



Shire of Northam  
*Heritage, Commerce and Lifestyle*

Shire of Northam

Agenda

Ordinary Council Meeting

17 January 2018



NOTICE PAPER

Ordinary Council Meeting

17<sup>th</sup> January 2018

President and Councillors

I inform you that an Ordinary Council meeting will be held in the Council Chambers, located at 395 Fitzgerald Street, Northam on 17<sup>th</sup> January 2018 at 5:30pm.

There **was** be a Forum meeting held in the Council Chambers on 10<sup>th</sup> January 2018 at 5:30 pm to **provide an opportunity for questions, answers and clarification regards the contents of this agenda.** The forum meeting forms an integral part of the Council decision making process, consequently forums notes are published to form part of this agenda.

Yours faithfully



Chadd Hunt  
Acting Chief Executive Officer

## DISCLAIMER

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

In certain circumstances members of the public are not entitled to inspect material, which in the opinion of the Chief Executive Officer is confidential, and relates to a meeting or a part of a meeting that is likely to be closed to members of the public.

No responsibility whatsoever is implied or accepted by the Shire of Northam for any act, omission, statement or intimation occurring during Council or Committee meetings.

The Shire of Northam disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement of intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or Officer of the Shire of Northam during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Northam.

The Shire of Northam advises that anyone who has any application lodged with the Shire of Northam must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Northam in respect of the application.

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1. DECLARATION OF OPENING

2. ATTENDANCE

Council:

Shire President  
Deputy President  
Councillors

C R Antonio  
M P Ryan  
C L Davidson  
J E Williams  
R W Tinetti  
S B Pollard  
A J Mencshelyi  
T M Little  
J Proud  
C P Della

Staff:

Acting Chief Executive Officer / Executive Manager Development Services	C B Hunt
Executive Manager Engineering Services	C D Kleynhans
Executive Manager Community Services	R Rayson
Executive Manager Corporate Services	C Young
Executive Assistant – CEO	A C Maxwell
Coordinator Governance / Administration	C F Greenough

2.1 APOLOGIES

Chief Executive Officer	J B Whiteaker
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2.2 APPROVED LEAVE OF ABSENCE

Nil.

### 3. DISCLOSURE OF INTERESTS

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Lot 269 Jose Road, Bakers Hill – Memorandum of Understanding	12.2.2	Cr J E G Williams	Impartiality	She has had many interactions over the last two years with the owner, Barrie Price, regarding the issues with drainage on his property. She has visited the owner and received (minor) hospitality from him whilst discussing the drainage issues.
Adoption of Northam Town Centre Development and Connectivity Strategy	12.3.1	Cr R W Tinetti	Impartiality	He owns a business and premises in Fitzgerald Street that may be affected by this development.
Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam	12.3.2	Cr A J Mencshelyi	Impartiality	He knows Stan Malinowski who he has discovered is now the owner of the Commercial Hotel.
	12.3.2	Cr C R Antonio	Impartiality	Applicant is known to him.
Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine	12.3.5	Cr C R Antonio	Impartiality	Land owner is known to him. Previously played hockey together.
	12.3.5	Cr C P Della	Impartiality	The property owners are known to him personally.

#### 4. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

<u>Visitations and Consultations</u>	
25/12/17	Christmas Day
26/12/17	Boxing Day
31/12/17	New Year's Eve
01/01/18	New Year's Day
10/01/17	Presentation to Council by TPG & Place Match
<u>Upcoming Events</u>	
19/01/18	The Hill Café Official Opening
23/01/18	Australia Day Launch – City of Perth
26/01/18	Australia Day Breakfast – Southern Brook Hall
26/01/18	Australia Day Event and Concert – Bernard Park
26/01/18	Australia Day Citizenship Ceremony – Bernard Park
31/01/18	Welcome to Northam Morning Tea
08/02/18	Regional Capitals Alliance Meeting
08/02/18	Local Health Advisory Group Meeting - Northam
10/02/18	Mundaring Arena Official Opening
12/02/18	AROC Meeting Toodyay

Operational Matters:

#### Current Surveys

The Shire of Northam is running some surveys. Links can be found either via the Shire of Northam Website or Facebook Page. They are: Community Perception Survey, which is open until the 31<sup>st</sup> January 2018; Ideas for the Future Use of the Old Northam Swimming Pool Site; The call out for Entrepreneurs and Innovators interested in and Innovation Hub; and the Adopt a Spot Program. Keep a watch our for future surveys also.

#### Council Meeting Dates and Locations 2018

Council has decided to take some of the Council Meetings to some of the Shire of Northam Regional Locations. The January Forum and Ordinary Council Meeting will be held at the Northam Shire Chambers, and the February Forum and Council Meetings will be held at the Bakers Hill Pavilion.

Strategic Matters:

#### Bush Fire Advisory Committee – Risk to Resource Report

Through the Bush Fire Advisory Committee, the Risk to Resource for the Northam Shire is being updated. In the current summer season, this is relevant and a reminder for all residents to be Bushfire Ready.

### Local Government Act review

The Shire of Northam is contributing to the Western Australian State Government's review of the Local Government Act. The public are also invited to make individual submissions should they wish by visiting [www.dlgc.wa.gov.au/LGARReview](http://www.dlgc.wa.gov.au/LGARReview).

### Major Projects

Council recently voted, after the recommendation of the Aboriginal Advisory Committee, that the official name for the Aboriginal and Environmental Interpretive Centre be 'Bilya Koort Boodja – Centre for Nyoongar Culture and Environment Knowledge'

The new Northam Aquatic Centre has had Architects appointed to provide both Architectural / Design Services and Superintendent Services for the upcoming construction.

5. PUBLIC QUESTION/STATEMENT TIME

5.1 PUBLIC QUESTIONS

5.2 PUBLIC STATEMENTS

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

7. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

7.1 PETITIONS

Nil.

7.2 PRESENTATIONS

Nil.

7.3 DEPUTATIONS

Nil.

8. APPLICATION FOR LEAVE OF ABSENCE

RECOMMENDATION

That Council grant Cr R W Tinetti leave of absence from 1<sup>st</sup> February 2018 to 31<sup>st</sup> March 2018 (inclusive).

9. CONFIRMATION OF MINUTES

9.1 ORDINARY COUNCIL MEETING HELD 20<sup>TH</sup> DECEMBER 2017

RECOMMENDATION

That the minutes of the Ordinary Council meeting held on Wednesday, 20<sup>th</sup> December 2017 be confirmed as a true and correct record of that meeting.

9.2 NOTES FROM THE COUNCIL FORUM MEETING HELD 10<sup>TH</sup> JANUARY 2018

RECOMMENDATION

That Council receive the notes from the Council Forum meeting held Wednesday, 10<sup>th</sup> January 2018.

Attachment 1



## Shire of Northam

### Notes

### Council Forum Meeting

10 January 2018



Ordinary Council Meeting Notes  
**10 January 2018**



**DISCLAIMER**

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Ordinary Council Meeting Notes  
10 January 2018



**Preface**

When the Chief Executive Officer approves these Notes for distribution they are in essence "informal notes."

At the next Ordinary Meeting of Council the Notes will be received, subject to any amendments made by the Council. The "Received" Notes are then signed off by the Presiding Person.

Please refer to the Ordinary Council meeting agenda and minutes for further information and details in relation to the matters and items discussed at the Forum meeting.

**Unconfirmed Notes**

These notes were approved for distribution on 12<sup>th</sup> January 2018.



**CHADD HUNT**  
**ACTING CHIEF EXECUTIVE OFFICER**

**Received Notes**

These notes were received at an Ordinary Meeting of Council held on 17<sup>th</sup> January 2018.

Signed: .....

*Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.*

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## 1. DECLARATION OF OPENING

The Shire President, Cr C R Antonio declared the meeting open at 5:30pm.

## 2. ATTENDANCE

### Council:

Shire President  
Deputy President  
Councillors

C R Antonio  
M P Ryan  
C L Davidson  
J E Williams  
R W Tinetti  
A J Mencshelyi  
T M Little  
J Proud  
C P Della

### Staff:

Acting Chief Executive Officer / Executive  
Manager Development Services  
Executive Manager Engineering Services  
Executive Manager Community Services  
Executive Manager Corporate Services  
Executive Assistant – CEO  
Coordinator Governance / Administration

C B Hunt  
C D Kleynhans  
R Rayson  
C Young  
A C Maxwell  
C F Greenough at 5:35pm,

### Gallery:

Public

Stan Malinowski  
Vic Maitland-Smith  
Sharron Maitland-Smith  
Brooke Maitland-Smith  
Dainah Maitland-Smith  
Marie Edwards  
Esther Bliss at 5:32pm

### 2.1 APOLOGIES

Councillor  
Chief Executive Officer

S B Pollard  
J B Whiteaker

### 2.2 APPROVED LEAVE OF ABSENCE

Nil.

Ordinary Council Meeting Notes  
10 January 2018



**3. DISCLOSURE OF INTERESTS**

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Lot 269 Jose Road, Bakers Hill - Memorandum of Understanding	12.2.2	Cr J E G Williams	Impartiality	She has had many interactions over the last two years with the owner, Barrie Price, regarding the issues with drainage on his property. She has visited the owner and received (minor) hospitality from him whilst discussing the drainage issues.
Adoption of Northam Town Centre Development and Connectivity Strategy	12.3.1	Cr R W Tinetti	Impartiality	He owns a business and premises in Fitzgerald Street that may be affected by this development.
Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam	12.3.2	Cr A J Mencshelyi	Impartiality	He knows Stan Malinowski who he has discovered is now the owner of the Commercial Hotel.
	12.3.2	Cr C R Antonio	Impartiality	Applicant is known to him.
Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine	12.3.5	Cr C R Antonio	Impartiality	Land owner is known to him. Previously played hockey together.
	12.3.5	Cr C P Della	Impartiality	The property owners are known to him personally.

One (1) member of the Gallery entered the Council Chambers at 5:32pm.

**4. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**

There were no questions or clarifications in relation to this item.

**5. PUBLIC QUESTION/STATEMENT TIME**

**5.1 PUBLIC QUESTIONS**

**Name:** Esther Bliss.

**Agenda Item:** 12.3.1 - Adoption of Northam Town Centre Development and Connectivity Strategy.



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- Question 1:** What stage of the process is this Strategy at?
- Response 1:** The Executive Manager Development Services advised that it is proposed that the Strategy will be endorsed by Council at the Ordinary Council meeting on 17<sup>th</sup> January 2018.
- Question 2:** Can changes be made to the Strategy prior to the Ordinary Council meeting on 17<sup>th</sup> January 2018?
- Response 2:** The Executive Manager Development Services advised that minor changes can be made to the Strategy prior to this meeting.

## 5.2 PUBLIC STATEMENTS

- Name:** Stan Malinowski.
- Agenda Item:** 12.3.2 - Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam.
- Basis of Statement:** Mr Malinowski commended the Executive Manager Development Services for preparing the report/agenda item.

Mr Malinowski advised that there is a Structural Engineering Report which is not contained within the agenda documents. The summary of the report is to support the demolition of buildings proposed as it was determined that these are unsafe.

Mr Malinowski advised that he is available for questions if required.

Ms Greenough entered the Council Chambers at 5:35pm.

## 6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

## 7. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

### 7.1 PETITIONS

Nil.

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**7.2 PRESENTATIONS**

Nil.

**7.3 DEPUTATIONS**

Nil.

**8. APPLICATION FOR LEAVE OF ABSENCE**

There were no questions or clarifications in relation to this item.

**9. CONFIRMATION OF MINUTES**

**9.1 ORDINARY COUNCIL MEETING HELD 20<sup>TH</sup> DECEMBER 2017**

There were no questions or clarifications in relation to this item.

**9.2 NOTES FROM THE COUNCIL FORUM MEETING HELD 10<sup>TH</sup> JANUARY 2018**

There were no questions or clarifications in relation to this item.

**10. ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY**

The Shire President, Cr C R Antonio advised that the following agenda items would be brought forward in the following order:

- 12.3.2 - Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam; and
- 12.3.3 - Multiple Dog Application 353 Glenmore Drive, Bakers Hill

*Cr A J Mencshelyi declared an "Impartiality" interest in item 12.3.2 - Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam as he knows Stan Malinowski who he has discovered is now the owner of the Commercial Hotel.*

*Cr C R Antonio declared an "Impartiality" interest in item 12.3.2 - Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam as the applicant is known to him.*

**12.3.2 Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam**

- Cr Antonio requested the Acting Chief Executive Officer / Executive Manager Development Services to provide a short overview of the agenda item. The Acting Chief Executive Officer / Executive Manager Development Services advised that the Structural Engineering Report will be added to the agenda prior to the Ordinary Council meeting. This



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report has been provided to Council's Heritage Advisor and confirmed the findings from the report.

- Cr Antonio requested Mr Malinowski to provide an overview of the proposal. Mr Malinowski outlined the buildings proposed to be demolished as detailed on Attachment 2 of the agenda. It was advised that this demolition forms part of a redevelopment project. It was stated that the buildings proposed to be demolished have been condemned by the Structural Engineer as detailed in their report, with one being structurally sound however having no use as it is an old washroom. The balcony also forms part of this proposal as it is unsafe with an accident occurring here and a number of work orders being outstanding. The overall project is to redevelop the hotel, removing the TAB and providing accommodation, a bottle shop, wine/beer garden, alfresco and street dining, with the front of the hotel facing Minson Avenue. The demolition forms part of the first stage of this project and if this does not occur it will jeopardise the entire project.
- Clarification was sought in relation to the timeframes for the project. Mr Malinowski advised that it will be an 18 month project however anticipates that the bottle shop will be open by 1<sup>st</sup> July 2018. It was advised that the premises is currently closed with a caretaker being on site.
- Marie Edmonds from the Gallery requested to make a statement in relation to this item which was permitted by the Shire President. Ms Edmonds advised that there is nowhere to go for a meal in town and other hotels have been knocked down, therefore Council should support this proposal.

**12.3.3 Multiple Dog Application 353 Glenmore Drive, Bakers Hill**

- Clarification was sought in relation to whether this is a normal timeframe for multiple dog applications. The Executive Manager Development Services advised that this is not normal and is a result of a number of issues from the Shire's perspective.

Five (5) members of the Gallery departed the Council Chambers at 5:45pm.

**11. REPORTS OF COMMITTEE MEETINGS**

**11.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 14<sup>TH</sup> DECEMBER 2017**

There were no questions or clarifications in relation to this item.

Ordinary Council Meeting Notes  
**10 January 2018**



**12. OFFICER REPORTS**

**12.1 CEO'S OFFICE**

Nil.

**12.2 ENGINEERING SERVICES**

**12.2.1 Lot 152 Tamma Road, Bakers Hill - Deed of Easement**

Clarification was sought in relation to the following:

- Whether this is required for access or water/drainage. The Executive Manager Engineering Services advised that it is for both with access being as required however this is not believed to be often.
- Whether this is permanent. The Executive Manager Engineering Services confirmed that it is permanent with it being placed on the title and will stay with the property even if it is sold.
- Whether there are any others in the area. The Executive Manager Engineering Services advised that there are other with some being existing and others still to be finalised.

*Cr J E G Williams declared an "Impartiality" interest in item 12.2.2 - Lot 269 Jose Road, Bakers Hill – Memorandum of Understanding as she has had many interactions over the last two years with the owner, Barrie Price, regarding the issues with drainage on his property. She has visited the owner and received (minor) hospitality from him whilst discussing the drainage issues.*

**12.2.2 Lot 269 Jose Road, Bakers Hill – Memorandum of Understanding**

Clarification was sought in relation to the following:

- What the informal agreement has been made. The Executive Manager Engineering Services advised that this is a verbal agreement via email however Officer's recommend a more formal agreement be in place.
- Whether it is the same owner for Lots 263, 265 and 269. The Executive Manager Engineering Services advised that they are different owners.
- The Executive Manager Engineering Services advised that Officer's preference is to put an easement on the title however after negotiation with the landowner, a Memorandum of Understanding (MOU) was agreed to.
- What plan is referred to in the MOU. The Executive Manager Engineering Services advised that the plan referred to is not within the agenda however a detailed plan is provided in Attachment 1.
- Whether a MOU is transferrable. The Executive Manager Engineering Services advised that this would need to be identified during the sale of land process as it is not on the property title.



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- Whether this would result in a caveat. The Acting Chief Executive Officer / Executive Manager Development Services advised that this would not be a caveat on the property.

### **12.2.3 King Creek / Purslowe Park Landscaping**

Clarification was sought in relation to the following:

- What the steel structure is that is currently visible at the site. The Executive Manager Engineering Services advised that this is to support the grid mesh for the platform, similar to that of the viewing platforms for the swan enclosure.
- Whether it is likely to go over the \$95,000. The Executive Manager Engineering Services advised that this is not a locked in contract and is subject to change, however this amount is what has been determined as the estimated cost which is believed to be achievable due to cost savings being identified as a result of good relationships with contractors.

## **12.3 DEVELOPMENT SERVICES**

*Cr R W Tinetti declared an "Impartiality" interest in item 12.3.1 - Adoption of Northam Town Centre Development and Connectivity Strategy as he owns a business and premises in Fitzgerald Street that may be affected by this development.*

### **12.3.1 Adoption of Northam Town Centre Development and Connectivity Strategy**

Clarification was sought in relation to the following:

- What are the timeframes for the Strategy. The Acting Chief Executive Officer / Executive Manager Development Services advised that these are identified in the implementation table which will be rolled into the Annual Delivery Plan and Corporate Business Plan. If required this will also be included in the Long Term Financial Plan and budget if there is a financial element.
- Whether there are any 'quick wins'. The Acting Chief Executive Officer / Executive Manager Development Services advised that these would include lighting around the CBD which Officers have currently been looking at, and also liaising with the Northam Chamber of Commerce.

### **12.3.4 Multiple Dog Application 29 Lockyer Avenue, Northam**

There were no questions or clarifications in relation to this item.

*Cr C R Antonio declared an "Impartiality" interest in item 12.3.5 - Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue,*

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*Malabaine as the Land owner is known to him. Previously played hockey together.*

*Cr C P Della declared an "Impartiality" interest in item 12.3.5 - Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine as the property owners are known to him personally.*

**12.3.5 Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine**

Clarification was sought in relation to the following:

- Whether the Orange Route would affect this proposal. The Acting Chief Executive Officer / Executive Manager Development Services advised that this would not be affected as the Orange Route ends near Clackline.
- Re-Zoning. The Acting Chief Executive Officer / Executive Manager Development Services advised that the Minister for Planning has had no issues with this.
- How many adjoining landowners were consulted with. The Acting Chief Executive Officer / Executive Manager Development Services advised that it is believed to be approximately four on each side of Yilgarn Avenue and Great Eastern Highway, however this number would need to be confirmed.

Since the Council Forum meeting, it has been confirmed that the following consultation has taken place:

- Notifying two (2) adjacent landowners in writing on 4th December 2017 and inviting comment;
- Notifying the following agencies in writing and providing a copy of development application;
  - MRWA (29 November 2017); and
  - Water Corporation (4 December 2017).
- Publication of an electronic copy of the development application on the Shire's website from 4th December 2017 until 19th December 2017.

The public submission period ended on 19th December 2017.

- Stage 2 proposal. The Acting Chief Executive Officer / Executive Manager Development Services advised that this includes commercial related activities associated with the development.
- The Acting Chief Executive Officer / Executive Manager Development Services advised that Main Roads WA does not support an access point from Great Eastern Highway due to the turning slip/pocket on Yilgarn Avenue. The Executive Manager Engineering Services also advised that



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this is a 'control of access Highway' which prevents additional crossovers to the highway.

- Whether the development will become a pseudo road train assembly area. The Acting Chief Executive Officer / Executive Manager Development Services advised that Officers can develop a condition around this to address this matter. It was also advised that CCTV is currently being investigated for the assembly area near this development.
- Where the power and water is coming from. The Acting Chief Executive Officer / Executive Manager Development Services advised that there is a current service for water and power. The developers are currently sourcing funding to upgrade the water service as if upgraded it would support further development in the area. It was also advised that the effluent systems would also be onsite.
- Whether Condition 3 should be amended to clearly state that no access is to be via Great Eastern Highway. The Acting Chief Executive Officer / Executive Manager Development Services advised that Officers will look at modifying the condition to emphasise this. This has been updated within the Ordinary Council meeting agenda and highlighted accordingly.

**12.3.6 Permanent Road Closure of portion of Spencers Brook Road, Warranine**

- Cr Antonio advised that this has previously been approved and the purpose of this report is a formality.

**12.4 CORPORATE SERVICES**

**12.4.1 Accounts & Statements of Accounts – December 2017**

Clarification was sought in relation to the following:

- Whether the State Administrative Tribunal (SAT) costs are recoverable. The Acting Chief Executive Officer / Executive Manager Development Services advised that each party is responsible for paying their own costs.
- Whether the travel costs for the Community Emergency Services Manager are recoverable and what these were for. The Acting Chief Executive Officer / Executive Manager Development Services advised that this was to attend a fire near the state border and are recoverable through Department Fire and Emergency Services (DFES).
- What the metal detector was purchased for. The Executive Manager Engineering Services advised that this was for periodically sifting through the sand at parks for items such a knives.

Ms Greenough departed the Council Chambers at 6:05pm and returned at 6:07pm.

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The following queries have been raised since the Council Forum meeting:

Reference	Page #	Details Reference	Question	Query By	Answer
EFT28483	186	Northam Discount Drug Store	?	Cr Williams	This is a refund due to kitchen hire at the Northam Recreation Centre being paid twice in error.
EFT28567	200	Grove Weasley Design Art	Are these shirts for something specific	Cr Williams	The Shirts are advertising for the Visit Northam campaign, they are worn at events and at the Visitor Centre.
EFT28622	209	Debbie Hughs Face Painting	Payment in advance?	Cr Williams	Yes, deposit paid in advance as per terms of booking.
EFT 28661	217	Simply Spectacles	?	Cr Williams	Payment for replacement prescription safety glasses that were broken for a works employee.

#### 12.4.2 Financial Statement for the period ending 30<sup>th</sup> November 2017

Clarification was sought in relation to the following:

- Note 11 and whether it is included in the mid-year budget review. The Executive Manager Corporate Services advised that only items that make a material difference are included in the budget review and as this is a sunk cost and normal budget item it is not included.
- Fluffy Ducks Childcare Centre. The Executive Manager Corporate Services advised that the invoices have not yet been received for this project.
- Assets, Rural Drainage (actual vs year to date). The Executive Manager Corporate Services advised that the program is now in 'full swing' and as a result these will start coming through. In addition, this was awaiting the completion of the first WANDERA claim.
- Purchase of Boulevard land. The Acting Chief Executive Officer / Executive Manager Development Services advised that this is for Council purchasing the land from the state government and there is a subsequent income account for the Boulevard purchasing the land from Council.
- Rates and how these are progressing. The Executive Manager Corporate Services advised that Council is tracking better than this time last year and having some success, however there are still many instances where accounts are being sent to debt collectors which is the final option for recovering the debt.



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- The Volvo grader replacement. The Executive Manager Engineering Services advised that this was due to a transmission failure. Due to no one being able to service these, Council is shying away from this brand.

**12.4.3 Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017**

- It was raised that 'metre' was spelt incorrectly. Since the Council Forum meeting Officers have reviewed the report/attachments and removed the word 'metre' for the measuring of distance and replaced this with 'm'. This has been highlighted in the Ordinary Council meeting agenda accordingly and is consistent with the reference used in the 2008 local law.

**12.4.4 Extractive Industries Amendment Local Law 2017**

There were no questions or clarifications in relation to this item.

**12.4.5 Dog Amendment Local Law 2017**

There were no questions or clarifications in relation to this item.

**12.4.6 Men's Shed Northam**

There were no questions or clarifications in relation to this item.

**12.4.7 Wundowie Primary School Licence**

- It was queried whether this included the tennis courts. The Acting Chief Executive Officer / Executive Manager Development Services advised that this has historically not included the tennis courts however Officer's will review this.

Since the Forum meeting, Officers have confirmed that this does not include the tennis courts, however includes the area next to this. To clarify the area Officers have included a map in the agenda and removed any reference to 'tennis courts' from the report.

**12.4.8 Mid-Year Budget Review**

- Cr Antonio advised that Councillors, if interested can arrange to meet with the Executive Manager Corporate Services to run through the budget review. No interest was indicated at the meeting however Councillors interested should contact the Executive Assistant – CEO to arrange a time.

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- The Executive Manager Corporate Services confirmed that there was approximately \$70,000 less for the end of year budget surplus. It was further advised that Council lost approximately \$200,000 in grant funding shortly after the budget was adopted and therefore it was difficult to get everything into balance.
- It was queried what was sacrificed as a result of the loss in grants. The Executive Manager Corporate Services advised that some costs have been taken from Reserve and some from the roads programs.
- It was queried whether Council needs to put more into Reserve in the next budget to make up for the amount taken out. The Executive Manager Corporate Services advised that it is not compulsory however Council does transfer funds to the reserves through the budget process and Council's reserves are currently healthy.

**12.5 COMMUNITY SERVICES**

**12.5.1 Community Representation on Council Committees**

There were no questions or clarifications in relation to this item.

**13. MATTERS BEHIND CLOSED DOORS**

Nil.

**14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**15. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION**

Nil.

**16. DECLARATION OF CLOSURE**

The Shire President, Cr C R Antonio declared the meeting closed at 6:29pm.



10. ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY

11. REPORTS OF COMMITTEE MEETINGS

11.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 14<sup>TH</sup> DECEMBER 2017

Receipt of Minutes:

RECOMMENDATION

That Council receive the minutes from the Local Emergency Management Committee meeting held on 14<sup>th</sup> December 2017.

Adoption of Recommendation:

RECOMMENDATION

That Council:

1. Appoint the Executive Manager of Development Services as the Recovery Coordinator for the Shire of Northam. At any time the Shire of Northam may choose to review the allocation of this position.
2. Amend the Local Emergency Management Committee Terms of Reference to include two Local Emergency Manager Coordinators as voting members of the Committee.

Attachment 1



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## Shire of Northam

### Minutes

### Local Emergency Management Committee

**14 December 2017**

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### DISCLAIMER

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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The Shire of Northam advises that anyone who has any application lodged with the Shire of Northam must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Northam in respect of the application.

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## 1. DECLARATION OF OPENING

The Executive Manager Development Services, Mr C Hunt declared the meeting open at 3:00pm.

Mr Hunt advised that there is now a new committee and voting members have been reduced in order to achieve a quorum at LEMC meetings.

## 2. ELECTION OF PRESIDING MEMBER

In accordance with section 5.12 of the Local Government Act 1995. The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1.

The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2.

Should the presiding member not be available or is unable or unwilling to perform the functions of presiding member, then the deputy presiding member, if any, may perform the functions of presiding member.

The State Emergency Management Procedures provides some guidance on electing a chair.

*Noting the requirements of the EM Act, the following provides guidance on the composition of LEMCs:*

- *The Chair should be an Elected Member of council;*
- *The Local Emergency Coordinator should be appointed as Deputy Chair;*

### **Election Process**

Mr Hunt called for nominations. Cr Antonio nominated in writing for the position of Chairperson. Mr Hunt called for further nominations, no further nominations were received and therefore Mr Hunt advised that Cr Antonio is the new Chairperson of the Local Emergency Management Committee.

Cr Antonio took the Chair.

Cr Antonio acknowledged Mr Rumjantsev who was at the meeting. Mr Rumjantsev was the previous Chair and has served the community in emergency services for the last 10 years.

Cr Antonio welcomed Tony Carter, the new representative for Juniper.

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### 3. ATTENDANCE

#### Voting Members:

Shire of Northam President  
Executive Manager Development Services  
Community Emergency Services Manager  
(Executive Officer)  
WA Police (Local Emergency Coordinator)

Chris Antonio  
Chadd Hunt  
  
Daniel Hendriksen  
Geoff Dickson

#### Non-voting Members:

Police Wundowie  
Aged Care (Juniper)  
Western Power  
  
State Emergency Service  
Australian Defence Force  
Public Health Nurse

Jamie Cresswell  
Tony Carter  
B J Smith  
N McMullen  
Lloyd Powell  
Clay Elder  
Anne Foyer at  
3:11pm.

#### Guest:

Ulo Rumjantsev

### 3.1 APOLOGIES

#### Voting Members:

Department of Fire and Emergency Service  
Department of Communities  
Northam Regional Hospital

Sven Andersen  
Jo Spadaccini  
Jennifer Lee

### 4. DISCLOSURE OF INTERESTS

Nil.

Cr Antonio reminded members of the requirement to declare interest as meetings are ran in the same format as Council meetings.

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## 5. CONFIRMATION OF MINUTES

### 5.1 COMMITTEE MEETING HELD 15<sup>TH</sup> JUNE 2017

RECOMMENDATION / COMMITTEE DECISION
<p>Minute No: LEMC.36</p> <p>Moved: Daniel Hendriksen Seconded: Chadd Hunt</p> <p>That the minutes of the Local Emergency Management Committee meeting held 15<sup>th</sup> June 2017 be confirmed as a true and correct record of that meeting.</p> <p style="text-align: right;"><b>CARRIED 4/0</b></p>

*Note: A quorum was not achieved at the meeting scheduled on 28<sup>th</sup> September 2017 and therefore there were no formal minutes from this meeting.*

## 6. COMMITTEE REPORTS

### 6.1 Agency Reports and ISG Activations

For the committee to receive reports from agencies and discuss any issues on any emergencies that occurred since the previous meeting held on 15<sup>th</sup> June 2017.

Agencies listed may include: Shire of Northam Bush Fire Brigades, Northam SES, Northam Police, Wundowie Police, DFES, and Northam Hospital.

#### Outcome

- Mr Hendriksen advised that a risk workshop was recently held.
- Mr Hendriksen provided an update on behalf of Department of Communities, this update has been provided as Attachment 1.
- Mr Hendriksen briefly discussed the Regional Urban Interface exercise which was held in Wundowie on 28<sup>th</sup> October. The Purpose of the exercise was to evaluate the performance of fire fighters in the Rural Urban Interface. Given the geographical location of the Wundowie townsite it makes it a suitable venue to host such an exercise. Fire fighters from across the Avon region will be attending including Local Government Bush Fire Brigades, DFES Volunteer Fire and Rescue Services and other emergency service responders.



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- Geoff Dickson advised that they had nothing operationally however advised that they are now up and running in their renovated premises.
- Western Power – Advised that they have recently been providing support in Kalgoorlie due to the recent storm event.

Anne Foyer entered the meeting at 3:11pm.

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Attachment 1



District Emergency Services Officer - Wheatbelt

Update: December 2017

With the Christmas and New Year period almost upon us, there will likely be reduced staff available to call on in the event of an emergency activation within the Shire.

To contact the Department of Communities during this time, the following information still applies:

**Communities Northam Office:**

9021 0400 - Office phone for business hours contact

1800 199 009 - After hours contact Crisis Care (or if you are unable to contact the Northam office during business hours)

During business hours I am contactable on 0429 102 614, but as I am often on the road and out of phone service range, in the event of an emergency please contact the Northam office as your first point of contact.

**Exercise Muresk**

On the 14<sup>th</sup> September the Department of Communities held an Evacuation Welfare Centre exercise as part of our District conference. The aim of the exercise was to expose our officers to how a Welfare Centres runs and to demonstrate the importance of following the command structure.

62 officers attended and were given roles as either part of the Welfare Centre team or as evacuees. One Officer was allocated the role of the Local Welfare Centre Coordinator, who was responsible for allocating roles to the remaining response team members. Each evacuee was given a scenario to act out as they arrived at the Welfare Centre. This gave the Meet and Greet team a chance to triage the evacuees and help them through to the correct area.

We had Subject Matter Experts from Shire of Northam (Chad and Daniel), WAPOL and SJA who were able to provide advice on the most effective response to different scenarios. Unfortunately our Officers did not interact with Chad and Daniel with regard to the handover of the Welfare Centre from the Shire to DC but it was addressed in the hot debrief.

**RUI Exercise Wundowie**

On the 28<sup>th</sup> October I attended the DFES RUI exercise in Wundowie. It was a great opportunity for staff from the Shire of Northam to open up an Evacuation Welfare Centre and go through the process, while being able to and ask questions as they came up. A great learning experience for everyone involved.

**2018 Training and Exercises**

Evacuation Welfare Centre training is planned for the second and third quarters of 2018. Once dates and venues are confirmed, they will be circulated with expression of interest sort to confirm there is enough interest to run the sessions.

If you wish to discuss anything please call me on my mobile or email me (my new email address is [joanne.spadaccini@communities.wa.gov.au](mailto:joanne.spadaccini@communities.wa.gov.au))

Kind regards

Jo Spadaccini

District Emergency Services Officer – Wheatbelt

Department of Communities, Emergency Services Unit

PO Box 306, Northam 6401

0429 102 614

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**WELFARE EXERCISE REPORT**  
**“Exercise Muresk”**  
**1<sup>st</sup> November 2017**

Report prepared by Jo Spadaccini, District Emergency Services Officer, Wheatbelt District, Department of Communities

**Executive Summary**

Exercise Muresk was a welfare evacuation centre exercise to provide a learning opportunity for all participants in a simulated operational environment. It was a collaborative exercise requiring Department of Communities staff and other agency staff to perform particular functions associated with the activation of a Department of Communities Local Emergency Management Plan for the Provision of Welfare Support – Northam District (Local Welfare Plan).

The scenario was relevant to the local community and required the centre to be open notionally for a period, offering a range of welfare supports and services. Participants were asked to operate within the bounds of local and state emergency management arrangements.

The exercise was written by Jo Spadaccini and was conducted on Thursday 14<sup>th</sup> September 2017, at Muresk Agricultural College. The aim of the exercise was **“To practise the capability and capacity to set up and operate a local welfare evacuation centre for a significant local emergency”**. There was a total of 67 participants from 4 agencies.

To evaluate the exercise information was collected from –

- The Exercise Participants' Feedback Forms, 54 completed feedback forms out of 67 participants;
- the completed First Aid Medical Information Forms; and
- the Exercise Team's recorded observations.

The information was then collated, analysed and recorded under the –

- General Assessment of the Exercise;
- Exercise Participants' Feedback Forms Summary;
- Exercise Team's Observations Summary;
- Follow-Up Actions for Consideration Summary;
- Suggestions for Future Training Activities Summary.

These summaries follow on from the executive summary and are the basis for this exercise report, which will be circulated to the exercise participants for their information.

Participating agencies were asked to attend as Subject Matter Experts (SME) to provide advice and options to our officers in relation to how they could best deal with scenarios presented. It also gave them an opportunity to consider their own resources, training and exercising in relation to understanding some of the issues that they may face when responding to an evacuation in an emergency situation.

Feedback from the participants immediately after the exercised indicated that the exercise was well received and made good use of the time allowed. This was confirmed through the participants' feedback forms. The main benefits from the exercise are the

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increased awareness, understanding, experience and practice gained by the participants. The first use of the Medical Information Form for our First Aid team and the resulting amendments to the processes that have been made as a result of feedback received.

The value of the exercise was the opportunity for all of our staff to go through the process of opening and running a centre as either a staff member or an evacuee. Also having the opportunity to ask the other agencies available on the best way to deal with the given situation.

In conclusion, Exercise "Muresk" was considered to be successful and a worthwhile learning experience for all participants and the time and effort involved in the planning and preparation will enhance and strengthen the Department's preparedness to respond should an incident occur.

The Exercise Director would like to sincerely thank the agencies and participants for engaging in this exercise.

Exercise Director

Jo Spadaccini  
District Emergency Services Officer  
Wheatbelt District  
Department of Communities  
0429 102 614  
[Joanne.spadaccini@communities.wa.gov.au](mailto:Joanne.spadaccini@communities.wa.gov.au)  
301 Fitzgerald St, Northam 6401

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**General assessment of the Exercise**

This assessment is based on the information from the -

- Operational Hot Debrief Summary;
- Participants' Feedback Forms Summary;
- Exercise Team's Observations Summary;

The aim of the exercise was **"To give our officers the confidence in their knowledge and abilities to run an evacuation centre and to make them aware of the tools available to them to help them through the process."**

The exercise objectives were written as specific statements describing what was to be achieved by the exercise participants to meet the exercise aim.

