

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President CR Stokes declared the meeting open at 2.22pm and welcomed members and new CEO Graham Stanley.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present

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

Apologies

NIL

Leave of Absence

NIL

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

NIL

4. PUBLIC QUESTION TIME

NIL Members of the public present

5. APPLICATIONS FOR LEAVE OF ABSENCE

NIL

6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

NIL

7. CONFIRMATION OF MINUTES PREVIOUS MEETINGS

7.1 Ordinary Council Meeting Minutes – 17 December 2009

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 17 December 2009, be confirmed as a true and correct record.

Simple Majority Required

MIN 001/10 MOTION – Moved CR Jeffries 2nd CR Uppill

That the minutes of the Ordinary Council meeting held on 17 December 2009, be confirmed as a true and correct record subject to a correction to Item 5 changing the date to 18th February 2010.

CARRIED 6/0

Matters Arising –

The CEO was requested to follow up on obtaining a quote for the provision of house plans.

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

NIL

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. REPORTS OF COMMITTEES/COUNCILLORS

10.1 Cr Greenwood – Local Government Structural Reform – York 15/01/2010

Cr Greenwood reported that he and the CEO attended a meeting on local government structural reform in York at the invitation of the Minister for Local Government and the CEO of the Department, Ms Jennifer Matthews. The purpose of the meeting was to explain the Minister's proposals to forward local Government Structural Reform through the establishment of what he call "Regional Transition Groups". The purpose of these groups is to bring together groups of Councils to consider amalgamation, to form an agreement to enter the process and work on a business plan to amalgamate on 1st July 2013.

Other Councils invited to the same meeting were the five SEAVROC councils in Brookton, Beverley, Cunderdin, Quairading and York and also the Shire of Northam. This meeting was the first of a number that the Department were conducting around the State. From discussions at the meeting it was clear that none of the councils present were interested in amalgamating with Northam. Brookton indicated that they were not interested in amalgamating with anyone. Beverley indicated that they had difficulty in accepting Tammin but gave no reasons and the other SEAVROC councils were all happy to include Tammin in discussions. Further information was to be made available to the Shire on the State Government's proposals in correspondence which was to come out in the week following the meeting. The proposals put forward included a "No Opt Out" clause which was to be signed by all parties prior to the business planning process commencing. All councils objected to this stating that the "due diligence" and business planning should be done prior to signing any agreement committing councils to amalgamate.

10.2 Cr Rodney Stokes – Local Government Structural Reform – Ascot 09/02/2010

Cr Stokes reported on a statewide meeting of local governments on the subject of structural reform held at Ascot Racecourse in Perth on 9th February 2010. The Minister for Local Government, Hon John Castrilli MLA, was the main speaker and he explained the State Government's proposals for structural reform of Local Government. His "model" for Regional Transition Groups explained at the York meeting has now been modified. He stressed that the process is voluntary and Councils can opt out at any stage. He indicated that the State is seeking to reduce the number of Local Governments from the current 139 to less than 100. Currently 9 Councils around the State have indicated a willingness to amalgamate to form 3 new councils.

Local Governments got to ask questions and have their say and there was a lot of negativity about the plan. A communiqué was drafted by the meeting rejecting his proposals and seeking the State Government to adopt the recommendations of its "SSS Report" released 12 months earlier. Despite this the President came away from the meeting firmly convinced that the Government wants to reduce the number of Councils and it doesn't get what it wants voluntarily it will force the issue after the next State election.

10.3 Cr Rodney Stokes, Cr Bernard Stokes & Cr Steven Jefferies – Local Government Structural Reform – Meeting with Cunderdin Shire

The three members reported on a meeting that they and the CEO attended in Cunderdin with representatives from the Cunderdin Shire to discuss the two Shires positions in relation to amalgamation. The meeting was very positive and Cunderdin was very supportive of Tammin. They were putting a proposal to their Council meeting that Cunderdin enter into a Regional Transition Group with the SEAVROC Councils except Brookton but with the addition of Tammin subject to a number of conditions that would ensure representation and the continuation of a Shire presence and services in all of the towns which already have a Shire presence. They were aware of some tensions from Beverley and it was proposed that the SEAVROC Chairman Cr Graham Cooper from Cunderdin and the SEAVROC Executive Officer, Dominic Carbone would meet with Beverley Shire representatives to endeavour to determine and overcome the reasons for Beverley's reluctance to allow Tammin to join the group. SEAVROC will be meeting in early March and will provide feedback to Tammin in time for Tammin to resolve its response, at the March Council meeting, to the Minister's request for agreement to participate in the process by 26th March 2010. Cr R Stokes reported that he was encouraged that both Cunderdin and Quairading appear to strongly supporting Tammin's participation.

11. AGENDA ITEMS

11.1 Fencing Local Laws (LLAW-04)

Author – RG Bone, Acting CEO, 21 December 2009 Interest – Nil

PREVIOUS REFERENCE

Item 11.5 – 5 December 2009

BACKGROUND

At the December 2009 meeting, Council considered an item arising from the General Electors' meeting on the need or otherwise, of Fencing Local Laws.

Unfortunately, when responding to Mr Peter Ralston's question at the Electors' meeting, I was of the understanding that the Shire did not have Fencing Local Laws and offered the comment in this circumstance the Shire would rely upon the provisions of the Dividing Fences Act 1961. However, the Shire does indeed have Fencing Local Laws with these being gazetted on 7 February 2007!

My humble apologies are offered for this lack of awareness.

The Shire's Fencing Local Law is based on the WALGA model local law and is therefore consistent with many gazetted by local governments throughout the State.

COMMENT

Fortunately there is no particular damage caused by the foregoing scenario – the Shire does have Fencing Local Laws in place – and Mr Ralston has been advised of this situation and given a copy of same.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Fencing Local Law 2006

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

STAFF RECOMMENDATION

That Council note the existence of the Fencing Local Laws gazetted on 7 February 2007.
Simple Majority Required

MIN 002/10 MOTION – Moved Cr B Stokes seconded Cr Caffell

That Council note the existence of the Fencing Local Laws gazetted on 7 February 2007.

