



Minutes of the Shire of Tammin Ordinary Council Meeting held at Council chambers,
1 Donnan Street Tammin, on Thursday 20 March 2014.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Cr Uppill declared the meeting open at 4.06 pm.

2. RECORD OF ATTENDANCE / APOLOGIES

Cr S. Uppill	President
Cr C. Crane	Deputy President
Cr M. Greenwood	Member
Cr D. McCreery	Member
Cr P. Bell	Member
Cr. D. Thomson	Member
Brian Jones	Chief Executive Officer

APOLOGIES

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 ORDINARY COUNCIL MEETING MINUTES - (20 February 2014)

Recommendation:

That the Minutes of the Ordinary Council meeting held on 20 February 2014 be confirmed as a true record of proceedings.

MIN 20/14 MOTION – MOVED Cr Bell seconded Cr Thomson

That the Minutes of the Ordinary Council meeting held on 20 February 2014 be confirmed as a true record of proceedings.

CARRIED 6/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

- Attended the Wheatbelt North Regional Road Group meeting held in Northam on Monday 24 February
- Attended the Tammin Seniors meeting (with Cr P Bell) on 11 March 2014
- Was not available to attend the recent GECZ meeting held on 27 February 2014

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. REPORTS OF COMMITTEES / COUNCILLOR

10.1 Tammin Town site development and beautification committee

MIN 21/14 MOTION – MOVED Cr Greenwood seconded Cr Bell

That the Minutes of the Tammin Town site development and beautification committee meeting held on 18 March 2014 be confirmed as a true record of proceedings.

CARRIED 6/0

10.2 Members Reports

Cr M Greenwood attended two Cunderdin Primary Health Care Demonstration Site – Project User Group meetings (21 February and 12 March 2014).

Cr P Bell attended Visitorism meeting held at the Tammin Roadhouse on 7 March 2014.

11. AGENDA ITEMS

11.1 List of Payments – February 2014 (FIN-05)

Author – Myra Henry, SFAO, 11 March 2014, Interest – Nil

BACKGROUND

Accounts paid for February 2014 is listed totaling:

Cheque numbers	6427 - 6433, 6435 - 6450	\$16987.70
Direct debit payments	01/02/2014 - 28/02/2014	\$313.02
Licensing transfers	01/02/2014 - 28/02/2014	\$16478.30
Bank fees	01/02/2014 - 28/02/2014	\$215.37
VISA payments	01/02/2014 - 28/02/2014	\$183.91
EFT payments	EFT505 - EFT534	\$85001.10
Salaries and Wages	01/02/2014 - 28/02/2014	\$45192.96
Total payments		

* Cheque 6434 is January BAS payment

COMMENT

Nil

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

See Reference on page 21

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the list of payments made for February 2014 be endorsed as follows:

Accounts paid for February 2014 is listed totaling:

Cheque numbers	6427 - 6433, 6435 - 6450	\$16987.70
Direct debit payments	01/02/2014 - 28/02/2014	\$313.02
Licensing transfers	01/02/2014 - 28/02/2014	\$16478.30
Bank fees	01/02/2014 - 28/02/2014	\$215.37
VISA payments	01/02/2014 - 28/02/2014	\$183.91
EFT payments	EFT505 - EFT534	\$85001.10
Salaries and Wages	01/02/2014 - 28/02/2014	\$45192.96
Total payments		

Simple Majority Required

MIN 22/14 MOTION – MOVED Cr Thomson seconded Cr Greenwood

That the list of payments made for February 2014 be endorsed as follows:

Accounts paid for February 2014 is listed totaling:

Cheque numbers	6427 - 6433, 6435 - 6450	\$16987.70
Direct debit payments	01/02/2014 - 28/02/2014	\$313.02
Licensing transfers	01/02/2014 - 28/02/2014	\$16478.30
Bank fees	01/02/2014 - 28/02/2014	\$215.37
VISA payments	01/02/2014 - 28/02/2014	\$183.91
EFT payments	EFT505 - EFT534	\$85001.10
Salaries and Wages	01/02/2014 - 28/02/2014	\$45192.96
Total payments		

CARRIED 6/0

11.2 Financial Report to 28/02/2014 (FIN-05)

Author – Myra Henry, SFAO, 11 March 2014, Interest – Nil

BACKGROUND

The Monthly Financial Report to 28 February 2014 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 5 – 15 August 2013) 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

See references on page 21

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Financial Report for 28 February 2014 be received.

