide. MMG Golden Grove is expected to fund the one third gap for this project. YA MO Road has two approved grants for sealing, formation and drainage improvements with the Shire to fund the one third gap.

State – Country Local Govt Fund (CLGF) Regional Allocation: The Shire will apply to the Dept of Regional Development to access the 2013-14 CLGF regional allocation to extend the sealing program on the Morawa Road. As yet it is unknown if 2013-14 CLGF will be allocated but the regional group has authorised Yalgoo

11.3.3 Draft Budget 2013-14 Plant Replacement Schedule

File:	
Author:	Christine Harvey, Finance Consultant
Interest Declared:	No interest to disclose
Date:	15 May 2013
Attachments	Nil

Matter for Consideration

To consider the draft plant replacement program for the 2013-14 budget.

Background

Council Decision C2008-0204 recommended Plant reviews be tabled during the budget process annually.

Reference has been made to significant accounting policies. Depreciation continues to be recognised on a straight-line basis with periods 5 to 10 years.

The Plant replacement program may be adopted, with or without amendment, in the adoption of the annual budget. The Plant replacement program will soon be linked to the Long Term Financial and Asset Management Plans.

The Shire has an extensive plant list comprising of two groups of plant:

- Major Plant - graders trucks etc
- Minor Plant - motor vehicles and items such as pumps, small generators etc

The re-evaluated strategic replacement schedule for these Major and Minor Plant is detailed below.

Worksafe considers forklifts to be dangerous equipment. Historically the Shire has purchased second hand forklifts. Given OH&S considerations, recommendation is made to purchase a new Forklift with a suggested 2-3 year changeover.

The 2013 program review suggested purchasing a new Volvo FH16 in the 2013-14 budget year. This plant was purchased in 2005 and has 320,000kms. The Volvo FH16 remains viable for Shire usage and the recommended purchased has been delayed until 2015.

Prior years have seen various brands of Side tippers and Dollies purchased:

- RoadWest Tipper: engineering problems and hydraulic connecting problems. Only half a load can be tipped at a time
- Haulmore Tipper
- TSE Dolly

Different brands create time consuming and difficulties when connecting equipment together.

Recommendation is made to trade in Side tippers and Dollies plant and purchase equipment with matching hydraulics, electricals and air.

The Depot Air Compressor was not scheduled for replacement in 2014; however this machinery is not performing well and is making unhealthy noises. It is desirable for the Compressor to be replaced with the completion of the new Depot. However it is possible that the Air Compressor will cease working in this budget year. Therefore provision is made in the Minor Plant Budget for the possible replacement of the Air Compressor should it cease working.

An additional purchase is recommended for a 40ft trailer that can be manufactured into a Mobile Workshop and Amenities to be utilised when the Works Crew are working away from the Yalgoo town site.

Major Plant- Expected Life and Changeover Cycle

Current Plant Useful Life

ASSET		LIFE	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Mitsubishi Rosa Bus	2008	10										
Garden Tractor	2012	7										
Ride on Mower	2013	4										
Kubota out front	2011	4										
Cat Backhoe	2011	10										
John Deere 770G Grader	2011	10										
Low Loader YA1582												
Water Tanker YA1584	2013	10										
Water Tanker - DBB	2011	10										
Fork Lift - Used	1999	5										
UD Prime Mover		10										
Dolly YA1592	2012	7										
Isuzu Truck P&G	2008	10										
Side Tipper-Roadwest	2008	10										
Side Tipper-DBB	2009	10										
Side Tipper YA479	2004	10										
Cat Tract Loader 953C	2005	10										
Cat CS433 Roller	2005	10										
Volvo FH16	2005	10										
Cat 140H Grader YA420	2006	10										
Bomag 25R Roller	2006	10										
Cat 950H Loader	2006	10										
Cat 12H Grader	2007	10										
Dolly YA HP	2007	7										
Bobcat YA493	2012	10										
Fuso Works Truck	2009	5										
Bomag Vibe Roller	2012	10										
Bomag Roller	2012	10										
Cement Truck	2012	10										

Major Plant Acquisition Program 2013-2020

	CURRENT PLANT	PURCHASE	PURCHASE BUDGET	TRADE-IN BUDGET	NET BUDGET	TOTAL BUDGET
			\$	\$	\$	\$
2014	Side Tipper YA479	Side Tipper	95,000	35,000	60,000	
	Forklift	Forklift	40,000	2,000	38,000	
	FUSO works Truck	FUSO works Truck	73,000	30,000	43,000	
		Trailer – Mobile Workshop & Amenities	50,000	-	50,000	
	Tandem Dolly	Tandem Dolly	28,000	12,000	16,000	
	Side Tipper-Roadwest	Side Tipper	95,000	50,000	45,000	252,000
2015	Kubota out Front Mower	Out Front Mower	35,000	2,000	33,000	
	Volvo FH 16	Mercedes Benz 2660 Actros	300,000	30,000	270,000	
	Traxcavator	Traxcavator	400,000	50,000	350,000	653,000
2016	Bomag Tyre Multi Roller	Bomag Tyre Multi Roller	160,000	20,000	140,000	
	Cat 950H Loader	Cat 950H Loader	350,000	50,000	300,000	
	Cat140H Grader	Grader	450,000	150,000	300,000	740,000

	CURRENT PLANT	PURCHASE	PURCHASE BUDGET \$	TRADE-IN BUDGET \$	NET BUDGET \$	TOTAL BUDGET \$
2017	12H Grader	Side Tipper	110,000	5,000	105,000	
	Kubota ride on Mower	Ride on Mower	10,000	2,000	8,000	113,000
2018	Mitsubishi Bus	Mitsubishi Bus	135,000	10,000	125,000	
	Isuzu P&G Truck	Isuzu P&G Truck	70,000	10,000	60,000	185,000
2019	FUSO works Truck	FUSO works Truck	80,000	10,000	70,000	
	Dolly YA1592	Dolly	25,000	8,000	17,000	
	Garden tractor	Garden tractor	30,000	4,000	26,000	
	Kubota Out Front Mower	Out Front Mower	40,000	2,000	38,000	
	Forklift	Forklift	25,000	2,000	23,000	
	Side Tipper-DBB	Side Tipper-DBB	130,000	10,000	120,000	294,000
2020	Cat Backhoe	Cat Backhoe	240,000	20,000	220,000	
	Cement Truck (used)	Cement Truck (used)	40,000	-	40,000	260,000
2021	John Deere 770G Grader	John Deere 770G Grader	400,000	80,000	320,000	
	Kubota ride on Mower	Ride on Mower	10,000	2,000	8,000	
	Water Tanker	Water Tanker	110,000	10,000	100,000	428,000
2022	Bobcat	Bobcat	70,000	-	70,000	
	Bomag Roller	Multi tyre	100,000	10,000	90,000	
	Bomag Vibe Roller	Bomag Vibe Roller	180,000	30,000	150,000	310,000
2023	Water Tanker	Water Tanker	80,000	5,000	75,000	
	Bitumen Sprayer	Bitumen Sprayer	50,000	2,000	48,000	
	Kubota Out Front Mower	Out Front Mower	40,000	2,000	38,000	161,000
Total Major Plant (2014-2023)						<u>3,396,000</u>
Total Minor Plant (2014-2023)						<u>1,577,000</u>
Total Plant (2014-2023)						<u>4,973,000</u>
Total to reserve - Average 10 Yrs						497,300

