

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Cr Uppill declared the meeting open at 2.25 pm and welcomed members and Graham Stanley Chief Executive Officer.

The president advised that Helen Hardcastle would join members after meeting at 4.30 pm for a workshop on the Shire of Tammin Community Plan.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

ATTENDANCE

Cr S.A. Uppill	President
Cr K.L. Caffell	Deputy President
Cr B.F. Stokes	Member
Cr M.D. Greenwood	Member
Cr S.J. Jefferies JP	Member
Graham Stanley	Chief Executive Officer

APOLOGIES

Cr R.J. Stokes	Member
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LEAVE OF ABSENCE

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

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

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting Minutes – 14 April 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 14 April 2011 be confirmed as a true and correct record.

Simple Majority Required

MIN 31/11 MOTION – MOVED Cr Jefferies seconded Cr Caffell

That the minutes of the Ordinary Council meeting held on 14 April 2011 be confirmed as a true and correct record.

CARRIED 5/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10. REPORTS OF COMMITTEES/COUNCILLORS

10.1 Community Planning Workshop - Cr Uppill

Cr Uppill reported on the Community Planning Workshop conducted with a cross-section of the community that was attended by Cr Uppill, Cr R Stokes, Cr Caffell and the CEO. Cr Uppill reported that it was a very good meeting and some very positive contributions were made by those in attendance. Copies of the feedback from the meeting have been distributed to members for consideration prior to the Councillor workshop being held after the Council meeting.

10.2 WE-ROC meeting 4th May 2011 – Cr Uppill

Cr Uppill reported on the WE-ROC meeting held in Tammin on 4th May that he attended along with Cr Caffell and the CEO. Members of the Legislative Assembly's Community Development & Justice Standing Committee made a presentation and held a discussion on their inquiry into housing. They commented that the feedback they received from their discussion with the WE-ROC delegates was very useful. Other Items discussed included Central Wheatbelt Visitor Centre contribution; Dry Seasons Assistance; Grain Freight Network; National Broadband Network and the Wheatbelt Health MOU.

10.3 Letter of Support for After School Care Program - Cr Uppill

Cr Uppill reported that he wrote a letter supporting a funding application for the Tammin After School Care Program.

11. AGENDA ITEMS

- 11.1 Request to change date of July Ordinary Council Meeting (ADM-41)
- 11.2 Annual Local Government Week Conference and Trade Exhibition (OLGOV-13)
- 11.3 WALGA Annual General Meeting 2011 (OLGOV-12)
- 11.4 Shire of Kellerberrin – Request for Concession on Removal of Waste from Reserve # 20385 Kwolyin Road (ENVH-16)
- 11.5 State Government Rural Planning Policies under Review and Wheatbelt Land Use Planning Strategy (TPLAN- 06)

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

Nil

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

- 13.1 List of Payments Made for Month Ended 30th April 2011
- 13.2 Financial Report for Month Ended 30th April 2011
- 13.3 Barracks Lease
- 13.4 Shared Community Emergency Services Manager Program

14. CLOSURE OF MEETING

11. AGENDA ITEMS

11.1 Request to Change Date of July Ordinary Council Meeting (ADM-41)

Author – Graham Stanley, CEO, 9th May 2011 Interest – Impartiality (Committee Member of Tammin Golf Club)

PREVIOUS REFERENCE

Nil

BACKGROUND

Tammin Golf Club is holding its “DKT Open Day” on Thursday 21st July 2011, which clashes with Council’s July Ordinary Meeting of Council. In 2010 the DKT Day was held on Thursday 15th July and Council changed the date of the July Council meeting to Thursday 22nd July which was the fourth Thursday of the month.

COMMENT

The DKT is the largest event on the Tammin golf calendar and people come from far and wide to participate. A number of councillors usually participate and in the past Council has changed its July meeting date as a show of support to the Golf Club. It is suggested that Council again looks at changing the date of the Council meeting so that it does not clash with the DKT day. It is also advisable that to avoid clashes with the DKT day in future years that Council looks at permanently changing the day of the July Council meeting.

Bringing the date of the meeting forward one week to the second Thursday of the Month in July is not advised as this will make timeframes very tight for the End of Financial Year, putting additional pressure on administration staff to prepare and circulate the agenda when they are busy trying to finalise end of year accounts. It will generally mean that the financial statements will be incomplete.

Two alternatives are suggested for consideration being either the third Wednesday of the month or the fourth Thursday of the month. The advantage of the third Wednesday is that it will generally mean that the Council meeting is only being held one day earlier than it is usually held. A disadvantage is that it may preclude members who want to assist with the busy bee that the golf club usually holds setting up and ensuring the course is presented in the best possible condition. It also may not suit Councillors who have other commitments on Wednesdays.