<b>OBJECTIVE 1:</b>		
<b>To demonstrate the activation of a Local Welfare Plan, using DC's Standard Operating Procedures (SOPs) and the Local Welfare Coordinator Activation Checklist.</b>		
<b>Consideration Questions</b>	<b>Yes/ No</b>	<b>Responses/Comments</b>
1. Was a Local Welfare Coordinator (LWC) appointed?	Yes	
2. Did CPFS staff gather for briefing?	Yes	
3. Were DC's SOPs used to identify all the necessary phone calls e.g. to <ul style="list-style-type: none"> <li>• the District Director</li> <li>• CPFS's ESU</li> <li>• Local welfare agencies</li> </ul>	Yes	Notional
4. Was the LWC Activation Checklist used to appoint roles and allocate tasks?	Yes	Not initially but once the exercise was restarted it was referred to.
5. Was Appendix 2 of the Local Welfare Plan referred to record the welfare agencies, contact names and phone numbers?	Yes	Notional
6. Was a separate Local Welfare Centre Coordinator appointed?	NA	
7. Were all the relevant tasks on the LWC Activation Checklist completed?	Yes	As required
8. In deciding the layout for the centre, were all the welfare function areas identified and allocated locations e.g. Meet and Greet, Registration, First Aid Post, Personal Supports etc?	Mostly	Registration area became a bottleneck with people trying to get into the room. A simple solution would have been to swap sides of the desk so those being registered could enter the room and then go around to the registration table, keeping the entry clear. Personal support and first aid were set up away from the entry which allowed for a bit of privacy.



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9. Was a safety officer appointed?	Yes	Notionally, but not initially.
10. Was the safety/hazard inspection of the centre conducted?	Yes	Notionally, but not initially.
11. Did the staff work together as per the ES Team Values?	Yes	Everyone worked very well in their areas, and a lot of cross area liaison and discussion occurred. All participants followed the clear structure of decision making.

**Follow-Up Action:**

- 1) Encourage staff to become familiar with the Local Welfare Centre Team Structure and the Local Welfare Co-ordinator Guide and Checklist

**OBJECTIVE 2:  
For DC and other agency staff and volunteers to set up and operate a local welfare evacuation centre to provide welfare services.**

Consideration Questions	Yes/ No	Comments
12. Did all staff and volunteers sign Record Book?	Mostly	DC staff were requested to sign in as they arrived
13. Were all staff and volunteers briefed?	Yes	A briefing was not held immediately, but once noted team leaders met to advise where they were at and any additional resources needed.
14. Were any questions asked and answered adequately?	Yes	
15. Was the LWC Activation Checklist used to appoint roles and allocate tasks?	Yes	After the initial regroup.
16. Did all staff and volunteers understand their allocated or delegated roles and tasks?	Mostly	After the initial regroup and the activation of the Team Leaders, all staff worked well within their designated roles.
17. Was the local welfare evacuation centre team structure explained?	Yes	After the initial regroup, as part of the briefing the structure and roles were clearly outlined. This may take a little time however is critical for all attendee's to know exactly how things work. Some staff were taking their questions directly to the LWCC instead of asking their TL. Only TLs should approach the LWCC.
18. Did all staff and volunteers demonstrate the team structure by communicating with each other within their teams and to the Exercise Director or LWCC?	Yes	Not only did the individual teams work well, they were also engaging with other teams. All teams worked together collaboratively. Not all teams formally appointed a Team Leader.
19. Were available equipment, resources and EM kits used to set up the centre?	Yes	The centre was mostly set up due to our conference but the registration and first aid kits were used

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20. Did all staff and volunteers demonstrate working cooperatively to set up the centre?	Yes	For the purpose of the exercise the centre was pre-established however discussions were held around where some teams might be located in the Evacuation Centre for a real event.
21. Did staff and volunteers demonstrate consideration for the layout of the centre for the comfort of the evacuees?	Mostly	For the purpose of the exercise it was set up to facilitate the exercise. Staff at the registration table could have changed sides of the table to allow for a better flow of evacuees into the centre.
22. Did the layout of the centre consider "traffic flow" for easy accessibility to the different welfare services for evacuees?	Yes	As above.
23. Were all the required welfare areas set up?	Yes	Not all areas were required to be set up.
24. Were all the relevant tasks on the LWC Activation Checklist completed?	Yes	As required
25. Were all the welfare issues presented attended to?	Yes	Feedback from 'evacuees' was that scenarios were dealt with as required. The teams were very clear on how to deal with the issues and how to refer to other areas. All scenarios were completed. Other issues were addressed during the Exercise Debrief.
26. Did the teams identify that some of the welfare issues weren't for them?	Yes	Some started to deal with them but would also refer to the areas that were best positioned to assist. Staff moved well within the Centre, escorting evacuees to the relevant parties.
27. If the welfare issues weren't for their team, did they identify which team to pass the issues on to?	Yes	Evacuees were moved to the required areas in a respectful manner and our officers stayed with them until the new team/section was available to help out.
28. Did each team work cooperatively to attend to the welfare issues presented?	Yes	
29. Did the staff and volunteers maintain their allocated or delegated roles and responsibilities?	Yes	A lot of inter team discussions and some crossover of roles, however due to the team environment this worked well. May be problematic if teams were not located so close together as the time moving between areas could pose a problem.
30. Was their adequate staffing to attend to the welfare issues presented?	Yes	
31. Was their adequate staffing to operate the centre?	Yes	All teams had sufficient staff.



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32. Did the centre operate satisfactorily for the comfort of the notional evacuees?	Yes	Initial confusion was evident when evacuees started to arrive as teams and team leaders had not been put in place. After the initial regroup it flowed very well.
---	-----	---

**Objective 2 Achieved**

Objective 2 was achieved as indicated by:

- teams responding to the evacuees concerns, using sound procedures and processes,
- teams escorting evacuees to different teams as required

**Follow-Up Action:**

- 2) Encourage staff to discuss the centre set up with their team leaders and make required changes as you go along.

**OBJECTIVE 3:  
To test the Standing Down and closing of a welfare evacuation centre and debriefing staff and volunteers**

Consideration Questions	Yes/ No	Comments
33. Were the staff and volunteers provided with the update and informed the centre will be closing down?	Yes	The briefing was clear for the purpose of the exercise.
34. Did the Exercise Director explain the purpose of debriefings at the end of a shift/when a centre is closed down?	Yes	Exercise feedback indicated that the Debrief was very clear and informative and addressed questions raised.

**Objective 3 Achieved**

Objective 3

- Standing down and closing of the centre was achieved as a discussion exercise prior to staff and volunteers participating in the debrief
- A mock Incident Support Group (ISG) meeting was held to allow staff to see how information that is gathered at an evacuation centre is used. It also showed how DC can get further information or assistance at the evacuation centre if required.



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**Exercise Operational Hot Debrief Summary**

Agency/Team	Format of the exercise	Operations of the welfare evacuation centre – procedures, processes, communication, agency roles and responsibilities, working in teams
DC LWCC		Initial response was a little chaotic. Once a timeout was called and notification of a large number of evacuees were going to arrive the LWCC allocated roles and a structure was formed.
WAPOL		Typical of an evacuation centre, a little unsettled to start till teams and processes are put in place then ran smoothly.  Interactions for Police assistance were well considered and other options available were taken on board well.
ST John Ambulance		Good care and knowledge show by the First Aid team and was great to see their confidence grow in regards to the treatment options available as the exercise progressed. Good use of the new Medical Information Forms.
Local Government Northam Shire		Did not get asked for any handover notes when DC initially arrived to take over running of the centre.

General Comments –

Great opportunity to see how an evacuation centre runs from the inside as they are usually completing a response role.

Even though a centre can seem a little unsettled initially, once processes and procedures are put in place it will run relatively smoothly from then on. It is important to use the team and team leader structures when reporting to the LWCC so they are not inundated with requests that could have been dealt with by the team leader.

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**Exercise Participants' Feedback Forms Summary**

There were 67 exercise participants and 54 Participant's Feedback Forms, a response rate of 80.5%.

A summary of the responses received are detailed below.

Question	Yes Responses	No Responses
<b>1. Was the format of the exercise useful in clarifying your/your agency role in providing welfare responses?</b>	98%	1%
<b>Summary of Comments</b> <ul style="list-style-type: none"> <li>Really good to see how it works and what it looks like</li> <li>Always easier to do than read only</li> <li>Yes Very</li> </ul>		
<b>2. Did the exercise give you the opportunity to practise:</b>	63%	37%
○ Participating/observing the activation of a Local Welfare Plan	73%	27%
○ working in specific roles	89%	11%
○ being part of the team structure in a Local Welfare Centre		
<b>Summary of Comments</b> <ul style="list-style-type: none"> <li>Even as an evacuee I could see how it works</li> </ul>		
<b>3. Do you believe you are now more skilled, comfortable and confident to work in a Local Welfare Centre after participating in this exercise?</b>	98%	2%
<b>Summary of Comments</b> <ul style="list-style-type: none"> <li>Have an understanding of what needs to be done</li> <li>Didn't switch roles but otherwise worked well</li> </ul>		
<b>4. Was the time allocated to the exercise sufficient?</b>	89%	11%
<b>Summary of Comments</b> <ul style="list-style-type: none"> <li>Went too long</li> <li>Wouldn't want any shorter but longer would work</li> </ul>		
<b>5. Can you suggest any changes to the format or time allocated for future exercises?</b>	10%	90%
<b>Summary of Comments</b> <ul style="list-style-type: none"> <li>Regular exercises with different scenarios</li> <li>Would like to be done again</li> <li>Feedback from evac attendees re-exercise experience</li> <li>This is farfetched but maybe all staff being in the 'Evac Ctr roles' and other people being the evacuees</li> <li>Registrations are away from the main entry</li> </ul>		

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<p><b>6. Based upon your observations and experiences during the exercise, are there any issues or actions that you will follow up in relation to you, your organisation or another organisation? If YES, please describe?</b></p>	13%	87%
<p><b>Summary of Comments</b></p> <ul style="list-style-type: none"> <li>• Read through the guides</li> <li>• Read up on the process</li> <li>• What to do when an evacuee unable to remember their name (refer exercise team, evaluator or observer comments below)</li> <li>• Check what is in the kits</li> <li>• Become more familiar with the Emergency Services manual</li> <li>• Ensuring the current plan hard copy is ready to go</li> <li>• Role checklist on back of 'tags'</li> <li>• Make it easier to ID TLs</li> <li>• Public comms access and device charging station</li> </ul>		
<p><b>7. Did the exercise achieve its overall aim and objectives?</b></p>	100%	0%
<p><b>Summary of Comments</b></p> <ul style="list-style-type: none"> <li>• Worked well thanks to the work/organisation of the Wheatbelt DESO</li> <li>• Now know what happens at an evacuation centre</li> </ul>		
<p><b>Summary of Any other general comments</b></p> <ul style="list-style-type: none"> <li>• Fantastic exercise, very helpful</li> <li>• Very well organised and run</li> <li>• How do we go about helping in a disaster? Do we sign up to become a helper?</li> <li>• Some Shire/area specific training and updates regarding procedures</li> <li>• I was never told at any point that I needed to register</li> <li>• Good to have WAPOL and SJA available to get advice when not sure of the best action to take</li> <li>• I presented with a lost 3yo child and the action taken/urgency that was applied was lacking. If it was real life I would have been very concerned</li> <li>• Very good to observe difficulties that can arise, lots of variations of issues and the heightened state of the clients/citizens</li> <li>• We need to practise this on a regular basis, maybe 6 monthly</li> <li>• Great opportunity for our staff to practice what they need to do and gain confidence</li> <li>• Great exercise, just gives us a snippet of what to expect in a possible crisis</li> <li>• Great way to increase confidence and knowledge</li> </ul>		

**EXERCISE TEAM, EVALUATOR OR OBSERVER COMMENTS**

<p><b>Summary of any other general comments</b></p> <ul style="list-style-type: none"> <li>• Initially there was confusion on who was doing what and how the area should be set up, this is almost always the case so don't panic. Take a step back to consolidate your thoughts and then move forward again.</li> <li>• At any time, call timeouts to allow consolidation of information and processes if the exercise becomes muddled</li> <li>• LWCC to set up away from main area to allow time and space to organise a collaborative approach to running the centre</li> </ul>
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- Team Leaders should be the only centre staff to approach the LWCC, unless otherwise requested
- DC staff to become aware of team structures within the centre and to report to their area Team Leader with any requests or concerns
- Use the guides and kits available, make yourself familiar with what is in each tub
- During the exercise not all kit items were available. In the DESO kit there is a charging station available
- A lot of the designated evacuation centres have PA systems available within the centre, if not the LWCC can request one through the LWC if required
- If you are unable to gain the required information from an evacuee you can use people around you or that may know the evacuee for assistance
- Roles and responsibilities guides for each core function areas should be developed so they are aware of what they should be doing if agencies are not available to attend.

UNCONFIRMED

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**Follow-Up Actions for Consideration Summary**

The table below records the exercise follow-up actions for consideration for the improvement of DC's Local Emergency Management Plan for the Provision of Welfare Support (Local Welfare Plan).

The follow-up actions have been compiled using the information collected, collated and analysed from -

- the exercise operational hot debrief;
- the exercise participants' feedback forms, and
- the exercise team's recorded observations.

<p><b>Action 1</b> To assist the Local Welfare Coordinators in the management of the local welfare evacuation centre, all staff should familiarise themselves with Local Welfare Centre Team Structure</p> <p>Who to action: All Wheatbelt Staff</p>
<p><b>Action 2</b> Ensure that all staff are aware of their responsibilities in the event of an activation. Training can be provided via email or face to face prior to the start of the season.</p> <p>Who to action: Wheatbelt DESO</p>
<p><b>Action 3</b> All DC staff to be made aware of location of current forms and guides on the ESU Sharepoint site. This can be achieved via email blast or face to face training.</p> <p>Who to action: Wheatbelt DESO</p>
<p><b>Action 4</b> Regular briefings and updates needed between the DC Local Welfare Coordinator, and the Team Leaders of the various area/agencies in attendance, during the welfare activation.</p> <p>Who to action DC LWC, Wheatbelt DESO</p>
<p><b>Action 5</b> Follow up on Roles and Responsibility guides for each of the core areas.</p> <p>Who to action: Wheatbelt DESO</p>
<p><b>Action 6</b> Desktop exercise or scenario based training to be organised on a more regular timeline.</p> <p>Who to action: Wheatbelt DESO, Wheatbelt ADD</p>

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**Suggestions for Future Training Activities Summary**

From all of the assessment and evaluation information it is recognised that there is an opportunity to further enhance and develop Department Communities knowledge, skills and experience.

The table below lists some suggestions for future training activities.

Suggested training activities	Organised by*	Date to occur
1) Training session for DC Local Welfare Coordinators	Wheatbelt DESO	2018
2) Training session for DC local office staff on the Local Welfare Plan activation procedures	Wheatbelt DESO	2018
3) Deliver Desktop evacuation centre exercises as part of Wheatbelt LEMC meetings and invite local DC staff along to participate or observe	Wheatbelt DESO	Ongoing

**Exercise Participants**

There were 62 exercise participants, 5 Agency subject Matter Experts (SME) and 3 Emergency Services Unit staff.

CPFS Officers	CPFS Officers	CPFS Officers
Adam Kovacevic	Emma Spadaccini	Nancy Davis
Adele Jolliffe	Gail Pietersie	Nisha Joy
Alexandra Ballantyne	Glenys Siddons	Philip Collins
Alicia Watson	Jacinta Beer	Philippa Davey
Alisa Isopo	Janine Gough	Raji Biju
Alison Roberts	Jeffrey Hughes	Rena Monaghan
Angela Channon	Jill Leftoy	Renae Anderson
Anton Rossouw	Jo Chivers	Rhonda Hill
Bev A. Hudson	Julie Mckenzie	Rodney Munday
Brooke Vincent	Karen Forrest	Ruth Foulkes
Carol Hughan	Kate Uppill	Sarah Shilcock
Carrie O'Connell	Kim Reader	Sharon E. Gamble
Catherine Allison	Ligia EmmelBarnett	Shirley C. Umu
Christine Reinholdt Nielsen	Lisa Ruffino	Stephanie Kendall
Deborah Chadwick	Lorraine Howe	Tammy Teakle
Delphine Davis	Lynette Jamieson	Tania Holtmeulen
Dionne Hayes-Thompson	Marge Posiano	Tosh Oni
Emily Tilbrook	Mel McPherson	Trish O'Neill
Emma Adams	Melissa Byfield	Tray Scaddan
	Monique Visscher	Victoria Ford
Exercise Team	Police Service	St John Ambulance
Jo Spadaccini	Geoff Dickson	Tim Sonsee
Kim Dean	Russell Cowie	
Terry Sillito		
Stephanie Williams		
Shire of Northam		
Chad Hunt		
Daniel Hendriksen		

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**6.2 Updates / Items for Discussion from Members**

- Water Bomber Refill Station - Mr Hendriksen advised that the water bomber gear has been housed at the Northam Airport in a sea container, and the training to operate this has been completed. Cr Antonio queried how accessible this is. Mr Hendriksen advised that it is very accessible however in the event of the equipment being required, this will depend on other events surrounding and will be allocated on a priority basis (area with the biggest risk).

**6.3 Correspondence**

IN:

1. WA Risk Register Tool (provided as a separate attachment to this agenda / minutes).

Mr Hendriksen advised that this attachment was sent out with the agenda, and will also be sent with the minutes from this meeting. It was advised that a risk evaluation workshop was held to identify the major risks, this includes bushfire, flood, storm and earthquake.

OUT:

1. Minutes from the Local Emergency Management Committee meeting held on 15<sup>th</sup> June 2017.

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#### 6.4 Nomination for Recovery Coordinator

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	5.1.3.1
<b>Reporting Officer:</b>	Daniel Hendriksen Community Emergency Services Manager
<b>Responsible Officer:</b>	Chadd Hunt Executive Manager Development Services
<b>Voting Requirement</b>	Simple Majority

#### BRIEF

The Shires current Recovery Coordinator is a former Councillor of the Shire of Northam. While this was acceptable it does not fully meet the needs of the role due to the amount of time needed to perform their duties. A paid member of staff considered appropriate and who is authorised to expend Council funds is recommended. In the event of an emergency this position is vital in rebuilding the community to a form of normality. Council is required under legislation to have an appointed Recovery Coordinator.

#### ATTACHMENTS

Nil.

#### BACKGROUND / DETAILS

The position of Recovery Coordinator needs to make high level decisions on behalf of Council that may incur significant costs to the local government. To coordinate a community led recovery to a significant event.

#### CONSIDERATIONS

##### Strategic Community / Corporate Business Plan

- Objective C2: Provide services and processes to enhance public safety.
- Strategy C2.1: Provide community services to uphold public safety standards.
- Strategy C2.2: Support provision of emergency services.
- Strategy C2.3: Provide, monitor and improve adequate Bush Fire Protection provisions.

##### Financial / Resource Implications

In the case of an emergency, where the Recovery Coordinator is activated considerations will need to be made to back fill the day to day position of the Officer to allow the appropriate time to complete the role of Recovery

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Coordinator. The time frame for this role could be anywhere up to 5 years depending on the severity of the emergency.

**Legislative Compliance**

Office of Emergency Managements State Emergency Management Procedures states:

- *The Local Recovery Coordinator, being the person nominated in the Local Recovery Plan (section 41 (4) of the EM Act), should be appointed a member of the committee;*
- *Consideration should be given to appointing local government officers engaged in key roles and functions affecting EM (for example, community services, engineering services, corporate services or planning);*

Section 41 (4) EM Act 2005 which states as follows:

- (4) *Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.*

**Policy Implications**

Nil.

**Stakeholder Engagement / Consultation**

Office of Emergency Management.

**Risk Implications**

The appointment of a Recovery Coordinator gives the community leadership in a time of emergency and coordinates a multi-agency response to rebuilding the towns four key areas Social, Built, Economic, Natural environments to restore the community framework.

**OFFICER'S COMMENT**

Due to the rational in the State EM Procedures it is recommended that the LEMC and Council appoints the Executive Manager of Development Services to the role of Recovery Coordinator. The current manager has completed the training in Emergency Management provided by WALGA and if appointed will complete the Recovery Coordinators course in 2018.



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**RECOMMENDATION / COMMITTEE DECISION**

**Minute No:** LEMC.37

**Moved:** Geoff Dickson

**Seconded:** Daniel Hendriksen

**That Council appoint the Executive Manager of Development Services as the Recovery Coordinator for the Shire of Northam. At any time the Shire of Northam may choose to review the allocation of this position.**

**CARRIED 4/0**

**Outcome**

Mr Hendriksen provided an overview of the role outlining that local governments take on the recovery role in an emergency. This role primarily plans the recovery, even while the event is still occurring and is quite a large job. It is recommended that this be a local government employee as they need to be able to authorise expenditure.

It was advised that this is appointing the position not the person, however Mr Hunt as done most of the training required to fulfil the responsibilities of this position.

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## 7. GENERAL BUSINESS

### 7.1 COMMITTEE TERMS OF REFERENCE

Mr Dickson raised the new Terms of Reference and whether the committee reviewed these. Mr Hendriksen advised that these were reviewed by Officer's and Council as a result of the recent local government elections.

Mr Dickson proposed that Jamie Cresswell from Wundowie Police be a voting member on the Committee given that he is one of two Local Emergency Coordinator's (with Geoff Dickson being the other). This is due to there being to Police Stations in the Shire.

#### MOTION

Minute No: LEMC.37

Moved: Geoff Dickson

Seconded: Daniel Hendriksen

**That Council amend the Local Emergency Management Committee Terms of Reference to include two Local Emergency Manager Coordinators as voting members of the Committee.**

**CARRIED 4/0**

### 7.2 RESOURCE REGISTERS AND CONTACT LISTS

Mr Dickson raised whether there is an updated contact list and resource register and if so can this be circulated to agencies as many rely on the Shire for this information.

Mr Hendriksen advised that this is approximately  $\frac{3}{4}$  completed, with the Resource Register being kept up to date periodically. Mr Hendriksen advised that these would be finalised by the beginning of next week and circulated to agencies as a matter of urgency.

### 7.3 STANDING AGENDA ITEMS

It was raised whether standing agenda items should be established for the September meetings annually to include identifying who will be away over the Christmas period given that it is the fire season. This was agreed to be a good idea and would be noted in the minutes and added to the agenda at each September meeting.

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It was requested that the agencies provide their contact during the Christmas and New Year period.

**8. SCHEDULED MEETINGS**

Meeting schedule 2018:

15th	March	LEMC & LRCC
21st	June	LEMC & LRCC
20th	September	LEMC & LRCC
6th	December	LEMC & LRCC

Cr Antonio requested members to add these meetings to their diaries.

**9. DECLARATION OF CLOSURE**

There being no further business the Chairman, Cr C R Antonio declared the meeting closed at 3:41pm.

"I certify that the Minutes of the Local Emergency Management Meeting held on 14<sup>th</sup> December 2017 have been confirmed as a true and correct record."

\_\_\_\_\_ Chairman

\_\_\_\_\_ Date



Attachment 2

Agenda Item 6.3 – WA Risk Register Tool

# Western Australia Risk Register Tool

## WARR TOOL



Version 1.4 - Excel 2007 version  
4 May 2017

Excel may be unstable when using macro enabled worksheets, depending on which version of Excel and/or operating system is used. Users are encouraged to "Save-as" with new names on a regular basis to ensure data is protected e.g. save as version 1, version 2 etc.

Please see the 'Instructions' sheet for a guide of how to use this spreadsheet.

This version of the Tool is designed for Excel 2007 or newer. Please see the OEM website ([www.oem.wa.gov.au](http://www.oem.wa.gov.au)) to download a version of the WARR Tool for Excel 2003 or older.

Modified from South Australian Risk register tool

## Instructions for using the Western Australia Risk Register Tool

**This version is designed for Excel 2007 or newer**



The pencil symbol indicates columns which should be completed when completing the tool

The page numbers below refer to pages from the Western Australian Emergency Risk Management (WA ERM) handbook where you can find more information.

This spreadsheet contains two sheets which can be used to undertake Risk Assessment, these sheets are:

- Hazard frequency (AEP)
- Risk Register

### Hazard frequency

ERM handbook page number

• Use this sheet to work out the Annual Exceedance Probability (AEP) from the Average Recurrence Interval (ARI).	19
--	----

### Risk Register sheet

This is the main Risk Register for your risk assessment.

Enter the following information into this sheet moving from left to right.

ERM handbook page number

• Enter a risk statement	21
• Select a hazard	16
• Select a impact area	17
• Enter any existing prevention, preparedness, recovery or response controls	
• Enter the hazard AEP (from above)	19
• Select the maximum consequence for the risk statement	25
• Enter the probability (as a percentage) of the risk statement occurring given the hazard is occurring	28
• Select a confidence level based on how confidence you are on your estimate of consequence and probability	29
• Enter any risk treatment strategies	42
• Enter any additional comments	

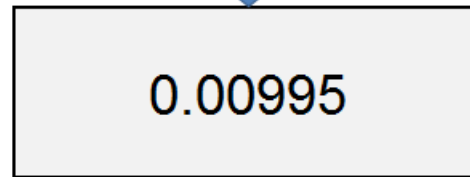

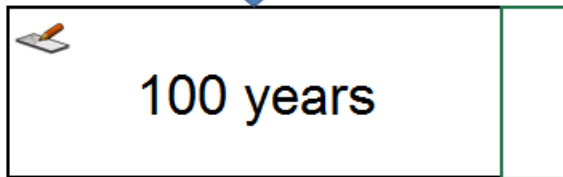

**This sheet will automatically generate the likelihood, risk and priority levels for you.**

**Hazard frequency calculation**

Use either 1 of the calculators below to get an AEP in the correct format for this WARR tool.

If you have an frequency **in years** (Annual Recurrence Interval - ARI) write it below

Annual Exceedance Probability (AEP)

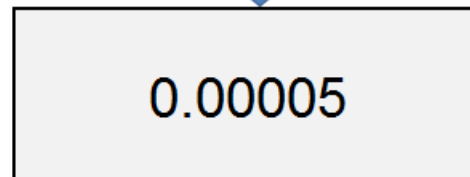

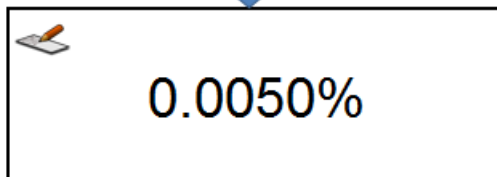



For example, for a 1 in 100 year storm event, enter 100

Write this value into the AEP column in the Risk Register

If you have an AEP **as a percentage** write it below

Annual Exceedance Probability (AEP)



Write this value into the AEP column in the Risk Register



	Enter Risk Statement	Select Hazard	Select Impact Area	Enter AEP	Select Maximum Consequence	Enter Percentage Probability of Risk Statement Occurring	Select Confidence level	Auto Generated Likelihood Level	Auto Generated Risk Level	Auto Generated Priority Level	Enter Any Comments
										Sort Unsort  	
	<b>EXAMPLE</b> There is the potential that a slow moving storm will cross the coast at Carnarvon and will cause significant soil erosion to flood plain areas	Storm	Environment	0.00995	Moderate	90%	Highest	Rare	Medium	5	
	<b>PREAMBLE</b> A magnitude 7.0 earthquake with an epicentre near the middle of town...										
1	will impact private buildings and contents, resulting in financial losses.	Earthquake	Economy	0.00005	Catastrophic	99%	Highest	Extremely Rare	High	4	Large number of older buildings in the town.
2	will impact commercial buildings, contents and services, resulting in financial losses.	Earthquake	Economy	0.00005	Catastrophic	100%	Highest	Extremely Rare	High	4	
3	will impact main road transport routes, including bridges resulting in repair costs and/or financial losses.	Earthquake	Economy	0.00005	Catastrophic	95%	Highest	Extremely Rare	High	4	12km west of Northam - Great Eastern Highway impact with an estimated 75 day repair time. Bridges depending on age and design are built to different standards. Bridges and road structures would require severe repair. Even Avon Bridge not built to withstand an earthquake of this magnitude.
4	will impact train lines, resulting in repair costs and/or financial losses.	Earthquake	Economy	0.00005	Major	90%	High	Extremely Rare	Medium	4	Only one main train line, if impacted would have a significant impact at the State-level also. Unknown number of rail bridges in Northam. No Arc Infrastructure represented at table.
5	will impact communications infrastructure, resulting in repair costs and/or financial losses.	Earthquake	Economy	0.00005	Major	60%	Low	Extremely Rare	Medium	3	Limited to HF and vehicle to vehicle communications. Uncertain what standard they are built to. No Communications rep present at table. No EFTPOS or ATMs, services would be impacted.
6	will impact power infrastructure, resulting in repair costs and/or financial losses.	Earthquake	Economy	0.00005	Catastrophic	70%	Moderate	Extremely Rare	High	3	Loss of power very likely. Would lose some poles and would have knock on effects to other services. No Western Power rep available.
7	will impact sewerage systems, resulting in repair costs and/or financial losses.	Earthquake	Economy	0.00005	Major	90%	High	Extremely Rare	Medium	4	Costs associated with contingencies if infrastructure fails. Costs also with public health effects etc. No expertise at table.
8	will impact potable water supply (e.g. due to damage to infrastructure such as dams, piping and bores), resulting in repair costs and/or financial losses.	Earthquake	Economy	0.00005	Catastrophic	70%	Low	Extremely Rare	High	2	Direct infrastructure impacts (e.g. to pipes) and knock on economic consequences of not having water e.g. business closure, impacts on horticulture etc. Uncertain as to how water would be brought in. Highly dependent on if the pipeline is impacted - need to find out what standards the pipeline can withstand. No Water Corp rep available.

9	will result in recovery activities, resulting in costs to local government.	Earthquake	Economy	0.00005	Catastrophic	70%	High	Extremely Rare	High	3	
10	will impact tourism (and aspects that support tourism such as camp sites, facilities, places of interest etc.), resulting in financial losses.	Earthquake	Economy	0.00005	Minor	50%	Moderate	Extremely Rare	Very Low	5	Tourism not a major industry for Northam. It may pick up after the earthquake as a feature.
11	will impact agricultural industry including infrastructure, livestock and cropping, resulting in recovery costs and/or financial losses.	Earthquake	Economy	0.00005	Moderate	70%	High	Extremely Rare	Low	5	Most farming buildings and infrastructure are older. Nothing in paddocks themselves will be lost, can still crop. Not an issue with the crops themselves but may not have storage facilities available in the short term for any crops.
12	will disrupt business activities, resulting in financial losses.	Earthquake	Economy	0.00005	Catastrophic	65%	Low	Extremely Rare	High	2	Lost access, power, water, communications - businesses would be unable to operate, people would not be spending in the area. Commercial outlets would lose products, particularly perishables.
13	will require recovery activities to be undertaken by local government(s), impacting on their ability to maintain core services.	Earthquake	Public Administration	0.00005	Major	100%	High	Extremely Rare	Medium	4	Business Continuity Plan, can run externally. Core functions would not be maintained in the short term but State support and time would return functions. Would require significant external resources.
14	will cause an increased demand (surge) on Emergency Services (SJA, DFES, WA POL) at the local level, impacting their ability to maintain core services.	Earthquake	Public Administration	0.00005	Major	100%	High	Extremely Rare	Medium	4	SJA - Hold on all patient transfers. Depends on impact to buildings also. WA Police would require resources from city to patrol town, take care of DVI etc. Would require significant external resources.
15	will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	Earthquake	Public Administration	0.00005	Major	100%	High	Extremely Rare	Medium	4	Would require significant external resources.
16	will cause an increased demand (surge) on Department of Communities services at the local level, impacting their ability to maintain core services.	Earthquake	Public Administration	0.00005	Major	90%	High	Extremely Rare	Medium	4	People likely to be taken to Perth. Would bring in a number of people from Perth for support. Issue would be with logistics of getting people out to Northam itself.
17	will impact transport infrastructure, preventing or delaying emergency services from providing assistance.	Earthquake	Public Administration	0.00005	Major	90%	Highest	Extremely Rare	Medium	4	Houses down, transport infrastructure impacted, impact to ability to bring in resources itself. Bridges would be impacted, restricting access across town.
18	will impact emergency service response buildings and facilities, impacting the ability to maintain core services.	Earthquake	Public Administration	0.00005	Moderate	100%	Highest	Extremely Rare	Low	5	Police building is unlikely to completely collapse. Buildings could be required to be structurally surveyed. Most services can be mobile and State support.
19	will impact government offices, works depots and facilities, impacting the ability to maintain core services.	Earthquake	Public Administration	0.00005	Major	90%	High	Extremely Rare	Medium	4	Government offices more reliant on their buildings to function. Would have a severe reduction in services - would make some services mobile e.g. work out of offices in Mundaring.
20	will impact power infrastructure, impacting the power company's ability to maintain core services.	Earthquake	Public Administration	0.00005	Catastrophic	100%	High	Extremely Rare	High	3	Local Government do not have any generators in any council buildings. Generators would be given to critical services. Likely to have no power at all in the short term and then power returned based on priority list. Main line feed ins would be impacted. No expertise at table.
21	will impact mobile and landline communication infrastructure, impacting the ability of telecommunication companies to maintain core services.	Earthquake	Public Administration	0.00005	Major	95%	High	Extremely Rare	Medium	4	Emergency Services may have some forms of communication. Telstra likely to bring in a mobile COW facility. No expertise at table.

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22	will impact potable water systems, impacting the ability to maintain core services.	Earthquake	Public Administration	0.00005	Major	95%	High	Extremely Rare	Medium	4	Water services would be severely reduced. Water Corp would bring in bottled water but may be limited by access, No Water Corp rep here. No expertise at table.
23	will impact sewerage systems, impacting the ability to maintain core services.	Earthquake	Public Administration	0.00005	Catastrophic	70%	Moderate	Extremely Rare	High	3	Infrastructure likely to be heavily impacted. No Water Corp rep here.
24	will impact on home-based services and service providers (such as NGOs, meals on wheels, silver chain, WACHS, home care provisions), impacting on their ability to maintain core functions.	Earthquake	Public Administration	0.00005	Major	100%	High	Extremely Rare	Medium	4	Largely run by volunteers who are unlikely to be allowed in to certain structures. Would be replaced by SES/DFES etc.
25	will result in an increased backlog in government service provision (Centrelink, court services, disability services, licensing services), impacting on their ability to maintain core functions.	Earthquake	Public Administration	0.00005	Major	95%	High	Extremely Rare	Medium	4	
26	will impact the health of people and cause death(s).	Earthquake	People	0.00005	Catastrophic	100%	Highest	Extremely Rare	High	4	Old buildings, lunch time, lack of public awareness.
27	will impact the health of people and cause injury and/or serious illness.	Earthquake	People	0.00005	Catastrophic	100%	Highest	Extremely Rare	High	4	Old buildings, lunch time, lack of public awareness.
28	will cause emergency services (including ambulance and medical transport services such as RFD/SA) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	Earthquake	People	0.00005	Catastrophic	100%	Highest	Extremely Rare	High	4	People trapped, access issues, would require USAR teams etc.
29	will cause health services (e.g. ICU units, hospitals, remote nursing posts, small country hospitals, clinics) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	Earthquake	People	0.00005	Catastrophic	100%	High	Extremely Rare	High	3	Critically injured people may not receive critical treatment in a timely manner. Medical facilities likely to be damaged.
30	will impact the health of residents in the area and cause death or serious injury/illness, impacting the wellbeing of the community.	Earthquake	Social Setting	0.00005	Major	60%	Moderate	Extremely Rare	Medium	3	Large number of deaths from a relatively unknown hazard in a small community.
31	will cause displacement, death or injury to animals, impacting the wellbeing of the community.	Earthquake	Social Setting	0.00005	Minor	70%	High	Extremely Rare	Very Low	5	Yes would happen and yes would be sad but bigger issues at the time.
32	will impact residential dwellings and contents, impacting the wellbeing of the community.	Earthquake	Social Setting	0.00005	Major	70%	High	Extremely Rare	Medium	4	People may still have their houses standing but would not be allowed in due to structural integrity and surveying required. Made worse by the fact that it is winter.
33	will impact on the availability of basic commercial products and services, impacting community services and wellbeing.	Earthquake	Social Setting	0.00005	Catastrophic	86%	High	Extremely Rare	High	3	ATMs won't be working, Supermarkets closed, water from bottles etc. Community would require significant external assistance to support itself.
34	will impact main roads and transport routes, resulting in a reduced supply of essential supplies to the area, impacting community services and wellbeing.	Earthquake	Social Setting	0.00005	Major	90%	High	Extremely Rare	Medium	4	Nothing can be brought in from Perth on the Great Eastern Highway Transport routes significantly impacted. Town could not support itself without its major links in the short term, would require significant diversions.
35	will affect the day to day functionality of educational facilities, impacting community services and wellbeing.	Earthquake	Social Setting	0.00005	Moderate	90%	High	Extremely Rare	Low	5	School may collapse, even if it doesn't would require structural surveying and require significant external resources to return to normal function.



