



Minutes of the Shire of Tammin Ordinary Council Meeting held at Council chambers,  
1 Donnan Street Tammin, on Thursday 20 February 2014.

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

The Shire President Cr Uppill declared the meeting open at 4.00 pm.

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

**ATTENDANCE**

Cr S. Uppill	President
Cr M. Greenwood	Member
Cr D. McCreery	Member
Cr P. Bell	Member
Cr. D. Thomson	Member
Brian Jones	Chief Executive Officer

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Cr C. Crane has been granted leave of absence.

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

Nil

**4. PUBLIC QUESTION TIME**

There were no members of the public present during question time.

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6. DECLARATION OF MEMBERS' INTERESTS IN AGENDA ITEMS**

<u>Councillor</u>	<u>Item No.</u>	<u>Nature of Interest</u>
Cr Greenwood	11.13	Financial Interest – Commission on sale

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**7.1 Ordinary Council Meeting Minutes – 19 December 2013**

**STATUTORY ENVIRONMENT**

Section 5.22(2) of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next full Council meeting for confirmation.

**STAFF RECOMMENDATION**

That the minutes of the Ordinary Council meeting held on 19 December 2013 be confirmed as a true and correct record.

Simple Majority Required

**MIN 01/14 MOTION – MOVED Cr Thomson seconded Cr Bell**

That the minutes of the Ordinary Council meeting held on 19 December 2013 be confirmed as a true and correct record

CARRIED 5/0

**8. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

Nil

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

Nil

**10. REPORTS OF COMMITTEES / COUNCILLOR**

**10.1 SHIRE DEPOT DESIGN & CONSTRUCTION COMMITTEE**

Recommendations:

That the Minutes of the Shire Depot Design & Construction Committee meeting held on Wednesday 22 January 2014 be received.

That the Minutes of the Audit Committee meeting held on Thursday 20 February 2014 as presented, be received.

**MIN 02/14 MOTION – MOVED Cr McCreery seconded Cr Thomson**

That the Minutes of the Shire Depot Design & Construction Committee meeting held on Wednesday 22 January 2014 be received.

CARRIED 5/0

**MIN 03/14 MOTION – MOVED Cr Bell seconded Cr Thomson**

That the Minutes of the Audit Committee meeting held on Thursday 20 February 2014 be received.

CARRIED 5/0

## 11. AGENDA ITEMS

### 11.1 List of Payments – December 2013 (FIN-05)

Author – Myra Henry, SFAO, 31 December 2013, Interest – Nil

#### BACKGROUND

Accounts paid for December 2013 is listed totaling:

Cheque numbers	6385 - 6389, 6392 - 6408, 6421	\$61,879.46
Direct debit payments	01/12/2013 - 31/12/2013	\$20,153.77
Licensing transfers	01/12/2013 - 31/12/2013	\$6,245.55
Bank fees	01/12/2013 - 31/12/2013	\$174.24
VISA payments	01/12/2013 - 31/12/2013	\$1,911.30
EFT payments	EFT419 - EFT458	\$54,772.23
Salaries and Wages	01/12/2013 - 31/12/2013	\$79,327.34
Total payments		\$224,463.89

\*Cheques 6390 and 6391 were in the November payments list

\*\* Cheques 6409 to 6420 are included in the January payments list.

\*\*\* Cheque 6421 is December BAS payment

\*\*\*\* Trust Cheques T1104 and T1105 were paid in December.

#### COMMENT

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### POLICY IMPLICATIONS

Nil

#### STATUTORY ENVIRONMENT

See Reference on page [31](#)

#### STRATEGIC PLAN IMPLICATIONS

Nil

#### FUTURE PLAN IMPLICATIONS

Nil

#### COMMUNITY CONSULTATION

Nil

**STAFF RECOMMENDATION**

That the list of payments made for December 2013 be endorsed as follows:  
Accounts paid for December 2013 is listed totaling:

Cheque numbers	6385 - 6389, 6392 - 6408, 6421	\$61,879.46
Direct debit payments	01/12/2013 - 31/12/2013	\$20,153.77
Licensing transfers	01/12/2013 - 31/12/2013	\$6,245.55
Bank fees	01/12/2013 - 31/12/2013	\$174.24
VISA payments	01/12/2013 - 31/12/2013	\$1,911.30
EFT payments	EFT419 - EFT458	\$54,772.23
Salaries and Wages	01/12/2013 - 31/12/2013	\$79,327.34
Total payments		\$224,463.89

Simple Majority Required

**MIN 04/14 MOTION – MOVED Cr Greenwood seconded Cr Thomson**

That the list of payments made for December 2013 be endorsed as follows:  
Accounts paid for December 2013 is listed totaling:

Cheque numbers	6385 - 6389, 6392 - 6408, 6421	\$61,879.46
Direct debit payments	01/12/2013 - 31/12/2013	\$20,153.77
Licensing transfers	01/12/2013 - 31/12/2013	\$6,245.55
Bank fees	01/12/2013 - 31/12/2013	\$174.24
VISA payments	01/12/2013 - 31/12/2013	\$1,911.30
EFT payments	EFT419 - EFT458	\$54,772.23
Salaries and Wages	01/12/2013 - 31/12/2013	\$79,327.34
Total payments		\$224,463.89

CARRIED 5/0

## **11.2 List of Payments – January 2014 (FIN-05)**

Author – Myra Henry, SFAO, 31 January 2014, Interest – Nil

### **BACKGROUND**

Accounts paid for January 2014 is listed totaling:

Cheque numbers	6409 - 6420, 6422 - 6426, 6434	\$23,676.03
Direct debit payments	01/01/2014 - 31/01/2014	\$8,462.80
Licensing transfers	01/01/2014 - 31/01/2014	\$17,716.05
Bank fees	01/01/2014 - 31/01/2014	\$187.39
VISA payments	01/01/2014 - 31/01/2014	\$310.71
EFT payments	EFT459 - EFT 504	\$95,533.48
Salaries and Wages	01/01/2014 - 31/01/2014	\$48,378.61
Total payments		\$194,265.07

\*Cheques 6434 - BAS Cheque

\*\* Cheques 6426 to 6433 are to be included in the February payments list.

\*\*\* Cheque 6421 was included in Decembers payments list.

### **COMMENT**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY ENVIRONMENT**

See Reference on page [31](#)

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

**STAFF RECOMMENDATION**

That the list of payments made for January 2014 be endorsed as follows:  
 Accounts paid for January 2014 is listed totaling:

Cheque numbers	6409 - 6426, 6434	\$23,676.03
Direct debit payments	01/01/2014 - 31/01/2014	\$8,462.80
Licensing transfers	01/01/2014 - 31/01/2014	\$17,716.05
Bank fees	01/01/2014 - 31/01/2014	\$187.39
VISA payments	01/01/2014 - 31/01/2014	\$310.71
EFT payments	EFT459 - EFT504	\$95,533.48
Salaries and Wages	01/01/2014 - 31/01/2014	\$48,378.61
Total payments		\$194,265.07

Simple Majority Required

**MIN 05/14 MOTION – MOVED Cr Thomson seconded Cr Bell**

That the list of payments made for January 2014 be endorsed as follows:  
 Accounts paid for January 2014 is listed totaling:

Cheque numbers	6409 - 6426, 6434	\$23,676.03
Direct debit payments	01/01/2014 - 31/01/2014	\$8,462.80
Licensing transfers	01/01/2014 - 31/01/2014	\$17,716.05
Bank fees	01/01/2014 - 31/01/2014	\$187.39
VISA payments	01/01/2014 - 31/01/2014	\$310.71
EFT payments	EFT459 - EFT504	\$95,533.48
Salaries and Wages	01/01/2014 - 31/01/2014	\$48,378.61
Total payments		\$194,265.07

CARRIED 5/0



### **11.3 Financial Report to 31/12/2013 (FIN-05)**

Author – Myra Henry, SFAO, 12 January 2014, Interest – Nil

#### **BACKGROUND**

The Monthly Financial Report to 31 December 2013 is attached.

