

SHIRE OF TAMMIN

Minutes of the Ordinary Council Meeting held at Council Chambers, 1 Donnan Street, Tammin, on Wednesday, 11 May 2005, commencing at 1:00pm

DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

12:35pm - The Chief Executive Officer declared the meeting open.

RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Present

Cr. B. Leslie	President (Presiding Person)
Cr. L. Caffell	Deputy President
Cr. R Stokes	Member
Cr. M Greenwood	Member
Cr M. Wheeldon	Member
Cr S. Jefferies	Member
Cr. D Thomson	Observer (left Council Chambers at 1:35pm)
Mr Murray Packham	Justice of the Peace (left Council Chambers at 1:31pm)
Mr F. Peczka	Chief Executive Officer
Miss G Stewart	Personal Assistant (Minutes)

Apologies

NIL

Leave of Absence

Nil

MEETING GUESTS – MURRAY PACKHAM JP

SWEARING IN OF NEW COUNCILLORS BEFORE MURRAY PACKHAM JP

Cr Elect Stephen Jefferies, Cr Elect Margaret Wheeldon, Cr Elect Michael Greenwood completed an Oath of Allegiance or Affirmation of Allegiance and Declaration of Elected Member.

ELECTION OF PRESIDENT

CEO called for nominations of President by Ballot.

One nomination of Cr Barry Leslie received

Cr Leslie accepted his nomination

Cr Barry Leslie declared President unopposed.

12:50pm – Donald Thomson entered Council Chambers.

SWEARING IN OF PRESIDENT BEFORE MURRAY PACKHAM JP

ELECTION OF DEPUTY PRESIDENT

CEO called for nominations of Deputy President by Ballot.

Two nominations of Cr Louise Caffell and Cr Rodney Stokes received.

Cr Stokes declined his nomination

Cr Caffell accepted her nomination

Cr Caffell declared Deputy President unopposed.

SWEARING IN OF DEPUTY PRESIDENT BEFORE MURRAY PACKHAM JP

1:31pm – Murray Packham left Council Chambers.

FAREWELL TO CR DONALD THOMSON

Cr Leslie assumed position of Presiding Person and on behalf of Council Donald Thomson was thanked for his service to the Shire of Tammin and presented with a farewell gift.

1:35pm – Donald Thomson left Council Chambers.

RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE- Nil

PUBLIC QUESTIONS TAKEN ON NOTICE - Nil

APPLICATIONS FOR LEAVE OF ABSENCE

Cr Caffell requested Leave of Absence for the July 2005 and August 2005 Ordinary Meetings.

DECLARATION OF INTEREST

Cr Leslie declared an impartiality interest in Late Item 3 as he has quoted for transport of recycled waste.

Cr Leslie declared a financial interest in item 11.1.6 as he is contracting for one of the projects.

Cr Greenwood declared a impartiality interest in item 11.1.6 as he is a member of the Bowling Club and of the Football Club and also is Treasurer of the Football Club.

Cr Wheeldon declared a financial interest in item 11.1.6 as she is the treasurer of the Bowling Club and an impartiality interest in item 11.1.6 as she is President of Coinda, CWA Secretary, Golf Club Vice President and Football Club Assistant Caterer.

Cr Caffell declared an impartiality interest in item 11.1.6 as she is a member of the Bowling Club and a member of the Golf Club.

Cr Jefferies declared an impartiality interest in item 11.1.6 as he is Vice President of the Tammin Primary School.

Cr Stokes declared an impartiality interest in item 11.1.6 as he is President of the Golf Club.

PRESENTATIONS - Nil

CONFIRMATION OF MINUTES PREVIOUS MEETING

MINUTES OF ORDINARY COUNCIL MEETING HELD ON TUESDAY, 13th April 2005

MIN 43/05 MOTION - Moved Cr. Greenwood 2nd Cr. Wheeldon

That the minutes of the Ordinary Meeting of the Shire of Tammin held on 13 April 2005 at Council Chambers, Tammin be confirmed as a true and correct record.

CARRIED 6/0

BUSINESS ARISING FROM MINUTES - Nil

MIN 44/05 MOTION - Moved Cr. Greenwood 2nd Cr. Caffell

That Late Item 2 Cost Analysis Report includes updated information in Item 11.1.5 in the May Agenda.

CARRIED 6/0

ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION - Nil

10. COMMITTEE/COUNCILLOR REPORTS

RESOURCE SHARE COMMITTEE MEETING MINUTES

MIN 45/05 MOTION - Moved Cr. Caffell 2nd Cr. Stokes

That the minutes of the Resource Share Committee Meeting held on 3 May 2005 at Council Chambers, Tammin be received with the following amendments:

- *Cr Margaret Wheeldon is a delegate member*

CARRIED 6/0

MIN 46/05 MOTION - Moved Cr. Wheeldon 2nd Cr. Caffell

That the Presidents verbal Report be received.

CARRIED 6/0

11. AGENDA ITEMS - CORPORATE SERVICES

Agenda Reference:	11.1.1
Subject:	Draft Customer Service Policy and Customer Service Charter
Location:	Tammin
Applicant:	Shire of Tammin – Joint Resource Sharing Committee
File Ref:	ADM52 & Procedures and Policy Manual
Disclosure of Interest:	N/A
Date:	5 th May 2005
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Minutes from Resource Share Committee Meeting of 14 September 2004 reads:

CUSTOMER SERVICE CHARTER & POLICY

Although my research is incomplete for a draft policy to be presented to the Committee, I can provide a guide to the Committee by provision of another local government’s adopted Policy & Charter relating to this directive from a previous committee meeting.

STAFF RECOMMENDATION

That the copies provided to the committee as a guide to adopt a Customer Service Charter and Policy be noted; OR

That the committee, adopts the following draft, for finalization and presentation to the next committee meeting for final consideration and adoption, to each local government.

COMMITTEE RECOMMENDATION

MIN RS25 MOTION – Moved Cr Harvey 2nd Cr Caffell

That the Resource Sharing Committee recommends to the Council that the Administration Staff prepare a Customer Service Policy and Customer Service Charter for Council needs including Public distribution and present a draft copy to the next Resource Sharing Committee Meeting.

CARRIED 6/0

REASON

Give clear direction for staff to finalise a draft from presented information.

3rd May 2005 – Resource Sharing COMMITTEE RECOMMENDATION

MIN RS03/05 MOTION - Moved Cr Leake 2nd Cr Leslie
That the Resource Sharing Committee recommends that the Customer Service Policy and Customer Service Charter draft, be presented back to the next meeting of both Councils for consideration of adoption.
CARRIED 6/0

COMMENT

Consideration by the Resource Sharing Committee Meeting recommended that the draft Policy as stated above be presented to each Council’s next ordinary Meeting as per above Committee Recommendation. Staff have researched and drafted the most appropriate and simple Customer Service Policy and Customer Charter Policy for effective delivery of customer servicing standards.

FINANCIAL IMPLICATIONS

2004/2005 Budget – expense account for printing and stationery relating to copy paper/colour ink/printing and staff labour, estimated cost \$100.00 or if commercially printed costs to increase from estimate provided.

POLICY IMPLICATIONS

Customer Service Policy - for inclusion in the drafting of an updated Council Policy Manual

STATUTORY IMPLICATIONS: Nil

STRATEGIC PLAN IMPLICATIONS: Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

STAFF RECOMMENDATION

That Council adopts the Customer Service Policy and Customer Charter Policy, as policies of the Council.

2:44pm – Stephen Jefferies left Council Chambers.

COUNCIL RECOMMENDATION

MIN 47/05 MOTION - Moved Cr. Wheeldon 2nd Cr. Stokes

That Council adopts the Customer Service Policy and Customer Charter Policy, as policies of the Council.

CARRIED 5/0

2:46pm – Stephen Jefferies entered Council Chambers.

Agenda Reference:	11.1.2
Subject:	Resource Sharing Agreement - Amendments
Location:	Shire of Tammin and Shire of Kellerberrin
Applicant:	Shire of Tammin
File Ref:	ADM-26
Disclosure of Interest:	NIL
Date:	5 May 2005
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Shire of Kellerberrin Special Council Meeting Minutes of Tuesday 26th April 2005

MIN83/05 MOTION - Moved Cr Leake 2nd Cr Lamplugh

That the following recommendation be presented to the next Joint Resource Share Committee Meeting on Tuesday 3rd May 2005;

1. That the Resource Share Agreement be rewritten with the assistance of the Department of Local Government and Regional Development – Capacity Building Section.

CARRIED 5/1

Joint Resource Sharing Committee Meeting held on Tuesday 3rd May 2005

COMMITTEE RECOMMENDATION

MIN RS06/05 MOTION - Moved Cr Leake 2nd Cr Leslie

1. *That the Committee recommends to the Shire of Kellerberrin and the Shire of Tammin that the Resource Share Committee with the assistance of the Department Local Government and Regional Development, rewrite a draft Resource Share Agreement, to be presented to both local governments.*

2. *Committee recommends, that an agenda item to review the Resource Share Committee Agreement be presented to both Local Governments Ordinary May Meeting for review and comments and include these comments in the drafting of the agreement.*

CARRIED 6/0

COMMENT

The recommendation from the Joint Resource Sharing Committee Meeting was to have this item and matter presented to each local government’s May 2005 Ordinary Meeting for consideration and contribution.

Any comments presented by the Council, is to be included in the overall drafting, rewriting and review of the current adopted agreement.

It is suggested that comments be provided on the basis of item by item review of the current resource share agreement and forward onto the Department of Local Government and Regional Development, should the department agree to undertaking the rewriting of the agreement.

Note: copy of the current agreement attached for Councils information and reference.

FINANCIAL IMPLICATIONS

2004/2005 Budget – unknown at this time (assuming Department Staff contribution to the rewriting of the agreement and administration staff to assist with any research).

POLICY IMPLICATIONS

Resource Sharing Agreement Document (Shire of Kellerberrin and the Shire of Tammin) –
Review and Rewrite process

STATUTORY IMPLICATIONS: Nil

STRATEGIC PLAN IMPLICATIONS: Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

STAFF RECOMMENDATION

That Council provides the following comments to the review and rewriting of the Resource Sharing Agreement;

- 1.
- 2.
- 3.
- 4.
- 5.

COUNCIL RECOMMENDATION

MIN 48/05 MOTION - Moved Cr. Stokes 2nd Cr. Jefferies

That Council request the Shire of Kellerberrin to consider a Resource Share Meeting being held on 5 July 2005 commencing at 6:30pm.

CARRIED 6/0

COUNCIL RECOMMENDATION

MIN 49/05 MOTION - Moved Cr. Greenwood 2nd Cr. Wheeldon

That Council hold a Special Council Meeting on Monday, 30 May 2005 commencing at 6:00pm to review the Resource Sharing Agreement.

CARRIED 6/0

REASON

Council does not wish to review the Resource Sharing Agreement at this time.