36	will affect day to day functionality of facilities for vulnerable people (aged, childcare, disability), impacting community services and wellbeing.	Earthquake	Social Setting	0.00005	Moderate	90%	High	Extremely Rare	Low	5	
37	will result in long term (> 14 days) displacement due to evacuation away from people's homes and work places, impacting the community wellbeing.	Earthquake	Social Setting	0.00005	Major	75%	High	Extremely Rare	Medium	4	A large number of people may not rebuild in town.
38	will impact culturally significant facilities (e.g. churches, places of worship, heritage buildings, sacred sites, etc.), resulting in a loss of cultural significance.	Earthquake	Social Setting	0.00005	Major	90%	High	Extremely Rare	Medium	4	Initial impact - people would find alternative places for cultural activities.
39	will result in a loss of income/employment, impacting the community wellbeing.	Earthquake	Social Setting	0.00005	Major	70%	High	Extremely Rare	Medium	4	If people lose their incomes, they may not return to area.
40	will impact the aesthetics of the area, impacting the community wellbeing.	Earthquake	Social Setting	0.00005	Moderate	80%	Moderate	Extremely Rare	Low	4	Impact in the short term but ability to recover. Large number of historical buildings and loss of historic value.
41	will impact wildlife and flora	Earthquake	Environment	0.00005	Insignificant	80%	Low	Extremely Rare	Very Low	5	
42	will cause contamination to the surrounding environment from the release of toxic substances (e.g. of non-natural materials).	Earthquake	Environment	0.00005	Minor	80%	High	Extremely Rare	Very Low	5	Diesel, fuels, agricultural chemicals etc. have the ability to spill. May require some management.
43	will cause debris and pollutants to enter marine or estuarine/riverine environments, impacting marine ecology.	Earthquake	Environment	0.00005	Minor	80%	Low	Extremely Rare	Very Low	5	Only pollutant likely to be sewerage.

	Enter Risk Statement	Select Hazard	Select Impact Area	Enter AEP	Select Maximum Consequence	Enter Percentage Probability of Risk Statement Occurring	Select Confidence level	Auto Generated Likelihood Level	Auto Generated Risk Level	Auto Generated Priority Level	Enter Any Comments
										Sort  Unsort 	
	<b>EXAMPLE</b> There is the potential that a slow moving storm will cross the coast at Carnarvon and will cause significant soil erosion to flood plain areas	Storm	Environment	0.00490	Moderate	90%	Highest	Rare	Medium	5	
	<b>PREAMBLE</b> A flood resulting from multiple tropical lows bringing 600 mls of rain to the Avon region in the last month, on top of a wet Avon River catchment.....										
1	will impact private buildings and contents, resulting in financial losses.	Flood	Economy	0.00499	Major	90%	Highest	Rare	High	3	At least 100 houses impacted, not all will be unrecoverable/lost. Large portion on the main street affected.
2	will impact commercial buildings, contents and services, resulting in financial losses.	Flood	Economy	0.00499	Catastrophic	95%	Highest	Rare	High	3	Loss of commercial buildings on the Boulevard. Police station would be impacted. Coles, flour mills and small businesses would be impacted along the main strip. Large number of businesses are likely to be closed. Stock likely to be wasted, particularly perishables. Most commercial buildings are located near the river bank.
3	will impact main road transport routes, (including bridges) resulting in repair costs and/or financial losses.	Flood	Economy	0.00499	Catastrophic	85%	High	Rare	High	2	Culverts would be an issue, major bridges may be inundated. Depends on recoverability. Could be up to \$15 million just in bridges. Two bridges likely to be lost and require replacement. Peel Terrace and Avon Bridge are likely to cost the most to recover. They split the town in two - would make response and recovery harder. 85% - variability with the catchment.
4	will impact train lines, resulting in repair costs and	Flood	Economy	0.00499	Major	90%	Low	Rare	High	2	Train lines in Seabrook were impacted in the February 2017 event, particularly wash aways of embankments. Not an impact to goods movement, but potential impact to tourism. Infrastructure may require repair costs. <b>Talk to Brookfield Rail/Arc Infrastructure (no rep available at table).</b>
5	will impact communications infrastructure, resulting in repair costs and/or financial losses.	Flood	Economy	0.00499	Major	85%	Moderate	Rare	High	2	Comms towers normally located in high areas; however telephone exchange is likely to be underwater. NBN nodes underground. <b>Talk to Telstra.</b>
6	will impact power infrastructure, resulting in repair costs and/or financial losses.	Flood	Economy	0.00499	Major	90%	Lowest	Rare	High	1	A lot of transformers on the main street would be inundated. May impact power poles also. <b>No Western Power rep on table.</b>

7	will impact sewerage systems, resulting in repair costs and/or financial losses.	Flood	Economy	0.00499	Major	95%	Highest	Rare	High	3	Was an issue in Feb 2017. Mobile pumping and stations cost \$400K. Carting to treatment plant but treatment plant likely to be inundated. Primary plant may be impacted but secondary treatment plant would be inundated. Would need to wait for water to recede to resume operations.
8	will impact potable water supply (e.g. due to damage to infrastructure such as dams, piping and bores), resulting in repair costs and/or financial losses.	Flood	Economy	0.00499	Moderate	50%	Moderate	Rare	Medium	3	Potable water less likely to be impacted. If bridges are lost, mainlines may be lost. Debris in the river water may be an issue to pipes along bridges. If you lost these pipes, would lose all potable water for Western Side of town. Water from Mundaring could be maintained for east side. Potential for loss of private dams. If both bridges are lost would cost between 500k and 1M\$. Speed of
9	will result in recovery activities, resulting in costs to local government.	Flood	Economy	0.00499	Major	90%	Highest	Rare	High	3	Temporary loss of admin building, depot may be impacted. Costs associated with debris clean up, road damage, tree felling, verge collections, repair of Rec centre, welfare centres etc. Roads impacted, particularly unsealed roads.
10	will impact agricultural industry (including livestock crops and infrastructure), resulting in recovery costs and/or financial losses.	Flood	Economy	0.00499	Major	90%	Highest	Rare	High	3	Harvest complete by January, but crops (CBH) still sitting in silos/under tarps, more impact on actual infrastructure and potential for soil damage and erosion. Buildings and stock may be impacted. If this flood were to take place during harvest and cropping season, this would be substantially more (in cropping season this would be catastrophic - 90% - highest).
11	will disrupt business activities, resulting in financial losses.	Flood	Economy	0.00499	Catastrophic	85%	High	Rare	High	2	Main street heavily impacted. Would need to wait for flood waters to recede which could be weeks. Recovery time may then extend this as businesses could be disrupted for 1-2 months. Depends on length of flood and length of recovery.
12	will require recovery works to be undertaken by local government(s), impacting on their ability to maintain core services.	Flood	Public Administration	0.00499	Major	85%	High	Rare	High	3	Building may be inundated but would find away to deliver critical services.
13	will cause an increased demand (surge) on Emergency Services (SJA, DFES, WAPOL,) services at the local level, impacting their ability to maintain core services.	Flood	Public Administration	0.00499	Major	100%	High	Rare	High	3	USAR/SES teams from Perth. All state agencies would be calling in external help from Perth and potential for interstate assistance.
14	will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	Flood	Public Administration	0.00499	Major	85%	Highest	Rare	High	3	Increased demand, a facility on the main street. People in hospital would be community members and personally impacted. Would need to bring staff in and send patients in to Perth.
15	will impact transport infrastructure, preventing or delaying emergency services from providing assistance.	Flood	Public Administration	0.00499	Major	90%	Highest	Rare	High	3	If bridges are impacted, response times would be elongated. Access would be a severe issue.












16	will result in an increased demand (surge) on public facilities including public buildings (e.g. classrooms used for evacuees), impacting their core services.	Flood	Public Administration	0.00499	Catastrophic	95%	Highest	Rare	High	3	Rec centre is evacuation centre but likely to be heavily impacted. Would have issues finding a building to shelter people, particularly for the number of people likely to be displaced and require food/water etc. Could use a school but depends on the impact to the school. Mundaring and Midland are options but depends on the situation there. Catastrophic because of the loss of the
17	will impact government offices, works depots and facilities, impacting the ability to maintain core services.	Flood	Public Administration	0.00499	Major	95%	Highest	Rare	High	3	A lot of services would be required to be outsourced but critical services may be maintained. Tip would be operating, can do things online.
18	will impact power infrastructure, impacting the power company's ability to maintain core services.	Flood	Public Administration	0.00499	Major	80%	High	Rare	High	3	No Western Power rep available. Would be a temporary loss but may be recovered within a reasonable time. Access may be an issue.
19	will impact mobile and landline communication infrastructure, impacting the ability of telecommunication companies to maintain core services.	Flood	Public Administration	0.00499	Moderate	100%	Low	Rare	Medium	3	Mobile communications may be more likely to be available than landline. Would be a temporary loss but may be recovered within a reasonable time. Access may be an issue.
20	will impact potable water systems, impacting the ability to maintain core services.	Flood	Public Administration	0.00499	Minor	95%	Moderate	Rare	Low	4	
21	will impact sewerage systems, impacting the ability to maintain core services.	Flood	Public Administration	0.00499	Catastrophic	100%	High	Rare	High	2	Catastrophic in town. February 2017 was a serious impact to sewerage. Would not be able to pump, would need to wait for water to recede.
22	will impact the health of people and cause death(s).	Flood	People	0.00499	Catastrophic	70%	High	Rare	High	2	Likely due to people driving through flood waters, unsure of strength of flood waters, using recreational amenities (e.g. wake boards, skim boards) etc.
23	will impact the health of people and cause injury and/or serious illness.	Flood	People	0.00499	Catastrophic	100%	High	Rare	High	2	Very likely to be injuries, fast running water, debris etc.
24	will cause emergency services (including ambulance and medical transport services such as RFDSPA) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	Flood	People	0.00499	Major	10%	High	Very Rare	Medium	3	RFDSPA unlikely to be able to land planes. Bridges and transport lost from one side of town to other will increase response times. Contingency planning would begin in the lead up to the event with resources deployed and teams on stand by.
25	will cause health services (e.g. ICU units, hospitals, remote nursing posts, small country hospitals, clinics) to be overwhelmed, resulting in further deaths directly attributable to the hazard event.	Flood	People	0.00499	Major	20%	Moderate	Very Rare	Medium	3	
26	will impact the health of residents in the area and cause death or serious injury/illness, impacting the wellbeing of the community.	Flood	Social Setting	0.00499	Minor	30%	Moderate	Rare	Low	4	Depends on who dies and how many are injured/illness.

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27	will cause displacement, death or injury to animals, impacting the wellbeing of the community.	Flood	Social Setting	0.00499	Minor	80%	High	Rare	Low	5	More animals likely to be impacted than people. Animals associated with livelihood in area.
28	will impact residential dwellings and contents, impacting the wellbeing of the community.	Flood	Social Setting	0.00499	Moderate	90%	High	Rare	Medium	4	Some people likely to leave and not come back.
29	will impact on the availability of basic commercial products and services, impacting community services and wellbeing.	Flood	Social Setting	0.00499	Catastrophic	90%	High	Rare	High	2	Likely to be a couple of months of impact on community services. Most of main street would be impacted for a long period of time.
30	will affect day to day functionality of facilities for vulnerable people (aged, childcare, disability), impacting community services and wellbeing.	Flood	Social Setting	0.00499	Major	100%	High	Rare	High	3	Some may need to be evacuated as no one can take care of them A reduced quality of life but for a temporary period of time.
31	will result in displacement due to evacuation away from people's homes and work places, impacting the community wellbeing.	Flood	Social Setting	0.00499	Moderate	100%	High	Rare	Medium	4	Everyone in flood zone would be impacted by the flood in some way. Significant resources required to return to normal function. Some people may leave and never come back but most are likely to come back after flood eaters recede.
32	will impact culturally significant facilities (e.g. churches, places of worship, heritage buildings, sacred sites, etc.), resulting in a loss of cultural significance.	Flood	Social Setting	0.00499	Moderate	90%	High	Rare	Medium	4	Town Hall would be impacted and historic buildings such as Anglican Church. Unlikely to be permanently lost but may suffer significant damage. Most are located along the river itself.
33	will result in a loss of income/employment, impacting the community wellbeing.	Flood	Social Setting	0.00499	Moderate	100%	High	Rare	Medium	4	Loss of employment in the short term. Some may not start back up again - particularly farming and agriculture.
34	will impact wildlife.	Flood	Environment	0.00499	Minor	40%	Low	Rare	Low	4	Environment eventually recovers itself. May be some minor damage.
35	will impact flora.	Flood	Environment	0.00499	Minor	40%	Low	Rare	Low	4	
36	will cause debris and pollutants to enter marine or estuarine/riverine environments, impacting marine ecology.	Flood	Environment	0.00499	Minor	80%	High	Rare	Low	5	Plume in February 2017 but would recover with minimal intervention. May be problems further down stream but not in Northam itself.
37	will result in soil erosion in flood plains and river catchment areas.	Flood	Environment	0.00499	Moderate	70%	High	Rare	Medium	4	Top soil recovery would be an issue, could take years to recover and impact some farms.

Enter Risk Statement 	Select Hazard 	Select Impact Area 	Enter AEP 	Select Maximum Consequence 	Enter Percentage Probability of Risk Statement Occurring 	Select Confidence level 	Auto Generated Likelihood Level	Auto Generated Risk Level	Auto Generated Priority Level		Enter Any Comments  
									Sort	Unsort	
<b>EXAMPLE</b> There is the potential that a slow moving storm will cross the coast at Carnarvon and will cause significant soil erosion to flood plain areas	Storm	Environment		Moderate	90%	Highest	Rare	Medium	5		
<b>PREAMBLE</b> A destructive storm with heavy rainfall, flash flooding and winds up to 150 km per hour.....											
1 will impact private buildings and contents, resulting in financial losses.	Storm	Economy	0.00995	Major	100%	Highest	Rare	High	3	Loss of roofs and some damage to contents.	
2 will impact commercial buildings, contents and services, resulting in financial losses.	Storm	Economy	0.00995	Major	100%	Highest	Rare	High	3	Likely to lose a large shed in town from the wind.	
3 will impact main road transport routes, resulting in repair costs and/or financial losses.	Storm	Economy	0.00995	Moderate	70%	High	Rare	Medium	4	Clearing of debris would be greatest cost.	
4 will impact communications infrastructure, resulting in repair costs and/or financial losses.	Storm	Economy	0.00995	Moderate	40%	Low	Rare	Medium	3	May be some impact to towers requiring repair but minimal effect expected. An antenna may be lost. No communications representative at table.	
5 will impact power infrastructure, resulting in repair costs and/or financial losses.	Storm	Economy	0.00995	Major	70%	Low	Rare	High	2	Loss of power. Power lines likely to come down in high winds, or trees/debris on power lines.	
6 will result in recovery activities, resulting in costs to local government.	Storm	Economy	0.00995	Moderate	85%	High	Rare	Medium	4	Mostly in cosmetics and debris clearing etc.	
7 will impact agricultural industry including (infrastructure, livestock and cropping) resulting in recovery costs and/or financial losses.	Storm	Economy	0.00995	Major	90%	High	Rare	High	3	Severe winds could flatten crops at this time of year (insurance does not cover wind). Sean livestock and weather conditions may mean a loss of livestock.	
8 will disrupt business activities, resulting in financial losses.	Storm	Economy	0.00995	Major	90%	High	Rare	High	3	Loss of power will cause disruption.	



9	will require recovery works to be undertaken by local government(s), impacting on their ability to maintain core services.	Storm	Public Administration	0.00995	Moderate	100%	Highest	Rare	Medium	5	Might not impact admin side but will impact engineering and depot tasks etc. Will have an impact in the short term fixing roads etc. would need to divert some resources.
10	will cause an increased demand (surge) on Emergency services (SJA, WAPOL, DFES etc.) at the local level, impacting their ability to maintain core services.	Storm	Public Administration	0.00995	Moderate	90%	Highest	Rare	Medium	5	WA Police would not require external resources, however DFES would such as SES to assist.
11	will cause an increased demand (surge) on WA health services (including remote health services such as nursing posts and smaller hospitals/clinics) at the local level, impacting their ability to maintain core services.	Storm	Public Administration	0.00995	Moderate	60%	Highest	Rare	Medium	5	Increased demand but would not really impact ability to maintain core services. Elective surgeries may be cancelled and patients would need to be transferred to midland - diversion of resources.
12	will cause an increased demand (surge) on Department of Communities services at the local level, impacting their ability to maintain core services.	Storm	Public Administration	0.00995	Moderate	90%	High	Rare	Medium	4	Evacuation Centres would be opened and teams would be brought in. Double check with Jo.
13	will impact transport infrastructure, preventing or delaying emergency services from providing assistance.	Storm	Public Administration	0.00995	Minor	90%	High	Rare	Low	5	Would mainly be from a tree down, would impede services but not significantly.
14	will impact government offices, works depots and facilities, impacting the ability to maintain core services.	Storm	Public Administration	0.00995	Minor	90%	High	Rare	Low	5	May have some impact, but not significant enough to impact core services.
15	will impact power infrastructure, impacting the power company's ability to maintain core services.	Storm	Public Administration	0.00995	Major	100%	High	Rare	High	3	Would be able to return function to critical services. May take time to restore in some areas, depends on resources available and length of disruption.
16	will impact mobile and landline communication infrastructure, impacting the ability of telecommunication companies to maintain core services.	Storm	Public Administration	0.00995	Minor	100%	High	Rare	Low	5	Communications may go in the very short term but restored quite quickly.
17	will impact potable water systems, impacting the ability to maintain core services.	Storm	Public Administration	0.00995	Insignificant	100%	High	Rare	Very Low	5	Unlikely to be impacted from storm. No Water Corp rep available. No power at pump station may have an impact or a big branch falling on a pipe/drain. 1 pump in Mundaring - redundancies for system.
18	will impact the health of people and cause death(s).	Storm	People	0.00995	Major	5%	Low	Very Rare	Medium	2	Is applicable, but highly unlikely to have a death.

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19	will impact the health of people and cause injury and/or serious illness.	Storm	People	0.00995	Major	80%	High	Rare	High	3	Some injuries expected potentially in the actual storm but mostly likely in the recovery period during repairs, or people going to watch storm etc.
20	will impact the health of residents in the area and cause death or serious injury/illness, impacting the wellbeing of the community.	Storm	Social Setting	0.00995	Insignificant	50%	Low	Rare	Very Low	4	Low likelihood of death, unlikely to impact the community.
21	will cause displacement, death or injury to animals, impacting the wellbeing of the community.	Storm	Social Setting	0.00995	Insignificant	80%	Moderate	Rare	Very Low	5	May be some impact, but sufficient resources in community to return to normal function. More chance of animals to be impacted.
22	will impact residential dwellings and contents, impacting the wellbeing of the community.	Storm	Social Setting	0.00995	Minor	75%	High	Rare	Low	5	Several houses may lose their roofs. Unlikely for permanent dispersal but some resources required to return to function.
23	will impact on the availability of basic commercial products and services, impacting community services and wellbeing.	Storm	Social Setting	0.00995	Minor	80%	High	Rare	Low	5	Power and supermarkets may be the greatest issue. Isolated and temporary reductions.
24	will impact main roads and transport routes, resulting in a reduced supply of essential supplies to the area, impacting community services and wellbeing.	Storm	Social Setting	0.00995	Minor	40%	High	Rare	Low	5	May be some disruptions as some roads will be closed, but only temporary.
25	will affect day to day functionality of facilities for vulnerable people (aged, childcare, disability), impacting community services and wellbeing.	Storm	Social Setting	0.00995	Insignificant	80%	High	Rare	Very Low	5	Trees down may be an issue. Very short term impact
26	will result in displacement due to evacuation away from people's homes and work places, impacting the community wellbeing.	Storm	Social Setting	0.00995	Minor	100%	Highest	Rare	Low	5	People will be displaced but may not impact community wellbeing. Some external resources would be required.
27	will impact culturally significant facilities (e.g. churches, places of worship, sacred sites, etc.), resulting in a loss of cultural significance.	Storm	Social Setting	0.00995	Insignificant	80%	High	Rare	Very Low	5	
28	will result in a loss of income/employment, impacting the community wellbeing.	Storm	Social Setting	0.00995	Insignificant	30%	High	Rare	Very Low	5	Businesses unlikely to close - only those on hourly rates may be impacted.

29	will impact the aesthetics of the area, impacting the community wellbeing.	Storm	Social Setting	0.00995	Insignificant	30%	High	Rare	Very Low	5	
30	will impact wildlife.	Storm	Environment	0.00995	Insignificant	20%	High	Rare	Very Low	5	No impact expected.
31	will impact flora.	Storm	Environment	0.00995	Insignificant	20%	High	Rare	Very Low	5	
32	will impact on vulnerable environmental ecosystems and/or identified critically endangered species.	Storm	Environment	0.00995	Insignificant	20%	High	Rare	Very Low	5	
33	will cause contamination to the surrounding environment from the release of substances	Storm	Environment	0.00995	Insignificant	10%	Highest	Very Rare	Very Low	5	very unlikely.
34	will result in soil erosion in flood plains and river catchment areas.	Storm	Environment	0.00995	Minor	50%	High	Rare	Low	5	Top soil may be impacted,

12. OFFICER REPORTS

12.1 **CEO'S OFFICE**

Nil.



## 12.2 ENGINEERING SERVICES

### 12.2.1 Lot 152 Tamma Road, Bakers Hill - Deed of Easement

Address:	Lot 152 Tamma Road, Bakers Hill
Owner:	Robert Payton and Kim Clothier
File Reference:	A2148
Reporting Officer:	Paul Kher Engineering Technical Officer
Responsible Officer:	Clinton Kleynhans Executive Manager Engineering Services
Voting Requirement	Simple Majority

#### BRIEF

This report is to assist Council in making an informed decision regarding the proposed Deed of Easement on Lot 152 Tamma Road, Bakers Hill.

The purpose of the easement is to construct a formal overland flow path over privately owned property to allow road reserve storm water to reach the natural watercourse, and to grant the Shire future access for inspection and maintenance purposes.

#### ATTACHMENTS

Attachment 1 – Location Map of proposed works.

Attachment 2 – Property Owners Consent.

Attachment 3 – Deed of Easement.

Attachment 4- Deposited plan.

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#### BACKGROUND / DETAILS

In recent years Carlin Valley has been subjected to significant drainage issues as a result of inadequate design of roadside drainage network which has resulted in damage to privately owned properties in severe rainfall events.

The Shire is in the process of completing drainage improvement works which will minimise the potential impact from these severe events. The final stages of the works for this catchment area within the subdivision will require the proposed easement to be formalised.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 5: Infrastructure and Service delivery.

Outcome 5.3: To have safe, well maintained community infrastructure and service to a standard expected of Regional Centre.

Financial / Resource Implications

The works will be performed utilising various drainage budgets in the current 2017/18 adopted budget.

Legislative Compliance

Local Government (Functions and General) Regulations 1996

34. Common seal, unauthorised use of  
A person who affixes the common seal, or a replica of the common seal, of a local government to any document except as authorised by the local government commits an offence.

Penalty: a fine of \$1 000.

[Regulation 34 inserted in Gazette 27 Sep 2011 p. 3846.]

35. Certain persons protected from liability for wrongdoing (Act s. 9.56(1)(c))  
The functions in the performance of which a person appointed or engaged by a local government is a protected person under section 9.56(1)(c) of the Act are —
- (a) *any function expressly provided for in a written law that the person was appointed or engaged to perform; and*
  - (b) *any function that the person is authorised to perform on behalf of the local government.*

Policy Implications

Nil.

Stakeholder Engagement / Consultation

Extensive correspondence and negotiation has been undertaken with the property owners of 10 Tamma Road, Bakers Hill which has resulted in consent from the owners to perform these works – Attachment 2.

Risk Implications

Nil.

**OFFICER'S COMMENT**

The Property at 10 Tamma Road, Bakers Hill, is instrumental in proving a formalised easement which will allow the road reserve storm water to flow through to the natural watercourse and ongoing maintenance access for the Shire of Northam.

A copy of the Deed of Easement has been attached for reference along with the current amended Deposition Plan 412074.

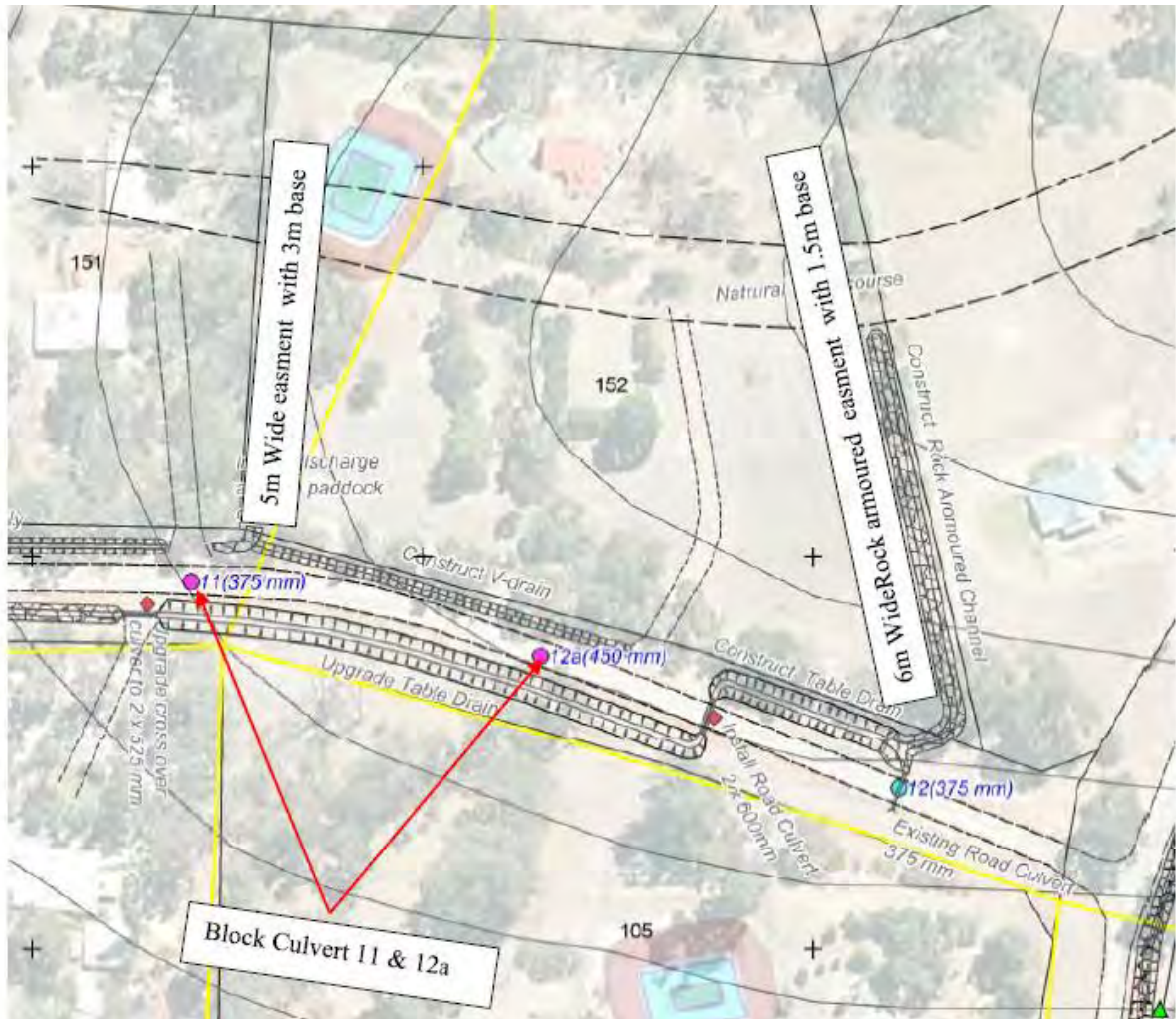
RECOMMENDATION

That Council:

1. Affix their Common Seal to the Deed of Easement, and;
2. Endorse the Shire President and Chief Executive Officer to sign the Deed of Easement as per the Deposited Plan 412074 as amended to reflect the stormwater easement.

Attachment 1

Locality Map





Attachment 2

Property Owner Consent

**BAKERS HILL DRAINAGE WORKS**

**CONSENT FORM 2  
CONTACT DETAILS RELEASE FORM**



I grant permission to the Shire of Northam to provide my contact details to contractors appointed by the Shire of Northam to enable the land surveyor to contact me as part of the Bakers Hill Drainage Works that will be undertaken in the coming months on behalf of the Shire.

I understand that my details will not be used elsewhere and are for the sole purpose of obtaining detailed information for the study.

Name: Robert Payton, Land (Agric) .....

Property Address: 10 .....

Bakers Hill .....

Signed: [Signature] Date: 28/1/17 .....

Telephone: 9530 8009 / 0817 923 063 .....

Email: r.payton@bigpond.com .....

The Shire of Northam sincerely appreciates your assistance in providing the necessary information to our consultant for the purpose of completing the works - thank you.

## Attachment 3

### Deed of Easement

FORM B2

WESTERN AUSTRALIA  
TRANSFER OF LAND ACT 1893 AS AMENDED

Page of Pages

Date:

#### BLANK INSTRUMENT FORM

Deed of Easement

(Note 1)

This Deed of Grant of Easement is made the \_\_\_\_\_ day of \_\_\_\_\_ 2017

BETWEEN

ROBERT DARRIN PAYTON and KIMBERLEY MICHELE CLOTHIER both of 208A Collins Street, Kalgoorlie in the State of Western Australia (Grantor) of the one part; and

SHIRE OF NORTHAM of PO Box 613, Northam in the said State (Grantee) of the other part.

RECITALS

A. The Grantor is the registered proprietor of the lands Lot 152 on Plan 19013 and being the whole of the land contained in Certificate of Title Volume 1964 Folio 263 (the Land).

B. The Land is subject to the Specified Encumbrances.

C. The Grantor has agreed to grant to the Grantee and easement over that portion of the Land as shown as A and A1 on Deposited Plan 412074 for drainage purposes.

OPERATIVE PART

Definitions and Interpretation

1.1 Definitions

In this Deed the following words and expressions shall have the following meanings:-

"Act" means the Transfer of Land Act 1893 as amended.

"Land" means the lands to be burdened by the Easement and being Lot 152 on Plan 19013 and being the whole of the land contained in Certificate of Title Volume 1964 Folio 263.

"Deposited Plan" means Deposited Plan No. 412074;

"Limitations, Interests, Encumbrances and Notifications" means:-

1. K218758 Mortgage to Commonwealth Bank of Australia registered 7/6/2007.

1.2 Interpretation

In this document unless the context otherwise requires:

- (a) Words importing the singular include the plural and vice versa;
- (b) Words importing any gender include the other genders;
- (c) References to persons include corporations;
- (d) References to a party hereto or to any other person include the legal personal representatives, successors and permitted assigns of that party or person;
- (e) If a word or phrase is defined cognate words and phrases have corresponding definitions;
- (f) Any obligation incurred by two or more parties shall bind them jointly and severally and an obligation incurred in favour of two or more parties shall be enforceable by them jointly and severally; and
- (g) Headings shall be ignored in constructing this document.

2. Easement

In consideration of the premises and for no monetary consideration whatsoever the Grantor on behalf of themselves and their successors in title being the registered proprietors for the time being of the Land to be burdened hereby grant to the Grantee its employees and agents the right at any time and from time to time to break the surface of, dig, open up and use that part of the Land as marked A and A1 on Deposited Plan 412074 for the purposes of laying down, fixing, taking up, repairing, re-laying, replacing or examining drains or drainage pipes and of using and maintaining those drains and drainage pipes for drainage purposes and to enter the land at any time (if necessary with vehicles and equipment) for any of those purposes.

3. Limitations, Interests, Encumbrances and Notifications

K218758 Mortgage to Commonwealth Bank of Australia registered 7/6/2007.

Signed as a Deed by Robert Darrin Payton \_\_\_\_\_

In the presence of \_\_\_\_\_

Full Name

Address

Occupation

Signed as a Deed by Kimberley Michele Clothier \_\_\_\_\_

In the presence of \_\_\_\_\_

Full Name

Address

Occupation

The Common Seal of the  
SHIRE OF NORTHAM  
was hereto affixed by resolution  
of Council in the presence of:

\_\_\_\_\_  
President  
Christopher Richard Antonio

\_\_\_\_\_  
Chief Executor Officer  
Jason Brian Whiteaker



Page of Pages

Consent of Commonwealth Bank of Australia




**INSTRUCTIONS**

1. This form may be used only when a "Box Type" form is not provided or is unsuitable. It may be completed in narrative style.
2. If insufficient space hereon Additional Sheet Form B1 should be used.
3. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
4. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

**NOTES**

1. Insert document type.
2. A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The full name, address and occupation of the witness must be stated. Execution by a corporation or body corporate must be in accordance with the Corporation Act.



**Landgate**

EXAMINED

OFFICE USE ONLY

(INSERT NAME OF DOCUMENT)

LODGED BY

ADDRESS

PHONE No.

FAX No.

REFERENCE No.

ISSUING BOX No.

PREPARED BY

ADDRESS

PHONE No.                      FAX No.

REFERENCE No.

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

1. _____	Received Items
2. _____	Nos.
3. _____	
4. _____	
5. _____	Receiving Clerk
6. _____	

Registered pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.



*Cr J E G Williams declared an "Impartiality" interest in item 12.2.2 - Lot 269 Jose Road, Bakers Hill – Memorandum of Understanding as she has had many interactions over the last two years with the owner, Barrie Price, regarding the issues with drainage on his property. She has visited the owner and received (minor) hospitality from him whilst discussing the drainage issues.*

#### 12.2.2 Lot 269 Jose Road, Bakers Hill – Memorandum of Understanding

Address:	Lot 269 Jose Rd, Bakers Hill
Owner:	Mr Barrie Price
File Reference:	A2596
Reporting Officer:	Paul Kher Engineering Technical Officer
Responsible Officer:	Clinton Kleynhans Executive Manager Engineering Services
Voting Requirement	Simple Majority

#### BRIEF

This report is to assist Council in making an informed decision regarding the Memorandum of Understanding (MOU) between the Landowner of Lot 269 Jose Road, Bakers Hill and the Shire of Northam.

The purpose of the MOU is to allow the Shire of Northam to gain access to the property to maintain the current storm water overland flow which originates from the road reserve and flows through Lot 269 Jose Road.

#### ATTACHMENTS

Attachment 1 – Locality Map.

Attachment 2 – Memorandum of Understanding.

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#### BACKGROUND / DETAILS

The current overland flow path for storm water discharging from Almond Avenue flows through Lots 263, 268 and 269 then enters Jose Road, roadside drainage system.

