

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

The Shire President Cr Uppill declared the meeting open at 2.00pm and welcomed new councillors, Cr Donald Thomson and Cr Pat Bell and Mr Stephen Jefferies JP, who was present for the swearing in of the new Councillors, to the meeting. Cr Uppill mentioned that Cr Thomson and Cr Bell had been sworn in immediately prior to the commencement of the council meeting.

1.1 **ELECTION OF DEPUTY PRESIDENT**

Under Section 7 of Schedule 2.3 of the Local Government Act 1995 the election of a Deputy President is to be the first item of Business at the first Council meeting after a vacancy in the office has occurred. With the resignation of Mr Stephen Jefferies as Councillor effective from 30th November 2012 the position of Deputy President is vacant. The Act says the following in relation to the election of a Deputy President:

8. *How deputy mayor or deputy president is elected*

- (1) *The council is to elect a councillor (other than the mayor or president) to fill the office.*
- (2) *The election is to be conducted in accordance with the procedure prescribed by the mayor or president, or if he or she is not present, by the CEO.*
- (3) *Nominations for the office are to be given to the person conducting the election in writing before the meeting or during the meeting before the close of nominations.*
- (3a) *Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.*
- (4) *If a councillor is nominated by another councillor the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that he or she is willing to be nominated for the office.*
- (5) *The council members are to vote on the matter by secret ballot as if they were electors voting at an election.*
- (6) *Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.*
- (7) *As soon as is practicable after the result of the election is known, the person conducting the election is to declare and give notice of the result in accordance with regulations, if any.*

A nomination form has been circulated and at the commencement of this item the President will notify members of any nominations received prior to calling for final nominations. Should more than one nomination be received the President will conduct a secret ballot for the position.

Once the election has been completed the new Deputy President will be sworn in, witnessed by Mr Stephen Jefferies JP.

Cr Uppill advised the meeting that he had one nomination for the position of Deputy President being Cr Carol Crane who he had nominated Cr Crane advised that she was willing to accept the nomination. Cr Uppill then called for further nominations. There being none he declared Cr Crane elected as Deputy President. Cr Crane then made the declaration of office witnessed by Mr Stephen Jefferies JP.

1.2 FILLING OF COMMITTEE AND OTHER VACANCIES

Due to the resignation of Councillors the following vacancies have been created on Council Committees and Delegates to other organisations:

Audit Committee – Members Cr Uppill, Cr Greenwood, vacancy due Cr Stokes' retirement.

Housing Design Committee – Members Cr McCreery, Cr Greenwood, vacancy due to Cr Jefferies retirement.

Kellerberrin Regional Road Sub Group Delegate Cr Uppill, Deputy Delegate vacancy due to Cr Stokes' retirement.

SEARTG & SEAVROC Boards require Deputy to Cr Uppill (usually Deputy President)

WALGA Gt Eastern Zone requires a Deputy to Cr Uppill (usually Deputy President)

Be-Active / Wheatbelt Sports Committee – replacement for Cr Stokes.

STAFF RECOMMENDATION

That Council appoints Committee members and delegates to represent the Shire of Tammin until the next ordinary election in October 2013

Simple Majority Required

Note: if any of the positions are contested the ballot will be by a show of hands. Each Councillor is entitled to be a member of at least one Council Committee.

MIN 129/12 MOTION – MOVED Cr McCreery seconded Cr Greenwood

That Council appoints Committee members and delegates to represent the Shire of Tammin until the next ordinary election in October 2013 as follows:

Audit Committee - Members Cr Uppill, Cr Greenwood, Cr Thomson

Housing Design Committee - Members Cr McCreery, Cr Greenwood, Cr Bell

Kellerberrin Regional Road Sub Group Delegate - Cr Uppill, Cr Greenwood

SEARTG and SEAVROC Boards Cr Uppill, Deputy Cr Crane

WALGA Gt. Eastern Zone, Cr Uppill, Deputy Cr Crane

Be-Active/Wheatbelt Sports Committee - Cr Thomson

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

ATTENDANCE

Cr S.A. Uppill	President	
Cr Carol Crane	Deputy President	
Cr M.D. Greenwood	Member	
Cr C.A. Crane	Member	
Cr D.M. McCreery	Member	
Cr D. Thomson	Member	
Cr P Bell	Member	
Graham Stanley	Chief Executive Officer	
Mr Stephen Jefferies	JP	2.00pm - 2.07pm
Mr Dominic Carbone	Consultant	3.55pm – 7.01pm

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

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. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting Minutes – 15 November 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 15 November 2012 be confirmed as a true and correct record.

Simple Majority Required

MIN 130/12 MOTION – Moved Cr Uppill seconded Cr Bell

That the minutes of the Ordinary Council meeting held on 15 November 2012 be confirmed as a true and correct record.

CARRIED 5/1

7.2 Special Council Meeting Minutes – 27 November 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 27 November 2012, be confirmed as a true and correct record.

Simple Majority Required

MIN 131/12 MOTION – Moved Cr Crane seconded Cr McCreery

That the minutes of the Special Council meeting held on 27 November 2012, be confirmed as a true and correct record.

CARRIED 5/1

It was requested that the Tennis court fence be discussed as urgent business prior to the end of the meeting.

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 – 27 Nov 2012

BACKGROUND

A meeting of the Caravan Park and Streetscape Committee was held on 27th November, immediately prior to the Special meeting of Council held that night. Whilst one recommendation arising from that meeting was put to and adopted by Council a copy of the minutes of the Committee meeting weren't available at the Special Meeting. A copy of the minutes of the Committee is now submitted for Council's information.

STAFF RECOMMENDATION

That the minutes of the Caravan Park and Streetscape Committee meeting held on 27 November 2012, be received.

Simple Majority Required

MIN 132/12 MOTION – MOVED Cr Uppill seconded Cr Greenwood

That the minutes of the Caravan Park and Streetscape Committee meeting held on 27 November 2012, be received.

CARRIED 6/0

Cr Crane reported that just prior to the Council meeting the Caravan Park and Streetscape Committee members and Jenny Gemund CDO had a look at the Booth street end of proposed site. Further discussion is required on the need for and style of a fence for the site that has been suggested for the eastern end of the proposed caravan park. The members of the committee are planning a road trip for 9th January to Morawa, Perenjori, Dalwallinu and Mukinbudin to look at streetscape and caravan park ideas. CDO Jenny Gemund will attend this trip in the place of David Goulden who will be away on annual leave.

10.2 President's Report

Cr Uppill reported harvest impacted on his report.

Attended RTG board meeting with CEO at Quairading on the 11th December.
Discussion on the revised RBP for 4 council amalgamation.

SEAVROC meeting was held in the afternoon on the 11th December, discussion on the membership future of Brookton.

WDC CEO in attendance Wendy Newman, discussion on regional funding in the future.

Population and economic development will be key drivers.

2013/ 2014 will see a need for more thought and planning, linkages are needed to be addressed within the region.

SEAVROC members have agreed to contribute each \$5000 for a study similar to 11Lga's in WEROC and NEWROC to identify shortfalls in age care in the Wheatbelt.

It will provide an oversight on the whole of region aged care.

10.3 Seniors Meeting

Cr Crane reported Seniors meeting

The care alarms arrived, Bruce Armstrong has volunteered to help set them up.

Would like to be involved in planning garden across from the Bowling Club

The want clarification of the roles of the Residents and the Roles of the Shire in relation to the maintenance of gardens at the Village.

10.4 HACC and LHAG (Local Health Advisory Group)meeting at Cunderdin (MPS)

15 People attend HACC community information meeting in Tammin. It was a worthwhile exercise and they plan to hold meetings every 3 months rotating between Tammin and Meckering.

The LHAG meeting saw a very strong turnout with Tammin well represented. Meals on Wheels are looking for volunteers - require police clearance and working with children clearance.

11. AGENDA ITEMS

11.1 List of Payments November 2012 (FIN-05)

Author – Jenny Gemund, Admin Officer, 14 December 2012 Interest – Nil

BACKGROUND

Accounts paid for November 2012 is listed totalling:

Cheque numbers	5688 - 5792 (- 5737 & 5738)*	\$237,636.21
Direct debit payments	01.11. – 30.11.2012	\$5,960.93
Licensing transfers	01.11. – 30.11.2012	\$10,560.40
Bank fees	01.11. – 30.11.2012	\$208.70
VISA payments	01.11. – 30.11.2012	\$222.57
EFT payments	01.11. – 30.11.2012	\$39,556.12
Total payments	01.11. – 30.11.2012	\$294,144.93

* Cheque 5737 and 5738 were included in October's payments list.

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 November 2012 as follows:

Cheque numbers	5688 - 5792 (- 5737 & 5738)*	\$237,636.21
Direct debit payments	01.11. – 30.11.2012	\$5,960.93
Licensing transfers	01.11. – 30.11.2012	\$10,560.40
Bank fees	01.11. – 30.11.2012	\$208.70
VISA payments	01.11. – 30.11.2012	\$222.57
EFT payments	01.11. – 30.11.2012	\$39,556.12
Total payments	01.11. – 30.11.2012	\$294,144.93

* Cheque 5737 and 5738 were included in October's payments list.

be endorsed.

