



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,
On Friday **21 May 2010**, commencing at 9.30 am.

TABLE OF CONTENTS

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS3

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE3

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE3

4. PUBLIC QUESTION TIME3

5. NEXT MEETING.....3

6. APPLICATIONS FOR LEAVE OF ABSENCE.....3

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS3

8. CONFIRMATION OF FLYING MINUTES4

9. CONFIRMATION OF MINUTES4

9.1 ORDINARY COUNCIL MEETING –16 April 20104

9.3 CBD COMMITTEE MEETING –12 May 20104

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION.....4

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS4

12. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED4

12.1 PRESIDENT4

12.2 COUNCILLORS.....4

13. DISCLOSURE OF INTERESTS.....4

14. REPORTS OF COMMITTEES5

 14.1 Coffee Machine for Roadhouse.....5

15. REPORTS OF OFFICERS7

15.1 WORKS.....7

 15.1.1 Monthly Plant & Works Progress Report7

 15.2 Works Draft Budget 2010-1111

16. FINANCE.....15

 16.1 Financial Activity Statements March 201015

 16.2 Accounts Paid during the period March April 201017

17. DEVELOPMENT18

 17.1 Appointment of Building and Health Services18

18. ADMINISTRATION.....19

 18.1 Structural Reform19

 OC100221 Structural Reform 19

 18.3 Record Keeping Plan23

 18.4 Local Government Convention.....24

19. CEO ACTIVITY REPORT25

 19.1 CEO Activity Report25

20. URGENT BUSINESS26

21. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS.....26

22. MEETING CLOSURE.....26

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

John Phillips, Workplace Solutions

John Lane, WALGA- Emergency Management Services

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

LOA Cr RE Foulkes-Taylor

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

NIL

Stand Down Local Law Standing Orders

5. NEXT MEETING

The scheduled date for the next ordinary meeting is 18 June 2010.

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

21.1 Annual CEO Performance Review

Local Government Act 1995

- s. 5.23 (2) (a) Matter affecting and employee or employees
- (b) the personal affairs of any person

21.2 Road Drainage

Commercial In confidence

8. CONFIRMATION OF FLYING MINUTES

NIL

9. CONFIRMATION OF MINUTES

9.1 ORDINARY COUNCIL MEETING –16 April 2010

BACKGROUND

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

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of 16 April 2010 be confirmed.

9.3 CBD COMMITTEE MEETING –12 May 2010

BACKGROUND

Minutes of the CBD Committee of Council have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the CBD Committee Meeting of 12 May 2010 be received.

*Change in Order of Business- Item 21.1 Annual CEO Performance Review

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

12. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

12.1 PRESIDENT

12.2 COUNCILLORS

13. DISCLOSURE OF INTERESTS

14. REPORTS OF COMMITTEES

14.1 Coffee Machine for Roadhouse

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 30 March 2010
Attachments: Nil

MATTER FOR CONSIDERATION
Purchasing option for a coffee machine.

BACKGROUND

The new Roadhouse is now in operation. Part of the operational vision of the roadhouse was to have a coffee machine. This was included in the list of items from the community consultation day held in July 2009.

The attachment shows several machines and in consultation with several coffee experts around the district the Evolution model would best suit our purpose.

The CBD Committee has referred this item to Council for consideration of leasing a machine rather than purchasing it outright.

The cost of the machine is \$

Leasing option is \$

The operator of the roadhouse will be responsible for the supply of consumables for the machine.

Council have an amount of \$1000 in its budget to supply free driver coffee as part of its transport safety obligations. This \$1000 could be use to offset the purchase of the machine and still have free driver coffee available.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS
None

POLICY IMPLICATIONS
Nil.

FINANCIAL IMPLICATIONS

Lease payments would be included in the 2010-11 budgets

CONSULTATION
None

COMMENT

None

VOTING REQUIREMENTS

Absolute majority

Officer Recommendation

1. Council purchase a Evolution Coffee Machine
2. Lease the machine and include payments in the 2010-11 annual budget

15. REPORTS OF OFFICERS

15.1 WORKS

15.1.1 Monthly Plant & Works Progress Report

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 14 April 2010
 Attachments:

MATTER FOR CONSIDERATION

To view the plant operation for the month of March April 2010 and an update on works carried out.

