

Shire of Tammin

ORDINARY COUNCIL MEETING

AGENDA



NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Shire of Tammin will be held on **Thursday 27 May 2021** in Council Chambers, 1 Donnan Street Tammin, commencing at **5:00pm**.

Neville Hale
Chief Executive Officer
21 May 2021

MISSION STATEMENT

"Together with the people of Tammin we will provide leadership, vision and progress to achieve sustainability and growth"

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AGENDA

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President will declare the meeting open at _____ pm.

2. PRESENT / IN ATTENDANCE / LEAVE OF ABSENCE PREVIOUSLY GRANTED / APOLOGIES

Present:

Cr M Greenwood	Shire President
Cr G Batchelor	Member
Cr N Caffell	Member
Cr T Daniels	Member
Cr C Thomson	Member
Cr T Nicholls	Member

In Attendance:

Neville Hale	Chief Executive Officer
Morgan Ware	Manager of Finance & Administration
Fabian Houbrechts	Manager of Works & Services

Leave of Absence previously granted:

Apologies:

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

7. DECLARATION OF RELATED PARTY DISCLOSURE IN AGENDA ITEMS

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 Ordinary Council Meeting Minutes – 22 April 2021

Recommendation

That the minutes of the Ordinary Council Meeting held on 22 April 2021 be confirmed as a true and accurate record of proceedings.

Moved: Cr _____ Seconded: Cr _____

Vote: Simple Majority Carried/Lost: ___/___

9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

11. MATTERS FOR CONSIDERATION – FINANCE

11.1 List of Payments for April 2021

Location:	Shire of Tammin
Applicant:	Administration & Finance Officer
Date:	04 May 2021
Author:	Keira Wirth
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	FIN05
Attachment/s:	Attachment Item 11.1 – Payment List Attachment Item 11.1 - Credit Card Statement

Purpose of Report

For Council to ratify the accounts paid under delegated authority.

Background

The attached List of Accounts paid during the month of April 2021 totaling \$494,446.57 by way of:

Cheque numbers	6783 - 6785	\$18,383.35
Direct debit payments	01/04/21 – 30/04/21	\$7,506.53
Licensing transfers	01/04/21 – 30/04/21	\$6,013.75
Bank fees	01/04/21 – 30/04/21	\$127.56
VISA payments	01/04/21 – 30/04/21	\$1,860.14
EFT payments	EFT 4463 – EFT 4537	\$419,139.74
Salaries and wages	01/04/21 – 30/04/21	\$41,415.50
Total payments	01/04/21 – 30/04/21	\$494,415.50

The Shire of Tammin made the following significant purchases during the month of April 2021

AP Concreting Pty Ltd Supply and install 32mpa concrete 100mm thick footpath 2m wide around KEP park Part invoice	\$ 17,827.92
Stagecraft Pty Ltd Supply and Install adequate steel work, tracking, stage drapes and house curtains. As per quote emailed on 5/11/2020	\$ 26,682.70
AP Concreting Pty Ltd Supply and install 32mpa concrete 100mm thick footpath 2m wide around KEP park	\$ 11,291.28
Earthstyle Contracting Pty Ltd Shoulder work Bungulla North Road wet mixing, final trim and compacting	\$35,748.00
Mineral Crushing Services (WA) Pty Ltd Supply 7 delivery quarry dust for Youering Rd	\$34,412.40
CAI Fences Supply and Install black PVC coated chainwire fencing and gates with powder coated steelwork - Kep	\$22,858.00
Downer EDI Works Pty Ltd Mobilisation and demobilisation of equipment's, Cement stabilisation 150mm depth at 1.0% cement on Bungulla North Rd, Extra teeth used over 3 shifts Including water and traffic control.	\$69,250.37
Roads 2000 Supply and install 30mm thick red Booth Street & Supply and install 30mm thick Black AC10 Booth Street	\$127,366.10
Water Corporation Standpipe water usage charges out to BGC, Downers & Earthstyles all for works on Bungulla North Road	\$17,633.12

Comment

Nil

Financial Implications

All liabilities have been settled in accordance with the Shire of Tammin 2020/2021 Operating Budget

Policy Implications

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996

11. Payment of accounts

(1) A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of —

- a) *cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and*
 - b) *Petty cash systems.*
- (1) *A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.*
- (2) *Payments made by a local government —*
- a) *Subject to sub-regulation (4), are not to be made in cash; and*
 - b) *Are to be made in a manner which allows identification of —*
 - (i) *The method of payment;*
 - (ii) *The authority for the payment; and*
 - (iii) *The identity of the person who authorised the payment.*
- (3) *Nothing in sub-regulation (3) (a) prevents a local government from making payments in cash from a petty cash system.*

[Regulation 11 amended in Gazette 31 Mar 2005 p. 1048.]

12. Payments from municipal fund or trust fund

- (1) *A payment may only be made from the municipal fund or the trust fund —*
- a) *If the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
 - b) *Otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) *The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

[Regulation 12 inserted in Gazette 20 Jun 1997 p. 2838.]

13. Lists of accounts

- (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.*

Strategic Plan & Corporate Business Plan Implications

Civic Leadership Strategies

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 6.1 Strong governance and leadership, demonstrating fair and equitable community values

6.1.1 Deliver sustainable governance through transparent and robust policy and processes

6.1.2 Undertake the civic duties of Council with the highest degree of ethics

Outcome 6.2 An efficient and effective organisation

6.2.1 Ensure sound long-term financial management and deliver value for money

6.2.2 Provide community leadership and lobby Federal and State Government to strengthen service provision within the Shire. Explore diverse income streams including grants

Recommendation

That Council notes that during the month of April 2021, the Chief Executive Officer has made the following payments:

Municipal Fund payments totaling \$494,446.57 detailed:

