

**SHIRE OF LEONORA**

**MINUTES OF THE ORDINARY  
COUNCIL MEETING**



**HELD AT COUNCIL CHAMBERS,  
LEONORA ON TUESDAY,  
17<sup>th</sup> APRIL, 2007**

## SHIRE OF LEONORA

Minutes of the Ordinary Meeting held in Shire Chambers, Leonora on Tuesday 17<sup>th</sup> April, 2007 commencing at 9.30am.

### 1.0 DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS / FINANCIAL INTEREST DISCLOSURES

- 1.1 Cr Dawes declared the meeting open at 9.32am
- 1.2 Visitors or members of the public in attendance – Nil
- 1.3 Financial Interests Disclosure – Nil

### 2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (previously approved)

#### 2.1 PRESENT

President	GR Dawes
Deputy President	BSD Taylor
Councillors	JF Carter
	L Petersen
	P Craig
	NG Johnson
	D Grills
Chief Executive Officer	JG Epis
Deputy Chief Executive Officer	JF Rowe

#### 2.2 APOLOGIES

Cr TC Demasson Cr GR Kemp

#### 2.3 LEAVE OF ABSENCE

Nil

#### 3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

#### 4.0 PUBLIC QUESTION TIME

Nil

#### 5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

#### 6.0 PETTITIONS / DEPUTATIONS / PRESENTATIONS

Nil

#### 7.1 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS

**Moved Cr Petersen seconded Cr Craig** that the Minutes of the Ordinary Meeting held on 20<sup>th</sup> March, 2007 be confirmed as a true and accurate record.

**CARRIED (7 VOTES TO 0)**

#### 8.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Cr Dawes advised of a fly over on ANZAC Day that has been arranged

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1(A) SAFETY MANAGEMENT SYSTEM – AIRPORT**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 17<sup>th</sup> April, 2007

**AGENDA REFERENCE:** 9.1 (A) APR07

**SUBJECT:** Safety Management System - Airport

**LOCATION / ADDRESS:** Leonora

**NAME OF APPLICANT:** Not Applicable

**FILE REFERENCE:** Aerodrome – Planning and Infrastructure 3.2

**AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 11<sup>th</sup> April, 2007

**BACKGROUND**

All Certified Aerodromes must have a Safety Management System (SMS) in place by 1<sup>st</sup> January, 2007.

A Safety Management System has been defined as a “system for the management of safety at an aerodrome, including the organisational structure, responsibilities procedures, processes and provisions for the implementation of aerodrome safety policies by an aerodrome operator, which provides for control of safety at, and the safe use of, the aerodrome. A key component of any aerodrome SMS is to ensure compliance with relevant regulations and standards. Many of these requirements, including the operational provisions, will form part of the SMS.

Aerodrome SMS’s are different to other quality systems because the aerodrome SMS focuses on the human and organisational aspects of the operation of the aerodrome rather than the product side.

The management of any organisation, large or small, requires attention to many factors: financing, budgeting, personnel, resources, equipment etc. In recent times safety management has become important. Safety management is now as much a part of running a modern business as any of the more traditional factors.

Whilst Occupational Health and Safety does not fall directly within the scope of Civil Aviation Safety Regulation Part 139 rule making, it is clear that a complete SMS would integrate operational and occupational safety, and embrace the safety issues applicable to the general public and industry people using the facility. Proposed SMS for Leonora Aerodrome for perusal follows this report.

**STATUTORY ENVIRONMENT**

Sub regulation 139.250(2) of Civil Aviation Safety Regulations requires operators of certified aerodromes to have an aerodrome SMS that complies with the standards set out in the Manual of Standards (MOS) Part 139 – Aerodromes.

Paragraph 139.250(1)(b) of Civil Aviation Safety Regulations requires operators of all certified aerodromes to have an SMS in place by 1<sup>st</sup> January, 2007.

**POLICY IMPLICATIONS**

Newly created policy if adopted will need to be incorporated into existing Policy Manual.

