



# INFORMATION BULLETIN

## October 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: 1 November 2012

Day	Date/s	Event	Comment
Friday	<b>9 November 2012</b>	Murchison Country Zone Meeting of WALGA - "Cue Parliament"	Shire of Murchison , Cue
Thursday	<b>22 November 2012</b> 9.00am 11.00am	<b>ANNUAL ELECTORS MEETING ORDINARY COUNCIL MEETING</b>	Yalgoo Council Chambers
Friday	<b>30 November 2012</b>	Regional Conservation Association Meeting	Wubin Terry Iturbide, Raul Valenzuela
Tuesday	<b>4 December 2012</b> 10.00am	Murchison Regional Vermin Council Meeting (MRVC)	Mt Magnet Terry Iturbide, Sharon Daishe
Friday	<b>7 December 2012</b>	Yalgoo Primary School Graduation Dinner	Terry Iturbide, Sharon Daishe
Thursday	<b>12 December 2012</b> 11.00am	<b>ORDINARY COUNCIL MEETING</b>	Yalgoo Council Chambers
Thursday	<b>12 December 2012</b> 3.30pm	CHILDREN'S CHRISTMAS PARTY	Yalgoo Community Park
Thursday	<b>12 December 2012</b> 6.00pm	STAFF & COUNCILLOR'S CHRISTMAS FUNCTION	Yalgoo Railway Station Complex
Friday	<b>21 December 2012</b> 5.00pm	Close of Yalgoo Shire Office	

## 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 October 2012

Prepared by Ron Adams, Project Executive

Item	Activity this Month	Planned for Next Month
Roads and Streets	<ul style="list-style-type: none"> <li>▪ Maintenance grading – Dalgaranga to cue boundary, meteorite road and Dalgaranga Mt Farmer Road</li> <li>▪ Yalgoo Morawa Road</li> <li>▪ Badja Woolshed Road to airstrip</li> </ul>	<ul style="list-style-type: none"> <li>▪ Grading Paynes Find Thundelarra Road , Yalgoo Ninghan Road</li> </ul>
Plant and Equipment	<ul style="list-style-type: none"> <li>▪ Bus- mechanical repairs and panel repairs ongoing</li> <li>▪ YA480 Volvo- major repairs and service</li> <li>▪ YA1622 Side Tipper Repairs</li> <li>▪ Ordered new bitumen sprayer</li> <li>▪ Ordered new paving machine</li> </ul>	<ul style="list-style-type: none"> <li>▪ Bomag Roller –electrical repairs</li> </ul>
Parks & Gardens	<ul style="list-style-type: none"> <li>▪ Installed new reticulation at Caravan Park</li> <li>▪ Fix 1 Stanley retic</li> </ul>	<ul style="list-style-type: none"> <li>▪ Community Park Retic south</li> <li>▪ 48 Gibbon retic</li> <li>▪ 3 Gibbons retic</li> </ul>
Waste Management	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Infrastructure (minor)	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Health and Safety	<ul style="list-style-type: none"> <li>▪ Health checks completed</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Ranger Services	<ul style="list-style-type: none"> <li>▪ Approx 10 animal destroyed</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Bush Fire Brigade	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪ Training day 8 Nov</li> </ul>
Vandalism & Security	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Other	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>

#### Major Capital Projects

FCWP #	Project	Status/ Comments	Activity this reporting period
BD003	Capital Works Shire Housing	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
BD004	Town Sewerage Upgrade	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪ More planning</li> </ul>
BD008	Staff Housing Weekes St	<ul style="list-style-type: none"> <li>▪ Power to septic</li> </ul>	<ul style="list-style-type: none"> <li>▪ Septic onsite</li> <li>▪ Water Head works progress</li> </ul>
BD009	Refurbish Parks and Gardens Work Depot	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪ Feature survey completed</li> </ul>

FCWP #	Project	Status/ Comments	Activity this reporting period
BD012	Works Depot: Replace Workshop	▪	▪
CA002	Caravan Park Redevelopment	<ul style="list-style-type: none"> <li>▪ Installed Power for drive through bays</li> <li>▪ Installed water for potable use</li> <li>▪ Installed retic lines &amp; new retic lawn</li> <li>▪ Complete earthworks for southern park</li> <li>▪ Install main retic line</li> <li>▪ Commence pad for buildings</li> <li>▪ Septics and pump station on site</li> <li>▪ Ponding plumbing installed</li> </ul>	▪
OS006	Cemetery: Gazebo, Niche Wall and Gates	<ul style="list-style-type: none"> <li>▪ Rammed earth wall to commence</li> <li>▪ Coffin boxes built by Meedac</li> <li>▪ Plot Identification started</li> </ul>	<ul style="list-style-type: none"> <li>▪ Installed Gazebo</li> <li>▪ Installed sign posts</li> <li>▪ Foundations pored</li> </ul>
RB001	Yalgoo-Morawa Road Seal 4km	▪	▪
RB002	Yalgoo-Ninghan Road Seal	▪ 6.7km seal with 14mm	<ul style="list-style-type: none"> <li>▪ Continue reform and reshape</li> <li>▪ New pipes laid in floodways</li> </ul>
RB003	Yalgoo-Ninghan Road Repair and Seal	▪ Sealing 8km last week November	▪ Seal repairs completed
RB004	Yalgoo-Morawa Road resheet and form 4km	▪	▪

### 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

#### Community Hub

- Marked out grounds where shed and rage cage to be situated

## Environmental Health and Building Services

### Environmental Health, Building and Development Report October 2012

Prepared by William Atyeo, Environment Health and Building Officer

#### Activity Report

Item	Activity this Month	Planned for Next Month
Environmental Health	<ul style="list-style-type: none"> <li>▪ Inspected Yalgoo Hotel. The hotel kitchen was very clean and the food preparation area is to an acceptable standard even though oldish. The owners have done extremely good work considering the state it was in when they took the property back and the age of the premises. The painting and lack of clutter is very evident along with the improved beds, linen, and pillows, plus the cleanliness of everything.</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Building Services	<ul style="list-style-type: none"> <li>▪ Inspection of the house on Lot 30 Selwyn St with CEO, Ron and Craig in regards to safety of ceiling in back room of the house. In my report to the CEO I stated it was secure and only the cornice in one section had moved away from the wall/ceiling junction. The ceiling is secure and poses no danger to the occupants. However a broken beam to the patio needs to be replaced immediately, or totally demolished, as it is a danger to the occupants.</li> <li>▪ All stats have been sent to the ABS on a monthly basis as required by law and to other Departments as required. WALGA has proved its case to the Minister and therefore does no longer require us to report to them on a weekly basis.</li> <li>▪ There have been nil (0) Building Permits or Demolition Permits issued this last month.</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Development	<ul style="list-style-type: none"> <li>▪ I have issued the annual progress report for the Shire's Disability and Inclusion Access Plan (DAIP) as required. I have also been informed that I need to review this before December as required. This will not happen as fast as that but will develop a plan of action and request extra time to complete and to do it well.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Start on and progress the review of the DAIP for Yalgoo.</li> </ul>

Item	Activity this Month	Planned for Next Month
Town Planning	<ul style="list-style-type: none"> <li>▪ Mining Camps on Mining Leases. I had an inquiry from the developers of the Mutiny Gold who were inquiring in regards to lodging a DA with the Local DAP. At the annual conference of my Professional Institute/Association we have been made aware of the SAT ruling where it was deemed that a DA was not required for mining camps on mining leases. This means that we will not receive Planning Fees for such developments in the future. The developers of the new camp at Gullewa will be informed of this ruling. This does not mean that Building Permits are not required as all building work does require the appropriate building permits. This may affect any forecast income under Planning for the Shire's budget.</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>

### Notifications

Below is a table of Notifications received in regards to the granting of licences and permits on land in the Shire of Yalgoo. Generally these are for native vegetation clearing permits, Mining License (M), Exploration License (E), or a General Purpose License (GP). These are processed by a variety of other Departments including Mining & Petroleum, Environment and Conservation, Indigenous Affairs etc. These departments have the relevant expertise to process the matters at hand such as native vegetation or fauna, water extraction, Aboriginal Heritage issues, land ownership and others.

Date Rcvd	Type	Number	Details	Comments	Comment Due Date
10/29/2012	E	59/1922	App for Mining Tenement	This is an exploration license only so no concerns or objections as no clearance of vegetation	16-Nov

### Other Matters



## Corporate Administration

### Executive Report CEO October 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"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪ Regional Road Group indicated that the 2013-14 application to widen and resheet southern section of Yalgoo Ninghan Road will be funded.</li> <li>▪ CEO liaised with MMG Golden Grove to finalise agreement for additional funding.</li> </ul>
Morawa Super Town Project – Yalgoo Morawa Road	<ul style="list-style-type: none"> <li>▪ Awaiting cabinet decision regarding business case &amp; application submitted to RDL for approval to expend CLGF Regional 2011-12 on sealing (letter of support received from Paul Rossair, Director General, Department of Regn Development and Lands)</li> </ul>	<ul style="list-style-type: none"> <li>▪ CEO met with Paul Collings to discuss how Yalgoo fits into the North Midlands Economic Development Strategy. Town tour and discussion on current projects and aspirations.</li> </ul>
Human Resources	<p>Current vacancies:</p> <ul style="list-style-type: none"> <li>▪ Nil</li> </ul>	<ul style="list-style-type: none"> <li>▪ Occupational Safety and Health – 10 x health assessments, 2 x job dictionaries</li> <li>▪ Resignations – nil</li> <li>▪ Advertisements – nil</li> <li>▪ Interviews – nil</li> <li>▪ Appointments – 1 permanent</li> <li>▪ Probationary review – 1</li> <li>▪ Performance reviews - 1</li> </ul>
Integrated Planning	<ul style="list-style-type: none"> <li>▪ Community Plan (CommP) – consultant engaged &amp; project commenced</li> <li>▪ Corporate Plan (CorpP) – consultant engaged (will occur post community plan)</li> <li>▪ Asset Management Plan (AMP) – quotes obtained</li> <li>▪ Long Term Financial Plan (LTFP) – quotes obtained</li> <li>▪ Workforce Plan (WP) – consultant engaged &amp; project commenced</li> </ul>	<ul style="list-style-type: none"> <li>▪ Council approved budget, CEO has arranged project team meeting for Friday 2 November in Perth will all providers to establish project plan and timeline.</li> </ul>

Project/ Program	Status/ Comments	Activity this reporting period
Yalgoo Community Hub	<p>Stage 1: Sporting Component</p> <ul style="list-style-type: none"> <li>▪ Funded and ready to commence</li> </ul> <p>Stage 2: Community and Youth Centre</p> <ul style="list-style-type: none"> <li>▪ No funding identified at this stage</li> </ul>	<ul style="list-style-type: none"> <li>▪ Stage 1: Refer progress report attached to DCEO monthly financial report to Council</li> <li>▪ Stage 2: Regional Development Australia Fund rounds 3 &amp; 4 were announced. Round 3 is targeted for smaller Shires (&lt;30,000 popn). CEO spoke with regional officer (Alan Bradley) to ascertain whether he will support an expression of interest from Yalgoo. The maximum funding under this round is \$500,000. CEO will ascertain the likelihood of Lottery West and others funding the balance of the \$1.2M cost. CEO may submit expression of interest. If RDAF invite the Shire to submit an application, a full business case will need to be developed between 13 Feb and 27 March 2013.</li> </ul>
Town Sewerage	<ul style="list-style-type: none"> <li>▪ MWDC/ RDL have given in principle support for the construction project pending full planning process.</li> <li>▪ Northern Planning funded project in progress. Expect to receive project report on 1 November.</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Digital TV Project	<ul style="list-style-type: none"> <li>▪ Opted in to transition to VAST (not convert existing rebroadcasting tower from analogue to digital).</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
Mobile Telecommunications	<ul style="list-style-type: none"> <li>▪ Yalgoo has been confirmed as a site that will receive a mobile tower under the Regional Mobile Telecommunications Project.</li> <li>▪ Council has approved the television rebroadcasting site and Telstra will locate the mobile tower adjacent.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Wrote to various bodies to advise that Council has no objection to the transfer of land.</li> </ul>

#### Use of Delegated Authority not Reported Elsewhere

Delegation Number	Details
2.2 Tenders	<ul style="list-style-type: none"> <li>▪</li> </ul>
2.7 Planning Consent	<ul style="list-style-type: none"> <li>▪ CEO &amp; EHO provided advice to Mutiny Gold that Planning Consent is not required for mining in the Gullewa Town site, as this town site is not mentioned in the Shire of Yalgoo Town Planning Scheme.</li> </ul>

### 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
14/12/11	\$663,000	Mid West Investment Plan (MWIP)	Town Revitalisation – draining & sewerage component.	Business Case lodged – will not be considered until planning process is complete
29/05/12	\$421,524	Country Local Govt Fund (CLGF) Regional Allocation 2011-12	Sealing of Morawa Road	Lodged
	\$250,000	Tourism Infrastructure Regional Development Fund (TIRF)	Caravan Park	Engaged consultant
	\$421,524	Country Local Govt Fund (CLGF) Individual Allocation 2012-13	\$250,000 Caravan Park, balance to sewerage project	Council approved, CEO & PE preparing application
	\$500,000	Regional Development Australia Fund (RDAF) round 3	\$500,000 Yalgoo Community Hub Stage 2 Community & Youth Centre	CEO preparing expression of interest
	\$4,235	Department of Local Government	Implementation of Cat Act	Lodged

## General/Other/Meetings

Item	Comment
Occupational Safety and Health	<p>The Shire was successful in receiving funding for 10 x health assessments and 2 x job dictionary assessments. These were carried out by Health on the Move in the first week of October.</p> <p>Over the past two years a great deal of effort has gone into improving the Shire's OSH standards and compliance under the leadership of Project Executive Ron Adams with a high level of cooperation and participation from staff.</p> <p>This is rewarded by the following comments made by Ryan O'Connor, Manager, Health &amp; Injury Prevention, Health on the Move:</p> <p style="padding-left: 40px;">"I found the staff to be very knowledgeable with regards to OH&amp; S which was quite refreshing considering how vast the areas are that they have to work in.</p> <p style="padding-left: 40px;">There was good knowledge of heat exhaustion, work Vs. rest ratio to avoid fatigue based injuries and job rotation to avoid repetitive actions and sustained postures.</p> <p style="padding-left: 40px;">Jake and I were very impressed by the level of professionalism by all and appreciated being looked after so well."</p>
Forward Capital Works Plan	Finalised and presented to Council
Integrated Planning	Arranged to meet with all consultants to develop project plan and timelines. Note that these processes will require significant input from the CEO, project executive and finance consultant.
Annual Report	Adopted
Fire Preparedness	4 <sup>th</sup> : FESA workshop
Regional Roads Group	5 <sup>th</sup> : meeting Geraldton
Roads Forum	23 <sup>rd</sup> : Northam re impact of heavy vehicle haulage on Shire roads
Quarterly Grant Reports	1 x MWIP (Covered Sports) submitted. RDL advised that reporting requirements for CLGF have been altered. Consultant Christine Harvey commenced a high quality grant reporting process and informed staff of their responsibilities to ensure compliant grant administrations.
Local Govt Managers' Association	31 Oct to 2 November LGMA Annual Conference, Fremantle (absent from 30 October until 12 November re course Perth the following week with President and DCEO, then Cue Parliament).

## Planned for Next Month

Item	Comment
LGMA Conference	31 October – 2 November, Fremantle
Integrated Planning	2 Nov Perth team meeting to develop project plan and timelines
Caravan Park project	5 Nov Perth Meet with consultant Perth re project plan for TIRF grant
Course	7 Nov Perth Professional Speaking with President Iturbide and DCEO Boyd
Murchison Country Zone of WALGA	9 Nov meeting Cue with President Iturbide
Human Resources	<ul style="list-style-type: none"> <li>▪ Induct new Community &amp; Youth Development Coordinator (new position)</li> <li>▪ 2 x staff reviews</li> <li>▪ Recruit for caravan park operator</li> </ul>
Policy	Develop policies (operational ) for bushfire season
Centacare MOU	Redraft for Council

Item	Comment
Funding applications	<ul style="list-style-type: none"><li>▪ Present project plan &amp; costing for Caravan Park, Weekes street and sewerage for council approval in order to prepare business cases and funding applications for TIRF and CLGF.</li><li>▪ Prepare expression of interest for RDAF, initiate discussions with Lottery West for partner funding.</li><li>▪ Seek quotes for town site structure plan and approach Northern Planning to discuss opportunity for funding</li></ul>
Digital TV	Ensure all of community opt in for VAST satellite subsidy
Paynes Find entrance statements	Finalise designs for community approval
Election	Advertising for enrolment

## Executive Report DCEO October 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
Training	Preparing Minutes and Agendas	WALGA	Perth	1 day	<ul style="list-style-type: none"> <li>▪ Karen Malloch</li> <li>▪ Heather Boyd</li> </ul>
Training	Preparing Policies and Agendas	WALGA	Perth	2 day	<ul style="list-style-type: none"> <li>▪ Karen Malloch</li> <li>▪ Heather Boyd</li> </ul>
Training	Safe Pool Operations	Royal Life Saving	Perth	2 day	<ul style="list-style-type: none"> <li>▪ Ian Retallack</li> </ul>
Training	Rates and Debt collection	WALGA	Perth	2 day	<ul style="list-style-type: none"> <li>▪ Judi Hill</li> <li>▪ Heather Boyd</li> </ul>

### Funding Applications

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
29/10/12	\$2,000	MMG Golden Grove	Shire of Yalgoo Children's Christmas Party	

### Planned for Next Month

Item	Comment
Children's Christmas Party	Planning in currently underway for the Yalgoo Children's Christmas Party.
Budget review	Start processing paperwork to ensure paperwork up-to-date prior to Christmas for the Budget Review due end of December.
Caravan Park Operators	Expressions of interest have been sought for Caravan Park Operators to start when current staff leave after Christmas.
New CYDC	Commencement of Community & Youth Development Coordinator, Mr Philip Parsonson on 12 November 2012

## 4. Decisions of Council Pending



### Decisions of Council Pending

The following decisions of Council are in progress or pending action.

