



Shire of Tammin Annual Report 2015/16



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Our Shire

Tammin is located 184km east of Perth on the Great Eastern Highway. The Shire of Tammin covers an area of 1,087 km² and is bounded by the Shires of Kellerberrin, Quairading, Cunderdin and Wyalkatchem.

The Shire of Tammin, including the settlements of Bungulla and Yorkrakine, has a total population of approximately 400. The economy of the Shire is primarily agriculture based.

The community enjoys a Mediterranean type climate with weather ranging from 0°C in winter to 40°C plus during the summer. The average yearly rainfall is 370mm, which mainly falls in winter.

Tammin was first settled in 1893 by John Packham with more settlers arriving in the 1900's. The town of Tammin was gazetted in 1899.

The name "TAMMIN" means grandmother or grandfather according to the "Descriptive Vocabulary of Aborigines of WA" by G F Moore. Other theories are that Tammin was named after the Tamma, a small animal that once inhabited the area or the Tamma bush which grows throughout the district.

European settlement continued to grow and with the completion of the Goldfields Water Supply and the railway line to Kalgoorlie, the township grew along with necessary shops and facilities.

Yorkrakine, 30km north of Tammin, became a small township with a post office, store and hall.

In 1948 Tammin became a Road Board in its own right, having previously been part of the Meckering Road Boards and later the Cunderdin-Meckering-Tammin Road Boards. With the change in Local Government Act it became the Shire of Tammin in 1961.

Our Council

President **Cr. Scott Uppill**

Elected: 2009
Term expiry: 2017
Email: cruppill@tammin.wa.gov.au
Ph (08) 9637 1111

Deputy President **Carol Crane**

Elected: 2011
Term expiry: 2019
Email: crcrane@tammin.wa.gov.au
Ph (08) 9637 1640

Councillor **Michael Greenwood**

Elected: 2004
Term expiry: 2017
Email: crmgreenwood@tammin.wa.gov.au
Ph (08) 9637 1515

Councillor **Glenice Batchelor**

Elected: 2015
Term expiry: 2019
Email: crbatchelor@tammin.wa.gov.au
Ph (08) 9637 1221

Councillor **Patricia Bell**

Elected: 2012
Term expiry: 2017
Email: crbell@tammin.wa.gov.au
Ph (08) 9637 1055

Councillor **Donald Thomson**

Elected: 2012
Term expiry: 2019
Email: crthomson@tammin.wa.gov.au
Ph (08) 9045 2051

