

Minutes of the Shire of Tammin Ordinary Council meeting held at Council Chambers, 1 Donnan Street, Tammin, on Thursday, 21 May 2009.

**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Cr R Stokes declared the meeting open at 2.00pm noted the death of the Shire of Tammin's Freeman – Beatrice Repton – and asked Councillors to give a minutes silence in her memory.

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

**Present**

Cr R.J. Stokes	President (Presiding Person)
Cr K.L. Caffell	Deputy President
Cr M.D. Greenwood	Member
Cr B.F. Stokes	Member
Cr M.K. Wheeldon	Member

Mr M.G. Oliver                      Chief Executive Officer

**Visitors**

Mrs Janet Stokes, Tammin Hockey Club – from 2.10pm

Mrs Emma Rogers, Tammin Hockey Club – from 2.10pm

**Apologies**

Cr S.J. Jefferies JP                      Member

**Leave of Absence**

Nil

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4. PUBLIC QUESTION TIME**

**4.1 Tammin Hockey Club – Donnan Park Pavilion Window (ASS-1076)**

Mrs Janet Stokes and Mrs Emma Rogers, Tammin Hockey Club entered the Chamber at 2.10pm.

Janet Stokes addressed Council following the Hockey Club receiving an account for the breakage of a window at Donnan Park and expressed disappointment at the Club being expected to pay. Specifically, they sought answers to the questions:

- Is it Council's Policy to recover damages if the person responsible for that damage is known?
- If the damage was caused in a competition, which side would be billed for the damages?
- Does a hire policy exist, setting out what the hire fee covers?
- Is the glass in the windows safety glass?

Mrs Janet Stokes and Mrs Emma Rogers, Tammin Hockey Club left the Chamber at 2.17pm.

The questions were taken on notice.

**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 – 16 April 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 16 April 2009 be confirmed as a true and correct record.

Simple Majority Required

#### **MIN 59/09 MOTION – Moved Cr Caffell 2nd Cr Greenwood**

That the minutes of the Ordinary Council meeting held on 16 April 2009, with the additions on page 8 item 11.2 – “Moved Cr Wheeldon, seconded Cr Greenwood” and on page 21 item 11.12 – “Moved Cr B Stokes, seconded Cr Jefferies” 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 WE-ROC Council Meeting (ORG-15)**

Held at Bruce Rock on 28 April 2009 and attended by Crs R Stokes, Caffell and Mrs Oliver.

Issues discussed relevant to Tammin included:

- Asset management - Bruce Rock presented a CV from an applicant to prepare Asset Management Plans for all WE-ROC councils.
- Composite amalgamation checklist of member councils discussed
- Feasibility Study of Regional Collaborative Models for SEAVROC Local Governments was received and tabled until June meeting for more information to be presented.
- \$650m Jobs Fund - The Federal Government has announced a new \$650 million Jobs Fund to support local jobs, build skills and improve facilities in local communities.
- Linking NRM and Sustainable Management at the Community Scale in the Avon River Basin – Final Report.

Ian Hall, Chairman, Avongro Wheatbelt Tree Cropping addressed the meeting.

Jenni Law from the Department of Local Government & Regional Development and Tony Brown from WALGA addressed the meeting on the structural reform process.

The next Executive meeting is to be held in Southern Cross on 20 May 2009 and the next Council meeting is to be held in Nungarin on 23 June 2009.

### **10.2 LGMA/WALGA – Reform Strategy Workshop (PROP-00)**

Held at the Hyatt Regency Hotel on 4 May 2009 and attended by Cr Caffell and the CEO.

The Workshop addressed the processes and pitfalls of amalgamations – particularly the 5 P's (prior planning prevents poor performance.). Questions to the Minister extracted little new information – except that he did not have any answers or maps in his *back pocket* and that local governments were in the best position to determine their future. There was little enthusiasm expressed for amalgamation.

Interstate experience was provided from:

- Jeff Tate, CEO City of Onkaparinga, SA;
- Ray Burton, CEO Townsville Council, QLD; and
- Peta Irvine, CEO, LGMA QLD.

Representatives addressed the workshop on the merger/amalgamation experience of:

- Geraldton-Greenough;
- Northam; and
- Broomehill-Tambellup.

Finally, four CEOs addressed the workshop on their perspective of the Minister's reform direction.

- G. Mackenzie – City of Fremantle;
- Stephen Tindale – City of Subiaco – paper circulated to Councillors;
- Mark Chester – Shire of Dardanup; and
- Graham Merrick – Shire of Toodyay - the Shires of Toodyay and Chittering are currently considering a merger and have commissioned a consultant to prepare a Community Benefit Analysis Report.

### **10.3 Shire of Kellerberrin – Amalgamation Discussions (PROP-00)**

Meeting held in Kellerberrin on 7 May 2009 and attended by Crs Caffell, Jefferies, B Stokes and Wheeldon together with the CEO. The meeting was addressed by Cr Barry Webster (President) and Jo Trezona (CEO) on the amalgamation experience of the Shires of Broomehill and Tambellup.

### **10.4 SEAVROC (ORG-21)**

Meeting held in Quairading on 7 May 2009 and attended by Cr R Stokes together with Mrs Oliver.

Issues discussed relevant to Tammin included:

- Structural Reform Workshop to be held on 2 April 2009 – decision to progress the "subsidiary model" as the preferred option for the group.
- Grain Freight Network – John Georgiades, Grain Infrastructure Group (DPI) invited to make presentation to SEAVROC.
- Strategic Waste Management Plan has been adopted by all member Councils and a copy forwarded to the Department of Environment & Conservation.
- Shire of Tammin – request for membership. Executive officers report to go to individual Council's May meeting with a decision to be made and advised before 30 June 2009.
- The Australian Competition and Consumer Commission has been invited to make a presentation to SEAVROC.
- Local Government Feasibility Study – Regional Collaborative Model – report received and to go to individual member local governments for responses.

The next meeting is to be held in Beverley in June 2009.

### **10.5 Wheatbelt Sports Council (SPREC-02)**

Meeting held on 19 May 2009 and attended by Cr B Stokes.

Issues discussed relevant to Tammin included:

- Future meetings will be held in conjunction with Be-Active meetings.

## **11. AGENDA ITEMS**

### **11.1 Main Roads WA – Class 2/3 Restricted Access Vehicles Network (ENG-22)**

Author – MG Oliver, CEO, 21 April 2009 Interest – Nil

#### **PREVIOUS REFERENCE**

Item 11.10 – 16 April 2009 refers.

#### **BACKGROUND**

Advising that it is in the process of rolling out the latest Class 2/3 Restricted Access Vehicles (RAV) network for publication and seeking the Shire of Tammin's critical analysis on the justification for the existence of each of the existing routes.

Council resolved in April that public comment be sought on the need for change to remove inconsistencies of the road train route in the Shire on:

- Bungulla North Rd – in which it is a road train route (Category 5) within the Shire of Tammin but not in the Shire of Wyalkatchem (Nembudding South Rd);
- York Tammin (Goldfields) Rd – which is a road train route from York to the Shire of Tammin boundary; and
- Wyola North Rd – which is a road train north of the Shire of Tammin.

Mrs Batchelor has register her concerns about extending the roadtrain length on the Goldfields Rd in the Shire of Tammin from 27.5m to 36m indicating that she travels on the Goldfields Rd very regularly and simply from user observation she requests that Councillors review the road in question prior to making any decisions. It is not good enough to make the assumption that because the size is extended in other shires that the Shire of Tammin and its roads have the capacity to deal with larger trucks and larger loads. Of particular concern is the hill and corner near Hunts Well and the Tip where vision is already an issue. The South Tammin school bus travels on this road.

#### **COMMENT**

The WA road system has been divided into 10 heavy vehicle road networks. Network 1 is the largest and covers all roads statewide with a list of exceptions. Networks 2 to 10 progressively become more and more restricted. Network 10 is the smallest and covers road train combinations between 36.5 m and 53.5 m in length.

