

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The CEO Graham Stanley opened the meeting open at 2.00 pm and welcomed members and Mr Ken Baxter JP for the purpose of witnessing the swearing in of the three councillors elected on 15 October 2011.

Councillor Carol Crane, Dustin McCreery and Rodney Stokes were each sworn in witnessed by Mr Ken Baxter JP.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

ATTENDANCE

Cr S.A. Uppill	President
Cr R.J. Stokes	Member
Cr M.D. Greenwood	Member
Cr S.J. Jefferies JP	Member
Cr D McCreery	Member
Cr C Crane	Member
Graham Stanley	Chief Executive Officer
Ken Baxter JP	(2.00pm - 2.27pm)

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. ELECTION OF PRESIDENT AND DEPUTY PRESIDENT BACKGROUND

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

COMMENT

The process of election is the same (*mutatis mutandis*) as for election of that of a Councillor.

The CEO is to preside at the meeting until the Office of President is filled.

STATUTORY IMPLICATIONS

Section 2 of Schedule 2.3 of the Local Government Act provides that, in relation to the Office of President:

- (1) The office is to be filled as the first matter dealt with —
 - (a) at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day.

Section 3 provides that the CEO is to preside at the meeting until the Office is filled.

Section 4 provides:

- (1) the Council is to elect a councillor to fill the office.
- (2) the election is to be conducted by the CEO in accordance with the procedure prescribed.
- (3) nominations for the Office are to be given to the CEO 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 CEO, which is to be a sufficient time after the announcement by the CEO 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 CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.
- (5) the councillors are to vote on the matter by secret ballot as if they were electors voting at an election.

In relation to the Office of Deputy President Section 7 provides:

- (2) If the local government has a councillor president the office of deputy president is to be filled —
 - (a) as the next matter dealt with after the president is elected at the first meeting of the council after an ordinary elections day; and

In relation to the role of the President Section 2.8 provides that:

- (1) The president —
 - (a) presides at meetings in accordance with this Act;
 - (b) provides leadership and guidance to the community in the district;
 - (c) carries out civic and ceremonial duties on behalf of the local government;
 - (d) speaks on behalf of the local government;
 - (e) performs such other functions as are given to the president by this Act or any other written law; and
 - (f) liaises with the CEO on the local government's affairs and the performance of its functions.

In relation to the role of the Deputy President Section 2.9 provides that the deputy President performs the functions of the President when authorised to do so under section 5.34.

Section 5.34 provides that if —

- (a) the office of President is vacant; or

(b) the President is not available or is unable or unwilling to perform the functions of the mayor or president,
then the deputy President may perform the functions of President.

ELECTION OF PRESIDENT

The Chief Executive Officer advised that he had received one written nomination for Cr Scott Uppill for the position of President. He then called for any additional nominations. None were forthcoming.

As Cr Uppill was the only nomination for the position of President the CEO declared him elected unopposed. Cr Uppill made the required declaration and was sworn in witnessed by Mr Ken Baxter JP.

Cr Uppill then assumed the chair and thanked members for their support.

ELECTION OF DEPUTY PRESIDENT

The Shire President, Cr Uppill, then called for nominations for the position of Deputy President.

Cr Jefferies JP was the only nomination received and he was declared elected unopposed. Mr Ken Baxter JP then witnessed the swearing in of Councillor Jefferies JP as Deputy President.

Council thanked Mr Ken Baxter JP for attending officiating at the meeting.

Mr Ken Baxter JP left at 2.27 pm.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

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

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

<u>Councillor</u>	<u>Item Number</u>	<u>Nature of Interest</u>
Cr McCreery	12.7	Financial Interest - Supplier / contractor that could benefit financially from the employment of a Natural Resource Management Officer

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 Ordinary Council Meeting Minutes – 15 September 2011

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 September 2011 be confirmed as a true and correct record.

Simple Majority Required

MIN 80/11 MOTION – MOVED Cr Jefferies seconded Cr Stokes

That the minutes of the Ordinary Council meeting held on 15 September 2011 be confirmed as a true and correct record.

CARRIED 6/0

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

11. REPORTS OF COMMITTEES/COUNCILLORS

12. AGENDA ITEMS

- 12.1 Election of Council Delegates
- 12.2 List of Payments September 2011 (FIN-05)
- 12.3 Financial Report to 30 September 2011 (FIN-05)
- 12.4 Rate Collections – Early Payment of Rates Competition (PROP-14)
- 12.5 Tender 2011-01 Supply of Bitumen and Cover (TENDER 2011-01)
- 12.6 Tammin Saleyards (AGR-11; ASS-3000)
- 12.7 Natural Resource Management Officer(AGR-22)
- 12.8 CONFIDENTIAL ITEM – Chief Executive Officer's Performance Appraisal (PERS)

13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

15. CLOSURE OF MEEETING

AGENDA ITEMS

12.1 APPOINTMENT OF COMMITTEES AND REPRESENTATIVES

PREVIOUS REFERENCE

Item 5 – 22 October 2009

BACKGROUND

It is appropriate that the *new* Council appoint Committee members and delegates to represent the Shire of Tammin on non-Council committees for the next 2 years.