The second alternative is to hold the meeting on the fourth Thursday of the Month. This has the advantage of remaining a Thursday meeting, suiting those councillors who have commitments on Wednesdays. It will make the July Council meeting a week later than normal however this may fit in better with the Budget Adoption timetable. The fourth Thursday of the month will occur in future years between 22nd July and 28th July. In 2011 the fourth Thursday is 28th July.

FINANCIAL IMPLICATIONS

Cost of advertising change of meeting date via public notice.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Section 5.25(1)(g) of the Local Government Act provides:

(1) Without limiting the generality of section 9.59, regulations may make provision in relation to —

(g) the giving of public notice of the date and agenda for council or committee meetings;

Regulation 12 of the Local Government (Administration) Regulations provides:

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
- (a) *the ordinary council meetings; and*
 - (b) *the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,*
- are to be held in the next 12 months.*
- (2) *A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*
- (3) *Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.*
- (4) *If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.*

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council holds the July 2011 Ordinary Meeting of Council on Thursday 28th July 2011 commencing at 2pm in the Council Chambers at 1 Donnan Street Tammin and that the change of meeting date be advertised as required by the Local Government Act and that in future the July Ordinary Meeting of Council be held on the fourth Thursday of July each year.

Simple Majority Required

MIN 32/11 MOTION – MOVED Cr Caffell seconded Cr B Stokes

That Council holds the July 2011 Ordinary Meeting of Council on Thursday 28th July 2011 commencing at 2pm in the Council Chambers at 1 Donnan Street Tammin and that the change of meeting date be advertised as required by the Local Government Act and that in future the July Ordinary Meeting of Council be held on the fourth Thursday of July each year.

CARRIED 5/0

11.2 Annual Local Government Week Conference and Trade Exhibition (OLGOV.13)

Author – Graham Stanley, CEO, 11th May 2011 Interest – Nil

PREVIOUS REFERENCE

Nil

BACKGROUND

The 2011 Western Australian Local Government Convention and Trade Exhibition, known to most as the Annual Local Government Week Conference, will be held at the Perth Convention and Exhibition Centre between Wednesday 3rd August and Saturday 6th August. In conjunction with Local Government Week WALGA is conducting a series of “Elected Member Training” courses from Sunday 24th July to Wednesday 3rd August.

COMMENT

A copy of the convention program will be included in your agenda envelopes. Actual Registrations are done online and for ease of coordination it would be best that Councillors who intend to attend the convention indicate to the CEO which days they wish to attend, which concurrent sessions they wish to participate in and which nights they will require accommodation for and whether their partners and/or children will be accompanying them and for which they may have special accommodation requirements. The convention booking will then be done by office staff utilising the one Council purchase order.

Seven double rooms have been booked at the Duxton Hotel Perth, 1 St Georges Terrace (corner of Victoria Avenue) with arrival Wednesday 3rd and departure Saturday 6th August. If any councillors wish to attend the Gala Ball on the evening of Saturday 6th the departure day can be altered to Sunday 7th. Last year all councillors attending stayed at the Rydges Hotel in Hay Street. Unfortunately when we went to book at the Rydges in January 2011 it was booked out. Parking is available at the Duxton however Councillors who intend to come down on the morning of the first day they attend and go directly to the Convention Centre prior to checking in at the hotel or will be attending the conference on the Saturday after they have booked out from the Hotel may require parking vouchers for the Convention Centre. If this is the case please advise me of this. Once we have all of Council's booking requirements we will then make the convention registrations and make any alterations/cancellations necessary with the accommodation. There is also an interesting “Partners Activities” program so Councillors whose partners would like to attend any of the activities are requested advise me of this so bookings can be made.

From 3.15pm to 5.15pm (session 8) on Friday 5th August there is a choice of seven (7) technical tours which look quite interesting. If you are interested in participating in one of these please advise me of your preferred tour.

A copy of the Elected Member Training information and booking form will also be included in your envelopes. Members wishing to attend any of the courses are also requested to advise me so that bookings can be made.

Finally, the Shire of Quairading is organising a South East Avon Regional Transition Group (SEARTG) dinner for all councillors, staff and partners attending the convention. They are proposing to hold it at the Metro Bar and Bistro at the Medina Hotel (adjacent to the Convention Centre) commencing at 7pm on Friday 5th August.

It is important that councillors are aware of what is happening on the local government scene and to become informed of the trends and issues affecting the industry. The ideas that councillors may gain through attending the conference and viewing the trade exhibition and the networking opportunities that the convention provides are invaluable to councillors being effective members.