#### **RAV Category 1**

- Class 2 road train to 20 m and 50 t
- Class 2 articulated vehicle to 19 m, 4.6 m high and 42.5 t (carrying livestock or vehicles)
- Class 2 truck towing a trailer to 20 m. 4.6 m high and 42.5 t (carrying vehicles)
- Class 2 truck to 12.5 m and 4.6 m high (carrying livestock or vehicles)
- Class 3 prime mover towing semi trailer to 19 m and 47.5 t
- Class 3 truck towing pig trailer to 20 m and 45.5 t
- Class 3 truck towing dog trailer to 20 m and 50 t

#### **RAV Category 2**

- Class 2 road train to 27.5m and 65.5 t
- Class 2 B-double to 25m and 67.5 t
- Class 2 truck towing a trailer to 25m. 4.6 m high and 42.5 t (carrying vehicles)
- Class 3 prime mover towing over size semi trailer to 20 m
- Class 3 truck and dog trailer (2-5 axles) to 25m and 64 t
- Class 3 truck and dog trailer (6 axles) to 25m and 67.5 t
- Class 3 B-double to 27.5m and 67.5 t

### **RAV Category 3**

- Class 2 road train to 27.5m and 84 t
- Class 3 road train to 27.5m and 84 t

### **RAV Category 4**

- Class 2 road train to 27.5m and 87.5 t

### **RAV Category 5**

- Class 2 road train to 36.5m and 84 t
- Class 2 road train to 36.5m and 84 t
- Class 2 road train comprised of a B-double and converter dolly to 36.5m and 67.5 t
- Class 2 road train to 36.5m and 84 t (B-Triple)
- Class 3 road train to 36.5m and 84 t
- Class 3 road train to 36.5m and 84 t

### **RAV Category 6**

- Class 2 road train to 36.5m and 87.5 t (Double Road Train)
- Class 2 road train to 36.5m and 87.5 t (B-Triple)
- Class 2 road train to 36.5m and 87.5 t (Double Road Train and Dolly)

### **RAV Category 7**

- Class 2 road train to 36.5m and 107.5 t (Truck towing two dog trailers)
- Class 2 road train to 36.5m and 107.5 t (Prime Mover towing Semi trailer and B-double)
- Class 2 road train to 36.5m and 107.5 t (B-Double towing a dog trailer)

### **RAV Category 8**

- Class 2 road train to 36.5m and 100.5 t
- Class 2 road train to 36.5m and 107.5 t

### **RAV Category 9**

- Class 2 road train to 53.5 m and 120.5 t
- Class 3 road train to 53.5 m and 120.5 t

### **RAV Category 10**

- Class 2 road train to 53.5 m and 127.5 t (Prime Mover. Semi trailer and two Dog Trailers)
- Class 2 road train to 53.5 m and 127.5 t (Double B-double)
- Class 2 road train to 53.5 m and 147.5 t (B-double towing two Dog Trailers)
- Class 2 road train to 53.5 m and 147.5 t (Double road train towing B-double trailers)
- Class 2 road train to 53.5 m and 87.5 t (Double Road Train and Dolly)
- Class 3 road train to 53.5 m and 84 t (Double Road Train and Dolly)

### **General Access Vehicles**

General access vehicles (Austroads classes 3, 4, 5, 6, 7, 8 and 9) are all vehicles with up to 6 axles, as well as those with 3 axle groups (see what is an axle group?) and 7 or more axles. They may operate state-wide provided they are:

- not a road train or b-double;
- within regulation axle mass limits;
- 19 metres or less in length (or a maximum 12.5 metres for rigid vehicles);
- total mass less than 42.5 tonnes;
- width less than 2.5 metres (excluding mirrors and lights); and
- height less than 4.3 metres.

### **Class 1 RAVs**

Class 1 Restricted Access Vehicles (RAVs) are:

- special purpose vehicles (i.e. cranes);
- agricultural machines or implements;
- those designed to carry large indivisible items;
- that are not:
- road trains or b-doubles;
- which together with their loads exceed a regulation mass or dimension limit.

### **Class 2 RAVs (Long Vehicle)**

Class 2 Restricted Access Vehicles (RAVs) are:

- B-doubles (that meet VSRs)
- Road trains (including most of their variants that meet VSRs)
- Vehicle transporters not more than 4.6 metres in height
- Livestock carrying vehicles between 4.3 and 4.6 metres in height
- In Austroads terms, Class 2 RAVs are some class 9 vehicles, and all class 10, 11 and 12 vehicles that meet VSRs.

### **Class 3 RAVs (Long Vehicle)**

Class 3 RAVs are all of those RAVs that are not Class 1 or Class 2 and include:

- Class 2 RAVs that are oversize or over-mass;
- Class 2 RAVs that are concessionally loaded; and
- Class 2 RAVs that do not meet VSRs in terms of axle spacing.
- All vehicles with tandem-tandem and tandem-triple axle group spacings which meet the minimum axle spacing requirements of table B, but not table A are class 3 RAVs.

In the Shire of Tammin roads have been classified as:

### **Network 3 (Long Vehicle)**

- Tammin Wyalkatchem Rd
- Yorkrakine Rd
- Turon Rd (between Yorkrakine Rd and Bungulla North Rd)
- Goldfields Rd
- Nelson Rd
- Tammin South Rd
- Ralston Rd
- Quartermaine Rd
- Underwood Rd
- Station Rd
- McLaren St
- Hunt Rd

### **Network 5 (Roadtrain)**

- Bungulla North Rd

### **Network 2**

- Most other roads (with some being listed as low volume roads).

It is interesting to note that Goldfields Rd west of the Shire of Tammin is Network 5.

### **FINANCIAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

## **STATUTORY ENVIRONMENT**

Nil

## **FUTURE PLAN IMPLICATIONS**

Nil

## **COMMUNITY CONSULTATION**

Tammin Tabloid – 22 April 2009.

## **STAFF RECOMMENDATION**

That Council provide direction in relation to any change to:

- Bungulla North Rd – reducing the classification from Network 5 (roadtrains) to Network 3 (B Doubles / long vehicles);
- York Tammin (Goldfields) Rd – increasing the classification from Network 3 (B Doubles / long vehicles to Network 5 (roadtrains).
- Wyola North Rd – increasing the classification from Network 3 (B Doubles / long vehicles to Network 5 (roadtrains).

Simple Majority Required

## **MIN 60/09 MOTION – Moved Cr R Stokes 2nd Cr Caffell**

*That Main Roads WA be requested to change the classifications of:*

- *Bungulla North Rd – reducing the classification from Network 5 (roadtrains) to Network 3 (B Doubles / long vehicles);*
- *York Tammin (Goldfields) Rd (to the intersection with Hunt Rd) – increasing the classification from Network 3 (B Doubles / long vehicles to Network 5 (roadtrains).*
- *Wyola North Rd – increasing the classification from Network 3 (B Doubles / long vehicles to Network 5 (roadtrains).*

CARRIED 5/0

## **11.2 Strategic Plan (ADM-51)**

Author – MG Oliver, CEO, 21 April 2009 Interest – Nil

## **PREVIOUS REFERENCE**

Items 11.1 – 18 December 2008 and 11.9 – 16 April 2009 refer.

## **BACKGROUND**

In December 2009 Council resolved that Councillors meet on 19 February 2009 to commence the strategic planning process. Following those discussions, Councillors met again on 19 March 2009.

The outcome of both those discussions resulted in a draft 2009-2014 Strategic Plan which was considered by Council on 16 April 2009. At that time, Council resolved that the Plan be advertised for public comment.

## **COMMENT**

**No comments or submissions were received.**

## **FINANCIAL IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **STATUTORY ENVIRONMENT**

Nil

## **FUTURE PLAN IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Tammin Tabloid – 22 April 2009.

**STAFF RECOMMENDATION**

That Council adopt the draft 2009-2014 Strategic Plan.

Simple Majority Required

**MIN 61/09 MOTION – Moved Cr Greenwood 2nd Cr B Stokes**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

**11.3 CEO Relief – Annual Leave (Personnel)**

Author – MG Oliver, CEO, 6 May 2009 Interest – Nil

**BACKGROUND**

Mr Oliver will be on leave and overseas from Saturday 10 October 2009 through Sunday 22 November 2009.

A relief CEO is required.

**COMMENT**

Mr Glenn Bone provided relief during the CEO's previous leave.

Is Council happy for this arrangement to be repeated?

**FINANCIAL IMPLICATIONS**

2009/10 Budget.

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

Nil

**FUTURE PLAN IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Nil

**STAFF RECOMMENDATION**

That the CEO make arrangements with Mr Bone to act as CEO during the October / November 2009 annual leave.

Simple Majority Required

**MIN 62/09 MOTION – Moved Cr Wheeldon 2nd Cr Caffell**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

**11.4 Local Government Amalgamations (PROP-00)**

Author – MG Oliver, CEO, 6 May 2009 Interest – Nil

**PREVIOUS REFERENCE**

Items 5.1 – 11 February 2009, 12.1 – 19 February 2009, 11.1 – 19 March 2009 and 10.5 30 March 2009 refer.



## BACKGROUND

On 5 February, 2009 Mr Castrilli, the Minister for Local Government and Regional Development, publicly announced strategies for local government reform based on a voluntary reduction in the number of individual councils. Specifically, the Minister invited each of the 139 WA Councils to embrace this opportunity to voluntarily amalgamate and to voluntarily reduce the total number of elected members for each council. Also, to advise him of its clear intentions for amalgamations and reductions in the total number of elected members and to form appropriate regional groupings of councils to assist with the efficient delivery of their services in line with proposed grants to local government, under the recently announced Country Local Government Fund.

Mr Castrilli made specific reference that there were 85 local councils in WA serving populations of less than 2,000 people and more than 50 councils had representation ratios of one councillor to less than 100 electors and this ratio fell as low as one to 20.

