

Shire of Tammin  
ORDINARY COUNCIL MEETING  
Thursday March 23<sup>rd</sup>, 2017

UNCONFIRMED MINUTES

NOTICE OF MEETING

Dear Elected Member

The Ordinary meeting of the Shire of Tammin was held on **Thursday March 23<sup>rd</sup>, 2017** in the **Yorkrakine Hall**, commencing at **5:04pm**.



Peter Naylor  
Chief Executive Officer

MISSION STATEMENT

***"Together with the people of Tammin we will provide leadership, vision and progress to achieve sustainability and growth"***

## **Contents**

AGENDA.....	3
1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS .....	3
2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE.....	3
3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	3
4. PUBLIC QUESTION TIME.....	3
5. APPLICATIONS FOR LEAVE OF ABSENCE .....	3
6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS.....	3
7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....	4
7.1 ORDINARY COUNCIL MEETING MINUTES- (23 <sup>rd</sup> February 2017) .....	4
7.2 SHIRE OF TAMMIN AUDIT COMMITTEE MEETING MINUTES- (23 <sup>rd</sup> March 2017) .	4
8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION .....	4
9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSION.....	5
9.1 Future Use of Former Bowling Club Green .....	5
10. AGENDA ITEMS .....	6
10.1 List of Payments for February 2017 .....	6
10.2 Financial Report for February 2017 .....	8
10.3 Review of the Tammin Local Planning Scheme No. 1.....	10
10.4 Works Supervisors Report.....	14
10.5 Resource Sharing Committee Minutes 8 <sup>th</sup> March 2017 .....	18
10.6 Tammin Achievement Awards 2017 .....	20
10.7 Request for Assistance.....	22
11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN ....	24
12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING .....	25
12.1 Shire of Tammin Annual Report 2015/2016 .....	25
12.2 Shire of Tammin Annual Electors Meeting .....	27
13 CLOSURE OF MEETING .....	29
14 REFERENCES .....	29

## **AGENDA**

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

The Shire President declared the meeting open at 5:04pm.

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

#### **Attendance:**

Cr S Uppill	Shire President
Cr G Batchelor	Member
Cr P Bell	Member
Cr M Greenwood	Member
Cr D Thomson	Member

Peter Naylor	Chief Executive Officer
Kelsey Pryer	Manager Finance & Administration
Greg Stephens	Works Supervisor

#### **Leave of Absence:**

Cr C Crane	Deputy President (OCM 23 <sup>rd</sup> February 2017)
------------	---

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

Nil

### **4. PUBLIC QUESTION TIME**

### **5. APPLICATIONS FOR LEAVE OF ABSENCE**

### **6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS**

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**7.1 ORDINARY COUNCIL MEETING MINUTES- (23<sup>rd</sup> February 2017)**

**MIN 15/17 MOTION:**

**That the Minutes of the Ordinary Council meeting held on 23<sup>rd</sup> February 2017 be confirmed as a true record of proceedings.**

**Moved: Cr Bell**

**Seconded: Cr Thomson**

**Vote: Simple Majority**

**Carried: 5/0**

**7.2 SHIRE OF TAMMIN AUDIT COMMITTEE MEETING MINUTES- (23<sup>rd</sup> March 2017)**

**MIN 16/17 MOTION:**

**That the Minutes of the Shire of Tammin Audit Committee Meeting held on 23<sup>rd</sup> March 2017 be received, and recommendations be endorsed.**

**Moved: Cr Greenwood**

**Seconded: Cr Uppill**

**Vote: Simple Majority**

**Carried: 5/0**

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

## 9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSION

### 9.1 Future Use of Former Bowling Club Green

<b>Location:</b>	Tammin
<b>Applicant:</b>	Petition from 34 Community Members
<b>Date:</b>	17 <sup>th</sup> March 2017
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachments (5 Pages)

The future use of the former bowling green was raised at the Annual Electors Forum in January 2016. The general consensus from that meeting was that the bowling green be redeveloped as tennis courts to replace the old tennis courts that are in need of significant maintenance works.