*Last Updated: CEO 04 November 2012  
PA 24 September 2012*

*(Councillors please note this is a work in progress with some months not yet updated from the CEO's manual records. These will be updated in due course).*

Type	Year	Month & Decision No	Summary	Comments	Who/ Due	Closed
C	2012	0204	11.2.1 Caravan Park Redevelopment	04/11/12: Developing business case and costings for TIRF & CLGF funding	PE	
C	2012	0205	11.2.2 Staff Housing Weekes St	04/11/12: Developing final costings for Council		
C	2012	0705	Disposal of Firearm	04/11/12: S/C Revis Ryder of Yalgoo Police delivered the firearm to the firearm trader in September	CEO	
C	2012	0611	11.4.3 Annual Review of Delegations & Authorisations(Deputy Chief Bush Fire Control Officer)	04/11/12: admin tasks - need to advertise (drafted), create certificate of appointment & update delegations manual	CEO	
C	2012	0320	14.1 Major Project Status Report to be included in monthly financial reports	04/11/12: This commenced for the September 2012 financial period		Yes
C	2011	1209	11.4.1 Digital TV Switchover Project	04/11/12: Community needs to opt in. CEO/CYDC will work to achieve full participation	CEO	
C	2011	0703	Local Law – Management of Roads  (Investigation of the practicality of a Local Law to control and manage breaches of closed roads)	22/6/12: Steven Elliot, Senior Legislation Officer with the Dept of Local Govt advised that there is a WALGA model for Activities on Thoroughfares (refer email trail printed on DCP). Action deferred until sufficient time is available for proper research through WALGA.	CEO	
C	2011	0418	12.1.1 Strategic Development of Tourism and Tourism Infrastructure in Yalgoo	31/3/12: Actions to date include Our Town television promotion, WALGA advertising feature, appointment of caravan park managers, concept sketches for infrastructure upgrades, allocation of Shire and CLGF funding to commence upgrades, Murchison advertising feature in West Australian and engagement of Russell Goodrick's "Best Country Towns" TV program.	CEO	

Type	Year	Month & Decision No	Summary	Comments	Who/ Due	Closed
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. Invoices have been raised. Will be completed 30 June 2013	DCEO	
C	2011	0321	Christmas Savings Fund Staff Facility	Develop governance and internal controls and implement from 2013	DCEO	
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	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. 2/4/12: Note to DCEO with WACA funding document (due 14 May 2012)	PE	
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 2013/14.	DCEO	





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The attached documents are for the information of elected members.

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T (02) 9372 4100 • ABN 41 687 119 230

Ms Sharon  
Daishe  
CEO  
Yalgoo Shire  
P O BOX 40  
YALGOO WA 6635

Dear Sharon,

**RE: September – October 2012 Update – Activities at the Murchison Radio-astronomy Observatory (MRO)**

**Developments at the MRO**

**ASKAP Opening Ceremony – 5 October 2012**

The ceremony was attended by over 350 guests at the Murchison Radio-astronomy Observatory (MRO). Many of our invited guests travelled far and wide from the Mid West, national and international destinations.

The Opening Ceremony hailed the completion of the 36 ASKAP antennas and the start of preparations for the telescope to do science, as well as the formal opening of the MRO at which the telescope is located. All thirty-six (36) radio antenna now have Wajarri names. For the remaining infrastructure, we are planning to name them after famous radio astronomers and historically significant family names from the Murchison district.



Simon Broad (Shire President, Murchison Shire) speaking at the ASKAP Opening Ceremony.  
(Photo Credit: Steve Douglas, MWDC)



Wajarri dancers at the ASKAP Opening Ceremony (Photo Credit: Steve Douglas, MWDC)

If you didn't get the chance to see the live webcast of the ASKAP and MRO opening, you can now access the archived video here:

<http://webcast.viostream.com/?viocast=6134&auth=462ad6d8-6d19-4810-88a0-a38c8a1fe008>

**Dr Lisa Harvey-Smith at the Western Australian Museum Geraldton – 04 October 2012**



(Photo Credit: Flo Conway-Derley, CSIRO)

Dr Lisa Harvey-Smith (ASKAP Project Scientist) delivered a public lecture about the ASKAP at the Western Australian Museum Geraldton. The lecture was attended by approximately 60 people.

Rob Hollow (CSIRO Education Officer) was one of the presenters for the October school holiday activities at the Western Australian Museum Geraldton. Rob demonstrated how to make a pocket solar system, which was a big hit with the youngsters.

Our sincere thanks to the Western Australian Museum Geraldton for their support with our public outreach activities in Geraldton.

### **VIP Visits to the MRO**

I hosted a visit to the MRO by 9 members of the International SKA Project Office on 16-17 October 2012. They were very impressed by the region and the site – its combination of remoteness (producing the wonderful pristine “radio-quiet” characteristic we need) and accessibility, in being a quite acceptable drive from Geraldton.

### **Neighbours BBQ and Tour - 13<sup>th</sup> September 2012**

Our inaugural Neighbours BBQ was attended by many of you - 50 Murchison pastoralists, which is a fantastic turnout, given it was mustering time! Barry Turner (MRO Site Manager) and I welcomed guests, including Councillors and staff from the Murchison Shire. The Heritage Induction was delivered by Robin Boddington, while Wil Pena delivered the Site Safety Induction. Everyone was given the opportunity to view the ASKAP antennas, including a tour of the newly constructed MRO Central Control Building which will house our processing systems, network and computing equipment as well as workshops and staff offices.

At the conclusion of the MRO tour, guests joined us for a BBQ lunch at the CSIRO Accommodation Facilities. My thanks to Bubinyoo Catering for preparing the excellent food and CSIRO staff for cooking the BBQ. Since the BBQ, we have since received several emails from the Murchison community expressing their thanks; as a result look forward to hosting the next Neighbours BBQ in 2013. We will also be working on ways of expanding to include children and educational activities during 2013.



Murchison community members at the Neighbours BBQ (Photo Credit: Ant Schinckel, CSIRO)

### **Professor Philip Diamond – CASS Chief moves on!**

Professor Phil Diamond will move from his current position as Chief of CSIRO Astronomy and Space Science (CASS), in October 2012 to lead the international Square Kilometre Array (SKA) Organisation from its new headquarters at Jodrell Bank near Manchester, UK. Professor Diamond will lead the pre-construction phase of the SKA, with the goal of realising construction readiness at the end of 2015, and preparing for the construction phase to follow. He will develop and maintain strategic relationships with national agencies, partners, governments, industry and other private sector entities, along with all other project stakeholders.

We send our best wishes to Phil in his new role as Director General of the SKA Office. His departure is that “double-edged sword” - disappointing from a purely internal CASS perspective, yet excellent in terms of SKA, as we know the office is in good hands and he takes with him an excellent knowledge and understanding of Australia.



Dr Philip Diamond, Chief CSIRO Astronomy and Space Science (*Photo Credit: Wheeler Studios*)

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

Yours Sincerely

Ant Schinckel  
ASKAP Theme Leader and Director  
CSIRO Astronomy & Space Science  
26 October 2012



**The Hon Warren Snowdon MP**  
**Minister for Veterans' Affairs**  
**Minister Assisting the Prime Minister on the Centenary of Anzac**

Dear Mayor

**Anzac Day Commemorations, 25 April 2015 - Gallipoli Peninsula, Turkey**

On behalf of the Prime Minister, I have announced the start of the public consultation process to inform the Government's planning for Anzac Day at Gallipoli in 2015.

On 25 April 2015, Australia and New Zealand will commemorate the centenary of the ANZAC landings on the Gallipoli Peninsula in Turkey. Gallipoli has special significance to many Australians. For the families of those men who fought at Gallipoli, and in the many other battles and campaigns of the First World War, the upcoming commemorations are particularly poignant.

There is already considerable public interest in attending the centenary services at Gallipoli in 2015. As the Anzac Commemorative Site at Gallipoli has a limited capacity, anticipated demand to attend represents a challenge to ensuring a secure, safe and comfortable visitor experience, while maintaining solemn and respectful commemorations.

The Governments of Australia, New Zealand and Turkey have been working at length on arrangements for the centenary commemorations. Key to our considerations was the limited capacity for attendance at the Dawn Service of around 10,000 places and a public ballot for allocation of attendance passes. A ballot is seen as the most fair and equitable process to allocate attendance passes to an occasion of such significance.

To inform the Government on how the ballot process could work, we want to hear the views of as many Australians as possible. To enable participation in the consultation process, a discussion paper and survey have been included on the *Gallipoli 2015* website [www.gallipoli2015.dva.gov.au](http://www.gallipoli2015.dva.gov.au) and public forums will be held in more than 30 locations across Australia. Details of the public forums will also be available on the *Gallipoli 2015* website. The consultation period will close on **30 November 2012**.

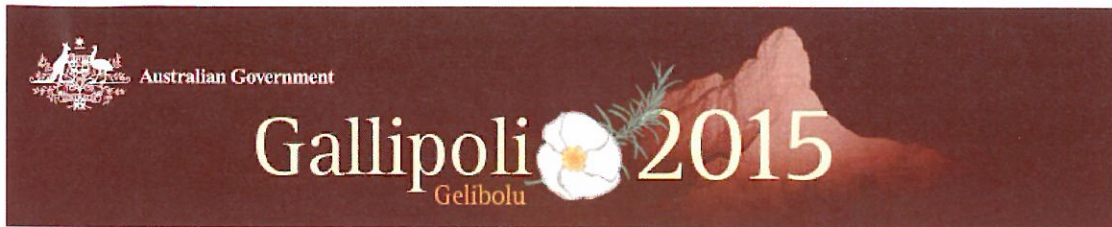
I have enclosed background information on attendance at the centenary commemorations at Gallipoli in 2015. I would also encourage you to promote the opportunities to take part in the consultation on attendance within your local community.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Warren Snowdon', written over a white background.

**WARREN SNOWDON**

26 September 2012



## **BACKGROUND**

### **HISTORY – THE GALLIPOLI CAMPAIGN**

2015 marks the centenary of the Gallipoli campaign fought between allied forces from Australia, New Zealand, Great Britain, Newfoundland, France and India, and Turkish “Ottoman Empire” forces. The initial landing by the Australian and New Zealand Army Corps – the ANZACs – occurred just before dawn on 25 April 1915, when Australians came ashore around Ari Burnu (Bee Point).

More than 20,000 Australians and New Zealanders had been put ashore on that first day, mainly in a little bay to the south of Ari Burnu that soon became known as Anzac Cove. More than 2,000 Australians were killed during the first day and it has been estimated the opposing Turkish units suffered around the same number of casualties.

By the end of the eight-month campaign, 8,709 Australians and 2,721 New Zealanders had died, with thousands more casualties.

### **ANZAC DAY CEREMONIES**

On 25 April each year, Australians commemorate Anzac Day through ceremonies held in cities and towns across Australia. These community services are usually organised by sub-branches of the Returned & Services League of Australia (the RSL) or other local organisations.

Australian Embassies and High Commissions around the world conduct their own Anzac Day ceremonies. Details of those ceremonies are available through the Department of Foreign Affairs and Trade ([www.dfat.gov.au](http://www.dfat.gov.au)).

The Australian Government also delivers Anzac Day dawn services at former battlefield sites or significant locations including:

- Gallipoli, Turkey
- Villers-Bretonneux, France
- Isurava, Papua New Guinea
- Hellfire Pass, Thailand
- Sandakan, Malaysia

Australians are welcome to attend any of the Anzac Day services held throughout Australia or around the world, however, in some locations visitors may be required to register prior to attending.

## **ANZAC DAY AT GALLIPOLI**

The largest gathering of Australians on Anzac Day outside of Australia continues to be at Gallipoli. Over the past few years, the interest in being at Gallipoli for Anzac Day commemorations has grown – for many thousands of Australians each year it is almost a rite of passage to be there.

It is not just at Gallipoli, Anzac Day commemorations across the country have seen larger crowds gathering each year and we can only expect this growth to continue as we approach the centenary of the First World War.

## **ANZAC CENTENARY COMMEMORATIONS**

Between 2014 and 2018, Australia will commemorate the Anzac Centenary, marking 100 years since our involvement in the First World War.

The centenary period will include commemorative activities that occur between 4 August 2014, 100 years after the start of the First World War, and Remembrance Day, 11 November 2018.

During this time, Australia will remember not only the Anzacs who served at Gallipoli and on the Western Front, but all Australian servicemen and women, including those who fought along the Kokoda Track and at Tobruk; those who were held as prisoners of war; those who fought on the seas and in the skies; and those who served in conflicts from Korea and Vietnam to Iraq and Afghanistan; and especially to remember the more than 102,000 Australians who have given their lives in service.

The Australian Government wants to make sure every Australian has the opportunity to take part in events right across our country and activities at historic battlegrounds around the world.

## **2015 – A COMMEMORATIVE YEAR**

The Australian Government, together with the Government of the Republic of Turkey, has proclaimed 2015 as the ‘Year of Turkey in Australia’ and ‘Year of Australia in Turkey’ and will be celebrated as a cultural year.

During 2015 a series of activities will be carried out in each of our countries to enhance historical, social and cultural understanding and consciousness between our nations.

Commemoration of the Gallipoli land battles will be held in Turkey during 2015. The battles that occurred on the Gallipoli Peninsula throughout 1915 also hold special significance for the people of Turkey. In addition to the Anzac Day commemorations, ceremonies may also be held to commemorate the centenary of other battles.



## LIMIT ON ATTENDANCE

We want to make sure that Anzac Day services at Gallipoli in 2015 provide a safe and secure environment for all attendees, while maintaining solemn and respectful commemorations.

The Australian Government is discussing the final site capacity of the Anzac Commemorative Site with the Governments of New Zealand and Turkey. Current considerations are that the site has a maximum capacity of around 10,000 people, that will be shared between Australia and New Zealand – around 80% of the places could be available for Australians. In recent years the number of attendees at Dawn Services at Gallipoli have been 6,000 – 8,000 people.

## VIPs

In addition to the Australian and New Zealand services, the Commonwealth and French services at Cape Helles, and the Canadian service at Suvla Bay on 24 April, commemorate the allied contributions to the Gallipoli campaign. The Turkish national service at the southern end of the Gallipoli Peninsula and at the 57<sup>th</sup> Regiment Memorial, commemorate the Turkish defence of their territory.

The countries involved in the Gallipoli campaign are represented at each others' services by VIPs and special guests. The Australian Government will pay close attention to ensure that VIP attendance is strictly managed and does not overly impact on the number of places available for Australians and New Zealanders to attend Anzac Day commemorations.

## SPECIAL CATEGORY REPRESENTATIVES

The centenary of the ANZAC landings at Gallipoli is particularly poignant for descendants of those men who fought at Gallipoli. Anzac Day services also commemorate our men and women who have served in wars, conflicts and peace operations in which Australia has been involved. Australia also remembers those men and women who continue to serve in Australia's Defence Force today.

To acknowledge these groups of people, and recognise those who will continue our tradition of commemoration, special categories of attendees will represent Australia.

The Australian Government proposes the following special categories of representatives to attend the Anzac Day centenary commemorations.

- Surviving veterans and widows from every conflict in which Australians have served
- Current serving members of the Australian Defence Force
- Direct descendants of Gallipoli veterans, and
- Young Australians.

The selection of individual representatives under the special categories would be made by the Government, following a formal selection process that is yet to be determined.

## DESCENDANTS

When discussing descendants, it should be noted that there are two types of descendant - a *lineal descendant* – a blood relative in the direct line of descent (the children, grandchildren, great-grandchildren, etc of a person), and a *collateral descendant* – a relative descended from a brother or sister of an ancestor (a niece, nephew or cousin, great-niece, great-nephew, etc).

No one knows the number of descendants of Gallipoli veterans who may be alive today, however, it could be assumed that lineal (or direct) descendants alone could represent greater than one million Australians. If even 5% of those direct descendants wanted to travel to Gallipoli for Anzac Day commemorations in 2015, that could be 50,000 people - almost five times the capacity of the Anzac Commemorative Site.

