



# AGENDA

I wish to advise that the Ordinary Meeting of Council  
is to be held on Monday 18<sup>th</sup> February 2013  
in the Midwest Room, State Library Building, Perth Cultural Centre, Perth  
commencing at 9.00 am

A handwritten signature in blue ink that reads "Anthony Friday".

**TONY FRIDAY**  
**CHIEF EXECUTIVE OFFICER**

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**DECLARATION OF INTERESTS (NOTES FOR YOUR GUIDANCE)**

A member who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting, that will be attended by the member, must disclose the nature of the interest:

- a) In a written notice given to the Chief Executive Officer before the Meeting or;
- b) At the Meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- c) Preside at the part of the Meeting, relating to the matter or;
- d) Participate in, or be present during any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under Section 5.68 or Section 5.69 of the Local Government Act 1995.

**NOTES ON FINANCIAL INTEREST (FOR YOUR GUIDANCE)**

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest** in a matter. These notes will be included in each agenda for the time being so that Councillors may refresh their memory.

1. A Financial Interest requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are exceptions in the Local Government Act 1995 but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e. sporting, social, religious etc.), and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e., if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors or ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
- 4. If in doubt declare.**
5. As stated in (b) above, if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **MUST** be given when the matter arises in the Agenda, and immediately before the matter is discussed.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
  - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) or the Local Government Act; or
  - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the Local Government Act, with or without conditions.

**INTERESTS AFFECTING IMPARTIALITY**

**DEFINITION:** An interest that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.

A member who has an Interest Affecting Impartiality in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- (a) in a written notice given to the Chief Executive Officer before the Meeting; or
- (b) at the Meeting, immediately before the matter is discussed.

**IMPACT OF AN IMPARTIALITY CLOSURE**

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote. With the declaration of this new type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member’s involvement in the Meeting continues as if no interest existed.

**Pilbara Regional Council  
DECLARATION OF INTEREST FORM**

To: Chief Executive Officer  
Pilbara Regional Council  
Level 1, 414 Murray Street  
Perth WA 6000

I, <sup>(1)</sup> \_\_\_\_\_ wish to declare an interest in the following item to be considered by Council at its meeting to be held on <sup>(2)</sup> \_\_\_\_\_ Agenda Item <sup>(3)</sup> \_\_\_\_\_.

The type of Interest I wish to declare is <sup>(4)</sup>.

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 6.51 of the Local Government Act 1995
- Closely Associated Persons pursuant to Section 5.62 of the Local Government Act 1995
- Impartiality pursuant to Reg 11 of the Local Government (Rules of Conduct) Regulations 2007.

The nature of my interest is <sup>(5)</sup>  
\_\_\_\_\_.

The extent of my interest is <sup>(6)</sup>  
\_\_\_\_\_.

I understand that the above information will be recorded in the minutes of the meeting and placed in the Disclosure of Financial and Impartiality of Interest Register.

Yours sincerely

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

Notes:

1. Insert you name (print).
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in matter under S. 5.68 of the Act).

**LIST OF ATTACHMENTS TO THIS AGENDA:**

- 8.1 MINUTES OF THE PRC MEETING ON 3<sup>RD</sup> DECEMBER 2012
- 11.1 STATE COUNCIL REPORT
- 12.1 FINANCIAL STATEMENTS AS AT 30TH NOVEMBER 2012
- 12.2 FINANCIAL STATEMENTS AS AT 31ST DECEMBER 2012
- 12.3 FINANCIAL STATEMENT AS AT 31ST JANUARY 2013
- 12.4 LIST OF ACCOUNTS AS AT 30TH NOVEMBER 2012
- 12.5 LIST OF ACCOUNTS AS AT 31ST DECEMBER 2012
- 12.6 LIST OF ACCOUNTS AS AT 31ST JANUARY 2013
- 12.7 2012/13 BUDGET REVIEW REPORT
- 14.2 2013 ANNUAL COMPLIANCE RETURN

**1. OATH OF OFFICE**

Any Councillors or Deputy Councillors who have not undertaken an Oath of Office will do so before the Chief Executive Officer, Mr Tony Friday to the commencement of the Council meeting.

**2. OFFICIAL OPENING**

The Ordinary Meeting of Council is to be held on Monday 18<sup>th</sup> February 2013 in the Midwest Room, State Library Building, Perth Cultural Centre, Perth.

**3. PUBLIC QUESTION TIME**

**Notes:**

- At the commencement of the Council business the Chairperson shall invite questions from the public and the time allowed for such questions shall be a minimum of 15 minutes, if required;
- Each question shall be limited to two minutes duration;
- A member of the public who raises a question during question time is to state his or her name.
- All questions shall be answered by the Chairperson, unless at his/her discretion another member is invited to answer; and
- Questions are restricted to items in the previous quarters Council minutes or the current quarters Council Agenda.

**4. ATTENDANCE**

Councillors	Cr Lynne Craigie, Chairperson Cr George Daccache Commissioner Ron Yuryevich	Shire of East Pilbara Town of Port Hedland Shire of Ashburton
Deputy Councillors	Cr Anita Grace Cr David Hooper	Shire of East Pilbara Town of Port Hedland
Staff	Mr Tony Friday, Chief Executive Officer Ms Amy Polkinghorne, Executive Assistant	Pilbara Regional Council Pilbara Regional Council
Guests:	Mr Mal Osborne, CEO Ms Vanessa Jackson, Policy Manager Planning Reform and Improvement Mr Mal Shervill, Policy Officer Road Safety Mark Glasson, Executive Director of Strategic Policy and Local Government Reform	Town of Port Hedland WALGA  WALGA DLG
Presenters:	Mr Steve Devon, General Manager Commercial and Business Development Mr Michael Campbell, Senior Consultant	Horizon Power  AEC Group
Apologies:	Mayor Troy Pickard, WALGA President Mr Chris Adams, CEO Cr Kelly Howlett, Deputy Chairperson Mr Allen Cooper, CEO Cr Sharon Vertigan Cr Fiona White-Hartig	WALGA Shire of Roebourne Town of Port Hedland Shire of East Pilbara Shire of Roebourne Shire of Roebourne