Simple Majority Required

MIN 23/14 MOTION – MOVED Cr Bell seconded Cr Greenwood

That the Financial Report for 28 February 2014 be received.

CARRIED 6/0

11.3 Emergency Management Arrangements

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

Each local government is required to have current emergency management arrangements. Previously the Shires of Kellerberrin and Tammin had a joint Emergency Management Plan however with the proposed amalgamation of Tammin with the Shires of Cunderdin, Quairading and York, the Shire of Kellerberrin have developed their own Plan with the understanding that the proposed new local government would have been required to develop their own Plan.

Now that the amalgamation will not be proceeding, Council is required to prepare an Emergency Management Plan for the Shire of Tammin.

It is intended to retain the current Local Emergency Management Committee (LEMC), covering the Shires of Kellerberrin and Tammin.

COMMENT

Please find attached a Draft Emergency Management Plan for Council input. This Plan has been compiled based on the Shire of Kellerberrin Plan's structure and is not yet finalised.

The Emergency Management Plan needs to be endorsed by the LEMC prior to being endorsed by Council.

The purpose of presenting this Draft Plan to Council is to seek feedback and comment to allow the Plan to be finalised prior to presenting the Plan to LEMC, to ensure it reflects the current and intended requirements of the Shire.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Emergency Management Act 2005

36. Functions of local government

It is a function of a local government —

(a) subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;

(b) to manage recovery following an emergency affecting the community in its district; and

(c) to perform other functions given to the local government under this Act.

STRATEGIC IMPLICATIONS

SCP Priority “strengthen emergency services”

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council:

- Acknowledge the requirement for the Shire of Tammin to have in place appropriate emergency management arrangements.
- Review the Draft Emergency Management Plan, as presented, and provide feedback to the CEO regarding the contents of the Plan and the Recovery Committee membership.
- Support the Draft Emergency Management Plan being finalised by the CEO and presented to the LEMC for their endorsement and then presented to Council for formal adoption.

Simple Majority Required

MIN 24/14 MOTION – MOVED Cr Crane seconded Cr Greenwood

That Council:

- Acknowledge the requirement for the Shire of Tammin to have in place appropriate emergency management arrangements.
- Review the Draft Emergency Management Plan, as presented, and provide feedback to the CEO regarding the contents of the Plan and the Recovery Committee membership.
- Support the Draft Emergency Management Plan being finalised by the CEO and presented to the LEMC for their endorsement and then presented to Council for formal adoption.

CARRIED 6/0

11.4 Tammin Refuse Site

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

The management contract for the Tammin Refuse site expires on 30 June 2014. At the ordinary Council meeting held on 20 February 2014 Council passed the following resolution:

That Council agrees to engage the services of a suitably qualified person to prepare a management plan for the management of the Tammin Refuse site by the Shire of Tammin, with a copy of the report being presented to Council for consideration.

COMMENT

The CEO, Works Supervisor and Shire of York EHO have been working towards developing a management plan for the refuse site and a first draft is attached for Council input.

It should be noted that this is a Plan on how the Shire will manage the site and is not intended to duplicate the comprehensive Landfill Management Plan and Regional Assessment prepared for Council in June 2012.

STATUTORY ENVIRONMENT

The refuse site is governed by a license agreement with the Department of Environment

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Not yet known

STRATEGIC IMPLICATIONS

SCP Priority “Develop a sustainable approach for the management of waste”

COMMUNITY CONSULTATION

Nil

OFFICER’S RECOMMENDATION

That Council receives the draft refuse site operational plan and provide feedback to the CEO to allow the Plan to be finalised.

Simple Majority Required

MIN 25/14 MOTION – MOVED Cr Crane seconded Cr McCreery

That Council agrees that the Tammin Refuse Site will only accept waste from within Tammin and from Tammin residents only and accordingly will not accept any waste from any other towns or from people residing outside of the Tammin Shire. This restriction will occur from the end of September 2014 at the latest and all impacted parties to be notified.

