

Minutes of the Shire of Tammin Ordinary Council meeting held at Council Chambers, 1 Donnan Street, Tammin, on Thursday, 15 February 2007.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Cr Leslie declared the meeting open at 8.16 am.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present

Cr B. Leslie	President (from 10.48 am)
Cr L. Caffell	Deputy President (Presiding Person)
Cr M. Greenwood	Member
Cr S. Jefferies	Member
Cr R. Stokes	Member

Mr M. Oliver	Chief Executive Officer
--------------	-------------------------

Visitors

Apologies

Cr B. Leslie	President
--------------	-----------

Leave of Absence

Cr M. Wheeldon	Member
----------------	--------

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Jefferies sought leave of absence for the March 2007 Ordinary Council meeting.

MIN 6/07 MOTION – Moved Cr Jefferies 2nd Cr Stokes

That leave of absence be granted to Cr Jefferies for the March 2007 Ordinary Council meeting.

CARRIED 4/0

6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Council Meeting Minutes – 21 December 2006

Minutes of the meeting were tabled.

STATUTORY IMPLICATIONS

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.

MIN 7/07 MOTION – Moved Cr Greenwood 2nd Cr Jefferies

That the minutes of the Ordinary Council meeting held on 20 April 2006 be confirmed as a true and correct record.

CARRIED 4/0

8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

8.1 Meeting Time Change

The time of this meeting was changed at the request of Cr Leslie to allow interested Councillors to attend B & L Carter's Clearing Sale.

8.2 **New Primary School Principal (ASS-508)**

An invitation has been extended for Ms Robyn Webster, Principal, Tammin Primary School, to join Councillors at the March Ordinary Council meeting for afternoon tea at 3.30 pm.

9. **PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

10. **REPORTS OF COMMITTEES/COUNCILLORS**

10.1 **Northam Saleyards (AGR-11)**

Cr Caffell reported on attending, with Cr Leslie, the meeting in Northam on 13 February 2007 indicating that the proposal was still very much alive, that there was support from Government to contribute providing the proposal was successfully compared with the Muchea proposal.

11. **AGENDA ITEMS**

Agenda Reference:	11.1
Subject:	Entry Statements
Location:	West Tammin
Applicant:	Shire of Tammin
File Ref:	ASS-337/8 393 427
Disclosure of Interest:	Nil
Date:	13 December 2006
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Councillor discussions – 21 September 2006 and Council's resolution on 21 December 2006 (Item 11.14) to allow the item to lay on the table until this meeting.

BACKGROUND

In September 2006 Councillors suggested the Main Roads WA blocks on the west side of Tammin would be the ideal location for an entry statement – proposing old machinery as the style.

Main Roads WA has responded indicating purchase would cause difficulties and complications however a lease would be relatively simple to arrange.

A similar proposal was made in May 2000 – although the outcome is not known.

COMMENT

Main Roads WA has sought a plan of the proposal.

FINANCIAL IMPLICATIONS

Unknown until more detail is determined.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council determine a direction for the entry statement / Main Roads WA blocks proposal.
Simple Majority Required

MIN 8/07 MOTION – Moved Cr Jefferies 2nd Cr Stokes

That the issue lay on the table until the April 2007 Ordinary Council meeting.

CARRIED 4/0

Agenda Reference:	11.2
Subject:	Staff Structure
Location:	Shire of Tammin
Applicant:	CEO
File Ref:	PERS-10 / PERS-14
Disclosure of Interest:	Nil
Date:	13 December 2006
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Item 12.1.8 – 16 November 2006 and Item 11.17 – 21 December 2006.

BACKGROUND

Council has established a Staff Structure in 2005.

The Structure (level of Staff) needs to be reviewed.

Council considered the issue briefly in November 2006 and at length in December 2006 – when it was resolved that the issue lay on the table until this meeting.

Together with the position of Plant Operator, the positions of Works Supervisor and Senior Finance Officer have been advertised.

COMMENT

Council resolved the Staff Structure in October 2005 and re-confirmed the structure in December 2005 as:

Administration and Management Staff:

- Chief Executive Officer
- Administration Officer
- Finance Officer
- Part-Time Community Development Officer (3 days per weeks)

Works & Services Staff:

- Works Supervisor x 1
- Grader/Truck Operator Team Leader x 1
- Truck/Loader Operator x 1
- Grader/Truck Operator x 1
- General Hand/Plant Operator x 1
- Parks & Gardens x 1

Other Staff:

- TALEC Managers
- Office Cleaner
- Town Amenities Cleaner

Subsequently, Council resolved on 8 March 2006 (53/06) that the position of Works Supervisor be deleted from the Shire of Tammin's Staff Structure. An additional part time Parks & Gardens staff member was appointed at about the same time.

Experience since that time has indicated that this structure needs to be reviewed.

FINANCIAL IMPLICATIONS

Significant, depending on Council's decision.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council review the Staff Structure for the Shire of Tammin.

Simple Majority Required

See after Item 12.26.

Agenda Reference:	11.3
Subject:	Financial & Proximity Interests
Location:	Shire of Tammin
Applicant:	Dept of Local Government
File Ref:	OSGOV-26
Disclosure of Interest:	Nil
Date:	23 December 2006
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

An allegation to the Department of Local Government and Regional Development was made against 3 Councillors that they had failed to declare their financial or proximity interests when an item was considered by Council.

The Department has investigated the allegation and found it to be unsubstantiated. However, the Department's assessment of the matter indicated that the elected members may require assistance when dealing with their obligations under the provisions of the Act and has offered training and support to both Councillors and the CEO.

COMMENT

This area of the Local Government Act is difficult – and the Department's offer of assistance should be accepted.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Department of Local Government and Regional Development's offer of training be accepted and that arrangements be made for this to occur prior to the commencement of an Ordinary Council meeting at the earliest possible time.

Simple Majority Required

MIN 9/07 MOTION – Moved Cr Greenwood 2nd Cr Jefferies

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.4
Subject:	Compliance Audit Return
Location:	Shire of Tammin
Applicant:	Department of Local Government & Regional Development
File Ref:	OSGOV-26
Disclosure of Interest:	Nil
Date:	5 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Each Local Government is to carry out a compliance audit (following the end of each calendar year) against the requirements included in the Compliance Audit Return.

The Compliance Audit Return is to be presented to Council for adoption. In cases of non-compliance, additional information explaining or qualifying the issues together with remedial action taken or proposed is to be included in the Agenda. Each Councillor is to be provided the opportunity to review the completed Return and make comment.

The adoption of the Return is to be recorded in minutes of the meeting.

The Return must be submitted to the Director General of the Department of Local Government and Regional Development by 31st March 2007.

COMMENT

The Compliance Audit Return has been completed – with the following issues noted:

Section	No	Question	Response/Comment
Finance	2	Was the annual report accepted by absolute majority by the local government by 31 December 2006.	No – 2004/05 annual report adopted by Council on 8 February 2006 with Audit Report and Management Report.
	21	Did the local government prepare other financial reports as prescribed.	Not for 2005-06 – but yes for 2006/07

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Section 7.13(1)(i) of the Local Government Act provides that Regulations may make provision —

- (i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are —

- (i) of a financial nature or not; or
- (ii) under this Act or another written law.

Clause 14 of the Local Government (Audit) Regulations provides that:

- (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.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Compliance Audit Return be adopted and submitted to the Department of Local Government and Regional Development.

Simple Majority Required

MIN 10/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0

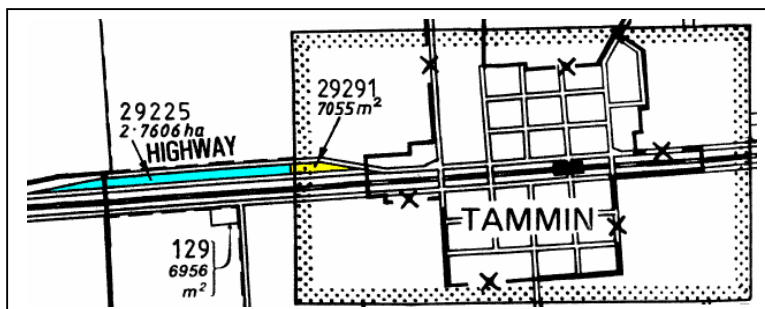
Agenda Reference:	11.5
Subject:	Old Station Buildings
Location:	Lot 29291 Great Eastern Hwy
Applicant:	Shire of Tammin
File Ref:	ASS-1501 & ASS-3000
Disclosure of Interest:	Nil
Date:	4 January 2007
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

28 July 1998; 18 September 1998 & March 1999.

BACKGROUND

Council resolved on 28 July 1998 to purchase the whole of Avon Location 29225 (ex-Westrail goods shed) from DOLA and indicated an intention to offer for sale the portion of Avon Location 29225 immediately east of the crane lifting pad, which includes the Westrail goods shed to F & G



Batchelor for a sum of \$1,750 plus \$1,000 for the goods shed building plus statutory transfer fees.

Council resolved on 18 September 1998 to accept the offer from F & G Batchelor of \$2,750 for the land and shed to be paid equally over a 3 year period inclusive of 6% interest (\$971.66 per year).

There is no documented Offer and Acceptance.

Progress regarding the acquisition was reported in March 1999.

The acquisition of the land (Lot 29291) by the Shire of Tammin was completed in February 2001.

The balance of the land (Lot 29225) is a Reserve (Reserve 45831) under a management order with the primary interest holder being the Shire of Tammin (24 August 1999).

COMMENT

The matter of the sale was followed up with F & G Batchelor in July 2006 and again on 4 January 2007.

In conversation with Mr Batchelor it would seem that there has been significant difficulties and delays in the transaction – not the least of which was the issue of the Title for the property. This has created great frustration on their part. At the time of the Agreement being reached, the derelict building was un-serviced without windows and was being used as a *drug emporium*. Mr Batchelor has indicated he has, with secured the building, fenced the site and with the assistance of a headworks grant, connected services – at a cost of some \$15,000.

The land is zoned rural. The building has been used by F & G Batchelor for rare and endangered plants – although no record has been found regarding an agreement or the payment of rent, rates etc. The Shire of Tammin does not have keys to the premises.

On 10 January 2007 an *Offer and Acceptance* form was completed for the sale of the property for the sum of \$2,750 as originally agreed – although the previous Council resolution makes reference to *statutory fees*. It is unknown what these fees might have been – and it is considered too long ago to try and establish what it cost to obtain Title to the property. Obviously, each party will be responsible for their own settlement fees.

Legislation requires due process to be undertaken for the sale of land and property. In relation to the sale of land by *private treaty* the Act requires the property to be valued and submissions on the proposed sale be invited by advertisement. It is unknown whether this process has been completed – again no record can be found. It is estimated that this process will cost around \$600.