**Leave of Absence: Nil**

**4.1 APPLICATIONS FOR LEAVE OF ABSENCE****5. RESPONSE TO QUESTIONS WHICH WERE TAKEN ON NOTICE****6. DECLARATION OF INTEREST AND INTERESTS AFFECTING IMPARTIALITY**

*Additional Information is detailed on page 2 of this agenda.*

**6.1 DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTERESTS**

*Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.60B and 5.65 of the Local Government Act 1995). Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).*

**6.2 DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY**

*Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice. (Pilbara Regional Council Code of Conduct, Local Government (Admin) Reg. 34C).*

**7. PETITIONS/ DEPUTATIONS/ PRESENTATIONS****7.1 MR STEVE DEVON, GENERAL MANAGER COMMERCIAL AND BUSINESS DEVELOPMENT,  
HORIZON POWER – PILBARA POWER LONG TERM SOLUTION****7.2 MR MICHAEL CAMPBELL, SENIOR CONSULTANT, AEC GROUP – TOURISM - THE HIDDEN VALUE  
OF 1%.**

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**8. CONFIRMATION OF MINUTES AND BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING**

**Attachments:** 8. Minutes of the PRC Meeting – 3<sup>rd</sup> December 2012  
**Responsible Officer:** Mr Tony Friday, Chief Executive Officer  
**Action Officer:** Mr Tony Friday, Chief Executive Officer  
**Officer Disclosure of Interest:** Nil

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**OFFICER RECOMMENDATION**

That the minutes of the Ordinary Meeting of Council held on the 3<sup>rd</sup> December 2012 be confirmed as a true and correct record of proceedings.

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**9. ANY BUSINESS LEFT OVER FROM PREVIOUS MEETING****9.1 INCREASE CHAIRPERSONS ALLOWANCE**

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**Attachments:** Nil.  
**Responsible Councillor:** Mr Tony Friday, Chief Executive Officer  
**Action Officer:** Mr Tony Friday, Chief Executive Officer  
**Officer Disclosure of Interest:** Nil

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**Purpose –**

The purpose of this item is for Council to consider increasing the Chairpersons allowance to meet incidental hospitality expenses.

**Background –**

Fulfilment of the Chairpersons function for the Pilbara Regional Council often involved active advocacy on behalf of the Council and Executive. Because the PRC has a relatively small number of full time employees, the role of Chairperson is 'hand on' in nature, and requires meetings with Ministers, industry leaders, and a variety of other stakeholders.

**Issues –**

The PRC is paying the maximum sitting fee meeting allowance for chairperson to attend council meetings, however does have the ability under the act to offer an extra allowance for meetings to an amount of \$14,00 (including Council meeting sitting fees).

It is the opinion of the Chief Executive Officer that an amount of \$1,00 per annum would be sufficient to meeting incidental costs associated with advocacy activities for the Chairperson. It should be noted that the current Chairperson has attended a variety of meetings this CEO commenced with the PRC, and the organisation has yet to received or process a claim from the Chairperson for reimbursement of these expenses. The Chairperson already offers time and effort on behalf of the Council for relatively modest remuneration, and should not be expected to underwrite the financial operation of the Council as well.

The PRC has consulted with WALGA with respect to this matter, and WALGA advise that that Chairperson may not incur debt of expense in any form from the consolidated account of the PRC.



WALGA advise that reasonable incidental expenses incurred by the Chairperson may only be reimbursed via either an allowance (paid in advance) or a reimbursement (paid in arrears).

#### **Policy Implications**

Should Council approve a hospitality allowance of \$1,000 per annum (or an alternate sum as determined by the Council) for the Chairperson, then the CEO will draft a new Policy and Procedure for consideration of Council to inform and guide the use of such allowance.

#### **Legislative Implications**

Section 30 (4) of the Local Government (Administration) Regulation 1996 requires that in the case of a Regional Local Government, the Chairman may earn a minimum fee of \$120 and a maximum fee of \$280 for each Council Meeting. Section 30 (5) of the Local Government (Administration) Regulation 1996 requires in the case of a Regional Local Government, the Chairman's fee each year is not to exceed \$14,000 for attending meetings (whether of the council, of any committee or a meeting of a type referred to in subregulation).

Section 30 (4) & (5) of the Local Government (Administration) Regulation:

*(4) For the purposes of section 5.98(1), subject to subregulation (5) —*

*(a) the minimum fee —*

*(i) for the mayor or president; or*

*(ii) in the case of a regional local government, for the chairman, attending a council meeting is \$120 for each meeting; and*

*(b) the maximum fee —*

*(i) for the mayor or president; or*

*(ii) in the case of a regional local government, for the chairman, attending a council meeting is \$280 for each meeting.*

*(5) The total of fees paid —*

*(a) to the mayor or president; or*

*(b) in the case of a regional local government, to the chairman, for attending meetings*

*(whether of the council, of any committee or a meeting of a type referred to in subregulation*

*(3A)) in each year is not to exceed \$14 000.*

#### **Financial Implications**

Specific financial implications are as outlined in the above section of this report. Should Council adopt the Officer Recommendation, then the Council will be required to pass a resolution support the PRC's actions to amend the Budget to include this as a budget expense.

The PRC will approach the Commonwealth Bank to arrange the additional bank account with a debit card with a limit of \$1,000. The bank account will form part of the end-of-month bank reconciliation to ensure appropriate governance and compliance with the Act.