Simple Majority Required

MIN 133/12 MOTION – MOVED Cr Thomson seconded Cr Bell

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

Cheque numbers	5688 - 5792 (- 5737 & 5738)*	\$237,636.21
Direct debit payments	01.11. – 30.11.2012	\$5,960.93
Licensing transfers	01.11. – 30.11.2012	\$10,560.40
Bank fees	01.11. – 30.11.2012	\$208.70
VISA payments	01.11. – 30.11.2012	\$222.57
EFT payments	01.11. – 30.11.2012	\$39,556.12
Total payments	01.11. – 30.11.2012	\$294,144.93

* Cheque 5737 and 5738 were included in October's payments list.

be endorsed.

Carried 6/0

11.2 Financial Report to 30 December 2012 (FIN-05)

Author – MT Henry, Senior Finance Officer, 13 November 2012 Interest – Nil

BACKGROUND

The Monthly Financial Report to 30 November 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 December 2012 be received.

Simple Majority Required

MIN 134/12 MOTION – MOVED Cr Uppill seconded Cr McCreery

That the Financial Report for December 2012 be received.

Carried 6/0

11.3 Freedom of Information Statement 2012 (OSGOV-19)

Author – Graham Stanley, CEO, 14 December 2012. Interest – Nil

PREVIOUS REFERENCE

Item 11.10 – 15th December 2011 refers.

BACKGROUND

The Freedom of Information Statement is required to be updated annually. The last review was carried out in December 2011.

COMMENT

The 2011 Statement has been reviewed and the following changes were made:

- Item 1.2 – Meeting Start Time changed to 4.00pm to reflect situation for coming year;
- Item 1.3 – Updated to include new Committees formed in 2012;
- Figure 1 – Shire of Tammin Organisational Chart updated to reflect changes to staffing and include shared services staff from Quairading and York Shires.

A draft copy of the amended statement for 2012 is included in your agenda envelope.

A Nil return for FOI requests has again been provided to the Office of the Information Commissioner for 2011/12.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Section 94 of the *Freedom of Information Act* provides.

A reference in this Act to an “information statement”, in relation to an agency, is a reference to a statement that contains —

- (a) a statement of the structure and functions of the agency;*
- (b) a description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;*
- (c) a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency’s policy and the performance of the agency’s functions;*
- (d) a description of the kinds of documents that are usually held by the agency including —*
 - (i) which kinds of documents can be inspected at the agency under a written law other than this Act (whether or not inspection is subject to a fee or charge);*
 - (ii) which kinds of documents can be purchased; and*
 - (iii) which kinds of documents can be obtained free of charge;*
- (e) a description of the agency’s arrangements for giving members of the public access to documents mentioned in paragraph (d)(i), (ii) or (iii) including details of library facilities of the agency that are available for use by members of the public;*
- (f) a description of the agency’s procedures for giving members of the public access to the documents of the agency under Part 2 including —*
 - (i) the designation of the officer or officers to whom initial inquiries as to access to documents can be made; and*
 - (ii) the address or addresses at which access applications can be lodged;*
- (g) a description of the agency’s procedures for amending personal information in the documents of the agency under Part 3 including —*
 - (i) the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and*
 - (ii) the address or addresses at which applications for amendment of personal information can be lodged.*

Section 96 provides:

- (1) *An agency (other than a Minister or an exempt agency) has to cause an up-to-date information statement about the agency to be published in a manner approved by the Minister administering this Act —
 - (a) within 12 months after the commencement of this Act; and
 - (b) at subsequent intervals of not more than 12 months.*
- (2) *In giving approval under subsection (1) the Minister has to have regard, amongst other things, to the need to assist members of the public to exercise their rights under this Act effectively.*
- (3) *In the case of an agency that comes into existence after the commencement of this Act the reference in subsection (1)(a) to the commencement of this Act is to be read as a reference to the time when the agency commences its operations.*
- (4) *A subcontractor does not have to comply with subsection (1) if the relevant contractor has complied with that subsection on behalf of the subcontractor.*

Section 97 provides that:

- (1) *An agency (other than a Minister or an exempt agency) has to cause copies of —
 - (a) its most up-to-date information statement; and
 - (b) each of its internal manuals,to be made available for inspection and purchase by members of the public but may delete any exempt matter from those copies.*
- (2) *An agency has to provide a copy of its information statement to the Commissioner as soon as is practicable after the statement is published under section 96.*
- (3) *A subcontractor does not have to comply with subsections (1) and (2) if the relevant contractor has complied with those subsections on behalf of the subcontractor.*

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Shire of Tammin Freedom of Information Statement 2012 be adopted, advertised and a copy forwarded to the Office of the Information Commissioner.

Simple Majority Required

MIN 135/12 MOTION – MOVED Cr Bell seconded Cr Crane

That the Shire of Tammin Freedom of Information Statement 2012 be adopted, advertised and a copy forwarded to the Office of the Information Commissioner

Carried 6/0

11.4 Delegations Manual Review

Author – Graham Stanley, CEO, 14 December 2012 Interest – Nil

PREVIOUS REFERENCE

Item 11.11 - 15 December 2011 refers.

BACKGROUND

The Local Government Act 1995 requires local governments to review their delegation of powers/authority to the Chief Executive Officer at least once in every twelve months and then for the Chief Executive Officer to review his delegation of authority within the same review period. The last review was conducted in December 2012.

COMMENT

A copy of the Delegations Manual is included in the agenda envelope. The purpose of delegations is to allow for the smooth and efficient running of the Council's operations on a day to day basis and to save Council time and money by not requiring every minor decision required to be referred to a Council meeting for a determination. The current delegations appear to be meeting this need satisfactorily and I cannot recall a situation arising in the past year where the lack of a delegation has made a minor let alone significant impact on the Shire's operations. I therefore am not suggesting that any changes be made to the current delegations.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 5.42 provides that:

- (1) *A local government may delegate (by absolute majority) to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

Section 5.43 provides that a local government cannot delegate to a CEO any of the following powers or duties —

- (a) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) *appointing an auditor;*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) *any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) *borrowing money on behalf of the local government;*
- (g) *hearing or determining an objection of a kind referred to in section 9.5;*
- (h) *any power or duty that requires the approval of the Minister or the Governor; or*
- (i) *such other powers or duties as may be prescribed.*

Section 5.44 provides that:

- (1) *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

- (3) *This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —*
 - (a) *the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and*
 - (b) *the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.*
- (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
- (5) *In subsections (3) and (4) "conditions" includes qualifications, limitations or exceptions.*

Section 5.45 provides that:

- (1) *Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —*
 - (a) *a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and*
 - (b) *any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*
- (2) *Nothing in this Division is to be read as preventing —*
 - (a) *a local government from performing any of its functions by acting through a person other than the CEO; or*
 - (b) *a CEO from performing any of his or her functions by acting through another person.*

Section 5.46(2) of the Local Government Act provides that:

- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*

Bush Fires Act 1954

Section 17(10) provides that a local government may by resolution delegate to its mayor, or president, and its Chief Bush Fire Control Officer, jointly its powers and duties under subsections (7) and (8).

Section 17(7)(a) provides that subject to paragraph (b), in any year in which a local government considers that seasonal conditions warrant a variation of the prohibited burning times in its district the local government may, after consultation with an authorised CALM Act officer if forest land is situated in the district, vary the prohibited burning times in respect of that year in the district or a part of the district by —

- (i) *shortening, extending, suspending or reimposing a period of prohibited burning times; or*
- (ii) *imposing a further period of prohibited burning times.*
- (b) *A variation of prohibited burning times shall not be made under this subsection if that variation would have the effect of shortening or suspending those prohibited burning times by, or for, more than 14 successive days.*

Section 17(8) provides that where, under subsection (7), a local government makes a variation to the prohibited burning times in respect of its district or a part of its district the following provisions shall apply —

- (a) *the local government —*
 - (i) *shall, by the quickest means available to it and not later than 2 days before the first day affected by the variation, give notice of the variation to any local government whose district adjoins that district;*
 - (ii) *shall, by the quickest means available to it, give particulars of the variation to the Authority and to any Government department or instrumentality which has land in that district under its care, control and management and which has requested the local government to notify it of all variations made from time to time by the local government under this section or section 18;*
 - (iii) *shall, as soon as is practicable publish particulars of the variation in that district;*

- (b) *the Minister, on the recommendation of the Authority, may give notice in writing to the local government directing it —*
 - (i) *to rescind the variation; or*
 - (ii) *to modify the variation in such manner as is specified in the notice;*
- (c) *on receipt of a notice given under paragraph (b) the local government shall forthwith —*
 - (i) *rescind or modify the variation as directed in the notice; and*
 - (ii) *publish in that district notice of the rescission or particulars of the modification, as the case may require.*

Section 17(9) For the purposes of subsections (7) and (8) “publish” means to publish in a newspaper circulating in the district of the local government, to broadcast from a radio broadcasting station that gives radio broadcasting coverage to that district, to place notices in prominent in that district, or to publish by such other method as the Authority may specify in writing.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the reviewed Delegations Manual, as circulated, be adopted.

