



INFORMATION BULLETIN

February 2012

Note: the Shire of Yalgoo Information Bulletin is posted the week before the Council Agenda

Refer Council Resolution C2011-0316

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WHITE PAGES

Information Bulletin

1. Councillor Calendar

Updated by: PA On: 07 March 2012

Day	Date/s	Event	Comment
Wednesday	21 March 2012 2.00pm	Audit Committee Meeting	Yalgoo Council Chambers
Thursday	22 March 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers
Tuesday – Thursday	27-29 March 2012 8.30am	Indigenous Councillors Workshop	The Vines, Perth
Friday	30 March 2012 8.30am – 4.30pm	Northern Country Zone of WALGA Elected Member Professional Development Opportunities	Greenough Council Chambers, Geraldton
		Murchison Regional Vermin Council	Council Chambers @ Mt Magnet <i>Shire President Terry Iturbide has advised there will be no more MRVC meetings until 5 June 2012</i>
Saturday	7 April 2012	Yalgoo Gymkhana	Yalgoo Racecourse
Saturday	14 April 2011	Yalgoo Races	Yalgoo Racecourse
Thursday	19 April 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers
Tuesday	24 April 2012 11.00am	Local Emergency Management Committee (LEMC) Meeting	Railway Complex Yalgoo
Friday	11 May 2012	Murchison Country Zone Meeting of WALGA - "Cue Parliament"	Shire of Murchison, Cue
Thursday	24 May 2012 11.00am	Ordinary Council Meeting	Paynes Find
Friday	1 June 2012 8.30am – 4.30pm	Local Government Emergency Management Forum	WALGA, Perth
Tuesday	5 June 2012 10:00am	Murchison Regional Vermin Council	Council Chambers @ Mt Magnet
Thursday	21 June 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers
Thursday	19 July 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers
Wednesday	1 August 2012 9.00am – 12.00pm	Special State & Local Government Forum <i>(by invite President & CEO only)</i>	Perth Convention Centre
Thursday	2 – 4 August 2012	WALGA Annual Conference	Perth Convention Centre
Thursday	23 August 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers
Thursday	20 September 2012 11.00am	Ordinary Council Meeting	Paynes Find
Tuesday	25 September 2012 11.00am	LEMC Meeting	Railway Complex Yalgoo
Thursday	18 October 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers
TBA	November 2012	Murchison Country Zone Meeting of WALGA - "Cue Parliament"	Shire of Murchison , Cue

Day	Date/s	Event	Comment
Thursday	22 November 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers
Thursday	12 December 2012 11.00am	Ordinary Council Meeting	Yalgoo Council Chambers

2. Introduction

Information Bulletin (NB: refer white pages for index and documents)

The Shire receives an extremely high volume of information every month.

This document contains information that is of relevance or interest to elected members but will not generally be presented for a council decision.

Local Governments are routinely invited to comment on state level legislative and policy matters. Given our small size and limited staff resources, the CEO will not always prepare a response and will base this decision on:

- Expertise – does the Shire have staff with relevant expertise on the matter?
- Time & quality – do staff have time to prepare a properly researched agenda paper and recommendation?
- Relevance – how relevant is the outcome of the matter to Shire operations?
- Impact – what is the likelihood that the time and effort required to prepare a submission will be rewarded by real impact on the decision making process?

If an elected member wishes Council to consider making a decision on a particular matter, the elected member should bring the matter to the attention of the CEO or President via a Councillor Information Request to enable the CEO to prepare an agenda item and recommendation for Council to consider.

Alternatively, the elected member may choose to raise the matter by giving notice of motion.

You will find the Information Bulletin index and documents in the white page section.

Executive Activity Reports

Executive activity reports are prepared to inform elected members of progress on Council projects and activities.

Whilst operational matters should not be discussed at Council meetings, Councillors may wish to ask questions of clarification.

Councillors are encouraged to contact the CEO or relevant staff member to resolve queries before the Council meeting.

Excerpts from Local Government Act - Roles of Elected Members and Staff

Excerpts downloaded February 2011

2.8. Role of mayor or president

- (1) The mayor or president —
- (a) presides at meetings in accordance with this Act;
 - (b) provides leadership and guidance to the community in the district;
 - (c) carries out civic and ceremonial duties on behalf of the local government;
 - (d) speaks on behalf of the local government;
 - (e) performs such other functions as are given to the mayor or president by this Act or any other written law; and
 - (f) liaises with the CEO on the local government's affairs and the performance of its functions.

2.10. Role of councillors

A councillor —

- (a) represents the interests of electors, ratepayers and residents of the district;
- (b) provides leadership and guidance to the community in the district;
- (c) facilitates communication between the community and the council;
- (d) participates in the local government's decision making processes at council and committee meetings; and
- (e) performs such other functions as are given to a councillor by this Act or any other written law.

5.41. Functions of CEO

The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws;
- (b) ensure that advice and information is available to the council so that informed decisions can be made;
- (c) cause council decisions to be implemented;
- (d) manage the day to day operations of the local government;
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;
- (f) speak on behalf of the local government if the mayor or president agrees;
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section *5.37(2) in relation to senior employees);
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

** 5.37 (2) requires the CEO to inform the Council of each proposal to employ or dismiss an employee filling a position that the Council has designated under 5.37 (1), currently DCEO, EHO and Works Foreman. This does not apply to a person acting in the position for less than a year, or employed in the position for less than 3 months in any 2 year period.*

3. Reports

Works and Services

Works and Services Report February 2012

Prepared by Ron Adams, Project Executive

Item	Activity this Month	Planned for Next Month
Roads and Streets	▪	▪
Plant and Equipment	▪ Completion of EOY Servicing	▪
Parks & Gardens	▪ General Maintenance	▪ Set up Parks & Gardens Depot
Waste Management	▪ Basic Planning	▪
Infrastructure (minor)	▪	▪
Health and Safety	▪	▪
Ranger Services	▪ Ranger provided Dog Licensing training to Shire staff 24 February 2012	▪
Bush Fire Brigade	▪ General Fire Duties	▪ Annual General Meeting Yalgoo Town Brigade
Vandalism & Security	▪ Minor vandalism, few exterior lights broken at units in Shamrock Street, Hall broken into resulting in limited damage	▪
Other	▪	▪

Major Capital Projects

FCWP #	Project	Status/ Comments	Activity this reporting period
BD003	Capital Works Shire Housing	▪	▪
BD004	Town Sewerage Upgrade	▪	▪
BD006	Hall Refurbishment	▪ Toilets ceilings installed	▪ Painting
BD008	Staff Housing Gibbons St	▪ Completion of 48 Gibbons	▪
BD008	Staff Housing Weekes St	▪	▪ Budgeting for FA
BD009	Refurbish Parks and Gardens Work Depot	▪	▪
BD012	Works Depot: Replace Workshop	▪	▪
CA002	Caravan Park Redevelopment	▪	▪ Budgeting for FA
OP001	Payne's Find Airstrip	▪	▪
OP002	Yalgoo Airstrip	▪	▪

FCWP #	Project	Status/ Comments	Activity this reporting period
OS003	Payne's Find Beautification/Rest Area	▪	▪ Budgeting for FA
OS006	Cemetery: Gazebo, Niche Wall and Gates	▪	▪ Budgeting for FA
RB001	Yalgoo-Morawa Road Seal 4km	▪	▪
RB002	Yalgoo-Ninghan Road Seal 4km	▪	▪
RB003	Yalgoo-Ninghan Road Repair and Seal	▪ Completed	▪
RB004	Yalgoo-Morawa Road resheet and form 4km	▪ In progress	▪
RB005	Yalgoo-Ninghan Road resheet and form 4km	▪	▪
RB008	Blackspot projects: Great Northern Hwy intersections	▪ Completed	▪

Use of Authority Delegated to Chief Bush Fire Control Officer

Delegation Number	Details	Use in Reporting Period
3.1 Alteration to Restricted and Prohibited Burning Periods <i>Bush Fire Control Act 1954 s.17 (7) – 11)</i>	Joint delegation to CBFCO and President	

Other Matters

Environmental Health and Building Services

Environmental Health, Building and Development Report February 2012

Prepared by William Atyeo, Environment Health and Building Officer

Building and Planning Applications Status Report

Date Lodged	Date Issued	License Number	Owner	Builder	Lot	St	Type - Building	\$ Value
11-Nov-11	Refused by Council 13 Dec 2012. Under appeal to State Administrative Tribunal (SAT)	TP04/11	Matzin Capital P/L Paramount46 Coomoora Rd Ardross WA (Greg Rowe & Ass's	Applicant: Greg Rowe & Ass's Lvl 3 369 Newcastle St Northbridge 6003 (Ben Carter)	135	Piesse	Advertising Sign	50,000

Activity Report

Item	Activity this Month	Planned for Next Month
Environmental Health	<ul style="list-style-type: none"> ▪ Inspected Yalgoo Hotel and discussed issues pertaining to improvements into the future and possible developments. ▪ Report to CEO on Playground equipment – possible expose to lead paints. 	<ul style="list-style-type: none"> ▪
Building Services	<ul style="list-style-type: none"> ▪ At the moment there are no building applications or Licenses issued for building. All stats have been sent to the ABS on a monthly basis as required by law, and to other Departments as required. 	<ul style="list-style-type: none"> ▪
Development	<ul style="list-style-type: none"> ▪ Further discussions with CEO on various matters concerning application for funding for the Waste Water Treatment Plan (WWTP) for Yalgoo. ▪ Researched the status of the proposed site for a possible development of a tele-communications tower in Yalgoo. The information was passed on to the relevant person with a copy to the CEO. 	<ul style="list-style-type: none"> • More follow-up on this matter
Town Planning	<ul style="list-style-type: none"> ▪ Paramount Outdoor advertising sign. This appears to be an ongoing matter. The CEO and I looked at other possible sites should the owner of the sign wish to consider a change in location for the proposed sign. An Email was drafted and sent to the relevant person in regard to a possible site. Of course to be approved by Council should the owner agree to a new site. 	<ul style="list-style-type: none"> ▪ There will be more and I will attend the next teleconference on this matter.

Other Matters

- **Exploration Licenses:**

Enterprise Uranium Pty Ltd have informed Council that they have applied for two exploration licenses [59/1870 and 59/4297]. M & M Walter Consulting represent them and have furnished the Shire with a copy of the application and a map showing the areas applied for under each. Council has till the 16th March 2012 to lodge any objections they may have to the Mining Registrar's office.

- **Carbon Emissions Tax – Landfill Sites:**

The Minister for Climate Change and Energy Efficiency has announced that there will be no carbon price liability for landfill facilities with emissions of less than 25,000 tonnes of carbon dioxide equivalent (CO₂E) pollution per year, for at least the first three years of the carbon price mechanism application.

The CO₂E is worked out on 1 tonne of municipal solid waste will release about 1.2 tonne of carbon pollution. This means that we would have to have a population of approx 20,000 people in order to reach the ceiling placed on waste disposal facilities. Yalgoo appears to be safe for now.