Cheque numbers	6783 - 6785	\$18,383.35
Direct debit payments	01/04/21 – 30/04/21	\$7,506.53
Licensing transfers	01/04/21 – 30/04/21	\$6,013.75
Bank fees	01/04/21 – 30/04/21	\$127.56
VISA payments	01/04/21 – 30/04/21	\$1,860.14
EFT payments	EFT 4463 – EFT 4537	\$419,139.74
Salaries and wages	01/04/21 – 30/04/21	\$41,415.50

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

Payment List				
Ref	Date	Creditors	Description	Amount
Licensing				
70	07/04/2021	Department of Transport	Daily Licensing Fee	\$ 732.15
70	08/04/2021	Department of Transport	Daily Licensing Fee	\$ 1,356.10
70	09/04/2021	Department of Transport	Daily Licensing Fee	\$ 49.90
70	13/04/2021	Department of Transport	Daily Licensing Fee	\$ 138.35
70	14/04/2021	Department of Transport	Daily Licensing Fee	\$ 28.60
70	15/04/2021	Department of Transport	Daily Licensing Fee	\$ 173.20
70	19/04/2021	Department of Transport	Daily Licensing Fee	\$ 467.55
70	20/04/2021	Department of Transport	Daily Licensing Fee	\$ 587.85
70	22/04/2021	Department of Transport	Daily Licensing Fee	\$ 691.00
70	27/04/2021	Department of Transport	Daily Licensing Fee	\$ 479.35
70	29/04/2021	Department of Transport	Daily Licensing Fee	\$ 1,309.70
			Subtotal	\$ 6,013.75
Bank Fees				
70	06/04/2021	MERCHANT FEES	CBA MERCHANT FEES	\$ 99.82
70	29/04/2021	BANK FEES	NAB CONNECT BANK FEES	\$ 27.74
			Subtotal	\$ 127.56
EFT Payment				
EFT4463	07/04/2021	AP Concreting Pty Ltd	Supply and install 32mpa concrete 100mm thick footpath 2m wide around KEP park Part invoice	\$ 17,827.92
EFT4464	07/04/2021	Combined Tyres Cunderdin	Replace tyre to Hino Tipper truck & disposal of old tyre	\$ 434.50
EFT4465	07/04/2021	DHS Official Administered Receipts CSA Account	Payroll deductions	\$ 274.38
EFT4466	07/04/2021	Exurban Rural & Regional Planning	General Town Planning consulting provided during March 2021	\$ 1,513.19
EFT4467	07/04/2021	Farmways Kellerberrin	20 litre drum roundup & Reticulation items and flexible hose	\$ 596.40
EFT4468	07/04/2021	Goodfield Quality Meats	30 Burgers for Council meeting / Road inspection 25/03/2021 pick up morning of the 25th March	\$ 40.00
EFT4469	07/04/2021	LGRCEU	Payroll deductions	\$ 20.50
EFT4470	07/04/2021	Local Government Professionals Australia WA	Finance Professionals Conference LG Pro, 10 - 11 March 2021 @ Crown Perth - (MFA)	\$ 1,250.00
EFT4471	07/04/2021	Merredin Carpets & Flooring Centre	Tamma Village unit 1 - Supply and install commercial carpet in two bedrooms remainder of payment	\$ 1,729.00
EFT4472	07/04/2021	Monsterball Amusements	Fully staffed hire of Boot Camp Challenge and Inflatable Climbing Wall Tammin Fuse Festival 17.04.2021	\$ 3,690.01
EFT4473	07/04/2021	Netlink Group	TBS Line maintenance - Administration Office	\$ 385.00
EFT4474	07/04/2021	Officeworks	CSO- Rapidline spacetub chairs for CEO Office	\$ 1,225.95
EFT4475	07/04/2021	Perfect Computer Solutions	15/03/2021 Upgrade laptop to access F drive from older laptop 15/03/2021 fix Phone system complications, 16/03/2021 MOH Update, 19/03/2021 Messages on hold upload complication investigate with Telstra, 22/03/2021 New photo copier set up, 25/03/2021 Fix phone system with the help of Mitel & Monthly monitoring fee - March	\$ 1,487.50