Minor Plant Acquisition Program 2013-2020

	CURRENT PLANT	PURCHASE	PURCHASE BUDGET \$	TRADE-IN BUDGET \$	NET BUDGET \$	TOTAL BUDGET \$
2014	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Ute	Works Ute	40,000	25,000	15,000	
	Works Ute	Works Ute	40,000	25,000	15,000	
	Works Maint Ute	Works Maint Ute	40,000	25,000	15,000	
	PE Vehicle	PE Vehicle	46,000	30,000	16,000	
	Admin Car	Admin Car	38,000	14,000	24,000	
	CDO Car	CDO Car	38,000	16,000	22,000	
	Trailer - 7 x 4	Trailer - 7 x 4	4,500	250	4,250	
	Trailer - 8 x 5	Trailer - 8 x 5	5,000	250	4,750	
	Air Compressor - Depot	Air Compressor - Depot	10,000	-	10,000	
	Sundry Small Plant		20,000	-	20,000	171,000
2015	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Gardeners Ute	Gardeners Ute	40,000	10,000	30,000	
	Sundry Small Plant		20,000	-	20,000	150,000
2016	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Admin Car	Admin Car	37,000	14,000	23,000	
	CDO Car	CDO Car	37,000	16,000	21,000	
	Sundry Small Plant		20,000	-	20,000	164,000
2017	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Gardeners Ute	Gardeners Ute	40,000	10,000	30,000	
	Sundry Small Plant		20,000	-	20,000	150,000
2018	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Admin Car	Admin Car	37,000	14,000	23,000	
	CDO Car	CDO Car	37,000	16,000	21,000	
	Sundry Small Plant		20,000	-	20,000	164,000

	CURRENT PLANT	PURCHASE	PURCHASE BUDGET \$	TRADE-IN BUDGET \$	NET BUDGET \$	TOTAL BUDGET \$
2019	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Gardeners Ute	Gardeners Ute	40,000	10,000	30,000	
	Sundry Small Plant		20,000	-	20,000	150,000
2020	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Admin Car	Admin Car	37,000	14,000	23,000	
	CDO Car	CDO Car	37,000	16,000	21,000	
	Sundry Small Plant		20,000	-	20,000	164,000
2021	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Gardeners Ute	Gardeners Ute	40,000	10,000	30,000	
	Sundry Small Plant		20,000	-	20,000	150,000
2022	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Admin Car	Admin Car	37,000	14,000	23,000	
	CDO Car	CDO Car	37,000	16,000	21,000	
	Sundry Small Plant		20,000	-	20,000	164,000
2023	CEO Car	CEO Car	80,000	55,000	25,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Works Super Ute	Works Super Ute	45,000	25,000	20,000	
	Work Ute	Work Ute	40,000	25,000	15,000	
	Project Exec Vehicle	Project Exec Vehicle	45,000	25,000	20,000	
	Gardeners Ute	Gardeners Ute	40,000	10,000	30,000	
	Sundry Small Plant		20,000	-	20,000	150,000
Total Minor Plant (2014-2023)						<u>1,577,000</u>

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.

The preparation of this schedule provides quality planning to inform the Shire’s integrated long term financial and asset management plans.

Policy Implications

7.6 Annual Budget Preparation timetable.

Financial Implications

Plant replacement approved by Council will be included in the 2013/2014 draft Budget.

In order to maintain a plant replacement program and to have timely plant changeovers it is essential to plan for the future. Plant expenditure is transferred from the Plant Reserve. It is recommended that Shire transfer into Plant Reserve a ten year average plant expenditure. As detailed above, the suggested transfer to Plant Reserve for the 2013-14 budget is \$497,300.

PLANT RESERVE		Balance
Expected Opening Balance as at 1/7/13		235,509
Transfer IN	497,300	732,809
Transfer OUT	(423,000)	309,809

Consultation

- Project Executive – Ron Adams
- CEO- Sharon Daishe

Comment

The following items are recommended for replacement in the 2013-14 financial year as per the plant schedule shown within:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Replacement of Side Tipper • Replacement of Side Tipper • Replacement of Forklift • Replacement of Works Truck • Replacement of Tandem Dolly • Replacement of CEO Vehicle • Replacement of Works Ute (twice – every 6 months) • Replacement of Works Maint Ute | <ul style="list-style-type: none"> • Replacement of Project Executive Vehicle • Replacement of Admin Car • Replacement of CDO Vehicle • Replacement of Trailer – 7 x 4 • Replacement of Trailer – 8 x 5 • Replacement of Air Compressor - Depot • Replacement of Sundry Small Plant |
|---|--|

The following items are recommended as additional purchases in the 2013-14 financial year as per the plant schedule shown within:

- New purchase of Trailer – Mobile Workshop & Amenities. This trailer is required under occupational health and safety to provide amenities for staff on road work sites distant from towns, and also to improve efficiency by having access to parts and equipment on site for running repairs.

ATTENDANCE: 1:57pm Cr Neil Grinham left the meeting.