#### **COMMENT**

The Financial Report has been prepared in the format requested by Council.

The effect of the Council's Policy decision on reporting variances is shown in the far right column – being the calculated variance between the Actual Column and the YTD Budget column figures where the variance is greater than 10% and \$5,000.

#### **FINANCIAL IMPLICATIONS**

No significant implications.

#### **POLICY IMPLICATIONS**

Council resolved (Item 5 – 15 August 2013) that in accordance with section 34(5) of the Local Government (Financial Management) Regulations 1996 a variance percentage of 10% and \$5,000 be adopted for reporting material variances.

#### **STATUTORY ENVIRONMENT**

*See references on page 29*

#### **STRATEGIC PLAN IMPLICATIONS**

Nil

#### **FUTURE PLAN IMPLICATIONS**

Nil

#### **COMMUNITY CONSULTATION**

Nil

#### **STAFF RECOMMENDATION**

That the Financial Report for 31 December 2013 be received.

Simple Majority Required

#### **MIN 06/14 MOTION – MOVED Cr Bell seconded Cr McCreery**

That the Financial Report for 31 December 2013 be received.

CARRIED 5/0

## **11.4 Financial Report to 31/01/2014 (FIN-05)**

Author – Myra Henry, SFAO, 12 February 2014, Interest – Nil

### **BACKGROUND**

The Monthly Financial Report to 31 January 2014 is attached.

### **COMMENT**

The Financial Report has been prepared in the format requested by Council.

The effect of the Council's Policy decision on reporting variances is shown in the far right column – being the calculated variance between the Actual Column and the YTD Budget column figures where the variance is greater than 10% and \$5,000.

### **FINANCIAL IMPLICATIONS**

No significant implications.

### **POLICY IMPLICATIONS**

Council resolved (Item 5 – 15 August 2013) that in accordance with section 34(5) of the Local Government (Financial Management) Regulations 1996 a variance percentage of 10% and \$5,000 be adopted for reporting material variances.

### **STATUTORY ENVIRONMENT**

*See references on page 29*

### **STRATEGIC PLAN IMPLICATIONS**

Nil

### **FUTURE PLAN IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **STAFF RECOMMENDATION**

That the Financial Report for 31 January 2014 be received.

Simple Majority Required

### **MIN 07/14 MOTION – MOVED Cr Thomson seconded Cr Greenwood**

That the Financial Report for 31 January 2014 be received.

CARRIED 5/0

## **11.5 Mid Year Budget Review**

Author – Brian Jones, CEO

### **DECLARATION OF INTEREST**

Nil

### **PREVIOUS REFERENCE**

Council undertook a comprehensive review of the Shire of Tammin's Financial Statements up to 31 December 2013 at the Council Workshop held on Friday 31 January 2014.

### **BACKGROUND**

A Local Government pursuant to Regulation 33A of the Local Government (Financial Management) Regulations 1996 is required to carry out a review of its Annual Budget.

### **COMMENT**

Following the review of the financial position of the Shire up to 31 December 2013, the major variations from the adopted Budget are:

- Election expenses – A favourable variance of \$21,000 due to there being no election and no Poll.
- Long Service Leave – Unbudgeted long service leave from a former employee has this account approx \$10,000 over budget. This money can be transferred in from the LSL Reserve Fund.
- Advertising – will be approx \$6,000 over budget due to advertising of staff vacancies.
- Royalties for Regions – Council budgeted to receive a total of \$1,175,560 for two capital projects (Housing \$313,560 & Caravan Park \$862,000). Both of these funding applications were unsuccessful and the projects have been deferred by Council and will be reviewed and undertaken as funding permits.
- Crime Prevention – Council included \$45,000 as income (grant) and expenditure for a grant application for the installation of CCTV camera's. As the grant was unsuccessful the project will not proceed.
- Refuse Site Mtce – it is expected that the costs of operating the refuse site will exceed budget by approx \$10,000 due to a fire at the tip and the need to provide additional cover material.
- Tammin Town Hall – maintenance budget should be approx \$10,000 under budget. This is difficult to predict as some funds will be required to overcome the rising damp issues.
- Kep Maintenance – should be approx \$10,000 under budget after allowing for modifications.
- Private works – revenue from private works (electrical service) is substantially below budget. The Electrician has concentrated on Shire projects during the first half of the year and will undertake more private works during the second half. The estimated shortfall is difficult to predict at this time.
- Plant Parts & Repairs – it is expected this will be approx \$20,000 over budget.
- Barrack Rd – cost to repair septics prior to sale is approx \$11,000 over budget.
- Nottage Way – Council agreed to purchase Lot 3 which was unbudgeted expenditure. Amount over budget is approx \$16,000

After allowing for the above budget variances, the overall Budget position is tracking close to what was adopted.

Council has been forced to defer two capital projects due to not attracting funding and has agreed to defer the Toilet construction project of \$100,000.

### **FINANCIAL IMPLICATIONS**

The impact of the budget variances, as detailed above, is minimal and will not have a material impact on the adopted 2013/14 Budget.

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY ENVIRONMENT**

Regulation 33A of the Local Government (Financial Management) Regulations 1996

- (1) *Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A Council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*  
*\*Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

### **STRATEGIC IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **STAFF RECOMMENDATION**

That Council

1. Adopts this report as the 2013-14 Annual Budget Review as required by Regulation 33A of the Local Government (Financial Management) Regulations 1996
2. Provides a copy of this report and Council resolution to the Department of Local Government.

Absolute Majority Required

### **MIN 08/14 MOTION – MOVED Cr McCreery seconded Cr Bell**

That Council

1. Adopts this report as the 2013-14 Annual Budget Review as required by Regulation 33A of the Local Government (Financial Management) Regulations 1996
2. Provides a copy of this report and Council resolution to the Department of Local Government

CARRIED 5/0

## **11.6 Compliance Audit Return - 2013**

Author – Brian Jones, CEO

### **DECLARATION OF INTEREST**

Nil

### **PREVIOUS REFERENCE**

Audit Committee meeting held Thursday 20 February 2014.

### **BACKGROUND**

Please see minutes of the Audit Committee meeting held 20 February 2014.

### **COMMENT**

A copy of the Agenda for the Audit Committee meeting to be held on 20 February 2014, including a copy of the completed Compliance Audit Return, was forwarded to all Councillors on Monday 10 February 2014.

A copy of the minutes of the Audit Committee meeting held on 20 February 2014 (immediately prior to the Council meeting) is tabled and the Chair of the Audit Committee can brief Council on the outcomes of this meeting.

### **STATUTORY ENVIRONMENT**

Local Government (Audit) Regulations

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

### **COMMITTEE'S RECOMMENDATION**

That it be recommended to Council that the 2013 Compliance Audit Return for the Shire of Tammin, as presented to the Audit Committee, be adopted by Council.