#### **Voting Requirements - Absolute Majority**

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#### **OFFICER RECOMMENDATION**

- 1. That Council approve an allowance of \$1,000 per annum to meet the reasonable incidental expenses of the Chairperson in discharging the duties of this position.**
  - 2. The Council request the CEO to amend the FY13 PRC Budget to include \$1,000 as a Chairperson's allowance for reasonable incidental expenses, subject to compliance with the Act and any other governance obligations.**
-

**9.2 INVESTMENT POLICY**

Attachments: 9.2 (1) PRC Investment Policy  
9.2 (2) PRC Investment Policy - Guidelines  
Responsible Officer: Mr Tony Friday, Chief Executive Officer  
Action Officer: Mr Tony Friday, Chief Executive Officer  
Disclosure of Interest: Nil

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**Purpose:**

To introduce an investment policy that will allow the PRC to maximise the return from its custodianship of grant monies.

**Background or Comment:**

The PRC lost in excess of \$40,000 over the previous twelve months through the opportunity cost of leaving grant funds 'parked' in a low interest facility. The PRC may likely receive an additional \$3.714M in CLGF funds in the coming year, potentially incurring an even larger opportunity cost. Funds are currently attracting 2.75% interest, as opposed to a market that is offering as high as 4.6%.

A proposed investment policy will enshrine the Council's conservative approach to the custodianship of public monies and formally define the investment vehicles that can be used to hold invested monies.

**Related Issues: -**

The PRC issued a Request for Quotation to three banks (ANZ, CBA, Westpac and NAB), and moved the CLGF grant funds to a more advantageous facility (ANZ). The facility chosen offers dual factor and dual signatory authentication.

**Policy Implications:**

New policy for consideration of Council. Policy will be drafted in line with Department of Local Government guidelines.

**Legislative Implications: - Nil****Financial Implications: -**

The PRC lost in excess of \$40,000 over the previous twelve months through the opportunity cost of leaving grant funds 'parked' in a low interest facility. The PRC will likely receive an additional \$3.714M in CLGF funds in the coming year.

**Conclusion:**

An investment policy will allow the PRC to maximise the return from its custodianship of grant and other public monies.

**Voting Requirements: - Absolute majority.**

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**RECOMMENDATION**

**That council consider a Pilbara Regional Council Investment Policy, to be presented to the April 2013 PRC Ordinary Council meeting.**

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**10. CHAIRPERSONS REPORT**

A verbal update from the Chairperson will be provided at the meeting.

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**OFFICER RECOMMENDATION**

**That the Chairpersons Report as presented be received.**

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**11. COUNCILLORS' REPORTS****11.1 STATE COUNCIL REPORT**

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**Attachments:** 11.1 State Council Presidents Report  
**Responsible Councillor:** Cr Lynne Craigie – Councillor to State Council  
**Action Officer:** Mr Tony Friday, Chief Executive Officer  
**Officer Disclosure of Interest:** Nil

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Attached for Councils information is Mayor Mr Troy Pickard, President, WALGA State Council Report for December 2012 including updates on:

- Metropolitan Governance Review;
- State Budget Process;
- State Election Campaign;
- City of Canning Inquiry;
- Legislative Update;
- National Roads Congress;
- ALGA AGM & Board Meeting;
- Christmas Wishes; and
- President's Contacts

**Policy Implications – Nil**

**Legislative Implications - Nil**

**Financial Implications - Nil**

**Voting Requirements - Simple Majority**

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**OFFICER RECOMMENDATION**

**That the State Council President's Report as presented be received.**

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**11.2 WALGA STATE COUNCIL AGENDA**

**Attachments:** Nil  
**Responsible Councillor:** Cr Lynne Craigie, Chairperson  
**Action Officer:** Mr Tony Friday, Chief Executive Officer  
**Officer Disclosure of Interest:** Nil

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**Purpose**

To seek Council agreement to the Pilbara Country Zone's position on the WALGA State Council meeting. The next meeting of the Western Australia Local Government Association State Council will be held at WALGA, 15 Altona St, West Perth on 6<sup>th</sup> March 2013 commencing at 4:00 pm.

**Background**

The Pilbara Regional Council is also the secretariat to WALGA Pilbara Country Zone delegate and is responsible for assisting the delegate to prepare to represent the Zone at the next State Council meeting. WALGA has distributed its State Council agenda for its meeting.

The Pilbara Country Zone delegate will represent the Zone's views at the State Council meeting and is seeking feedback on State Council agenda Items to represent the Zone's views at the State Council meeting.

**State Council Agendum Items**

State Council Agendum is divided into three main parts that require Zone endorsement or comment, which are Part 5 - Matters for Decision; Part 6 – Matters for Noting / Information; and Part 7 – Organisational Reports.

**Policy Implications - Nil****Legislative Implications - Nil****Financial Implications - Nil****Conclusion**

A copy of the State Council agenda is available on the WALGA website [www.walga.asn.au](http://www.walga.asn.au). The Pilbara Zone Councillors and CEO have reviewed the State Council agenda and have noted the issues. The Pilbara Zone Delegate to the State Council is requested to pass on the Pilbara Zones concerns at the next meeting of the State Council.

**Voting Requirements - Simple Majority**

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**OFFICER RECOMMENDATION**

It is recommended that the Council endorse the Pilbara Country Zone Delegate to pass on the Zone's endorsements and comments on the matters for the State Council consideration at its meeting on Wednesday 5<sup>th</sup> December 2012.

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**12. FINANCE****12.1 FINANCIAL STATEMENT OF FINANCIAL ACTIVITY**

<b>Attachments:</b>	<b>12.1 Financial Statements as at 30<sup>th</sup> November 2012</b>
	<b>12.2 Financial Statements as at 31<sup>st</sup> December 2012</b>
	<b>12.3 Financial Statement as at 31<sup>st</sup> January 2013</b>
	<b>12.4 List of Accounts as at 30<sup>th</sup> November 2012</b>
	<b>12.5 List of Accounts as at 31<sup>st</sup> December 2012</b>
	<b>12.6 List of Accounts as at 31<sup>st</sup> January 2013</b>

**Responsible Officer:** Mr Tony Friday, Chief Executive Officer

**Action Officer:** Mr Tony Friday, Chief Executive Officer

**Officer Disclosure of Interest:** Nil

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**Purpose**

The purpose of this report is to seek Council's consideration and adoption of the November 2012, December 2012 & January 2013 Statements of Financial Activity and explanations of material variances between budget estimates and actual for expenditure, revenue and income.