FINANCIAL IMPLICATIONS

Budget allocation is made each year.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That all councillors able to attend the Local Government Week Convention be encouraged to do so and that they advise the CEO of their registration and accommodation requirements and that all councillors and their spouses/partners be encouraged to attend the SEARTG Dinner and advise the CEO of their intentions with regards to attending the dinner.

Simple Majority Required

MIN 33/11 MOTION – MOVED Cr Greenwood seconded Cr Jefferies

That all councillors able to attend the Local Government Week Convention be encouraged to do so and that they advise the CEO of their registration and accommodation requirements and that all councillors and their spouses/partners be encouraged to attend the SEARTG Dinner and advise the CEO of their intentions with regards to attending the dinner.

CARRIED 5/0

The CEO advised that he would prepare a booking form for circulation to members and once they were returned would make a group booking.

11.3 WALGA Annual General Meeting 2011 (OLGOV-12)

Author – Graham Stanley, CEO, 12th May 2011 Interest – Nil

PREVIOUS REFERENCE

Nil.

BACKGROUND

The 2011 Annual General Meeting (AGM) of the Western Australian Local Government Association (WALGA) will be held on Saturday 6th August 2011 between 1pm and 5pm at the Perth Convention and Exhibition Centre. Council is required to nominate two voting delegates who will be in attendance at the AGM. A call has also been made for the submission of motions. The closing date for submissions is Monday 13th June 2011 however where the motion proposes alterations or amendments to the Association's Constitution they must be received by Monday 6th June 2011 (Foundation Day Public Holiday) in order to satisfy the 60 day constitutional notice requirements.

COMMENT

The 2011 Local Government Convention is the premier event for Elected Members and Officers within Local Government. The Association's AGM, as an integral part of the convention, is a critical forum for mobilising the views of Western Australian Councils, confronting emerging issues and developing directions forward for the Local Government sector.

Traditionally the Shire President acts as one of Council's delegates at the AGM and the second delegate is either the Deputy President or another Councillor who attends the AGM. Last year as the President was the only Elected Member attending the AGM the CEO acted as the second delegate.

The following guidelines should be followed by Members in the formulation of motions;

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the Local Government Convention or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject should be considered.
- Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

If Councillors have a motion that fits in with the guidelines and would like it submitted please provide details at the Council Meeting and Council can discuss it and vote whether or not to support it.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council nominates its two delegates to Vote at the WALGA AGM and discusses any motions that Councillors would like submitted to the WALGA AGM.

Simple Majority Required

MIN 34/11 MOTION – MOVED Cr Caffell seconded Cr B Stokes

That Council nominates Cr Uppill and Cr Caffell to Vote at the WALGA AGM.

CARRIED 5/0

Note:

Council did not have any motions that it wished to submit to the WALGA AGM.

11.4 Shire of Kellerberrin – Request for Concession on Removal of Waste from Reserve # 20385 Kwolyin Road (ENVH-16)

Author – Graham Stanley, CEO, 12th May 2011 Interest – Nil

PREVIOUS REFERENCE

Nil.

BACKGROUND

The Shire of Kellerberrin writes:

“Council has been negotiating the vesting of Reserve #20385 on the Kwolyin Road with State Land Services and the Water Corporation.

The site is to be vested in Council however, there is a substantial amount of rubbish to be removed from the Reserve prior to Council accepting management control. Given that the site appears to have been used as a dumping facility for residents of three Councils for the last 50 years or more, the quantity of rubbish to be removed is quite substantial and may possibly be in excess of 500 tonnes.

Council considered this matter at its meeting held on Tuesday 19 April 2011 when it resolved;

MIN 62/11 MOTION - Moved Cr. Clarke 2nd Cr. Forsyth

That Council:

- 1. agrees to undertake the removal and disposal of all rubbish from Reserve #20385 at cost.***
- 2. requests a two-thirds contribution from the Water Corporation and other government agencies for the removal and disposal of the rubbish.***
- 3. negotiates a reduced rate per tonne with the Shire of Tammin for the disposal of the waste from Reserve #20385 at its landfill site.***

CARRIED 6/0
BY ABSOLUTE MAJORITY

I would ask that your Council give consideration to Council’s request for a reduction in the fee per tonne for refuse removed from the Reserve.

Council staff will be sorting through the waste to ensure that only that which is considered landfill will be deposited at your site.

COMMENT

From the letter I assume that the Shire of Kellerberrin contends that Tammin is one of the “three Councils” whose residents have been dumping rubbish in the Reserve.