BACKGROUND

HEAVY PLANT			Start	End	MTD		Total
Plant Item	Year	REGO	Hours	Hours	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	5500	5620	120	315	34394
Cat Grader 12H	2003	MU 121	10972	11128	156	1124	87000
Cat Grader 12M	2008	MU 51	1789			753	5639
Volvo L110 Loader	2006	MU 65	2044	2161	4205		14431
Komatsu Dozer	1997		6811	6880	69	930	226562
Cat Vibrating Roller	2005	MU 177	2838	2900	62	836	18665
TRUCKS							
Iveco Prime Mover	2003	MU 000	186234	189353	3119	4936	47478
Nissan UD	2009	000 MU	47249	50232	2983	154	2612
Iveco Tipper	2004	MU 00	112848	114443	1595		56593
GENERATORS							
Generator 2-100KVA	2005		18865				1561
Generator 1-83KVA	2005		39122				
Generator 13KVA (Const)	2005		12575				
LIGHT VEHICLES							
Toyota Land Cruiser	2005	01 MU	118800	121661	2861		11722
Mitsubishi Canter	2004	MU 140	41583	43596	2013	1845	3843
Toyota Prado	2009	MU 0	44220			360	5417
Holden Rodeo	2008	MU 167	103717			828	6671
Isuzu DMAX	2009	MU 300	20643	24103	3460	450	3523
Toyota PTV	1986	MU 1017	19826				2544
TRAILERS & TANKERS							
Side Tipper	2001	MU 2010	161464	163044	1580		16304
Side Tipper- Evertran	2009	MU 662	10146	11637	1491		5028
Tri Axle Low Loader	2008	MU 663	16455	17122	667		8544
Tri Axle Low Loader	2001	MU 2004					53336
30K Water Tank	2005	MU 2024	53122	55967	2845		10082
Dog Fuel Trailer	1993	MU 658	161464				3785
Dog Fuel Trailer	1972	MU 2005	10146				535
Dolly 1-Red	2001	MU 2003	16455				6240
Dolly 2-Black	2000	MU 2009					11776
Tractors							
New Holland	2006	MU 380	950			495	2653
Forklift			11364				
Caravans			0				6821
Various Small Plant			0			1047	6349

Vehicles and Equipment

MU140 Canter Truck- 40000km Service carried out

New Holland Tractor- Repair and straiten Hydraulic lines on boom

Dozer- Adjustment to foot brakes

MU0 Prado- 45000k Service

MU51 12 Grader- Service

MU300 D Max- Service

Generators & Small Plant- Various Services

MU141 12H Grader- Treddle Valve, replace flashing light

MU167 Rodeo- Service

MU000 Iveco PM- Install Red Dot air conditioner, repair electric windows, fit out cab for water cart use