EFT4476	07/04/2021	STS West	Supply and fit 4 x 225/65 R17 Yokohoma G98GV 102V tyres & Disposal for MFA Vehicle 2TN	\$ 1,420.00
EFT4477	07/04/2021	Shire of Westonia / Trust account	LG Pro Central Wheatbelt Branch Annual Contribution 1. Annual \$100 Contribution to Branch from the 15 Participating Council. 2. Host Meeting Council to pay for Meeting Catering Costs	\$ 100.00
EFT4478	07/04/2021	Stagecraft Pty Ltd	Supply and Install adequate steel work, tracking, stage drapes and house curtains. As per quote emailed on 5/11/2020	\$ 26,682.70
EFT4479	07/04/2021	Synergy	Electricity charges for street lighting 25/02/2021 - 24/03/2021	\$ 2,449.52
EFT4480	07/04/2021	Tammin P & C	P&C Catering - 40 People Achievement Awards 18/03/2021	\$ 700.00
EFT4481	07/04/2021	Telstra	CEO, LH, MWS Mobile phone charges & Councillor tablet charges	\$ 245.68
EFT4482	07/04/2021	The Australian Local Government Job Directory	Shire of Tammin CEO Advertisement - Placed Monday 5 April 2021	\$ 247.50
EFT4483	07/04/2021	Toll Ipec	Freight charges for paddocks for the pavilion and MFA Business cards	\$ 21.45
EFT4484	07/04/2021	WA Contract Ranger Services Pty Ltd	Ranger services 02/03/2021 & 16/03/2021	\$ 514.25
EFT4485	07/04/2021	Westrac CAT	Supply 2 hydraulic oil drum 20 litres for Caterpillar 239D Compact Track Loader	\$ 166.23
EFT4486	07/04/2021	Wright Express Australia Pty Ltd (Puma)	Fuel charges for the month of March 2021	\$ 3,114.23
EFT4487	15/04/2021	AP Concreting Pty Ltd	Supply and install 32mpa concrete 100mm thick footpath 2m wide around KEP park	\$ 11,291.28
EFT4488	15/04/2021	Adapt Electrical Solutions	Rewire cabling on electrical brake on trailer incl parts and labour - Flat top TN2232	\$ 568.00
EFT4489	15/04/2021	Advanced Traffic Management WA Pty Ltd (ATM)	Two traffic controllers one full day - All roads	\$ 861.85
EFT4490	15/04/2021	Australian Community Media	Inclusion in the 2021/2022 Cunderdin Meckering Tammin Kellerberrin Business and Community Directory.	\$ 685.00
EFT4491	15/04/2021	Avon Waste	Domestic Refuse collection for the month of March	\$ 3,020.34
EFT4492	15/04/2021	Combined Tyres Cunderdin	relace two tyres for Case tractor	\$ 1,595.00
EFT4493	15/04/2021	DHS Official Administered Receipts CSA Account	Payroll deductions	\$ 274.38
EFT4494	15/04/2021	DKT Rural Agencies	PVC Compression coupling 80mm	\$ 60.00
EFT4495	15/04/2021	Farmways Kellerberrin	Reticulation parts for Tamma Village garden maintenance	\$ 63.07
EFT4496	15/04/2021	Kellerberrin Farmers Co-Operative	Council refreshments 25/03/2021	\$ 391.18
EFT4497	15/04/2021	Kenneth Pryer	Tammin FUSE Festival Hire 2 x Racing simulators 4hrs	\$ 2,000.00
EFT4498	15/04/2021	LGRCEU	Payroll deductions	\$ 20.50
EFT4499	15/04/2021	Michael Greenwood	Reimbursement for ALGA Conference registration 20-23 June, Regional forum & Networking dinner, reimbursement for Qantas airfares and travel insurance	\$ 2,403.12
EFT4500	15/04/2021	Mineral Crushing Services (WA) Pty Ltd	Aggregate supplied from Doodlakine quarry - supplied and delivered for Bungulla North Road	\$ 9,623.46
EFT4501	15/04/2021	Moore Stephens	2021 Budget - Template and Documentation	\$ 792.00
EFT4502	15/04/2021	Shire of Kellerberrin - Trust Fund	Bond for large Marquee hire / Date of Tammin 17/04/2021 FUSE Festival	\$ 150.00
EFT4503	15/04/2021	Southern Cross Austereo Pty Ltd	Around the tows interviews campaign 31/03/2021	\$ 99.00
EFT4504	15/04/2021	Tammin Bowling Club	Hire of Bowling club - including bar staff and refreshments for achievement awards night	\$ 438.00
EFT4505	15/04/2021	Tammin Senior Citizens Committee	Donation towards Australia Day Ceremony 2021, as per budget	\$ 1,000.00
EFT4506	15/04/2021	Telstra	Office phone line and internet charges 23/02/2021 - 22/03/2021	\$ 1,132.46
EFT4507	15/04/2021	Toll Ipec	Freight charges for the supply of hydraulic oil drum 20lt	\$ 45.71

EFT4508	15/04/2021	Wheatbelt Office and Business Machines	Supply & Install Fuji Xerox ApeosPort C4570 - 45ppm in Black/White & Full Colour, USB memory kit, Finished C3 with booklet maker. Service Agreement - Black: 0.8c, Colour: 8.0c, Large: 8.0c, WOBM provides automatic consumable replenishment and automatic monthly meter readings.	\$ 7,316.24
EFT4509	20/04/2021	Australia Post	Postage charges for the month of March	\$ 27.45
EFT4510	20/04/2021	Cunderdin Farmers Cooperative Company Ltd	Odd Jobs H/Gloss Enamel Gold - Fuse Festival	\$ 7.95
EFT4511	20/04/2021	Earthstyle Contracting Pty Ltd	Shoulder work Bungulla North Road wet mixing, final trim and compacting	\$ 35,748.00
EFT4512	20/04/2021	Mineral Crushing Services (WA) Pty Ltd	Supply 7 delivery quarry dust for Youering Rd	\$ 34,412.40
EFT4513	20/04/2021	Perfect Computer Solutions	24/02/2021 Upload audio file to phone system, 04/03/2021 clean file disk space, 04/03/2021 fix receipting error on front counter, 09/03/2021 Install exchange update / patch as per ODG recommendations	\$ 1,147.50
EFT4514	20/04/2021	Synergy	Electricity charges various locations 31/03/2021 - 15/04/2021	\$ 1,834.38
EFT4515	29/04/2021	Adapt Electrical Solutions	Disconnection of fans and lights and install 2 blank plates	\$ 280.00
EFT4516	29/04/2021	Anameka Farms Pty Ltd	Supply of Gravel for Nelson Rd as per extraction agreement at a rate of \$2/m ³ +gst	\$ 3,874.20
EFT4517	29/04/2021	Autopro Northam	Supply battery Ford Ranger & Jerry Can 20l Diesel yellow metal	\$ 283.41
EFT4518	29/04/2021	CAI Fences	Supply and Install black PVC coated chainwire fencing and gates with powder coated steelwork as per scope and pictures supplied on email dated 16 March 2021 and your quote dated 22 March 2021 •175m of 1.5m high top and bottom bar black mesh fence (all black powder coated), which will include a personnel gate and 2 double gates for vehicle access (pic 2216 rev1, pic 2215 and 2213) •12.5 m of 1.2m high top and bottom bar black mesh fence, which will include one double gate for vehicle access (pic 2212 rev 1 and pic play)	\$ 22,858.00
EFT4519	29/04/2021	Charmaine Thomson	Ordinary Council Meeting 22/04/2021 Sitting fee & travel	\$ 149.68
EFT4520	29/04/2021	DHS Official Administered Receipts CSA Account	Payroll deductions	\$ 274.38
EFT4521	29/04/2021	Downer EDI Works Pty Ltd	Mobilisation and demobilisation of equipment's, Cement stabilisation 150mm depth at 1.0% cement on Bungulla North Rd, Extra teeth used over 3 shifts Including water and traffic control.	\$ 69,250.37
EFT4522	29/04/2021	Glenice Batchelor	Deputy President allowance 2021	\$ 455.00
EFT4523	29/04/2021	Kellerberrin Medical Centre	Pre- employment medical - Rohan Button medical examination drug and alcohol 19/04/2021	\$ 143.00
EFT4524	29/04/2021	LGIS Risk Management	5 Day OSH Representative course 26/10/2020 - Works Crew attendee	\$ 1,452.00
EFT4525	29/04/2021	LGRCEU	Payroll deductions	\$ 20.50
EFT4526	29/04/2021	Michael Greenwood	President allowance 2021	\$ 1,636.49
EFT4527	29/04/2021	Nicholas Caffell	Ordinary Council Meeting 22/04/2021 Sitting fee and Travel	\$ 119.10
EFT4528	29/04/2021	Officeworks	Various cleaning products and office supplies	\$ 269.63
EFT4529	29/04/2021	Pommy Agricultural Labour	Supply gravel from Shaw Rd pit as per extraction agreement at a rate of \$2/m ² +gst	\$ 5,418.60
EFT4530	29/04/2021	Roads 2000	Supply and install 30mm thick red Booth Street & Supply and install 30mm thick Black AC10 Booth Street	\$127,366.10
EFT4531	29/04/2021	Shire of Kellerberrin	Hire of Road Sweeper, 4.25x hours	\$ 858.75