Corporate Administration

Executive Report CEO February 2012

Prepared by Sharon Daishe, Chief Executive Officer

Status and Activity Report – Priority Matters

Project/ Program	Status/ Comments	Activity this reporting period
MMG Golden Grove – Yalgoo Ninghan Road negotiations	<ul style="list-style-type: none"> Negotiations in progress to determine amount of additional funding required from MMG 	<ul style="list-style-type: none"> Greenfield's Technical Services presented road strategy report. 28 Feb met with Craig Turley and Brooke Creemers to discuss forward strategy for this road. 28 Feb Letter to MMG requesting funds for 3 x traffic counters and repairs to Yalgoo Ninghan Road that are outside the annual repair and reseal program.
Morawa Super Town Project – Yalgoo Morawa Road	<ul style="list-style-type: none"> Preparing business case for sealing of Yalgoo Morawa Road 	<ul style="list-style-type: none"> Provided information to consultant. 22 Feb arranged to meet with consultant however forced to cancel due to fires.
Ferrowest Option Deed	<ul style="list-style-type: none"> Currently finalising details of restrictive covenant to govern the type of construction - to discuss with Ferrowest. This matter is a high priority for completion 	<ul style="list-style-type: none"> Purchased new valuation for the 'superblock'.
Human Resources	<p>Current vacancies:</p> <ul style="list-style-type: none"> CYC (Community & Youth Coordinator) Plant Operators x 2 (will recruit after housing is available and use casuals and contractors in the interim) 	<p>Resignations - NIL Advertisements - NIL Interviews:</p> <ul style="list-style-type: none"> Supervisor Parks and Town. <p>Appointments:</p> <ul style="list-style-type: none"> Casual Admin, Lauren Rogers. Supervisor Parks and Town, Didier Blanquart, 21 February. One probationary review conducted. <p>Other</p> <ul style="list-style-type: none"> 22 Feb scheduled meeting with Centacare to finalise CYC (deferred to March due to fires).
Integrated Planning	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Advised funding of \$500,000 for Murchison Shires to carry out this process is unlikely to be approved. Council approved commencement of this project with Council source funds.

Project/ Program	Status/ Comments	Activity this reporting period
Yalgoo Community Hub	<p>Stage 1: Sporting Component</p> <ul style="list-style-type: none"> ▪ Awaiting CSRRF decision. If approved, we can proceed to construction <p>Stage 2: Community and Youth Centre</p> <ul style="list-style-type: none"> ▪ Need to establish and estimated cost of construction in order to estimate the cost of the architects plans ▪ No funding identified at this stage 	<ul style="list-style-type: none"> ▪ Completed & lodged business case to MWIP (Mid West Investment Plan) for sporting component. ▪ Met with architect to discuss cost of plans, and requirements for Community & Youth Centre. ▪ Met with Andrew Beer, Dept Regn Development (RDL) in Perth to discuss MWIP business case (sporting component). ▪ MWDC advised MWIP is approved IF we get the CSRRF funding (awaiting ministerial announcement). ▪ Liaised with contractor – if funding is approved AND received by 1 July we may be able to complete construction before Christmas.
Town Sewerage	<ul style="list-style-type: none"> ▪ MWDC/ RDL have given in principle support for the project however we need to supply further information before they will consider MWIP funding ▪ EHO, PE & CEO are working on this project 	<ul style="list-style-type: none"> ▪ Lodged application for funding to prepare the detailed plans for this project. ▪ Completed & lodged business case to MWIP (Mid West Investment Plan). ▪ Met with Andrew Beer, Dept Regn Development (RDL) in Perth to discuss MWIP business case.
Digital TV Project	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ Opted in to transition to VAST (Viewer Access Satellite Television) (not convert existing rebroadcasting tower from analogue to digital).
Mobile Telecommunications	<ul style="list-style-type: none"> ▪ Yalgoo has been confirmed as a site that will receive a mobile tower under the Regional Mobile Telecommunications Project 	<ul style="list-style-type: none"> ▪ Met on site with design specialists. ▪ Council resolved to approve site of digital rebroadcasting station.

Status and Activity Report – Other (D)

Project/ Program	Status/ Comments	Activity this reporting period
Heritage – Anglican Church, Railway Station	<ul style="list-style-type: none"> ▪ Requires funding to carry out stabilisation work 	<ul style="list-style-type: none"> ▪ Nil
Military History Review	<ul style="list-style-type: none"> ▪ Requires extensive work from staff to collate information provided by heritage consultant 	<ul style="list-style-type: none"> ▪ Nil

Project/ Program	Status/ Comments	Activity this reporting period
Municipal Heritage Inventory Review	<ul style="list-style-type: none"> ▪ Review is overdue. Project will be carried out when funds and staff resources available 	<ul style="list-style-type: none"> ▪ Provided consent to heritage office to upload original industry to a web based program. ▪ Sought quote from photographer and gained in principle approval from heritage office to fund 50% (2012/13 financial year) of the cost of a photo shoot for new digital records of listed structures.
Tourism Strategy	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ Council approved development strategy at Feb meeting.

Use of Common Seal (delegation statement 2.1)

Date Affixed	By Authority	Document

Use of Delegated Authority not Reported Elsewhere

Delegation Number	Details
2.2 Tenders	<ul style="list-style-type: none"> ▪
2.7 Planning Consent	<ul style="list-style-type: none"> ▪

Capacity Building – Staff and Elected Members (D)

Please note that this item now appears in the Deputy CEO report.

Funding Applications (D)

Following is a list of funding applications that have been submitted. Items are removed from the list after the Shire has been advised whether the application was successful or unsuccessful.

This list does not include the Shire's recurrent government funding.

Note that where funding has been approved, it does not necessarily mean that the Shire has received the money. After the application has been approved, the Shire must enter into a Funding Agreement with the grant provider. Some programs remit funds when the agreement is signed but others do not remit until the Shire has completed the project, paid all the bills, prepared a claim, had an auditor audit the claim and then submitted the audited claim (the "acquittal") with an invoice to the grant provider.

Lodged	Amount	Funding Program	Purpose	Status
31/10/11	\$270,606 (or \$405,908) ex GST. Estimated total project cost is \$811,817 ex GST. Variety WA confirmed \$58,290 for playground infrastructure.	*CSRFF – provides for funding of 1/3rd of project cost however Shire has also applied for development bonus which if approved, will give ½ of project cost	Sporting components of Yalgoo Community Hub including Rage Cage, BMX track, Skate Park, refurbishment of tennis court and open sided cover.	Lodged

Lodged	Amount	Funding Program	Purpose	Status
06/02/11	\$120,000	Northern Planning – Expression of Interest (EOI)	Town Revitalisation planning component (i.e. NOT construction) – drainage, sewerage, underground power, community consultation.	EOI lodged
14/12/11	\$421,211 or \$285,908 (depending on CSRRF)	Mid West Investment Plan	Yalgoo Community Hub – sporting component.	Business Case lodged *Provisional approval – MWIP will partner fund IF the CSRRF is also approved.
14/12/11	\$663,000	Mid West Investment Plan	Town Revitalisation – draining & sewerage component.	Business Case lodged – further information required.

Councillor Information Requests (D)

Received From	Details	Status
Deputy President Len Terry	Request recognition of staff member	<ul style="list-style-type: none"> ▪ CEO presented agenda item to February 2012 Council meeting for Council decision. CLOSED 16/2/12

General/Other/Meetings

Item	Comment
Visit by Vince Catania MLA	Tour of Yalgoo and discussion of our most urgent and unfunded projects.
Appeal to State Administrative Tribunal (SAT) Piesse St Sign TP 04/11	<p>Attended second directional hearing 16 Feb regarding Matzin Pty Ltd appeal of decision (C2011-1204) to decline approval for an 8m x 2m advertising sign on Piesse Street. Council's position remains firm regarding the site applied for.</p> <p>Third directional hearing scheduled for 19 March. Currently negotiating the potential for an alternative site. CEO and EHO inspected road and suggested alternative site to the eastern side of town.</p> <p>The developer has been lobbying councillors for support.</p> <p>Department of Local Government Guideline Number 12, Elected Members' Relationship with Developers, is included in this Information Bulletin. I draw Councillors attention particularly to paragraph 14 on p03:</p> <p style="padding-left: 40px;">Elected members must not, when lobbied, commit their vote on the proposal.</p>
Fire Debrief	FESA cancelled fire debrief (post incident analysis) scheduled for 28 February cancelled due to another round of major fires in Carnarvon.
Fires Yalgoo	21-23 February - Badja and Gabyon. Response by pastoralists, Shire and contractors. FESA supplied aerial inspection and one officer.

Item	Comment
	24 February – Carlaminda. Controlled by pastoralists.

Planned for March

Item	Comment
Budget Review	
CLGF Individual	Prepare budget etc information and enter into funding agreements (2) for 10-11 and 11-12 funds.
CLGF Regional	Finalise business case for Morawa Road.
Community and Youth Coordinator	Prepare recruitment package.
Compliance Return	
Council decisions pending	Review and finalise register.
Councillor manuals	Review content – aim to deliver new manuals by April.
Fire debrief	Reschedule when FESA available.
Inductions	Ongoing induction process with new staff.
Probationary and performance review	2 x probationary and 1 x annual to be developed and/or conducted.
Regional Road Group	9 th Technical Working Group (Ron Adams) 21 st teleconference Regional Sub Group (CEO, PE, President) 30 th meeting Geraldton (President, Deputy, CEO)
Sewerage project	Liaise with Northern Planning regarding potential seed funding.
SAT Directional Hearing	19 th re sign on Piesse Street (see within).
Caravan Park	Research whether we meet criteria to apply for a TQUAL tourism grant of up to \$100,000 for the caravan park. Complex application required and competitive process.

Executive Report DCEO February 2012

Prepared by Heather Boyd, Deputy Chief Executive Officer

Capacity Building – Staff and Elected Members

Policy Schedule 3.2(b), Councillors, requires the CEO to advise Council when the Shire funds councillors to attend any conference or training. This item further informs Council of courses, conferences, training, workshops and other professional development that staff and elected members have undertaken during the reporting period to build capacity to achieve the Council's goals and responsibilities.

Type	Description	Provider	Location	Duration	Participants
Exercise	Operation Firestorm	FESA	Yalgoo	½ day, Thu, 7 Apr 11	<ul style="list-style-type: none"> ▪ Thomas Hodder
Training	Roman II RAMM Module	ROMAN	Mt Magnet	1 day, Tue, 12 Jul 11	<ul style="list-style-type: none"> ▪ CEO ▪ Project Executive
Training	SOY Induction	Shire of Yalgoo	Yalgoo	2 hrs, Thu, 11 Aug 11	<ul style="list-style-type: none"> ▪ Craig Hodder ▪ Steven Carnamah
Training	Grader Maint Training	Northcoast Holdings	P/Find-Thundelarra Rd	7 days, 15-22 Aug 11	<ul style="list-style-type: none"> ▪ Steven Carnamah
Training	Aerodrome Reporting Officer Course	AMS (Aerodrome Management Services)	Yalgoo	1 day, Tues, 16 Aug 11	<ul style="list-style-type: none"> ▪ CEO ▪ Project Executive ▪ Cr Valenzuela ▪ Diane Hodder ▪ Desmond Hodder
Training	Software use and procedures	UHY Haines Norton	Yalgoo	1 day, Wed 14 Sep 11	<ul style="list-style-type: none"> ▪ Christine Harvey
Training	Finance Training/Mentoring	Shire of Yalgoo	Yalgoo	2.5 weeks, 14 Sept – 1 Oct 11	<ul style="list-style-type: none"> ▪ Christine Harvey
Training	Skid Steer Certification	Northcoast Holdings	Yalgoo	1 Day, Mon, 17 Oct 11 or 18 Oct 11	<ul style="list-style-type: none"> ▪ Works Crew
Training	Vehicle Loading Crane	Northcoast Holdings	Yalgoo	1 day, Wed 19 Oct 11	<ul style="list-style-type: none"> ▪ Works Crew
Training	Finance Training/Mentoring	Shire of Yalgoo	Yalgoo	4 weeks, 2 Oct-31 Oct 11	<ul style="list-style-type: none"> ▪ Christine Harvey
Conference	Local Government Managers Assoc	LGMA	Fremantle	1 ½ days, 2-4 Nov 11	<ul style="list-style-type: none"> ▪ CEO
Training	Safe Pool Operations	Royal Life Saving		1 day, Thu 3 Feb 11	<ul style="list-style-type: none"> ▪ Richard Hall
Training	Advanced Rates	Lo-go	Yalgoo	1 day, Sat, 14 Jan 12	<ul style="list-style-type: none"> ▪ Judith Hill
Training	Rates in Local Government	Lo-go	Yalgoo	1 day, Sun, 15 Jan 12	<ul style="list-style-type: none"> ▪ Judith Hill

Type	Description	Provider	Location	Duration	Participants
Training	OH&S induction	LGIS	Yalgoo	1 day, Wed, 25 Jan 12	<ul style="list-style-type: none"> ▪ Administration Staff ▪ Cleaners
Training	Role of Elected Members, Planning Procedures, Governance & Financial Reporting	WALGA	Perth	1 day, Thu, 2 Feb 12	<ul style="list-style-type: none"> ▪ Cr Raul Valenzuela
Workshop	Integrated Planning and Reporting	WALGA	Mt Magnet	1 day, Sat, 11 Feb 11	<ul style="list-style-type: none"> ▪ President T Iturbide ▪ DCEO

Councillor Information Requests

Received From	Details	Status
Nil Received		▪

Vandalism Report

Date	Details/ Action taken
20/2/12	Children entered Hall, Project executive's house and damaging external fittings on shire units. No damage but minor items such as soft drinks taken and items disturbed. Reported to Police. Locksmith to fit additional locks to hall.