CARRIED 6/0

Note: Council chose to adopt this resolution while debating the future operations of the Tammin Refuse Site to allow a long notice period to be provided to affected parties and to clarify that Council's intention is for the refuse site to be a service available to Tammin residents only in order to prolong the useful life of the site.

MIN 26/14 MOTION – MOVED Cr Thomson seconded Cr Bell

That Council receives the draft refuse site operational plan and provide feedback to the CEO to allow the Plan to be finalised and consult with the community on preferred opening days.

CARRIED 6/0

11.5 Asset Management Plan – Roads and Corporate Business Plan

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

The Asset Management Plan for Road Infrastructure has now been completed and is presented to Council for consideration.

Council adopted the Asset Management Plan for Buildings and Structures two years ago, at the ordinary Council meeting held on 15 March 2012.

COMMENT

The purpose of the Asset Management Plan is to assist Council in identifying the actual annual maintenance requirements to maintain our road infrastructure assets to a suitable standard.

This plan will assist in the preparation of future works programs and provides Council with a clear picture of what is realistic from a financial perspective which will underpin future service delivery, viability and sustainability.

Council has previously adopted the following Plans in regards to our Integrated Planning requirements:

Community Strategic Plan	adopted 15 March 2012, amended 20 February 2014
Asset Management Plan – Buildings & Structures	adopted 15 March 2012
Integrated Workforce Plan	adopted 20 June 2013
Long Term Financial Plan	adopted 20 February 2014

Council is now required to prepare a Corporate Business Plan however no funds have been provided for in the Budget for this.

It is interesting to note that the State government requires the Shire of Tammin to adhere to a complex long term integrated planning regime however they cannot provide any direction regarding whether the Shire of Tammin will actually exist beyond the current term of Parliament.

STATUTORY ENVIRONMENT

19DA. Corporate business plans, requirements for (Act s. 5.56)

(1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.

- (3) A corporate business plan for a district is to —
- (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
- (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
- (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
- *Absolute majority required.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Any money spent on the development of the Corporate Business Plan will be unbudgeted expenditure.

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER’S RECOMMENDATION

That Council:

- Adopt the Asset Management Plan – Roads, as presented,
- Authorise the CEO to appoint a consultant to prepare a Corporate Business Plan and note that this will be unbudgeted expenditure.

Absolute Majority Required

MIN 27/14 MOTION – MOVED Cr Bell seconded Cr Greenwood

That Council:

- Adopt the Asset Management Plan – Roads, as presented,
- Authorise the CEO to appoint a consultant to prepare a Corporate Business Plan and note that this will be unbudgeted expenditure.

CARRIED 6/0

11.6 Shire Housing

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

At the ordinary Council meeting held on 18 April 2013 Council passed the following resolution:

That Council:

1. *Agrees to sell properties 6 Russell Street and 20 Ridley Street and arranges to place the properties on the market with immediate effect.*
2. *Uses the proceeds to build replacement properties immediately, once the properties have been sold.*
3. *That the current tenants be advised of council's decision to sell and that they be given 60 days notice to vacate once the sale has been finalised.*

Both of these properties have now been sold.

COMMENT

Council has recently been advised that our CLGF allocation for 2012/13 that was previously deemed ineligible due to the Shire not acquitting our 2010/11 funding will be reconsidered as part of the State Government Budget process.

Council will need to determine the best site on which to construct any new residence. The Shire owns three vacant lots on Nottage Way but at least two of these lots may not be suitable for new residences given the close proximity to the back of the Roadhouse.

Council owns freehold lot 88 Redmond Street which is zoned residential. This lot may be an ideal site to construct a duplex dwelling now that the Shire Depot is being relocated and this lot will no longer be required by the Shire.

FINANCIAL IMPLICATIONS

Council has accepted an offer for \$88,000 for 6 Russell Street and will net approx \$81,000 and has recently sold 20 Ridley Street and received approx \$115,000.

Council purchased lot 3 Nottage Way for \$16,000 which was not included in the Budget.

The combined income from the sale of the two houses is approx \$196,000 less the over expenditure on Nottage Way of approx \$16,000 leaves \$180,000.

The most recent house constructed by Council, being 12 Russell Street, has cost approx \$350,000 in total.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

OFFICER'S RECOMMENDATION

That Council:

- Include \$550,000 in the draft 2014/15 Budget for the construction of one duplex (2 accommodation units) on 8 Redmond Street.

