

SHIRE OF TAMMIN

Minutes of the Ordinary Council Meeting held at the Yorkrakine Hall, Yorkrakine on Wednesday, 1 October 2003

DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 3:02pm.

RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Present

Cr. B. Leslie	Shire President
Cr. L. Caffell	Deputy President
Cr. M. Wheeldon	Member
Cr. D. Thomson	Member
Cr. R Stokes	Member
Mr F. Peczka	Chief Executive Officer
Miss G Stewart	Personal Assistant (Minutes)

Apologies

Cr. R Brooks	Member
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Leave of Absence

NIL

RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE- Nil.

PUBLIC QUESTION TIME - Nil.

APPLICATIONS FOR LEAVE OF ABSENCE –Nil

FINANCIAL INTEREST

Cr Leslie declared a financial interest in Item 11.1.3.

CONFIRMATION OF MINUTES PREVIOUS MEETING - Nil

Minutes of Ordinary Council Meeting held on Wednesday, 3 September 2003

MIN 0532/03 MOTION – Moved Cr. Thomson 2nd Cr. Caffell

That the minutes of the Ordinary Meeting of the Shire of Tammin held on 3 September 2003 in the Council Chambers be confirmed as a true and correct record.

CARRIED5/0

ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Ray Reid addressed Council on issues relating to Yorkrakine Rock and Yorkrakine Tip.

Ray also questioned the status of the cemetery and requested research on this issue.

President Cr Leslie advised that the matters raised will be researched and a response to be forwarded once Council has considered these matters in full.

Council adjourned at 3:15pm

Council resumed at 3:20pm

REPORTS OF COMMITTEES - Nil

REPORTS OF OFFICERS

Agenda Reference:	11.1.1
Subject:	Expression of Interest to Purchase Lot 90 Strang Street Tammin
Location:	Tammin Townsite
Applicant:	R.E. McMeeken, Tammin
File Ref:	ASS-1070
Disclosure of Interest:	N/A
Date:	26 September 2003
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

R.E. McMeeken of Tammin writes to the Council expressing an interest to purchase Council owned housing at Lot 90 (5) Strang Street, Tammin. Mr McMeeken is a current employee of the Tammin Shire and currently resides in the premises.

It is proposed that purchase payments be made on the basis of current weekly payments or a slight increase as part of the proposed purchase plan presented for Council consideration. Purchase price of the residence and land to be negotiated prior to entering into an agreement.

COMMENT

I express hesitation about the method of purchase payments as per the expression of interest offer by Mr McMeeken as it is obviously a drawn out affair and an undesirable transaction agreement for purchase of Council's Assets. For example, \$35,000.00 estimated sale price at an estimated loan borrowing rate of 6.5% over ten years, will yield Council a steady income but not able to be fully utilized immediately for asset replacement and/or upgrades of Council Housing stocks. Council has allowed in its 2003/2004 Budget approvals for the sale of assets-Housing in anticipation of generating interest for purchase of Council Housing within its staff group.

FINANCIAL IMPLICATIONS

2003/2004 Budget – Sale of Assets account 148.2.178 - \$30,000.00
Advertising costs for proposal to purchase – est. \$150.00

POLICY IMPLICATIONS

2003/04 – 2007/08 Plan of Principal Activities – sale of assets - housing

STATUTORY IMPLICATIONS

Local Government Act 1995 (as amended)

section 3.58 Disposing of Property

Section 3.58 (3) – a local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property;

- a) it gives statewide public notice of the proposed disposition –
 - i) describing the property concerned ;
 - ii) giving the details of the proposed disposition; and
 - iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and

- b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

-section 3.58 (4) the details of a proposed disposition that are required by subsection (3) (a) (ii) include –

- a) the names of all other parties concerned;
- b) the consideration to be received by the local government for the disposition; and
- c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.

RECOMMENDATION

That ;

1. Council's condition of Sale of Property Assets, is by "lump sum" or "bank Cheque" payment and that agreement be obtained from R.E. McMeeken prior to further procedures being considered.
2. Subject to condition (1) described above, Council approves the sale of property described as Lot 90 (5) Strang Street Tammin, to R.E McMeeken of Tammin for local market valuation pricing prior to advertising the proposal.
3. Council Advertises the proposal in accordance with the Local Government Act and associated Regulations, by Private Treaty procedure and the matter be presented back to Council for final consideration.