FINANCIAL IMPLICATIONS

Unbudgeted income from the land sale. Unbudgeted expense on sale process.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Section 3.58 of the Local Government Act provides:

- (1) In this section —
 - “dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not;
 - “property” includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —

- (i) describing the property concerned;
- (ii) giving details of the proposed disposition; and
- (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned;
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of land under section 29 or 29B of the Public Works Act 1902;
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59;
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That:

- the formal Offer by F & G Batchelor be received;
- a valuation of the property (in it's derelict state without services and fencing) be obtained; and
- submissions be invited on the proposed sale by advertisement.

Simple Majority Required

MIN 11/07 MOTION – Moved Cr Stokes 2nd Cr Jefferies

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.6
Subject:	Plan For The Future
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	FIN-04
Disclosure of Interest:	Nil
Date:	2 January 2007
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Late Agenda Item 1 – 2 February 2005 (14/05).

BACKGROUND

Council adopted a Principal Activities Plan in February 2005.

Legislation (Local Government Act) was amended in 2005 to replace the requirement of an annual 4 year principal activities plan with a bi-annual plan for the future.

The Legislation requires the Plan For The Future to be in place in the 2006/07 financial year and to be reviewed and re-submitted to the Council at least bi-annually.

COMMENT

The Legislation is silent on the form of the Plan. As such, it is proposed to continue the format of the Principal Activities Plan, noting the work and directions already set.

The last Principal Activities Plan has been reformatted and adjusted to this direction.

The draft is silent on the maintenance of existing buildings – some of which (e.g. Town Hall) is extensive.

The draft is also silent on the completion of Kadjiny Kep.

FINANCIAL IMPLICATIONS

As set in the Plan.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Section 5.56 of the Local Government Act provides that:

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Regulation 19C of the Local Government (Administration) Regulations provides that:

- (1) In this regulation and regulation 19D —
“plan for the future” means a plan made under section 5.56.
- (2) A local government is to make a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).
- (3) A plan for the future of a district is to set out the broad objectives of the local government for the period specified in the plan.
- (4) A local government is to review its current plan for the future of its district every 2 years and may modify the plan, including extending the period the plan is made in respect of.
- (5) A council is to consider a plan, or modifications, submitted to it and is to determine* whether or not to adopt the plan, or the modifications, as is relevant.
*Absolute majority required.
- (6) If a plan, or modified plan, is adopted by the council then the plan or modified plan is to apply to the district for the period of time specified in the plan.
- (7) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a plan for the future of the district, and when preparing any modifications of a plan.
- (8) A plan for the future of a district is to contain a description of the involvement by the electors and ratepayers in the development of the plan, and any modifications of the plan.
- (9) A local government is to ensure that a plan for the future made in accordance with this regulation applies in respect of each financial year after the financial year ending 30 June 2006.

Regulation 19D of the Local Government (Administration) Regulations provides that:

- (1) After a plan for the future, or modifications to a plan, are adopted under regulation 19C the local government is to give local public notice in accordance with subsection (2).
- (2) The local public notice is to contain —
 - (a) notification that —
 - (i) a plan for the future of the district has been adopted by the council and is to apply to the district for the period specified in the plan; and
 - (ii) details of where and when the plan may be inspected;or
 - (b) where a plan for the future of the district has been modified —

- (i) notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for a the period specified in the plan; and
- (ii) details of where and when the modified plan may be inspected.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That:

- 1. a *draft* Plan For The Future be prepared in a similar format to the last Principal Activities Plan; and
- 2. Council provide direction in relation to the significant activities to be included in *draft* Plan For The Future.

Simple Majority Required

MIN 12/07 MOTION – Moved Cr Stokes 2nd Cr Jefferies

That:

- 1. a *draft* Plan For The Future be prepared in a similar format to the last Principal Activities Plan; and
- 2. the significant activities reported on be restricted to roadworks and plant replacement.

CARRIED 4/0

Agenda Reference:	11.7
Subject:	Audit Committee
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	FIN-02
Disclosure of Interest:	Nil
Date:	2 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

The Audit Committee last met on 21 June 2006.

With the receipt of the Audit Report for the 2005/06 financial year, it is appropriate that the Committee be convened.

COMMENT

The role of the Audit Committee is to provide an independent oversight of the financial systems of a local government on behalf of Council. The Council (unless delegated to the Audit Committee) is required to meet a minimum of once per year with the Auditor (which may be by video or telephone). The Committee is required to examine audit reports / management letters and advice received from the Auditor and to ensure appropriate action and response is provided.

Members of the Audit Committee are Crs Leslie, Stokes and Greenwood together with public members Donald Thomson and Mr Ivan Rogers. The quorum of the Committee is 3. The Auditor, Mr Paul Chabrel, Butler Settineri, can be invited to join the meeting via teleconference.

Note that the Committee does not have the power to Act (and as such is not open to the public).

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Regulation 16 of the Local Government (Audit) Regulations 1996 provides that an audit committee —

- (a) is to provide guidance and assistance to the local government —
 - (i) as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and
 - (ii) as to the development of a process to be used to select and appoint a person to be an auditor;
- and
- (b) may provide guidance and assistance to the local government as to —
 - (i) matters to be audited;
 - (ii) the scope of audits;
 - (iii) its functions under Part 6 of the Act; and
 - (iv) the carrying out of its functions relating to other audits and other matters related to financial management.

Section 7.12A of the Local Government Act 1995 provides:

- (1) A local government is to do everything in its power to —
 - (a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and
 - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.
- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —
 - (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and
 - (b) ensure that appropriate action is taken in respect of those matters.
- (4) A local government is to —
 - (a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and
 - (b) forward a copy of that report to the Minister, by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Audit Committee be convened at a time suitable to the Auditor.

Simple Majority Required

MIN 13/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.8
Subject:	Ordinary Council Meeting Dates
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ADM-41
Disclosure of Interest:	Nil
Date:	2 January 2007
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Item 11.2 – 8 March 2006 (Res 33/06).

BACKGROUND

Council is required under legislation, to advertise its Ordinary meeting dates, time and place, once a year.

COMMENT

Meeting dates for 2006 were set by Council (Min 208/05 – October 2005) as the second Wednesday of the month with Councillors briefing session commencing at 1:00pm, meeting commencement time at 2:00pm and public question time commencing at 2.15pm and limited to 15 minutes.

In March 2006 Council (Res 33/06) changed the date for Ordinary Council meetings to the third Thursday of the month commencing at 2pm (public question time 2.15pm) with Councillor briefing sessions commencing at 1pm.

From Staff's perspective, the third Thursday of the month as worked well.

Council may also wish to consider holding a Council meeting at Yorkrakine.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

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

- (1) Without limiting the generality of section 9.59, regulations may make provision in relation to —
 - (g) the giving of public notice of the date and agenda for council or committee meetings;

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

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

Section 5.24 of the Local Government Act provides that:

- (1) Time is to be allocated for questions to be raised by members of the public and responded to at —
 - (a) every ordinary meeting of a council; and
 - (b) such other meetings of councils or committees as may be prescribed.
- (2) Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

Regulation 5 of the Local Government (Administration) Regulations provides for the purposes of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are —

- (a) every special meeting of a council;
- (b) every meeting of a committee to which the local government has delegated a power or duty.

Regulation 6 of the Local Government (Administration) Regulations provides:

- (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is 15 minutes.
- (2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in subregulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the date for Ordinary Council meetings continue as the third Thursday of the month with the meeting commencing at 2pm (public question time 2.15pm) with Councillor briefing sessions preceding the meeting commencing at 1pm. Further, that these dates be advertised in accordance with Regulation 12 of the Local Government (Administration) Regulations.

Simple Majority Required

MIN 14/07 MOTION – Moved Cr Greenwood 2nd Cr Jefferies

That the Staff Recommendation be adopted.

CARRIED 4/0

That Council determine the location of Council meetings.

Simple Majority Required

MIN 15/07 MOTION – Moved Cr Greenwood 2nd Cr Jefferies

That the September 2007 Ordinary Council meeting be held at Yorkrakine.

CARRIED 4/0

Agenda Reference:	11.9
Subject:	M.G. Oliver Employment Contract Review
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	PERSONAL
Disclosure of Interest:	M.G. Oliver – as incumbent
Date:	13 January 2007
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Item 11.5 – 21 December 2006 (RES 328) refers.

BACKGROUND

The Shire of Tammin employs M.G. Oliver in the position of Chief Executive Officer under a 3 year contract.

The contract commenced on 13 January 2006.

The contract provides that a performance review (Clause 8) is to be carried out annually (or more frequently if the Council or the CEO perceives there is a need to do so).

The contract provides that the remuneration package shall be reviewed annually by Council (clause 12.2.1).

COMMENT

A copy of the Contract, which includes the Duties & Functions (Clause 6), Performance Criteria (Clause 7) and details of the Performance Review (Clause 8) has been provided to Councillors.

Arising from the Joondalup saga, the Minister for Local Government instructed the Salaries & Allowances Tribunal to report on the salaries of chief executive officers of local government. Legislation only requires local governments to give consideration to the Report before entering into or renewing a contract of employment. As such, Council is not obliged to give consideration to the Report when reviewing a remuneration package mid-term in a contract – however it does provide a useful *yardstick*.

A copy of the Salaries & Allowances Tribunal's inaugural Report, dated 27 June 2006, has been provided to Councillors.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Section 5.38 of the Local Government provides that the performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council:

- undertake the Performance Review as required by Clause 8; and
- review the remuneration package as at 13 January 2007 as required by Clause 12.2.1.

Simple Majority Required

See after Item 12.2.6

Agenda Reference:	11.10
Subject:	Kadjininy Kep Music
Location:	Kadjininy Kep
Applicant:	Terry O'Dea
File Ref:	ASS-1063
Disclosure of Interest:	Nil
Date:	4 January 2006
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Item 11.14 – 21 September 2006 refers.

BACKGROUND

Mr O'Dea provided music for the free 2006 New Years Eve entertainment at Kadjininy Kep.

Mr O'Dea has suggested that the entertainment be offered each month at Kadjininy Kep on the same *free* basis.

COMMENT

The activity would provide good entertainment for Tammin – but has the potential to get out of hand if inadequate control is exercised.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Mr O'Dea be congratulated for his suggestion and enthusiasm and be invited to trial his idea in the February-April 2007 period (before the evenings cool down too much) on the proviso that other volunteers become involved to exercise adequate supervision.

