

RESOURCE SHARING WORKING GROUP “4WD”

Minutes of the Meeting held on 26th August 2008 at the Shire of Wagin

1. Opening

Wagin CEO Mr John Hunter welcomed those in attendance and declared the meeting open at 10.30am.

2. Attendance

Shire of Wagin –	John Hunter, Brian Roderick & Allen Hicks
Shire of West Arthur –	Nicole Wasmann & Paul Hartley
Shire of Williams –	Jim Epiro & Tony Kett
Shire of Woodanilling –	Belinda Knight
Shire of Dumbleyung –	Henry Van Der Ende, Paul Godfrey & Allister Butcher

3. Confirmation of Previous Meeting Minutes

H Van Der Ende / N Wasmann

That the minutes of the meeting held on the 22nd July 2008 be confirmed as a true and correct record.

CARRIED

4. Business Arising

Nil

5. Correspondence & Reports

5.1 Staff Sharing & Contracting out Administrative Functions

Contracting out Payroll functions –

West Arthur is looking for a Shire to carry out their payroll functions. Dumbleyung advised they can take on West Arthur's payroll functions, West Arthur will liaise with Dumbleyung

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Rating – Non payment of rates – selling of land

West Arthur also requested assistance with selling of land for non payment of rates and other complex rating functions. Shire of Williams indicated they can assist with this process.

Occupational Health and Safety Officer

West Arthur is looking at employing a Occupational Health Officer, other 4WD shires could use this service. The Shire of Wagin has an officer that is very experienced and proficient in OHS and he could also assist other shires.

Planning Officer

Woodanilling uses a contract planner that has indicated he would be willing to be an employee of the group and do all planning functions for the group.

The shires of West Arthur, Woodanilling and Wagin would be willing to pursue this option.

Payment Arrangements

The Shires discussed payment arrangements between 4WD shires for sharing of staff and resources. It was thought that it would be on a cost recovery basis taking into account the officer's salary and travelling.

Dumbleyung suggested a standard fee schedule be set up between the shires for each position. Paul from Dumbleyung will compile a schedule of fees for the group.

Works

Woodanilling has had a number of resignations within the Shire and will be looking at restructuring. They require assistance with a construction grader driver if any shire can help.

5.2 WALGA - SSS The Journey

All shires will be attending the scheduled meeting in Perth, it was agreed that Wagin will organise a bus so all members of the group could travel together.

The 4WD group write to the Local Government Minister and WALGA advising of the 4WD group resource sharing initiatives and achievements.

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5.3 Nature Vegetation Clearing

Most Chief Executive Officers have taken the item to Council.

All members agreed that the roads should be the priority.

5.4 Computer System – Wagin

Wagin advised that they are changing over from – Haines Norton to IT Vision's Synergy Soft.

The system will be hosted in Perth, other member Councils would have the opportunity to also go through the new system.

Woodanilling is very interested in changing to a new system.

5.5 Main Roads Heavy Haulage Road Network

The Councils should be looking at developing a road network between the shires in the group.

Woodanilling and West Arthur have majority of their roads on the network, they have done their own audits and pushed Main Roads very hard.

Wagin are looking at upgrading roads for heavy haulage routes and closing some roads that are not up to heavy haulage standard.

Neighbouring shires will liaise with each other regarding roads that continue on into each shire.

5.6 Roman Roads

Need to ensure each Shire has updated all data before conversion to new WALGA system.

BSD and other consultants can update Roman Roads for each shire, information needs to be sent into consultants.

Wagin has offered to assist Woodanilling.

5.7 Proposed Meeting of 4WD Councillors

The next meeting of 4WD Council Staff scheduled for 23rd September 2008. The member council elected members (1 member and proxy) to be invited to this meeting.

It was proposed to organise a social function between 4WD member councils. To be organised after next meeting.

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It was also proposed to organise a 4WD gathering at a significant local event – Woolorama, Williams Expo or Dumbleyung Bluebird Festival.

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6. Urgent Business

The resource sharing grant acquittal is due in December, Woodanilling will ensure this is done and all funds are spent.

Dumbleyung is organising a blue card and traffic control training, any shires interested in participating to contact Allister from Dumbleyung.

MOU needs to be signed at the next meeting as it will be attended by elected members.

Employment of an Executive Officer will be discussed at the next meeting.

Wagin Shire staff members have undergone electrical testing and tagging training. They have also purchased a testing machine and will be willing to assist other shires in this requirement.

7. Closure and Next Meeting

Next Meeting to be held on the 23rd September 2008.

Meeting Closed at 12.10 pm.