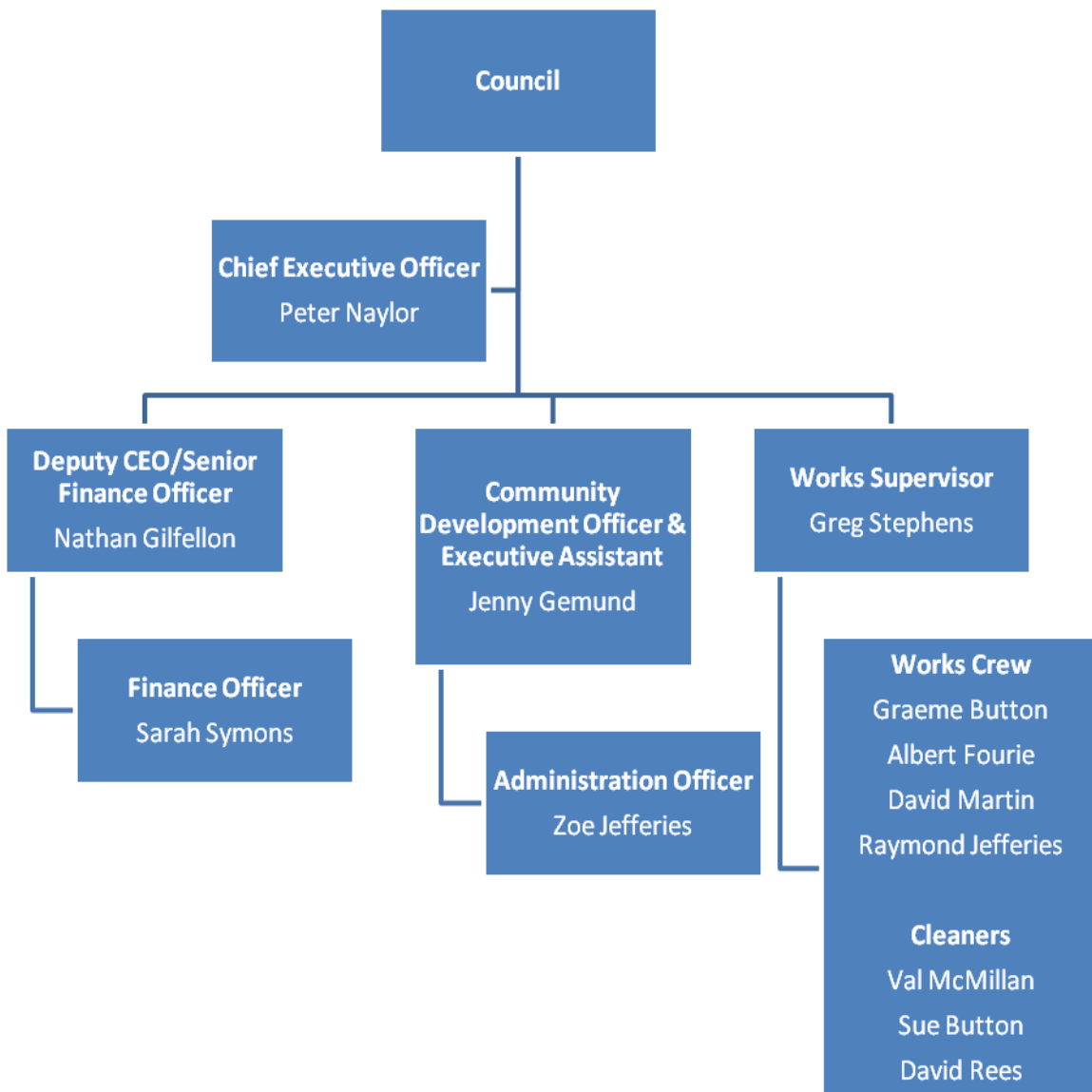
Councillor Meeting Attendance

Council Policy provides that Councillors' attendance at all Council meetings and Committee meetings which they have been appointed a member, be reported in the Annual Report.

		Council Eligible	Attended	Committee Eligible	Attended
Cr S. Uppill	11	10	1	1	
Cr C. Crane	11	9	0	0	
Cr M. Greenwood	11	10	1	0	
Cr D. McCreery	3	2	0	0	
Cr P. Bell	11	9	0	1	
Cr D. Thomson	11	8	1	1	
Cr G Batchelor	8	7	0	0	

Our People

Shire of Tammin
1 Donnan Street
Tammin WA 6409
Ph: (08) 9637 0300
Email: shire@tammin.wa.gov.au
Office hours: Mon - Fri 9.00am - 4.00pm



Environmental Health, Building and Ranger services are provided through service contracts.

Shire President's Report



I am pleased to advise that we have satisfactorily completed the Annual Report for the 2015/2016 Financial Year and it is a pleasure to present it to the ratepayers and residents of the Shire of Tammin.

Chief Executive Officer position

During the financial year we farewelled Brian Jones, who worked for the Shire as our CEO from December 2013 to August 2015.

Brian brought a wealth of experience and knowledge to the position of CEO and helped instigate and establish many new operational practices which has been of great benefit to the Shire and will continue to be so into the future.

Following Brian's departure Council appointed Peter Naylor, Shire of Cunderdin CEO, to the position of CEO in an acting capacity from 1st October to 31 December 2015.

During this period Council entered into formal discussions with the Shire of Cunderdin with a view to a shared CEO role with Peter and I am pleased to say that that process was very successful and Peter was formally appointed to the dual role on a four (4) year contract effective from 1st January 2016.

Part of the Resource Sharing Agreement is for Peter to investigate further resource sharing opportunities between the two Shires, and where possible other neighbouring Shires.

2015 Election Results

Local government elections were held in October 2015 with three positions on Council being available for 4 year terms. Carol Crane & Don Thomson were re-elected unopposed, and Glenice Batchelor was elected to Council for the first time. Dustin McCreery did not renominate and I would like to thank Dustin for his loyalty and commitment to Council over the past four years. Cr Crane and I were again elected to the positions of Deputy President and Shire President, respectively, for two year terms.

Cr Scott Uppill
Shire President

Chief Executive Officers Report

I commenced as Shire Chief Executive Officer in October 2015, in an acting capacity whilst the Shire of Tammin discussed and negotiated a contractual resource Sharing agreement with the Shire of Cunderdin for the CEO services.

The shared CEO role was formalised effective from 1st January 2016 and I entered into a four (4) year employment contract with both the Shire of Tammin and Shire of Cunderdin.

The initial 9 month period has been quite a challenge working with both Councils to prepare and finalise the Business Plan, Resource Sharing Agreement, CEO Position Description (including Key Performance Indicators and Key Result Areas), and the employment contract.

