

SHIRE OF TAMMIN

Minutes of the Ordinary Council Meeting held at the Council Chambers
Donnan Street, Tammin on Friday, 5 March 2004

DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1:55pm - The Shire President declared the meeting open.

RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Present

Cr. B. Leslie	President (Presiding Person)
Cr. L. Caffell	Deputy President
Cr. D. Thomson	Member
Cr. M. Wheeldon	Member
Cr. R Stokes	Member

Mr F. Peczka	Chief Executive Officer
Miss G Stewart	Personal Assistant (Minutes)

Apologies

Cr. R. Brooks	Member
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Leave of Absence

Nil

RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE- Nil.

PUBLIC QUESTION – Nil

APPLICATIONS FOR LEAVE OF ABSENCE – Nil

FINANCIAL INTEREST

Cr Stokes declared a financial interest in item 11.1.4, cheque number 14110

PRESENTATION – Nil

CONFIRMATION OF MINUTES PREVIOUS MEETING

Minutes of Ordinary Council Meeting held on Wednesday, 11 February 2004

MIN 0614/04 MOTION – Moved Cr. Caffell 2nd Cr. Thomson

That the minutes of the Ordinary Meeting of the Shire of Tammin held on 11 February 2004 at Council Chambers, Tammin be confirmed as a true and correct record.

CARRIED 5/0

ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION - Nil

REPORTS OF COMMITTEES

JOINT WORKS AND SERVICES COMMITTEE MEETING

MIN 0615/04 MOTION – Moved Cr. Thomson 2nd Cr. Stokes

That the minutes of the Shire of Kellerberrin and Shire of Tammin Joint Works and Services Committee Meeting held at the Shire of Kellerberrin Council Chambers, Kellerberrin on Tuesday, 24 February 2004 be accepted.

CARRIED 5/0

AGENDA ITEMS

AGENDA ITEMS – CORPORATE SERVICES

Agenda Reference:	11.1.1
Subject:	Local Government “Compliance Audit Return” – period 1 st January to 31 st December 2003
Location:	N/A
Applicant:	Department of Local Government and Regional Development
File Ref:	OLGOV01
Disclosure of Interest:	Nil
Date:	1 March 2004
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

The Compliance Audit Return is one of the tools that allows Council to monitor how the organization is functioning. This year’s return again places emphasis on the need to bring Council’s attention, cases of non-compliance, or where full compliance was not achieved. In addition to explaining or qualifying cases of non-compliance, the return also requires Council to endorse any remedial action taken or proposed to be taken in regard to instances of non-compliance.

This is the second year of a three year program to include all the statutory requirements listed in the Local Government (Audit) Regulations in the Return. It is hoped this approach will assist local governments to enhance or develop their internal control processes to ensure they include the statutory requirements of the legislation.

Each local government is to carry out a compliance audit for the period 1 January to 31 December 2003 against the requirements included in the 2003 Compliance Audit return. On completion of the compliance audit the local government is to complete the Compliance Audit Return.

The Compliance Audit Return is to be:

- a) presented to Council at a meeting of the Council;
- b) adopted by the Council; and
- c) the adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to the Council, a certified copy of the Return along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit is to be submitted to the Director General, Department of Local Government and Regional Development by 31st March 2004.

COMMENT

Amendments to the Local Government (Audit) Regulations 1999 made the Statutory Compliance Return mandatory as from 1 January 2000. Each local government must carry out a Compliance Audit for the period 1 January to 31 December 2003, measured against the requirements included in the Compliance Audit Return.

Staff are in the process of completing the relevant sections of the Compliance Audit Return for the 2003 program, the full report will be presented on Meeting day for Council's consideration. Preliminary examination of the Compliance Audit Return requirements indicates that this local government will achieve compliance measured against the Return. Each Councillor has the opportunity to review the Return and make comments on any matters of concern or any completed section of the Return and these comments will be recorded in the Minutes.

The following staff are being consulted to have input against the Compliance Audit Return to ensure that all responsible staff are continuously working towards compliance;

- Chief Executive Officer
- Manager Corporate Services
- Manager Development Services
- Manager Works & Services
- Chief Executive Officer Personal Assistant

Please note Councillors will be circulated with a copy of the Return prior to Council Meeting Day for early perusal.