Absolute Majority Required

MIN 136/12 MOTION – MOVED Cr McCreery seconded Cr Thomson

That the reviewed Delegations Manual, as circulated, be adopted.

Carried 6/0 by an Absolute Majority of Council

11.5 Annual Report 2011/12 (Fin-02)

Author – Graham Stanley, CEO, 14 December 2012 Interest – Nil

PREVIOUS REFERENCE

Nil

BACKGROUND

Gregory Froomes Wyllie, auditor for the Shire of Tammin, forwarded his audit report for the year ended 30th June 2012 on 2nd November 2012. Subsequently the Annual Report has been prepared by Dominic Carbone and I. The Annual Report which also includes the Annual Financial Statements and the Auditor's Report, is now submitted for adoption by Council.

COMMENT

The Electors' General Meeting must be held within 56 days of the acceptance of the Annual Report by Council. With many electors being absent during the January school holidays it is suggested that Council hold its annual Electors' General meeting in the Tammin Lesser Hall on a suitable day in February prior to the 14th February 2013, commencing at 7.00pm. It is suggested that additional items of business could be placed on the agenda for the Annual Elector's meeting including the opportunity for discussion and consultation on the public open spaces in Tammin, especially the old tennis club and courts and a community briefing on the progress with the proposed amalgamation.

A copy of the Auditor's Report and his covering letter is included in the attachments to the report. The Annual Report is included in the agenda envelope. I would like to take the opportunity to thank all staff for their contribution to the Shire in 2011/12 and in particular our Senior Finance Officer Myra Henry who was complimented by the auditor on the way things were prepared for the audit.

FINANCIAL IMPLICATIONS

Approximately \$300 in postage for a rate payers' newsletter.

POLICY IMPLICATIONS

Policy 1.22 – Annual Reports – provides that advertising of the Electors' General meeting be by householder newsletter two weeks in advance of the meeting.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 5.27 provides that:

- (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.

Section 5.29 provides that the CEO is to convene an electors' meeting by giving —

- (a) at least 14 days' local public notice; and
- (b) each council member at least 14 days' notice,
of the date, time, place and purpose of the meeting.

The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.

Section 5.53 requires a local government to prepare an annual report containing:

- (a) a report from the mayor or president;
- (b) a report from the CEO;
- (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;

- (f) the financial report for the financial year;
- (g) such information as may be prescribed in relation to the payments made to employees;
- (h) the auditor's report for the financial year;
- (ha) a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and
- (i) such other information as may be prescribed.

Section 5.54 requires the annual report to be accepted by the local government no later than 31 December after that financial year subject to that 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.

Section 5.55 requires the CEO 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.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

As per Policy 1.22.

STAFF RECOMMENDATION 1

That pursuant to section 5.54 of the Local Government Act 1995, the annual report for 2011/12, be accepted.

Absolute Majority Required

STAFF RECOMMENDATION 2

That Council holds the Annual Electors' meeting in Tammin Lesser Hall on Wednesday 6th February 2012 commencing at 7.00pm.

Simple Majority Required

MIN 137/12 MOTION – MOVED Cr Uppill seconded Cr Thomson

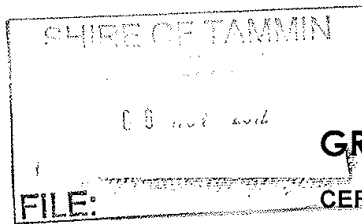
That pursuant to section 5.54 of the Local Government Act 1995, the annual report for 2011/12, be accepted; and

That Council holds the Annual Electors' meeting in Tammin Lesser Hall on Wednesday 13th February 2013 commencing at 7.00pm and includes discussion on Public open space in Tammin Town site and an update on structural reform of Local Government.

Carried 6/0

Reason for change to Officer Recommendation

Council was of the opinion that the Electors' Meeting should be held the week following the return of school.



GREGORY FROOMES WYLLIE
CERTIFIED PRACTISING ACCOUNTANT

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EMAIL: gregorywyllie@bigpond.com

2 November 2012

Chief Executive Officer
Shire of Tammin
PO Box 53
Tammin WA 6409

Dear Graham,

We report that we have completed the final audit of the Shire of Tammin for the year end 30 June 2012 and enclose our signed audit report.

Management Letter

There are no matters we wish to raise in a management letter.

We also enclose an invoice for our fees.

Please let us know if any further information is required.

Yours Faithfully,

Liability limited by a scheme approved under Professional Standards Legislation

SHIRE OF TAMMIN

INDEPENDENT AUDIT REPORT

TO THE ELECTORS OF THE SHIRE OF TAMMIN

I have audited the accompanying financial report of the **Shire of Tammin** which comprises the balance sheet, income statements, cash flow statement, rate setting statement and supporting notes for the year ended **30 June 2012**.

Council's Responsibility for the Financial Report

Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) (**the Act**) and the Local Government (Financial Management) Regulations 1996 (as amended) (**the Regulations**). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, selecting and applying appropriate accounting policies and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial report based on my audit. I conducted my audit in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain evidence about amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement including the assessment of the risks of material misstatement of the financial report whether due to fraud or error. In making those risk assessments the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Council and the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

In conducting my audit I have complied with the independence requirements of Australian professional ethical pronouncements.

Auditor's Opinion

In my opinion the financial report of the **Shire of Tammin** is in accordance with the Act and the Regulations including giving a true and fair view of the shire's financial position as at **30 June 2012** and the results of its operations for the year ended on that date and complying with Australian Accounting Standards.

Other Matters

In accordance with the Regulations I report that in my opinion,

- (a) There were no matters that indicated a significant adverse trend in the financial position or the financial management practices of the shire,
- (b) There were no material matters noted by me indicating non-compliance with Part 6 of the Act, the Regulations or applicable financial controls in any other written law,
- (c) All necessary information and explanations were obtained by me and
- (d) All audit procedures were satisfactorily completed in conducting my audit.



Gregory Froomes Wyllie CPA
Perth, Western Australia
2 November 2012

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11.6 Local Authority Special Series Number Plates (OSGOV-01)

Author – Graham Stanley, CEO, 12th December 2012

DECLARATION OF INTEREST

Nil

PREVIOUS REFERENCE

Item 11.4 – 15 March 2012

BACKGROUND

Council has applied to the Department of Transport Motor Vehicle Licensing to release Shire of Tammin Special Series Number Plates that contain the Shire logo and the letters and numbers in the reverse order to the traditional number plates. The number plates give the purchaser the right to display the number plate and the ability to transfer that right to another person. This is unlike the normal number plates where the only way to transfer the number plate to another person is to actually transfer the vehicle with all of the associated costs.

The sale of these Special Series plates can be used for fundraising purposes and Council set a price of \$250 per set of plates. The profits generated from the sale of these plates are to be placed in a Community Development Reserve and are to be used to fund projects that align with Council's Strategic Plan.

Council has allowed until 31st January for the holders of existing Tammin number plates to purchase the corresponding number in the Special Series before opening up the ability to purchase the numbers to the first bidder.

COMMENT

There has been some discussion that as these number plates will be a form of promotion for Tammin that sets should be purchased for the CEO's vehicle, the Community Bus and the Electrician's vehicle as these vehicles regularly travel outside of the Tammin Shire. The idea has merit as many other Shires take the opportunity to display their special plates on Council vehicles and it will help generate interest in the new plates as people see them around.

It has also been suggested that the plate 0-TN be purchased to be displayed on the Shire President's vehicle on the understanding that if there is a change of President the plate will be transferred to the new President's vehicle. This assumes that the President and any subsequent President is willing to display the plates on their vehicle. If the Shire proceeds with amalgamation the plate could then be given to the Tammin Ward Councillor on the new Council however it is likely that a Tammin Ward Councillor position would only last for the first 8 years of the new Council due to the likely move to a no ward structure after the first two terms of the new Council.

To date we have had 9 requests from the holders of existing numbers for the Special Series version and a further 7 requests for other numbers, one of which was for 0-TN.

The initial order of plates needs to be for 30 plates so hopefully we will get some more interest otherwise the Council will be faced with ordering whatever number of plates is required to make up the initial order or not proceeding. In my opinion the plates look very attractive and it would be a shame not to proceed however the cost to Council needs to be borne in mind as we have not specifically budgeted to purchase Special Series Plates for Shire vehicles. This said, funds could be found from within the vehicle licensing and vehicle maintenance budgets in the various Shire programs. I think that once the Tammin public sees vehicles around with the new plates being displayed interest will be generated and more people will come forward requesting the Special Series plates.