ATTENDANCE: 1:58pm Cr Neil Grinham rejoined the meeting.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION
C2013-0514 Draft Budget 2013-14 Plant Schedule
That Council
1. Include the following major and minor plant listed for replacement and additional purchase in the draft annual budget for 2013-14:

Current Plant	Trade in on What	Budget Purchase	Budget Trade in	Budget C/Over
Side Tipper	Side Tipper	95,000	35,000	60,000
Forklift	Forklift	40,000	2,000	38,000
FUSO Works Truck	Works Truck	73,000	30,000	43,000
Tandem Dolly	Tandem Dolly	28,000	12,000	16,000
Side Tipper – Roadwest	Side Tipper	95,000	50,000	45,000
CEO Vehicle	CEO Vehicle	80,000	55,000	25,000
Works Ute	Foreman’s Ute	40,000	25,000	15,000
Works Ute	Foreman’s Ute	40,000	25,000	15,000
Works Maint Ute	Works Maint Ute	40,000	25,000	15,000
PE Vehicle	PE Vehicle	46,000	30,000	16,000
Admin Car	Admin Car	38,000	14,000	24,000
CDO Car	CDO Car	38,000	16,000	22,000
Trailer – 7 x 4	Trailer – 7 x 4	4,500	250	4,250
Trailer – 8 x 5	Trailer – 8 x 5	5,000	250	4,750
Air Compressor-Depot	Air Compressor-Depot	10,000	-	10,000
Sundry Small Plant		20,000	-	20,000
	Trailer – Mobile			
	Workshop & Amenities	50,000	-	50,000
				423,000

2. Include a transfer to Plant Reserve of \$497,300 in the draft annual budget 2013-14 to plan for the future replacement of plant.

Moved: Cr MR Valenzuela Seconded: Cr S Willock Motion put and carried 6/0

11.3.4 Write off Sundry Debts

File:	
Author:	Christine Harvey, Finance Consultant
Interest Declared:	No interest to disclose
Date:	16 May 2013
Attachments	Nil

DISCLOSURE OF INTEREST: Cr Raul Valenzuela, being proprietor of Yalgoo General Store, disclosed a financial interest in this item.

ATTENDANCE: 2:03pm Cr Raul Valenzuela left the meeting.

Matter for Consideration

Council to consider writing off minor sundry debts.

Background

The Shires non-rates debtor list includes two minor long outstanding debts which are recommended to be written off.

Statutory Environment

Local Government Act 1995

- s.6.12 (1)(c) – a Local Government may write off monies due to them.
- 5.65 Members’ interests in matters to be discussed at meetings to be disclosed
 - (1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
 Penalty: \$10 000 or imprisonment for 2 years.
- 5.67 Disclosing members not to participate in meetings
 - A member who makes a disclosure under section 5.65 must not —
 - (a) preside at the part of the meeting relating to the matter; or
 - (b) participate in, or be present during, any discussion or decision making procedure relating to the matter, unless, and to the extent that, the disclosing member is allowed to do so under section 5.68 or 5.69.
 Penalty: \$10 000 or imprisonment for 2 years.
- 5.68 Councils and committees may allow members disclosing interests to participate etc. in meetings
 - (1) If a member has disclosed, under section 5.65, an interest in a matter, the members present at the meeting who are entitled to vote on the matter —
 - (a) may allow the disclosing member to be present during any discussion or decision making procedure relating to the matter; and
 - (b) may allow, to the extent decided by those members, the disclosing member to preside at the meeting (if otherwise qualified to preside) or to participate in discussions and the decision making procedures relating to the matter if —
 - (i) the disclosing member also discloses the extent of the interest; and

- (ii) those members decide that the interest —
 - (I) is so trivial or insignificant as to be unlikely to influence the disclosing member’s conduct in relation to the matter; or
 - (II) is common to a significant number of electors or ratepayers.
 - (2) A decision under this section is to be recorded in the minutes of the meeting relating to the matter together with the extent of any participation allowed by the council or committee.
 - (3) This section does not prevent the disclosing member from discussing, or participating in the decision making process on, the question of whether an application should be made to the Minister under section 5.69.
- 5.69 Minister may allow members disclosing interests to participate etc. in meetings
 - (1) If a member has disclosed, under section 5.65, an interest in a matter, the council or the CEO may apply to the Minister to allow the disclosing member to participate in the part of the meeting, and any subsequent meeting, relating to the matter.
 - (2) An application made under subsection (1) is to include —
 - (a) details of the nature of the interest disclosed and the extent of the interest; and
 - (b) any other information required by the Minister for the purposes of the application.
 - (3) On an application under this section the Minister may allow, on any condition determined by the Minister, the disclosing member to preside at the meeting, and at any subsequent meeting, (if otherwise qualified to preside) or to participate in discussions or the decision making procedures relating to the matter if —
 - (a) there would not otherwise be a sufficient number of members to deal with the matter; or
 - (b) the Minister is of the opinion that it is in the interests of the electors or ratepayers to do so.
 - (4) A person must not contravene a condition imposed by the Minister under this section. Penalty: \$10 000 or imprisonment for 2 years.

Strategic Implications

Nil

Policy Implications

Nil

Financial Implications

The proposed debt write offs of \$946.70 will reduce Net Operating Results and also reduce Receivables – Other to better reflect Councils recoverable debts.

Consultation

CEO – Sharon Daishe

Yalgoo General Store – Raul and Ivonne Valenzuela

Comment

Suggested write offs:

- Misc Debtor (previous employee) \$492.15 (excluding GST)
 Inv 1587 Electricity repayment 1 February 2011

Several unsuccessful attempts have been made to locate this debtor. Debt considered unrecoverable.

- Yalgoo General Store \$500.00 (including GST)
 Inv 1474 Caravan Management Fees 1 July 2010 – 31 December 2010

The Shire entered into a formalised Agreement with the Yalgoo General Store for the operation of the Yalgoo Caravan Park on 29 April 2010. The purpose of the Agreement was to formalise the historical arrangements regarding operation of the Yalgoo Caravan Park. The signed Agreement stated “This agreement is current until 31 December 2010 unless subsequently reviewed, amended or terminated.”

The Shire of Yalgoo invoice 1474 was issued for “Caravan Park Management fee 1 July 2010 – 31 December 2010 \$1,500” including GST.

The Yalgoo General Store verbally terminated the agreement in October 2010 without notice.