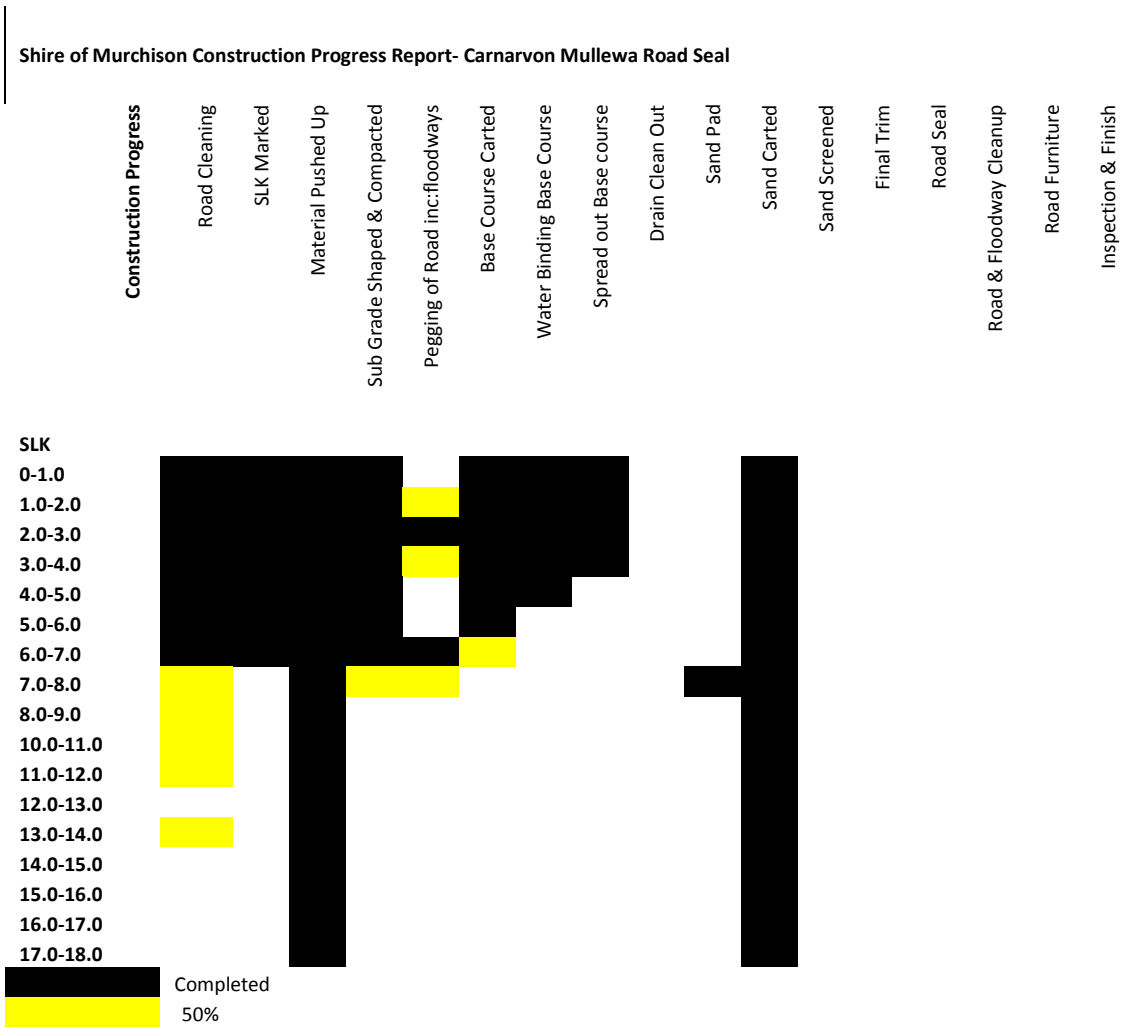
MU177 Cat Roller- Replace air con pipe

000MU UD Pm- diagnose leaking air compressor

MU121 12H Grader- replace flashing light

15.1.2 Works Report

Construction Progress Report as at 11 May 2010



Maintenance Grading

Carnarvon Mullewa Road south of Jiggernoo to boundary

Staffing

- Neil Coombe- Acting Supervisor
- Paul Smart
- Stuart Broad
- Brian Wundenberg
- Glenn Pinnegar
- Neville Hobbs

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

None at this stage

POLICY IMPLICATIONS

None at this stage

FINANCIAL IMPLICATIONS

CONSULTATION

COMMENT

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

Note the Status Report of the Shire owned Plant and receive the Works Supervisors status report.

15.2 Works Draft Budget 2010-11

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 30 March 2010
 Attachments: Nil