Council when adopting the budget for the 2016/2017 financial year included provision of \$150,000 from the Tammin Sports, Recreation & Community Facilities Upgrade & Improvements Reserve Account to fund the project. Works on the project have not commenced as yet and have been scheduled at the completion of the budgeted roads program.

A petition has now been presented for Council consideration in relation to the best use of the former bowling green, possible revamp of the old tennis courts, and possible reallocation of the funding to other areas within the Townsite that may be of greater significance to the wider community.

The Petition is presented for Council consideration.

#### **MIN 17/17 MOTION:**

##### **That Council:**

- 1. Receives the Petition and notes the contents.**
- 2. Remains in support of the proposal to develop tennis courts on the former bowling green site, this following community consultation prior to the adoption of the 2016/2017 budget.**
- 3. Invites the petitioners, along with other community members, to attend the Annual Electors Meeting and following Strategic Planning Forum to be held on Thursday 27<sup>th</sup> April 2017, to discuss future project planning for the Shire.**

**Moved: Cr Bell**

**Seconded: Cr Batchelor**

**Vote: Simple Majority**

**Carried: 5/0**

## 10. AGENDA ITEMS

### 10.1 List of Payments for February 2017

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Manager of Finance and Administration
<b>Date:</b>	16 <sup>th</sup> March 2017
<b>Author:</b>	Kelsey Pryer
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachments (2 Pages)

#### **BACKGROUND**

Accounts paid for February 2017 is listed totaling:

Cheque numbers	-	-
Direct debit payments	01/02- 28/02/2017	4,252.53
Licensing transfers	01/02- 28/02/2017	4,927.10
Bank fees	01/02- 28/02/2017	196.30
VISA payments	01/02- 28/02/2017	627.55
EFT payments	EFT 1230- 1279	132,038.24
Salaries and Wages	01/02- 28/02/2017	30,310.07
<b>Total payments</b>	<b>01/02- 28/02/2017</b>	<b>172,351.79</b>

#### **COMMENT**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **STATUTORY ENVIRONMENT**

See attached reference point 14

#### **STRATEGIC PLAN IMPLICATIONS**

Nil

#### **FUTURE PLAN IMPLICATIONS**

Nil

## **COMMUNITY CONSULTATION**

Nil

### **MIN 18/17 MOTION:**

That the list of payments made for February 2017 be endorsed as follows:

<b>Cheque numbers</b>	-	-
<b>Direct debit payments</b>	01/02- 28/02/2017	4,252.53
<b>Licensing transfers</b>	01/02- 28/02/2017	4,927.10
<b>Bank fees</b>	01/02- 28/02/2017	196.30
<b>VISA payments</b>	01/02- 28/02/2017	627.55
<b>EFT payments</b>	EFT 1230- 1279	132,038.24
<b>Salaries and Wages</b>	01/02- 28/02/2017	30,310.07
<b>Total payments</b>	01/02- 28/02/2017	172,351.79

Moved: Cr Thomson

Seconded: Cr Greenwood

Simple Majority Required

Carried: 5/0

## 10.2 Financial Report for February 2017

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Manager of Finance & Administration
<b>Date:</b>	16 <sup>th</sup> March 2017
<b>Author:</b>	Kelsey Pryer
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachments (19 Pages)

### **BACKGROUND**

The financial reports have been circulated to all Councillors.

### **COMMENT**

Nil

### **FINANCIAL IMPLICATIONS**

All financial implications are contained within the reports.

### **POLICY IMPLICATIONS**

Council resolved (Item 5– 15) that in accordance with section 34(5) of the Local Government (Financial Management) Regulations 1996 a variance percentage of 10% and \$5,000 be adopted for reporting material variances.

### **STATUTORY ENVIRONMENT**

The Local Government Act 1995 Part 6 Division 3 requires that a monthly financial report be presented to Council.