Voting requirement; by Absolute Majority

STAFF / COUNCIL RECOMMENDATION

MIN 0533/03 MOTION - Moved Cr. Caffell 2nd Cr Wheeldon

That ;

1. Council's condition of Sale of Property Assets, is by "lump sum" or "bank Cheque" payment and that agreement be obtained from R.E. McMeeken prior to further procedures being considered.
2. Subject to condition (1) described above, Council approves the sale of property described as Lot 90 (5) Strang Street Tammin, to R.E McMeeken of Tammin for local market valuation pricing prior to advertising the proposal.
3. Council Advertises the proposal in accordance with the Local Government Act and associated Regulations, by Private Treaty procedure and the matter be presented back to Council for final consideration.

CARRIED 5/0

Voting requirement; by Absolute Majority

Agenda Reference:	11.1.2
Subject:	Request for Salary Review – Tammin Alcoa Landcare Education Center Managers
Location:	Tammin
Applicant:	TALEC Managers, Shane and Sue Heriot
File Ref:	EDU 04
Disclosure of Interest:	N/A
Date:	26 September 2003
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Shane and Sue Heriot wrote to the Shire as Shire Employees with reference to their meeting on September 1 with concerns regarding their salary.

Whilst preparing the 2002-2003 budgets in May 2002 Stuart Taylor (Previous CEO) reviewed their salary and advised them of a \$5,000 salary increase to be split \$2500 each for the year. A salary increase was allowed for in this budget however it was not until processing their 2002-2003 group certificates that they discovered that this increase was never passed on to them.

Since adopting the bookings procedure at TALEC in 2002 it has been recognised that their workload has increased dramatically. These bookings were previously undertaken in the Tammin office when Liz McDonald worked full time at Tammin and TALEC was an integral part of her role.

It is noted in their contract they are to have a review each year taking into account added responsibilities and or change of matters relating to TALEC.

Prior to this financial years budget being set Shane and Sue approached myself regarding a salary review and once again whilst meeting with myself and Raymond regarding the 2003-2004 budget for TALEC. At this time they were unaware that the 2002-2003 salary increase had not occurred.

They have therefore requested that their concerns be addressed.

COMMENT

I have had some discussions with Shane and Sue over this request and whilst acknowledging the request, I recommended/suggested that the matter should be considered by the Management Committee. It is clear that the role and responsibilities of the Managers has changed and completed in agreeance with Shane and Sue in full knowledge of the challenge that lays before them in terms of marketing and promotion of TALEC and to streamline the process of managing TALEC Business from TALEC and not the Office of the Council.

FINANCIAL IMPLICATIONS

2003/2004 Budget – account 82.1.407 TALEC Salaries (no increases allowed for)
account 82.2.255 TALEC Accommodation Charges Revenue

POLICY IMPLICATIONS

Draft Contract of Employment Document – not completed due to uncertainty of incorporation or not by the Management Committee and/or the Council. In discussions over time since my appointment to the Council, Shane and Sue are fantastic Managers and are fully supportive to grow the business at TALEC. At a more recent discussion with Shane and Sue, the Manager Corporate Services and the Chief Executive Officer indicated that the incorporation is another issue and certainly needs to be dealt with as well as finalising the Contract of Employment.

Whilst acknowledging the request for Salary review, Council has a very tight budget and the indications to the Managers at the time was that if revenue from accommodation exceeds budget (budget \$30,000.00) then Council will be in a better position to reward them for their sincere efforts to promote TALEC further.

At this date, nearly \$21,000.00 of revenue has been achieved against budget allocation of \$30,000.00.

STATUTORY IMPLICATIONS

- 2003/2004 Budget Document – allowance for salaries TALEC Managers
- Council consideration to approve and authorize over budget expenditure
- Delegated Powers to the Chief Executive Officer to negotiate salary with staff

RECOMMENDATION

1. That Council approves salary increase to Tammin Alcoa Education Centre Managers, Shane and Sue Heriot up to a maximum of \$5,000.00 gross, subject to a Contract of Employment being negotiated and some performance criteria being adopted for continual improvement to the business of TALEC.
2. That Council acknowledges and approves overbudget expenditure for salaries up to a maximum of \$5,000.00 gross.