COMMENT

The following Committees and organisations are known to exist:

Council Committees

- Audit Committee Cr R Stokes, Cr Greenwood & Mr D Thomson
- Housing Design Committee (*Cr Caffell**), Greenwood & Jefferies

Community Committees

- Kellerberrin Regional Road Sub Group Cr S Uppill, Deputy – (*Cr B Stokes**)
- Central Wheatbelt Enterprise Centre (BEC) Cr Jefferies
- WALGA Great Eastern Zone Crs S Uppill & (*Caffell**)
- Senior Citizens Management Committee Crs (*B Stokes**) & Jefferies
- Tammin Landcare Committee Cr M Greenwood
- Golden Pipeline Planning Advisory Group Cr Uppill, Deputy – Cr R Stokes
- Tidy Towns & Town Beautification Committee Crs (*B Stokes**) & Uppill
- WE-ROC Council Crs R Stokes & (*Caffell**)
- Be-Active/ Wheatbelt Sports Committee Crs R Stokes & (*B Stokes**)

* denotes previous councillor

It is my preference for all members of the Audit Committee to be Councillors for practicality purposes. In 2010 the situation arose where the Council's Auditor was in Tammin on the day of a Council Meeting. He sought to have an "in-person" meeting with the Audit Committee however it was not able to be done within requirements of the act because Mr Thomson was not at the Council meeting and was not able to be given sufficient notice of a meeting.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Section 5.8 of the Local Government Act provides that a local government may establish (by absolute majority) committees of 3 or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Section 5.9 provides that:

- (1) In this section —
"other person" means a person who is not a council member or an employee.
- (2) A committee is to comprise —
 - (a) council members only;

- (b) council members and employees;
- (c) council members, employees and other persons;
- (d) council members and other persons;
- (e) employees and other persons; or
- (f) other persons only.

Section 5.10 provides that:

- (1) A committee is to have as its members —
 - (a) persons appointed (by absolute majority) by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).
- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the President informs the local government of his or her wish to be a member of the committee, the local government is to appoint the President to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
 - (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee, the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

Section 5.11 provides that:

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
 - (b) the person resigns from membership of the committee;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
 whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the term of the person's appointment as a committee member expires;
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
 whichever happens first.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council appoints Committee members and delegates to represent the Shire of Tammin for the two years until the next ordinary election.

Absolute Majority Required

MIN 81/11 MOTION – MOVED Cr Stokes seconded Cr Jefferies

Council appoints Committee members and delegates as follows:

Council Committees

- Audit Committee Cr Uppill, Cr Stokes, Cr Greenwood
- Housing Design Committee Cr McCreery, Cr Greenwood & Cr Jefferies

Community Committees

- Kellerberrin Regional Road Sub Group Cr S Uppill, Deputy – Cr Stokes
- Central Wheatbelt Enterprise Centre (BEC) Cr Jefferies
- WALGA Great Eastern Zone Cr S Uppill & Cr McCreery
- Senior Citizens Management Committee Cr Crane & Cr Jefferies
- Tammin Landcare Committee Cr M Greenwood & Cr Stokes
- Golden Pipeline Planning Advisory Group Cr Uppill, Deputy – Cr Crane
- Tidy Towns & Town Beautification Committee Cr Uppill
- SEAVROC & SEARTG Council Cr Uppill, Cr Stokes & Cr Jefferies
- Be-Active/ Wheatbelt Sports Committee Cr Stokes

CARRIED 6/0

12.2 List of Payments September 2011 (FIN-05)

Author – Jenny Gemund, Administration Officer, 13 October 2011 Interest – Nil

BACKGROUND

Accounts paid for September 2011 is listed totalling:

Cheque numbers	4665 - 4740	\$134,978.59
Direct debit payments	01.09. – 30.09.2011	\$17,167.98
Licensing transfers	01.09. – 30.09.2011	\$27,293.45
Bank fees	01.09. – 30.09.2011	\$261.45
VISA payments	01.09. – 30.09.2011	\$1,313.63
EFT payments	01.09. – 30.09.2011	\$40,749.31
Total payments		\$221,764.41

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 September 2011 as follows:

Cheque numbers	4665 - 4740	\$134,978.59
Direct debit payments	01.09. – 30.09.2011	\$17,167.98
Licensing transfers	01.09. – 30.09.2011	\$27,293.45
Bank fees	01.09. – 30.09.2011	\$261.45
VISA payments	01.09. – 30.09.2011	\$1,313.63
EFT payments	01.09. – 30.09.2011	\$40,749.31
Total payments		\$221,764.41

be endorsed.

Simple Majority Required

MIN 82/11 MOTION – MOVED Cr Stokes seconded Cr McCreery

That the list of payments made for September 2011 as follows:

Cheque numbers	4665 - 4740	\$134,978.59
Direct debit payments	01.09. – 30.09.2011	\$17,167.98
Licensing transfers	01.09. – 30.09.2011	\$27,293.45
Bank fees	01.09. – 30.09.2011	\$261.45
VISA payments	01.09. – 30.09.2011	\$1,313.63
EFT payments	01.09. – 30.09.2011	\$40,749.31
Total payments		\$221,764.41

be endorsed.

CARRIED 6/0

12.3 Financial Report to 30 September 2011 (FIN-05)

Author – MT Henry, Senior Finance Officer, 13 October 2011 Interest – Nil

BACKGROUND

The Monthly Financial Report to 30th September 2011 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 11.10 – 20 August 2009) 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 September 2011 be received.

Simple Majority Required

MIN 83/11 MOTION – MOVED Cr Crane seconded Cr Stokes

That the Financial Report for September 2011 be received.