Agenda Reference:	11.1.3
Subject:	Resource Sharing Committee Operational Guidelines
Location:	Tammin and Kellerberrin
Applicant:	Joint Resource Sharing Committee
File Ref:	Agreements File
Disclosure of Interest:	N/A
Date:	5 th May 2005
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Shire of Kellerberrin Special Council Meeting held on Tuesday 26th April 2005;

MIN 80/05 MOTION - Moved Cr Leake 2nd Cr Lamplugh

That the following recommendations be presented as an Agenda Item for the next scheduled Joint Resource Share Committee Meeting on Tuesday 3rd May 2005 at Kellerberrin Shire Council;

Committee Structure

Meeting Commencement Time 1.00pm

Minimum of four (4) Voting Delegates from each Local Government

Meeting Quorum of four (4) Delegates from each Local Government (ie min of 8)

ie minimum of four (4) and a maximum of six (6) delegates from each local government on the basis of equal voting rights ie four and four; five and five and six and six, cannot be four for one local government and five for the other local government in terms of voting rights.

Drawn Vote – in the event of a tied vote, the status quo remains

Meeting cancellation – 30 minutes after the scheduled meeting time at the advertised place and the advertise commencement time.

Rescheduling of Cancelled Meetings – automatically rescheduled for the fourth (4th) Wednesday of the following month, ie one month after the scheduled normal meeting date.

Senior Staff to attend all Scheduled Quarterly Meetings.

Agenda Items to deal with Resource Share matters only.

Minutes of Joint Resource Share Committee Meetings be completed and presented to the next Ordinary Meeting of each Local Government for adoption.

Future Research – research be undertaken of establishing a legal entity of the operations and decision making of the Joint Resource Share Committee.

CARRIED 6/0

Joint Resource Sharing Committee Meeting held on Tuesday 3rd May 2005;

COMMITTEE RECOMMENDATION

MIN RS0705 MOTION - Moved Cr Harvey 2nd Cr Wheeldon

That the Committee recommends to the Shire of Kellerberrin and the Shire of Tammin that; Resource Share Committee Operational Guidelines be presented as part of redrafting the agreement;

- 1. Meeting Commencement Time 1.00pm*
- 2. Minimum of four (4) Voting Delegates from each Local Government*
- 3. Meeting Quorum of four (4) Delegates from each Local Government (ie min of 8)*

4. *ie minimum of four (4) and a maximum of six (6) delegates from each local government on the basis of equal voting rights ie four and four; five and five and six and six, cannot be four for one local government and five for the other local government in terms of voting rights.*
5. *Drawn Vote – in the event of a tied vote, the status quo remains*
6. *Meeting cancellation – 30 minutes after the scheduled meeting time at the advertised place and the advertise commencement time.*
7. *Rescheduling of Cancelled Meetings – automatically rescheduled for the fourth (4th) Wednesday of the following month, ie one month after the scheduled normal meeting date.*
8. *Senior Staff to attend all Scheduled Quarterly Meetings.*
9. *Agenda Items to deal with Resource Share matters only.*
10. *Minutes of Joint Resource Share Committee Meetings be completed and presented to the next Ordinary Meeting of each Local Government for adoption.*
11. *Future Research – research be undertaken of establishing a legal entity of the operations and decision making of the Joint Resource Share Committee.*
12. *Dates for Resource Share are set annually and advertised*
13. *Resource Share Meeting days are held quarterly on the fourth Wednesday of the month – in February, May, August and November.*
14. *That written Resource Share Committee Agenda items be submitted by the fourth Wednesday of the month to the scheduled Resource Share Committee meeting prior*

CARRIED 6/0

COMMENT

At the recent Resource Sharing Committee Meeting all present were supportive of the guidelines adopted and recommended for inclusion in the rewriting of the Resource Sharing Agreement. Council comments is encouraged.

FINANCIAL IMPLICATIONS: Nil

POLICY IMPLICATIONS

Resource Sharing Agreement Document – review and rewrite task

STATUTORY IMPLICATIONS: Nil

STRATEGIC PLAN IMPLICATIONS: Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

STAFF RECOMMENDATION

That Council endorses the following operational guidelines for inclusion in the rewriting of the Resource Sharing Agreement;

Meeting Commencement Time 1.00pm

Minimum of four (4) Voting Delegates from each Local Government

Meeting Quorum of four (4) Delegates from each Local Government (ie min of 8)ie minimum of four (4) and a maximum of six (6) delegates from each local government on the basis of equal voting rights ie four and four; five and five and six and six, cannot be four for one local government and five for the other local government in terms of voting rights.

Drawn Vote – in the event of a tied vote, the status quo remains

Meeting cancellation – 30 minutes after the scheduled meeting time at the advertised place and the advertise commencement time.

Rescheduling of Cancelled Meetings – automatically rescheduled for the fourth (4th) Wednesday of the following month, ie one month after the scheduled normal meeting date.

Senior Staff to attend all Scheduled Quarterly Meetings.

*Agenda Items to deal with Resource Share matters only.
 Minutes of Joint Resource Share Committee Meetings be completed and presented to the next Ordinary Meeting of each Local Government for adoption.
 Future Research – research be undertaken of establishing a legal entity of the operations and decision making of the Joint Resource Share Committee.
 Dates for Resource Share are set annually and advertised
 Resource Share Meeting days are held quarterly on the fourth Wednesday of the month – in February, May, August and November.
 That written Resource Share Committee Agenda items be submitted by the fourth Wednesday of the month to the scheduled Resource Share Committee meeting prior*

COUNCIL RECOMMENDATION

MIN 50/05 MOTION - Moved Cr. Stokes 2nd Cr. Caffell

That Council endorses the following operational guidelines for inclusion in the rewriting of the Resource Sharing Agreement;

- 1. Meeting Commencement Time 1.00pm*
- 2. Minimum of four (4) Voting Delegates from each Local Government*
- 3. Meeting Quorum of four (4) Delegates from each Local Government (ie min of 8)ie minimum of four (4) and a maximum of six (6) delegates from each local government on the basis of equal voting rights ie four and four; five and five and six and six, cannot be four for one local government and five for the other local government in terms of voting rights.*
- 4. Drawn Vote – in the event of a tied vote, the status quo remains*
- 5. Meeting cancellation – 30 minutes after the scheduled meeting time at the advertised place and the advertise commencement time.*
- 6. Rescheduling of Cancelled Meetings – automatically rescheduled for the fourth (4th) Wednesday of the following month, ie one month after the scheduled normal meeting date.*
- 7. Senior Staff to attend all Scheduled Quarterly Meetings.*
- 8. Agenda Items to deal with Resource Share matters only.*
- 9. Minutes of Joint Resource Share Committee Meetings be completed and presented to the next Ordinary Meeting of each Local Government for adoption.*
- 10. Dates for Resource Share are set annually and advertised*
- 11. Resource Share Meeting days are held quarterly on the fourth Wednesday of the month – in February, May, August and November.*
- 12. That written Resource Share Committee Agenda items be submitted by the fourth Wednesday of the month prior to the scheduled Resource Share Committee meeting.*

CARRIED 6/0

REASON

Delete future research on legal entity regarding Joint Decision making for the time being.

Agenda Reference:	11.1.4
Location:	Recording and Documenting Matters or Concerns Raised with a Committee Recommendation to Each Local Government
Applicant:	Joint Resource Sharing Committee
File Ref:	Policy & Procedure Manual
Disclosure of Interest:	N/A
Date:	5 th May 2005
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Shire of Kellerberrin Special Council Meeting held on Tuesday 26th April 2005;

MIN 81/05 MOTION - Moved Cr Giles 2nd Cr Harvey

That the following recommendation be presented to the next Joint Resource Share Committee Meeting on Tuesday 3rd May 2005;

Matters and Issues identified at Joint Resource Share Committee Meetings, be recorded and a Committee Recommendation be presented to both Local Governments for further consideration and actioning.

CARRIED 6/0

2. *Joint Resource Sharing Committee Meeting held on Tuesday 3rd May 2005*

COMMITTEE RECOMMENDATION

MIN RS04/05 MOTION - Moved Cr Harvey 2nd Cr Caffell

Matters and Issues identified at Joint Resource Share Committee Meetings, be recorded and a Committee Recommendation be presented to both Local Governments for further consideration and actioning.

CARRIED 6/0

COMMENT

Self explanatory from all the Councillors and Senior Staff that attended the Joint Resource Sharing Committee Meeting held on Tuesday 3rd May 2005.

FINANCIAL IMPLICATIONS: Nil

POLICY IMPLICATIONS

Resource Sharing Agreement Document – operational guidelines review

STATUTORY IMPLICATIONS

Local Government Amendment Act 2004

section 5.22: Minutes of Council and Committee Meetings

section 5.22 (1) the person presiding at a meeting of a council or committee is to cause minutes to be kept of the meeting's proceedings.

Section 5.22 (2) the minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Section 5.22 (3) the person presiding at the meeting at which the minutes are confirmed is to sign the minutes and certify the confirmation.

Section 5.25 deals with regulations about council and committee meetings and committees.

Section 5.25 (f) relates to the content and confirmation of minutes of council or committee meetings and the keeping and preserving of the minutes and any documents relating to meetings.

Local Government (Administration) Regulations 1996

- regulation 11 relates to content of council or committee meetings including names of members present, entering and departing the chamber, details of each motion and details of each decision made at the meeting.

STRATEGIC PLAN IMPLICATIONS: Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

STAFF RECOMMENDATION

That Council adopts the following procedure for matters and issues identified at Joint Resource Sharing Committee Meetings;

Matters and Issues identified at Joint Resource Share Committee Meetings, be recorded and a Committee Recommendation be presented to both Local Governments for further consideration and actioning.

COUNCIL RECOMMENDATION

MIN 51/05 MOTION - Moved Cr. Caffell 2nd Cr. Jefferies

That Council adopts the following procedure for matters and issues identified at Joint Resource Sharing Committee Meetings;

Matters and Issues identified at Joint Resource Share Committee Meetings, be recorded and a Committee Recommendation be presented to both Local Governments for further consideration and actioning.

CARRIED 6/0

Agenda Reference:	11.1.5
Subject:	Resource Sharing Review
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ADM-26
Disclosure of Interest:	NIL
Date:	5 May 2005
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Reference: Shire of Tammin Ordinary Council Meeting Minutes of Wednesday 13th April 2005;

LATE ITEM 2 – RESOURCE SHARING REVIEW

MIN 41/05 MOTION - Moved Cr. Thomson 2nd Cr. Greenwood

That President Leslie liaise with the Chief Executive Officer to appoint an Accountant to analyse and report on the financial situation of the Shire of Tammin in respect to Resource Sharing and present that report prior to Councils May Agenda preparation.

CARRIED 6/0

That joint purchases of plant budgeted for, be held over.

REASON

To review the financial benefits of the Resource Sharing Agreement

1. *Reference: Shire of Kellerberrin Special Council Meeting Minute – 26th April 2005*

MIN 84/05 MOTION - Moved Cr Leake 2nd Cr Harvey

That the following recommendation be presented to the next Joint Resource Share Committee Meeting on Tuesday 3rd May 2005;

1. That the Shire of Kellerberrin completes a "Cost Analysis Report" within the Resource Sharing Agreement and that Council continue to negotiate with the Department of Local Government and Regional Development for assistance, to complete this Report; and
2. That the Shire of Tammin be offered the opportunity to participate in this project.