MATTER FOR CONSIDERATION

Make additions to capital works program for road construction

BACKGROUND

2009 Road Inspection Southern part of the Shire

SLK	0	Settlement to Mount Wittenoom Rd
	27.6	Settlement
	31.4	Water running down road
	31.8	Bunds required
	38.2	Pipe required under corner
	40.2	Bund to stop road washing out at Wooleen creek
	44.1	Wooleen shed corner (water gathering)
	60.9	Wooleen shed, creek needs Caution/ slow sign
	73.4	Dangerous S bend (couple of corners need straightening)
		Grid needs cleaning out (1st grid east of C Bill)
	0	Beringarra-Pindar Road (South of Mt Wittenoom Rd)
	11.1	Sandford crossing - water
	16	Murgoo driveway - gravel when crew is on Pindar rd
	20.3	South of Murgoo turn off - Bund angle needs changing to allow water to cross
	22.3	Area where crew are grading - number of bunds required - Close to south end if possible
	27	Water crossing and re crossing road
	30.4	Road down to coffee rock
	43	Corner has incorrect camber
	46.7	Water washing across road - exposing cap rock
		McNabbs creek needs DIP sign
		Very rough dip - needs stabilising
	49.3-50	Approx 3 Bunds required
	51.9	Corner needs to be slightly straightened
	64.6	Bunds (2) washed out
	96.6	Grid base needs removing
	122	Rubble in washout required - couple of culverts would be good
	122.4	Cement stabilising required on corner to stop rutting
		McNabbs Twin Peaks Rd
	0	At McNabbs turn off
	2.6	Wash needs work
	4.9 - 6.	Bunds required
	11.1	Sharp Dip
	11.6	North side of grid rough wash out
	12.4	Rough wash outs
	12.4 - 13	Bunds required

- 14.2 bad wash out on roadside
- 15.5 Mulga wash out
- 17 Wash out on each side of wanderrie slope
- 18.2 Water rushing down edge
- 18.6 Sharp Dip
- 40 Sharpest Dip
- 43.6 Sandford south crossing
- 44.2 Sandford north crossing

Carnarvon-Mullewa Road (South of Settlement)

- 0 At Settlement
- 46.4 Water rushing down west side of the road and scouring out when it comes across
- 55.6 Sand bank needs grading off the road
- 57.3-57.8 Cap rock coming through
- 58.1 Sign- slow down required
- 60.5 Road quite deep- below surrounds
- 61 Corner and slow down sign required on dangerous grid on corner
- 66.7 Deep creek needs a slow down sign or 50km or something

New Forrest-Yallalong Road

- 23.3 Couple of Sharpish dips
- 27.6 Several sharp dips on grid approach
- 27.8 Sandy Creek-looks ok
- 30.7 Grid needs welding
- 32.6 Grid wing broken off
- 36.8 Bridge- new depth gauge required

Most grid approaches on road were a bit rough.

2010 Northern Road Inspection

Boolardy Wooleen Road

- 5.0 Peg a couple of bunds needs completing
- 13.2 Push couple of banks on small road leading into gravesites (to the south east)
- 17.7 Two bunds new (old ones need completing)
- 20.4 Water across road issues
- 22.3 (Just north of Pia) couple of bunds required

General water issues on PIA nor west access road

Beringarra Pindar Road- north of Boolardy Wooleen Road

- 20.0 Dangerous corner north of Boolardy homestead turnoff-signage & bunds upstream
- 24.4 Remove bunds on corner
- 27.2 Remove bunds on corner

Kalli Road

- 20.6 Bund old gravel pit & fix old road
- 23.5 Cap rock poking through
- 34.6 Bad corners on rocky ridge
- 37.4 Granite country sharp corner, speed advisory signs
- 44.6 rocks on s bend need blowing up, and straight required

Boolardy-Kalli boundary grid needs replacing

- Top Shed Turnoff needs T sign and T sectioned
- 57.5 Bad corner wrong camber

73.7 Grid needs removing

Mileura Nookawarra road

33.9 Water rushing from the north- couple of bunds

Mt Hale Road

10-14 bunds required

Cue Beringarra Road

4.9 Single lane crossing, no signage-concrete breaking up
21.5 (1.5km east of Beringarra Homestead) new grid required

Beringarra Pindar Road- North of Nookawarra

Nil

Mt Gould Road

Nil

Innouendy Rd

Nil

Wooramel River

Nil

104km north of settlement- rough wash out

95km North of settlement bad corrugations- needs gravel

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Included in the 2010-11 budgets

CONSULTATION

None

COMMENT

None

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMMENDATION

Council add projects to list for consideration in the 2010-11 budgets;

Road	Project
Carnarvon Mullewa Road	Seal 10km south of Jiggernoo
	Beringarra Byro Turnoff- resheet 3km south
Beringarra Pindar Road	Near Parkers Hill- form and sheet 5km
	Near Tallering Homestead- form a sheet 3km
	Crossing near Yuin- re shape bend at crossing
Booldardy Kalli Road	Completed Flood Damage Repairs
Installation of new Grid	Wooleen x 2

16. FINANCE

16.1 Financial Activity Statements March 2010

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 30 March 2010
Attachments: Nil

MATTER FOR CONSIDERATION

Council to consider adopting the monthly financial statements for March 2010.