EFT4532	29/04/2021	Tania Daniels	Ordinary Council Meeting 22/04/2021 Sitting fee & Travel	\$ 122.92
EFT4533	29/04/2021	Tanya Nicholls	Ordinary Council Meeting 22/04/2021 Sitting fee and travel	\$ 122.92
EFT4534	29/04/2021	Telstra	Telstra internet services, councillors tablet charges & LH, CEO & MWS mobile phone charges 17/03/2021 - 18/04/2021	\$ 321.38
EFT4535	29/04/2021	Toll Ipec	Freight charges for Library books	\$ 14.63
EFT4536	29/04/2021	Tomalockin Farms	Hire of 5 Round Tables Hire of 5 Market Umbrellas	\$ 50.00
EFT4537	29/04/2021	WA Contract Ranger Services Pty Ltd	Ranger services 29/03/2021 & 12/04/2021	\$ 654.50
			Subtotal	\$419,139.74
Cheque Payments				
6783	15/04/2021	Quairading Vintage Club	Hire of Lil Louie - FUSE Festival 17/04/2021	\$ 500.00
6784	15/04/2021	Water Corporation	Standpipe water usage charges out to BGC, Downers & Earthstyles all for works on Bungulla North Road	\$ 17,633.12
6785	20/04/2021	Water Corporation	Water charges for Yorkrakine Hall and Golf Club 17/02/2021 - 14/04/2021	\$ 250.23
			Subtotal	\$ 18,383.35
NAB Visa Payments				
DD1751.1	06/04/2021	NAB Business Visa	NAB Visa Transactions From 27/02/2021 to 29/03/2021	\$ 1,860.14
			Subtotal	\$ 1,860.14
Direct Debit				
DD1743.1	13/04/2021	Aware Super	Superannuation contributions	\$ 2,988.59
DD1743.2	13/04/2021	Australian Super	Superannuation contributions	\$ 373.13
DD1758.1	20/04/2021	Messages on Hold	Interactive Voice Recordings 18/04/2021 to 17/05/2021	\$ 177.45
DD1755.1	27/04/2021	Aware Super	Superannuation contributions	\$ 3,476.39
DD1755.2	27/04/2021	Australian Super	Superannuation contributions	\$ 364.01
DD1755.3	27/04/2021	Spirit Super	Superannuation contributions	\$ 126.96
			Subtotal	\$ 7,506.53
Salaries & Wages				
	13/04/2021	Shire of Tammin	Salaries & Wages	\$ 19,249.44
	27/04/2021	Shire of Tammin	Salaries & Wages	\$ 22,166.06
			Subtotal	\$ 41,415.50
Total Paid Municipal Account for the month of April				\$494,446.57

11.2 Financial Management Report for the month of April 2021

Location:	Shire of Tammin
Applicant:	Manager of Finance and Administration
Date:	16 March 2021
Author:	Morgan Ware
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 11.2 - March 2021 Monthly Financial Report

Purpose of Report

For Council to receive the Monthly Financial Statement.

Background

Enclosed is the Monthly Financial Report for the month of March 2021 inclusive of the Statement of Financial Activity, Current Ratios and Capital Expenditure Report.

Comment

At this stage of the budgeted income and expenditure cycle, we have received over 85% of our rates income together with the various grants whilst we have yet to incur expenditure on the major road works program. Accordingly, our cash flow position is currently strong.

Financial Implications

There are currently no financial implications as income and expenditure is in accordance with Budget. It is noted that approval has been given for unbudgeted expenditure to be incurred in October 2020 with provision made to cover this expenditure prior to the mid-year budget review.

Statutory Implications

Local Government (Financial Management) Regulations 1996

34. Financial activity statement report — s. 6.4

*(1A) In this regulation — **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.*

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
- a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - b) budget estimates to the end of the month to which the statement relates;
 - c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
- a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity December be shown —
- a) according to nature and type classification; or
 - b) by program; or
 - c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
- a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - b) recorded in the minutes of the meeting at which it is presented.

Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications

Council resolved that in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* a variance percentage of 10% or \$10,000, whichever is greater, be adopted for reporting material variances.

