

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

The Shire President Cr Uppill declared the meeting open at 5.05 pm and welcomed members and Graham Stanley Chief Executive Officer.

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

**ATTENDANCE**

Cr S.A. Uppill	President
Cr S.J. Jefferies JP	Deputy President
Cr M.D. Greenwood	Member
Cr C.A. Crane	Member
Cr D.M. McCreery	Member
Graham Stanley	Chief Executive Officer

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

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

Nil

**4. PUBLIC QUESTION TIME**

There were no members of the public present during question time.

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

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

Nil

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

**7.1 Ordinary Council Meeting Minutes – 18 October 2012**

**STATUTORY ENVIRONMENT**

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

**STAFF RECOMMENDATION**

That the minutes of the Ordinary Council meeting held on 18 October 2012 be confirmed as a true and correct record.

Simple Majority Required

**MIN 113/12 MOTION – MOVED Cr Greenwood seconded Cr Jefferies**

That the minutes of the Ordinary Council meeting held on 18 October 2012 be confirmed as a true and correct record.

CARRIED 5/0

## **7.2 Special Council Meeting Minutes – 30 October 2012**

### **STATUTORY ENVIRONMENT**

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

### **STAFF RECOMMENDATION**

That the minutes of the Special Council meeting held on 30 October 2012, be confirmed as a true and correct record.

Simple Majority Required

### **MIN 114/12 MOTION – MOVED Cr Uppill seconded Cr McCreery**

That the minutes of the Special Council meeting held on 30 October 2012, be confirmed as a true and correct record with a correction to the new package component under 6.2 - 6.2.3 to read “superannuation 5% \$7271.40 per year”.

CARRIED 5/0

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

Nil

## **9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

## **10. REPORTS OF COMMITTEES/COUNCILLORS**

### **10.1 Minutes of the Caravan Park and Streetscape Committee Meeting – 30 Oct 2012**

#### **STAFF RECOMMENDATION**

That the minutes of the Caravan Park and Streetscape Committee meeting held on 30 October 2012, be received.

Simple Majority Required

### **MIN 115/12 MOTION – MOVED Cr Uppill seconded Cr McCreery**

That the minutes of the Caravan Park and Streetscape Committee meeting held on 30 October 2012, be received.

CARRIED 5/0

### **10.2 Meeting with Health Department Representatives – HACC Services**

Cr Uppill reported on a meeting held in the Council Chambers on 24<sup>th</sup> October that he attended along with Cr Crane, the CEO, Mrs Joan Button and Mrs Mary Harrison from the Tammin Seniors with Nicole Harwood the Health Services Manager from the Cunderdin Hospital and Mrs Dale D’Antoine – Manager Aged Care Wheatbelt Southern Country Health Service to discuss the provision of Home and Community Care services in Tammin. Cr Uppill was of the opinion that we received a fair hearing and that it will result in an improvement in the services Tammin receives. The Cunderdin, Meckering, Tammin Health Advisory Committee is being revived and Cr Crane has agreed to represent the Shire on the committee. A public information session will be conducted by representatives from the Health Service in Tammin on 5<sup>th</sup> December to explain to people the services that are available, how they may be accessed and any questions that are raised.

### **10.3 RTG Elected Member Meeting in Greenhills**

Cr Uppill reported on an South East Avon RTG Elected Members meeting that was held in Greenhills that he attended with Cr Crane. The first part of the meeting discussed the alternative structures for the new organisation should the merger of the 4 member councils proceed. The second part of the meeting discussed IT, transitional costs and exploring business opportunities for the group. There was also a brief discussion on health and education.

#### **10.4 Meeting with David Holland from Brighthouse**

Cr Crane reported on a meeting with David Holland and Michael Sidebottom from Brighthouse that discussed the proposed Caravan Park layout. It also included a visit to the site. From the inspection it became clear that the proposed park would fit onto the site without problems. The park would most likely be developed in stages and the cabins that are proposed would face Tammin Wyalkatchem Road and the entrance to the park would be off Tammin Wyalkatchem Road just to the north of the northern boundary of the Tamma Village.

#### **11. AGENDA ITEMS**

- 11.1 List of Payments October 2012 (FIN-05)
- 11.2 Financial Report to 30 October 2012 (FIN-05)
- 11.3 Ordinary Council Meet Dates (ADM-41)
- 11.4 Festive Season Arrangements (ADM-54)
- 11.5 Youth Development Officer Position (PERS-39)
- 11.6 Harvest and Vehicle Movement Bans (BUSH-13)
- 11.7 Request for Approval to Install Rabbit Proof Fence (ENG-34)

#### **12. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

#### **13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

- 13.1 Employment of Apprentice Electrician (PERS-40)
- 13.2 Wheatbelt Catchment Alliance Project (ADM-51)
- 13.3 Tammin to Cunderdin Adventure Run (PUB-03)
- 13.4 Caravan Park and Streetscape Committee Meeting and Special Meeting of Council

#### **14. CLOSURE OF MEETING**

## 11. AGENDA ITEMS

### 11.1 List of Payments October 2012 (FIN-05)

Author – Jenny Gemund, Admin Officer, 09 November 2012 Interest – Nil

#### BACKGROUND

Accounts paid for October 2012 is listed totalling:

Cheque numbers	5615 - 5687 +5737& 5738	\$75,200.22
Direct debit payments	01.10. – 31.10.2012	\$25,474.70
Licensing transfers	01.10. – 31.10.2012	\$8,175.85
Bank fees	01.10. – 31.10.2012	\$215.55
VISA payments	01.10. – 31.10.2012	\$2,021.63
EFT payments	01.10. – 31.10.2012	\$43,374.62
Total payments		154,462.57

#### COMMENT

No abnormal expenditure has occurred.

#### FINANCIAL IMPLICATIONS

Nil

#### POLICY IMPLICATIONS

Nil

#### 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 subregulation (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.*

#### STRATEGIC PLAN IMPLICATIONS

Nil

#### FUTURE PLAN IMPLICATIONS

Nil

#### COMMUNITY CONSULTATION

Nil

**STAFF RECOMMENDATION**

That the list of payments made for October 2012 as follows:

Cheque numbers	5615 - 5687 +5737& 5738	\$75,200.22
Direct debit payments	01.10. – 31.10.2012	\$25,474.70
Licensing transfers	01.10. – 31.10.2012	\$8,175.85
Bank fees	01.10. – 31.10.2012	\$215.55
VISA payments	01.10. – 31.10.2012	\$2,021.63
EFT payments	01.10. – 31.10.2012	\$43,374.62
Total payments		154,462.57

be endorsed.

Simple Majority Required

**MIN 116/12 MOTION – MOVED Cr Jefferies seconded Cr Greenwood**

That the list of payments made for October 2012 as follows:

Cheque numbers	5615 - 5687 +5737& 5738	\$75,200.22
Direct debit payments	01.10. – 31.10.2012	\$25,474.70
Licensing transfers	01.10. – 31.10.2012	\$8,175.85
Bank fees	01.10. – 31.10.2012	\$215.55
VISA payments	01.10. – 31.10.2012	\$2,021.63
EFT payments	01.10. – 31.10.2012	\$43,374.62
Total payments		154,462.57

be endorsed.

CARRIED 5/0

## **11.2 Financial Report to 31 October 2012 (FIN-05)**

Author – MT Henry, Senior Finance Officer, 09 October 2012 Interest – Nil

### **BACKGROUND**

The Monthly Financial Report to 31 October 2012 is attached.

### **COMMENT**

The Financial Report has been prepared in the format requested by Council.

The effect of the Council's Policy decision on reporting variances is shown in the far right column – being the calculated variance between the Actual Column and the YTD Budget column figures where the variance is greater than 10% and \$5,000.

### **FINANCIAL IMPLICATIONS**

No significant implications.

### **POLICY IMPLICATIONS**

Council resolved (Item 6 – 31 August 2012) 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**

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.*

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **STAFF RECOMMENDATION**

That the Financial Report for October 2012 be received.

Simple Majority Required

### **MIN 117/12 MOTION – MOVED Cr McCreery seconded Cr Jefferies**

That the Financial Report for October 2012 be received.

CARRIED 5/0

### **11.3 Ordinary Council Meeting Dates for 2013 (ADM-41)**

Author – Graham Stanley, CEO, 9 November 2012 Interest – Nil

#### **PREVIOUS REFERENCE**

Item 11.3 – 17 November 2011 refers.

#### **BACKGROUND**

Council is required under legislation, to advertise its Ordinary meeting dates, time and place, once a year.

Meeting dates for Ordinary Council meetings were changed by Council in March 2006 to the third Thursday of the month commencing at 2pm (public question time 2.15pm) with Councillor briefing sessions commencing at 1pm. This schedule was confirmed by Council in February 2007 and again in November 2008, 2009 and 2010. In May 2011 changed the date of the July 2011 and all subsequent July meetings to the fourth Thursday of July to avoid the usual clash with the Tammin Golf Club's DKT day.

#### **COMMENT**

From Staff's perspective, the third Thursday of the month has worked well. There are no clashes of the third Thursday of the month with any public holidays in 2013. In 2012 the DKT day was held a week earlier than usual which meant that it would not have clashed with the Council meeting if it had been held on the third Thursday. At this stage the date of the DKT Day is unknown. The August Council meeting will be due on 15<sup>th</sup> August 2013 so if the July meeting is held on the 4<sup>th</sup> Thursday of July it would only allow 2 weeks for staff to complete the minutes, follow up the decisions made and prepare the agenda for the August meeting.

Traditionally Council has held the September meeting at Yorkrakine and given that it is unlikely that Council meetings would be held in Yorkrakine once amalgamation has occurred 2013 may well be the final Council meeting held at Yorkrakine. Council will be in a better position to know if this is the case by July 2013 however it may be worthwhile doing something special to mark the occasion next year.