General/Other/Meetings

Item	Comment
Nil	

Planned for Next Month

Item	Comment
Budget Review	Admin staff to complete the budget review by 31 March.
Budget 2012/13	Comments requested from public on items for consideration in the 2012/13 budget have been sent out as part of the Bulldust.
Community Crime Prevention	Sourcing quotes for the assessment of security lighting needs in Yalgoo township.

4. Decisions of Council Pending

Decisions of Council Pending

The following decisions of Council are in progress or pending action. *Last Updated: CEO 8 March 2012*

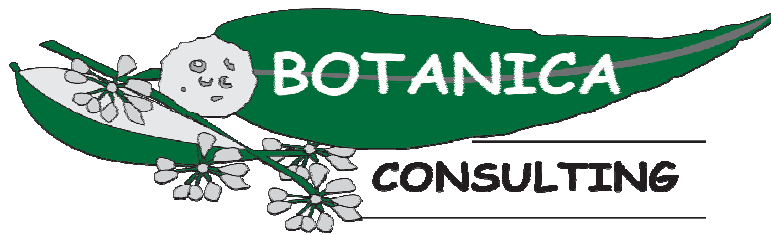
The following report covers matters outstanding to March 2011.

Type	Year	Month & Decision No	Summary	Comments	Who/ Due	Closed
C	2010	0137 0139	Memorial to Service Personnel Inclusion on the Memorial	3/3/12: Consultant has provided information and this must be reviewed and collated for decision about what to include (0139) on a memorial in community park (0137) Scheduled for 2013.	DCEO	
C	2010	0309	Annual Leave Policy 2 days per annum re old Award	3/3/12: Policy dormant and now redundant see recommendation to Council March 2012 to delete.	CEO	✓
C	2010	0607	Venus Metals DA dongas at Caravan Park – CEO authorised to approve	3/3/12: Planning approval has lapsed	CEO	✓
C	2010	0911	Replacement of Damaged Cricket Pitch	3/3/12: Council approved \$4,000 in September 2010 to replace matting on the cricket pitch however the work was not done due to staff changeover at the time.	PE	
C	2010	0913	Water for Construction of Yalgoo Ninghan Road	3/3/12: Redundant – water was sourced elsewhere	PE	✓
C	2010	1211	Removal of Wildflower Country signs	Signs have been removed.	PE	✓
C	2011	0223	Relocation of Yalgoo Police Station	Police Service advised that they have decided not to proceed with this project.	CEO	✓
C	2011	0318	Contribution to Monsignor Hawes Heritage Interpretation	Letter was written, unsure if has been paid? Email to DCEO 8/3/12 to follow up.	DCEO	
C	2011	0321	Christmas Savings Fund Staff Facility	Develop governance and internal controls and implement from July 2012	DCEO	
C	2011	0324	Judge's Box at Yalgoo Racetrack	Jockey Club to repay \$6,000 over 3 years (10-11, 11-12, 12-13) and funds to be transferred to Community Amenities Reserve	DCEO	

Information Bulletin Index

The attached documents are for the information of elected members.

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Phone: (08) 9093 0024
Fax: (08) 9093 1381
Mobile: 0419 916 034
Email: jim@botanicaconsulting.com.au
52 to 56 Oroya St, Boulder
PO Box 2027 Boulder WA 6432
ABN 47141175297

Attention: Environmental Health Officer
Shire of Yalgoo
Administration Centre
37 Gibbons Street,
Yalgoo WA 6635

21/02/2012

Botanica Consulting (BC) were commissioned by ABM Resources to complete a Mine Closure Plan for the Dalgara Mine site (tenement M59/106) located within DEC managed land (ex. Dalgara-former leasehold) approximately 72km north-west of Mt Magnet and 280km north-east of Geraldton.

On the 17th February 2012 BC conducted a site visit of the mine site to determine what rehabilitation is required and identify any environmental issues associated with closing the mine site. The mining operation is relatively small covering an area of approximately 55ha (Attachment 1). Rehabilitation requirements include removal of rubbish, dismantling/removal of infrastructure and earthworks such as spreading topsoil and scarifying. Natural seeding has occurred on the Tailings Storage Facility which has a capillary break and there is suitable topsoil stockpiled for further rehabilitation. There were no obvious signs of soil toxicity and the water table has not been penetrated/ disturbed by mining. Attachment 2 provides images of the site.

BC have identified with closure of the Dalgara mine the close proximity of the abandoned open pit to the Mt Farmer road. We are currently in discussions with the Department of Mines and Petroleum to determine the appropriate method for developing safety bunding around to open pit (to prevent access into the pit) without impacting this gazetted road.

As the Shire of Yalgoo is one of the key stakeholders we welcome discussions on any issues that you may have regarding closure of the Dalgara mine site, particularly regarding the Mt Farmer road. Jim and Andrea Williams (BC Directors) have been given the authority to act on behalf of ABM Resources in regards to all reporting related to tenement M59/106 (Attachment 3). Should you have any issues you wish to discuss that we will need to address in the Mine Closure Plan please don't hesitate to contact me.

Yours sincerely

A handwritten signature in purple ink, appearing to read 'Jim Williams', is written over a light blue rectangular background.

Jim Williams
Botanica Consulting
Director

Attachment 1: Aerial map of the Dalgaranga mine site within tenement M59/106



Attachment 2: Images of the Dalgaranga mine site



View of Dalgaranga mine site and surrounding native vegetation within tenement M59/106



Area requiring earthworks



Area requiring earthworks



Areas requiring earthwork and rubbish removal



Areas requiring earthwork and rubbish removal



Areas requiring earthwork and rubbish removal



Infrastructure of the Dalgaranga mine site



Infrastructure of the ROM pad of the Dalgaranga mine site



South-eastern edge of abandoned open pit in close proximity to the Mt Farmer Road



Inside the abandoned open pit



Natural seeding of the north-western face of the Tailings Storage Facility

Attachment 3: Authority to act letter from ABM Resources

1 February 2012

Jim and Andrea Williams
Botanicia Consulting
52-56 Oroya Street
BOULDER WA 6432

Dear Jim and Andrea,

This is to advise you that ABM Resources NL authorises you to act on behalf of the company in regards to all reporting it is obligated to do for the tenement ML 59/106. This includes, but is not restricted to, all matters relating to the preparation of a Mine Closure Plan, Annual Environmental Report and Rehabilitation. This authority also extends to Mr Mick Pratt Director of Southland Agribusiness who is working with you on these matters.

If you, or any party to which you may find it necessary to approach, has any questions on this please contact me on 0401 034 541 or email imantsk@abmresources.com.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Imants Kins".

Imants Kins
Director
ABM Resources NL
Level 1, 141 Broadway
Nedlands WA 6009

ABM RESOURCES NL

Level 1, 141 Broadway, Nedlands Western Australia 6009 . www.abmresources.com.au
Email: admin@abmresources.com.au . Tel: +61 8 9423 9777 . Fax: +61 8 9423 9733
ABN: 58 009 127 020



Government of Western Australia
Department of Health

FAA 02245
S Brodie 9388 4962

Chief Executive
Shire of Yalgoo
PO Box 40
Yalgoo WA 6635

Dear Sir,

Aquatic Facility – Yalgoo Water Playground

I refer to the Yalgoo water playground located at Gibbons Street Yalgoo and an inspection of the facility on 13 February 2012 by Mr Sid Brodie of this department in conjunction with Ms Heather Boyd of the Shire of Yalgoo.

I would like to congratulate the Shire on the way the area has been developed and the ongoing efforts in ensuring the facility remains a safe and worthwhile amenity for the Town.

Since this facility was constructed these types of facilities are now required to comply with the *Health (Aquatic Facilities) Regulations 2007* and the Code of Practice for the design, Construction, Operation, Management and Maintenance of Aquatic Facilities which is available at:

http://www.public.health.wa.gov.au/2/641/2/aquatic_facilit.pm

The Yalgoo water playground is a Class 4 aquatic facility.

In recognition of the facilities compliance with the Code of Practice I am pleased to now issue a Certificate of Compliance and Permit to Use as required by the Regulations as a Class 4 Aquatic Facility. The facility may continue to be used subject to compliance with the requirements of the Code of Practice and the provision of safety signs as below.

- Warning recycled water in use – do not drink
- Pets, smoking, food and drinks are not permitted on the spray pad
- Babies and children who wear nappies must wear an aqua-nappy
- Do not use during thunder / lightning storms

Add : Smoking and alcoholic beverages are not permitted inside the fenced area

Date received 29/02/12

Council Meeting	File Ref:
CLOSED	R12-1
PUBLIC	SIDE
	INFO
11.1. Works	11.3. Finance
11.2. Dev	11.4. Admin
COPY TO or CIRCULATE:	
<input type="checkbox"/> CEO	<input type="checkbox"/> EA/PA
<input checked="" type="checkbox"/> DCEO	
<input type="checkbox"/> Proj Exec	<input type="checkbox"/> President
<input checked="" type="checkbox"/> EHO	<input type="checkbox"/> Councilors

DCEO - please arrange

- ① signage as withi
- ② laminate + display a copy of permits INSIDE the shed at water part
- ③ *Framed copy in CEO office
- ④ File originals R12-1

I also recommend that toilets are provided closer to the facility to alleviate the road crossing to use the existing facilities

Please call Sid Brodie on 9388 4962 if you require any additional information.

Yours sincerely

A handwritten signature in black ink, appearing to read "Jim Dodds". The signature is fluid and cursive, with a large initial "J" and "D".

Jim Dodds

delegate of

**EXECUTIVE DIRECTOR
PUBLIC HEALTH**

20 February 2012

From: [Communications](#)
 To: [undisclosed-recipients:](#)
 Subject: Councillor Direct Issue # 5_1 February 2012
 Date: Wednesday, 1 February 2012 3:32:42 PM



WALGA
 Issue # 5 1 February

Councillor Direct

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Welcome to WALGA's Councillor Direct Weekly Newsletter for Elected Members for Wednesday, 1 February. A weekly summary of the major business dealings and member benefits as well as links to current publications and items of interest for Councillors.

This Week's Headlines

- Metropolitan Governance Review
- Vacancies on Boards and Committees
- 2012—Elected Member Integrated Planning And Reporting Workshops

METROPOLITAN GOVERNANCE REVIEW

The Association's Submission to the Metropolitan Local Government Review Panel was endorsed by State Council on Monday, 30 January 2012. Our consultation with the sector culminated in a full round of Zone meetings and a Special State Council Meeting and included the Association hosting a Visioning Forum in August 2011, a Governance Models Forum in January 2012 and a number of focus groups during the process. A policy forum – the President's Advisory Group – was also established to guide the development of the Association's submission.

The submission is a specific response to the Panel's Terms of Reference (as established by the State Government) and sits within the context of our policy of supporting voluntary reform which retains local representation and enables regional cooperation.