It is suggested that that if Council did proceed with purchasing the plates for the Shire vehicles that 1-TN be allocated to the CEO's vehicle; 2-TN be allocated to the community bus and 3-TN be allocated to the Electrician's van. Other low numbers that are currently on

Shire vehicles include 4, 6 and 15 and these numbers may be attractive to community members. It is envisaged that TN-1 would be transferred to another Shire vehicle.

FINANCIAL IMPLICATIONS

The Department of Transport has changed the pricing structure for the Local Authority Special Series Plates. They have returned our application fee of \$230 however the cost of the plates is now \$165 per set therefore the first order which is to be 30 plates = \$4,950. For each set of plates that the public purchases we will make a profit of \$85.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Department of Transport Motor Vehicle Licensing Regulations in relation to number plates.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Availability of the plates has been promoted through the Tammin Tabloid and on "Around the Towns with Frenchy" on Radio West Northam.

OFFICER'S RECOMMENDATION

1. That Council agrees to purchase Shire of Tammin Local Authority Special Series Plates numbers 1-TN, 2-TN 3-TN to be placed on Shire Vehicles as outlined in the report to Council.;
2. That Council considers purchasing Shire of Tammin Local Authority Special Series Plate number 0-TN for display on the Shire President's vehicle on the condition that the plate is transferred to any subsequent Shire Presidents on them coming to office.
3. That should a full set of 30 plates not have been ordered by the public or the Shire by 31st January 2012 that the CEO be authorised to order on behalf of the Shire the remaining number of plates required to make up the initial order of 30 plates and that the availability of those plates not required by the Shire be advertised for sale.

Simple Majority Required

MIN 138/12 MOTION – MOVED Cr Greenwood seconded Cr Crane

1. That Council agrees to purchase Shire of Tammin Local Authority Special Series Plates numbers 1-TN, 2-TN and for CEO vehicle and Electricians Van that Council considers purchasing Shire of Tammin Local Authority Special Series Plate number 0-TN for display on the Shire President's vehicle on the condition that the plate is transferred to any subsequent Shire Presidents on them coming to office;
2. That Council considers purchasing Shire of Tammin Local Authority Special Series Plate number 0-TN for display on the Shire President's vehicle on the condition that the plate is transferred to any subsequent Shire Presidents on them coming to office;
3. That should a full set of 30 plates not have been ordered by the public or the Shire by 31st January 2012 that the CEO be authorised to order on behalf of the Shire the remaining number of plates required to make up the initial order of 30 plates and that the availability of those plates not required by the Shire be advertised for sale.

Carried 6/0

Reason for change to recommendation Council wants the number plate TN-0 put on the Community Bus.

11.7 Confidential Item –

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

MIN 140/12 MOTION – Moved Cr Uppill seconded Cr McCreery
That Business of an urgent nature items 13.1 to 13.5 be considered

Carried 6/0

13.1 Tender 2012-03 Supply of Bitumen and Cover (TENDER 2012-03)

Author – Graham Stanley, CEO, 18th December 2012 Interest – Nil

DECLARATION OF INTEREST

Nil

PREVIOUS REFERENCE

Nil

BACKGROUND

Tenders for the supply of bitumen and the spreading of supplied blue metal closed on 17th December 2012. Tenders were received from four companies - Boral Asphalt, Bitutek Pty Ltd and RNR Contracting. RNR provided two tenders, a complying tender and an "alternative tender". The complying tender is a fixed price the alternative tender is based on the rise and fall in the price of bitumen ex North Fremantle.

COMMENT

An evaluation has been done of the tenders according to the Tender Specifications and is attached to this report.

In the qualitative criteria all tenderers have good experience, personnel and understanding of the requirements. It is the available resources that provide the point of distinction. RNR are the best resourced firm in WA with 10 bitumen spray trucks available compared to Boral with 6 and Bitutek with 5. Unfortunately though RNR have indicated that due to the large amount of work that they have programmed they are unlikely to be able to do any of the Shire's work until March 2013. On the other hand Bitutek has indicated that it will be able to do work for the Shire in both January and February.

RNR has provided a second option with both its fixed price and floating price tenders being that if the two primer seal (construction) jobs are done in conjunction with the reseals they will provide a lower price for the primer seals. Bitutek provides the lowest total cost of all the fixed price tenders. The only tender that comes in with a lower overall total cost is the RNR floating price tender with the option of all the work being done at the same time. Considering that the price is not fixed and RNR would be unable to do the work until March and that it all would have to be done at the same time the risk for a potential saving of \$5,914 does not appear worth taking. The construction work for the Tammin Wyalkatchem Road job is currently underway. It is also intended to commence the Ridley Street Construction in the New Year shortly after the crew has returned from leave. It would be preferable to have both of those jobs sealed as soon as possible prior to the end of January.

FINANCIAL IMPLICATIONS

Within 2012/13 Budget Allowances.

POLICY IMPLICATIONS

The Shire's purchasing policy requires the calling of tenders for the purchase of goods and services in excess of \$100,000

STATUTORY ENVIRONMENT

The Local Government Act 1995 Section 3.57. Tenders for providing goods or services States:

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

The Local Government (Functions and General) Regulations 1995 state:

11. Tenders to be invited for certain contracts

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if —*
 - (a) *the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act;*
 - (b) *the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA;*

- (ba) *the local government intends to enter into a contract arrangement for the supply of goods or services where —*
 - (i) *the supplier is either —*
 - (I) *an individual whose last employer was the local government; or*
 - (II) *a group, partnership or company comprising at least 75% of persons whose last employer was that local government;*
 - (ii) *the contract —*
 - (I) *is the first contract of that nature with that individual or group; and*
 - (II) *is not to operate for more than 3 years;*

and

 - (iii) *the goods or services are —*
 - (I) *goods or services of a type; or*
 - (II) *(in the opinion of the local government) substantially similar to, or closely related to, goods or services of a type,*
that were provided by the individual (or persons) whilst employed by the local government;
- (c) *within the last 6 months —*
 - (i) *the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications; or*
 - (ii) *the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;*
- (d) *the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government;*
- (e) *the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government;*
- (ea) *the goods or services are to be supplied —*
 - (i) *in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and*
 - (ii) *by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;*
- (f) *the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or*
- (g) *the goods to be supplied under the contract are —*
 - (i) *petrol or oil; or*
 - (ii) *any other liquid, or any gas, used for internal combustion engines.*

18. *Choice of tender*

(1) *A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.*

(2) *A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.*

(3) *If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.*

(4) *Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks it would be most advantageous to the local government to accept.*

(4a) *To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.*

(5) *The local government may decline to accept any tender.*

(6) *If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*

(7) *If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council accepts the tender 2012-03 from Bitutek Pty Ltd to supply bitumen and cover with stone supplied by the Shire of Tammin

Simple Majority Required

MIN 141/12 MOTION – MOVED Cr Bell seconded Cr Uppill

That Council accepts the tender 2012-03 from Bitutek Pty Ltd to supply bitumen and cover with stone supplied by the Shire of Tammin

Carried 6/0

The meeting adjourned 3.50 pm.

The meeting resumed at 3.55 pm

Mr Dominic Carbone was present when the meeting resumed

Cr Uppill left the meeting at 3.58 pm

Cr Uppill returned to the meeting at 4.01pm

Meeting adjourned 4.18 pm for Councillors to undertake an inspection of the Tammin Waste Facility and meet with the operators.

Meeting resumed at 6.00 pm

Cr Greenwood not present when meeting resumed.

Mr Dominic Carbone was present when the meeting resumed

13.2 South East Avon Regional Transition Group – Amalgamation Recommendation (ORG-22)

Author – Graham Stanley, CEO, 18th December 2012

DECLARATION OF INTEREST

Nil

PREVIOUS REFERENCE

Items 10.2.2 – 20 September 2012; Item 11.3 – 16 August 2012 refer.

BACKGROUND

At the August 2012 Council meeting Council adopted the following motion 6/0

MIN 76/12 MOTION – MOVED Cr Uppill seconded Cr Stokes

That Council:

- 1. Adopts the South East Avon Regional Transition Group Regional Business Plan –Future State;*
- 2. Informs the South East Avon Regional Transition Group that the Shire of Tammin wishes to participate and progress the amalgamation proposal detailed in the Regional Business Plan.*

The Shires of Cunderdin, Quairading and York passed similar motion however the 5th member of the group, the Shire of Beverley voted not to proceed and advised that they would withdraw from the Group. At the September Council meeting Cr Uppill reported on the South East Avon Regional Transition Group (SEARTG) meeting held in Cunderdin on the 6th September 2012. At that meeting each council outlined their position and Beverley formally withdrew from the Group. The remaining four councils voted in favour of seeking additional funding to have the Regional Business Plan reviewed based on a four council amalgamation. The sum of \$25,000 was obtained from the Minister for Local Government and consultants Dominic Carbone and Darren Long finalised the review in late November.