There are currently informal agreements in place with Lots 263 and 268, which will be formalised and presented to Council at a later date for endorsement.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme area 5: Infrastructure and Service delivery.

Outcome 5.3: To have safe, well maintained community infrastructure and service to a standard expected of Regional centre.

#### Financial / Resource Implications

The proposed drainage maintenance will be performed utilising various drainage budgets in the current 2017/18 adopted budget.

#### Legislative Compliance

N/A.

#### Policy Implications

Nil.

#### Stakeholder Engagement / Consultation

Negotiation with the property owner of Lot 269 Jose Road, Bakers has determined that a Memorandum of Understanding is the preferred arrangement rather than having a Deed of Easement in place on the property.

#### Risk Implications

Nil.

### **OFFICER'S COMMENT**

Having a MOU in place with the Property owner of 269 Jose Road, Bakers Hill, is instrumental in proving the Shire access to perform ongoing maintenance of this overland storm water flow path. It is recommended that Council endorse the agreement with the property owner.

A copy of the MOU has been attached for reference which has already been signed by the property owner on 19/09/2017.

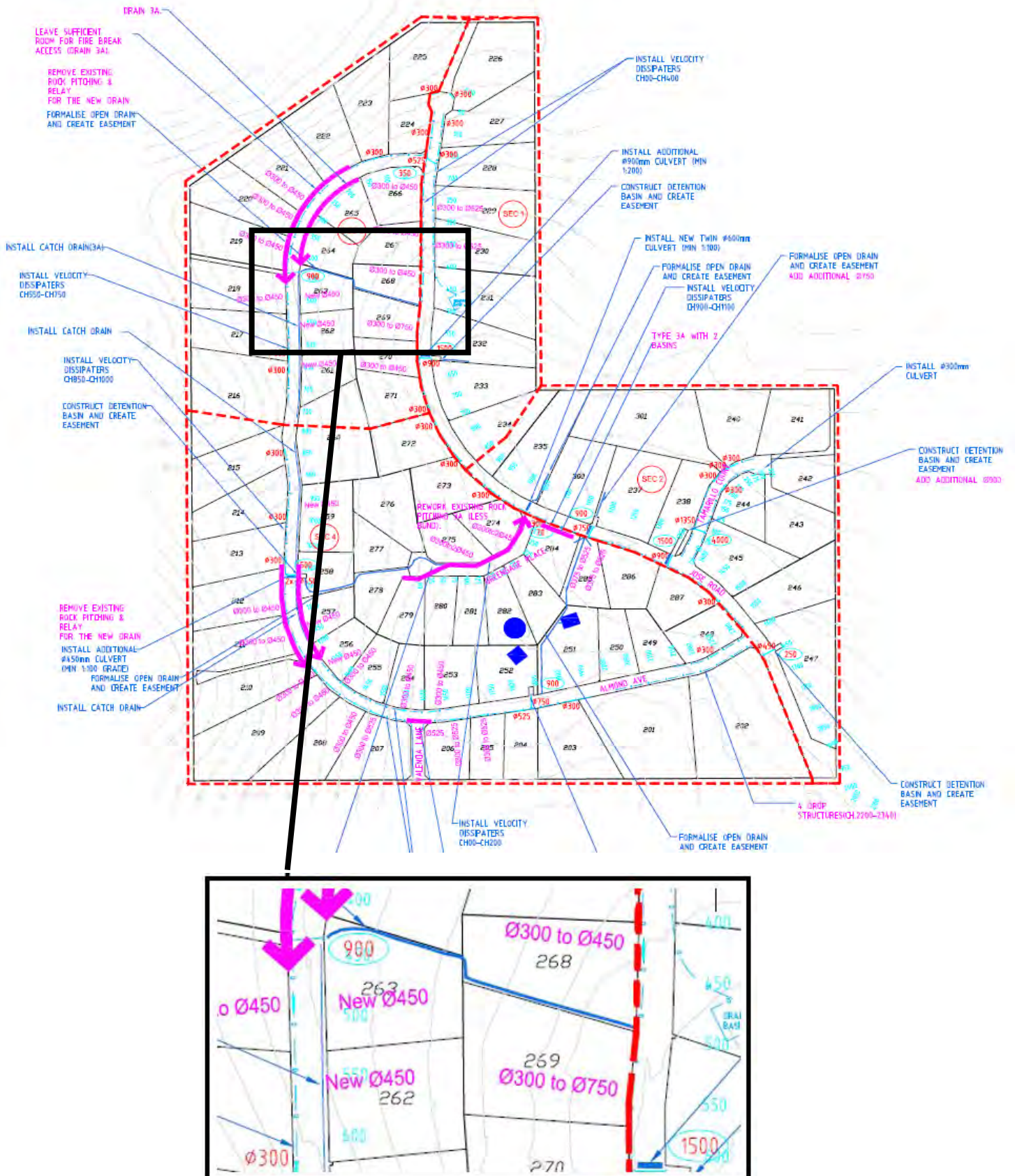
#### RECOMMENDATION

That Council endorse the signing of the Memorandum of Understanding between the Shire of Northam and the property owner of Lot 269 Jose Road Bakers Hill, which will grant property access to the Shire for the purpose of drainage maintenance.



Attachment 1

Location map Lot 269 Jose Road (Koojedda Hills Subdivision)



Attachment 2  
Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING**

**A Memorandum of Understanding (MoU) for entry to Lot 269 Jose Road, Bakers Hill**

dated the NINETEENTH day of SEPTEMBER 2017

between:

The **Shire of Northam** of 395 Fitzgerald Street, Northam in the State of Western Australia ("the Shire")

and

**B. & E.A. Price** of PO Box 391, Bakers Hill in the State of Western Australia. ("the landowners")

**Background to this MoU**

The Shire has requested approval from the landowner to access Lot 269 Jose Road, Bakers Hill in the State of Western Australia ("the Land"), as shown on the attached plan for the purposes of using and maintaining an overland stormwater drain marked "A" on the attached plan, and to enter the Land at any time for any of those purposes.

**The Shire and the landowners therefore agree as follows:**

1. The landowners allow access to the Land by Shire employees and agents for the purposes of repairing, re-laying, replacing or examining the overland stormwater drain marked "A" on the attached plan and for using and maintaining the overland stormwater drain for drainage purposes and to enter that Land at any time (if necessary with vehicles and equipment) for any of those purposes.
2. The Shire is responsible for all costs associated with construction, operation and maintenance of the overland stormwater drain.
3. The Shire indemnifies the landowners against all costs, liabilities and responsibility for the maintenance and operation of the overland stormwater drain.

**Executed as a Deed**

THE COMMON SEAL OF THE )  
SHIRE OF NORTHAM )


Is affixed in the presence of:

Shire President: ..... Chief Executive Officer: .....

Signed for and on behalf of:

B. & E.A. Price

By a duly authorised signatory:

Signature: 

Name (print): ELIZABETH ANN PRICE  
BARRIE PRICE

Witness Signature: 

Witness Name (print): BENJAMIN ROBINS

### 12.2.3 King Creek / Purslowe Park Landscaping

Address:	Purslowe Park, Fitzgerald Street Northam
Owner:	Shire of Northam
File Reference:	1.3.6.9
Reporting Officer:	Clinton Kleynhans Executive Manager Engineering Services
Responsible Officer:	Clinton Kleynhans Executive Manager Engineering Services
Voting Requirement	Simple Majority

#### BRIEF

The King Creek Drainage Improvement – Stage 3 project is due to be completed at the end of January 2018, as such there is a foreseeable budget surplus which will allow for the completion of landscaping works.

The purpose of this report is to seek Council endorsement to expend the remaining surplus of the budget on landscaping works.

#### ATTACHMENTS

Attachment 1 – Proposed Landscape Design, Purslowe Park

---

#### BACKGROUND / DETAILS

In April 2017 Council was presented a proposed design for the construction of the King Creek - Stage 3 Drainage Improvement Works, which was subsequently endorse by Council to proceed.

The design excluded any landscape improvements as this was outside the realm of the consulting Engineers. With the project now drawing to practical completion there is a foreseeable surplus in the adopted budget which will allow landscaping works to be completed, this will finish off the public open space providing a tranquil, and inviting space for the public to utilise.

A copy of the proposed design can be seen on Attachment 1.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 5: Infrastructure and Service delivery.

Outcome 5.3: To have safe, well maintained community infrastructure and service to a standard expected of Regional Centre.

#### Financial / Resource Implications

In preparation of the 2017/18 budget an allowance had been made for the completion of landscaping works following the completion of The King Creek Drainage Project. This allowance was incorporated into the adopted budget of \$824,040 - Job # 2054

In April 2017, Council endorsed the award of the civil construction works valued at \$ 693,837. It is anticipated the final cost of the current contracted works will be in the order of \$710,000 leaving a surplus of \$114,040 to complete the landscaping works.

The estimated cost provided by the consulting landscape architects suggests that the project cost to complete the landscaping will be \$95,380 excluding GST.

#### Legislative Compliance

Nil.

#### Policy Implications

Nil.

#### Stake Holder Engagement / Consultation

Nil.

#### Risk Implications

Nil.

### **OFFICER'S COMMENT**

The completed civil construction works now provides a formal linkage between Wellington Street and Fitzgerald Street CBD, this is likely to increase the number of people utilising this public open space.

The proposed design will enhance this public open space environment promoting recreational and passive rest areas for the public to use.

#### RECOMMENDATION

That Council resolve to complete the landscaping works, using the proposed concept design as a guide for the development of this public open space.



Attachment 1  
Proposed Landscape Design, Purslowe Park



AUTHOR: JD QA: TP

PROJECT #: 09832-NOR  
1:200 @ A1

PURSLOWE PARK  
LANDSCAPE CONCEPT

SK01

## 12.3 DEVELOPMENT SERVICES

Cr R W Tinetti declared an "Impartiality" interest in item 12.3.1 - Adoption of Northam Town Centre Development and Connectivity Strategy as he owns a business and premises in Fitzgerald Street that may be affected by this development.

### 12.3.1 Adoption of Northam Town Centre Development and Connectivity Strategy

Address:	Internal Report
Owner:	TPG+Placematch (on behalf of Shire of Northam)
File Reference:	3.1.3.7 (Volume 1 & 2)
Reporting Officer:	Benjamin Robins Planning Officer
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

Council is requested to consider the adoption of the Northam Town Centre Development and Connectivity Strategy, (*the Strategy*) to assist in facilitating redevelopment and enhancement of the urban fabric of the Northam Town Centre.

The Strategy was prepared by TPG+Placematch and reviewed by Shire Officers and Interim Steering Group members. A public consultation period has occurred and following internal revisions, the final draft of the Strategy is presented for adoption.

#### ATTACHMENTS

Attachment 1: Draft Northam Town Centre Development and Connectivity Strategy.

#### BACKGROUND / DETAILS

The Shire of Northam initiated the preparation of the Northam Town Centre Development and Connectivity Strategy in January 2017 through the Wheatbelt Development Commission's 'Wheatbelt Regional Centres Program'.

The preparation of the Strategy was to inform priority projects within Stage 4 of the Northam Town Centre development program:

Stage	Name	Status
1	SuperTowns Development Project Fund – Avon Health & Emergency Service Precinct	Complete
2	Northam Townsite Drainage Improvement Works	Complete
3	CBD, Avon Mall & Bernard Park Improvements	Underway
4	Northam CBD Connection Project	Proposed

The Northam CBD Connection Project (Stage 4) involves the following project phases:

1. *Beavis Place Relocation*
2. *Green Link – Beavis Place to Beamish Avenue*
3. *Central Business Area & Central Business District Connection*
4. *Fitzgerald Street Underground Power*
5. *CBD & River Connectivity Enhancement*

The Shire of Northam by appointed TPG+Placematch to prepare the Northam CBD Development & Connectivity Strategy in February 2017. An Interim Steering Group (ISG) consisting of a representation of business, government and industry within the Northam Town Centre was established to assist in informing the development of the Strategy. A meeting of the ISG was held on the 16<sup>th</sup> March 2017, in which the following theme areas were discussed and are located in Attachment 1, Appendix 2 of the Strategy:

- *Major Assets & Destinations*
- *Local Rituals (Eventing)*
- *Bright Spot (Unique Or Key Attractions)*
- *Missed Opportunities/Challenges*
- *Key Priorities*
- *Success Factors*

The Interim Steering Group consultation assisted in the establishment of a Strategy Vision and Revitalising Principles which informed the development of the Strategy:

Strategy Vision:

With a nod to the past and welcoming a prosperous future, Northam's Town Centre is an engine of economic development, with a strong community celebration of the local way of life, and the Avon River at its heart. Connecting favourite energy sports, and embracing new opportunities, it will be a place to discover, meet friends and shop local.

Revitalising Principles:

- *Prioritise pedestrian movement by creating interesting, safe and comfortable routes throughout the Town Centre;*
- *Build on the town's heritage character as a backdrop for delivery of new and contemporary attractions and amenities that reflect the local lifestyle;*
- *Boost amenity, introduce new local attractions and support place activation to attract new and repeat visitors, extending spend and dwell time;*
- *Establish a hierarchy of local destinations and connect existing energy spots;*
- *Improve the public realm through beautification initiatives that support and stimulate local business, investment and employment; and*
- *Deliver early interventions to support existing energy spots, and prioritise future activities to enhance connections.*

The Strategy delivers a framework for redevelopment and development intensification within the Northam Town Centre Precincts. It considers current Shire of Northam documents and the existing urban fabric, and delivers strategic projects and strategies to assist in addressing identified gaps.

The Northam Town Centre Development and Connectivity Strategy was developed through the following timeline:

Stage	Month Of Occurrence (Date Where Supplied)
Tender Period: Consultant For Strategy Preparation	January 2017
Consultant Appointment: TPG+Placematch	February 2017
Interim Steering Group Meeting	16 <sup>th</sup> March 2017
Initial Draft Establishment: Draft 1 Issue - TPG+Placematch	23 <sup>rd</sup> June 2017
Draft 2 Issue - TPG+Placematch	11 <sup>th</sup> August 2017
Interim Steering Group Consultation Period	18 <sup>th</sup> August 2017-28 <sup>th</sup> August 2017
Major Amendment: Draft 3 Issue - TPG+Placematch	15 <sup>th</sup> September 2017
Major Amendment: Draft 4 Issue - TPG+Placematch	29 <sup>th</sup> September 2017
Interim Steering Group Consultation Period	3 <sup>rd</sup> October 2017-20 <sup>th</sup> October 2017
Public Consultation Period (Avon Advocate Advertisement & Shire Of Northam Online - Out For Comment)	3 <sup>rd</sup> October 2017-20 <sup>th</sup> October 2017
Major Amendment:	19 <sup>th</sup> December 2017





Stage	Month Of Occurrence (Date Where Supplied)
Draft 5 Issue - TPG+Placematch	
Minor Amendment: Draft 5 Issue - TPG+Placematch	20 <sup>th</sup> December 2017
Minor Amendment: Draft 6 Issue – TPG+Placematch	3 <sup>rd</sup> January 2018

The delivery of the Strategy provides a framework for the Shire of Northam to establish priority projects, and their delivery priority for the Northam Town Centre.

## CONSIDERATIONS

### Strategic Community / Corporate Business Plan

Objective: E1 – Support business and investment opportunities

P2- Accessible and legible communities.

Strategy: E1.4 Enhance the aesthetic environment to support business opportunities.

P2.2 Undertake Urban & CBD renewal projects.

Action: Ongoing development/implementation of CBD revitalisation

Development of street scaping plan for CBD focusing on connectivity (parking and path networks).

The Strategy provides '*strategic intent*' to the development and revitalisation project priorities within the Northam Town Centre Precincts over the specified time horizons (Quick Wins, Short Term, Medium Term & Long Term).

### Financial / Resource Implications

The Strategy has implications for budgeting and capital works expenditure in its implementation. Specific deliverables of the Strategy are subject to internal funding and external funding applications where applicable. It is suggested that project improvements are undertaken in a staged manner as indicated in the Strategies 'Implementation Plan'.

### Legislative Compliance

The Strategy is a non-statutory planning document, and therefore relevant Local Planning Policies, Local Planning Schemes (No.6 Current), Local Planning Strategies (2013) of the Shire of Northam and applicable State Planning Policies provide the legislative framework for the implementation of the Strategy.

### Policy Implications

Nil.

### Stakeholder Engagement / Consultation

Government Departments & Agencies as outlined in the Strategy were liaised with by TPG+Placematch as a contractual deliverable:

- Department of Planning (fmr)
- Main Roads WA, Northam Office
- Department of Lands (fmr)
- Wheatbelt Development Commission
- Department of Aboriginal Affairs
- Water Corporation
- Western Power
- Department of Fire and Emergency Services
- Regional Development Australia - Wheatbelt

The following significant milestones occurred in conjunction with the delivery of the project:

Major Engagement/Consultation Milestone	Date
Interim Steering Group Consultation Meeting ( <i>Notes form Appendix A of Attachment 1</i> )	March 16 <sup>th</sup> 2017
Interim Steering Group Consultation Period	August 18 <sup>th</sup> 2017-August 28 <sup>th</sup> 2017
Interim Steering Group Consultation Period	October 3 <sup>rd</sup> 2017-October 20 <sup>th</sup> 2017
Public Consultation Period (Avon Advocate Advertisement & Shire Of Northam Online - Out For Comment)	October 3 <sup>rd</sup> 2017-October 20 <sup>th</sup> 2017

During the public consultation period between October 3<sup>rd</sup> 2017 and October 20<sup>th</sup> 2017, no comments were received. Interim Steering Group feedback was implemented into the revisions of the Draft Strategy.

#### Risk Implications

As a non-statutory planning document, the implementation of individual projects are at the discretion of the Shire of Northam and should be treated at the time of development.

#### **OFFICER'S COMMENT**

The Draft Northam Town Centre Development and Connectivity Strategy prepared by TPG+Placematch and the Shire of Northam recognises key project strategies identified through consultation, site visit and desktop research. These each have an intended outcome on the development of the Northam Town Centre as follows:



### 1. Growing Local Investment

- A robust and resilient Town Centre that is characterised by strong local and regional visitation, transaction and dwell time.

### 2. A Town of Destinations

- A destination hierarchy identifying a network of primary and secondary attractions to support visitor attraction, movement and interaction in the Town Centre.

### 3. Streets as Places

- Streets are viewed as places that support the Town Centre's physical, social and economic performance and improvements are implemented to strengthen the local movement network and overall economic vitality.

### 4. The Heart of the Avon

- Reconnecting the Town Centre with the Avon River by strengthening across-town physical and visual connections and creating new destinations and attractions that encourage people to visit, interact and return.

### 5. Brightscaping

- Create a series of interlinked bright spots incorporating public art and quick win projects that improve presentation and amenity, engage local people and contribute to the local destination set.

These strategies assist in informing sub-strategies, and through this process key and priority projects were identified. These priority projects were assessed against the key strategies, and determined against a proposed implementation timeframe.

'Quick Wins' are projects that have deliverables that can be implemented as soon as practical.

'Short Term Projects' are those that have a small lead time prior to their implementation or delivery and may be subject to a period of less than 0.5-1 year.

'Medium Term Projects' may require the sourcing of external project funding, or alternatively require between 0-10 years for project delivery.

'Long Term Projects' involve projects that are either continuously delivered over a significant period of time over a period between 0-25 years, or alternatively are projects that require significant planning and works to be undertaken over a strategic timeframe to implement the overall project.

The projects identified and derived from the Strategy development are below:

<b>Project Delivery</b>	
<b>Quick Wins</b>	<b>Short Term Projects</b>
<ul style="list-style-type: none"> <li>• <i>Establishment of CBD Pedestrian Priority Crossings</i></li> <li>• <i>Public Art &amp; Mural Program</i></li> <li>• <i>Gordon Place – Better Block Pilot Project</i></li> <li>• <i>Pedestrian Barrier Introduction (Creation Of Alfresco/Amenity CBD Zones)</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>CBD &amp; Townsite Tree Establishment</i></li> <li>• <i>Northam CBD Lighting Development</i></li> <li>• <i>Investment Prospectus</i></li> <li>• <i>Streetscape Parking Amenity Improvements</i></li> <li>• <i>Town Centre Campaign</i></li> <li>• <i>Footpath Creation (Minson Avenue)</i></li> <li>• <i>Northam Central Mall Enhancement</i></li> <li>• <i>St John Ambulance (fmr location) Parkland &amp; Defence/Emergency Services Memorial Creation</i></li> </ul>
<b>Medium Term Projects</b>	<b>Long Term Projects</b>
<ul style="list-style-type: none"> <li>• <i>Footpath Upgrade (Avon River On Minson Avenue)</i></li> <li>• <i>Increase Accommodation Availability In Northam CBD &amp; Surrounds (Residential &amp; Short Term Accommodation)</i></li> <li>• <i>Town Centre Business Group Establishment Place Maker</i></li> <li>• <i>Northam ‘Empowering Entrepreneurs’ Initiative</i></li> <li>• <i>Beamish Avenue Road Relocation</i></li> <li>• <i>Beamish Avenue Place Activation</i></li> <li>• <i>Northam CBD Regional Advertising &amp; Branding Initiative</i></li> <li>• <i>Avon River ‘Destination Nodes’ Establishment</i></li> <li>• <i>Economic Diversification Program</i></li> <li>• <i>Realignment &amp; Revitalisation of Northam Boulevard/Fitzgerald Street Interface</i></li> <li>• <i>Town Centre Place Manager (Shire)</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Infrastructure Corridor Program – Fitzgerald Street (NBN FTTP, Underground Power, Utility Upgrade)</i></li> <li>• <i>Infrastructure Corridor Program – Wellington Street (NBN FTTP, Underground Power, Utility Upgrade)</i></li> <li>• <i>Infrastructure Corridor Program – Minson Avenue (NBN FTTP, Underground Power, Utility Upgrade)</i></li> <li>• <i>Innovation &amp; Business Hub Development</i></li> <li>• <i>Avon River Riparian Zone Establishment &amp; Stabilisation</i></li> <li>• <i>Avon River Nature Walk &amp; River Parkland Extension</i></li> <li>• <i>Minson Avenue Commercial &amp; Mixed Use Development</i></li> <li>• <i>Integrated Government Office Space Development</i></li> </ul>
<b>Strategy Development</b>	
<b>Economic Strategy</b>	<b>Social &amp; Environmental Strategy</b>
<ul style="list-style-type: none"> <li>• <i>Northam Townsite ‘Destination Linkage’ Plan</i></li> <li>• <i>Shire of Northam Investment Prospectus</i></li> <li>• <i>Shire of Northam – Local Commercial &amp; Industrial Strategy</i></li> <li>• <i>Local Planning Policy – CBD Enhancements &amp; Place Hierarchy</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Northam Townsite Lighting Development Plan</i></li> <li>• <i>Northam Townsite Tree Establishment Plan</i></li> <li>• <i>Avon River &amp; Riparian Zone Environmental Plan</i></li> <li>• <i>Avon River Place Activation Plan</i></li> </ul>

The Strategy has been developed through 2017, and has been subject to public comment, stakeholder liaison and internal revisions. The Strategy by TPG+Placematch provides strategic direction for the Shire of Northam and Council in future capital works investment, and assists in securing the long term



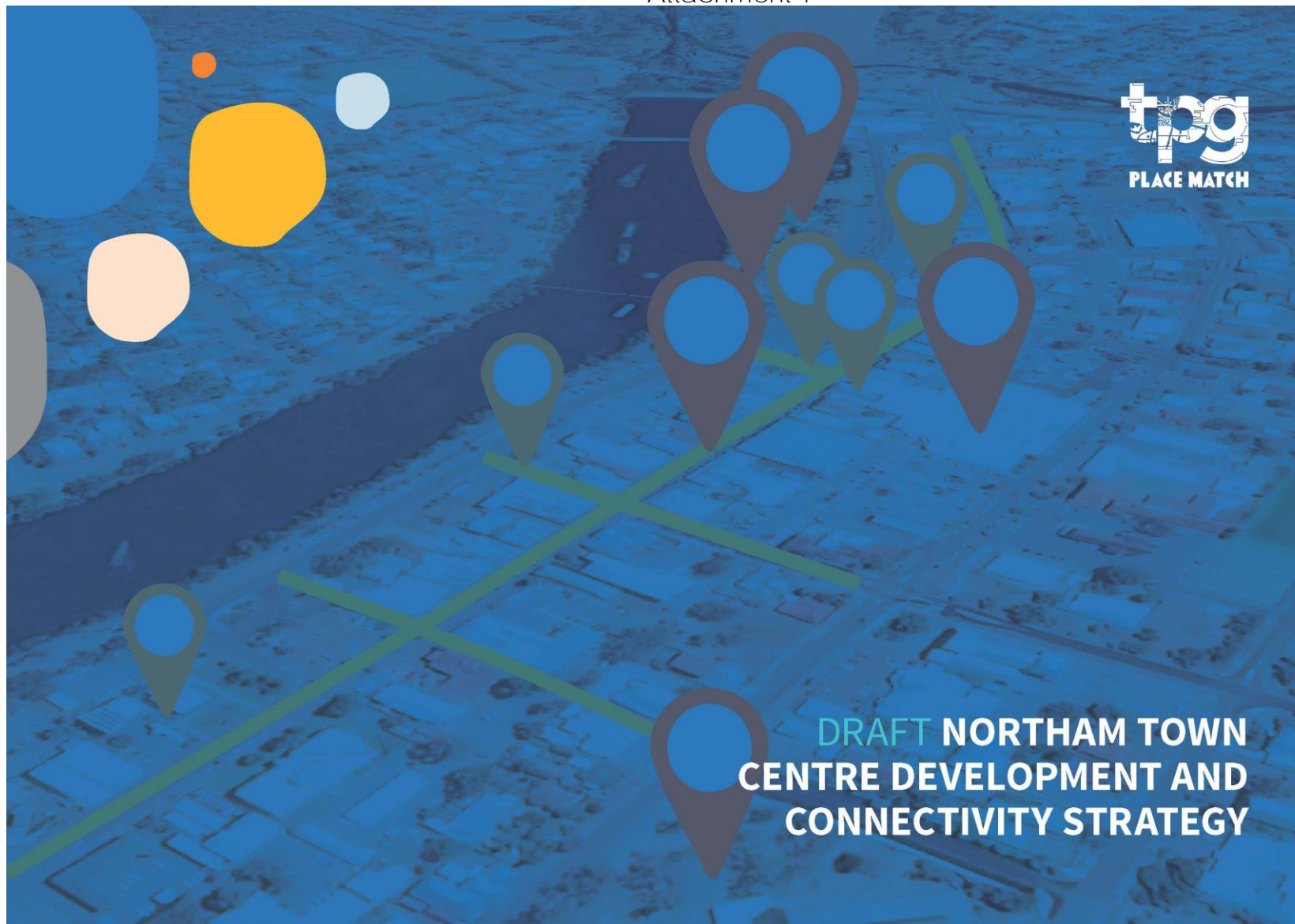
planning necessary to revitalise and enhance the Northam Town Centre Precincts.

RECOMMENDATION

That Council:

1. Receive the Draft Northam Town Centre Development and Connectivity Strategy.
2. Adopt the Northam Town Centre Development and Connectivity Strategy and the Implementation plan as included in the Strategy.
3. Instruct the Chief Executive Officer to undertake periodical review and modifications to the endorsed Northam Town Centre Development and Connectivity Strategy as required to ensure the Strategy bears relevance to current strategic circumstances.

Attachment 1





TPG+ PLACE MATCH

## Executive Summary / Intro

Revitalisation is just one of the common terms used to describe the collective city renewal movement, where towns and cities all over the world are re-imagining themselves in order to successfully adapt in a period of extensive global transition. These places are re-inventing themselves in an era of change; becoming dynamic, resilient, sustainable centres that reinforce their main purpose, being a place for people.

Northam's identity has been well defined as a strategic economic base for agriculture, transport, commercial services and government services (health, education, infrastructure and social services). Its identity is framed in-situ, within its strong environmental amenities, its role in delivering regionally significant projects in the region and its capacity and capability as a strategic centre supporting a vast economic and social hinterland. Northam's arterial linkages reach out to key growth areas of the Wheatbelt, the Metropolitan Region and wider Western Australia which will continue to assist in further developing and enhancing Northam's role as the centre of the Avon Region.

Northam is on the cusp of a unique future, a place which unifies environment, community, culture, commerce and heritage. To accelerate Northam's future development, its economic, environmental and social heart needs to be strengthened.



The communities of the Shire of Northam are committed to strengthening and reinvigorating the Northam CBD, reviving it in a way that stimulates economic activity, attracts public and private investment and assists in interpreting and celebrating Northam as a place for people and business.

At the heart of this project is the desire and need to bring a new wave of energy into the Town Centre, in the form of business activity, employment growth and increased visitor patronage – including extending current spend and dwell times. With this in mind, the goal of the Northam CBD Development and Connectivity Strategy is to create opportunities that significantly improve local economy, local amenity, harness opportunities and put community creativity on show.



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Minson Avenue and Avon River foreshore re-design potential





## Context

### Background

Northam is on the cusp of significant change. With more than \$150million worth of investment occurring over the next two years (as at August 2017), and additional major projects in the pipeline, Northam is a Shire experiencing strong economic growth. Strong retail, commercial and infrastructure investment and future projects occurring within Northam provides the opportunity to deliver holistic Town Centre upgrades for broad benefit.

However, to truly leverage this new investment as a tool to consolidate the Town Centre and encourage new activity and vibrancy, a number of supporting initiatives will be required, particularly in the context of re-connecting local people with their Town Centre and encouraging economic growth and new employment opportunities through townsite revitalisation and infrastructure investment.

Northam was identified as one of the States nine 'Super Towns' as part of the 2011-2012 Regional Centres Development Plan. As a Royalties for Regions and State Government of Western Australia initiative, the Northam Regional Centre Growth Plan (the Growth Plan) was produced in 2012.

The Growth Plan has laid the foundations for future strategic investment and it is now essential for the Shire of Northam (the Shire) to have a clear road map to support implementation of prioritised public and private investments to improve and activate the Town Centre, particularly in the context of improving livability and future prosperity, which are among the core objectives of revitalisation.

The Shire of Northam is in the midst of repositioning itself as an important hub of the Wheatbelt, and that of the Avon Arc. Its status as a regional centre for commerce and services and its proximity to the Perth Metropolitan Region provides an emerging lifestyle opportunity for those seeking enhanced liveability. However, Northam understands that to further enhance and grow on these attributes, it needs to consistently work to enhance liveability, strengthen its delivery of arts and culture and further promote and develop its offerings in education, health environment and tourism. In successfully building capacity across these spectrums, Northam will be able to further establish its role as a strong alternative to the Perth Metropolitan Region, and offer strong and well-coordinated goods and services through its residential, commercial and recreational offerings.

Northam's role as a strategic centre is continuing to evolve, evident in a 13.34% increase in population between 2006-2016 to 11,115 persons (Source: ABS 2016 Census). The surrounding serviceable trade area of the Northam CBD contains an additional surrounding population of 10,538 (Shires: Toodyay - 4,442, Cunderdin - 1,456, York - 3,604 and Goomalling - 1,036 (Source: ABS 2016 Census)). Therefore, the Northam Town Centre has a potential direct capture population of 11,115 (Northam Shire), a wider population of 10,538 (Toodyay, Cunderdin, York and Goomalling), and a regional population of 4,789 people beyond this. This serviceable trade area would therefore indicate that 20,000-25,000 persons would utilise the Northam Town Centre on a regular basis.

The context of this is important in demonstrating the need to broadly balance regional resident access in the Town Centre (Vehicle) and local resident access in the Town Centre (Pedestrian & Vehicle). The Strategy therefore informs appropriate interventions to assist in improving and enhancing connectivity, but also broadly assists in the regeneration and activation of underutilised spaces.

### Strategy Intent

This Northam Town Centre Development and Connectivity Strategy (the Strategy) details the process, findings and recommendations towards both unifying and differentiating the Northam Town Centre (the Town Centre) to further enhance opportunities for public and private investment. It is intended to act as a guiding document for the Shire, to prioritise areas that require immediate funding and to identify future opportunities to enhance overall Town Centre quality and experience.

### Focus Area

Established along the banks of the Avon River, the Northam Town Centre stretches out approximately 1 kilometre in a ribbon style development (centred on Fitzgerald Street) and is bound within a grid street layout. In the context of this area, it is important to understand key activity nodes and how these connect and relate to one another to form the broader Town Centre.

Five activity areas have been identified that align with the activity nodes as identified in the Growth Plan (refer Figure 3), being:

Activity Node	Key Activities
1 – Town Centre West	Notionally the area of the new shopping centre on Wellington Street and other nearby community services.
2 – Town Centre Central	Notionally the area where the Boulevard Shopping Centre sits between Fitzgerald and Wellington Streets, as well as the surrounding services and key public spaces.
3 – Town Centre North East	Notionally the end of the Town Centre near Peel Terrace, the Shamrock Hotel (Dome site), Bernard Park and other surrounding services.
4 – Youth Precinct	The site designated for the future Northam Youth Precinct.
5 – Jubilee Recreation Precinct	Including the Northam Recreation Centre, and identified area for the swimming pool relocation.

**Activity Node 1** - 'Town Centre West' was the original gateway to the CBD from Great Eastern Highway (Perth) prior to the construction of the Great Eastern Highway Bypass. The shopping centre investment involving the creation of the Northam Village Square (former Old Hospital Site) will require key strategies and delivery of projects to implement this commercial node successfully into the broader Northam CBD and Northam Townsite.

**Activity Node 2** - 'Town Centre Central' is a well-established commercial precinct, and key investments such as the Northam Boulevard Shopping Centre need to be strategically linked to the alternative activity nodes and the heritage and cultural spaces of the Avon River and the Northam Aboriginal Environmental Interpretive Centre under construction. This activity node forms the heart of the CBD.

**Activity Node 3** - 'Town Centre North East' forms the Northern gateway to the CBD, being the opposing connection of Great Eastern Highway (Kalgoorlie) prior to the construction of the Great Eastern Highway Bypass. Redevelopment opportunities exist in this node, and following the completion of construction works relating to the Shamrock Hotel (Dome) and Bernard Park provides opportunity to further connect and enhance this precincts integration into the broader Northam Townsite.

**Activity Node 4 and 5** - Consists of the proposed Northam 'Youth Precinct' (Activity Node 4) which adjoins the 'Jubilee Recreation Precinct' (Activity Node 5). These nodes also need to be taken into consideration to connect and activate with the CBD, however this precinct will be solely considered in relation to civic connectivity due to the Strategies focus on activating the commercial precinct.

Currently these precincts are independent of each other or lack a common strategic linkage. This Strategy aims to better inform project enhancements which will support the development of a strong interconnected urban fabric (buildings, pathways and arterial routes), and a stronger interconnected Town Centre (built form).



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Figure 1. The focus area and activity nodes for the Northam Town Centre Development and Connectivity Strategy

**Purpose**

The Strategy aims to create an environment which promotes additional development and economic opportunity within a more engaging and connected streetscape environment, that will contribute to overall revitalisation and facilitate economic investment and vitality. The focus is on developing a strategy for the revitalisation of streetscape spaces through infrastructure improvements which will enhance and promote Northam as vibrant, attractive and welcoming.

The primary objectives are:

- Economic revitalisation to support existing businesses and guide investment;
- Revitalise, activate and connect key existing and future activity nodes and increase passive surveillance;
- Facilitate an increase in tourism and visitation;
- Public realm improvements;
- Improved connectivity within the Northam Town Centre;



- Celebrating and enhancing the river and rich heritage character of the Northam Town Centre; and
- Foster social development through renewed community pride, identity, investment and activation in the Northam Town Centre.

The Strategy will contribute significantly towards achieving the vision and objectives set out in the Northam Regional Centre Growth Plan.

**Methodology and Approach**

To prepare the Strategy, the project team has undertaken a range of tasks to understand the project area and operational context. These key tasks are briefly summarised below:

**Place Audit**

A detailed site visit of the project area to assess preliminary opportunities and constraints, documenting key elements. This baseline place audit provided a picture of how the Town Centre is currently performing, and how the current qualities of the place could be leveraged to support improvements.