Simple Majority Required

### **MIN 09/14 MOTION – MOVED Cr Greenwood seconded Cr Thomson**

That it be recommended to Council that the 2013 Compliance Audit Return for the Shire of Tammin, as presented to the Audit Committee, be adopted by Council.

CARRIED 5/0

## **11.7 Long Term Financial Plan**

Author – Brian Jones CEO

### **DECLARATION OF INTEREST**

Nil

### **PREVIOUS REFERENCE**

Ordinary Council meeting – 19 December 2013.

### **BACKGROUND**

This matter was presented to the Ordinary Council meeting held on 19 December 2013 and Council passed the following resolution:

That this matter lie on the table.

The reason that Council adopted a different resolution to the Officer's recommendation is because the Long Term Financial Plan included Royalties for Regions funding that was no longer relevant and that the Plan presented was for nine (9) years, not ten (10) years as required.

### **COMMENT**

The Long Term Financial Plan was discussed and reviewed at the Council workshop held on 31 January 2014.

The requested amendments to the LTFP have been provided in spreadsheet form and a final copy, with the amended pages, has not been printed as yet. A copy of the spreadsheet has been attached.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995 and Local Government (Administration) Regulations 1996.

Section 19DA of the Regulations states (in part) that:

*(1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*

*(2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*

*(3) A corporate business plan for a district is to —*

*(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*

*(b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*

*(c) develop and integrate matters relating to resources, including asset management, workforce planning and **long-term financial planning**;*

*\* Absolute Majority required*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Strategic Community Plan, Priority (page 11) “Create long and short term financial and risk plans”

**COMMUNITY CONSULTATION**

Nil

**OFFICER’S RECOMMENDATION**

That the Shire of Tammin Long Term Financial Plan 2012/13 to 2021/22, as tabled, be adopted.

Absolute Majority Required

**MIN 10/14 MOTION – MOVED Cr Thomson seconded Cr McCreery**

That the Shire of Tammin Long Term Financial Plan 2012/13 to 2021/22, as tabled, be adopted.

CARRIED 5/0

## **11.8 Strategic Community Plan**

Author – Brian Jones, CEO

### **DECLARATION OF INTEREST**

Nil

### **PREVIOUS REFERENCE**

Nil

### **BACKGROUND**

The Department of Local Government recommends that each local government should undertake a desk top review of the Strategic Community Plan after two years and a comprehensive review every four years.

The Shire of Tammin's SCP was adopted in March 2012.

### **COMMENT**

At the Council workshop held on Friday 31 January 2014 the following minor changes were recommended:

- Remove "Year One Priorities" on page 6 – the Plan is now two years old and accordingly this section is no longer relevant.
- Amend the Sustainable Waste Management priority on page 8 by replacing the word "regional" with the word "sustainable" – as Council will be resuming control of the refuse site from July 2014, this better reflects Council's priorities.
- Amend the Sustainable Living, third priority on page 8 by replacing the word "develop" with the word "implement" – the plan has been done and this better reflects Council's priorities.
- Amend the Support and Facilitate Sustainable Businesses, by removing the first priority (facilitate the development of a regional waste management plan) – as Council has prepared a Plan (2012) and will be resuming control of the refuse site from July 2014, this priority is no longer relevant.

In addition to the above amendments the SCP needs to include the date of adoption, the term of the Plan and a statement on our resourcing capability in order to fully comply with the legislative requirements. The below statements have been provided by Dominic Carbone and need to be included within the SCP.

#### **Our Resourcing Capability**

Our financial capabilities are limited by our capacity to grow our revenue streams, which includes our ability to source external funding from grant programs and how much our community can sustain in the way of rate increases.

Our Asset Management Plans tell us that we currently do not have the funding levels to meet our building and structure asset renewal and replacement requirements over the next 10 years, with a 10 year funding gap of \$350,000 or \$35,000 per year. Our Roads and Bridges



Asset Management Plan shows we have a renewal funding gap that is currently beyond our financial capacity; unless we can source additional grant funding and change our financial management approach we will not close this gap.

Our Long Term Financial Plan modelling details a range of financial management strategies we can implement that will assist us to begin to address the funding gap for Asset Renewal requirements, and also allow us to deliver the outcomes our community has asked to provide. Some of the actions and strategies identified in our priorities are contingent upon external grant funding and the Council will be working hard to secure these funding sources so we can deliver our communities outcomes.

Our initial workforce planning assessment, based on forecast trends, highlights that our workforce will remain relatively constant over the planning period. Our workforce is aging and we will need to implement a series of workforce planning and succession strategies to ensure we capture important corporate knowledge before some of our employees retire.

### Review of Our Plan

We will undertake a desktop review of our Strategic Community Plan every two years; and a full review every four years where we will seek further input from our community. This will ensure that our Plan continues to be relevant and that we are able to respond to the demands of the current environment. The first desktop review was completed in February 2014.

### FINANCIAL IMPLICATIONS

The financial implications of the Strategic Community Plan are contained within the Long Term Financial Plan adopted by Council.

### POLICY IMPLICATIONS

Nil

### STATUTORY IMPLICATIONS

*19C. Strategic community plans, requirements for (Act s. 5.56)*

*(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*

*(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*

*(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*

*(4) A local government is to review the current strategic community plan for its district at least once every 4 years.*

*(5) In making or reviewing a strategic community plan, a local government is to have regard to —*

*(a) the capacity of its current resources and the anticipated capacity of its future resources; and (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and (c) demographic trends.*

*(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*

*(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*

*\*Absolute majority required.*

*(8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

*(9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan. (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

## **STRATEGIC IMPLICATIONS**

Sets the Strategic Direction of Council for the next 10 years

## **COMMUNITY CONSULTATION**

Nil

## **OFFICER'S RECOMMENDATION**

That Council endorse the following minor amendments to the Shires Strategic Community Plan:

- Remove "Year One Priorities" on page 6 – the Plan is now two years old and accordingly this section is no longer relevant.
- Amend the Sustainable Waste Management priority on page 8 by replacing the word "regional" with the word "sustainable" – as Council will be resuming control of the refuse site from July 2014, this better reflects Council's priorities.
- Amend the Sustainable Living, third priority on page 8 by replacing the word "develop" with the word "implement" – the plan has been done and this better reflects Council's priorities.
- Amend the Support and Facilitate Sustainable Businesses, by removing the first priority (facilitate the development of a regional waste management plan) – as Council has prepared a Plan (2012) and will be resuming control of the refuse site from July 2014, this priority is no longer relevant.
- Include the date of adoption by Council, the date of the adoption of these amendments and the term of the Plan (2012 to 2022).

That Council include the following resourcing capability statement and review details into the SCP:

### **Our Resourcing Capability**

Our financial capabilities are limited by our capacity to grow our revenue streams, which includes our ability to source external funding from grant programs and how much our community can sustain in the way of rate increases.

Our Asset Management Plans tell us that we currently do not have the funding levels to meet our building and structure asset renewal and replacement requirements over the next 10 years, with a 10 year funding gap of \$350,000 or \$35,000 per year. Our Roads and Bridges Asset Management Plan shows we have a renewal funding gap that is currently beyond our financial capacity; unless we can source additional grant funding and change our financial management approach we will not close this gap.