**Background**

The PRC Council is required to review and approve the PRC expenditure and financial position on a regular basis.

The PRC's financial system is Xero, which generates Monthly Financial Reconciliations that show the PRC's expenditure and financial position on a monthly basis. Excel spreadsheets are used to provide statutory compliant reporting based on the Xero output.

To enable the reporting of material variances to be consistent and compliant with the Local Government Financial Management Regulations (FMR 34) the Council adopted the material variance threshold of plus/minus 10% at sub-program and /or individual project level as per FM 34(1)(d), for 2012/13 financial year in accordance with Australian Accounting Standards (AAS 5).

The Local Government Act Financial Regulations require that a statement of financial activity, including reporting on revenue and expenditure, an explanation of the composition of net current assets and an explanation of any material variances between actual and (now) revised budget allocations be presented to Council to consider for inclusion in the minutes of the meeting.

The following financial statements for the periods ending November 2012, December 2012 & January 2013 are attached:

- (1) Comprehensive Income Statement by Program;
- (2) Comprehensive Income Statement by Nature/Type;
- (3) Statement of Financial Position;
- (4) Statement of Changes in Equity;
- (5) Statement of Cash Flows;
- (6) Statement of Financial Activity;
- (7) Statement of Current Assets and Current Liabilities;
- (8) Supporting Schedules detailing income and expenditure

**Policy Implications - Nil.**

**Legislative Implications** - Local Government (Financial Management) Regulations 1996, reg. 13 & 34

**Financial Implications** - Nil

**Conclusion**

That Council receive the Monthly Financial Statements and List of Accounts for Financial Year to date, the Statement of Financial Activity and commentaries on variances to the adopted budget for the periods ended November 2012, December 2012 & January 2013.

**Voting Requirements** - Simple Majority

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**OFFICER RECOMMENDATION**

**That Council receive the Monthly Financial Statements, the Statement of Financial Activity and commentaries on variances to the adopted budget for the periods ending November 2012, December 2012 & January 2013.**

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**12.2 REVIEW OF 2012/13 ANNUAL BUDGET**

<b>Attachments:</b>	12.2 - 2012/13 Budget Review Analysis Report
<b>Responsible Officer:</b>	Mr Tony Friday, Chief Executive Officer
<b>Author Name:</b>	
<b>Disclosure of Interest:</b>	Nil

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**Purpose**

The purpose of this report is for the Pilbara Regional Council (PRC) to consider and adopt the Budget Review Report, as presented, for the period 1 July 2012 to 31 December 2012.

**Background**

The Local Government Act provides for local governments, including regional local governments, to prepare an annual budget.

**6.2. Local government to prepare annual budget**

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

*\*Absolute majority required.*

The *Local Government (Financial Management) Regulations 1996* require local governments to undertake a review of the Annual Budget.

**33A. Review of Budget**

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
- (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) *consider the local government's financial position as at the date of the review; and*
  - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required.*

- (4) *Within 30 days after a council has made a determination, a copy of the review and*



*determination is to be provided to the Department.*

A detailed analysis at account level incorporating year to date actual results and budget projections to 30 June 2013, for the period ending 31 December 2012, is presented for consideration. A Statement of Financial Activity at program level has been prepared to provide a summarisation of the budget review results, as well as a Statement of Closing Funds detailing the projected surplus as at 30 June 2013.

#### Comment

The budget review has been prepared to include the information required by the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996*, and the Australian Accounting Standards. Council adopted a 10% minimum for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

Key outcomes of the review are as follows:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	+VE OUTCOME	-VE OUTCOME
I042020	Interest earnings projected to increase due to higher surplus funds held in investment account	\$25,000	\$89,100	\$64,100	
New	Telecommunications & IT Allowance – Anticipated that elected members will not take up allowance provision.	\$1,000	\$0	\$1,000	
E041040	Reimbursement of Expenses - Anticipated that expenses requiring reimbursement will be incurred	\$1,000	\$0	\$1,000	
E041050	Council Meeting Expenses – Trends indicate that lower Council meeting expenses will be incurred	\$15,000	\$8,000	\$7,000	
New	Potential Refund of Contributions – Advice received has confirmed that contribution will not require reimbursement	\$105,000	\$0	\$105,000	
E042007	Association Fees – Annual subscription to WALGA less than budgeted	\$4,800	\$4,180	\$620	
E042010	Insurance – Annual premium less than budgeted	\$16,000	\$15,409	\$591	
E042015	Plant Operating Expenses – No vehicle provided to CEO, therefore no plant operating costs will be incurred	\$1,000	\$0	\$1,000	
E042016	Parking Fees – Trends indicate	\$400	\$750		(\$350)

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	+VE OUTCOME	-VE OUTCOME
	higher parking fees to June 30 for parking of vehicle for CEO				
E042017	Office Rental – Rental increase will result in higher rental costs to June 30	\$6,500	\$9,000		(\$2,500)
E042018	Storage Rental – Trends indicate small reduction in storage costs to June 30.	\$1,700	\$1,380	\$320	
E042024	Postage & Freight – Trends indicate savings in postage costs	\$600	\$300	\$300	
E042021	Subscriptions – Total subscriptions fully paid for the year	\$650	\$500	\$150	
E042031	Telephone Expenses – Trends indicate that higher telephone call costs will be incurred	\$3,500	\$3,785		(\$285)
E042032	Advertising – Trends indicate that higher costs will be incurred on advertising requirements	\$2,000	\$4,000		(\$2,000)
E042040	Superannuation – Trends indicate that slightly higher superannuation expenses will be incurred	\$20,067	\$20,147		(\$80)
E042045	Other Staff Expenses – Trends indicate that staff costs will be lower than budgeted	\$5,000	\$1,500	\$3,500	
E042067	Marketing and Promotion – Management advice is that no costs will be incurred for marketing and promotion	\$10,000	\$0	\$10,000	
E042106	Landfill Management Strategy – This project will not be progressed during 2012/13	\$60,000	0	\$60,000	
E042108	Regional Business Planning – Additional funding required to undertake this project – not originally budgeted for	\$0	\$10,000		(\$10,000)
E042125	Strategic Planning – This project will be undertaken internally, therefore no funding required.	\$8,000	\$0	\$8,000	
E042115	Risk Management Project – This project is to include the Public Sector Governance Project and increase scope to	\$47,147	\$119,100		(\$71,953)