STAFF / COUNCIL RECOMMENDATION

MIN 0534/03 MOTION - Moved Cr. Stokes 2nd Cr Wheeldon

1. That Council approves salary increase to Tammin Alcoa Education Centre Managers, Shane and Sue Heriot of \$5,000.00 gross from 1 July 2003 subject to a Contract of Employment being negotiated and some performance criteria being adopted for continual improvement to the business of TALEC.
2. That Council acknowledges and approves overbudget expenditure for salaries up to a maximum of \$5,000.00 gross.

CARRIED 5/0

REASON

Council wishes to approve the salary increase from the beginning of this financial year.

Agenda Reference:	11.1.3
Subject:	August Cheque List
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	24 September 2003
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Accounts for Payment from 1st August 2003 – 31st August 2003

Municipal Fund

10633 – 10640	\$ 12,945.31	
13748 – 13782	\$ 58,625.56	
13783	Test Run	
13784 – 13810	\$ 36,054.39	
		<u>\$ 102,143.41</u>

Trust Fund

852	\$ 340.00	
		<u>\$ 340.00</u>

COMMENT

During the month of August 2003 the Shire of Tammin made the following significant purchases:

CJD Equipment - \$11,596.51 - Re-conditioned Engine for Grader

Wel-Quip - \$16,168.90 - Re-conditioned Engine for Roller

FINANCIAL IMPLICATIONS

Local Government (Financial Management) Regulations 1996 Reg 13 – List of Accounts

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS - Nil

RECOMMENDATION

1 That the accounts submitted from 1st August 2003 to 31st August 2003 be accepted.

VOTING REQUIREMENT – ABSOLUTE MAJORITY

STAFF / COUNCIL RECOMMENDATION

MIN 0535/03 MOTION - Moved Cr. Caffell 2nd Cr. Thomson

1 *That the accounts submitted from 1st August 2003 to 31st August 2003 be accepted.*

CARRIED 5/0
BY ABSOLUTE MAJORITY

Agenda Reference:	11.1.4
Subject:	August Financials
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	24 September 2003
Author:	Raymond Griffiths, Senior Finance Officer

BACKGROUND

Enclosed is the monthly reports for the month of August 2003

Direct Debit list for the month of August 2003

Municipal Fund

01 st August 2003	Deposit Book Cost	\$	5.00
01 st August 2003	National On-Line Fee	\$	58.86
13 th August 2003	Net Pay for F/E 13.08.2003	\$	9,031.70
20 th August 2003	Bonus Pays 20.08.03	\$	1,348.55
25 th August 2003	Lease – 120H Grader	\$	5,641.53
27 th August 2003	Net Pay for F/E 27.08.2003	\$	8,953.40
31 st August 2003	Reserve Bank Fees	\$	20.00
31 st August 2003	Trust Fund Bank Fees	\$	41.00
31 st August 2003	Municipal Bank Fees	\$	82.70

Trust Fund

31 st August 2003	Police Licencing for August	\$	9,239.10
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COMMENT

The Hydrology Model has commenced with small headworks being started. To the end of August the Shire of Tammin has spent \$6,107.04 on the Hydrology Model.

Purchase of Laser Levels for the Shire of Tammin

Purchase of new Ford G220 from Donovan Ford.

FINANCIAL IMPLICATIONS

- Financial Management of 2003/2004 budget
- Statutory Audit requirements for prudent financial reporting.

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS - Nil

RECOMMENDATION

1. That Council approve the Monthly Financial Statements for the period ending 31st August 2003.
2. That the Direct Debit List be accepted for the month of August 2003.

STAFF / COUNCIL RECOMMENDATION

MIN 0536/03 MOTION - Moved Cr. Stokes 2nd Cr. Wheeldon

1. *That Council approve the Monthly Financial Statements for the period ending 31st August 2003.*
2. *That the Direct Debit List be accepted for the month of August 2003.*

CARRIED 5/0

Agenda Reference:	11.1.5
Subject:	Financial Reports - Miscellaneous
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	24 September 2003
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Regular reporting on status of Miscellaneous Reports for consideration/information of the Council.

COMMENT

For Council's financial management and awareness information.