CARRIED 6/0

Reference: :Joint Resource Sharing Committee Meeting held on Tuesday 3rd May 2005

COMMITTEE RECOMMENDATION

MIN RS05/05 MOTION – Moved Cr Leake 2nd Cr Caffell

1. *That the Resource Sharing Committee recommends to the Shire of Kellerberrin and Shire of Tammin that negotiations continue with the Department of Local Government and Regional Development for financial assistance, to complete a Cost Analysis Report with Councils providing Terms of Reference.*
2. *Suggested Terms of Reference presented by the DLGRD be submitted to the next Ordinary Meeting of each local government for consideration and finalisation.*

CARRIED 6/0

COMMENT

The instruction of Council from the April 2005 Ordinary Meeting has not been finalized. The President advised the Chief Executive Officer on Thursday April 14, 2005 that he will contact a Mr John Darazio, to ascertain interest, cost and availability to complete the work and advise back. The President advised the Chief Executive Officer on Tuesday 3rd May 2005 that Mr Darazio was not available and could not do the work, my apologies for this item not being completed in time prior to agenda preparation for this meeting.

Subsequent to the instruction of the Council, a joint Facilitated Full Council Meeting of Tammin and Kellerberrin was held on Wednesday 20th April 2005 and a Joint Resource Sharing Committee Meeting was scheduled and held on Tuesday 3rd May 2005. The above listed Committee Recommendation was agreed upon for presentation to each local government. Council direction is appreciated.

FINANCIAL IMPLICATIONS

2004/2005 Budget – expense account – cost unknown at this date. Cost estimates unknown and anywhere within the range of \$0 to \$10,000.00 for each local government, excluding staff time.

POLICY IMPLICATIONS

Resource Sharing Agreement Document

STATUTORY IMPLICATIONS: Nil

STRATEGIC PLAN IMPLICATIONS

Shire of Tammin Strategic Plan 2003 – 2006 - Theme 4: Our Organisation

New Initiatives/Innovations: 4.2 Promote our resource-sharing model and identify opportunities to raise revenue from consultancy and sale of intellectual property.

4.3 Investigate developing a relationship with a metropolitan Council for knowledge sharing and mutual benefit.

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

STAFF RECOMMENDATION

That Council adopts the Resource Sharing Committee Recommendation MIN: RS05/05 Motion.

- 1. That the Resource Sharing Committee recommends to the Shire of Kellerberrin and Shire of Tammin that negotiations continue with the Department of Local Government and Regional Development for financial assistance, to complete a Cost Analysis Report with Councils providing Terms of Reference.*
- 2. Suggested Terms of Reference presented by the DLGRD be submitted to the next Ordinary Meeting of each local government for consideration and finalisation.*

COUNCIL RECOMMENDATION

MIN 52/05 MOTION - Moved Cr. Greenwood 2nd Cr. Stokes

That Council adopts the Resource Sharing Committee Recommendation MIN: RS05/05 Motion.

- 1. That the Resource Sharing Committee recommends to the Shire of Kellerberrin and Shire of Tammin that negotiations continue with the Department of Local Government and Regional Development for financial assistance, to complete a Cost Analysis Report with Councils providing Terms of Reference.*
- 2. Suggested Terms of Reference presented by the DLGRD be submitted to the next Ordinary Meeting of each local government for consideration and finalisation.*

CARRIED 6/0

3:49pm – Council Adjourned for a break.

4:16pm – Council resumed.

Agenda Reference:	11.1.6
Subject:	2005/2006 – Community Budget Submissions
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	FIN 04
Disclosure of Interest:	N/A
Date:	28 th July 2005
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Council in April 2005 advertised to the community for Budget Submissions for all sporting, community or welfare groups/organizations requiring financial assistance from the shire in the next financial year.

Applications were to be received by 29th April 2005 which were to include audited financial statements and most recent Bank Statement.

COMMENT

Council received 5 Budget Submission applications:

1. Tammin Country Womens Branch
2. Tammin Economy Shop / Cooinda Association

3. Tammin Bowling Club
4. Tammin Golf Club
5. Tammin Football Club

Council also received written correspondence and annual requests for donations in 2005/2006:

1. Lord Mayor's Distress Relief Fund
2. Wheatbelt Agcare
3. Central Group of Affiliated Agricultural Societies

Budget Submission Applications:

1. Tammin Country Womens Branch

Project Details

Tammin West Week Lunch with Guest Speaker

Supporting Information

Tammin CWA Members have been hosting West Week Day for 20 years. It is anticipated that up to 80 people from branches in Avon Hills plus surrounding towns attend, also people from Perth. This day is looked forward to by all surrounding branches and is the main source of fundraising to cover a loan they have taken for repairs to roof.

Assistance Requested

Cash contribution of up to \$350

Previous Funding

Council last year contributed \$350 cash to the annual event

2. Tammin Economy Shop / Coinda Association

Project Details

Provision of Wages for employees, one employee for 12hrs per week and two employees for 6 hrs per week. This is essential due to security.

Supporting Information

The organization is also the agency to receive Emergency Relief grants from the Department for Family and Children Services totally \$5,000 which is distributed to low income families in financial need of food, gas and travel to medical appointments.

Volunteers from the support organizations help in the shop as well as some of the shops proceeds are distributed to these charitable organisations.

Assistance Requested

Cash contribution of \$5,000

Previous Funding

Council in previous years have contributed \$5,000 cash towards wages for operation of the Coinda Centre.

3. Tammin Bowling Club

Project Details

A subsidy to employ a Green keeper, who is expected to maintain two greens and the surrounds.

Supporting Information

Playing members increased slightly with an increase in Social members (mostly pensioners).

During the past financial year expenditure of \$57,000 was used to upgrade watering system for both greens and lights on green A were removed and replaced with new poles, lights and meter box. In total 610 voluntary hours helped to complete the project a CSRFF grant of \$17,300 assisted with this work.

During the off season a new back fence will be erected to tidy up this part of the Club and a brick wall to define the Club boundary will be erected between the Shire Car Park and the edge of green A.

Fundraising and sponsorship contribute towards the cost of continual upkeep of all facilities and allows the Club to hold open events. Gutters and outside wood work is to be repainted.

Assistance Required

Cash Contribution of \$17,500

Previous Funding

Council in previous years has contributed in Cash. Council last year Contributed \$15,000 cash.

4. Tammin Golf Club

Project Details

Renovating part of the Tammin Golf Club building. The existing buggy room has been condemned as it has been affected by white ants. The room currently houses the hot water system and is currently unsafe

Supporting Information

The room is currently unsafe due to the significant white ant damage.

Assistance Required

Council's builders labour and materials to complete the job. (Quotation is expected to be received prior to Council meeting)

Previous Funding

Nil

5. Tammin Football Club

Project Details

Annual Fee for hire of Donnan Park facilities be assessed for possible funding in the form of a reduction in fees as the football club can not sustain the full payment of both Shire of Tammin and Shire of Kellerberrin.

Supporting Information

The Kelleberrin/Tammin Football Club in is a unique situation where they utilise two Football ovals for the one club and split the time between two ovals and are charged as per other Councils that are using the facility all year. Please see below a list of Shires with the fee charged the there respective football clubs and what the fee includes.

Bruce Rock - \$1,200.00 – Hire of Ground, Kitchen, Bar and all other facilities, Marking and Maintenance of the oval also includes lights and cleaning of changerooms and facilities.

Beverley - \$2,090.00 – Hire of Ground, Kitchen, Bar and all other facilities, Maintenance of the oval also includes lights and cleaning of changerooms and facilities.

Quairading -\$2,425.00 - Hire of Ground, Kitchen, Bar and all other facilities, Maintenance of the oval also includes lights and cleaning of changerooms and facilities.

The annual fee that the football club is charged is:

Tammin - \$950 approx per year plus line marking paint @ \$9 per can

Kellerberrin - \$987.50 approx per year plus \$10 per change room on training nights and game day, line marking paint @ \$9 per can.

The equaling approximately \$3,000 - \$4,000 per year in ground/facility hire.

It is also noted that both Cricket Clubs pay half if not a third of the costs that the football club do with not a lot of difference in actual use.

This Submission will be submitted to the Shire of Kellerberrin.

Assistance Required

Reduction/Discount in Annual Ground Rentals.

Previous Funding - Nil

Written Correspondence for donations

6. Tammin Primary School

This submission was handed in to the Shire Office on Wednesday, 4 May 2005. Budget submissions closed on Friday, 29 April 2005.

For Council consideration.

1. Lord Mayor's Distress Relief Fund

Council in previous years has contributed to the Lord Mayor's Distress Relief Fund for the Tenderden Fires, Moora Floods etc.

Council this year received written correspondence requesting the Council considers a donation of funds towards the next appeal.

2. Wheatbelt Agcare

Council in previous years has contributed to the Wheatbelt Agcare with a Cash Donation of \$1,760.

Council this year received written correspondence requesting \$1,760 cash donation for 2004/2005 for operations throughout the financial year.

3. Central Group of Affiliated Agricultural Societies

Council last year contributed \$50 cash towards to display at the Perth Royal Show.

This year Central Group of Affiliated Agricultural Societies are seeking \$250 Cash towards the display at the Perth Royal Show.

FINANCIAL IMPLICATIONS

- Shire of Tammin 2005/2006 Operating Budget

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS – Nil

STRATEGIC PLAN IMPLICATIONS - Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS - Nil

RECOMMENDATION

That Council donates;

1. \$350 cash towards the operating expenses of the West Week Lunch (Speaker) for the Tammin Country Women's Branch
2. \$5,000 cash for wages for operation of Tammin Cooina Centre
3. \$15,000 cash subsidy of Tammin Bowling Club Green keeper
4. Supply Materials to the value of \$..... and utilise Council's builder to complete the works
5. That Council provide/do not provide relief to Kellerberrin/Tammin Football Club to the value of \$..... for Annual Ground Fees.
6. \$500.00 cash contribution towards Lord Mayor's Distress Relief Fund next Appeal.
7. \$1,760 cash contribution towards operational expenses for Wheatbelt Agcare
8. \$250 cash contribution towards display at Perth Royal Show for Central Group of Affiliated Agricultural Societies.

COUNCIL RECOMMENDATION

MIN 53/05 MOTION - Moved Cr. Stokes 2nd Cr. Caffell

That Council donates;

1. *\$350 cash towards the operating expenses of the West Week Lunch (Speaker) for the Tammin Country Women's Branch*
2. *\$5,000 cash for wages for operation of Tammin Cooina Centre*
3. *\$16,500 including GST cash subsidy of Tammin Bowling Club Green keeper*
4. *Tammin Golf Club - Supply Materials to the value of \$1,000.00 and utilise Council's builder to complete the works*
5. *That Council provide relief to Kellerberrin/Tammin Football Club to the value of 50% reduction in Annual Ground Fees for 2005/2006.*
6. *That Council acknowledge the Lord Mayor's Distress Relief Fund and consider a donation if an Appeal is made.*
7. *\$1,760 cash contribution towards operational expenses for Wheatbelt Agcare*
8. *\$250 cash contribution towards display at Perth Royal Show for Central Group of Affiliated Agricultural Societies.*
9. *That Council donate \$2,000.00 including GST, to the Tammin Primary School for Swimming lesson programs.*

CARRIED 6/0

REASON

Council wished to grant the Tammin Bowling Club \$16,500 including GST.

Council wished to accept the late submission from the Tammin Primary School and specify that the funds donated to the Tammin Primary School were for the Swimming lesson programs.