FINANCIAL IMPLICATIONS - Nil

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS

Local Government Act 1995 (As Amended) – section 7.13(i) [Regulations as to audits]
Local Government (Audit) Regulations 1996 (As Amended) – regulation 13 [audit to be completed under directions of the Minister for Local Government in accordance with the LGA]

STRATEGIC IMPLICATIONS - Nil

RECOMMENDATION

That the President and the Chief Executive Officer be authorised to complete the Certification of the 2003 Compliance Audit Return and that the Return be submitted to the Director General, Department of Local Government and Regional Development by 31st March 2004.

Voting Requirement – by simple majority

STAFF / COUNCIL RECOMMENDATION

MIN 0616/04 MOTION - Moved Cr. Stokes 2nd Cr. Wheeldon

That the President and the Chief Executive Officer be authorised to complete the Certification of the 2003 Compliance Audit Return and that the Return be submitted to the Director General, Department of Local Government and Regional Development by 31st March 2004.

CARRIED 5/0

Voting Requirement – by simple majority

Agenda Reference:	11.1.2
Subject:	WA Tourism Commission – new GOLD REGION – suggested Funding and Management Structure for “Australia’s Golden Outback” – Wheatbelt Cluster
Location:	Perth WA
Applicant:	WA Tourism Commission
File Ref:	PUB-14
Disclosure of Interest:	Nil
Date:	1 March 2004
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

During 2003 the Minister for Tourism, Bob Kucera, and the Chairman of the Western Australian Tourism Commission, Alan Mulgrew, released the final version of the New Concept for State Tourism – a strategy that streamlines the marketing of tourism in Western Australia.

The “New Concept” Strategy brings a big picture perspective to tourism in Western Australia, and puts us at the forefront of national moves to restructure the tourism industry. It is designed to create memorable, marketable packages that will help promote Western Australia as one of the world’s great tourism destinations.

As a result of the strategy, the five new Regional Tourism Organisations will receive \$3.25 million annually for their marketing activities. They will assume responsibility for the marketing of their regions to the key intrastate market, and will work with the Western Australian Tourism Commission and the tourism industry on interstate and international marketing. These measures will increase economies of scale, and empower the regions.

As a result of the Strategy, ten tourism WA regions will be reduced to five, to better reflect visitor patterns, access and experiences.

COMMENT

The Shire of Tammin will fall into the “Gold Zone” category (one of five state zones) and be included a sub region/zone of the Gold Zone within a group titled – “Wheatbelt Cluster”. The Gold Region is bounded by 51 local governments with the Wheatbelt Cluster consisting of 34 local governments that previously were covered by 5 tourism bodies or associations (Roe Tourism Association, NEW Travel, Central South Tourism Association, Central East Wheatbelt, Moore River Region).

The new Wheatbelt Cluster region is now surveying local governments of a proposal to develop an organization to ensure that communities in the Wheatbelt will get a fair input when competing against the Goldfields and Esperance areas when seeking funding and promotion of tourists into the Gold Zone Region.

Local Government has representation on the Steering Committee currently the CEO from Merredin Shire and Andrew Prior from the Wheatbelt Development Commission.

The Group is seeking input from local government on the following matters;

1. financial contributions to the Cluster Group – based on population prorata and/or minimum fee plus membership numbers gained.
2. Location – venues and by what means of rotation
3. Regularity of Meetings
4. Appointment of part time Administrator and hosted by a local government

Councillors may read additional information in the attached appendix and are encouraged to provide comments to ensure that Tourism in the Wheatbelt is on a positive pathway with all areas being given equal opportunity to promote themselves in a package for all visitors to experience and enjoy the Wheatbelt area.