A copy of the submission is available to download from the WALGA website at <http://www.walga.asn.au/LGReform/MetropolitanLocalGovernmentReview.aspx>. The report, *Metropolitan Local Government Reform: Development and Analysis of Alternative Models*, prepared by Conway Davy and Planning Context for the Governance Models Forum held in January 2012 is also available for download. *All Elected Members are encourage to read and become familiar with the submission's contents and recommendations.*

The Metropolitan Local Government Review Panel is expected to release its draft findings for public comment in late March or early April and provide a final report to the Minister for Local Government in June 2012. The Association, and all Local Governments, will be invited to respond to the Panel's draft findings and this is when the real work will begin in shaping any changes to our sector.

VACANCIES ON BOARDS AND COMMITTEES

The Association is pleased to announce that nominations are now being sought for the following vacancies:

- Caravan Parks and Camping Grounds Advisory Committee
- Coastal Rock Fishing Safety Working Group
- Local Health Authorities Analytical Committee
- Seniors Ministerial Advisory Group
- WA State Graffiti Taskforce
- Trails Reference Group
- Tourism Industry Reference Group

Nominees are required to submit a completed nomination form, statement addressing the selection criteria and short curriculum vitae (2 pages maximum) before the close of nominations at 5:00pm Thursday, **23 February**.

Nomination Forms are available from <http://www.walga.asn.au/MemberResources/GovernanceStrategy/CurrentCommitteeVacancies.aspx> (note new web page link).

For more information contact Executive Officer Governance and Strategy, Janet Done, on (08) 9213 2013 or jdone@walga.asn.au

2012 - ELECTED MEMBER INTEGRATED PLANNING AND REPORTING WORKSHOPS

WA's new Integrated Planning and Reporting (IPR) Framework is currently being introduced. All Local Governments must have the IPR fully in place by the end June 2013. After receiving feedback from various Local Governments in regards to additional metropolitan workshops, Workplace Solutions is pleased to advertise the following dates and locations:

Date:	6 February	11 February	13 February	14 February
Time:	1pm – 5pm	1pm – 5pm	1pm – 5pm	1pm – 5pm
Venue:	Shire of Wyndham East Kimberley	Shire of Mt Magnet	City of Bunbury	Shire of Esperance
Cost:	Free Workshop	Free Workshop	Free Workshop	Free Workshop

An IPR Workshop Flyer can be accessed at www.workplacesolutions.asn.au/training

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For further information please contact the Chief Executive Officer, Ricky Burges on 9213 2025 or email rburges@walga.asn.au

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From: [Communications](#)
 To: [undisclosed-recipients:](#)
 Subject: Councillor Direct Issue # 6_1 February 2012
 Date: Tuesday, 14 February 2012 4:18:55 PM



Issue # 7 14 February

This Week's Headlines

- 2012 Local Government Convention and Trade Exhibition
- New Councillor Seminar
- WALGA New Building
- Elected Member Taxation Guide
- Professional Development Opportunity

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For further information please contact the Chief Executive Officer, Ricky Burges on 9213 2025 or email rburges@walga.asn.au

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Welcome to WALGA's Councillor Direct Weekly Newsletter for Elected Members for Wednesday, 14 February. A weekly summary of the major business dealings and member benefits as well as links to current publications and items of interest for Councillors.

2012 LOCAL GOVERNMENT CONVENTION AND TRADE EXHIBITION

2012 Local Government Conference will take place again Wednesday 1 – Friday 3 August 2012 at the Perth Convention and Exhibition Centre. Planning commenced immediately after the 2011 Conference and is well advanced. The theme this year is **New Opportunities – New Ground** and in response to members' requests the WALGA Annual General Meeting will take place on Wednesday. We've also almost signed a legendary keynote speaker who will carry a message of leadership and safety however, my expectation is he will also thrill you with stories from his career and life. More on that later! Our concluding speaker is an Australian national hero and I know you will also appreciate and be spellbound by his humble approach and his amazing story. I am confident that we will have a great mix of practical and entertaining speakers along with a stunning Local Government exhibition with more than 60 organisations on display.

NEW COUNCILLORS SEMINAR

New Councillors seminar took place on the Thursday, 2 February 2012 and 26 new Councillors spent a day listening to a diverse range of speakers who provided a background on the Association and how it works; governance and financial matters with Cr Paul Kelly; how the Local Government Department works and supports Councils by Jenni Law; a great example of a very positive and functional Mayor/CEO relationship with Mayor Russell Aubrey and Dr Shayne Silcox; a great leadership presentation from Assistant Commissioner, Metropolitan Region Stephen Brown, wonderful insights into Town Planning and DAPs were presented by Charles Johnson, State President of the Planning Institute of Australia and a very entertaining presentation from Civic Legal lawyer Anthony Quahe which was very funny until he cut Tony Brown's tie in half to demonstrate a point!

WALGA NEW BUILDING

The WALGA new building is progressing along the anticipated timelines. Demolition should commence around the end of this month and we're expecting that site works will commence in March. There is still a small amount of floor space available for rent in the building which will be in the market place shortly. A small team within WALGA have been working on recommendations for landscaping, with our desire being to represent local plant species that reflect the broad Western Australian landscape. In addition, a number of Councils and individual Elected Members have provided suggested names for the new Local Government building, and these will be the subject of a meeting to decide the official name shortly.

ELECTED MEMBER TAXATION GUIDE

WALGA will be shortly releasing an Elected Member Taxation Guide for the 2012 Financial Year. This Guide is a useful resource to support Councillors in the management and accounting of their sitting fees, allowances, reimbursements, deductible expenses and other considerations that have taxation implications. The Guide will be provided at no cost to the Elected Members of Local Governments that are subscribers to WALGA's Tax Service.

PROFESSIONAL DEVELOPMENT OPPORTUNITY

IDEAL FOR NEWLY ELECTED MEMBERS

Councillor Roles and Responsibilities – Thursday, 8 March

Councillor Roles and Responsibilities covers the behaviours and actions required of Elected Members in meeting their roles and responsibilities. Knowledge of the legislation and regulations within which councils must operate are essential in order for Elected Members to lead and support their communities.

Topics covered within the course include the Local Government Act 1995, Local Laws, disclosure of financial interests, meetings and standing orders.

To access a full course flyer just click the 'training' tab at the top or contact training@walga.asn.au

From: [Communications](#)
 To: [undisclosed-recipients:](#)
 Subject: Councillor Direct Issue # 6_8 February 2012
 Date: Wednesday, 8 February 2012 4:17:13 PM



Issue # 6 8 February

This Week's Headlines

- Local Government Service Delivery to Aboriginal Communities Forum
- 2012 WA Local Government Convention & Trade Exhibition
- New Workshop— Professionally Speaking (or How to Deal with Communication Minefields —Everything from Media Interviews to Hostile Public Meetings)
- Councillor Roles And Responsibilities—8 March Date Filling Fast

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For further information please contact the Chief Executive Officer, Ricky Burges on 9213 2025 or email rburges@walga.asn.au

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Welcome to WALGA's Councillor Direct Weekly Newsletter for Elected Members for Wednesday, 8 February. A weekly summary of the major business dealings and member benefits as well as links to current publications and items of interest for Councillors.

LOCAL GOVERNMENT SERVICE DELIVERY TO ABORIGINAL COMMUNITIES FORUM

This forum is intended to bring together Commonwealth, State and Local Government to discuss the progress of the Council of Australian Government (COAG) reform agenda, the formalised Local Government sector position (which will be endorsed by WALGA State Council on 7 March 2012) and how this translates to service delivery to discrete Aboriginal communities.

It is an opportunity for the Commonwealth and State Government to address the outstanding issues identified by Local Government that need to be agreed before any service changes are introduced to Aboriginal Communities. Foremost all negotiation must include discussion with Aboriginal communities affected. To date this continues to be limited.

Date: Thursday, 8 March

Time: 9am – 3pm

Venue: City of Melville

RSVP: Wednesday, 29 February

WALGA has requested the Department of Local Government give consideration to subsidising travel for Councillors wishing to attend. WALGA will advise the outcome of this request shortly.

For further information or to register, please contact Marketing and Events Officer, Emily Ferguson on 9213 2097 or email eferguson@walga.asn.au

2012 WA LOCAL GOVERNMENT CONVENTION & TRADE EXHIBITION

Planning is proceeding on the next WA Local Government Convention and Trade Exhibition to be staged at the Perth Convention and Exhibition Centre (PCEC) on Thursday, 2 and Friday, 3 August 2012. The format of the 2012 Convention has been revised. Please note that the 2012 WALGA AGM and official opening of the Trade Exhibition will take place on Wednesday, 1 August at the PCEC.

For further information, please contact Marketing and Events Officer, Emily Ferguson on 9213 2097 or email eferguson@walga.asn.au.

NEW WORKSHOP – PROFESSIONALLY SPEAKING (OR HOW TO DEAL WITH COMMUNICATION MINEFIELDS – EVERYTHING FROM MEDIA INTERVIEWS TO HOSTILE PUBLIC MEETINGS)

Professionally Speaking is an interactive workshop specifically designed to get participants 'battle-ready' and offers practical techniques for handling unfamiliar public speaking situations with confidence and aplomb.

While the focus of the session is on demystifying the media and getting the best result from every media opportunity, these skills can also be effectively used in other business settings.

To access a full course flyer just click the 'training' tab at the top of this flyer or contact training@walga.asn.au

COUNCILLOR ROLES AND RESPONSIBILITIES – 8 MARCH DATE FILLING FAST

Councillor Roles and Responsibilities covers the behaviours and actions required of Elected Members in meeting their roles and responsibilities. Knowledge of the legislation and regulations within which councils must operate are essential in order for Elected Members to lead and support their communities.

Topics covered within the course include the Local Government Act 1995, Local Laws, disclosure of financial interests, meetings and standing orders.

To access a full course flyer just click the 'training' tab at the top of this flyer or contact training@walga.asn.au

From: [Communications](#)
 To: [undisclosed-recipients:](#)
 Subject: Councillor Direct Issue # 8 22 February 2012
 Date: Wednesday, 22 February 2012 4:29:15 PM



Issue # 8 22 February

This Week's Headlines

- Metropolitan Governance Review
- ALGA National General Assembly
- LAST CHANCE
- Websites To Watch

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For further information please contact the Chief Executive Officer, Ricky Burges on 9213 2025 or email rburges@walga.asn.au

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METROPOLITAN GOVERNANCE REVIEW

The Review Panel is in the process of forming its draft findings and every Elected Member, particularly those in the metropolitan area, should be making sure that they are ready to assess and debate those findings at their Council table as soon as they are released. Indications so far are that the release date will be early April and there will only be a few weeks (3 or 4) for responses to be developed and submitted. Make sure your Council is geared up to respond.

ALGA NATIONAL GENERAL ASSEMBLY

It's time to prepare your motions for debate at the 2012 National General Assembly.

Each year WA produces a small but vocal group of delegates to the NGA, and submitting a motion is a good way of profiling your strategic thinking on the national issues.

This year's theme is 'National Voice, Local Choice – Infrastructure, Planning, Services' and to be eligible motions must follow three principles:

1. Fall under one of the themes – Infrastructure, Planning, Services;
2. Be relevant to the work of Local Government nationally; and
3. Complement or build on the policy objectives of state and territory Associations.

There is a Discussion Paper available from the ALGA website (www.alga.asn.au) to help you understand the key themes and the issues behind them.

If you have a strong view about a national issue that is covered by the theme, make sure you get your Council to discuss and endorse a motion for the NGA to consider.

Motions can be lodged electronically at www.nga.alga.asn.au using the online form and should be received by ALGA no later than Friday, **27 April**.

LAST CHANCE

If you are interested in nominating for any of the following committee vacancies, you need to do so by 5:00pm Thursday, **23 February**.

- Caravan Parks and Camping Grounds Advisory Committee
- Coastal Rock Fishing Safety Working Group
- Local Health Authorities Analytical Committee
- Seniors Ministerial Advisory Group
- WA State Graffiti Taskforce
- Trails Reference Group
- Tourism Industry Reference Group

Nominations must be completed and signed and accompanied by a statement addressing the selection criteria and short curriculum vitae (2 pages maximum).