The Local Government Reform Steering Committee has issued Bulletins which request local governments to assess their position through a recommended decision making process along with key criteria to be considered and provide a response to the Minister by 31 August 2009.

The timeframe has been set out as (**with current position**):

<b>Stage 1</b> <b>March/April 2009</b>	* Complete the reform checklist.	Complete
	* Initial exploratory meeting to confirm local government amalgamation grouping is appropriate.	Complete
	* Determine suitable partners for amalgamation.	Decision required
	* Consideration of the reduction in the number of elected members.	None required
	* Consideration of skill sets for the establishment of a project team to coordinate local government's reform process.	Team established
	* Forward completed checklist to the Local Government Reform Steering Committee by 30 April 2009.	Forwarded
<b>Stage 2</b> <b>April/May 2009</b>	* Project team established.	Team Established
	* Project team meets as required to determine preferred amalgamation structure.	Required
	* Project team to determine appropriate elected member representation and methods for ensuring appropriate community representation.	No change required
	* Project team to consider local government regional grouping.	Required
	* Seek State Government funding assistance as necessary for preparing Reform Submissions.	SEAVROC
	* If required, consultant/facilitator engaged.	Decision required
	* Community consultation undertaken within each affected local government and comments recorded.	Required

- Stage 3**  
**May/June 2009**
- \* Project team develops Reform Submission to include:
    - \* preferred amalgamation structure or other types of boundary adjustments; Required
    - \* number of elected members and / or regional grouping; and Required
    - \* transition timeline, including timeframe and estimated additional transition costs. Required
- Stage 4**  
**June/July 2009**
- \* Project team finalises Reform Submission and circulates to affected local governments. Required
  - \* Each council passes a resolution to proceed based on the findings of the submission. Required
  - \* Each council agrees to identify a date the amalgamation is to take effect. Required
  - \* Each council is to agree to a date at which elected member numbers will be reduced. Required
- Stage 5**  
**August 2009**
- \* Local governments forward the Reform Submission to the Minister for Local Government by 31 August 2009. Required
- Stage 6**
- \* Minister provides Reform Submission to Local Government Reform Steering Committee for assessment.
  - \* Steering Committee assesses Reform Submissions and seeks further information if needed.
  - \* Steering Committee provides advice to Minister on preferred option for reform.
- Stage 7**
- \* Finalised proposals referred to the Local Government Advisory Board for consideration and recommendation.

Any resultant local government will need to have a demonstrated capacity in the following areas:

- long term strategic planning;
- detailed asset and infrastructure management planning;
- future financial viability and planning;
- equitable governance and community representation;
- proficient organisational capacity;
- effective political and community advocacy for service delivery;
- understanding of and planning for demographic change;
- effective management of natural resources;
- optimal community of interest; and
- optimal service delivery to community.

The Committee recommends that consideration be given to the Local Government Advisory Board criteria for amalgamation, with particular emphasis on the first four.

### **1. Community of interest**

*Similarity in the characteristics of the residents of a community and economic activities*

Key considerations:

- Mechanisms introduced to ensure local identity and community representation is maintained under the new structure created;
- Communities of shared interests and facilities;
- Location of commercial and social infrastructure to create sustainable centres; and
- Regional matters of interest.

### **2. Local government viability**

*Local governments to have adequate financial capacity*

Key considerations:

- Capacity to efficiently and effectively exercise its proper functions and delegated powers to operate its facilities and services to an appropriate standard;
- Sufficient and diverse rate base to facilitate community and economic growth;
- Capacity to fund current and future service and infrastructure obligations;
- Ability to attract and retain appropriate professional expertise and skills to deliver local government services in a timely manner;
- Organisational capacity to undertake financial and strategic planning; and
- Appropriate community interest in providing breadth and diversity to the composition of a local government council.

### **3. Effective delivery of local government services**

*Capacity to meet community expectations*

Key considerations:

- Capacity to fund existing and future service and infrastructure obligations;
- Governance and administrative mechanisms to review and refine service provision to ensure effective service delivery;
- Revenue generation to meet operating demands and provide funds to maintain community assets; and
- Financial planning to respond to impacts of cost shifting.

### **4. Financial assessment**

*Capacity to increase financial resources and derive long term cost efficiencies*

Key considerations:

- Combined costs, asset evaluation and improved financial efficiencies;
- Revenue and expenditure of combined local governments; and
- Indicative savings expected from the proposal and ways the savings can be used to benefit the community.

### **5. Economic factors**

*Characteristics of economic factors and resources in the area*

Key considerations:

- Industries within the local area;
- Distribution of community assets;
- Diversification of business mix; and
- Infrastructure and asset maintenance.

## **6. Demographic trends**

*Appropriate planning for current and projected population characteristics*

Key considerations:

- Population forecasts, including assessment of immigration and interstate and intrastate migration and implications for local human capital;
- Demographic composition; and
- Classification of high growth and low growth areas.

## **7. Transport and communication**

*Identifiable transport linkages to support connectivity between regions*

Key considerations:

- Neighbouring towns' road and rail infrastructure;
- Telecommunication infrastructure; and
- Port access.

## **8. History of the area**

*Historical Community ties*

Key considerations:

- Historical links between neighbouring communities in adjacent local governments.

## **9. Physical and topographic features**

*Structures and boundaries to facilitate the integration of human activity and common land use*

Key considerations:

- Catchment boundaries;
- Water features; and
- Coastal plain and foothills.

It is appropriate for Council to address Stage 1 at this meeting and in April 2009. The issues for consideration are:

- \* Complete the reform checklist.
- \* Initial exploratory meeting to confirm local government amalgamation grouping is appropriate.
- \* Determine suitable partners for amalgamation.
- \* Consideration of the reduction in the number of elected members.
- \* Consideration of skill sets for the establishment of a project team to coordinate local government's reform process.
- \* Forward completed checklist to the Local Government Reform Steering Committee by 30 April 2009.

### **COMMENT**

The process places the obligation to consult with the community, consult with amalgamation partners, make a decision on reform and if appropriate, to request amalgamation with other individual local governments. Being a voluntary process, the ultimate responsibility for the decision is Councils.

Whilst the Minister has referred to a population of 2,000, the Committee encourages local governments to consider the largest combination of councils in the first instance. Once identified, an initial exploratory meeting should be undertaken to confirm whether the proposed grouping of local governments is appropriate.

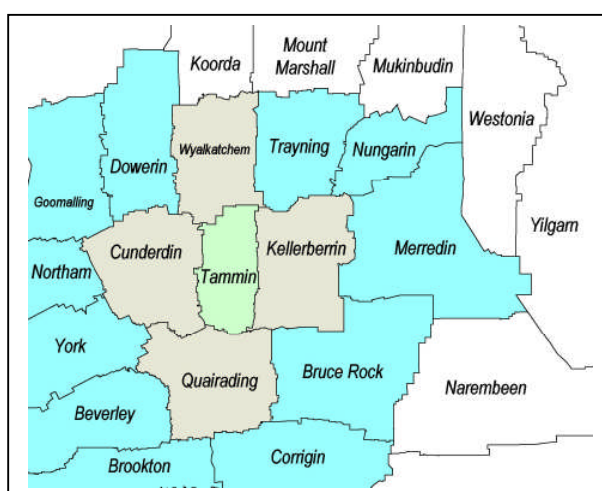
WALGA has offered their services to facilitate the production of reports and submissions.

The Committee has suggested that the following criteria for amalgamation, with emphasis on the first four:

1. Community of interest - Similarity in the characteristics of the residents of a community and economic activities.
2. Local government viability - Local governments to have adequate financial capacity.
3. Effective delivery of local government services - Capacity to meet community expectations.
4. Financial assessment - Capacity to increase financial resources and derive long term cost efficiencies.
5. Economic factors - Characteristics of economic factors and resources in the area.
6. Demographic trends - Appropriate planning for current and projected population characteristics.
7. Transport and communication - Identifiable transport linkages to support connectivity between regions.
8. History of the area - Historical Community ties.
9. Physical and topographic features - Structures and boundaries to facilitate the integration of human activity and common land use.

Population figures (Local Government Directory) for the Shire of Tammin's neighbours are:

Shire of Tammin	450
Shire of Cunderdin	1,490
Shire of Kellerberrin	1,165
Shire of Quairading	1,022
Shire of Wyalkatchem	620



#### **FINANCIAL IMPLICATIONS**

Significant but unknown.

#### **POLICY IMPLICATIONS**

Significant but unknown.

#### **STATUTORY ENVIRONMENT**

The Local Government Act would need to be overridden (new legislation) for the Government to force amalgamations.

#### **FUTURE PLAN IMPLICATIONS**

Significant but unknown.

#### **COMMUNITY CONSULTATION**

Shire Notes in the Tammin Tabloid have alerted the community.