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil



**MIN 19/17 MOTION:**

**That Council receives the monthly financial reports for February 2017.**

**Moved: Cr Bell**

**Seconded: Cr Batchelor**

**Simple Majority Required**

**Carried: 5/0**

UNCONFIRMED

### 10.3 Review of the Tammin Local Planning Scheme No. 1

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	14 <sup>th</sup> March 2017
<b>Author:</b>	Town Planning Consultant
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	
<b>Attachment/s:</b>	6 Pages

#### **PROPOSAL/SUMMARY**

It is proposed to review the Cunderdin Local Planning Strategy and Local Planning Scheme No. 1 in accordance with the provisions of the Planning and Development (Local Planning Schemes) Regulations 2017.

The purpose of this Report is to inform Council regarding the process and for support to develop a Regional Local Planning Strategy in cooperation with the Shires of Cunderdin and Quairading.

#### **BACKGROUND**

The Shire of Quairading has received a request for comments from the Shire of Beverley regarding their draft Local Planning Scheme No. 3. The draft Scheme has been reviewed and no comments are considered necessary for the reason that the gazettal of the scheme is unlikely to result in any significant implications for the Shire of Quairading as a result of any proposed rezoning or changes in land use permissibility.

The referral has however prompted a comparison of the new Beverley scheme with the Shire of Tammin's current scheme (due to employing the planner for each Shire) considering the provision in the new Regulations requiring review of the scheme this year (refer Statutory Environment for further information).

The new Beverley scheme has been developed using the new Model Scheme Text and therefore could be considered best practice for a local planning scheme. It has also been developed following approval of the combined Beverley and Brookton Local Planning Strategy in October 2013.

#### **COMMENT**

The Shire of Tammin Local Planning Scheme No. 1 (TPS1) was originally gazetted on 23 February 2001 and must be reviewed in 2017.

To date, one scheme amendment has been gazetted to TPS1, which introduced a number of Special Use Zones.

As part of the required review of the Scheme, a Local Planning Strategy (LPS) will also need to be developed to develop strategies and actions to guide the future development of the Shire over the next 10 to 15 years.

The Shire could develop its own LPS, however it is recommended that a regional local planning strategy be developed in conjunction with the Shires of Cunderdin and Quairading, similar to the approach of the Shires of Brookton and Beverley, and the Shires of Narrogin,

Pingelly and Wickpin. The regional local planning strategies contain regional and local strategies to address the needs of each Shire individually and collectively. (A copy of the Strategies are available from the Department of Planning's and the individual Shire's websites.)

This approach would be advantageous from a resource sharing view point (each Shire employs the same town planner and combined advertising), and to align strategies and actions that are relevant on a regional basis. Individually each Shire would still require a local planning scheme that could be developed collectively and tailored again to each Shire's needs.

Cunderdin currently has an approved LPS for the whole Shire, whereas Quairading has a Townsite Expansion Strategy. Both documents will need to be reviewed with their local planning schemes.

It is envisaged that the Cunderdin Local Planning Strategy could be used as a basis for the development of a regional strategy, particularly for the rural areas where the strategies will be similar for each Shire.

It is timely for Council to resolve to commence the required review of TPS1 to ensure the required timeline is met. Additionally, guidance from Council is requested to establish the best approach to the development of a new local planning scheme, and as a result a local planning strategy.

### **CONSULTATION**

The Planning and Development (Local Planning Schemes) Regulations 2017 stipulate the advertising requirements for local planning strategies and schemes, being a minimum of 90 days.

### **STATUTORY IMPLICATIONS**

The Planning and Development (Local Planning Schemes) Regulations 2015 came into effect on 19 October 2015 and introduced two Schedules containing deemed provisions, provisions that immediately superseded some provisions in local (town) planning schemes; and a new model scheme text that aims will standardise the format, zone labels and land use definitions.

The provisions of the Regulations require every local government is required to have a local planning scheme and any new scheme prepared to be accompanied by a local planning strategy (not applied retrospectively). The new provisions also require local governments to review their local planning schemes every five years with initial review periods for existing schemes prepared under the previous regulations stipulated as follows:

- 2020 – If the scheme is less than five years old (i.e. Gazetted from 19 October 2010 to present).
- 2017 – If the scheme is more than five years old (i.e. Gazetted from 18 October 2010 or older).