In order to be included as a special representative at the centenary commemorations, a descendant of a Gallipoli veteran would need to prove their descendancy through official records or documents such as birth, death or marriage certificates - the veteran's service record alone would not provide sufficient proof.

## A BALLOT SYSTEM

The Australian Government acknowledges the desire of many Australians to attend the commemoration of the centenary of the ANZAC landings at Gallipoli in 2015. To provide an opportunity for a wide range of Australians to attend the centenary commemorations, the Government has decided that a ballot system is the most fair, equitable and transparent process for allocating 'attendance passes'.

A ballot process is a common practice to allocate tickets to major events in limited capacity venues, with high public demand. Ticket allocation through a ballot system occurred for the Sydney 2000 Olympic Games, the 2006 Melbourne Commonwealth Games, the 2011 Rugby World Cup in New Zealand and most recently the 2012 London Olympics.

Under the ballot system all Australians interested in attending the Anzac Day centenary services would register, with all passes then being allocated by a random ballot. Registration could occur up to 12 months before Anzac Day, to give those who are successful in the ballot sufficient time to make and pay for their travel arrangements.

New Zealand has agreed to allocate 'attendance passes' through a similar process.

### To Whom It May Concern

I would like to express my sincere gratitude for the wonderful service we received whilst staying at the Yalgoo Caravan Park during our helicopter-borne survey for the Geological Survey of Western Australia.

Our hosts, Kerri and Bob, were fantastic to deal with. We have never encountered such a personable, helpful and efficient couple. They are a credit to the Shire of Yalgoo and really make the caravan park that extra bit special. The amenities were extremely well maintained - the cleanest we have seen and the grounds were always clean and tidy.

I would have no hesitation in recommending the park to travellers, workers, or in fact anyone visiting the district. It really is a great place to stay.

We look forward to seeing the new renovations take shape and hope to stay with you again soon.

Yours sincerely

Leon Mathews  
*Director / Geophysicist*

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Government of **Western Australia**  
Department of **Local Government**

Our Ref: 82-12 E1226919

TO ALL LOCAL GOVERNMENTS

CIRCULAR N<sup>o</sup> 29-2012

**CAT ACT 2011 – PHASE 1**

As you will all be aware, Phase 1 of the *Cat Act 2011* commences on 1 November 2012. This phase is designed to give local governments the opportunity to prepare their systems before the need to fully administer and enforce the Act from 1 November 2013.

There is no requirement for local governments to take any action from 1 November 2012, although local governments may choose to instigate some administrative tasks such as the appointment of authorised persons, delegation of certain functions from Council to the Chief Executive Officer and approve local cat management facilities.

As you would most likely be aware, Departmental Circular 26-2012 was issued on 22 October 2012. This circular advised that the *Cat Regulations 2012* would be issued in two phases. Since this time, the provisions to be included in Phase 1 have been reviewed and will now include all provisions apart from registration fees. A review of the schedule of fees will still be undertaken in early 2013 in conjunction with dog registration fees.

This means that once Phase 1 of the Regulations has been gazetted, local governments will be able to undertake some of the following tasks as required:

- Preparation of the necessary forms/certificates;
- Preparation of the registration system with the information to be recorded; and
- Accept cat registrations (with no imposed registration fee).

By including the necessary registration provisions into Phase 1 of the Regulations it will provide for local governments to commence registering cats when they are ready to do so. However, local governments may find it more beneficial to begin taking registrations from the middle of 2013, after registration fees have been introduced, with the registration period to take effect from 1 November 2013. As the Cat Act provides for an offence to have an unregistered cat from 1 November 2013, cat owners will need the opportunity to register their cats prior to the 31 October 2013.

It is important to note that there is no legal requirement for cats to be registered, microchipped or sterilised until 1 November 2013. Nevertheless, cat owners are encouraged to microchip and sterilise in advance.

To assist local governments in advising the community of the commencing legislation the Department has updated its website and has developed a flyer with relevant information. Local governments are encouraged to download and distribute this flyer and place it in Community Resource Centres and libraries. To view this information please visit the Department's website [www.dlg.wa.gov.au](http://www.dlg.wa.gov.au)

Additionally, a proforma article on the introduction of the cat legislation has been prepared (see attached) which can be used for newsletters and other community media sources.

The Department will continue to update the information on the website as it is developed to ensure that local governments and the community are prepared for the 1 November 2013 deadline.

If you have any questions regarding the legislation, please contact the Department on 6552 0500 or via email [cats@dlg.wa.gov.au](mailto:cats@dlg.wa.gov.au)



Jennifer Mathews  
DIRECTOR GENERAL

31 October 2012

## Local Government news item

### ***Cat Act 2011: 12 months to get ready***

The countdown is on for cat owners as 1 November 2012 marks the first phase of the new *Cat Act 2011*.

Cat owners now have plenty of time to ensure they have sterilised and micro-chipped their cats before 1 November 2013 – when the entire Act takes effect.

The introduction of these new cats laws, in addition to encouraging responsible pet ownership, are aimed at reducing the number of unwanted cats in the community and the number that are euthanised each year. Microchipping and registration will also ensure cats are returned to their loved ones if they become lost.

To help pensioners and low income earners with the cost of sterilisation the State Government is providing grants for sterilisation programs. More information on programs supported by this funding is expected to be available in early 2013. Please visit the Department's website for updates [www.dlg.wa.gov.au](http://www.dlg.wa.gov.au)

For information specific to your area, please contact {insert local government website}.



### Minister for Local Government; Heritage; Citizenship and Multicultural Interests

Our Ref: 38-13622

Ms Sharon Daishe  
Chief Executive Officer  
Shire of Yalgoo  
PO Box 40  
YALGOO WA 6635

Date received: 22 / 10 / 2012

REGD KFC	Ehoka	22/10	Date / Sign
Council Meeting		FILE No:	
SIDE		INFO	then (F)
11.1. Works		11.3. Finance	
11.2. Dev		11.4. Admin	
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CEO		EA	
DCEO		Rates	
PE			
EHO			
CYDC		President	

Dear Ms Daishe

#### CONSULTATION TIMEFRAMES

Thank you for your letter dated 19 September 2012 that referred to a Shire of Yalgoo resolution at its meeting held on 19 April 2012 regarding consultation period timeframes.

Whilst I recognise the impost on the sector that comes with shorter consultation periods, the appropriate length of consultation timeframes depends on the matter, and must also be cognisant of State Government priorities and Parliamentary sitting dates.

I note the pressure you must be under by actioning Council's resolution six months after it was made.

The review of the Country Local Government Fund falls within the portfolio of Hon Brendon Grylls MLA, Minister for Regional Development. I am therefore unable to comment on that matter.

Yours sincerely

G M (John) Castrilli MLA  
**MINISTER FOR LOCAL GOVERNMENT; HERITAGE;  
CITIZENSHIP AND MULTICULTURAL INTERESTS**

16 OCT 2012



# Country Local Government Fund Review: Frequently Asked Questions





## Background

### What is Royalties for Regions?

Legislated in 2009, Royalties for Regions is an historic agreement that underlines the State Government's long-term focus on regional development throughout Western Australia.

Through Royalties for Regions, the equivalent of 25 per cent of the State's mining and onshore petroleum royalties will be returned to the State's regional areas each year as an additional investment in projects, infrastructure and community services.

The purpose of Royalties for Regions, under the *Royalties for Regions Act 2009* is:

- To provide infrastructure and services in regional Western Australia
- To develop and broaden the economic base in regional Western Australia
- To maximise job creation and improve career opportunities in regional Western Australia

### What is the Country Local Government Fund (CLGF)?

Announced on 16 December 2008, CLGF was originally a \$400 million four-year program aimed at providing the opportunity for country local governments to upgrade their infrastructure and improve financial sustainability through improved asset management.

In 2009, the CLGF became one of the funds under the *Royalties for Regions Act 2009*.

### Who receives CLGF funding?

In 2008-09 \$97.5 million was allocated to the CLGF, distributed among country local governments based on a formula that took into account both their population and needs (as per the combination of the equalised Local Government Grants Commission distribution and road grants). From 2010-11 onwards, allocations have been provided to both individual country local governments and regional groupings of country local governments, with groupings being determined by the country local governments themselves.

The Department of Local Government (DLG) also received funding annually to implement capacity building initiatives.

### What has CLGF achieved to date?

As at 30 June 2012, over \$243 million has been disbursed to country local governments and regional groupings of country local governments for 1,400 infrastructure projects worth over \$450 million.

Additionally, in 2009-10, each country local government received up to \$35,000 to develop forward capital works plans, which has improved investment in asset management across the sector.

For more information regarding the history of the CLGF and its investment, please see Chapter 3 in the Western Australian Regional Development Trust's (Trust) January 2012 *Review of the Royalties for Regions Country Local Government Fund* report.

Through the capacity building support, DLG has rolled-out the Integrated Planning Framework initiative, which is now legislated in the *Local Government (Administration) Regulations 1996*. By 1 July 2013, all local governments must develop and deliver a Strategic Community Plan and a Corporate Business plan.

For more information regarding the Integrated Planning Framework please visit <http://integratedplanning.dlg.wa.gov.au/Default.aspx>.

## What is the CLGF review?

On 28 June 2011, the Minister for Regional Development referred a review of the CLGF to the Trust. Notification of the review, with accompanying Terms of Reference, was released in August 2011. The Trust conducted the review through written submissions (which closed on 31 October 2011), consultation with country local governments and industry bodies, and relevant research.

In January 2012 the Trust presented the report to the Minister for Regional Development, making 26 recommendations on:

- What is the purpose of the CLGF?
- What should be funded?
- How much money is needed?
- Who should be funded?
- How should they be funded?
- Who makes decisions on what basis?
- What will deliver the best outcomes?

Cabinet approved the release of the review on 4 April 2012, opening the report to a 30 day public comment period which closed on 11 May 2012. In this time, 47 submissions were received by the Department of Regional Development and Lands (RDL) and were considered in preparing the response to the review. A copy of the report can be found on RDL's website <http://www.rdl.wa.gov.au>.

## What are the changes?

The new CLGF arrangement will come into effect from 1 July 2014. The 2013-14 funding round will continue the current CLGF system however the 50/50 split between individual country local governments and regional groupings will remain rather than 100 per cent regional groupings funding.

From 1 July 2014, the CLGF will be based on a pool system (Recommendation 12) with the allocation pool (formula-based component) to be available to all country local governments with a transition towards an increase in the contestable portion in the out-years. These allocations will be distributed through the current formula, which will be adjusted to reflect current population figures and recent Local Government Grants Commission changes.

Eligibility for the contestable pool will be based on the local government ratings (Recommendations 12, 15 and 16) however country local governments will be rated on capability/capacity and prospectivity only.

## What happens next?

RDL has commenced implementation of the Government Response to the review in preparation for the new arrangements coming into effect from 1 July 2014.

The Frequently Asked Questions in this document have been provided as a supplement to the Government Response, to further clarify a number of issues raised by the public comment submissions.

If there are any further queries regarding the recommendations in the review, please contact RDL by telephone on (08) 6552 4400 or email at [clgfreview@rdl.wa.gov.au](mailto:clgfreview@rdl.wa.gov.au).

## Funding and Mechanisms

### Why must CLGF become outcomes-based?

As stated in the Government response to Recommendation 2, all funding provided under Royalties for Regions must produce outcomes against the Act.

### What will inform local government decision and planning to ensure CLGF projects are outcomes-based?

While it will still be the decision of the local governments as to what to fund using CLGF (whether through the formula-based allocation pool or applied for through the contestable pool), it would be expected these projects would be informed by Strategic Community and Corporate Business plans developed under DLG's Integrated Planning Framework (IPF). It would also be expected that there would be alignment with Regional Investment Blueprints – to be developed by the Regional Development Commissions (RDCs) – and Regional Planning and Infrastructure Frameworks developed by the Western Australian Planning Commission (WAPC) or Department of Planning (DoP). This will ensure that CLGF projects align with broader regional and state planning approaches.

### Do recommendations 12, 15 and 16 (new funding model) contradict Recommendation 9 (discontinue move to 100 per cent Groups funding)?

No. Recommendation 9 states that the intended shift to 100 per cent regional groupings of country local governments (Groups) funding in 2013-14 not proceed and for CLGF grants to continue to both the individual country local governments (CLGs) and Groups components only. It does not state that the 50/50 split continues.

Recommendations 12, 15 and 16 outline the requirement for changes to the funding methodology for the CLGF, including the funding pools and the capability/capacity and prospectivity assessments, to ensure CLGF funding is achieving outcomes as required by the *Royalties for Regions Act 2009 (Act)*.

Therefore, the introduction of the new funding methodology replaces the predetermined split. The new approach to funding determines that both the individual CLGs and Groups may be eligible for the contestable pool and that grant applications will be assessed purely on outcomes. This is not to say smaller, individual CLG projects will not be funded, as the Trust has recognised that such projects are capable of providing considerable benefits and the Government has indicated the allocation pool (formula-based) will be available to all CLGs.

### **Does Recommendation 9 stipulate that all individual CLGs should continue to receive an allocation from CLGF?**

No. Recommendation 9 calls for individual funding of CLGs to continue only so that projects associated with infrastructure backlog can be considered provided they yield social and economic outcomes.

However the Government has responded that the allocation (formula-based) pool will be available to all CLGs but transitioned towards an increase in the contestable pool in the out-years.

### **Does this move away from the original intent of the program?**

No. The CLGF was established to support infrastructure projects that facilitate community growth and improve the financial sustainability of local governments. All grants were to be treated as a supplement to the annual revenue of CLGs. The Trust highlights that the CLGF should not become an “entitlement” scheme or a program on which local governments become reliant. Aligning funding with outcomes-based assessment is more in line with the program objectives and the Act.

### **What is meant by ‘defined criteria’ in Recommendation 3.4 (Categories of CLGs)?**

The new funding model, consisting of a contestable and allocation (formula-based) pool, requires grantees to be assessed based on capability/capacity and prospects to determine eligibility and entitlement. ‘Defined criteria’ refers to the criteria which will be developed by the Committee (as defined in Recommendation 12) to fairly assess each of the CLGs, to ensure CLGF spending is achieving the greatest possible outcomes.

### **What are the criteria for contestable funds (Recommendation 12.1)?**

The criteria for contestable funds will be determined by the Committee. It is likely several priority funding areas will be identified, based on the objectives of the Act and the Royalties for Regions program. The criteria developed will aim to ensure that the optimal outcomes are achieved.

### **Does the Trust see relevant smaller local infrastructure requirements as a valued part of CLGF?**

Yes. In some regional communities a social outcome (and its related economic benefits) from a small project may be of as much significance as the outcomes resulting from a larger project. Therefore it is not the size of the project but the outcomes achieved that are important. If the outcomes are still considered economic, smaller projects are still valuable and may receive CLGF funding.

## Funding Methodology

### **Why hasn't the Trust identified 'defined criteria' for the ratings assessment of CLGs (recommendations 15 and 16)?**

The Review indicates that the Trust did not intend to provide detail of assessment mechanisms as that would pre-empt the process that needs to follow the findings of the Review. The Trust intended for the ratings criteria and methodology to be developed in consultation with the relevant stakeholders, including representatives of the CLG sector.

The 'defined criteria' being determined by all relevant stakeholders of the CLGF will ensure an unbiased but informed methodology for the assessment of CLG capability/capacity and prospects. The Committee, which includes CLG sector representatives, will approve for this process and recommend the final ratings to the Minister and Cabinet for approval.

### **Will the CLG sector be consulted during the development of the new funding methodology?**

Yes. Representatives from the WA Local Government Association (WALGA) and Local Government Managers Australia (WA) (LGMA) will be invited to be involved in the Committee responsible for developing the funding formula and undertaking assessments to determine ratings. Upon agreement from these parties, it is anticipated that continual consultation with these representatives will occur throughout the entire process of implementing all recommendations.

### **Will the methodology for the contestable pool ratings be based on population alone?**

No. Assessment and consequent ratings of CLGs will incorporate numerous factors including prospects, capability and capacity. These factors will be applied to the assessment of all CLGs and those with small and/or declining populations may not necessarily be rated poorly.

### **Will local governments with declining populations be considered as having low capability/capacity?**

Not necessarily. The Committee will be responsible for approving the capability/capacity assessment criteria and this will be detailed in due course. However, the Trust has made comment as to broadly what factors should contribute to determining the capability/capacity ratings.

The Trust has indicated that all CLGF proponents and projects should be assessed on their merits and that poor performance history and governance structures are some of the factors the Trust associates with low capability/capacity. The Trust has not indicated any relationship between population and capability/capacity.

### **Will local governments with declining populations be considered as having low prospects?**

Not necessarily. As per the capability/capacity assessment process outlined above, the Committee will be responsible for approving prospect rating criteria. While not attempting to design the methodology, the Trust suggested factors which may contribute in determining prospects, including existing and projected economic significance as well as actual/projected population.

This indicates prospect assessments will not be based on population alone. Recommendation of prospect criteria will be the responsibility of the Committee.

### **Will those rated as low capability/capacity or low prospects be ineligible for all components/pools of CLGF funding?**

No. As per the Government response, the formula-based allocations will continue to be available to all local governments. The Committee will recommend the correlation between ratings and eligibility for the contestable funding pools.