As Councillors would be aware Tammin accepts waste from the Shire of Kellerberrin who is charged at our budgeted rates. The current charge for commercial putrescibles at the Tammin Waste Facility is \$35 per tonne. There are various other charges for different types of waste. The Tammin facility is managed by City & Regional Waste who pays a royalty to the Shire of 20% of the amount invoiced to the Shire.

In the arrangement that Kellerberrin is seeking to make with “the Water Corporation and other government agencies” Kellerberrin would be up for one third of the cost of the removal and disposal of the rubbish. Tammin will receive 20% royalty for the waste that is delivered to the tip. It is suggested that Council offers to credit this royalty to the Shire of Kellerberrin as Tammin’s contribution towards the removal and disposal of the rubbish from the reserve.

FINANCIAL IMPLICATIONS

Reduction in potential Waste Management facility income.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

The Local Government Act 1995 Section 6.12 states:

6.12. Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;*
 - (b) *waive or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money,*

which is owed to the local government.

** Absolute majority required.*

(2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*

(3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*

(4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

The Local Government (Financial Management) Regulations 1996 state:

42. Information about discounts, incentives, concessions and write-offs

(1) *The annual financial report is to include for each discount or other incentive granted for early payment of any money and in respect of each waiver or concession in relation to any money —*

(a) *in respect of a discount —*

- (i) *the amount of the discount, or the percentage discount, allowed; and*
- (ii) *the circumstances in which the discount was granted;*

(b) *in respect of an incentive other than a discount —*

- (i) *a brief description of the incentive scheme; and*
- (ii) *a statement of how that incentive was claimed;*

and

(c) *in relation to a waiver or concession —*

- (i) *a brief description of the waiver or concession;*
- (ii) *a statement of the circumstances in which it was granted;*
- (iii) *details of the persons or class of persons to whom it was available; and*
- (iv) *the objects of, and reasons for, the waiver or concession.*

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Shire of Tammin offers to provide a rebate to the Shire of Kellerberrin equivalent to the Royalty Payment received on waste removed from Reserve #20385 Kwolyin Road as Tammin's contribution towards the clean-up of the reserve.

Absolute Majority Required

MIN 35/11 MOTION – MOVED Cr Caffell seconded Cr Greenwood

That Council does not support the request from the Shire of Kellerberrin for a reduced tonnage rate for disposal of waste removed from reserve #20385 Kwolyin Road to be disposed of at the Tammin waste management facility.

CARRIED 5/0

Reason:

Council was not convinced that the waste could be attributed to Tammin ratepayers and as Tammin would be charged by the operator of the waste facility for the disposal of the waste Tammin should not subsidise its disposal.

11.5 State Government Rural Planning Policies under Review and Wheatbelt Land Use Planning Strategy(TPLAN- 06)

Author – Graham Stanley, CEO, 12th May 2011 Interest – Nil

PREVIOUS REFERENCE

Nil.

BACKGROUND

Currently the WA Planning Commission is conducting a review of two policies affecting rural land. The policies are Development Control Policy 3.4 – Subdivision of Rural Land known as DC3.4 and State Planning Policy 2.5 (SPP2.5) Land Use Planning in Rural Areas. Copies of the two review documents are included in the agenda envelopes. The Commission has also released a 96 page Document known as the Wheatbelt Land Use Planning Strategy. A copy of it is expected to be received at this office next week however it may be viewed on the following website:
<http://www.planning.wa.gov.au/Plans+and+policies/Regional+planning/Wheatbelt/default.aspx>

As the document is extremely large and contains many maps it is made up of a series of separate downloads from the above mentioned site.

The Great Eastern Country Zone of WALGA is holding a Special Meeting in Merredin on June 13th to discuss the Wheatbelt Land Use Planning Strategy (WLUPS). WE-ROC is requesting that a discussion on SPP2.5 also be included on the agenda for the Special Meeting.

COMMENT

These are two important policies that may impact on what farmers can do with their land and what development can occur in rural areas. And the Wheatbelt land Use Planning Strategy may also have significant ramifications. It is suggested that Council discusses both policy documents and includes any area of concern in a submission to the State Government and WALGA.

With regards to the WLUPS the Shire of Narrogin has circulated a letter that is included as Information Bulletin item IB 8. The concerns that they raise appear to be very valid.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council discusses the three documents, State Planning Policy 2.5, Development Control Policy 3.4 and Wheatbelt Land Use Planning Strategy with a view to making submission if deemed appropriate.

Simple Majority Required

Council discussed the three documents.

MIN 36/11 MOTION – MOVED Cr Caffell seconded Cr Jefferies

That Council leaves it to the delegates attending the Great Eastern Zone Special Meeting to vote as they deem appropriate and to bring back to Council any item they think requires a Council submission.