FINANCIAL IMPLICATIONS

2003/2004 Budget – tourism expenditure not available this financial year

2004/2005 Budget – allocate agreed membership funding

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS - Nil

RECOMMENDATION

That Council submits the following comments to the Wheatbelt Cluster Group;

1. Proposed Local Government Membership Fee – be circulated to all members prior to finalisation and be on the basis of a flat fee and in consideration of the size of local government and affordability.
2. That central locations be selected to convene meetings of the Group, by rotation on a quarterly basis of meeting schedule.
3. That Local Government representation be included in the Constitution of the Wheatbelt Cluster Group.
4. That necessary and appropriate seed funding be obtained from the WA Tourism Commission to ensure that all Groups/Zone are established at the expense of the State Government and not of the general tourism community.

STAFF / COUNCIL RECOMMENDATION

MIN 0617/04 MOTION - Moved Cr. Thomson 2nd Cr. Caffell

That Council submits the following comments to the Wheatbelt Cluster Group;

1. *Proposed Local Government Membership Fee – be circulated to all members prior to finalisation and be on the basis of a flat fee and in consideration of the size of local government and affordability.*
2. *That central locations be selected to convene meetings of the Group, by rotation on a quarterly basis of meeting schedule.*
3. *That Local Government representation be included in the Constitution of the Wheatbelt Cluster Group.*
4. *That necessary and appropriate seed funding be obtained from the WA Tourism Commission to ensure that all Groups/Zone are established at the expense of the State Government and not of the general tourism community.*

CARRIED 5/0

2:23pm – Hayden Dixon, Chief Bushfire Control Officer entered Council chambers

FESA DEVELOPMENT

Hayden discussed with Council the new FESA building and advised that he thought a two bay shed would be sufficient to house the ambulance and FESA truck. He did not believe that the Shire of Tammin needed the Bush Fire Truck and that the new FESA truck to be purchased would be sufficient.

The new shed would be built facing Booth street which meant that reversing into the shed would be much safer as the fire truck and ambulance would not need to be reversed off the much busier highway.

This would maintain the Shire of Tammin brigade and be registered as a Dual Registered Brigade with FESA's town brigade.

SOUTH TAMMIN SCHOOL BUS ROUTE

Hayden requested that Cubbine Road be graded and it be graded regularly. Mr Dixon stated that Cubbine Road has not seen a grader for a long time.

2:55pm – Hayden Dixon left Council Chambers

Agenda Reference:	11.1.3
Subject:	Golden Pipeline Tourism Kit – approval requested for Advertisement and/or Bonus Voucher
Location:	National Trust of Australia (WA)
Applicant:	Godfrey Lowe, Marketing Consultant
File Ref:	AGR-19
Disclosure of Interest:	Nil
Date:	1 March 2004
Author:	Frank Peczka, Chief Executive Officer

BACKGROUND

Godfrey Lowe, Marketing Consultant of the National Trust of Australia (WA) – Golden Pipeline Tourism Kit has written to seek Council approval to partake in the Golden Pipeline Tourism Kit, an advertising of tourism potential of the Golden Pipeline from Mundaring to Kalgoorlie.

Back in September 2003, the President attended a “Local Government Heads of Meeting” to promote the Golden Pipeline as a State Icon for Tourism. It was agreed that a donation of \$1,000.00 be contributed towards the development of a Golden Pipeline Tourism Kit, to increase the profile and tourism opportunities that have developed from the infrastructure put in place by grants under the National Trust some time ago.

The National Trust has had some funding (approx \$80,000.00) left over from the original funding pool to provide upgraded and new facilities for projects associated with the Golden Pipeline not very long ago.

Since that time, Godfrey Lowe has undertaken the role of Marketing Consultant to promote the Golden Pipeline to all communities and local governments along the Golden Pipeline route.

COMMENT

Discussions have been had with the President and the National trust – Golden Pipeline Marketing Manager, over an advertisement for the Shire of Tammin to participate in the Golden Pipeline Tourism Kit (approx cost \$250.00).

The advertisement is enclosed for Councils information and Council will observe changes to the “naming” of the Hydrology Model facility. The submitted name is “*Kadjininy Kep*” – (*hearing, knowing and understanding water*) – *Tammin Hydrology Model and Recreation Park*.

In accordance with the Federal Government Grant for \$110,000.00, the project was submitted on the name of “Tammin Hydrology Model/Outdoor Function Centre”. Yes we do need to be considerate of promoting our facility into the tourism market, but need to be mindful of other players involved in the planning, design, building and financing of the project.