Agenda Reference:	Item 11.1.7
Subject:	March Cheque List
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	6 th April 2005
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Accounts for Payment from 1st March 2005 to 31st March 2005

Municipal Fund

10860	-	10865	\$12,047.00
10867	-	10867	\$ 1,995.91
10872	-	10872	\$ 2,218.80
14976	-	15024	\$82,406.54
			\$98,668.25

Trust Fund

Nil

COMMENT

During the month of March 2005 the Shire of Tammin made the following significant purchases:-

B.J. & J.L. Leslie Concrete Supplied	\$30,784.60
Be-Active Sport & Recreation Scheme Contribution - 2004/2005 Be-Active Scheme	\$5,500.00
Shire of Kellerberrin Resource Sharing	\$18,995.12

FINANCIAL IMPLICATIONS

Shire of Tammin 2004/2005 Operating Budget

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS –

Local Government (Financial Management) Regulations 1996

Regulation 13 (2) – Where a local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month showing –

- a) The payee's name;
- b) The amount of the payment
- c) The date of the payment; and
- d) Sufficient information to identify the transaction.

(3) The list referred to in sub regulation (2) is to be –

- a) Presented to the council at the next ordinary meeting of the council following the preparation of the list; and
- b) Recorded in the minutes of the meeting at which it is presented.

STRATEGIC PLAN IMPLICATIONS - Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS - Nil

STAFF RECOMMENDATION

1 That the accounts submitted from 1st March 2005 to 31st March 2005 be accepted.

VOTING REQUIREMENT – ABSOLUTE MAJORITY

COUNCIL RECOMMENDATION

MIN 54/05 MOTION - Moved Cr. Wheeldon 2nd Cr. Caffell

That the accounts submitted from 1st March 2005 to 31st March 2005 be accepted.

**CARRIED 6/0
BY ABSOLUTE MAJORITY**

Agenda Reference:	11.1.8
Subject:	March Financial Management Report
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	6 th April 2005
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Enclosed is the monthly report for the month of March 2005.

Direct Debit list for the month of March 2005:-

Municipal Fund

01.03.2005 National On-Line Fee for March 2005	55.65
09.03.2005 Net Pay for F/E 09.03.2005	10,103.08
	1,432.18

16.03.2005 Net Pay for F/E 16.03.2005	
23.03.2005 Net Pay for F/E 23.03.2005	8,861.47
29.03.2005 Lease Repayment for 928 H Cat Grader	5,641.53
31.03.2005 Municipal Fund Bank Fees for March 2005	95.90
31.03.2005 Trust Fund Bank Fees for March 2005	52.40
31.03.2005 Reserve Fund Bank Fees to 31.03.2005	20.00

Trust Fund

31.03.2005 Police Licensing Debits for March 2005	\$19,367.10
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COMMENT

No capital purchases were made during the month of March 2005.

FINANCIAL IMPLICATIONS

➤ Financial Management of 2004/2005 budget

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS

Local Government (Financial Management) Regulations 1996

Regulation 34 – Financial reports to be prepared – s. 6.4

- (1) A local government is to prepare –
 - a) Monthly financial reports in such form as the local government considers to be appropriate; and
 - b)
 - c) Quarterly financial reports for the periods ending on 30 September, 31 December, 31 March and 30 June (or where a 4 weekly period system is used, the period to the end of the week closest to each of those dates) in accordance with regulation 35.
- (2) A monthly or quarterly financial report is to be –
 - a) Presented to the council –
 - i. At the next ordinary meeting of the council following the end of the period to which the report relates; or
 - ii. If the report is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of council after that meeting;

and

 - b) Recorded in the minutes of the meeting at which it is presented.
- (3) A quarterly report may be presented to a local government in lieu of a monthly report.

STRATEGIC PLAN IMPLICATIONS - Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS

STAFF RECOMMENDATION

- 1 That Council approve the Monthly Financial Statements for the period ending 31st March 2005.
- 2 That the Direct Debit List be accepted for the month of 31st March 2005.

COUNCIL RECOMMENDATION

MIN 55/05 MOTION - Moved Cr. Greenwood 2nd Cr. Wheeldon

That Council approve the Monthly Financial Statements for the period ending 31st March 2005.

That the Direct Debit List be accepted for the month of 31st March 2005.

CARRIED 6/0

DEVELOPMENT SERVICES – AGENDA ITEMS

Agenda Reference:	11.2.1
Subject:	Authority and Endorsement to Purchase Plaque
Location:	Tammin Hydrology Model Project – Councillor Recognition
Applicant:	Deputy President Cr Caffell and Councillors, Shire of Tammin
File Ref:	AGR11
Disclosure of Interest:	N/A
Date:	5 th May 2005
Author:	Cr Margaret Wheeldon

BACKGROUND

Councillors Louise Caffell Deputy President, Margaret Wheeldon, Michael Greenwood and Rodney Stokes signed a recommendation and endorsement for the actions of the mentioned Councillors to purchase and provide a plaque to recognize the efforts of the President, Cr Leslie in relation to the development and construction of the Hydrology Model and Amphitheatre. The authorization was handed to the Chief Executive Officer on Wednesday 20th April 2005, by hand from Cr Wheeldon for presentation to the next Ordinary Meeting of the Council.

COMMENT

The purpose of the written authorization was to complete the action of providing a plaque to commend the President Cr Leslie for his foresight to evolve the Hydrology Model Project and to recognize this prior to the next Ordinary Meeting of the Council.

FINANCIAL IMPLICATIONS

2004/2005 Budget – expense, to purchase plaque and erection, within the Hydrology Model Project and associated expense account.

POLICY IMPLICATIONS: Nil

STATUTORY IMPLICATIONS

Local Government Amendment Act 2004
Endorsement of Council actions for expense and decision making

STRATEGIC PLAN IMPLICATIONS: Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

COUNCILLOR RECOMMENDATION

That the Shire of Tammin Councillors, wish to erect on the Hydrology Model, a plaque to commend the foresight of President Barry Leslie in evolving the Hydrology Model and Amphitheatre.

COUNCIL RECOMMENDATION

MIN 56/05 MOTION - Moved Cr. Caffell 2nd Cr. Wheeldon

That the Shire of Tammin Councillors, wish to erect on the Hydrology Model, a plaque to commend the foresight of President Barry Leslie in evolving the Hydrology Model and Amphitheatre.

CARRIED 6/0

WORKS & SERVICES – AGENDA ITEMS

Agenda Reference:	11.3.1
Subject:	Road Closure – Dedication of Lot 29313
Location:	Great Eastern Highway - Tammin
Applicant:	Department of Planning & Infrastructure
File Ref:	
Disclosure of Interest:	N/A
Date:	5 th May 2005
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Department for Planning and Infrastructure has received a request (from Main Roads WA) for the closure of roads being Lots 29311, 29312 on Deposited Plan 220215 and for the dedication of Lot 29313.

COMMENT

The proposal to close a road section and dedicate a new road is the finalization of the Great Eastern Highway re-alignment and upgrade works at the eastern end of town, completed some time ago. Further information re the alignments of the old section/alignment of Great Eastern Highway is enclosed as an appendix to this item.

FINANCIAL IMPLICATIONS

Generally nil on this occasion and the cost of administering the application at the Office end of the Council.

POLICY IMPLICATIONS: N/A

STATUTORY IMPLICATIONS

Public Works Act relating to acquisition and closing of land
Land Administration Act – relating to road closures from Government Agencies
Local Government Amendment Act 2004

- section 3.50 – closing certain thoroughfares to vehicles
- section 3.50A – partial closure of thoroughfare for repairs or maintenance
- section 3.51 – affected owners to be notified of certain proposals
- section 3.52 – public access to be maintained and plans kept

STRATEGIC PLAN IMPLICATIONS: Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

STAFF RECOMMENDATION

The Department for Planning and Infrastructure, be advised that the Shire of Tammin supports the Dedication of Lot 29313 as per Deposited Plan 220215 and request that the dedicated Road section be named "Little Underwood" Road.

That Council endorse road closure of Lot 29312 as per Deposited Plan 220215.

COUNCIL RECOMMENDATION

MIN 57/05 MOTION - Moved Cr. Caffell 2nd Cr. Jefferies

The Department for Planning and Infrastructure, be advised that the Shire of Tammin supports the Dedication of Lot 29313 as per Deposited Plan 220215 and request that the dedicated Road section be named "Little Underwood" Road.

That Council endorse road closure of Lot 29312 as per Deposited Plan 220215.

CARRIED 6/0

Agenda Reference:	11.3.2
Subject:	Pavement Failure Report, dated Oct04
Location:	South Tammin Road
Applicant:	Administration Staff
File Ref:	ENG17/ADM41
Disclosure of Interest:	N/A
Date:	5 th May 2005
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Reference to Councillor Memo of October 4, 2004 faxed to Councillors on October 4, 2004, regarding a report on pavement failure on South Tammin Road. Copy of report attached as an appendix item.

COMMENT

The matter is presented to the Council for consideration and determination towards removal of offending trees along side that particular section of road. Current Australian Road Construction/Making Standards, require trees/vegetation to be at least two (2) metres off the shoulder of the bitumen. Administration Staff assessment is that there is one tree in particular requiring removal from the "danger zone" to improve and maintain safety for motorists traveling on South Tammin Road. This tree is also contributing to ineffective drainage off the road at that point. Council consideration and approval to remove the tree in the safety of motorists using the road, is encouraged.

FINANCIAL IMPLICATIONS

2005/2006 Budget – expense for tree removal as part of the annual tree removal/lopping program and/or provide a budget allocation as part of reconstructing a section of south Tammin Road.

POLICY IMPLICATIONS

Procedure and assessment for tree removal – offending and dangerous trees

STATUTORY IMPLICATIONS

Roadside Vegetation Clearing Regulations 2004
Local Government Amendment Act 2004

- section 3.27 (1) – schedule 3.2 relates to particular things local governments can do on land even though it is not local government property.

STRATEGIC PLAN IMPLICATIONS: Nil

PRINCIPAL ACTIVITY PLAN IMPLICATIONS: Nil

STAFF RECOMMENDATION

That Councils Works & Services Department be authorized to remove the offending tree on South Tammin Road, within the annual tree removal/lopping budget expense program.

COUNCIL RECOMMENDATION

MIN 58/05 MOTION - Moved Cr. Caffell 2nd Cr. Wheeldon

That Councils Works & Services Department be authorized to remove the offending tree on South Tammin Road, within the annual tree removal/lopping budget expense program.

CARRIED 6/0

11.4.1

CHIEF EXECUTIVE OFFICER REPORT

1. Human Resource Management

- a) Staff Annual Leave – Works & Services; Toby McQuistan Town Maintenance/Gardener is on annual leave for a four week period, returning to work on Monday 16th May 2005. Coverage for Toby's absence has been arranged with other appointed staff.
- b) Staff Annual Leave – Administration; all staff are present.