Simple Majority Required

MIN 28/14 MOTION – MOVED Cr Thomson seconded Cr McCreery

That Council:

- Include \$550,000 in the draft 2014/15 Budget for the construction of one duplex (2 accommodation units).

CARRIED 6/0

Note: Council adopted a different resolution to what was recommended as Council did not wish to determine where the duplex would be built, at this point in time.

11.7 Community Cropping – Portion Lot 52 Tammin Wyalkatchem Rd

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

At the Ordinary Council meeting held on 18 April 2013 Community Cropping was dealt with as a late item and the following resolution was adopted:

That Council seeks expressions of interest from all Community Groups for the Community Cropping Programme by Friday 26th April 2013.

COMMENT

There is no record of any Council decision regarding community cropping following the above mentioned resolution, however it is understood that Council was supportive of the Shire and those community groups who expressed an interest working out amongst themselves how the community cropping program would work without reference back to Council.

The Shire has again called for expressions of interest from community groups for the opportunity to participate in the community cropping program in 2014. The details of the groups who express an interest will be provided at the meeting.

The Shire has not asked for any information at this stage beyond who is interested and it is recommended that community groups who express an interest should provide details on what projects they are fundraising for so that Council can be assured that the funds raised are going to the projects that are most beneficial to the community.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

3.58. *Disposing of property*

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not

include money.

30. *Dispositions of property to which section 3.58 of Act does not apply*

- (2) *A disposition of land is an exempt disposition if —*
(b) *the land is disposed of to a body, whether incorporated or not —*
(i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
(ii) *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;*

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Notice was given in the Tammin Tabloid and relevant community groups were contacted directly.

OFFICER'S RECOMMENDATION

That Council:

- Acknowledge the Expressions of Interest received and request those groups to provide information on how they would invest any proceeds from the community cropping opportunity.
- Request the CEO and Cr _____ and Cr _____ meet with the representatives of the community groups after receiving the above information to discuss further and then provide a report to the April Council meeting to recommend on how to proceed.
- Request the CEO prepare a Policy for community cropping for 2015 and beyond, to be presented to Council for consideration.

Simple Majority Required

MIN 29/14 MOTION – MOVED Cr McCreery seconded Cr Greenwood

That Council:

- Acknowledge the Expressions of Interest received from the Hockey Club, Golf Club, Playgroup and Bowling Club and request those groups to provide information on how they would invest any proceeds from the community cropping opportunity.
- Request the CEO and Cr McCreery and Cr Greenwood meet with the representatives of the community groups after receiving the above information to discuss further and then provide a report to the April Council meeting to recommend on how to proceed.
- Request the CEO prepare a Policy for community cropping for 2015 and beyond, to be presented to Council for consideration.

CARRIED 6/0

11.8 Basketball / Netball Courts

Author - Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

The current basketball / netball courts situated at Donnan Park have deteriorated to a degree that they are no longer fit for purpose. Currently the Shire has no facilities for the community to play either basketball or netball.

COMMENT

Quotations have been received to apply an asphalt corrector course over the current court, to apply line marking for netball and basketball and to purchase new backboards and rings.

This treatment will provide for a basic standard of playing surface and allow the courts to be used in the medium term until the proposed multi purpose courts are constructed.

It is recommended that Council undertake these repairs immediately notwithstanding that there is no Budget provision, to ensure basic recreation facilities are provided to our community.

The Shire has received quotations for new backboards and rings which includes poles, backboard, nets and installation. The Shire of Kellerberrin have also offered to donate two netball rings for immediate use that are surplus to their requirements. Council may wish to accept this offer and defer the purchase of new multi use rings.

FINANCIAL IMPLICATIONS

Asphalt corrector	\$ 14,000
Line marking	\$ 1,800
Back boards & rings	<u>\$ 5,200</u>
Total	\$ 21,000

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

The recommendation requires an absolute majority decision as there is no Budget provision.

STRATEGIC IMPLICATIONS

Council's LTFP includes an amount of \$200,000 for multi-purpose courts – basketball, netball, tennis in 2014/15.

The author's understanding is that this project is for new courts and no final decision has been made on where they will be located.