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	+VE OUTCOME	-VE OUTCOME
	deliver Business Continuity Plans (BCP's)for Member Councils.				
New	Public Sector Governance Project – This project is to be combined with the Risk Management Project to deliver BCP's for Member Councils.	\$71,930	\$0	\$71,930	
New	Regional Policy Development Project – Management advice is this project will not be progressed during 2012/13	\$10,000	\$0	\$10,000	
E042119	Workforce Location Analysis and Strategy - Management advice is this project will not be progressed during 2012/13	\$34,075	\$0	\$34,075	
New	Indigenous Services Service Delivery Project - Management advice is this project will not be progressed during 2012/13	\$55,000	\$0	\$55,000	
E042121	Policy Portal Project - Management advice is this project will not be progressed during 2012/13	\$3,150	\$0	\$3,150	
E042123	ICT Strategies Project - Management advice is this project will not proceed.	\$46,800	\$12,000	\$34,800	
E042132	FIFO Grant Modelling Project - Management advice is this project will incur additional expenditure over budgeted amount	\$27,000	\$29,660		(\$2,660)
New	Bureau Services Staff Sourcing – Scope of this project has altered to include Regional Migration Agreement.	\$12,000	\$75,000		(\$63,000)
New	Bureau Services Payroll Processing - Management advice is this project will not be completed during 2012/13	\$150,000	\$50,000	\$100,000	
New	Bureau Services Project Portfolio Management - Management advice is this project will not be completed during 2012/13	\$15,000	\$10,000	\$5,000	

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT	+VE OUTCOME	-VE OUTCOME
New	Regional Business Implementation Grant	\$137,500	\$125,000		(\$12,500)
E130030	CLGF Coastal Locations & Rest Stops Project - - Management advice is this project will incur additional expenditure over budgeted amount equalling to the amount of interest earned on project funds held	\$2,107,728	\$2,136,195		(\$28,467)
New	CLGF – Coastal Locations & Rest Stops Project Stage 2 – Management advice is this project will not be progressed during 2012/13 due to funding not being available until 1 July 2013.	\$3,795,338	\$0	\$3,795,338	
I130030	CLGF Grant – Coastal Locations & Rest Stops Project Stage 2 – Grant Funding has been secured but will not be released by RDL until 1 July 2013.	\$3,714,103	\$0		(\$3,714,103)
I130031	Coastal Locations & Rest Stops Project Stage 2 Contributions – Contributions will not be sourced until project commences in 2013/14.	\$84,000	\$0		(\$84,000)
A10021	Fit out of new Office – PRC will be moving into new offices and will need to spend funds on fit out and furniture.	\$0	\$20,000		(\$20,000)
A10023	New printer – Price of printer less than budgeted	\$5,000	\$1,143	\$3,857	
<b>TOTAL</b>				<b>\$4,523,231</b>	<b>(\$4,140,398)</b>
<b>Net Adjustments to 2012/13 Budget</b>					<b>\$363,833</b>

Based on current revenue and expenditure trends, and projections to 30 June 2013, it is estimated that closing funds as at 30 June 2013 will increase by \$363,833 from \$576,886 to \$940,719.

Some of the projected Closing Funds are restricted, as they either relate to grant funding received for a specific project, or are member contributions received for a specific project. The deduction of the restricted funds from Estimated Closing Funds estimates the net projected discretionary funds available to be:

Estimated Closing Funds in 2012-13 Adopted Budget	\$576,886
Projected Savings as detailed in the Table above	<u>\$363,833</u>

<b>Sub-Total</b>	<b><u>\$940,719</u></b>
<b>Less Restricted Funds</b>	
Waste Authority Grant for Landfill Management Strategy	(\$60,000)
Regional Business Planning Grant	(\$15,315)
Indigenous Business Planning Grant	(\$1,276)
Policy portal Project	(\$3,150)
Project Portfolio Management	(\$5,000)
Shire of Roebourne – FIFO Study	<u>(\$29,019)</u>
<b>Net Estimated Closing Funds</b>	<b><u>\$826,959</u></b>

**Policy Implications** - Nil.

**Legislative Implications** -

Regulation 33A of the *Local Government (Financial Management) Regulations 1996*.

**Financial Implications**

Specific financial implications are detailed under the Comment section of this report.

**Conclusion**

The 2012/13 Annual Budget Review, for the period 1 July 2012 to 31 December 2012 provides a positive financial outlook for the Regional Council, with an increase in the estimated surplus at year end resulting from a series of projects not progressing.

A number of the projects not being progressed were funded by specific member contributions.

The Regional Council may wish to consider whether:

1. the contributions made by the respective member Councils for each specific project not being progressed be refunded; or
2. the projects are to be listed for consideration in the 2013/14 budget and the funds are to be held as restricted cash by the PRC for the specific purpose they were contributed for; or
3. the contributions are to be retained by the PRC as part of its general funds.