Simple Majority Required

MIN 16/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.11
Subject:	Heritage Precinct
Location:	Lot 5 Shields Street
Applicant:	Shire of Tammin
File Ref:	ASS-466
Disclosure of Interest:	Nil
Date:	4 January 2007
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Item 11.1.1 – 15 June 2005 refers.

BACKGROUND

In June 2005, following a proposal from Mr Ron York for the relocation of the old red fire brigade shed and the siren tower from the beginnings of a museum in Tammin, Council resolved to agree to relocate the fire brigade shed and siren tower to Lot 5 Shields Street providing Council obtain ownership of the property.

Lot 5 Shields Street has significant rates outstanding and an approach was made to the owner to transfer the title to settle the debt. Whilst approval was given for the relocation of the fire shed onto the site pending negotiations within the owner's family, the transfer of the title did not proceed. The property is now listed for sale by the Shire of Tammin for non-payment of rates for 3 years.

With the assistance of Mr York and Mr Puglia, efforts were made by Staff to relocate the old red fire shed however the move was unsuccessful and the shed was destroyed.

The siren tower is currently being stored at Donnan Park.

COMMENT

The property is zoned residential and would require rezoning to be used as a museum.

There is some merit in providing a museum site in Tammin and it is understood that there is significant memorabilia in the community waiting a home. However, there is also significant costs involved and without a suitable building the project should be approached with caution.

FINANCIAL IMPLICATIONS

Significant but unquantified.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Limited.

STAFF RECOMMENDATION

That Council provides direction in relation to the creation of a museum site, the future of the siren tower and whether there is still interest in Lot 5 Shields Street (in relation to the land sale auction).

Simple Majority Required

MIN 17/07 MOTION – Moved Cr Jefferies 2nd Cr Stokes

That the propsoal of the Museum and it's site lay on the table.

CARRIED 4/0

Agenda Reference:	11.12
Subject:	22 Walston Street
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ASS-385
Disclosure of Interest:	Nil
Date:	4 January 2006
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Item 11.21 – 8 March 2006 refers.

BACKGROUND

At the 1 March 2006 General Electors meeting, Mr T O'Dea queried what Council was doing regarding the accumulation of material at 22 Walston Street.

On 8 March 2006 Council resolved that the Manager, Development Services be requested to provide a report on the condition of 22 Walston Street.

Council resolved (75/06) on 20 April 2006 that the issue lay on the table pending the appointment of an Environmental Health Officer. Mr Phil Steven, Shire of Northam, was appointed Environmental Health Officer in August 2006 – but other than an initial visit has not seen the need to attend the Shire of Tammin.

COMMENT

An underlying principal of law enforcement is that the law is applied equally without fear or favour.

In light of this, and in relation to other properties in the townsite, it is suggested that Council review it's direction.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council provide direction.

Simple Majority Required

MIN 18/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That no further action regarding the accumulation of material at 22 Walston Street be taken at this time.

CARRIED 4/0

Agenda Reference:	11.13
Subject:	Under-Road Pipes
Location:	Lowles Road & Doongin Peak Roads
Applicant:	Anameka Farms
File Ref:	ENG-00
Disclosure of Interest:	Nil
Date:	10 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Seeking Shire of Tammin's consent to trench local roads to lay water pipe.

COMMENT

As it was unknown what Council's position is on this issue, the CEO requested Mr York to make a formal application.

Both roads are unsealed.

Issues that come to mind include:

- Public liability whilst the works are being carried out.
- Public liability in the future.
- Marking the location of the pipe to enable all Reserve users to be aware of it (will not be part of dial-before-you-dig).
- Liability against other Reserve users whilst their works are being carried out.
- Depth of pipe (including table drains) to ensure future maintenance does not disturb.
- Agreement regarding cost of damage or relocation if future Shire requirements change.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

May become a *defacto* policy.

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Anameka Farms be advised that approval will be granted for farm reticulation water pipes to be installed across the road reserve subject to their agreeance to the following conditions:

- Installation of the pipes is to be at their cost;
- They can carry out the installation work provided adequate warning signs for road uses are erected during the installation. Further, that they accept liability for any damage incurred – including other existing services in the road reserve. To establish the location of these existing services, the *Dial Before You Dig* facility should be used.
- If the road is required to be closed during these works then the necessary advertising is to be carried out at their cost.
- The depth of pipe is to be a minimum of 600mm below the surface (including table drains).
- Reinstatement of the road surface, including compaction is to be to the satisfaction of the Shire of Tammin.

- The pipes location is to be marked with a sign (similar in size to the rural address numbers) on both sides of the road just outside the table drain (to be clearly visible but not interfere with road maintenance activities).

Further, that Anameka Farms be advised that the preference is to use an existing culvert rather than cut across the road – however it is acknowledged that this is not always possible.

Simple Majority Required

MIN 19/07 MOTION – Moved Cr Stokes 2nd Cr Greenwood

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.14
Subject:	Give-Way Sign
Location:	Shields Street / Redmond Street
Applicant:	N Netherway
File Ref:	ENG-21
Disclosure of Interest:	Nil
Date:	12 September 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Expressing concern that traffic travelling along Shields Street fail to recognise the Give-Way sign at the Redmond Street intersection.

COMMENT

Tammin townsite has a number of Give-Way signs – several of which do not seem to recognise a through road situation. For example, Shields Street is the through road at the intersection with Strang Street but not with the intersection of Redmond Street and Booth Street. In comparison, Ridley Street is the through road at both Redmond Street and Strang Street intersections.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Main Roads WA be requested to relocate the Give-Way signs from Strang Street to Shields Street (to make Strang Street the through route).

Simple Majority Required

MIN 20/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0



Agenda Reference:	11.15
Subject:	Donations
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ADM-00
Disclosure of Interest:	Nil
Date:	21 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Council resolved that provision be included in the draft 2006/07 Budget for donations to:

- Royal Flying Doctor Service (item 11.5 – 8 March 2006) \$200
- Lord Mayors Disaster Relief Appeal (item 11.24 – 20 April 2006) \$500

Council subsequently adopted the draft 2006/07 Budget with these provisions included.

COMMENT

Whilst a request has not been received for these donations, it is considered expedient that the donations be made.

FINANCIAL IMPLICATIONS

Provision included in 2006/07 Budget – Account E041040.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That donations be made to:

- Royal Flying Doctor Service – \$200
- Lord Mayors Disaster Relief Appeal – \$500

Simple Majority Required

MIN 21/07 MOTION – Moved Cr Stokes 2nd Cr Greenwood

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.16
Subject:	Tammin Roadhouse Rates
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ASS-1191
Disclosure of Interest:	Nil
Date:	23 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

The Valuer General has supplied a valuation for the Tammin Roadhouse development, effective from 1 July 2006.

Previously, the Tammin Roadhouse was rated as vacant land.

COMMENT

The Act provides the ability to adjust the rate book for the previous 5 years.

It is unknown why a correct valuation has not previously been supplied. As such, it is not considered appropriate to *back rate*.

FINANCIAL IMPLICATIONS

Significant – but all over Budget.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

6.39 of the Local Government Act provides that:

- (1) As soon as practicable after a local government has resolved to impose rates in a financial year it is to ensure that a record is compiled, at the time and in the form and manner prescribed, for that financial year of —
 - (a) all rateable land in its district; and
 - (b) all land in its district on which a service charge is imposed.
- (2) A local government —
 - (a) is required, from time to time, to amend a rate record for the current financial year to ensure that the information contained in the record is current and correct and that the record is in accordance with this Act; and
 - (b) may amend the rate record for the 5 years preceding the current financial year.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the provisions of section 6.39 of the Local Government Act not be utilised to amend the rate book for the Tammin Roadhouse for the previous 5 years.

Simple Majority Required

MIN 22/07 MOTION – Moved Cr Jefferies 2nd Cr Greenwood

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.17
Subject:	Australia Day 2007
Location:	Memorial Park
Applicant:	Shire of Tammin
File Ref:	ORG-00
Disclosure of Interest:	Nil
Date:	27 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Australia Day was celebrated in Tammin on Friday, 26 January 2007. It is appropriate that Council review the day for improvements for 2008.

COMMENT

The program of events was:

10.30 am	Start	Australian music Kids to get tattooed
11.00 am	Flag Raising Ceremony (Abbey Stokes) Presidential Welcome (Cr Leslie) Sing National Anthem Speeches - Australia Day Theme address (Holly Dixon and Georgie Crane)	
11.15 am	Kids games	Coloured water races Flag races
12.15 am	Lunch	
1.15 pm	Water fights	Sprinkler Water slide Water balloons Water pistols
	Other games	

Drinks (alcohol) was sold by P& C. Food, champagne and orange juice were free.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council offer critical comment on the 2007 Australia Day celebration to improve the 2008 event.

Simple Majority Required

MIN 23/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the CEO and Staff be congratulated on the event and that the event be repeated in 2008.

CARRIED 4/0

Agenda Reference:	11.18
Subject:	Tammin Youth Centre
Location:	Tammin Hall
Applicant:	T O'Dea
File Ref:	ADM-47
Disclosure of Interest:	Nil
Date:	27 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Seeking the installation of outside play facilities such as swings, miniature merry-go-round, monkey bars etc for the younger children (aged 4-8) for use as part of the youth centre operation.

COMMENT

A swing and other play equipment is planned for installation on the east side of the path from Memorial Park into Kadjininy Kep.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Mr O'Dea be advised of the planned additional play equipment.

Simple Majority Required

MIN 24/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.19
Subject:	Banners in the Terrace
Location:	Shire of Tammin
Applicant:	WALGA
File Ref:	OLGOV-12
Disclosure of Interest:	Nil
Date:	30 January 2006
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Correspondence inviting participation in the *Banners In The Terrace* as part of Local Government Week 2007 (4 August – 6 August).

COMMENT

The *Banners in the Terrace* competition is one of the State's largest single community arts projects. It is widely acknowledged that the Local Government Week banners are the most colourful and vibrant banners flown in the Terrace each year.

The Banners will be on display in St George's Terrace from 29 July through to 12 August and the winners will be announced at the 2007 Local Government Week Convention on Sunday, 5 August 2007.

Banners are required to be in Perth by 6 July 2007.

Banners must be produced on PVC with the blanks cost ranging from \$81-\$139 plus GST and freight.

Categories for the competition are:

- Junior primary school (pre-primary – Year 4)
- Upper primary school (Years 5 – 7)
- Secondary school (Years 8 - 12)
- Community groups
- Creative artist/professional

FINANCIAL IMPLICATIONS

No provision was made in the 2006-2007 Budget. Total costs (including paints) are likely to be in the region of \$300.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council agree to sponsor a banner for 2007 and that the Banners in the Terrace information be advertised and a closing date for expressions of interest be Wednesday, 11 April 2006 to allow inclusion in the April Ordinary Council meeting Agenda.