CARRIED 5/0

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

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

MIN 37/11 MOTION – MOVED Cr Caffell seconded Cr Greenwood

That items 13.1, 13.2, 13.3 and 13.4 of urgent business be considered.

CARRIED 5/0

13.1 List of Payments April 2011 (FIN-05)

Author – Myra Henry Senior Finance Officer, 18 May 2011 Interest – Nil

BACKGROUND

Accounts paid for April 2011 is listed totalling:

Cheque numbers	004298 - 004377	\$326,315.39
Direct debit payments	01.04. – 30.04.2011	\$12,797.92
Licensing transfers	01.04. – 30.04.2011	\$11,033.15
Bank fees	01.04. – 30.04.2011	\$202.02
VISA payments	01.04. – 30.04.2011	\$413.14
EFT payments	01.04. – 30.04.2011	\$35,848.32
Total payments		\$386,609.94

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 April 2011 as follows:

Cheque numbers	004298 - 004377	\$326,315.39
Direct debit payments	01.04. – 30.04.2011	\$12,797.92
Licensing transfers	01.04. – 30.04.2011	\$11,033.15
Bank fees	01.04. – 30.04.2011	\$202.02
VISA payments	01.04. – 30.04.2011	\$413.14
EFT payments	01.04. – 30.04.2011	\$35,848.32
Total payments		\$386,609.94

be endorsed.

Simple Majority Required

MIN 38/11 MOTION – MOVED Cr seconded Cr

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

Cheque numbers	004298 - 004377	\$326,315.39
Direct debit payments	01.04. – 30.04.2011	\$12,797.92
Licensing transfers	01.04. – 30.04.2011	\$11,033.15
Bank fees	01.04. – 30.04.2011	\$202.02
VISA payments	01.04. – 30.04.2011	\$413.14
EFT payments	01.04. – 30.04.2011	\$35,848.32
Total payments		\$386,609.94

be endorsed.

CARRIED 5/0

13.2 Financial Report to 30 April 2011 (FIN-05)

Author – MT Henry, Senior Finance Officer, 18 May 2011 Interest – Nil

BACKGROUND

The Monthly Financial Report to 30th April 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 April 2011 be received.

Simple Majority Required

MIN 39/11 MOTION – MOVED Cr seconded Cr

That the Financial Report for April 2011 be received.

CARRIED 5/0

13.3 Barracks Lease (ASS-1545)

Author – Graham Stanley, CEO, 19th May 2011 Interest – Nil

PREVIOUS REFERENCE

Nil.

BACKGROUND

A letter from the tenants of the Barracks, G & L Carpenter was received just prior to the meeting advising that due to financial considerations they would like to terminate their lease early.

MIN 40/11 MOTION – MOVED Cr Jefferies seconded Cr B Stokes

1. Council agrees to allow G & L Carpenter to terminate their lease of the Barracks effective 30th June 2011
2. That the CEO prepares a report on the potential uses for the Barracks and submits this to the next meeting of Council.

CARRIED 5/0

13.4 Shared Community Emergency Services Manager Program (ORG-22)

Author – Graham Stanley, CEO, 18th May 2011 Interest – Nil

PREVIOUS REFERENCE

Nil.

BACKGROUND

FESA currently facilitate a program to provide full time Fire and Emergency Management Staff at the Local Government level in the position of Community Emergency Services Managers. The position involves management of Council's statutory requirements under the *Bush Fires Act 1954* and *Emergency Management Act 2005*.

Some of the key components of this role include undertaking the following duties:

- Develop practices for fire management on Local Government bush land
- Develop practices for fire management on UCL/UMR
- Education programs for the community and schools Strategic advice on subdivision planning
- BFB Training
- Provide support for Bush Fire Ready Groups
- Establish Emergency Coordination Centres
- Support Bush Fire Advisory Committee, DOAC, Brigade meetings and AGM's
- Conduct emergency field / table top exercises
- Support LEMC
- Support DEMC
- Support Recovery operations
- Respond to emergency incidents in Cunderdin/Quairading/Tammin and neighbouring Local Governments
- Peer support to volunteers
- Coordinate and manage special projects as required
- Maintain Shire Emergency contact directory
- Review Risk to Resource model annually
- ESL administration (operating and capital)
- Establish fleet maintenance program
- Maintain incident records
- Attend FESA regional meetings

There are currently 20 CESM positions across the state ranging from the Great Southern, South West, Metropolitan and Mid-West regions. Within our region (Midlands-Goldfields District) there are currently 2 CESM positions, one in place at the Shire of Northam and one proposed shared position between the Shires of Toodyay and Goomalling. These positions are employed on a 3 yearly contract basis.