**Voting Requirements** - Absolute Majority

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## RECOMMENDATION

## That Council

1. Adopt the 2012/13 Annual Budget Review, as presented in Attachment 12.2 ,and notes that the estimated Closing Funds are based on current revenue and expenditure trends;
2. Authorises the following budget amendments:

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT
I042020	Interest earnings projected to increase due to higher surplus funds held in investment account	\$25,000	\$89,100
New	Telecommunications & IT Allowance – Anticipated that elected members will not take up allowance provision.	\$1,000	\$0
E041040	Reimbursement of Expenses - Anticipated that expenses requiring reimbursement will be incurred	\$1,000	\$0
E041050	Council Meeting Expenses – Trends indicate that lower Council meeting expenses will be incurred	\$15,000	\$8,000
New	Potential Refund of Contributions – Advice received has confirmed that contribution will not require reimbursement	\$105,000	\$0
E042007	Association Fees – Annual subscription to WALGA less than budgeted	\$4,800	\$4,180
E042010	Insurance – Annual premium less than budgeted	\$16,000	\$15,409
E042015	Plant Operating Expenses – No vehicle provided to CEO, therefore no plant operating costs will be incurred	\$1,000	\$0
E042016	Parking Fees – Trends indicate higher parking fees to June 30 for parking of vehicle for CEO	\$400	\$750
E042017	Office Rental – Rental increase will result in higher rental costs to June 30	\$6,500	\$9,000
E042018	Storage Rental – Trends indicate small reduction in storage costs to June 30.	\$1,700	\$1,380
E042024	Postage & Freight – Trends indicate savings in postage costs	\$600	\$300
E042021	Subscriptions – Total subscriptions fully paid for the year	\$650	\$500
E042031	Telephone Expenses – Trends indicate that higher telephone call costs will be incurred	\$3,500	\$3,785
E042032	Advertising – Trends indicate that higher costs will be incurred on advertising requirements	\$2,000	\$4,000
E042040	Superannuation – Trends indicate that slightly higher superannuation expenses will be incurred	\$20,067	\$20,147
E042045	Other Staff Expenses – Trends indicate that staff costs will be lower than budgeted	\$5,000	\$1,500
E042067	Marketing and Promotion – Management advice is that no costs will be incurred for marketing and promotion	\$10,000	\$0
E042106	Landfill Management Strategy – This project will not be progressed during 2012/13	\$60,000	0
E042108	Regional Business Planning – Additional funding required to undertake this project – not originally budgeted for	\$0	\$10,000
E042125	Strategic Planning – Blue Zoo – This project will not be progressed during 2012/13	\$8,000	\$0

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET AMOUNT	REVISED BUDGET AMOUNT
E042115	Risk Management Project – Management advice is that additional funds will be required to progress the enlarged scope of this project	\$47,147	\$119,100
New	Public Sector Governance Project – Management advice is this project will not be progressed during 2012/13	\$71,930	\$0
New	Regional Policy Development Project – Management advice is this project will not be progressed during 2012/13	\$10,000	\$0
E042119	Workforce Location Analysis and Strategy - Management advice is this project will not be progressed during 2012/13	\$34,075	\$0
New	Indigenous Services Service Delivery Project - Management advice is this project will not be progressed during 2012/13	\$55,000	\$0
E042121	Policy Portal Project - Management advice is this project will not be progressed during 2012/13	\$3,150	\$0
E042123	ICT Strategies Project - Management advice is this project will not be completed during 2012/13	\$46,800	\$12,000
E042132	FIFO Grant Modelling Project - Management advice is this project will incur additional expenditure over budgeted amount	\$27,000	\$29,660
New	Bureau Services Staff Sourcing - Management advice is this project will incur additional expenditure over budgeted amount due to increase in scope	\$12,000	\$75,000
New	Bureau Services Payroll Processing - Management advice is this project will not be completed during 2012/13	\$150,000	\$50,000
New	Bureau Services Project Portfolio Management - Management advice is this project will not be completed during 2012/13	\$15,000	\$10,000
New	Regional Business Implementation Grant	\$137,500	\$125,000
E130030	CLGF Coastal Locations & Rest Stops Project - - Management advice is this project will incur additional expenditure over budgeted amount equalling to the amount of interest earned on project funds held	\$2,107,728	\$2,136,195
New	CLGF – Coastal Locations & Rest Stops Project Stage 2 – Management advice is this project will not be progressed during 2012/13	\$3,795,338	\$0
I130030	CLGF Grant – Coastal Locations & Rest Stops Project Stage 2 – Grant Funding will not be received in 2012/13 as 2011/12 funds will not be acquitted by 30 June	\$3,714,103	\$0
I130031	Coastal Locations & Rest Stops Project Stage 2 Contributions – Contributions will not be sourced as stage 2 works will not commence in 2012/13	\$84,000	\$0
A10021	Fit out of new Office – PRC will be moving into new offices and will need to spend funds on fit out and furniture.	\$0	\$20,000
A10023	New printer – Price of printer less than budgeted	\$5,000	\$1,143

**3. Submit a copy of the adopted 2012/13 Annual Budget Review Report to the Department of Local Government.**

### 13. STRATEGIC ISSUES

#### 13.1 PRC FY14 OPERATING PLAN (DRAFT)

<b>Attachments:</b>	<b>Nil</b>
<b>Responsible Officer:</b>	<b>Mr Tony Friday, Chief Executive Officer</b>
<b>Author Name:</b>	<b>Mr Tony Friday, Chief Executive Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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#### **Purpose**

The purpose of this report is to inform Council regarding development of the PRC FY14 Operating Plan.

#### **Background**

The Integrated Planning Framework used by the PRC is structured to ensure that PRC activities are being driven by the strategic priorities of the organisation. The Operating Plan is derived through a review of the Strategic Plan and analysis of the requirements of the four member Councils.

The Council's Strategic Plan, and therefore the Operating Plan are framed so that they address the four key result areas identified during the Integrated Planning process. The four key result areas are:

- Key Result Area 1 – Regional Service Delivery
- Key Result Area 2 – A Voice for the Pilbara
- Key Result Area 3 – Economic Value
- Key Result Area 4 – Governance Support

For FY14, strategic objectives will be developed for each of the key result areas which in turn will be used to inform the development of the annual Operating Plan and budget.

#### **Comment**

In order to align with member Council's budget preparations for FY14, the Chief Executive Officer has commenced planning for the preparation of the PRC FY14 Operating Plan.

It is proposed for the PRC to seek greater levels of input from member CEOs during this process than has historically been the case. This approach is consistent with the PRC's realignment towards a service-focused ethos.