2. Local Government Amendment Act 2004 – Update

The following Act changes are summarized hereunder in greater detail and provided on the basis of selected Act changes that Council requires greater knowledge and information, more particularly greater Council awareness of the changes to legislation in anticipation that Councillors, particularly new Councillors that may not have read the information contained in Councils previous agenda of April 2005;

a) Administration – Plan for the Future

Principal Activity Plans are no longer required and has been deleted from the Ac, in its place are "Plan for the Future" operating from 31st March 2005 as required by section 5.56 of the Local Government Act (LGA) and Local Government (Administration) Amendment Regulations 2005, regulation 19C requires the Plan to be prepared for a period of a minimum of two financial years, reviewed at minimum every two years, setting out the broad objectives and adopted by majority decision of the Council. Electors are to be consulted during development of the Plan and the Plan is to state how Electors were involved. This process to be in association with the setting of the annual Budget and Regulations will apply from the 2006/2007 financial year for the Plan of the Future. Basically the Plan of Principal Activities will continue to be used for the next twelve months and thereafter can be modified to be

renamed the *Plan of the Future*. Regulations do not give prescriptions for the content and detail for a *Plan of the Future*, this is determined by the Council.

b) Voting at Meetings – Voting

Section 5.21 of the LGA now requires the Presiding Member to use casting vote and it will be an Offence if Councillors do not vote when present at a meeting, penalty of \$5,000.00 applies for not using casting vote or voting at a meeting. This amendment operates from 7th May 2005.

c) Financial Management – Various

Section 6.2 of the Local Government Act provides for a local government to prepare annual budget that now can be adopted in June instead of July at the earliest. This has been the aim of staff for the previous two years and confirms good management to have a budget adopted prior to July 1 of any financial year, this change operates from 31st March 2005.

Section 6.21 relates to restrictions on borrowings and now the Treasurer's approval for loan borrowings is no longer required, this operates from 1st July 2005.

New Financial Management Regulations operate from 1st July 2005 and regulation 33A relates to review of the Budget and requires one budget review each year between 1st January and 31st March period. Absolute Majority decision of the Council is required. A copy of the review is to be forwarded to the Department within 30 days and regulation 5 has been amended to add budget review as new financial management duty for the CEO. Regulation 34 relates to Financial Activity Statement Report that requires preparation of monthly financial reports that includes; annual budget estimates, estimates to end of month, actual expenditure and revenue, material variances and net current assets. The Report may be shown according to nature and type classification, program or business unit. Regulation 35 (quarterly or triannual reports) have been repealed. Regulation 50 relates to financial information by ratio and new ratios have been introduced including; "gross debt to revenue", "untied cash to trade creditors" and "gross debt to economically realizable assets". There has been various changes in terminology including changing "income" to "revenue".

d) Audit Committees – establishment and delegated powers

Under section 7.1A of the local government act, it is a requirement to establish an audit committee that consists of three or more persons, including elected members and other persons. Employees and CEO are not to be a member of the Committee other than being observers. Establishment of the Audit Committee is by absolute majority to appoint and operates from 7th May 2005. Council may delegate only powers and duties under Part 7 to the audit committee by absolute majority and decisions of the committee to be by simple majority. Section 7.3 of the local government act requires the appointment of the Auditor to be recommended from the Audit Committee to the Council, this operates from 7th May 2005. Some of the Audit Committee function is to consider and recommend any matters identified by an auditor in the audit report or audit process. The Minister has new powers to refer a copy of the auditor's report to the CEO for action under section 7.12A of the LGA, this also operates from 7th May 2005. Under section 7.12A of the local government act a local government must assist its auditor and ensure that audits are conducted successfully and in a timely way. The Audit Committee is to meet with the appointed Auditor at least once every year and can be conducted by electronic means if desired to do so. The Audit Committee basically cover matters relating to the Council or committee meeting with auditor, determining matters in report requiring action and adopting report on those actions. The Audit Committee must provide guidance and assistance on matters under Part 7 of the LGA and must develop a process for selection and appointment of auditor and scope of audit. The whole of Council can be considered and appointed, as the Audit Committee.

e) Advertisement for the position of CEO or Senior Employee

Local Government (Administration) Amendment Regulations (No 2) 2005 commence from 7th May 2005, with following changes and inclusions summarized, particularly with advertising

(what needs to be included), matters to be included in contracts (a maximum payout of one year's remuneration), selection and appointment process (what needs to be defined by the local government prior), consideration to performance review (a local government to have a adopted process) and false information regarding qualifications (false claims have a maximum penalty of \$5,000.00) and the advertised remuneration package shall be the same on appointment of a CEO. These regulations were amended as a result of the publicized CEO appointment at the City of Joondalup.

f) Declaration of Member Interests

New Regulation inserted to provide that a councilor who is the legal or financial advisor of another council member is automatically regarded as having a financial interest with that person and would need to declare that interest at meetings where applicable. The regulation also provides that the value of shares (for the purposes of the declaration of financial interests) shall be calculated on the closing share price of the stock exchange on the last trading day of the financial year. Where a share is not listed on the stock exchange, it shall be calculated on the original nominal value of the share. Regulation 4A inserted relates to allowing local government to close meetings to the public when they are discussing agenda items relating to proposed prices for the sale or purchase of property. However these details will need to be made public when the transactions have been completed, this amended/inserted regulation operates from 7th May 2005.

g) Election of Mayor, President, Deputy Mayor or Deputy President by Council (applicable from 7th May 2005)

Regulations now provides for the Chief Executive Officer (CEO) to prepare ballot papers for these current elections, for the order of names on the ballot paper and for a councilor to cast his or her vote. The Local Government (Constitution) Amendment Regulations 2005 provides for the CEO to ensure that ballot papers are authentic and to ensure that any spoilt ballot papers are replaced. Regulations provide for a councilor to mark the ballot paper in secret and allows for the CEO to assist a councilor who has a disability preventing him or her from completing a ballot paper. The CEO is required to declare the result of the election and give local public notice and to secure the records of the election in safe custody for at least four years.

3. Resource Sharing Committee Matters

Given the number of recent meetings convened between the two local governments of Tammin and Kellerberrin and Special Meetings of each local government, the recommendations contained within the last Joint Resource Sharing Committee will need to be presented and adopted by each local government formally to ensure that clear direction is given to staff to research and act upon agreed and identified outcomes.

Council will need to give direction as to how it seeks to deal with Minute 41/05 from the last Ordinary Meeting (April) in consideration of what has been recommended from the last Resource Share Committee Meeting in reference to the cost analysis report recommended to for both local governments.

4. General Administration Matters

It is acknowledged that a number of administration matters are outstanding for both local governments, due to the number of recent resource sharing committee meetings and the matters contained within the mentioned meetings as well as the administration requirements of the bi-annual election process. It is anticipated that over the next month, all backlog of outstanding items will be cleared to enable the staff to attend to new business and administration matters raised as part of the ordinary business of the council. For the information of the Council.

5. Graffiti at Donnan Park Buildings (Recreation ground)

It has been reported that graffiti occurred overnight on Sunday, to buildings at Donnan Park. Police have been notified of the disturbing action and Councils' Building Services will implement a program to eliminate the damage incurred.

FRANK PECZKA
Chief Executive Officer

MANAGER CORPORATE SERVICES REPORT

Rates

Council's outstanding Rates balance as at the 02nd may 2005 is \$25,818.11.

Loan 77 – Plant and Equipment Purchases

Quotations have been called for the Borrowing of \$250,000.00 for Plant and Equipment for the Shire of Tammin. Quotations were forwarded to:

- National Australia Bank
- Challenge/Westpac Bank
- WA Treasury Corporation

Quotations closed 12.00 noon 14th April 2005 with all of the above companies forwarding a quotation. The Quotations that were received were as follows:

- WA Treasury Corporation – 5.890%
- National Australia Bank - 6.061%
- Challenge/Westpac Bank - 6.180%

A letter has been forwarded to the Treasury Department advising of the quotation and our recommendation of WA Treasury Corporation for approval.

Council received Treasury approval on the 25th April 2005 with the funds being successfully transferred into Councils Municipal Fund on the 26th April 2005 with the first repayment to be made in July 2005 with four payments to be made per year at \$8,349.95 per repayment.

Hydrology Model Costings – Up to 28th April 2005

Capital Expenditure (Job113.3 or 113.3.2000)

2002 – 2003	\$ 24,716.39
2003 – 2004	\$479,321.50
2004 – 2005	\$ 80,852.98 – up to 20 th April 2005

Sub Total **\$584,890.87**

Operating Expenditure (Job113.5)

2003 – 2004	\$ 945.45
2004 – 2005	\$ 49,450.09

Sub Total **\$ 50,395.54**

TOTAL **\$635,286.41**

These above figures do not include the following accounts to be paid:

- Peter Mitchell – Electrician Works
- AVP Constructions – Approx \$5,000
- Western Power – Transformer – Approx \$13,000
- Kalamunda Swing Band – Approx \$2,000.00
- April 2005 Accounts – Mobil, R & J Rural Supplies etc.

Raymond Griffiths

Manager Corporate Services

WORKS & SERVICES REPORT

Council Construction and Maintenance crew will now be back onto the council 04/05 Road Program. The following is a summary of the works completed or in progress.

1. Major Works

- 1.1. Hydrology Model
- 1.2. Opening of Hydrology Model
- 1.3. Tammin Wyalkatchem Road
- 1.4. Bungulla Road (Patch) - Ready for Sealing
- 1.5. Barracks Road - Ready For Sealing
- 1.6. Memorial Park – Mow and clean up ANZAC Service

2. General Maintenance

- 2.1. Oval – Fertilizing, Watering, Mowing
- 2.2. Wickets – Mowing and Watering
- 2.3. Park - Fertilizing, check water timer, mowing
- 2.4. Town Streets – Rake and clean up
- 2.5. New House – Put in water pipe and yellow sand for paving
- 2.6. Tamma Village – Mowing, Raking and cleaning gutters
- 2.7. Tamma Village – check timers, sprinklers not working again
- 2.8. Hydrology Model – Mowing and Watering
- 2.9. Clean Culvert Crn of Redmond and Ridley Streets
- 2.10. Dig holes for fence at Waste Site
- 2.11. Clean up and Remove tree branches at the cemetery
- 2.12. Lardi Bros Plaque has been installed

3. Private Work

- 3.1. Mr C. Harrison – Yellow Sand
- 3.2. Mr J. Coleman – Yellow Sand
- 3.3. MRD - Signs
- 3.4. Mr S. Williams - Fuel
- 3.5. Mr A. Munday – Gravel
- 3.6. Waste from Kellerberrin 48.55 Tonne

4. Work Commencing

- 4.1. Graveling Turon Road
- 4.2. Sealing Work – Tammin Wyalkatchem Road, Bungulla, Barracks Road

5. General

- 5.1. Road Sides Burnt – Crabbin Road and Yorkrakine Road. This happens every year, which is disappointing.
- 5.2. North Wyola Road Railway Crossing

Westnet Rail rang and said they were doing some work on the culvert, mainly widening it for R. Rogers and Harris. They then informed me that the box culvert was our responsibility. Mr R. Rogers is not happy with the job they did in widening the double box culvert.

These culverts were put in at the same time as the standard gauge line was constructed. If this is the case, I recommend we fill in the ends of the double culvert and put a new small culvert in. The double box culvert is in a poor state. I told Mr S. Rogers and Mr R. Rogers this work would have to be put into the 05/06 Budget, between \$2000 and \$5000. Mr S. Rogers and Mr R. Rogers are very happy with the new cement floodway on Wyola Road.

TOM APPLGATE

Manager Works and Services

COMMUNITY DEVELOPMENT OFFICER REPORT

Tammin Art Prize

The outcomes from the art Prize meeting were very positive for another great community event. The Committee are hoping to obtain funding for some more equipment including extra hanging space, pin up boards and lighting as well as funding to run the children's workshop, judging and entertainment for the evening. Several funding options are being explored and the shire will submit the applications on behalf of the Art Prize committee.