The Chief Executive Officer, along with representatives from the Shires of Beverley, Quairading, Cunderdin and York met with FESA staff on 11 April 2011 to further discuss the possibility of a CESM position across the SEARTG Shires, with the following outcomes –

- One (1) CESM is proposed for Cunderdin (host office), Quairading & Tammin
- One (1) CESM is proposed for Beverley and York
- The funding allocation required from Tammin for the shared position would be \$12,256.20 (annually)
- Subject to all parties agreeing to a Memorandum of Understanding, advertising of the position to commence as soon as practical

COMMENT

The situation in Tammin with regards to Fire and Emergency Services is somewhat different to that in the other two Shires. Whereas those shires are in direct receipt of FESA Levy payments and they have a number of bushfire brigades Tammin does not receive

FESA Levy payments and its only brigade is a combined bush fire and town fire brigade that is managed by a Fire Services Manager in Northam who controls the budget. Further, Tammin is part of a combined Local Emergency Management Committee with Kellerberrin. Tammin already has a range of Emergency Management and Recovery plans in place and it only has one brigade vehicle and that it overseen by the FESA Fire Service Manager in Northam.

Whilst the employment of a Community Fire Services Manager would undoubtedly reduce my workload it is hard to see that Tammin would get anywhere near the same value from the employee as the other two participating Shires. The cost to the Shire would require a 2% increase in rates and for the same money the Shire could employ a part-time administration officer one day per week and achieve a lot more.

FINANCIAL IMPLICATIONS

As mentioned above, the current proposed figure required to support this position is proposed to be \$12,256.20 annually.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Council has multiple obligations under the Emergency Management Act 2005 and the Bush Fires Act 1954. This position seeks to employ a permanent staff member to manage and fulfil these statutory requirements.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Discussions with both the Chief Fire Control Officer and the Captain of the Fire Brigade reveal that neither of those officers can see any worthwhile benefit to Tammin.

STAFF RECOMMENDATION

That Council considers participating in the Shared Community Emergency Services Manager Scheme with the Shires of Cunderdin and Quairading

Absolute Majority Required

MIN 41/11 MOTION – MOVED Cr Greenwood seconded Cr Jefferies

That the Shire of Tammin does not participate in the shared Community Emergency Service Manager scheme with the Cunderdin and Quairading Shires.

CARRIED 5/0

14. CLOSURE OF MEETING

There being no further business the President closed the meeting at 4.15 pm.

Tabled before the Ordinary Council Meeting on 16 June 2011.