Council traditionally commences its meetings at 2pm however there has been some discussion of changing the start times and meeting day format. Given the difficulty that is being faced in attracting councillors a more business friendly start time may be warranted. Consideration also needs to be given to the availability of staff to attend meetings to present reports as some staff may not be available outside of business hours, especially those specialist staff supplied by other Councils such as the Health, Building, Planning and Environment Officers. If the start times were shifted to 3pm or 3.30pm then Officer reports would need to be held early in the meeting possibly straight after Public Question Time.

#### **FINANCIAL IMPLICATIONS**

Cost of local advertising of Council meeting times.

#### **POLICY IMPLICATIONS**

Nil

#### **STATUTORY ENVIRONMENT**

Section 5.25(1)(g) of the Local Government Act provides:

- (1) Without limiting the generality of section 9.59, regulations may make provision in relation to —
- (g) the giving of public notice of the date and agenda for council or committee meetings;

Regulation 12 of the Local Government (Administration) Regulations provides:

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
  - (a) the ordinary council meetings; and

- (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,  
are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
- (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.
- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Section 5.24 of the Local Government Act provides that:

- (1) Time is to be allocated for questions to be raised by members of the public and responded to at —
- (a) every ordinary meeting of a council; and
- (b) such other meetings of councils or committees as may be prescribed.
- (2) Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

Regulation 5 of the Local Government (Administration) Regulations provides for the purposes of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are —

- (a) every special meeting of a council;
- (b) every meeting of a committee to which the local government has delegated a power or duty.

Regulation 6 of the Local Government (Administration) Regulations provides:

- (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is 15 minutes.
- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in subregulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

#### **STRATEGIC PLAN IMPLICATIONS**

Nil

#### **FUTURE PLAN IMPLICATIONS**

Nil

#### **COMMUNITY CONSULTATION**

Nil



**STAFF RECOMMENDATION**

That the Ordinary Meetings of Council in 2013 be held in the Council Chambers at 1 Donnan Street Tammin, with the exception of the September Ordinary Meeting of Council to be held at the Yorkrakine Hall 2759 Bungulla North Road, on the following dates with the meeting commencing at \_\_pm (public question time commencing at \_\_.15pm) with a Councillor briefing session preceding the meeting and commencing at \_\_pm. Further, that these dates be advertised in accordance with Regulation 12 of the Local Government (Administration) Regulations.

January 2013	No Ordinary Council Meeting to be held
21 February 2013	
21 March 2013	
18 April 2013	
16 May 2013	
20 June 2013	
18 July 2013	
15 August 2013	
19 September 2013	Yorkrakine Hall
17 October 2013	
21 November 2013	
19 December 2013	

Simple Majority Required

**MIN 118/12 MOTION – MOVED Cr Jeffries seconded Cr McCreery**

That the Ordinary Meetings of Council in 2013 be held in the Council Chambers at 1 Donnan Street Tammin, with the exception of the September Ordinary Meeting of Council to be held at the Yorkrakine Hall 2759 Bungulla North Road, on the following dates with the meeting commencing at 4pm (public question time commencing at 4.15pm) with a Councillor briefing session preceding the meeting and commencing at 3pm. Further, that these dates be advertised in accordance with Regulation 12 of the Local Government (Administration) Regulations.

January 2013	No Ordinary Council Meeting to be held
21 February 2013	
21 March 2013	
18 April 2013	
16 May 2013	
20 June 2013	
18 July 2013	
15 August 2013	
19 September 2013	Yorkrakine Hall
17 October 2013	
21 November 2013	
19 December 2013	

CARRIED 5/0

#### **11.4 Festive Season Arrangements (ADM-54)**

Author – Graham Stanley, CEO, 9 November 2012 Interest – Nil

#### **PREVIOUS REFERENCE**

Items 11.2 - 19 November 2009, 11.4 – 18 November 2010 and 11.6 17 - November 2011.

#### **BACKGROUND**

It is appropriate that Council provides direction in relation to arrangements required over the festive season.

This year, Christmas Day (25 December 2012) falls on a Tuesday.

The third Thursday (Ordinary Council meeting date) falls on 20 December 2012.

Council has already decided to hold the Council Christmas Party on Friday 21<sup>st</sup> December 2012 and this year it will be a joint Christmas Party/Farewell event for former Councillor Rodney Stokes, Cr Stephen Jefferies and the CEO. Arrangements are already underway with the event to be held in the Lesser Hall and Memorial Park. The Tammin CWA ladies have agreed to cater for the event and Councillors and their partners who previously served with former Councillor Rodney Stokes and Cr Jefferies have been invited.

#### **COMMENT**

It is proposed that the Shire of Tammin (inside and outside Staff) operations will cease on Friday 21 December 2012 and recommence on Wednesday, January 2, 2013 as Tuesday 1<sup>st</sup> January is a public holiday.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **STATUTORY ENVIRONMENT**

Nil

#### **STRATEGIC PLAN IMPLICATIONS**

Nil

#### **FUTURE PLAN IMPLICATIONS**

Nil

#### **COMMUNITY CONSULTATION**

Nil

#### **STAFF RECOMMENDATION**

That the Shire Office be closed from close of business on Friday 21<sup>st</sup> December 2012 and reopen 8.30am Wednesday 2<sup>nd</sup> January 2013.

Simple Majority Required

#### **MIN 119/12 MOTION – MOVED Cr McCreery Seconded Cr Uppill**

That the Shire Office be closed from close of business on Friday 21<sup>st</sup> December 2012 and reopen 8.30am Wednesday 2<sup>nd</sup> January 2013.

CARRIED 5/0

## **11.5 Youth Development Officer Position (PERS-39)**

Author – Graham Stanley, CEO, 10<sup>th</sup> November 2012

### **DECLARATION OF INTEREST**

Nil

### **PREVIOUS REFERENCE**

Item 11.3 – 18 October 2012

### **BACKGROUND**

At the October 2012 meeting a report on the future of the Youth Development Officer was deferred for consideration at this meeting to allow additional information to be obtained. This information is now available and the item is represented for consideration.

In 2010/11 Council budgeted to employ a trainee Youth Development Officer to take charge of the School Holiday Program and the After School Care Program that had been commenced by the Community Development Officer that year. The position was contingent on a grant of \$11,500 from the Department of Local Government to subsidise the traineeship. The funding approval came through later than anticipated causing a delay in the employment of the trainee. A trainee commenced in March 2011 however she resigned in June that year due to the travel to and from Merredin each day, where she resided. The funding was returned to the Department and Council decided to reapply for the 2011/12 financial year.

Again in 2011/12 the funding approval was late in coming through however a grant of \$11,500 was eventually received. Due to the late start to the program an after school carer was engaged for the first half of the 2011/12 financial year to specifically supervise the children. Most of the planning and preparation was performed by the Community Development Officer. Hayley Peters was successful in being appointed and commenced at the end of February 2012. Shortly after Hayley commenced the Community Development Officer resigned to take up a more senior position at another Shire. Hayley settled well into the position and the program grew in popularity under her guidance.

When formulating the budget provision was made to continue Hayley's employment on a full-time basis after she completes her traineeship at the end of February 2013. Because Hayley will no longer be on a trainee's wages the salaries budget for the Youth Development Officer was increased to accommodate 17 weeks at the adult rate of pay for the position (Level 3). The budget for the after school care worker was also increased on the assumption that because of the increased patronage more supervision would be required.

At the time of adopting the budget the Council indicated that it wanted to review the position prior to Hayley completing her traineeship because they did not think that that position warranted a full-time employee and over concerns that some of the money may better be spent in other areas.

### **COMMENT**

The After School Program and School Holiday Programs have been very popular and have brought kudos to the Shire from people outside the Shire being impressed that Tammin can provide such a service. It has had positive effects with the children and it appears to be reducing the level of vandalism and antisocial behaviour, from young people, being experienced around town.

The Trainee Youth Development Officer has provided a report with her thoughts on how the YDO's position could be run in the future with a view to reducing costs. Hayley's report is attached as an appendix to this report. I have also attached a spreadsheet showing the 2011-12 actual expenditure attributed to the Youth area in the accounts, the 2012-13 budget and the 2012-13 year to date expenditure and income.

Hayley has been very proactive in trying to raise funds to support the program through selling drinks and snacks at Badminton and the various shows that are held in Tammin. Hayley has put forward some good suggestions. Spreading the school holiday program so that it is on 2 or 3 days per week for each week is a good idea. The current practice of having a 1 week block leads to a situation where the kids are worn out after a few days and start to drop out. Also in the summer holidays it leaves a long period where there are no activities for kids in town. I also agree with Hayley that the position does not need to be 5 days per week. Currently Hayley works 4 days and receives 1 day per week paid study leave in accordance with the requirements of traineeship.

Currently the after school care program runs on Mondays, Wednesdays and Thursdays. These days are varied to accommodate seasonal sports and other recreational opportunities that may be held in Cunderdin and Kellerberrin. If The YDO position was to become a 3 day per week position running the school holiday activities on the same days of the week seems logical. That way working mothers whose children attend the after school care will not have to change their arrangements during school holiday times. During the school terms the mornings would be used for planning and organising the after school activities and for planning and preparing for the school holiday programs.

Requiring children coming to after school care and school holiday program to bring a piece of fruit will help to reduce costs. Another possibility would be to seek donations of fruit from the wider community who may have surplus fruit on their fruit trees.

A small charge to attend after school care is a possibility however it may act as a deterrent to some of the disadvantaged families especially those with a number of children. Often it is these children that we wish to attract to after school care because their involvement in the program keeps them out of mischief.