COMMUNITY CONSULTATION

The minutes of the meeting with community sporting groups and other community members held in the Lesser Hall on Wednesday 17 April 2013 records the following comments relevant to these courts:

Jnr Netball – Narelle Caffell

Narelle brought to everyone's attention that a large number of players in the Tammin – Kellerberrin team are from Tammin and that it is sad that Tammin has no facilities and that the Shire should look into the establishment of a court.

President Uppill explained that the shire is currently looking into the building of a multipurpose court and that it is part of the future planning.

Primary School – Rodney Stokes

Rodney advised that at the current stage it is not possible to hold interschool carnivals because of the lack of a multipurpose court and it would be a great opportunity for Tammin to establish such.

OFFICER RECOMMENDATION

That Council agrees to resurface, line mark and erect new backboards and rings at the basketball / netball court at Donnan Park.

Absolute Majority Required

MIN 30/14 MOTION – MOVED Cr Bell seconded Cr Crane

That Council agrees to resurface, line mark and erect new backboards and rings at the basketball / netball court at Donnan Park and accepts the netball backboards offered by the Shire of Kellerberrin.

CARRIED 6/0

Note: Council adopted a different resolution to the recommendation as the new backboards are not required at this stage and the Shire of Kellerberrin has offered to provide Netball rings to suit our immediate need.

11.9 Be Active Co-ordinator

Author – Brian Jones

DECLARATION OF INTEREST

Nil

BACKGROUND

The following is the profile of the project as contained within the funding application:

The Central & Eastern Sport and Recreation Scheme has been in partnership with Healthway since the pilot program began in October 1996. The Scheme over the years has evolved to suit the needs of both Healthways messages and the needs of the ever changing communities it has serviced. The continued financial support of the program from the Shires is in excess of \$900,000 over this period. The Scheme works closely with Local Government, Local and Regional Sporting Clubs and Associations, Government Departments, Schools and the Community as a whole promoting opportunities to assist in increasing physical activity.

The Scheme employs the Be Active Co-ordinator and includes the Shires of Bruce Rock, Corrigin, Kellerberrin, Yilgarn and Tammin. The programs provided include: swim to rotto program, volunteer program, school holiday program, school carnivals & clinics and seniors programs.

The current funding with Healthways expires on 30 June 2014 and an application for funding beyond this financial year was unsuccessful.

COMMENT

While it is understood that the program has been beneficial it can only continue with an increase in Shire contributions to cover the loss from not receiving grant funding.

A meeting of participating local governments was held on Friday 7 March 2014 with the outcome being that each participant would report to their Council to gauge interest in increasing the Shire contribution to continue the program for a further three years.

While most participants were keen to recommend to their Council to support the scheme I indicated that I would be recommending against any further increase in costs.

The proposed increase would see the Shire of Tammin contributing approx \$13,000 to \$15,000 per annum, which seems excessive given the hours allocated to activities in Tammin.

FINANCIAL IMPLICATIONS

Council currently pays \$7,900 per annum to participate in the scheme. With the withdrawal of external funding the Shire will need to contribute a further \$5,000 to \$7,000, depending on the salary and conditions of the successful applicant.

POLICY IMPLICATIONS

Council Policy 7.2 “That the Central & Eastern Wheatbelt “Be Active Community Sport and Recreation Scheme Health Policy (19 October 2006) be supported.

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council does not agree to any increase in funding towards the Be Active Co-ordinator position and withdraw from the scheme in its current format, unless an alternative source of funding can be obtained.

Simple Majority Required

MIN 31/14 MOTION – MOVED Cr Thomson seconded Cr Bell

That Council does not agree to any increase in funding towards the Be Active Co-ordinator position and withdraw from the scheme in its current format, unless an alternative source of funding can be obtained

CARRIED 6/0

12 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

14 CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 5.45pm.

Tabled before the Ordinary Council Meeting on 17 April 2014.