The name is “catchy” and one assumes that Council is satisfied with the enclosed advertisement that has been submitted into the Golden Pipeline Tourism Kit that has now almost been printed in time to capture the market attending the Caravan and Camping Show being held on 18th to 22nd March 2004.

FINANCIAL IMPLICATIONS

Budget 2003/2004 – tourism advertising expenditure

- out of budget expenditure of \$1,000.00 + GST initially, to be committed/included in the Golden Pipeline Tourism Kit.
- Expenditure on commitment of approx \$250.00 for advertisement in Golden Pipeline Tourism Kit.

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS

Local Government Act 1995 – section 6.8 expenditure from Municipal Fund.
over expenditure in advertising for the Tammin Hydrology
Model/Outdoor Function Centre, tourism advertising.
Local Government (Financial Management) Regulations 1996

RECOMMENDATION

That Council:

1. endorses the name “*Kadjininy Kep*” being stated in the Golden Pipeline Tourism Kit for advertising of the Tammin Hydrology Model/Outdoor Function Centre.
2. endorses the naming of “*Tammin Hydrology Model and Recreation Park*” in the Golden Pipeline Tourism Kit only.

STAFF / COUNCIL RECOMMENDATION

MIN 0618/04 MOTION - Moved Cr. Caffell 2nd Cr. Wheeldon

That Council:

1. *endorses the name “Kadjininy Kep” being stated in the Golden Pipeline Tourism Kit for advertising of the Tammin Hydrology Model/Outdoor Function Centre.*
2. *endorses the naming of “Tammin Hydrology Model and Recreation Park” in the Golden Pipeline Tourism Kit only.*

CARRIED 5/0

Agenda Reference:	11.1.4
Subject:	January Cheque List
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	9 February 2004
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Accounts for Payment from 1st January 2004 to 31st January 2004

Municipal Fund

10708	-	10713	\$	2,912.49
14080				TEST RUN
14081	-	14120	\$	137,671.03
14121				TEST RUN

\$ 140,583.52

Trust Fund
Nil

COMMENT

During the month of January 2004 the Shire of Tammin made the following significant purchases:

AVP Constructions - Hydrology Model Claim
\$81,646.40

Specialised Tree Services - Pruning trees from power lines & verges
\$15,048.00

FINANCIAL IMPLICATIONS

Local Government (Financial Management) Regulations 1996 Reg 13 – List of Accounts

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS - Nil

RECOMMENDATION

1 That the accounts submitted from 1st January 2004 to 31st January 2004 be accepted.

VOTING REQUIREMENT – ABSOLUTE MAJORITY

STAFF / COUNCIL RECOMMENDATION

MIN 0619/04 MOTION - Moved Cr. Thomson 2nd Cr. Caffell

1 *That the accounts submitted from 1st January 2004 to 31st January 2004 be accepted.*

CARRIED 5/0
BY ABSOLUTE MAJORITY

Agenda Reference:	11.1.5
Subject:	January Financials
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	9 February 2004
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Enclosed is the monthly reports for the month of January 2004

Direct Debit list for the month of January 2004

Municipal Fund

1 st January 2004	National On-Line Fee	\$	61.64
14 th January 2004	Net Pay for F/E 14.01.04	\$	6855.25
24 th January 2004	Lease Pmt for Cat Grader	\$	5641.53
28 th January 2004	Net Pay for F/E 28.01.04	\$	10,022.34
31 st January 2003	Reserve Bank Fees	\$	20.00
31 st January 2003	Trust Fund Bank Fees	\$	58.40
31 st January 2003	Municipal Bank Fees	\$	102.20

Trust Fund

31 st January 2004	Police Licencing for January 2004	\$	18,991.20
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COMMENT

During the month of January the following Capital Purchases were undertaken:

\$1,700.00 – Wren Oil – Balance of Drum Lifting Facility

\$109,965.12 – Hydrology Model works for the month of January 2004

FINANCIAL IMPLICATIONS

- Financial Management of 2003/2004 budget
- Statutory Audit requirements for prudent financial reporting.