FINANCIAL IMPLICATIONS

- General Financial Management of Council
- General Reporting Procedure of Council

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS - Nil

RECOMMENDATION

1. That the following Reports for the period ending 31st August 2003 be approved.

- Capital Status Report
- Bank Reconciliation
- Outstanding Sundry Debtors
- Loan Register Report

STAFF / COUNCIL RECOMMENDATION

MIN 0537/03 MOTION - Moved Cr. Thomson 2nd Cr. Wheeldon

1. *That the following Reports for the period ending 31st August 2003 be approved.*

- *Capital Status Report*
- *Bank Reconciliation*
- *Outstanding Sundry Debtors*
- *Loan Register Report*

CARRIED 5/0

Agenda Reference:	11.2.1
Subject:	Building Returns September 2003
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	BUILD06
Disclosure of Interest:	Nil
Date:	25 September 2003
Author:	John Mitchell, Manager, Development Services

BACKGROUND

Council has provided delegated authority to the Administration to process building applications.

COMMENT

No building licences were issued for the month of September 2003.

FINANCIAL IMPLICATIONS - Nil.

POLICY IMPLICATIONS - Nil.

STATUTORY IMPLICATIONS - Nil.

RECOMMENDATION

“That Council note that no licences were issued for the month of September 2003.”

STAFF / COUNCIL RECOMMENDATION

MIN 0538/03 MOTION - Moved Cr. Wheeldon 2nd Cr. Stokes

“That Council note that no licences were issued for the month of September 2003.”

CARRIED 5/0

Agenda Reference:	11.2.2
Subject:	Hydrology Model – Changes to Design
Location:	Shire of Tammin
Applicant:	
File Ref:	AGR19
Disclosure of Interest:	Nil.
Date:	24 September 2003
Author:	John Mitchell, Manager, Development Services

BACKGROUND

Council has considered reports from the Administration relating to this project previously. There are amendments proposed to the plan to enhance the project.

The President will speak at the meeting to the proposed changes.

COMMENT

The proposed changes to the project are:

1. Redesign of the rear pool area to relieve the bottleneck created on the east side of the rear pool and to mirror the available amphitheatre area on the Hall side of the project. . The President will provide a detailed plan to the meeting. Estimates of costs are \$2,000 for the redesign of the architectural plans, one additional balance tank - \$1,000, + the cost of materials for the increase in pond areas – if any. An allowance of \$5,000 should cover the additional costs.
2. Additional lights for the amphitheatre area – (4) - \$4,000 estimate.
3. Raising of the amphitheatre area to permit a larger viewing area. This should be cost neutral as the offset cost of pavers and sumps can be used for the additional wall height to the rear pond and additional soil.

The project has achieved savings in the following areas: -

1. Canopy - \$11,000

2. Cement - \$28,000
3. Paved materials - \$3,750
4. Fencing – Monorail - \$5,000
5. Sumps - \$1,000
6. Pavers top of walls - \$2,000

Cost overruns are expected in earthworks – allowance - \$23,000 anticipated at \$27,000. The error in calculations is the responsibility of the Manager, Development Services. My apologies to Council – I rarely have estimated these earthworks and took a best guess.

An additional \$2,500 will be required for the erection of the stage wall to complete the waterfall feature. A further \$2,500 will be required for earth backfill to the extended amphitheatre area.

At this time it is believed that the project can achieve the above savings bringing the total project down to under \$400,000.00.

FINANCIAL IMPLICATIONS

Discussed under comments.

POLICY IMPLICATIONS - Nil.

STATUTORY IMPLICATIONS

The value of the redesign is unlikely to exceed the 10% rule for tender purposes. Additionally only one tender was received. Accordingly the proposed changes do not impact on the provision of the Tender Regulations.

RECOMMENDATION

- 1) “That the Following amendments be made to the plans of the Hydrology Model/Outdoor Centre: -
 - a)
 - b)
 - c)
- 2) “That the savings amounting to approximately \$50,000 be acknowledged.”
- 3) “That the cost overruns relating to earthworks of approximately \$4,000 be acknowledged.”

STAFF / COUNCIL RECOMMENDATION

MIN 0539/03 MOTION - Moved Cr. Thomson 2nd Cr. Caffell

1. *“That the Following amendments be made to the plans of the Hydrology Model/Outdoor Centre: -
 - a) increase the pool area by 180 square metres
 - b) construct rear retaining wall
 - c) change shape to increase viewing area and to decrease construction costs.*
2. *“That the savings amounting to approximately \$50,000 be acknowledged.”*

3. *“That the cost overruns relating to earthworks of approximately \$4,000 be acknowledged.”*

CARRIED 5/0

REASON:

Provide up to date information, amendments and costs at date of reporting.