Cr S Uppill, President

15 REFERENCES

6 DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

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

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

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

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

7.1 STATUTORY ENVIRONMENT

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

11.1 List of Financial Payments Reference -STATUTORY ENVIRONMENT

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

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

11.2 Financial Report Reference - STATUTORY ENVIRONMENT

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

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

The Statement is to be accompanied by:

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

Attachment item 11.1 Payments List February 2014
PAYMENTS LIST FEBRUARY 2014

Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
03/02/2014	6427	AMP Life Limited	Superannuation	48.60
03/02/2014	6428	BT Lifetime - Personal Super	Superannuation	65.94
03/02/2014	6429	LGRCEU	Union Fees	58.20
03/02/2014	6430	MLC Nominees Pty Ltd	Superannuation	151.85
03/02/2014	6431	Prime Super	Superannuation	31.97
03/02/2014	6432	WALG Superannuation	Superannuation	3,757.62
04/02/2014	6433	Shire of Tammin	Petty cash recoup	277.00
12/02/2014	6435	BT Lifetime - Personal Super	Superannuation	64.41
13/02/2014	6436	AMP Life Limited	Superannuation	22.27
13/02/2014	6437	LGRCEU	Union Fees	58.20
13/02/2014	6438	MLC Nominees Pty Ltd	Superannuation	151.85
13/02/2014	6439	REST Superannuation	Superannuation	20.25
13/02/2014	6440	WALG Superannuation	Superannuation	3,754.56
03/02/2014	6441	Department of Transport	S/Series 21TN & 44TN	400.00
03/02/2014	6442	Synergy	Power usage for Jan 2014	5,841.30
03/02/2014	6443	Tammin Hotel	Lunch supplied for CDO Meeting	112.20
03/02/2014	6444	Tammin Post Office.	Printing & Stationery	309.97
03/02/2014	6445	Telstra	Telephone, Mobile & Internet 23/01 - 22/02/14	1,410.69
03/02/2014	6446	Water Corporation	Water consumption for Jan 2014	101.72
17/02/2014	6447	Australia Post	Postage Services	90.63
27/02/2014	6448	BT Lifetime - Personal Super	Superannuation	64.41
27/02/2014	6449	LGRCEU	Union Fees	58.20
27/02/2014	6450	MLC Nominees Pty Ltd	Superannuation	135.86
			Sub-total	16,987.70
Direct Debit payments				
03/02/2014	Debit	Commonwealth Bank of Australia	CBA POS Fee	23.16
03/02/2014	Debit	Commonwealth Bank of Australia	CBA Merchant Fee - Feb 2014	36.50
18/02/2014	Debit	Westnet	Office Internet - 01/02/2014 to 01/03/2014	42.36
18/02/2014	Debit	Westnet	Secondary DNS Mail Relay/ Email Virus	189.00
28/02/2014	Debit	Commonwealth Bank of Australia	CBA Merchant Fee - Feb 2014	22.00
			Sub-total	313.02
Licensing Transfer				
06/02/2014	J6569	Department of Transport	Licensing 06/02/14	204.15
07/02/2014	J6578	Department of Transport	Licensing 07/02/14	707.65
10/02/2014	J6579	Department of Transport	Licensing 10/02/14	1,144.65
11/02/2014	J6589	Department of Transport	Licensing 11/02/14	1,003.75
12/02/2014	J6593	Department of Transport	Licensing 12/02/14	271.80
13/02/2014	J6594	Department of Transport	Licensing 13/02/14	439.60
14/02/2014	J6595	Department of Transport	Licensing 14/02/14	1,004.00
17/02/2014	J6598	Department of Transport	Licensing 17/02/14	4,133.95
18/02/2014	J6600	Department of Transport	Licensing 18/02/14	114.95
19/02/2014	J6601	Department of Transport	Licensing 19/02/14	216.45
20/02/2014	J6602	Department of Transport	Licensing 20/02/14	890.25
21/02/2014	J6607	Department of Transport	Licensing 21/02/14	2,816.85
24/02/2014	J6612	Department of Transport	Licensing 24/02/14	751.30
26/02/2014	J6614	Department of Transport	Licensing 26/02/14	1,930.35
27/02/2014	J6616	Department of Transport	Licensing 27/02/14	409.95
28/02/2014	J6617	Department of Transport	Licensing 28/02/14	438.65
			Sub-total	16,478.30