Strategic Plan & Corporate Business Plan Implications

Civic Leadership Strategies

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 6.1 Strong governance and leadership, demonstrating fair and equitable community values

6.1.1 Deliver sustainable governance through transparent and robust policy and processes

6.1.2 Undertake the civic duties of Council with the highest degree of ethics

Outcome 6.2 An efficient and effective organisation

6.2.1 Ensure sound long-term financial management and deliver value for money

6.2.2 Provide community leadership and lobby Federal and State Government to strengthen service provision within the Shire. Explore diverse income streams including grants

Recommendation

That Council adopt the Monthly Financial Report for the period ending 31 April 2021 comprising;

- a) Statement of Financial Activity
- b) Note 1 to Note 12

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

11.3 2021/22 Community Grant Applications

Location:	Tammin
Applicant:	Community Development Officer
Date:	19 th May 2021
Author:	Samantha Pimlott
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	FIN-21
Attachment/s:	Attachment Item 11.3 - Tammin Garden Recycling & Heritage Club Attachment Item 11.3 - Tammin RSL

Proposal/Summary

Council to consider including funds in the following financial year budget to contribute towards the projects planned and outlined in the attached Community Grant applications.

Background

In March 2021, Council advertised for Community Grant applications for all sporting, community or welfare groups/organisations requiring financial assistance from Council in the 2020/21 financial year.

Applications were to be received by Friday, 21st of May 2021 12pm which were to include the organisation’s last financial statement and a current bank statement.

Comments

Council received 2 applications this year:

1. The Garden Recycling & Heritage Club
2. Tammin RSL

Please see the following table for a list of application requests including project specifications and amounts requested.

No	Organisation	Project	Total Project Cost	Veteran Affairs	Self- Contribution	Amount requested
1	The Garden Recycling & Heritage Club	Purchase of new 6x4 Trailer	\$1,290		\$290.00	\$1,000.00
2	RSL Tammin	A new Memorial	\$13,090	\$8,900	\$2,190	\$2,000.00
Total			\$14,380			\$3,000.00

Please see attached the full Community Grants Application forms for Council reference.

It should be noted that the Garden Club received a grant of \$1,060 in FY2020/21. The grant request exceeds the general parameters of the grant guidelines in that the trailer represents a capital purchase that attracts a maximum allocation of one third of the proposed cost unless deemed exceptional. Moreover, there is little justification to purchase a new trailer, pay license and insurance for something that would not be an asset of the Shire. Furthermore, the Shire has one or two old trailers that could be used for the purpose if deemed appropriate.

The Tammin RSL has secured significant funding through the Department of Veteran Affairs and its members have committed a high level of in-kind effort to the project. With the additional cash contribution from the Shire, the RSL Tammin is confident that it can deliver to project.

Council would be aware the existing War Memorial and the quality of the works previously undertaken.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

3.4 REQUESTS FOR FINANCIAL / OTHER ASSISTANCE

Background

The Shire of Tammin provides financial and in-kind assistance to sporting, community and welfare groups /organisations to support both normal operational requirements and for specific projects or capital purchases which respond to identified community needs. The Shire also makes a donation to Tammin residents who have been selected to represent the State or Nation.

For capital projects

The Shire will advertise during March each year inviting applications from local sporting and community groups, for Council to consider including funds in the following financial year budget to contribute towards a planned capital project within the Shire.

All sporting and community groups that are applying for funding must complete the approved application form and lodge with the Shire by the end of May. Applications are to be accompanied by the groups/organisations most recent audited financial statement.

All requests for a contribution will be decided by Council and must demonstrate a thorough planned approach and Council will not generally consider contributing more than one-third of the total cost of the project.

Successful applicants must provide a financial acquittal of funds including receipts relating to the grant and complete a brief evaluation by May 31 of the funding period.

Council may request a presentation to Council prior to considering the request.

Financial Implications

The total of compliant applications received is \$2,000.00. This amount would be included in Council’s 2020/21 Budget deliberations.

Strategic Implications

Social: Building a Sense of Community Our Vision

- Our community will be inclusive and inviting; a place where all people, young and old, are accepted and valued.
- Community leadership and involvement will ensure our different communities recreate, network and interact, building strong relationships and support.
- Our diverse community has access to services within their local area.

Recommendation

That Council:

Reject the application from the Garden Club to provide funding towards the purchase of a 6x4 trailer but give consideration to making available one of its soon to be retired trailers;

Agree to provide RSL Tammin with a grant of \$2,000; and,

Agree to include the RSL Tammin Grant in its 2021/22 Budget:

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost: ___/___

12. MATTERS FOR CONSIDERATION – ADMINISTRATION

12.1 Shire of Tammin Code of Conduct Behaviour Complaints Management Policy - Adoption

Location:	Administration
Applicant:	Department of Local Government, Sport and Cultural Industries
Date:	10 May 2021
Author:	Neville Hale
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	ADMIN
Attachment/s:	Attachment Item 12.1 – Model Code of Conduct Behaviour Complaints Policy Attachment Item 12.1 – Development Framework Code of Conduct Behaviour Complaints Policy Attachment Item 12.1 – Behaviour Complaints Committee Attachment Item 12.1 – Delegation Behaviour Complaints Committee

Purpose of Report

For Council to adopt, as amended, the WALGA “Code of Conduct Behaviour Complaints Management Policy” as the Shire of Tammin’s Policy for its Councillors, Committee Members and Candidates.

Background

The Local Government (Model Code of Conduct) Regulations 2021 took effect on 3 February 2021 requiring local governments to prepare and adopt the new Model Code within three (3) months of the regulations coming into effect (3 May 2021) and required Council to also adopt an associated Behaviour Complaints Management Policy as soon as possible thereafter. Council, at its 25 February 2021 Ordinary Meeting, adopted the Model Code of Conduct as its Code.

Council is now required to adopt a Code of Conduct Behaviour Complaints Management Policy for which WALGA has provided a Policy Development Framework and explanatory notes which are attached to this Agenda Item.

Comments

Previously, local governments were required to develop their own code of conduct and manage behavior in accordance with that code. The Model Code replaced the previous codes and applies to all members, Committee Members and candidates. It provides for a high-level process to deal with complaints to ensure

a more consistent approach between local governments and across the sector. The intent of the Model Code is to address behavior through education rather than sanctions.