## Capacity Building

### What is meant by 'targeted' capacity building?

CLGF is bound by the Act, and as such is obliged to seek best value for money and achieve significant outcomes through investment of resources in areas where optimal outcomes can be achieved. The Review discusses 'targeted' capacity building in this context, stating capacity building programs to be funded should be prioritised and targeted at CLGs where significant and positive regional development consequences will be seen.

Capacity building funding is to be targeted towards outcomes, consistent with the overall intention of the revised CLGF. This does not suggest any CLGs may be excluded from potentially receiving capacity building funding.

### What impact has previous capacity building initiatives had on the CLG sector?

An independent evaluation of the capacity building program, delivered through DLG in WA, was recently completed to meet the reporting requirements of the Commonwealth Government's local government reform funding.

The evaluation report has indicated that 85 per cent of local government representatives surveyed expected their local government to be compliant with the IPF requirements by 1 July 2013. In addition, the evaluation found that 83 per cent of those surveyed believed that the program has increased awareness of integrated planning, 63 per cent believed they had improved asset management practices as a result of the program and 73 per cent believe that the program has increased local government capacity to provide financially sustainable services to the community.

### How does funding amalgamations align with the objectives of the CLGF?

The Trust has concluded that facilitating amalgamation is an appropriate use of CLGF funding. This determination was made on the basis that amalgamation carried out for the purpose of increased sustainability is directly related to increasing CLG capacity. Additionally, the increase in capacity may have a consequential impact on the ability of a CLG to address their infrastructure backlog.

The Trust concluded that encouraging amalgamations of weakly-resourced and structured local governments was a legitimate goal for CLGF capability and capacity building funding. The Review does not specifically refer to forced amalgamation. Therefore any capacity building support funded through CLGF will adhere to the appropriate Government policy.

### Is the revised CLGF being used as a means of forcing amalgamations?

No. The CLGF is to be used to assist in amalgamation efforts where it can be demonstrated financial sustainability will be improved. An aim of the CLGF is to increase capacity and consequent sustainability of local governments.

### **What methodology will be used as part of the capability/capacity and/or prospectivity ratings to assess whether a local government is financially unsustainable?**

Existing data from the DLG, together with other relevant information, will be used to assess a CLGs financial sustainability and this information may be incorporated into the development of the methodology.

### **Will a standardised accounting system be implemented (Recommendation 23)?**

At this stage the Trust has only recommended that RDL, in consultation with DLG, WALGA and other appropriate parties, discuss whether such a system would be appropriate. If deemed appropriate, a study would then be required to determine the feasibility of the system.

Should it be determined a feasibility study is required, there are a range of issues that will need to be considered such as legislative changes, regulatory standard chart of accounts, cost-benefit analysis and regional differences.

### **Why is a review of the audit provisions under the *Local Government Act 1995* required?**

CLGs are subject to the audit requirements of the *Local Government Act 1995*, supplemented by the *Local Government (Audit) Regulations 1996*. The Trust has identified a review of this Act is required to determine if audit provisions can and should be enhanced. The Trust identified multiple weaknesses in the Act/Regulations, regarding the lack of requirement for true and fair evaluation of financial position and performance, as well as general processes and requirements.

It also questioned whether the quality of audits being conducted is sufficient to satisfy the current governance needs or whether this can be enhanced. DLG is currently investigating this issue.

### **Will this result in additional audit requirements for local governments?**

No. The Trust has acknowledged that a key criticism from CLGF grantees relates to governance obligations for CLGF funding. The intention of the review into the audit requirements of the *Local Government Act 1995* is to examine options to improve the quality of regular local government audits and as such, reduce and simplify audit requirements associated with CLGF. However, the Trust has emphasised that audit requirements cannot be relaxed at the expense of relevant information being captured and reported.

## Administration

### What is the role of the Regional Development Council?

The Regional Development Council (RDCo) will play a pivotal role in the new CLGF arrangements. As per the review (Recommendation 12), the RDCo's Executive Chairman will chair a Committee that will oversee and endorse a number of aspects under the new CLGF structure including the ratings. This role is vital in ensuring a continued link between local, regional and state planning strategies and infrastructure investment.

Additionally, the RDCo will provide assistance and important advice in developing leveraging techniques and reviewing the role of the RDCs.

The RDCo will also be closely involved in consultations and collaboration throughout the life of the project.

### Why has the implementation of the recommendations arising from the Review been pushed back by a full year to be effective for the 2014-15 funding round?

RDL, in consultation with the Trust, has determined that the suggested timeframes for implementation are not desirable or feasible. This is due to the complexity and anticipated duration of tasks required under the recommendations, as well as existing funding commitments between RDL and the CLG sector under the current funding arrangement.

The staged approach to the implementation of the recommendations, adopted by RDL, will allow for the considered implementation of the recommendations, achieving the most effective outcomes for all stakeholders.

### How will the fund be administered for the 2013-14 funding round?

As per the Trust's recommendation not to move towards 100 per cent Groups funding, 2013-14 will continue with the current format of 50/50 split between individual CLGs and Groups funding. Deadlines to apply for funding will be reviewed to ensure sufficient time to approve projects, distribute and expend funding prior to implementation of the new arrangements for the funding year 2014-15. Details and guidelines surrounding 2013-14 will be announced in due course.

### Will a 'Roads to Recovery' website administration system be implemented for CLGF?

The Trust, on advice from the CLG sector, recommended a review into the administration system of the Roads to Recovery program to establish whether it is suitable for CLGF reporting and acquittal requirements. At this stage it is a review only and there is no guarantee that this system will be suitable and/or implemented.

### Why is there a need to include further key performance indicators in CLGF Financial Assistance Agreements (FAAs)?

While it is understood that Royalties for Regions FAAs have clear key performance indicators and performance measures, it is agreed that CLGF project outcomes need to be more clearly defined and reported against. Clearly identified outcomes should improve the reporting requirements and efficiencies surrounding this.



## **Why must local governments report on the information requested by RDL (Recommendation 20)?**

While CLGF reporting should not place unnecessary administrative burdens on CLGs, it is imperative that CLGs' accountability for public money remains and that the maintenance of information requested in Recommendation 7 and 19 is feasible. However, it is agreed that a streamlined and simplified reporting process will also support RDL administer CLGF more effectively and efficiently.

It would be expected that the capability/capacity rating will inform reporting requirements, although it should not be any less than that which applies to other Royalties for Regions recipients. RDL will investigate alternative reporting mechanisms, in consultation with the sector, and implement the most efficient and cost-effective system.

## **What is meant by the phrase “reduced compliance requirements”?**

The Trust has stated that compliance requirements should be tailored to ensure they are relevant to cost, capability/capacity and the project and entity concerned. The Trust has recommended a move away from a “one size fits all” approach to governance and reporting. Compliance requirements will be determined in tandem with the assessment methodologies and will differ among proponents in line with the ratings issued. “Reduced compliance requirements” relates to both regular reporting and acquittal processes of CLGF funding. However the compliance requirements should not be any less than those applied to other Royalties for Regions recipients.

## **Why are the WAPC and DoP to be involved?**

There are differing planning needs at local, regional and state levels of government and there is also a need for integration between these levels. This is why the Committee structure will include representatives from all three planning levels. Given their responsibility and knowledge regarding future development of the state, WAPC and DoP are invaluable contributors in determining what projects and areas of funding are of most significance.

## **Will the role of the RDCs change to being the decision-maker in the CLGF process?**

Recommendation 14 calls for a review into the role of RDCs with regards to the CLGF to determine how their role should be adjusted in order to maximise outcomes. This recommendation does not suggest that RDCs should be granted additional decision making powers with regard to the delivery of the CLGF, as noted by the Trust in the Review on page 231.

Details of the role RDCs are to play within the CLGF will be determined through the implementation of Recommendation 14, and the CLG sector will be consulted.

## Baseline Data

### **Will local governments be required to analyse their capital works programs to demonstrate the potential economic benefits of funding?**

No. RDL will be responsible for analysing CLGs FCWPs and any other required documents to analyse the extent of the infrastructure backlog and highlight the common needs and priorities across the sector and regions. This will assist in informing priority areas of funding, through improved understanding of needs and priorities by asset class.

### **Will this mean that local governments will be told what to spend their CLGF money on?**

No. This will only help inform RDL of what the priority areas may be in the sector to help align with Royalties for Regions priorities. The premise of local decision-making will remain, with local government still being able to determine their actual projects. However these projects may be within certain target areas.

### **With regard to Recommendation 7, other than the Forward Capital Works Plans (FCWPs), what materials will be examined in order to determine the nature and extent of the infrastructure backlog?**

Recommendation 7 calls for an improved understanding of the nature and extent of the infrastructure backlog to identify CLG needs and priorities. It is noted that analysis of FCWPs alone will not achieve the required outcomes of this task, given that FCWPs are limited only to planned projects and consequently will not reveal the full extent of a CLG's infrastructure backlog.

Other materials that will likely assist in this analysis include those arising from the upcoming IPF requirements, being the Asset Management Plans and Corporate Business Plan each CLG is required to prepare by 30 June 2013. Additionally, further potential sources of information include DLG's annual measure of local government capability.

## Infrastructure in Aboriginal Communities

### **What impact will the ongoing negotiations regarding the provision for municipal services in Aboriginal communities have on the CLGF?**

The Commonwealth and State Governments are currently negotiating the provision of funding for local government services to remote Aboriginal communities. It is possible that CLGs may become responsible for the provision of municipal services for these communities. It is expected that there will be required infrastructure associated with the delivery of such services.

If CLGs are to become responsible for the provision of these services, the CLGF may be a possible avenue for support. The CLGF cannot be used for ongoing, operational costs, however funding for the establishment or upgrade of infrastructure would likely qualify as an appropriate use of funding. Grants for such projects would be treated like all other projects, on an outcomes-based approach.

However, at this stage RDL is seeking advice from the Aboriginal Affairs Coordinating Committee and there is no guarantee such infrastructure will be included under CLGF in the future.

## Disclaimer:

The information contained in this publication is provided in good faith and believed to be accurate at time of publication. The State shall in no way be liable for any loss sustained or incurred by anyone relying on the information.

While every effort has been made to vet the contents of this report, it may contain references to, or images of, people who are now deceased. The Department of Regional Development and Lands regrets any offence this may cause.

**For more information**

**Website:** [www.rdl.wa.gov.au](http://www.rdl.wa.gov.au)  
**Email:** [RoyaltiesforRegions@rdl.wa.gov.au](mailto:RoyaltiesforRegions@rdl.wa.gov.au)  
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REGD KFC		Date / Sign
Council Meeting	FILE No:	
SIDE	INFO	
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11.2. Dev	11.4. Admin	
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CEO	EA	
DCEO	Rates	
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EHO		
CYDC	President	



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052 0005642

Sharon Daishe  
 Chief Executive Officer  
 PO Box 40  
 YALGOO WA 6635

### NEW NAME AND CHANGE OF ADDRESS FOR FESA

I would like to inform you about significant changes that will be taking place with the Fire and Emergency Services Authority of Western Australia (FESA) over the next few weeks.

On Monday 29 October 2012, FESA will be moving from its current Hay Street location in the city to the new metropolitan headquarters, located in Cockburn Central.

The new \$40 million facility, which will be called the Emergency Services Complex, will provide a new focal point for coordinating and responding to emergencies throughout Western Australia with the inclusion of a new Communications Centre and a State Operations Centre.

In addition, following recent legislative changes passed by the State Government, FESA will transition from an Authority to a Government Department. Under this change FESA will become the Department of Fire and Emergency Services (DFES) on Thursday 1 November 2012.

Our new contact details in Cockburn will be:

- Main Phone: (08) 9395 9300
- Main Fax: (08) 9395 9384
- Address: 20 Stockton Bend, Cockburn Central, WA 6164
- Postal Address (remains the same): GPO Box P1174, Perth, WA 6844
- Email: dfes@dfes.wa.gov.au
- Internet: www.dfes.wa.gov.au
- Twitter: twitter.com/dfes\_wa

These are exciting and dynamic changes for our organisation and I look forward to working with you as we continue to build a safer community for all Western Australians.

Yours sincerely

WAYNE GREGSON APM  
 CHIEF EXECUTIVE OFFICER

25th October 2012



**Vincent Catania MLA**  
MEMBER FOR NORTH WEST | CANDIDATE FOR NORTH WEST CENTRAL



### **The Nationals WA announce Emergency Volunteers Fuel Card**

The Nationals WA will introduce a Fuel Card for volunteer emergency services organisations across regional Western Australia, should they retain the balance of power at the 2013 State election.

The policy, announced at The Nationals WA Campaign Launch in Toodyay, will provide Emergency Service Volunteer organisations with a fuel card valued at \$2000 per annum, as an acknowledgement of the support they provide to regional communities.

Member for North West, Vincent Catania said the Emergency Volunteers Fuel Card would support the hundreds of volunteer emergency services organisations in regional WA.

Emergency service volunteers in our regions do an outstanding job and The Nationals WA recognise that regional communities could not function without them," Mr Holt said.

"This initiative will go some way to acknowledging the great work of volunteers, and make their job that little bit easier."

The card will be made available to more than 700 emergency service units across regional WA, including St John Ambulance, the State Emergency Service, the Marine Rescue Service, and more than 500 volunteer bush fire brigades.

Potential uses include travelling for training or events; transporting and servicing equipment; or as a reward for volunteers.

"The Emergency Volunteers Fuel Card is an acknowledgement of support for the incredible work our volunteers do to protect regional communities, particularly in a crisis."

Vincent Catania said the Emergency Volunteers Fuel Card would add to previously announced election commitments, including the Regional Cities initiative, the Goldfields Strategic Investment Plan and a boost to the Country Aged Pension Fuel Card.

Vincent Catania said the Campaign Launch highlighted the work Royalties for Regions is doing to improve the lives of those living and working in regional areas.

"The only way to ensure Royalties for Regions continues in its current form is to support The Nationals WA at the 2013 State Election."

To find out more about the Emergency Volunteers Fuel Card visit [www.nationalswa.com](http://www.nationalswa.com).

**Media Contact: Vincent Catania 99412999**

**Date: 16 October 2012**

# Discussion Paper VOLUNTEER FUEL CARD

*The Nationals WA proposal to support  
Emergency Service Volunteers in WA.*



## Policy Proposal

The Nationals WA will provide all volunteer emergency service groups in regional WA with a \$2000 fuel card on an annual basis as an acknowledgement of the incredible work they do to protect and support regional communities and the environment.

## Discussion

Regional WA relies heavily on the services of volunteers for the provision of emergency services. It is the willingness of people to donate their time to train others, be trained, fundraise and provide essential services that ensures the ongoing success of these regional volunteer organisations.

**Emergency Service  
Volunteers in our regions  
do an outstanding job and The  
Nationals WA recognise that  
regional communities could not  
exist without them."**

This volunteer fuel card will go some way to acknowledging the work of volunteers and making their job that little bit easier.

It was estimated in 2006 that volunteering in emergency services alone was some 2.2 million hours and valued at \$59 million.

Eligible volunteer groups will include:

- St John Ambulance Service
- Volunteer Bush Fire Service
- Volunteer Fire and Rescue Service
- Volunteer Fire Service
- State Emergency Service
- Volunteer Emergency Service
- Volunteer Marine Rescue Service

## How many individual groups will receive the card?

Over 700 individual volunteer emergency service organisations throughout regional WA will benefit from this fuel card.

## How will it work?

Eligible groups will receive a fuel card which at the discretion of the local management committee, can be distributed between volunteers and the community as a way to recognise the time and resources they give up for the sake of their community.

The Nationals WA welcome your feedback on this discussion paper:

p: 1300 NATS WA (628 792)

e: info@nationalswa.com

w: www.nationalswa.com



INFOPAGE

WALGA

Date received 2/10/12

REGD K/C		Date / Sign
Council Meeting	FILE No:	
SIDE	INFO	
11.1. Works	11.3. Finance	
11.2. Dev	11.4. Admin	
DISTRIBUTION: (Priority) Copy		
CEO	EA	Vanessa Jackson - Policy Manager
DCEO	Rates	Planning Reform and Improvement
PE	Date:	24 September 2012
EHO		
CYDC	President	

**To:** Chief Executive Officer

**Organisation:** All Councils

**Reference:** 05-018-02-0002

**Subject:** Statutory Review of the Residential Parks Act 2006 - **Priority:** Medium  
Discussion Paper

**IN BRIEF**

<b>Operational Area:</b>	CEO
<b>Key Issues:</b>	<ul style="list-style-type: none"> <li>• A Discussion Paper for the Statutory Review of the Residential Parks (Long-stay Tenants) Act 2006 has been released</li> <li>• The Department of Commerce is calling for submissions</li> <li>• The proposed changes may affect those caravan parks that are managed by local government.</li> </ul>
<b>Action Required:</b>	Submissions close on Friday, 30 November 2012

Hon Simon O'Brien, MLC, Minister for Commerce, recently released the paper titled: *Consultation Discussion Paper for the Statutory Review of the Residential Parks (Long-stay Tenants) Act 2006*

The discussion paper draws on early consultation with key stakeholders including the Caravan Industry Association of WA; the Park Home Owners Association and the Council on the Ageing. Consideration has also been given to recent developments in other jurisdictions.