The Yalgoo General Store has paid \$1,000 of invoice 1474, being Caravan Park management fees 1 July 2010 – 31 October 2010. The balance of \$500 remains outstanding. The outstanding balance of \$500 (\$454.55 excluding GST) is for Caravan Park Management Fees 1 November 2010 – 31 December 2010.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0515 Write off Sundry Debts

That the following amounts be written off from sundry debts:

- a) **Misc Debtor (previous employee) \$492.15 excluding GST**
- b) **Yalgoo General Store \$500.00 including GST**

Moved: Cr R Grinham

Seconded: Cr NA Grinham

Motion put and carried 5/0

ATTENDANCE: 2:04pm DCEO Heather Boyd left the meeting.

ATTENDANCE: 2:06 pm DCEO Heather Boyd and Cr Raul Valenzuela rejoined the meeting.

11.3.5 Rubbish Collection Charge Draft Budget 2013/2014

File:	
Author:	Christine Harvey, Finance Consultant
Interest Declared:	No interest to disclose
Date:	21 April 2013
Attachments	Nil

Matter for Consideration

Determine Rubbish Collection charge for the 2013/2014 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 – nominal amount of income to the Shire that offsets the cost of providing a rubbish collection service

Consultation

CEO - Sharon Daishe

DCEO - Heather Boyd

Comment

The 2012/13 Budget for domestic and commercial bin collection was adopted at \$220 per bin, excluding GST.

Council is recommended to increase the rubbish collection fee by the Local Government Cost Index (LGCI). The LGCI forecast for the 2013-14 year is 3.2%.

\$220 increased by 3.2% = \$227.04, suggest rounding to \$230.

Modelling the rate of \$230 per bin results in 2014 budgeted income of \$11,960, comprised of \$8,740 from domestic and \$3,220 from commercial collections.

Rubbish collection charges are collected through the Rate Statement system.

Roadside collection of waste is exempt from GST under the Australian Taxation Office ruling, Division 81. However fees charged to enter a waste facility, eg fees charged to go to the Tip (note that the Shire of Yalgoo does not charge this fee) are subject to GST.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0516 Rubbish Collection Charge Draft Budget 2013/2014

That Council adopt a flat charge per bin of \$230 (domestic and commercial) for the 2013/2014 draft budget.

Moved: Cr R Grinham

Seconded: Cr NA Grinham

Motion put and carried 6/0

11.3.6 Mid West Academy of Sport Budget Request

File:	ADM-012
Author:	Pip Parsonson, CYDC
Interest Declared:	No interest to disclose
Date:	17 May 2013
Attachments (yellow)	P Correspondence from Mid West Academy of Sport requesting recurrent financial support, dated 12 February 2013

Matter for Consideration

To consider a request for recurrent financial support from the Mid West Academy of Sport that contributes to their on-going viability as a service provider in the Mid West.

Background

In February this year the Shire received a request for recurrent financial support from the Mid West Academy of Sport (MWAS). The request suggested \$5,000 per annum although a lesser, unspecified amount was also suggested as an alternative. The MWAS is currently in its establishment phase under the auspices of the Mid West Sports Federation. The letter states that the MWAS will be “on-track for athlete services to commence early in 2014”.

The MWAS has an 18 month establishment phase which is being financially supported by the Mid West Sports Federation, the Department of Sport and Recreation, the City of Greater Geraldton and Royalties for Regions.

The letter states that the MWAS will require approximately \$300,000 - \$400,000 annually to be viable and that they will rely on partnerships with corporate organisations, State Government and with “all of the Local Government Authorities within the Mid West.

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

Although the letter from the MWAS states that the City of Greater Geraldton has committed to three years recurrent funding to the MWAS, during a consultative process conducted by the Shire Of Yalgoo’s Community and Youth Development Coordinator, (see below), no other Mid West Local Government Authority was identified that is planning to make a similar commitment, or indeed a financial contribution of any kind. Accordingly, if the Shire of Yalgoo does not financially support the MWAS then it appears that it will not be out of step with other nearby Shires.

It should be noted that a substantial lack of support by Local, State or Federal bodies could make the fledgling MWAS unviable which in turn could result in its demise. This may have adverse implications in the level of support that may have been available for a talented young sports person from the Shire of Yalgoo or indeed from elsewhere in the Mid West.

Policy Implications

Nil

11.4 ADMINISTRATION

11.4.1 Mount Gibson Mining Application for Exemption from Total Fire Ban

File:	ADM 048 (Old system B5-9 Bushfire Control: Total Fire Bans inc Exemptions)
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	17 May 2013
Attachments (white)	P 37-38 Email from Paul Southam, DFES, regarding Application for Bush Fires Act 1954 Section 22C Total Fire Ban Exemption (extension), Mt Gibson Mining Limited

Matter for Consideration

To consider extending an exemption from Total Fire Bans for Mount Gibson Mining to conduct certain works at their Extension Hill Mine site.

Background

Mount Gibson mining previously applied for an exemption under section 22C of the Bush Fires Act to conduct hot works at their Extension Hill Mine site during Total Fire Bans.

Council approved the application by way of decision C2012-0420 following advice from FESA that the Shire of Yalgoo has not had a Total Fire Ban declared since they were introduced in December 2009, and the application is within normal practice.

Paul Southam, Area Officer, Department of Fire & Emergency Services (formerly FESA) has requested the Shire to authorise an extension to the exemption for two years.

Statutory Environment

BUSH FIRES ACT 1954 - SECT 22C

7 . Terms used

*Chief Executive Officer means the person holding, acting in, or otherwise discharging the duties of, the office of chief executive officer of the Authority, as referred to in section 19 of the FESA Act;

22C . Power of Minister to exempt from provisions of section 22B

(1) Subsection (2) has effect if the Minister is advised in writing by the *Chief Executive Officer that, in the opinion of the *Chief Executive Officer, a person has taken adequate precautions for the —

- (a) prevention of the spread or extension; and
- (b) control; and
- (c) extinguishment, if necessary,

of any fire that is to be lit, or that may be caused by the carrying out of an activity in the open air, in the period during which, and in the area in respect of which, a total fire ban has effect.

(2) If this subsection has effect, the Minister may, in respect of any such fire as is so lit or may be so caused, exempt the person, and any person acting under that person’s instructions, either wholly or partially from the operation of the provisions of section 22B.