CARRIED 6/0

11.2 Code of Conduct (ADM-52)

Author – RG Bone, Acting CEO, 15 December 2009 Interest – Nil

PREVIOUS REFERENCE

Items 11.8 – 8 March 2006, 11.3 – 20 December 2007, 11.1 – 21 February 2008, 11.1 – 17 April 2008 and 11.1 – 20 March 2009 refer.

BACKGROUND

Section 5.103 of the Act requires the adoption of a code of conduct to be observed by Councillors, committee members and employees. The code is required to be reviewed within 12 months after each ordinary election day.

In March 2006 Council resolved that WALGA's draft *Code of Conduct for Elected Members and Staff*, with the inclusion of \$250 in items 2.4(a) and 2.4(b), be adopted.

In December 2007 and February 2008 Council resolved that the review lay on the table pending the provision of a new draft from WALGA. In March 2008 Council resolved that the draft lay on the table until April 2008 at which meeting the Code of Conduct for Elected Members and Staff was adopted.

COMMENT

There have not been any further amendments to the Local Government Act 1995 or the Local Government (Administration) Regulations 1996, which require any modification to the Code of Conduct.

As no other issues have been identified, it would be appropriate to re-affirm the Code of Conduct.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Section 5.103 of the *Local Government Act* provides that:

- (1) Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.
- (2) A local government is to review its code of conduct within 12 months after each ordinary elections day and make such changes to the code as it considers appropriate.
- (3) Regulations may prescribe codes of conduct or the content of, and matters in relation to, codes of conduct and any code of conduct or provision of a code of conduct applying to a local government under subsection (1) is of effect only to the extent to which it is not inconsistent with regulations.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Code of Conduct for Elected Members and Staff be re-affirmed.
Simple Majority Required

MIN 003/10 MOTION – Moved Cr R Stokes seconded Cr Jefferies

This item to be brought back to March meeting for consideration.
CARRIED 6/0

REASON FOR CHANGE IN MOTION TO OFFICER RECOMMENDATION

The report mentions a clause 2.4 but there is no clause 2.4 in the code. Council wanted this issue clarified prior to adoption.

11.3 Application – Excess Dogs Permit

Author – RG Bone, Acting CEO, 5 January 2010 Interest – Nil

PREVIOUS REFERENCE

Nil

BACKGROUND

Mr R Tinker of 12 Ridley Street, Tammin, has made an application to keep three dogs at the property.

COMMENT

As no objection has been raised to the keeping of excess dogs at 12 Ridley Street, Tammin, it would be reasonable to accede to the request.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Dog Act 1976

Section 26(3) enables a local government to place a limitation on a number of dogs that may be kept on premises and also provides that an exemption may be granted.

Dogs Local Law 2006

Clause 3.2(2) provides that the number of dogs over the age of three months that may be kept within the townsite is 2 dogs, unless an exemption has been granted under section 26(3) of the Act.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

In support of his application, Mr Tinker has canvassed the residents of all five of the occupied houses within a 50m radius of his property. All five indicated in writing that they have no objections to the keeping of three dogs at 12 Ridley Street.

STAFF RECOMMENDATION

That Mr R Tinker be granted approval to keep three dogs at 12 Ridley Street, Tammin, subject to he being advised that the approval may be revoked or varied at any time.

Simple Majority Required

MIN 004/10 MOTION – Moved Cr Uppill seconded Cr B Stokes

That Mr R Tinker be granted approval to keep three dogs at 12 Ridley Street, Tammin, subject to he being advised that the approval may be revoked or varied at any time.

CARRIED 6/0

11.4 Lot 19 Station Road

Author – Graham Stanley, CEO 11 February 2010 Interest – Nil

PREVIOUS REFERENCE

NIL

BACKGROUND

The current owners of Lot 19 Station Road Tammin have written to the Shire offering to sell the property for \$7000. They require written confirmation by 31st March and sale finalised by 30th June 2010.

COMMENT

Lot 19 is the site of the effluent dam, which the Shire currently maintains. This is an extremely important piece of community infrastructure and it would be best if it were in Shire ownership.

FINANCIAL IMPLICATIONS

No provision has been made in the budget to purchase the land. Apart from the cost of the land, additional costs will be incurred through the settlement process including settlement agent fees and land transfer. A total allowance of \$8000 for the purchase of the land and associated costs should be sufficient. Being unbudgeted expenditure, it will require an absolute majority of Council to approve the purchase of the land. As far as the budget goes it is not necessary to make an amendment to the budget. The purchase will appear as a variance and result in a reduced surplus or an increased deficit at the end of the financial year depending on the financial performance of the Shire for the remainder of the year. A budget review is currently being conducted and will be reported to Council at the March meeting. The review will identify Council's estimated position at 30th June 2010. It will identify projected savings and over-runs. If the purchase is approved it will be picked up in the review and Council will then be able to determine whether it wishes to make amendments to the budget.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 6.8 states:

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government;*
 - (b) *is authorised in advance by resolution*;* or
 - (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

(1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

The Local Government (Functions and General) Regulations 1996 state:

7. Minimum value of major land transaction

For a land transaction to be a major land transaction the total value of —

(a) the consideration under the transaction; and

(b) anything done by the local government for achieving the purpose of the transaction, has to be more, or worth more, than either \$1 000 000 or 10% of the operating expenditure incurred by the local government from its municipal fund in the last completed financial year.

8. Transactions that cannot be major land transactions

(1) A land transaction is an exempt land transaction for the purposes of section 3.59 of the Act if the local government enters into it —

(a) without intending to produce profit to itself; and

(b) without intending that another person will be sold, or given joint or exclusive use of, all or any of the land involved in the transaction.

(2) For the purposes of subregulation (1)(b) a person is given joint use of land if the land is to be jointly used for a common purpose by the local government and that person (whether or not other persons are also given joint use of the land).

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council agrees to purchase Lot 19 Station Road Tammin for the sum of \$7000 and proceeds with settlement as soon as is practicable to ensure that it is completed by 30th June 2010.

Absolute Majority Required

MIN 005/10 MOTION – Moved Cr Uppill seconded Cr Caffell

That Council defers consideration to March meeting pending further information being obtained.