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1(A) SAFETY MANAGEMENT SYSTEM – AIRPORT (continued)**

## **FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the recommendation of this report.

## **STRATEGIC IMPLICATIONS**

The Safety Management System will help

- Market the safety standards of the operation
- Guard against the direct and indirect costs of incidents and accidents
- Improve communication, morale and productivity.
- Meet legal responsibilities to manage safety.

## **RECOMMENDATIONS**

That the Safety Management System for the Leonora Aerodrome as presented by adopted without amendment

## **VOTING REQUIREMENT**

Simple majority required.

**Moved Cr Carter**

**seconded Cr Grills**

*That the Safety Management System for the Leonora Aerodrome as presented by adopted without amendment*

**CARRIED (7 VOTES TO 0)**

## 9.0 REPORTS OF OFFICERS

### 9.2 DEPUTY CHIEF EXECUTIVE OFFICER

#### 9.2(A) MONTHLY FINANCIAL STATEMENTS –MARCH, 2007

**SUBMISSION TO:** Meeting of Council  
Meeting Date:17<sup>th</sup> April , 2007

**AGENDA REFERENCE:** 9.2(A) APR07

**SUBJECT:** Monthly Financial Statements –March, 2007

**AUTHOR:** John Francis Rowe

**POSITION:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 11<sup>th</sup> April, 2007.

**COMMENT:** Monthly Financial Statements submitted for adoption include:

- (a) Financial Position as at 11<sup>th</sup> April, 2007
- (b) Statement of Financial Activity –31<sup>st</sup> March, 2007
- (c) Statement of Financial - Details –31<sup>st</sup> March, 2007
- (d) Statement of Financial Position –31<sup>st</sup> March, 2007
- (e) Capital Expenditure – 06/07
- (f) Statement of Outstanding Debtors –31<sup>st</sup> March, 2007
- (g) Statement of Material Variances –31<sup>st</sup> March, 2007

## RECOMMENDATION

The Monthly Financial Statements for the month ended March, 2007 consisting of Statement of Financial Activity(2), Statement of Financial Position, Capital Expenditure 06/07, Statement of outstanding Debtors, Statement of Material Variances and Financial Position as at 11<sup>th</sup> April, 2007 showing balances of:-

	\$	
Municipal	1,129,800	Credit
Long Service Leave Reserve	66,819	Credit
Fire Disaster Reserve	7,064	Credit
Building Reserve	Nil	Credit
Plant Replacement Reserve	Nil	Credit
Community Amenities Reserve	Nil	Credit
Municipal Investment	Nil	Credit

be adopted.

## VOTING REQUIREMENTS

Simple Majority

### Moved Cr Craig

### seconded Cr Petersen

*The Monthly Financial Statements for the month ended March, 2007 consisting of Statement of Financial Activity(2), Statement of Financial Position, Capital Expenditure 06/07, Statement of outstanding Debtors, Statement of Material Variances and Financial Position as at 11<sup>th</sup> April, 2007 showing balances of:-*

	\$	
<i>Municipal</i>	<i>1,129,800</i>	<i>Credit</i>
<i>Long Service Leave Reserve</i>	<i>66,819</i>	<i>Credit</i>
<i>Fire Disaster Reserve</i>	<i>7,064</i>	<i>Credit</i>
<i>Building Reserve</i>	<i>Nil</i>	<i>Credit</i>
<i>Plant Replacement Reserve</i>	<i>Nil</i>	<i>Credit</i>
<i>Community Amenities Reserve</i>	<i>Nil</i>	<i>Credit</i>
<i>Municipal Investment</i>	<i>Nil</i>	<i>Credit</i>

be adopted.

**CARRIED (7 VOTES TO 0)**

## COMPILATION REPORT TO THE SHIRE OF LEONORA

### (1) Scope

On the basis of the information provided by the Shire of Leonora, we have compiled, in accordance with APS 9 "Statement on Compilation of Financial Reports", the attached (local government) special purpose financial report of the Shire of Leonora for the period ended **31<sup>st</sup> March, 2007**.

The Shire of Leonora is solely responsible for the information contained in the attached monthly (local government) special purpose financial report.