(3) An exemption granted by the Minister under this section —

- (a) is to be in writing signed by the Minister; and
 - (b) may be revoked or varied at any time by the Minister by notice in writing signed by the Minister and served on the person to whom the exemption was granted; and
 - (c) unless sooner revoked, has effect for the period specified in the exemption; and
 - (d) is subject to such conditions as the Minister thinks fit to impose and specifies in the exemption; and
 - (e) authorises the person to whom it is granted, and any person acting under that person's instructions, subject only to any conditions specified in the exemption —
 - (i) to light, maintain or use in the open air any fire authorised to be lit, maintained or used under the authority of the exemption; or
 - (ii) to carry out in the open air any activity authorised to be carried out under the authority of the exemption;
- and
- (f) if paragraph (e)(i) applies — exempts any fire to which the exemption relates from the operation of section 46.

(4) The Minister may at any time, by notice in writing signed by the Minister and served on the person to whom the exemption was granted, revoke or vary, whether by way of addition or substitution, any conditions specified in the exemption.

(5) A person to whom an exemption is granted under this section must observe and carry out any conditions specified in the exemption.

Penalty: a fine of \$25 000 or imprisonment for 12 months, or both.

[Section 22C inserted by No. 25 of 2009 s. 7.]

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

Provision of the exemption will allow the mine to continue activity that is deemed to be suitably controlled so as not to pose a risk during a total fire ban, should a total fire ban be declared.

Policy Implications

Nil

Financial Implications

Nil

Consultation

Paul Southam, Area Officer Murchison, Midwest Gascoyne, Department of Fire and Emergency Services (DFES).

Comment

It is recommended that Council endorses the application for an extension, and authorises the Chief Bush Fire Control Officer to authorise future extensions to this permit if requested by DFES.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0518 Mt Gibson Mining Application for Bush Fires Act 1954 s22C Total Fire Ban Exemption (extension to 30 June 2015)

That Council:

- 1. Endorses the application of Mount Gibson Mining for an extension to their approval under section 22C of the Bush Fires Act 1954 Total Fire Ban Exemption to 30 June 2015; and**
- 2. Authorises the Chief Bush Fire Control Officer to approve future requests from DFES to extend the existing exemption.**

Moved: Cr MR Valenzuela

Seconded: Cr R Grinham

Motion put and carried 6/0

11.4.2 Contract for Ranger Services

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	6 May 2013
Attachments (yellow)	P 39 Letter from Canine Control re Ranger Services

Matter for Consideration

To consider renewing the existing contract that the Shire holds with Canine Control for Ranger Services.

Background

The Shire of Yalgoo entered into a contract with Canine Control on 1 March 2009 to provide Ranger Services until 30 June 2012. Council renewed the contract again in September 2010 for a period of five years to June 2015 (decision C2010-0917).

Canine Control has again requested the Shire to renew the contract for a period of five years from 2013 to 2018 for security of tenure.

Statutory Environment

Local Government Act 1995

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

Dog Act 1976 and Dog Regulation 1976.

Strategic Implications

The services provided by Canine Control are a cost effective way to meet the Shire’s legislative obligations. Using a non-resident of Yalgoo is strategically sensible to ensure that the person carrying out the duties is not subjected to retribution, isolation or bullying in their home town.

Policy Implications

Nil

Financial Implications

As budgeted.

Consultation

Ranger Peter Smith

Comment

Canine Control has provided satisfactory services to the Shire of Yalgoo and has responded in a timely and professional manner. Extension of the contract provides surety of service for the Shire and surety of income to the contractor.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0519 Contract for Ranger Services

That Council renews the existing contract with Canine Control for a further period of five years from 1 July 2013 and expiring on the 30 June 2018 at \$800 (ex GST) per visit fully inclusive of all costs for up to 20 visits per year and agrees that the fee will increase annually by 5% and that the Shire has all usual rights under law to terminate the contract.

Moved: Cr S Willock

Seconded: Cr MR Valenzuela

Motion put and carried 6/0

11.4.3 Policy Integrated Planning: Workforce Planning and Management

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	17 May 2013
Attachments	P40-41 DRAFT POLICY: Integrated Planning: Workforce Planning and Management (yellow)

Matter for Consideration

To consider adopting draft new policy 11.12 Integrated Planning: Workforce Planning and Management as attached.

Background

The intent of the attached draft policy is to demonstrate that the Council of the Shire of Yalgoo is committed to ensuring that strategic, operational and legislative objectives are met by effective workforce planning and resourcing to demonstrate compliance with the Integrated Planning requirements of the Local Government Act (1995) Regulation S5.56(2)

Amendments to the Local Government Act and regulations in 2011 heralded the introduction of integrated planning for local governments in Western Australia.

Integrated planning comprises a number of plans, each of which relate to the other, and all of which exist under the overarching Community Strategic Plan supported by the Corporate business plan.

The Shire of Yalgoo engaged consultant Margaret Hemsley of Risk ID to assist the Shire to develop the Community, Corporate and Workforce Plans.

Community consultation has commenced for the Community Plan, and consultants are working on the informing strategies for the Corporate Business Plan including the workforce plan.

The workforce plan has been drafted and will be presented to Council when further progress is made on the other plans that integrate with it – as there are interdependencies between the documents.

However in the interim Council should commit to the principles of workforce planning, via the attached draft policy as recommended by consultant Marg Hemsley.

Statutory Environment

Local Government (Administration) Regulations 1996

Annual reports and planning

Part 5 Planning for the future

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

(1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.

(3) A corporate business plan for a district is to —

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and

- (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
- (c) develop and integrate matters relating to resources, including asset management, **workforce planning** and long term financial planning.

Strategic Implications

Integrated Planning – commitment to the principles of Workforce Planning.

Policy Implications

New Policy 11.12 Integrated Planning: Workforce Planning and Management

Financial Implications

Nil.

Consultation

Margaret Hemsley, Consultant to Local Government, Risk ID

Comment

Workforce planning is a continuous process of shaping the workforce to ensure it is capable of delivering organisational objectives into the future.

It provides the framework for assessing the demand and supply of the workforce and aims to have the right people in the right place at the right time to affect the delivery of organisational goals, resourced through effective long term financial and business plans.

It is recommended that Council adopts the policy as recommended by the Shire’s Integrated Planning consultant, Margaret Hemsley.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0520 POLICY: 1.12 Integrated Planning: Workforce Planning and Management

That Council adopts the drafted new policy, 11.12 Integrated Planning: Workforce Planning and Management, as attached.