As for FY13, a series of member projects will be developed (in collaboration with member Councils). Once the projects and budget have been endorsed by each member Council, the Operating Plan and Budget will be submitted to the PRC for approval in order to meet compliance requirements.

#### **Policy Implications**

Nil.

#### **Legislative Implications**

5.56. Planning for the future

(1) A local government is to plan for the future of the district.

(2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.



[Section 5.56 inserted by No. 49 of 2004 s. 42(6).]  
[5.57, 5.58. Deleted by No. 49 of 2004 s. 42(6).]

**Financial Implications**

Nil

**Conclusion**

The PRC has begun the process of transforming into a quality driven organisation striving for excellence as a Regional Council in the business of Local Government. We see our commitment to business excellence as fundamental in achieving our strategic and business operating outcomes. In particular, our desire to align PRC business objectives with those of our member Councils wherever possible is of paramount importance.

**Voting Requirements**

Nil

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**OFFICER RECOMMENDATIONS**

**That Council note the intended actions and timeline.**

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**14. GOVERNANCE****14.1 USE OF COMMON SEAL**

**Attachments:** Nil.  
**Responsible Officer:** Mr Tony Friday, Chief Executive Officer  
**Action Officer:** Mr Tony Friday, Chief Executive Officer  
**Officer Disclosure of Interest:** Nil

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**Purpose:**

This report is a standard report and for noting purposes only.

**Background:**

Section 2.5 of the Local Government Act 1995 states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it by the Chief Executive Officer, and the President/Chairman and the Chief Executive Officer attest the affixing of the seal.

Since the last meeting of Council the common seal has been applied to the following documents:

- Financial Assistance Agreement – Royalties for Regions CLFG Project.
- Engagement for Provision of Supply and Installation of Shade Shelters and Toilet Buildings.
- Engagement for Provision of Project Governance Services – CLGF.
- Engagement for Provision of Tom Price Visitor Centre Website Redevelopment.
- Engagement for Provision of Project Management services to undertake the management of the Upgrade of Coastal Tourism Locations and Improvement of Selected Roadside Rest Stops. Contract.
- Engagement for Provision of Consultancy Service – Bureau Services Payroll Project: Preparation of Business Case.
- Depository Banking Facility

**Comment:**

The Chief Executive Officer is primarily responsible for the governance role of the PRC which includes ensuring all legislative requirements are complied with including: adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. This use of the Common Seal is a Standard Report for noting by Council.

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

**Policy Implications - Nil.**

**Legislative Implications:**

Section 2.5(2) of the Local Government Act 1995.

The local government is a body corporate with perpetual succession and a common seal.

Section 9.49. Documents, how authenticated.

A document, is, unless this Act requires otherwise, sufficiently authenticated by a local government without its common seal if signed by the CEO or an employee of the local government who purports to be authorised by the CEO to so sign.

**Financial Implications:** Nil

**Conclusion:**

This is a standard report for information.

**Voting Requirements:**

Simple Majority

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**OFFICER RECOMMENDATION**

**That the action of the Chief Executive Officer in executing the documents listed under the Common Seal of the Pilbara Regional Council, be noted.**

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**14.2 2012 ANNUAL COMPLIANCE RETURN**

**Attachments:** 14.2 - 2013 Annual Compliance Return  
**Responsible Officer:** Tony Friday, Chief Executive Officer  
**Action Officer:** Tony Friday, Chief Executive Officer  
**Officer Disclosure of Interest:** Nil

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**Purpose**

The purpose of this agendum is to seek Council endorsement of the Annual Compliance Return for 2013.

**Background**

The PRC is required to submit to the Department for Local Government by 31st March of each year an Annual Compliance Return for the previous year that identifies any instance where the Council or its staff have not complied with the Local Government Act, Regulations and other relevant instructions.

**Issues - Nil.**

**Policy Implications – Nil**

**Legislative Implications – Nil**

**Financial Implications – Nil**

**Consultation - Nil**

**Voting Requirements:** Simple Majority

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**OFFICER RECOMMENDATION**

**That Council:**

- 1. Adopt the Annual Compliance Return for 2013.**
  - 2. Approve the submission of the Annual Compliance Return for 2013 to the Department of Local Government.**
-

**15. CHIEF EXECUTIVE OFFICER'S REPORT****15.1 PROJECTS UPDATE**

<b>Attachments:</b>	<b>Nil.</b>
<b>Responsible Officer:</b>	<b>Mr Tony Friday, Chief Executive Officer</b>
<b>Action Officer:</b>	<b>Mr Tony Friday, Chief Executive Officer</b>
<b>Officer Disclosure of Interest:</b>	<b>Nil</b>

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**Purpose:**

The purpose of this report is to appraise Council of progress against various projects currently undertaken by the Pilbara Regional Council.

**Comment****CLGF 2010/11 Upgrade of Selected Roadside Rest Stops**

1. Civic Legal engaged to successfully negotiate the conclusion of the previous project management contract with Cliff Winfield and Associates.
2. Approached the market for a replacement project manager, evaluated responses, and NS Projects has subsequently been appointed to fulfill this function.
3. Approached Landmark under the WALGA prequalified supplier list and negotiated cost for fabrication, delivery and installation of various infrastructure elements.
4. Approached member Local Governments to determine final sites for installation of infrastructure under this project, and to determine an appropriate mix of shade shelters, seating, ablution facilities, signage, and other elements based on costs negotiated with Landmark. The list of sites has been rationalized to include only those that require LGA and/or MRWA approvals, in acknowledgement that any site requiring Native Title clearances, DEC approvals, or other statutory releases could not be delivered on or before 30 June 2013.
5. NS Projects and Ms Pia are scheduled to meet PRC member Local Governments to discuss final placement and orientation of structures. During this meeting, NS Projects will also be seeking concessions with respect to planning and building approvals in order to expedite the project.
6. Landmark Engineering has commenced fabrication of common elements, pending final notification of footings, etc from NS Projects.
7. The project is now governed within the Pilbara Regional Council's Clarizen project environment, with scheduled status reviews, budget reports, risk reports, and a host of other robust internal controls.