Since the last meeting I asked Hayley to examine the program that is currently being delivered and to look at what might be delivered in the future. Recently Hayley held a Halloween function for the kids which was extremely well received by the kids and their parents and we have had much positive feedback on it. This follows on from a similarly successful "Brownlow Medal Night" that Hayley organised earlier in the year. 54 children attended the Halloween Party which is an extremely high percentage of the kids living in the Tammin Shire. Hayley would like to conduct more of these types of events. The table below shows the amount of Hayley's time that she estimates would be required to deliver an ideal Youth Service to Tammin. There are breakdowns of time allowed for various components to deliver After School Care, School Holiday Programs and Youth Group Activities which would include a number of these special events such as the Halloween Party over a 48 week period (4 weeks for annual leave). I have added 1 hour per week for Administration, Reporting and Training, to the time that Hayley put in for the three facets to the Youth Service. In total it comes to 22.5 hours per week.

### Youth Development Officer Breakdown of hours for 2013

Based on 48 working weeks

Program/ Activity	Plan, research	Organise, set up	Run, clean up	Notifi-cations	Total per event	No of Weeks/ Events	Total Hrs Per year
After School Care	3	1.5	8.5	1	14	38	532
School Holiday Program	3	4	24	1	32	10	320
Youth Group Activities	3	7	4	1	15	12	180
Admin/Reporting/Training							48
			Total working	hours	per	year	<b>1080</b>
			Average	hours	per	week	<b>22.5</b>

It is envisaged that the Youth Development Officer would work on average 22.5 hours per week however working hours would be flexible so that additional hours worked during the School Holiday Program and Youth Group Activities would be saved up and paid during the weeks where the After School Care Activities don't require the full 22.5 hours

One of the queries raised by Council at the October meeting was a request for information on who is using the After School Care Program. Statistics are detailed below.

There are 34 Children registered. Of these 27 are regular users of the program. Some children attend every day, some two out of three days and others every second week.

Town Dwellers	19
Rural Dwellers	8
	<b>27</b>
Indigenous	12
Non-Indigenous	15
	<b>27</b>
2 Working Parents	19
1 or 0 Working Parents	8
	<b>27</b>
Year Groups	
Pre Primary	9
Yr 1-2	2
Yr 3-4	6
Yr 5-7	8
High School	2
	<b>27</b>

Looking at the operating figures and the budget for 2012-13 it appears an over estimation of costs has been made for the School Holiday Program and the After School Care Program, possibly due to the large amount spent on equipment purchases last year. Even without a reduction in hours for the YDO it is possible that expenditure on the Youth Program could be \$10,000 to \$14,000 less than budgeted.

### **FINANCIAL IMPLICATIONS**

Once the traineeship is completed going to 22.5 hours per week instead of fulltime will result in a saving in wages of around \$284 per week. For the remaining 17 weeks that equates to \$4,828 and over a full year \$14,768. Savings on superannuation would be around \$435 in 2012-13 and \$1,329 in a full year.

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY IMPLICATIONS**

Nil

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **OFFICER'S RECOMMENDATION**

That:

- i. The Youth Development Officer's position become a 22.5 hr week position with flexible working hours once the Traineeship is completed;
- ii. The Youth Development Officer be encouraged to implement her ideas to reduce the cost of the after school care and school holiday programs;
- iii. The Youth Development Officer be encouraged to trial a restructured School Holiday Program where activities are spread throughout the school holiday period.

Simple Majority Required

### **MIN 120/12 MOTION – MOVED Cr Uppill seconded Cr Greenwood**

That:

- i. The Youth Development Officer's position become a 22.5 hr week position with flexible working hours once the Traineeship is completed;
- ii. The Youth Development Officer be encouraged to implement her ideas to reduce the cost of the after school care and school holiday programs;
- iii. The Youth Development Officer be encouraged to trial a restructured School Holiday Program where activities are spread throughout the school holiday period.

CARRIED 5/0

It was suggested that to help keep the cost of the programs to a minimum that the Youth Development Officer seek more parent help and write letters to local businesses seeking sponsorship for the Youth Programs.

## **Trainee Youth Development Officer Report**

### **Hours**

The position could be part time 3 days per week (7.6 hours per day) including planning and organising everything for the after school care as well as the school holiday program.

Plus time for other activities when needed such as extra youth activities (disco, brownlow night) also when there are events on and we have a movie for the children in the lesser hall.

### **Cost**

I think that we could bring down the cost of the program by having parents send an extra piece of fruit for after school care.

If we are going to do activities in the program that cost money we could charge a small fee to cover the cost of the supplies needed.

### **Equipment:**

We have enough sporting equipment to be able to do a wide range of activities with the children for a long time.

### **School Holiday Program**

I think the school holiday program would be better if we spread it out and run it a couple of days each week so that there are activities each week in the school holidays instead of it all being at once. That way, children that are away on holidays one week with their families don't miss out on everything.

Out of town activities (excursions) there will be a charge.

### **Activities**

Gardening

Activities from recycled products

Sports

### **Fundraising**

Events – Proceeds from sales of food and drinks

Badminton – Proceeds from fees and drink sales

Zumba – proceeds from fees and drink sales

### **Sponsorship**

Could send out letters to surrounding business to see if they would be interested in making a donation or contribution to the program.

### **Parent Volunteers**

Send out a letter each holiday's requesting parent help.

I believe that the program has been of great benefit to the children within the community as well as the community itself. The youth of Tammin enjoy regular activities. It helps keep them from getting bored and destructive in the community.

## Item 11.5 Attachment 2

<b>Shire of Tammin After School Care Program</b>				
<b>Account #</b>	<b>Item</b>	<b>2011-12 Actual</b>	<b>2012-13 Budget</b>	<b>2012-13 YTD</b>
	<b>Expenditure</b>			
E083020	School Holiday Program Expense			
	Equipment	2015.55	0	0
	Operating	1309.21	4500	719.07
E083021	After School Care Program			
	Equipment	2667.46	0	0
	Operating	1562.17	3500	789.17
E083030	YDO Salary	9114.35	29399	7,854.07
E083031	YDO Sick Leave	748.72	625	296.38
E083032	YDO Annual Leave	590.46	2940	391.13
E083032	YDO Superannuation	713.28	4083	1023.05
E083035	YDO Uniforms	341.66	350	88.18
E083036	YDO Training	957.09	1200	502.25
E083037	YDO Advertising	1510.88	300	0
E083038	Salaries - After Care Worker	4080.03	6138	1580.83
E083039	Super - After care worker		552	0
E083040	YDO LSL Accrual	6.40	610	0
E083033	YDO Workers Comp Insurance		612	816.00
New	Youth Activities - offset by Grant	0.00	5000	0
	<b>Total Expenditure</b>	<b>25617.26</b>	<b>59809</b>	<b>14,060.13</b>
	<b>Income</b>			
I083010	Grants			
	Viterra Limited for Equipment	3000.00	0	0
	DLG - Traineeship Grant	11500.00	0	0
	Youth Activities Grant		5000	0
I083020	Cont & Donations			
	Kidsport	1000	0	0
	Other	245.45	250	270.04
I083021	A/School Care Contribs/Fundraising	998.01	1000	1,004.49
	<b>Total Income</b>	<b>16743.46</b>	<b>6250</b>	<b>1,274.53</b>
	<b>NET COST</b>	<b>8873.80</b>	<b>53559.00</b>	<b>12,785.60</b>



## **11.6 Harvest & Vehicle Movement Bans (BUSH-13)**

Author – Graham Stanley CEO, 11 November 2012 Interest – Nil

### **PREVIOUS REFERENCE**

Item 11.10 – 19 November.

### **BACKGROUND**

It is appropriate that Council considers harvest and vehicle movement in paddock bans over the festive season.

### **COMMENT**

Traditionally the ban has been applied to Christmas Day, Boxing Day and New Years' Day. It appears to be state wide practice for bans to be in place for Christmas Day and New Years Day however whilst many Councils do, not all Councils impose a ban on Boxing Day. With the size of farms increasing and the number of people living on rural properties declining it is probably more important than ever that bans be placed on harvesting and vehicle movements on rural land on these public holidays otherwise many thousands of hectares of farmland could be place at risk with very few people around to help fight a fire if one breaks out.

Although Council has traditionally placed a harvesting and vehicle movement ban on these days for some reason it does not appear on the firebreak notice. To help people to be aware of these bans Council should consider making the automatic imposition of Bans on Harvesting and Vehicle Movements in Paddocks on Christmas Day, Boxing Day and New Years Day a policy of Council and include advice to that effect on the Annual Firebreak Notice.

### **FINANCIAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY ENVIRONMENT**

Regulation 38C of the Bush Fire Regulations provides that:

- (1) A local government may declare that the use by a person of any harvesting machinery on any land under crop during the whole or part of any –
  - (a) Sunday; or
  - (b) public holiday,in the whole or a specified part of the district of that local government during the prohibited burning times or the restricted burning times is prohibited unless the person has obtained the written consent of a bush fire control officer of that local government.
- (2) A declaration under sub-regulation (1) –
  - (a) shall be made by notice in a newspaper circulating in the area affected by the prohibition; and;
  - (b) may be revoked or varied in the manner in which it was made, and the local government shall forward a copy of a declaration or of a revocation or variation of a declaration to the Authority.

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **STAFF RECOMMENDATION**

1. That pursuant to Regulation 38C of the Bush Fire Regulations, a harvest and vehicle movement ban in paddocks (except for the purpose of feeding and watering stock) be imposed on 25 December 2012, 26 December 2012 and 1 January 2013;
2. That it become Council Policy that harvest and vehicle movement bans be imposed every Christmas, Boxing and New Years Day;
3. In future years advice of the Christmas, Boxing and New Years Day harvest and vehicle movement bans be included in the Annual Firebreak Notice which goes out with the rates.