BACKGROUND

Amendments to the Local Government (Financial Management) Regulations 1996 that were gazetted on 20 June 2008 and became effective from 1 July 2008 have resulted in regulations 34 and 35 relating to monthly financial reports and quarterly/triennial financial reports being repealed and substituted with a new regulation 34. The new regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported with the intention of establishing a minimum standard across the industry.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 6.4–Specifies that a local government is to prepare such other financial reports as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d) for that month in the following detail:

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c);
- (e) The net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5 and 6 prescribe further details of information to be included in the monthly statement of financial activity.

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

CONSULTATION

None

COMMENT

None

VOTING REQUIREMENTS

Simple majority

COUNCIL DECISION

1. That Council adopt the financial statements for the period ending March 2010, as attached.

16.2 Accounts Paid during the period March April 2010

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 14 April 2010
 Attachments: EFT & Cheque Detail for March- April

MATTER FOR CONSIDERATION

Authorisation of accounts paid during the month of March April 2010.

BACKGROUND

Accounts paid are required to be submitted each month.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996
 Reg 13(1)–Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Payment from Council’s Municipal Account

CONSULTATION

None

COMMENT

Payments made during the month of March/April 2010 as per attached schedule.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

1. Accounts Paid between March April 2010:

TYPE	Voucher	PAYMENT	STATUS	AMOUNT
EFT	1-6,12-17,19-20,23-33,34-53	Creditor	Paid	\$ 238169.30
Cheque	8962,8979-8987	Payroll	Paid	\$ 7160.31
EFT	7-11, 53-55	Payroll	Paid	\$ 4711.54

2. Accounts to be Paid

TYPE	Voucher	PAYMENT	STATUS	AMOUNT

3. Salaries and Wages paid between March and April of \$ 65914.96 is received.

17. DEVELOPMENT

17.1 Appointment of Building and Health Services

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 14 April 2010
Attachments:

MATTER FOR CONSIDERATION

Appointment of Building Health servicers

BACKGROUND

Trevor Brandy has resigned from the City of Geraldton Greenough and has taken up a similar position with the Shires of Mingenew-Three Springs.

Mr Brandy has offered to continue his services to the Shire of Murchison. The following arrangements are offered

Health/Building and Planning Service to the Shire of Murchison for an annual fee of \$9,000.00 per year to be paid in November of each year.

The fee will cover all costs involving Vehicle, application processing and administration, all Health/Building and Planning fees to be retained by Council.

The Service fee covers at least 2 visits per year (as per Health Department requirements) at around 4 days per year, unless extra visits are required by Council.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Inclusion in Annual Budget

CONSULTATION

None

COMMENT

The opportunity for continuity of this area of our business.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

- 1 That Mr Trevor Brandy provides Health/Building and Planning Service to the Shire of Murchison for an annual fee of \$9,000.00 per year to be paid in November of each year. The fee will cover all costs involving Vehicle, application processing and administration, all Health/Building and Planning fees to be retained by Council.
- 2 The Service fee covers at least 2 visits per year (as per Health Department requirements) at around 4 days per year, unless extra visits are required by Council.
- 3 The Contract is reviewed each year around April by Council and the Mr Brandy.

18. ADMINISTRATION

18.1 Structural Reform

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 19 April 2010
Attachments: Nil

MATTER FOR CONSIDERATION

Formation of a Regional Collaborative Group with Shire of Upper Gascoyne.

BACKGROUND

The Minister for Local Government offered the Shire of Murchison an opportunity to form a Regional Transition Group. Council considered the offer and resolved a course of action.

OC100221 Structural Reform

Moved Cr RE Foulkes-Taylor, Seconded Cr MW Halleen

That Council;

- 1. Inform the Minister that the Shire of Murchison is willing to form a Regional Collaborative Group with the Shire of Upper Gascoyne;**
- 2. If the Minister accepts the Shires offer then it will arrange and negotiate with the Shire of Upper Gascoyne to the formation of such a group.**

Motion put and carried 6/0

The Minister has responded and agreed to accept the Shire of Murchison's proposal of forming a Regional Collaborative Group with the Shire of Upper Gascoyne.