Wheatbelt tourism Association

I attended a meeting of the Wheatbelt Tourism Association in Narembeen on the 27th of April. A lot of the information discussed related to the bigger centres but it was very interesting and important that we have input into future marketing plans for the Wheatbelt as a whole including publicity and advertising opportunities.

Tammin Primary School P & C

Have had discussion with Martin Morris (Wheatbelt ACC) following a recommendation from Wilson Tuckey to apply for Federal funding for a new playground. The Education Department policy is not to replace existing equipment in Schools regardless of its age or condition.

National Awards for Local Government

Have been writing up an entry for Kadjininy Kep. These awards highlight the outstanding achievements of local Governments in their communities.

Playground equipment

Mike Desousa from Forpark Australia is meeting me next Thursday to draw up a plan for play equipment to quote on. We will look at a unit to be set up in the area between the park and the Hydrology Model and some freestanding pieces to place throughout the model.

CDO Network Meeting

CDO meeting was held in Quairading on the 14th of April. A representative from the YMCA mobile youth bus addressed the meeting and relayed that funding had been secured for the next 12 months to continue this service in the Wheatbelt. The management committee of the Quairading CDO made a presentation. They highlighted that they pursued priority areas for the CDO to work toward. The next CDO Network meeting will be held in Tammin around the middle of June.

Kadjininy Kep

Since the opening we have had lots of positive publicity about the Hydrology Model and lots of queries both on the phone and in person wanting to see the model. We need to keep this level of interest up if we are going to gain benefit from this exposure. Signage is an important marketing tool along with brochures and merchandise. Funding is available for accredited visitor centres from Tourism WA's Business Development Support Scheme. Expressions of interest for this grant close on the 1st of July. I need direction as to the course Council wish to pursue with this and a time frame as to what you want to be achieved both short and long term. Once a management policy has been adopted we can start to seek sponsorship and actively market and promote the facility.

MANAGER DEVELOPMENT SERVICES REPORT

Abattoirs

The kill at the Abattoirs has increased to approximately 900 sheep per day. The EHO (Meat) is performing duties to the required standard/

With the exception of the invoice issued the 29th April 2005 to the value of \$2,554.87, all outstanding accounts have been paid.

It is expected that Mr. DeQuintal will address the account on Thursday 12th May 2005 during his next visit to Tammin.

Regional Landfill Site

As discussed at the Joint Resourcing Meeting the site is being utilised by contractors for disposal.

The following contracts have been negotiated and Mr. Williams is awaiting confirmation of acceptance: -

1. Receival of cardboard and plastic waste from Metropolitan recycling centres. Waste is being carted by Avon Waste.
2. Merredin Tyres - Mr. Williams has negotiated a cost for disposal of all used tyres.
3. Water Corporation (WC)- request to dispose of 350m3 of diesel contaminated soils and replacement of the soils. Advice received Friday 6th May 2005 - If not at no cost - WC not interested.
4. Derailment at Merredin. Quotations have been provided to receive up to 2,000m3 of printers ink contaminated soils.
5. Gibbs Construction - removal of Homeswest residence from Kellerberrin. City and Regional Waste Management to issue invoice - \$750.00.
6. CBH receival of grain dust - \$25.00/m3 - City and Regional Waste Management to issue invoice.

Invoices have been issued to the Shire of Kellerberrin and the Shire of Cunderdin for waste receival. Currently the following invoices are awaiting payment: -

1. Shire of Cunderdin - Standard waste collection 240IMGB - \$1,827.04 issued 4th April 2005.
2. Shire of Cunderdin - Transfer Station waste - \$1,636.82 issued 4th April 2005.
3. Shire of Kellerberrin - General Waste disposal - \$696.68 issued 4th April 2005.
4. Shire of Kellerberrin – Transfer Station disposal \$6,670.23 issued 29th April 2005.

Please note that the Contractor is yet to be paid.

On 5th May 2005 a further weighbridge receipt form was received from the Shire of Cunderdin for 74.6 tonnes (\$1,865.00). An invoice is currently being prepared.

The Administration has written to the Shire of Kellerberrin and Shire of Cunderdin seeking an agreement that should the Contractor dispose of waste at the site the Shires agree to pay the invoice. This formalises the agreements.

Council has requested a meeting with the Contractor annually to determine fees and assistance required by the Administration to ensure the viability of the project. Would Council please advise the Chief Executive Officer of the date for the meeting?

Lot 66 Ridley Street - Three Bedroom Residence

Works have commenced on the completion of the residence.

Quairading Plumbing have been engaged to complete the waste disposal system , install external taps, install the solar hot water system, connect the residence to water and complete any outstanding plumbing issues. Keith Johnston has advised that works will commence during the week of the 9th May 2005.

Woodstock Electrical has been engaged to provide site power and connection of the dwelling. I am advised that the power pole has been installed.

Council's Builder has installed the blinds.

Mr. Fred Batchelor has been engaged to install the split air conditioning system.

Fencing materials have been purchased from R & J's and Mr Barry Rayner has been engaged to install the paving, which was purchased through Northam Brickmart.

It is anticipated that the residence will be available for residency by 15th June 2005.

JOHN MITCHELL

Manager, Development Services

STAFF / COUNCIL RECOMMENDATION

MIN 59/05 MOTION - Moved Cr. Greenwood 2nd Cr. Wheeldon

That Council accept the Chief Executive Officers Report and the following Sub reports:

Manager Corporate Services

Manager Works and Services

Community Development Officer Report

Manager Development Services Report

CARRIED 6/0

Agenda Reference:	Late Item 1
Subject:	Hydrology Model - Update
Location:	Booth Street, Tammin
Applicant:	Administration
File Ref:	ENG19
Disclosure of Interest:	Nil.
Date:	9 th May 2005
Author:	Manager, Development Services

BACKGROUND

As Council is aware the Hydrology Model is in working condition. There are several issues still requiring completion and a direction is also sought on the continuing provision of infrastructure for the project.

To date, all contractors have been requested to finalise accounts to ensure that the Administration is fully aware of costs.

During the final week of works the main pump failed as a result of water penetration and additional costs were incurred.

COMMENT

The following works require completion: -

1. Installation of the reticulation for the plantings - allowance - \$2,500
2. Repainting of effected areas of ponds - Materials on hand - volunteers to repaint.
3. Completion of damaged portions of reticulation to lawn area.
4. Preparation of maintenance and operations manual. Manager, Development Services to complete.
5. Reinstatement of fences to alignment determined by Council.
6. Signage of project - name, sponsorship board, theme.
7. Stage - ornamental wall to rear of stage area.
8. Completion of electrical - Board completion, Awaiting ruling from Western Power re the stage boards and power supply, main lighting design and operation to stage and minor compliance issues. I am advised that Mr. Leslie will liaise with Woodstock Electrical to ensure that the stage lighting is complete.
9. The Administration is not aware if the sound system has been completed. The matter was referred to Mr. Leslie for completion.

In addition the following capital improvements are provided for consideration: -

1. Upgrade of existing ablutions to accommodate disabled patrons and to provide the minimum number of facilities required. Based on 600 persons there is required 3 x male ablutions and 3 x female ablutions + 1 x disabled ablution.
2. Provide a food standard kitchen for the sale of food and drink product.
3. Provide changerooms for artists.
4. Upgrade the carpark and entry to the facility. A formal entry and parking area is required.
5. Provide storage facilities within the site.

The matter is submitted for Council consideration.

FINANCIAL IMPLICATIONS

The Manager, Corporate Services has advised in his Manager's Report that the costings up to the 28th April 2005 were \$635,286.41.

The following accounts are due to be received: -

1. Woodstock Electrical - Assume \$15,000
2. AVP Constructions \$5,000
3. Western Power - \$13,000
4. Construction of the Vacuum System for the centre - \$2,500

POLICY IMPLICATIONS - Nil.

STATUTORY IMPLICATIONS

There are distinct issues with the location of the power subboards on the stage. Western Power have advised that the location is not approved and new sites must be found for exposed power supplies. At this time the intent is to permit the Electrician and Mr. Leslie resolve the location of power points required and arrange quotations.

The budget has been exceeded and it is likely that the final costs will be in the vicinity of \$700,000.

STRATEGIC PLAN IMPLICATIONS - Nil.

PRINCIPAL ACTIVITY PLAN IMPLICATIONS - Nil.

STAFF RECOMMENDATION

That the Administration prepare costings and include the following works in the draft 2005/06 budget: -

1. Installation of the reticulation for the plantings - allowance - \$2,500
2. Repainting of effected areas of ponds - Materials on hand - volunteers to repaint.
3. Completion of damaged portions of reticulation to lawn area.
4. Preparation of maintenance and operations manual. Manager, Development Services to complete.
5. Reinstatement of fences to alignment determined by Council.
6. Signage of project - name, sponsorship board, theme.
7. Stage - ornamental wall to rear of stage area.
8. Completion of electrical - Board completion, Awaiting ruling from Western Power re the stage boards and power supply, main lighting design and operation to stage and minor compliance issues. I am advised that Mr. Leslie will liaise with Woodstock Electrical to ensure that the stage lighting is complete.
9. The Administration is not aware if the sound system has been completed. The matter was referred to Mr. Leslie for completion.

LATE BUSINESS ITEMS

COUNCIL RECOMMENDATION

MIN 60/05 MOTION - Moved Cr. Caffell 2nd Cr. Stokes

That Council consider late items.

CARRIED 6/0

HYDROLOGY MODEL - FINALISATION

COUNCIL RECOMMENDATION

MIN 61/05 MOTION - Moved Cr. Jefferies 2nd Cr. Caffell

That Council approve the following expenditure in 2004/2005 budget:

1. *Installation of the reticulation for the plantings - allowance - \$2,500*
2. *Repainting of effected areas of ponds - Materials on hand - volunteers to repaint – check shelf life.*
3. *Completion of damaged portions of reticulation to lawn area.*
4. *Preparation of maintenance and operations manual. Manager, Development Services to complete.*
5. *Directional signage off highway.*
6. *Stage - ornamental wall to rear of stage area.*
7. *Completion of electrical - Board completion, Approval has been obtained from Western Power re the stage boards and power supply, main lighting design and operation to stage and minor compliance issues. I am advised that Mr. Leslie will liaise with Woodstock Electrical to ensure that the stage lighting is complete.*
8. *The Administration is not aware if the sound system has been completed. The matter is referred to Mr. Leslie for completion ie box for microphone points on stage to house 24 lum plugs.*
9. *That a pool gate be installed at the south entrance of the Hydrology Model.*
10. *That the Hydrology Model be opened to the public after the south gate has been installed.*

CARRIED 6/0

5:46PM – Cr Wheeldon left Council Chambers.

COUNCIL RECOMMENDATION

MIN 62/05 MOTION - Moved Cr. Stokes 2nd Cr. Caffell

That the Administration prepare costings and include the following works in the draft 2005/06 budget: -

1. *Reinstatement of fences to alignment determined by Council.*
2. *Facility Signage of project - name, sponsorship board, theme*
3. *Stage - ornamental wall to rear of stage area.*
4. *Facility Entry Point – Design and Completion*
5. *Interpretative Plaques*

CARRIED 5/0

5:50pm – Cr Wheeldon returned to Council Chambers.

Agenda Reference:	Late Item 2
Subject:	Winery - Dyer
Location:	Avon Location 12932
Applicant:	J & J Dyer
File Ref:	Assessment File
Disclosure of Interest:	Nil
Date:	6 th May 2005
Author:	Manager, Development Services

BACKGROUND

At the November and December 2004 Council meetings the approval of the above proposal was discussed.