CARRIED 6/0

12.4 Rate Collections – Early Payment of Rates Competition (PROP-14)

Author – MT Henry, SFO, 14 October 2011 Interest – Nil

BACKGROUND

Rates collected at the close of the Early Payment of Rates Competition (due date or end of discount period – 11 October 2011) were:

	Arrears	Levies & Interim	Sub-Total	Collection Including Discount	Collection Percentage
Rates	\$25,272.96	\$716,184.87	\$741,457.83	\$553,248.73	
Rubbish	\$2,332.02	\$17,550.00	\$19,882.02	\$12,348.59	
ESL	\$1,388.63	\$18,442.10	\$19,830.73	\$14,489.74	
Total	\$28,993.61	\$752,176.97	\$781,170.58	\$580,087.06	74.3%

This compares with 78% in 2006, 90% in 2007, 80.5% in 2008, 74.3% in 2009 and 73.4% in 2010.

One prize was available for the early payment of rates draw:

- Esplanade River Suites, COMO – 1 night breakaway for 2 people including buffet breakfast for 2 in the Pagoda Bar and Restaurant.

COMMENT

Last year the prizes were drawn at the Ordinary Council meeting (21 October 2010) by Mr Greg Wyllie - Auditor (without an interest in property (rates) in the Shire of Tammin).

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Early Payment of Rates competition prize draw be conducted at the Ordinary Council meeting on 20 October 2011 by the President of the Shire of Tammin assisted by a Staff member without an interest in property (rates) in the Shire of Tammin.

Simple Majority Required

MIN 84/11 MOTION – MOVED Cr Greenwood seconded Cr McCreery

WJE & DF Wilkins were drawn out by Shire President Cr Uppill as the winner of the rates competition prize.

Cr Crane suggested that next year local businesses be offered the opportunity to sponsor the early rates payment competition.

CARRIED 6/0

12.5 Tender 2011-01 Supply of Bitumen and Cover (TENDER 2011-01)

Author – Graham Stanley, CEO, 13th October 2011 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 6th October 2011. Tenders were received from four companies. Boral Contracting, Fulton Hogan, Bitumen Surfacing 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. For the resealing RNR’s Alternative tender gives the best value. Although the price is not fixed Council’s contract works manager, Mark Burgess, has been assured by RNR that the price won’t change before Christmas and it is Mark’s intention to complete all resealing works in November. Bitumen Surfacing clearly provides the best price for the Primer Sealing work on Ralston Road, so much so that the price quoted appears that it may be an error. In any case the price is irrelevant now as the work has already been completed. Because the Bomag contractor was working nearby, reducing mobilisation costs, Mark commenced the work on Ralston Road and it was going to be ready to seal prior to the closing of tenders so he arranged for RNR who won Cunderdin’s tender to do the work. It was done on a different basis to that of the tender in that the Shire supplied the traffic control, roller and loader.

In the qualitative criteria all tenderers have good experience, personnel and understanding of the requirements however it is the available resources that provide the point of distinction. RNR are clearly the best resourced firm in WA with 13 bitumen spray trucks available compared to Boral with 6, Fulton Hogan with 3 and Bitumen Surfacing with 2. RNR have the greatest ability to provide the spray trucks when we want them whereas the others are more restricted especially if they have a lot of work on their program.

FINANCIAL IMPLICATIONS

Within 2011/12 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 alternative tender 2011-01 from RNR Contracting to supply bitumen and cover with stone supplied by the Shire of Tammin

Simple Majority Required

MIN 85/11 MOTION – MOVED Cr Jefferies seconded Cr Uppill

That Council accepts the alternative tender 2011-01 from RNR Contracting to supply bitumen and cover with stone supplied by the Shire of Tammin

CARRIED 6/0

Tender 2011-01 Supply Bitumen and Cover

Tender Evaluation

**RNR
Alternative
Tender**

**Bitumen
Services RNR**

**Fulton
Hogan**

Boral

**RNR
Alternative
Tender**

1. Compliance Criteria

- (a) Compliance with the Specification contained in the Request.
- (b) Compliance with the Conditions of Tendering this Request.
- (c) Compliance with attendance at any mandatory tender briefing or site inspection.
- (d) Compliance with the Quality Assurance requirement for this Request.
- (e) Compliance with the Delivery Date.
- (f) Compliance with and completion of the Price Schedule.

Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
N/A	N/A	N/A	N/A	N/A
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes	Yes

2. Qualitative Criteria

- A. Relevant Experience (out of 30)
- B. Key Personnel skills & experience (out of 30)
- C. Tenderer's Resources (out of 30)
- D. Demonstrated Understanding (out of 10)

30	30	30	30	30
30	30	30	30	30
24	22	19	29	29
10	10	10	10	10

3. Price Information

- Settlement Discount?
- Other (volume) Discount?
- Fixed Price?
- Price per square metre inc GST for following Roads:
- Tammin South (10,000 sqm)
- York-Tammin (19,840 sqm)
- Tammin-Wyalkatchem (25,600)
- Bungulla North (10,000 sqm)
- Yorkrakine (1,260 sqm)
- Ralston (9,800 sqm)

No	No	No	No	No
No	No	No	No	No
No	Yes	Yes	Yes	No
\$ 3.60	\$ 4.09	\$ 3.19	\$ 3.39	\$ 3.14
\$ 3.60	\$ 4.09	\$ 3.19	\$ 3.39	\$ 3.14
\$ 3.60	\$ 4.09	\$ 3.19	\$ 3.39	\$ 3.14
\$ 3.67	\$ 4.09	\$ 3.14	\$ 3.28	\$ 3.04
\$ 3.67	\$ 4.09	\$ 3.14	\$ 3.28	\$ 3.04
\$ 3.70	\$ 3.96	\$ 2.93	\$ 3.80	\$ 3.63

12.6 Tammin Saleyards (AGR-11; ASS-3000)

Author – Graham Stanley, CEO, 14th August 2011 Interest – Nil

DECLARATION OF INTEREST

Nil

PREVIOUS REFERENCE

Items IB 8 – August 2008; IB9 – July 2009; 11.4 – 20 November 2008 and 11.8 18 September 2008 refer.