#### **STAFF RECOMMENDATION**

That Council:

- resolve or provide direction to the Project Team on the question of amalgamation; and
- determine whether a consultant/facilitator is required to be engaged to conduct the community consultation.

Simple Majority Required

#### **MIN 63/09 MOTION – Moved Cr R Stokes 2nd Greenwood**

*That the matter lay on the table until the June Ordinary Council meeting and that a public meeting be convened for Thursday, 25 June 2009.*

CARRIED 5/0

Reason – Councillors required further time to consider the issues.

## **11.5 Property Inspection**

Author – MG Oliver, CEO, 6 May 2009 Interest – Nil

### **BACKGROUND**

The inspection by Councillors was carried out on 15 April 2009. Notes from the meeting have been provided to Councillors.

Arising from the inspection were a number of recommendations as follows:

### **3. Tennis Courts – Donnan Street (ASS-1065)**

3.1 Tennis courts bitumen surface.

*Recommended that an estimate be obtained to reseal the 2 courts surface, ignoring the issue of repairing the cracks.*

3.2 Old tennis courts (unsealed) area.

*Recommended that an estimate be obtained to construct a skateboard track.*

*Recommended that Staff be requested to remove the dead weeds and spray the new weeds from old tennis courts.*

3.4 Shade shelter

*Recommended that an estimate be obtained to construct a two sided and roofed shade shelter (open on north and south sides) proposed for construction between the BBX track and old tennis courts area.*

### **5. Shire Office – 1 Donnan Street (ASS-1063)**

5.5 Exterior repaint.

*Recommended that provision be included in the draft 2009/10 Budget for the repaint of the outside of the Office building.*

5.6 Packham plaque.

*Recommended that the plaque be relocated to the Tennis Courts/BMX track.*

### **6. Town Hall – 1 Donnan Street (ASS-1063)**

6.1 Kitchen rebuild.

*Recommended that an estimate be obtained for the installation of a cool room.*

6.2 Stage curtains.

*Recommended that Staff be requested to re-hang the stage curtain.*

6.5 Lesser Hall

*Recommended that further consideration be given to the removal of the floor wet area (north east corner), the repair of the floor joists near the eastern entrance and south west corner, the lowering of the ceiling (as opposed to replacing the existing ceiling), the relocation of the light switches to the eastern doorway entrance and the expansion of the covered way storage area as the project progresses.*

### **7. Memorial Park**

7.1 Alcoa sign.

*Recommended that the landcare concrete signs remain insitu.*

## **8. Kadjininy Kep**

- 8.1 Stage trough.  
*Recommended that Staff provide an estimate for stainless steel mesh grid over the lights/bubblers to prevent public access.*
- 8.2 Native plants.  
*Recommended that Staff prune the native plants to promote growth.*
- 8.3 Site Plan.  
*Recommended that Council re-confirm/amend the existing site development plan (adopted 11.10 – 27 July 2006).*

## **9. Railway Reserve – Donnan Street (RES-29291)**

- 9.3 Tourist sign replacement and structure repaint.  
*Recommended that provision be included in the draft 2009/10 Budget for the repainting of the tourism sign structure and the replacement of the maps and information.*

## **10. Frearson Park – 9-11 Donnan Street (ASS-1062)**

- 10.1 Boundary fence.  
*Recommended that provision be included in the draft 2009/10 Budget for the repair (replacement of the missing and broken super six sheets) of the existing fence.*

## **11. Cooinda Centre – 17-19 Donnan Street (ASS-1061)**

- 11.1 Mesh over side windows.  
*Recommended that provision be included in the draft 2009/10 Budget for the installation of mesh over the western side window.*
- 11.2 Exterior repaint.  
*Recommended that provision be included in the draft 2009/10 Budget for the repaint of the exterior of the building (frontage).*

## **12. Depot – 8 Redmond Street (ASS-1073)**

- 12.1 Tile ablutions and shower cubicles.  
*Recommended that provision be included in the draft 2009/10 Budget for the tiling of the ablutions and shower cubicles.*
- 12.2 Extend water connection.  
*Recommended that provision be included in the draft 2009/10 Budget for the provision of water connections to the southern side of the shed.*
- 12.3 Install air connection.  
*Recommended that provision be included in the draft 2009/10 Budget for the provision of air connections to the southern side of the shed.*

## **14. Tamma Village – 11 Booth Street (ASS-1093)**

- 14.3 Kerbing.  
*Recommended that provision be included in the draft 2009/10 Budget for the repairs to the kerbing (increase radius) on the north western corner of the access road.*
- 14.4 Signage  
*Recommended that the One Way directional signage be replaced.*

## **15. Donnan Park – Booth Street (ASS-1076)**

### 15.4 Seating.

*Recommended that Staff be requested to provide an estimate to replace all the seating in front of the changerooms and pavilion and in the grandstand.*

### 15.5 Grandstand

*Recommended that provision be included in the draft 2009/10 Budget for the replacement of the rusted out sections of the corrugated iron sheets.*

*Recommended that provision be included in the draft 2009/10 Budget for the painting of the concrete in the grandstand.*

### 15.6 Oval fencing

*Recommended that provision be included in the draft 2009/10 Budget for the repainting of the oval fence adjacent to the changerooms.*

*Recommended that the missing panel in the oval fence in front of the grandstand be replaced.*

### 15.7 Old playground & shade structure

*Recommended that the old shade structure posts be removed and the seat be relocated to the new playground.*

### 15.8 Machinery shed

*Recommended that provision be included in the draft 2009/10 Budget for the replacement/installation of corrugated iron sheeting and painting of all sheets.*

## **16. Heritage Park – 26 Walston Street (ASS-485)**

### 16.1 Gazebo.

*Recommended that provision be included in the draft 2009/10 Budget for the painting of the woodwork around the base of the roof in a dark colour to discourage graffiti.*

## **17. Barracks – 81 Barrack Rd (ASS-1545)**

### 17.3 Alcoa signs.

*Recommended that Alcoa be invited to relocate the concrete signage.*

## **19. Saleyards – Lease 1971 Great Eastern Hwy (AGR-11)**

### 19.1 Suckers in table drain.

*Recommended that Staff be requested to spray the suckers in the table drain on the west side of the entrance.*

## **20. Cemetery – Reserve 10695 15019 Great Eastern Hwy (ASS-3012)**

### 20.1 Dead tree

*Recommended that Staff be requested to remove/burn the fallen bark and dead leaves from around the base of the large dead tree near the pedestrian entrance.*



## **25. Other**

25.1 Street trees – Olives, Red flowering gums, Fussia Mallee, Dwarf flowering gum, Pink flowering gum, Jacaranda, Currajong.

*Recommended that Staff discuss street tree options with Dustin McCreery.*

24.2 CBH (eastern entrance) beautification.

*That Staff be requested to replant the area this winter.*

24.3 Entrance Statements – consider development of sites (4), in particular west side of Tammin, around new signs.

*Recommended that the east and west signs be relocated to a lower speed limit area and that Staff be requested to provide an estimate to construct a limestone block surround for all the 4 signs.*

24.4 MRWA vacant land (west side of Tammin).

*Recommended that Staff discuss tree options with Dustin McCreery.*

## **COMMENT**

In relation to Item 3 – Tennis Courts – the dead weeds have been removed and the new weeds have been sprayed.

In relation to Item 6 – Town Hall – the stage curtains have been re-hung.

In relation to Item 7 – Memorial Park – Council has already addressed this issue.

In relation to Item 11.2 – Coinda – provision was included in the 2008/09 Budget and that works have been commissioned.

In relation to Item 17 – Barracks – Council has already addressed this issue.

In relation to Item 19 – Saleyards – the suckers in the table drain have been sprayed.

In relation to Item 20 – Cemetery – the fallen bark and leaves have been burnt.

In relation to Item 25.3 – Entrance Statements – Council may wish to consider removing the east and west signage and re-installing these on the directional sign opposite Kadjininy Kep; and purchasing larger signage for installation on the town approaches.

## **FINANCIAL IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **STATUTORY ENVIRONMENT**

Nil

## **FUTURE PLAN IMPLICATIONS**

Nil

## **COMMUNITY CONSULTATION**

Nil

## **STAFF RECOMMENDATION**

Recommended that in relation to Item 6.5, further discussions be held with Mr Alcock before proceeding with the works in the Lesser Hall.

Simple Majority Required

**MIN 64/09 MOTION – Moved Cr B Stokes 2nd Cr Caffell**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

Recommended that in relation to Item 8.3, Council carry out a further inspection of Kadjininy Kep and review the existing site development plan.

Simple Majority Required

**MIN 65/09 MOTION – Moved Cr B Stokes 2nd Cr Caffell**

*That an amended plan for Kadjininy Kep be developed, changing the fencing alignment around the changerooms/toilets.*

CARRIED 5/0

Recommended that provision be included in the draft 2009/10 Budget to removing the east and west entrance statement signage and re-install these on the directional sign opposite Kadjininy Kep; and purchase larger signage for installation on the town approaches. Further, that Staff be requested to provide an estimate to construct a limestone block surround for all the 4 signs.