Absolute Majority Required

MIN 25/07 MOTION – Moved Cr Greenwood 2nd Cr Jefferies

That the Staff Recommendation be adopted.

CARRIED BY AN ABSOLUTE MAJORITY 4/0

Agenda Reference:	11.20
Subject:	Purchasing Policy
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	OLGOV-01
Disclosure of Interest:	Nil
Date:	31 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

Pending changes to the *Local Government (Functions & General) Regulations 1996* which will lift the tender threshold to \$100,000 will also require local governments to prepare and adopt a purchasing policy.

It is envisaged these changes will take effect on 30 March 2007.

WALGA has provided a model purchasing policy. The model has been used to draft a purchasing policy for the Shire of Tammin.

COMMENT

The substantial change to the model is the change in thresholds shown below.

Model Amount of Purchase	Proposed Amount of Purchase	Model/Proposed Policy
Up to \$1,000	Up to \$5,000	Direct purchase from suppliers requiring only two verbal quotations.
\$1,001 - \$19,999	\$5,001 - \$20,000	Obtain at least three verbal or written quotations.
\$20,000 - \$39,999	\$20,001 - \$50,000	Obtain at least three written quotations
\$40,000 - \$99,999	\$50,001 - \$99,999	Obtain at least three written quotations containing price and specification of goods and services (with procurement decision based on all value for money considerations).
\$100,000 and above	\$100,000 and above	Conduct a public tender process.

The other substantial change to the model is the deletion of the following two criteria relating to the sustainable procurement clause (1.5):

- For motor vehicles – select vehicles featuring the highest fuel efficiency available, based on vehicle type and within the designated price range;
- For new buildings and refurbishments – where available use renewable energy and technologies.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

New Policy.

STATUTORY IMPLICATIONS

Regulation 11A of the *Local Government (Functions & General) Regulations* provides:

- (1) A local government is to prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less or worth \$100,000 or less.
- (2) A purchasing policy is to make provision for and in respect of the policy to be followed by the local government for, and in respect of, entering into contracts referred to in subregulation (1).
- (3) A purchasing policy must make provision in respect of —
 - (a) the form of quotations acceptable; and
 - (b) the recording and retention of written information, or documents, in respect of —
 - (i) all quotations received; and
 - (ii) all purchases made.
- (4) Different requirements may be imposed under a purchasing policy in respect of different classes, or types, of any of the following
 - (a) goods and services;
 - (b) suppliers;
 - (c) contracts;
 - (d) any other thing that the local government considers appropriate.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the *draft* Purchasing Policy for the Shire of Tammin be adopted.

Simple Majority Required

MIN 26/07 MOTION – Moved Cr Stokes 2nd Cr Jefferies

That the draft Purchasing Policy for the Shire of Tammin, with the change of “tender” to “quote” where applicable, be adopted.

CARRIED 4/0

Agenda Reference:	11.21
Subject:	Insurance Cover
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ADM-36
Disclosure of Interest:	Nil
Date:	31 January 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

The Shire of Tammin’s insurance cover is negotiated in February – April each year for the following financial year.

COMMENT

Available insurance cover includes:

- Airport Owners and Operators Liability – not held.
- Bushfire Personal Injury – covers bushfire fighters.
- Carriers Liability – not held.
- Casual Hirers Liability – provides cover for hirers (other than incorporated bodies, sporting clubs or associations of any kind) of Shire facilities.
- Contract Works / Construction Risks – not held.
- Councillors and Officers Liability / Employee Income Protection (not held) / Employment Practices Liability extension – provides cover against personal liability.
- Environmental Impairment Liability (Local Government Pollution Legal Liability Insurance)
- Fidelity Guarantee Issuance – provides cover against theft and fraud.
- Journey Injury – provides cover (to non-union member workers) for travel to and from work.
- Local Government Business Practices Protection – not held .
- Marine Hull / Pleasurecraft – provides cover for boats – not held.
- Motor Vehicle and Plant Insurance – provides cover for vehicles and plant.
- Personal Accident and Travel – provides accident and travel cover for Councillors.
- Salary Continuance – provides cover should the nominated employee (CEO) take extended sick leave allowing the employment of a replacement Officer.
- Transit Insurance – provides cover for freight in transit.
- Municipal Property Scheme – Property Insurance – provides cover for buildings etc.
- Municipal Liability Scheme – provides public liability cover.
- Municipal WorkCare Scheme – provides workers compensation cover.

Bushfire Personal Injury insurance is no longer required as fighters will be covered by FESA’s Fire & Rescue Service.

Casual Hirers Liability insurance – with \$10m cover for hirers for other than incorporated bodies and sporting clubs together with a \$500 excess, the premium cost of \$1,980 (2005/06) is difficult to justify against the total income (including sporting clubs).

Councillors and Officers Liability and Employment Practices Liability insurance provides \$1m cover (with options up to \$5m+).

Fidelity insurance provides \$50,000 cover.

Personal accident / travel insurance provides \$100,000 cover to Councillors, employees volunteer workers and accompanying spouses together with \$1,100 per week.

Salary Continuance insurance provides \$1,540/week for 26 weeks (options of 52 – 104 weeks) with a 14 day excess (option of 7 days).

Transit insurance provides \$50,000 cover.

Municipal Liability insurance provides \$100m cover.

FINANCIAL IMPLICATIONS

Savings are available.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the various insurance policies be renewed in line with previous cover except for Bushfire Personal Injury and Casual Hirers Liability.

Simple Majority Required

MIN 27/07 MOTION – Moved Cr Greenwood 2nd Cr Jefferies

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.22
Subject:	Development Timeframe Extension
Location:	Lot 62 Dreyer Street
Applicant:	Russell Tully
File Ref:	ASS-1161
Disclosure of Interest:	Nil
Date:	3 February 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

On 13 May 2005 Mr Tully sought permission to reside in temporary accommodation whilst he builds his house and advising that house plans would be submitted within 2 months.

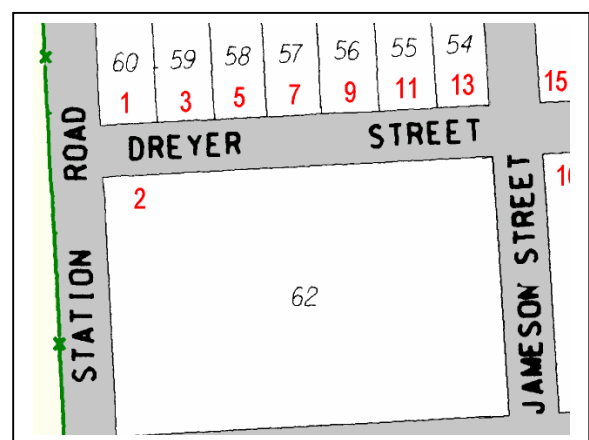
On 14 June 2005 Mr Mitchell wrote back confirming recent discussions regarding the use of the sea container and caravan/bus as temporary accommodation whilst a dwelling is constructed and noted that pursuant to Section 144 of the Health Act 1911 – 1979, a local government may approve of a building not originally approved as a dwelling with conditional consent.

Mr Mitchell advised that the Shire of Tammin is prepared to approve of the use of the sea container and caravan/bus as temporary accommodation for a period of twelve months whilst a dwelling is constructed. The temporary approval may be extended by a further twelve months if conditions warrant. The conditions of temporary approval are: -

1. Provision of a shower, WC, kitchen and hand basin properly constructed and connected to an approved waste disposal system.
2. The sea container and caravan/bus are to be connected by an electrician to Western Power and water is to be supplied to all facilities.
3. Plans of the proposed dwelling are to be received at the Shire Offices before the 30 July 2005.
4. Construction of the dwelling is to commence within 4 months of approval of the plans.
5. The use of the temporary accommodation is limited to two persons only living at the address, Lot 62 Dreyer Street, Tammin

The temporary consent expires on 30 June 2006.

Responding to correspondence dated 18 May 2005, a proposal was submitted to Council on 15 June 2005 for the purchase of lots 28 and 29 Dreyer Street by Mr Tully for the purpose of development. Mr Tully addressed Council on his intentions. Council resolved to support in principal the sale of the two blocks for \$500 each subject to at least one block having a dwelling built on it within 12 months and a second within 24 months. On 14 September 2005 Mr Peczka wrote to Mr Tully advising that Council's decision was now cancelled.



On 15 July 2005 Mr Mitchell advised Mr Tully regarding the location of septic tanks and leach drain system on lot 62 Dreyer Street and requested that the location is reflected in the building plans to be received prior to the 30 July 2005. Further, Mr Tully was advised regarding the placement of a workshop, noting that it is necessary for Council to approve of the use of the workshop on the site as there are Town Planning Scheme implications. Council will need to receive a submission detailing the extent of business, position within the property and the size and materials of the shed to be constructed. Unless Council approval is sought the use may be contrary to the Scheme. Finally, Mr Tully was advised that the finished height of the floor of the residence shall be 200mm above the crown of road in addition to structural engineers plans, proper drawings, energy efficiency ratings certificate and other requirements of the Building Regulations 1989.

On 1 February 2007 Mr Tully has advised that due to the theft on the entire contents of his assets from lot 62 Dreyer Street (approximate value of \$30,000), he is only ready to comply with showers, kitchen and hand basin etc. Further, he has approached contractors regarding (septic) works. Mr Tully has submitted an effluent disposal system application for a system partially installed at some time in the past (with an undated note from Mr Mitchell to Mr Keith Johnson as *constructed please*).

COMMENT

Mr Tully is a fly-in fly-out mine worker at Argyle. Consequently, he is not always at the property.

Mr Tully has been verbally advised by the CEO that the lack of progress on the site has been noted by Council and that an update/further request was required. Further, that the effluent system being used required completion, approval and covering.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That Council direction on this issue be provided.

Simple Majority Required

MIN 28/07 MOTION – Moved Cr Jefferies 2nd Cr Stokes

That Mr Tully be advised that a detailed proposal for the development of the property, with a timeframe, is required to allow consideration of this issue. Further, that any agreed timeframes will be enforced, noting his failure to comply with the previous approval.

CARRIED 4/0

Agenda Reference:	11.23
Subject:	Annual Electors Meeting Minutes
Location:	Tammin
Applicant:	Shire of Tammin
File Ref:	FIN-01
Disclosure of Interest:	Nil
Date:	3 February 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

The Shire of Tammin General Meeting of Electors is to be held on 13 February 2007.

Legislation requires Council to consider the minutes of the Electors meeting at the next practicable Ordinary Meeting.