**Document Review**

Key strategic documents were reviewed to gain background context and understanding, and importantly to build from previous work. The document review highlighted key strategies relevant for this project, along with gaps and initiatives that had not substantially commenced.

**Engagement**

Several engagement touch points were undertaken. An Interim Steering Group was established by the Shire which was engaged in the initial phases to inform visioning and key focus areas, as well as at the draft Strategy stage.

Key government agencies were consulted during the Strategy development to understand respective Town Centre area plans and identify opportunities to integrate them.

**Strategy Development**

A guiding vision framework was prepared to deliver the strategy, which focussed in particular on Town Centre connectivity and supporting themes related to physical, social and environmental performance.

Underlying this framework is a set of revitalisation principles developed to guide and articulate the vision, and set the scene for corresponding strategies. Each strategy is then explained in terms of its intent and outcome, and short, medium or longer-term priority. This structure enables the staging of components of the Strategy, and achieves their delivery through short, medium and long term deliverables.

**Strategy Development Workflow Process**





## Document Review

The document review is a high-level summary of seven key documents relevant to the future of the Northam Town Centre. These documents were reviewed in order to gain an understanding of the work that had been completed to date, to set a baseline and build on this work. Each document is reviewed in light of its key objectives, any strategies or actions relevant to the Town Centre, and any elements relating to connectivity.

Refer to Appendix B for the detailed Document Review.

### Place Analysis

Through completing a detailed site visit, layered with knowledge obtained from the document review, a place analysis was undertaken of the Northam Town Centre. There were several key top-line findings through the place analysis, which are summarised below and demonstrated in Figure 2 located on page 4.

### Significance of the Avon

The Avon River is a core part of the Northam Town Centre, through its physical presence, connection to its past and role as a vessel for recreation and connection to nature. Although the Avon borders the Town Centre, there is an evident disconnect visually where the river is hidden behind the levy bank, and views to the water are only realized along the walking path atop the levy. There is an opportunity to re-engage with the river through enhancing visual connections, and physical connections through passive and active public open space and recreation areas along the Avon River edge.

### Town Destinations

The place analysis revealed several key destinations within the Town Centre, some of which were bigger drawcard destinations, whilst others provided for smaller day-to-day activities and interests, but were drawcards in their own right. Together, these destinations helped contribute to the overall experience of the Town Centre, and by enhancing and recognising these important destinations, the Town Centre experience itself could be enhanced.

### Vacant / Future Redevelopment Sites

There are several vacant and underutilised spaces throughout the Town Centre which are suitable for redevelopment or reutilisation as outlined in the Strategy. Examples include sites adjacent to the Northam Village Square shopping centre redevelopment (Coles & Aldi), and the former Coles location and adjoining landholdings. In addition, a well located grassed plot adjacent the Northam Boulevard shopping centre (Woolworths) and prominently located within the heart of the Northam CBD has the potential for activation in the short term.

### Connectivity

The main points of vehicular access into the Northam Town Centre are largely via Gairdner Street and Peel Terrace or pedestrian access from the Northam Train Station and a fragmented or incomplete network of paths, footbridges and pedestrian amenity (shade and streetscaping). These provide loose markers, defining the edge of the Northam Town Centre, with most of the activity confined between these points, acting as book end of the Northam Town Centre. Providing a continuous and strategically connected framework of pedestrian oriented streetscapes and amenities within the Northam Town Centre is a fiscally restrictive task, given the need to maintain and facilitate infrastructure upgrades within the broader Shire of Northam. However, staging the project over the medium to longer term will assist in facilitating long term public and private investment and provide sustainable economic development in the Shire during a challenging period of global economic circumstances, particularly for Western Australia. The Strategy will assist in enhancing the urban pedestrian framework through the fragmentation of larger vehicle orientated street blocks within the Town Centre, enhancing pedestrian access between destinations and spaces.

### Streetscapes

The streetscape amenity levels can be significantly improved within the Northam Town Centre to provide comfort and shelter from the climate, and enhance business revenue creation potential through the contribution of a strong urban fabric, attractive street environment and pedestrian orientated features.

There are simple changes that will significantly improve the streetscapes generally, such as the provisioning of consistent paving, lighting installation (safety and place activation) and planting of additional trees and vegetation to improve the walking environment. Other broader improvements, such as introducing public art, interpretation and activating vacant shopfronts will assist in enhancing the quality of the Town Centre public realm overall.





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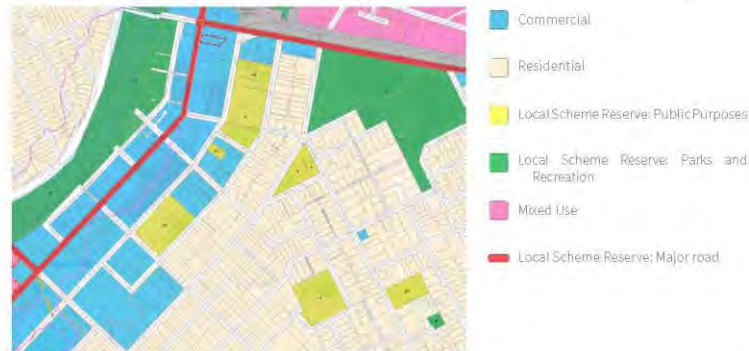
Figure 2. Summary diagram of the key observations and analysis during the Place Audit.



## Planning Framework

### Zoning and Reservations

The Shire of Northam (the Shire) Local Planning Scheme No. 6 (the Scheme) is the overarching statutory planning framework which applies to the land contained within the Shire of Northam and therefore the Town Centre area. The Scheme sets out the aims and intentions for the Scheme area and provides procedures for the assessment and determination of planning applications to control and guide land use and development. The Shire's Scheme Map outlines the various land use zones and reservations that apply to the Town Centre area as shown in the image below.



Northam's Town Centre area is almost entirely zoned 'Commercial', with some areas being zoned 'Mixed Use' toward the eastern periphery of the Town Centre area, east of Wellington Street East. The 'Commercial' zone forms a linear band along either side of the major road of Fitzgerald Street, beginning at Gairdner Street before terminating at Peel Terrace.

The remaining area of land beyond Peel Terrace and included within the defined Town Centre area is zoned 'Mixed Use' and is also reserved for 'Railway' associated with the Northam Railway Station and associated alignment. A linear strip of land within the defined Town Centre area that abuts the Avon River is reserved under the Scheme for 'Parks and Recreation'.

### Commercial

The following objectives are given to the 'Commercial' zone:

- Provide for retail shopping, office and commercial development and social, recreational and community activities servicing the community as a whole.
- Provide for consolidation and revitalisation of commercial areas whilst reflecting the historic character and identity of the town.
- Encourage a high standard of development which serves to enhance the character of the zone.
- Maintain compatibility with the general streetscape for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.
- Provide for multiple dwellings only where such uses are combined with a commercial use.

### Land Use and Development

The Scheme allows and provides discretion for a number of land uses to be approved within the 'Commercial' and 'Mixed Use' zones. This includes, but is not limited to the following:

- Medical Centre, Museum, Nightclub, Office, Produce Stall, Recreation - Private, Multiple Dwelling's, Restaurant, Shop, Showroom, Tavern and Tourist Accommodation.

The Scheme does not outline any particular built form development standards/requirements that apply to 'Commercial' zoned land and instead allows for discretion to be utilised as part of each application to determine the appropriateness of plot ratio, setbacks and landscaping provision. The Scheme does require buildings that abut public reserves to be designed and constructed so as to present a facade of brick, plate glass or other material deemed appropriate. Notwithstanding the limited provision on built form controls within the Scheme, there are area specific planning documents that do guide the decision-making process within the Northam Town Centre, which includes the Scheme's Special Control Area for the Avon & Mortlock Rivers, the Minson Avenue Design Guidelines, the Shire's Local Planning Policy No. 18 – Heritage Precincts and other Local Planning Policies where applicable.

### Alfresco Licensing

The Shire is not dissimilar from other local government authorities across Western Australia and indeed Australia where planning approval is required to be obtained for the use of public spaces for alfresco dining activities associated with an existing business. Increasingly now, waiving the associated administrative fees and facilitating a self-assessment and certification process for alfresco dining licenses is being discussed in a time when economic growth initiatives and support for small local businesses continues to gather momentum.

The City of Vincent are currently developing a tool to allow businesses to assess, certify and obtain approval under the Local Law for outdoor eating/display areas, provided these areas comply with a pre-determined set of standards and conditions. A similar tool could assist Northam in unlocking business investment and streamline existing processes to encourage street activation.





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## Engagement

### Interim Steering Group

The Interim Steering Group (ISG) was formed by the Shire and comprises three councillors, and twelve other members who are predominately land or business owners within the project area. The role of the ISG is to provide a touchpoint with the broader community through relevant and engaged stakeholders. The ISG acts as a reference group for the project team to present ideas and strategies for feedback as part of the iterative strategy formation.

### March Workshop

The project team hosted a workshop with the ISG on 16 March 2017; the first time the ISG had convened and been introduced to the project. The workshop sought feedback through discussion on major assets and destinations, local rituals, bright spots, missed opportunities, barriers, key priorities, and success factors.

#### The key findings were:

- Northam's history is ingrained in being a rural service centre and a gateway to the Goldfields;
- Proximity to Perth is both an asset and an inhibitor; Northam should focus its offer on lifestyle opportunities;
- The river is a huge asset for the Town Centre and should be celebrated;
- The Town Centre can be a 'ghost town' when shops shut on Sundays;
- Popular spots include Laura's Wine Bar, Village Green, Bernard Park;
- An open-air theatre is a missed opportunity;
- Attracting/retaining young people can be difficult;
- Providing shade in the Town Centre is a priority;
- Managing empty shop fronts is a challenge; and
- GapFiller Trust example from the Christchurch Earthquake for vacant lots could be a potential avenue if business and Shire support received.

A copy of the notes from this workshop is in Appendix A.

### Key Government Agencies

Several key government agencies were identified by the Shire to be engaged through this process to ensure the views and aspirations of those with a direct interest in the Northam Town Centre were considered and incorporated. Engagement with these agencies was primarily to understand their level of exposure to current or future Town Centre plans, and their general observations of the project area.

The following table provides a summary of the key government agencies consulted:

Government Agency
Department of Planning (fmr)
Main Roads WA, Northam Office
Department of Lands (fmr)
Wheatbelt Development Commission
Department of Aboriginal Affairs
Water Corporation
Western Power
Department of Fire and Emergency Services
Regional Development Australia - Wheatbelt





TPG + PLACE MATCH



## Visioning

Part of the revitalisation process includes visioning, whereby a 'way forward' is formulated to guide all other objectives, actions, measures and initiatives guiding that place's future.

A clear vision, supported by a series of revitalisation principles, in turn provides a clear direction for all facets of strategy development, implementation and measurement, and influences the actions and priorities required to achieve it.

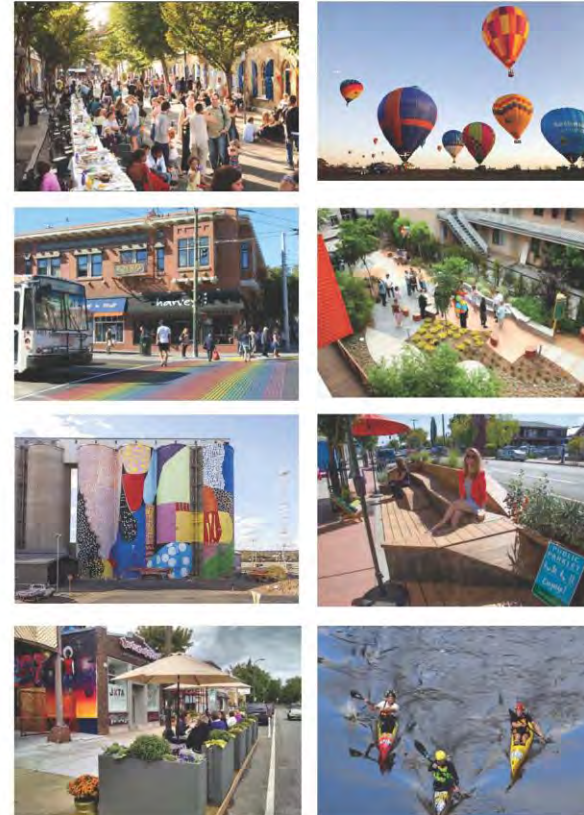
The vision for this Strategy is:

***With a nod to the past and welcoming a prosperous future, Northam's Town Centre is an engine of economic development, with a strong community celebration of the local way of life, and the Avon River at its heart. Connecting favorite energy spots, and embracing new opportunities, it will be a place to discover, meet friends and shop local.***

### Revitalisation Principles

The following revitalisation principles have been identified to support the project vision:

- *Prioritise pedestrian movement by creating interesting, safe and comfortable routes throughout the Town Centre;*
- *Build on the town's heritage character as a backdrop to delivery of new and contemporary attractions and amenities that reflect the local lifestyle;*
- *Boost amenity, introduce new local attractions and support place activation to attract new and repeat visitors, extending spend and dwell time;*
- *Establish a hierarchy of local destinations and connect existing energy spots;*
- *Improve the public realm through beautification initiatives that support and stimulate local business, investment and employment; and*
- *Deliver early interventions to support exiting energy spots, and prioritise future activities to enhance connections.*





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## Strategies

Through observation, analysis and engagement, the following key strategies emerged:

- Growing Local Investment
- A Town of Destinations
- Streets as Places
- The Heart of the Avon
- Brightscaping

These are explained in the following section, supported by sub-strategies and actions which are designed to guide overall project implementation.



Growing Local Investment



A Town of Destinations



Streets as Places



The Heart of the Avon



Brightscaping

10

### Strategy One – Growing Local Investment



#### Description

Regional Town Centres around Australia are facing challenges similar to Northam – how to attract and retain residents, employment and investment, remain resilient in the face of global trends, changes in how people are choosing to shop, work and spend, and diversifying local economies in context of an ever changing political and technological landscape.

With this in mind, regional centres are increasingly focusing on how to re-engage with local communities with their Town Centres across a range of facets – from improving physical infrastructure through to strategic marketing and positioning, investment attraction and collaboratively managing Town Centre performance.

In order to retain and grow local investment in the Town Centre, Northam will need to employ a range of complementary initiatives to enhance the recommended physical and infrastructure improvements.

#### Intended outcome

*A robust and resilient Town Centre that is characterised by strong local and regional visitation, transaction and dwell time.*

#### Sub-Strategies

1. **Empowering Entrepreneurs to bring their business and innovation to Northam through an open-door campaign, supporting them through infrastructure, business support and enticing them through quality places and amenities. Enable new and established businesses to grow and develop within Northam.**

- 1.1 Deliver a Shire of Northam 'Town Centre Place Manager (Investment Officer)' who is a representative of the Shire who provides a single contact point of advice and expertise in a streamlined approach for businesses and prospective investors.
- 1.2 Develop a Northam 'Empowering Entrepreneurs' Initiative within the Northam CCI, including the development of forums and events where business owners can seek assistance/advice from others to continue to support growth within the Town Centre. This portal should consolidate and simplify relevant information to business owners in regards to the streamlined processes of Sub-Strategy 1.1.
- 1.3 Establish a 'Place Maker' service (Northam CCI or RSM BusinessLocal or Other) that helps to coordinate business investment, development and resolve underutilisation of or vacant spaces within the Town Centre. The 'Place Maker' would be the primary enquiry point for new or existing businesses when pursuing a new endeavour or looking for space within the CBD, and also identifying gaps for investment and preferred land uses/businesses. The Place Maker could then liaise with required landowners, agencies and other relevant parties to help facilitate a positive outcome, and bring investment into the Town Centre. This allows business and landlords to capitalise on otherwise underutilised spaces, whilst also meeting their business needs.

2. **Diversifying Town Centre uses to provide diversity to the existing economic base, and encourage visitors and locals to stay in town, increasing dwell-time.**

- 2.1 Encourage the development of short stay accommodation in the heart of the city centre to increase levels of night-time activity, as well as promoting the Town Centre as a place to stay.
- 2.2 Promote the key anchors and attractions (largely building on those in Strategy 2) to meet the needs of locals (including the hinterland) as well as visitors, including uses such as the Aldi in Northam Village Square,

- increasing the prominence of the Town Centre as a regional economic hub. This could be done through an Investor Prospectus Brochure or similar promotional mechanism.
- 2.3 Encourage the development of entertainment based uses in the Town Centre, particularly those which provide desirable activity at night time, e.g. cinema. This will help the Town Centre to be seen as more than just a commercial/retail centre, but also becoming an entertainment destination.
- 3. Northam is indicated as a top 20 regional Local Government Area with strong opportunities for ICT business creation due to high connectivity and workforce capacity, as noted in the report 'Login or Logout? Online Work in Regional Western Australia (2015)' by the Regional Australia Institute. Leverage this position to support new and existing business through technology and infrastructure improvements, and promote Northam as the potential major hub for innovation and business in the Wheatbelt. Support local business through:**
- 3.1 IT improvements (NBN, network coverage etc.) that are made easily accessible to business.
- 3.2 Innovation through the development of a co-working space(s) in the Town Centre. Ideally this would be located in the building adjacent the Northam Central Mall in the heart of the Town Centre. Alternatively locate the co-working space in another flexible space in the Town Centre.
- 3.3 Championing a technology hub at the library as a core community facility, as part of a broader technology precinct.
- 3.4 E-change refers to the evolution of a lifestyle trend where approximately one in six people are moving to small-town and provincial-city living within striking distance of a state capital city, being enabled by the availability of high speed internet connection in certain towns and is fueled by people's desire to pursue a lifestyle that gives them greater control over where they live and how they work. With this in mind, increase knowledge of Northam's proximity to Perth through advertising and promoting business opportunities through outlining the availability of infrastructure, leveraging people and business' through the E-Change movement. This will benefit business through the provision of lower operational costs, overheads and accessibility to available labour, which subsequently improves local employment opportunities through ongoing job creation.
- 4. Support local business and investment through retail programming and activation.**
- 4.1 Programme regular events to support/enable local business (e.g. local business markets, late night shopping tied in with local food vendors). Introduce evening markets during the summer months, ideally along the Avon River (when supporting infrastructure is installed).
- 4.2 In time, work toward foster evening economy within the Town Centre through enabling longer opening hours and supporting businesses to open through events (as per above), ample marketing as well as infrastructure such as lighting or transport services. This will help incentivise longer opening hours during common periods.
- 4.3 Business Amenity Investment funding to assist in the beautification and activation of underutilised shop spaces.
- 5. Strengthen Town Centre investment through place marketing.**
- 5.1 Develop a strategic campaign to promote the Town Centre as a destination, including the particular retail mix / offer (including shopping centres and local business) that is delivered in part through social media engagement.
- 5.2 Build on the regular programmed events to create flagship events that are aligned with the place marketing (to attract visitors and investment).
- 6. Champion local business and investment through place governance, by creating a Town Centre Business Group (potentially under the banner of the Chamber of Commerce). This Group would have a strong role and connection with the Place Manager, and allow for collective ownership and management of business and investment within the Town Centre. This could be integrated with the investment prospectus for Northam as part of the corporate plan.**





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## Strategy Two - A Town of Destinations

### Description

To strengthen Northam's Town Centre as a local and regional drawcard, ensuring its authentic qualities and points of difference are celebrated and incorporated into future development, it is important to identify and define existing destinations and places in a 'destination hierarchy'. This forms the basis to create strong connections, deliver a unique Town Centre experience, tell the 'Northam story' and shape physical and social fabric.

Part of this destination development includes enhancing, creating and reinforcing the 'across-town' connections, given that Minson Avenue, Fitzgerald and Wellington Streets all provide such a strong North East/South West axis. Greater connectivity and accessibility throughout town will ensure that destinations are accessible.

There is also a need to see the town as a whole, with a series of destinations in order to support overall business performance. With a new shopping centre being introduced into the mix, as well as significant upgrades and enhancements to the existing shopping centre, it is important to ensure that what is existing also benefits from this new investment, creating a more cohesive destination.

### Intended outcome

A destination hierarchy identifying a network of primary and secondary attractions to support visitor attraction, movement and interaction in the Town Centre.

### Sub-Strategies

#### 1. Develop a destination hierarchy comprising primary and secondary attractions for the Town Centre:

- a. Commerce (C)
  - i. Fitzgerald Street
- b. Tourism (T)
  - i. Visitor Centre
  - ii. Aboriginal & Environmental Interpretive Centre
- c. Public Open Space (POS)
  - i. Northam Central Mall
  - ii. Northam Town Library
  - iii. Bernard Park
  - iv. Avon River
- d. Retail (R)
  - i. Laura's Wine Bar
  - ii. Dome Cafe / Hotel Development (112 Fitzgerald Street East)
  - iii. Cafe Yasou
  - iv. Boulevard Shopping Centre
  - v. Northam Village Square (former Old Hospital Site)

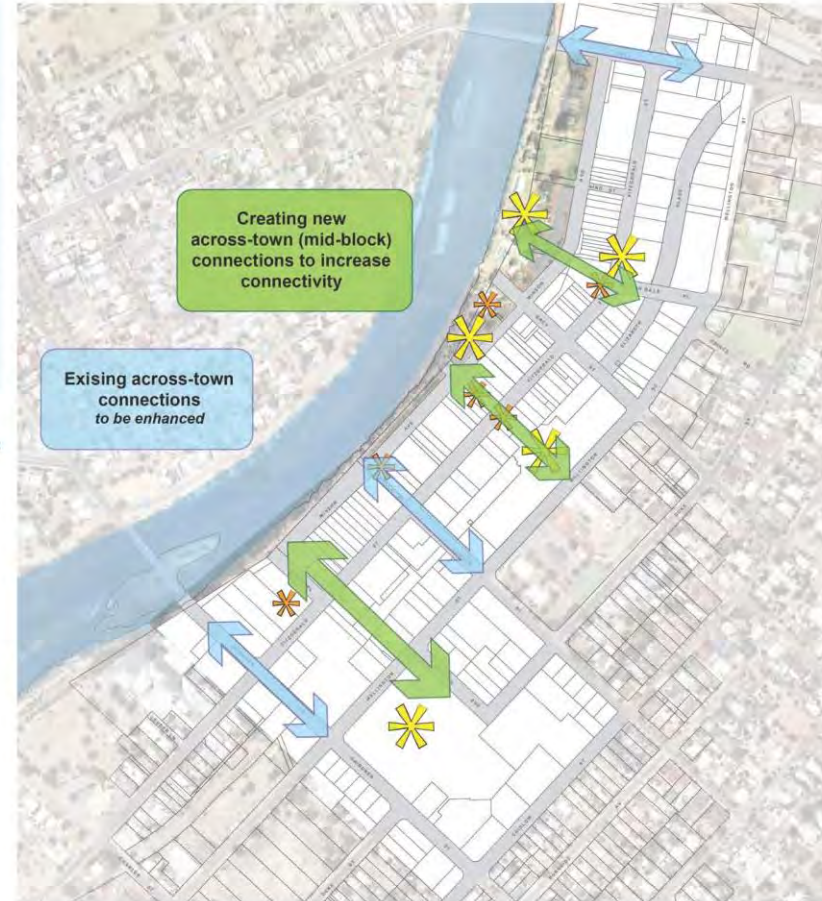


Figure 3. High-level graphic demonstrating the intent to enhance the existing and create new across-town connections in line with the primary and secondary destinations throughout the Town Centre.



2. **Prioritise resources to beautify and enhance amenity in line with the destination hierarchy:**
  - a. Primary destinations: landmark way-finding elements, ample shade (trees and shade shelters), frequent seating, mature landscaping, frequent feature lighting, integrated public art and interpretation elements.
  - b. Secondary destinations: secondary way-finding elements, shade where required, frequent lighting, public art as an additional feature.
  - c. Implement strategy in line with shade structure creation and a tree planting program: 100 trees per year over 5 years in the Northam Townsite.
  - d. Encourage the activation of parking on Minson Avenue and Wellington Street through street plantings and pedestrian amenity enhancements.
3. **Work with local businesses / entrepreneurs within the hierarchy (and surrounding periphery) to improve alfresco uses, extend opening hours and encourage local / regional visitation, to support economic performance**
4. **Develop a detailed wayfinding strategy to connect primary and secondary destinations, including:**
  - a. Entry statements into the Town Centre, and the town from the Great Eastern Highway Bypass entry points;
  - b. Directional signage reflective of Northam's unique identity, with landmark signage at key destinations;
  - c. Interpretation content to communicate the significance of each destination;
  - d. Development / enhancement of the Town Centre Heritage Walk as a complementary way-finding experience;
  - e. As part of the broader network, include a walk trail along the Avon River and through the Town Centre to include waypoint markers/plaques and small artworks on Aboriginal meanings for the local area;
  - f. As part of the walk, include a constellation marker which includes the latitude/longitude, history and community endorsed communications on the key towns in the Shire, bringing a regional fabric into a local installation; and
  - g. Development of digital content / application to correspond with the wayfinding strategy (e.g. sync in with a mobile app, 3D graphics, audio story-telling, online story-telling).



Figure 4. Build on the existing heritage trail to be a key feature of way-finding in town (Source: TPG + Place Match).





TPG + PLACE MATCH



## Strategy Three - Streets as Places

### Description

More than a place for cars, or axes for movement between places and uses, streets are an integral part of a Town Centre's public space network and play an important role in connecting people with social networks and activities.

Viewing the town's key streets as special and unique places in their own right in turn brings about a shift in thinking around how streets should be planned, managed and activated. This is particularly important for Northam in terms of unlocking future movement networks, prioritising local and visitor pedestrian movement and creating comfortable streets that people enjoy experiencing.

Streets need to be designed to perform against a range of key drivers:

- **Economic** – Supporting the town's economic performance is the primary consideration in creating stronger street connections and enhancing the current movement network. Beautifying the street scape and strategically locating resources and amenities to attract visitors, encourage them to spend time and money in an area and – importantly – return regularly, will in turn enhance business performance and strengthen the local economy.
- **Physical** - The physical attributes of a great street comprise the street itself, along with surrounding built form, open spaces, and supporting infrastructure such as street furniture, shade / shelter, seating and other amenities. Location and placement of this infrastructure is essential to accommodate user needs and support local economic performance. Considering and responding to unique local climate, seasonal and day / evening requirements is also key.
- **Social** – Streets can be the backdrop against which daily life unfolds. Celebrating local character and identity through streetscape, and providing space for people to meet, stop and interact is important.

### Intended outcome

Streets are viewed as places that support the Town Centre's physical, social and economic performance and improvements are implemented to strengthen the local movement network and overall economic vitality.

### Sub-Strategies

#### 1. Establish a street hierarchy and upgrade streets to support economic performance

- 1.1 Formalise a Town Centre street hierarchy comprising:
  - 1.1.1 *Primary Activity Streets*: Where the primary activity of retail, business, exchange, events etc. occur, and where the design and materiality of these streets help to facilitate a large amount of activity, as well as multi-modal use. This includes: Fitzgerald Street.
  - 1.1.2 *Across-Link Streets*: Where these streets provide the primary function of intersecting large street blocks, and connecting the longer streets and the Avon. The materiality and design of these streets helps to facilitate pedestrian movement by creating shaded, comfortable walking environments, interesting lighting, and interesting public art or active facades. This includes: Gordon Place, Grey Street, Ensign Dale Place, Nind Street, Beavis Place and the new pedestrian connections identified in this strategy.
  - 1.1.3 *Entry streets*: To provide a key welcoming experience upon entering the Town Centre, through entry statements, public art, interesting built form, drawcard uses, landscaping, feature lighting, way-finding and materiality that sets the scene for the remaining streets in the Town Centre. This includes: Gairdner Street and Peel Terrace.
  - 1.1.4 *Town Centre streets*: All other streets not captured above, that should be distinguished from other streets in Northam to support the Town Centre land uses/function, and provide shade, ample pedestrian amenity, on-street car parking, street furniture, lighting, and public art on key facades. This includes: Minson Avenue, Wellington Street and Beamish Avenue.

- 1.1.5 *Residential streets*: Where the primary function of these streets is to support residential uses, providing verge landscaping, on-street car parking, lighting, and pedestrian paths. This includes: Duke Street.
- 1.2 Prioritise and deliver street upgrades and improvements in line with Figure 5 and the broader street hierarchy, with a focus on:
  - 1.2.1 **Priority 1 Upgrades (Purple)**
    - Footpaths – ensure consistent paving treatment and materials;
    - Introducing public art / activation on blank facades;
    - Increase tree canopy and landscaping (breaking up hard surfaces, introducing softer finishes); and
    - Improve street lighting (including feature lighting).
  - 1.2.2 **Priority 1 New Connections (Blue)**
    - Create new pedestrian links (through easements or land tenure);
    - Incorporate shade structures / trees to provide a comfortable pedestrian environment;
    - Include way-finding, interpretation, murals and public art;
    - Introduce lighting ; and
    - Include audible pavement to slow traffic at crossing points.
  - 1.2.3 **Priority 2 Upgrades (Pink)**
    - Footpaths – ensure consistent paving treatment and materials;
    - Introducing public art / activation on blank facades;
    - Increase tree canopy and landscaping; and
    - Improve street lighting (including feature lighting).
  - 1.2.4 **Priority 3 Upgrades (Green)**
    - Create a pedestrian path along Minson Avenue (property side – east) only when properties redevelop to front the foreshore;
    - Improve street lighting;
    - Increase tree canopy and landscaping; and
    - Upgrade footpaths.
- 1.3 Ensure active and passive surveillance is central to all street upgrades to assist in after-hours activation and increased use of these public spaces. Appropriate street lighting should be complemented with CCTV system installation with WA Police Northam.

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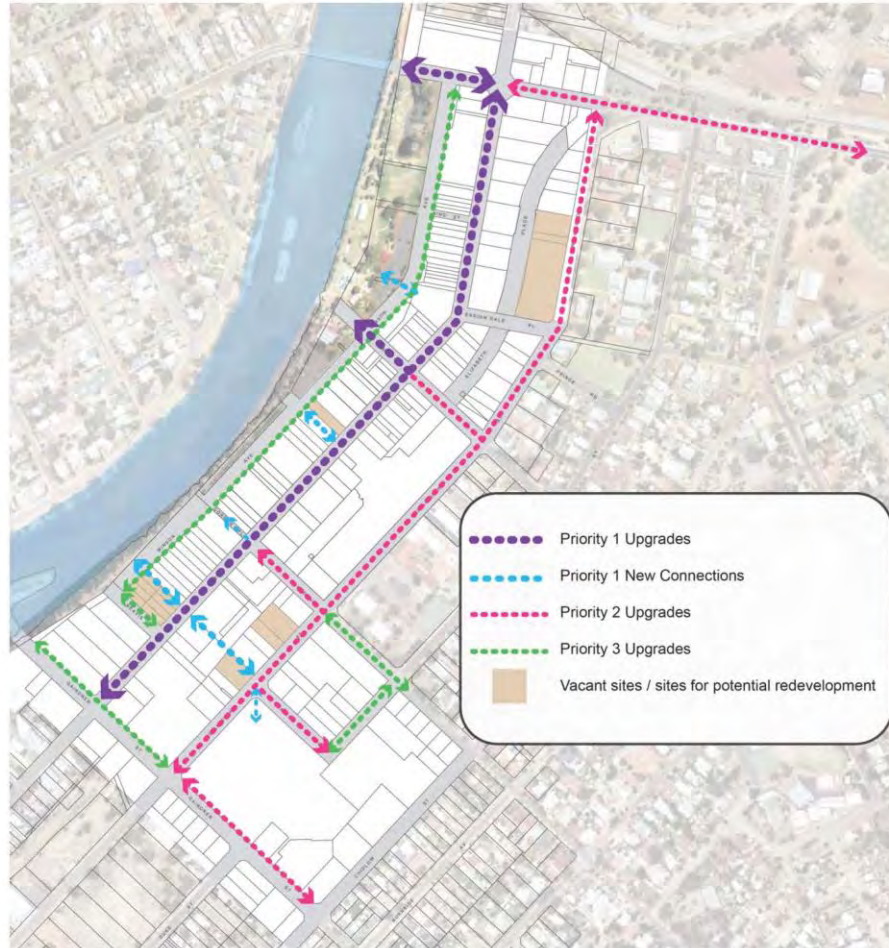


Figure 5. High-level graphic demonstrating the intent to enhance the existing and create new across-town connections in line with the primary and secondary destinations throughout the Town Centre.





TPG + PLACE MATCH



Figure 7. Perspective sketch demonstrating the suggested treatments for 'Beamish Walk' between Wellington Street and the central car park space through the existing driveway.



Figure 6. Perspective demonstrating the new 'Beamish Walk' connection and crosswalk over Fitzgerald Street up to the river node.

**2. Deliver a new pedestrian connection between Fitzgerald Street and Beamish Avenue (as part of Priority 1 new connections), notionally 'Beamish Walk'.**

- 2.1 Secure tenure and/or easements to enable creation of the pedestrian connection.
- 2.2 Negotiate the provision of a staircase (inc. disabled access) and entry to provide integrated access to the new shopping centre from the corner of Wellington Street and Beamish Avenue, and provide a pedestrian crossing point as part of a raised paved intersection.
- 2.3 Introduce crosswalks in the mid-block car park, on Fitzgerald Street and Minson Avenue for the length of the connection.
- 2.4 Introduce a pedestrian edge to the existing driveway adjacent the St John Ambulance site (through paving, or at a minimum painting a section of the driveway), with projecting shade shelters, lighting and wall murals. Consider temporary landscaping where appropriate.
- 2.5 Create a new pedestrian path on a portion of the vacant site (corner Beavis Place, Minson Avenue and Fitzgerald Street) adjacent the existing building. Plant trees, provide shade shelters with seating, wall murals and lighting.
- 2.6 Connect the new pedestrian path to the river node via stairs (or alternate access) to the river walking path.
- 2.7 Opportunity to introduce pop-up active uses on the remaining vacant land in the interim to remove the car parking use from the community's mind. Ensure future development on this land appropriately addressed the new pedestrian path.
- 2.8 Strengthen the connection between the Town Centre and Future Youth and Jubilee Recreation Precincts. This will be incorporated through strengthening the visibility of pedestrian access points and thoroughfares between these activity nodes.
- 2.9 The creation of a Defence and Emergency Services Remembrance Park over the former St John Ambulance site, creating a key focal public open space node on Beamish Avenue.