Simple Majority Required

### **MIN 121/12 MOTION – MOVED Cr Jefferies seconded Cr Greenwood**

1. That pursuant to Regulation 38C of the Bush Fire Regulations, a harvest and vehicle movement ban in paddocks (except for the purpose of feeding and watering stock) be imposed on 25 December 2012, 26 December 2012 and 1 January 2013;
2. That it become Council Policy that harvest and vehicle movement bans be imposed every Christmas, Boxing and New Years Day;
3. In future years advice of the Christmas, Boxing and New Years Day harvest and vehicle movement bans be included in the Annual Firebreak Notice which goes out with the rates.

CARRIED 5/0

## 11.7 Request to Install Rabbit Proof Fence (ENG34)

Author – Graham Stanley, CEO, 11<sup>th</sup> November 2012

### DECLARATION OF INTEREST

Nil

### PREVIOUS REFERENCE

Nil

### BACKGROUND

The following letter has been received from Mark Moore, Acting District Manager, Central Wheatbelt District, Department of Environment and Conservation:



Government of **Western Australia**  
Department of **Environment and Conservation**

Your ref:  
Our ref:  
Enquiries: Natasha Moore  
Phone: (08) 9041 6006  
Fax:  
Email: [Natasha.moore@dec.wa.gov.au](mailto:Natasha.moore@dec.wa.gov.au)

Graham Stanley  
CEO Shire of Tammin  
PO Box 53  
Tammin WA  
6049



**Re: Request for Shire approval to install a rabbit proof fence along a portion of remnant vegetation on Kitto Rogers Rd, Shire of Tammin**

Dear Mr Stanley,

As per our phone conversation on the 31/10/2012, the Department of Environment and Conservation (DEC) would like to request the Shires permission to install a rabbit proof fence along a portion of remnant vegetation on Kitto Rogers Rd.

The fence location has been determined by the presence of 2 Declared Rare Flora species (*Hakea aculeata* and *Acacia ataxiphylloides magna*) and a Priority 1 Ecological Community (Wheatbelt Mottlecah (*Eucalyptus macrocarpa* subsp. *macrocarpa*) dominated heathland on deep white sands).

The fence will be supplied and installed as part of a DEC Caring for Our Country project which is looking to reduce the impacts of rabbits to regenerate threatened flora, communities and critical habitat in the Western Australian Wheatbelt. This project targets recovery actions for 35 threatened flora species (and one threatened community) from the national list of 180 species. The project will also involve monitoring the condition of the critical habitat to evaluate the benefits of rabbit control in the regeneration and recovery of the associated vegetation. The project is also likely to protect populations of an additional 22 EPBC-listed threatened flora species, and provide for the regeneration of surrounding critical habitat.

Please find attached a map indicating the approximate location of the fence line in question (Job 2), subject to Shire assessment.

Natasha Moore will be in contact soon in regard to a site visit with yourself, the fencing contractor, adjoining landholder and herself in the near future.

In the meantime if you have any enquiries please contact Natasha at the DEC office in Merredin on 90416006.

Yours sincerely,

Mark Moore  
Acting District Manager  
Central Wheatbelt District  
30 October 2012

CENTRAL WHEATBELT DISTRICT  
Phone: (08) 9041 6000  
Postal Address: PO Box 332 Merredin, Western Australia 6415  
[www.dec.wa.gov.au](http://www.dec.wa.gov.au)

## **COMMENT**

The DEC is seeking Council permission to erect the rabbit proof fence in the road reserve as near as possible to the road. The DEC project officer working on the project (Natasha Moore) has explained that a number of the threatened plants are in the bush section of the road reserve. The fence will be constructed in a location where it won't interfere with the Councils road maintenance operations. The sections of road are already flagged by yellow "hockey sticks" and actually fencing off the endangered plants will probably make it easier for Shire roads maintenance staff to maintain the drains and roadside because there will be a clear demarcation by the fences.

A site inspection will be carried out with the DEC staff, fencing contractor, CEO and Shire works staff so that agreement is reached on a satisfactory location for the fences.

A copy of the map mentioned in the letter is included in the agenda envelope.

## **FINANCIAL IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **STATUTORY IMPLICATIONS**

Nil

## **STRATEGIC PLAN IMPLICATIONS**

Nil

## **FUTURE PLAN IMPLICATIONS**

Nil

## **COMMUNITY CONSULTATION**

Nil

## **OFFICER'S RECOMMENDATION**

That Council grants approval to the Department of Environment and Conservation to install a rabbit proof fence along a portion of remnant vegetation on Kitto Roger Road subject to the CEO and Shire Works Supervisor being satisfied that the installation of the fence won't interfere with the road maintenance operations of the Shire or cause any detriment to the road.

Simple Majority Required

## **MIN 122/12 MOTION – MOVED Cr Uppill seconded Cr McCreery**

That Council grants approval to the Department of Environment and Conservation to install a rabbit proof fence along a portion of remnant vegetation on Kitto Rogers Road subject to the CEO and Shire Works Supervisor being satisfied that the installation of the fence won't interfere with the road maintenance operations of the Shire or cause any detriment to the road.

CARRIED 5/0

The meeting adjourned at 6.41 pm for a meal break.  
The meeting resumed at 7.30 pm.

**12. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**  
Nil

**13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

**MIN 123/12 MOTION – MOVED Cr Uppill seconded Cr Jefferies**

That items 13.1, 13.2, 13.3 and 13.4 be considered as business of an urgent business.

CARRIED 5/0

### **13.1 Employment of Apprentice Electrician (PERS-40)**

Author – Graham Stanley, CEO, 12<sup>th</sup> November 2012

#### **DECLARATION OF INTEREST**

Nil

#### **PREVIOUS REFERENCE**

Nil

#### **BACKGROUND**

Council's 2012-13 budget includes the following allowances related to the employment of an apprentice electrician:

Direct wages including overtime	\$22,357
Annual Leave	\$ 1,764
Leave Loading	\$ 309
Sick Leave	\$ 670
Allowances	\$ 840
Superannuation	\$ 2,836
Protective clothing	\$ 500
Training Expenses	\$ 7,000
Advertising	<u>\$ 500</u>
Total	\$36,776
Less Apprenticeship Subsidy	<u>(\$ 2,500)</u>
<b>Net Expenditure</b>	<b><u>\$ 34,226</u></b>

A private works charge of \$49.50 per hour including GST was set for the apprentice and income earned by the apprentice was budgeted to be \$34,200

#### **COMMENT**

The employment of an apprentice will be of great assistance to the electrician. It will help him to do his job much more efficiently. This will save the customer money as they will be paying a lower rate for the lesser skilled tasks that the electrician would normally have to do as part of a job that the apprentice would be capable of doing. Things such as loading and unloading equipment, digging and backfilling trenches and climbing up and down ladders, into and out of roof cavities trying to chase cables and fit conduit. The apprentice should be able to do a number of these tasks within a short time of commencing.

If a mature aged apprentice is employed that has had experience with either farm or earth moving machinery it should be possible for them to be trained to operate the excavator that the Shire has recently purchased and actually earn private works income at the rate of a fulltime employee.

Our electrician, John Greenwood, is a very experienced electrician and has good skills in imparting his knowledge with those that are interested and willing to learn. He would make an excellent teacher and it appears logical to take advantage of those skills and John's willingness to train others. By John training an apprentice we will be providing addition employment in Tammin and providing an improved service to the public as John will be able to complete jobs more quickly and move on to the next client.

Work continues to come in and we have only scratched the surface of doing regional work. Recently the Shire of Quairading engaged John at short notice and they have already had him back to do more work for them and it appears that this may be ongoing. It also appears that there is interest from the public of Quairading. So far we have done very little promotion of the electrical service and we are getting plenty of business through word of mouth and repeat business. If at any stage private work slows down we still have plenty of our own jobs to do that will see us through quiet times to the next busy period. Currently for this year Electrical Private Works expenses are \$17,796 and income is \$17,995 however John did a

tally up of work nearing completion that will be invoiced shortly and there is approximately \$7,000 of work to be invoiced.

Training an apprentice will provide a succession plan for when John eventually retires but also having an apprentice under John's supervision will help support a case to extend John's working visa when it expires. If for some reason we lose our electrician we are not bound to continue to employ the apprentice and the apprenticeship people would work actively to find a new placement for the apprentice.

#### **FINANCIAL IMPLICATIONS**

Employment of the apprentice electrician this year is virtually cost neutral. As the apprentice gains skills and experience in the later years of the apprenticeship they should actually provide a net benefit to the Shire.

#### **POLICY IMPLICATIONS**

Nil

#### **STATUTORY IMPLICATIONS**

Nil

#### **STRATEGIC PLAN IMPLICATIONS**

Consistent with Theme 4.1 "Identify opportunities to expand contracting for private works in order to increase revenue."

#### **COMMUNITY CONSULTATION**

Nil

#### **OFFICER'S RECOMMENDATION**

That Council agrees to employ an apprentice electrician, as budgeted, and that recruitment commences shortly to enable the apprenticeship to commence after the New Year return to work.

Simple Majority Required

Consideration of this item was deferred to a special meeting. The date of the special meeting is to be determined at the end of this council meeting.