Nomination Forms are available from <http://www.walga.asn.au/MemberResources/GovernanceStrategy/CurrentCommitteeVacancies.aspx>

(note new web page link).

For more information contact Executive Officer Governance and Strategy, Janet Done, on 9213 2013 or email jdane@walga.asn.au

WEBSITES TO WATCH

There are some interesting websites that Elected Members should keep an eye on in the coming months, including:

- Rio +20 : The UN Conference on Sustainable Development - <http://www.uncsd2012.org/rio20/index.html>
- Metropolitan Local Government Review; Draft Findings (due early April) - <http://metroreview.dlg.wa.gov.au/Default.aspx>
- Productivity Commission: Draft Report on Benchmarking LG Regulation (due April) - <http://www.pc.gov.au/projects/study/regulationbenchmarking/localgov>
- Australian Centre of Excellence for Local Government: various research reports - <http://www.acelg.org.au/>

From: [Communications](#)
 To: [undisclosed-recipients:](#)
 Subject: Councillor Direct Issue # 9 28 February 2012
 Date: Tuesday, 28 February 2012 5:07:55 PM



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Welcome to WALGA's Councillor Direct Weekly Newsletter for Elected Members for Tuesday, 28 February. A weekly summary of the major business dealings and member benefits as well as links to current publications and items of interest for Councillors.

This Week's Headlines

- Premier's Circular 2010/02 —Remuneration of State Government Board or Committee Members
- WALGA State Council
- Professional Development Opportunities—Ideal for Newly Elected Members

PREMIER'S CIRCULAR 2010/02 - REMUNERATION OF STATE GOVERNMENT BOARD OR COMMITTEE MEMBERS

WALGA would like to hear from Elected Members who may be affected by Premier's Circular 2010/02 in relation to State Government Boards and Committees. The Circular can be viewed at the Department of Premier and Cabinet website, under Guidelines and Policies - <http://www.dpc.wa.gov.au/Pages/Default.aspx>

This Circular informs that members who are on the public payroll are excluded from being remunerated for their services (other than reimbursement for travel expenses). This includes current State, Commonwealth and Local Government employees; current and retired judicial officials; and other current employees of public academic institutions.

It has been suggested the Association advocate that Elected Members who are appointed to State Government Boards or Committees be permitted to receive remuneration despite being on the public payroll. This would reflect the fact Elected Members are selected onto Boards or Committees in recognition of their Local Government representative status.

The Association would also like to hear from Elected Members that did not consider applying for membership of a State Government Board or Committee due to the implications of the Circular.

Please inform James McGovern, Manager Governance by email if you are affected by Premier's Circular 2010/02 – jmcgovern@walga.asn.au

WALGA STATE COUNCIL

Nominations were called for President and Deputy President of the WALGA State Council.

This closed on Friday, 17 February 2012 with the following results; Mayor Troy Pickard (City of Joondalup) was the only nomination for President and President Lyn Craigie (Shire of East Pilbara) was the only nomination for Deputy President.

These appointments will be declared at the State Council Meeting on Wednesday, **7 March**. 2011 proved to be a very challenging year with a diverse range of issues and 2012 is shaping up to be just as demanding.

The Association will also welcome a number of new State Councillors and I will certainly appreciate the support of President Troy Pickard and new Deputy President Lyn Craigie.

Lyn has been a supportive member of State Council for a number of years and whilst she obviously brings the Pilbara perspective she has been a strong contributor to the State Council and I am looking forward to working with her.

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For further information please contact the Chief Executive Officer, Ricky Burges on 9213 2025 or email rburges@walga.asn.au

To Unsubscribe to the Councillor Direct Weekly Newsletter please [click here](#).

PROFESSIONAL DEVELOPMENT OPPORTUNITIES - IDEAL FOR NEWLY ELECTED MEMBERS

Councillor Roles and Responsibilities – 8 March

Councillor Roles and Responsibilities covers the behaviours and actions required of Elected Members in meeting their roles and responsibilities. Knowledge of the legislation and regulations within which councils must operate are essential in order for Elected Members to lead and support their communities.

Topics covered within the course include the *Local Government Act 1995*, Local Laws, disclosure of financial interests, meetings and standing orders.

Ethics and Conduct of an Elected Member – 9 March

Ethics and Conduct introduces leadership concepts and the behaviours required of Elected Member in their role as leaders of Council and prominent leaders in the community. The course will provide Elected members with an understanding of current ethical issues and principles to ensure an appropriate, professional and positive ethical framework is maintained.

Topics covered within the course include the Rules of Conduct 2007 legislation, good governance, code of conduct and ethical concepts in decision-making processes.

To access a full course flyer just click the 'training' tab at the top of this flyer or contact training@walga.asn.au

To: Chief Executive Officers
Mayors & Presidents

From: Tony Brown
Executive Manager
Governance & Strategy

Organisation: All Councils

Date: 10 February 2012

Subject: Clarification – WALGA Support for Poll Provisions

IN BRIEF

Operational Area:	Chief Executive Officer
Key Issues:	<ul style="list-style-type: none"> • WALGA fully supports the poll provisions contained in schedule 2.1 of the <i>Local Government Act 1995</i> • WALGA's submission to the Metropolitan Local Government Review Panel highlights the importance of community support for Local Government boundary changes

The Association has become aware that some members have expressed doubt regarding WALGA's support for the poll provisions contained in schedule 2.1 of the *Local Government Act 1995*. This doubt relates to the Metropolitan Local Government Review process established by the Minister for Local Government.

WALGA's submission to the Review, which was endorsed by State Council following a full round of Zone meetings, was a specific response to the Panel's *Issues Paper* and Terms of Reference. It was not intended as a comprehensive restatement of all of the Association's policy positions on the broad subject of Local Government reform. Neither the *Issues Paper* nor the Terms of Reference made reference to the poll provisions contained in schedule 2.1 of the *Local Government Act 1995*.

On the issue of Local Government boundary change, in response to the *Issues Paper* question 16 (page 31), the Association's submission stated:

"The first and most important criterion for changes to Local Government boundaries is deep and broad community support. Without the affected communities embracing the change, the newly created Local Government entity may struggle to merge administrative and political systems and develop a coherent community of interest."

WALGA's response to this question continued:

"To ensure that any Local Government boundary changes, including amalgamations, are successful, the current Local Government Advisory Board criteria should be considered in conjunction with economic, social, environmental and organisational sustainability principles. Thorough and strategic consideration of these criteria, underpinned by broad community consultation, is crucial for future Local Governments to represent communities of interest."

The poll provisions of schedule 2.1 were last considered by WALGA State Council in October 2010 in response to the *Local Government Reform Steering Committee Report*. State Council resolved to oppose any changes to the poll provisions in the *Local Government Act 1995*. The Minutes of the State Council meeting stated the following in support of the poll provisions: *"The poll provision section of the Act is seen as a safety net for local communities."*

Any attempt to amend the *Local Government Act 1995* in relation to the poll provisions contained in schedule 2.1 would be vigorously challenged by the Association.

The Association's submission to the Metropolitan Local Government Review Panel is available on the Panel's website and the WALGA website at:

<http://www.walga.asn.au/LGReform/MetropolitanLocalGovernmentReview.aspx>



Schedule 2.1 — Provisions about creating, changing the boundaries of, and abolishing districts

[Section 2.1(2)]

8. Electors may demand poll on a recommended amalgamation

- (1) Where the Advisory Board recommends to the Minister the making of an order to abolish 2 or more districts (*the districts*) and amalgamate them into one or more districts, the Board is to give notice to affected local governments, affected electors and the other electors of districts directly affected by the recommendation about the recommendation.
- (2) The notice to affected electors has to notify them of their right to request a poll about the recommendation under subclause (3).
- (3) If, within one month after the notice is given, the Minister receives a request made in accordance with regulations and signed by at least 250, or at least 10%, of the electors of one of the districts asking for the recommendation to be put to a poll of electors of that district, the Minister is to require that the Board's recommendation be put to a poll accordingly.
- (4) This clause does not limit the Minister's power under clause 7 to require a recommendation to be put to a poll in any case.

[Clause 8 amended by No. 64 of 1998 s. 52(3).]

9. Procedure for holding poll

- (1) Where, under clause 7 or 8, the Minister requires that a recommendation be put to a poll —
 - (a) the Advisory Board is to —
 - (i) determine the question or questions to be answered by electors; and
 - (ii) prepare a summary of the case for each way of answering the question or questions;and
 - (b) any local government directed by the Minister to do so is to —
 - (i) in accordance with directions by the Minister, make the summary available to the electors before the poll is conducted; and
 - (ii) subject to subclause (2), declare* the Electoral Commissioner, or a person approved by the Electoral Commissioner, to be responsible for the conduct of the poll under Part 4, and return the results to the Minister.

* *Absolute majority required.*

- (2) Before making a declaration under subclause (1)(b)(ii), the local government is to obtain the written agreement of the Electoral Commissioner.

[Clause 9 amended by No. 49 of 2004 s. 67(4) and (5).]

10. Minister may accept or reject recommendation

- (1) Subject to subclause (2), the Minister may accept or reject a recommendation of the Advisory Board made under clause 3 or 6.
- (2) If at a poll held as required by clause 8 —
 - (a) at least 50% of the electors of one of the districts vote; and

(b) of those electors of that district who vote, a majority vote against the recommendation, the Minister is to reject the recommendation.

- (3) If the recommendation is that an order be made and it is accepted, the Minister can make an appropriate recommendation to the Governor under section 2.1.

10A. Recommendations regarding names, wards and representation

- (1) The Advisory Board may —
- (a) when it makes its recommendations under clause 3 or 6; or
 - (b) after the Minister has accepted its recommendations under clause 10,
- in a written report to the Minister, recommend the making of an order to do any of the things referred to in section 2.2(1), 2.3(1) or (2) or 2.18(1) or (3) that the Board considers appropriate.
- (2) In making its recommendations under subclause (1) the Advisory Board —
- (a) may consult with the public and interested parties to such extent as it considers appropriate; and
 - (b) is to take into account the matters referred to in clause 8(c) to (g) of Schedule 2.2 so far as they are applicable.

[Clause 10A inserted by No. 64 of 1998 s. 52(4).]

Media Release

Hon Mia Davies MLC

Member for the Agricultural Region

THE NATIONALS for Regional WA



IMPROVED MOBILE PHONE COVERAGE AND INTERNET ACCESS ON THE WAY

31 January 2012

Member for the Agricultural Region, Mia Davies has welcomed today's announcement of Telstra as the successful tenderer to carry out the \$39.2 million Regional Mobile Communications Project (RMCP).

"Funded by *Royalties for Regions*, the project is set to make taking a call, sending an SMS and accessing the internet wirelessly a whole lot easier for many people across the Wheatbelt and Mid West," Ms Davies said.

"As a result of the project new mobile communication infrastructure will be deployed on 113 sites along major roads and highways across the State," Ms Davies said.

"The works will improve mobile phone coverage across WA by 22 per cent and more than 8300 kilometres of the State's highways will have near-continuous car-kit coverage," Ms Davies said.

She said the project would help to ensure regional WA kept pace with the metropolitan parts of the State.

"For too long regional WA has been kept in the dark ages when it comes to telecommunications."

"Improved mobile phone coverage and wireless internet access will make carrying out business in the regions a whole lot easier. It will also be welcomed by visitors to our regions."

Ms Davies said most importantly it would have far-reaching impacts for emergency service agencies.

"For example, if there's an accident the local volunteer ambulance drivers can only be contacted via landline.

Volunteers aren't typically sitting by their phone waiting for a call - they're out in the community running their businesses."

Ms Davies said the project was a great example of strategic use of *Royalties for Regions* funding with the investment likely to improve business opportunities, safety and the liveability of regional communities.

The roll-out of the RMCP will take about three years to complete, with Telstra expecting to complete 30-40 sites per year. The order of the sites will depend on the gaining access to land and development approvals from councils.

Please see attached map of proposed RMCP sites and estimated coverage.