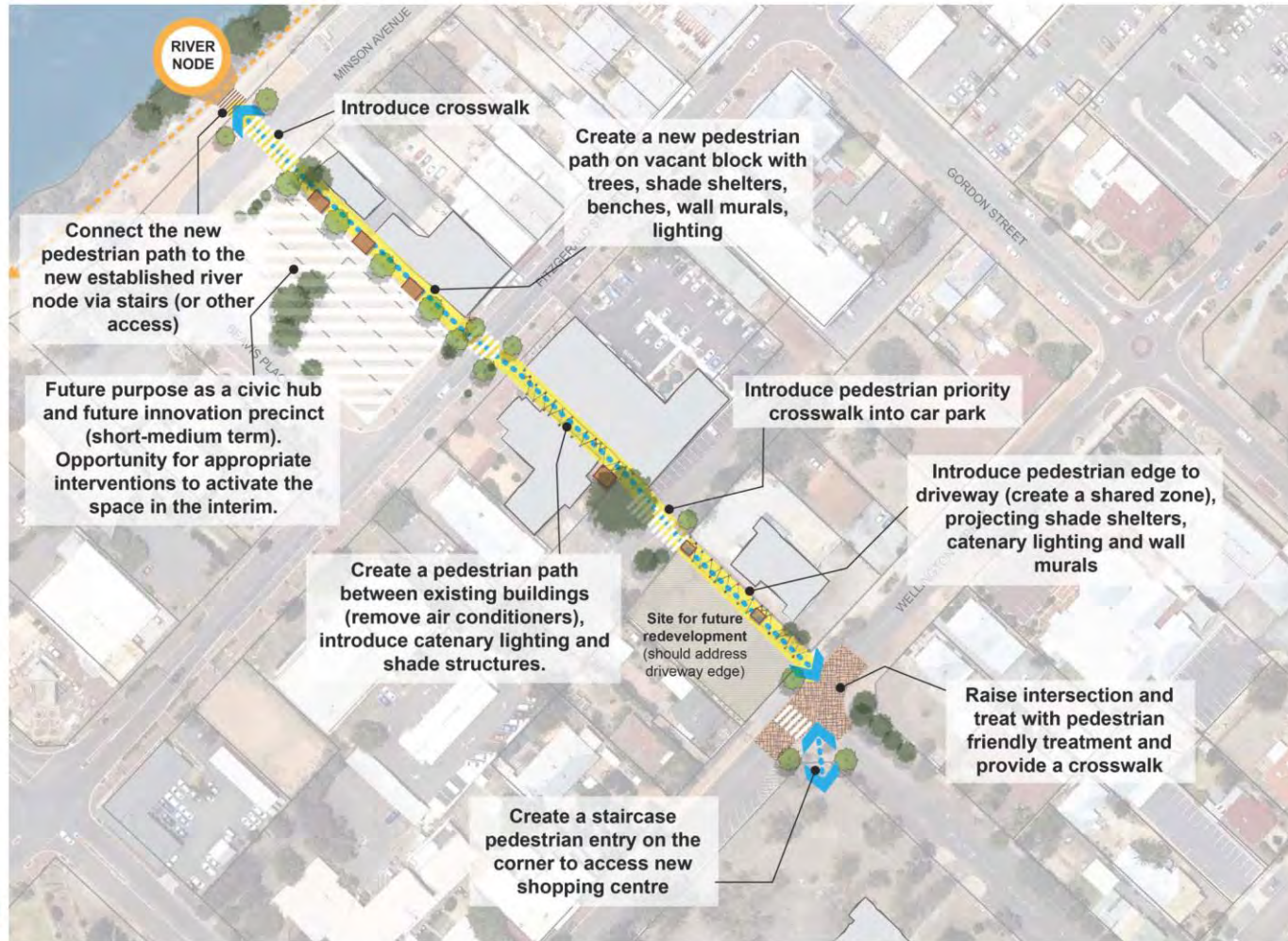
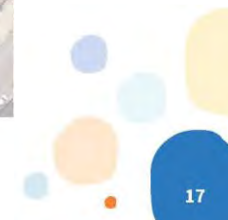


Figure 8. Plan demonstrating the recommended changes and actions to facilitate the creation of a new across-town pedestrian linkage 'Beamish Walk' between the river and Beamish Avenue





TPG + PLACE MATCH

**3. Upgrade the Central Northam Mall interface with both Minson Avenue and Fitzgerald Street to facilitate better pedestrian connectivity, support local business and provide opportunity for interim activation.**

- 3.1 Re-align the Fitzgerald Street curve at the mall intersection to create a straight road for better permeability, and to provide more public frontage to the retailers on the south-eastern side of the street. This will provide additional room for street trees as well as alfresco dining.
- 3.2 Finalise implementation of Central Northam Mall Concept, including removal of the rock and installation a coloured pedestrian crossing between the mall and River across Minson Avenue.
- 3.3 Explore opportunities for activating the surrounding mall space through temporary landscaping, seating and trees on the grassed block, or the location of markets or a temporary outdoor cinema in the warmer months.
- 3.4 Locate a co-working space adjacent the mall area to re-inforce its role in the heart of the Town Centre, and provide day-time activity.
- 3.5 The creation of integrated Government Office space to enable the creation of co-working and flexible workspace environments to establish additional business development within the Shire.

**4. Improve comfort, amenity and connectivity between local destinations to:**

- Support the local economy through improved amenity to encourage pedestrian access and extend dwell time.
- Prioritise pedestrians over vehicles and facilitate pedestrian movement.
- Boost image and identity of the Town Centre.
- Create a fine grain movement pattern between large street blocks to increase ease of access and permeability between destinations.



Ideal location for a co-working space interfacing with the mall



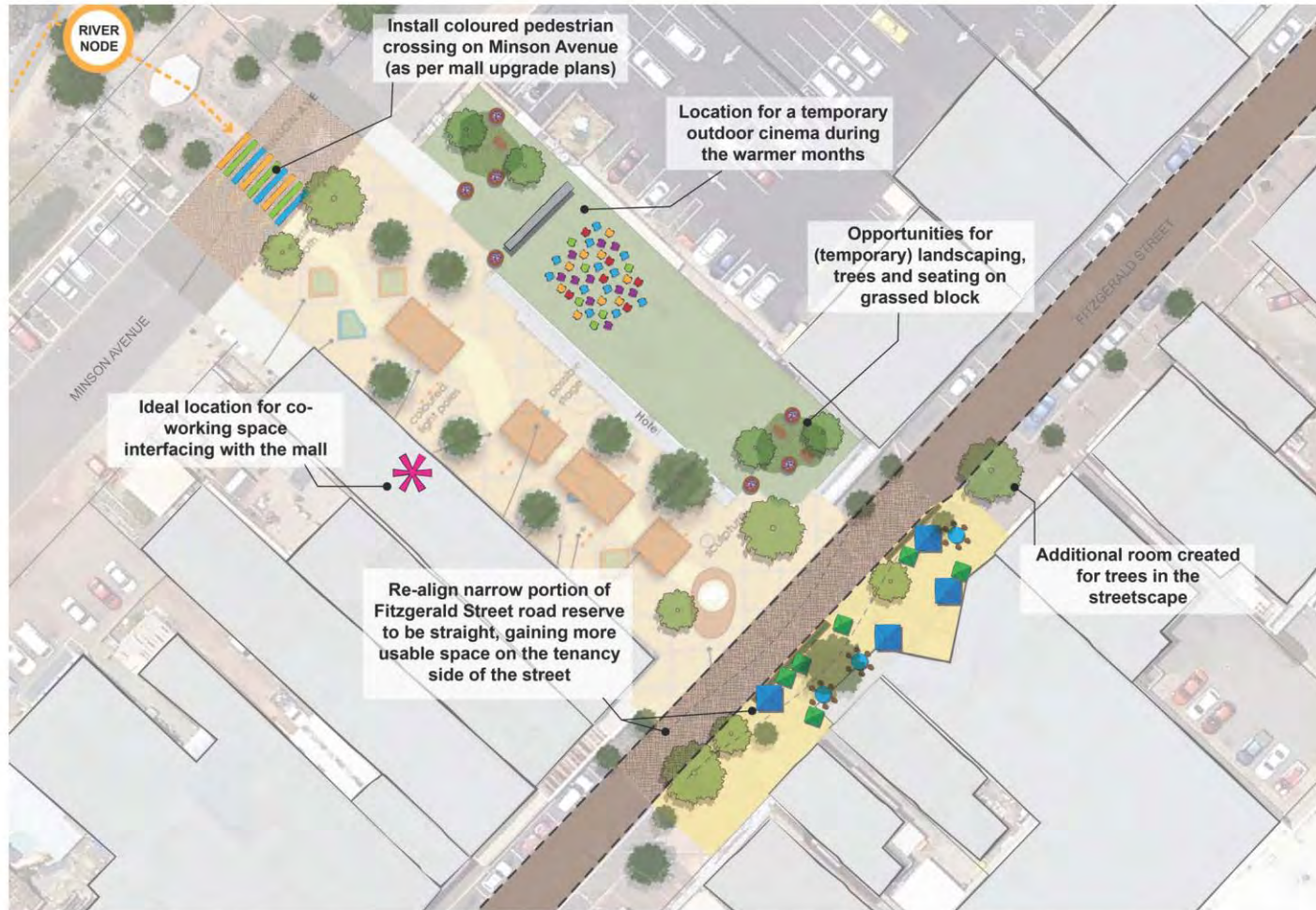
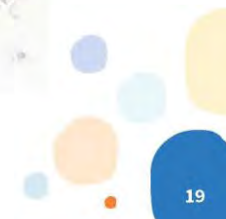


Figure 9. Plan demonstrating the recommended changes and actions to facilitate the creation of a new across-town pedestrian linkage 'Beamish Walk' between the river and Beamish Avenue





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## Strategy Four - The Heart of the Avon



### Description

The Avon River has long played an important role within Northam's Town Centre physically and socially, and is an important figure contributing to its sense of place. It is part of Northam's history, being the main anchor for settlement, as well as playing a significant role in commerce for transporting goods to Perth. Today the River is anchored on recreation and local rituals, primarily the annual Avon Descent, but also as a picturesque setting for picnics and the like. The Avon is also home to the unique white swan (to WA). Although it has a robust history entwined with Northam's past, it is time to re-think how the Avon can be celebrated as part of Northam's future.

To honour the long stretch of the River adjacent the Town Centre it is ample to create local destination points and hubs along the river to create focal points and concentrate energy, which will also help to create focal points along the existing river walk. These points provide an opportunity to tell the story of the Avon River and its importance to Northam.

Ultimately these destination points will help to enhance the existing river walk, as well as support the Visitor Centre patronage and the future development of the interpretation centre. Integration with the existing facilities encourages not only the creation of new attractions but the upgrade of existing infrastructure and interpretation to create a welcoming experience and visiting the Avon River foreshore as a destination in and of itself. Over time this will also help the local businesses to engage with the river, where buildings have traditionally backed onto the river, orienting toward Fitzgerald Street instead.

Part of this strategy also looks at achieving greater connectivity with the Avon, to facilitate greater physical engagement with the river, as well as in people's hearts and minds. This includes making the river more accessible, particularly from key destinations identified in Strategy One.

### Intended outcome

Reconnecting the Town Centre with the Avon River by strengthening across-town physical and visual connections and creating new destinations and attractions that encourage people to visit, interact and return.

### Sub-Strategies

**1. Create a series of Avon River destination nodes and connect these with Town Centre destinations outlined in Strategy One through improved pedestrian connections and broader Town Centre way-finding. In line with Figure 10 these nodes include:**

- 1.1 Peel Terrace – create a new node with way-finding, welcome (information) signage being the notional start of the walk, drinking fountain, shade shelter, seating, feature lighting.
- 1.2 Bernard Park – create a new node adjacent the playground area of Bernard Park with way-finding, drinking fountain, shade shelter, seating, feature lighting, and relevant information about the park.
- 1.3 Visitor Centre – build on the existing information / deck on the trail and introduce shade shelter, drinking fountain, feature lighting, way-finding and information about the visitor and interpretive centre. Incorporate e-charging stations at this node in association with undergrounded power.
- 1.4 Gordon Street / Laura's – build on the existing information point on the trail and introduce shade shelter, feature lighting, appropriate trees, drinking fountain, way-finding and information about nearby features and points of interest such as Laura's wine bar. Incorporate e-charging stations at this node in association with undergrounded power.
- 1.5 Beamish Walk – create a new node aligned with Beamish Walk with way-finding, drinking fountain, shade shelter, seating, feature lighting, and relevant information about destinations along the walk.
- 1.6 Gairdner Street – create a new node with way-finding, shade shelter, seating, drinking fountain, feature lighting and information about optional walking tracks (around the river – across the bridge).

**2. Improve amenity around the Avon River and introduce new visitor attractions.**

- 2.1 Improve the quality of the walking path along the river. In the longer-term aim to re-lay the path with a different material, such as coloured stone aggregate (used for the Tan Track in Melbourne).
- 2.2 Enter into negotiations and investigations to underground the power along the river walk. This will allow better tree growth, remove a visual barrier and generally improve the aesthetic of the walk.
- 2.3 Introduce more planting and shade along the walk (in addition to the nodes) with fruit trees, creating a feature 'fruit tree trail'. This could be linked to the Interpretive Centre through introducing native bush tucker plants and fruit trees.
- 2.4 Encourage water recreation opportunities on the Avon River in town, such as pedal boats, to allow visitors and locals the opportunity to interact with and experience the river at a local level. Coincide this with native and riparian vegetation along the Avon River to assist in the visual aspect.
- 2.5 Explore the opportunity to accommodate markets along the Avon River, by incorporating power sources within smart lighting or e-charging areas along with sinking the power lines.
- 2.6 Introduce stepped retaining and terracing down to the river at key nodes (outlined in sub-strategy 1) to connect and better utilise Minson Avenue and the Avon River interface.
- 2.7 Prepare an Avon River Place Activation Plan to ensure the continual activation and use of these key nodes and spaces as a key asset for the Town Centre, considering activation year-round and a cross-section of events and activities.



Figure 10. Plan demonstrating the recommended changes and actions to facilitate the creation of a new across-town pedestrian linkage 'Beamish Walk' between the river and Beamish Avenue



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## Strategy Five – Brightscaping

### Description

Working hand in hand with strategic interventions, street enhancements and delivery of new Town Centre amenity and attractions, shorter term, lower cost initiatives can be delivered to achieve immediate improvements and encourage the local community to re-engage with their Town Centre.

Brightscaping projects have been identified to deliver an immediate boost to Town Centre aesthetics and amenity and, in particular, provide opportunities to connect local people with the delivery of public art and beautification projects, such as shopfront art installations.

These opportunities have been identified to create a series of new 'bright spots' across the Town Centre that could in turn form part of a new destination set and visitor offer.

### Intended outcome

Create a series of interlinked bright spots incorporating public art and quick win projects that improve presentation and amenity, engage local people and contribute to the local destination set.

### Sub-Strategies

1. Develop a series of local walking / running paths and trails to encourage local residents and visitors to explore the Town Centre. Build on the existing bridges loop, and extend these throughout the Town Centre, each with their own 'brand' or unique identity (colour, symbol etc.) to guide patrons.
2. Deliver public art / mural projects in collaboration with the local community (for example Primary Schools, interest groups). These projects should be prioritised on large blank facades, screening to vacant lots, and key areas of activity as identified in Figure 11. Theming for the projects should be in line with any the following:
  - 2.1 The Avon River / water recreation / Avon Descent;
  - 2.2 Local people's stories/profiles;
  - 2.3 Hot air ballooning; and
  - 2.4 Northam as a social hub (historical social spots, sporting culture, or tap into local rituals).
3. Develop Gordon Place as a focal community point, and a pilot project of the 'Better Block' concept:
  - 3.1 Provide cobblestone (or other relevant pavement treatment) to Gordon Place;
  - 3.2 Install large pots/planters down either side of the road to frame the area;
  - 3.3 Painting of the blank walls with edgy urban art/murals;
  - 3.4 Install removable barriers to allow flexibility in access between a shared space and pedestrian only space;
  - 3.5 Provide interesting lighting (lantern or catenary string lighting recommended) throughout, with small lighting amongst the landscaping treatments; and
  - 3.6 Improve car park pavement to align with new pavement treatments/upgrades.



Figure 11. Key locations in the Town Centre for focusing public art and mural projects. Blank facades, or facades with a key visual aspect around town have been targeted, as have areas aligned with either entry statements or primary/secondary destinations.

4. Coordinate a local campaign to 'light up Northam at night' to help improve safety within the Town Centre and contribute to a greater ambience and activity. To help facilitate or offset costs, provide small grants to businesses, roster different locations on different nights of the week (which can be coordinated with any events or activities), and run a competition for the best night window displays.
- 4.1 Encourage this same strategy for empty shopfronts, where local artists could create interesting displays in empty shopfronts.
- 4.2 Introduce temporary lighting, such as catenary lighting, in key public spaces and at the primary and secondary destinations and key connections.

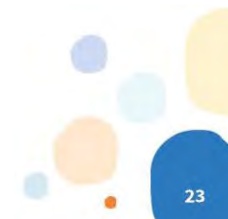


Figure 12. A shop-front display lit up at night, helping to contribute light and interest on the street. (Source: Bloglovin.com).

5. Begin a campaign known as the 'Northam Lights', which focuses on lighting up and activating derelict streetscapes to become a destination in their own (think Winter Lights Festival in Brookfield Place, Perth). Begin this project by lighting up or projecting (local stories, artworks, photos etc.) onto the backs of the properties and fences along the foreshore to liven up the area at night. This initiative could be replicated throughout the Town Centre area as needed.
6. Building on the success of the painted CBH grain silos on the fringe of Northam and commission painting of the (Weston Milling) silos in the western end of town, creating a broader tourist destination with an attraction in town, and building on local pride. This would also contribute to providing a key visual entry statement into town (via Gairdner Street).
7. Provide creative, visually interesting entry statements at the main entry points into the Town Centre that also indicate what types of amenities are available, linking back into the destinations identified in Strategy 2 – A Town of Destinations. Incorporate this signage 'brand' with general way finding signage throughout the Town Centre. Allow for the opportunity to incorporate interpretive elements.



Figure 13. A shop-front display lit up at night, helping to contribute light and interest on the street. (Source: Bloglovin.com).





TPG + PLACE MATCH



Figure 14. Weston Milling Silos on Fitzgerald Street – the opportunity for an iconic art mural and entry statement into town.  
(Source: Miiigoria.net)

**8. Introduce landscaping improvements generally in line with streetscape works (as per priority streets), using temporary landscaping as a way to test landscape location in the interim, particularly at key destinations.**

&8.1 Landscaping should tie in with local flora (climate appropriate) and where possible, contribute additional colour to the Town Centre.

**9. Introduce tree plantings on all streetscape upgrades and new connections. Tree species selection should take into account a number of matters to ensure the desired outcome is achieved. This includes aesthetic considerations (the ultimate form, scale, foliage type and consistency of the species), biological considerations (climatic conditions, soil type, and tolerance to urban environments and pollutants), and horticultural considerations (maintenance, pruning requirements, debris, availability for replacement, and sizing). The key considerations for tree selection within the Northam Town Centre are prioritised below:**

9.1 Selection Priority 1 – Foliage and Form: Deciduous tree species should be considered to positively respond to the climatic characteristics (hot summers and cool winters). Species should be selected to provide a consistent form, unified streetscape and reduce ongoing maintenance costs from inappropriate selection and placement.

9.2 Selection Priority 2 – Scale: Medium to large sized tree species should be selected to achieve a greater shade canopy cover. Where a location is not suitable (i.e. awnings or power lines could prevent growth) a smaller tree species is appropriate. In this instance, a unified streetscape is still desired (smaller trees on both sides).



Figure 15. An example of a way to introduce temporary landscaping and greenery into spaces and streetscapes, which could be reused in the longer term. Top image: Perth Bus Station, bottom image: Geraldton. (Source: TPG + Place Match).





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## Implementation Table

The Shire of Northam has identified projects which fit four deliverable timeframes. 'Quick Wins' are projects that have deliverables that can be implemented as soon as practical. 'Short Term Projects' are those that have a small lead time prior to their implementation or delivery and may be subject to a period of less than 0.5-1 year. 'Medium Term Projects' may require the sourcing of external project funding, or alternatively require between 0-10 years for project delivery. 'Long Term Projects' involve projects that are either continuously delivered over a significant period of time over a period between 0-25 years, or alternatively are projects that require significant planning and works to be undertaken over a strategic timeframe to implement the overall project.

### Project Delivery

Quick Wins	Short Term Projects
<ul style="list-style-type: none"> <li>Establishment of CBD Pedestrian Priority Crossings</li> <li>Public Art &amp; Mural Program</li> <li>Gordon Place - Better Block Pilot Project</li> <li>Pedestrian Barrier Introduction (Creation Of Alfresco/Amenity CBD Zones)</li> </ul>	<ul style="list-style-type: none"> <li>CBD &amp; Townsite Tree Establishment</li> <li>Northam CBD Lighting Development</li> <li>Investment Prospectus</li> <li>Streetscape Parking Amenity Improvements</li> <li>Town Centre Campaign</li> <li>Footpath Creation (Minson Avenue)</li> <li>Northam Central Mall Enhancement</li> <li>St John Ambulance (fmr location) Parkland &amp; Defence/ Emergency Services Memorial Creation</li> </ul>
Medium Term Projects	Long Term Projects
<ul style="list-style-type: none"> <li>Footpath Upgrade (Avon River On Minson Avenue)</li> <li>Increase Accommodation Availability In Northam CBD &amp; Surrounds (Residential &amp; Short Term Accommodation)</li> <li>Town Centre Business Group Establishment - Place Maker</li> <li>Northam 'Empowering Entrepreneurs' Initiative</li> <li>Beamish Avenue Road Relocation</li> <li>Beamish Avenue Place Activation</li> <li>Northam CBD Regional Advertising &amp; Branding Initiative</li> <li>Avon River 'Destination Nodes' Establishment</li> <li>Economic Diversification Program</li> <li>Realignment &amp; Revitalisation of Northam Boulevard/ Fitzgerald Street Interface</li> </ul>	<ul style="list-style-type: none"> <li>Infrastructure Corridor Program - Fitzgerald Street (NBN FTTP, Underground Power, Utility Upgrade)</li> <li>Infrastructure Corridor Program - Wellington Street (NBN FTTP, Underground Power, Utility Upgrade)</li> <li>Infrastructure Corridor Program - Minson Avenue (NBN FTTP, Underground Power, Utility Upgrade)</li> <li>Innovation &amp; Business Hub Development</li> <li>Avon River Riparian Zone Establishment &amp; Stabilisation</li> <li>Avon River Nature Walk &amp; River Parkland Extension</li> <li>Minson Avenue Commercial &amp; Mixed Use Development</li> <li>Integrated Government Officer Space Development</li> </ul>

### Strategy Development

Economic Strategy	Social & Environmental Strategy
<ul style="list-style-type: none"> <li>Northam Townsite 'Destination Linkage' Plan</li> <li>Shire of Northam Investment Prospectus</li> <li>Shire of Northam - Local Commercial &amp; Industrial Strategy</li> <li>Local Planning Policy - CBD Enhancements &amp; Place Hierarchy</li> </ul>	<ul style="list-style-type: none"> <li>Northam Townsite Lighting Development Plan</li> <li>Northam Townsite Tree Establishment Plan</li> <li>Avon River &amp; Riparian Zone Environmental Plan</li> <li>Avon River Place Activation Plan</li> </ul>



Project Description & Scope			
Timeframe	Project	CBD Strategy Theme	Project Description, Scope Of Works & Outcome
QUICK WINS	Establishment of CBD Pedestrian Priority Crossings	3. Streets As Places	<p><b>Project Description:</b> Creation of CBD Pedestrian Priority Crossings</p> <p><b>Scope Of Works:</b> Upgrade existing pedestrian crossings and proximal amenities to encourage public use and activation following sign marking as 'pedestrian priority (vehicles give way)'. The creation of a new pedestrian crossing to Minson Avenue from the Avon Mall (1), pedestrian crossing between the Water Corporation/Post Office to Minson Avenue (2), pedestrian crossing between Lauras Wine Bar and Gordon Place/Minson Avenue (3), pedestrian crossing on Fitzgerald Street in proximity to Dome and Red Rooster (4), pedestrian crossing between Dome and Bernard Park (5) and pedestrian crossing between the Avon Mall and Northam Aboriginal Environmental Interpretive Centre (6). These connections will fill in gaps in the pedestrian CBD pathway network.</p> <p><b>Outcome:</b> Creation of a pedestrian friendly CBD Precinct and improved safety.</p>
	Public Art & Mural Program	5. Brightscaping	<p><b>Project Description:</b> The identification of spaces for public art and mural creation to enhance attractiveness of underutilised spaces.</p> <p><b>Scope Of Works:</b> The creation of art installations across the townsite and CBD Precinct for permanent and temporary art installations.</p> <p><b>Outcome:</b> The reduction of graffiti through the marking of prominent places for art creation and enhanced pedestrian amenity.</p>
	Gordon Place – Better Block Pilot Project	5. Brightscaping	<p><b>Project Description:</b> The use of the 'Better Block' concept to upgrade and enhance Gordon Place as a small public space.</p> <p><b>Scope Of Works:</b> Streetscape and amenity works.</p> <p><b>Outcome:</b> Creation of a pedestrian focal point between Fitzgerald Street and Minson Avenue to the Avon River.</p>
	Pedestrian Barrier Introduction (Creation Of Alfresco/Amenity CBD Zones)	3. Streets As Places	<p><b>Project Description:</b> Creation of coordinated greenscapes and pedestrian barriers to create enclaves for alfresco dining and pedestrian amenity zones in the CBD.</p> <p><b>Scope Of Works:</b> Installation of pedestrian barriers, pedestrian amenities and landscaping.</p> <p><b>Outcome:</b> Business creation and attraction, with the development of key dining/entertaining precincts within the CBD.</p>





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Project Description & Scope			
Timeframe	Project	CBD Strategy Theme	Project Description, Scope Of Works & Outcome
SHORT TERM	CBD & Townsite Tree Establishment	5. Brightscaping	<p><b>Project Description:</b> A program to deliver urban street trees to greenscape the urban environment.</p> <p><b>Scope Of Works:</b> Installation of street trees over a set period to improve pedestrian amenity and reduce the urban heat island effect.</p> <p><b>Outcome:</b> Improved pedestrian environment and Northam 'Sustainable Centre' outcomes.</p>
	Northam CBD Lighting Development	5. Brightscaping	<p><b>Project Description:</b> A program to deliver coordinated shop lighting and upgraded townsite streetscape lighting to activate the CBD.</p> <p><b>Scope Of Works:</b> Lighting upgrade program and installation of CBD lighting. Incentivised light installation development by businesses within the CBD.</p> <p><b>Outcome:</b> Improved public safety, streetscape improvement and after-hours public utilisation of pedestrian spaces (economic &amp; social activity generation)</p>
	Investment Prospectus	1. Growing Local Investment	<p><b>Project Description:</b> The creation of an investment prospectus to entice economic development and business creation within the Shire of Northam.</p> <p><b>Scope Of Works:</b> Creation of an investment prospectus for the Shire of Northam.</p> <p><b>Outcome:</b> Creation of a public investment prospectus document.</p>
	Streetscape & Parking Amenity Improvements	3. Streets As Places	<p><b>Project Description:</b> Improved streetscapes and amenity in-line with street hierarchy establishment (Local Planning Policy).</p> <p><b>Scope Of Works:</b> Streetscape improvements, street hierarchy establishment and the creation of an associated Local Planning Policy.</p> <p><b>Outcome:</b> Increased pedestrian friendly amenities (footpaths, shade trees, pedestrian structures). Assist in the establishment of enhanced public perceptions and improved pedestrian movement within the Northam CBD.</p>
	Town Centre Campaign	1. Growing Local Investment	<p><b>Project Description:</b> Create a series of clearly defined destinations within the Town Centre to establish a broader regional presence of the Northam CBD.</p> <p><b>Scope Of Works:</b> Social media, advertising, retail &amp; mixed use development and event development and attraction.</p> <p><b>Outcome:</b> Recognition of Northam Town Centre as a primary destination, both within the Shire and the broader Avon Region.</p>
	Footpath Creation (Minson Avenue)	3. Streets As Places	<p><b>Project Description:</b> The development of footpaths on Minson Avenue to encourage urban development of Avon River/Minson Avenue corridor.</p> <p><b>Scope Of Works:</b> Footpath and utilities corridor creation including the installation of pedestrian crossings to Bernard Park from Dome and pedestrian crossings from Dome onto Fitzgerald to fill identified gaps in the pedestrian network.</p> <p><b>Outcome:</b> Potential economic development and public/private investment in urban development on Minson Avenue addressing the Avon River Foreshore.</p>
	Northam Central Mall Enhancement	3. Streets As Places	<p><b>Project Description:</b> Improved streetscapes and amenity upgrades in-line with street hierarchy.</p> <p><b>Scope Of Works:</b> Streetscape works, pedestrian crossing establishment/reinforcement and place activation and co-working space creation.</p> <p><b>Outcome:</b> The creation of a strong pedestrian network, and arterial linkages to other key destinations within the CBD Precinct which reinforces dwell-time of visitors within the CBD.</p>
	St John Ambulance (fmr location) Parkland & Defence/Emergency Services Memorial Creation	3. Streets As Places	<p><b>Project Description:</b> The creation of an urban public parkland and memorial site for Defence/Emergency Services personnel.</p> <p><b>Scope Of Works:</b> Amenity works, parkland development and memorial design and placement.</p> <p><b>Outcome:</b> A strengthened urban parkland framework and delivery of memorial features for Defence/Emergency Services personnel.</p>



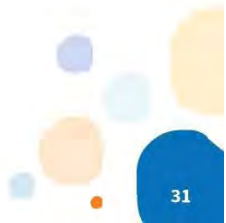
Project Description & Scope			
Timeframe	Project	CBD Strategy Theme	Project Description, Scope Of Works & Outcome
MEDIUM TERM	Footpath Upgrade (Avon River On Minson Avenue)	4. The Heart Of The Avon	<b>Project Description:</b> The upgrade of footpaths on the Avon River Foreshore in-line with amenity improvement works planned in the vicinity. <b>Scope Of Works:</b> Footpath renewal and network extension (connecting to CBD pedestrian connections identified). <b>Outcome:</b> Footpath renewal and network extension.
	Increase Accommodation Availability In Northam CBD & Surrounds (Residential & Short Term Accommodation)	2. A Town Of Destinations	<b>Project Description:</b> Examine planning framework and potential to create CBD residential and short term accommodation. <b>Scope Of Works:</b> Planning and market analysis. Applicable interventions considered and duly applied where appropriate to enable development. <b>Outcome:</b> Increased residential and short term accommodation within the CBD.
	Town Centre Business Group Establishment Place Maker	1. Growing Local Investment	<b>Project Description:</b> A representative of the Northam CCI or Other who helps coordinate investment and information between businesses, Northam CCI and parties such as the Shire of Northam to assist in investment and development. <b>Scope Of Works:</b> Creation of Town Centre Business Group, and the delivery of the coordinator role to further development and investment. <b>Outcome:</b> Collective ownership and management by business and industry in private investment creation within the Town Centre.
	Northam 'Empowering Entrepreneurs' Initiative	1. Growing Local Investment	<b>Project Description:</b> Development of group events within the Northam CCI as a sub-project of the 'Town Centre Business Group Establishment – Place Maker' to encourage assistance and advice to current and prospective investors in the CBD. <b>Scope Of Works:</b> Engagement between business and industry to deliver a stronger business sector through participation. <b>Outcome:</b> Strengthened support network for furthering engagement and development opportunities for the Town Centre.
	Beamish Avenue Road Relocation	2. A Town of Destinations	<b>Project Description:</b> Relocation of existing road and creation of pedestrian amenities to enable pedestrian connection between Wellington Street and Minson Avenue. Project also assists in the establishment of space for the future intensification of land surrounding the Library Precinct. <b>Scope Of Works:</b> Formalise land tenure amalgamation where required, paving, landscaping, lighting and public art installation with pedestrian crossings and street furniture. <b>Outcome:</b> Enhanced connectivity in the Northam CBD, and provide strategic pedestrian linkage to Avon River & Minson Avenue through a formal road and pedestrian path establishment/relocation.
	Beamish Avenue Place Activation	2. A Town Of Destinations	<b>Project Description:</b> Urban development of the Library Precinct and Innovation Hub. <b>Scope Of Works:</b> Building construction, amenity installation and utility upgrades and improvements. <b>Outcome:</b> A strategic node of the CBD is created, expanding the economic potential (Innovation Hub) and the urban development of an underutilised space for public/private utilisation.
	Northam CBD Regional Advertising & Branding Initiative	1. Growing Local Investment	<b>Project Description:</b> The creation of a regional advertising and branding initiative. <b>Scope Of Works:</b> Physical Advertising – Great Eastern Highway & CBD and Digital Advertising & Branding – Collective and wholesome image of progressive and economic/socially active community. <b>Outcome:</b> Enhanced visitor attraction and economic development within the CBD.
	Avon River 'Destination Nodes' Establishment	3. Streets As Places	<b>Project Description:</b> The creation of six key nodes along the Avon River. <b>Scope Of Works:</b> Amenity works to create six nodes to encourage visitor attraction along the Avon River Foreshore. The enhancement of the connections of the Avon River pedestrian pathways to the Northam Aboriginal Environmental Interpretive Centre. <b>Outcome:</b> The creation of a series of amenity nodes/stops along the river walk to facilitate pedestrian movement and comfort.
	Economic Diversification Program	1. Growing Local Investment	<b>Project Description:</b> Program to diversify the existing economic base in the Northam Townsite. <b>Scope Of Works:</b> Marketing and promotional activities, land use zoning and investment incentives to attract and retain businesses. <b>Outcome:</b> Diversification of the economic base, increased dwell-time of visitors within the Northam Town Centre.
	Realignment & Revitalisation of Northam Boulevard/Fitzgerald Street Interface	3. Streets As Places	<b>Project Description:</b> The realignment and revitalisation of the road and pedestrian environment abutting the Avon Mall. <b>Scope Of Works:</b> Realign the road curve, modify the pedestrian reserve areas and revitalise the precinct with pedestrian amenity and streetscape improvements. <b>Outcome:</b> An improved and greatly accessible civic space and a strengthened movement framework for pedestrians and vehicles.
Town Centre Place Manager (Shire)	1. Growing Local Investment	<b>Project Description:</b> Delivery of a (Investment Officer) within the Shire of Northam CCI who provides a common contact point for business development and investment enquiry. <b>Scope Of Works:</b> Provide streamlined planning, building and environmental advice, development of local events, online business portal and a place manager role to provide a single contact point. <b>Outcome:</b> Enable the attraction, growth and promotion of existing and future businesses.	



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Project Description & Scope			
Timeframe	Project	CBD Strategy Theme	Project Description, Scope Of Works & Outcome
LONG TERM	Infrastructure Corridor Program - Fitzgerald Street (NBN FTTP, Underground Power, Utility Upgrade)	1. Growing Local Investment	<b>Project Description:</b> The creation a single infrastructure corridor undergrounding physical assets and relocating existing underground assets that undermine redevelopment potential. <b>Scope Of Works:</b> Installation of NBN Fibre to the Premise (FTTP), underground power, sewer & water utility movement/upgrade. <b>Outcome:</b> Enable redevelopment and enhanced economic development potential.
	Infrastructure Corridor Program - Wellington Street (NBN FTTP, Underground Power, Utility Upgrade)	1. Growing Local Investment	<b>Project Description:</b> The creation a single infrastructure corridor undergrounding physical assets and relocating existing underground assets that undermine redevelopment potential. <b>Scope Of Works:</b> Installation of NBN Fibre to the Premise (FTTP), underground power, sewer & water utility movement/upgrade. <b>Outcome:</b> Enable redevelopment and enhanced economic development potential.
	Infrastructure Corridor Program - Minson Avenue (NBN FTTP, Underground Power, Utility Upgrade)	1. Growing Local Investment	<b>Project Description:</b> The creation a single infrastructure corridor undergrounding physical assets and relocating existing underground assets that undermine redevelopment potential. <b>Scope Of Works:</b> Installation of NBN Fibre to the Premise (FTTP), underground power, sewer & water utility movement/upgrade. <b>Outcome:</b> Enable redevelopment and enhanced economic development potential.
	Innovation & Business Hub Development	1. Growing Local Investment	<b>Project Description:</b> Promoting Northam as a major hub for innovation and business in the Wheatbelt. <b>Scope Of Works:</b> Deliver IT improvements (NBN FTTP), creation of co-working spaces and the development of a technology hub to enable embracing E-Change. <b>Outcome:</b> Improvements in technology, increased specialized investment and niche industry agglomeration development.
	Avon River Riparian Zone Establishment & Stabilisation	4. The Heart Of The Avon	<b>Project Description:</b> The delivery of planned interventions to assess and deliver interventions that improve the environment of the Avon River Foreshore. <b>Scope Of Works:</b> Riparian zone replanting, establishment and stabilization and the creation of new planting zones to assist in improving the environment of the Avon River & Avon River Foreshore. <b>Outcome:</b> Improved public amenity and environmental outcomes for the Avon River.
	Avon River Nature Walk & River Parkland Extension	4. The Heart Of The Avon	<b>Project Description:</b> Coordinated upgrades to the Avon River Interface with the Northam Town Centre & CBD Precincts. <b>Scope Of Works:</b> Underground power, amenity works and strategies to further deliver the enhancement of the Avon River/CBD Interface. <b>Outcome:</b> Visible, interactive and attractive interface with the Avon River.
	Minson Avenue Commercial & Mixed Use Development	1. Growing Local Investment	<b>Project Description:</b> The planned development and activation of Minson Avenue as a mixed use & commercial development to reinforce the traditional core of the Northam CBD. <b>Scope Of Works:</b> Tenure investigation, utility improvement and development incentivisation. <b>Outcome:</b> The establishment of urban development which provides direct access and frontage to Minson Avenue and the Avon River.
	Integrated Government Office Space Development	1. Growing Local Investment	<b>Project Description:</b> Developing a coordinated government office space precinct to suit the location or relocation of Government Departments and Agencies that may wish to locate here or relocate. This will also enable larger businesses to expand in the then vacated premises within the Town Centre. <b>Scope Of Works:</b> Identification, engagement and proactive view to the development of planning for the precinct. Development by State Government or Private Sector. <b>Outcome:</b> Integrated Government Office Space Precinct developed.