Legislation also requires Council to record reasons for its decisions arising from decisions made at the Electors meeting.

COMMENT

It is envisaged that minutes of the meeting will be available for Council's consideration.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Section 5.32 of the Local Government Act provides that the CEO is to —

- (a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and
- (b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.

Section 5.33 of the Local Government Act provides that:

- (1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —
 - (a) at the first ordinary council meeting after that meeting; or
 - (b) at a special meeting called for that purpose,whichever happens first.
- (2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

STRATEGIC PLAN IMPLICATIONS

Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS

Nil

STAFF RECOMMENDATION

That the minutes of the Shire of Tammin General Meeting of Electors held on 13 February 2007, be received.

Simple Majority Required

MIN 29/07 MOTION – Moved Cr Stokes 2nd Cr Jefferies

That the minutes of the Shire of Tammin General Meeting of Electors held on 13 February 2007, be received and that the provision of the "Quairading" directional sign be installed as a matter of priority.

CARRIED 4/0

Agenda Reference:	11.24
Subject:	Disability Access & Inclusion Plan
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	OSGOV-03
Disclosure of Interest:	Nil
Date:	6 February 2007
Author:	Mick Oliver, Chief Executive Officer

BACKGROUND

A new style Plan, to replace the old Disability Services Plan (adopted by Council in 1995 and re-lodged with the Commission on 11 June 2006) is required to be lodged with the Disability Services Commission by 31 July 2007.

COMMENT

A draft has been prepared and forwarded to the Commission for initial comment. The Commission has given the draft positive comment for it to proceed.

The draft has been provided to Councillors.

Once accepted, the Plan is required to be advertised State wide and placed on the Shire of Tammin's WEB page. Provision has been made in the draft for public comment.

FINANCIAL IMPLICATIONS

Minor – to be considered with the draft 2007/08 Budget.

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Section 28 of the Disability Services Act provides that:

- (1) Each public authority must have a disability access and inclusion plan to ensure that in so far as its functions involve dealings with the general public, the performance of those functions furthers the principles in Schedule 1 and meets the objectives in Schedule 2.
- (2) A disability access and inclusion plan must meet any prescribed standards.
- (3) A public authority must lodge its disability access and inclusion plan with the Commission —
 - (a) if the authority was established before the commencement of the Disability Services Amendment Act 2004, without delay;
 - (b) if the authority is established after the commencement of the Disability Services Amendment Act 2004, within 12 months after the day on which it is established.
- (4) A public authority may amend its disability access and inclusion plan at any time.
- (5) A public authority may review its disability access and inclusion plan at any time.
- (6) After reviewing its disability access and inclusion plan, a public authority must lodge a report of the review with the Commission in accordance with subsection (7).
- (7) Not more than 5 years is to elapse —
 - (a) between the day on which a public authority first lodges its disability access and inclusion plan with the Commission and the day it lodges a report of a review of the plan with the Commission; or
 - (b) between the lodgement of the report of one review of a plan and the lodgement of the report of another review of the plan.
- (8) After reviewing its disability access and inclusion plan, a public authority may amend the plan or prepare a new plan.
- (9) If at any time a public authority amends its disability access and inclusion plan or prepares a new plan, whether after a review or not, it must lodge the amended or new plan with the Commission as soon as practicable after doing so.
- (10) A public authority must undertake public consultation in accordance with the procedure specified in the regulations when preparing, reviewing or amending a disability access and inclusion plan.

Section 29 provides that:

- (1) A public authority that has a disability access and inclusion plan must, if required to report under section 66 of the Financial Administration and Audit Act 1985, include in such report, a report about the implementation of the plan.
- (2) A local government or regional local government that has a disability access and inclusion plan must include in its annual report prepared under section 5.53 of the Local Government Act 1995 a report about the implementation of the plan.
- (3) A public authority that —
 - (a) has prepared or amended a disability access and inclusion plan in a year ending 30 June; and
 - (b) is not required to report under subsection (1) or (2),must make a report about the implementation of the plan to the Commission within 2 months after the end of that year.
- (4) The regulations may prescribe information that must be included in a report under subsection (1), (2) or (3) about the implementation of a disability access and inclusion plan.

Section 29A provides that:

A public authority that has a disability access and inclusion plan must ensure that the plan is made available to people with disabilities, and the public generally, by publication in the prescribed manner.

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the draft Disability Access and Inclusion Plan be accepted and that public comment be sought as required by Legislation.

Simple Majority Required

MIN 30/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.25
Subject:	Tammin Town Hall
Location:	Tammin
Applicant:	Shire of Tammin
File Ref:	ASS-1063
Disclosure of Interest:	Nil
Date:	8 February 2007
Author:	Mick Oliver, Chief Executive Officer

PREVIOUS REFERENCE

Item 11.2.4 – 6 August 2003, 12.17 – 8 March 2006, Item 11.2 – 27 July 2006, 11.3 – 17 August 2006 & 11.8 – 19 October 2006.

BACKGROUND

Following concern in January 2006 regarding the musty smell in the Tammin Town Hall, significant warping of the floor boards and suggestions by Cr Wheeldon that the water pipes or storm water drainage on the west side of the Town Hall were leaking and causing the brick fretting, moister evidence, inquiries were carried out on the site

Staff advised that pipe water leaks have previously been explored and the negative results reported to Council.

The piezometer holes in the footpath gardens show a water table approximately 400mm below the surface. The water from the piezometer holes was found to be fresh and drinkable. A small hole was excavated below the hall floor manhole, to a depth of approximately 400mm. The water table was found approximately 250mm below the surface. This has subsequently subsided to approximately 400mm below the surface. Mr Mitchell tested a sample of this water which returned 1,248ppm – “within limits for limited irrigation”.

Subsequently, this water level has slowly subsided.

Mr Tom Applegate divined several streams apparently running south-north across Greate Eastern Hwy, underneath the Hall and across the Kadjininy Kep fence between the public toilets and the entrance gate.

The failures in Great Eastern Hwy in front of the Shire Office and the Town Hall are further evidence of a high water table.

Cr Leslie reported exposing a sand seam stream when excavating the pond in front of the Hydrology Model stage.

Two test holes were drilled between the Tammin Town Hall and Kadjininy Kep to a depth of approximately 1.2m on 1 July 2006. Both came up dry.

On 3 October 2006 3 test drill bore holes were made to a depth of between 6m and 8m along (outside) the hydrology model fence at the rear of the Town Hall and a further hole located adjacent to the effluent tank and the front (south eastern) corner. None of the 3 bores along the Kadjininy Kep fence located water whilst the water was found in the bore at the front of the Hall. This bore has been lined with slotted PVC pipe – but in doing so, the bore has ceased to make water.

The water from the 2 piezos in the front garden together with that in the Hall floor manhole have been tested with equipment from TALEC.

The test results are:

	West Piezo	East Piezo	Hall Floor	New Bore
Salt	1.2	1.1	2.4	
Ph	7.0	7.2	7.8	

On 9 October 2006 the tests were repeated (with the new bore now making water):

	West Piezo	East Piezo	Hall Floor	New Bore
Salt	1.0	1.2		2.5
Ph	7.74	8.0		8.18

On 12 October 2006 Staff from the Water Corporation took further samples in an endeavour to find the source of the water – reporting that it was unlikely to be coming from their main.

On 19 October 2006 Council resolved that floor boards on the western side of the hall be re-lifted to confirm the previously installed drainage system is working. This was carried out by Malcolm Alcock and all found to be correct. However, heavy moisture was found on the underside of the southern floorboards and significant ground moisture found in the centre of the Hall.

On 8 February 2007 Keith Johnson conducted pressure tests on the water service (located in Memorial Park and servicing the Park, the Town Hall, the Shire Office and Kadjiny Kep). Only a very minor, insignificant pressure drop was found.

COMMENT

The source of the water remains as much of a mystery now as it did in January 2006.

In October 1988 Laura Gray prepared a Conservation Plan for the Hall. Photographs of the floor in the Plan show evidence of warping and of fretting on the walls. The Plan refers to rising damp.

In April 2004 Clive Bradshaw of Van Der Meer reported on the rising damp indicating it's source as active clays under the footings and ground slab *which may not be fully controlled without doing greater damage to the building. It appears, from our observation that most of the roof water is adequately drained from the building and the installation of sub-soil drainage to control, what we believe may be an active below ground water flow below the building, may cause further and greater damage. This because if the clay below the slabs and foundations is kept free of water its contraction may cause further differential settlement of the foundations.*

Mr Bradshaw recommended *that the building should be regarded to ensure that no water can lie adjacent to the building foundations during periods of rain and the roof drainage should be thoroughly checked to ensure all stormwater is directed away from the structure.* On completion of this work Mr Bradshaw further recommended that restoration work be carried out, including sanding back the floor to address it's unevenness.

As it is unlikely that, in the short term, the underground water can be addressed, underfloor ventilation should be considered with these works funded from the Budget provision for a further Report.

STAFF RECOMMENDATIONS

That

- a ground water monitoring system be put in place;
- two ventilation shafts be installed on the southern end of the main hall area to extract under floor air; and
- no action be taken at this time on commissioning a further Report.

Simple Majority Required

MIN 31/07 MOTION – Moved Cr Stokes 2nd Cr Greenwood

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.26
Subject:	Financial Report & Budget Review
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	FIN-05
Disclosure of Interest:	Nil
Date:	8 February 2007
Author:	Lisa Mackin, Acting Finance Officer

BACKGROUND

The Financial Reports for 2006/07 to 31 December 2006 and 31 January 2007 are attached.

The Local Government Act requires a review of the Budget to be conducted between 1 January and 31 March each year.

COMMENT

Time has not permitted the Review to be carried out for this meeting. Hopefully this will be achieved for the March Ordinary Council meeting.

In Schedule 3, rate levies are expected to be well above the Budget (Tammin Roadhouse and provision for rate write-offs not used). Municipal interest on investments is expected to exceed the Budget.

In Schedule 4, overs and unders are expected to cancel each out – no significant variations.

In Schedule 7, higher meat inspection costs will be recouped from Abattoir. Substantial savings are expected from Environmental Health with the Shire of Northam arrangements.

In Schedule 8, TALEC operations are still a little loose to predict.

In Schedule 10, the cost of the State Administrative Tribunal Appeal defence will result in a substantial saving.

In Schedule 11, the overs and unders are expected to cancel each out – no significant variations.

In Schedule 12, expenditure targets are going to be difficult to meet.

Overall, the increased cost of the house and the lack of grant funding will be the critical issues for the Budget.

FINANCIAL IMPLICATIONS

No significant implications.