Our procedures use accounting knowledge to collect, classify and summarise the financial information, which the Shire of Leonora provided, into a financial report. Our procedures do not include verification or validation procedures. ***No audit or review has been performed*** and accordingly ***no assurance is expressed***.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the Shire of Leonora, may suffer arising from any negligence on our part.

The monthly (local government) special purpose financial report was prepared exclusively for the benefit of the Shire of Leonora. We do not accept responsibility to any other person for the contents of the financial report.

### (2) Legislative Framework

The Shire of Leonora is required to prepare a monthly financial management report for presentation to the Council by the Local Government Act 1995 and associated Regulations.

It should be noted that the attached financial report incorporates comparison of the actual year to date figures with the year to date budget amounts and also the full year budget figures.

### (3) Significant Variations to the 2006/2007 Budget

No significant variations have been noted to date.

### (4) Compliance with the Australian Accounting Standards.

Employee Entitlements - Long Service Leave

The monthly (local government) special purpose financial report does not recognise long service leave expenses and the associated provision in accordance with AAS 30 "Accounting for Employee Entitlements".

UHY Haines Norton

Date 5<sup>th</sup> April 2007

**9.0 REPORTS OF OFFICERS**

**9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

**9.2 (A) MONTHLY FINANCIAL STATEMENTS –MARCH, 2007**

<b>SHIRE OF LEONORA</b>		
<b>FINANCIAL POSITION AS AT 11<sup>th</sup> APRIL, 2007</b>		
		<b>MUNICIPAL</b>
		<b>\$1,217,085</b>
Balance as at 31 <sup>st</sup> March, 2007		
Receipts to 4 <sup>th</sup> April, 2007		\$10,031
<b>Balance</b>		<b>\$1,227,116cr</b>
Less Accounts since 31 <sup>st</sup> March, 2007		\$ 97,316
<b>Balance 11<sup>th</sup> April, 2007</b>		<b>\$ 1,129,800cr</b>
<b>AMOUNT HELD ON TERM DEPOSIT - NATIONAL AUSTRALIA BANK</b>		
		\$
A) PLANT REPLACEMENT RESERVE	Nil	CREDIT
B) LONG SERVICE LEAVE	66,819	CREDIT
C) FIRE DISASTER RESERVE	7,064	CREDIT
D) BUILDING RESERVE	Nil	CREDIT
E) COMMUNITY AMENITIES RESERVE	Nil	CREDIT
F) MUNICIPAL INVESTMENT	Nil	CREDIT

**9.0 REPORTS OF OFFICERS**

**9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

**9.2 (B) ACCOUNTS FOR PAYMENT –MARCH, 2007**

**SUBMISSION TO:** Meeting of Council  
Meeting Date:17<sup>th</sup> April, 2006

**AGENDA REFERENCE:** 9.2(B) APR07

**SUBJECT:** Accounts for Payment

**AUTHOR:** John Francis Rowe

**OFFICER:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 11<sup>th</sup> April, 2007

**COMMENT:**

Attached statement consists of Vouchers **924 to 1018 plus Direct Bank Transactions** and totalling **\$.413,309.02**

**RECOMMENDATION**

That accounts as represented by Vouchers **924 to 1018 plus Direct Bank Transactions** and totalling **\$.413,309.02** be authorised for payment.

**VOTING REQUIREMENTS**

Simple Majority

**Moved Cr Carter**

**seconded Cr Taylor**

*That accounts as represented by Vouchers 924 to 1018 plus Direct Bank Transactions and totalling \$.413,309.02 be authorised for payment.*

**CARRIED (7 VOTES TO 0)**



**Shire of Leonora****Monthly Report - List of Accounts Paid**

Submitted to the Finance Committee on the 17th April, 2007.

The following list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts.