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## Appendices

### Appendix A - Interim Steering Group Meeting Discussion Notes, March 2017

#### Northam Interim Steering Group Workshop Thursday 16 March 2017

##### WHAT ARE THE MAJOR ASSETS AND DESTINATIONS?

- The river
- The history of the town –
  - Buildings in the town (unique), town hall, library
- Reminds me of Forbes (NSW) – the river is a 'feature'
- Service town (history) – you came here for everything, services and the people, social hub (hub). Services now dwindling. Gentleman's and workers clubs, picture theatre.
- The gateway to the goldfields (railway here – instead of York, pipeline here) – gold romance, the 'land port' to the goldfields
- Proximity to Perth – asset and also a loss (in terms of losing people/services) – always be a country town due to the bush/hills separation
  - Ideal for people to come and retire
  - Need to draw from community and Wheatbelt base (currently strong business), not lose focus on this area for business draw
  - Bypass is fantastic – 60 trucks used to zoom through town
  - Close enough to Perth not to be in it, but to be close
  - All support facilities in town
- Good, solid service town – lifestyle opportunities from Perth, will always be a good service town (resilience)
- Lots of ways to make this town better – all marginal
- The heat is a big characteristic – generates ballooning, sky diving etc.
- Railway line could be used more for day trips etc.
- River could be used much more
- Drive it as a retirement place?
- 62 (commonwealth games) – pressure point for growth from Perth at the time due to strategic geographic location
- The flour mill is unique (oldest operating flour mill in WA)
- The people – the interesting people

- The airport – local planes (dundegong?/dunedy?)

##### LOCAL RITUALS

- The markets (lions and farmers market)
- Flying 50
- Avon descent
- Small shops shut on Sundays – in the main streets, ghost town
- Recent swap meet on the oval (annually)
- Sporting culture – Saturday mornings, Sunday footy

##### BRIGHT SPOTS

- Wine bar
- Village green is very popular (opened centre of town up) – farmers markets, relaxing, centrepiece for the town, connection through to the river
- The verandah's over the footpath
- Water park is popular on weekends
- Bernard Park is popular
- Pro-active attitude of people

##### MISSED OPPORTUNITIES / CHALLENGES

- Apathy is a big challenge
- Jobs – central location to all areas
- Cinema
- Open air theatre, drive in and indoor theatre (back in the day)
- Alternate airstrip to connect to Perth (currently Cunderdin is having an upgrade)
- Tourist day trippers – need to be cheaper day tickets
- Aboriginal interpretive centre could be an incentive for more people to come here
- Keep the youth/kids here – and attract others here – education, where children can create positive memories

##### KEY PRIORITIES – WHAT ARE THE QUICK WINS?

- Plant appropriate trees – shade, leaves, deciduous, root systems that don't interfere with services – (no deciduous – or mix)
- More urban art in the town (e.g. Bunbury) and create walks to experience these
- Noongar community
- Freedom trail in Boston (heritage trail)
- Empty shops are a bleak walk (manage empty/tired shopfronts)
- Use the shopping centres as attraction – smaller shops can fill the gaps – e.g. pop up shop (do the owners not drop the rent? – a resistance to drop the rent both commercial and residential)

##### SUCCESS FACTORS – WHAT WILL SUCCESS LOOK LIKE?

- Trees
- Physical link from new shopping centre to Fitzgerald street (comfortable, shaded walk) – Council's idea to link next to RSL
- Actually seeing people walking in town
- Eatery restaurant in the WaterCorp building (in between both shopping centres)

##### OTHER COMMENTS

- 132 new jobs in the new shopping centre

## Appendix B – Document Review

Name	Prepared	Date
1.0 Wheatbelt Regional Planning and Infrastructure Framework	Western Australian Planning Commission	December 2015
2.0 Northam Town Centre Parking Strategy – December 2011	Donald Veal Consultants Pty Ltd, Burgess Design Group	December 2011
3.0 Minison Avenue Design Guidelines	Allerding and Associates	August 2011
4.0 Northam Commercial & Government Office Accommodation Strategy	Hames Sharley	January 2012
5.0 Northam Regional Centre Growth Plan	RPS Environment, Hames Sharley, AEC Group, McDowell Affleck, GHD, Mike Allen Planning	2012
6.0 Shire of Northam – Strategic Community Plan	Shire of Northam	2011-2012
7.0 Shire of Northam Planning Strategy	Shire of Northam	July 2013
8.0 Entrepreneurial Innovation in the Wheatbelt	Regional Development Australia Wheatbelt	November 2016

Document Title	Wheatbelt Regional Planning and Infrastructure Framework – December 2015
Summary of Document	The Wheatbelt Regional Planning and Infrastructure Framework provides an overview of regional planning issues and a basis for ongoing planning and development at a strategic level. The Framework has been informed by the Regional Centres Development Plan (Super Towns Initiative) which facilitates growth of selected regional towns, including Northam. Parts of the implementation of the Wheatbelt Framework will occur through the Department of Planning and progressively implemented into WAPC decision-making as well as being reflected in local government strategies and schemes.
Key Initiatives/ objectives	The Framework comprises a vision for the Wheatbelt as a whole as well as breaking this down further into three chapters, being Liveable Communities, Vibrant Economy and Valued Natural Amenity. The overall vision for the Wheatbelt is noted as follows: <i>The Wheatbelt will have a diverse social and economic base, be a leader in innovation and create new opportunities that confirm it as a key contributor to the State's prosperity.</i>
Relevant Strategies/ Actions	The Framework provides a list of strategies/actions that agencies would typically progress as well as a list of committed regional infrastructure projects including the following that are specific to Northam: <ul style="list-style-type: none"> <li>Southern Inland Health Initiatives (District Hospital Upgrades);</li> <li>Implementation of Supertowns infrastructure projects; and</li> <li>Upgrades to regional health facilities.</li> </ul>
Identified connectivity	The Framework provides a broad overview of planning issues and a basis for strategic planning and development. There is no identified connectivity to the Town Centre area specifically.

Document Title	Northam Town Centre Parking Strategy – December 2011
Summary of Document	The Town Centre Parking Strategy aims to manage parking more effectively within the Town Centre as the Shire's population continues to grow. This Car Parking Strategy involves a review of the existing car parking situation and development of options to ensure that the future car parking demands are adequately catered for. This included consideration of the following issues: <ul style="list-style-type: none"> <li>Current car parking bay numbers and locations, public parking bays and bays on private property;</li> <li>Future parking requirements and generators for car parking;</li> <li>Future options for parking within the Northam Town Centre;</li> <li>Improvements for existing car parking areas to improve functionality; and</li> <li>Existing demand for bays versus the existing bays provided.</li> </ul>
Key Initiatives/ objectives	Suggested measures include the more efficient control of parking within the Town Centre and the incorporation of time limits in parking areas of higher demand. The Strategy reinforces a required paradigm shift in car parking, recognising parking as an active element that impacts on both land use and transport activity within the Town Centre.
Relevant Strategies/ Actions	A set of guiding principles, goals and outcomes were established to guide the management and operation of public car parking in the Town Centre. The following outcomes were identified and grouped into categories based on short, medium and long term staging opportunities. <p><b>Short Term 15 years:</b></p> <ul style="list-style-type: none"> <li>Capped parking periods on Fitzgerald Street;</li> <li>Increased provision of staff time for issuing of friendly warnings and later, parking tickets to overstayed users;</li> <li>On-street ACROD, and loading/pick-up/drop-off to reduce the dependence on off-street bays for specialty parking;</li> <li>Parking locations further away from Fitzgerald Street to be allowed for longer stay; and</li> <li>Increased visibility, legibility, improved signage and guidance to assist in way-finding and distribute the demand more effectively.</li> </ul> <p><b>Transition Term 5-10 years:</b></p> <ul style="list-style-type: none"> <li>Designation of on-street short-stay paid parking in the Town Centre at high turnover locations;</li> <li>Upgrade of informal parking bays to include signage and line marking and encouraging use of parking facilities toward Minson Avenue and Wellington Street; and</li> <li>Strategic employee parking (Tenant Long-Stay) to be established toward the periphery of the Town Centre to free up spaces for value add users such as shoppers.</li> </ul>





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Document Title	Northam Town Centre Parking Strategy – December 2011
	<p><b>Long Term 10+ years:</b></p> <ul style="list-style-type: none"> <li>On-street parking priced higher than off-street to encourage off-street occupancy and increase turnover rate;</li> <li>Conversion of existing public off-street car parks to hourly paid parking in the Town Centre to ensure turnover and encourage long-stay parking towards the periphery;</li> <li>Private parking restrictions to be decreased to remove artificial supply constraints and improve efficiency;</li> <li>Parking management and control for all significant 'private' car parks to be negotiated with the Shire of Northam;</li> <li>Off-street commuter and long-stay public car parking to be located on the periphery, near major access routes and either within a 150 to 400m pedestrian walking distance to the Town Centre businesses or in close proximity to a potential local bus system within the Town Centre;</li> <li>Long stay and commuter parking staged constructed in partnership with significant land owners/operators and ultimately as a multi-deck facility(ies) in the vicinity of the Northam Railway Station, if and only where required for the purposes of high demand land uses.</li> <li>Relocate and centralise government agencies in a location or 'hub' off the main street to open up further opportunities for additional retail uses along Fitzgerald Street.</li> </ul>
Identified connectivity	The Northam Town Centre Parking Strategy is specifically connected to the operational characteristics and impacts on parking within the Town Centre area as well as the periphery. The Strategy identifies options that directly relate to improving the Town Centre and to ensure that future car parking demands are adequately catered for whilst considering possible issues the Northam Town Centre will face in relation to car parking and land use.

Document Title	Minson Avenue Design Guidelines – August 2011
Summary of Document	<p>The Minson Avenue Design Guidelines (the Guidelines) form part of a wider planning exercise undertaken in the context of projected population growth and the increasing importance of Northam becoming a regional hub in the Wheatbelt.</p> <p>The guidelines specifically look at a stretch of land along Minson Avenue, immediately adjacent to and running perpendicular to the Avon River and foreshore. The guidelines intend to provide clear direction for land use and development form through specifically introducing a mixed land use approach through the presence of residential land uses compatible with commercial development. Desirable forms of development are addressed through a series of design controls, which includes setbacks, building design and layout, service areas and vehicular access, pedestrian movements, car parking and landscaping.</p> <p>The guidelines form an additional layer to work previously undertaken in the area and specifically include and build upon the Minson Avenue/Avon River Foreshore Plan and the Northam Town Centre Parking Strategy.</p>
Key initiatives/ objectives	<p>The following objectives are identified through the Guidelines to guide the nature of future development within the Precinct:</p> <ol style="list-style-type: none"> <li>Encourage appropriated scaled mixed residential and non-residential development;</li> <li>To ensure that the amenity of the locality is enhanced;</li> <li>Encourage development which both complements the existing style and character of adjacent commercial areas along Fitzgerald Street as well as improving the quality of the built form on Minson Avenue;</li> <li>Improve the quality of the Minson Avenue frontage and reduce the impact of parking provision;</li> <li>Encourage pedestrian orientated development within the Town Centre, particularly the Minson Avenue frontage;</li> <li>Ensure appropriate measures are in place to control the bulk and scale of buildings along the Minson Avenue Frontage;</li> <li>Improve the quality of the Minson Avenue built environment;</li> <li>Ensure development acts to recognise the importance of the Avon river to the amenity of the local area, and building on this strength to promote tourism activity;</li> <li>Ensure the promotion and harbouring of increased pedestrian movement through the built form and streetscape provisions;</li> <li>Create a vibrant, diverse and attractive Town Centre for Northam; and</li> <li>The integration of a range of land uses, activities and places to interact.</li> </ol>
Relevant Strategies/ Actions	The Guidelines are intended to provide clear direction and guidance on desirable forms of development and land uses within area. The Guidelines identify four sub-precincts with different characteristics and development potential. Each sub precinct is addressed in some detail, providing recommendations and suggestions for future development. These suggestions are ultimately reinforced through a series of design controls as well as indicative development examples.
Identified connectivity	The Guidelines specifically relate to an area of land that is within the western most portion of the Northam Town Centre Development and Connectivity Strategy, although is contained within all three Activity Nodes – north east, central and west.



Document Title	Northam Commercial & Government Office Accommodation Strategy – January 2012
Summary of Document	The document was prepared under the auspices of the state governments SuperTowns initiative, to determine the required infrastructure to facilitate the absorption of future growth in Western Australia's population. The document is one of many that are required in addition to the significant amount of strategic planning work that has already been undertaken by both state and local government and aims to ensure that a complete suite of strategic planning is available to guide the future growth of the Town.
Key initiatives/ objectives	<p>The objectives of the Commercial and Government Office Accommodation project are:</p> <ul style="list-style-type: none"> <li>• To create a shared vision (government and private sector) for the Central Business Area for Northam and Avon Region;</li> <li>• To clearly establish current and future State Government Office Accommodation requirements;</li> <li>• Undertake an audit of all existing State Government Office Accommodation including location, size of offices, building conditions, car parking, accessibility and general building appearance;</li> <li>• Review existing office occupancy of the Fitzgerald Precinct as identified within the Northam Development Plan;</li> <li>• Undertake an assessment of requirements for co-locating government departments in a central node that offers a range of services and support including conference facilities, an attractive working environment and synergies that optimise floor space efficiency.</li> <li>• Assess ability for inclusion of private sector within the Central Business Area (CBA);</li> <li>• Develop a Master Plan detailing the State Government's office accommodation requirements and any private sector participants within the CBA;</li> <li>• Provide a process map for future staging of the Master Plan (urban design and architectural concepts) including potential costing and staging plan;</li> <li>• Provide a framework for integrating outcome options with the Shire's asset management activities (including maintenance and renewal) and long term financial planning; and</li> <li>• Undertake a tenant intentions survey to establish the level of interest for the business / agencies to actually move into a central business area.</li> </ul>
Relevant Strategies/ Actions	<p>The document's Master Plan identifies the optimum configuration of office and other related spaces given the desired features of stakeholders, commercial and urban design considerations, specific tenant requirements and physical constraints. The document outlines the key features and considerations of the master plan, including the potential office floorspace capacity of the proposed development under the Master Plan, car parking provision and staged development priorities. The Master Plan includes both buildings and non building related development improvements which includes the realignment and landscaping of Beavis Place as well as a Park n Walk facility toward the fringe of the CBA.</p> <p>The document outlines an indicative staging and costing schedule with the basis of the staging being to develop the CBA from its central point first being the corner of Fitzgerald Street and Beavis Place.</p>
Identified connectivity	The Northam Commercial & Government Office Accommodation Strategy specifically relates to the western most portion of the study area as defined by the Northam Town Centre Development Strategy and is within Activity Node 1 – Town Centre West. The Masterplan identifies an optimum configuration of office space and includes urban design considerations and constraints.

Document Title	Northam Regional Centre Growth Plan - 2012
Summary of Document	<p>The State's population is expected to double over the next 40 to 45 years. To accommodate this increase, a transformational change was needed in the southern half of regional Western Australia to share the significant growth and reduce pressure on metropolitan Perth. In July 2011, Royalties for Regions Invested \$85.5 million to establish the Regional Centres Development Plan (SuperTowns). This plan was to assist nine Western Australian towns to plan and prepare for a projected doubling of the State's population by 2056 and included Boddington, Collie, Esperance, Jurien Bay, Katanning, Manjimup, Margaret River, Morawa and Northam.</p> <p>Each town developed a Growth Plan that would help them to plan for and sustain this envisaged growth. The Northam Growth Plan identified a series of neighbourhood precincts and sets out how and when land should be used and developed, what infrastructure and services are needed, how community wellbeing can flourish and how the environment should be protected.</p>





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Document Title	Northam Regional Centre Growth Plan - 2012
Key initiatives/objectives	<p>The Growth Plan recognises that retail viability and sustainability can be enhanced through improvements to local public realm amenity. It also recognises that improvements in pedestrian permeability and amenity will promote greater retention of local expenditure and help leverage increased visitor expenditure through improvement to the consumer environment.</p> <p>The following provides an overview of the objectives within the document.</p> <ul style="list-style-type: none"> <li>• <b>Economy</b> - Providing opportunities for regional and local employment generation to address the gaps and drive diversification of employment outcomes.</li> <li>• <b>Community</b> - Fostering the development of safe, friendly and inclusive communities. Providing places and spaces that reflect and enhance the unique character, Aboriginal and non-Aboriginal heritage and identity of the area. Building resilience within the community and providing services and facilities for a range of diverse community needs and interests. Building the service sector in the regional centre and designing service delivery models to suit the sub region's population distribution.</li> <li>• <b>Environment</b> - The protection and enhancement of natural environmental and cultural assets, biodiversity, air and water quality and building resilience against the long term effects of climate change. Plan for balanced enhancement and development of natural assets, while using their amenity as a population attractor.</li> <li>• <b>Public Realm and Built Environment</b> - Economically efficient infrastructure for industry and households designed for efficient use of energy, water, materials and transport. Providing an orderly and adequate supply of land along with increased choice in housing to cater for a diverse population and workforce.</li> <li>• <b>Infrastructure and Resources</b> - Strategic and urban transport, utilities and communications infrastructure are provided in a timely, sustainable and efficient manner to cater for a growing resident population as well as increasing strategic and business activity.</li> <li>• <b>Urban Structure</b> - The Growth Plan identifies key activity nodes within the Northam townsite based upon key themes relating to the main services or attractions, including health, education, civic, central business area, retail, industry, train and recreation. The Growth Plan identifies that the full activation of Fitzgerald Street, being the main street will be difficult due to its length and therefore proposes a series of activity nodes with an increased level of development intensity, which is eventually connected by a bus system within the town. The Growth Plan identifies movement to be undertaken in a variety of ways and suggests the following relevant considerations:             <ul style="list-style-type: none"> <li>• Improve the pedestrian and cycle experience and connectivity (walkability) within the town, encourage active transport options to improve community health and sustainability.</li> <li>• Adopt a Town Centre wide strategy for parking. Limit parking provision within the Town Centre that impacts on the cohesiveness of the urban form. Manage parking with time limits and provide safe and attractive walking connections from car parking areas to Fitzgerald Street.</li> </ul> </li> </ul>

Document Title	Northam Regional Centre Growth Plan - 2012
Relevant Strategies/Actions	<ul style="list-style-type: none"> <li>• <b>Encourage appropriate zoning and development of commercial and industrial land uses within the sub-region:</b> Government offices shift into a Central Business Area sub-precinct of the Town Centre. Confine development of commercial retail related services to the Town Centre where possible, to allow for it to remain a focal point.</li> <li>• <b>Create a well-defined sense of place in the sub-region's towns and communities to attract people to live and stay in the communities:</b> Promote and support community involvement in public place making and built environment projects.</li> <li>• <b>By 2017 town development will be based on themed walkable catchments that encourage people to walk to the nearby activities provided at the centre of the catchments:</b> Utilise the Northam Growth Plan with townsite precincts assisting in delivering themed walkable catchments. Develop a Dual Use pathway plan with theme walkable catchments through the Precincts.</li> <li>• <b>Provide a transportation network that meets the expectations of the communities and businesses of the sub-region, as well as identifying and improving the network as gaps occur and the population grows:</b> Investigate opportunities for public transport between settlements in the region and within the Northam townsite to ensure the widest possible access to regional services.</li> </ul>
Identified connectivity	<p>As a result of the Growth Plans that were produced for the nine towns previously mentioned, 17 priority projects were identified and provided with additional Royalties for Regions funding. The following projects specific to Northam were funded through additional funding from Royalties for Regions:</p> <ul style="list-style-type: none"> <li>• Avon River Revitalisation and Riverfront Development (Stage 1) - \$3.65 million; and</li> <li>• Avon Health and Emergency Services Precinct - \$4.81 million.</li> </ul> <p>In addition to the above specific funding, the Growth Plan is aligned with the Northam Commercial &amp; Government Office Accommodation Strategy, recognising the shift of government offices into the Town Centre and strengthening of the retail/commercial environment by confining this to within the Town Centre also.</p>





Document Title	Shire of Northam Strategic Community Plan – 2012 - 2022
Summary of Document	<p>The Shire of Northam Strategic Community Plan (the plan) has been developed in accordance with the Integrated Planning and Reporting Framework and Guidelines for Western Australian local governments and integrates the community's aspirations in its development, review and implementation.</p> <p>The Plan aspires to recognise the needs of all of the Shire's settlement areas and to enable the development of infrastructure and services to meet the needs of each locality.</p> <p>The Plan recognises that the majority of growth stemming from the SuperTown initiative will occur within the Northam townsite, however, despite this, the Plan reiterates the Shire's commitment to providing quality services in all its localities.</p> <p>The Plan considers what is required to ensure optimum social, economic and environmental development. The Plan will ultimately assist in delivering more efficient and effective services, enabling the implementation of best practice processes to improve community outcomes and maximize regional development opportunities.</p> <p>Through the process that was undertaken in developing the Plan, a number of emergent themes and community aspirations were identified. These emergent themes have guided the development of the objectives and strategies that will be delivered over the life of the Plan.</p>
Key Initiatives/ objectives	<p>The Plan identifies a number of objectives under the overarching matters of governance, community, economic, natural environment, infrastructure and resources, public realm and built environment. These are listed below.</p> <p><u>Governance</u></p> <ul style="list-style-type: none"> <li>• Provide accountable and transparent leadership;</li> <li>• Improve organisational capability and capacity; and</li> <li>• Provide efficient and effective corporate management.</li> </ul> <p><u>Community</u></p> <ul style="list-style-type: none"> <li>• Create an environment that provides for a caring and healthy community;</li> <li>• Provide services and processes to enhance public safety;</li> <li>• Provide active and passive recreation facilities and services; and</li> <li>• Protect and promote the Shire's diverse culture and heritage.</li> </ul> <p><u>Economy</u></p> <ul style="list-style-type: none"> <li>• Support business and investment opportunities; and</li> <li>• Facilitate further development of regional tourism.</li> </ul> <p><u>Natural Environment</u></p> <ul style="list-style-type: none"> <li>• Mitigate the Shire of Northam's carbon footprint, reducing waste and green- house gas production;</li> <li>• Enhance the health and integrity of the natural environment; and</li> <li>• Management and protection of water resources.</li> </ul> <p><u>Infrastructure and Resources</u></p> <ul style="list-style-type: none"> <li>• Provide and support an effective and efficient transport network; and</li> <li>• Promote a diverse mix of development opportunities throughout the Shire.</li> </ul>

Document Title	Shire of Northam Strategic Community Plan – 2012 - 2022								
Relevant Strategies/ Actions	<p>Under each of the abovementioned objectives are a number of identified strategies with an associated implementation timeframe. The strategies are specifically for the purposes of achieving the Shire's vision of the Plan, which is as follows:</p> <p><i>Shire of Northam is a vibrant growing community, that is safe, caring and inclusive. We are recognised as a community that values our heritage, preserves our environment and promotes our commerce.</i></p> <p>Those strategies considered relevant to the Town Centre area are identified below.</p> <table border="1"> <tbody> <tr> <td>Community</td> <td> <ul style="list-style-type: none"> <li>• Facilitate the preservation of heritage buildings and significant sites;</li> <li>• Encourage development sympathetic to heritage sites and values; and</li> <li>• Understand and acknowledge Aboriginal and European heritage through the provision of interpretive venues, materials and activities.</li> </ul> </td> </tr> <tr> <td>Economic</td> <td> <ul style="list-style-type: none"> <li>• Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient &amp; effective business approval process; and</li> <li>• Enhance the aesthetic environment to support business opportunities.</li> </ul> </td> </tr> <tr> <td>Infrastructure and Resources</td> <td> <ul style="list-style-type: none"> <li>• Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community.</li> </ul> </td> </tr> <tr> <td>Public Realm and Built Environment</td> <td> <ul style="list-style-type: none"> <li>• Ensure Council land use planning is in place and reflective of established objectives;</li> <li>• Provide a proactive and supportive service to (potential) land developers; and</li> <li>• Undertake Urban &amp; CBD renewal projects.</li> </ul> </td> </tr> </tbody> </table>	Community	<ul style="list-style-type: none"> <li>• Facilitate the preservation of heritage buildings and significant sites;</li> <li>• Encourage development sympathetic to heritage sites and values; and</li> <li>• Understand and acknowledge Aboriginal and European heritage through the provision of interpretive venues, materials and activities.</li> </ul>	Economic	<ul style="list-style-type: none"> <li>• Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient &amp; effective business approval process; and</li> <li>• Enhance the aesthetic environment to support business opportunities.</li> </ul>	Infrastructure and Resources	<ul style="list-style-type: none"> <li>• Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community.</li> </ul>	Public Realm and Built Environment	<ul style="list-style-type: none"> <li>• Ensure Council land use planning is in place and reflective of established objectives;</li> <li>• Provide a proactive and supportive service to (potential) land developers; and</li> <li>• Undertake Urban &amp; CBD renewal projects.</li> </ul>
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Identified connectivity	<p>The Plan relates to the entire local government area of Northam and is not specific to the Northam Town Centre specifically. Notwithstanding this, the Plan identifies a number of strategies that are considered relevant to the Town Centre, which have been developed through understanding the aspirations of the Shire's community.</p>								



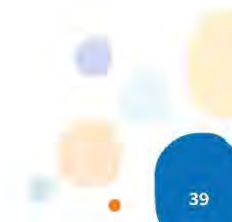
TPG + PLACE MATCH

Document Title	Shire of Northam Planning Strategy – July 2013
Summary of Document	<p>The Shire's Planning Strategy (the Strategy) is a strategic planning tool which sets out the long term planning directions for land use and development across the local government area. The Strategy is to assist decision making in the context of State, regional and local planning policies through a long term strategic planning framework for future land use and development.</p> <p>The purpose of the Shire of Northam's Local Planning Strategy is to:</p> <ul style="list-style-type: none"> <li>Apply the Strategy and interpret the framework of State and regional policies and plans for the local area;</li> <li>Establish the local government's aims for the Shire and the strategies, policies and general proposals to achieve these aims;</li> <li>Provide an explanation for the statutory provisions of Local Planning Scheme No. 6 (LPS6) to assist the local government in making decisions under the Scheme;</li> <li>Explain the local government's broad strategy for the area in a way which is understandable to the public;</li> <li>Provide a basis for coordinating public and private development; and</li> <li>Promote the Shire's Identity within the Wheatbelt Region.</li> </ul>
Key initiatives/objectives	<p>The Shire of Northam Plan for the Future 2010 – 2020 sets out the local government's broad objectives and initiatives for future development and growth within the Shire over the next ten (10) years. It provides details of the services and facilities considered essential to support anticipated growth in the Shire during this period in a manner consistent with the following Mission Statement:</p> <p><i>"Our Mission is to –</i> <i>To deliver responsive, sustainable services in a manner that preserves and enhances our environment and lifestyle.</i></p> <p><i>Our Values to include –</i></p> <ul style="list-style-type: none"> <li>Leadership – we recognise the community's expectations to provide leadership.</li> <li>Respect – we respect differences in age, culture, values and opinion.</li> <li>Teamwork – we achieve through the efforts of the team.</li> <li>Excellence – we aspire to one standard.</li> <li>Openness – we engender trust through our openness.</li> </ul> <p><i>Our Community will be recognised for –</i> <i>A tradition of Innovation, readily embracing new people and new ideas.</i> <i>A strong sense of hospitality and tolerance.</i> <i>Pride in their Shire".</i></p> <p>The Strategy provides a large amount of information on a series of matters across the Shire's wide-ranging area. The Strategy does specifically address the urban development as a topic, providing a profile of all of the key settlement areas, including Northam and its key issues as well as identifying an overarching vision for the Shire that is further developed into a series of strategies and actions specific to Northam. The actions that are relevant to the Town Centre area specifically are outlined below.</p>

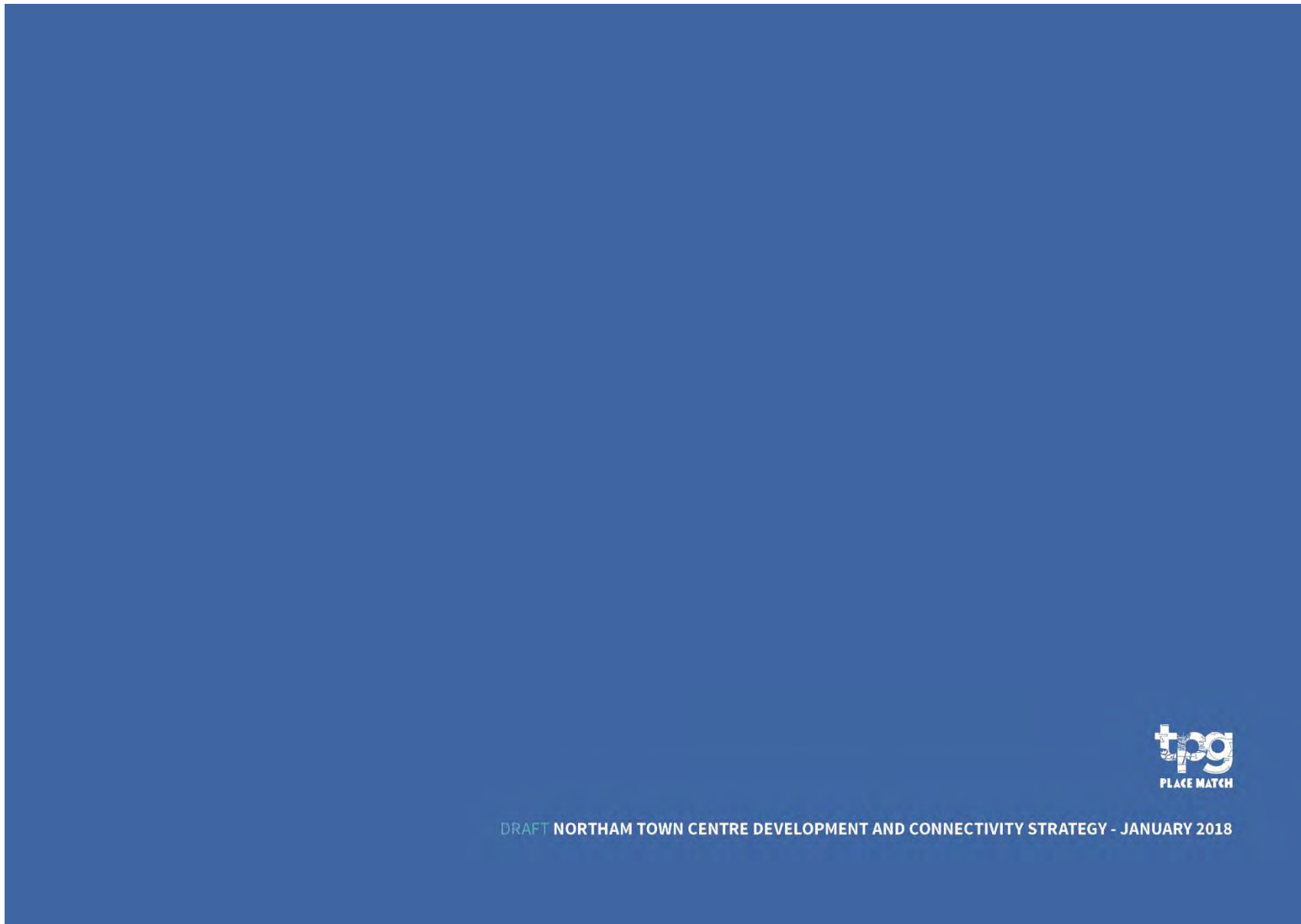
Document Title	Shire of Northam Planning Strategy – July 2013
Relevant Strategies/Actions	<ul style="list-style-type: none"> <li>When preparing the conceptualised development plan for the Northam townsite, assess future demand for additional commercial zoned land in the town and designate a clearly defined Town Centre area and small local centres. <b>(SHORT TERM)</b></li> <li>Partner with key stakeholders to help prepare and implement redevelopment plans for the following areas in the Northam townsite:             <ul style="list-style-type: none"> <li>Minson Avenue, Fitzgerald Street and Wellington Street East in the Town Centre area including the old Northam Hospital site on the corner of Wellington and Gairdner Streets;</li> <li>The area surrounding the Northam Railway Station along Peel Terrace;</li> <li>The old 'Victoria Oval' contained with the street block bounded by Charles, Duke, Gairdner and Wellington Streets; <b>(SHORT TERM &amp; ONGOING)</b></li> </ul> </li> <li>Consolidate the current 'Business', 'Local Centre' and 'Town Centre' zoning classifications applicable to all commercial land in the Northam townsite by applying a single, all inclusive 'Commercial' zoning classification to these areas with a consistent set of development provisions and standards that can be applied to all future commercial development. <b>(IMMEDIATELY)</b></li> <li>Formulate and apply suitable local planning scheme provisions and policies to address the following land use management issues in the Northam townsite:             <ul style="list-style-type: none"> <li>the provision of adequate car parking, particularly in the Town Centre area; <b>(IMMEDIATELY &amp; ONGOING)</b></li> </ul> </li> </ul>
Identified connectivity	<p>The actions outlined above are considered directly relevant to the Northam Town Centre area. The Strategy provides an explanation of the Shire's LPS6 and is to be read in conjunction with the Scheme. The Strategy provides an explanation for the statutory provisions of LPS6 and ultimately explains the Shire's broad strategy for the area, forming a basis for coordinating public and private development.</p>



Document Title	Entrepreneurial Innovation in the Wheatbelt: A report on the people, groups and businesses involved in entrepreneurial innovation in Western Australia's Wheatbelt Region
Summary of Document	<p>The Entrepreneurial Innovation in the Wheatbelt report provides a series of benchmarks and entrepreneurial innovation examples occurring in Western Australia's Wheatbelt region. The report identifies certain challenges, which hinder the development of innovative and entrepreneurial companies and also identifies the strengths &amp; opportunities for growth across the region.</p> <p>The report identifies three major corridors of entrepreneurial innovation that radiate from Northam, which is considered to be located at the epi-centre.</p>
Key initiatives/objectives	<p>The report highlights seven key areas that are critical to the development of entrepreneurship and innovation within the Wheatbelt. The report explores the following themes in more depth:</p> <ul style="list-style-type: none"> <li>• People, Communities &amp; Culture</li> <li>• Digital Communities</li> <li>• Feeding Asia's Demand</li> <li>• Ag-tech</li> <li>• Sustainability</li> <li>• Creating a Regional Brand</li> <li>• Renewable Energy</li> </ul> <p>The report indicates that the Wheatbelt is being shaped by a series of major trends that align with the abovementioned seven themes.</p>
Relevant Strategies/Actions	<p>The report itself does not provide any specific strategies or actions to be undertaken, and simply outlines a number of findings through analysis of data statistics, survey and workshop findings. The report has undertaken an overall entrepreneurial innovation ranking through using a heat map, which identifies Northam as being ranked within the top 25% of local government authorities in terms of innovation.</p>
Identified connectivity	<p>The report identifies a number of factors that may have an influence for the ongoing development and growth within Northam as the Wheatbelt region diversifies and greater opportunities arise for entrepreneurial innovation in business into the future.</p>







DRAFT NORTHAM TOWN CENTRE DEVELOPMENT AND CONNECTIVITY STRATEGY - JANUARY 2018

Cr A J Mencshelyi declared an "Impartiality" interest in item 12.3.2 - Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam as he knows Stan Malinowski who he has discovered is now the owner of the Commercial Hotel.