Concerns have been raised about whether the current legislation is adequately addressing issues such as security of tenure, excessive rent increases, and difficulties faced by residents when residential parks are closed or sold. These concerns have prompted the Government to give this issue a high priority and input to the review will assist in guiding the Governments future policy direction in respect of long-stay residential park living.

In developing this discussion paper, the Department conducted policy research and consulted key stakeholders to better understand the issues facing the residential parks sector and identify any gaps in the existing regulation. This research and consultation revealed nine priority issues that stakeholders would like the Department to consider as part of the statutory review, these being:

1. Security of tenure, including without grounds termination and owner initiated sale of park;
2. Compensation;
3. Disclosure;
4. Rent variation;
5. Fees and charges;
6. Sale of homes on-site;
7. Dispute resolution;
8. Park Liaison Committees; and
9. Maintenance and capital replacement

Three additional issues were also identified, these being;

1. The impact of park owner insolvency;
2. Damage to property and violent behavior; and
3. The future regulation of lifestyle villages

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The Voice of Local Government





# INFOPAGE



**To:** Chief Executive Officer      **From:** Tony Brown  
 Executive Manager  
 Governance and Strategy

**Organisation:** All Local Governments      **Date:** 25 September 2012

**Reference:** 05-034-01-0005      **Priority:** Medium

**Subject:** Integrated Planning Framework

## ***IN BRIEF***

<b>Operational Area:</b>	Chief Executive Officer
<b>Key Issues:</b>	<ul style="list-style-type: none"> <li>WALGA seeking feedback from Local Government in relation to Integrated Strategic Planning requirements</li> </ul>
<b>Action Required:</b>	Feedback to WALGA by Friday, 2 November 2012

Local Governments are required to have in place a Strategic Community Plan and a Corporate Business Plan for each financial year from the financial year commencing 1 July 2013.

The requirements for these plans are outlined by Regulation 19C (Strategic Community Plan) and Regulation 19DA (Corporate Business Plan) of the *Local Government (Administration) Regulations 1996*.

The Association is seeking feedback from Local Governments about their strategic and business planning processes to inform advocacy and assistance efforts on this issue.

The Association is seeking to develop a picture of how the sector is tracking – at an aggregate level – to meet the requirements associated with the Integrated Planning Framework.

*The following questions are intended to assist in eliciting feedback; feel free to make comment on any aspect of the Integrated Planning Framework process.*

- 1. Will your Local Government be in a position to comply with the legislative requirements in relation to the Integrated Planning Framework?*
- 2. Do you foresee any issues, stumbling blocks or capacity constraints in relation to complying with the legislation?*
- 3. What do you see as the Association's role (if any) in assisting Local Governments with the Integrated Planning Framework processes?*

Please provide feedback to Tim Lane at [tlane@walga.asn.au](mailto:tlane@walga.asn.au) by Friday, 2 November 2012.



Ref: Infopage 05-034-10-0005 Integrated Planning Framework Feedback

Dear Tim

Thank you for seeking information from Local Governments regarding implementation of the integrated planning framework.

The Shire of Yalgoo is embracing the process and is working with a team of consultants, most of whom have a long term relationship with the Shire, to collaborate and prepare the integrated elements. With respect to your individual questions:

1. Yalgoo has experienced exceptional circumstances over the past two years including back to back natural disasters (2 major flood events 2010/11, serious storm damage 2011 then bushfires 1 Dec 2011 to 28 Feb 2012 on a level never before seen in living memory) and critical staff shortages. As a result we have a team of new and inexperienced staff tackling a significant backlog of business critical work. We also have an ambitious forward capital works program. We are undertaking a range of quality planning processes including infrastructure surveys and a townsite structure plan to support various applications for funding. It is highly likely that Yalgoo will need an extension to the legislative timeframe for integrated planning. We would prefer to achieve a quality result rather than rush to comply with a timeframe.
2. The Shire of Yalgoo may need an extension to the timeframe however we strongly believe that quality integrated planning is essential. We have already gained benefit from reviewing our workforce to inform our workforce plan. Our consulting engineers have inspected 50% of our road network and will complete the remaining 50% in order to fully inform the roads element of our asset management plan. We are seeking a quote from AVP for fair value asset revaluation and condition reports. The Shire has consulted extensively with community over the past two years and has drafted a community plan. We will be aiming for quality and useability of the plans. The timeframe may be a stumbling block. The Shire has also committed \$100,000+ of own source funds and would appreciate assistance with this financial burden as we have a very low rate base and struggle to meet the needs of our community.
3. I see the role of WALGA as providing support to local governments to achieve quality integrated planning. This includes advocacy to present, where necessary, the needs of the sector to the department and garner support to meet those needs. For instance Yalgoo may need to apply for an extension to the timeframe for the reasons stated above. I trust that the Department will recognise our situation and acknowledge that the delay is outside our control however if this is not the case, we will seek your support and advocacy.

I would be very happy to talk to you further about this important process.

Regards

*Sharon Daishe*

**Chief Executive Officer**

## Key Legislation Opportunities Fade

---

Opportunities to pass key legislation assisting Local Governments are starting to fade with just two weeks left this year to pass the Lower House.

The WA Local Government Association today called upon the State Government to pass the Dog Amendment Bill 2012 and the Local Government Amendment Bill (No 2) 2012 before the Legislative Assembly goes into recess for the rest of the year.

WALGA President Mayor Troy Pickard said the Government needed to grasp the opportunity to pass both pieces of legislation now before the pending recess and run up to State Elections next March.

“Both pieces of legislation will greatly assist Local Government operations,” Mayor Pickard said.

“In the case of the Dog Act, the current legislation is nearly 30 years old and in dire need of modernisation; whereas the Local Government Amendment Bill provides for the reduction in burdensome red tape.

“In addition, the provision for Local Governments to engage in regional subsidiaries is an important tool for Local Governments to deliver services across boundaries and increase their financial sustainability.”

Mayor Pickard said Local Government had been advocating for both Bills for a number of years and had secured support from all political parties.

“WALGA has worked closely with the Local Government Minister and Shadow Minister to gain support for these Bills,” he said.

“As both have clear bipartisan support, it should not pose a problem to get them passed through Parliament.

“To delay consideration beyond the current session of Parliament will require the Bills’ reintroduction according to the new Government’s legislative priorities, which may risk their disappearance from the agenda or at the very least a delay of another nine months.

“Not only is this an ineffective use of Parliament’s time but it will also have an impact upon current Local Government operations as well as planning and budgeting for next financial year and beyond.”

*Ends*

FOR COMMENT PLEASE CONTACT

Mayor Troy Pickard, WALGA President 0409 209 649

Kate Murray, Marketing and Media Manager 0448 896 435

**MURCHISON REGIONAL VERMIN COUNCIL**

**MINUTES**

**ORDINARY MEETING OF COUNCIL**

**4 SEPTEMBER 2012**

**MURCHISON REGIONAL VERMIN COUNCIL**  
**Minutes for Ordinary Meeting of Council at Shire of Mount Magnet**  
**Council Chambers, Lot 163 Hepburn St, Mount Magnet, 4 September 2012**

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**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

Attendance

President	Cr Murray McQuie
Deputy President	Cr Harvey Nichols
Member	Cr Carol Hodshon
Member	Cr Greg Scott
Member	Cr Jason Homewood
Member	Cr Dustin Clinch
Member	Cr Martin King
Member	Cr Terry Iturbide
Chief Executive Officer	Mr Geoff Brooks
Project Officer	Mr Jorgen Jensen

Apologies

Member	Cr Laurence Hodder
--------	--------------------

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4. PUBLIC QUESTION TIME AND ADDRESS BY MEMBERS OF THE PUBLIC**

**4.1 Public Question Time**

Nil

**4.2 Address by Members of the Public**

Nil

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

The President briefed Elected Members on the outcome of the recent Country Local Government Fund group meeting in Cue

**7. CONFIRMATION OF COUNCIL MINUTES OF PREVIOUS MEETING****7.1 Minutes of the Ordinary Meeting of Council held on 12 June 2012****OFFICER RECOMMENDATION****Moved:** Cr Homewood**Seconded:** Cr Nichols

*That the minutes of the Ordinary Meeting of Council held on 12 June 2012 be confirmed as a true and correct record of proceedings.*

**CARRIED 8/0**

**8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**9. PETITIONS**

Nil

**10. DECLARATIONS OF INTEREST**

Under Rules of Conduct Regulation 11(1) for Items 12.7 and 12.8 Impartiality Interests declared by:

President.....	Cr Murray McQuie.....	Membership of an Association (PGA)
Member.....	Cr Greg Scott.....	Friendship
.....	.....	Membership of an Association (PGA)
Member.....	Cr Jason Homewood .....	Friendship
.....	.....	Membership of an Association (PGA)
Member.....	Cr Dustin Clinch.....	Membership of an Association (PGA)
Member.....	Cr Martin King.....	Membership of an Association (PGA)
Member.....	Cr Carol Hodshon .....	Membership of an Association (PGA)
Member.....	Cr Terry Iturbide.....	Membership of an Association (PGA)

**11. BUSINESS DEFERRED FROM PREVIOUS MEETING**

Nil



## 12. REPORTS

### 12.1 Cash Position Statement

**File:** MRVC  
**Officer:** Finance Manager  
**Amended By:** Nil  
**Disclosure of Interest:** Nil  
**Meeting Date:** 4 September 2012

#### Comment

The Cash Position Statement is as stated below:

STATEMENT OF CASH POSITION AS AT 30 JUNE 2012	
<b>Balance of Cash Position 01 July 2011</b>	<b>\$2,119.51</b>
Plus: Receipts – 01 July 2011 to 30 June 2012	\$1,796,354.81
Plus: Receipts – Drawdown Term Deposit	\$1,052,668.27
Less: Payments – 01 July 2011 to 30 June 2012	\$1,098,029.78
Less: CLGF Grant – Term Deposit	\$1,713,653.70
Less: Bank Fees - 01 July 2011 to 30 June 2012	\$83.40
<b>Cash Balance as at 30 June 2012</b>	<b>\$39,375.71</b>

STATEMENT OF CASH POSITION AS AT 31 AUGUST 2012	
<b>Balance of Cash Position 01 July 2012</b>	<b>\$39,375.71</b>
Plus: Receipts – 01 July 2012 to 30 August 2012	\$72,556.36
Plus: Receipts – Drawdown Term Deposit	\$50,000.00
Less: Payments – 01 July 2012 to 30 August 2012	\$101,186.41
Less: Bank Fees - 01 July 2012 to 31 August 2012	\$15.14
<b>Cash Balance as at 31 August 2012</b>	<b>\$60,730.52</b>

#### Consultation

Nil

#### Statutory Environment

Nil

#### Policy Implications

Nil

#### Financial Implications

Nil

#### Strategic Implications

Nil

#### Voting Requirements

Simple Majority

### OFFICER RECOMMENDATION

**Moved:** Cr Iturbide

**Seconded:** Cr Clinch

*That the Cash Position Statement as at 30 June 2012 and 31 August 2012 be received.*

**CARRIED 8/0**

**12.2 Accounts for Payment**

<b>File:</b>	MRVC
<b>Officer:</b>	Finance Manager
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	4 September 2012

**Comment**

The accounts for payment list for June and July/August 2012 is attached for notation.

**Consultation**

Nil

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION**

**Moved:** Cr Scott

**Seconded:** Cr Homewood

*That payments of accounts for June 2012 totalling \$726,511.54 and accounts for July/August 2012 totalling \$101,201.55 be noted.*

**CARRIED 8/0**

**Accounts Paid June 2012**

<b>Invoice No</b>	<b>Date Paid</b>	<b>Name</b>	<b>Particulars</b>	<b>Amount \$</b>
	01/06/2012	CBA	Account Service Fee	5.80
41	06/06/2012	A&A Seivwright	Fence Maintenance	7,150.00
4187	15/06/2012	Shire of Mount Magnet	Reimbursement – Satellite Phone Account to 14/5/12	70.00
4206	15/06/2012	Shire of Mount Magnet	Reimbursement – Satellite Phone Account to 14/6/12	102.16
4198	15/06/2012	Shire of Mount Magnet	Reimbursement – Advertising March	593.90
4238	15/06/2012	Shire of Mount Magnet	Reimbursement – Advertising April	692.11
4186	15/06/2012	Shire of Mount Magnet	Reimbursement – Advertising May	1,193.08
9272	18/06/2012	Anderson, Munro & Wyllie	Interim Audit Fee for Year Ending 30 June 2012	1,650.00
343	18/06/2012	Murchison Aviation	Additional Clearing & Grading	9,735.00
012	18/06/2012	Yoweragabbie Contracting	Jorgen Jensen – Project Supervisor 15/04/12 to 08/06/12	12,331.00
130	18/06/2012	H&J Jones & Sons	MRVC/02	52,800.00
	28/06/2012	Digby Robinson Contracting Pty Ltd	MRVC/04	72,000.00
198761	28/06/2012	Southern Wire Pty Ltd	Fencing Materials	557,522.01
	29/06/2012	H Nicols	Meeting Fees Jan-Jun	140.00
	29/06/2012	M King	Meeting Fees Jan-Jun	140.00
	29/06/2012	D Clinch	Meeting Fees Jan-Jun	140.00
	29/06/2012	T Iturbide	Meeting Fees Jan-Jun	280.00
	29/06/2012	L Hodder	Meeting Fees Jan-Jun	420.00
	29/06/2012	C Hodshon	Meeting Fees Jan-Jun	420.00
	29/06/2012	J Homewood	Meeting Fees Jan-Jun	560.00
	29/06/2012	G Scott	Meeting Fees Jan-Jun	560.00
	29/06/2012	M McQuie	Presidents Allowance & Meeting Fees Jan-Jun	1,370.00
4251	29/06/2012	Shire of Mount Magnet	Secretariat Fees Jan-Jun	6,600.00
4247	29/06/2012	Shire of Mount Magnet	Reimbursement – Satellite Phone Account to 14/7/12	183.40
4239	29/06/2012	Shire of Mount Magnet	Credit - Advertising	-146.92
<b>TOTAL PAYABLE</b>				<b>\$726,511.54</b>

**Accounts Paid July & August 2012**

<b>Invoice No</b>	<b>Date Paid</b>	<b>Name</b>	<b>Particulars</b>	<b>Amount \$</b>
	02/07/2012	CBA	Account Service Fee	8.60
481	11/07/2012	NLD Transport	Transport – Fencing Materials	20,295.00
42	12/07/2012	A&A Seivwright	Fence Maintenance	5,005.00
4282	27/07/2012	Shire of Mount Magnet	Reimbursement – Satellite Phone Account to 14/8/12	98.36
4623	27/07/2012	Midwest Financial	Financial Services - Audit	440.00
	27/07/2012	Jason Homewood	Fence Inspection Expense	1,345.55
4651	27/07/2012	Midwest Financial	March/May Reports & 2012/13 Statutory Budget	3,850.00
350	27/07/2012	Murchison Aviation	MRVC/03	42,790.00
442198	27/07/2012	Direct Trades Supply	Maintenance Materials	2,884.70
	01/08/2012	CBA	Account Service Fee	4.84
	01/08/2012	CBA	Account Service Fee	1.70
013	02/08/2012	Yoweragabbie Contracting	Project Supervisor – Jorgen Jensen	6,277.70
	21/08/2012	CBA	Audit Fee	60.00
43	29/08/2012	A&A Seivwright	Fence Maintenance	10,010.00
354	29/08/2012	Murchison Aviation	Extra Clearing & Grading	7,260.00
4308	29/08/2012	Shire of Mount Magnet	Reimbursement – Satellite Phone Account to 14/8/12	70.00
4306	29/08/2012	Shire of Mount Magnet	Reimbursement – Freight Maintenance Materials	456.94
4307	29/08/2012	Shire of Mount Magnet	Reimbursement – Advertising Meeting Dates	343.16
<b>TOTAL PAYABLE</b>				<b>\$101,201.55</b>

<b>12.3 Debtors</b>
---------------------

<b>File:</b>	MRVC
<b>Officer:</b>	Finance Manager
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	4 September 2012

**Comment**

Details of outstanding debtors are available to Councillors as a separate document.