In preparing its Policy Development Framework, WALGA has noted concerns regarding the complaints mechanism introduced by the Local Government (Model Code of Conduct) Regulations 2021 and, *"in particular, the role of Council in deciding complaints and a lack of mechanisms for managing conflicts of interest."*

Whilst the use of external parties is recognized as a means to minimise both actual and perceived bias due to conflicts of interest, not all local governments, such as the Shire of Tammin, are willing or able to incur the cost of using external parties and would look to other ways to resolve such matters.

As highlighted in the attached Framework, Council members who have made a complaint, or are the subject of a complaint, would in the assessment of the Department of Local Government, Sport and Cultural Industries, have an impartiality interest and as such would not be required to leave the meeting during debate and decision. WALGA's view is that the presence and participation of Council Members directly involved in the complaint creates a clear apprehension of bias and is incompatible with the principles of procedural fairness. Council may wish to consider how it wishes to deal with such matters when finalizing its Policy position.

The Policy Framework highlights the need for each local government to appoint:

1. A Behaviour Complaints Officer. This can be either a local government employee or an external party that is authorised to act on behalf of the local government;
2. A complaint Assessor, who is appointed by the Behaviour Complaints Officer. The Complaint Assessor is an impartial third party; and,
3. A behavior Complaints Committee. The Behaviour Complaints Committee is a Committee of Council Members only.

It is noted under Cl 3.11 of the WALGA Draft Policy that it is not necessary for Council to establish a standing Complaints Committee as it may choose to deal with such matters.

At the WEROC meeting of Tuesday, 26 April 2021 it was suggested that it may be possible to form a panel of Complaint Assessors at a WEROC level. This would require each member local government to nominate a suitably qualified Councillor to sit on the panel. Wording to this effect, vetted by Mr Tony Brown of WALGA, has been included in the Draft Policy.

Council, on 4 February 2021, appointed the Chief Executive Officer to receive and deal with complaints under the Code of Conduct and approved a Form for this purpose.

Consultation

- WALGA
- Tony Brown (WALGA) provided comment on the proposed wording under Clause 3.8 Appointment of Complaint Assessor as proposed by WEROC
- DLGSC

Statutory Implications

Local Government Act 1995

s5.103 – Model code of conduct for council members, committee members and candidates refer Local Government (Model Code of Conduct) Regulations 2021 – Schedule 1

s5.104 – Adoption of model code of conduct

- (1) Within 3 months after the day on which regulations prescribing the model code come into operation, a local government must prepare and adopt* a code of conduct to be observed by council members, committee members and candidates that incorporates the model code.
** Absolute majority required.*
- (2) Within 3 months after the day on which regulations amending the model code come into operation, the local government must amend* the adopted code of conduct to incorporate the amendments made to the model code.
** Absolute majority required.*
- (3) A local government may include in the adopted code of conduct requirements in addition to the requirements referred to in section 5.103(2)(b), but any additional requirements —
 - (a) can only be expressed to apply to council members or committee members; and
 - (b) are of no effect to the extent that they are inconsistent with the model code.
- (4) A local government cannot include in the adopted code of conduct provisions in addition to the principles referred to in section 5.103(2)(a) or the rules of conduct.
Local Government (Model Code of Conduct) Regulations 2021 – Schedule 1 Model Code of Conduct
- (5) The model code is taken to be a local government’s adopted code of conduct until the local government adopts a code of conduct.
- (6) An alleged breach of a local government’s adopted code of conduct by a candidate cannot be dealt with under this Division or the adopted code of conduct unless the candidate has been elected as a council member.
- (7) The CEO must publish an up-to-date version of a local government’s adopted code of conduct on the local government’s official website.

“The purpose of the Model Code is to guide decisions, actions and behaviours. It also recognises that there is a need for a separate code for Council Members, Committee Members and Candidates to clearly reflect community expectations of behaviour and ensure consistency between local governments.”

Policy Implications

The attached new Code of Conduct Behaviour Complaints Management Policy will be included in Council’s Policy Manual

Financial Implications

N/A

Risk Implications

The new Code requirements are intended to reduce the risk of inappropriate behaviours or influence being applied to Council’s decision making processes whilst ensuring that Members and Candidates have a clear understanding of their behavioural requirements and a the means by which complaints in that regard will be managed.

Strategic Implications

(Refer to Strategic Community Plan), (Workforce Plan), Corporate Business Plan

Civic Leadership Strategies

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome

6.1 Strong governance and leadership, demonstrating fair and equitable community values

6.1.1 Deliver sustainable governance through transparent and robust policy and processes

Recommendation

That Council:

1. Adopt the attached Code of Conduct Behaviour Complaints Management Policy for the Shire of Tammin;
2. Re-affirm the Appointment of its Chief Executive Officer as its Behaviour Complaints Officer;
3. Nominate Cr _____ to sit on the WEROC Complaint Assessor Panel, if established;
4. Authorise the Chief Executive Officer to update Council’s Policy Manual with the inclusion of this policy; and,
5. Publish the adopted Code of Conduct Behaviour Complaints Management Policy on the Shire of Tammin website.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

12.2 The Spirit of the Wheatbelt Hinterland Coffee-Table Souvenir Book

Location:	Administration
Applicant:	Phil Bonser – Bonser Design
Date:	5 May 2021
Author:	Neville Hale
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	ADMIN
Attachment/s:	Attachment Item 12.2 – The Spirit of the Wheatbelt Hinterland cover 1 Attachment Item 12.2 - The Spirit of the Wheatbelt Hinterland cover 2

Purpose of Report

For Council to consider participation with other WEROC Inc Shires in the publication of a “Coffee Table Souvenir Book” with a working title of “The Spirit of the Wheatbelt Hinterland”

Background

The Executive Officer of WEROC Inc. was contacted by Mr. Phil Bonser on 24 March 2021 with regard to a concept for a coffee-table souvenir book, with the working title “The Spirit of the Wheatbelt Hinterland”. Mr. Bonser is the Managing Director of Bonser Design, a corporate marketing and brand expert. The coffee table book proposed by Mr. Bonser would either be available as a retail item for sale in Shire Offices and Visitors Centres or used as corporate gifts.