BACKGROUND

Correspondence in part as follows has been received from GJ &MV McCormack of Trayning:

“Just a short note as in regards the sale yards adjacent to the Tammin Townsite.

We are in the process of building sheep yards on our property and were wondering, assuming the Shire owns them, if these yards would be available for purchase and removal, or if this has even been considered.”

COMMENT

The Council has considered this matter on a number of occasions in the past but has always decided against selling the saleyards. In 2008 public submissions were sought on the future of the saleyards with 20 people (59%) responding in favour of closing them and selling the yards and 14 people (41%) voting in favour of retaining the yards.

Since then the yards have remained unused and the Shire has continued to do basic maintenance (mainly weed control). The recorded costs associated with maintaining the yards over the past three years have been as follows:

2008/09	\$641.38
2009/10	\$558.14
2010/11	\$465.64

and to date \$286.05 has been spent since 30th June 2011.

Currently there does not appear to be a useful purpose for the yards. Agricultural and marketing practices have changed over the years and it is unlikely that anyone will seek to use the yards again. Even if the sheep industry returns to somewhere near its glory days it is unlikely that the yards will be required as sales are more likely to occur on the farmer's property or at regional sale yards to avoid unnecessary double handling or to attract more buyers.

Over time the yards will deteriorate and the Shire will have to maintain them for what appears to be of no benefit. It is therefore suggested that Council calls tenders for the purchase and removal of the sale yards.

FINANCIAL IMPLICATIONS

Potential income from the sale of the yards less advertising costs; Better use of staff time and plant costs from not having to maintain the yards.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Section 3.58 of the Local Government Act 1995 covers the disposal of property:

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.

- (2) *Except as stated in this section, a local government can only dispose of property to —*
 - (a) *the highest bidder at public auction; or*
 - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
 - (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving 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.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
 - (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- (5) *This section does not apply to —*
 - (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
 - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
 - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
 - (d) *any other disposition that is excluded by regulations from the application of this section.*

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Previous consultation in 2008 was in favour of disposal of the yards.

STAFF RECOMMENDATION

That Council calls tenders for the purchase and removal of the Tammin Saleyards.

Simple Majority Required

MIN 86/11 MOTION – MOVED Cr Uppill seconded Cr Stokes

That Council calls tenders for the purchase and removal of the Tammin Saleyards.

CARRIED 6/0

It was requested that a note encouraging syndicates to form be included in the local advertising and tender documentation.

Cr McCreery left the meeting at 3.59pm.

12.7 Natural Resource Management Officer(AGR-22)

Author – Graham Stanley, CEO, 14th October 2011

DECLARATION OF INTEREST

<u>Councillor</u>	<u>Item Number</u>	<u>Nature of Interest</u>
Cr McCreery	12.7	Financial Interest - Supplier / contractor that could benefit financially from the employment of a Natural Resource Management Officer

PREVIOUS REFERENCE

Nil

BACKGROUND

Council has budgeted \$10,000 for the coming financial year to provide the services of a Natural Resource Management Officer (NRMO) to the community. It was intended to engage the services of an officer from the Shire of Quairading. Currently Quairading provides a service to the 5 original SEAVROC Shires, Quairading, Beverley, Brookton, Cunderdin and York who have each agreed to contribute equally to the shortfall after deducting funding received in various ways through the "Caring for Country" Program. In 2011/12 it is anticipated to cost those 5 Shires \$22,335 plus GST per annum. If Tammin was to join on an equal basis next year the cost would come down to \$18,612. In the interim Quairading is able to provide a piecemeal service on an hourly rate of \$55 plus GST.

COMMENT

I requested this information prior to going on leave but only received it yesterday (Thursday 13th October). I have been unable to contact the relevant NRM Officer to discuss however dependent on availability, I envisage that we would seek to have an officer visit Tammin on a fortnightly basis and deal with landholder enquiries, Reserve Conservation Plans, Roadside Vegetation Clearing Permits and Ongoing Reporting as required by the Permits and Works Staff Training on Roadside Vegetation issues.

FINANCIAL IMPLICATIONS

Budget of \$10,000

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council authorises the CEO to negotiate with the Shire of Quairading to provide the services of a Natural Resource Management Officer to Tammin, if possible visiting on a fortnightly basis, within budget constraints, and that this arrangement be reviewed prior to the end of the financial year and, if successful, that Council considers Tammin becoming an equal partner in the SEAVROC NRMO Scheme for the 2012/13 financial year.

Simple Majority Required

MIN 87/11 MOTION – MOVED Cr Greenwood seconded Cr Stokes

That Council authorises the CEO to negotiate with the Shire of Quairading to provide the services of a Natural Resource Management Officer to Tammin, if possible visiting on a fortnightly basis, within budget constraints, and that this arrangement be reviewed prior to the end of the financial year and, if successful, that Council considers Tammin becoming an equal partner in the SEAVROC NRMO Scheme for the 2012/13 financial year.