The scheme review report in the form specified in the Regulations (see attached) must be submitted to the Western Australian Planning Commission within six months of the required date of the review.

It is expected due to the age of the Tammin Town Planning Scheme No. 1 and the non-conformance with the new Model Scheme Text, that the review of the Scheme will determine

a new local planning scheme will be required, and consequently a Shire-wide local planning strategy.

### **POLICY IMPLICATIONS**

Local planning policies may need to be reviewed following the introduction of a new local planning strategy and scheme to ensure that they are current and consistent.

### **FINANCIAL IMPLICATIONS**

The preparation of the local planning strategy and scheme will need budget allocations for consultancy fees and advertising.

### **STRATEGIC IMPLICATIONS**

The local planning strategy is the framework for local planning and the strategic basis for local planning schemes. It provides the interface between regional and local planning, and is increasingly being seen by other agencies as the means by which to address economic, resource management, environmental and social issues at a strategic level.

Local planning schemes are the principal statutory tool for implementing the local planning strategy and achieving the local government's aims and objectives with respect to the development of its local area. While schemes deal mainly with land use, development control and infrastructure coordination, they must be developed in the context of the strategic framework and the broader environmental, social and economic goals and objectives.

The local planning strategy and scheme should also be developed as part of the local government's suite of strategic planning documents, including the Strategic Community Plan.

**MIN 20/17 MOTION:**

**That Council**

- 1. Request the Chief Executive Officer to commence the review of the Tammin Town Planning Scheme No. 1 as required by the Planning and Development (Local Planning Schemes) Regulations 2015.**
- 2. Review a further report to consider the review of the Tammin Town Planning Scheme No. 1 prior to submission to the Western Australian Planning Commission.**
- 3. Authorise the Chief Executive Officer to commence discussions with the Shires of Cunderdin and Quairading to agree to commence the development of a regional local planning strategy.**
- 4. Receive a further report on the outcome of the discussions and a timeline for the project.**
- 5. Also invites the Shires of Kellerberrin and Wyalkatchem to participate in the proposed regional local planning strategy project.**

**Moved: Cr Thomson**

**Seconded: Cr Batchelor**

**Vote – Simple majority**

**Carried: 5/0**

## 10.4 Works Supervisors Report

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Works Supervisor
<b>Date:</b>	16 <sup>th</sup> March 2017
<b>Author:</b>	Greg Stephens
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Nil

### PROPOSAL/SUMMARY

Council is to receive the Works Supervisor Report for February 2017.

<b>Tammin</b> Shire Council	WORKS REPORT Thursday 16 <sup>th</sup> March 2017	<b>Works and Services Department</b>
--------------------------------	---	--------------------------------------

<b>URBAN - TAMMIN</b>	
<b>Various Streets</b>	Routine Maintenance program.
<b>UNSEALED ROADS NETWORK</b>	
<b>Unsealed Roads</b>	<p>General Inspections.</p> <p>Maintenance Grading:</p> <ul style="list-style-type: none"> <li>• Golf Links Road</li> <li>• Quartermaine Road</li> <li>• Yorkrakine Road</li> <li>• Yorkrakine East &amp; West Road</li> <li>• Waltham Road</li> <li>• York Road</li> <li>• Chappell Wheeldon Road</li> <li>• Youering Road</li> <li>• Wyola North Road</li> <li>• Wyola South Road (Section)</li> <li>• Packham Road</li> <li>• Franklin Road</li> <li>• Barrack Road</li> <li>• Barrack South Road</li> <li>• Livesey North Road</li> </ul> <p>Open up/grade sections of roads recent rain event.</p>
<b>SEALED ROAD NETWORK</b>	
<b>Sealed Roads</b>	<p>General Inspections.</p> <p>Pothole patching.</p> <p>Tree removal (fallen trees).</p>
<b>PARKS AND OPEN SPACE AREAS - GARDENS, PARKS, OVALS AND VILLAGE.</b>	
<b>Freason Park</b>	<p>General clean up.</p> <p>Reticulation repairs.</p>