The Shire of Upper Gascoyne has resolved to discuss with the Shire of Murchison the formation of a Regional Collaborative Group.

The CEO of Upper Gascoyne has prepared a discussion paper for consideration, and request the Shire of Murchison attend a meeting on 28 May in Gascoyne Junction.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

CONSULTATION

Paul Rawlings, CEO Shire of Upper Gascoyne

COMMENT

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

The Shire of Murchison attends the first meeting for structural reform process' at the Shire of Upper Gascoyne on 28 May 2010 to discuss forming a Regional Collaborative Group.

18.2 Business Plan- Service to Indigeonous Communities

File:
 Author: Ron Adams, Chief Executive Officer
 Interest Declared: No interest to disclose
 Date: 21 April 2010
 Attachments: Nil

MATTER FOR CONSIDERATION

Development of a Business Plan for service delivery to indigenous communities

BACKGROUND

OFFER – FINANCIAL ASSISTANCE TO UNDERTAKE BUSINESS PLANNING FOR DELIVERY OF LOCAL GOVERNMENT SERVICES INTO INDIGENOUS COMMUNITIES

As part of the Local Government Reform process, the State Government is keen to assist the local government sector to deliver normal local government services into Indigenous communities. You will be aware that this was an important element of the *Bilateral Agreement on Indigenous Affairs 2006-2010* entered into by the State Government of Western Australia and the Australian Government. Local governments should be ready to deliver services to Indigenous communities from 1 July 2012.

In response to the *Bilateral Agreement*, the Local Government Advisory Board (LGAB) conducted an Inquiry into Local Government Service Delivery to Indigenous Communities and reported its findings and recommendations to Government in August 2008. A key recommendation of the LGAB was:

“That Business Plans detailing costs and service standards for the delivery of services to Indigenous communities be developed by each of the affected local governments with funding provided by the State Government.”

The State Government has committed funding, through the Country Local Government Fund, for the development of these Business Plans for each of the 22 affected local governments. The attached Financial Assistance Agreement contains an offer of \$15,000 to assist Shire of Murchison to prepare its Business Plan.

In connection with this task, the Department of Local Government has developed a Business Plan Template. This will greatly assist the consultants who will work on Shire of Murchison’s plan, as well as promote consistency between the 22 Business Plans. The template will be made available by late-June 2010.

The Department is also assembling an Approved Consultants Panel from which local governments can select and hire appropriate professional services to develop the Business Plan. The list of consultants on the panel will also be provided in June 2010.

If you have any concerns or queries with the Agreement, please call Gary Angel on 9217 1565 or Tony Dean on 9217 1464 to discuss.

I am pleased to make this offer to Shire of Murchison. It would be appreciated if the attached Agreement could be executed and returned to the Department of Local Government by 28 May 2010 so that the release of funds can be expedited.

Yours faithfully



Jennifer Mathews
 DIRECTOR GENERAL

12 May 2010

The Bilateral Agreement was signed by then Prime Minister Howard and then Premiere Carpenter a number of years ago. Local Government was not involved in any of this negotiation. This agreement then required the Local Government Advisory Board to commission a report into service delivery in remote indigeonous communities.

The Shire of Murchison needs to develop a business plan and the financial assistance to do this is being offered by the state government.

The DLG has determined that to complete this plan that an amount of \$15000 has been allocated to the Shire for this purpose. The Shire of Upper Gascoyne has been offered \$20000.

The DLG has been rushed to get this program out there as they believe that the funding for theses business plans will not be available in the new budget.

As the Shires of Murchison and Upper Gascoyne are about to explore the prospects of forming a RCG this requirement could be a project that we could do jointly.

Several of the bigger shires such as Broome and Kalgoorlie are requesting WALGA to arrange and facilitate a forum on this issue.