The member Local Governments of the SEARTG – Cunderdin, Quairading, Tammin and York – resolved unanimously at a meeting of the SEARTG board in Quairading on the 11th December, 2012 to recommend to the respective Councils for the structural reform process to move to the next stage being referral to the Local Government Advisory Board and negotiations with the State Government on transition costs so that in the event of an amalgamation there are no financial burdens on the communities.

The recommendation given was:

- 1. The Revised Regional Business Plan, based on a four Local Government Amalgamation Proposal, be received.***
- 2. The Revised Regional Business Plan be referred to each South East Avon Regional Transition Group Participating Local Government for consideration with the view of adopting the following resolution:***

“(a) That the Shire of _____, resolves to amalgamate with the Local Governments of _____, _____, and _____, and submit a proposal for amalgamation to the Local Government Advisory Board for implementation in accordance with the provisions of Clause 2 of Schedule 2.1 of the Local Government Act 1995.

(b) That the attached supporting documents (noted that this will be the Regional Business Plan), which set out the nature of the proposal, reasons for making the proposal, the effects of the proposal on the Local Governments, and accompanying Plan illustrating the new Local Government boundary, be submitted to the Local Government Advisory Board.”

3. Subject to (2) above, the Executive Officer make arrangements for the South East Avon Regional Transition Group Board Members to meet with the Minister for Local Government, in order to reach agreement on the following:

- **Transitional Representation.**
- **Appointment of Commissioners.**
- **Establishment Date of 1 July 2014.**
- **Funding of Transitional Costs detailed in the Regional Business Plan in context of four Local Governments; and pre release funding be made available to assist with pre planning.**
- **Name of the proposed Local Government to be advised in due course.**
- **Rating implementation to obtain uniformity over a period of time.**

Attached to this report is an extract from the Revised Regional Business Plan which includes an analysis of the strengths and weaknesses of the Current State (4 individual Local Governments) versus the Future State (1 amalgamated Local Government). A listing of the revised transitional costs is also attached.

COMMENT

The referral of the proposal to amalgamate the Local Governments of Cunderdin, Quairading, Tammin and York to the Local Government Advisory Board is simply a step in the structural reform process to determine the advantages and disadvantages and the viability of the proposal by reference to an independent body for analysis and assessment.

The public are guaranteed input into the processes undertaken by the Advisory Board.

If the Advisory Board determines that there is sufficient community benefit to justify an amalgamation of the Local Governments and makes such a recommendation to the Minister the community of each Local Government retains the right to request a poll of electors which may reject the proposal bringing the process to an end.

The Local Governments of Town and Shire of Narrogin and the Shire of Cuballing are currently in the Local Government Advisory Board assessment process.

The metropolitan Local Government review undertaken by the State Government may have flow on effects across the State in view of the apparent determination to reduce the number of Local Governments in the metropolitan area from the current 30 to somewhere between 12 and 20.

The advent of Super Towns and the centralising of government services to designated centres will impact on the sustainability and viability of other Local Government areas.

Additionally the allocation of Royalties for Regions and other funds to large scale regional benefit projects and programmes rather than to individual Shires will impact on infrastructure and service provision.

It is considered that higher population figures and collective effort through amalgamations, subsidiaries, alliances, resource sharing and other options will be required to give rural communities a political and economic voice into the future and moving to the Advisory Board referral stage is one step and option in what will be a long term process to retain Local Governments as viable entities providing appropriate services to communities.

It is stressed that referring an amalgamation proposal to the Local Government Advisory Board is not a pre-judgement of the outcomes.

FINANCIAL IMPLICATIONS

Nil at this stage as the consultancy and support services to date have primarily been funded by the State Government under the structural reform process.

If the process proceeds to the final stage the Government will be required to fund agreed transition costs for the establishment of the new Local Government.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Local Government Act 1995 - Sect 2.1 - State divided into districts

(1) The Governor, on the recommendation of the Minister, may make an order —

(a) declaring an area of the State to be a district; or

(b) changing the boundaries of a district; or

(c) abolishing a district; or

(d) as to a combination of any of those matters.

(2) Schedule 2.1 (which deals with creating, changing the boundaries of, and abolishing districts) has effect.

(3) The Minister can only make a recommendation under subsection (1) if the Advisory Board has recommended under Schedule 2.1 that the order in question should be made.

Local Government Act 1995 - Schedule 2.1

[Section 2.1(2)]

1 . Terms used

In this Schedule, unless the contrary intention appears —

affected electors , in relation to a proposal, means —

(a) electors whose eligibility as electors comes from residence, or ownership or occupation of property, in the area directly affected by the proposal; or

(b) where an area of the State is not within or is not declared to be a district, people who could be electors if it were because of residence, or ownership or occupation of property, in the area directly affected by the proposal;

affected local government means a local government directly affected by a proposal;

notice means notice given or published in such manner as the Advisory Board considers appropriate in the circumstances;

proposal means a proposal made under clause 2 that an order be made as to any or all of the matters referred to in [section 2.1](#).

2 . Making a proposal

(1) A proposal may be made to the Advisory Board by —

(a) the Minister; or

(b) an affected local government; or

(c) 2 or more affected local governments, jointly; or

(d) affected electors who —

(i) are at least 250 in number; or

(ii) are at least 10% of the total number of affected electors.

(2) A proposal is to —

(a) set out clearly the nature of the proposal, the reasons for making the proposal and the effects of the proposal on local governments; and

(b) be accompanied by a plan illustrating any proposed changes to the boundaries of a district; and

(c) comply with any regulations about proposals.

[Clause 2 amended by No. 49 of 2004 [s. 67\(2\)](#).]

3 . Dealing with proposals

(1) The Advisory Board is to consider any proposal.

(2) The Advisory Board may, in a written report to the Minister, recommend* that the Minister reject a proposal if, in the Board's opinion —

(a) the proposal is substantially similar in effect to a proposal on which the Board has made a recommendation to the Minister within the period of 2 years immediately before the proposal is made; or

- (aa) where the proposal was made by affected electors under clause 2(1)(d), that the majority of those electors no longer support the proposal; or
(b) the proposal is frivolous or otherwise not in the interests of good government.

* Absolute majority required.

(3) If, in the Advisory Board's opinion, the proposal is —

(a) one of a minor nature; and

(b) not one about which public submissions need be invited,

the Board may, in a written report to the Minister, recommend* that the Minister reject the proposal or that an order be made in accordance with the proposal.

* Absolute majority required.

(4) Unless it makes a recommendation under subclause (2) or (3), the Advisory Board is to formally inquire into the proposal.

[Clause 3 amended by No. 64 of 1998 [s. 52\(2\)](#); No. 49 of 2004 [s. 67\(3\)](#).]

4 . Notice of inquiry

(1) Where a formal inquiry is required the Advisory Board is to give —

(a) notice to affected local governments, affected electors and the other electors of districts directly affected by the proposal; and

(b) a report to the Minister.

(2) The notice and report under subclause (1) are to —

(a) advise that there will be a formal inquiry into the proposal; and

(b) set out details of the inquiry and its proposed scope; and

(c) advise that submissions may be made to the Board not later than 6 weeks after the date the notice is first given about —

(i) the proposal; or

(ii) the scope of the inquiry.

(3) If, after considering submissions made under subclause (2)(c), the Advisory Board decides* that the scope of the formal inquiry is to be significantly different from that set out in the notice and report under subclause (1), it is to give —

(a) another notice to affected local governments, affected electors and the other electors of districts directly affected by the proposal; and

(b) another report to the Minister.

(4) The notice and report under subclause (3) are to —

(a) set out the revised scope of the inquiry; and

(b) advise that further submissions about the proposal, or submissions about matters relevant to the revised scope of the inquiry, may be made to the Board within the time set out in the notice.

* Absolute majority required.

5 . Conduct of inquiry

(1) A formal inquiry is to be carried out, and any hearing for the purposes of the inquiry is to be conducted, in a way that makes it as easy as possible for interested parties to participate fully.

(2) In carrying out a formal inquiry the Advisory Board is to consider submissions made to it under clause 4(2)(c) and (4)(b) and have regard, where applicable, to —

(a) community of interests; and

(b) physical and topographic features; and

(c) demographic trends; and

(d) economic factors; and

(e) the history of the area; and

(f) transport and communication; and

(g) matters affecting the viability of local governments; and

(h) the effective delivery of local government services,

but this does not limit the matters that it may take into consideration.

6 . Recommendation by Advisory Board

(1) After formally inquiring into a proposal, the Advisory Board, in a written report to the Minister, is to recommend* —

(a) that the Minister reject the proposal; or

(b) that an order be made in accordance with the proposal; or
(c) if it thinks fit after complying with subclause (2), the making of some other order that may be made under [section 2.1](#).

* Absolute majority required.

(2) The Advisory Board is not to recommend to the Minister the making of an order that is significantly different from the proposal into which it formally inquired unless the Board has —

(a) given* notice to affected local governments, affected electors and the other electors of districts directly affected by the recommendation of its intention to do so; and

(b) afforded adequate opportunity for submissions to be made about the intended order; and

(c) considered any submissions made.