<b>Memorial Park</b>	General maintenance. Mowing. Weed control ongoing.
<b>Heritage Park</b>	General clean up. General maintenance. Weed control ongoing.
<b>Reserves, Open Areas</b>	General clean up. General maintenance. Mowing. Slashing. Weed control ongoing.
<b>Tamma Village</b>	General clean up. General maintenance. Mowing. Weed control ongoing. Reticulation maintenance and repairs. Fencing quotations.
<b>Kadjininy Kep</b>	General clean up. General maintenance. Mowing. Weed control ongoing. Reticulation maintenance.
<b>Tammin Oval (Donnan Park)</b>	General clean up. General maintenance. Mowing. Weed control ongoing. Groundwork for upcoming Football Season.
<b>Town Dam</b>	Dam Levels as of the 16 <sup>th</sup> March 2017: Rear dam 95% Front dam 100% Note- Dam levels are measured on the actual volume that can be held in the cells not the design volume.
<b>BUILDING MAINTENANCE</b>	
<b>All Buildings</b>	General Maintenance as required.
<b>Tamma Village Units</b>	General programmed maintenance. Screen doors on units- fitting shrouds around locks for security.
<b>Staff housing</b>	General Maintenance - Nottage Way gardens.
<b>Admin, and Hall buildings</b>	Lesser Hall- Air conditioning in need of repairs. Contractor engaged to carry out repairs, not urgent. In progress. Hall- stage lighting repairs, In progress.
<b>PUBLIC CONVENIENCES</b>	
<b>Public Ablution Block 1 (behind Admin)</b>	Cleaned Mondays, Wednesdays and Fridays.
<b>Public Ablution Block 1 (at Oval)</b>	Cleaned Mondays, Wednesdays and Fridays.
<b>WASTE SITE TAMMIN</b>	
<b>General waste area's</b>	Weekly- waste pushed up and covered. New general waste site formed up (old site nearly depleted).
<b>Surrounds</b>	Vegetation control.

	Site cleanup as per conditions of license.
<b>WATER AND SEWER</b>	
<b>Oval Water System</b>	General repairs and maintenance.
<b>Donnan Park - Change Room and public toilets</b>	General repairs and maintenance. Repairs to cisterns in ladies toilets. Cleaned Mondays, Wednesdays and Fridays (and after events).
<b>TOWN BLOCKS AND FIRE BREAKS AROUND TOWN</b>	
<b>Fire Control</b>	Tidy up areas around the town.
<b>VANDALISM</b>	
	Nothing of significance to report.
<b>PLANT</b>	
RFT 03 Oval Reel Mower	Order New Toro Side winder reel mower.
Plant and Vehicle repairs/maintenance	Electrical problem Loader Repaired (radios 2 way 12/24v issues). Air-conditioned problem Roller repaired. Air-conditioned problem Case Tractor repaired. Air-conditioned problem Loader repaired. Trailer Lights repaired. Beacon/Flashing Lights, 2 way radios various vehicles repaired. Tyre Roller replaced. Tyre Side tipper repaired. Hydraulic hose repaired Loader. Hydraulic hose Hino Truck replaced.
<b>Caravan/RV Dump Point Tammin PUMA Roadhouse Background Information</b> The proposed dump point to be installed at the Tammin Puma Roadhouse is partly in progress, the unit was obtained some months ago. <ol style="list-style-type: none"> <li>1. The site has been inspected.</li> <li>2. Two licensed plumbers have looked at the dump point and site.</li> <li>3. Quotations received to carry out the works.</li> <li>4. Environmental Health Officer needs to inspect the site. (Awaiting site meeting &amp; inspection).</li> <li>5. Department of Health fee to be submitted once daily flows in litres and supply copies of any approvals issued/designs have been calculated.</li> </ol> Once all the paper work, inspections, meetings have been finalised we then can possibly proceed with the installation of the Caravan/RV Dump Point.	Ongoing.
<b>Road Works</b> Ralston Road - 2 km section from 6.5km to 8.5km from the Tammin York Road reconstruct and widen seal.	<ul style="list-style-type: none"> <li>• Gravel carted, formed up and stabilised.</li> <li>• Programmed bitumen sealing on 29/3/2017.</li> </ul>