## **13.2 Wheatbelt Catchment Alliance Project (ADM-51)**

Author – Graham Stanley, CEO, 15<sup>th</sup> November 2012

### **DECLARATION OF INTEREST**

Nil

### **PREVIOUS REFERENCE**

Nil

### **BACKGROUND**

Correspondence has been received from Max Hudson, chairman of the Wheatbelt Catchment Alliance Inc seeking Council support for a “Royalties for Regions” application that the Alliance is submitting to establish approximately 1,000 km of deep drains within the Wheatbelt Catchment Alliance area over a 6 year period. The purpose of the drains is to take discharge of saline water from farmland in the Wheatbelt. Individual farmers would pay the cost of having their properties connected to the drain and would pay an annual service fee for administration and maintenance costs and those who connect to the main drain would pay an annual access fee.

A desk top assessment of Shires most at risk from salinity will be identified and there will be a call for expressions of interest (EOI) to participate in the project. Approximately 8 Shires would be selected and would be eligible for investment of around \$2.5m each, within their shires. Those participating Shires would be required to contribute between \$3,000 and \$4,000 per annum towards administration of the project.

### **COMMENT**

Of 31 Shires written to 20 have supported the proposal, with only 3, so far, not supporting it and the remainder yet to decide. The proposal seeks to address what is known to be a major problem within the Wheatbelt. Initially the Alliance is seeking the Council’s support for their proposal and funding application to the State Government. Should it be approved then Council could decide whether it wants to submit an EOI and it would only be liable for the administration contribution if the EOI was successful and the investment was to occur in Tammin.

### **FINANCIAL IMPLICATIONS**

Nil initially. Possibly \$3,000 - \$4,000 per annum if Tammin is chosen as a Shire where the work is done.

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY IMPLICATIONS**

Nil

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil



**OFFICER'S RECOMMENDATION**

That Council agrees to support the Wheatbelt Catchment Alliance of WA (Inc) in their application to the State Government for Royalties for Regions funding to establish a network of deep drains within the Wheatbelt.

Simple Majority Required

**MIN 124/12 MOTION – MOVED Cr Uppill seconded Cr Greenwood**

That Council agrees to support the Wheatbelt Catchment Alliance of WA (Inc) in their application to the State Government for Royalties for Regions funding to establish network of deep drains within the Wheatbelt

CARRIED 5/0

# WHEATBELT CATCHMENT ALLIANCE of WA (Inc.)



Max Hudson  
Chairman,  
Wheatbelt Catchment Alliance of W.A. Inc.  
P.O. Box 34, Kalannie 6468  
Phone 08 96671021  
Email [hmhudson@reachnet.com.au](mailto:hmhudson@reachnet.com.au)

15<sup>th</sup> October 2012

Graham Stanley,  
CEO  
Tammin Shire Council,

Dear Graham,

I am writing to you as Chairperson of the Wheatbelt Catchment Alliance of W.A. Inc. (WCA) seeking a letter supporting the Wheatbelt Catchment Alliance Regional Drainage proposal which we will submit to Government.

## Background

Many farmers affected by the onset of secondary salinity in the Wheatbelt have become most concerned at the lack of Government support to address this major problem. During 2006 a series of public meetings were held throughout the Wheatbelt searching for a solution.

One of the outcomes from these meetings was that two delegates from each of the catchment regions shown on the map below were elected to make up a committee finally; the WCA was formed in July 2006.

The total area of interest of the WCA is roughly 9,000,000 hectares or around half of the total agricultural area of W.A. The Catchment Regions involved are Yarra Yarra, Mortlock, Yilgarn, Salt River, Lockhart and Dumbleyung, see map below

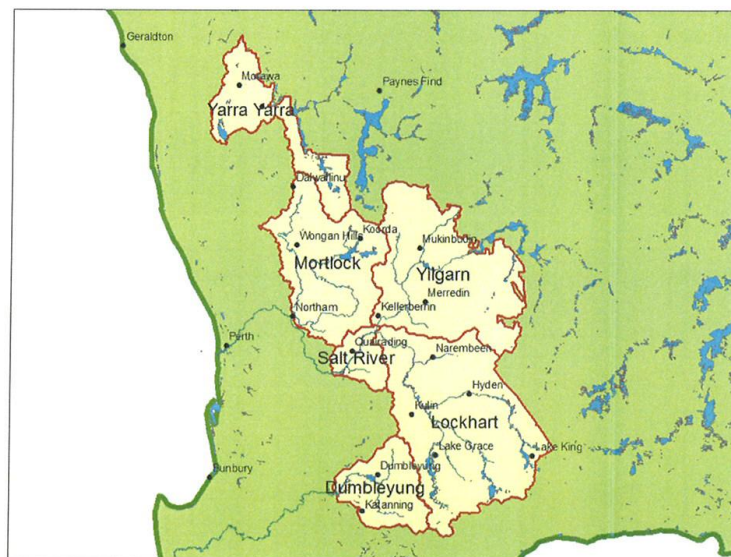


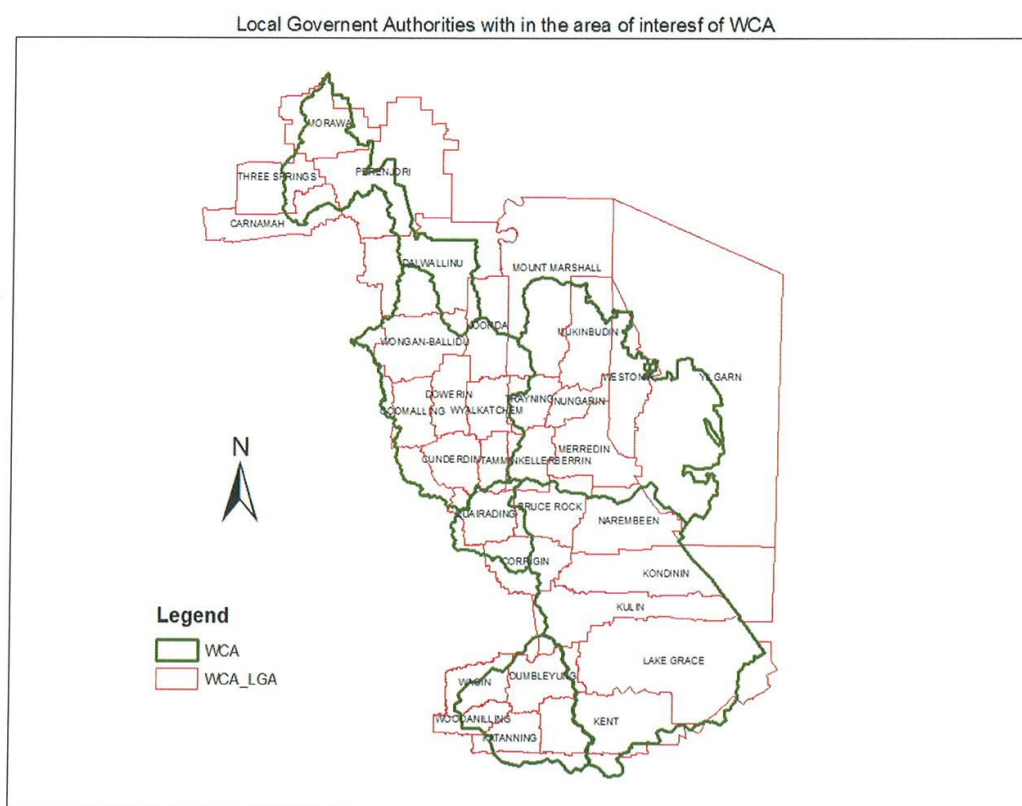
Fig 1.

### Approach to the Minister for Regional Development for financial support

The WCA committee have adopted a proactive approach to the salinity problem and at their 2008 AGM put forward a proposal to the Minister for Regional Development the Hon. Brendon Grylls requesting the Government to invest around \$27.5M of Royalties for Regions funding over five to six years to support a comprehensive regional drainage program to establish 1,000 km of deep drains within the WCA area of interest. The Minister agreed to consider our proposal if WCA were prepared to commission a consultant to compile the appropriate business case.

### Business Case Completed and presented to Minister

The business case has been completed and presented to the Minister who agrees that the project has merit and to progress it further he now requires letters of support from relevant stakeholders including the Shire Councils that could be involved in the project, the Wheatbelt and Mid West Development Commissions, the Department of Agriculture and food and the Ministers for Agriculture and Water Resources. The Shires within the WCA area of interest are depicted in the map below.



**Fig.2**

### The majority of Shires support the project

To meet our commitment to the Minister WCA have written to each of the 31 shires within the WCA area of interest requesting letters of support for the implementation of the project. We have received 20 positive responses to date, including – Cunderdin, Quairading, Kulin, Corrigin, Goomalling, Koorda, Narembreen, Mukinbudin, Dowerin, Westonia, Merriden etc.

**The Department of Agriculture and Food support the project and so do the Mid West and Wheatbelt Development Commissions.**

**WCA have met with Mr. John Ruprecht , Executive Director of Agriculture Resource Risk Management who is acting on behalf of the Director General to establish the guidelines for the project.**

**Resolutions coming from the meeting were:**

- That the Director General would approve the implementation of the project provided that it was conducted under 3 staged approach
- That WCA should prepare a submission to the Wheatbelt Development Commission for Royalties for Regions funding for Stage 1 of the project
- That WCA should approach CSIRO to conduct an independent assessment of the major drainage projects funded by the National Action Plan for Salinity conducted by the Yarra Yarra and by Government. Information taken from these projects will be used to establish best practice for the proposed WCA initiative and that recommendations coming from this assessment ensure that those practices are supported by engineering practice and pre requisite evidence. This will constitute stage 1a of the project. Subject to the assessment meeting these criteria then implementation of the project will be recommended for funding.
- That WCA should conduct a desk top study to assess and prioritise Wheatbelt Sub Catchments to determine those Sub Catchments suitable for further on ground assessment to be determined by the Steering Committee". This will constitute stage 1b of the project
- Phase two shall encompass on ground assessment, detailed design and environmental assessment as per the Policy Framework for Inland Drainage"
- WCA will convene a meeting with appropriate Government Agencies with a view to forming a Steering Committee for the implementation of phase 1."