**CLGF 2011/12 Upgrade of Selected Roadside Rest Stops**

1. The PRC met with RDL recently, and have received formal notification that we have won \$3.714M of funding to continue this project.
2. The PRC has completed the preliminary Financial Assistance Agreement, with funds available to the project from July 1, 2013.

**CLGF 2012/13 Land Deconstraint**

1. PRC met with PDC to determine best approach to develop business case using \$75K PDC budget.
2. PDC drafted scope and PRC approached market, jointly assessed responses.
3. Final application to be lodged before June 30, 2013.

**DLG Regional Business Plan Implementation**

1. PRC met with DLG to discuss the proposed projects (Regional Migration & Payroll Processing)
2. PRC formalised the application for RBP Implementation funds (\$150K).
3. DLG have advised that they approve the projects, and the applications have been drafted and lodged.

**Payroll Processing**

1. Business case has been completed for pilot LGA (SoR) and reviewed by Roebourne CEO.
2. Funds to continue this work (via DLG) should be available mid February.
3. Project on time and on budget.

**Web Assets**

1. All visitor centre websites under this project now have site concepts and initial designs complete.
2. Many of the sites are nearing full completion.
3. eCommerce development has been slower, as most VCs do not have a good grasp of their catalog requirements.
4. Project on time and well under budget.

**Regional Migration**

1. Funding now approved by DLG to get us to DIAC proposal stage (pre-Application).
2. DTWD have advised PRC of a list of suitable specialists to assist with developing the proposal.
3. PDC offer their full support and F Gilbert is seeking letter of support from Minister.
4. Minister Castrilli has offered his (conditional) support
5. Office of B Haase has contacted PRC to offer their strong support
6. Minister Grylls is on public record offering his support
7. Fed Minister Bowen is on public record welcoming the application
8. Intention is to procure specialist to draft RMA proposal
9. Work to be conducted with a view to lodging proposal for pre-assessment with DTWD in June 2013

**Grants Master Planning**

1. Project complete.
2. All LGAs report receiving materials as agreed, and all happy to sign off on successful project.

**Short Stay Accommodation**

1. Project substantially complete, final draft of report provided.
2. Currently exploring Stage 2 for this project, examining stimuli for the development of new tourism product in the region.
3. Stage 2 not yet endorsed or budgeted by PRC, and may bring to Council in April meeting for consideration.

**Issues**

Nil

**Policy Implications**

Nil

**Legislative Implications**

Nil

**Financial Implications**

Nil

**Conclusion**

Nil

**Voting Requirements**

Nil

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**OFFICER RECOMMENDATION**

**That the items submitted for information only be received.**

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**16. ITEMS FOR INFORMATION ONLY**

Nil



**17. REGIONAL COLLABORATIVE GROUP****17.1 IMPLEMENTATION OF THE PRC REGIONAL BUSINESS PLAN**

**Attachments:** Nil.  
**Responsible Officer:** Mr Tony Friday, Chief Executive Officer  
**Action Officer:** Mr Tony Friday, Chief Executive Officer  
**Officer Disclosure of Interest:** Nil

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**Report Purpose**

The purpose of this report is to inform the Council of the activities undertaken to acquit FY13 DLG grant funding in support of the implementation of the regional business plan.

**Background**

The Department of Local Government provides grant funding to support Regional Local Governments in adopting elements of the integrated strategic planning framework. In the past, these funds have been used to draft a Pilbara Regional Business Plan, and to conduct enterprise risk management and corporate governance reviews within each Local Government. In FY13, these funds have been allocated towards two strategic projects: Bureau Payroll and Bureau Staff Sourcing.

**Comment**Bureau Payroll:

The PRC procured an external consultant to take the endorsed Project Concept Document and build this into a comprehensive Project Business Case, using the Shire of Roebourne as a pilot study. This business case has been completed and referred to Shire of Roebourne CEO for comment. Shire of Roebourne CEO has verbally indicated that the business case is robust and thorough, and it is his recommendation that the business case be extended to encompass the remaining member Councils. PRC CEO intends to contact remaining member CEOs in the coming month to initiate this process.

Bureau Staff Sourcing:

The PRC has conducted a number of meetings with potential stakeholders in this project and has formed the view that a Regional Migration Agreement may be the most appropriate vehicle to facilitate access to international labour markets for Pilbara Local Governments. This approach is also consistent with activities supporting the Pilbara Cities vision.

Since the last Council meeting, the PRC CEO has formalised a project to seek a Regional Migration Agreement with PRC as the proponent. A market approach has been formulated seeking specialist support in this endeavour.

**Issues**

Nil.

**Policy Implications**

Nil.

**Legislative Implications**

Nil

**Financial Implications**Bureau Payroll:

The PRC has currently expended \$14,080 of grant funding towards this project at time of Agenda preparation.

Bureau Staff Sourcing:

The PRC has currently expended \$0 of grant funding towards this project at time of Agenda preparation, as all activities have been carried within normal operating activities.

**Conclusion**

The PRC will progress the nominated projects at a pace commensurate with budget and resource availability.

**Voting Requirements**

Nil

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**OFFICER RECOMMENDATION:**

**That the items submitted for information only items be received.**

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**18. CONFIDENTIAL ITEMS**

Meeting is closed to members of the public.

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**OFFICER RECOMMENDATION**

That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

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**18.1 CONFIDENTIAL ITEMS**

A confidential item will be circulated under separate cover.

Meeting is open to Members of the Public.

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**OFFICER RECOMMENDATION**

That in accordance with Section 5.23 (1) of the Local Government Act 1995 the meeting is open to members of the public.

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**19. CLOSURE AND NEXT MEETING**

Meeting Closed at \_\_\_\_\_.

The next meeting of the Pilbara Regional Council will be held in the Midwest Room State Library Building, Perth Cultural Centre, Perth on Monday 22<sup>nd</sup> April 2013 at 9.00am.