<p>Ralston Road - Heavy Patch (failed section)</p> <p>Tammin Road - 2 km section from 4.4km to 6.4km from the Great Eastern Highway reconstruct and widen seal.</p>	<ul style="list-style-type: none"> <li>• Gravel carted, formed up and stabilised.</li> <li>• Programmed bitumen sealing on 29/3/2017.</li> </ul> <ul style="list-style-type: none"> <li>• Gravel carted, formed up and stabilised.</li> <li>• Programmed bitumen sealing on 28/3/2017.</li> </ul>
<p><b>Flood Damage</b> Background Information: The recent rain event (28<sup>th</sup> January 2017) has caused considerable damage to roads and infrastructure within the shire, most roads have had some damage but will not be eligible for any funding to be repaired as a maintenance grade will be sufficient to repair. Roads that have had major damage have been assessed and the damage (along with photos) has been captured. (Noting that some roads and floodways are still under water, once the water has dispersed the assessment will be further carried out) Some roads within the Shire still remain closed, negotiations with land holders have commenced to obtain gravel for the repairs, once obtained we will spread on these roads, then open up to vehicle movements. The scope of works has been submitted to the Main Roads Department to further apply for the Disaster and Relief Recovery Assistance. So be patient as we are doing all we can to get the financial support to repair the roads.</p>	<p>Works have started on the damaged roads. Gravel is being pushed up (O'Loughlin Pit- at the Yorkrakine bin area). Mackin Road section from Tammin-Wyalkatchem road to just past Mackin driveways (1300 meters), still too wet to proceed further.  Nock Road sections between Tammin-Wyalkatchem Road and Bungulla North Road.</p>

**MIN 21/17 MOTION:**

**That Council:**

**Receives the Works Supervisor Report for February 2017.**

**Moved: Cr Thomson**

**Seconded: Cr Bell**

**Vote – Simple majority**

**Carried: 5/0**

## 10.5 Resource Sharing Committee Minutes 8<sup>th</sup> March 2017

<b>Location:</b>	Shires of Tammin & Cunderdin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	14 <sup>th</sup> March 2017
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	8 Pages

### **PROPOSAL / SUMMARY**

For Council to receive the Minutes of the Resource Sharing Committee Meeting held on Wednesday 8<sup>th</sup> March 2017.

### **BACKGROUND**

The minutes of the meeting have been circulated to all Councillors.

### **COMMENT**

For information.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995 Part 5 Division 2 Subdivision 3 – Section 5.22 (2)*

The minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

**MIN 22/17 MOTION:**

**That Council:**

**Receives the Minutes from the Resource Sharing Committee Meetings held on Wednesday 8<sup>th</sup> March 2017.**

**Moved: Cr Uppill**

**Seconded: Cr Thomson**

**Vote: Simple Majority**

**Carried: 5/0**

## 10.6 Tammin Achievement Awards 2017

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	14 <sup>th</sup> March 2017
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Yes
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	13 Pages <b>CONFIDENTIAL</b> Attachments

### **DISCLOSURE OF INTEREST**

To be disclosed at the meeting.

### **PROPOSAL/ SUMMARY**

For Council to consider the nominations received for the Tammin Achievement Awards 2017 as to whether they meet the eligibility criteria and the total of eligible nominations are sufficient in order to run a successful Achievement Awards Night in 2017.

### **BACKGROUND**

Nominations opened in early January 2017 with all Tammin clubs and organisations invited to nominate up to three members and/or teams for an award.

### **COMMENT**

At the close of nominations on 10<sup>th</sup> March 2017, ten nominations were received, and these have been circulated to Councillors as CONFIDENTIAL information.

### **CONSULTATION**

Tammin Clubs and Organisations.