**Chief Executive Officer’s Report
For the period September/October 2003**

Top Dressing of Recreation Oval – Donnan Park

The Shire was able to “broker” Community input and support on a voluntary basis to undertake topdressing of the Recreation Oval at Donnan Park on Saturday 13th September 2003. The oval is reported to have been last top dressed, around 15 to 18 years ago.

Six (6) Community members plus five (5) Shire Employees with machinery, completed the task in a cooperative voluntary manner to achieve renovation of the surface, whilst preparing the ground for the next season of sports and activities. Council has written to all those participated and volunteered their time and machinery for a great result and demonstration of community spirit.

Retiring Staff Member Function – Arthur Patten

Council’s long serving staff member was farewelled at a function held at Council’s Works Depot site, on Thursday, 11 September. All Works & Services Staff with Tammin and Kellerberrin Local Governments were in attendance to farewell Arthur, offering our appreciation for his services. Council acknowledged his service and commitment to the Council and the Community with a gift.

Tammin Regional Waste Processing Site

Informal discussions have been had with Tammin Regional Waste Site Contractor, City and Regional Waste Services, to research a previously submitted proposal to plan for the development of a rail spur to the Waste Site. The Contractor has advised that he is aware and has promoted this concept previously and will be responsible for the follow up enquiry. At date of preparing this report, no further information has been forthcoming due to the informal approach and enquiry process being undertaken at this stage.

Regulatory Speed Limit Signage – Tammin Townsite – Main Roads WA

Discussions had with Main Roads WA staff last week, in Northam revealed that speed limit signage along Underwood/Walston Roads, is classed as a regulated speed zone. The fact that a 60km/hr speed zone currently exists must have resulted from a Council request some time ago. Council can request that the adopted standard speed zoning for residential areas should be 50km/hr to be in accordance with statutory regulations and to demonstrate Council’s commitment to reduce vehicle speed to a level of promoting safety in our community. Council may make a request formally within the Council Meeting and/or wait for an official response from Main Roads WA.

Sight Distance Safety at intersection of Underwood Road and Great Eastern Highway

At the same meeting/visit to Main Roads WA Regional Office in Northam last week, discussions were had with Main Roads WA staff to highlight Councils concern with safety and lack of sight distance when looking right (east) at the intersection point. A

further letter has been forwarded to Main Roads WA seeking a response to Councils concerns and an opportunity arose to describe the situation and hazard that presents motorists at the intersection. It appears that some vegetation will need to be removed to improve the safety factor at the intersection point. This is not a formal response at this stage other than an “indicative response” as a result of the visit to Main Roads WA Regional Office in Northam.

Community Bus Trailer Maintenance Attention

A request was put forward to replace the tyres on the trailer and the jockey wheel required maintenance attention. Whilst the tyres were getting close legal limits and had some travelling left, new tyres were purchased and put on the trailer as well as free up the operation of the jockey wheel that was damaged by previous hirers by not knowing the way it operates. The works were completed within the short notice of 24 hours in readiness for the Bus to go to Albany.

School Bus Signs

A verbal request was received for the installation of school bus signs, which have been ordered plus an additional set to cover anticipated request in the short term. As is usually the case, a number of signs remain in place and not actually in use representing a false responsibility on road users for adherence to the precautionary sign that are erected throughout the Shire. As mentioned previously, we will develop a list of signs that need removal due to no requirement and/or not in use to ensure that the travelling public are not “laxed” when they do approach the school bus signs.

State Black Spot Funding Grant Application – National Road Safety Standards

A recent survey undertaken by management staff reveal that there are a number of safety concerns at intersections that are not approved for safety of road users. These relate to what is commonly known as “Y-Junctions”, “Slip Lanes” and other “Multitude Crossing Intersections” that are not accepted for safety and road design standards. The State Black Spot Funding Program targets this program on a \$2 to \$1 arrangement to assist local governments to rectify this sub standard road design. At this stage the Shire has seven (7) identified intersections and staff has submitted financial assistance for two roads in this funding round. The roads/intersections are:

- South Tammin and Dixon Roads – remove slip lanes and approve of regulated cross road function. Estimated cost of works= \$8,615.50.
- Cubbine and Gardner Reserve Roads – remove y-junction to tee road. Estimated cost of works= \$12,934.75.