Comments

In presenting this proposal to the WEROC Inc. Board on Tuesday, 27 April 2021, the Executive Officer, Rebekah Burges provided the following comment:

“Mr. Bonser has advised that the cost per participating business/Shire will be \$7,500, for which they will receive 200 copies of the publication with customised dust jackets for their particular area. Each town/Shire will have a four-page presence in the book. Bonser Design will engage a professional photographer to come out to the region and capture images for the publication. They will also interview people in each town/Shire to obtain stories. Mr. Bonser suggests that if the books are sold at the recommended retail price of \$30, up to \$6,000 of the \$7,500 investment could be recouped. Subsequent purchases of the book by participating Shires will be at a discounted price of \$15 each, providing the potential for profit in the longer-term. Mr. Bonser has indicated that the book will be printed at the end of June and ready for distribution in September. All material (i.e., photos) would be provided to participants free of charge for website and online promotional purposes but cannot be used to produce competitive sale items.”

In response to the request from Mr Bonser, the WEROC Inc. Board commented that:

“The general feeling is that the concept of a coffee table book is outdated, and that digital marketing represents better value.”

And resolved:

“That the proposal presented by Bonser Design for a coffee table souvenir book be deferred to individual Local Governments for further consideration.”

To date, other WEROC Shires have not expressed a high degree of support for the publication preferring to look at alternative digital options for the money involved.

Consultation

WEROC Inc. Board (Member Shires)

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Should the Shire support the proposal it would be required to contribute \$7,500, more if not all members of WEROC participated.

At best the Shire of Tammin would have four (4) pages within the publication and receive two hundred (200) copies of the publication which it could make available for sale at the recommended price of \$30.

It is recognised that such publications are not easy to sell and would take some years to clear stock. Moreover, the publication would at best make a loss of \$1,500 or more if given away as gifts.

Risk Implications

Should the Shire proceed, there is a financial risk that the cost would increase and that the nature of the publication could prove difficult to sell within a reasonable time.

Strategic Implications

(Refer to Strategic Community Plan), (Workforce Plan), Corporate Business Plan

Economic Development Strategies

Strengthen local business and employment capacity. Support and encourage sustainable business growth.

The following outcomes and strategies have been identified to achieve this Vision

Outcome 4.2 A attractive destination for visitors

4.2.2 Participate in the Regional Tourism Strategy (Yorkrakine Rock signage); promote Tammin as a place to visit, live and work

Recommendation

That the Shire of Tammin advise Mr Boner of Bonser Design that it does not wish to participate in his proposed publication “The Spirit of the Wheatbelt Hinterland”

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

13. MATTERS FOR CONSIDERATION – BUILDING & HEALTH

Nil

14. MATTERS FOR CONSIDERATION – TOWN PLANNING

14.1 Application for Development Approval – Proposed Extension to an Existing Oversize Residential Outbuilding (i.e. Domestic Storage Shed)

Location:	Shire of Tammin Lot 148 on Deposited Plan 166305 being No.35 Dreyer Street, Tammin
Applicant:	Steven & Karen Dyer (Landowners)
Date:	18 May 2021
Author:	Mr Joe Douglas – Town Planner
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	TBC
Attachment/s:	Attachment Item 14.1 - Development Application Documentation and Plans

Purpose of Report

Consideration and determination of a development application for a proposed extension to an existing oversize residential outbuilding (i.e. domestic storage shed) on Lot 148 (No.35) Dreyer Street, Tammin.

Background

The applicants/landowners are seeking Council's development approval to construct a 45.6m² steel framed and zincalume clad extension to an existing oversize outbuilding (i.e. 72.96m² shed) at the rear of Lot 148 (No.35) Dreyer Street, Tammin for domestic storage purposes.

As the proposed extended outbuilding does not comply with the deemed-to-comply requirements of the Residential Design Codes of Western Australia, Council's development approval is required prior to issuance of a building permit. A full copy of the development application submitted, including supporting plans, is provided in Attachment 14.1.

Lot 148 is located in the southern part of the Tammin townsite in a well-established, low density residential area. The subject land comprises a total area of approximately 1,013m² and contains portion of an older style dwelling in its front half and an existing 72.96m² domestic storage shed at the rear with a setback of approximately 1.5 metres to its western side boundary.

It is significant to note the adjoining Lot 149 (No.37) located immediately east of the subject land, which is also owned by the applicants/landowners, forms an integral part of the existing residential development and use of the two lots. Furthermore, it appears the existing shed on Lot 148 is being accessed via an existing informal access track through Lot 39 (No.31) Dreyer Street located

immediately west, including the driveway crossover for this adjoining lot along Dreyer Street which is a sealed and drained local road under the care, control and management of the Shire. Council should also note Lot 39 is not owned by Mr and Mrs Dyer which raises questions as to their ability to lawfully access the existing shed on Lot 148 via Lot 39 immediately west.



Location & Lot Configuration Plan (Source: Landgate)

Existing adjoining and other nearby land uses are predominantly residential in nature comprising single houses, including numerous similar sized outbuildings, on lots ranging in size from 1,102 to 6,079m². Lot 39 located immediately west of the subject land and Lot 33 (No.36) Walston Street immediately north are currently vacant and are not being used for any approved purpose/s.

Comments

Lot 148 is classified 'Residential' zone under the Shire of Tammin Town Planning Scheme No.1 (TPS1) with a density code of R12.5.

Under the terms of TPS1 and clause 61(1) of the Deemed provisions for local planning schemes, the development of a single house, including any associated improvements such as carports, patios, pergolas and outbuildings (i.e. sheds), is listed as being permitted (i.e. a 'P' use) on any land classified

'Residential' zone and therefore exempt from the requirement for development approval subject to:

- i) compliance with the deemed-to-comply provisions of the Residential Design Codes (R-Codes) or any overarching development standards prescribed in a local planning scheme; and
- ii) any such development not being located in a heritage-protected place.