At the December 2004 meeting Council resolved to seek advice from the Department of Agriculture regarding the application of pesticides and the impact of the development on neighbouring properties.

The Town Planning Scheme does not specifically address the implementation of wineries, however after discussions with the Planning Consultant it is believed that the industry is similar to farming and therefore acceptable within the rural zoning of the Shire of Tammin.

The major issues as I see them will be the processing of the grapes and removal of decant and extraneous materials. This matter will be come a Department of the Environment issue.

Other minor issues are the provision of ablutions for workers, drainage of the site not to impact on neighbouring properties and the provision of additional information regarding the operation – chemical use – is it compatible with locally grown crops, and the impact of grape production on surrounding properties – believed to be negligible.

Detailed plans of the proposed operation should then be submitted for building consideration.

At the September 2004 meeting Council was advised: -

The vineyard, if approved, should have the following conditions: -

1. Location to be greater than 100m from any known permanent stream, 200m from any known wetland, and 1.5m above the known water table.

2. The application of pesticides is to be in accordance with the requirements of the Department of Agriculture and any legislation applicable to the application of pesticides.
3. Waste disposal to be in accordance with the Environmental Management Guidelines for vineyards and the Department of the Environment.
4. Storm water control and drainage to be managed to minimise detriment of the environment and to trap and treat nutrients, organic matter and suspended soils before entering any water courses or drainage lines.

A copy of reports from previous meetings, Mr. Hocking's letter and the response from the Department of Agriculture appends.

COMMENT

The response from the Department of Agriculture does not suggest any additional concerns that have not already been considered.

The Manager Development Services has liaised with the Western Australian Planning Commission who have advised that the approval of the winery is permitted within the context of the Shire of Tammin Town Planning Scheme.

Mr. Hocking has corresponded expressing concerns at the use of pesticides and the implications of misuse on adjoining properties.

Discussions have been held with the Shire of Plantagenet Town Planner and the Town Planner for the Shire of Gingin.

Both have advised that the land use as winery has not severely impacted on the broadacre farming practices for the following reasons: -

- 1) The application of current farming chemicals can affect rotational crops - e.g. the application of certain herbicides on wheat can have a detrimental affect on lupins.
- 2) There is the Agriculture and Related Resources Protection (Spraying Restrictions) Act 1981 and the Environmental Management Guidelines for Vineyards 2002 to be adhered to.

In addition the application of pesticides is governed by the Environmental Protection Act 1986 and the Health Act (Pesticide) Regulations 1956. Therefore any misapplication would fall within the above Acts and be a matter between the owners, local government investigations and the Government Department assigned to enforce that Act.

In consideration of the application, Council must be mindful of the implications of other Acts but cannot condition an application to comply with that particular Act. This is given to Applicants as "Advice to Applicants".

In consideration of this application: -

1. The use is compatible with existing uses within the locality. The application of pesticides is governed by the Agriculture and Related Resources Protection (Spraying Restrictions) Act 1981 and by the Environmental Protection Act 1986 and the Health Act (Pesticide) Regulations 1956. Any application of pesticides must be in accordance with those Acts and associated Regulations and Codes or Practice. This knowledge will form part of the "Advice to Applicants".
2. Council can be provided with information to satisfy themselves that the liquid waste disposal can be controlled within the property. This is a condition of approval.
3. Buffer zones are regulated within the Environmental Management Guidelines for Vineyards 2002 and therefore form part of the planning application to Council. A formal application must be received from the applicant addressing these issues. This is a condition of approval.

4. Letters of concern/objection have been received from adjacent farms. All queries relate to the application of pesticides, proposed use of the land, protection of broadacre farming and waste disposal. All issues raised can be addressed through existing legislation or Codes of Practice for the operation of Vineyards. It should be noted that even in broad acre farming certain pesticides can affect other crops.

It is recommended that the application be approved with conditions relating to waste disposal, submission of detailed plans and confirmation of operation in accordance with established guidelines issued by the relevant government authorities.

FINANCIAL IMPLICATIONS

Nil to Council.

POLICY IMPLICATIONS

There are no policies directly impacting upon this application.

STATUTORY IMPLICATIONS

The Shire of Tammin Town Planning Scheme No.1 (TPS1) provides that the purpose and intent of the rural zone is to permit a wide range of rural/agricultural uses to satisfy the objectives in a long term environmentally acceptable and sustainable manner.

Section 4.4 of the scheme text also provides that Council must be satisfied that adequate provision for liquid waste disposal is available onsite.

A Winery or Vineyard is not defined within the scheme text. Section 4.14.1 states that Council has the discretion to modify development standards and may approve of an application where it is non compliant providing Council is satisfied that the approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenities of the locality and the non compliance would not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or the future uses of the locality.

In addition clause 3.2.5 of the TPS 1 permits Council to consider a use that is not part of the table of uses providing the use is consistent with the objectives and purposes of the particular zone and is therefore permitted, or follow the procedures of an "SA" use. Council has followed the procedures for "SA" use.

STRATEGIC PLAN IMPLICATIONS - Nil.

PRINCIPAL ACTIVITY PLAN IMPLICATIONS - Nil.

STAFF RECOMMENDATION

1. "That the correspondence received from Mr. Hocking relating to the establishment of the winery on Avon Location 12932 be acknowledged and Mr. Hocking be advised of Council's decision in writing."
2. "That the Shire of Tammin approve in principle the establishment of a winery on location 12932 subject to the following conditions: -
 - a) The Applicant is to submit a detailed plan of the proposed development addressing the Environmental Management Guidelines for Vineyards 2002 and providing Council with supporting documentation that the development has been designed to comply with these requirements.

- b) The applicant is to submit a report from a suitably qualified Engineer that the liquid waste disposal system is designed to accommodate the proposed production and is compliant with the Department of the Environment requirements.
3. "That the Applicant be given advice as to the requirements of the Environmental Management Guidelines for Vineyards 2002 and Agriculture and Related Resources Protection (Spraying Restrictions) Act 1981 and the requirements to comply with this legislation."
4. "That a copy of the Department of Agriculture correspondence be provided to the applicant for information."

COUNCIL RECOMMENDATION

MIN 63/05 MOTION - Moved Cr. Jefferies 2nd Cr.

1. "That the correspondence received from Mr. Hocking relating to the establishment of the winery on Avon Location 12932 be acknowledged and Mr. Hocking be advised of Council's decision in writing."
2. "That the Shire of Tammin approve in principle the establishment of a winery on location 12932 subject to the following conditions: -
 - c) The Applicant is to submit a detailed plan of the proposed development addressing the Environmental Management Guidelines for Vineyards 2002 and providing Council with supporting documentation that the development has been designed to comply with these requirements.
 - d) The applicant is to submit a report from a suitably qualified Engineer that the liquid waste disposal system is designed to accommodate the proposed production and is compliant with the Department of the Environment requirements.
3. "That the Applicant be given advice as to the requirements of the Environmental Management Guidelines for Vineyards 2002 and Agriculture and Related Resources Protection (Spraying Restrictions) Act 1981 and the requirements to comply with this legislation."
4. "That a copy of the Department of Agriculture correspondence be provided to the applicant for information."

LAPSED DUE TO LACK OF SECONDER

COUNCIL RECOMMENDATION

MIN 64/05 MOTION - Moved Cr. Caffell 2nd Cr. Stokes

That Council reject the application by Mr Jonathan Dyer to establish a winery on Location 12932.

CARRIED 4/2

REASON

Council has concerns with Broadacre Farming practices in comparison to intensive agriculture farming practices.

6:12pm – Cr Jefferies left Council Chambers.

6:13pm – Cr Jefferies entered Council Chambers.

Agenda Reference:	Late Item 3
Subject:	Regional Waste Processing Site - Change to Hours of Operation
Location:	Goldfields Road, Tammin
Applicant:	Administration
File Ref:	ENVH 15
Disclosure of Interest:	Nil
Date:	6 th May 2005
Author:	Manager, Development Services

BACKGROUND

Previously Council and City & Regional Waste Management entered an agreement to permit Mr. Williams to manage the site and minimize Council involvement in day to day activities.

Mr. Williams has recently purchased a 22tonne excavator which is to be located at Tammin for rehabilitation projects at the site and to provide a service to surrounding local governments for recycling ventures.

Mr. Williams has engaged a permanent employee at the site.

The transmission for the TCM Loader has arrived in Tammin. The loss of this machine has greatly effected the ability of the Contractor to achieve an income this year. It is expected that the buried waste that has been stored for recycling activities through the recycling plant (Grizzly), will now commence.

Council's capital input to the site has no ceased. For the 2005/06 year the draft budget will reflect Management fees and \$3,000 for tyre disposal not catered for within fees. For example recently 40 tyres were removed from the public waste area over a month.

All fencing materials, tanks and commitments agreed to within the Management agreement have been addressed by the Administration. Hunts Well has been made operational and provides a fire emergency service to the site and water for recycling and rehabilitation programs.

COMMENT

There have been incidents where large heavy vehicles have entered the site and disposed of waste without the consent of the Administration or the Contractor. In addition waste recycled materials have been removed from the site by unknown persons causing loss of income to Council and the Contractor.

All major users of the site have been provided with keys to the contractors disposal area and are aware of the layout of the site and the correct disposal locations for waste dependent on the types of materials.

In order to provide greater control over the site and to ensure that the incomes for both Council and the Contractor are protected as far as practical, it is requested that Council consider closing the site to general access for Tuesday to Friday weekly. This system has been commenced in several sites including Shire of Northam, Shire of Brookton and other sites managed by City and Regional Waste Management.

The reasons for this request are: -

1. Currently the public area is receiving up-to twenty large tyres per week and other materials that are obviously from a large vehicle for which payment is not being received.
2. Vehicles and farm machinery is being left in the public access area creating further "mess" and loss of income;
3. Materials collated by the contractor are being removed from the site regularly;
4. Waste oil and pesticides are being left at the used oil collection point adding to the cost of disposal;

5. There is currently up to \$100,000 of heavy machinery left at the site.
6. Restriction of access to non approved contractors will reduce operational cost and permit the contractor to collect additional income for Council.
7. Restriction of access to the site will reduce Councils liability as security has been improved.

The Contractor will man the site at no cost to Council.

Although it is believed that there will be an initial “back lash” from the community persons will quickly adjust to the amended operation which permits access on Saturdays and Sundays. Monday was chosen as the third day of opening as there are approximately 4 public holidays that fall on a Monday.

It is proposed to advertise the amended hours of operation and that they become enacted on 1st July 2005.

In addition the Contractor has recommenced operations of removing recyclable materials from local farms to further address the farmers concerns of access.

FINANCIAL IMPLICATIONS

As the site will be manned there is a greater potential to achieve further income from non locals and ensure that the site is better managed with a lower liability.

POLICY IMPLICATIONS - Nil.

STATUTORY IMPLICATIONS

The Department of Environment has consistently suggested that all sites should be manned. The Shire of Tammin will be one of the first small regional local governments to not only achieve and income to provide this service but also limit public access to the site to ensure that liabilities are minimized.

Council’s Insurers can be satisfied that the local government has taken further precautions to limit the risk.

STRATEGIC PLAN IMPLICATIONS - Nil.