* Absolute majority required.

7 . Minister may require a poll of electors

In order to assist in deciding whether or not to accept a recommendation of the Advisory Board made under clause 6, the Minister may require that the Board's recommendation be put to a poll of the electors of districts directly affected by the recommendation.

8 . Electors may demand poll on a recommended amalgamation

(1) Where the Advisory Board recommends to the Minister the making of an order to abolish 2 or more districts (the **districts**) and amalgamate them into one or more districts, the Board is to give notice to affected local governments, affected electors and the other electors of districts directly affected by the recommendation about the recommendation.

(2) The notice to affected electors has to notify them of their right to request a poll about the recommendation under subclause (3).

(3) If, within one month after the notice is given, the Minister receives a request made in accordance with regulations and signed by at least 250, or at least 10%, of the electors of one of the districts asking for the recommendation to be put to a poll of electors of that district, the Minister is to require that the Board's recommendation be put to a poll accordingly.

(4) This clause does not limit the Minister's power under clause 7 to require a recommendation to be put to a poll in any case.

[Clause 8 amended by No. 64 of 1998 [s. 52\(3\)](#).]

9 . Procedure for holding poll

(1) Where, under clause 7 or 8, the Minister requires that a recommendation be put to a poll —

(a) the Advisory Board is to —

(i) determine the question or questions to be answered by electors; and

(ii) prepare a summary of the case for each way of answering the question or questions;
and

(b) any local government directed by the Minister to do so is to —

(i) in accordance with directions by the Minister, make the summary available to the electors before the poll is conducted; and

(ii) subject to subclause (2), declare* the Electoral Commissioner, or a person approved by the Electoral Commissioner, to be responsible for the conduct of the poll under Part 4, and return the results to the Minister.

* Absolute majority required.

(2) Before making a declaration under subclause (1)(b)(ii), the local government is to obtain the written agreement of the Electoral Commissioner.

[Clause 9 amended by No. 49 of 2004 [s. 67\(4\)](#) and (5).]

10 . Minister may accept or reject recommendation

(1) Subject to subclause (2), the Minister may accept or reject a recommendation of the Advisory Board made under clause 3 or 6.

(2) If at a poll held as required by clause 8 —

(a) at least 50% of the electors of one of the districts vote; and

(b) of those electors of that district who vote, a majority vote against the recommendation,
the Minister is to reject the recommendation.

(3) If the recommendation is that an order be made and it is accepted, the Minister can make an appropriate recommendation to the Governor under [section 2.1](#).

10A. Recommendations regarding names, wards and representation

(1) The Advisory Board may —

(a) when it makes its recommendations under clause 3 or 6; or

(b) after the Minister has accepted its recommendations under clause 10, in a written report to the Minister, recommend the making of an order to do any of the things referred to in [section 2.2\(1\)](#), [2.3\(1\)](#) or (2) or [2.18\(1\)](#) or (3) that the Board considers appropriate.

(2) In making its recommendations under subclause (1) the Advisory Board —

(a) may consult with the public and interested parties to such extent as it considers appropriate; and

(b) is to take into account the matters referred to in clause 8(c) to (g) of Schedule 2.2 so far as they are applicable.

[Clause 10A inserted by No. 64 of 1998 [s. 52\(4\)](#).]

11. Transitional arrangements for orders about districts

(1) Regulations may provide for matters to give effect to orders made under [section 2.1](#) including —

(a) the vesting, transfer, assumption or adjustment of property, rights and liabilities of a local government;

(b) the extinguishment of rights of a local government;

(c) the winding up of the affairs of a local government;

(d) the continuation of actions and other proceedings brought by or against a local government before the taking effect of an order under [section 2.1](#);

(e) the bringing of actions and other proceedings that could have been brought by or against a local government before the taking effect of an order under [section 2.1](#);

(f) if the effect of an order under [section 2.1](#) is to unite 2 or more districts, the determination of the persons who are to be the first mayor or president, and deputy mayor or deputy president, of the new local government;

(g) the continuation of any act, matter or thing being done under another written law by, or involving, a local government.

(2) Subject to regulations referred to in subclause (1), where an order is made under [section 2.1](#) any local governments affected by the order (including any new local government created as a result of the order) are to negotiate as to any adjustment or transfer between them of property, rights and liabilities.

(3) Where an order is made under [section 2.1](#) the Governor may, by order under [section 9.62\(1\)](#), give directions as to any of the matters set out in subclause (1) if, and to the extent that, those matters are not resolved by regulations referred to in that subclause or by negotiation under subclause (2).

(4) A contract of employment that a person has with a local government is not to be terminated or varied as a result (wholly or partly) of an order under [section 2.1](#) so as to make it less favourable to that person unless —

(a) compensation acceptable to the person is made; or

(b) a period of at least 2 years has elapsed since the order had effect.

(5) The rights and entitlements of a person whose contract of employment is transferred from one local government to another, whether arising under the contract or by reason of it, are to be no less favourable to that person after the transfer than they would have been had the person's employment been continuous with the first local government.

(6) If land ceases to be in a particular district as a result of an order under [section 2.1](#), any written law that would have applied in respect of it if the order had not been made continues to apply in respect of the land to the extent that its continued application would be consistent with —

(a) any written law made after the order was made; and

(b) any order made by the Governor under subclause (8).

(7) Regulations may make provision as to whether or not, or the modifications subject to which, a written law continues to apply in respect of land under subclause (6).

(8) The Governor may, in a particular case, by order, vary the effect of subclause (6) and regulations made in accordance with subclause (7).
[Clause 11 amended by No. 64 of 1998 [s. 52\(5\).](#)]

STRATEGIC PLAN IMPLICATIONS

The Shire of Tammin's 2012 Strategic Community Plan states:

Governance: Strengthen Shire Leadership - Our Vision

- ◆ We will provide leadership and make informed decisions for the benefit of the community.
- ◆ We will provide good governance to ensure our local area is sustainable and advocate and lobby on behalf of our community for the provision of services and infrastructure.
- ◆ We will work in partnership with our community and support our community as leaders.

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

A number of public meetings on structural reform of Local Government have been held over the past 4 years. In July this year a public meeting was held in the lesser hall to explain the Regional Business Plan and the Council's reasons for considering this move. Whilst some concerns were expressed at that meeting the overall response appeared to be one supporting the Council's initiative in undertaking the business planning.

OFFICER'S RECOMMENDATION

That Council:

1. Receive the revised Regional Business Plan based on a potential amalgamation of the four member Local Governments in the South East Avon Regional Transition Group being the Shires of York, Quairading, Cunderdin and Tammin.
2. (a) That the Shire of Tammin resolves to amalgamate with the Shires of Cunderdin Quairading and York and submit a proposal for amalgamation to the Local Government Advisory Board for implementation in accordance with the provisions of Clause 2 of Schedule 2.1 of the Local Government Act 1995.

(b) That the Revised Business Plan for the South East Avon Regional Transition Group which sets out the nature of the proposal, the reasons for making the proposal, the effects of the proposal on the Local Governments and accompanying plan illustrating the new Local Government boundary, be submitted to the Local Government Advisory Board.
3. The member Councils of the South East Avon Regional Transition Group enter into negotiations with the Minister for Local Government on behalf of the State Government for commitment to funding and process agreements including, but not limited to, the following:
 - Transitional representation
 - Transitional costs

- Establishment dates
- Appointment of Commissioners
- Uniformity of rating
- Pre-release of transitional funds.

Simple Majority Required

MIN 142/12 MOTION – MOVED Cr Uppill seconded Cr Crane

1. Receive the revised Regional Business Plan based on a potential amalgamation of the four member Local Governments in the South East Avon Regional Transition Group being the Shires of York, Quairading, Cunderdin and Tammin.
2. (a) That the Shire of Tammin resolves to amalgamate with the Shires of Cunderdin Quairading and York and submit a proposal for amalgamation to the Local Government Advisory Board for implementation in accordance with the provisions of Clause 2 of Schedule 2.1 of the Local Government Act 1995.

(b) That the Revised Business Plan for the South East Avon Regional Transition Group which sets out the nature of the proposal, the reasons for making the proposal, the effects of the proposal on the Local Governments and accompanying plan illustrating the new Local Government boundary, be submitted to the Local Government Advisory Board.
3. The member Councils of the South East Avon Regional Transition Group enter into negotiations with the Minister for Local Government on behalf of the State Government for commitment to funding and process agreements including, but not limited to, the following:
 - Transitional representation
 - Transitional costs
 - Establishment dates
 - Appointment of Commissioners
 - Uniformity of rating
 - Pre-release of transitional funds.

Carried 5/0

13.3 Country Local Government Fund 2012-13 Individual Grant (FIN-25)

Author – Graham Stanley, CEO, 19th December 2012

DECLARATION OF INTEREST

Nil

PREVIOUS REFERENCE

Nil

BACKGROUND

Advice has been received from the Department of Regional Development and Lands that they require the 2012-13 Country Local Government Fund (CLGF) Individual Applications by 30th December 2012.