Our Long Term Financial Plan modelling details a range of financial management strategies we can implement that will assist us to begin to address the funding gap for Asset Renewal requirements, and also allow us to deliver the outcomes our community has asked to provide. Some of the actions and strategies identified in our priorities are contingent upon external grant funding and the Council will be working hard to secure these funding sources so we can deliver our communities outcomes.

Our initial workforce planning assessment, based on forecast trends, highlights that our workforce will remain relatively constant over the planning period. Our workforce is aging and we will need to implement a series of workforce planning and succession strategies to ensure we capture important corporate knowledge before some of our employees retire.

### Review of Our Plan

We will undertake a desktop review of our Strategic Community Plan every two years; and a full review every four years where we will seek further input from our community. This will ensure that our Plan continues to be relevant and that we are able to respond to the demands of the current environment. The first desktop review was completed in February 2014.

Absolute Majority Required

### **MIN 11/14 MOTION – MOVED Cr Greenwood seconded Cr Bell**

That Council endorse the following minor amendments to the Shires Strategic Community Plan:

- Remove “Year One Priorities” on page 6 – the Plan is now two years old this and accordingly this section is no longer relevant.
- Amend the Sustainable Waste Management priority on page 8 by replacing the word “regional” with the word “sustainable” – as Council will be resuming control of the refuse site from July 2014, this better reflects Council’s priorities.
- Amend the Sustainable Living, third priority on page 8 by replacing the word “develop” with the word “implement” – the plan has been done and this better reflects Council’s priorities.
- Amend the Support and Facilitate Sustainable Businesses, by removing the first priority (facilitate the development of a regional waste management plan) – as Council has prepared a Plan (2012) and will be resuming control of the refuse site from July 2014, this priority is no longer relevant.
- Include the date of adoption by Council, the date of the adoption of these amendments and the term of the Plan (2012 to 2022).

That Council include the following resourcing capability statement and review details into the SCP:

### Our Resourcing Capability

Our financial capabilities are limited by our capacity to grow our revenue streams, which includes our ability to source external funding from grant programs and how much our community can sustain in the way of rate increases.

Our Asset Management Plans tell us that we currently do not have the funding levels to meet our building and structure asset renewal and replacement requirements over the next 10 years, with a 10 year funding gap of \$350,000 or \$35,000 per year. Our Roads and Bridges Asset Management Plan shows we have a renewal funding gap that is currently beyond our financial capacity; unless we can source additional grant funding and change our financial management approach we will not close this gap.

Our Long Term Financial Plan modelling details a range of financial management strategies we can implement that will assist us to begin to address the funding gap for Asset Renewal requirements, and also allow us to deliver the outcomes our community has asked to provide. Some of the actions and strategies identified in our priorities are contingent upon external grant funding and the Council will be working hard to secure these funding sources so we can deliver our communities outcomes.

Our initial workforce planning assessment, based on forecast trends, highlights that our workforce will remain relatively constant over the planning period. Our workforce is aging and we will need to implement a series of workforce planning and succession strategies to ensure we capture important corporate knowledge before some of our employees retire.

### Review of Our Plan

We will undertake a desktop review of our Strategic Community Plan every two years; and a full review every four years where we will seek further input from our community. This will ensure that our Plan continues to be relevant and that we are able to respond to the demands of the current environment. The first desktop review was completed in February 2014.

CARRIED 5/0

## **11.9 Refuse Site Management**

Author – Brian Jones, CEO

### **DECLARATION OF INTEREST**

Nil

### **BACKGROUND**

Council called Tenders for the management of the refuse site in July 2013 with only one Tender being received.

At the October 2013 Ordinary Council meeting Council passed the following resolution:

*That Council adopts option 5 as follows:*

- 1. That the Shire of Tammin rejects all Tenders and commences negotiations with City and Regional.*
  
- 2. If option 5 is preferred then the CEO should ensure that:*
  - He obtains proof of Plant and Equipment insurance;*
  - Negotiates the removal of the cap in relation to community usage of the facility and in turn raises the price per ton.*
  - Any other councillor request is included in the negotiations.*

At a meeting with representatives from City and Regional Waste on Wednesday 15 January 2014 the Shire President and CEO were advised that they wish to withdraw their interest in the management contract.

The current management contract expires 30 June 2014.

### **COMMENT**

Given there is no interest in the proposed refuse site management contract Council needs to consider managing the site in-house, utilising Shire staff and equipment.

Council recently engaged the services of IW Projects to prepare a Landfill Management Plan and Regional Assessment, which was completed in July 2012.

The CEO has engaged the services of the Environmental Health Officer from the Shire of York to assist in reviewing the current license conditions and liaising with the Department of Environment on this matter.

It is recommended that the Shire engage the services of a suitably qualified person to prepare an updated management Plan, taking into consideration that the refuse site will be managed in-house. This Plan will need to identify plant & equipment required, other infrastructure required, training required, review opening hours, review fees charged, and make recommendations to Council accordingly.

### **FINANCIAL IMPLICATIONS**

It is anticipated that the costs of managing the refuse site will increase however actual financial implications are unknown at this stage.

**POLICY IMPLICATIONS**

Nil

**STATUTORY IMPLICATIONS**

The refuse site is governed by a license agreement with the Department of Environment.

**STRATEGIC IMPLICATIONS**

Nil

**COMMUNITY CONSULTATION**

Nil

**OFFICER'S RECOMMENDATION**

That Council agrees to engage the services of a suitably qualified person to prepare a management plan for the management of the Tammin Refuse site by the Shire of Tammin, with a copy of the report being presented to Council for consideration.

Absolute Majority Required

**MIN 12/14 MOTION – MOVED Cr Thomson seconded Cr McCreery**

That Council agrees to engage the services of a suitably qualified person to prepare a management plan for the management of the Tammin Refuse site by the Shire of Tammin, with a copy of the report being presented to Council for consideration.

CARRIED 5/0

## **11.10 General Meeting of Electors**

Author – Brian Jones, CEO

### **DECLARATION OF INTEREST - Nil**

### **BACKGROUND**

The Shire of Tammin General Meeting of Electors was held on Wednesday 5 February 2014. Minutes of the meeting were forwarded to Councillors on Thursday 6 February 2014.

Legislation requires Council to consider all decisions made at the Electors meeting at the next practicable Ordinary Council Meeting.

### **COMMENT**

No decisions were made at the Annual Electors Meeting.

### **FINANCIAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY IMPLICATIONS**

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

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

*Section 5.33 of the Local Government Act provides that:*

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

### **STRATEGIC IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Meeting was advertised extensively, including a letterdrop to each resident within the Shire.

### **OFFICER'S RECOMMENDATION**

That the minutes of the Shire of Tammin General Meeting of Electors held on Wednesday 5th February 2014, be received.

Simple Majority Required

**MIN 13/14 MOTION – MOVED Cr Bell seconded Cr McCreery**

That the minutes of the Shire of Tammin General Meeting of Electors held on Wednesday 5th February 2014, be received.