CARRIED 6/0

11.5 Conduct of Compliance Audit

Author – Graham Stanley, CEO, 12 February 2010 Interest – Nil

PREVIOUS REFERENCE

NIL

BACKGROUND

Each year the Shire is required to complete a statutory compliance audit that is to be endorsed by the Council and submitted to the Department of Local Government by 31st March 2010. This compliance audit is quite detailed covering over 340 different items for checking. This takes considerable time if it is to be completed correctly and in the case of the return for 2009 will take even longer as I did not commence at the Shire until 12th January this year, therefore do not have the knowledge of what has been done during 2009.

Many Shires engage an outside consultant to perform the compliance audit due to the workload involved and the independence that can be offered by someone who is not an employee.

It is my proposal that the Shire engages Mr Glenn Bone to conduct the audit. Mr Bone has submitted a quote of \$1700 to conduct the audit inclusive of all charges.

COMMENT

Currently as the new CEO, I am busy trying to come up to speed on all of the issues that Tammin is facing. I am also working with Myra Henry to undertake the mid-year financial review that must also be presented to Council and forwarded to the Department by 31st March.

Engaging Glenn to conduct the audit is preferred as Glenn is familiar with this office and will already know where to look to find the information and is familiar with the various registers that are maintained and have questions relating to them in the return. This will lead to much less disruption of the office than would otherwise occur if a different consultant were engaged. Glenn has recently completed a similar task for the Shire of Laverton and has completed returns in previous years for a number of Shires. Glenn proposes to complete the audit in the last week of February.

FINANCIAL IMPLICATIONS

A fixed price of \$1700 inclusive of travel and associated expenses has been submitted. Mr Bone wishes to complete this assignment as a contractor not an employee. The cost should be allocated to the account E045430 Consultant Fees. This account has an original budget of \$15,000 which was subsequently amended to \$20,000 to allow for the engagement of WALGA Work Place Solutions for the CEO recruitment. Currently the office is down 2 staff members in a Senior Finance Officer and the Community Development Officer. It is suggested that \$1,700 from account E045401 Salaries be redirected to E045430 Consultant Fees to cover the additional cost.

POLICY IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Regulations 14 and 15 state:

14. **Compliance audit return to be prepared**

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3) *A compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council;*
 - (b) *adopted by the council; and*
 - (c) *recorded in the minutes of the meeting at which it is adopted.*

15. **Completion of compliance audit**

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
 - (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
 - (b) *any additional information explaining or qualifying the compliance audit, is to be submitted to the Executive Director by 31 March next following the period to which the return relates.*
- (2) *In this regulation —*

certified *in relation to a compliance audit return means signed by —*

 - (a) *the mayor or president; and*
 - (b) *the CEO.*

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council engages Mr Glenn Bone to undertake the 2009 Statutory Compliance Audit for the Shire of Tammin at the fixed price of \$1,700 and that the 2009/10 budget be amended by increasing the allowance under E045430 Consultants by \$1,700 and reducing by \$1,700 the allowance for E045401 Salaries.

Absolute Majority Required

MIN 006/10 MOTION – Moved Cr B Stokes seconded Cr Uppill

That Council engages Mr Glenn Bone to undertake the 2009 Statutory Compliance Audit for the Shire of Tammin at the fixed price of \$1,700 and that the 2009/10 budget be amended by increasing the allowance under E045430 Consultants by \$1,700 and reducing by \$1,700 the allowance for E045401 Salaries.

CARRIED 6/0

11.6 Financial Report to 31 December 2009 (FIN-05)

Author – MT Henry, Acting Senior Finance Officer, 22 January 2009 Interest – Nil

BACKGROUND

The Financial Report for 2009/10 to 31 December 2009 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.

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Adjourned 3.37pm for afternoon tea – met with the new principal and new teachers of Tammin Primary School.

STAFF RECOMMENDATION

That the Financial Report for December 2009, be received.

Simple Majority Required

Meeting resumed at 4.25pm

MIN 007/10 MOTION – Moved Cr Jefferies seconded Cr Greenwood

That the Financial Report for December 2009, be received.

CARRIED 6/0

11.7 Financial Report to 31 January 2010 (FIN-05)

Author – MT Henry, Acting Senior Finance Officer, 10 February 2010 Interest – Nil

BACKGROUND

The Financial Report for 2009/10 to 31 January 2010 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.

Mid-Budget Review is being prepared for consideration for March Meeting.

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.

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Financial Report for January 2010, be received.

Simple Majority Required

MIN 008/10 MOTION – Moved Cr B Stokes seconded Cr Caffell

That the Financial Report for January 2010, be received.

CARRIED 6/0

11.8 List Of Payments for December 2009 (FIN-05)

Author – C Wilks, Administration Officer, 11 January 2010 Interest – Nil

BACKGROUND

Accounts paid for December 2009 are listed totalling:

Municipal Fund Voucher numbers 3193 – 3250 including 3256 \$154,918.31

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.

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the list of accounts for December 2009, be endorsed.

Simple Majority Required

MIN 009/10 MOTION – Moved Cr Uppill seconded Cr Caffell

That the list of accounts for December 2009, be endorsed.

CARRIED 6/0

11.9 List Of Payments for January 2010 (FIN-05)

Author – J Gemund, Administration Officer, 08 February 2010 Interest – Nil

BACKGROUND

Accounts paid and for payment for January 2010 are listed totalling:

Municipal Fund Voucher numbers 3251 – 3304 excl. 3256 and incl. 3334 \$122,412.89

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.

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the list of accounts for January 2010, be endorsed.

Simple Majority Required

MIN 010/10 MOTION – Moved Cr R Stokes seconded Cr Uppill

That the list of accounts for January 2010, be endorsed.

CARRIED 6/0

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

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

13.1 OFFICE STAFFING

The Chief Executive Officer requested the Council's permission to consider his proposal for the restructuring of the office staffing following on from the departure of the previous Senior Finance Officer and the introduction of the new Local Government Industry Award.

MIN 011/10 MOTION – Moved Cr B Stokes seconded Cr Jeffries

That Council allows the CEO to report on his proposals for the restructuring of the Office Staffing.

CARRIED 6/0

The CEO outlined the budgeted position for office staffing, the current position following the departure of a number of staff last year and difficulties experienced in relation to the appointment of the replacement Community Development Officer. He also informed the meeting of the introduction of the new Local Government Industry Award and the requirement to transition staff from their old awards to the new award.