Whilst the subject land and all existing improvements thereon are not located in a heritage-protected place, assessment of the application has confirmed it does not comply with the deemed-to-comply requirements of the Residential Design Codes of Western Australia (i.e. the R-Codes) as they apply to the maximum permitted floor area and wall height for residential outbuildings and therefore requires Council's development approval.

Under the terms of the application received the proposed extended shed on Lot 148 will:

- a) comprise a total floor area of 118.6m² in lieu of a maximum permitted floor area of 60m² once the proposed construction works are completed; and
- b) have a wall height of 3 metres in lieu of a maximum permitted wall height of 2.4 metres.

When determining the application Council is required to consider the merits of the proposal in the context of the design principles contained in clause 5.4.3 P3 of the R-Codes as they apply specifically to residential outbuildings as well as the outcomes from consultation with all immediately adjoining landowners.

Clause 5.4.3 P3 of the R-Codes allows Council to approve variations to the the deemed-to-comply standards of the R-Codes as they apply to residential outbuildings if it is satisfied any proposed outbuilding, including extensions thereto, do not detract from the local streetscape or the visual amenity of residents or neighbouring properties.

Having regard for the location of the existing shed on Lot 148 and proposed extension towards the land's rear boundary, the scale and finish of the proposed extension, the current zoning and existing development on all adjoining lots, as well as the outcomes from public consultation in which no objections were received, it is contended the proposal will not detract from the local streetscape or the visual amenity of residents or neighbouring properties and may therefore be supported and approved by Council.

In light of the above findings and conclusions, it is recommended Council exercise its discretion and approve the application subject to a range of conditions and advice notes to ensure the development proceeds in a proper and orderly manner.

Consultation

Details of the proposal, including plans, were forwarded to the owners/occupiers of seven (7) properties in the immediate locality for review and comment, none of whom raised any objections.

Statutory Implications

- Planning and Development Act 2005
- Planning and Development (Local Planning Schemes) Regulations 2015
- Shire of Tammin Town Planning Scheme No.1

Policy Implications

- State Planning Policy 7.3: Residential Design Codes - Volume 1 (R-Codes)

Financial Implications

There are no immediate financial implications for the Shire aside from the administrative costs associated with processing the application which are provided for in Council's annual budget and offset by the development application fee paid by the applicants. All costs associated with the proposed development will be met by the applicants/landowners.

It is significant to note that should the applicants/landowners be aggrieved by Council's final decision in this matter, they have the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

Risk Implications

Financial – Risk rating is assessed as Low. The risk is mitigated through a detailed assessment process and recommendation to support the application with conditions. However, there is potential for increased risk if the applicants/landowner are aggrieved by Council's final decision and apply for a review of that decision by the State Administrative Tribunal.

Health – Risk rating is assessed as Low.

Reputation – Risk rating is assessed as Low. The application has been through a public consultation process and no objections have been received. The application has been thoroughly assessed by the reporting officer including a detailed report and recommendation to Council.

Operational – Risk rating is assessed as Low. The application has been dealt with in accordance the Shire's current Organisational Structure and the procedural requirements of the Planning and Development (Local Planning Schemes) Regulations 2015.

Natural Environment – Risk rating is assessed as Low due to the limited impact of the proposed development on the natural environment.

Strategic Implications

The proposal for Lot 148 is considered to be consistent with the Shire of Tammin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022 as they apply to the key objective of creating a well maintained and attractive environment servicing the needs of the local community.

Voting Requirements

Simple Majority

Recommendation

That Council resolve to approve the development application submitted by Steven & Karen Dyer (Landowners) to construct a 45.6m² steel framed and zincalume clad extension to an existing oversize outbuilding (i.e. 72.96m² shed) at the rear of Lot 148 (No.35) Dreyer Street, Tammin for domestic storage purposes subject to the following conditions and advice notes:

Conditions

1. The proposed outbuilding (i.e. shed) extension shall be constructed strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of Council.
3. All external surfaces of the new outbuilding extension shall be clad with new materials only to match the existing outbuilding's external finishes.
4. All stormwater drainage generated by the extended outbuilding shall be managed and disposed of on-site (i.e. no stormwater is permitted to be directed and disposed of via any immediately adjoining property).
5. All vehicle access to the extended outbuilding shall be via Lot 148 and the adjoining Lot 149 located immediately east. No access to the extended outbuilding is permitted via Lot 39 (No.31) Dreyer Street located immediately west given this property is privately owned by another party and there is no formal agreement registered on title which allows this land to be used for vehicle access purposes for the benefit of Lot 148.
6. In the event Lot 148 and/or Lot 149 are sold to a third party, a new separate driveway on, and crossover to, Lot 148 will need to be constructed to the specifications and satisfaction of the Shire's Chief Executive Officer prior to settlement of the contract/s of sale to provide opportunity for the extended outbuilding on Lot 148 to be lawfully accessed via its frontage to Dreyer Street. The requirements of this condition will be waived in the event Lots 148 and 149 are amalgamated into one (1) new separately titled lot.
7. The extended outbuilding shall only be used for domestic storage, maintenance and hobby purposes unless otherwise approved by Council.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicants/landowners and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Tammin under its Town Planning Scheme No.1. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicants/landowners to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application for the proposed outbuilding extension must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction and/or earthworks on the land.
4. The proposed outbuilding extension is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
5. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
6. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
7. It is strongly recommended that Lots 148 and 149 be amalgamated into one (1) new separately titled lot by way of a suitable application to the Western Australia Planning Commission given the existing development and use of these lots for residential purposes traverses their common boundaries.
8. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Tammin Town Planning Scheme No.1 and may result in legal action being initiated by the local government.
9. If the applicant/landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted within 28 days of the determination.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

15. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

16. MATTERS FOR WHICH THE MEETING MAY BE CLOSED (S`5.23)

17. CLOSURE OF MEETING

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