CARRIED 6/0

Cr McCreery returned to the meeting at 4.14 pm.

The meeting adjourned at 4.14 pm for afternoon tea.
The meeting resumed at 4.35 pm.

12.8 CONFIDENTIAL ITEM – Chief Executive Officer’s Performance Appraisal (PERS)

Author – Graham Stanley, CEO, 14th October 2011 Interest – Subject of Report

DECLARATION OF INTEREST

Graham Stanley – The subject of the report.

PREVIOUS REFERENCE

Nil

BACKGROUND

Council is required to conduct a performance appraisal of the CEO on an annual basis. Council engage Mr John Phillips from WALGA Workplace Solutions to facilitate the appraisal

COMMENT

Mr Phillips Report is an attachment to this report.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

The Local Government Act 1995 sections 5.38 and 5.39(3)(b) of the Local Government Act 1995, which requires that:

The performance of the CEO be reviewed at least once a year;

The CEO will have a written contract of employment, which shall include performance criteria for the purpose of conducting a review.

and,

A Local Government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

CONSULTANT’S RECOMMENDATION

That Council:

1. RECEIVES the confidential CEO Performance Review report and endorses the overall rating of "Satisfactory."
2. SCHEDULES the next review of performance to be completed by 30th March 2012.
3. ENDORSES the key result areas and criteria for the September 2011 - March 2012 appraisal (Attached).

Simple Majority Required

MIN 88/11 MOTION – MOVED Cr Uppill seconded Cr Stokes

That Council:

1. RECEIVES the confidential CEO Performance Review report and endorses the overall rating of "Satisfactory."
2. SCHEDULES the next review of performance to be completed by 30th March 2012.
3. ENDORSES the key result areas and criteria for the September 2011 - March 2012 appraisal (Attached).

CARRIED 6/0



**Chief Executive Officer
ANNUAL APPRAISAL**

Mr. Graham Stanley

Report to Council

20 October 2011

Prepared by:
John Phillips
'Local Government Workplace Solutions'
Western Australian Local Government Association

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Context

The Review has been conducted in accordance with sections 5.38 and 5.39(3)(b) of the Local Government Act 1995, which requires that:

- The performance of the CEO be reviewed at least once a year;
 - The CEO will have a written contract of employment, which shall include performance criteria for the purpose of conducting a review.
- and,
- A Local Government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.

The period of the review was March to September 2011.

Process

Council appointed Mr John Phillips, Executive Manager 'Local Government Workplace Solutions', Western Australian Local Government Association to facilitate the Shire's performance review process. This included obtaining feedback from respondents, as well as preparing and presenting reports.

The consultation and report preparation process was undertaken between 23rd August to 12th September 2011.

Five (5) Elected Members contributed to the feedback process, using the agreed performance indicators established following Mr Stanley's appraisal in March 2011.

Mr Stanley provided a self-assessment report.

A formal appraisal meeting with Mr Stanley was scheduled for Tuesday 11th October 2011. In attendance were:

President Cr Scott Uppill
Cr Stephen Jefferies
Mr Graham Stanley (CEO)
Mr John Phillips (facilitator)

Apologies were received from:

Cr Louise Caffell
Cr Bernard Stokes
Cr Michael Greenwood
Cr Rodney Stokes

Outcome of Review

Mr Stanley' performance was considered to be generally satisfactory, meeting most of the performance requirements for the position of Chief Executive Officer of the Shire of Tammin.

Recommendations

That Council:

1. RECEIVES the confidential CEO Performance Review report and endorses the overall rating of "Satisfactory."
 2. SCHEDULES the next review of performance to be completed by 30th March 2012.
 3. ENDORSES the key result areas and criteria for the September 2011 – March 2012 appraisal (Attached).
-

Attachment 1: Key Result Areas 2011/2012

KRA 1: Provide accurate and timely advice to the Council

Criteria
1.1 The CEO provides reports and advice to the Council that is factually sound and well considered.
1.2 Consideration of statutory requirements is given in reports to the Council.
1.3 Advice and reports are given to the Council in a timely manner to enable the Council to make well considered decisions.

KRA 2: Work in collaboration with the Council

Criteria
2.1 The CEO contributes constructively to the Council meeting process.
2.2 The decisions of Council are implemented in accordance with Council directions.
2.3 Councillors have an appropriate level of access to the CEO.
2.4 The requests of Councillors are effectively and professionally managed.
2.5 Council is provided with appropriate information and advice on relevant statutory requirements.
2.6 The CEO maintains a cordial and effective working relationship with the Shire President.

KRA 3: Provide innovative and visionary leadership

Criteria
3.1 The CEO introduces innovative ideas to improve service standards and delivery.
3.2 The CEO articulates a vision consistent with Council and Community desires for the future of the organisation.
3.3 The CEO provides staff with effective leadership to enable organisation goals to be achieved.

KRA 4: Establish Effective Networks

Criteria	
4.1	The CEO participates in Community events and has established good networks within local community organisations.
4.2	The CEO has established effective networks through participation in LGMA, Gt. Eastern Country Zone; and local and regional local government bodies.
4.3	Effective working relationships with the media exist.
4.4	Effective working relationships with State and Federal Government agencies exist.