The CEO explained his proposed restructuring of positions with the CDO's position to become a full time position with a wider range of responsibilities including providing administrative support to the CEO, the Finance Officer and Senior Finance Officer positions being combined into one position, the Administration Officer's position taking on greater responsibilities as the Administration Officer became more experienced and trained and the employment of a consultant to assist with the preparation of annual budgets, annual reports, future plans and asset management plans. The CEO pointed out that his proposal allowed for an increase of \$6,000 per annum to the staff training budget, an increase of \$35,000 to the annual budget for consultants and resulted in a saving of \$2,450 per annum on the current budget as well as other potential savings through reduced workers' compensation Insurance premiums and other reduced staffing costs.

MIN 012/10 MOTION – Moved Cr Caffell seconded Cr B Stokes

That Council endorses the CEO's proposal to restructure office staffing with the following positions and levels being approved:

Chief Executive Officer – Contract Position

Public Relations/Community Development Officer – Level 9 Local Government Industry Award 2010

Senior Finance Officer – Level 9 Local Government Industry Award 2010

Administration Officer – Level 4/5 Local Government Industry Award 2010

And that the Annual Budget for Staff Training be increased by \$6,000 and an additional \$35,000 be budgeted annually for Consultants and that the CEO be authorised to engage Mr Dominic Carbone of DCA to provide various financial services to the Shire of Tammin.

CARRIED 6/0

14. CLOSURE OF MEETING

There being no further business the Chairman closed the meeting at 5pm.

Date	Reference	Supplier Name	Details	Amount
04/01/2010	J2781	Department of Transport	Licensing 04/01/2010	134.80
04/01/2010	J2782	Great Eastern Abattoir	Bond - 22 Ridley Street - Transferred to Trust	600.00
04/01/2010	Direct Debit	Commonwealth Bank of Australia	Merchant fees	37.67
04/01/2010	Visa	Barnetts Architectural Hardware	Locks and barrel for Barracks	777.26
04/01/2010	Visa	Caltex	Fuel TN1	71.63
04/01/2010	Visa	National Australia Bank	Visa monthly fee	7.50
04/01/2010	Visa	Westnet	Internet Depot	81.55
05/01/2010	J2783	Department of Transport	Licensing 05/01/2010	56.60
05/01/2010		Shire of Tammin	Salaries and Wages	11,181.34
06/01/2010	3251	AMP Life Limited	Superannuation	226.27
06/01/2010	3252	LGRCEU	Union Fees	32.80
06/01/2010	3253	Summit Personal Super	Superannuation	131.80
06/01/2010	3254	WALG Superannuation	Superannuation	2,993.15
06/01/2010	J2788	Department of Transport	Licensing 06/01/2010	1,719.95
06/01/2010	3255	Shire of Tammin	Petty Cash Recoup, Gift, Fuel TN1, Recharge card	176.25
06/01/2010	Debit	Commonwealth Bank of Australia	EFTPOS Fee	25.57
07/01/2010	J2789	Department of Transport	Licensing 07/01/2010	7,111.35
08/01/2010	J2794	Department of Transport	Licensing 08/01/2010	1,053.90
11/01/2010	3257	Australia Post	Postage December 2009	334.81
11/01/2010	3258	Avon Waste	Rubbish collection December 2009	1,038.00
11/01/2010	3259	Belle Nominees Pty Ltd	New seating - pavilion / change rooms	6,050.00
11/01/2010	3260	Louise Caffell	Sitting fee December 2009	93.95
11/01/2010	3261	Charles Smith Contracting P/L	Service/ repairs TN229 / TN366	1,254.00
11/01/2010	3262	Courier Australia	Freight	24.42
11/01/2010	3263	Coventrys	Switch and belts TN366	54.55
11/01/2010	3264	Cunderdin Farmers Co-operative Co Ltd	Catering for Christmas Party	112.98
11/01/2010	3265	Greenwood MD	Sitting fee December 2009	88.39
11/01/2010	3266	Gull Tammin Roadhouse	Account December 2009	1,232.03
11/01/2010	3267	Warner & Gloria Hutchins	Tile repairs/ tiling/ painting	1,250.00
11/01/2010	3268	Impact Sweeping	Road sweeping - Tammin Townsite	1,682.00
11/01/2010	3269	Stephen Jefferies	Sitting fee December 2009	65.00
11/01/2010	3270	Kellerberrin & Districts Club	Refreshments - Council functions	178.20
11/01/2010	3271	Kellerberrin Farmers Co-Op	Catering - Council Functions	317.32
11/01/2010	3272	Kellerberrin Tyre Service	Tyres TN221, TN1302, TN2203	2,120.00
11/01/2010	3273	McIntosh & Son	Parts TN251	2,370.59
11/01/2010	3274	Midalia Steel	Fencing 22 Ridley St	299.84
11/01/2010	3275	Northam Auto Electrics & Tyre Service	Repairs TN303 / TN366	1,524.75
11/01/2010	3276	Northam Carpets Pty Ltd	New carpet 11 Nottage Way	1,921.90
11/01/2010	3277	Northam Radiator Specialists	Repairs TN229	1,210.00
11/01/2010	3278	OCLC (UK) Ltd	Amlib Maintenance Library	1,277.69
11/01/2010	3279	Pipeline Kellerberrin Newsletter	Advertisement DNA Cowboys function	5.50
11/01/2010	3280	Planwest	Amending town planning scheme No1	1,276.00
11/01/2010	3281	Precision Laser Systems	Unit - Lasermark LMH service level base	132.00
11/01/2010	3282	Regional Concrete & Plumbing	Hot water repairs Tamma Village	379.31
11/01/2010	3283	Shire of York	Ranger services	267.67
11/01/2010	3284	Bernard Stokes	Sitting fee December 2009	73.89
11/01/2010	3285	Rodney Stokes	Sitting fee December 2009	135.71
11/01/2010	3286	Synergy	Streetlights 24.Nov - 22. Dec 2009	4,018.00
11/01/2010	3287	Telstra	Telephone 18. / 23. Nov. - 17./22.Dec.2009	1,068.20
11/01/2010	3288	The WaterShed	Sprinkler	50.80
11/01/2010	3289	Tiller's Services	Carpet cleaning 11 Nottage Way / 22 Ridley St	250.00
11/01/2010	3290	Scott Uppill	Sitting fee December 2009	84.69
11/01/2010	3291	Water Corporation	Water usage August - December 2009	19,038.65
11/01/2010	3292	WesTrac Pty Ltd	Parts for grader TN6	3,030.15
11/01/2010	3293	Yakka Pty Ltd	Uniforms	352.01
11/01/2010	J2799	Department of Transport	Licensing 11/01/2010	450.50
11/01/2010	Direct Debit	National Australia Bank	NAB Connect fees	29.10
12/01/2010	3294	CBH - Tammin.	Reimbursement of Bond	70.00
12/01/2010	3295	Shire of Tammin	Cleaning BBQ after CBH function	60.00
12/01/2010	3296	Tammin Cricket Club Inc.	Reimbursement of Bond	270.00
12/01/2010	J2802	Department of Transport	Licensing 12/01/2010	763.85
12/01/2010	J2803	Country Housing Authority	Loan 75	473.14
13/01/2010	3297	Murray Eastwell	Meat inspection Abattoirs	1,152.00
13/01/2010	3298	Fire & Emergency Services Authority of WA	Emergency Services Levy - December 2009	305.07