<b>Outstanding Debtors – As at 31 August 2012</b>		
Outstanding Current	Annual Subsidy	\$30,800.00
	Fence Rental	\$6,420.67
	Precepts	\$27,149.00
Outstanding Previous Years	Fence Rental	\$5,315.12
<b>Total Amount Outstanding</b>		<b>\$69,684.79</b>

**Consultation**

Nil

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

<b>OFFICER RECOMMENDATION</b>
-------------------------------

**Moved:** Cr Nichols

**Seconded:** Cr Clinch

*That the outstanding Debtors Report be received.*

**CARRIED 8/0**

<b>12.4 Investment Register</b>
---------------------------------

<b>File:</b>	MRVC
<b>Officer:</b>	Finance Manager
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	4 September 2012

**Comment**

<b>Commonwealth Bank Term Deposit 36558508 as at 30 June 2012</b>	
Funds Invested	\$1,713,653.70
Interest Earnt	\$60,158.63
Transfer from Investment	\$1,052,668.27
<b>Balance</b>	<b>\$721,144.06</b>

<b>Commonwealth Bank Term Deposit 36558508 as at 31 August 2012</b>	
Funds Invested 29 June 2012	\$721,144.06
Interest Earnt	\$8,346.03
Transfer from Investment	\$50,000.00
<b>Balance</b>	<b>\$679,490.09</b>

**Consultation**

Jim Dillon – Midwest Financial

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

<b>OFFICER RECOMMENDATION</b>
-------------------------------

**Moved:** Cr Iturbide

**Seconded:** Cr Nichols

1. That the investment registers be received.
2. That the CEO considers investment opportunities with NAB, Westpac, ANZ and Bankwest in an effort to achieve higher term deposit returns.

**CARRIED 8/0**

**12.5 Statement of Financial Activity**

<b>File:</b>	MRVC
<b>Officer:</b>	Geoff Brooks - CEO
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	4 September 2012

**Application**

To review the Statement of Financial Activity to 31 August 2012.

**Background**

The attached Statement of Financial Activity to 31 August 2012 has been prepared by Mid West Financial Services.

**Consultation**

Mr Jim Dillon – Midwest Financial Services

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION**

**Moved:** Cr Iturbide

**Seconded:** Cr King

*That the Statement of Financial Activity to 31 August 2012 be adopted.*

**CARRIED 8/0**

## 12.6 Fence Maintenance and Repair

<b>File:</b>	MRVC
<b>Officer:</b>	Geoff Brooks - CEO
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	4 September 2012

### Application

To note repair work carried out on the No 1 Vermin Fence by Council's fencing contractor Mr Tony Seivwright and to note progress on fence reconstruction works.

### Maintenance and Repair

The attached reports detail work carried out over a period of fourteen days north of the No 2 Spur Line intersection by the contractor at a rate of \$715 per day.

### Upgrade Works

The status of tenders awarded for fence upgrade works is summarised as follows:

TENDER NO.	DESCRIPTION	STATUS
MRVC/01	Clearing and Grading of No.1 Vermin Fence from the 80 Mile Peg to the Paynes Find/Sandstone Road Intersection	Completed
MRVC/02	Remove and Replace 16 Kilometres of the No.1 Vermin Fence	Completed
MRVC/03	Clearing and Grading of No.1 Vermin Fence, from the Paynes Find/Sandstone Road to the No.2 Spur Line	Completed
MRVC/04	Clearing and Grading the northern section of the No.1 Vermin Fence and the No.2 Spur Line	Completed
MRVC/05	Supply of 140 Kilometres of Fencing Materials	Completed
MRVC/06	Removal and replacement of 30.2 Kilometres of the No. 1 Vermin Fence	In Progress

### Consultation

Mr Jorgen Jensen – MRVC Project Officer

### Statutory Environment

Nil

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

Nil

### Voting Requirements

Simple Majority



**OFFICER RECOMMENDATION****Moved:** Cr Clinch**Seconded:** Cr King

*That Council notes the maintenance and repairs carried out to the No 1 Vermin Fence and the status of the fence upgrade works.*

**CARRIED 8/0**

*As indicated in Item 6.0 President McQuie and Councillors Scott, Homewood, Clinch, King, Hodshon and Iturbide declared an Impartiality Interest in Items 12.7 and 12.8.*

<b>12.7 Tender MRVC07 – Removal and Replacement of 38.5 kilometres of the No.1 Vermin (Dog) Fence.</b>
--

<b>File:</b>	MRVC
<b>Officer:</b>	Geoff Brooks - CEO
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	4 September 2012

### Application

To consider tenders for the removal and replacement of 38.5 kilometres of the No 1 Vermin (Dog) Fence

### Background

On 4 August 2012 tenders were advertised in the Western Australian for removal and replacement of 38.5 kilometres of the No 1 Vermin (Dog) Fence.

The following four sections were specified:

- Section 1 – South of Camel Camp – 12.0 kilometres
- Section 2 – Boodanoo – 13.5 kilometres
- Section 3 – Youanmi – 5.0 kilometres
- Section 4 – Ankatell – 8.0 kilometres

Conditions of tender included supply of fencing materials by the MRVC and a completion date of 15 December 2012 or as negotiated with the Project Officer.

At the time of closing on 24 August 2012 the following tenders were received:

TENDERER	PRICE (excl. GST)
McMahon Services	\$702,625.00
Koorungal Co. Pty Ltd	\$356,125.00
JSB Fencing & Machinery Hire P/L	\$351,159.14
DBS Fencing	\$306,075.00
Against All Boundaries Pty Ltd	\$302,610.00
Tiger Fencing	\$250,250.00
Murchison Aviation & Machinery Hire	\$107,500.00
*Abroboa Pty Ltd	N/A

\* No fixed price submitted, invalid Tender

### Tender Selection Criteria

As indicated in the tender documents the following selection criteria applies:

- Best value for money
- Compliance Criteria – compliance with conditions of tender, specifications and delivery date.
- Qualitative Criteria – relevant experience (30%), key personnel skills and experience (15%), tenderers resources (35%), and demonstrated understanding (20%).

**Assessment of Tenders**

Opening and assessment of the tenders has been conducted by the MRVC Project Officer, Cr Greg Scott, Council CEO and the Shire of Mount Magnet, Administration Manager.

As indicated the lowest tender price was submitted by Murchison Aviation and Machinery Hire for an amount of \$107,500 excluding GST or \$2,792.21 per kilometre.

The price per kilometre tendered by Murchison Aviation and Machinery Hire is comparable with that submitted the contractor who is currently replacing 30.2 kilometres of fencing under tender MRVC06. Murchison Aviation and Machinery Hire have successfully carried out fence construction projects for the Shire of Mount Magnet (Aerodrome perimeter fence) and Mid West Vanadium Pty Ltd at their Windimurra mine site.

**Recommended Tender**

On the basis that Murchison Aviation and Machinery Hire are offering the best value for money and have a demonstrated the capacity to carry out the work, acceptance of their tender is recommended.

**Consultation**

Mr Jorgen Jensen, MRVC Project Officer

**Statutory Environment**

Local Government (Functions & General) Regulations Part 4

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION**

*That tender MRVC07 is awarded to Murchison Aviation and Machinery Hire at a tender price of \$107,500 excluding GST.*

**Moved:** Cr Hodshon

**Seconded:** Cr Clinch

That Council adopts en bloc the Officers Recommendations for Items 12.7 and 12.8 as follows:

Item 12.7	<i>That tender MRVC07 is awarded to Murchison Aviation and Machinery Hire at a tender price of \$107,500 excluding GST.</i>
Item 12.8	<i>That tender MRVC08 is awarded to Murchison Aviation and Machinery Hire at a tender price of \$185,000 excluding GST.</i>

**CARRIED 8/0**

*In discussion it was noted that Murchison Aviation and Machinery Hire had indicated in their tender documentation that it was not possible to compete both MRVC07 and MRVC08 by 15 December 2012 and that completion dates for both tenders would be negotiated with the Project Officer as per the specifications.*

*In discussion it was noted that an additional 3km of fencing was required on the Anketell section of MRVC07 and that this would form an extra to the contract.*

<b>12.8 Tender MRVC08 – Removal and Replacement of 40.0 kilometres of the No.1 Vermin (Dog) Fence.</b>
--

<b>File:</b>	MRVC
<b>Officer:</b>	Geoff Brooks - CEO
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting/Date:</b>	4 September 2012

**Application**

To consider tenders for the removal and replacement of 40.0 kilometres of the No 1 Vermin (Dog) Fence

**Background**

On 4 August 2012 tenders were advertised in the Western Australian for removal and replacement of 40.0 kilometres of the No 1 Vermin (Dog) Fence.

The following four sections were specified:

- Section 1 – Barambie – 23 kilometres
- Section 2 – Yuono – 3.0 kilometres
- Section 3 – Gum Creek Junction – 3.0 kilometres
- Section 4 – Noibla – 5.5 kilometres
- Section 5 – Wiluna Rail – 1.0 kilometres
- Section 6 – Yandil – 3.0 kilometres
- Section 7 – Cunyu – 1.5 kilometres

Conditions of tender included supply of fencing materials by the MRVC and a completion date of 15 December 2012 or as negotiated with the Project Officer.

At the time of closing on 24 August 2012 the following tenders were received:

TENDERER	PRICE (excl. GST)
McMahon Services	\$730,000.00
Koorungal Co. Pty Ltd	\$370,000.00
JSB Fencing & Machinery Hire P/L	\$366,803.45
DBS Fencing	\$318,000.00
Against All Boundaries Pty Ltd	\$314,400.00
Tiger Fencing	\$264,000.00
Murchison Aviation & Machinery Hire	\$185,000.00

**Tender Selection Criteria**

As indicated in the tender documents the following selection criteria applies:

- Best value for money
- Compliance Criteria – compliance with conditions of tender, specifications and delivery date.
- Qualitative Criteria – relevant experience (30%), key personnel skills and experience (15%), tenderers resources (35%), and demonstrated understanding (20%).

**Assessment of Tenders**

Opening and assessment of the tenders has been conducted by the Cr Jason Homewood, Cr Greg Scott, Council CEO and the Shire of Mount Magnet, Administration Manager.

As indicated the lowest tender price was submitted by Murchison Aviation and Machinery Hire for an amount of \$185,500 excluding GST or \$4,625 per kilometre.

The price per kilometre tendered by Murchison Aviation and Machinery Hire exceeds that tendered by the contractor for MRVC07 presumably as a result of the significantly higher mobilisation distances that are involved. Murchison Aviation and Machinery Hire have successfully carried out fence construction projects for the Shire of Mount Magnet (Aerodrome perimeter fence) and Mid West Vanadium Pty Ltd at their Windimurra mine site.

**Recommended Tender**

On the basis that Murchison Aviation and Machinery Hire are offering the best value for money and have a demonstrated the capacity to carry out the work, acceptance of their tender is recommended.

**Consultation**

Mr Jorgen Jensen, MRVC Project Officer

**Statutory Environment**

Local Government (Functions & General) Regulations Part 4

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION**

*That tender MRVC08 is awarded to Murchison Aviation and Machinery Hire at a tender price of \$185,000 excluding GST.*

**12.9 Acceptance of the 2011/2012 Annual Report**

<b>File:</b>	MRVC
<b>Officer:</b>	Geoff Brooks - CEO
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Meeting Date:</b>	4 September 2012

**Application**

To accept the 2011/2012 Annual Report for the Financial Year ending 30 June 2012, including the Audited Financial Statements.

**Background**

The Murchison Regional Vermin Council 2011/2012 Annual Report is attached for consideration. Included is the 2011/2012 Financial Statements audited by Anderson, Munro and Wyllie for the year ended 30 June 2012.

**Consultation**

Jim Dillon – Midwest Financial  
Auditors – Anderson, Munro and Wyllie

**Statutory Environment**

Local Government Act Section 5.53 and 5.54

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Absolute Majority

**OFFICER RECOMMENDATION**

**Moved:** Cr Homewood

**Seconded:** Cr Iturbide

*That Elected Members accept the 2010/2011 Murchison Regional Vermin Council Annual Report and Audited Financial Statements.*

**CARRIED 8/0**

**12.10 Audit Management Letter – Year Ended 30 June 2012**

<b>File:</b>	MRVC
<b>Officer:</b>	Geoff Brooks - CEO
<b>Amended By:</b>	Nil
<b>Disclosure of Interest:</b>	Nil
<b>Date:</b>	4 September 2012

**Application**

To note the Audit Management Letter for the year ended 30 June 2012.

**Background**

Auditors Anderson, Munro and Wyllie have completed the audit for the financial year ending 30 June 2012. Attached is their Audit Management Letter dated 31 August 2012 for the information of Elected Members.

**Comment**

It is pleasing to note that the letter does not identify any issues requiring attention.

**Consultation**

Nil

**Statutory Environment**

Local Government (Audit) Regulations

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**OFFICER RECOMMENDATION**

**Moved:** Cr Scott

**Seconded:** Cr Nichols

*That Council notes the Audit Management Letter for the year ended 30 June 2012 prepared by Auditors Anderson, Munroe and Wyllie*

**CARRIED 8/0**

**13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**14. NOTICE OF MOTIONS FOR THE NEXT MEETING**

Nil

**15. CONFIDENTIAL BUSINESS**

Nil

**16. LATE AGENDA ITEMS**

Nil

**17. ELECTED MEMBER MATTERS**Cr Homewood

Indicated that the No.1 Vermin Fence story to be published in the Countryman had been delayed however it was expected to appear in the coming months.

Sought advice on the impact machinery break down was having on work by the fence maintenance contractor.

General Discussion

CEO highlighted the need for Council to develop a Corporate Business Plan, Community Strategic Plan, Asset Management Plan and Long Term Financial Plan.

The pressing requirement for additional revenue to be sourced in order to adequately maintain the fence was identified.

As requested at the Ordinary Meeting on 12 June 2012 the issue of Public Liability Insurance was addressed by the CEO.

**18. NEXT MEETING**

The next meeting is scheduled for 4 December 2012 at 10:00am in the Mount Magnet Council Chambers, Lot 163 Hepburn Street, Mount Magnet.

**19. CLOSURE OF MEETING**

The meeting closed at 12:05pm.





Date received 05/10/2012

REGD KIC	X 8/10	Date / Sign
Council Meeting	FILE No:	ADM 306
SIDE	INFO	He (F)
11.1. Works	11.3. Finance	
11.2. Dev	11.4. Admin	

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PE	
EHO	

Our Ref: ~~001-008-09-0004~~ **118-RE**  
 You Ref: ADM306

28 September 2012

Ms Sharon Daishe  
 Chief Executive Officer  
 Shire of Yalgoo  
 PO Box 40  
 YALGOO WA 6635

Dear Ms Daishe,

**RE: Timing of WALGA Annual Local Government Convention**

Thank you for your letter of 19 September 2012. We appreciate the continued support from you and the Elected Members for the Shire of Yalgoo in regards to WALGA's Annual Local Government Convention and your concerns have been noted.

The timing of the Annual WA Local Government Convention is influenced by the date of WALGA AGM, which in turn is influenced by WALGA's Constitution. The Constitution sets out that the AGM shall be held at a date determined by the State Council, provided that such a date occurs in August or September of each year.

We are currently contracted to the Perth Convention & Exhibition Centre for Wednesday 7 – Friday 9 August 2013 for next year's Convention but will take into consideration your concerns when setting dates for future events, while also being sensitive to a range of interests.

Thank you for taking the time to write to me.

Yours sincerely

**Ricky Burges**  
 Chief Executive Officer

Local Government House  
 15 Altona Street  
 West Perth WA 6005  
 PO Box 1544  
 West Perth WA 6872  
 Telephone: (08) 9213 2000  
 Facsimile: (08) 9322 2611  
 Email: info@walga.asn.au  
 Website: www.walga.asn.au

Phone: 9758 8676 Fax: 9758 8679  
 Email: admin@halsall.net.au  
 Web: www.halsall.net.au  
 Postal: PO Box 29, Margaret River, WA 6285  
 Office: Suite 6, Bailey House,  
 14 Fearn Avenue, Margaret River

Halsall and Associates Pty Ltd ACN 128 966 389 ATF  
 Halsall and Associates Trust ABN 56 677 081 593

Our ref: 1141

16 October 2012

Ms Sharon Daishe  
 Chief Executive Officer  
 Shire of Yalgoo  
 37 Gibbons Street  
 YALGOO WA 6635

Date received 22 / 10 / 2012

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Council Meeting	FILE No:
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11.2. Dev	11.4. Admin

DISTRIBUTION: (E)mail, (C)opy

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<input checked="" type="checkbox"/> EHO	
CYDC	President

Dear Sharon

**ADVERTISEMENT OF RESOLUTION DECIDING TO PREPARE A TOWN PLANNING SCHEME (LOCAL PLANNING SCHEME NO.2) - SHIRE OF SANDSTONE**

We have been engaged by the Shire of Sandstone to prepare Local Planning Scheme No.2 and a copy of the notice published within the Government Gazette alerting to this fact as required under Regulation 5(2) of the Town Planning Regulations 1967 is attached for your information.

As you will note, the Scheme will apply to the entire area of the Shire of Sandstone. As required under the Regulations we request that you forward to the Local Government (CEO at the Shire of Sandstone as per address below) particulars of any matter that in the opinion of your agency/authority should be considered during the preparation of the Scheme.

Should you wish to discuss the matter in further detail please do not hesitate to contact Marc Halsall of this office on 0428 222 323 or 9758 8676.

Yours faithfully



**HALSALL AND ASSOCIATES**

CC: Ian Fitzgerald  
 Chief Executive Officer  
 Shire of Sandstone  
 Hack Street  
 SANDSTONE WA 6639

4696

GOVERNMENT GAZETTE, WA

2 October 2012

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## PLANNING

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PL401\*

**PLANNING AND DEVELOPMENT ACT 2005**  
**RESOLUTION DECIDING TO PREPARE A TOWN PLANNING SCHEME**  
*Shire of Sandstone*

Lands Wholly within the District of the Local Government Preparing the Scheme  
 Local Planning Scheme No. 2

Notice is hereby given that the Shire Council of the local government of Sandstone on 31st May 2012 passed the following Resolution.