For more information please contact Hon Mia Davies MLC on 0412 656 005 or
mia.davies@mp.wa.gov.au

Follow Mia on Twitter at www.twitter.com/MiaDaviesMLC

MONSIGNOR HAWES HERITAGE

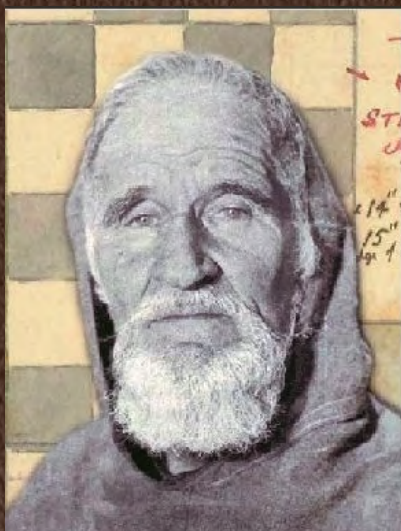
...spirit from stone...



FEBRUARY 2012

VOL 1 ISSUE 9

Welcome to the ninth edition of the MHHI Newsletter distributed to members and friends of the Association. We aim to circulate this newsletter bi-monthly throughout the year to keep everyone abreast of our activities and invite your input to keep the important history of Monsignor Hawes alive throughout the Midwest of Western Australia



WHAT CAN I DO?

Monsignor Hawes Heritage are always looking for new members and people keen to be involved in keeping the spirit alive!

If you would like to be involved or know someone who might, please complete the membership application form on our website or contact the membership coordinator

A note from the Board,

Welcome to the first Newsletter of 2012, this will be the first of several newsletters featuring the Cathedral of St Francis Xavier, Geraldton. I have asked Board Member, Pat Mills to give you a rundown of Cathedral Tours...

Regular, scheduled tours of the Cathedral began in the late 1990's under the leadership of the late Kath Brosnan. Initially, regular tours were conducted twice a week, with about 4 or 5 guides volunteering. Initially no fee charged, however as the tours became more popular, it was decided to charge \$2 per person.

During 1999, the then Geraldton Tourist Bureau, requested additional tours be provided so it became three regular tours a week, with additional tours available on request.

Over the past ten years, the popularity has increased overwhelmingly. We now charge \$5 per person for a guided tour, and with the arrival of cruise ships in Geraldton, we are kept extremely busy. We are also getting more and more coach companies from all parts of Australia, booking tours.

Cathedral Tours, as we are now officially known as, consists of 12 volunteer guides, who take their job very seriously, but get great joy out of the obvious interest visitors show in our unique Cathedral. We estimate we have over 5,000 visitors a year from every corner of the globe.

All money raised goes into a fund for the maintenance of the Cathedral. Two years ago we refurbished the Bishop's Sacristy at a cost of \$5000. We are now waiting to fund another project within the Cathedral when the time comes.

The success of this venture is entirely due to the selfless attitude of the guides who happily give hundreds of hours of their time, doing a task they obviously enjoy. We welcome more volunteers.

Stay tuned for more updates next edition. A great idea to recommend to visiting friends – or take one yourself if you haven't already!

—PO Box 1366 GERALDTON WA 6530—
 —www.monsignorhawes.com.au—
 —membership@monsignorhawes.com.au—

FOCUS BUILDING

Each issue we profile a Hawes building. This issue and several subsequent editions will feature St Francis Xavier Cathedral. Text has been taken from SHP Productions research and John Taylor's book "Between Devotion and Design"

FEBRUARY 2012

VOL 1 ISSUE 9

St Francis Xavier Cathedral, Geraldton (Part 1)

St Francis Xavier Cathedral is one of the most surprising, remarkable buildings in Western Australia and it was Hawes Masterpiece.

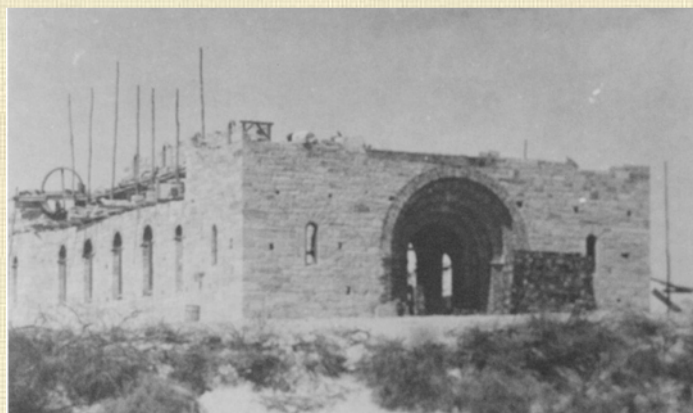
In fact, after leaving the Church of England in 1911, it was whilst Hawes was in Rome during 1913, studying to become a Catholic Priest that he met Bishop Kelly who was recruiting clergymen for his Western Australian Diocese during his 'ad limina' visit.

Bishop Kelly was the first bishop of the Geraldton Diocese formed in 1898. Since the 1850's only a few priests had been responsible for establishing the Catholic Church across the region, Churches at Greenough, Northampton and Geraldton had been constructed Belgian Missionary Archdeacon Adolphe Josephy Lecaille whose work Hawes greatly admired.

Bishop Kelly had grand plans for a Cathedral in Geraldton despite the population of only a few thousand at the time. So it was together the two discussed and made plans and it was finally agreed that Hawes would become a priest in Geraldton and would also produce the first Cathedral.

By the end of 1913 the first designs had been completed and once he had been ordained in February 1915 travelled to Western Australia in October of that year, arriving on November 2. He was 39 years old.

Once he had acquainted himself with his far stretching parish, he returned to Geraldton in March 1916 to begin preparation for the Cathedral. The site was purchased with 300 pounds of the 1,000 pounds already raised for the project.



Photo's courtesy Geraldton Diocese

With the help of the parishioners, the site was cleared and Bishop Kelly laid the cornerstone in 3 September 1916.

The cornerstone was in fact 'relaid' as it came from the original Geraldton church built by Archdeacon Lecaille in 1870 then demolished in 1911 to allow the extension of the railway along the foreshore at the port.

... in the next edition – foundations to opening





From: [CEO](#)
To: ["PA"](#)
Subject: info bulletin
Date: Tuesday, 31 January 2012 5:29:06 PM

\$39.2million to improve telecoms in regions

Portfolio: Regional Development, Science and Innovation

- **Telstra selected to implement the Regional Mobile Communications Project**
- **Project funded through Royalties for Regions**

Science and Innovation Minister John Day and Regional Development Minister Brendon Grylls today announced Telstra had been awarded \$39.2million in Royalties for Regions funding under the Regional Mobile Communications Project (RMCP).

Mr Day said RMCP would provide Western Australia's regional, rural and remote communities and businesses with access to a self-sustainable and affordable mobile voice and wireless broadband service.

"Under the project, the WA Government and Telstra will deliver about \$106million in value to deploy new mobile communications infrastructure at 113 sites along major roads and highways across the State, and in several regional communities," Mr Day said.

"This will increase mobile phone coverage in the State by up to 22 per cent while significantly boosting access to next generation broadband services.

"The Liberal-National Government's investment has attracted more than double its value and is a very effective use of State funding to ensure regional, rural and remote communities have access to superior communication services similar to what we have in the metropolitan area."

Mr Grylls said the RMCP would enhance the safety and convenience for people living, working and holidaying in regional WA.

"The contribution of \$39.2million in Royalties for Regions funding is a significant investment towards improving mobile telecommunication coverage and services that support sustained regional development across the State. It also builds on the \$94.5million already invested through the Community Safety Network," Mr Grylls said.

"The Regional Mobile Communications Project will not only benefit individuals and businesses, it will have a huge impact on the delivery of State Government and emergency services, especially in communities prone to bushfire and road trauma.

"Public safety in the regions will be boosted with enhanced emergency radio and mobile telecommunication coverage, which is a great outcome for regional WA.

"For example, firefighters and emergency medical services can use wireless broadband to download vital information while out in the field and be able to remotely access and transmit information in real time."

Fact File

- **The project will take about three years to complete**
- **The \$94.5million Royalties for Regions Community Safety Network project funded a new communications network for police and emergency services in regional WA**
- **For more information visit <http://www.commerce.wa.gov.au/digitaleconomyRMCP>**



Morawa SuperTown – General Project Update

February 2012

Morawa SuperTown Growth and Implementation Plan Endorsed

The Shire of Morawa has endorsed the Morawa SuperTown Growth and Implementation Plan, paving the way for an exciting and bright future for the North Midlands region.

The Morawa SuperTown Growth and Implementation Plan concludes that the North Midlands region is well positioned to cater for future population growth, with a strong agricultural base and significant expansion in the areas of mining, education, health services and government administration in recent years.

It recommends that a range of issues will need to be addressed to accommodate growth beyond double the current population and the key areas of focus to retain families, attract new population growth and support future investment include:

- An economic development strategy for the North-Midlands subregion
- An attractive and revitalised Town Centre
- Greater housing diversity, with a focus on quality housing for families, key workers, aged persons and students
- New job opportunities within the agricultural, mining, health, education and service industries
- Improved infrastructure, such as power, water and telecommunications
- Improved and diversified education and training services
- Improved health, palliative and aged care services for the North Midlands region

- New land supply, particularly residential and industrial land
- Improved regional road access between towns
- Refurbished community and recreational facilities

The plan recognises that Morawa will play a vital part of a network of towns that sees mutually beneficial services spread across surrounding areas of Perenjori, Three Springs, Mingenew, Mullewa, Carnamah, Coorow and Yalgoo.

The Plan will ensure other towns in the region are poised to benefit from an increase of services and amenities, but the importance of a strong and committed partnership approach between the surrounding communities is emphasised, for these benefits to be harnessed.

A key recommendation is the establishment of a collaborative SuperTown Working Group that is equipped with the appropriate resources and skills to lead the delivery of key projects within the region.

Approval Process – Next Steps

The next steps in the approval process are:

- 14 February 2012 - WAPC Statutory Planning Committee
 - Endorse draft Morawa SuperTown Growth and Implementation Plan
- 24th February 2012 - Mid West Development Commission Board
 - Endorse draft Morawa SuperTown Growth and Implementation Plan
 - Confirm priority projects
- 6th March – Department of Regional Development of Lands
 - Approve Final Growth and Implementation Plan
 - Receive top 4 priority project business cases to consider for future funding approval.

For more information contact the Shire of Morawa CEO, Gavin Treasure on 9971 1204.



MEDIA RELEASE

2 February 2012

SuperTown Growth and Implementation Plan ‘breaks new ground’ for Morawa

The Shire of Morawa has endorsed the Morawa SuperTown Growth and Implementation Plan, paving the way for an exciting and bright future that is based on the region’s strong agricultural industry and growth potential in the areas of mining, education and other sectors.

“This plan provides an invaluable framework to steer our community towards achieving future prosperity over the next 30 to 40 years,” said Shire of Morawa President Karen Chappel.

“The plan is the culmination of a lot of hard work by the community, the Shire and a supporting team of expert consultants over the past few months and I would like to thank everyone for their efforts,” she said.

Cr Chappel said that she was proud of the vision and key strategies identified, and believed it had accurately reflected the community’s future visions and aspirations.

The SuperTown Growth and Implementation Plan says that the North Midlands region is well positioned to cater for future population growth, with a strong agricultural base and significant expansion in the areas of mining, education, health services and government administration in recent years.

The report also recommends that a range of issues will need to be addressed to accommodate growth beyond double the current population and the key areas of focus to retain families, attract new population growth and support future investment include:

- An economic development strategy for the North-Midlands subregion
- An attractive and revitalised Town Centre
- Greater housing diversity, with a focus on quality housing for families, key workers, aged persons and students
- New job opportunities within the agricultural, mining, health, education and service industries
- Improved infrastructure, such as power, water and telecommunications
- Improved and diversified education and training services
- Improved health, palliative and aged care services for the North Midlands region
- New land supply, particularly residential and industrial land
- Improved regional road access between towns
- Refurbished community and recreational facilities

The Plan also outlines that other towns in the region are poised to benefit from an increase of services and amenities.