These undesirable road intersections must be addressed by the Council as part of its commitment to maintain road and traffic safety standards within the Shire.

Offer to purchase Land and Buildings at Donnan Street, Tammin

Council’s “bid” for land and buildings only, of the ex Tammin Steel Fabrication business is being considered by the Administrators via the appointed Auctioneers and ultimately must be approved by the Bankers prior to a decision being made. At the time of preparing this report, no further advice has been received. It is anticipated that a decision will be advised to all parties that may be involved in the land and buildings component.

Re-opening of Tammin Abattoirs

Indications were presented upon enquiry that the ex Abattoir Business would re-open after a lengthy Court Hearing. I have made contact twice since the initial advice and left messages to follow up on the Court’s Decision with the intending owners. Indications are that there is a further legal hiccup and will again delay the outcome by a further

week or two. To date no official advice has been received regarding the Court's decision, all we can do is hope for the best so that the business can commence operations very soon. Tammin Roadhouse Owners have been contacted and informed of the more recent developments to encourage advance planning of the Caravan Park Accommodation proposal to assist with housing employees of the Abattoirs once all systems are go.

Renewal of Street Rubbish Bins

Staff has commenced planning for the renewal of street bins by painting of bin holder and bin in a burgundy colour for the bin holder and cream colour for the bin. There are a number of bins placed around town over past times that will be removed due to not being used and are ineffective at their current location. It is proposed to engage the Work Camp Crew in association with Council Staff to complete the project prior to the Tammin Art Promotion Weekend Event. In addition, a small allowance has been made in Councils budget for the purchase of new bins to replace old and beyond repair street bins.

Tamma Village Garden Renewal Project

Council has offered assistance in association with the Tamma Village Residents, to undertake renewal of the old section of lawn and garden area of the Tamma Village Complex. Whilst appropriate machinery is working onsite at the hydrology Model Project, it has been suggested that the desired project can be completed at minimal cost contributions from the Management Committee. Discussions have been had with the Management Committee Chair, who has endorsed the proposal. Reticulation upgrade can be undertaken at the same time by the Work Camp Group for minimal inconvenience to residents of the Village.

Garden Renewal in Information Bay opposite the Post Office

It is proposed to approach the "defacto" Tidy Towns Group to seek their involvement in renewing the garden bed area of the Parking/Information Bay site opposite the Post Office. The gardens are tired and non-existent and with community involvement will ensure that ownership and assistance will benefit promotion of the town. The project will be implemented under Councils Budget allocation for town/gardens maintenance and commenced very soon once a direction has been adopted for the project.

Vacant Landowners Responsibility Letter

Letters have been prepared and mailed out to vacant landowners within the townsite reminding them of their responsibility to maintain their land free of hazards and vermin. Landowners are being encouraged to maintain their vacant land in a neat and tidy condition and hopefully, by early action will not be subject to a burning program that leaves the land blackened by this method of maintenance. Discussions have been had with the Captain of the Fire and Rescue Group in reference to this area of concern and positive suggestions have resulted for a better management plan for all landowners to adopt in future years. It is preferred for the towns visual amenity of vacant land appearance to slash and/or mow in a neat manner earlier on in the winter season to improve the towns presentation through the drier months of the year.

Community Development Officer Report

Volunteers Day Grant Submission

I am submitting a grant application to the Department of Community Development for a function to recognise our volunteers in the Tammin community. A total of \$500 is available to conduct this event and it is hoped that Council will be able to match these funds.

The event must meet the following selection criteria:

- ❖ The event must be an all of community event with volunteers from a wide range of community groups represented rather than just one or two organisations.
- ❖ The event has the primary focus of thanking volunteers for their commitment to the local community.

Previously this event had to be held during Volunteer Week, early December. This precluded a lot of people from attending. This year we have a three month time period in which to conduct an event.

Discussions with the President has indicated that a function early in February when most people are back from holidays would be suitable. This would be in the form of a sausage sizzle and refreshments being conducted at the newly constructed 'Hydrology Model'. Council can recognise the contribution by various community members/groups at this function. Entertainment in the form of a band (Ice Rain) would provide music to suit all age groups.

Tammin Bowling Club

I have had several meetings with Joan Button from the Bowling Club in relation to applying for CSRFF grant. Last Friday I met on site with Joan & Roy Button and Kristy from the Department of Sport and Recreation. We discussed various aspects of the grant funding and decided that it would be best to apply for just the lighting part of the proposal. It was considered that the reticulation was of a more urgent nature and could not be postponed for another 1 – 2 years which could be the case if seeking grant funding.