Bank Fees				
05/02/2014	Debit	National Australia Bank	NAB transact Fee - Access and Usage for Feb	5.60
13/02/2014	J6608	National Australia Bank	Fee for deposit book	5.00
24/02/2014	Debit	National Australia Bank	NAB Connect Fee - Access and Usage for Feb	81.24
27/02/2014	J6631	National Australia Bank	Reserve Account Fee	23.33
28/02/2014	J6625	National Australia Bank	Account Fees for Feb for DPI Account	20.00
28/02/2014	J6626	National Australia Bank	Account Fees for Feb for Trust Account	20.00
28/02/2014	J6627	National Australia Bank	Account Fees for Feb for Muni Account	60.20
			Sub-total	215.37
VISA Payments				
03/02/2014	VISA	BP Fuel	Fuel - TN1	54.96
03/02/2014	VISA	Caltex	Fuel - TN1	30.00
03/02/2014	VISA	National Australia Bank	Visa Card fees	9.00
03/02/2014	VISA	Westnet	Internet Service for Shire Office	89.95
			Sub-total	183.91
EFT Payments				
18/02/2014	EFT505	Ambience Air	Supply of Air cons for 12 Russell St and New Depot	7,750.00
18/02/2014	EFT506	APV Valuers and Asset Management	Revaluation of Shire Assets	18,671.95
18/02/2014	EFT507	Austral Mercantile Collections Pty Ltd	Outstanding Debt Collection - rates and sundry	1,940.98
18/02/2014	EFT508	Bunnings	Shed, concrete, plants and consumables	1,133.47
18/02/2014	EFT509	Chatfield's	Collect shelters - Inspect slasher	385.00
18/02/2014	EFT510	City & Regional Waste Management	Waste Management	3,343.68
18/02/2014	EFT511	Country Ford	45000km Service - Ford Ranger	446.60
18/02/2014	EFT512	Cunderdin Contract Grading	Contract Grading - New Depot and Strang St Ant powder, TV antennae, retic supplies and various consumables	11,396.00
18/02/2014	EFT513	DKT Rural Agencies		293.15
18/02/2014	EFT514	East Journey Aboriginal Corporation	July Concert	1,500.00
18/02/2014	EFT515	Gull Tammin Roadhouse	January 2014	1,121.00
18/02/2014	EFT516	JR & A Hersey Pty Ltd	Protective clothing	130.15
18/02/2014	EFT517	Kellerberrin Tyre Service	Tyre repairs - various vehicles	841.00
18/02/2014	EFT518	Mitre 10 Solutions	Unit 5 Tamma Village - materials for new stove	66.32
18/02/2014	EFT519	MM Electrical Merchandising	Electrical materials - private works and depot	1,648.51
18/02/2014	EFT520	Mobile Connect	Work Supervisor phone and connections	1,126.00
18/02/2014	EFT521	Motorcharge Limited	Fuel and Oils Jan 2014	6,444.17
18/02/2014	EFT522	Not Too Dusty Plant Hire	Water truck hire	5,874.40
18/02/2014	EFT523	Officeworks	Archive boxes, pens & picture frames	131.27
18/02/2014	EFT524	Onsite Rental Group	Hire drum roller	5,104.00
18/02/2014	EFT525	Pacific Brands Workwear	Staff uniform	77.00
18/02/2014	EFT526	Pestex Co	Termite control for Shire of Tammin	8,415.00
18/02/2014	EFT527	Radio West	Talk of the town and hour power	385.00
18/02/2014	EFT528	Rural Press Regional Media (WA) Pty Ltd	Ads - Annual electors meeting and council dates	823.67
18/02/2014	EFT529	Shire of Merredin.	Contribution to Central Wheatbelt Visitors centre	1,000.00
18/02/2014	EFT530	Shire of York	Provisional health & building charges	743.36
18/02/2014	EFT531	Stuey's Plumbing services	Repairs to damaged water pipe	251.90
27/02/2014	EFT532	Prime Super	Superannuation	80.81
27/02/2014	EFT533	REST Superannuation	Superannuation	101.24
27/02/2014	EFT534	WALG Superannuation	Superannuation	3,775.47
			Sub-total	85,001.10
Salaries & Wages				
11/02/2014	EFT	Shire of Tammin	Salaries & Wages	22,198.89
25/02/2014	EFT	Shire of Tammin	Salaries & Wages	22,994.07
			Sub-total	45,192.96
			Total	164,372.36