POLICY IMPLICATIONS

Council resolved (241/06) on 17 August 2006 that in accordance with section 34(5) of the Local Government (Financial Management) Regulations 1996 a variance percentage of 10% or \$2,000 be adopted for reporting material variances.

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the Financial Reports for December 2006 and January 2007 be received.

Simple Majority Required

MIN 32/07 MOTION – Moved Cr Stokes 2nd Cr Greenwood

That the Staff Recommendation be adopted.

CARRIED 4/0

Agenda Reference:	11.27
Subject:	Cheque List
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	FIN-05
Disclosure of Interest:	Nil
Date:	8 February 2007
Author:	Lisa Mackin, Acting Finance Officer

BACKGROUND

Accounts for payment (cheques issued) for December 2006 and January 2007 are listed totalling:

Municipal Fund	Cheque Numbers 344-513	\$378,998.15
Trust Fund	Cheque Number 873	\$300.00

COMMENT

The cheques include the disbursement of the community crop reported on in the Information Bulletin Item 11 together with the deposit on the new house (Cheque 345) and the final account for Civic Legal for the Dyer appeal. Also included is the first (Cheque 427) payment to Dempster Steel for the Tammin Emergency Centre.

FINANCIAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STATUTORY IMPLICATIONS

Nil

STRATEGIC PLAN IMPLICATIONS

Nil

FUTURE PLAN IMPLICATIONS

Nil

COMMUNITY CONSULTATION

Nil

STAFF RECOMMENDATION

That the cheques issued for December 2006 and January 2007 be endorsed.

Simple Majority Required

MIN 33/07 MOTION – Moved Cr Jefferies 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0

12. REPORTS OF OFFICERS – For period up to 7 February 2007

12.1 CHIEF EXECUTIVE OFFICER'S REPORT

12.1.1 Tammin P & C – Liquor Permit (ASS-1063)

Permission to sell liquor for consumption for the Australia Day celebrations in Kadjininy Kep was granted to the Tammin P & C utilising delegated authority, subject to the following conditions:

- the requirements of the Liquor Licensing Act are fully complied with;
- the liquor is consumed in an orderly manner;
- no liquor is served or consumed by persons under the age of 18 years; and
- all rubbish (including drink containers) is placed in the receptacles provided before departing the property.

12.1.2 Sedan Quotes (TEND-18)

Item 11.8 – 21 December 2006 refers.

Two quotes (from dealers) were received for the replacement of the Ford Fairlane G8 sedan – the lowest changeover being \$5,800 (\$4,400 inc. GST was the target). Both have been advised that no quote has been accepted and that the vehicle will be kept until 30,000km – unless a better changeover can be provided.

Subsequently, Donovan Ford responded, suggesting a change-over of \$13,000 at 30,000 km and offering to split the difference (change-over of \$5,100) which was accepted.

12.1.3 Reserve 26972 Lease (ASS-1064)

Item 11.11 – 21 December 2006 refers.

The Tammin Bowling Club has sought the renewal of the lease and has given it's agreement to the wording of the expired lease. The Department of Planning & Infrastructure has been requested to obtain the Minister's consent to the wording before a new Agreement is prepared for signing.

12.1.4 Tammin Emergency Centre (ASS-502)

The new Tammin Emergency Centre, housing the Fire & Rescue Service tender and the St John Ambulance, has been completed.

12.2 COMMUNITY DEVELOPMENT OFFICER'S REPORT

12.2.1 Carols by Candlelight

Carols by Candlelight was held at Kadjininy Kep on 17 December 2006. The musical group *Spectrum* again provided a high class performance. Unfortunately the unpredictable weather caused the show to be cut short.

12.2.2 Staff/Councillors Christmas Party

The Staff/Councillors Christmas party was held in the Council chambers on 21 December 2006. The evening was a terrific get together with most Staff and Councillors in attendance.

12.2.3 Water Saving Project

Mr Frank Rodda will be surveying the storm water within the townsite on the 8–9 February 2007. Following this the appropriate work will be instigated to complete the water saving project that Federal funds were received for in 2006.

12.2.4 Movies On The Move

The Wheatbelt ACC will be bringing *Movies on the Move* to Tammin within the next month. The Youth project Manager will be liaising with the Tammin Primary School to ensure that the youth have input to the running of the movie. It will be held in Kadjininy Kep (weather permitting).

12.2.4 21 Gun Salute

21 Gun Salute, an ACDC tribute band will be performing at Kadjiny Kep on the 20 April 2007.

12.2.5 Events Management Committee

It is hoped to convene the events management committee in the next month to make recommendations to Council for the calendar of events for the next 12 months.

12.2.6 2006 Tammin Art Prize

All reports and acquittals have been completed for the 2006 Tammin Art Prize.

STAFF RECOMMENDATION

That Council receive the Officers' Reports

Simple Majority Required

MIN 34/07 MOTION – Moved Cr Greenwood 2nd Cr Stokes

That the Staff Recommendation be adopted.

CARRIED 4/0

Cr Leslie entered the Chamber at 10.48 am.

11.2 Staff Structure

MIN 35/07 MOTION – Moved Cr Greenwood 2nd Cr Caffell

That the positions of Senior Finance Officer and Works Supervisor be readvertised.

CARRIED 5/0

11.9 M.G. Oliver Employment Contract Review

The CEO left the Chamber at 10.50 am, entered the Chamber at 11.25 am, left the Chamber at 11.43 am and entered the Chamber at 12.04 pm.

MIN 36/07 MOTION – Moved Cr Jefferies 2nd Cr Caffell

That Mr Oliver's salary package be reviewed in accordance with the confidential document.

CARRIED BY AN ABSOLUTE MAJORITY 5/0

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

Nil

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

Nil

15. CLOSURE OF MEETING

There being no further business the Chairman closed the meeting at 12.10 pm.

Tabled before the Ordinary Council meeting on 15 March 2007.

CR B LESLIE, Chairman

COUNCILLORS INFORMATION BULLETIN – FEBRUARY 2007

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

Index

Item	Subject
IB 1	Status Report
IB 2	WALGA – Issues Update No 49.06 (OLGOV-11)
IB 3	Dept of Agriculture – Drainage Application (ENG-02)
IB 4	Minister for Water Resources - Governance For Wheatbelt Drainage (ENG-02)
IB 5	Dept of Local Government – Election Day (OSGOV-26)
IB 6	WALGA – Container Deposit System (OLGOV-01)
IB 7	Dept of Health – Patient First Program (OSGOV-24)
IB 8	Minister for Multicultural Interests – Community Service Awards (OSGOV-25)
IB 9	WALGA – Issues Update No 50.06 (OLGOV-11)
IB 10	WE-ROC Emergency Recovery Partnering Agreement (ORG-15)
IB 11	Community Crop (ORGL-20)
IB 12	Tammin Cricket Club – Liquor Consumption (SPREC-08)
IB 13	FESA – Emergency Services Levy Budget 2007/07 (ORGE-08)
IB 14	WALGA – Issues Update No 01.07 (OLGOV-11)
IB 15	Christmas Party
IB 16	Shire of Kellerberrin – SAT Appeal (ASS-54)
IB 17	WALGA – Community Infrastructure Funding Report (ENG-19)
IB 18	WALGA – Liquor & Gaming Legislation Amendment Bill (OLGOV-06)
IB 19	WALGA – Preferential Proportional Voting (ELE-03)
IB 20	LGIS – Public Liability & Property Insurance (ADM-38)
IB 21	WALGA – Issues Update No 02.07 (OLGOV-11)
IB 22	Lawn Mower
IB 23	Rates Collections
IB 23	Common Seal
IB 24	WALGA – Issues Update No 03.07 (OLGOV-11)
IB 25	WALGA – Emergency Services Legislation (OLGOV-06)
IB 26	WALGA – Public Library Service – Structural Reform (OLGOV-01)
IB 27	WALGA – Climate Change Mitigation (OLGOV-01)
IB 28	Tamma Village (ASS-1093)
IB 29	WALGA – Issues Update No 04.07 (OLGOV-11)
IB 30	DLGRD – Cemeteries Act Review (ADM-29)
IB 31	Great Eastern Zone WALGA –Review Meeting (ORG-02)
IB 32	WALGA – Issues Update No 05.07 (OLGOV-11)
IB 33	DOTRS – Roads To Recovery Audit (ENG-28)

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.

	Council Resolution	Officer	Action																		
	<p>Tamma Village – Emergency Keys An outstanding item inherited by the CEO from an unknown Council resolution was to obtain originals of the unit's keys for security and in the case of emergencies.</p>	CEO	<p>Keys are in the Shire Office for units:</p> <table border="0"> <tr><td>1</td><td>Warren Tangye</td></tr> <tr><td>2</td><td>Mary Stokes</td></tr> <tr><td>3</td><td>Beryl Greenwood</td></tr> <tr><td>5</td><td>May Reyne</td></tr> <tr><td>6</td><td>Marge Hocking</td></tr> <tr><td>7</td><td>Mary Caffell</td></tr> <tr><td>8</td><td>Daisy Harrison</td></tr> <tr><td>9</td><td>Stephan Krieger</td></tr> <tr><td>10</td><td>Ann Batchelor</td></tr> </table> <p>Keys are required for unit: 4 Isabelle Newbury</p>	1	Warren Tangye	2	Mary Stokes	3	Beryl Greenwood	5	May Reyne	6	Marge Hocking	7	Mary Caffell	8	Daisy Harrison	9	Stephan Krieger	10	Ann Batchelor
1	Warren Tangye																				
2	Mary Stokes																				
3	Beryl Greenwood																				
5	May Reyne																				
6	Marge Hocking																				
7	Mary Caffell																				
8	Daisy Harrison																				
9	Stephan Krieger																				
10	Ann Batchelor																				
	<p>Northam Regional Saleyards Project Minute 233/05 – 7/12/2005 1. That Council “participates” in providing an underwritten financial amount of \$50,000 towards to Northam Regional Saleyards Project. 2. That Council agree to execute an Agreement to identify commitment and contribution towards the Project subject to: a) Councils approval of the business plan and; b) acceptance of the legal agreement.</p> <p>Minute 10/06 – 8/2/2006 That:</p> <ul style="list-style-type: none"> • the Business Plan and draft Agreement be accepted; and • authority be given for the signing and affixing of the Common Seal to the Agreement. 	CEO	<p>Site works completed (with Shire of Tammin assistance).</p> <p>Project with the State Government seeking financial contribution to complete funding.</p> <p>Tenders called and found within Budget however full funding not available.</p> <p>An update meeting is to be held in Northam on 13 February 2007.</p>																		
	<p>Sight Distance Hazard – Bamboo in Town Drain Line – West end Town Rail Crossing Item 11.4.11 – 7/12/2005 Works instruction was issued for Staff to completely remove bamboo plantation on the east and west side of the Towns’ Westnet Rail (formerly Westrail) crossing point. Further instruction has been issued to ascertain ownership of the major drain and the responsible organization/body for annual maintenance attention. At this stage ownership of the Drain appears to be with Westnet Rail as the owner of the Rail Reserve.</p>	CEO	<p>Following discussions with CBH, who have denied responsibility, further discussions are required with the owner of the rail reserve.</p>																		