KRA 5: Maintain a work environment that facilitates the development of people and encourages them to perform at a high level

Criteria	
5.1	The extent to which a harmonious and effective working environment is maintained within the office.
5.2	The extent to which a harmonious and effective working environment is maintained within the outside staff.
5.3	Staff are encouraged to participate in training and development opportunities relevant to their positions and career progress.
5.4	Staff are given opportunities within their work environment to undertake tasks at a higher level of responsibility or skill.

KRA 6: Ensure the effective and accountable application of financial and physical resources

Criteria	
6.1	The Shire's annual budget is prepared, issued and monitored in accordance with Council needs and statutory requirements.
6.2	Appropriate financial management practices are utilised.
6.3	Longer term financial plans are developed and updated.
6.4	The CEO endeavours to introduce efficiencies by implementing new technologies and work practices.

KRA 7: Develop and implements change management strategies to enhance service delivery

Criteria
7.1 Organisational structure is reviewed with aim to improve customer service and service delivery.
7.2 The extent to which changes have been implemented and their effectiveness in improving the work environment and service standards.
7.3 The adoption of new technologies and practices is encouraged.

KRA 8: Initiate the development, implementation and review of effective policies.

Criteria
8.1 New policies are developed where an identified need for an appropriate policy has arisen.
8.2 Policy implications are outlined in Officer Reports to Council.
8.3 Council policy requirements are adhered to.
8.4 The Policy Manual was reviewed during the past 12 months.

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

14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
That item 14.1 and 14.2 be considered as urgent business.

MIN 89/11 MOTION – MOVED Cr Greenwood seconded Cr Jefferies
That items 14.1 and 14.2 be considered as urgent business.

CARRIED 6/0

14.1 Affixing Common Seal to Agreements

Author – Tanya Greenwood, PRO, 20th October 2011 Interest – Nil

PREVIOUS REFERENCE

Nil

BACKGROUND

A presentation by Max Employment representative Barry Mackie was made to council on the 17th of March about the opportunity for Tammin to have access to the services of a “Work for the Dole” team of up to 10 people. The program allows job seekers to conduct the following types of activities as part of the placement as well as have the opportunity to learn the skills associated with; landscaping, general maintenance and repair of community sites within the Shire boundary. The program will provide an opportunity for participants to develop skills in a variety of general labouring and trades assistant occupations.

A program of works has been drawn up based on the following list of projects suggested by council;

- Frearson Park retaining wall construction
- South Tammin Memorial Park display equipment re-paint
- Driver Reviver site construction
- Hunts Well wall rehabilitation and landscaping
- Tammin Cemetery cleanup/landscaping
- Yorkrakine hall painting and kitchen remodelling
- Yorkrakine cemetery cleanup
- General townsite cleanup
- CWA Hall internal re-paint and landscaping
- Barracks landscaping and general cleanup

There is scope to add additional projects as they arise which will be subject to a risk assessment.

As part of the project, a supervisor to oversee the work crew, from within the community, needed to be identified. David Goulden was suggested by the CEO and MAX Employment reviewed his resume and has accepted him for the position.

Being a contract it requires the affixing of the common seal. The Local Government Act and Council’s policy 1.24 “Common Seal” require the authorisation of the Council for the seal to be used.

COMMENT

In order for the program to start a contract between MAXNet Work Pty Ltd and the Shire of Tammin needs to be signed. The Local Government Act and Council’s policy 1.24 “Common Seal” require the authorisation of the Council for the seal to be used.

FINANCIAL IMPLICATIONS

- 1) The supervisor will be included on the Shire’s payroll and these costs will be reimbursed by MAX Employment as per the contract. Net financial effect is nil.
- 2) A sum of \$7000.00 has been allowed for in the 2011/12 annual budget for materials and other costs associated with work camp projects.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

The Local Government Act 1995 Section 9.49A "Execution of Documents" states:

- (1) *A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.*
- (2) *The common seal of a local government is not to be affixed to any document except as authorised by the local government.*
- (3) *The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer,each of whom is to sign the document to attest that the common seal was so affixed.*
- (4) *A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.*
- (5) *A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.*
- (6) *A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.*
- (7) *When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.*

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council authorises the affixing of the Common Seal to the Agreement between MAXNet Work Pty Ltd and the Shire of Tammin.

Simple Majority Required

MIN 91/11 MOTION – MOVED Cr Greenwood seconded Cr McCreery

That Council authorises the affixing of the Common Seal to the Agreement between MAXNet Work Pty Ltd and the Shire of Tammin.

CARRIED 6/0

14.2 South East Avon Regional Transition Group Support for Additional Funding Proposal for Regional Business Plan

Author – Graham Stanley, CEO, 20th October 2011 Interest – Nil

PREVIOUS REFERENCE

Nil

BACKGROUND

Nil

COMMENT

At yesterday's (19 October 2011) SEARTG meeting in Beverley it was requested that Council's provide letters of support for an application to the Department of Local Government for additional funding to assist with the completion of the Regional Business Plan. All delegates at the meeting were in support of the proposal and it was requested that it be brought back to the individual councils for ratification. A copy of the funding application is attached.

FINANCIAL IMPLICATIONS

Without funding from the Department of Local Government, the completion of the Regional Business Plan will require individual Council's to fund the shortfall. This was not the intention of the Councils when the process was embarked upon.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That council confirms its support for the application to the Department of Local Government for the additional funding for the completion of the South East Avon Regional Transition Group's Regional Business plan.