“Morawa will play a vital part of a network of towns that sees mutually beneficial services spread across surrounding areas of Perenjori, Three Springs, Mingenew, Mullewa, Carnamah, Coorow and Yalgoo”, the report says.

The report highlights the importance of a strong and committed partnership approach between the surrounding communities, for these benefits to be harnessed.

A key recommendation is the establishment of a collaborative SuperTown Working Group that is equipped with the appropriate resources and skills to lead the delivery of key projects within the region.

The Final Growth and Implementation Plan will now be presented to the Western Australian Planning Commission, the Mid West Development Commission and the Department of Regional Development and Lands for endorsement over the coming months.

Business cases will also be finalised and funding approval will be sought for the top four transformational projects, through the Department of Regional Development and Lands.

Further information can be obtained from the Shire of Morawa by calling 08 9971 1204.

-Ends-

Media Contact:

Gavin Treasure

T: (08) 9971 1204

FARMSAFE WA ALLIANCE



In partnership with St John Ambulance, WA Regional Police, Fire & Emergency Service Authority and the Royal Flying Doctor Service, Farmsafe WA are delivering..

Emergency Care and Injury Management Free Workshops For Rural Community Members

Farmsafe WA Alliance is an independent not-for-profit, non-government organisation encouraging and leading the way to safer farming.

Farmsafe WA is coordinating a project funded by the Department of Health, Western Australia which will involve the delivery of a series of free community workshops throughout the Midwest region during March 2012.

Delivered in partnership with St John Ambulance, Fire and Emergency Service Authority (FESA), Royal Flying Doctors Service (RFDS) and the WA Regional Police, the workshops will include interactive skill stations run by the different emergency services.

The workshops will cover practical information on how to deal with medical and other emergencies in rural environments and will cover topics such as:

- ◆ Emergency planning and preparedness
- ◆ Practical skills and specific scenario demonstrations
- ◆ The role each emergency service plays in the community
- ◆ Who to call in a medical emergency
- ◆ A chance to meet your local emergency service officials

The workshops will run for approximately 3 hours and include complimentary refreshments. All attendees will receive a show bag with freebies, including health and safety information and resources.

WORKSHOP DETAILS

CARNAMAH	5TH MARCH	2.30-5.30pm
MORAWA	6TH MARCH	2.30-5.30pm
MINGENEW	7TH MARCH	2-5pm
GERALDTON	10TH MARCH	2-5pm
MULLEWA	11TH MARCH	1.30-4.30pm
CUE	13TH MARCH	10-1pm
MT MAGNET	14TH MARCH	2-5pm

Venues to be advised....

Register NOW as places are limited!
Visit our website for more information or call us to secure your place!

The Emergency Care & Injury Management Project is an initiative of Farmsafe WA Alliance & is funded by the Department of Health, Western Australia & supported by the Royal Flying Doctor Service, Fire & Emergency Service Authority, St John Ambulance & the WA Regional Police.



FARMSAFE WA ALLIANCE INC.
PO Box 118 Forrestfield WA 6058
P: 08 9359 4118
F: 08 9359 3468
E: admin@farmsafewa.org
W: www.farmsafewa.org

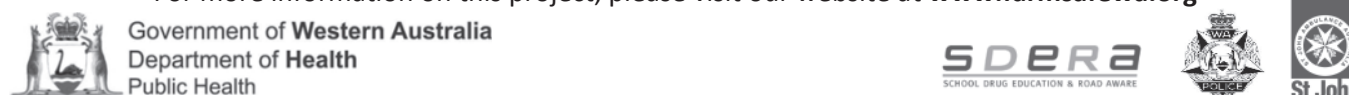
Farmsafe WA Alliance is also running workshops for upper primary school children...

The 'Safety of Young People in Agriculture' Project will see workshops run in selected schools during March of 2012. Workshops will be held in the following locations:

Carnamah | Morawa | Mullewa | Mingenew | Geraldton | Northampton | Mount Magnet

Parents and caregivers are also encouraged to attend!

For more information on this project, please visit our website at www.farmsafewa.org





Farmsafe WA Alliance

In partnership with St John Ambulance, FESA,
Royal Flying Doctor Service and WA Regional Police invites you to:

EMERGENCY CARE & INJURY MANAGEMENT in the Midwest region of WA

WORKSHOP REGISTRATION FORM

Please print

Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Please tick which workshop you will be attending and indicate number of attendees

Date (2012)	Venue*	Time	Tick	No of attendees
5 th March	CARNAMAH	2.30 – 5.30 pm		
6 th March	MORAWA	2.30 – 5.30 pm		
7 th March	MINGENEW	2.00 – 5.00 pm		
10 th March	GERALDTON	2.00 – 5.00 pm		
11 th March	MULLEWA	1.30 – 4.30 pm		
13 th March	CUE	10.00 – 1.00 pm		
14 th March	MT MAGNET	2.00 – 5.00 pm		

*Venues to be advised

COURSE COSTS: FREE with a complimentary showbag

To register your attendance, please ensure this form is completed and returned to:

Farmsafe WA Alliance via fax to 08 9359 3468 or email admin@farmsafewa.org or post to:

PO Box 118, Forrestfield WA 6058

For further details about this project visit www.farmsafewa.org or contact us by phoning 9359 4118

The Emergency Care and Injury Management Project is an Initiative of Farmsafe WA Alliance and is funded by the Department of Health, Western Australia and supported by St John Ambulance, WA Regional Police, Royal flying Doctors Service (RFDS) and Fire and Emergency Services Authority (FESA).

Elected Members' Relationship with Developers

Local Government Operational Guidelines - **Number 12** April 2006



Department of Local Government
and Regional Development
Government of Western Australia

www.dlgrd.wa.gov.au

Elected Members' Relationship with Developers

1. Background

1 Elected members may face many pressures when dealing with development applications. Pressure can come from public opinion and the media but may also take the form of offers of gifts, benefits and donations or other lobbying techniques. The various decision-making roles that elected members have is also a complicating factor.

2 To protect the openness and transparency and perceived probity of council's decision making, elected members must understand the limitations on their decision-making role in relation to development applications. They should also avoid situations where they become too close to a development proposal, an applicant or objectors.

3 Local governments need to be proactive in developing ethical standards for elected members when dealing with development applications. The standards could also address the ground-rules for lobbying of elected members. Applicants and objectors should be informed of those standards.

4 The purpose of this guideline is to alert elected members to the risks associated with their role as a decision-maker on development applications and to provide guidance on those areas of risks. The guideline will assist local governments to develop and adopt procedures for elected members that will help to prevent unsubstantiated allegations and protect the integrity of the decision-making process.

5 This guideline is to be considered in conjunction with other publications relating to the governance practices of local government that need regular and detailed understanding by, and reinforcement with, elected members.

2. The Role of Elected Members in the Determination of Development Applications

6 Decisions made in relation to development applications are made under the local government's town planning scheme and the discretions allowed under that scheme.

Elected members must not lose sight of the fact that when making decisions on development applications they have to apply the rules and discretions, as they exist, not as they might want them to be. The local government will need to comply with the provisions of the legislation dealing with planning decisions.

7 The role of an elected member in the decision-making process is to determine the application on the information and recommendation provided by the professional staff. The role of the professional staff is to assess the application and provide an impartial, professional opinion and recommendation to the elected members. To avoid prejudicing the eventual decision, elected members must not make up their minds about a development application until they have read the officer's reports and heard all the debate.

8 Any involvement that an elected member has with a development application during its assessment has the potential to damage the integrity of the final determination. It is therefore important that elected members refrain from public comments that could be construed as support or opposition of an application. Similarly, during the public comment period of a development application, elected members should not be seen to be trying to influence the public by commenting on the application or signing petitions.

9 The opportunity for developers or applicants to outline their proposal to all elected members in a meeting setting such as a council or committee meeting or other forum, and for elected members to ask questions, should be encouraged. Developers or applicants need to be informed about the purpose of the meeting and the procedures that apply. Prior to a final decision being taken, professional staff should be given the opportunity to comment or advise on any additional matters raised during the meeting.

10 Procedures adopted by local governments for dealing with a development application must ensure a clear distinction between the task of staff assessing an application and the task of council determining an application. The procedure should minimise the

opportunity for the two roles to be confused and also ensure that those determining applications are not able to direct or unduly influence those carrying out the assessment and vice versa.

3. Elected Members Meeting With Applicants Individually

11 Lobbying is an acceptable and normal part of society. Opportunities for applicants to communicate with elected members should be encouraged as part and parcel of our democratic and accessible system of government.

12 Lobbying can take many forms. For example, an elected member who is approached in the local supermarket by a concerned resident may be lobbied to oppose a development on the promise of a vote in return. Lobbying may also simply involve an applicant emphasising the merits and the benefits the project will bring to the community or a section of the community. If an elected member believes there is a need to meet with a developer individually, to avoid the public perception of bias that can arise, the member should not agree to meet at a venue where it can be perceived that hospitality is being provided.

13 Lobbying on the merits and benefits of a proposal are all part of the healthy democratic process. However, problems arise when an elected member is lobbied to consider factors other than the relevant factors they should appropriately consider when determining the application as a decision-maker. Elected members need to understand the difference between appropriate and inappropriate lobbying and the risks associated if they fail to resist inappropriate lobbying.

14 Elected members must not, when lobbied, commit their vote on the proposal. Members may offer support or otherwise but as decision-makers they are obliged to consider all relevant facts, including the debate at the meeting, prior to making their decision. Elected members who commit their vote may be faced with claims of perceived bias.

4. Elected Members Meeting With Applicants in the Company of Other Elected Members

15 The occasion may arise when two or more elected members are approached by a developer or applicant to meet in an informal manner to discuss the proposal and gauge their reaction to certain aspects of the development. Such meetings risk the independence of those elected members as impartial decision-makers and can lead to the developer or applicant adopting the view that what was agreed at the meeting had the approval of council. Modifications "agreed" to at such meetings can form part of the process for determining the application thus allowing for the impartiality of the elected members at the meeting to be questioned and hence the integrity of the final determination of council to be challenged.

16 Information gained by the elected members at such meetings should be made available to the professional staff and other members as soon as practical. To use such information in a way designed to compromise the debate or contradict staff reports would be improper and could jeopardise the eventual decision.

17 The holding of informal meetings by councillors and staff with developers, especially where the developer or applicant provides hospitality can also allow for elected members to be accused of receiving inappropriate gifts or benefits.

5. Elected Members Attending Meetings Between Employees and Applicants

18 Elected members may wish to attend meetings between professional staff and developers. Attendance by members at such meetings could be considered highly inappropriate and entail an improper incursion by the elected members into the role of the Chief Executive Officer (CEO) and his or her professional staff. Approval of elected members attending such meetings needs to be at the discretion of the CEO as the CEO is best placed to determine whether their attendance compromises his or her legislative role of providing advice and information to council.