Vouchers numbered from **924 to 1018 and direct bank transactions** totalling **\$413,309.02** submitted to each member of the Council on Wednesday 19th April, 2006. have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

\_\_\_\_\_  
**CHIEF EXECUTIVE OFFICER**

Vouch. No.	Date	Payee's Name	Particulars	PAYMENT made by delegated authority.
V924	15/3/2007	Dr. A Moffson	Dr's Top Up Salary	3,850.00
V925	14/3/2007	Leinster Community Day Care	Community Grant (Direct Deposit)	11,000.00
V926	20/3/2007	Dr. A Moffson	Dr's Top Up Salary	3,850.00
V927	21/3/2007	Bunnings Building Supplies Pty	Various	807.79
V928	21/3/2007	Fleming Dave	Roads to Recovery	1,770.00
V929	21/3/2007	Hampton Transport Services	Roads to Recovery	30,613.00
V930	21/3/2007	Haulmore Trailer Sales Pty Ltd	Parts and Repairs	1,071.28
V931	21/3/2007	Health Communication Network	Annual Subscription	539.00
V932	21/3/2007	LGIS Workcare	Workers Compensation	4,070.00
V933	21/3/2007	Majstrovich Building Co	Rec Centre Extensions	42,204.80
V934	21/3/2007	Majstrovich Building Co	Telecentre Work	18,480.00
V935	21/3/2007	Whitehouse Hotel	Refreshments and Receptions	203.20
V936	22/3/2007	Goldsworthy Family Trust	Building/Environmental Health	6,220.50
V937	23/3/2007	Elross Caravans	Deposit New Plant and Equipment	11,466.00
V938	28/3/2007	Shire Of Leonora -	Salaries & Wages (Direct Deposit)	31,493.00
V938(a)	28/3/2007	L.G.R.C.E.U.	Union Fee	15.30
V938(b)	28/3/2007	Shire of Leonora - Tax/Rent	Tax/Rent	10,928.73
V938(c)	28/3/2007	W.A.L.G.S.P.	Superannuation	8,230.97
V939	28/3/2007	W.A.L.G.S.P.	Surcharge Fee	3,776.30
V940	28/3/2007	Entertainment Store	Entertainment for GG Weekend	14,108.60
V941	28/3/2007	Dr. A Moffson	Doctor's Top Up Salary	3,850.00
V942	30/3/2007	National Australia Bank	Master Card Charges - February	827.20
V943	30/3/2007	Yates Contracting	Contract Grading	25,008.00
V944	30/3/2007	Esanda Finance	NG Rec Officer's Vehicle - March	848.46
V945	30/3/2007	Bill Express	Online Payment Commission -	31.60
V946	30/3/2007	Bill Express	Online Payment Commission -	1.09
V947	30/3/2007	Bill Express	Online Payment Commission -	1.30
V948	30/3/2007	Bill Express	Online Payment Commission - March	9.44
V949	30/3/2007	Esanda Finance	GEDC's Vehicle - March 2007 Bank	802.63
V950	30/3/2007	Bill Express	Online Payment Commission -	4.82
V951	30/3/2007	Bill Express	Online Payment Commission -	1.74
V952	30/3/2007	National Australia Bank	Bank Charges - March 2007 Bank	75.00
			<b>SUBTOTAL</b>	<b>\$ 236,159.75</b>