CARRIED 5/0



## **11.11 Council Committees**

Author – Brian Jones

### **DECLARATION OF INTEREST**

Nil

### **BACKGROUND**

At the October 2013 Ordinary Council meeting Council appointed Councillors to Committees as detailed below:

<b>Committee</b>	<b>Members</b>
Kellerberrin Regional Road Sub Group	Cr Uppill, Cr Greenwood
WALGA Great Eastern Zone	Cr Uppill, Cr Crane
Senior Citizens Management Committee	Cr Bell, Cr Uppill
Tidy Towns & Townscape	Cr Uppill, Cr McCreery, Cr Greenwood, Cr Bell
Be-Active/ Wheatbelt Sports Committee	Cr Thomson, Cr Bell
Caravan Park Committee	Cr Crane, Cr Greenwood, Cr McCreery
Shire Depot Design and Construction Committee	Cr Uppill, Cr McCreery, John Greenwood, CEO
Events Committee	Cr Bell, Community Development Officer
Audit Committee	Cr Uppill, Cr Greenwood, Cr Thomson
Housing Design Committee	Cr McCreery, Cr Greenwood, Cr Bell
SEARTG and SEAVROC Boards	Cr Uppill, Cr Crane

### **COMMENT**

At the Council Workshop held on Friday 31 January 2014 Council requested the CEO provide a report to Council recommending the amalgamation of the Tidy Towns & Townscape Committee and the Caravan Park Committee.

### **FINANCIAL IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **STATUTORY IMPLICATIONS**

*5.8. Establishment of committees*

*A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

*\* Absolute majority required*

### **STRATEGIC IMPLICATIONS**

Nil

### **COMMUNITY CONSULTATION**

Nil

## **OFFICER RECOMMENDATION**

That Council:

- Disband the Tidy Towns & Townscape Committee and the Caravan Park Committee
- Establish a Tammin Townsite Development & Beautification Committee to oversee the design and development of a Caravan Park in Tammin and oversee the improvement of the Streetscape in Tammin.
- Appoint the following members to the Committee:
  - 
  - 
  - 
  -

Absolute Majority Required

## **MIN 14/14 MOTION – MOVED Cr Thomson seconded Cr McCreery**

That Council:

- Disband the Tidy Towns & Townscape Committee and the Caravan Park Committee
- Establish a Tammin Townsite Development & Beautification Committee to oversee the design and development of a Caravan Park in Tammin and oversee the improvement of the Streetscape in Tammin.
- Appoint the following members to the Committee:
  - Cr S Uppill
  - Cr D McCreery
  - Cr M Greenwood
  - Cr P Bell

CARRIED 5/0

## **11.12 Structural Reform – SEARTG Amalgamation Proposal**

Author – Brian Jones

### **DECLARATION OF INTEREST**

Nil

### **BACKGROUND**

The Minister for Local Government has advised Council that he has accepted the recommendation of the Local Government Advisory Board (LGAB) and accordingly the application to amalgamate the local governments of Cunderdin, Quairading, Tammin and York has been rejected.

This decision effectively ends the Regional Transition Group as such, however all four member local governments have expressed a keen desire to continue to work collaboratively and complete a number of projects still outstanding (Policies, Delegations etc).

### **COMMENT**

The Shire President and CEO attended a SEARTG meeting with the Chair and two members (3 in total) of the LGAB, in York on Monday 3 February 2014.

The meeting was informed that the Minister was disappointed with the recommendation of the LGAB not to support the proposed amalgamation, however the LGAB could not explain with any clarity their reasons for rejecting the proposal.

The following notes of the meeting are included for Councillors information:

- The LGAB advised that the amalgamation proposal could not be supported due to a lack of community consultation however none of the Board members were willing to advise or explain their views on what constitutes adequate or satisfactory community engagement processes.
- The LGAB did not believe the four local governments had the capacity to manage the amalgamation transition process, but could not clarify as to what this means.
- The LGAB could not support the allocation of expenditure of \$2.655m for the proposal to proceed beyond this point when it was almost certainly going to be defeated at a Poll. They believe it would be irresponsible for the Board to recommend the proposal to the Minister when they knew there was such a high degree of opposition (3.2% of the residents expressed their opposition to the proposal through submissions).
- The LGAB members suggested that there are alternative ways to achieving Reform such as whole of Shire boundary adjustments that will over time deliver what the four Councils have set out to achieve. Yes that is correct, we were advised to just do boundary changes and achieve reform without any community consultation and without the preparation of any in depth analysis.

In addition to the above it should be noted that the Minister for Local Government, at the GECZ meeting held in Kellerberrin on Wednesday 11 December 2013, advised that there will be no focus on structural reform (amalgamations) of rural local governments during the

current term of government as the government is focused on delivering reform in the metropolitan area.

#### **FINANCIAL IMPLICATIONS**

Nil, as funding for the project will now be finalised and acquitted.

#### **POLICY IMPLICATIONS**

Nil

#### **STATUTORY ENVIRONMENT**

Local Government Act – Schedule 2.1, Clause 6.1

#### **6. Recommendation by Advisory Board**

(1) After formally inquiring into a proposal, the Advisory Board, in a written report to the Minister, is to recommend\* —

(a) that the Minister reject the proposal; or

(b) that an order be made in accordance with the proposal; or

(c) if it thinks fit after complying with subclause (2), the making of some other order that may be made under section 2.1.

#### **STRATEGIC PLAN IMPLICATIONS**

Nil

#### **COMMUNITY CONSULTATION**

Nil

#### **STAFF RECOMMENDATION**

That Council:

- Receive the decision of the Minister for Local Government and the Local Government Advisory Board to reject the proposed amalgamation of the Cunderdin, Quairading, Tammin and York Shires,
- Re-confirm Council's commitment to working collaboratively with the Shires of Cunderdin, Quairading and York,

Simple Majority Required

#### **MIN 15/14 MOTION – MOVED Cr Bell seconded Cr Thomson**

That Council:

- Receive the decision of the Minister for Local Government and the Local Government Advisory Board to reject the proposed amalgamation of the Cunderdin, Quairading, Tammin and York Shires,
- Re-confirm Council's commitment to working collaboratively with the Shires of Cunderdin, Quairading and York and other local governments.

CARRIED 5/0

Note: Council agreed to add the words “and other local governments” to the resolution as while Council is committed to work with the SEARTG Councils it is also open to work collaboratively with other local governments.

### **11.13 Sale of 6 (lot 19) Russell Street**

Author – Brian Jones

#### **DECLARATION OF INTEREST**

Cr Greenwood declared a financial interest in this item and left the meeting at 5.01pm.

#### **BACKGROUND**

The Shire has received an offer of \$88,000 for the sale of 6 (lot 19) Russell Street Tammin.

#### **COMMENT**

Councillors have, by email notification, advised the CEO that they are prepared to accept this offer. The requirements of the local government act (see below) require a 14 day public notice period.

The CEO will organise for the advertising of the public notice requirements as soon as practical.

The recommendation is based on Council agreeing to the offer and authorising the CEO to process the sale if no submissions are received. If any submissions are received the matter will need to be dealt with by a Special Council meeting.

#### **FINANCIAL IMPLICATIONS**

Council has included \$100,000 income for the sale of this property in the current Budget.

#### **POLICY IMPLICATIONS**

Nil

#### **STATUTORY ENVIRONMENT**

##### *3.58. Disposing of property*

*(1) In this section —*

*dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not; property includes the whole or any part of the interest of a local government in property, but does not include money.*

*(2) Except as stated in this section, a local government can only dispose of property to —*

*(a) the highest bidder at public auction; or*

*(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

*(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

*(a) it gives local public notice of the proposed disposition —*

*(i) describing the property concerned; and*

*(ii) giving details of the proposed disposition; and*

*(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*

*(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

*(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*

*(a) the names of all other parties concerned; and*

*(b) the consideration to be received by the local government for the disposition; and*

*(c) the market value of the disposition —*

*(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*

*(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

*(5) This section does not apply to —*

*(a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*

*(b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*

*(c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*

*(d) any other disposition that is excluded by regulations from the application of this section.*

## **STRATEGIC PLAN IMPLICATIONS**

Nil

## **COMMUNITY CONSULTATION**

Nil

## **STAFF RECOMMENDATION**

That Council:

- Agrees to accept the offer of \$88,000 for the sale of 6 (lot 19) Russell Street, Tammin
- Provides public notice of the sale as required by section 3.58 of the local government act, and
- Delegates authority to the CEO to process the sale if no submissions are received.