Simple Majority Required

**MIN 66/09 MOTION – Moved Cr B Stokes 2nd Cr Caffell**

*That the issue lay on the table to allow a sketch to be prepared.*

CARRIED 5/0

Recommended that recommendations:

3.1; 3.2; 3.4; 5.5; 5.6; 6.1; 8.1; 8.2; 9.3; 10.1; 11.1; 12.1; 12.2; 12.3; 14.3; 14.4; 15.4; 15.5; 15.6; 15.7; 15.8; 16.1; 25.1; 25.2; 25.4.

be adopted.

Simple Majority Required

**MIN 67/09 MOTION – Moved Cr B Stokes 2nd Cr Caffell**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

**MIN 68/09 MOTION – Moved Cr B Stokes 2nd Cr Caffell**

*That Crs Greenwood and Caffell together with the CEO meet with Malcolm Alcock and Jane Fenwick to prepare a draft plan for the redevelopment of the Town Hall kitchen.*

CARRIED 5/0

**11.6 Roads Inspection**

Author – MG Oliver, CEO, 6 May 2009 Interest – Nil

**BACKGROUND**

The inspection by Councillors was carried out on 22 April 2009. Notes from the meeting have been provided to Councillors.

**COMMENT**

There were no recommendations as such from the Inspection.

**FINANCIAL IMPLICATIONS**

2009-10 Budget

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

Nil

**FUTURE PLAN IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Nil

**STAFF RECOMMENDATION**

That a draft roadworks program be prepared from the Inspection notes for further consideration by Council.

Simple Majority Required

**MIN 69/09 MOTION – Moved Cr Greenwood 2nd Cr Caffell**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

**11.7 Lot 86 – 4 Redmond St - Development (ASS-1072)**

Author – MG Oliver, CEO, 6 May 2009 Interest – Nil

**BACKGROUND**

Seeking approval to construct a double garage/workshop with an area of 140m<sup>2</sup> at the rear of 4 Redmond Street. The proposed structure’s dimensions are 7m x 14m (plus a 3m lean-to) with a height of 3m and will be covered in colourbond (olive green walls, cream room).

The proposed structure will be situated at the rear of the property (entrance from the front of the property) and offset from the side and rear boundary by 1.5m.

**COMMENT**

Council has previously imposed a condition on delegated authority restricting the size of outbuildings, without express approval of Council, to an area of 70m<sup>2</sup> and 2.4m in height.

Lot 86 has an area of 1,163m<sup>2</sup> and is zoned Residential R12.5.

Letters indicating no objections have been provided from the neighbours on either side of the property.

**FINANCIAL IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**STATUTORY ENVIRONMENT**

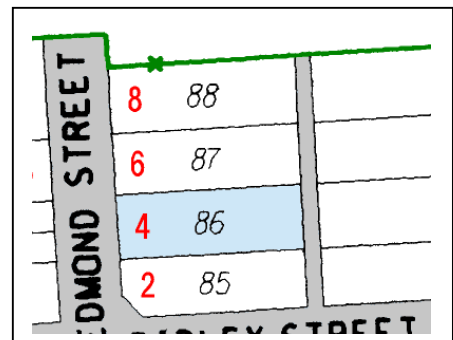
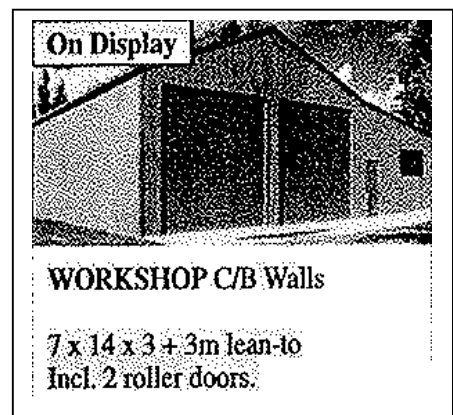
Nil

**FUTURE PLAN IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Neighbours have been consulted.



### **STAFF RECOMMENDATION**

That development approval be granted, subject to the issue of a building permit, for the construction of a double garage/workshop with an area of 140m<sup>2</sup> and a height of 3m on Lot 86 as per the application.

Simple Majority Required

### **MIN 70/09 MOTION – Moved Cr Greenwood 2nd Cr Caffell**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

## **11.8 WALGA – Local Government Week (OLGOV-12)**

Author – MG Oliver, CEO, 11 May 2009 Interest – Nil

### **BACKGROUND**

Local Government Week and the WALGA AGM is to be held on 8 August 2009.

Each local government is entitled to 2 voting delegates. Voting delegates may be either elected members or serving officers.

Registration of voting delegates is required by 20 July 2009.

### **COMMENT**

Traditionally, the voting delegates have been the President and Deputy President.

It is understood that all Councillors together with the CEO will be attending the AGM.

It is appropriate that delegates confirm registration details to allow this process to be completed.

Accommodation has been reserved at the Rydges Hotel from Wednesday 5 August through Saturday 8 August – subject to advice from Councillors of their intentions and requirements.

### **FINANCIAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY ENVIRONMENT**

Nil

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **STAFF RECOMMENDATION**

That the President and Deputy President be nominated and registered as the Shire of Tammin's voting delegates for the WALGA AGM on 8 August 2009.

Simple Majority Required

### **MIN 71/09 MOTION – Moved Cr Greenwood 2nd Cr Wheeldon**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

### **11.9 Reserve Fund (FIN-04)**

Author – MG Oliver, CEO, 11 May 2009 Interest – Nil

#### **BACKGROUND**

In adopting the 2008/09 Budget, Council provided for a transfer of \$97,000 from the Municipal Fund to the Plant Reserve.

Reserve Fund transfers are generally made in June – acting as a relief valve for any negative financial outcomes.

#### **COMMENT**

The Shire of Tammin's finances are strong and as such there would appear not to be any reason why the transfer should not occur.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **STATUTORY ENVIRONMENT**

Nil

#### **FUTURE PLAN IMPLICATIONS**

Nil

#### **COMMUNITY CONSULTATION**

Nil

#### **STAFF RECOMMENDATION**

That \$97,000 be transferred from the Municipal Fund to the Plant Reserve in accordance with the 2008/09 Budget.

Simple Majority Required

#### **MIN 72/09 MOTION – Moved Cr Caffell 2nd Cr Greenwood**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

### **11.10 Members Meeting Attendance Fees & Allowances (ADM-41)**

Author – MG Oliver, CEO, 11 May 2009 Interest – Nil

#### **PREVIOUS REFERENCE**

Item 11.13 – 16 July 2008 refers.

#### **BACKGROUND**

Council to consider the meeting attendance fees and allowances for 2009/10.

#### **COMMENT**

It is understood that Council has traditionally:

- paid the minimum sitting fees for Council meetings and nil for Committee meetings
- not paid allowances unless claimed.
- Paid travelling in accordance with the rate set by the Local Government Officers (WA) Award with a minimum of \$5 per meeting.

Further, that the Presidential allowance has been \$1,000 whilst the allowance for the Deputy President has been nil.

The minimum attendance (sitting) fees are:

	<b>Council</b>	<b>Committee</b>
President	\$120	\$30
Councillor	\$60	\$30
Non-Councillor	n/a	\$0

The minimum allowance for the President is \$600.

The maximum allowance for the Deputy President is 25% of the Presidential allowance – is \$250.

The current rate (cents per kilometre) in Schedule E of the *Public Service Award 1992* for the South West Land Division for engine displacement (in cubic centimetres) is:

	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
First 4,000 kilometres	154.3	130.9	106.4

## **FINANCIAL IMPLICATIONS**

2009/10 Budget.

## **POLICY IMPLICATIONS**

Nil

## **STATUTORY ENVIRONMENT**

Section 5.98 of the *Local Government Act* provides that:

- (1) A council member who attends a council or committee meeting is entitled to be paid —
  - (a) the prescribed minimum fee for attending a council or committee meeting; or
  - (b) where the local government has set a fee within the prescribed range for council or committee meeting attendance fees, that fee.
- (2) A council member who incurs an expense of a kind prescribed as being an expense —
  - (a) to be reimbursed by all local governments; or
  - (b) which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement,is entitled to be reimbursed for the expense in accordance with subsection (3).
- (3) A council member to whom subsection (2) applies is to be reimbursed for the expense —
  - (a) where the minimum extent of reimbursement for the expense has been prescribed, to that extent; or
  - (b) where the local government has set the extent to which the expense can be reimbursed and that extent is within the prescribed range (if any) of reimbursement, to that extent.
- (4) If an expense is of a kind that may be approved by a local government for reimbursement, then the local government may approve reimbursement of the expense either generally or in a particular case but nothing in this subsection limits the application of subsection (3) where the local government has approved reimbursement of the expense in a particular case.
- (5) The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —
  - (a) the prescribed minimum annual local government allowance for mayors or presidents; or
  - (b) where the local government has set an annual local government allowance within the prescribed range for annual local government allowances for mayors or presidents, that allowance.