#### **Stage 1b of the project – Desk top assessment**

This process will identify which Shires are at greatest risk to salinity and call for expressions of interest from those Shires that wish to be involved in the project .There will be \$18m to be invested in the Yilgarn, Lockhart, Dumbleyung, Mortlock and Salt River Catchment Regions. We would suggest that perhaps 8 Shires from the above Catchment Regions may be prepared to be involved in the program each of which would be eligible for investment in their Shire of \$2.25m to give a ball park figure.

Those Shires that become participants in the programme will be required to contribute towards the administration costs which is estimated will be somewhere between \$3,000 and \$4,000 per annum.

#### **Three tier system of drainage networks.**

Using topographical geographical information Government Agencies responsible for water management have Identified with some accuracy a multitude of sub -catchments that make up the State's land mass.

These sub catchments have been allocated numbers for identification purposes. (see **Fig.5**).Each sub catchment contains it's own streamline network which contribute to larger networks For management purposes WCA have used these Sub catchments to collectively form larger secondary catchments or "Zones" that can be closely aligned to Shire boundaries. These secondary Catchments collectively make up Catchment Regions of Yarra Yarra, Mortlock, Yilgarn, Salt River, Lockhart and Dumbleyung. **Fig.3** and contain the main river systems for the Wheatbelt. It can clearly be seen in Fig.5 that each order of catchment contains it's own drainage network.

The application of this three tier system to interrogate the extent of salinity can help to prioritise the Shires that are in most need of Government assistance to rectify the problem.

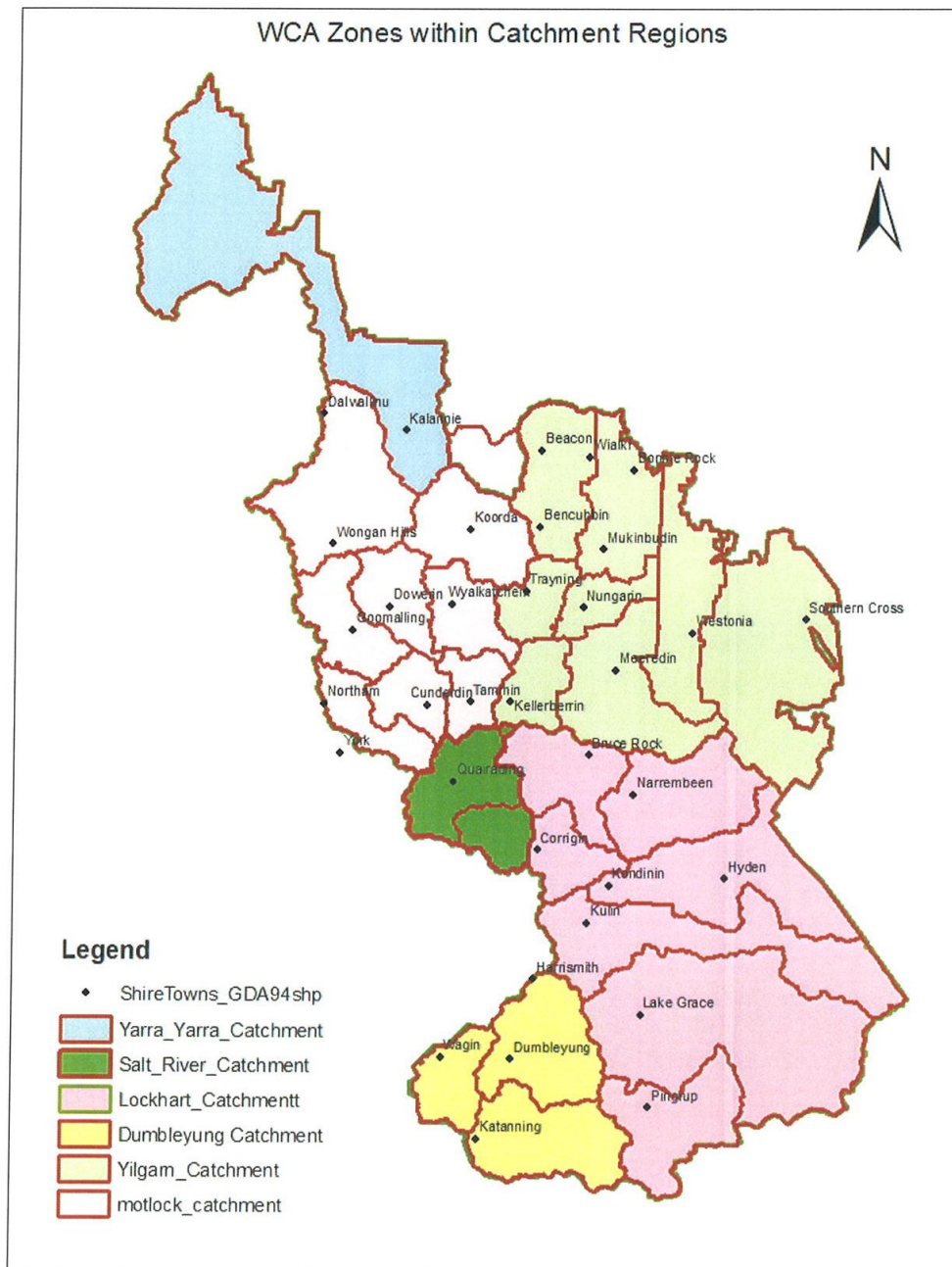
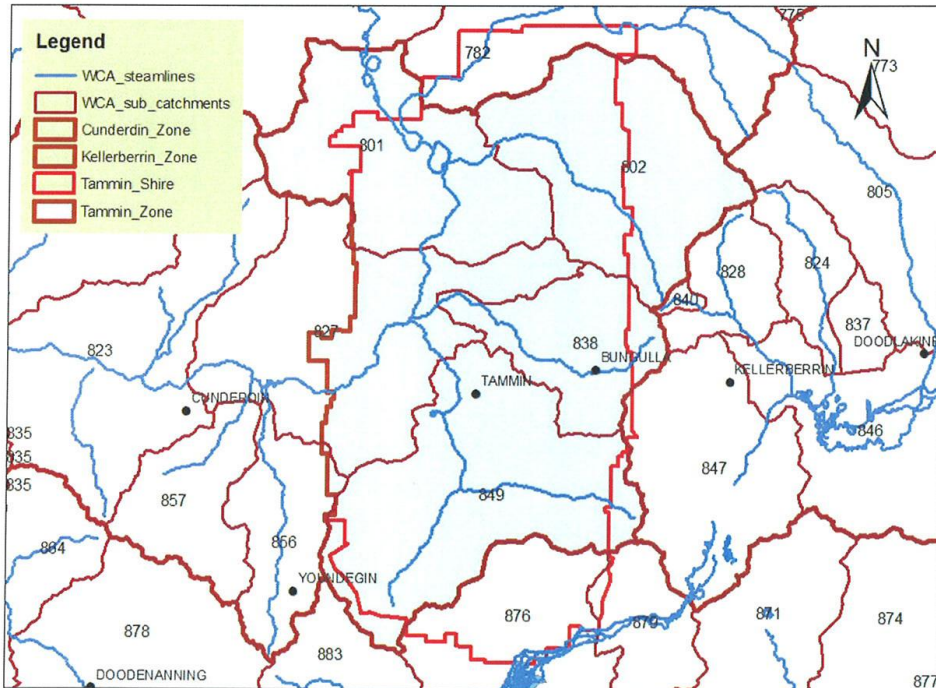


Fig.3

WCA Sub Catchments amalgamated to form  
Catchment Management Zones closely aligned to Shire boundaries



There are 4 Sub catchments making up the Tammin Zone - plus part of Sub catchment 827 the responsibility of which is Shared with the Cunderdin Zone



**Fig.5**

The map above shows the suggested catchment Zone of Tammin formed by 4 sub-catchments plus part of sub-catchment 827 . The boundaries of these Zones can be negotiated but it is essential that they adhere to sub catchment boundaries in the main so that control of the overland flows feeding the streamlines within catchments can be managed. In this map the Shire boundary is overlaying the Catchment Zone.

**The model for the proposal is based on the Yarra Yarra Pilot Project**

The WCA proposal to establish 1000 km of arterial drains within the Catchment Regions outlined above is based on the successful Yarra Yarra pilot project which has established over 100 km of arterial drains in the Yarra Yarra Catchment Region which comes within the jurisdiction of the Mid West Development Commission. The construction, administration, monitoring and governance of this project was funded by the National Action Plan for Salinity and Water Quality to the extent of close to \$3M. The project took 3 years to complete.

The new proposal is requesting \$27.5M of Royalties for Region funds to be invested in arterial drainage networks throughout the Wheatbelt which includes an investment of \$2M to extend the Yarra Yarra Regional Drainage Program

### **Concept of arterial drainage**

The concept of arterial drainage is that public funds are requested from Governments to establish arterial drains within selected catchments that will provide a conduit for farmers affected by secondary salinity who would not otherwise have access to safe disposal sites. Many of the worst areas of degradation can be high up in the valley floors. Once the arterial drain is established then individual farmers have the opportunity to connect into this public facility in their own time and at their own cost. Farmers whose land receives benefit from the public drain pay an annual service fee for administration and maintenance costs and those who connect into the main drain pay an annual access fee.

### **Governance**

These drainage networks will come under the administration of a specially appointed management authority established precisely for that purpose. Because of the large sums of money involved (27.5m ) a body of statutory standing is required to meet the necessary accountability, perpetuity and regulatory process.