## **MIN 16/14 MOTION – MOVED Cr Bell seconded Cr Uppill**

That Council:

- Agrees to accept the offer of \$88,000 for the sale of 6 (lot 19) Russell Street, Tammin
- Provides public notice of the sale as required by section 3.58 of the local government act, and
- Delegates authority to the CEO to process the sale if no submissions are received.

CARRIED 4/0

Cr Greenwood rejoined the meeting at 5.08pm.

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

Nil

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

Nil

**14 CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at 5.08pm.

Tabled before the Ordinary Council Meeting on 20 March 2014.

Cr S Uppill, President



## **15 REFERENCES**

### **6 DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS**

*The Local Government Act (Section 5.60 – 5.62) provides that it is the Councillor's obligation to declare an interest if they believe that they have a financial interest, proximity interest, closely associated persons interest or an interest affecting impartiality in a matter being discussed by Council.*

*The Act provides that the interest may be declared in writing to the CEO prior to the meeting or declared prior to discussion of the agenda item at the meeting. Forms for this purpose are available to Councillors.*

*The Act further provides that the extent of the interest needs to be declared if the Councillor seeks to remain in the Chamber during the discussion, debate or voting on the item.*

*A Councillor declaring a financial or proximity interest must leave the meeting prior to the matter being discussed or voted on (including the question as to whether they are permitted to remain in the Chamber). Councillors remaining in the Chamber may resolve to allow the member to return to the meeting to participate in the proceedings.*

### **7.1 STATUTORY ENVIRONMENT**

*Section 5.22(2) of the Local Government Act provides that minutes of all meetings to be kept and submitted to the next full Council meeting for confirmation.*

### **11.1 List of Financial Payments Reference -STATUTORY ENVIRONMENT**

*Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that:*

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
  - (a) *the payee's name;*
  - (b) *the amount of the payment;*
  - (c) *the date of the payment; and*
  - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
  - (a) *for each account which requires council authorisation in that month —*
    - (i) *the payee's name;*
    - (ii) *the amount of the payment; and*
    - (iii) *sufficient information to identify the transaction;**and*
  - (b) *the date of the meeting of the Council to which the list is to be presented.*
- (3) *A list prepared under sub regulation (1) or (2) is to be —*
  - (a) *presented to the Council at the next ordinary meeting of the council after the list is prepared; and*
  - (b) *recorded in the minutes of that meeting.*

### **11.2 Financial Report Reference - STATUTORY ENVIRONMENT**

*Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires a Statement of Financial Activity to be prepared each month, which is to contain the following details:*

- (a) *annual budget estimates;*
- (b) *budget estimates to the end of the month;*
- (c) *actual amount of expenditure and revenue;*
- (d) *material variances between comparable amounts in (b) and (c) above; and*
- (e) *the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).*

*The Statement is to be accompanied by:*

- (a) *explanation of the composition of net current assets, less committed assets and restricted assets;*
- (b) *explanation of the material variances; and*
- (c) *such other information considered relevant by the local government.*

**PAYMENTS LIST DECEMBER 2013**

Date	Reference	Supplier Name	Details	Amount
<b>Cheque Payments</b>				
04/12/2013	6385	BT Lifetime - Personal Super	Superannuation	142.21
04/12/2013	6386	LGRCEU	Union fee	58.20
04/12/2013	6387	MLC Nominees Pty Ltd	Superannuation	153.30
04/12/2013	6388	Prime Super	Superannuation	49.73
04/12/2013	6389	WALG Superannuation	Superannuation	5,129.82
09/12/2013	6392	Shire of Tammin	Petty cash recoup	243.35
17/12/2013	6393	Ashford Tiling Services	Completion of Tiling @ New Depot	6,407.50
17/12/2013	6394	Australia Post	Postage & Freight	55.80
17/12/2013	6395	CWA Tammin	Catering at November Council Meeting	160.00
17/12/2013	6396	BEC & BV Howard	Drill kit, bolts, screws, paint brushes & linseed oil	124.70
17/12/2013	6397	Kleenheat Gas	Bulk Gas Tamma Village	92.32
17/12/2013	6398	Synergy	Power usage for Nov 2013	6,460.05
17/12/2013	6399	Tammin Post Office.	Stationary for November	53.92
17/12/2013	6400	Telstra	Telephone Account for Nov 2013	1,970.50
17/12/2013	6401	Water Corporation	Water consumption for Dec 2013	6,037.87
18/12/2013	6402	BT Lifetime - Personal Super	Superannuation	127.03
18/12/2013	6403	LGRCEU	Union fee	58.20
18/12/2013	6404	MLC Nominees Pty Ltd	Superannuation	209.71
18/12/2013	6405	Prime Super	Superannuation	57.72
18/12/2013	6406	WALG Superannuation	Superannuation	3,931.57
19/12/2013	6407	CDA Air Conditioning & Refrigeration	Supply and Install HWS - Unit 6-10	14,046.00
19/12/2013	6408	CWA Tammin	Catering at Christmas Function	930.00
31/12/2013	6421	Australian Taxation Office	December BAS	15,379.96
			<b>Sub-total</b>	<b>61,879.46</b>
<b>Direct Debit payments</b>				
03/12/2013	Debit	Commonwealth Bank of Australia	CBA POS Fee	51.08
04/12/2013	Debit	Commonwealth Bank of Australia	CBA Merchant Fee	63.00
23/12/2013	Debit	Western Australian Treasury Corporation	Loan 76	12,160.44
31/12/2013	Debit	Western Australian Treasury Corporation	Loan 78 & 79	7,879.25
			<b>Sub-total</b>	<b>20,153.77</b>
<b>Licensing Transfer</b>				
02/12/2013	J6379	Department of Transport	Licensing 02/12/13	598.50
03/12/2013	J6399	Department of Transport	Licensing 03/12/13	660.50
05/12/2013	J6406	Department of Transport	Licensing 05/12/13	332.95
06/12/2013	J6407	Department of Transport	Licensing 06/12/13	298.25
09/12/2013	J6408	Department of Transport	Licensing 09/12/13	382.05
10/12/2013	J6413	Department of Transport	Licensing 10/12/13	231.60
11/12/2013	J6436	Department of Transport	Licensing 11/12/13	318.10
12/12/2013	J6439	Department of Transport	Licensing 12/12/13	299.20
13/12/2013	J6441	Department of Transport	Licensing 13/12/13	983.90
17/12/2013	J6442	Department of Transport	Licensing 17/12/13	288.40
19/12/2013	J6443	Department of Transport	Licensing 18/12/13	267.85
19/12/2013	J6444	Department of Transport	Licensing 19/12/13	409.80
20/12/2013	J6445	Department of Transport	Licensing 20/12/13	1,174.45
			<b>Sub-total</b>	<b>6,245.55</b>
<b>Bank Fees</b>				
04/12/2013	Debit	National Australia Bank	NAB Transact Fee November 2013	5.25
23/12/2013	Debit	National Australia Bank	NAB Connect Fee November 2013	75.99
31/12/2013	J6475	National Australia Bank	Bank Fees for DPI Account for Dec 2013	20.00
31/12/2013	J6476	National Australia Bank	Bank Fees for Trust Account for Dec 2013	21.80
31/12/2013	J6477	National Australia Bank	Bank Fees for Muni Account for Dec 2013	51.20
			<b>Sub-total</b>	<b>174.24</b>