Resolved that the local government in pursuance of section 7 of the *Planning and Development Act 2005*, prepare the above Town Planning Scheme with reference to an area situate wholly within the Shire of Sandstone and enclosed within the inner edge of \*red border on a plan now produced to the Council of the local government and marked and certified by the Chief Executive Officer under his hand dated the 31st May 2012 as "Scheme Area Map".

B.WALTON, Shire President  
 I. FITZGERALD, Chief Executive Officer.

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## PREMIER AND CABINET

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PR401\*

**INTERPRETATION ACT 1984**  
**MINISTERIAL ACTING ARRANGEMENTS**

It is hereby notified for public information that the Governor in accordance with Section 52(1)(b) of the *Interpretation Act 1984* has approved the following temporary appointment—

Hon J H D Day MLA to act temporarily in the office of Minister for Education; Energy; Indigenous Affairs in the absence of the Hon P C Collier MLC for the period 3 to 7 October 2012 (both dates inclusive).

PETER CONRAN, Director General,  
 Department of the Premier and Cabinet.

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## RACING, GAMING AND LIQUOR

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RA401\*

**LIQUOR CONTROL ACT 1988**  
**LIQUOR APPLICATIONS**

The following applications received under the *Liquor Control Act 1988 (the Act)* are required to be advertised.

Any person wishing to obtain more details about any application, or about the objection process, should contact the Department of Racing, Gaming and Liquor, 1st Floor, 87 Adelaide Terrace, Perth, Telephone: (08) 9425 1888, or consult a solicitor or relevant industry organisation.

App. No.	Applicant	Nature of Application	Last Date for Objections
<b>APPLICATIONS FOR THE GRANT OF A LICENCE</b>			
14510	Mirak Perth Pty Ltd	Application for the grant of a Restaurant licence in respect of premises situated at Lot 7 Building 1, 1 Shenton Street, Northbridge and known as Sura Restaurant	25/10/2012
14514	CJax Pty Ltd	Application for the grant of a Restaurant licence in respect of premises situated at 8620 Chesterpass Road, Amelup and known as Bluff Knoll Cafe.	28/10/2012



Government of **Western Australia**  
 Department of **Regional Development and Lands**

Ms Sharon Daishe  
 Chief Executive Officer  
 Yalgoo Local Government Assn.  
 PO Box 21  
 Yalgoo  
 WA 6635

Date received 8/10/12

REGD KFC	8/10	Date / Sign
Council Meeting	FILE No:	
	ADN 380	
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PE		
EHO		
CYDC	President	

Dear Ms Daishe

**TRANSFER OF RESPONSIBILITY FOR MID WEST INVESTMENT PLAN IMPLEMENTATION TO MID WEST DEVELOPMENT COMMISSION**

On 27 August 2012, State Cabinet approved the transfer of responsibility for the implementation of the Mid West Investment Plan (MWIP) from the Department of Regional Development and Lands (RDL) to the Mid West Development Commission (MWDC). The transfer was formally announced on 20 September 2012 in a media statement released by the Hon Brendon Grylls MLA, Minister for Regional Development, and will take effect from 26 October 2012.

The genesis of the MWIP was the Leaving a Legacy Workshop held in Perenjori in April 2010. Over \$220 million in Royalties for Regions funding was subsequently committed for the 2011-2015 period, to provide a substantial economic stimulus to the region and potentially generate employment opportunities for local businesses in the planning, construction and operational stages of the proposed projects/initiatives.

Following the transfer, RDL will continue to work closely with the MWDC to support the MWIP's implementation. It is expected that there will be little immediate change in the day to day operations of the MWIP.

A list of Frequently Asked Questions has been developed and is included for your information. Any queries in the first instance may be directed to Mr Trevor Price, Principal Project Manager MWIP, MWDC on 9921 0718.

Yours sincerely

Paul Rosair  
 DIRECTOR GENERAL  
 Department of Regional  
 Development and Lands

Neil Condon  
 A/CHIEF EXECUTIVE OFFICER  
 Mid West Development  
 Commission



Department of  
Regional Development and Lands



ROYALTIES  
FOR REGIONS



# Pilbara Cities Office and Mid West Investment Plan Transfers

## FREQUENTLY ASKED QUESTIONS

### What are the changes?

The Department of Regional Development and Lands' (RDL) Pilbara Cities Office (PCO) and the responsibility for the implementation of the Mid West Investment Plan (MWIP) are being transferred to their respective Regional Development Commissions – Pilbara Development Commission and Mid West Development Commission. This was endorsed by Cabinet on 27 August 2012.

### Why are the transfers happening?

Having one entity managing portfolio programs relating to the Pilbara and the Mid West regions will provide better coordination, efficiencies and delivery across Government. It will also allow greater potential to recruit and maintain high level leadership and enhance Government capability in each region.

### Who is involved?

PCO staff of 10 people will be transferred to the PDC. No staff are being transferred from RDL to the MWDC.

### When will the transfers happen?

The transfers will occur on 26 October 2012.

### What will be the roles of the PDC, MWDC and RDL following the transfer?

The PDC and the MWDC will be responsible for recommending Royalties for Regions funding under their respective jurisdictions and programs as well as project development, project monitoring and outcome delivery. RDL will continue to be the governing agency and provide strategic whole-of-government liaison and facilitation.

### What will this mean for the funding that we have received and future funding?

Existing funding will not be affected. 'Business as usual' will continue without disruption to proponents.

### Will I continue to work with the same contact for my project?

For Pilbara Cities Office matters, you will continue to deal with the same people who you have been dealing with previously. For MWIP queries, please contact MWDC.

### Need more info?

Visit [www.rdl.wa.gov.au/programsandprojects/infrastructure](http://www.rdl.wa.gov.au/programsandprojects/infrastructure)

Or call:

#### Pilbara Cities Office

Andrew Mann, Acting General Manager

Email: [andrew.mann@rdl.wa.gov.au](mailto:andrew.mann@rdl.wa.gov.au)

Mobile: 0403 447 303

Phone: 08 6552 4427

#### Pilbara Development Commission

Stephen Webster, Chief Executive Officer

Email: [stephen.webster@pdc.wa.gov.au](mailto:stephen.webster@pdc.wa.gov.au)

Phone: 08 9185 0600

#### Mid West Development Commission

Neil Condon, Acting Chief Executive Officer,

Email: [neil.condon@mwdc.wa.gov.au](mailto:neil.condon@mwdc.wa.gov.au)

Phone: 08 9921 0701



Date received 02/10/12

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11.2. Dev	11.4. Admin	
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DCO	Rates	
AP		
EHO		
MAP	President	

# Issue No. 39.12

1 October 2012

Please copy and distribute to interested readers

## HEADLINES

- ▶ TRIAL OF PIN2FIX
- ▶ SEEKING COMMENTS ON NEW STOCK MOVEMENT, IDENTIFICATION AND APIARIES REGULATIONS
- ▶ RELEASE OF A NEW ON-LINE MAPPING VIEWER FOR PERTH AND PEEL REGION SCHEMES' AREAS
- ▶ MWAC INFORMATION BULLETIN
- ▶ VACANCIES ON BOARDS AND COMMITTEES
- ▶ ROMAN II CONFERENCE 2012
- ▶ DEFINITIONS FOR VEGETATION CONTROL WORKS – FEEDBACK REQUIRED
- ▶ OFFICER TRAINING AT WALGA
- ▶ ELECTED MEMBER TRAINING AT WALGA
- ▶ TRAINING AVAILABLE IN WYALKATCHEM

## MAILBAG

- ▶ INFOPAGE: STATUTORY REVIEW OF THE RESIDENTIAL PARKS ACT 2006 – DISCUSSION PAPER
- ▶ INFOPAGE: INTEGRATED PLANNING FRAMEWORK
- ▶ INFOPAGE: DRAFT GUIDELINES – A GUIDE TO MANAGING STORMWATER RUNOFF FROM URBAN INFILL AND REDEVELOPMENT AREAS
- ▶ INFOPAGE: ABSA IMPROVED ENERGY RATING CERTIFICATION PROCESS – CLASS 1 & 2 AND 10 BUILDINGS
- ▶ INFOPAGE: LEGAL ADVICE – LOCAL GOVERNMENT AND THE BUILDING ACT
- ▶ INFOPAGE: EMERGENCY MANAGEMENT UPDATE
- ▶ MWAC INFORMATION BULLETIN
- ▶ ARTCRAFT OCTOBER SPECIALS

## ISSUES UPDATE

### TRIAL OF PIN2FIX

The pin2fix website is now available for Local Governments to trial at [www.pin2fix.com](http://www.pin2fix.com). As a reminder the pin2fix application will use a dedicated website, iPhone and Android applications to enable the community to email requests of Local Governments. The applications are now available to download at their respective stores. Unlike similar platforms pin2fix will promote works completed by the sector, rather than highlight requests still to be done, as well as offer Councils the opportunity to upload messages to users in their areas and promote facilities and services. As part of the trial each Local Government has been sent a username and password for staff to use to manage requests and take advantage of the promotional opportunities within the system. In addition all Local Governments have been sent a user guide created by the digital agency Sumo with copies of the guide available to be downloaded from <http://downloads.sumodojo.com/pin2fix/manual.zip> and enter username: **sumo** with the password: **sp3c14l**. A key part of having the trial is to gather feedback on the system to identify areas for improvement and also gain information from Councils which believe that they will require further integration.

To provide feedback please email Public Relations Assistant, Portia Jones at [pjones@walga.asn.au](mailto:pjones@walga.asn.au)

### SEEKING COMMENTS ON NEW STOCK MOVEMENT, IDENTIFICATION AND APIARIES REGULATIONS

The Department of Agriculture and Food (DAFWA) invites comments on draft regulations

under the *Biosecurity and Agriculture Management Act 2007* (BAM Act): *Identification and Movement of Stock and Apiaries Regulations 2012*. These regulations include:

- A stock identification system to establish evidence of ownership; and
- Livestock movement documentation and recording, to provide a tracing system for ownership, disease control, chemical residue control and to meet market requirements.

WALGA is participating on the Regulatory Reference Group, and can voice your comments in this forum. Please send comments to Environment Policy Officer, Julia Beijeman by 5:00pm on Wednesday, 10 October. Alternatively, you can send comments directly to DAFWA by 4:00pm, Friday, 12 October. If you send comments directly to DAFWA, please also forward a copy to WALGA.

The draft Regulations along with additional information are available on DAFWA's website at [www.agric.wa.gov.au/bamregs](http://www.agric.wa.gov.au/bamregs).

For further information or to submit your comments, please contact Environment Policy Officer, Julia Beijeman on 9213 2039 or email [jbeijeman@walga.asn.au](mailto:jbeijeman@walga.asn.au)

### RELEASE OF A NEW ON-LINE MAPPING VIEWER FOR PERTH AND PEEL REGION SCHEMES AREAS

A new public on-line mapping viewer, designed to provide access to the results of local natural area prioritisation mapping for the Perth Metropolitan Region and Peel Region Scheme areas, was released in September. The mapping was developed for the Regional Framework for Local

Biodiversity Conservation Priorities for Perth and Peel, a State NRM Program funded initiative delivered through the WAPC/Department of Planning and WALGA's Perth Biodiversity Project. Access and use of the information is free, subject to terms and conditions. User Guide and Explanatory Notes, available for downloading, are designed to self-guide users. Demonstrations or training sessions can be provided on request.

Anyone interested can access the Regional Framework Mapping [http://pbp.asn.au/index\\_public.html](http://pbp.asn.au/index_public.html) via

For further information please contact the Perth Biodiversity Project Manager, Renata Zelinova on 9213 2047 or email to [rzelinova@walga.asn.au](mailto:rzelinova@walga.asn.au)

### MWAC INFORMATION BULLETIN

The September edition of the MWAC Information Bulletin is now available.

Highlights for this month include:

- Wrap up of Waste and Recycle Conference
- Waste Authority Guidance on C & D
- Cash for Containers Campaign
- E-Waste roll-out

To subscribe to the MWAC Information Bulletin email notification list, please contact MWAC Program Coordinator, Rowan Latham on 9213 2062 or email [rlatham@walga.asn.au](mailto:rlatham@walga.asn.au).

### VACANCIES ON BOARDS AND COMMITTEES

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

- Air Quality Co-ordinating Committee – Deputy Member (Readvertised)
- Australia's Golden Outback Board
  - o Goldfields and Coastal
  - o Wheatbelt and Gascoyne-Murchison
- Keep Australia Beautiful Council - Metro Member and Deputy Member (Re-advertised)
- Landgate's Customer Service Council
- Main Roads Advisory Group for Management of Straying Stock in Pastoral Regions

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 close of business Thursday, **18 October**.

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

For more information contact Executive Officer Governance and Strategy, Janet Done, on 9213 2013 or [jdones@walga.asn.au](mailto:jdones@walga.asn.au)

### ROMAN II Conference 2012

The ROMAN II Conference is a leading Asset Management event and attended by asset managers from Local Governments and consultants, providing a fantastic opportunity to gain valuable experience and knowledge about the new ROMAN II system and a great opportunity to network with your industry peers.

**Date:** Friday, 12 October

**Venue:** The Esplanade Hotel, Fremantle

To register please visit: <http://www.cvent.com/d/tcqs4>

For further information, please contact ROMAN II Administration Officer, Eva Niedzwiedz on 6143 1987 or email [eva.niedzwiedz@roman2.com](mailto:eva.niedzwiedz@roman2.com)

### DEFINITIONS FOR VEGETATION CONTROL WORKS – FEEDBACK REQUIRED

Western Power has developed definitions for the terms 'natural vegetation' and 'cultivated vegetation' to assist Local Governments with vegetation control works under Section 54 Energy Operators (Powers) Act 1979. Local Governments can review these definitions by following this [link](http://www.walga.asn.au/MemberResources/Infrastructure/AssetManagementandLocalRoadFunding/VegetationClearingNearPowerLines.aspx) <http://www.walga.asn.au/MemberResources/Infrastructure/AssetManagementandLocalRoadFunding/VegetationClearingNearPowerLines.aspx> Local Governments are required to provide feedback on these definitions by Friday, **5 October**.

For further information or to provide your feedback please contact Marissa MacDonald, Policy Officer Transport and Roads on phone 9213 2050 or email [mmacdonald@walga.asn.au](mailto:mmacdonald@walga.asn.au)

### OFFICER TRAINING AT WALGA

Policy Development and Procedure Writing (2 day Workshop)

**Date:** Monday, 15 October – Tuesday, 16 October

**Time:** 9:00am – 4:30pm

**Cost:** \$790.00 (+ GST)

### ELECTED MEMBER TRAINING AT WALGA

Financial Reports and Budgets

**Date:** Wednesday, 10 October

**Time:** 9:00am – 4:30pm

**Cost:** \$395 (GST exempt)

Course flyers can be downloaded at [www.workplacesolutions.asn.au](http://www.workplacesolutions.asn.au).

Contact the training team at [training@walga.asn.au](mailto:training@walga.asn.au) to secure your place

### TRAINING AVAILABLE IN WYALKATCHEM

The Shire of Wyalkatchem is holding Elected Member and Officer training in October. If you are interested in enrolling into any of the below courses please contact the Shire directly, 9681 1166, for full enrolment details.

Officer Training

Effective Letter and Report Writing – Monday, **8 October**

Customer Service and Complaint Handling – Tuesday, **9 October**

Policy Development – Wednesday, **10 October**

Elected Member Training

Councillor Roles and Responsibilities – Monday, **8 October**

Ethics and Conduct of Elected Members – Tuesday, **9 October**

Sustainable Asset Management – Friday, **12 October**



Issue No. 40.12

8 October 2012

Please copy and distribute to interested readers

**HEADLINES**

- ▶ URANIUM SURVEY CLOSING SOON
- ▶ VACANCIES ON BOARDS AND COMMITTEES – LOCAL GOVERNMENT SELF INSURANCE SCHEME
- ▶ FREEHILLS MERGER CONFIRMED
- ▶ ROMAN II CONFERENCE 2012
- ▶ PIN2FIX UPDATE
- ▶ OFFICER TRAINING
- ▶ ELECTED MEMBER TRAINING
- ▶ NEIGHBOURHOOD WATCH REVIEW

- ▶ NEW REPORT: FIXING THE HOLE IN AUSTRALIA'S HEARTLAND
- ▶ SHOW YOUR SUPPORT FOR COMMUNITY SAFETY MONTH

**MAILBAG**

- ▶ INFOPAGE: VACANCIES ON BOARDS AND COMMITTEES
- ▶ INFOPAGE: SPEEDWAY SAFETY AND GOVERNANCE FRAMEWORK
- ▶ GLOBAL SYNTHETICS PRODUCT RANGE
- ▶ LIGHTING THE WAY WITH SOLAR LED

**ISSUES UPDATE****URANIUM SURVEY CLOSING SOON**

WALGA is seeking feedback from the sector on uranium mining and transport. The survey opened in April, and will close at the end of October. If you would like to participate please click the link below. The survey will take approximately two minutes and will help WALGA to build a policy position on uranium mining and transport. The survey will close at 5:00pm, Wednesday, **31 October**. Survey link -

<http://www.surveymonkey.com/>

For more information, please contact Environment Policy Officer, Julia Beijeman at 9213 2039 or email [jbeijeman@walga.asn.au](mailto:jbeijeman@walga.asn.au)

**VACANCIES ON BOARDS AND COMMITTEES – Local Government Self Insurance Scheme**

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

- Local Government Self Insurance Scheme – Senior Officer

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 close of business on Thursday, **18 October**.