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

POLICY IMPLICATIONS

FINANCIAL IMPLICATIONS

The \$15000 will be paid in this financial year and will presented at the next budget as restricted funds carried forward

CONSULTATION

Paul Rawlings, CEO Shire of Upper Gascoyne

COMMENT

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

1. Authorise the President and CEO to affix the common seal to the financial assistance grant
2. Collaborate with the Shire of Upper Gascoyne on developing the business plan.
3. Participate in any forum as arranged by WALGA as required.

18.3 Record Keeping Plan

File:

Author: Grace French, Senior Administration Officer

Interest Declared: No interest to disclose

Date: 18 May 2010

Attachments: Record Keeping Plan

MATTER FOR CONSIDERATION

Council to review and adopt the Record Keeping Plan

BACKGROUND

The State Records Act 2000 provides for every government organization must have a record keeping plan that has been approved by the Commission.

As is generally the case, departments continually change the requirements and reporting methodology, which makes it nearly impossible to use the previous plan. Council staff has reviewed the Record Keeping Plan in consultation with the Commission's staff and have produced the attached document that will be sent to the Commission.

STATUTORY ENVIRONMENT

State Records Act 200 –

- s.19 – Every government organization must have a record keeping plan that has been approved by the Commission.
- s.23 (1) - The Commission may approve or refuse to approve a government's draft record keeping plan.

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Nil

CONSULTATION

None

COMMENT

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMENDATION

Council adopt the Record Keeping Plan 2010 as presented

18.4 Local Government Convention

File:
Author: Ron Adams, Chief Executive Officer
Interest Declared: No interest to disclose
Date: 18 May 2010
Attachments: Convention Program

MATTER FOR CONSIDERATION

Endorse participation in the Local Government Convention

BACKGROUND

The Shire of Murchison has participated in the Local Government Convention.

This year’s program has been sent to all elected members. Due to restrictions on accommodation and partners programs, I have requested early registration so we don’t miss out on particular activities

STATUTORY ENVIRONMENT

STRATEGIC IMPLICATIONS

None

POLICY IMPLICATIONS

None

FINANCIAL IMPLICATIONS

Expenses are to occur in the new financial year and will form part of the annual budget for 2010-11

CONSULTATION

None

COMMENT

VOTING REQUIREMENTS

Absolute majority

OFFICER RECOMENDATION

Council nominate Cr.....to attend the 2010 Local Government Convention.

19. CEO ACTIVITY REPORT

19.1 CEO Activity Report

File:

Author: Ron Adams, Chief Executive Officer

Interest Declared: No interest to disclose

Date: 10 April 2010

Attachments: Nil

MATTER FOR CONSIDERATION

CEO's activity report

4 May

Midwest Branch of LGMA

Attendees:

Brian Jones, CEO Shire of Irwin

Chris Jackson, Manager Corporate Services Shire of Mingenew-Three Springs

Ian Fitzgerald, CEO Shire of Mingenew-Three Springs

Bill Atkinson, CEO Shire of Carnamah

James Trail, CEO Shire of Kalamunda

Stuart Billingham- DCEO Shire of Coorow

Lyn O'reilly, CEO Shire of Moora

Ian Walsh, DCEO Shire of Carnamah

Leanne Priola, DCEO Shire of Moora

Harry Hawkins, CEO Shire of Victoria Plains

Stan Scott, CEO Shire of Perenjori

Asset Management

Federal Government has provided \$2 million to be matched by the state government to bring in Asset Management to local government by 2011, this will include business planning.

LGMA

Professional Development

LGMA has a committee looking at this issue for its members; there will be Strategic Planning in the regions very soon. The LGMA is refocussing on this issue

CEO Contracts- LGMA with Niel Douglas looking at the basic CEO contracts for some key changes.

CEO Vacancies around the state- 23 applicants at Irwin and 46 applicants for Busselton

Stan Scott and Ian Fitzgerald gave a brief update on how the structural reform process is proceeding with the four shires. Comment included that there will be act changes and there will be wholesale changes as soon as either party has a majority in government.

James Trail that there were three proposals before the LGAB for amalgamation.

7 May

Attended Murchison WALGA Zone meeting in Cue

OFFICER RECOMENDATION

Note the CEO's Report

20. URGENT BUSINESS

21. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

21.1 ANNUAL CEO REVIEW

21.2 ROAD DRAINAGE – See Confidential Report

22. MEETING CLOSURE