Tammin Citizen of the Year Awards

Discussions with Shire President have indicated a need for the local community to look at holding these awards on Australia Day as is the case with most Councils.

A number of suggestions have been made as to possibly combining this event with the Shire of Kellerberrin, each Shire to have separate awards. The hosting of the event could be alternated between the two Councils. Another idea is to perhaps hold the Australia Day breakfast at Kellerberrin and for Tammin to host an "Australiana" function during the evening.

The Councils joint committee would need to have discussions on this to come to an arrangement suitable for both Councils.

Manager, Works & Services Report

1 ROAD MAINTENANCE

- 1.1 Goldfield Road Gravel Sheeting
- 1.2 Yorkrakine Road - Pot Holes Graveling
- 1.3 Cemetery Road - Pot Holes Graveling
- 1.4 Turon Road - Pot Holes Graveling
- 1.5 Livesy North Road - Pot Holes Graveling
- 1.6 Nelson Road - Pot Holes Graveling
- 1.7 McQueen Road - Pot Holes Graveling
- 1.8 Nock Road - Pot Holes Graveling
- 1.9 Doodgin Peak Road - Pot Holes Graveling

2 BUILDING WORKS

2.1 Hydrology Model

3 PRIVATE WORKS

3.1 K Willey - Spraying

3.2 B Crook – Yellow Sand

4 GENERAL WORKS

4.1 Remove Tree on Cubbine road

4.2 Litter Control

4.3 Slashing Block Reserves

4.4 Senior Village

4.5 Clean Yards 8-9 Nottage Way

4.6 Spray Weeds – 1 Nottage Way

4.7 Remove Play Ground for Hydrology Model

4.8 Town Spraying

4.9 Remove Railing at Sheep Yards

4.10 Bus Maintenance

4.11 Oval Sand – Water

4.12 Fertiliser wickets

5 PLANT MAINTENANCE

5.1 Grader 670B Fuel Line

5.2 Roller 66 engine

5.3 Caterpillar Grader – Rear Wheel repairs

5.4 Mitsubishi Truck 27 – lights, shifter boot and gear linkage

5.5 Mitsubishi Truck 28 – lights, shifter boot

6 HUMAN RESOURCES

6.1 Lawrence McNamara attended a WACA Turf Wickets course in Perth

6.2 Toby McQuistan and Marc Anderson – Chainsaw Course

6.3 Arthur Patten – Retirement

6.4 Thanks to Frank Peczka, Toby McQuistan, Rob Prater, Bob McMeeken, Gavin Charlton, Rodney Stokes, Michael Packham, Simon Rogers, Ivan Rogers for assisting with the sanding of the oval on Saturday, 13 September 2003.

6.5 Thanks to Tony York for supplying the sand and lending his road train.

FRANK PECZKA

Chief Executive Officer

STAFF / COUNCIL RECOMMENDATION

MIN 0540/03 MOTION - Moved Cr. Thomson 2nd Cr. Wheeldon

That Council accept the following reports:

1. *Chief Executive Officer's Report and following sub reports:*

a. *Community Development Officer Report*

b. *Manager Works and Services Report.*

CARRIED 5/0

Agenda Reference:	Late Item 1
Subject:	Community Achievement Night
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	PUB04
Disclosure of Interest:	Nil
Date:	1 October 2003
Author:	Frank Peczka, Chief Executive Officer

COMMENTS

Council discussion on the positive benefits of recognizing our residents with their individual or group achievements over the past 12 months a function to recognise these achievements is suggested.

STAFF / COUNCIL RECOMMENDATION

MIN 0541/03 MOTION - Moved Cr. Caffell 2nd Cr. Stokes

That Council host a Community Achievement Night on Thursday, 16 October 2003 between 6:00pm and 7:30pm at the Tammin Bowling Club.

CARRIED 5/0

Agenda Reference:	Late Item 2
Subject:	Land Clearing Provisions within Road Reserves
Location:	Shire of Tammin
Applicant:	Western Australian Local Government Association
File Ref:	OLGOV 06
Disclosure of Interest:	N/A
Date:	1 October 2003
Author:	Frank Peczka, Chief Executive Officer

COMMENTS

Local Government industry is raising extreme concerns in relation to the land clearing provision contained in the Environmental Protection Amendment Bill 2002 and the potential impact on road reserves. Local Government is seeking exemption to this onerous responsibility shifted upon Local Governments.