POLICY IMPLICATIONS -Nil

STATUTORY IMPLICATIONS -Nil

RECOMMENDATION

- 1 That Council approve the Monthly Financial Statements for the period ending 31st January 2004
- 2 That the Direct Debit List be accepted for the month of January 2004.

STAFF / COUNCIL RECOMMENDATION

MIN 0620/04 MOTION - Moved Cr. Wheeldon 2nd Cr. Stokes

- 1 *That Council approve the Monthly Financial Statements for the period ending 31st January 2004*
- 2 *That the Direct Debit List be accepted for the month of January 2004.*

CARRIED 5/0

Agenda Reference:	11.1.6
Subject:	Financial Reports - Miscellaneous
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	N/A
Disclosure of Interest:	N/A
Date:	9 February 2004
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

Regular reporting on status of Miscellaneous Reports for consideration/information of the Council.

COMMENT

For Council's financial management and awareness information.

STATUTORY IMPLICATIONS - Nil

POLICY IMPLICATIONS

- General Financial Management of Council
- General Reporting Procedure of Council

FINANCIAL IMPLICATIONS - Nil

RECOMMENDATION

1 That the following Reports for the period ending 31st January 2004 be approved.

- Capital Status Report
- Roadworks Progress Report
- Bank Reconciliation
- Outstanding Sundry Debtors

STAFF / COUNCIL RECOMMENDATION

MIN 0621/04 MOTION - Moved Cr. Thomson 2nd Cr. Caffell

1 *That the following Reports for the period ending 31st January 2004 be approved.*

- *Capital Status Report*
- *Roadworks Progress Report*
- *Bank Reconciliation*
- *Outstanding Sundry Debtors*

CARRIED 5/0

AGENDA ITEMS – DEVELOPMENT SERVICES

Agenda Reference:	11.2.1
Subject:	Building Returns – December 2003
Location:	Shire of Tammin
Applicant:	N/A
File Ref:	BUILD03
Disclosure of Interest:	Nil
Date:	26 February 2004
Author:	John Mitchell, Manager Development Services

BACKGROUND

Delegated authority is provided by Council to the Manager, Development Services to approve building applications submitted.

COMMENT

No building Licences were issued for February 2004.

FINANCIAL IMPLICATIONS - Nil.

POLICY IMPLICATIONS - Nil

STATUTORY IMPLICATIONS - Nil

RECOMMENDATION

“That Council note that no building licences were issued for the month of February 2004.”

STAFF / COUNCIL RECOMMENDATION

MIN 0622/04 MOTION - Moved Cr.Thomson 2nd Cr. Stokes

“That Council note that no building licences were issued for the month of February 2004.”

CARRIED 5/0

Agenda Reference:	11.2.2
Subject:	Hydrology Model – Costings Update
Location:	Tammin Shire
Applicant:	Manager, Development Services
File Ref:	AGR19
Disclosure of Interest:	Nil.
Date:	27 February 2004
Author:	John Mitchell, Manager, Development Services

BACKGROUND

The Model is progressing with Brickwork completed for the Amphitheatre

Mr. S. Alcock has been engaged to install the roof on the plant room. He will commence during the week of the 9th February 2004.

All electrical components have been purchased and are stored at several locations. It is estimated that a further \$10,000 will complete the electrical labour component.

COMMENT

The following decisions are required to be made.*(It is understood that the President, Mr. Leslie will present to Council the final finishes).*

1. Pond walls and capping.
2. Stage wall finish – suggested as cobbled thin rock sheets;
3. Spillway floor finish – two suggestions of cobbled rock or coloured rubber matting;
4. Concrete pathways internally and externally or pavers for the amphitheatre area.

FINANCIAL IMPLICATIONS

Current expenditure is \$339,000.00

Accounts with Council currently are: -

1. R & J Independent - \$7,000.00 (An additional \$3,500 has been spent on roofing materials).
2. Woodstock Electrical - \$26,000 (Estimate of complete)
3. Aqua Vinyl Pools - \$26,000
4. Hydrology Model - \$36,000
5. Canopy - \$38,000
6. Western Power - \$12,000
7. Pool Painting - \$8,000 – Note that volunteers must install. A quote from VM-3 for supply and lay - \$56,000 – declined.
8. Fencing - \$10,000 – Webforge
9. Brickwork Labour - \$4,500
10. Pavers/capping - \$2,000 – allowance
11. Landscaping - \$2,500 – allowance
12. Doors, frames, windows, ancillaries - \$2,500
13. Total - \$178,000 additional funds required.