	<p>Sale of land for non-payment of rates Minute 34/06 – 8/3/2006 That:</p> <ul style="list-style-type: none"> • The Shire of Tammin take formal possession of lots 31 & 32 Walston Street pursuant to section 6.64(1) of the Local Government Act; • formal notice be served on JI & KM Arnold at their last known addresses advising that the Shire of Tammin has taken possession of the land pursuant to section 6.64(2) of the Local Government Act; • a caveat be lodged on the titles of the land to preclude dealings in respect of the land pursuant to section 6.64(3) of the Local Government Act; and • Staff be instructed to take whatever administrative action necessary to sell the land for non-payment of rates pursuant to section 6.64(1)(b) of the Local Government Act. 	CEO	<p>Form 2 served on owner and Form 3 erected on site on 17 April 2006.</p> <p>Mayberry Hammond lodged Caveats on 13 June 2006.</p> <p>The properties, unless the debt is paid, will be auctioned on 19 April 2007 with the other properties with 3 years outstanding rates.</p>
	<p>Storage & Catchment Dams Item 11.6 – 20 April 2006 That the gravel bund at the corner of Shields Street and Station Road be replaced with a concrete wall with an emergency removable section.</p>	CEO	
	<p>Storage & Catchment Dams Item 11.6 – 20 April 2006 That research continue into the method of pumping (reticulation) of the dam water, the use of the dam water on the Donnan Park couch and the transfer of water from Hunts Well.</p>	CEO	Water pipe from Hunts Well bore now connected to town dam.
	<p>Storage & Catchment Dams Item 11.6 – 20 April 2006 That the collection into the Storage Dam of the run-off from the CBH hardstand and the drain on the southern side of the railway be researched.</p>	CEO	<p>CBH has given approval for the levels to be taken on their property.</p> <p>Survey of CBH is to be carried out by F Rodda & Co in February 2007.</p>
	<p>Kadjininy Kep Item 11.14 – 20 April 2006</p> <ul style="list-style-type: none"> • That a non-return valve be sourced and fitted to the stage area water trough. 	CEO	

	<p>Properties Inspection Item 11.18 – 20 April 2006</p> <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. • Repair broken window on north east corner of hall stage. • Prepare electrical diagram, including WIN re-broadcast equipment. • That RCD protection be installed on the Town Hall kitchen and Lesser Hall sub-boards. 	CEO	
	<p>Donnan Park Item 11.33 – 20 April 2006</p> <p>That a meeting be convened between interested Councillors, the CEO and members of the Clubs to resolve the various issues.</p>	CEO	
	<p>Roads Inspection Item – 20 April 2006</p> <ul style="list-style-type: none"> • that improvements be made to the fencing to seal the dam spillways, noting the issue of debris blocking any serious water movements • additional rock and cement slurry on upstream and downstream sides of Turon Rd. Culvert (Bungulla Creek Crossing) to prevent scouring • Culvert scouring under cement slab on both upstream and downstream on Wyola North Rd to be rock filled with loose cement slurry. Relocate table drain on south-east side to prevent scouring adjacent to spillway slab. • that pedestrian ramps (concrete slab) over curb be provided at the intersection of Ridley & Redmond Streets (south west corner). 		<p>Cabling replacement and the erection of two additional lighting towers on the east side of the oval are nearing completion.</p>
	<p>Street Lighting – Tammin Roadhouse Item 11.15 – 18 May 2006</p> <p>That the Western Power/Synergy be requested to provide a design and cost to extend street lighting to the roadhouse entrance for consideration in the draft 2006/07 Budget.</p>	CEO	<p>After some <i>merry-go-rounds</i> Western Power has agreed to provide a design and quotation.</p> <p>Main Roads WA appear interested in installing the lighting. Main Roads WA has given approval for the project to proceed to the design stage to allow further consideration.</p>

	<p>Municipal Inventory, Statements & Plans Item 11.13 – 21 June 2006 That the CEO research and complete/update draft plans when time permits for Council's consideration.</p> <ul style="list-style-type: none"> • Municipal Inventory • Recordkeeping Plan • Disability Services Plan • Equal Employment Management Plan • Health & Safety Plan • Severance & Redundancy Plan • Gratuity Plan • Future Plan • Strategic Plan • Review of Wards & Representation 	CEO	
	<p>Tammin Town Hall Item 11.3 – 17 August 2006 That further information be provided to Council (regarding test drilling of the Hall surrounds) as it comes to hand.</p>	CEO	<p>Test drilling was completed (unsuccessfully) on 4 October 2006.</p> <p>Mr Keith Johnson has been requested to pressure test the water lines.</p>

IB 2 WALGA – Issues Update No 49.06 (OLGOV-11)

Correspondence providing an update on issues including:

- New Optimism With Cabinet Reshuffle
- Tender Threshold
- Civic Legal Joins BushBoost Campaign
- Current Vacancies on Boards and Committees
- Waste Avoidance and Resource Recovery (WARR) Bill Submission
- Review of Regional Licensing Services
- Container Deposit Systems Policy Statement

IB 3 Dept of Agriculture – Drainage Application (ENG-02)

Correspondence forwarding a *Notice of Intent to Drain* Avon locations 9894, 9896 and 9897 located in the Shire of Wyalkatchem with locations 9894 and 9897 adjoining the Shire of Tammin and inviting comment by 29 January 2007.

Comment

As no issues for the Shire of Tammin are envisaged, no comment was made.

IB 4 Minister for Water Resources - Governance For Wheatbelt Drainage (ENG-02)

Item 11.15 – 16 November 2006 refers.

Correspondence advising that following representation from WE-ROC, he has extended the review period for the consultants report *A Management Framework for Drainage in the WA Wheatbelt* until 30 March 2007.

IB 5 Dept of Local Government – Election Day (OSGOV-26)

Correspondence advising that legislation to amend the Local Government Act to change the local government election day has passed through Parliament and provides that the next ordinary elections will be held on the third Saturday in October 2007 (20 October 2007). The issue of proportional preferential voting has been referred to a Parliamentary Committee which will report to Parliament by 3 April 2007.

IB 6 WALGA – Container Deposit System (OLGOV-01)

Correspondence forwarding details of a Policy Statement adopted on the Container Deposit System.

IB 7 Dept of Health – Patient First Program (OSGOV-24)

Correspondence providing details of the *Patient First* program sponsored by the WA Department of Health, the WA Council of Safety and Quality in Health Care, and the Health Consumers' Council of WA.

IB 8 Minister for Multicultural Interests – Community Service Awards (OSGOV-25)

Correspondence advising the 2007 WA Multicultural Community Service Awards and inviting nominations by 31 January 2007.

IB 9 WALGA – Issues Update No 50.06 (OLGOV-11)

Correspondence providing an update on issues including:

- Proportional Preferential Voting – Inquiry into Local Government Amendment Bill
- Waste Workshops
- Auditing Continuity / Data Compilation (AC/DC) Scheme
- Training Update
- Environmental Health Relieving Officer's List
- Emergency Management Focus Group
- Season's Greetings

IB 10 WE-ROC Emergency Recovery Partnering Agreement (ORG-15)

Item 10.2 – 19 October 2006 refers.

The Agreement for the provision of mutual aid between neighbouring local governments in an emergency has been signed by the President and the CEO.

IB 11 Community Crop (ORGL-20)

Item 11.25 – 20 April 2006 refers.

The crop was harvested on 27 December 2006 with contributions from a number of people, returning 1.3 tonne/ha from the 145ha arable – a total of 187.72 tonne. 9.4 tonne of seed was deducted for the 2006 crop advance and the balance (178.32 tonne) was sold to Kylagh Feedlot (RA Rogers & Co) for \$207/tonne (plus GST) producing a return of \$36,912.24 (plus GST). The crop involved expenditure of:

Lease Deposit	\$1,222.73	
Lease 2006 Balance	\$11,002.72	
Lease Legal Fees	<u>\$970.00</u>	\$13,195.45
IC Frith & Associates Insurance		\$193.06
Chemical		\$800.00
Drinks (Harvest)		\$142.72

No advance contributions from the Clubs was sought.

\$25,000 has been distributed (with the balance of the funds carried forward) as follows:

Club	Pro-Rata	Profit Share
Kellerberrin Tammin Football Club	20.0%	\$5,000
Tammin Golf Club	20.0%	\$5,000
Tammin Bowling Club	20.0%	\$5,000
Tammin P & C	15.0%	\$3,750
Tammin Cricket Club	10.0%	\$2,500
Tammin Hockey Club	10.0%	\$2,500
Tammin Play Group	2.5%	\$625
Tammin Senior Citizens	2.5%	<u>\$625</u>
		\$25,000

IB 12 Tammin Cricket Club – Liquor Consumption (SPREC-08)

Correspondence seeking consent to consume liquor at Donnan Park during the 2006/07 cricket season.

Comment

Using the delegated authority, approval was given subject to the following conditions:

- the requirements of the Liquor Licensing Act are fully complied with;
- the liquor is consumed in an orderly manner;
- no liquor is served or consumed by persons under the age of 18 years; and
- all rubbish (including drink containers) is placed in the receptacles provided before departing the property

IB 13 FESA – Emergency Services Levy Budget 2007/07 (ORGE-08)

The 2007/08 Budget ask (Form 6) has been submitted as follows:

Expenditure Items	2006/07 Projected \$	2007/08 Budget \$
RECURRENT EXPENDITURE		
1. Purchase of Plant & Equipment <\$1,000 per item	567	0
2. Maintenance of Plant and Equipment	406	0
3. Maintenance of Vehicles/Trailers/Boats	1808	0
4. Maintenance of Land and Buildings	1408	0
5. Clothing and Accessories ^(a)	500	500
6. Utilities, Rates and Taxes	250	0
7. Other Goods and Services	250	250
8. Insurances	2,398	0
Sub Total Recurrent	7,587	750
NON-RECURRENT EXPENDITURE ^(b)		
9. Purchase of Plant and Equipment from \$1,000 to \$3,000 per item ^(c)	0	0
10. Existing Interest Expense	0	0
Sub Total Non-Recurrent	0	0
TOTAL OPERATING BUDGET ^(d)	7,587	750

Comment

The submission has been made following consultation with the Brigade. It should be noted whilst there is a Tammin Bushfire Brigade, the property is now part of the Fire Service Brigade – with FESA paying for member insurance and all plant and vehicle costs.