In accordance with the 2012-13 CLGF Individual Guidelines, to be eligible for the 2012-13 CLGF allocation, local governments must meet the following criteria:

- 2010-11 CLGF allocation is fully acquitted;
- Expenditure has commenced on the 2011-12 CLGF allocation;
- Draft 2012-13 Financial Assistance Agreement (FAA) submitted to RDL by the 30 December 2012;
- Relevant supporting documentation (for example letters of support or, relating plans or strategies); and
- Evidence that the Forward Capital Works Plan (FCWP) has been reviewed and extended, and endorsed by the council. Preferred format is an updated copy of the FCWP.

At this stage, local governments must submit at least a draft FAA by the 30 December 2012 to be eligible

COMMENT

Council's 2012-13 Budget included the sum of \$313,556 for the construction of housing utilising the 2012-13 CLGF allocation. Accordingly a draft financial assistance agreement has been prepared for Council consideration and authorisation to forward the agreement to the Department of Regional Development and Lands (RDL).

Currently Dominic Carbone and I are working on a review of the Forward Capital Works Plan (FCWP). It is hoped to be forwarded to the Department by 30th December however in the first instance the submission of the application by 30th December is the priority. The review of the FCWP will include an allocation for the development of the proposed caravan park and short stay accommodation utilising CLGF Regional Component funds in line with the decision made by Council earlier this year and the budget allocation. It is proposed that Dominic attend this part of the meeting to brief Council of the Forward Capital Works Plan review.

Discussions with staff from RDL have indicated that funds won't be released until the 2010-11 allocation is acquitted and expenditure on 2011-12 allocation has commenced. The 2010-11 allocation has been put to stage 1 of the Depot construction and the 2011-12 allocation is being put to stage 2 of the Depot. It is anticipated that Stage 1 should be completed and acquitted by April 2013 and that work on stage 2 should have commenced by then, meaning that the funds for the house project should be released in May 2013.

FINANCIAL IMPLICATIONS

Included in 2012-13 Budget.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

The Shire of Tammin Community Strategic Plan under "Built Environment: Enhanced Lifestyle Choices" includes the vision that "Our local area will be maintained through the provision of housing and employment choices for all ages, whilst protecting our viable farmland."

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S RECOMMENDATION

That Council endorses the draft Financial Assistance Agreement for the CLGF 2012-13 Individual Allocation New Staff Housing Project and authorises its submission to the Department of Regional Development and Lands.

Simple Majority Required

MIN 143/12 MOTION – MOVED Cr Bell seconded Cr Crane

That Council endorses the draft Financial Assistance Agreement for the CLGF 2012-13 Individual Allocation New Staff Housing Project and authorises its submission to the Department of Regional Development and Lands.

Carried 5/0

Mr Dominic Carbone left the meeting at 7.01pm

13.4 OLD TENNIS COURTS

It had previously been requested by members that a discussion be held on the old tennis courts. A discussion took place on the merits of removing the fence from around the two old grass courts and using some of it to close off the hard courts.

MIN 144/12 MOTION – MOVED Cr McCreery seconded Cr Crane

That the fence around the old tennis courts be shifted to enclose the two hard courts.

Carried 4/1

13.5 QUOTATION FOR STORAGE CAGES AT PAVILLION

The CEO advised that he had received a quotation from Chatfields to install steel mesh storage cages in the home team change rooms for the clubs to store their gear. He advised that he was seeking further quotes but had been unable to obtain one due to the local engineering works being shut whilst they work working away at Westonia. He sought direction from Council on how it wanted to proceed.

At this point Cr Dustin McCreery declared a financial interest in the matter being the proprietor of Chatfields and having submitted the quote.

Cr McCreery left meeting at 7.25 pm

Discussion took place on the matter. When it was explained what the work involved Cr Crane said this was not what the clubs had been led to believe would be happening after the original meeting. The CEO explained that another inspection was held and those present suggested what was originally being proposed was not what was required and an alternative was worked out. This is what Chatfields had quoted on however the quotation was a number of months in coming and since then Councillors had changed. Cr Greenwood who was present at the second inspection and was involved in the discussion for the latest alternative was not at the meeting to explain the reasoning. Cr Crane requested that the matter be deferred pending further consultation. It was agreed that the matter should be referred to the February meeting.

Cr McCreery returned at 7.30 pm

14. CLOSURE OF MEETING

There being no further business the President closed the meeting at 7.43 pm.

Tabled before the Ordinary Council Meeting on 14 February 2013.

Cr S Uppill, President

Attachment item 11.1 Payments List November 2012				
PAYMENTS LIST NOVEMBER 2012				
Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
06/11/2012	5688	Acrod Parking Program	Acrod parking permit 2013	26.00
06/11/2012	5689	Avon Waste	Domestic refuse collection	1,234.20
06/11/2012	5690	Babich Training & Inspection Services	Relief meat inspection service 29/10/2012	668.50
06/11/2012	5691	Baileys Fertilisers	Granulated law n food	2,035.00
06/11/2012	5692	C.Y.O'Connor	YDO Training - Cert III Community Services	466.11
06/11/2012	5693	Claremont Stone and Synthetic Turf	Installation of safety mats around playground	1,100.00
06/11/2012	5694	Courier Australia	Freight	165.41
06/11/2012	5695	Crane Carol	Sitting fee & travel Sep, Oct & spec Council meeting	346.29
06/11/2012	5696	Department of Commerce	Electrical Contractor's Licence - 11/11/12 til 10/11/13	429.00
06/11/2012	5697	Dominic Carbone & Associates	Preparation of September Financials	
			Preparation of Annual Financial Statements	2,772.00
06/11/2012	5698	Dy-mark	Yellow line marker	122.63
06/11/2012	5699	FESA	ESL 2012/13	1,520.96
06/11/2012	5700	MD Greenw ood	Sitting fee & travel Sep, Oct & spec Council meeting	518.18
06/11/2012	5701	Stephen Jefferies	Sitting fee & travel Sep, Oct & spec Council meeting	451.96
06/11/2012	5702	George Johnson	Relief meat inspector service	10,807.50
06/11/2012	5703	Kleenheat Gas	Tamma Village - bulk gas	367.58
06/11/2012	5704	Law n Doctor	Vertri draining of oval	1,980.00
06/11/2012	5705	LGISWA	Workers Compensation Insurance 12/13	
			Property Insurance 2012-13	
			Public Liability Insurance 2012-13	35,653.98
06/11/2012	5706	McCreery Dustin	Sitting fee & travel Sep, Oct & spec Council meeting	362.49
06/11/2012	5707	Mitre 10 Solutions	Yorkrakine Hall - parts for kitchen, srew s, solenoid, Electrician - minor p & e and material	262.01
06/11/2012	5708	Officew orks	Tabloid - toner & drum	531.00
06/11/2012	5709	Peerless Jal Pty Ltd	Desinfectant, bin liners, paper roll	328.87
06/11/2012	5710	Perfect Computer Solutions Pty Ltd	Computer mtce	251.25
06/11/2012	5711	Quairading CRC	Advertising - "What a man's gotta do"	25.00
06/11/2012	5712	Safetyquip Midland	Work gloves	114.05
06/11/2012	5713	Shire of York	Contribution RTG Business Plan / Admin. Support Ranger, Health and Building Services	20,843.59
06/11/2012	5714	Stuart Willis	Barracks - new pump & leaking taps fixed	999.08
06/11/2012	5715	Tammin Hardw are	Retic parts, screw s, pow er chain saw ,	154.10
06/11/2012	5716	Tammin Post Office	Stationery	37.65
06/11/2012	5717	Telstra	Internet library 18/09 - 17/10/12	
			CEO, WS & E mobile 18/10 - 17/11/12	
			Internet w ireless CEO 22/09/12 - 21/10/12	
			Telephone & internet 23/09 - 22/10/12	1,077.95
06/11/2012	5718	Timberden Pty Ltd	Hire of Jetpatcher & operator	17,859.00
06/11/2012	5719	Scott Uppill	Sitting fee & travel Sep, Oct Council meeting	474.07
06/11/2012	5720	Valley Ford	Service TN2	357.80
06/11/2012	5721	Woodstock PA Hire	PA & lighting hire "What a man's gotta do"	455.00
06/11/2012	5722	Chatfield's	Repair pressure cleaner, repair Cox & Verti mower, repair & replace hydraulics TN302, TN2202 repairs to bend rear pipe TN15	4,530.46
06/11/2012	5723	Electrical Distributers of WA Pty Ltd	Material EW Job, & electrician	332.61
06/11/2012	5724	Northam Retravison	Tamma Village U1 - new stove	799.00
06/11/2012	5725	Rapid Plastics WA	TN15 - diesel tank	1,394.80
06/11/2012	5726	State Library of WA	Better Beginnings pack 2012/13	27.50
06/11/2012	5727	Tammin Community Christmas Tree	2012/13 donation	1,000.00
08/11/2012	5728	BT Business Super	Superannuation	134.93
08/11/2012	5729	Colonial First State	Superannuation	97.59
08/11/2012	5730	Colonial Mutual	Superannuation	181.85
08/11/2012	5731	Concept One Superannuation Plan	Superannuation	73.56
08/11/2012	5732	Hostplus - Super	Superannuation	51.87
08/11/2012	5733	LGRCEU	Union fee	58.20
08/11/2012	5734	Prime Super	Superannuation	61.46
08/11/2012	5735	The Industry Superannuation Fund	Superannuation	99.86
08/11/2012	5736	WALG Superannuation	Superannuation	2,562.43
			Purchase Kobelco SK35 Excavator & 3 buckets & hitch	
13/11/2012	5739	Sandco Hire & Contacting		44,000.00
14/11/2012	5740	Fire & Emergency Services Authority of WA	ESL October 2012	11,981.58