Moved: Cr MR Valenzuela

Seconded: Cr NA Grinham

Motion put and carried 6/0

11.4.4 Workforce Structural Review and Budget Recommendations 13/14

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	18 May 2013
Attachments (yellow)	P 42-44 Organisational Structural Charts for current, proposed 13/14 and new 15/16

NOTE: The agenda item and recommendation were provided under separate cover. The agenda contained a comment that Council may wish to close the meeting to the public to discuss any aspects relating to employees.

The recommendation to this item was moved and seconded and debate commence while the meeting was still open to the public. The meeting was subsequently closed for a period of debate before the motion was put. Refer within.

Matter for Consideration

To consider adopting:

- The organisational structure that is proposed for inclusion in the Shire’s workforce plan; and
- A transitional structure for 2013/14 including budget implications and changes to designated senior positions.

Background

The CEO has been working with the Shire’s integrated planning consultant, Marg Hemsley, for around 15 months to develop the Shire’s workforce plan.

All staff has participated in extensive consultation and a number of changes were made for the 12/13 budget year.

The workforce plan has now been drafted however it will not be complete for presentation to Council until information is available from other integrated planning processes including the community, corporate and long term financial plans which are interdependent.

However, as a result of the extensive consultation it has been possible to review the organisational structure.

Structural diagrams are included in the attachments for:

- Current Structure
- Proposed New Structure to achieve by 2016/17
- Transitional Structure proposed for 2013/14.

The proposed new structure is designed to meet the Shire’s workforce needs, to adequately resource its programs and activities.

Once the Community Strategic Plan is developed, the long term financial plan and the corporate plan will be developed to integrate, and in turn, the workforce plan will be finalised with information for the intervening years to achieve the proposed structure in 2016/17.

Tables on the following pages show the current structure, the proposed final structure and the proposal to commence transition in the 2013/14 financial year.

NOW	TRANSITIONAL FOR 2013/14	NEW STRUCTURE 2016/17
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CEO	CEO	CEO
Executive Assistant/ PA L5-7	Admin Coordinator/ Exec Assistant L5-7	Admin Coordinator/ Exec Assistant L5-7
Community & Youth Development Coordinator (CYDC)	NO CHANGE	MOVES UNDER EMCC

DCEO	Executive Manager Corporate (EMC)	Executive Manager Corporate & Community (EMCC)
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CORPORATE SERVICES (includes commercial services eg: Caravan Park, tourism etc)

<u>Contracted Services:</u>	<u>Contracted Services:</u>	<u>Contracted Services:</u>
<ul style="list-style-type: none"> Accounting inc Grants Admin Integrated Planning Acting CEO HR/ IR Records Management 	<ul style="list-style-type: none"> Accounting inc Grants Admin Integrated Planning Acting CEO/ other exec leave HR/ IR Records Management Town Planning Heritage 	<ul style="list-style-type: none"> Accounting inc Grants Admin Integrated Planning Acting CEO/ other exec leave HR/ IR Governance Strategic Planning Heritage
Rates & Payroll Officer L5-6	Finance & HR Officer L5-6	Finance & HR Officer L5-6
Admin Assistant L3	Finance & Admin Officer L4-5	Finance & Admin Officer L4-5
Admin Assistant L1 (temp .5 of one FTE shared with works)	Admin Assistant L1-3 (permanent .5 of one FTE shared with works)	Customer Service Officer L1-3 (local trainee recruit 14/15)
Caravan Park Operator part time 27 hours per week	Caravan Park & Tourism Development Manager full time 38 hours per week	Caravan Park and Tourism Operator
Cleaners	Cleaners	Cleaners

COMMUNITY

		Community & Youth Development Coordinator (CYDC)
		Sport & Rec Officer .5 FTE 14/15 (or earlier if budget allows).
		Local trainee recruit 14/15

NOW	TRANSITIONAL FOR 2013/14	NEW STRUCTURE 2016/17
Project Executive (PE)	Executive Manager Works & Infrastructure (EMWI)	Executive Manager Works & Infrastructure (EMWI)
Admin Assistant L1 (temp .5 of one FTE shared with works)	Admin Assistant L1-3 (permanent .5 of one FTE shared with corporate)	Admin Assistant L2-4 (FTE)
		Working Operational Manager (Roads & Town)
PROJECTS & INFRASTRUCTURE		
	Budget equivalent .75 FTE L6 inside for specialist to set up the admin systems for the Works & Infrastructure section including Microsoft Project	Project Officer
TECHNICAL SERVICES		
<u>Contracted Services:</u> <ul style="list-style-type: none"> • EHO/ Building Officer (Ateyo Environmental Services) • Engineers (Greenfields) • Ranger (Canine Control) 	<u>Contracted Services:</u> <ul style="list-style-type: none"> • EHO/ Building Officer (Ateyo Environmental Services) • Engineers (Greenfields) • Ranger (Canine Control) 	<u>Contracted Services:</u> <ul style="list-style-type: none"> • EHO/ Building Officer (Ateyo Environmental Services) • Engineers (Greenfields) • Ranger (Canine Control)
TOWN (Parks, Gardens, Townscape, General Maintenance)		
Supervisor Parks, Gardens and Town Maintenance	Head Gardener / Town Maintenance	Head Gardener / Town Maintenance
Assistant Gardener	Assistant Gardener	Assistant Gardener/Handyman
Caretaker Paynes Find (part time 10 hours per week)	Caretaker Paynes Find (part time 10 hours per week)	Caretaker Paynes Find (part time 10 hours per week)
ROADS (nb: construction & maintenance crew are interchangeable)		
Specialist Roads Technician	Specialist Roads Technician	
Works Foreman (Held Vacant)		
Plant Operator: Construction Supervisor	Plant Operator: Construction Supervisor	
Plant Operator: Construction Crew/ ROMAN	Plant Operator: Construction Crew/ ROMAN	Plant Operator: Construction Crew/ ROMAN
Plant Operator: Construction Crew	Plant Operator: Construction Crew	Plant Operator: Construction Crew
Plant Operator: Construction Crew	Plant Operator: Construction Crew	Plant Operator: Construction Crew
Plant Operator: Construction Crew	Plant Operator: Construction Crew	Plant Operator: Construction Crew
Plant Operator: Maintenance Crew	Plant Operator: Maintenance Crew	Plant Operator: Maintenance Crew
Plant Operator: Maintenance Crew	Plant Operator: Maintenance Crew	Plant Operator: Maintenance Crew
<i>Contractors as required</i>	<i>Contractors as required</i>	<i>Contractors as required</i>

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.