### **STATUTORY IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

## **STRATEGIC PLAN IMPLICATIONS**

Nil

## **VOTING REQUIREMENT**

Simple Majority

### **MIN 23/17 MOTION:**

**That Council:**

- 1. Endorses the Tammin Achievement Award Nominations.**
- 2. Schedules the Awards presentation to be held in early – mid April 2017, prior to Easter if possible, subject to suitability with the Tammin Bowling Club.**
- 3. Incorporates the Awards presentation evening with a welcome to Tammin event for new arrivals to the community.**

**Moved: Cr Bell**

**Seconded: Cr Batchelor**

**Simple Majority Required**

**Carried: 5/0**

## 10.7 Request for Assistance

<b>Location:</b>	18 Ridley Street, Tammin
<b>Applicant:</b>	Mrs E Kickett
<b>Date:</b>	17 <sup>th</sup> March 2017
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	3 Pages

### **PROPOSAL/ SUMMARY**

For Council to consider a request from Mrs Kickett to assist with the demolition and clean up of the property at 18 Ridley Street, Tammin.

### **BACKGROUND**

The property was destroyed by fire 18<sup>th</sup> October 2016.

Since this time staff have been attempting to liaise with Mrs Kickett with regards to clean up of the site as the asbestos is cause for concern.

Unfortunately to date this hasn't proven successful.

Staff have also contacted the Department of Aboriginal Affairs to seek advice as to what assistance they may be able to provide, again this has not been successful.

### **COMMENT**

Quotations have been received from qualified asbestos removal persons / companies, which range from \$16,000 to in excess of \$30,000. This is significant amount of money and a cost which should not have to borne by Council, however alternative arrangements are proving very difficult to obtain.

The property is unsightly and the possible spread of asbestos fibres is a major concern and therefore the matter needs to be addressed as soon as practicably possible.

The matter is presented for Council consideration.

### **CONSULTATION**

Mrs Kickett

### **STATUTORY IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **VOTING REQUIREMENT**

Simple Majority

#### **MIN 24/17 MOTION:**

**That Council:**

- 1. Approaches Mrs Kickett in relation to the possibility of her transferring ownership of the property to the Shire of Tammin in return for works to be carried out for removal of the derelict building (including asbestos) and total clean-up of the site.**
- 2. Informs Mrs Kickett that should she agree to the ownership transfer of the property payment of the outstanding rates and charges on the property will remain her responsibility.**
- 3. Authorises the Chief Executive Officer to continue seeking alternative arrangements / assistance opportunities for the property should Mrs Kickett not agree to the proposed ownership transfer to the Shire.**

**Moved: Cr Uppill**

**Seconded: Cr Batchelor**

**Simple Majority Required**

**Carried: 5/0**

**11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

UNCONFIRMED



## 12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

### 12.1 Shire of Tammin Annual Report 2015/2016

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	21 <sup>st</sup> March 2017
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	73 Pages

#### **PROPOSAL / SUMMARY**

For Council to accept the Annual Report for the 2015/2016 Financial Year.

#### **BACKGROUND**

The Shire received the Audit Report for the 2015/16 financial year from the Shire's Auditors Anderson Munro & Wyllie on Tuesday 21<sup>st</sup> March 2017.

The Annual Report, which includes the Annual Financial Statements and the Auditor's Report, is submitted for adoption by Council.

#### **COMMENT**

A copy of the Annual Report has been circulated to Councillors.

#### **STATUTORY ENVIRONMENT**

##### ***Local Government Act 1995***

##### ***5.53. Annual reports***

*(1) The local government is to prepare an annual report for each financial year.*

*(2) The annual report is to contain —*

*(a) a report from the mayor or president; and*

*(b) a report from the CEO; and*

*[(c), (d) deleted]*

*(e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*

*(f) the financial report for the financial year; and*

*(g) such information as may be prescribed in relation to the payments made to employees; and*

*(h) the auditor's report for the financial year; and*

*(ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*

*(hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —*

*(i) the number of complaints recorded in the register of complaints; and*

*(ii) how the recorded complaints were dealt with;*

and

(iii) any other details that the regulations may require;

and

(iv) such other information as may be prescribed.

#### **5.54. Acceptance of annual reports**

(1) Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.

\* Absolute majority required.