14/11/2012	5741	Shire of Tammin	Petty cash recoup - refreshments council, licensing new trailer, police clearance,	314.75
15/11/2012	5742	Bunnings	Welding gas, micro flame torch, drill bits solder wire, adhesive grip, Parks & gardens - valve solenoid, drills, holesaw blades	420.43
15/11/2012	5743	MM Electrical Merchandising	Tamma Village - Mini vandalux, lights for pedestrian bridge to village, material for EW jobs and electrician	4,033.56
15/11/2012	5744	City & Regional Waste Management	Waste management	3,739.40
20/11/2012	5745	Actrol	Electrician- material, Vortex recovery unit	1,577.81
20/11/2012	5746	Australia Post	Postage & Freight, stationery	422.81
20/11/2012	5747	Avon Waste	Domestic refuse collection	1,319.20
20/11/2012	5748	Copier Support	Toner for photocopier	532.50
20/11/2012	5749	Country Arts WA	Presenter fee "What a man's gotta do"	3,421.00
20/11/2012	5750	Deckchair Theatre Inc	Royalties for Krakour performance	220.00
20/11/2012	5751	F-111 Engineering Pty Ltd	Parts & repair TN W	1,193.50
20/11/2012	5752	Farmways - Cunderdin	Lot 52 - T- W Rd fencing material	1,757.80
20/11/2012	5753	Hills Concrete Products	22 Ridley St - replacement septic tank lid	130.00
20/11/2012	5754	George Johnson	Relief meat inspector service	5,764.00
20/11/2012	5755	Kleenheat Gas	Tamma Village - bulk gas Barracks - bulk gas	3,096.78
20/11/2012	5756	Northam Radiator Specialists	Electrician- minor plant & equipment	970.00
20/11/2012	5757	Prestige Alarms	Security alarm system quarterly fee	143.00
20/11/2012	5758	Radio West	Area & event promotion	110.00
20/11/2012	5759	Rural Press Regional Media (WA) Pty Ltd	Election - advertising	1,572.45
20/11/2012	5760	Shire of York	Ranger, health & building services	1,154.04
20/11/2012	5761	Synergy	Street lighting 25/08 - 24/09/2012	1,650.30
20/11/2012	5762	WALGA	Recruitment, selection & appointment of CEO	7,700.00
20/11/2012	5763	Western Lockservice	Padlocks and keys for oval and office	680.30
22/11/2012	5764	BT Business Super	Superannuation	165.80
22/11/2012	5765	Colonial First State	Superannuation	84.92
22/11/2012	5766	Colonial Mutual	Superannuation	182.29
22/11/2012	5767	Concept One Superannuation Plan	Superannuation	81.21
22/11/2012	5768	Hostplus - Super	Superannuation	61.07
22/11/2012	5769	LGRCEU	Union fee	58.20
22/11/2012	5770	Prime Super	Superannuation	73.25
22/11/2012	5771	The Industry Superannuation Fund	Superannuation	162.12
22/11/2012	5772	WALG Superannuation	Superannuation	2,611.66
23/11/2012	5773	Baxters Rural Centre	Service TN251	7,337.28
23/11/2012	5774	C.Y.O'Connor	Course fee H. Byrnes. J.Gemund & M. Henry	681.26
23/11/2012	5775	Chatfield's	Service of community bus TN478, hire of car trailer to pick new wicket roller up, parts & repairs TN302, TN2202	883.18
23/11/2012	5776	Crane Carol	Sitting fee & travel Nov Council meeting	115.43
23/11/2012	5777	Cunderdin Farmers Co-operative Co Ltd	12 Russell Street - fencing material Tamma Village & oval - retic parts Oval - line marking paint	1,008.95
23/11/2012	5778	Data #3	Microsoft license	2,787.15
23/11/2012	5779	DKT Rural Agencies	Tamma Village - solenoid coil	79.40
23/11/2012	5780	Graham Dunlop	Ridley St - locate power, water & phone lines for road works	897.60
23/11/2012	5781	Great Eastern Freightlines	Freight for fertiliser	163.16
23/11/2012	5782	MD Greenwood	Sitting fee & travel Nov Council meeting	163.73
23/11/2012	5783	Gull Tammin Roadhouse	Nov 2012 - catering, drinks, papers ASC supplies	761.48
23/11/2012	5784	Stephen Jefferies	Sitting fee & travel Nov Council meeting	105.00
23/11/2012	5785	JR & A Hersey Pty Ltd	White line marker, safety glasses, uniforms	1,673.12
23/11/2012	5786	Landgate	Valuation expenses	59.65
23/11/2012	5787	Northam & Districts Glass Service	Hall & pavilion - supply & installation of glass	358.60
23/11/2012	5788	Northam Hyundai	Service TN221	627.90
23/11/2012	5789	Scott Uppill	Sitting fee & travel Nov Council meeting	224.69
23/11/2012	5790	Dustin McCreery	Sitting fee & travel Nov Council meeting	121.60
26/11/2012	5791	Synergy	Electricity 25/09/12 til 24/10/12	1,696.97
28/11/2012	5792	Dawn Henry	Reimbursement of bond	300.00
			Sub-total	237,636.21

Direct Debit payments				
01/11/2012	Debit	Commonw ealth Bank of Australia	CBA Merchant Fee	63.33
05/11/2012	Debit	Commonw ealth Bank of Australia	EFTPOS Fee	55.26
16/11/2012	Debit	Motorcharge Limited	October 2012 Fuel Account	5,842.34
			Sub-total	5,960.93
Licensing Transfer				
01/11/2012	J5363	Department of Transport	Licensing 01/11/2012	2,258.90
05/11/2012	J5389	Department of Transport	Licensing 05/11/2012	249.65
07/11/2012	J5399	Department of Transport	Licensing 07/11/2012	311.35
09/11/2012	J5405	Department of Transport	Licensing 09/11/2012	762.45
12/11/2012	J5406	Department of Transport	Licensing 12/11/2012	194.10
13/11/2012	J5412	Department of Transport	Licensing 13/11/2012	65.70
14/11/2012	J5414	Department of Transport	Licensing 14/11/2012	2,171.50
15/11/2012	J5416	Department of Transport	Licensing 15/10/2012	177.90
16/11/2012	J5419	Department of Transport	Licensing 16/11/2012	29.75
19/11/2012	J5420	Department of Transport	Licensing 19/11/2012	760.75
20/11/2012	J5421	Department of Transport	Licensing 20/11/2012	58.80
21/11/2012	J5422	Department of Transport	Licensing 21/11/2012	351.60
22/11/2012	J5425	Department of Transport	Licensing 22/11/2012	893.80
23/11/2012	J5429	Department of Transport	Licensing 23/11/2012	697.25
26/11/2012	J5432	Department of Transport	Licensing 26/11/2012	106.95
27/11/2012	J5433	Department of Transport	Licensing 27/11/2012	291.55
29/11/2012	J5435	Department of Transport	Licensing 29/11/2012	523.75
30/11/2012	J5436	Department of Transport	Licensing 30/11/2012	654.65
			Sub-total	10,560.40
Bank Fees				
13/11/2012	Debit	National Australia Bank	NAB Connect Fee	53.40
30/11/2012	J5454	National Australia Bank	Fee for deposit book	5.00
30/11/2012	J5455	National Australia Bank	Account Fees for November 12 for DPI Account	20.00
30/11/2012	J5456	National Australia Bank	Account Fees for November 12 for Muni Account	109.10
30/11/2012	J5457	National Australia Bank	Account Fees for November 12 for Trust Account	21.20
			Sub-total	208.70
VISA Payments				
02/11/2012	VISA	Cash and Carry	Supplies for Hallow een Party	54.17
02/11/2012	Debit	National Australia Bank	Visa Monthly Fee	9.00
02/11/2012	VISA	Westnet	Internet depot	159.40
			Sub-total	222.57
EFT Payments				
06/11/2012		Shire of Tammin	Salaries & w ages	19,682.91
20/11/2012		Shire of Tammin	Salaries & w ages	19,873.21
			Sub-total	39,556.12
			Total	294,144.93