13/01/2010	3299	Kleenheat Gas	Bulk Gas	217.10
13/01/2010	J2804	Department of Transport	Licensing 13/01/2010	395.40
14/01/2010	J2807	Department of Transport	Licensing 14/01/2010	1,358.00
15/01/2010	J2809	Department of Transport	Licensing 15/01/2010	20.80
18/01/2010	Direct Debit	Motorcharge Limited	Fuels and oils December 2009	5,747.85
18/01/2010	J2810	Department of Transport	Licensing 18/01/2010	541.55
19/01/2010	J2811	Department of Transport	Licensing 19/01/2010	627.30
19/01/2010		Shire of Tammin	Salaries and Wages	13,719.75
20/01/2010	Direct Debit	Charles Smith Contracting P/L	Service/ repairs TN482 / TN1253/TN229/TN478	4,163.94
20/01/2010	3300	AMP Life Limited	Superannuation	226.27
20/01/2010	3301	LGRCEU	Union Fees	32.80
20/01/2010	3302	Prime Super	Superannuation	50.92
20/01/2010	3303	Summit Personal Super	Superannuation	131.80
20/01/2010	3304	WALG Superannuation	Superannuation	2,719.31
21/01/2010	J2812	Department of Transport	Licensing 21/01/2010	321.75
22/01/2010	J2821	Department of Transport	Licensing 22/01/2010	17.90
25/01/2010	J2822	Department of Transport	Licensing 25/01/2010	1,323.10
27/01/2010	J2824	Department of Transport	Licensing 27/01/2010	246.95
29/01/2010	J2825	Department of Transport	Licensing 28/01/2010	837.85
29/01/2010	J2826	Department of Transport	Licensing 29/01/2010	1,771.40
29/01/2010	J2827	National Australia Bank	Account Fees for January 10 for Muni Account	86.00
29/01/2010	J2828	National Australia Bank	Account Fees for January 10 for Trust Account	25.10
29/01/2010	J2829	National Australia Bank	Account Fees for January 10 for DPI Account	20.00
29/01/2010	J2830	National Australia Bank	Fee for deposit book	5.00
31/01/2010	3334	Australian Taxation Office	BAS January 2010	3,149.00
			Total	122,412.89

COUNCILLORS INFORMATION BULLETIN – FEBRUARY 2010

Councillors are invited to view any of the information listed by seeking a copy of the document at the Shire Office.

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IB 1 Status Report

The following is an update on items considered relevant to Council either in progress or completed. Those items marked with an asterisk (*) are new for this month.

The following is an update on items considered relevant to Council either in progress or completed. Those items marked with an asterisk (*) are new for this month.

	Council Resolution	Officer	Action
	Properties Inspection Item 11.18 – 20/4/2006 <ul style="list-style-type: none"> Locate memorabilia or small cardboard buildings for historic photo cabinet. Seek advice from Ron York regarding displaying the existing photos. Prepare septic and storm water drainage plans for the Hall. 	CEO CEO	
	Statements & Plans Item 11.13 – 21/6/2006 That the CEO research and complete/update draft plans when time permits for Council's consideration. <ul style="list-style-type: none"> Municipal Inventory Health & Safety Plan Review of Wards & Representation. 	CEO	Completion of Municipal Inventory has been commenced with the undertaking of assistance of the National Trust.
	Item 10.7.17 – 19/4/2007 That Staff clear the existing prunings and carry out further clearing to allow Mr Ralston to replace the section of fence. Note to keep the culvert clear and avoid the water pipe running through the culvert.	WS	Waiting on a request from Mr Ralston.
	Properties Inspection Item 10.3 – 17/5/2007 Replace broken floodlight (250W/500W) in Donnan Park carpark (protect with mesh).	CEO	Job issued to Peter Mitchell.
	House Inspections Item 10.3 – 17/5/2007 <ul style="list-style-type: none"> 11 Nottage Way – smoke alarm required. 9 Nottage Way – smoke alarm required. 	CEO CEO	Completed 16.01.2010 2009/10 Budget
	Equipment Hire Item 11.9 – 18/7/2007 That Staff provide details of items of equipment that should not be available for hire together with items of equipment that are available for hire but are currently not on the fees and charges list for further consideration by Council.	CEO	Items identified to date include: <ul style="list-style-type: none"> Ladder PA system Pie warmer Warmer oven Survey level Overhead projector Pin-Up boards

			<ul style="list-style-type: none"> White board
	Outstanding Projects Item 12.1.3 – 21/12/2007 <ul style="list-style-type: none"> Dam completion – plan to stabilise inlet to catchment dam and plan to transfer of water to storage dam are required. Building maintenance program – program to consider heavy maintenance and improvements to the Shire’s buildings. 	CEO CEO	2009/10 Budget