**Shire of Leonora****Monthly Report - List of Accounts Paid**

**Submitted to the Finance Committee on the 17th April, 2007.**

<b>Vouch. No.</b>	<b>Date</b>	<b>Payee's Name</b>	<b>Particulars</b>	<b>PAYMENT made by delegated authority.</b>
V953	30/3/2007	Bill Express	Online Payment Commission	2.33
V954	30/3/2007	National Australia Bank	Bank Charges - March	145.70
V955	30/3/2007	Westnet Pty Ltd	Telecentre Expense -	64.94
V956	30/3/2007	Bill Express	Online Payment Commission	27.50
V957	30/3/2007	Bill Express	Online Payment Commission	27.50
V958	3/4/2007	Fleming Dave	Mtce to Olda Afgnew Road North	860.00
V959	3/4/2007	Patrick Kelly	Over Payment on Inv	77.50
V960	3/4/2007	B.C.I.T.F	BCIFT Fees - 06, 07 & 08/07	280.00
V961	4/4/2007	Dr. A Moffson	Dr's Top Up Salary	3,850.00
V962	4/4/2007	Hyster West	Purchase New Hyster H2.5TX	38,227.20
V963	5/4/2007	Leonora DodgegyTyre Service	Repairs to Various Tyres (Direct	635.00
V964	11/4/2007	Shire Of Leonora - Salaries & Wages	Salaries & Wages (Direct Deposit)	33,594.00
V964(a)	11/4/2007	L.G.R.C.E.U.	Union Fees	15.30
V964(b)	11/4/2007	Shire of Leonora - Tax/Rent	Tax/Rent	11,409.33
V964(c)	11/4/2007	W.A.L.G.S.P.	Superannuation	8,367.99
V965	11/4/2007	Australian Taxation Office	March 2007 BAS	3,124.00
V966	11/4/2007	Mr. Tim Han	Reimbursement for Air Flight	982.00
V967	11/4/2007	ALU Glass	Info Centre Repairs	568.70
V968	11/4/2007	Audiocom	Parts	194.00
V969	11/4/2007	Bitz Australia Pty Ltd	Parts	501.47
V970	11/4/2007	Boral Construction Materials Group	Parts	215.60
V971	11/4/2007	Bridgestone	Tyres	547.80
V972	11/4/2007	Bunnings Building Supplies Pty Ltd	Various	749.61
V973	11/4/2007	Chubb Security Services Ltd	ATM	2,332.89
V974	11/4/2007	City Of Kalgoorlie/Boulder	Leonora Golden Gift	320.00
V975	11/4/2007	CJD Equipment Pty Ltd	Parts	60.01
V976	11/4/2007	Coastal Midwest	Freight	77.72
V977	11/4/2007	Compass Group (Australia) Pty Ltd	Roads to recovery	495.00
V978	11/4/2007	Coyles Mower & Chainsaw Centre	Parks	697.00
V979	11/4/2007	Credipac Australia	Aerodrome Mtce	110.00
V980	11/4/2007	Department of Culture and the Arts	Lost Library Books	17.60
V981	11/4/2007	Fluid Line Services	Parts	3,378.06
V982	11/4/2007	Forman Brothers	Various	561.00
V983	11/4/2007	GBM Office National	Office Equip Mtce	1,969.63
V984	11/4/2007	Goldfields Commercial Security P/L	security	1,108.80
V985	11/4/2007	Goldfields Filter Clean	Repairs	203.50
V986	11/4/2007	Goldfields South East Health Region	Medical Centre Ex	1,232.00
V987	11/4/2007	Goldfields Truck Power	parts	2,208.70
V988	11/4/2007	GPA Accreditation Plus	Medical Centre	869.00
V989	11/4/2007	Heatleys		384.74
V990	11/4/2007	Hill's Grill	NGSR	223.30
			<b>Sub Total</b>	<b>\$ 120,716.42</b>

Shire of Leonora				
Monthly Report - List of Accounts Paid				
Submitted to the Finance Committee on the 17th April, 2007.				
Vouch. No.	Date	Payee's Name	Particulars	PAYMENT made by delegated authority.
V991	11/4/2007	Horizon Power	power acc	1,033.15
V992	11/4/2007	Kalgoorlie Laundry and Dry Cleaners	NG Football	76.92
V993	11/4/2007	Kalgoorlie Precast Concrete	Roadworks	2,915.00
V994	11/4/2007	Kempy's Dingo Contracting	various	511.50
V995	11/4/2007	Kleenheat Gas	gas	175.74
V996	11/4/2007	Landgate	valuation services	970.70
V997	11/4/2007	Leeuwin Ocean Adventure Foundation Ltd	Investing in our community	3,400.00
V998	11/4/2007	Leinster Smash Repairs	Repairs	319.00
V999	11/4/2007	Leonora Gwalia Historical Museum		25,550.00
V1000	11/4/2007	Leonora Post Office	Account	222.28
V1001	11/4/2007	Leonora Roadhouse	Mthly Acc	269.00
V1002	11/4/2007	McMahon Burnett Transport	freight	157.01
V1003	11/4/2007	Mine Trades and Maintenance	Staff Housing Mtce	375.10
V1004	11/4/2007	Nicholson Agencies	Cleaning Products	1,274.86
V1005	11/4/2007	O'Briens Fuel Maintenance	Fuel	748.00
V1006	11/4/2007	Pumpcare International	Parts	407.00
V1007	11/4/2007	Shire Of Leonora – General	investing in our comunity	55.00
V1008	11/4/2007	Sparlon Electrical	Housing Mtce	327.80
V1009	11/4/2007	Star Track Express	Freight	427.15
V1010	11/4/2007	Sunny Brushware Supplies Pty Ltd	Parts	420.20
V1011	11/4/2007	Telstra	Phone Accounts	6,043.74
V1012	11/4/2007	The Honda Shop	Depot	483.00
V1013	11/4/2007	The Richardson	CEO Accomodation	2,283.00
V1014	11/4/2007	Truck Centre WA Pty Ltd	Parts	20.46
V1015	11/4/2007	Water Corporation	Water	4,530.05
V1016	11/4/2007	Weldpower P/L	Repairs	198.00
V1017	11/4/2007	Westland Autos Pty Ltd	Parts and Repairs	811.52
V1018	11/4/2007	Westrac Equipment Pty Ltd	Parts	2,427.67
			<b>Sub Total</b>	<b>\$ 56,432.85</b>
			<b>TOTAL</b>	<b>\$ 413,309.02</b>