The total budget presented to Council at the commencement suggested a budget of \$430,000.00. With current expenditure of **\$339,000** the total budget is expected at \$517,000.00

Outstanding accounts which must be paid are: -

1. Hydrology Model - \$44,000
2. AVP Construction - \$26,000
3. Western Power - \$12,000
4. Steven Alcock - \$2,500
5. Woodstock Electrical \$26,000
6. R & J Independent - \$3,500
7. Canopy - \$38,000

All other matters may be deferred until the new year if Council wishes.

Additional matters for Council consideration are: -

- a) Provision of modern and adequate ablutions – based on 500 persons an additional 3 males and 3 females are required;
- b) Changerooms for visiting acts;
- c) Formal entry including a store room and ticket box;
- d) Parking and recreation areas.

Does Council wish for the Administration to commence consideration of these items for the new budget and those items for which no provision has been made or not included in accounts to be paid.?

POLICY IMPLICATIONS - Nil.

STATUTORY IMPLICATIONS

The Administration has not commenced the loan borrowings process. It is likely that Council will have to resolve by absolute majority to incur the additional expenditure.

The report presented to Council detailing the proposed expenditure listed exclusions which were unknown at the time of presenting the report. These exclusions included fencing, paving, construction of buildings, reticulation and lawns, completion of the amphitheatre area, and handrails. Additional costs have been incurred as a result of limited numbers of volunteers.

RECOMMENDATION

1. "That Council acknowledges the issued purchase orders for the following: -
 - a. Hydrology Model - \$44,000
 - b. AVP Construction - \$26,000
 - c. Western Power - \$12,000
 - d. Steven Alcock - \$2,500
 - e. Woodstock Electrical \$26,000
 - f. R & J Independent - \$3,500
 - g. Canopy - \$38,000

and the Administration is instructed to pay these accounts."

2. "That the Administration prepare designs and costings for: -
 - a. Provision of modern and adequate ablutions – based on 500 persons an additional 3 males and 3 females are required;
 - b. Change rooms for visiting acts;
 - c. Formal entry including a store room and ticket box;
 - d. Parking and recreation areas.

STAFF / COUNCIL RECOMMENDATION

MIN 0623/04 MOTION - Moved Cr. Thomson 2nd Cr. Wheeldon

1. "That Council acknowledges the issued purchase orders for the following: -
 - a. Hydrology Model - \$44,000
 - b. AVP Construction - \$26,000
 - c. Western Power - \$12,000
 - d. Steven Alcock - \$2,500
 - e. Woodstock Electrical \$26,000

- f. R & J Independent - \$3,500
 - g. Canopy - \$38,000
- and the Administration is instructed to pay these accounts.”

2. “That the Administration prepare designs and costings for: -
- a. Provision of modern and adequate ablutions – based on 500 persons an additional 3 males and 3 females are required;
 - b. Change rooms for visiting acts;
 - c. Formal entry including a store room and ticket box;
 - d. Parking and recreation areas.

CARRIED 5/0

Agenda Reference:	Late Item 1
Subject:	Annual Report – Elector’s Meeting
Location:	Shire of Tammin
Applicant:	Shire of Tammin
File Ref:	ADM45/FIN02
Disclosure of Interest:	N/A
Date:	3 March 2004
Author:	Raymond Griffiths, Manager Corporate Services

BACKGROUND

The auditors for the Shire of Tammin have completed the Annual Audit for the financial year ending 2002/03 as per the Local Government Act 1995 as amended and the (Financial Management) Regulations 1996.

COMMENT

The Financial Statements have been completed and audited.