Simple Majority Required

MIN 92/11 MOTION – MOVED Cr Uppill seconded Cr McCreery

That council confirms its support for the application to the Department of Local Government for the additional funding for the completion of the South East Avon Regional Transition Group's Regional Business plan.

CARRIED 6/0

15. CLOSURE OF MEETING

There being no further business the President closed the meeting at 5.09 pm.

Tabled before the Ordinary Council Meeting on 17 November 2011.

Cr Uppill, President

Attachment item 12.2 Payments List September 2011

PAYMENTS LIST SEPTEMBER 2011

Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
1/09/2011	4665	Child Support Agency	Child support deduction	91.66
1/09/2011	4666	Colonial Mutual	Superannuation	112.21
1/09/2011	4667	LGRCEU	Union fee	34.80
1/09/2011	4668	Prime Super	Superannuation	35.18
1/09/2011	4669	Summit Personal Super	Superannuation	142.93
1/09/2011	4670	WALG Superannuation	Superannuation	3,145.05
14/09/2011	4672	Child Support Agency	Child support deduction	91.66
14/09/2011	4673	Colonial Mutual	Superannuation	179.76
14/09/2011	4674	LGRCEU	Union fee	34.80
14/09/2011	4675	Prime Super	Superannuation	51.54
14/09/2011	4676	Summit Personal Super	Superannuation	143.41
14/09/2011	4677	WALG Superannuation	Superannuation	3,309.98
15/09/2011	4678	Australia Post	Postage & freight	105.28
15/09/2011	4679	Synergy	Street lighting	1,650.05
15/09/2011	4680	Telstra	Telephone & internet 18/7 - 17/8/2011	776.98
15/09/2011	4681	Copier Support	Photocopies black / colour & toner	568.16
15/09/2011	4682	Covs - former Coventry	Part TN205, TN1038, TN2126	99.32
15/09/2011	4683	DKT Rural Agencies	Dust masks, linseed oil	41.90
15/09/2011	4684	Dominic Carbone & Associates	Consultant fee	8,165.85
15/09/2011	4685	DownerEDi Works Pty Ltd	CRS emulsion	461.12
15/09/2011	4686	Duxton Hotel	Accommodation LG week Councillors & CEO	4,278.55
15/09/2011	4687	Eastern Districts Seed Cleaning Co.	Belts TNW	63.76
15/09/2011	4688	Eastern Hills Saws & Mowers Pty Ltd	Parts & repairs TN SS,	1,026.70
15/09/2011	4689	Filters Plus	Filter TN 3, 302,2,221	421.74
15/09/2011	4690	Fire & Emergency Services Authority of WA	ESL August 2011	371.56
15/09/2011	4691	Great Eastern Country Zone WALGA	Annual subscription	3,630.00
15/09/2011	4692	Gull Tammin Roadhouse	Sep 2011 - catering, drinks, papers	573.86
15/09/2011	4693	Ibis Hotel	Accommodation T. Greenwood - conference	413.05
15/09/2011	4694	Kellerberrin Tyre Service	Battery TN848, Tyre repair 7 repairs TN6,	1,660.00
15/09/2011	4695	Landgate	Rural UV interim valuation	171.00
15/09/2011	4696	McLeods Barristers and Solicitors	Legal expenses	1,703.77
15/09/2011	4697	Mey Equipment	White paint for oval line marking	280.50
15/09/2011	4698	Neat n' Trim Uniforms Pty Ltd	Uniforms	134.27
15/09/2011	4699	Pestex Co	Termite control & treatment	11,154.00
15/09/2011	4700	Quairading, Shire of	SEARTG dinner at LG week	581.58
15/09/2011	4701	Regional Concrete & Plumbing	Tamma V. - supply & fit gas HWS U2, serviced HWS U4	1,629.38
15/09/2011	4702	TR & BM Silver	Grave digging W. Tangye	187.00
15/09/2011	4703	Western Lockservice	Keys & freight	47.00
19/09/2011	4704	Marie Henry	Refund of hall hire bond	260.00
19/09/2011	4705	Shire of Tammin	Refund of hall hire bond to pay for invoice 3955	40.00
22/09/2011	4706	A Nicholl In Time	ASC - 30 hand made bean bags	75.00
22/09/2011	4707	Avon Valley Design and Drafting Service	Drafting plans for new Shire shed	770.00
22/09/2011	4708	Avon Waste	Domestic refuse collection	1,233.16
22/09/2011	4709	Be Active Community Sport & Recreation	Shire contribution for Be-Active scheme 2011/12	7,200.00
22/09/2011	4710	Louise Caffell	Sitting fee & travel reimbursement	173.95
22/09/2011	4711	City & Regional Waste Management Serv	Waste management	6,138.72
22/09/2011	4712	Copier Support	Repairs fax printer	231.90
22/09/2011	4713	Corporate Express	Toner cartridges SFO	179.00
22/09/2011	4714	Shire of Cunderdin	Management hours M. Burgess	1,196.25
22/09/2011	4715	Eastern Districts Display Committee	Contribution to Eastern Group District Display Royal show	350.00
22/09/2011	4716	Fire Services	Yorkrakine hall - Fire extinguisher recharge	125.29
22/09/2011	4717	MD Greenwood	Sitting fee & travel reimbursement	291.21
22/09/2011	4718	HART Sport	ASC - sporting equipment	1,434.20
22/09/2011	4719	Horizon Surveys	Repeg 12 Russell Street, Survey Lot 52	4,510.00
22/09/2011	4720	Stephen Jefferies	Sitting fee & travel reimbursement	229.61
22/09/2011	4721	JR & A Hersey Pty Ltd	Uniforms, protective clothing	1,058.07
22/09/2011	4722	Metal Artwork Creations	Name badges, desk board - new councillors	133.54
22/09/2011	4723	Northam & Districts Glass Service	Town hall - measure and reglaze window	614.90
22/09/2011	4724	Perfect Computer Solutions Pty Ltd	Supply & install new Server & 4 computers	16,906.00
22/09/2011	4725	RSA Works	Road safety audits - Ralston Road	3,300.00
22/09/2011	4726	Bernard Stokes	Sitting fee & travel reimbursement	272.70
22/09/2011	4727	Rodney Stokes	Sitting fee & travel reimbursement	205.45
22/09/2011	4728	Tammin Hardware	Drill bits, hose, wire brush, cement,	176.07
22/09/2011	4729	Tiller's Services	4 Russell - steam cleaning carpets	188.00