- (6) A local government cannot —
  - (a) make any payment to; or
  - (b) reimburse an expense of, a person who is a council member or a mayor or president in that person's capacity as council member, mayor or president unless the payment or reimbursement is in accordance with this Division.
- (7) A reference in this section to a "committee meeting" is a reference to a meeting of a committee comprising —
  - (a) council members only; or
  - (b) council members and employees.

Section 5.98A provides that:

- (1) A local government may decide to pay the deputy mayor or deputy president of the local government an allowance of up to the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).
- (2) An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.

Section 5.99 provides that a local government may decide that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —

- (a) the prescribed minimum annual fee; or
- (b) where the local government has set a fee within the prescribed range for annual fees, that fee.

Section 5.99A provides that a local government may decide that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all council members —

- (a) the prescribed minimum annual allowance for that type of expense; or
- (b) where the local government has set an allowance within the prescribed range for annual allowances for that type of expense, an allowance of that amount, and only reimburse the member for expenses of that type in excess of the amount of the allowance.

Section 5.100 provides that:

- (1) A person who is a committee member but who is not a council member or an employee is not to be paid a fee for attending any committee meeting.
- (2) Where —
  - (a) a local government decides that any person who is a committee member but who is not a council member or an employee is to be reimbursed by the local government for an expense incurred by the person in relation to a matter affecting the local government; and
  - (b) a maximum amount for reimbursement of expenses has been prescribed for the purposes of section 5.98(3)(b),  
the local government must ensure that the amount reimbursed to that person does not exceed that maximum.

Regulation 30 of the *Local Government (Administration) Regulations* provides that:

- (1) for the purposes of section 5.98(1) of the *Local Government Act*, subject to subregulation (3) —
  - (a) the minimum fee for a council member other than —
    - (i) the mayor or president; or
    - (ii) in the case of a regional local government, the chairman, attending a council meeting  
is \$60 for each meeting; and

- (b) the maximum fee for a council member other than —
  - (i) the mayor or president; or
  - (ii) in the case of a regional local government, the chairman, attending a council meeting  
is \$140 for each meeting.
- (2) For the purposes of section 5.98(1), subject to subregulation (3) or (5), as the case requires —
  - (a) the minimum fee for a council member attending a meeting of a committee of which he or she is also a member is \$30 for each meeting; and
  - (b) the maximum fee for a council member attending a meeting of a committee of which he or she is also a member is \$70 for each meeting.
- (3) The total of fees paid to a council member other than —
  - (a) the mayor or president; or
  - (b) in the case of a regional local government, the chairman, for attending meetings (whether of the council or of any committee) in each year is not to exceed \$7 000.
- (4) For the purposes of section 5.98(1), subject to subregulation (5) —
  - (a) the minimum fee —
    - (i) for the mayor or president; or
    - (ii) in the case of a regional local government, for the chairman, attending a council meeting  
is \$120 for each meeting; and
  - (b) the maximum fee —
    - (i) for the mayor or president; or
    - (ii) in the case of a regional local government, for the chairman, attending a council meeting  
is \$280 for each meeting.
- (5) The total of fees paid —
  - (a) to the mayor or president; or
  - (b) in the case of a regional local government, to the chairman, for attending meetings (whether of the council or of any committee) in each year is not to exceed \$14,000.

Regulation 31 provides that:

- (1) For the purposes of section 5.98(2)(a), the kinds of expenses that are to be reimbursed by all local governments are —
  - (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
  - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.
- (2) The extent to which an expense referred to in subregulation (1)(a) can be reimbursed is the actual amount.
- (3) The extent to which child care costs referred to in subregulation (1)(b) can be reimbursed is the actual cost per hour or \$20 per hour, whichever is the lesser amount.
- (4) The extent to which travel costs referred to in subregulation (1)(b) can be reimbursed —
  - (a) if the person lives or works in the local government district or an adjoining local government district, is the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
  - (b) if the person does not live or work in the local government district or an adjoining local government district, is the actual cost, in relation to a journey from the person's place of residence or work and back —
    - (i) for the person to travel from the person's place of residence or work to the meeting and back; or
    - (ii) if the distance travelled referred to in subparagraph (i) is more than 100 km, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.



- (5) For the purposes of subregulations (2) to (4), actual amounts and actual costs are to be verified by sufficient information.

Regulation 32 provides that:

- (1) For the purposes of section 5.98(2)(b), the kinds of expenses that may be approved by any local government for reimbursement by the local government are —
- (a) an expense incurred by a council member in performing a function under the express authority of the local government;
  - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
  - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.
- (2) The extent to which an expense referred to in subregulation (1) can be reimbursed is the actual amount, verified by sufficient information.

Regulation 33 provides that:

- (1) For the purposes of section 5.98(5) —
- (a) the minimum annual local government allowance for a mayor or president is \$600; and
  - (b) the maximum annual local government allowance for a mayor or president is —
    - (i) \$12,000; or
    - (ii) 0.002 of the local government's operating revenue, whichever is the greater amount, but in any case no more than \$60,000.
- (2) In this regulation —  
"operating revenue" has the meaning that it has in the *Local Government (Financial Management) Regulations*.

Regulation 33A provides that for the purposes of section 5.98A(1) the prescribed percentage is 25%.

Regulation 34 provides that:

- (1) For the purposes of section 5.99 —
- (a) the minimum annual fee for a council member other than —
    - (i) the mayor or president; or
    - (ii) in the case of a regional local government, the chairman, attending meetings (whether of the council or of any committee) is \$2,400; and
  - (b) the maximum annual fee for a council member other than —
    - (i) the mayor or president; or
    - (ii) in the case of a regional local government, the chairman, attending meetings (whether of the council or of any committee) is \$7,000.
- (2) For the purposes of section 5.99 —
- (a) the minimum annual fee —
    - (i) for the mayor or president; or
    - (ii) in the case of a regional local government, for the chairman, attending meetings (whether of the council or of any committee) is \$6,000; and
  - (b) the maximum annual fee —
    - (i) for the mayor or president; or
    - (ii) in the case of a regional local government, for the chairman, attending meetings (whether of the council or of any committee) is \$14,000.

Regulation 34A provides that for the purposes of section 5.99A(b), the maximum total annual allowance for telephone and facsimile machine rental charges referred to in regulation 31(1)(a) and any other telecommunications expenses that might otherwise have been approved for reimbursement under regulation 32 is \$2,400.

Regulation 34AA provides that for the purposes of section 5.99A(b), the maximum total annual allowance for information technology expenses that have been approved for reimbursement under regulation 32 is \$1,000.

Regulation 34AB provides that:

- (1) For the purposes of section 5.99A(b), the maximum annual allowance for travelling and accommodation expenses —
  - (a) prescribed as being a kind of expense to be reimbursed by all local governments under regulation 31; or
  - (b) that have been approved for reimbursement under regulation 32, is the same amount as the amount to which a person would be entitled for those expenses in the same circumstances under the Public Service Award.
- (2) In this regulation —

“Public Service Award” means the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as amended from time to time.

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **STAFF RECOMMENDATIONS**

That for 2009/10 Members be paid (if claimed) attendance (sitting) fees of:

	<b>Council</b>	<b>Committee</b>
President	\$120	\$30
Councillor	\$60	\$30

Simple Majority Required

That for 2009/10 Members be reimbursed (if claimed) travelling expenses in accordance with the Public Service Award rate with a minimum of \$5 per meeting.

### **MIN 73/09 MOTION – Moved Cr B Stokes 2nd Cr Greenwood**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

### **11.11 Seniors Committee – Tamma Village (ASS-1093)**

Author – MG Oliver, CEO, 12 May 2009 Interest – Nil

#### **BACKGROUND**

Thanking Council for the assistance given in the preparations for the Seniors Games and congratulating Council on the progress of the refurbishment of the Town Hall. Also expressing appreciation for the prompt erection of the new fence on the northern side of the village, noting the compliments received.

Seeking:

- permission to erect a garden shed (funded by a grant) for the storage of games equipment and seeking assistance in levelling the site and installation of a concrete pad.
- permission to install all weather blinds in the gazebo (funded by a grant);
- the completion of brick paving in the enclosed gardens in Units 1, 3, 5, 6, 8 & 9 – with the Committee paying for the pavers and the Prisoner Work Release Group undertaking the work.
- the fencing on the eastern side of the Village from Unit 5 to Unit 1.
- a face lift to the Village entrance through paint and shrubs.