5.37. Senior employees

(1) A local government may designate employees or persons belonging to a class of employee to be senior employees.

(2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

Local Government (Administration) Regulations 1996, Part 5 Planning for the future

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

(1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.

(3) A corporate business plan for a district is to —

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and

(b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and

(c) develop and integrate matters relating to resources, including asset management, **workforce planning** and long term financial planning.

Strategic Implications

Workforce planning is a continuous process of shaping the workforce to ensure it is capable of delivering organisational objectives into the future.

Policy Implications

Draft Policy (presented to Council at this meeting) 11.12 Integrated Planning: Workforce Planning and Management.

Policy 11.1 Designated Staff

Financial Implications

Budget for 13/14 using current structure: 1,787,142

Budget for 13/14 using proposed transitional structure: 1,886,821

The budget difference (including on costs) for 13/14 is therefore: \$99,679

Consultation

- Margaret Hemsley, integrated planning consultant, Risk ID
- Staff of the Shire of Yalgoo

Comment

Workforce planning is a continuous process of shaping the workforce to ensure it is capable of delivering organisational objectives into the future.

It provides the framework for assessing the demand and supply of the workforce and aims to have the right people in the right place at the right time to affect the delivery of organisational goals, resourced through effective long term financial and business plans.

It is recommended that Council adopts the proposed new structure and the transitional structure and authorises the CEO to use the transitional structure as the basis of the draft 2013/14 budget.

Changes to the structure will also generate a need to make changes relating to senior designated positions.

The relevant transitional changes proposed for the 2013/14 organisational structure and budget are:

Current	Change required for transitional 2013/14	Implication
Executive Assistant/ PA	<ul style="list-style-type: none"> ▪ Change in title and consolidation of duties to Admin Coordinator/ Exec Assistant 	Nil
Deputy CEO	<ul style="list-style-type: none"> ▪ Change of title to Executive Manager Corporate 	Requires change to Policy 11.1 Designated staff from DCEO to EMC
Rates & Payroll Officer L5-6	<ul style="list-style-type: none"> ▪ Change of title to Finance & HR Officer L5-6 also additional duties as this role was under tasked 	Nil
Admin Assistant L3	<ul style="list-style-type: none"> ▪ Change of title to Finance & Admin Officer, change in level range (this will not increase costs 13/14 as level would have increased irrespective) 	Nil this budget year
Admin Assistant L1 temporary (one FTE shared between corporate and works)	<ul style="list-style-type: none"> ▪ Make position permanent 	Position is added to structure permanently
Caravan Park Operator part time 27 hours per week	<ul style="list-style-type: none"> ▪ Caravan Park & Tourism Development Manager full time 38 hours per week 	Budget increase of \$29,781 to cover additional hours and higher skill set
Project Executive	<ul style="list-style-type: none"> ▪ Change of title to Executive Manager Works & Infrastructure 	Position is added to organisational structure and included in Policy 11.1 Designated staff
	<ul style="list-style-type: none"> ▪ (New) Budget equivalent .75 FTE L6 inside for specialist/s to set up the admin systems for the Works & Infrastructure section including Microsoft Project. This section is severely under-resourced in admin resulting in an unacceptable workload for the Project Executive and creating high risk of burnout, and missed matters of core business 	Budget allocation of \$58,024.

- The newly titled positions of Executive Manager are consistent with the current senior position of Deputy CEO and the current position of Project Executive. These positions were both originally advertised and the incumbents were selected via a competitive recruitment process. Whilst the Project Executive was initially advertised and appointed on a short term contract to cover urgent gaps during a period of critical gaps in skills and positions, the contract has been renewed several times and the incumbent is entitled to be treated as a permanent member of staff with a contract renewal. If the recommendation is adopted both contracts will be altered on 1 July 2013 to reflect the correct position title. There will be no material change to existing duties and no change to delegations.
- It is recommended that the executive manager salary range is set for future contract negotiations at an indicative range of \$85,000 to \$115,000 based on skills, experience and performance. Further, that this is automatically incremented annually by an amount equivalent to the increases in the Shire of Yalgoo Comprehensive Enterprise Agreement for the relevant year. This increment is not tied to performance, as performance based increases should be determined within the maximum range through the performance review process.
- In due course and relevant to skill levels and establishment of the Shire’s new community section, the Exec Manager Corporate position will transition to the desired outcome of Exec Manager Corporate and Community. If this should occur the lower band of the exec manager salary range should move up so that the band has a range of around \$20,000, and the entry level is not below the rate of the highest salary under the CEA.
- The Caravan Park and Tourism Development Manager is an experimental position. The Shire has been unable to fill the vacant position at the caravan park. We are about to undertake a major infrastructure upgrade and apply for Tourism WA accreditation. The position is designed in the interests of attracting a person or couple who can establish a reputation of excellence in customer service. Further, to increase tourism visitation overall for the economic benefit of our community and to reduce the Shire’s expenses in running the Caravan Park. The success of this initiative will be used in future analysis to determine the most cost effective method of resourcing a quality service at the Caravan Park.

Motion to Close the Meeting to the Public

The recommendation to this item was moved and seconded. Debate commenced however at 2:42pm the President called for a motion to close the meeting to the public.

ATTENDANCE: 2:40pm Cr R Grinham left the meeting.

Voting Requirements - Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0521 Close Meeting to the Public

That the meeting be closed to the public to discuss matters affecting employees (LGA s. 5.23 (2) (a)).

Moved: Cr MR Valenzuela Seconded: Cr NA Grinham Motion put and carried 5/0

The meeting was closed to the public at 2:42pm.

Remaining in the meeting were:

- All who were in attendance before the closure.

ATTENDANCE: 2:43pm Cr R Grinham rejoined the meeting.

Motion to Open the Meeting to the Public

Voting Requirements - Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0522 Open Meeting to the Public

That the meeting be re-opened to the public.