IB 2 Strategic Plan

The following is an update

Our Community	Commence Date	Complete Date	External Assistance
1. Sport, Recreation & Culture			
a) Upgrade sporting facilities at Donnan Park: <ul style="list-style-type: none"> establish covered BBQ facility. improve oval lighting. improve buildings. refurbish grandstand. investigate need for resurface the basketball court. 	2008/09 2008/09 2008/09 2008/09 2009/10	2008/09 Ongoing Ongoing 2009/10 2009/10	Completed On hold until covered BBQ facility completed. Completed Malcolm Alcock – partly done DSR
b) Tennis courts: <ul style="list-style-type: none"> Investigate need for resurface. 	2009/10	2009/10	DSR
c) Develop children’s recreation: <ul style="list-style-type: none"> investigate need for skate park. beach park. volley ball. 	2009/10 2009/10 2009/10	2009/10 2009/10 2009/10	DSR DSR DSR
d) Investigate need for a gym for community use.	2009/10	2009/10	DSR
e) Encourage youth groups: <ul style="list-style-type: none"> activities with other towns. school holiday programs and excursions. 	2008/09 2008/09	Ongoing Ongoing	YAC YAC
f) Promote use of Kadjininy Kep.	2008/09	Ongoing	

2. Housing			
a) Investigate need for additional seniors' housing at Tamma Village.	2009/10	2009/10	DHW
Our Community (continued)	Commence	Complete	External Assistance
Our Community (continued)	Date Commence Date	Date Complete Date	External Assistance
b) Develop additional community housing.	2008/09	Ongoing	DHW
d) Develop a Shire waiting list for housing.	2008/09	2008/09	DHW
e) Encourage State Government to provide 4 additional quality houses for teacher accommodation.	2008/09	Ongoing	GEHA
f) Upgrade housing.	2009/10	Ongoing	
3. Seniors			
b) Maintain community support services: <ul style="list-style-type: none"> foster HAAC services. 	2008/09	Ongoing	Cunderdin Hospital
4. Town Beautification			
a) Landscape the Great Eastern Hwy: <ul style="list-style-type: none"> develop attractive entry statements. 	2008/09	2009/10	Trees planted (3rd time) at CBH
c) Improve the overall presentation of the neighbourhood, including encouraging owners to tidy vacant blocks, and maintaining lanes and access ways.	Ongoing	Ongoing	
5. History and Heritage			
a) Investigate need for museums: <ul style="list-style-type: none"> photography. historical museum. 	Ongoing Ongoing	Ongoing Ongoing	
6. Other Services			
a) Police <ul style="list-style-type: none"> Advocate for adequate Police 	Ongoing	Ongoing	

<p>service to Shire.</p> <ul style="list-style-type: none"> Investigate provision of housing for Police. 	Ongoing	Ongoing	
Our Community (continued)	Commence Date	Complete Date	External Assistance
Our Community (continued)	Commence Date	Complete Date	External Assistance
<p>b) Enhance community development:</p> <ul style="list-style-type: none"> work with community groups to promote the annual art prize 	Ongoing	Ongoing	
<ul style="list-style-type: none"> and associated exhibition. work with the seniors group to explore opportunities for education for seniors. work with community to promote an active and healthy lifestyle. 	Ongoing	Ongoing	
7. Other Improvements			
a) complete town street lighting.	2008/09	2009/10	R4R Western Power contracted to complete.
b) complete sealing of town streets.	2009/10	Ongoing	
c) complete provision of town footpaths.	2008/09	2009/10	Completed
d) facilitate improved disability access.	2008/09	2009/10	
f) develop plan for bitumen roads network.	2009/10	2009/10	
g) Investigate standard of traffic signage.	2009/10	2009/10	
h) annual review of plant replacement program.	2009/10	Ongoing	
Our Economy	Commence Date	Complete Date	External Assistance
1. Develop tourism and education based on natural resource management, the hydrology model, observatory, history and heritage.			
<p>a) Complete Kadjininy Kep:</p> <ul style="list-style-type: none"> changerooms / toilets. Investigate beatification of western area of Kadjininy Kep. 	2008/09 2009/10	2009/10 2009/10	R4R – 2009/10 Budget

Our Economy (continued)	Commence Date	Complete Date	External Assistance
Our Economy	Commence Date	Complete Date	External Assistance
b) Tourism: <ul style="list-style-type: none"> develop tourism merchandise. identify places of interest and develop a Tourism Inventory. develop tourism brochures & signage. maintain the website. 	2008/09 Ongoing	Ongoing Ongoing	
c) Golden Pipeline: <ul style="list-style-type: none"> develop tourism and educational initiatives linked to the Golden Pipeline Project. 	Ongoing	Ongoing	National Trust
d) Walk Trails: <ul style="list-style-type: none"> develop the historic walk trail around the town, including icons / statues, information boards and pamphlets. 	2012/13	2012/13	
f) Granite Way: <ul style="list-style-type: none"> develop tourism and educational initiatives linked to the Granite Way. 	Ongoing	Ongoing	Granite Way Committee
2. Facilitate business development and new opportunities: <ul style="list-style-type: none"> investigate and promote new opportunities. promote small businesses. 	2009/10 2009/10	Ongoing Ongoing	
3. Provide infrastructure to support business development:			
4. Encourage development of a RV friendly caravan park with bays, chalets and facilities.	2008/09	Ongoing	Campervan Motorhome Club of Australia
Our Environment	Commence Date	Complete Date	External Assistance
1. Waste Management:			
a) Work with the tip contractor to increase capacity and profitability.	Ongoing	Ongoing	
b) Regionalise use of waste site.	Ongoing	Ongoing	

2. Water Utilisation:			
a) Identify water supplies / water harvesting points.	Ongoing	Ongoing	
b) Reticulation of all green areas in Tammin. <ul style="list-style-type: none"> quantify water needs. source water from the dam. 	2009/10 Ongoing	2010/11 Ongoing	
c) Promote water saving by the community.	Ongoing	Ongoing	
3. Landcare:			
a) Support and assist coordination of Catchment Groups.	Ongoing	Ongoing	
Our Organisation	Commence Date	Complete Date	External Assistance
1. Identify opportunities to expand contracting for private works in order to increase revenue.	Ongoing	Ongoing	
2. Investigate developing a relationship with other local governments for cooperation, knowledge sharing and mutual benefit.	2009/10	2009/10	Shires of Kellerberrin, Cunderdin, Quairading & Wyalkatchem
3. Enhance communication and connection with the community, including: <ul style="list-style-type: none"> holding Council meetings in community localities. regular articles into Tabloid. 	Ongoing Ongoing	Ongoing Ongoing	
4. Introduce processes to manage the Strategic Plan and report progress to the community, including: <ul style="list-style-type: none"> cross-referencing budget and all reports to the Strategic Plan. quarterly reporting on progress. 	2009/10 2009/10	Ongoing Ongoing	
6. Provide training programs for Staff and Councillors.	Ongoing	Ongoing	