However whilst settling into the dual role and gaining a better understanding of the Shire of Tammin and community has been challenging it has also been very rewarding as we continue to plan for the future delivery of services for the greater benefit of the local community.

Shire Staff

There have been changes to our staff during the financial year:

- **New**
Greg Stephens, Works Supervisor, commenced July 2015.
- **Goodbyes**
Brian Jones, CEO, finished August 2015 (20 months service)
Jenny Gemund, CDO/EA, finished January 2016 (6 years service)

Peter Naylor
Chief Executive Officer

Strategic Community Plan

Our vision - A place for people, a place for community

Tammin has a community that cares and is a place where community matters. Tammin will be a great place to live and visit because we take pride in our local area, with enhanced local natural areas or open spaces.

Our community is vibrant and active, inclusive and welcoming, a community for young and old, a community where people are treated equally and feel safe.

Our aim

To sustain and build our local area capacity through local employment and strengthened community development.

Our Goals - Social

Grow and sustain the population through planned provision of services.

Maintain the sense of community, which is inclusive and welcoming for all.

Environmental

Provide leadership and promote local and regional sustainability, principles and practices.

Enhance local natural areas and open spaces.

Economic

Strengthen local businesses and employment capacity.

Support and encourage sustainable business growth.

Vision – Social - Building a Sense of Community	Outcomes	Objectives
Our community will be inclusive and inviting; a place where all people, young and old are accepted and valued.	Strong and inclusive community	Strengthen community groups and networks
Community leadership and involvement will ensure our different communities recreate, network and interact, building strong relationships and support.	An active community	Improve recreation for all ages
Our diverse community has access to services within their local area.	Community service enhancement	Improve local access to service
Vision - Environment: Preserving and Sustaining Our Natural Environment	Outcomes	Objectives
We will live sustainably in our natural environment.	Sustainable waste management	Ensure waste management
Our local bush spaces will be enjoyed by our community and we will ensure our local environment is protected and enhanced	Sustainable living	Promote and strengthen the efficient use of natural resources
We will provide leadership and be recognised for sustainable practices through our active support in regional recycling and resource recovery	Enhanced local environment	Protect, maintain and enhance our local environment
Vision - Built Environment: Enhanced Lifestyle Choices	Outcomes	Objectives
Our local area will be maintained through the provision of housing and employment choices for all ages, whilst protecting our viable farmland.	Improved quality and maintenance of our Infrastructure	Upgrade and maintain our infrastructure To ensure transport routes are safe
Our local town, amenities and facilities will be maintained and enhanced, ensuring that our town is one that community loves to be in and is proud of.	Housing needs met Improved business capacity	Facilitate affordable diverse housing requirements Create land use capacity for industry
Vision - Economic Development: Maximise Development	Outcomes	Objectives
We will build and sustain our community through facilitating employment opportunities.	Industry and employment growth	Facilitate local industry growth support and facilitate sustainable businesses
Our economy will thrive, support sustainable businesses and facilitate the growth of industry.	Increased economic capacity	Promote Tammin as a place to visit, live and work

Works & Services Report

The Works and Services Section undertakes capital construction, major maintenance works, and the routine maintenance of hard infrastructure within the Shire. To undertake these required activities a portion of funding is derived from external grant funds being various Federal and State Government agencies and from other Council income streams.

Granted Revenue

External funding is the major income stream for capital works and major maintenance of Councils assets and in the 2015/2016 financial year external Australian or Western Australian Government provided funding to the Shire of Tammin.

The major external funding agencies providing grants or contributions to the Shire of Tammin are:

- Central Wheatbelt Regional Road Group (RRG) – funding administered by Main Roads Western Australia (MRWA)
- Australian Government General Purpose Grants.(Distributed through the Grants Commission)
- Main Roads Western Australia (MRWA) Direct Grant for Roads
- Main Roads Western Australia – Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA) claim (Flood Damage)
- Royalties for Regions

Expenditure

Expenditure on Councils major capital assets and maintenance operations undertaken in the 2015/2016 financial year totalled approximately \$589,420.

Works and Services Functions

Major capital construction projects undertaken in the 2015/2016 financial year were:

Road Construction

Contractors undertake the major capital construction works for the Shire of Tammin.

A selection of the major projects undertaken within the road construction section:

Tammin Wyalkatchem Road

- Expenditure \$269,820
- Funding Assistance from :Regional Road Group

Flood Damage – Floodway Yorkrakine East Road

- Expenditure \$40,700
- Funding Assistance from: WANDRRA

Yorkrakine Road

- Expenditure \$278,900
- Funding Assistance from Roads to Recovery

Footpath Construction

- Expenditure \$37,000
- Funding Assistance from Royalties for regions

Maintenance Works

The following are major undertakings by Council in the regular maintenance of Council facilities:

Rural Road Maintenance Grading

Council's staff and contractors have undertaken two maintenance grades this year, on Councils roads being a wet grade and roll, midterm grade (dry grade).