The Committee also notes that requests have been received from tenants to:

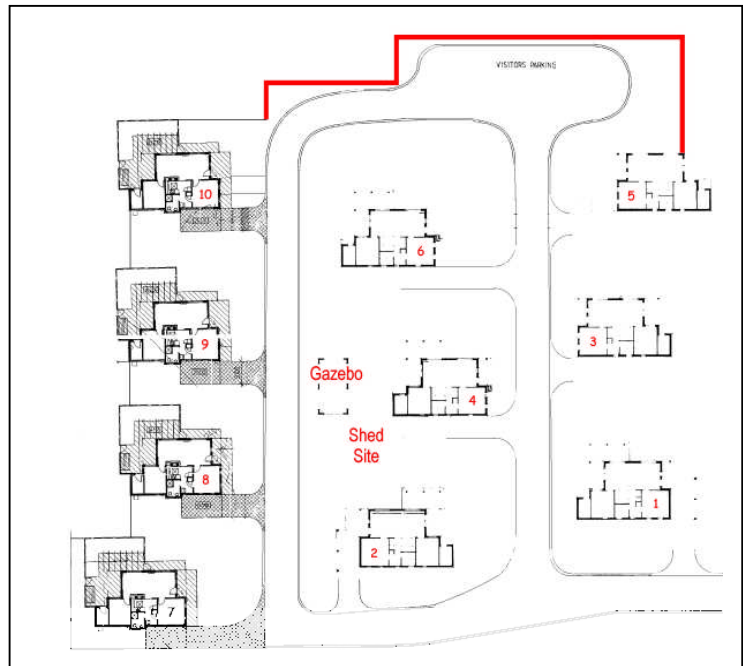
- clean the gutters prior to rain;
- air conditioners need servicing with repairs to the Units in 7 & 8;
- HWS in Unit 3 needs replacing.

Further, that:

- Unit 5 is being rented but the bathroom still needs modification.
- Unit 8 needs repainting before being rented.

### COMMENT

In discussions with the Committee President, it is proposed to have the small garden shed erected on the south east corner (not adjoining) of the gazebo. Once the dimensions are provided, the concrete pad will be arranged for the Committee.



There are no issues with the all weather blinds.

There are no issues with the completion of the paving.

Agreement (direction) could not be reached in relation to the fence on the eastern side with the Committee President indicating she would take the issue back to the Committee. The issues are the alignment of the fence (without knocking over trees) and the length of the fence (southern end point).

Some concern is raised in relation to the requested face-lift to the entrance in relation to the painting of the rendered structure. Hair line cracks exist over its surface and it's appearance would certainly be improved with a paint however once painted it would then require painting for the rest of it's life.

Staff will be requested to check out the gutters for accumulated debris.

In discussion with the Committee President it is understood that the airconditioner servicing relates to the cleaning of the filters – which she has previously agreed to (and arrange). Repairs to the airconditioner in Units 7 (unable to operate with remote) and Unit 8 (water leak) have been with Merredin Refrigeration for some months. An alternative approach is to be taken with Mr Batchelor.

The HWS in Unit 3 has been replaced with the rotational spare unit.

### FINANCIAL IMPLICATIONS

Minimal – 2009/10 Budget.

### POLICY IMPLICATIONS

Nil

### STATUTORY ENVIRONMENT

Nil

## **FUTURE PLAN IMPLICATIONS**

Nil

## **COMMUNITY CONSULTATION**

Nil

## **STAFF RECOMMENDATIONS**

That permission be granted to the Seniors Committee to:

- erect a garden shed and that Staff assist by arranging the levelling of the site and installation of a concrete pad.
- install all weather blinds in the gazebo (funded by a grant);
- complete the brick paving in the enclosed gardens in Units 1, 3, 5, 6, 8 & 9 – with the Committee paying for the pavers and the Prisoner Work Release Group undertaking the work.

Simple Majority Required

### **MIN 74/09 MOTION – Moved Cr Greenwood 2nd Cr B Stokes**

That permission be granted to the Seniors Committee to erect a garden shed (with Staff assist by arranging the levelling of the site and installation of a concrete pad) and that the CEO enter into discussions with the Committee in relation to Council's concerns regarding the aesthetics of the garden shed. Further, that permission be granted to the Seniors Committee to:

- install all weather blinds in the gazebo (funded by a grant);
- complete the brick paving in the enclosed gardens in Units 1, 3, 5, 6 & 8 – with the Committee paying for the pavers and the Prisoner Work Release Group undertaking the work.

CARRIED 5/0

That no action be taken in relation to the fencing on the eastern side of the Village from Unit 5 to Unit 1 pending further advice from the Seniors Committee.

Simple Majority Required

### **MIN 75/09 MOTION – Moved Cr Greenwood 2nd Cr B Stokes**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

That Council provide direction in relation to the requested face lift to the Village entrance – particularly in relation to the painting of the rendered structure and additional shrubs.

Simple Majority Required

### **MIN 76/09 MOTION – Moved Cr Greenwood 2nd Cr B Stokes**

That provision be included in the draft 2009/10 Budget for the requested face lift to the Village entrance including the painting of the rendered structure and additional shrubs.

CARRIED 5/0

## **11.12 Financial Report (FIN-05)**

Author – JS Oliver, Senior Finance Officer, 11 May 2009 Interest – Nil

### **BACKGROUND**

The Financial Report for 2008/09 to 30 April 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 – 21 August 2008) 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* 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 April 2009 be received.

Simple Majority Required

#### **MIN 77/09 MOTION – Moved Cr Caffell 2nd Cr Wheeldon**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

#### **11.13 List Of Payments (FIN-05)**

Author – C Wilks, Administration Officer, 11 May 2009 Interest – Nil

#### **BACKGROUND**

Accounts paid and for payment for April 2009 are listed totalling:

Municipal Fund	Voucher numbers 2609 – 2672	\$184,064.18
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#### **COMMENT**

No abnormal expenditure has occurred.

#### **FINANCIAL IMPLICATIONS**

Nil

## **POLICY IMPLICATIONS**

Nil

## **STATUTORY ENVIRONMENT**

Regulation 13 of the *Local Government (Financial Management) Regulations* 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 April 2009 be endorsed.

Simple Majority Required

## **MIN 78/09 MOTION – Moved Cr B Stokes 2nd Cr Greenwood**

*That the Staff Recommendation be adopted.*

CARRIED 5/0

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

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

## **14. CLOSURE OF MEETING**

There being no further business the Chairman closed the meeting at 5.17pm.

Tabled before the Ordinary Council meeting on 18 June 2009.

Cr R.J. Stokes, Chairman

# COUNCILLORS INFORMATION BULLETIN – MAY 2009

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.

	<b>Council Resolution</b>	<b>Officer</b>	<b>Action</b>
	<b>Consolidated Emergency Services Building</b> <b>Item 11.2.2 – 7/12/2005</b> That the Shire of Tammin proceed to acquire 15m of the rear of the lot for the Consolidated Emergency Services building lot for amalgamation into the Hydrology Model land for the purposes of change rooms and infrastructure for the model.	CEO	Application has been made to DLI who has prepared the documentation.  FESA has approved the application.
	<b>Properties Inspection</b> <b>Item 11.18 – 20/4/2006</b> <ul style="list-style-type: none"><li>• Locate memorabilia or small cardboard buildings for historic photo cabinet. Seek advice from Ron York regarding displaying the existing photos.</li><li>• Prepare septic and storm water drainage plans for the Hall.</li></ul>	CEO  CEO	
	<b>Roads Inspection</b> <b>Item – 20/4/2006</b> That pedestrian ramps (concrete slab) over curb be provided at the intersection of Ridley & Redmond Streets (south west corner).	WS	Alex Peron requested to complete.  Discussions also held with Darryl Warner.
	<b>Statements &amp; Plans</b> <b>Item 11.13 – 21/6/2006</b> That the CEO research and complete/update draft plans when time permits for Council's consideration. <ul style="list-style-type: none"><li>• Municipal Inventory</li><li>• Health &amp; Safety Plan</li><li>• Review of Wards &amp; Representation.</li></ul>	CEO	Completion of Municipal Inventory has been commenced with the undertaking of assistance of the National Trust.
	<b>Item 10.7.17 – 19/4/2007</b> 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.  <b>Item 10.7.22 – 19/4/2007</b> That a crossover be installed into the School vehicle gate off Booth Street and a footpath crossover in Ridley St across Redmond St (both sides) to allow gopher on the footpath.	WS  WS	Waiting on a request from Mr Ralston.  Alex Peron requested.