<b>VISA Payments</b>				
04/12/2013	VISA	BCF	I Bodill farew ell gift	150.00
04/12/2013	VISA	Esplanade	Accommodation - I Bodill at LGMA conference	338.00
04/12/2013	VISA	Local Community Insurance Services	Public and Products Liability for FUSE Festival	1,126.90
04/12/2013	VISA	National Australia Bank	Visa Monthly Fee	9.00
04/12/2013	VISA	The Print Bar	T-Shirts for FUSE Festival	128.00
04/12/2013	VISA	Westnet	Internet Service for Depot and Office	159.40
			<b>Sub-total</b>	<b>1,911.30</b>
<b>EFT Payments</b>				
09/12/2013	EFT419	Joondalup Turf Farm	Wintergreen Roll on	992.00
12/12/2013	EFT	The West Australian	Death Notice - K York	242.60
17/12/2013	EFT420	Avon Waste	Refuse collection for November 2013	1,613.95
17/12/2013	EFT421	Patricia Bell	Sitting fee & travel reimbursement	105.00
17/12/2013	EFT422	Ian Bodill	Reimbursement of Fuel and Study Cost	1,231.17
17/12/2013	Voided	CircuitWest Inc	VOID: 2013/2014 Associate Membership	
17/12/2013	EFT423	City & Regional Waste Management	Waste management	3,978.24
17/12/2013	EFT424	Country Ford	Honda Motor for TNSS	374.00
17/12/2013	EFT425	Courier Australia	Freight charges	17.75
17/12/2013	EFT426	Carol Crane	Deputy President Allow ance	300.00
17/12/2013	EFT427	Cunderdin Farmers Co-operative Co Ltd	Retic Supplies and council catering	994.38
17/12/2013	EFT428	DKT Rural Agencies	Concrete, bolts, screw s, and retic supplies	558.05
17/12/2013	EFT429	Eastern Districts Seed Cleaning Co.	B38 Belt for TN SS	14.47
17/12/2013	EFT430	Eastern Hills Saw s & Mow ers Pty Ltd	Spares for TNSS	670.95
17/12/2013	EFT431	F-111 Engineering Pty Ltd	Parts, repairs and services to various vehicles	9,339.55
17/12/2013	EFT432	Filters Plus	Filters for various vehicles	1,460.91
17/12/2013	EFT433	MD Greenw ood	Sitting fee & travel reimbursement	139.94
17/12/2013	EFT434	Gull Tammin Roadhouse	November Account -catering, new spaper etc	64.32
17/12/2013	EFT435	Shire of Kellerberrin	Performance appraisals w orkshop	250.00
17/12/2013	EFT436	Kellerberrin Tyre Service	Tyre repairs TN2134	40.00
17/12/2013	EFT437	Local Government Managers Australia	LGMA Grants w orkshop	54.50
17/12/2013	EFT438	Metal Artw ork Creations	Name badges, desk plaques, honour board plates - Cr's and CEO	92.40
17/12/2013	EFT439	Mitre 10 Solutions	Fertiliser, Aerial, retic supplies, sink and eskies	766.34
17/12/2013	EFT440	MM Electrical Merchandising	Electrical supplies	856.90
17/12/2013	EFT441	Motorcharge Limited	Fuel account for November 2013	5,963.80
17/12/2013	EFT442	Northam & Districts Glass Service	Replace broken glass - 9 Nottage Way	294.80
17/12/2013	EFT443	Northam Auto Electrics & Tyre Service	Check brake lights TN15	694.10
17/12/2013	EFT444	Northam Retraivison	Free standing electric stove - U5 Tamma Village	605.00
17/12/2013	EFT445	Officew orks	Office Stationery	10.17
17/12/2013	EFT446	Position Partners	Topcon grader system hire	2,420.00
17/12/2013	EFT447	Radio West	Area promotion	71.50
17/12/2013	EFT448	Ricoh Australia Pty Ltd	Printer cartridge	143.00
17/12/2013	EFT449	Rural Press Regional Media (WA) Pty Ltd	Advertising	1,862.82
17/12/2013	EFT450	Shire of Merredin.	Visitors guide reprint	292.10
17/12/2013	EFT451	Snow 2 U	Snow trailer hire and transport - Fuse Festival	2,344.00
17/12/2013	EFT452	State Library of WA	Better Beginnings Books	33.00
17/12/2013	EFT453	Donald Thomson	Sitting fee & travel reimbursement	140.11
17/12/2013	EFT454	Scott Uppill	Presidents allow ance, sitting fee & travel reimb.	1,424.69
17/12/2013	EFT455	WALGA	Consultant Fee refuse site and advertising	11,927.86
17/12/2013	EFT456	Western Lockservice	Depot & change room keys	110.00
17/12/2013	EFT457	Wheatbelt Office and Business Machines	Fuji Xerox - Meter readings	668.31
17/12/2013	EFT458	Zacks Commercial Artist	Councillor & Staff business cards	960.95
23/12/2013	EFT	SMS Bullet	Harvest Ban SMS Service	150.00
31/12/2013	EFT	Maurisse Mausolf	Refund of overpayment rates - Ass 511	498.60
			<b>Sub-total</b>	<b>54,772.23</b>