- Expenditure for remote rural road maintenance of Shire of Tammin roads was \$438,970
- Total kilometers of remote unsealed roads required to be maintenance graded is 366km
- Tammin Town and Street Maintenance (inclusive of all reticulation, playground equipment and maintenance, mowing and verge slashing, street cleaning footpath maintenance,) with expenditure of \$252,500 for the (inclusive of all street and town road maintenance), 2015/2016 period

This is not an extensive list but purely a snapshot of some of the works that were completed.

Summary

The Department has achieved most of its goals within the 2015/2016 year, which has been made achievable by the employment of permanent works staff which in turn has helped the Department achieve many of the tasks at hand.

Waste Management has been an area of concern within the Department with the costs of the service ever increasing. The Shire completed another year of the internal management of the Tammin waste site and continues to have the roadside collection and recycling serviced by Avon waste. The Shire is continuing the process of working on updating the sites Operational Plans which will then allow the Shire to undertake greater planning around the sphere of waste management into the future.

Operations of the outside workforce are continually being reviewed to see if positive changes can be made to the operations effectiveness. This Department faces the challenge of completing another large capital budget. It is our aim that the Department will work towards minimising the carry forward into the 2016/2017 budget by undertaking works in a timely and planned manner to ensure the best results for Council.

As Works Supervisor for a diverse area of activities undertaken within the Shire of Tammin, I would like to once again express my sincere thanks and gratitude to all of the staff that have helped achieve the goals set for the Works and Services and all their hard work and effort during the 2015/2016 year.

Greg Stephens
Works Supervisor

Integrated Planning still in progress

Long Term Financial Plan	completed by the consultant and adopted by Council in February 2014.
Asset Management Plan	the consultants completed the asset management plan for buildings and structures during 2012/13 and the transport asset management plan was adopted by Council in March 2014.
Corporate Business Plan	community consultation was undertaken by consultants in June 2014 and the final plan will be presented to Council early in the 2014/15 financial year.

Community Events

July	-
August	Comedy Gold – Best of the Adelaide Fringe
September	-
October	Seniors Musical Luncheon
November	Fuse Festival
December	Annual Electors Meeting
January	Australia Day Community Breakfast
February	-
March	-
April	Tammin Art Prize Achievement Awards
May	-
June	-

Legislative compliances

National Competition Policy

The introduction of the National Competition Policy requires all Local Governments to include in the Annual Report, Statements relating to the following:

The Structural Reform of Public Monopolies

The intention of the structural reform of Public Monopolies is that:

- There is a separation of regulatory and commercial functions of Public Monopolies.
- There is a separation of natural monopolistic operations and potentially competitive activities of Public Monopolies.
- There is a separation of potential competitive activities into a number of smaller, essentially independent business units.

The Shire of Tammin is not considered a natural monopoly, nor does it conduct any business activity that can be considered a Public Monopoly. Therefore, the principle of structural reform of Public Monopolies does not apply to the Shire of Tammin.

Competitive Neutrality

For significant Local Government business enterprises, which are classified as “Public Financial Enterprises”, Local Government will, where appropriate:

- Adopt a corporatisation model for those Local Government business enterprises.
- Impose on significant business enterprises:
 - Full Commonwealth, State and Territory taxes on tax equivalent systems;
 - Debt guarantee fees directed towards off-setting the competitive advantages provided by government guarantees; and
 - Those regulations to which private sector businesses are normally subject, such as those relating to the protection of the environment and planning and approval processes, on an equivalent basis to private sector competitors.

These principles have been designed to ensure that a local government has no unfair advantage over any competitor in the market place.

These principles only apply to business activities that receive more than \$200,000 in annual income, of which the Shire of Tammin has none, and therefore do not apply to the Shire of Tammin.

Council has not received any allegations of non-compliance with Competitive Neutrality Principles from the private sector.

Legislation Review

In accordance with the National Competition Policy, all Local Laws have been reviewed.

Disability Access and Inclusion Plan

The Disability Services Act 1993 was amended in December 2004, creating a requirement of public authorities to develop and implement Disability Access and Inclusion Plans (DAIPs). These plans had to be fully developed by July 2007, and replaced and built on the achievements of Disability Service Plans (DSPs).

Council adopted a DAIP in November 2007 for implementation. Council is required to report on our present activities as they relate to the six desired DAIP outcomes.