	<p><b>Properties Inspection</b>  <b>Item 10.3 – 17/5/2007</b></p> <ul style="list-style-type: none"> <li>• Replace missing tiles in Donnan Park umpires room.</li> <li>• Replace broken floodlight (250W/500W) in Donnan Park carpark (protect with mesh).</li> </ul>	<p>CEO</p> <p>CEO</p>	<p>Job issued to Warner Hutchinson.</p> <p>Job issued to Peter Mitchell.</p>
	<p><b>House Inspections</b>  <b>Item 10.3 – 17/5/2007</b></p> <ul style="list-style-type: none"> <li>• 4 Russell St – timber skirting fallen off eaves.</li> <li>• 11 Nottage Way – smoke alarm required.</li> <li>• 9 Nottage Way – smoke alarm required.</li> </ul>	<p>CEO</p> <p>CEO</p> <p>CEO</p>	
	<p><b>Equipment Hire</b>  <b>Item 11.9 – 18/7/2007</b></p> <p>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.</p>	<p>CEO</p>	<p>Items identified todate include:</p> <ul style="list-style-type: none"> <li>• Ladder</li> <li>• PA system</li> <li>• Pie warmer</li> <li>• Warmer oven</li> <li>• Survey level</li> </ul>
	<p><b>Outstanding Projects</b>  <b>Item 12.1.3 – 21/12/2007</b></p> <ul style="list-style-type: none"> <li>• Dam completion – plan to stabilise inlet to catchment dam and plan to transfer of water to storage dam are required.</li> <li>• Building maintenance program – program to consider heavy maintenance and improvements to the Shire’s buildings.</li> <li>• 4 Russell St – bathroom refit.</li> <li>• Painting – 4 Russell St interior</li> </ul>	<p>CEO</p> <p>CEO</p> <p>CEO</p> <p>CEO</p>	<p>Budget provision required.</p> <p>Job issued to Warner Hutchins</p> <p>Job issued to Warner Hutchins</p>

**IB 2 WALGA – Issues Update No 14.09 (OLGOV-11)**

Correspondence providing an update on issues including:

- Fair Work Act Workshops
- Stormwater Harvesting Federal Funding
- Stormwater Harvesting Course
- WA Local Government Convention and Trade Exhibition
- National General Assembly
- 2009 National Awards for Local Government
- MAV 2009 National Local Government Asset Management and Public Works Engineering Conference
- Local Government Asset Management Forum 2009
- Community Cultural and Arts Facilities Fund (CCAFF) Now Open

**IB 3 Shire of Wyalkatchem – Wyalkatchem Airport Upgrade (ORGE-09)**

A letter of support has been provided to the Shire of Wyalkatchem for it’s application to RADS for funding to upgrade their airstrip.

#### **IB 4 Common Seal (ASS-1063 Agreement 34)**

On 20 April 2009 the Common Seal was affixed to the License Agreement with WIN Television for Lot 154 Reserve 26793 (Town Hall) for the period 20 October 2008 to 19 October 2013 with a further 5 year option.

#### **IB 5 Wheatbelt North Regional Road Group Technical Committee (ENG-43)**

Meeting held in Goomalling on 9 April 2009 and attended by the CEO (as representative of the Kellerberrin Sub-Group).

The Committee:

- reviewed various issues of the MCA Model
- addressed the concerns of the Moora Sub-Group in relation to:
  - traffic count timing
  - traffic counter location
  - final seal scoring
  - combining projects
  - widening 5.6m seals to 7m
- five year estimates
- preservation vs construction estimates

#### **IB 6 WALGA – Issues Update No 15.09 (OLGOV-11)**

Correspondence providing an update on issues including:

- Meeting with Minister for Education; Tourism and Women's Interests
- Department Changes
- Carbon Pollution Reduction Scheme Legislation Briefing Paper
- Vacancies on Boards and Committees
- WALGA Breakfast – Decoding Digital
- Review of MRWA Utility Providers Code of Practice
- Jobs Fund
- Roads to Recovery Council Allocations
- Training and Development Update

#### **IB 7 Unit 5 Tamma Village (ASS-1093)**

Messrs Ron & Val Kissane have rented Unit 5 effective 27 April 2009.

#### **IB 8 WALGA – Issues Update No 16.09 (OLGOV-11)**

Correspondence providing an update on issues including:

- Association Honours 2009
- WALGA Breakfast: Decoding Digital
- Local Government Asset Management Forum 2009
- Fundamentals of Bioretention System Design
- Training and Development
- Heart Foundation Local Government Awards 2009
- Draft National Biodiversity Strategy
- 2009 Banksia Awards
- WA Cultural Achievement Awards
- New ALGWA President Elected

#### **IB 9 WALGA – Issues Update No 17.09 (OLGOV-11)**

Correspondence providing an update on issues including:

- 2009 Local Government Convention & Trade Exhibition – Full Delegate Registration
- Submissions of Motions and voting Registration – WALGA AGM 2009
- Pandemic Influenza Update
- Grain on Rail
- WALGA Breakfast: Decoding Digital

- Local Government Asset Management Forum 2009
- Operating Leases – New Provider
- Australia’s Biodiversity Conservation Strategy out for Comment
- 2009 National Disability Awards
- Walk Safely to School Day
- Recreation, Do it at Your Leisure

**IB 10 G Wyllie – Interim Audit (FIN-02)**

The Interim Audit was carried out on 23/24 April 2009.

Positive comment was made on Tammin’s accounting system.

**IB 11 Town Hall – Rear of Stage Cracks (ASS-1063)**

Eretec completed the foundation strengthening on the west and east corners of the northern wall of the Town Hall on 5 May 2009.

The western corner was lifted 5mm and the eastern corner was lifted 14mm.

Whilst the brickwork gap on the eastern corner has not been completely closed up, brickwork repairs will now be able to be carried out knowing that further collapsing should be alleviated.

**IB 12 Minister for Agriculture – GM Canola (AGR-21)**

Correspondence confirming the government’s decision to proceed with the limited commercial-scale trials of GM canola in 2009 and offering to provide the facts as the trials roll out including a briefing by Senior Officers of the Department of Agriculture & Food.

**IB 13 WALGA – Asset Management Forum (FIN-27)**

Along with 110 delegates from across WA on 8 May 2009 the CEO and Mrs Oliver attended the Forum held in Perth and conducted by WALGA in partnership with the Department of Local Government and Regional Development, Institute of Public Works Engineers (IPWEA) and Local Government Managers Australia (LGMA).

The Forum provided heard from a range of speakers and topics, including developments at a State and national level, Local Government case studies of asset management practice and the support available to help Local Government undertake asset management activities.

**IB 14 Minister For Local Government – Discretionary Expenditure (OSGOV-26)**

Correspondence urging local governments to carefully consider non-essential, discretionary expenditure.

**Comment**

It is understood the correspondence relates to travel.

**IB 15 Wheatbelt Development Commission (OSGOV-12)**

Correspondence advising that local government and Ministerial appointment vacancies exist on the Commission Board. Nominations close on 5 June 2009.

**IB 16 WALGA – Grain Freight Infrastructure (AGR-21)**

Correspondence forwarding a copy of the Local Road Evaluation Study and Local Road Investment Strategy commissioned by WALGA as part of the Grain Freight Infrastructure Working Party.

**Comment**

This Study relates to the meetings attended by the CEO for the Kellerberrin Sub-Group RRG.

### **IB 17 WALGA – Issues Update No 18.09 (OLGOV-11)**

Correspondence providing an update on issues including:

- 2009 Local Government Convention & Trade Exhibition – Program Update
- WALGA Regional Events
- Roads and Transport Forum 2009
- Opportunity for Wheatbelt Councils
- Review of Engineering Standards for Subdivisions
- Invitation to ICT Benchmark Study
- North West Pool Manager Seminar
- Sports Leadership Grants and Scholarships for Women
- Community Participation Funding
- Working Smarter in Tough Times
- CANWA Sharing Stories

### **IB 18 Tender – Tractor (TEND-28)**

Item 11.7 – 19 March 2009 refers.

After inspecting the 3 offerings from Cunderdin on 6 April 2009, a decision was made to purchase a Case JX90 tractor from Hutton & Northey for \$67,000 (plus GST). This tractor was rated at 90HP and Hutton & Northey agreed to upgrade the bucket to a 4-in-one. Subsequently Hutton & Northey delivered a JXU95 (same basic tractor but with 97HP and offered for \$79,700 plus GST). With the fault lying with Hutton & Northey a decision was required whether to accept the supplied up market tractor or wait for the ordered tractor to be sourced from the eastern states etc. It was agreed to accept the supplied tractor for \$73,350 plus GST – splitting the difference.

#### **Comment**

The 2008/09 Budget provision was \$75,000.

### **IB 19 Works Supervisor's Report**

#### **Road Construction**

- Ralston Rd shoulders completed
- Tammin Wyalkatchem Rd reseal completed
- Goldfields Rd reseal completed

#### **Road Maintenance**

- Regrading Livesey North Rd – increased camber at intersection with GEH

#### **Spraying**

- Roadside verge Tammin Wyalkatchem Rd
- Town Drain and road verges

#### **Projects**

- Raise corners to Town Hall

#### **Other**

- Damaged pan repaired and cistern replaced to public toilets
- Upgrade and clearing of Railway reserve carpark
- Window replaced to Donnan Pavilion
- O.S.H. training for staff
- Road verge upgrade to south side continuing