IB 14 WALGA – Issues Update No 01.07 (OLGOV-11)

Correspondence providing an update on issues including:

- Proportional Preferential Voting
- Wheatbelt Drainage Governance Report Update
- Public Health Consultation: A Guide for Developers
- Training Update
- Fringe Benefit Tax Seminar – Ringing in the Changes
- Joint Ground Water monitoring Contract Extension
- Life's a Beach for People with Disabilities
- PTA 2007/2008 Bus Shelter Grant Scheme and Accessible Pathways Grant Scheme

IB 15 Christmas Party

Thanks are extended to Cr Caffell for the koonaks and to Cr Greenwood for the German sausages etc.

IB 16 Shire of Kellerberrin – SAT Appeal (ASS-54)

Information Bulletin Item 19 – 21 December 2006 refers.

Correspondence advising that whilst the Shire of Kellerberrin Town Planning Scheme No 2 would allow approval, Mr J Dyer has not sought approval to establish a vineyard within the Shire of Kellerberrin.

Further, that the Kellerberrin Shire Council declines to contribute to the financial costs of the Shire of Tammin's legal action defending the objection to the planning refusal through the State Administrative Tribunal.

Comment

The final direct total cost to the Shire of Tammin in defending the Appeal was \$15,053 (plus GST).

IB 17 WALGA – Community Infrastructure Funding Report (ENG-19)

Correspondence forwarding a copy of the *Contributions to Community Infrastructure Report* prepared by a working group of senior local government and development industry officers together with Syme Marmion Consultants.

IB 18 WALGA – Liquor & Gaming Legislation Amendment Bill (OLGOV-06)

Correspondence providing an update on the implementation of the new laws.

IB 19 WALGA – Preferential Proportional Voting (ELE-03)

Correspondence forwarding details of the Environment and Public Affairs Standing Committee's inquiry into the proportional preferential voting proposal and encouraging submissions.

Comment

A brief submission has been made to the Committee opposing the proposal.

IB 20 LGIS – Public Liability & Property Insurance (ADM-38)

Correspondence advising that (in relation to the Tammin Golf Club and the Tammin Bowling Club) buildings on Shire-vested land are able to be insured through the Shire of Tammin's insurance policy – with the premium proportion being able to be recovered from the Club. Further, that public liability cover only extends to Shire activities and that the Clubs should maintain their own insurance cover. It is recommended that the Shire of Tammin seek the Clubs to maintain a minimum of \$10m public liability cover.

Comment

The previous lease is silent on the issue of public liability cover. This issue has been taken up with the Tammin Bowling Club.

IB 21 WALGA – Issues Update No 02.07 (OLGOV-11)

Correspondence providing an update on issues including:

- Ms Alison Returning to WA
- Tender Threshold
- Purchasing Network
- Training Update
- Fringe Benefit Tax Seminar – Ringing in the Changes
- National Youth Conference – Local Government Day
- Transfer to the Western Australian Land Information Authority
- CCAWA Professional Development Day
- Australasian Consumer Fraud Task Force

IB 22 Lawn Mower

In December 2006 Councillors queried the location of the lawn mower purchased for the Kadjininy Kep. The mower is not stored at Kadjininy Kep as it is being used also for Tamma Village and Memorial Park.

IB 23 Rates Collections

Item 11.9 – 19 October 2006 refers.

The next stage in the collection of rates outstanding for 3 or more years has been implemented with an Auction date being set for 19 April 2007.

The list has been reduced from 18 Assessments back to 13 Assessments and the rates outstanding from \$28,322.02 back to \$18,634.87. These are:

Assessment	Address	Use
352	Lot 37 – 23 Dreyer Street	Residence
400	Lot 74 – 21 Shields Street	Residence
408	Lot 145 – 11 Uppill Street	Residence
418	Lot 65 – 18 Ridley Street	Residence
464	Lot 76 – 25 Shields Street	Residence
466	Lot 5 – 2 Shields Street	Shed
467	Lot 7 – 8 Shields Street	Vacant land
469	Lot 127 – 4 Shields Street	Vacant land
470	Lot 128 – 6 Shields Street	Vacant land
490	Lot 10, 11 & 12 – 1 Shields Street	Residence and vacant land
1373	Lot 9 – 51 Donnan Street	Shop
1374	Lot 10 – 53 Donnan Street	Shop
2129	Loc 19942 – Closed Rd Off Palmer Rd	Vacant land

IB 23 Common Seal

On 15 January 2007 the Common Seal was affixed to:

- Repeal Local Law 2006 (LLAW-09)
- Dogs Local Law 2006 (LLAW-03)
- Local Government Property Local Law 2006 (LLAW-08)
- Fencing Local Law 2006 (LLAW-04)
- Activities On Thoroughfares and Public Places and Trading Local Law 2006 (LLAW-06)
- Management and Control of Tammin Cemetery Local Law 2006 (LLAW-02)
- Parking and Parking Facilities Local Law 2006 (LLAW-07)
- Authority to Use Traffic Signs – Main Roads WA (ENG-21).

On 30 January 2007 the Common Seal was affixed to:

- Contract for Sale (purchase) of Lot 4 Barrack Road, Appointment of Settlement Agent, Transfer of Land and Identification of Certificate of Title (for land being transferred from J & S Hewber.

IB 24 WALGA – Issues Update No 03.07 (OLGOV-11)

Correspondence providing an update on issues including:

- Proportional Preferential Voting: Submission Deadline Extended
- Local Government Appointments to Boards and Committees
- Climate Change Need Analysis Survey
- Council Infrastructure Intentions
- Reminder - Captivate Questionnaire – Inclusive Sport and Recreation for People with Disabilities
- Contestability of Energy Supplies for Street Lighting
- Model Purchasing Policy
- Sport and Recreation Community Grants
- Road Network Management – Workshop

IB 25 WALGA – Emergency Services Legislation (OLGOV-06)

Correspondence forwarding details of 88 recommendations made by the Community Development and Justice Standing Committee to the Minister for Police and Emergency Services. Comments on the recommendations are invited by 23 February 2007.

IB 26 WALGA – Public Library Service – Structural Reform (OLGOV-01)

Correspondence providing an update on the project to examine the most efficient and effective model for the delivery of public library services in WA – with an anticipated completion date in May 2007.

IB 27 WALGA – Climate Change Mitigation (OLGOV-01)

Correspondence providing an insight into it's efforts and goals on the issue of climate change mitigation.

IB 28 Tamma Village (ASS-1093)

On 23 January 2007 a meeting between the Seniors Committee, the tenants of Tamma Village and the CEO was held in the Tammin Bowling Club to address a number of complaint issues.

The outcome of that meeting was the determination that the gardener's (Colin Harrison) responsibilities are to mow the lawns and maintain reticulation system – as part of his other activities around Town. Tenants are expected to maintain their own garden – however for those who are unable and can't get a member of their family to do this, the gardener is available (arrange through the CEO) to carry out other works in the front garden, such as weeding and pruning. Tenants are also able to add additional water and fertiliser to their lawns over and above the reticulation system.

It was noted that the reticulation system needs to be extended to automatically provide water to all lawn areas and front garden areas however, these works must be included with other work the gardener is required to do – but will be completed as soon as possible.

Tenants are able to plant in their front garden without permission – however common sense needs to prevail in relation size to avoid interference with other activities. If this occurs, the tenant will be expected to either prune or remove the offending plant.

The fence joining up the up the rear fences of the units which back onto Station Street will hopefully be erected soon.

A property inspection will be carried out in April to put forward to Council for the 2007/08 Budget.

RatSac is to be put in all units to address the mice problem.

Tenants were asked to address all complaint issues through the Shire Office on complaint forms available, to ensure the complaint is documented, that the CEO gets to hear about it and that the complaint is addressed promptly.

IB 29 WALGA – Issues Update No 04.07 (OLGOV-11)

Correspondence providing an update on issues including:

- 2007 Local Government Survey
- Reminder of WorkChoices Presentation
- Audit Continuity/Data Collection Scheme
- Banners in the Terrace
- Fringe Benefit Tax Seminar – Ringing in the Changes
- Class 1 Planning Applications
- Wanted - One Million Volunteers for Clean Up Australia Day 2007
- Youth Arts and Culture

IB 30 DLGRD – Cemeteries Act Review (ADM-29)

Correspondence forwarding a Position Paper, on the review of the *Cemeteries Act 1986*, prepared for consideration and comment. The Paper contains approximately 36 proposals and covers the following issues:

- Interpretation of certain terms and the use of other words which discriminate on religious or other grounds
- Reopening of closed cemeteries for interments
- Vesting of management of cemetery
- Interfering with a religious ceremony at a funeral
- Licensing of funeral directors
- Management of cemeteries
- Grant right of burial
- Transfer of a grant right of burial
- Memorials
- Plan of proposed redevelopment of cemetery
- Informing the public of proposed plan to redevelop cemetery
- Consideration of submissions on proposed plan to redevelop cemetery
- Consideration by Minister of proposed plan to redevelop cemetery
- Fees and charges
- Removal of the cremated remains of an exhumed body from a cemetery
- Use and the letting or leasing of cemetery land
- Penalties
- Cremations
- Delivering ashes to the holder of the permit to cremate or the holder's agent
- Adequate containers for the storing of cremated remains
- Appeal provisions
- Delegation of board's powers

IB 31 Great Eastern Zone WALGA –Review Meeting (ORG-02)

Correspondence forwarding minutes of the teleconference held on 1 February 2007.

Comment

Unfortunately, the CEO missed the telephone call to join the teleconference – and did not participate.

IB 32 WALGA – Issues Update No 05.07 (OLGOV-11)

Correspondence providing an update on issues including:

- Proportional Preferential Voting
- Draft State Biodiversity Strategy
- Australian Road Rules Package
- Captivate Questionnaire –Inclusive Sport
- Training Update
- Australian Standards Training Program
- Swan Catchment Council NRM Training For Local Government
- Emergency Management Funding Opportunities Wanted
- Local Government Public Relations Association Conference 2007
- Healthy Rivers Action Plan

Comment

WALGA has sought proposals to amend the Road Traffic Code.

The issue of “Oversize” signs which has replaced the over width, over height, over length signs, has been raised for consideration.

IB 33 DOTRS – Roads To Recovery Audit (ENG-28)

Correspondence advising that the Shire of Tammin has been selected for audit by the Australian National Audit Office.