1. Council is continually adapting our existing services to give people with disabilities the same opportunities as other people to access the services of, and any events organised by the Shire.
2. Council also continues with improvement to buildings and footpath infrastructure to assist both wheelchair and gopher access.
3. Wherever possible people with disabilities can receive information from the Shire in a format that will enable them to access the information as readily as other people are able to access it. This includes a comprehensive website and the ability to change documents to large font size.
4. The staff is always encouraged to be aware of the needs of people with disabilities to ensure they receive the same level and quality of service as other people receive. We are also working with contractors to ensure they are aware of their responsibilities.
5. People with disabilities have the same opportunities as other people to make complaints to the staff, this can be via written letters, e-mail, SMS or verbally.
6. Council provides many ways for people to participate in public consultation and we are more than happy to discuss any grievances community members may have regarding the services available to the disabled.
7. Council has engaged consultants to prepare a Disability Access Audit for the various community facilities and amenities. Council has also undertaken a works program to improve the access ramps at various Townsite intersections to better cater for the disabled and aged.

Public Interest Disclosure & Disclosure of Annual Salaries

Public Interest

The Public Interest Disclosure Act 2003 (the Act) aims to facilitate and encourage the disclosure of public interest information and to provide protection for those who have made disclosures and for those about whom disclosures are made.

The Shire of Tammin does not tolerate corrupt or other improper conduct, including mismanagement of public resources and the exercise of the public functions of the Shire and its officers, employees and contractors.

The Shire is committed to the aims and objectives of the Act and recognises the value and importance of contributions of staff to enhance administrative and management practices and supports disclosures being made by staff as to corrupt or other improper conduct.

During the reporting period there were no disclosures made under the Act.

Annual Salaries

One employee of the Shire of Tammin received a salary in excess of \$100,000 for the reporting period.

<u>No. Employees</u>	<u>Salary Range</u>
1	\$150,000 - \$160,000 (Shared with Shire of Cunderdin)

Record Keeping Plan

The State Records Act 2000 requires that the Shire maintains and disposes of all records in the prescribed manner.

Principal 6 – Compliance: Government organisations ensure their employees comply with the Record Keeping Plan.

Rationale:

An organisation and its employees must comply with the organisation's Record Keeping Plan. Organisations should develop and implement strategies for ensuring that each employee is aware of the compliance responsibilities.

Minimum Compliance Requirements:

The Record-Keeping Plan is to provide evidence to adduce that:

1. The efficiency and effectiveness of the organisation's record keeping system is evaluated not less than once every 5 years.
2. The organisation conducts a record-keeping program.
3. The efficiency and effectiveness of the record keeping training program is reviewed.
4. The organisation's induction program addresses employee role and responsibilities in regards to their compliance with the organisation's record keeping plan.

The Shire of Tammin has complied with items 1 to 4.

Register of Minor Complaints

Section 5.121 of the Local Government Act 1995 (Register of certain complaints of minor breaches) requires the complaints officer for each local government to maintain a register of complaints which records all complaints that result in action under section 5.110(6) (b) or (c) of the Act. (Conduct of Certain Officials).

Section 5.53 (2) (hb) of the Local Government Act 1995 requires disclosure in the Annual Report of details of entries made under section 5.121 during the financial year in the register of complaints, including:

- (i) the number of complaints recorded on the register of complaints;
- (ii) how the recorded complaints were dealt with; and
- (iii) any other details that the regulations may require.

In Accordance with these requirements, it is advised that no complaints of minor breaches under the Local Government Act 1995 were received during the reporting period.

Freedom of Information

Section 96 of the *Freedom of Information Act* requires local governments to publish an Information Statement.

In summary, the Shire of Tammin's Statement indicates that the Shire of Tammin is responsible for the good governance of the Shire and carries out functions as required including statutory compliance and provision of services and facilities.

All Council meetings are open to the public and meeting dates and venues are advertised on a regular basis. Members of the public are invited to ask questions during Public Question Time shortly after the commencement of each meeting.

The Shire of Tammin maintains records relating to the function and administration of the Shire, each property within the Shire and includes such documents as the Minutes of Meetings, Rate Book, Town Planning Scheme, Local Laws, Codes of Conduct, Register of Financial Interests, Register of Delegated Authority, Financial Statements and Electoral Rolls. These documents can be inspected free of charge at the Shire Office, 1 Donnan Street, Tammin during office hours.

Where ever possible and practical and in line with privacy laws, the Shire of Tammin makes personal information readily available free of charge. No Freedom of Information requests was received during the reporting period

**Annual financial statements for the year ended 30th June 2016
and Audit Report**