Cr S Uppill, President

PAYMENTS LIST APRIL 2011

Date	Reference	Supplier Name	Details	Amount
Cheque Payments				
04/04/2011	4298	BBC Entertainment	Deposit Minelli & Martin show	3,723.78
04/04/2011	4299	Conplant Pty Ltd	Parts TN205	56.16
04/04/2011	4300	Eastern Districts Seed Cleaning Co.	Part TN SS	14.91
04/04/2011	4301	Filters Plus	Filter TN2,TN848,TN478,TN302	299.97
04/04/2011	4302	IAP2	Public participation training T. Greenw ood	1,180.00
04/04/2011	4303	Shire of Kellerberrin	Contribution case study pipeline golf links	825.00
04/04/2011	4304	Pentacle Holdings	Accomodation Fitzroy Express	335.00
04/04/2011	4305	Regional Concrete & Plumbing	Tamma Village - U9 repairs sink mixer tap	1,509.20
04/04/2011	4306	Shire of York	Ranger services	60.66
04/04/2011	4307	Synergy	Electricity 01/01 -16/03/2011	734.15
04/04/2011	4308	Tammin Post Office	Stationery	50.63
04/04/2011	4309	Telstra	Internet & phone 18/02 - 21/03/2011	114.59
05/04/2011	4310	City & Regional Waste Management Serv	Waste management	3,178.17
06/04/2011	4311	BT Financial Group	Superannuation	195.75
06/04/2011	4312	Tw inkarri Tree Pruning Services	Stop Cheque No 4232 - cheque not received	22,324.50
13/04/2011	4313	Air-Born Amusements	Fuse festival - bouncy castle, climbing w all,	3,193.70
13/04/2011	4314	Airbrush Tattoos WA	FUSE - airbrush tattoo service	360.00
13/04/2011	4315	Andrew McIlroy	FUSE - performance Empire Blues band	1,500.00
13/04/2011	4316	Arrow Bronze	Niche w all plaque	126.28
13/04/2011	4317	Avon Waste	Domestic refuse collection	1,116.96
13/04/2011	4318	Azure Image	FUSE- Hire address & lighting system & technicians	2,420.00
13/04/2011	4319	BoralConstruction Materials Group Limited	Road construction Goldfields, T-W, T-S Rd	182,571.84
13/04/2011	4320	C.Y.O'Connor	YDO - study and book fee	378.38
13/04/2011	4321	Community Housing Coalition of WA	VOID; w rong amount	0.00
13/04/2011	4322	Copier Support	Toner	167.15
13/04/2011	4323	Courier Australia	Freight	14.65
13/04/2011	4324	Coventrys	Fuels & oils	30.67
13/04/2011	4325	Cunderdin, Shire of	Management hours M. Burgess	907.50
13/04/2011	4326	DKT Rural Agencies	Parts for Hall, garden w all, fittings w ater tanks	257.75
13/04/2011	4327	Earthstyle Contracting	Hire of w atercart & operator Yorkrakine Rd	313.50
13/04/2011	4328	F-111 Engineering Pty Ltd	Parts & repairs TN482,TN302, oil & grease	7,195.80
13/04/2011	4329	G.J Jones Plumbing & Gas	Repairs, 45 Draper, 11 Nottage, Tow n hall	396.37
13/04/2011	4330	Gull Tammin Roadhouse	Papers, refreshments, afterschool care supplies	525.47
13/04/2011	4331	Hanson Construction Materials Pty Ltd	Bluemetal, T-Wyl., T-Sth, Goldfields Rd	38,397.24
13/04/2011	4332	Hughans	Depot consumables	246.40
13/04/2011	4333	Kellerberrin Tyre Service	Tyres & repairs TN1038,TN302	3,030.00
13/04/2011	4334	Kleenheat Gas	Bulk gas	204.52
13/04/2011	4335	LGIS Risk Management	Regional Co-ordinator fees	1,203.40
13/04/2011	4336	McLeods Barristers and Solicitors	Solicitor fee	756.80
13/04/2011	4337	Mey Equipment	Linemarker	1,963.50
13/04/2011	4338	Officew orks Businessdirect	Stationery	287.76
13/04/2011	4339	Peerless Jal Pty Ltd	Bin liners, paper tow els	224.25
13/04/2011	4340	Rural Press Regional Media (WA) Pty Ltd	Advertising YDO position	571.48
13/04/2011	4341	Synergy	Electricity 26/01 - 29/03/2011	4,785.70
13/04/2011	4342	Shire of Tammin	Petty cash recoup	175.85
13/04/2011	4343	Telstra	Telephone & internet 23/02 - 22/03/2011	2,521.34
13/04/2011	4344	Wadumbah Aboriginal Dance Group	FUSE - dance performance	1,870.00
13/04/2011	4345	Western Australian Local Government Assoc	Local Government Directory	384.79
13/04/2011	4346	Western Lockservice	Hall - keys & lock	499.75
13/04/2011	4347	Bill Williams	Pump out septic tank at Barracks	165.00
13/04/2011	4348	Woodstock Electrical Services	Repair of decoder & aerial 22 Ridley; of light tow er	2,000.46
14/04/2011	4349	Australia Post	Postage & freight March 2011	276.68
14/04/2011	4350	Garry Caffell	Reimbursement - Golf tee boxes - mesh rubber,etc	316.00
14/04/2011	4351	Cooks Tours	Quarter page advertisement "The beautiful south"	550.00
14/04/2011	4352	Copier Support	Photocopies	605.04
14/04/2011	4353	Dominic Carbone & Associates	Consultant fees	1,496.00
14/04/2011	4354	Eastern Hills Saw s & Mow ers Pty Ltd	Parts TN TR	221.20
14/04/2011	4355	Glen Carpenter	FUSE - band "Sneekers" performance	2,500.00