PRINCIPAL ACTIVITY PLAN IMPLICATIONS - Nil.

STAFF RECOMMENDATION

1. “That the Shire of Tammin Regional Waste Processing site be open from 7.30am - 5.00pm Saturday, Sunday and Monday weekly and that major contractors (Avon Waste, Wren Oil) be provided access as required.”
2. “That the restricted hours of operation commence on 1st July 2005 and that the community of Tammin be advised of the amended hours.”
3. “That the site be retained locked at the entry point at all other times unless a prearranged or agreed delivery appointment from a major commercial contractor is made.”
4. “That Council acknowledges that the Contractor, City and Regional Waste Management, is responsible for the employment and operational costs of the employee to man the Shire of Tammin Regional Waste Processing Site.”

COUNCIL RECOMMENDATION

MIN 65/05 MOTION - Moved Cr. Stokes 2nd Cr. Greenwood

1. *“That the Shire of Tammin Regional Waste Processing site be open from 7.30am - 5.00pm Saturday, Sunday and Monday weekly and that major contractors (Avon Waste, Wren Oil) be provided access as required.”*
2. *“That the restricted hours of operation commence on 1st July 2005 and that the community of Tammin be advised of the amended hours.”*
3. *“That the site be retained locked at the entry point at all other times unless a prearranged or agreed delivery appointment from a major commercial contractor is made.”*
4. *“That Council acknowledges that the Contractor, City and Regional Waste Management, is responsible for the employment and operational costs of the employee to man the Shire of Tammin Regional Waste Processing Site.”*

CARRIED 6/0

That Council have a Development Services Committee meeting to be held on Wednesday, 1 June 2005.

Agenda Reference:	Late Item 4
Subject:	Geographic Names Committee - Changes to Road Names
Location:	De Pierres Road (O'Loughlin) & Nock Road
Applicant:	Department of Land Administration
File Ref:	ENG17
Disclosure of Interest:	Nil.
Date:	6 th May 2005
Author:	Manager, Development Services

BACKGROUND

The Geographic Names Committee has written requesting Council support/authorization to amend and change certain road names within the Shire of Tammin.

In addition they seek authorization to dedicate the new names and road formally called Yorkrakine Road and “Old Yorkrakine Road”.

The correspondence and maps append.

COMMENT

The issues raised are:

1. O'Loughlin Road is referred to locally as Deperres or De Pierres Road. The Geographic Names Committee do not accept this naming as it is too similar to De Pierres Road in Wyalkatchem. Is Council agreeable to the gazetted name of O'Loughlin Road.
2. Nock Road requires extending to the intersection with Tammin/Wyalkatchem Road. Council authorization is requested.
3. The new portion of the Yorkrakine Road has not been dedicated.
4. The old portion of Yorkrakine Road requires formal resolution to rename “Old Yorkrakine Road”.
5. The Shire of Kellerberrin has advised the Department that the Nanyning Road is actually Nanyinning Road and is required to be named uniformly for its length.

The matter is raised for discussion and resolution.

It appears that O'Loughlin Road is a definite change from the tone of the fax.

FINANCIAL IMPLICATIONS - Nil.

POLICY IMPLICATIONS - Nil.

STATUTORY IMPLICATIONS

The Land Administration Act requires that Council seek Ministerial approval prior to changing, rerouting, renaming roads.

STRATEGIC PLAN IMPLICATIONS - Nil.

PRINCIPAL ACTIVITY PLAN IMPLICATIONS - Nil.

STAFF RECOMMENDATION

1. "That Council seek the Minister for Lands to change that portion of Yorkrakine Road that has been superceded from the name "Yorkrakine" Road to the new name "Old Yorkrakine Road" and the new portion of road from the "Old Yorkrakine Road" intersection to the Great Eastern Highway be named "Yorkrakine Road"."
2. That the Shire of Tammin supports the name of "Nanyinning Road rather than the existing name of "Nanyning Road" as advised by the Shire of Kellerberrin to the Department of Land Administration."
3. "That the Shire of Tammin seeks the Minister's approval to extend the name "Nock Road" to the Tammin Wyalkatchem Road."
4. That the Department of Land Administration be advised that the Shire of Tammin is agreeable to the renaming of Deperres Road to the gazetted name of O'Loughlin Road."
5. "That the proposed name changes be advertised in the next Tammin Chronicle."

COUNCIL RECOMMENDATION

MIN 66/05 MOTION - Moved Cr. Wheeldon 2nd Cr. Caffell

1. *"That Council seek the Minister for Lands to change that portion of Yorkrakine Road that has been superceded from the name "Yorkrakine" Road to the new name "Old Yorkrakine Road" and the new portion of road from the "Old Yorkrakine Road" intersection to the Great Eastern Highway be named "Yorkrakine Road"."*
2. *That the Shire of Tammin supports the name of "Nanyinning Road rather than the existing name of "Nanyning Road" as advised by the Shire of Kellerberrin to the Department of Land Administration."*
3. *"That the Shire of Tammin seeks the Minister's approval to extend the name "Nock Road" to the Tammin Wyalkatchem Road."*
4. *That the Department of Land Administration be advised that the Shire of Tammin is agreeable to the renaming of Deperres Road to the gazetted name of O'Loughlin Road."*
5. *"That the proposed name changes be advertised in the next Tammin Tabloid."*

CARRIED 6/0

REASON

Change Tammin Chronicle to read Tammin Tabloid.

GEHA HOUSING

MIN 67/05 MOTION - Moved Cr. Caffell 2nd Cr. Jefferies

That Council request the Chief Executive Officer to write to GEHA advising that the Shire of Tammin is in urgent need of staff housing.

CARRIED 6/0

POSTPONEMENT OF JUNE ORDINARY MEETING DATE

MIN 68/05 MOTION - Moved Cr. Wheeldon 2nd Cr. Stokes

That the June Ordinary Council Meeting be held on 8 June 2005.

CARRIED 6/0

SHIRE OF TAMMIN – CORRESPONDENCE FROM RATEPAYERS

MIN 69/05 MOTION - Moved Cr. Stokes 2nd Cr. Greenwood

That all correspondence received from ratepayers be tabled at Ordinary Council Meetings.

CARRIED 6/0

LATE ITEM 5

ELECTION OF FOUR STANDING COMMITTEES, EMERGENCY COMMITTEE & AUDIT COMMITTEE

MIN 70/05 MOTION - Moved Cr Wheeldon 2nd Cr Caffell

That Council committees with exception of the Resource Share Committee consist of full Council.

CARRIED 6/0

Joint Resource Sharing Committee (Shire of Kellerberrin & Shire of Tammin)

MIN 71/05 MOTION - Moved Cr Jefferies 2nd Cr Stokes

That the following members be the minimum four (4) voting delegates of the Joint Resource Sharing Committee:

*Cr Leslie
Cr Caffell
Cr Stokes
Cr Wheeldon*

and up to six (6) voting delegates to include Cr Greenwood & Cr Jefferies.

CARRIED 6/0

ELECTION OF MEMBERS FOR COMMUNITY COMMITTEES

Tammin Alcoa Landcare Education Centre (T.A.L.E.C.)

MIN 72/05 MOTION - Moved Cr Wheeldon 2nd Cr Greenwood

That the following members be representatives of the Tammin Alcoa Landcare Education Centre.

*Cr Stokes
Cr Jefferies
Cr Caffell*

CARRIED 6/0

Kellerberrin Regional Road Sub Group & Wheatbelt North Regional Road Group

MIN 73/05 MOTION - Moved Cr Caffell 2nd Cr Wheeldon

That the following members be representatives of the Kellerberrin Regional Road Sub Group & Wheatbelt North Regional Road Group

*Cr Leslie

Deputy: Stokes*

CARRIED 6/0

Central Wheatbelt Enterprise Centre (BEC)

MIN 74/05 MOTION - Moved Cr Caffell 2nd Cr Wheeldon

That the following members be representatives of the Centre Wheatbelt Enterprise Centre.

*Chief Executive Officer
Cr Stephen Jefferies
Pat Bell*

CARRIED 6/0

Western Australian Local Government Association Committee – Great Eastern Zone

MIN 75/05 MOTION - Moved Cr Wheeldon 2nd Cr Stokes

That the following members be representatives of the Western Australian Local Government Association Committee – Great Eastern Zone.

*Cr Leslie
Cr Caffell*

CARRIED 6/0

Senior Citizens Management Committee

MIN 76/05 MOTION - Moved Cr Stokes 2nd Cr Greenwood

That the following members be representatives of the Senior Citizens Management Committee.

Cr Wheeldon

CARRIED 6/0

Tammin Landcare Committee

MIN 77/05 MOTION - Moved Cr Stokes 2nd Cr Jefferies

That the following members be representatives of the Tammin Landcare Committee.

Cr Greenwood

CARRIED 6/0

Golden Pipeline Planning Advisory Group

MIN 78/05 MOTION - Moved Cr Caffell 2nd Cr Wheeldon

That the following members be representatives of the Golden Pipeling Planning Advisory Group

*Cr Leslie
Deputy Jefferies*

CARRIED 6/0

Tidy Towns Committee

MIN 79/05 MOTION - Moved Cr Caffell 2nd Cr Greenwood

That the following members be representatives of the Tidy Towns Committee.

*Cr Wheeldon
Cr Jefferies*

CARRIED 6/0

WE-ROC

MIN 80/05 MOTION - Moved Cr Stokes 2nd Cr Jefferies

That the following members be representatives of the WE-ROC Committee.

*Cr Leslie
Cr Caffell*

CARRIED 6/0

AUDIT COMMITTEE

- Amended legislation now requires Council to establish an Audit Committee.
- Membership can be full Council are at least three Councillors plus community members with Council members being the majority of the committee. No employee is to be a formal member of committee, act only as observers.

MIN 81/05 MOTION - Moved Cr Wheeldon 2nd Cr Jefferies

That the following members be representatives of the Audit Committee:

- *Cr Leslie*
- *Cr Stokes*
- *Cr Greenwood*

And that Mr Ivan Rogers and Mr Donald Thomson be approached to be community members of the Audit Committee.

CARRIED 6/0

7:11pm – Gemma Stewart and Frank Peczka left Council Chambers.

CEO REVIEW OF EMPLOYMENT CONTRACT

MIN 82/05 MOTION - Moved Cr Stokes 2nd Cr Jefferies

That the Shire of Tammin Council are committed to adhering to the process of renegotiation of the CEO's contract as outlined in the contract and are committed to the Resource Sharing process.

CARRIED 6/0

7:35pm – Gemma Stewart and Frank Peczka entered Council Chambers.

CLOSURE OF MEETING

7:51pm – There being no further business the Presiding Person, Cr Barry Leslie closed the meeting.

NEXT MEETING DATES

- Road Inspection, 1 June 2005 at 8:00am
- Development Services Committee Meeting, 1 June 2005
- 30 June 2005 – Special Council Meeting (Resource Share Agreement) at 6:00pm
- Wednesday, 8 June 2005 – Ordinary Council Meeting – Budget to be presented in Agenda for this meeting.
- Shire of Tammin Awards Presentation Night, 23 June 2005 at 6:30pm to be held at the Tammin Bowling Club.
- Future of Local Government in Australia, Melbourne VIC – Cr Leslie

**NOTE: Some of these meeting dates have changed since agreement at meeting.
Councillors have been notified.**