## 9.0 REPORTS OF OFFICERS

### 9.2 DEPUTY CHIEF EXECUTIVE OFFICER

#### 9.2 (C) PLAN FOR THE FUTURE OF THE DISTRICT

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 17<sup>th</sup> April, 2007

**AGENDA REFERENCE:** 9.2 (C)

**SUBJECT:** Plan for the Future of the District - July 2007 – June 2009

#### **AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** John Francis Rowe

**OFFICER:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 14<sup>th</sup> March, 2006.

#### **BACKGROUND**

The recent amendments to the Local Government Act 1995 replaces the requirement for Councils to prepare a "Plan of Principal Activities" with a new provision with the fancy name of "Plan for the Future of the District". Regulations provide for a far less prescriptive plan to replace the old Principal Activity Plan. In our case this results in the plan being reduced from a four year plan to a two year plan. The need to adopt a plan prior to 30<sup>th</sup> June each year still applies.

#### **STATUTORY ENVIRONMENT**

Section 5.57 of the Act still requires 42 days local Public Notice of the plans availability to ensure electors and ratepayers of our district have been consulted during the development of the plan.

#### **FINANCIAL IMPLICATIONS**

In the preparation of the Annual Budget Council is to have regard to the contents of its adopted plan for the future and any significant variations must be explained in the Budget document.

#### **STRATEGIC IMPLICATIONS**

As Council has previously adopted a strategic plan due recognisance of that plan has been made in the preparation of this plan for the future.

#### **RECOMMENDATION**

That the draft Plan for the Future of the District as presented proceed to local public advertising with a view to considering of submissions, modification if necessary and final adoption at the ordinary meeting of Council held in June 2007.

#### **VOTING REQUIREMENTS**

Simple Majority

**Moved Cr Taylor**

**seconded Cr Petersen**

*That the draft Plan for the Future of the District as presented proceed to local public advertising with a view to considering of submissions, modification if necessary and final adoption at the ordinary meeting of Council held in June 2007.*

**CARRIED (7 VOTES TO 0)**

The meeting adjourned for morning tea at 10:10am and resumed at 10:30am with attendance identical to that at item 2.1.

### 9.3 ENVIRONMENTAL HEALTH AND BUILDING OFFICER

Nil

### 10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.

#### A. ELECTED MEMBERS

Nil

#### B. OFFICERS

##### 10.1 (B) SHARED SERVICES/ BACKEND PROCESSING

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 17<sup>th</sup> April, 2007

**AGENDA REFERENCE:** 10.1 (A) APR07

**SUBJECT:** Shared Services/Backend Processing

**LOCATION / ADDRESS:** Not Applicable

**NAME OF APPLICANT:** Not Applicable

**FILE REFERENCE:** Shared Services 2.18

#### AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 12<sup>th</sup> April, 2007

#### BACKGROUND

Mr Stephen Goode provided the Shared Services Working Group (SSWG) the draft final report of the Shared Services Project at the end of February, 2007. A Copy of this report was provided to all Councillors prior to the March, 2007 meeting of Council simply as an information document.