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IB 3 WALGA – Issues Update No.49.09 (OLGOV-11)

Correspondence providing an update on issues including:

- Meeting with Local Government Minister
- Vacancies on Boards and Committees
- Legal Workshop – 12 February 2010
- Regional Training – Shire of Denmark
- New Outdoor Smoking Bans
- Genetically Modified Crops Policy Background Paper
- Feedback Sought on Western Power Website
- 2010 Lotterywest Trails Grant Program Open

IB 4 WALGA – Issues Update No.50.09 (OLGOV-11)

Correspondence providing an update on issues including:

- Vacancies on Boards and Committees
- Legal Workshop – 12 February 2010
- The Nature of Play – Kid Safe Playground Conference
- New Outdoor Smoking Bans
- Genetically Modified Crops Policy Background Paper
- Feedback Sought on Western Power Website
- 2010 Lotterywest Trails Grant Program Open
- 2010 Australian Regional Tourism Convention
- IPAA Breakfast Event with Ben Wyatt
- A Simple Check can Save your Life
- Seasons Greetings

IB 5 Tammin Economy Shop – Appreciation (PUB-00)

Correspondence has been received extending a sincere thank you to the Shire for their donation of \$5,000 towards the Tammin Economy Shop.

IB 6 WALGA – Strategic Grain Network Review (OLGOV 11)

Correspondence providing an update on the Strategic Grain Network has been received and the key issues included:

- The Final Report of the Strategic Grain Network Committee has been completed and will be presented by the Committee Chairperson to the Premier for consideration.
- Our understanding is that a sample of roads are presented for investment consideration – with the finding that additional work needs to be undertaken to develop a strategic local road network.

IB 7 Corruption and Crime Commission (OSGOV-09)

All local governments in early December 2009 received something of a surprise package in the mail from the Corruption and Crime Commission (CCC).

This was in the form of two formal notices under the *Corruption and Crime Act 2003* seeking details re the purchase of Toner cartridges from companies not listed on a Common Use Agreement.

In this regard, Councillors would no doubt be aware that a number of State Government employees have been caught up in a kick-back scam involving the purchase of significant quantities of toner cartridges. The Shire of Tammin was asked to report their purchases over a two year period and respond to an on-line questionnaire. Not surprisingly, our activity was very small, there were no untoward practises and the Shire did not make any purchases from the companies involved in the dispute.

IB 8 Minister for Local Government – Reform Submissions (PROP-00)

An update has been provided by the Minister concerning the State Government's local government reform program. The Minister has considered submissions from local governments and apart from Councils

that have agreed to amalgamate, has determined that the best way to move forward is through the creation of Regional Transition or Regional Collaborative Groups.

Local Governments are to engage with neighbouring Councils to form a Regional Transition Group, groups are to be established under a formal no opt out provision between participating local governments and will facilitate the harmonisation of core functions and services.

Further, the Department of Local Government will be contacting local governments to discuss the establishment of such a group.

IB 9 Tammin Abattoirs (ASS-171)

The Tammin Abattoirs re-commenced operations on 6 January 2010.

From the Shire's perspective all appropriate arrangements have been put in place. This includes the letting of the 22 Ridley Street house to Westone Pty Ltd for the meat inspector's accommodation and receipt of the \$11,000 security deposit as determined by Council at the December 2009 meeting.

IB 10 Tammin Refuse Site (ENVH-15)

Glenn Bone reported:

The intervention of the Department of Environment and Conservation (DEC) into matters relating to the operation and management of the Tammin Refuse Site, has been a fairly drawn out affair.

As of 5 January 2010, all but one of the issues of concern to DEC have been resolved. The removal of the lead waste drums to South Australia are scheduled to take place before the middle of January.

Original issues such as the burying of asbestos waste, burying of tyres and removal of oil-contaminated soil around the waste oil facility, have all been attended to. As part of the process of the oil spill clean up, I was also required to send off samples for hydrocarbon analysis. At the time of writing results were not to hand.

In summary, this whole saga devoured a considerable amount of administrative time in dealing with and resolving the issues. I think we can now say DEC has been appeased.

Since this report was prepared by Glenn the contractor who delivered the drums to Tammin has failed to meet any of his promises to remove the drums and the deadline of 23rd January 2010 for their removal was not met. A request for an extension has so far not been granted however I believe that the officer dealing with this matter is currently on leave. As of 12th February the contractor's latest promise is to remove them this weekend. I am sceptical that this latest promise will be met. A discussion on alternatives may have to take place at the council meeting.

On 1st February 2010 our Environmental Health Officer, Phil Steven, and I met with representatives from DEC and the Refuse Site manager to inspect the site. The DEC officers were very pleased with all of the progress that has been made at the tip and as Glenn reported, the only outstanding issue is the removal of the drums.

IB 11 Shire House – 11 Nottage Way (ASS-509)

After the departure of the previous tenant for 11 Nottage Way, a routine exiting property inspection was conducted on the 9 November 2009.

This residence is a two bedroom transportable building and was erected in 1993.

While the tenant had left the building in a tidy condition, it was clear that there was a need for cyclical maintenance including all internal painting and replacement of the carpets which were in a poor condition and reeked of cigarette smoke. There was also a need for tiling repairs to the bathroom, some electrical replacements and re-wiring of both fly wire doors.

Unfortunately, there was no budgeting provision for this work however it needed to be undertaken anyway. The maintenance work was completed on the following basis:

- Painting	\$3,050
- Carpets	\$1,747
- Electrical (including installation of the budgeted smoke alarm)	\$ 651
Total	<u>\$5,448</u>

IB 12 Restructure of Department of Environment and Conservation - Wheatbelt Region (ENVH-52)

Recent reviews of the district structures and boundaries within the Wheatbelt region have resulted in the DEC to merger Avon-Mortlock and Yilgarn Districts. Currently the Wheatbelt region has three districts consisting of the Great Southern, Avon-Mortlock, and Yilgarn.