- 19 The role of the professional staff is to brief developers and investors on matters of detail, to discuss with them the particular application of council's adopted policies and procedures and planning instruments to their particular desired project, to assess development applications, and to consider all the various complex issues to be taken into account in strategic planning matters. The council is the decision-maker with the role of the professional staff to report on all those issues, and to provide recommendations and advice, in a full, free and frank manner. The council body needs to be assured that the decisions it makes are well informed, in accordance with all appropriate and relevant considerations and can stand later scrutiny, whether in the courts or by the public.
- 20 Elected members should refuse an invitation they receive from developers to attend meetings between professional staff and the developer. Although the developer may suggest that it is an opportunity for them to see what the issues are and they may say little or nothing, the mere presence of an elected member puts implied pressure on staff and otherwise inhibits a free and frank discussion with the developer. The presence of elected members at such meetings may raise expectations on the part of the developer for approval and result in unnecessary later conflicts.
- 21 The integrity of a local government will be improved where the role of the professional staff in assessing an application is clearly separated from the council's role of determining the application.
6. **Council as Both the Developer and Consenting Authority**
- 22 Legislation requires local governments to determine their own development applications. This requirement places a greater obligation on local governments to ensure that the assessment and determination of their own applications is an objective and transparent process. This obligation applies irrespective of whether an application is proposing a commercial development or a community facility. Local governments must be able to demonstrate to other developers that the same rules apply to all.
- 23 Local governments must take every reasonable step to ensure that conflicts of interest that exists when preparing, assessing and determining their own applications are separated to the greatest extent possible. The minimum requirements for achieving separation would be that the employee responsible for managing a project would not be the same employee assessing the application and making a recommendation to council. Having regard to the cost of the project and the public interest in the matter, separation may require the engagement of a suitable independent expert to undertake the assessment.
7. **Being Offered a Gift or Benefit**
- 24 Elected members may at some time during their term of office be offered a gift or benefit. The gift or benefit may be offered innocently in good faith or it could be an attempt to influence. The offer may be a donation to an election campaign in return for support of a development application. Establishing why a gift is offered can be difficult. The giver may have any number of motives, ranging over friendship, hospitality and gratitude, to bribery or extortion.
- 25 In a business context, gifts, benefits or donations are rarely offered to an individual for purely charitable or hospitable reasons. It may be the case if the gift or benefit is of little or no commercial value, such as a corporate memento or marketing trinket. However, in cases where the gift, benefit or donation has more than a token or nominal value, it is possible that it is offered to create a sense of obligation and even an expectation that something will be given in return. "There's no such thing as a free lunch", as the saying goes.
- 26 Feelings of obligation can arise with the acceptance of a free meal, ticket to a sporting or cultural event or discounts on commercial purchases. Once such a gift is accepted, an elected member's integrity can be compromised. If the giver later requests favourable treatment, it can be difficult to refuse.

27 It is easy to rationalise accepting gifts or benefits. Reasons commonly used include –

- everybody else does it,
- the motivation of the giver is purely one of generosity, kindness or friendship,
- the exchange of gifts and benefits harms no one,
- gifts and benefits foster the development of beneficial business relationships, which encourage administrative efficiency by allowing red tape to be cut,
- gifts and benefits are part of cultural rituals or practices and to refuse may cause offence.

28 These excuses ignore the concept of public duty. Elected members have a duty to ensure that government business is carried out with impartiality and integrity.

29 Examples of gifts and benefits that could be regarded as having a token or nominal value include cheap marketing trinkets or corporate mementos that are not targeted specifically at the business of a local government. Examples include –

- inexpensive pens and pencils
- bottles of alcohol
- notepads
- key rings.

30 It should not be up to elected members to decide if a gift is of a token or nominal value, rather, guidance should be provided by local governments.

31 The following gifts and benefits have more than a nominal value –

- access to a private spectator box at a sporting or concert venue,
- financial or other sponsorship,
- tickets to sporting events or other entertainment,
- preferential treatment, such as queue jumping,
- use of facilities such as gyms and holiday homes,

- free or discounted travel and accommodation expenses,
- free 'training excursions',
- discounted products for personal use.

32 Codes of Conduct adopted by local governments require the disclosure of gifts accepted below the token value set out in the Code. Gifts offered above that value cannot be accepted. Refreshments and hospitality will be defined in the Code of Conduct and the maximum value set up to which refreshment and hospitality can be accepted.

33 Deciding where to draw the line between the proper and improper acceptance of gifts and benefits can be difficult. To maintain a high degree of integrity elected members should consider a position of not accepting any personal gifts.

34 Gifts accepted on behalf of the local government could not be considered as personal.

8. Conclusion

35 It is vital that applicants, objectors, members of the community and other levels of government have trust in the ability of a local government to make a decision free of influence or the perception of influence. To achieve a high degree of trust local governments need to establish guidance for elected members on how they should undertake their town planning and development decision-making role in an objective and impartial manner.

36 The development of transparent decision making processes will encourage accountability and reduce the opportunities for allegations of influence or even worse, corruption. Part of that transparent process should be standards on how elected members deal with approaches from applicants and what gifts or benefits they may accept without prejudicing the trust a local government has achieved.



Department of Local Government
and Regional Development
Government of Western Australia

www.dlgrd.wa.gov.au

FURTHER INFORMATION

For more information about this and other guidelines, contact the Local Government Support and Development Branch of the Department of Local Government and Regional Development on:

Tel: (08) 9217 1500

Fax: (08) 9217 1555

Freecall: 1800 620 511 (Country Only)

These guidelines are also available on the Department's website at www.dlgrd.wa.gov.au

ABOUT THE GUIDELINE SERIES

This document and others in the series are intended as a guide to good practice and should not be taken as a compliance requirement. The content is based on Departmental officers' knowledge, understanding, observation of, and appropriate consultation on contemporary good practice in local government. Guidelines may also involve the Department's views on the intent and interpretation of relevant legislation.

All guidelines are subject to review, amendment and re-publishing as required. Therefore, comments on any aspect of the guideline are welcome. Advice of methods of improvement in the area of the guideline topic that can be reported to other local governments will be especially beneficial.



WALGA

INFOPAGE

Date received 30/1/12

Council Meeting	File Ref:
<input type="checkbox"/> CLOSED	<input type="checkbox"/> SIDE
<input type="checkbox"/> PUBLIC	<input type="checkbox"/> INFO
<input type="checkbox"/> 11.1. Works	<input type="checkbox"/> 11.3. Finance
<input type="checkbox"/> 11.2. Dev	<input type="checkbox"/> 11.4. Admin
<input type="checkbox"/> COPY TO or <input type="checkbox"/> CIRCULATE:	
<input checked="" type="checkbox"/> CEO	<input type="checkbox"/> EA/PA
<input type="checkbox"/> DCEO	<input type="checkbox"/>
<input type="checkbox"/> Proj Exec	<input type="checkbox"/> President
<input type="checkbox"/> EHO	<input type="checkbox"/> Councilors

To: Chief Executive Officer

Organisation: All Councils

Reference: Various

Subject: Vacancies on Boards and Committees

Priority: High

From: Tony Brown, Executive Manager Governance and Strategy

Date: Friday 3 February 2012

IN BRIEF

Operational Area:	Governance and Strategy
Key Issues:	• Committee Boards and Panels who have requested a representative from Local Government
Action Required:	Complete, sign and return nomination forms by COB Thursday 23 February 2012

VACANCIES ON BOARDS AND COMMITTEES

The Association is pleased to announce that nominations are now being sought for the following vacancies:

- Caravan Parks and Camping Grounds Advisory Committee
- Coastal Rock Fishing Safety Working Group
- Local Health Authorities Analytical Committee
- Seniors Ministerial Advisory Group
- WA State Graffiti Taskforce
- Trails Reference Group
- Tourism Industry Reference Group

Nominees are required to submit a completed nomination form, statement addressing the selection criteria and short curriculum vitae (2 pages maximum) before the close of nominations which is **5:00pm Thursday 23 February 2012**.

Nomination Forms are available from <http://www.walga.asn.au/about/policy/governance/vacancies>.

For more information contact Executive Officer Governance and Strategy, Janet Done, on (08) 9213 2013 or jdone@walga.asn.au



CSIRO Astronomy and Space Science
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Cr Terry Iturbide
Shire President
Yalgoo Shire Council
P O BOX 40
YALGOO WA 6635

Dear Cr Iturbide,

RE: January – February 2012 Update – Activities at the Murchison Radio-astronomy Observatory (MRO)

Happy New Year! I trust you had a safe festive season. It already seems a long time ago!

This year will be a major activity year for the CSIRO team at the MRO, with the completion of core infrastructure and assembly of the remaining antennas scheduled for completion by the end of July 2012.

MRO

Many of our technical staff based in Geraldton returned the MRO on 9 January 2012 to commence working on the antenna installation. On 12 January the CETC54 team (Chinese engineers) returned to the MRO from China to resume antenna assembly.

The CETC54 and Boom Logistics Geraldton teams have their unloading process refined to the point that they can unload six shipping containers (two antennas worth) within six – seven hours. The staff commence work at 5am resulting in much of the unloading completed before temperatures reach their peak for the day and before any afternoon storms or wind delay unloading or the trucks heading back to Fremantle.

At the central site, McConnell Dowell and their sub-contractors completed many aspects of the site infrastructure, including roads and power distribution, fences, and most of the Control Building. This includes the innovative geo-exchange bore field used for efficient building cooling. Commissioning of the facilities will commence in late February.

Chinese Lunar New Year



The CETC54 engineers took a day off to celebrate the Chinese Lunar New Year on 23 January. The dining room and the Wittenoom Cottage were decorated with dragons, Chinese lanterns and red decorations and Mr Lu cooked a Chinese feast for everyone. There were no fireworks but the celebration was a success given the very non-Chinese location!

Photo Credit: CSIRO

MSF Geraldton

On 9 January, Kerry Ardern (ASKAP Contracts Manager) and Barry Turner (MRO/MSF Site Manager) met in Geraldton with representatives from the Geraldton Universities Centre (GUC) and Mervym Pty Ltd (EMCO Building) the company contracted to build the MSF adjacent to the GUC.

We are excited that work commenced on site on 10 January with the establishment of work site fencing, drainage and establishment of new car parking and paths to ensure facilities for students and staff at the GUC were ready for the new academic year.

Once the initial MSF establishment works are complete, work on the foundations will commence. It is expected that the construction of the MSF will take until November 2012 to complete.



Photo credit: CSIRO

SKA Site Bid

The official SKA Site Selection decision announcement has been postponed from 29 February 2012 to early April 2012.

The SKA Site Selection Committee has made a recommendation which has been given to the International SKA Board of Directors, but another month or more of negotiations are likely before the SKA Board announces the decision.

The Conversation

'The Conversation' an online Australian publication - An article by Dr Lisa Harvey-Smith (SKA Project Scientist), is featured on 'The Conversation' promoting the key messages of the ANZSKA bid. For details refer to: <http://theconversation.edu.au/australias-bid-for-the-square-kilometre-array-an-insiders-perspective-4891>

Australia Day Public Service Award



Dr Michelle Storey (CSIRO SKA Executive Officer) received an Australia Day Public Service Awards for her work on the MRO, the Mid West Radio Quiet Zone and the Square Kilometre Array (SKA) bid. I am certain you join me in congratulating Michelle on receiving this Award.

Photo Credit: CSIRO

Visitors at the MRO – January 2012



On 19 January 2012, Senator Chris Evans (Minister for Tertiary Education, Skills, Science and Research) visited the MRO to familiarise himself with ASKAP and the developments at the MRO.

He was accompanied by Patricia Kelly (Deputy Secretary of the Department of Industry, Innovation, Science, Research and Tertiary Education – DIISRTE), Ant Schinckel (ASKAP Director), Barry Turner (MRO Site Manager) and Robin Boddington (ASKAP Aboriginal Liaison Officer).

He also met with a DFAT (Department of Foreign Affairs and Trade) lead delegation of international journalists at the MRO and expressed strong support for our SKA bid.

(L – R: Barry Turner, Senator Chris Evans and Ant Schinckel) Photo credit: CSIRO

New Health Safety Environment Officer



Mr Wilfredo Pena (*Wil*) has joined the CSIRO Astronomy & Space Science (CASS) Geraldton team, while Brayden Briggs goes on long service leave till the end of June. Wil hails from Columbia and has been living in Geraldton since 2009. Welcome Wil !

Photo Credit: CSIRO

Please do not hesitate to contact me on (02) 9372-4101 or Antony.schinckel@csiro.au, Priscilla Clayton (08) 9923-7755 or Barry Turner on (08) 9923-7750 or 0400 192 519 in Geraldton if you have any questions.

Yours sincerely

A handwritten signature in blue ink, which appears to read 'Ant Schinckel'.

Ant Schinckel
ASKAP Theme Leader and Director
CSIRO Astronomy & Space Science

27 February 2012