Moved: Cr MR Valenzuela

Seconded: Cr R Grinham

Motion put and carried 6/0

The meeting was reopened to the public at 3:00pm.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0523 Integrated Planning: Workforce Structural Review, Draft 2013/14 Budget and Policy 11.1, Designated Staff Amendment

That Council:

- 1. Endorses the proposed new organisational structure 2016/17 for inclusion in the draft Workforce Plan; and**
- 2. Adopts the transitional structure 2013/14 for implementation from 1 July 2013 and inclusion in the draft budget 2013/14; and**
- 3. In accordance with s5.37 (1) the Local Government Act designates the persons belonging to the new class of employees know as Executive Managers as senior employees; and**
- 4. Requests the CEO to update Council policy 11.1 Designated Staff as at 1 July 2013 to recognise the changes of the class of designated staff; and**
- 5. In accordance with s5.37 (2) of the Local Government Act accepts the recommendation of the CEO that as at 1 July 2013 Heather Boyd (currently employed as DCEO) will be employed as the newly titled Executive Manager Corporate; and**
- 6. In accordance with s5.37 (2) of the Local Government Act accepts the recommendation of the CEO that as at 1 July 2013 Ronald Adams, (currently employed as Project Executive) will be employed as the newly titled Executive Manager Works and Infrastructure; and**
- 7. Sets the notional salary range for contract negotiations for Executive Managers at \$85,000 to \$115,000 based on skills, experience and performance, with the band to be automatically incremented by an amount or percentage equivalent to the increase in the Shire of Yalgoo Comprehensive Enterprise Agreement on 1 July each year.**

Moved: Cr MR Valenzuela

Seconded: Cr NA Grinham

Motion put and carried 6/0

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

13. URGENT BUSINESS

13.0 ADMISSION OF URGENT BUSINESS

Voting Requirements

Simple majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0524 Admit Urgent Business

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

13.1 Change of Venue of the Ordinary Council Meeting on 20 June 2013.

Moved: Cr NA Grinham

Seconded: Cr R Grinham

Motion put and carried 6/0

13.1 Change of Venue of the Ordinary Council Meeting on 20 June 2013 to Paynes Find

File:	
Author:	Sharon Daishe, CEO
Interest Declared:	No interest to disclose
Date:	24 May 2013
Attachments	Nil

Matter for Consideration

To consider a change of venue for the Ordinary Council meeting on 20 June 2013.

Background

The Shire of Yalgoo Ordinary Council Meeting scheduled to be held on 23 May 2013 at the Community Centre in Paynes Find was adjourned to be held at Yalgoo on Tuesday 28 May.

Last year the May meeting due to be held in Paynes Find was also adjourned and held at Yalgoo due to unfortunate unforeseen circumstances. The community of Paynes Find were disappointed that Council was unable to make alternative arrangements and only met once at Paynes Find in 2012.

Statutory Environment

Local Government Act 1995

s1.7. Local public notice

- (1) Where under this Act local public notice of a matter is required to be given, a notice of the matter is to be —
 - (a) published in a newspaper circulating generally throughout the district; and
 - (b) exhibited to the public on a notice board at the local government’s offices; and
 - (c) exhibited to the public on a notice board at every local government library in the district.
- (2) Unless expressly stated otherwise it is sufficient if the notice is —
 - (a) published under subsection (1)(a) on at least one occasion; and
 - (b) exhibited under subsection (1)(b) and (c) for a reasonable time, being not less than —
 - (i) the time prescribed for the purposes of this paragraph; or
 - (ii) if no time is prescribed, 7 days.

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

Local Government (Administration) Regulations 1996

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

Strategic Implications

Community relations.

Policy Implications

Nil

Financial Implications

\$650 cost of advertising.

Consultation

- Terry Iturbide, President, Shire of Yalgoo
- Gail Pilmoor and Don Anderson, Paynes Find community members (via President).

Comment

In the interest of respect and acknowledgement of the importance of the community at Paynes Find, it is recommended that Council changes the venue of the Ordinary Meeting to be held on 20 June 2013 from Yalgoo to Paynes Find.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2013-0525 Change Venue of the Ordinary Council Meeting on 20 June 2013 to Paynes Find

That the Ordinary Council Meeting scheduled to be held at the Yalgoo Shire Council Chambers at 11am on 20 June 2013 will now be held at the Paynes Find Community Centre.

Moved: Cr NA Grinham

Seconded: Cr R Grinham

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

The next Ordinary Meeting of Council is due to be held in the Paynes Find Community Centre, Paynes Find, on Thursday, 20 June 2013 commencing at 11.00 am.

The President instructed the CEO to ensure that no items are scheduled prior to the meeting.

16. MEETING CLOSURE

There being no further business, the President Terry Iturbide, declared the meeting closed at 3.02pm.

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	Australian Square Kilometre Array Pathfinder
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)
CRC	Community Resource Centre
CRS	Coordinator Regional Services
CSRFF	Community Sporting and Recreation Facilities Fund
DAFWA	Department of Agriculture & Food
DAIP	Disability & Access Inclusion Plan
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
FaHCSIA	Families, Housing, Community Services & Indigenous Affairs
FAG	Financial Assistance Grant
FESA	Fire and Emergency Services Authority
FRS	Fire and Rescue Service
GPG	General Purpose Grant
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
ILRG	Identified Local Road Grant
IMG	Incident Management Group
IPWEA	Institute of Public Works/Engineering WA
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
LGGC	Local Government Grants Commission

Acronym	Detail
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
MRBA	Meekatharra Rangelands Biosecurity Association
MRVC	Murchison Regional Vermin Council
MRWA	Main Roads WA
MSC	Model Subdivision Conditions Schedule
MWAC	Municipal Waste Advisory Council
MWDC	Mid West Development Commission
MWGAAS	Mid West Group of Affiliated Agricultural Societies
MWIP	Mid West Investment Plan
MWRC	Mid West Regional Council – consisting of 7 Shires
NDES	National Digital Economy Strategy
NRIS	National Register Inquiry System
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
RDAF	Regional Development Australia Fund
RDAMWG	Regional Development Australia Mid West Grants
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
TIRF	Tourism Infrastructure Regional Development Fund
VAST	Viewer Access Satellite Television
WAAA	West Australian Agriculture Authority

Acronym	Detail
WACHS	WA Country Health Service
WACRN	Western Australian Community Resource Network
WARDT	Western Australian Regional Development Trust
WAERN	West Australian Emergency Response Network
WALGA	WA Local Government Association
WALGEMAG	Western Australian Local Government Emergency Management Advisory Group
WALGGC	West Australian Local Government Grants Commission
WAPC	Western Australian Planning Commission
WARDT	Western Australian Regional Development Trust
WWTP	Waste Water Treatment Plan

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