STAFF / COUNCIL RECOMMENDATION

MIN 0542/03 MOTION - Moved Cr. Thomson 2nd Cr. Caffell

That Council objects to the proposed legislative requirements placed upon Local Government for Land clearing provisions with the local road network reserve as contained within the environmental protection amendment bill 2002.

CARRIED 5/0

Agenda Reference:	Late Item 3
Subject:	CBH/Grower Waybill Documents
Location:	Shire of Tammin (Tammin)
Applicant:	Shire of Tammin (Tammin)
File Ref:	ORG07
Disclosure of Interest:	Nil
Date:	1 October 2003
Author:	Frank Peczka, Chief Executive Officer

COMMENTS

Council expressed deep concern at Department of Transport to directly access grower weighbill dockets at CBH weighbridge offices during the harvest period. It appears that this direct access will be introduced for the 2004/05 harvest period. Concerns for grower privacy and legalities of "Duty of Care" by CBH and that of the grower.

STAFF / COUNCIL RECOMMENDATION

MIN 0543/03 MOTION - Moved Cr. 2nd Cr.

That Council writes to CBH objecting to proposed access to CBH weighbridge dockets by the Department of Transport (weights and measures section).

CARRIED 5/0

Agenda Reference:	Late Item 4
Subject:	Town Dam for Recreation Water Supply (Tammin)
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ENVH 03
Disclosure of Interest:	Nil
Date:	1 October 2003
Author:	Frank Peczka, Chief Executive Officer

COMMENTS

To avoid the annual cost of approximately, \$18,000.00 for scheme water supply to the Shire Recreation Area, Council needs to commence investigation of potential dam sites including utilisation of an area known as the "Railway Day", south of Tammin.

STAFF / COUNCIL RECOMMENDATION

MIN 0544/03 MOTION - Moved Cr. Wheeldon 2nd Cr. Stokes

That the Works and Services Committee investigate various suitable locations for dam storage for town recreation water supply.

CARRIED 5/0

Agenda Reference:	Late Item 5
Subject:	Ranger Service Scheme
Location:	Shire of Tammin
Applicant:	Central Wheatbelt Ranger Service Scheme
File Ref:	ENG 01
Disclosure of Interest:	Nil
Date:	1 October 2003
Author:	Frank Peczka, Chief Executive Officer

COMMENTS

Central Wheatbelt Ranger Service Scheme administrators, Shire of Merredin have written to all members Councils, outlining recommended changes to the scheme. The Council should be wary of costs and value of service from the scheme.

STAFF / COUNCIL RECOMMENDATION

MIN 0545/03 MOTION - Moved Cr. Thomson 2nd Cr. Stokes

That Tammin Shire Council maintain their current status in the Ranger Service Scheme with no increases costs or loss of value to service provided.

CARRIED 5/0

Agenda Reference:	Late Item 6
Subject:	Australia Day Function
Location:	Tammin
Applicant:	Shire of Tammin
File Ref:	PUB05
Disclosure of Interest:	N/A
Date:	1 October 2003
Author:	Frank Peczka, Chief Executive Officer

COMMENTS

Councillors discussed the forthcoming Australia Day celebrations and considered how to best recognise this important event. It was considered that an attempt be made to celebrate the day in a significant way with consideration to joining with the Kellerberrin Community for a morning celebration in Kellerberrin and then an evening celebration in Tammin at the Hydrology Model/Outdoor Function Facility. Council discussed the opportunity to survey the community for their input given that school holidays and family holidays occur at this time of the year.

STAFF / COUNCIL RECOMMENDATION

MIN 0546/03 MOTION - Moved Cr. Caffell 2nd Cr. Wheeldon

That Council initiate a community survey to ascertain what type of function and venue for the Australia Day celebrations in January 2004. Results of the survey be presented back to Council for further consideration.

CARRIED 5/0

GENERAL BUSINESS - Nil

CLOSURE OF MEETING

There being no further business to discuss the President thanked Members for their attendance and closed the meeting at 4:53pm.

NEXT MEETING DATE

Wednesday, 5 November 2003 commencing at 1:00pm at Tammin Council Chambers