The Annual Report has been delayed in being complete for several reasons. These reasons are as follows:

- Infrastructure Assets – Council has always sent the annual report off and had the auditors complete the Infrastructure Depreciation and the breakdown of Infrastructure. We as Management have decided that this is a task that we could handle internally and save Council money so we have been working in conjunction with our auditors in preparing the information to flow onto next year so the annuals can be completed by Councils staff.
- Carry over balances – The system hasn’t been set up correctly to carry over balances from the prior year so again we are in the process of trying to automate this and to simplify the process.
- General Conditioning – The reporting and the general conditioning of the reports have been left to be desired and we are updating and making sure that we have a platform to go forward from.

STATUTORY IMPLICATIONS

The Local Government Act (1995) and Local Government (Financial Management) Regulations 1996 states;

- Section 5.27 (2) A general meeting is to be held on a day selected by the Local Government but not more than 56 days after the Local Government accepts the annual report for the previous financial year.
- Section 5.54 (2) If the auditors report is not available in time for the annual report for a financial year to be accepted by 31st December after that financial year, the annual report is to be accepted by the Local Government no later than 2 months after the auditors report becomes available.
- Section 5.55 The Chief Executive Officer is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the Local Government.
- Section 51 (2) A copy of the annual financial report of a Local Government is to be submitted to the Executive Director with 30 days of the receipt by the Chief Executive Officer of the auditors report on that financial report.

POLICY IMPLICATIONS - Nil

FINANCIAL IMPLICATIONS - Nil

RECOMMENDATION

1. That Council accept the audit report for the Financial Year 2002/03
2. That Council adopt the Annual Financial Report for 2002/2003
3. That the Annual Elector's Meeting be held on _____ commencing at _____ in the Lessor Hall.

STAFF / COUNCIL RECOMMENDATION

MIN 0624/04 MOTION - Moved Cr. Stokes 2nd Cr. Caffell

1. *That Council accept the audit report for the Financial Year 2002/03*
2. *That Council adopt the Annual Financial Report for 2002/2003*
3. *That the Annual Elector's Meeting be held on Thursday, 22 April 2004 commencing at 7:30pm in the Lessor Hall.*

CARRIED 5/0

3:50pm – Council adjourned for afternoon tea.

4:13pm – Council resumed.

TENNIS COURTS LIGHTS

STAFF / COUNCIL RECOMMENDATION

MIN 0625/04 MOTION - Moved Cr. Thomson 2nd Cr. Stokes

That Council investigate the connection of the lights and erection of a small shelter at the current Tammin Tennis Courts site.

CARRIED 5/0

ANZAC DAY FUNCTION

STAFF / COUNCIL RECOMMENDATION

MIN 0626/04 MOTION - Moved Cr. Wheeldon 2nd Cr. Caffell

That Council donate sausages and buns for the Tammin Anzac Day ceremony.

CARRIED 5/0

MANAGER WORKS AND SERVICES POSIITION

STAFF / COUNCIL RECOMMENDATION

MIN 0627/04 MOTION - Moved Cr. Thomson 2nd Cr. Caffell

That Council rescind part 2 of motion, Minute 0599/04 from Council's February Ordinary Council Meeting that read:

That Council create the position of Manager Works and Services, to offer Mr Tom Applegate the opportunity to remain a Shire of Tammin Staff Member.

CARRIED 5/0

REASON

Mr Tom Applegate has accepted the Manager Works and Services Position with the Shire of Kellerberrin.

RECOGNITION OF FRANCIS AND JOHN LARDI – MARY STOKES

RESOLVED – That Council discuss an appropriate tribute to the Lardi's for their service given to the Tammin Community.

STAFF / COUNCIL RECOMMENDATION

MIN 0628/04 MOTION - Moved Cr. Caffell 2nd Cr. Wheeldon

That the Chief Executive Officers Report and the following sub reports be accepted:

- 1. Manager Corporate Services Report*
- 2. Manager Development Services Report*
- 3. Manager Works and Services Report*
- 4. Community Development Officer Report*

CARRIED 5/0

CLOSURE OF MEETING

5:00pm - There being no further business to discuss President, Cr Leslie thanked Members for their attendance and closed the meeting.

NEXT MEETING DATE

Wednesday, 7 April 2004 commencing at 1:00pm at Yorkrakine Hall.