<b>PAYMENTS LIST JANUARY 2014</b>				
<b>Date</b>	<b>Reference</b>	<b>Supplier Name</b>	<b>Details</b>	<b>Amount</b>
<b>Cheque Payments</b>				
02/01/2014	6409	BT Lifetime - Personal Super	Superannuation	155.51
02/01/2014	6410	LGRCEU	Union Fee	58.20
02/01/2014	6411	MLC Nominees Pty Ltd	Superannuation	149.25
02/01/2014	6412	WALG Superannuation	Superannuation	3,878.51
02/01/2014	6413	Prime Super	Superannuation	47.06
06/01/2014	6414	DFES	ESL - October to December 2013	2,225.34
06/01/2014	6415	Telstra	December 2013	1,390.24
06/01/2014	6416	Water Corporation	Annual Service Charge & Water Charges Oct - D	1,454.33
21/01/2014	6417	Australia Post	Postage & Freight - December 2013	80.15
21/01/2014	6418	Australian Communications and Media Auth.	Apparatus licence renewal fees	101.00
21/01/2014	6419	Synergy	Electricity Charges	1,944.75
21/01/2014	6420	Tammin Hotel	Refreshments for Christmas Party	264.30
22/01/2014	6422	BT Lifetime - Personal Super	Superannuation	126.09
22/01/2014	6423	LGRCEU	Union Fee	58.20
22/01/2014	6424	MLC Nominees Pty Ltd	Superannuation	151.85
22/01/2014	6425	Prime Super	Superannuation	41.74
22/01/2014	6426	WALG Superannuation	Superannuation	4,062.51
31/01/2014	6434	Australian Taxation Office	January BAS	7,487.00
			<b>Sub-total</b>	<b>23,676.03</b>
<b>Direct Debit payments</b>				
02/01/2014	Debit	Commonw ealth Bank of Australia	CBA Merchant Fee	22.00
03/01/2014	Debit	Commonw ealth Bank of Australia	CBA POS Fee	32.23
06/01/2014	Debit	Commonw ealth Bank of Australia	CBA Merchant Fee	36.62
28/01/2014	Debit	Western Australian Treasury Corporation	Loan 77 Capital Repayment	8,349.95
31/01/2014	Debit	Commonw ealth Bank of Australia	CBA Merchant Fee - Feb 2014	22.00
			<b>Sub-total</b>	<b>8,462.80</b>
<b>Licensing Transfer</b>				
02/01/2014	J6446	Department of Transport	Licensing 02/01/14	487.50
03/01/2014	J6450	Department of Transport	Licensing 03/01/14	1,791.95
06/01/2014	J6451	Department of Transport	Licensing 06/01/14	1,016.00
08/01/2014	J6453	Department of Transport	Licensing 08/01/14	684.40
09/01/2014	J6454	Department of Transport	Licensing 09/01/14	60.60
13/01/2014	J6467	Department of Transport	Licensing 13/01/14	635.20
14/01/2014	J6469	Department of Transport	Licensing 14/01/14	200.35
16/01/2014	J6471	Department of Transport	Licensing 16/01/14	840.80
17/01/2014	J6472	Department of Transport	Licensing 17/01/14	640.35
20/01/2014	J6480	Department of Transport	Licensing 20/01/14	850.05
21/01/2014	J6514	Department of Transport	Licensing 21/01/14	7,848.85
22/01/2014	J6518	Department of Transport	Licensing 22/01/14	1,645.55
23/01/2014	J6520	Department of Transport	Licensing 23/01/14	1,014.45
			<b>Sub-total</b>	<b>17,716.05</b>
<b>Bank Fees</b>				
07/01/2014	Debit	National Australia Bank	NAB transact Fee - January 2014	5.25
21/01/2014	Debit	National Australia Bank	NAB Connect Fee - January 2014	86.74
31/01/2014	J6562	National Australia Bank	Account Fees for Jan 2014 for DPI Account	20.00
31/01/2014	J6563	National Australia Bank	Account Fees for Jan 2014 for Trust Account	20.00
31/01/2014	J6564	National Australia Bank	Account Fees for Jan 2014 for Muni Account	55.40
			<b>Sub-total</b>	<b>187.39</b>

<b>VISA Payments</b>				
02/01/2014	VISA	Ettamogah - Cunderdin Pub	Accommodation for I Bodill	185.00
02/01/2014	VISA	SMS Bullet	Harvest Ban SMS Service	45.00
02/01/2014	VISA	Westnet	Internet Service for Depot for December 2014	69.45
02/01/2014	VISA	Winzip Computing	Send QB data file to UHY Haines Norton	10.99
02/01/2014	VISA	National Australia Bank	Interest & charges	0.27
			<b>Sub-total</b>	<b>310.71</b>
<b>EFT Payments</b>				
03/01/2014	EFT	Jeanette Kickett	Bond Reimbursement for hire of Donnan Pavilion	300.00
21/01/2014	EFT459	Avon Valley Glass	Repair and replace window at Cooinda	2,935.00
21/01/2014	EFT460	Avon Waste	Domestic refuse collection	1,291.16
21/01/2014	EFT461	Patricia Bell	Sitting fee & travel reimbursement	105.00
21/01/2014	EFT462	Bunnings	Depot Consumables, Vacuum Cleaner, ratsak etc	390.58
21/01/2014	EFT463	City & Regional Waste Management	Waste management	3,461.76
21/01/2014	EFT464	Courier Australia	Freight	69.14
21/01/2014	EFT465	Carol Crane	Sitting fee & travel reimbursement	105.00
21/01/2014	EFT466	Cunderdin CRC	Advertising - Work Supervisor and Admin Officer	32.00
21/01/2014	EFT467	Darry's Plumbing & Gas	Completion of plumbing at New Depot	15,521.00
21/01/2014	EFT468	DKT Rural Agencies	Bolts, retic supplies and plumbing supplies	107.15
21/01/2014	EFT469	Eastern Hills Saw s & Mow ers Pty Ltd	Chain and Spur Sprockets - TNSS	90.00
21/01/2014	EFT470	Graham Dunlop	Locate utilities and phone lines along Ridley and Strang St	704.55
21/01/2014	EFT471	MD Greenw ood	Sitting fee & travel reimbursement	145.55
21/01/2014	EFT472	Gull Tammin Roadhouse	December 2013 - catering, drinks, papers	664.79
21/01/2014	EFT473	Kellerberrin Pipeline New sletter	Admin Officer Advertising	9.00
21/01/2014	EFT474	Landgate	Tow n Aerial Photo Map	453.18
21/01/2014	EFT475	Major Motors Pty Ltd	Fuel Filters - TN302	76.05
21/01/2014	EFT476	Dustin McCreery	Sitting fee & travel reimbursement	120.06
21/01/2014	EFT477	MM Electrical Merchandising	Sockets and Plugs	401.38
21/01/2014	EFT478	Motorcharge Limited	Fuels and oils December 2014	3,652.33
21/01/2014	EFT479	Northam Auto Electrics & Tyre Service	Repairs to Hino electrical system	595.10
21/01/2014	EFT480	OCLC (UK) Ltd	Amlib annual maintenance - 11/01/2014 to 10/01/2015	1,389.80
21/01/2014	EFT481	Officew orks	Office Stationery	213.72
21/01/2014	EFT482	Pacific Brands Workw ear	Uniforms - Inside Staff	1,179.00
21/01/2014	EFT483	Peerless Jal Pty Ltd	Disinfectant and lavender tabs	191.81
21/01/2014	EFT484	Perfect Computer Solutions Pty Ltd	Various computer mtce issues	510.00
21/01/2014	EFT485	Position Partners	Purchase of 2D Grader System	20,509.50
21/01/2014	EFT486	Quairading CRC	Admin Officer Advertising	25.00
21/01/2014	EFT487	Quairading Earthmoving	Stockpile gravel	9,328.00
21/01/2014	EFT488	Rural Press Regional Media (WA) Pty Ltd	Admin Officer Advertising	422.36
21/01/2014	EFT489	Shire of York	EHO and Building Services, Ranger Services, Audit Fees - Strategic Planning Capacity Building Community Achievement Awards refreshments - 10/10/2013	2,476.27
21/01/2014	EFT490	Tammin Bow ling Club Inc		400.00
21/01/2014	EFT491	Donald Thomson	Sitting fee & travel reimbursement	140.11
21/01/2014	EFT492	Tudor House	Australian Flag	188.00
21/01/2014	EFT493	Scott Uppill	Sitting fee & travel reimbursement	224.69
21/01/2014	EFT494	WA Hino Sales & Services	Service to Hino - TN15	743.45
30/01/2014	EFT495	Acacia Industries Pty Ltd	25Lts Sanit	1,371.70
30/01/2014	EFT496	Ambience Air	Air conditioner for Unit 10 Tamma village	1,305.00
30/01/2014	EFT497	Chatfield's	Supply storage cages for Donnan Park and sinks and tap for New Shire Depot	3,943.50
30/01/2014	EFT498	Shire of Cunderdin	Chainsaw course	360.00