The merger will result in an improved capacity for on-ground operational activities, stakeholder consultation, and community services through the elimination of duplication and structural reform process. The recent changes in funding relating to the development of utilising resources across the Avon-Mortlock and Yilgarn areas as well as the termination of the Commonwealth Government's Natural Heritage Trust and National Action Plan for Salinity and Water Quality have been the means for the review.

IB 13 WALGA – Local Government News – Issue No. 01.10

Correspondence providing an update on issues including:

- Toodyay Bushfire Appeal
- Tropical Cyclone Laurence Declared Natural Disaster
- Local Government Reform – Date Change
- Legal Workshop – 12 February
- ROMAN Codes for 2010
- Grain Freight Network Report
- Compliance and Enforcement Legislation
- Training and Development Update
- Water Education Survey: Reminder for Metropolitan Councils

IB 14 Outstanding Rates (PROP-14)

Councillors will no doubt recall the decision from the October 2009 meeting (Min.177/09) wherein staff were instructed to take the administrative action necessary to sell land relative to seven assessments, due to non-payment of rates.

However, a precursor to sale of land for rates is a requirement on the local government to have at least once attempted within the period of 3 years prior to the exercise of the power of sale, to recover the money pursuant to the provision of section 6.56 of the Local Government Act 1995. (This section relates to recovery proceeding through a court of competent jurisdiction).

A check of records revealed that this step had not yet been taken; consequently, it is now necessary to instigate this action. As such, the seven aforementioned assessments plus another 12 on the current list, have been referred to debt collectors on 12 January 2010 for collection action. If necessary, this will include summons and legal action.

The total amount referred to the debt collection agency on the 19 assessments, is \$22,880.38.

IB 15 Rescheduling of Country Local Government Fund Payments (FIN-25)

Due to a significant impact change in the economy and a strong Australian Dollar, Western Australia's income from mining and petroleum royalties are being reduced.

With the obligation to maintain a healthy State balance sheet, \$130 million of Royalties for Regions will be deferred from the 2009-10 financial year. \$90 million will be deferred from the Country Local Government Fund (stage 2). Funding will now be distributed from July 2010, allowing councils to fully expand existing allocations. The guidelines of funding allocations for distribution to regional groupings will be advised on early 2010 through the Department of Local Government.

IB 16 Community Small Grants Incentive Scheme (AGR-14)

"Wheatbelt Natural Resource Management Inc. has secured funding from the Australian Government for projects that aim to achieve an environment in the Avon River Basin that is healthier, better protected, well managed, resilient and provides essential ecosystem services in a changing climate.

This is a call for applications in the 2010 small grants incentive scheme with the new name "Community Small Grants"; designed to support activities that improve your local community's participation and awareness of Natural Resource Management (NRM).

Wheatbelt NRM invites your community group or organisation to submit an application for this incentive scheme. This scheme is suitable for activities up to \$15,000. For 2010 projects, however this may be extended depending on your project's unique seasonal requirements.

Applications are available at <http://www.wheatbeltnrm.org.au/funding/csg>.

Applications close on March 26th 2010."

IB 17 Nominations Invited for 2010 WA Youth Awards (OSGOV-13)

"The positive and meaningful ways in which young people contribute to our community are often overlooked. That is what makes the WA Youth Awards such an important and unique program. The awards generate widespread respect for the commitment young people make to their communities."

"In 2010 finalists and winners will be recognised in eight categories including contributions to the environment, the arts, sports and recreation, education, citizenship and the community. For the first time this year, youth workers will also be recognised in a separate category.

Winners in each category receive an award and \$2000 cash prize. An overall WA Young Person of the Year will be selected from the individual category winners and this person will receive a return trip for two people to a European destination, courtesy of the Department for Communities' Office for Youth and Singapore Airlines.

I encourage you to consider nominating an outstanding young person, or a dedicated youth worker or youth-led organisation, for the 2010 program. A copy of the 2010 entry kit is available online at www.communities.wa.gov.au. Entries close at 5.00pm on Friday, 5 March 2010"

IB 18 Authority to use traffic signs and devices for works and or events – Instruments of Authorisation

Advice received from Main Roads WA on changes and initiatives undertaken in relation to traffic management for works on roads and events. From 1st April 2010 generic traffic control diagrams and traffic management plans must conform to a new standard and Code of Practise.

Main Roads will be undertaking traffic management audits at selected sites to ensure that traffic signs and devices are used and implemented in the prescribed manner. Mainly this will be done on the State Road Network but may extend to larger projects on the local road network.

Comment:

The January 2010 updated version will soon be available from the Main Roads WA website and when it is available I will download it and give a copy to the Works Supervisor.

IB 19 Dept of Environment and Conservation – Fire and Biodiversity Guidelines Book

“During the past four years, the Department of Environment and Conservation and Avon Catchment Council have been conducting a project to develop Fire and Biodiversity Guidelines for the Avon Catchment.

During this project the Fire and Biodiversity Guidelines were developed and published for use by fire practitioners and researchers. These are termed guidelines as the recommendations in the book are made with the understanding that we are still learning about the fire requirements and fire response characteristics of the vegetation communities within the Avon Catchment. With this in mind the publication recommends that a process of adaptive management be adopted. This way as we learn we can adjust our fire management techniques to suit the new knowledge.

Currently being produced from the recommendations of the Fire and Biodiversity Guidelines is a field guide which will include practical guides for applying fire to different vegetation types. These should be available by end of February 2010.”

Comment:

A copy of the guidelines have been placed in the library.

IB 20 State Emergency Management Committee Quarterly Report

“The State Emergency Management Committee (SEMC) meets quarterly and until now the outcomes of those meetings have not been widely published. Emergency Management WA has commenced a reporting process aimed at releasing the key activities of SEMC to be distributed to Local Government, Hazard Management Agencies and Support organisations.

The Emergency Management WA Information sheet is attached for distribution to key emergency management areas in your Local Government. A downloadable copy of the information sheet is also available on the Emergency Management Toolbox website www.emtoolbox.walga.asn.au under Documents and Policy Updates.”

Key issues in the Information Sheet:

- State Emergency Management Policy Update
- Westplans reviewed in 2009
- Local Emergency Management Arrangements & Community Evacuation