14/04/2011	4356	Pentacle Holdings	Old Times - accommodation cast	154.00
14/04/2011	4357	Radio West	FUSE - advertising	1,375.00
14/04/2011	4358	Rural Press Regional Media (WA) Pty Ltd	FUSE - advertising	2,239.20
14/04/2011	4359	Tammin Hardware	Tools, parts, cement, batteries	440.94
14/04/2011	4360	G.J Jones Plumbing & Gas	Repairs, 45 Draper, 11 Nottage, Town hall	34.41
14/04/2011	4361	Commonwealth Retirement Savings Account	Superannuation	137.48
14/04/2011	4362	LGRCEU	Union fee	17.40
14/04/2011	4363	Prime Super	Superannuation	42.72
14/04/2011	4364	Summit Personal Super	Superannuation	138.76
14/04/2011	4365	WALG Superannuation	Superannuation	3,132.43
14/04/2011	4366	Fire & Emergency Services Authority of WA	ESL March 2011	52.10
20/04/2011	4367	Austral Mercantile Collections Pty Ltd	Debt Collection - various assessments	1,528.87
20/04/2011	4368	Gull Tammin Roadhouse	Catering FUSE festival	223.88
20/04/2011	4369	Mack Cheno Earthmoving	Road construction - Grader & operator Leslie Rd	9,251.00
20/04/2011	4370	Mondo di Carne Pty. Ltd.	Vince Gareffa sausage workshop	1,924.12
20/04/2011	4371	Pentacle Holdings	FUSE - accommodation crew	346.50
20/04/2011	4372	Shire of York	Health & building service	513.78
27/04/2011	4373	Commonwealth Retirement Savings Account	Superannuation	66.69
27/04/2011	4374	LGRCEU	Union fee	17.40
27/04/2011	4375	Prime Super	Superannuation	46.67
27/04/2011	4376	Summit Personal Super	Superannuation	138.76
27/04/2011	4377	WALG Superannuation	Superannuation	3,161.63
			Sub-total	326,315.39
Direct Debit payments				
01/04/2011	Debit	Commonwealth Bank of Australia	CBA Merchant Fee	36.50
05/04/2011	Debit	Commonwealth Bank of Australia	EFTPOS Fee	38.76
15/04/2011	Debit	Motorcharge Limited	Fuels & oils March 2011	4,372.71
27/04/2011	Debit	Western Australian Treasury Corporation	Loan repayments	8,349.95
			Sub-total	12,797.92
Licensing Transfer				
01/04/2011	J3889	Department of Transport	Licensing 01/04/2011	21.00
04/04/2011	J3899	Department of Transport	Licensing 04/04/2011	1,052.55
05/04/2011	J3909	Department of Transport	Licensing 05/04/2011	373.25
06/04/2011	J3913	Department of Transport	Licensing 06/04/2011	937.55
07/04/2011	J3914	Department of Transport	Licensing 07/04/2011	619.50
08/04/2011	J3916	Department of Transport	Licensing 08/04/2011	182.25
11/04/2011	J3917	Department of Transport	Licensing 11/04/2011	129.50
12/04/2011	J3920	Department of Transport	Licensing 12/04/2011	152.20
13/04/2011	J3930	Department of Transport	Licensing 13/04/2011	115.50
14/04/2011	J3934	Department of Transport	Licensing 14/04/2011	556.30
15/04/2011	J3936	Department of Transport	Licensing 15/04/2011	468.00
18/04/2011	J3938	Department of Transport	Licensing 18/04/2011	602.60
19/04/2011	v3942	Department of Transport	Licensing 19/04/2011	1,066.45
21/04/2011	J3947	Department of Transport	Licensing 21/04/2011	1,139.70
27/04/2011	J3949	Department of Transport	Licensing 27/04/2011	1,231.15
28/04/2011	J3951	Department of Transport	Licensing 28/04/2011	1,578.25
29/04/2011	J3954	Department of Transport	Licensing 29/04/2011	807.40
			Sub-total	11,033.15

Bank Fees				
18/04/2011	J3939	National Australia Bank	Fee for deposit book	5.00
19/04/2011	Debit	National Australia Bank	NAB Connect Fee	53.39
29/04/2011	J3976	National Australia Bank	Account Fees for April 11 for Muni Account	103.10
29/04/2011	J3977	National Australia Bank	Account Fees for April 11 for Trust Account	20.00
29/04/2011	J3978	National Australia Bank	Account Fees for April 11 for DPI Account	20.00
29/04/2011	J3979	National Australia Bank	Interest Charged for April 11 for Muni Account	0.53
			Sub-total	202.02
VISA Payments				
04/04/2011	VISA	Cunderdin Farmers Co-operative Co Ltd	Refreshments	38.99
04/04/2011	VISA	Intelligent IP Communications Pty Ltd	Internet Service for Shire Office	70.00
04/04/2011	VISA	Kmart	Prizes Dinosaur show , After school care	158.00
04/04/2011	VISA	National Australia Bank	Visa Monthly Fee	9.00
04/04/2011	VISA	Target	Prizes Dinosaur show	27.00
04/04/2011	VISA	Westnet	Internet Service - Depot	110.15
			Sub-total	413.14
EFT Payments				
12/04/2011		Shire of Tammin	Salaries & wages	17,442.94
26/04/2011		Shire of Tammin	Salaries & wages	18,405.38
			Sub-total	35,848.32
			Total	386,609.94

Attachment items 11.2 Financial Reports