In the case of the Yarra Yarra Catchment the Yarra Yarra Catchment Regional Council (Local Government Authority) is the governing body, councillors of which are delegates nominated by participating Shire Councils in the region.

WCA consider the most simple and effective form of Governance would be to amalgamate the Shires that make up the Yarra Yarra Catchment Regional Council with other Shires in the WCA area who are willing to participate in the program, forming a greater Wheatbelt Catchments Council. The WCA committee consider that around 10 to 12 Shires (including the existing Yarra Yarra Shires) would be a good working number to create a sustainable organisation at a reasonable cost of around \$3,000 -\$4,000 per annum. to each of the new participation Shires.

### **The most appropriate form of Governance will be open to negotiation**

The WCA are convinced that the Shires in the WCA Region should have a strong voice in the administration of this ambitious and far reaching project and consider that the formation of a Regional Local Government involving the participating Shires would be the most equitable way to go, with one councillor from each participating Shire sitting on the Council.

However during Phase 1 of the project the Governance issue will be widely debated and other appropriate forms of governance will be considered.

The Governing body would appoint a CEO who would be responsible for the Project Manger and staff under that person.

### **Previous support from Shires**

In February 2010 The WCA wrote to 16 Shires that were considered most likely be impacted by the proposed plan asking for contributions towards matching funds to support our application to WDC to prepare the business case.

The following Shires, organisations and businesses responded to our request contributing a total of \$21,800.

The Shires of: Dumbleyung; Corrigin; Kondinin; Merredin; Koorda; Perenjori, and Morawa.

Businesses: Landmark, One Steel, and Lyon Earthmoving.

Organisations: Yarra Yarra Catchment Management Group

The Tammin Shire is in the Mortlock Catchment Region and your delegates on the WCA committee are:

7



Norm Henning : Ph.96311149  
m. 0429311149  
Kingsley Roach : 96621022

I will attach a copy of the executive summary of the business case to this email for your perusal and **also a form for you to sign and return to the address on the letter head if you support the concept of our proposal.**

A full copy of the business case is available on request.

Yours sincerely,

Max Hudson,

Chairperson of the Wheatbelt Catchment Alliance of W.A. Inc.  
Phone 96671021  
Email [hmhudson@reachnet.com.au](mailto:hmhudson@reachnet.com.au)

**FUNDING REQUIREMENTS**

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
<b>Assessment Desk top and on ground plus monitoring</b>						
Project manager (0.5 FTE)	50,000	50,000	50,000	50,000	50,000	
Environmental scientist (1 FTE)	82,000	82,000	82,000	82,000	82,000	
Field worker (1 FTE)	62,500	62,500	62,500	62,500	62,500	
IT officer data manager (0.6)	41,500	41,500	41,500	41,500	41,500	
YY data analysis	140,000					
<b>Capital costs over 2yrs</b>						
Drilling and casing 2,600 obs. bores	150,000	150,000				
Excavating 500 obs. pits	25,000	25,000				
Surveyor and design consultant	50,000	50,000	50,000	50,000	50,000	
<b>Operating expenses</b>						
Vehicle lease, Communications, workers comp etc.	100,000	100,000	100,000	100,000	100,000	
<b>Total</b>	<b>701,000</b>	<b>561,000</b>	<b>386,000</b>	<b>386,000</b>	<b>386,000</b>	<b>2,420,000</b>
<b>Governance</b>						
CEO (0.5 FTE) half contribution	26,000	26,000	26,000	26,000	26,000	
Council members attendance fees, travel and expenses	4,000	4,000	4,000	4,000	4,000	
Operating costs.	20,000	20,000	20,000	20,000	20,000	
<b>Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>
<b>Project administration</b>						
Project manager (0.5 FTE)	50,000	50,000	50,000	50,000	50,000	
Accountant (0.6 FTE)	45,000	45,000	45,000	45,000	45,000	
Operating costs.	50,000	50,000	50,000	50,000	50,000	
<b>Total</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>	<b>725,000</b>
<b>Totals to carry forward</b>	<b>896,000</b>	<b>756,000</b>	<b>581,000</b>	<b>581,000</b>	<b>581,000</b>	<b>3,395,000</b>

<b>Capital works</b>	100 km	150 km	220 km	210	200 km	120 km	
Drain Construction	1,850,000	2,775,000	4,070,000	3,885,000	3,700,000	2,220,000	18,500,000
Contingency 12.5%	231,250	346875	508750	485625	462500	277,500	2,312,500
Fencing (12.5% contingency included)	325,000	487,500	715,000	682,500	650,000	390,000	3,250,000
<b>Capital works Total</b>	<b>2,406,250</b>	<b>3,609,375</b>	<b>5,293,750</b>	<b>5,053,125</b>	<b>4,812,500</b>	<b>2,887,500</b>	<b>24,062,500</b>
<b>Annual costs brought forward</b>	<b>896,000</b>	<b>756,000</b>	<b>581,000</b>	<b>581,000</b>	<b>581,000</b>		<b>3,395,000</b>
<b>Grand total</b>	<b>3,302,250</b>	<b>4,365,375</b>	<b>5,874,750</b>	<b>5,634,125</b>	<b>5,393,500</b>	<b>2,887,500</b>	<b>27,457,500</b>

In year six the total revenue from Shire contributions service fees and private drain access fees is forecast to be \$576,563 which leaves a surplus of \$61,419 (Refer to business case financial analysis)

### **13.3 Tammin to Cunderdin Adventure Run (PUB-03)**

Author – Graham Stanley, CEO, 15<sup>th</sup> November 2012

#### **DECLARATION OF INTEREST**

Nil

#### **PREVIOUS REFERENCE**

Item 11.4 – 18 October 2012

#### **BACKGROUND**

At last month's Council meeting Council gave approval to Andrea Myers of Quairading to conduct the Tammin to Cunderdin Adventure Run within the Tammin Shire and offered the assistance of the Community Development Officer to promote the event and liaise with the organisers to ensure the smooth running of the event. Ms Myers has now written to Council seeking a cash contribution from the Shire towards the traffic management of the event. A copy of her letter and the event budget are attached to this report.

#### **COMMENT**

This request has come in rather late in the process. Traffic management is important to ensure the safety of the participants. The organiser has put a lot of effort into the planning of this event however the timing, December 30, is questioned. Council has made no specific allowance in the budget for this event and if Council was to approve the funding request in part or whole it could possibly come out of the area promotion budget.

#### **FINANCIAL IMPLICATIONS**

Up to \$1,000

#### **POLICY IMPLICATIONS**

All requests for donations will be decided by Council.

#### **STATUTORY IMPLICATIONS**

Nil

#### **STRATEGIC PLAN IMPLICATIONS**

Nil

#### **FUTURE PLAN IMPLICATIONS**

Nil

#### **COMMUNITY CONSULTATION**

Nil

#### **OFFICER'S RECOMMENDATION**

That Council gives consideration to the request for a funding contribution towards the traffic management costs for the Tammin to Cunderdin Adventure Run.

Simple Majority Required

This item was discussed and no member was prepared to move a motion in favour of making a contribution to the costs.

#### **13.4 Caravan Park and Streetscape Committee Meeting and Special Meeting of Council**

In order to meet funding timeframes the Caravan Park and Streetscape Committee needs to meet to discuss the proposal from Brighthouse and give a recommendation to Council so that Council may consider it and make a decision on how to proceed. Council also indicated that it wanted to consider the report on the employment of an apprentice electrician at a special meeting. Council also indicated that it wished to consider a report on the management of the Tammin Waste Facility. A date needs to be set for the Committee and Special Meetings.

Council discussed dates and times and the following was moved:

##### **MIN 125/12 MOTION – MOVED Cr Uppill seconded Cr Jefferies**

That a Caravan Park and Streetscape committee meeting be held 5.30pm Tuesday 27th November 2012 and that a special meeting of Council to discuss:

1. Employment of Apprentice Electrician
2. Management of Tammin Waste Facility
3. Matters arising from the Caravan Park and Streetscape committee.

be held in the Council Chambers commencing at 6.30pm on Tuesday 27th November 2012.

CARRIED 5/0

#### **14. CLOSURE OF MEETING**

There being no further business the President closed the meeting at 9.20 pm.

Tabled before the Ordinary Council Meeting on 20 December 2012.