22/09/2011	4730	Scott Uppill	Sitting fee & travel reimbursement	80.00
22/09/2011	4731	Western Australian Local Government Assoc	Advertising Barracks lease	682.23
22/09/2011	4732	Western Lockservice	Keys	47.00
23/09/2011	4733	Courier Australia	Freight	93.99
29/09/2011	4734	Child Support Agency	Child support deduction	91.66
29/09/2011	4735	Colonial Mutual	Superannuation	168.87
29/09/2011	4736	LGRCEU	Union fee	34.80
29/09/2011	4737	Prime Super	Superannuation	55.63
29/09/2011	4738	Summit Personal Super	Superannuation	143.41
29/09/2011	4739	WALG Superannuation	Superannuation	3,481.63
30/09/2011	4740	Northam Hyundai	Purchase of 2011 Hyundai Van	35,236.99
Sub-total				134,978.59
Direct Debit payments				
1/09/2011	Debit	Commonwealth Bank of Australia	CBA Merchant Fee	36.50
5/09/2011	Debit	Commonwealth Bank of Australia	EFTPOS Fee	19.47
19/09/2011	Debit	Motorcharge Limited	Fuels & oils August 2011	4,951.57
23/09/2011	Debit	Western Australian Treasury Corporation	Loan repayments	12,160.44
Sub-total				17,167.98
Licensing Transfer				
1/09/2011	J4310	Department of Transport	Licensing 01/09/2011	1,116.25
2/09/2011	J4328	Department of Transport	Licensing 02/09/2011	1,494.45
5/09/2011	J4327	Department of Transport	Licensing 05/09/2011	300.55
6/09/2011	J4329	Department of Transport	Licensing 06/09/2011	65.20
7/09/2011	J4332	Department of Transport	Licensing 07/09/2011	140.00
8/09/2011	J4333	Department of Transport	Licensing 08/09/2011	767.90
9/09/2011	J4335	Department of Transport	Licensing 09/09/2011	36.60
12/09/2011	J4338	Department of Transport	Licensing 12/09/2011	270.10
13/09/2011	J4362	Department of Transport	Licensing 13/09/2011	203.75
14/09/2011	J4344	Department of Transport	Licensing 14/09/2011	80.15
15/09/2011	J4351	Department of Transport	Licensing 15/09/2011	1,004.60
16/09/2011	J4352	Department of Transport	Licensing 16/09/2011	237.35
19/09/2011	J4353	Department of Transport	Licensing 19/09/2011	362.95
21/09/2011	J4356	Department of Transport	Licensing 21/09/2011	11,266.30
22/09/2011	J4357	Department of Transport	Licensing 22/09/2011	732.35
23/09/2011	J4358	Department of Transport	Licensing 23/09/2011	140.80
27/09/2011	J4361	Department of Transport	Licensing 27/09/2011	1,352.50
28/09/2011	J4364	Department of Transport	Licensing 28/09/2011	378.15
29/09/2011	J4367	Department of Transport	Licensing 29/09/2011	7,006.60
30/09/2011	J4368	Department of Transport	Licensing 30/09/2011	336.90
Sub-total				27,293.45
Bank Fees				
12/09/2011	J4336	National Australia Bank	Funds transferred to DOT A/c - Overdrawn fee	40.00
16/09/2011	Debit	National Australia Bank	NAB Connect Fee	52.35
30/09/2011	J4371	National Australia Bank	Account Fees for September 11 for Muni Account	119.90
30/09/2011	J4372	National Australia Bank	Account Fees for September 11 for Trust Account	24.20
30/09/2011	J4373	National Australia Bank	Account Fees for September 11 for DPI Account	20.00
30/09/2011	J4374	National Australia Bank	Fee for deposit book	5.00
Sub-total				261.45
VISA Payments				
5/09/2011	VISA	Big W	Cleaning products	18.11
5/09/2011	VISA	Gull Tammin Roadhouse	Lunch with consultant	26.18
5/09/2011	VISA	JB HI-FI	ASC - Wii console, accessories & games	996.94
5/09/2011	VISA	National Australia Bank	Visa Monthly Fee	9.00
5/09/2011	VISA	Target	ASC - games	104.00
5/09/2011	VISA	Westnet	Internet depot	159.40
Sub-total				1,313.63
EFT Payments				
13/09/2011		Shire of Tammin	Salaries & wages	19,411.98
27/09/2011		Shire of Tammin	Salaries & wages	21,337.33
Sub-total				40,749.31
Total				221,764.41

Attachment items 11.2 Financial Reports