(2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

#### **5.55. Notice of annual reports**

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

#### **MIN 25/17 MOTION:**

That pursuant to section 5.54 of the *Local Government Act 1995*, the annual report for 2014/15, as presented, is accepted by council.

Moved: Cr Uppill

Seconded: Cr Greenwood

Vote: Absolute Majority

Carried: 5/0

## 12.2 Shire of Tammin Annual Electors Meeting

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	21 <sup>st</sup> March 2017
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Nil

### **PROPOSAL / SUMMARY**

For Council to set the day / date for the Annual Electors Meeting.

### **BACKGROUND**

The annual electors' meeting must be held within 56 days of the acceptance of the Annual Report by council.

### **COMMENT**

At the Annual Electors meeting held in February 2016, Council held a community forum immediately following the electors meeting to discuss current and future town / Shire projects. Given that the Shire of Tammin Strategic Community Plan, and other associated Integrated Planning and Reporting documents are to be reviewed in early 2017, it may be appropriate to hold a similar forum as a strategic planning session.

### **STATUTORY ENVIRONMENT**

#### ***Local Government Act 1995***

#### ***5.27. Electors' general meetings***

- (1) A general meeting of the electors of a district is to be held once every financial year.*
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.*

### **POLICY IMPLICATIONS**

Council Policy 1.17

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

**MIN 26/17 MOTION:**

**That Council:**

- 1. Holds the annual electors' meeting at the Tammin Lesser Hall on Thursday 27<sup>th</sup> April 2017 commencing at 6:00pm.**
- 2. Holds a Strategic Planning Forum on Thursday 27<sup>th</sup> April 2017, immediately following the annual electors meeting to discuss current and future town / Shire projects.**

**Moved: Cr Bell**

**Seconded: Cr Thomson**

**Vote: Simple Majority**

**Carried: 5/0**

## 13 CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 5:25pm.

## 14 REFERENCES

## 6 DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

*The Local Government Act (Section 5.60 – 5.62) provides that it is the Councillor's obligation to declare an interest if they believe that they have a financial interest, proximity interest, closely associated persons interest or an interest affecting impartiality in a matter being discussed by Council.*

*The Act provides that the interest may be declared in writing to the CEO prior to the meeting or declared prior to discussion of the agenda item at the meeting. Forms for this purpose are available to Councillors.*

*The Act further provides that the extent of the interest needs to be declared if the Councillor seeks to remain in the Chamber during the discussion, debate or voting on the item.*

*A Councillor declaring a financial or proximity interest must leave the meeting prior to the matter being discussed or voted on (including the question as to whether they are permitted to remain in the Chamber). Councillors remaining in the Chamber may resolve to allow the member to return to the meeting to participate in the proceedings.*

## 7.1 STATUTORY ENVIRONMENT

*Section 5.22(2) of the Local Government Act provides that minutes of all meetings to be kept and submitted to the next full Council meeting for confirmation.*

## 11.1 List of Financial Payments Reference - STATUTORY ENVIRONMENT

*Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that:*

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
  - (a) the payee's name;*
  - (b) the amount of the payment;*
  - (c) the date of the payment; and*
  - (d) sufficient information to identify the transaction.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing —*
  - (a) for each account which requires council authorisation in that month —*
    - (i) the payee's name;*
    - (ii) the amount of the payment; and*
    - (iii) sufficient information to identify the transaction;**and*
    - (b) the date of the meeting of the Council to which the list is to be presented.*
  - (3) A list prepared under sub regulation (1) or (2) is to be —*
    - (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and*
    - (b) recorded in the minutes of that meeting.*

## 11.2 Financial Report Reference - STATUTORY ENVIRONMENT

*Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires a Statement of Financial Activity to be prepared each month, which is to contain the following details:*

- (a) annual budget estimates;*
- (b) budget estimates to the end of the month;*
- (c) actual amount of expenditure and revenue;*
- (d) material variances between comparable amounts in (b) and (c) above; and*
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).*

*The Statement is to be accompanied by:*

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;*
- (b) explanation of the material variances; and*
- (c) such other information considered relevant by the local government.*