Cr S Uppill, President

## PAYMENTS LIST OCTOBER 2012

Date	Reference	Supplier Name	Details	Amount
<b>Cheque Payments</b>				
02/10/2012	5615	Shire of Tammin	VOID: Incorrect amount from Trelis	
02/10/2012	5616	Shire of Tammin	Registration new TN4 until 30/06/2012	207.85
03/10/2012	5617	Synergy	Electricity 19/07 - 12/09/2012	162.70
04/10/2012	5618	F-111 Engineering Pty Ltd	Rims TN2203	176.00
09/10/2012	5619	Abbott & Co Printers	Shire envelopes & letterhead paper	1,071.40
09/10/2012	5620	Bandicoot Express Account	Advertising - "What a man's gotta do" - show	20.00
09/10/2012	5621	Bunnings	Electrician - materials, & tools, paint brushes, spray pack,	993.74
09/10/2012	5622	Conplant Pty Ltd	Windows TN205	662.76
09/10/2012	5623	Courier Australia	Freight	167.22
09/10/2012	5624	Cunderdin Farmers Co-operative Co Ltd	ASC - fruit, refreshments Council & staff BBQ	428.17
09/10/2012	5625	Dominic Carbone & Associates	Consultant fees - budget preparation	7,474.50
09/10/2012	5626	Goodfields Quality Meats	Meat for councillor & staff BBQ	164.00
09/10/2012	5627	Kellerberrin Pipeline Newsletter	Advertising "The Kingswood & I"	17.00
09/10/2012	5628	Shire of Kellerberrin	Street sweeping Tammin town site	1,200.00
09/10/2012	5629	Landgate	Valuation expenses	34.95
09/10/2012	5630	LGIS Insurance Broking	Salary continuance insurance 2012/13	45.28
09/10/2012	5631	LGIS Risk Management	OHS audits & advisory service program	1,289.20
09/10/2012	5632	Metro Count	Repair of one Metro Counter	204.60
09/10/2012	5633	Mitre 10 Solutions	12 Russell St - landscaping supplies	664.69
09/10/2012	5634	Officeworks	Stationery	127.37
09/10/2012	5635	Perfect Computer Solutions Pty Ltd	Computer maintenance	542.50
09/10/2012	5636	Radio West	Area & event promotion	770.00
09/10/2012	5637	Shed Trade	6 Russell & oval roof repairs	2,200.00
09/10/2012	5638	Shire of York	Health, building & ranger services	1,647.98
09/10/2012	5639	Sunny Sign Company Pty Ltd	Franklin Rd sign	59.69
09/10/2012	5640	Shire of Tammin	Petty cash recoup: parking expenses CEO & CDO, refreshments at training AO & SFO, change of plates TN4	166.25
09/10/2012	5641	Tammin Bowling Club Inc	Community grant 2012 green keeper wages	20,000.00
09/10/2012	5642	Tammin Hardware	Weed kill, hose connector, retic parts, rake, tape measure	58.75
09/10/2012	5643	Tammin Post Office	Stationery	171.70
09/10/2012	5644	Telstra	Internet wireless CEO 22/08/12 - 21/09/12 Internet library 18/08 - 17/09/12 CEO, WS & E mobile 18/08 - 17/09/12	144.03
09/10/2012	5645	The Online Shopping Co.	Paper table cloth	107.80
09/10/2012	5646	WA Hino Sales & Services	Lens lamp TN15 & freight	172.06
09/10/2012	5647	Award Shade & Shelter	Portable shade shelter	1,791.35
15/10/2012	5648	Eastern Hills Saws & Mowers Pty Ltd	Bump feeds for w- snipper	81.00
15/10/2012	5649	Electrical Distributers of WA Pty Ltd	Electrician - supplies & material EW jobs	2,501.55
15/10/2012	5650	Gull Tammin Roadhouse	October 2012 - catering, drinks, papers	510.12
15/10/2012	5651	Kellerberrin Tyre Service	Removal & fitting tyre TN2203 Battery TN SS cox mower	155.00
15/10/2012	5652	Synergy	Electricity 27/07 - 24/09/2012	4,225.35
15/10/2012	5653	Shire of Tammin	Plate change TN1	24.00
15/10/2012	5654	Shire of Tammin	Registration new TN1	239.60
15/10/2012	5655	BT Business Super	Superannuation	115.66
15/10/2012	5656	BT Lifetime - Personal Super	Superannuation	145.52
15/10/2012	5657	Child Support Agency	Child support deduction	140.86
15/10/2012	5658	Colonial First State	Superannuation	110.26
15/10/2012	5659	Colonial Mutual	Superannuation	182.29
15/10/2012	5660	Concept One Superannuation Plan	Superannuation	47.77
15/10/2012	5661	Hostplus - Super	Superannuation	77.80
15/10/2012	5662	LGRCEU	Union fee	58.20
15/10/2012	5663	The Industry Superannuation Fund	Superannuation	99.86
15/10/2012	5664	WALG Superannuation	Superannuation	2,697.25
15/10/2012	5671	FESA	ESL September 2012	3,975.25
16/10/2012	5665	City & Regional Waste Management	Waste management	2,825.20
16/10/2012	5666	Australia Post	Postage & freight	245.85
16/10/2012	5667	DKT Rural Agencies	Garden hose & coupler, disposable gloves Oval - BBQ ignitor & wipeout	283.40
16/10/2012	5668	Synergy	Electricity 28/07 - 24/09/2012	1,751.90
16/10/2012	5669	Telstra	Telephone & internet 23/08 - 22/09/12	767.45

17/10/2012	5670	MM Electrical Merchandising	Electrician - supplies & material EW jobs	1,610.23
24/10/2012	5673	BT Business Super	Superannuation	116.63
24/10/2012	5674	BT Lifetime - Personal Super	Superannuation	63.35
24/10/2012	5675	Child Support Agency	Child support deduction	140.86
24/10/2012	5676	Colonial First State	Superannuation	101.81
24/10/2012	5677	Colonial Mutual	Superannuation	182.29
24/10/2012	5678	Concept One Superannuation Plan	Superannuation	75.47
24/10/2012	5679	Hostplus - Super	Superannuation	48.52
24/10/2012	5680	LGRCEU	Union fee	58.20
24/10/2012	5681	Prime Super	Superannuation	82.51
24/10/2012	5682	The Industry Superannuation Fund	Superannuation	99.86
24/10/2012	5683	WALG Superannuation	Superannuation	2,754.11
29/10/2012	5684	BD Nock	Refund of Overpayment of Rates	71.50
29/10/2012	5685	KP Mozgova	Refund of Overpayment of Rates	291.50
29/10/2012	5686	TJ Marinich	Refund of Overpayment of Rates	20.30
29/10/2012	5687	CT Dean	Refund of Overpayment of Rates	33.40
31/10/2012	5737	WALG Superannuation	Superannuation	97.00
31/10/2012	5738	Australian Taxation Office	October 2012 BAS	5,148.00
			<b>Sub-total</b>	<b>75,200.22</b>
<b>Direct Debit payments</b>				
02/10/2012	Debit	Western Australian Treasury Corporation	Loan repayments	7,879.25
02/10/2012	Debit	Commonwealth Bank of Australia	CBA Merchant Fee	63.61
03/10/2012	Debit	Commonwealth Bank of Australia	EFTPOS Fee	64.61
12/10/2012	Debit	Shacks Holden	Trade in TN1 for new Holden Caprice	1,600.00
18/10/2012	Debit	Motorcharge Limited	Fuel & oils	7,517.28
26/10/2012	Debit	Western Australian Treasury Corporation	Loan repayments	8,349.95
			<b>Sub-total</b>	<b>25,474.70</b>
<b>Licensing Transfer</b>				
02/10/2012	J5314	Department of Transport	Licensing 02/10/2012	326.85
03/10/2012	J5317	Department of Transport	Licensing 03/10/2012	829.90
04/10/2012	J5318	Department of Transport	Licensing 04/10/2012	342.30
08/10/2012	J5319	Department of Transport	Licensing 08/10/2012	117.80
09/10/2012	J5325	Department of Transport	Licensing 09/10/2012	38.20
10/10/2012	J5327	Department of Transport	Licensing 10/10/2012	159.55
11/10/2012	J5328	Department of Transport	Licensing 11/10/2012	503.00
12/10/2012	J5330	Department of Transport	Licensing 12/10/2012	684.40
15/10/2012	J5341	Department of Transport	Licensing 15/10/2012	108.90
16/10/2012	J5342	Department of Transport	Licensing 16/10/2012	388.60
17/10/2012	J5343	Department of Transport	Licensing 17/10/2012	518.70
18/10/2012	J5344	Department of Transport	Licensing 18/10/2012	21.00
19/10/2012	J5345	Department of Transport	Licensing 19/10/2012	235.75
22/10/2012	J5346	Department of Transport	Licensing 22/10/2012	814.90
23/10/2012	J5347	Department of Transport	Licensing 23/10/2012	730.85
24/10/2012	J5348	Department of Transport	Licensing 24/10/2012	944.15
25/10/2012	J5349	Department of Transport	Licensing 25/10/2012	920.15
26/10/2012	J5350	Department of Transport	Licensing 26/10/2012	49.50
29/10/2012	J5354	Department of Transport	Licensing 29/10/2012	200.90
30/10/2012	J5356	Department of Transport	Licensing 30/10/2012	152.55
31/10/2012	J5360	Department of Transport	Licensing 31/10/2012	87.90
			<b>Sub-total</b>	<b>8,175.85</b>
<b>Bank Fees</b>				
15/10/2012	Debit	National Australia Bank	NAB Connect Fee	51.15
31/10/2012	J5367	National Australia Bank	Account Fees for October 12 for DPI Account	20.00
31/10/2012	J5368	National Australia Bank	Account Fees for October 12 for Trust Account	20.00
31/10/2012	J5369	National Australia Bank	Account Fees for October 12 for Muni Account	124.40
			<b>Sub-total</b>	<b>215.55</b>

VISA Payments				
04/10/2012	VISA	1stChoice Liquor Superstore	Refreshments Council	168.84
04/10/2012	VISA	Actrol	Electrician - supplies & material EW jobs	698.70
04/10/2012	VISA	Aussie Candle Supplies	Holiday program - arts & crafts supplies	109.86
04/10/2012	VISA	Coles Supermarkets	Holiday program supplies	239.27
04/10/2012	VISA	Crystal tie die	Holiday program - tie die kit	99.50
04/10/2012	VISA	Dan Murphy's	Refreshments Council	57.98
04/10/2012	VISA	National Australia Bank	Visa Monthly Fee	9.00
04/10/2012	VISA	Shacks Holden	Service TN1	460.85
04/10/2012	VISA	Westnet	Internet depot	159.40
04/10/2012	VISA	Woolworths	Holiday Programmes Supplies	18.23
			<b>Sub-total</b>	<b>2,021.63</b>
EFT Payments				
09/10/2012		Shire of Tammin	Salaries & wages	21,328.83
23/10/2012		Shire of Tammin	Salaries & wages	22,045.79
			<b>Sub-total</b>	<b>43,374.62</b>
			<b>Total</b>	<b>154,462.57</b>