The SSWG met on the 8<sup>th</sup> March, 2007 via teleconference to discuss the report with Mr Goode. It was decided to reconvene the meeting in person in Kalgoorlie on Monday 19<sup>th</sup> March, 2007 to discuss the direction that each Council wanted to take in regards the future of the project.

The decision that was made at the in-person meeting was:

- (i) Should a Regional Local Government (RLG) be formed, or
- (ii) A Voluntary Regional Organisation of Councils (VROC), and
- (iii) Is a Shared Services approach viable

The general consensus at the meeting was that small steps needed to be taken in regards to setting up the shared services aspect and that a VROC be formed with the shared services as a separate project.

The VROC was preferred over a formal RLG.

At the in-person meeting on Monday the 19<sup>th</sup> March, 2007 the following recommendations were resolved.

1. Seek comment by the May zone meeting from member Local Governments and the Shire of Yilgarn on the formation of a Voluntary Regional Organisation of Council's to assist in addressing, training requirements, statutory compliance issues, joint tenders, purchasing, legal services, shared services arrangements and any other opportunities.
2. Subject to endorsement by the Member Councils seek a grant from the DLGRD for funding to assist in the establishment of the VROC in point 1.

## **10.1(B) SHARED SERVICES/ BACKEND PROCESSING (continued)**

3. Subject to the VROC being endorsed by Member Councils and Shire of Yilgarn, Councils included in there 2007/2008 budget an amount \$10,000 per Council to assist in the formation of the VROC and matching grant money.
4. Note that the City of Kalgoorlie-Boulder and Shire of Coolgardie, along with other interested Council's consider the development of a service agreement for the provision of It services and support by the City of Kalgoorlie-Boulder
5. Seek a grant from the DLGRD for funding to develop the service agreement outlined in point 4, covering legal arrangements, financial arrangements and an agreed structure to expand to allow other Council's to take up the service.

Voluntary Regional Organisations of Councils or Regional Organisations of Council (referred to as VROCs or ROCs) are established to encourage and promote cooperation amongst Councils in a region. The member Councils and how much they want to contribute to the organisation determine the extent of activity within ROCs. In Western Australia there are a number of ROCs that offer a range of varying services. In the main, ROCs focus on regional development matters which can be economic, social, environmental or physical (road infrastructure, tourism initiatives, lobbying for hospitals, regional recreation or education amenities and such like)

### **STATUTORY ENVIRONMENT**

There are no statutory implications resulting from the recommendation of this report

### **POLICY IMPLICATIONS**

There are no policy implications resulting from the recommendation of this report

### **FINANCIAL IMPLICATIONS**

Subject to the VROC being endorsed by Member Councils, the need to include an amount of \$10,000.00 in the 2007/2008 budget will be necessary.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications resulting from the recommendation of this report.

### **RECOMMENDATIONS**

That the Shared Services Project as previously proposed be abandoned and that a Voluntary Regional Organisation of Council's be formed to assist in addressing the many opportunities and problems confronting Local Governments in the Region.

### **VOTING REQUIREMENT**

Simple majority required.

**Moved Cr Taylor**

**seconded Cr Craig**

*That this matter be considered of an urgent nature*

**CARRIED (7 VOTES TO 0)**

**Moved Cr Carter**

**seconded Cr Johnson**

*That the Shared Services Project as previously proposed be abandoned and that a Voluntary Regional Organisation of Council's be formed to assist in addressing the many opportunities and problems confronting Local Governments in the Region.*

**CARRIED (7 VOTES TO 0)**

## **11.0 NEXT MEETING**

The next ordinary meeting was set for Tuesday 15<sup>th</sup> May, 2007 at 9.30am in the Council Chambers Leonora

## **12.0 CLOSURE OF MEETING**

Cr Dawes closed the meeting at 10.35am