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

For more information contact Executive Officer Governance and Strategy, Janet Done, on 9213 2013 or email [jdne@walga.asn.au](mailto:jdne@walga.asn.au)

**FREEHILLS MERGER CONFIRMED**

On Monday, 1 October 2012 Freehills, one of WALGA's Preferred Suppliers of Legal Services, merged with international firm Herbert Smith, creating the new global law firm Herbert Smith Freehills. Herbert Smith Freehills will continue to provide WALGA Members with the premium quality full-service legal advice they have been

accustomed to receive from previous firm Freehills.

For any legal queries, please contact partner, Melanie Cave on 9211 7842.

**ROMAN II CONFERENCE 2012**

The ROMAN II Conference is a leading Asset Management event, attended by asset managers from Local Governments and consultants. It provides a fantastic opportunity to gain valuable experience and knowledge about the new ROMAN II system and a great opportunity to network with your industry peers. To register please visit: <http://www.cvent.com/d/tcqs4>

**Date:** Friday, **12 October**

**Venue:** The Esplanade Hotel, Fremantle

For further information, please contact ROMAN II Administration Officer, Eva Niedzwiedz on 6143 1987 or email [eva.niedzwiedz@roman2.com](mailto:eva.niedzwiedz@roman2.com)

**pin2fix UPDATE**

Thank you to everyone who has tested the application and provided feedback. Preliminary testing identified an issue with the email notifications to Councils, however this has now been rectified and notification emails are now being sent through as soon as an issue is raised. The new Apple iOS6 mapping software has been raised as another issue with the iphone app. The digital design team have amended the application code to fix this mapping problem, and an update has been submitted to Apple for processing. Once this has been confirmed, we will advise users so they are able to download the updated version of the application on their iphones.

To submit feedback or for further information please email [pjones@walga.asn.au](mailto:pjones@walga.asn.au)

**OFFICER TRAINING**

Preparing Agendas and Minutes in Local Government – LAST COURSE FOR 2012

Preparing Agendas and Minutes outlines the



performance outcomes, skills and knowledge required to organise meetings, make arrangements, liaise with participants and develop and distribute meeting-related documentation.

The course applies to individuals employed in a range of work environments who organise a variety of meetings.

They may provide administrative support or have responsibility for these tasks in the context of a particular team, work group or project.

**Date:** Friday, 12 October

**Time:** 9:00am – 4:30pm

**Venue:** WALGA Boardroom

**Cost:** \$395 (+ GST)

Policy Development and Procedure Writing in Local Government – LAST DATE FOR THIS COURSE FOR 2012

*Policy Development and Procedure Writing* focuses on the skills needed to write clear procedures and how to effectively establish, coordinate and promote policy development within the Local Government sector.

Course content includes the need for consulting on, developing, implementing and reviewing procedures for Council.

It also examines the development of policy through discussions, policy structure and its changing nature.

**Date:** Monday, 15 - Tuesday, 16 October

**Time:** 9:00am – 4:30pm

**Venue:** WALGA Boardroom

**Cost:** \$790 (+ GST)

### ELECTED MEMBER TRAINING

#### Professionally Speaking

*Professionally Speaking (or how to deal with communication minefields – everything from media interviews to hostile public meetings)* 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.

*Presented by award winning TV journalist, Andrea Burns.*

**Date:** Wednesday, 7 November

**Time:** 9:00am – 4:30pm

**Venue:** WALGA Boardroom

**Cost:** \$450 (+ GST)

*Course flyers can be downloaded at [www.workplacesolutions.asn.au](http://www.workplacesolutions.asn.au).*

*Contact the training team at [training@walga.asn.au](mailto:training@walga.asn.au) to secure your place*

### NEIGHBOURHOOD WATCH REVIEW

WA Police is undertaking a review of Neighbourhood Watch via a survey. The survey will allow Neighbourhood Watch to use your feedback to assess the positives, negatives and future opportunities for the program.

Your feedback is vital for the future planning and development of a sustainable and effective Neighbourhood Watch in WA.

Please follow the link to complete the survey [http://nhwa.com.au/index.php?option=com\\_surveyforce&view=survey&Itemid=117](http://nhwa.com.au/index.php?option=com_surveyforce&view=survey&Itemid=117).

A supply of hardcopy surveys can be distributed to your Local Government if you have a population of Neighbourhood Watch volunteers or participants who do not have access to the internet and would like to complete the survey.

*For hard copies or more information please contact Neighbourhood Watch State Coordinator, WA Police - Community Engagement Division, Yolanda Zec on 9222 1513 or email [yolanda.zec@police.wa.gov.au](mailto:yolanda.zec@police.wa.gov.au)*

### NEW REPORT: FIXING THE HOLE IN AUSTRALIA'S HEARTLAND

Desert Knowledge has recently released a report that calls for new approaches, new thinking and new commitment in regard to remote Australia.

Extensive consultation has led the authors to make the following conclusions about what people in remote Australia want:

1. A say in decisions which affect them;
2. Equitable and sustainable financial flows;
3. Better services and a locally responsive public service;
4. Local control and accountability where possible; and,
5. Inclusion in a greater Australian narrative.

The Report states that a structural response to these concerns is required for successful governance.

The Report can be accessed from <http://www.desertknowledge.com.au/Files/Fixing-the-hole-in-Australia-s-Heartland.aspx>

### SHOW YOUR SUPPORT FOR COMMUNITY SAFETY MONTH

In October Local Governments are encouraged to get involved and support this year's Community Safety Month.

Community Safety Month is coordinated by the Injury Control Council of WA and aims to raise awareness about a range of community safety issues including personal safety, online safety, road safety, suicide prevention, emergency management, safety in public places and safe work practices.

All Local Governments have a role to play in preventing injury, reducing crime and promoting safe behaviour practices.

Local Governments can get involved by organising an event or tagging the community safety messages onto existing local events (e.g. festivals, community shows, shopping centre displays etc.).

*For more information download a copy of the Community Action Kit from <http://www.iccwa.org.au/community-safety-month>*

WALGA

# COUNCILLOR *direct*

Welcome to WALGA's Councillor Direct Weekly Newsletter for Elected Members for Wednesday, 10 October. A weekly summary of the major business dealings and member benefits as well as links to current publications and items of interest for Councillors.

## Quick Links

[WALGA Website](#)

[President's Column](#)

[Media Releases](#)

[Events](#)

[Training](#)

## Headlines

- [Evolving Role For Civic Leaders?](#)
- [Refreshing Approach By Queensland LG Minister](#)
- [pin2fix Update For iPhones](#)
- [Professional Development Opportunities](#)

### EVOLVING ROLE FOR CIVIC LEADERS?

In the latest offering from the Australian Centre for Excellence in Local Government, Executive Director Professor Graham Sansom examines how the role of Mayors/Presidents needs to evolve in Australia to keep pace with worldwide trends in civic leadership. He argues that whilst Australian Local Governments have been subject to wide ranging reforms that have addressed structure and efficiency, strategic planning, asset and financial management, community engagement and accountability, and corporate governance, little attention has been given to how the intended direction of such reforms interacts with frameworks for political and community governance. In response, he outlines a new "facilitative leadership" based role for Mayors/Presidents which would focus (among other things) on,:

- Engaging the community and other local stakeholders in formulating a strategic vision and supporting plans
- Securing political support within the body politic for the adoption and concerted, consistent implementation of strategic plans and associated budgets
- Maintaining ongoing partnerships with others involved in implementation, especially sound intergovernmental relations in which the local voice is heard and respected.

The complete Discussion Paper can be downloaded at: [http://www.acelg.org.au/upload/program3/subprogram9/1349323703\\_Mayors\\_Discussion\\_Paper.pdf](http://www.acelg.org.au/upload/program3/subprogram9/1349323703_Mayors_Discussion_Paper.pdf).

### REFRESHING APPROACH BY QUEENSLAND LG MINISTER

After being made the new Local Government Minister by Premier Campbell Newman, David Crisafulli got on the road and visited all of Queensland's 73 Local Governments. He didn't go to tell them what to do. He went to listen to what they had to say. In a refreshing approach to the role, he seems to have become a genuine Minister "For" Local Government, progressing reforms that the sector both needs and wants. "Primarily, the amendments are about putting Mayors and Councillors back in charge of their communities. We need to restore their ability to take direct action on behalf of their ratepayers, and uphold their accountability to those ratepayers, rather than to the State"...Indeed...

### pin2fix UPDATE FOR IPHONES

The Issue with the iOS6 Mapping has now been resolved for the pin2fix application. If you have an iPhone with the iOS6 software you will need to visit the App Store and install the Update. Thank you to everyone who has provided feedback, we are currently investigating all the new ideas and enhancements that were put forward and we will advise of any new upgrades in the coming weeks. We are still collecting all feedback and look forward to hearing from you.

To provide feedback or for further information please email [pjones@walga.asn.au](mailto:pjones@walga.asn.au)

### PROFESSIONAL DEVELOPMENT OPPORTUNITIES

#### CEO Performance Appraisal

*CEO Performance Appraisals* provides the skills and knowledge required for Elected Members to manage the performance of their Chief Executive Officer. Topics covered within the course include the legal responsibility of Elected Members to review the performance of their CEO, the process involved before and after the review, measuring achievements and setting goals.

Date: Tuesday, **23 October**

Time: 9:00am – 4:30pm

Venue: WALGA Boardroom

Cost: \$395 (GST exempt)

#### Manage Conflict

*Manage Conflict* provides the skills to manage conflict within the Council, and between the local government and the community and the wider community. Topics covered within the course include understanding and respecting the difference between governance and operational matters, communication and conflict resolution ideas and the development of an action plan to implement better channels of communication.

Date: Wednesday, **24 October**

Time: 9:00am – 4:30pm

Venue: WALGA Boardroom

Cost: \$395 (GST exempt)

#### Land Use Planning

*Land Use Planning* is a function of Local Government that places one of the greatest demands upon elected members and can be one of the most difficult areas to deal with. It is important for Elected Members to have a thorough understanding of what the purpose of planning is and how the process of planning is managed in order to meet the expectations of the community. Topics covered include an introduction to land use planning, various roles and responsibilities, types of legislation, regional planning instruments, local planning instruments and community consultation processes.

Date: Thursday, **1 November**

Time: 9:00am – 4:30pm

Venue: WALGA Boardroom

Cost: \$395 (GST exempt)

## Current Issues

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[Western Councillor](#)

[Economic Briefing](#)

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WALGA

# COUNCILLOR *direct*

Welcome to WALGA's Councillor Direct Weekly Newsletter for Elected Members for Thursday , 25 October. A weekly summary of the major business dealings and member benefits as well as links to current publications and items of interest for Councillors.

## Quick Links

WALGA Website  
President's Column  
Media Releases  
Events  
Training

## Headlines

- Metropolitan Review Panel Final Report
- Cash for Containers - Find Out More
- Professional Development Opportunities

### METROPOLITAN REVIEW PANEL FINAL REPORT

The Minister for Local Government, Hon John Castrilli, tabled the final report of the Metropolitan Local Government Review Panel in Parliament today. The report can be downloaded from: <http://metroreform.dlg.wa.gov.au/FinalReport.aspx>.

The report details 30 recommendations that, if enacted, will significantly change the structure and operations of the Local Government sector in metropolitan Perth.

The bulk of the recommendations represent Association policy, however it is expected that there will be a range of views regarding some of the recommendations – particularly regarding the Panel's preferred model of 12 Local Governments.

The Association's formal position is that metropolitan Perth should be governed by 15-20 Local Governments – a position echoed by the Premier in the media.

The President's Advisory Group – a policy forum consisting of State Councillors, Local Government CEOs and senior WALGA staff – has been reconvened to assist in guiding the Association's consultation process and continuing advocacy. Updates about the Association's consultation process and submission on the final report will be provided in due course.

We are calling on the State Government to adopt a more reasonable time frame for consultation and for the Government to state its position prior to the March election. We would also like to see a funding commitment from the State Government to facilitate a collaborative reform process under the stewardship of Elected Members and not Commissioners.

WALGA's submissions on the Issues Paper and Draft Findings are available from <http://www.walga.asn.au/LGReform/MetropolitanLocalGovernmentReview.aspx>

For further information please contact Tony Brown, Executive Manager Governance and Strategy, on (08) 9213 2051 or email [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au).

### CASH FOR CONTAINERS - FIND OUT MORE!

WALGA will be holding two information sessions for Elected Members on the Cash for Containers Scheme and advocacy campaign. These sessions will be held at:

- 3:00pm – 4:30pm on Thursday, **1 November** (Town of Cottesloe Offices - 109 Broome Street, Cottesloe ); and
- 10:00am – 12noon on Friday, **2 November** (Dowerin Community Club - Dowerin Field Days Grounds).

At these sessions you'll find out:

- What a Cash for Containers Scheme entails;
- Update on the progress of a National Scheme;
- The Benefits of this type of Scheme for Local Governments; and
- An outline of the Cash for Containers Advocacy Campaign WALGA is undertaking.

Please RSVP to Meghan Fuery, Waste Management Officer on (08) 9213 2086 or email [mfuery@walga.asn.au](mailto:mfuery@walga.asn.au) by COB Wednesday, 31 October for catering purposes.

### PROFESSIONAL DEVELOPMENT OPPORTUNITIES

**All courses will be held at WALGA - 15 Altona St, West Perth**

#### Professionally Speaking – Wednesday, 7 November

This course 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.

#### Councillor Roles and Responsibilities – Tuesday, 20 November

This course covers the behaviours and actions required of Elected Members in meeting their roles and responsibilities.

Sessions contained within the course include powers and influences; roles, responsibilities and jurisdiction; expectations of Elected Members; meetings, chairmanship, debating and public communication; and decision making and handling conflicts of interest.

#### Ethics and Conduct of an Elected Member – Wednesday, 21 November

This course principally explores the personal attributes needed by Elected Members to perform their role in Local Government. Topics covered within the course include the commitments of an elected member, how to interact within the community, skills to think strategically, ethics, leadership styles and how to articulate vision.

To access a full course flyer detailing cost, location and time just click the 'training' tab at the top of this flyer or contact [training@walga.asn.au](mailto:training@walga.asn.au)

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# COUNCILLOR *direct*

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### BUSHFIRE PREPARATION

I know we keep harping on this but the more we learn about the work that needs to be done and the resources required to protect our communities the more disturbed I become. The FESA Fire Chief, Wayne Gregson has said it will be a tough fire season and it's not that we are not ready, willing or able – we simply don't have the people or the resources to manage multiple fronts if that should occur.

Recommendation 17 of the Keely Report was for additional free disposal of green waste in the lead-up to this bushfire season and this will certainly be one thing that Local Governments can do where it is within their capacity and resources to do so.

### BEREAVEMENTS

State Councillor Glenys Godfry recently lost her husband Ron who passed away after battling an illness for a long time. We are all very fond of Cr Godfry here at WALGA and I am sure she has many friends in Local Government who feel the same way. Cr Godfry is a councillor at the City of Belmont.

### LEGISLATION UPDATE

Association President Mayor Troy Pickard today called upon the State Government to pass the Dog Amendment Bill 2012 and the Local Government Amendment Bill (No 2) 2012 before the Legislative Assembly goes into recess for the rest of the year.

Both pieces of legislation will greatly assist Local Government operations. In the case of the Dog Act, the current legislation is nearly 30 years old and in dire need of modernisation; whereas the Local Government Amendment Bill provides Local Governments with the opportunity to participate in a Regional Subsidiary to deliver services across boundaries and increase their financial sustainability.

WALGA has been advocating for both Bills for a number of years and had secured support from all political parties.

To delay consideration beyond the current session of Parliament will require the Bills' reintroduction according to the new Government's legislative priorities, which may risk their disappearance from the agenda or at the very least a delay of another nine months.

### PROFESSIONAL DEVELOPMENT OPPORTUNITIES

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[Change Management](#) – Friday, **23 November** at WALGA

Change Management includes planning for and initiating organisational change. It stresses the leadership role of the Council in sponsoring change and recognises that there is a need for the Council and the CEO to work together to achieve significant change. Topics covered within the course include identifying and implementing change management strategies and cause and effects of change.

To access a full course flyer detailing cost, location and time just click the Training Quick Link at the top of this flyer or contact [training@walga.asn.au](mailto:training@walga.asn.au)

## Headlines

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- Bereavements
- Legislation Update
- Professional Development Opportunities

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