Cr C R Antonio declared an "Impartiality" interest in item 12.3.2 - Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam as the applicant is known to him.

#### 12.3.2 Proposed Partial Demolition – Lot 340, No 190 Fitzgerald Street, Northam

Address:	Lot 340, No 190 Fitzgerald Street, Northam
Owner:	Willowfeild Pty Ltd
File Reference:	A13530
Reporting Officer:	Chadd Hunt Executive Manager Development Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

A development application has been received to obtain approval to demolish part of the property known as the Commercial Hotel.

The property is zoned Commercial under the provisions of the Northam Local Planning Scheme No. 6 and has recently changed ownership.

The application is referred to Council as the proposal requires development approval under the provision of the above scheme and staff do not have delegated authority to issue demolition permits for properties included within the Shire of Northam Municipal Heritage Inventory (MHI).

#### ATTACHMENTS

Attachment 1: Locality Plan.

Attachment 2: Site Plan and Demolition Plans.

Attachment 3: Heritage Advice.

Attachment 4: Letter from the applicant.

Attachment 5: Structural Inspection Report.

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#### BACKGROUND / DETAILS

The subject property being 2520m<sup>2</sup> in area, is located within the Shire of Northam Fitzgerald Street Heritage Precinct and is listed with the Shire of Northam MHI.

In the Heritage Precinct the property is identified as having a “considerable” contribution and within the MHI as a place of considerable significance and high authenticity.

The new owners are looking to redevelop the entire property and are in the process of submitting a formal development application for the site. In order to ascertain the extent of work required for the redevelopment the owners are seeking approval to demolish several outbuildings on the site including the building known as the “Moomba Room” (refer to attached plans).

## CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 1: Economic Growth.

Outcome 1.1: The Shire of Northam is an attractive investment destination for a variety of economic sectors.

Outcome 1.3: Northam central business area is a strong and vibrant centre with a variety of cultural/art, retail and hospitality choices on offer every day of the week.

Financial / Resource Implications

There are no direct financial and/or resource implications for the Shire in relation to the recommendations of this report.

Legislative Compliance

Northam Local Planning Scheme No. 6

The land is zoned Commercial under the provisions of the Scheme, in addition the entire property is located within the Avon and Mortlock Rivers Special Control Area (SCA1).

Schedule A – Supplemental Provisions to the Deemed Provisions of Local Planning Scheme No 6 stipulates that approval is required for the demolition of a building within a designated Heritage area under the Scheme.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67 of the Regulations sets out the matters for consideration for local government when determining an application for development approval.

Sub-clauses (a), (g), (k), (m), (n), (q) and (w) are applicable to the proposal and have been considered in the assessment of this application. The



development is consistent with the aims of LPS6; relevant policies have been considered; and any impacts on the locality have been considered.

#### Local Planning Policy No. 18 – Heritage Precincts

As indicated above the policy identifies the subject buildings as having considerable contribution to the area. The policy has a number of key development constraints included under Clause 5.2 which states as follows –

#### 5.2 Demolition

*In considering an application for demolition the Shire shall have due regard to the following:*

- a) Applications for demolition of a building, or any part of a building that is visible from the street, will be required to demonstrate that the building fabric to be demolished does not contribute to the heritage significance or traditional streetscape character of the Policy Area.*
- b) Demolition of part of the rear section of a contributory place may be acceptable, but this must include the retention of a meaningful section of the front portion of building. Retention of the façade only (as a ‘skin’ to a new building) will generally not be considered.*
- c) If it is considered that conservation is not viable due to the degree of structural deterioration, the Shire may consider demolition approval for all or part of a contributory building on the grounds of structural inadequacy, as demonstrated by a detailed structural condition assessment (to be prepared by a qualified structural engineer at the expense of the applicant). In these cases, the Shire may also seek their own independent advice from a structural engineer with experience in the conservation of heritage buildings.*
- d) If there is evidence that structural inadequacy is a result of a long-term lack of maintenance (otherwise known as demolition by neglect), reconstruction to a known earlier state may be required.*
- e) Demolition approval will not generally be considered for a contributory building solely on the grounds of economic/other gain for redevelopment of the land.*
- f) Demolition of non-contributory buildings may be permissible, however, the Shire may defer consideration of the application for demolition of any building that addresses the main street frontage(s) until there is a planning approval granted for a new building that complies with this Planning Policy.*

As a result of this, further advice has been received from Council's Heritage Advisor who assisted with the preparation of the policy and guidelines. In essence the Heritage Advisor has indicated no objections to the partial demolition in the context of the retention of the main building and future development of the site.

Policy Implications

In addition to the above policy the subject lot is located within the Minson Avenue Design Guidelines area and the Town Centre Parking Strategy. The proposed redevelopment plans will need to be assessed against these documents and will form part of the report submitted to Council in the coming months.

#### Stakeholder Engagement / Consultation

Staff have consulted with the applicant, Council's Heritage Advisor and the Heritage Council regarding this application and the proposed redevelopment of the site.

#### Risk Implications

There is a risk to Council that in approving the partial demolition of the property without approval being granted for the overall redevelopment that the redevelopment may not occur in a timely manner. This is proposed to be managed through conditions of approval.

#### **OFFICER'S COMMENT**

Staff have assessed the application based on the information provided, the advice of Councils Heritage Consultant and on the basis that further detailed applications will be lodged for the overall redevelopment of the site.

The initial concept plans shown to Council Staff indicate that the overall redevelopment of the site will be a positive outcome for site and the CBD generally. There are issues that will need to be resolved as part of any approval that is issued and subsequently there is no objection from staff in permitting the demolition of the buildings as part of this application.

## RECOMMENDATION

That Council approve the development application in accordance with the provisions of Northam Local Planning Scheme No. 6 for the demolition of portion of buildings on Lot 340, No 190 Fitzgerald Street, Northam in accordance with the plans submitted, subject to the following conditions:

### GENERAL CONDITIONS

1. The development hereby permitted must substantially commence within two years from the date of the determination notice.
2. The development hereby permitted taking place in accordance with the approved plans.

### CONDITIONS TO BE MET PRIOR TO THE COMMENCEMENT OF ANY WORKS

3. An archival record is to be made of the building to be demolished and submitted to the local government for approval prior to the issue of a Demolition Permit and shall include:
  - a) A site plan prepared at 1:200 scale, floor plan(s) of the building and four elevations prepared at 1:100 scale.
  - b) Digital photographs taken of the building (once vacated) to include:
    - i) A general/overall photo of the building to be demolished;
    - ii) Photos of each of the four elevations;
    - iii) Internal photos of all rooms; and
    - iv) Photos of any special architectural features.

### CONDITIONS REQUIRING ONGOING COMPLIANCE

4. A development application being submitted for the redevelopment of the entire site within 3 months from the date of this determination.
5. The property not being utilised by the public during the period of demolition.



Attachment 1



The Shire of Northam does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that The Shire of Northam shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.

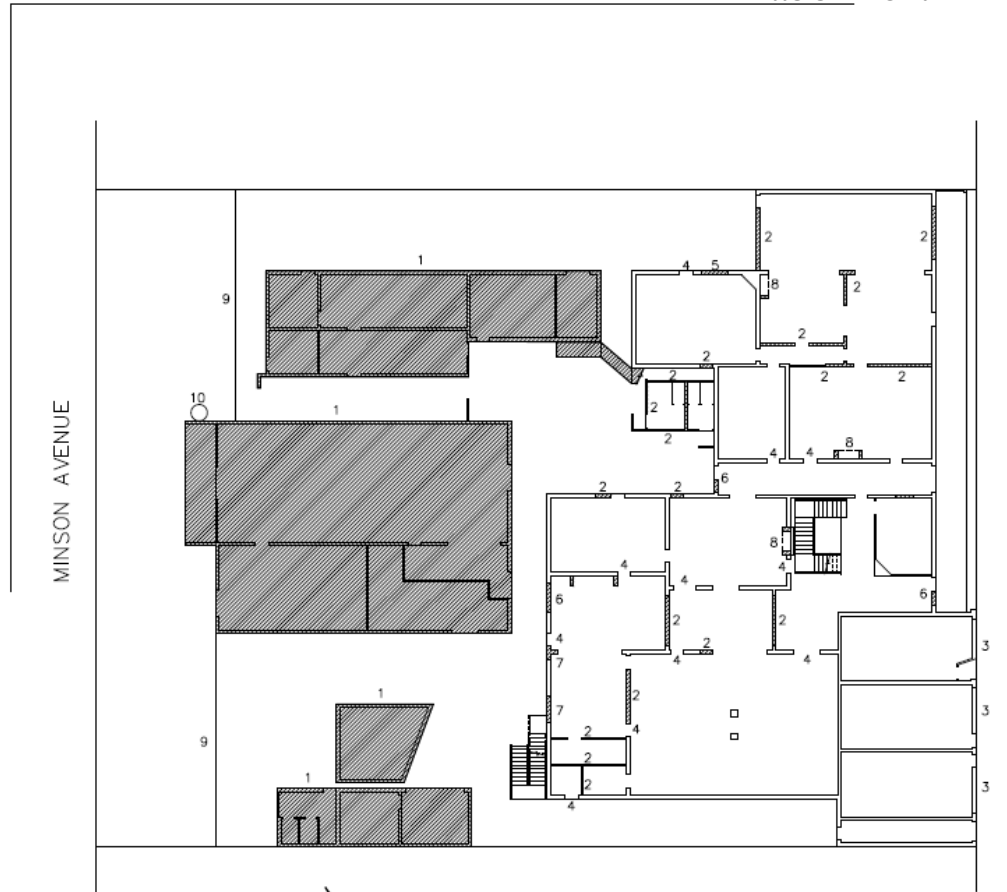
Lot 340 (192) -  
Commercial Hotel:  
Location Plan

2/01/2018

1:1000



Attachment 2



**DEMOLITION PLAN**


1. ALL BUILDINGS SHOWN CROSS HATCHED TO BE DEMOLISHED. DEMOLITION TO BE DONE IN A SAFE MANNER AND ALL MATERIALS OF A SALVAGEABLE CONDITION TO BE PUT ASIDE FOR POSSIBLE REUSE IN THE NEW DEVELOPEMENT
2. ALL WALLS SHOWN HATCHED TO BE REMOVED IN A SAFE MANNER AND ADJOINING SURFACES TO BE REPAIRED AND FINISHED TO MATCH SURROUNDINGS
3. EXISING SHOP FRONTS TO BE REMOVED AND REPLACED WITH NEW ALUMINIUM WINDOWS AND DOORS AS REQUIRED
4. DOORWAYS TO BE BRICKED UP AS NOTED
5. NEW SERVERY HATCHES TO BE CUT INTO EXISTING WALLS AS NOTED. REFER TO ELEVATIONS
6. CUT IN NEW DOUBLE DOORWAYS AND MAKE GOOD
7. CUT IN NEW OPENINGS FOR NEW ROLLER DOORS AND MAKE GOOD
8. EXISTING FIREPLACE TO BE REMOVED TO 2100 AND CHIMNEY TO BE SUPPORTED ADEQUATELY
9. EXISTING FENCELINE TO BE REMOVED
10. EXISTING PALM TREE TO BE RETAINED

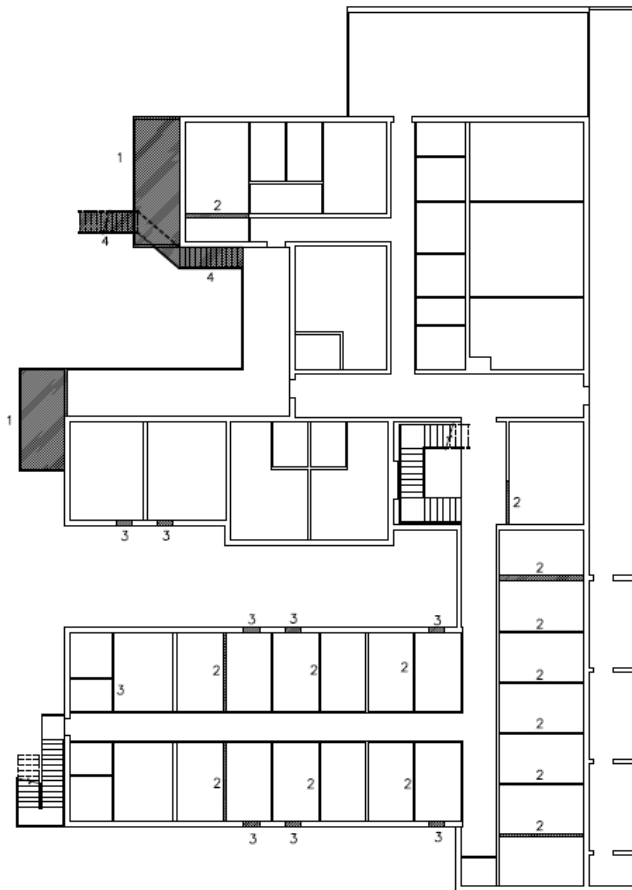
**NOTE**

REFER TO PRELIMINARY STRUCTURAL INSPECTION BY ARENA CLAUSON ENGINEERING GROUP OF PROPOSED RENOVATION WORKS



**GROUND FLOOR DEMOLITION PLAN**  
1 : 200

PROPOSED DEVELOPMENT  one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402	 PINEFIELD'S OF YORK GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338	DRAWN	GWB
		DATE	JULY 17
		REVISION	A
		SHEET	03   A2




**DEMOLITION PLAN**

1. ALL ROOMS SHOWN CROSS HATCHED TO BE DEMOLISHED. DEMOLITION TO BE DONE IN A SAFE MANNER AND ALL MATERIALS OF A SALVAGEABLE CONDITION TO BE PUT ASIDE FOR POSSIBLE REUSE IN THE NEW DEVELOPEMENT
2. ALL WALLS SHOWN HATCHED TO BE REMOVED IN A SAFE MANNER AND ADJOINING SURFACES TO BE REPAIRED AND FINISHED TO MATCH SURROUNDINGS
3. CUT IN NEW DOORWAYS AND MAKE GOOD
4. EXISTING STAIRWAY TO BE REMOVED



FIRST FLOOR DEMOLITION PLAN  
 NTS

PROPOSED DEVELOPMENT		 PINEFIELD'S OF YORK GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338	DRAWN	GWB
one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402			DATE	JULY 17
		REVISION	A	
		SHEET	07   A2	



Attachment 3

## GREENWARD CONSULTING

Annette Green BArch MBEnv (Bldg Cons)  
Heritage Planning and Policy

---

**To:** Chadd Hunt, Executive Manager Development Services  
**Organisation:** Shire of Northam  
**Subject:** Proposed redevelopment of the Commercial Hotel, Northam  
**Date:** 15 September 2017

---

Dear Chadd

In providing heritage advice on this proposal, the following points have been taken into consideration:

- The Commercial Hotel has been previously assessed as being of Considerable Cultural Heritage Significance for the Shire of Northam.
- The current building has been developed in at least 2 main stages, 1902 and 1926. The latter nearly doubled the size of the place and resulted in the overall style of the main façade as seen today.

For the purpose of this report, the work 'original' refers to the place as completed by the mid 1920s, or as completed during the inter-war period in a "seamless" and matching style.

- The interior of the hotel and aspects of the main facade (including doors and elements of the shopfronts) have undergone various renovations over time. However, overall, the façade has retained a high degree of authenticity relating to the c.1926 design. Internally, there is some detailing which has remained intact, but there have also been major renovations (such as the detailing of the central ground floor passage, which dates from the mid-twentieth century).
- Conservation of the Commercial Hotel (involving the protection of the relatively high level of original detailing to the main façade) is considered to be a positive initiative for both the building and the Fitzgerald Street streetscape.
- The proponents for the current development proposals are considering purchasing the Commercial Hotel and upgrading it for continued use as a hotel.
- The preliminary proposals, as illustrated in plans provided to me by the Shire of Northam on 1 September 2017 and discussed during the site inspection on 13 September 2017, are subject to the purchase of the site by the proponents.
- Any changes which have been currently proposed, or which may be proposed in the future, and which have not been specifically discussed in this report have not been assessed for their potential heritage impacts.

For the purpose of this report, the following terms have the meanings applied under *The Australia ICOMOS Charter for Places of Cultural Significance (The Burra Charter, 2013)*:

- *Conservation* means all the processes of looking after a place so as to retain its cultural significance, including maintenance, preservation, restoration and reconstruction, as relevant.
- *Maintenance* means the continuous protective care of a place, and its setting. Maintenance is to be distinguished from repair, which involves restoration or reconstruction.

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ABN 125 6692 4079

- *Preservation* means maintaining a place in its existing state and retarding deterioration.
- *Restoration* means returning a place to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material.
- *Reconstruction* means returning a place to a known earlier state and is distinguished from restoration by the introduction of new material.

#### Current proposals

The issues considered at this stage with regard to potential heritage impacts are as follows:

- Continued occupation of the place as a hotel with three attached shops is the best heritage outcome, as it provides for continuity of the original use.
- Maintaining as much as possible of the surviving original fabric and detailing to the main façade is an important heritage outcome.

Based on the site inspection and associated discussions, the following proposed works are supported in principle:

#### Fitzgerald Street façade of the Hotel

- Conservation of the existing parapet, with the words 'Hotel' and 'Northam'. Removing the word 'Commercial' and carefully repairing the face of the parapet in that area. Adding an additional word to the central panel (between 'Hotel' and 'Northam') to match the existing text and display the proposed new name for the place.
- Removal of the existing (visually intrusive) roof mounted advertising sign.
- Continuing to use the front face of the fascia at the base of the balcony for applied and painted signage, including advertising. Such signage should be retained within the existing width of the fascia panel.
- Conservation of the first floor façade (including all original doors and windows, tuck-pointed face brickwork, balustrade, bull-nose verandah roof, timber verandah posts and other detailing).

As the first floor façade and balcony is still largely intact. Any works required for the purpose of maintenance or restoration/reconstruction should be based on the physical or documentary evidence regarding original detailing. No alterations to the original detailing and design across the extent of the brick portion of the façade should be undertaken other than as required for conservation works.

The framed section of wall at the north-eastern end can be adapted or reconstructed in a sympathetic style, as required.

- Conservation of the most of the original detailing to the ground floor façade (including the width, height & shape of the original door and window openings, joinery, stucco mouldings, tuck-pointed face brickwork, window frames, lead-light panels, verandah posts and other original detailing to the main façade), with a small number of specific exemptions, as noted below:

- The proposed installation of new doors within existing door openings along the ground floor façade of the hotel is an acceptable heritage outcome, provided that the original joinery of the architraves, transoms and fanlights is conserved.

As the doors to the hotel have been changed over time, new doors can be installed in a simple modern style that is complementary to the original design.

Alternatively, new doors can be designed to reconstruct or interpret a known former style (i.e. using a design that is directly based on physical and/or documentary evidence, to be



provided as an attachment to the formal submission). For example, during the site visit, the proponents stated that historical photographs show glazed doors with angled chrome push bars (which was a style popular in the late Inter-War to early Post-War era).

- The proposed creation of a new, wider, entry to the proposed café at the north-eastern end of the façade is acceptable as a means of supporting a viable and compatible new use.

The area to the single story section of the brick façade has cracking above the existing two openings, which will require partial reconstruction for remedial works. It has been proposed that this area be further modified with a wider glazed doorway, in order to provide improved physical and visual access to the new café from the street.

This is considered an acceptable modification, provided the remainder of the hotel façade is conserved along Fitzgerald Street and the detailing around the new opening is consistent with the original detailing (including the tuck-pointed brickwork; moulded stucco detailing, and joinery).

As discussed during the site visit, the opening could be modified as either a triple arched opening (utilising the form of the existing two arches) or redesigned as a single, wide arch, based on the existing double door entry to the central passage. The detailed design process should consider which option provides the most complementary detailing for the overall façade.

- Proposed repainting of the previously painted sections of the façade.

The new colour scheme should consider the traditional balance of light and dark shades across the face of the building (as may be indicated by historical photographs or investigation of traditional colour schemes through paint scrapes). However, this can be interpreted in a modern colour scheme.

No areas of exposed tuck-pointed face brickwork should be painted.

- The proposed installation of an injected damp-proof course is acceptable, noting that there was some visible evidence of rising damp in the areas inspected.

Note: During the site visit it was agreed that the existing single door entry which provides access from Fitzgerald Street to the new liquor store can be retained, rather than, as previously proposed, being replaced with a new, wider double door. This acknowledges that the primary access to the liquor store will be via the new drive-through entry on the north-western side of the hotel. If an automatic opening door is required for this entry it should be carefully designed to conserve the traditional architrave, transom and fanlight detailing to the existing opening, or (if essential) reconstruct this to match the external appearance in materials and detailing.

#### Fitzgerald Street façade of the three attached shops

A report on the draft Fitzgerald Street Local Planning Policy (Greenward Consulting, June 2015) noted that these shops retain some elements that illustrate traditional shopfront detailing consistent with the Inter-War and early post-WWII era. Such evidence is now relatively rare in Northam as a result of ongoing modernisation of shopfronts over time, which has diminished the character of early retail premises along Fitzgerald Street.

- The proposed conservation of the glazed tiles to the vertical faces and stalls to the shopfront windows, with the exception of the damaged section at the north-eastern end (below and to the right of the rainhead) is a positive heritage outcome.

Based on discussions during the site inspection, it is understood that tiles in the damaged area are to be carefully removed (retaining some for repairs to other sections if possible), the underlying downpipe repaired and the repaired area rendered.



This will conserve the traditional glazed tiles except as necessary for essential repairs.

- The traditional glazed highlights over the shopfront windows should be conserved or interpreted in a complementary manner, retaining the proportions of the glazing, but using new clear, coloured or textured glass if desired.
- Conservation of sections of traditional shopfront framing is strongly encouraged, where possible. Reconstruction in a similar or matching style could be considered, if necessary.

Note: An alternative detailing for the shopfronts could be based on a reconstruction or interpretation of a known earlier state, if clearly supported by documentary evidence submitted with the formal application. The key issue is retaining a traditional form, style and detailing which is complementary to the Inter-War era of the hotel building. Within the context of heritage impacts, authenticity is the preferred outcome.

Note: While the proponents have referred to documentary evidence which apparently suggests that these shopfronts were flat to the street front from an early date, the physical evidence, including the detailing of the shopfront highlights and the narrow panels between the doors and shopwindows of the 2 flat shopfronts, suggest that there were originally designed as re-entrant shopfronts (similar to the former barbers shop).

- The proposed conservation of the existing traditional timber doors to the 3 shops is a positive heritage outcome.  
If necessary, and subject to the application of regulations, Shire approval to allow these to swing inwards where they are on the street boundary (2 of the shops) could assist conservation of these elements.
- The proposed installation of a gate to the corridor at the south-western end of the shopfronts is supported, provided this is based on an interpretation of historical documentary evidence (as discussed with the proponents during the site inspection).

#### Interior of the building

Only part of the ground floor interior was inspected during the site visit, and the first floor was not inspected. This confirmed that some areas have been extensively altered as part of various refurbishment programs, but that there is some surviving decorative detailing (such as the ceiling to the proposed liquor store).

- Given the degree and nature of other changes over time, further alterations to the configuration of the interior of both the ground and first floors are acceptable as a means of achieving a viable compatible use, provided that these do not require changes to the main façade (other than as specifically discussed above).
- Where possible, consideration should be given to any opportunities for conserving original decorative detailing. It is understood that this is already being considered for the ceiling of the liquor store.
- Where original detailing has not survived then, unless an area or element is being returned to a known earlier state, simple modern finishes and fit-out is preferred.

#### Rear wings and outbuildings

The rear wings and outbuildings of the hotel would have originally been very functional spaces, not intended or designed for "public" view. Based on the precedent of developments to other heritage hotels, these areas typically provide considerable opportunity for new adaptation/redevelopment.

Based on my inspection of the rear wings and outbuildings of the Commercial Hotel I do not have any heritage concerns regarding the complete redevelopment of these areas to the extent indicated on the preliminary drawings.

With regard to the Moomba Room it has been confirmed by historical newspaper searches that this was developed as a “cabaret” room in November-December 1962 and that it became a popular venue for local social events, following the opening up of the rear area with the construction of large new car parking areas in that year.

Opportunities for heritage interpretation

Interpretation of the Moomba Room and other aspects of the history of the Commercial Hotel is strongly encouraged. This could be implemented through means such as framed plans of the place; historical photographs; and supporting text. Such information could be displayed in in public areas such as the proposed café and restaurant.

Archival recording of those parts of the place to be demolished is also encouraged, through the preparation of plans, supported by a detailed photographic record. Such information could be held in a local history collection within the Shire library; in collections held by the local historical society; or elsewhere, as relevant for the Shire of Northam.

I hope these comments are of assistance. Please do not hesitate to contact me if you require further information and/or clarification relating to this advice.

Regards, Annette

*Disclaimer:*

- *The information in or attached to this report is provided as heritage advice only, and does not replace any formal application, referral or approval processes.*
- *The advice provided relates to heritage principles and impacts. It has been based on the information described and on the professional expertise of the author. Unless otherwise noted, it does not relate to town planning, building code, structural or other issues, which will need to be considered by others, as relevant.*
- *No person or organization should use or rely on this document for detailed advice, or as the basis for formulating decisions or actions, without considering, and if necessary obtaining, relevant advice from other sources.*
- *The author has exercised care to avoid errors in the information contained in the report but does not warrant that it is error or omission free.*

Attachment 4

Willowfield Pty Ltd  
PO Box 573  
NORTHAM WA 6401

SHIRE OF NORTHAM	
RECEIVED	
[ ]	
FILE #	A13530
STATUS	OUT
DOC #	I74457
REL No.	Chadd/Colin

Mr J Whittaker  
Chief Executive Officer  
Shire of Northam  
PO Box 613  
NORTHAM WA 6401

ATTN: Sam Neale Senior Building Surveyor

YOUR REF: A13530

RE: Demolition Permit Application 17261

Dear Sir

As requested we hereby submit our response in support of the abovementioned application for demolition of all out buildings at 190 Fitzgerald ST Northam (Commercial Hotel).

As explained to both yourself and Chad Hunt to submit a development approval at this point is premature and would not be accurately representative of our intentions. Unfortunately we are required to submit our full intentions to Racing, Gaming and Liquor (RGL) as the approval authority and until such time as they sanction our renovations it is pointless in seeking approval from the Shire of Northam (S of N).

RGL have received preliminary plans from us but they cannot commence the application until we have the title to the building and the Liquor License has legally transferred to us. Settlement was effected at 1200 Hrs on Wednesday 22 December 2017. At the time of writing this submission we have received verbal confirmation of the transfer but written consent will follow in due course. Also lodged is an application for name change and redefinition and alteration of the premises. We are expecting a visit from the RGL inspection team before the end of January 2018. You would also be aware of a large number of work orders relating to the hotel operation, these will hopefully be addressed with the site visit.

The S of N is in receipt of all preliminary planning and renovation documentation and it is our intention to keep you advised throughout the process. As part of our due diligence we commissioned a structural engineering report and requested advice in reference to Heritage matters. A copy of the structural report has been submitted to S of N which highlights a number of problem areas. It is recommended in the report that all outbuildings are beyond repair and are not suitable for public use with the stable area to be demolished ASAP as it is structurally unsafe.



An inspection was carried out by Annette Green, the S of N heritage consultant which also noted that the out buildings have no significant interest in heritage value. A number of points were raised in regards to the main structure fronting Fitzgerald Street to which we agreed to maintain the heritage integrity where possible.

We have commenced preliminary works on the three retail shops fronting Fitzgerald Street and intend to maintain as much of the shop front as possible. Unfortunately termite infestation has damaged all the floor areas, hence polished floors are out of the question. We have secured tenants for these shops which will mean 2 new businesses coming to Northam.

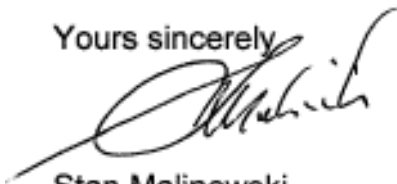
For the renovation process to begin the outbuildings must be demolished because it is our intention to operate the business with frontages to both Minson Ave and Fitzgerald St. This will also accommodate parking for patrons and house guests and provide one way traffic flow for the packaged goods outlet. We will be entering into a reciprocal parking share arrangement with the S of N to provide additional parking matching the Avon River existing parking format.

Subject to approvals we will be constructing an elevated beer garden overlooking the Avon River, a new fully enclosed in glass dining room, accommodation will all be upgraded with ensuites. A new bar facility with sports bar but excluding TAB. AI fresco under verandah dining in Fitzgerald Street, fully licensed and a cafe style dining area on Fitzgerald Street with the footpath going through the middle of the fully licensed area eg Lygon St Melbourne.

We will be attempting to bring Northam's recreation and hospitality to a level equal to that of our shopping facilities.

The demolition is an integral part of the overall project, should the permit be rejected by Council the entire project will be compromised and may not progress.

Yours sincerely



Stan Malinowski  
Director

cc. Chad Hunt

Attachment 5



**Structural Inspection Report**  
**Ref No.: J1191-REP-01**

Client: Willowfield Pty. Ltd.  
Property: Northam Commercial Hotel  
Property Address: 190 Fitzgerald St Northam WA 6401  
Date of Inspection: Wednesday 19<sup>th</sup> July, 2017

**SUBJECT: Preliminary Structural Inspection of Hotel Before Proposed Renovation Works**

A structural inspection was carried out on Wednesday 19<sup>th</sup> July, 2017 at the abovementioned property on behalf of the Client, Willowfield Pty. Ltd. The purpose of the inspection was to assess the current structural condition of the Hotel and its associated outbuildings before any proposed renovation works are commenced.

The subject property is shown in perspective view from Fitzgerald Street in Figure 1, in aerial view in with the property overview shown in plan in Figure 2.

The visual inspection involved walking around the site making observations and taking photographs, measurements and field notes. No attempt was made to remove any cladding or building materials that may have concealed structural defects. Relevant photos are attached to the end of this report.

Based on the inspection undertaken, information provided by the client, and a subsequent desktop assessment the following comments are made:

A description of the hotel with relevant background information from the Clients, is as follows:

- The hotel is a two-storey building that was original constructed in 1902.
- There have been three major projects of structural modifications made to the hotel in the last 115 years with the most recent being circa 1994.
- The property is located in close proximity (50m) to the Avon River and the water table during winter was found to intersect the footings of the hotel around the cellar. At the time of the inspection the cellar was flooded as the water pump had failed.
- The outbuildings at the rear of the property were founded a meter lower than the hotel floor level.
- The buildings were primarily constructed from clay bricks with timber framed floors and roofs supporting corrugated steel sheeting.

Based on observations from site and local knowledge, the property sits on a clayey site;

Site Soil Classification "H1" in accordance with AS 2870  
*"Highly reactive clay sites, which may experience high ground movement from moisture changes"*



**Observations**

The observations noted during the inspection are presented in the following table. Photographic references are shown at the end of this report.

Photo	Location	Description/Comments
1	Hotel Ground floor	Masonry wall cracks (2-8mm width) in SE wall of Public Bar (TAB) where originally an archway was located.
2		Masonry wall cracks in rear external NW wall ~2mm width.
3		Cellar was flooded under 800mm of water preventing further subfloor inspection.
4		Adjoining neighboring wall on north exhibited crumbling mortar to external wall and evidence on previous repairs.
5, 6	Outbuilding 1	North eastern wall was leaning away from building. Two interior masonry walls that providing lateral support were cracked at the intersection from floor to ceiling
7, 8, 9		Extensive clay brick failure throughout the structure.
10		Inadequate foundations for masonry building on clayey site.
11	Outbuilding 2	Wall panel cracks (width 1.0 – 3.0mm) to NE wall between wall buttress pillars extending down from top of wall approximately 1.5m. All panels between buttress piers exhibited cracking.
12, 13		Internal walls with rising damp extending up wall beyond sideboard rail and timber paneling which was concealing the extent of the damage.
14, 15, 16, 17		Exterior clay brickwork was degraded around entire building with clay brick damage from moderate to extremely severe.
18, 19		SW exterior wall exhibited multiple wall cracks. (width ~2.0mm)
20	Outbuilding 3	Clay brickwork exhibited minor damage from rising damp with local areas of grout failure (crumbling)
21		Diagonal wall crack (width 1.0-2.0mm) approximately 1.2m long

Table 1. Observations at Property





### **Findings**

#### ***Hotel***

The Northam Commercial Hotel was in poor to fair condition for its age but does require extensive maintenance for the structural health of the building to be preserved. Additionally, the rear timber balconies and stairways are currently a safety issue and are known to require replacement. The primary structural concern for the hotel however, is the high water levels on the site that can damage clay fired bricks and lime mortar due to rising damp. This damage is very evident in all three outbuildings at the rear of the property. The excessive deterioration of these structures is due to the lower foundation level of these buildings and also indicates a reduced maintenance regime over the years.

Notwithstanding the noted defects, the Hotel is currently structurally sufficient and suitable for renovating.

#### ***Outbuilding 1***

The exterior walls showed historical evidence of rising damp that was previously rendered as a repair. This previous patch repair/concealment is now debonded from the degraded clay bricks and the water damage is evident 2m above ground level. Due to foundation movement and weakened brick strength, the interior walls of this building have broken away from the exterior wall that it laterally supports. As a result the exterior wall is now inadequately supported along its 22m length.

#### ***Outbuilding 2***

Exterior rendering and interior cladding have hidden the progressive damage caused by rising damp in this building for many years. The clay brickwork in the north eastern wall is weakened with damp up to 1.5m above the ground and as a result the wall panels are cracked between adjacent buttress pillars. In the southwest wall, the rising damp damage extends the full height of the walls.

Outbuildings 1 and 2 are currently structurally inadequate due to the excessive water damage and neglect. These buildings should be demolished for safety as is not feasible to repair the buildings due to extent of damage throughout the clay brick walls.

#### ***Outbuilding 3***

The damage to Outbuilding 3 was not as significant as the other minor buildings, however it still requires significant remedial works (epoxy mortar repointing to all crumbling mortar) to maintain structural sufficiency with no guarantee on lifespan for the building. However, these works may not be economically viable to maintain a three sided shed, as a durable replacement structure to suit the purpose may be more cost effective.



**Recommendations**

- Outbuilding 1 requires temporary propping to support the long north-eastern wall until it can be safely demolished. Temporary propping should be with 45-degree timber struts (90x45) at 3m spacing as shown in Figure 3. The struts should be adequately pinned to the ground and the wall with a spreader board.
- Outbuilding 2 should not be publicly accessible and OH&S procedures for a construction site should be followed until the building is safely demolished.
- Bedroom 9b (Figure 3) is supported by the eastern wall of Outbuilding 1 and will need to be demolished before Outbuilding 1 is removed. Alternatively, independent support to the ground will be required below the room's west wall.
- Pump dry the Hotel cellar and provide a waterproof barrier all around the cellar walls above the winter high water mark to prevent damage from rising damp impacting the walls above.
- Neighbouring parapet wall along north-eastern boundary requires repointing of all areas of loose mortar with epoxy grout.

If this office can be of any further assistance, please do not hesitate to make contact.

Inspected by: William Dawson BEng (Structural Engineer)

Certified by: Joe Arena CPEng BE MIEAust NPER 24918 (Structural Engineer and Director)

Signed:



Dated: Tuesday, August 01, 2017





Figure 1. Perspective View Subject Hotel



Figure 2. Aerial view of Property showing Subject Buildings



170 Great Eastern Hwy  
CANNING VALLEY WA 6056

info@arenaclauson.com.au  
www.arenaclauson.com.au  
Tel: +61 8 9255 1257



**ARENA CLAUSON**  
ENGINEERING GROUP

Civil & Structural Engineering Consultants

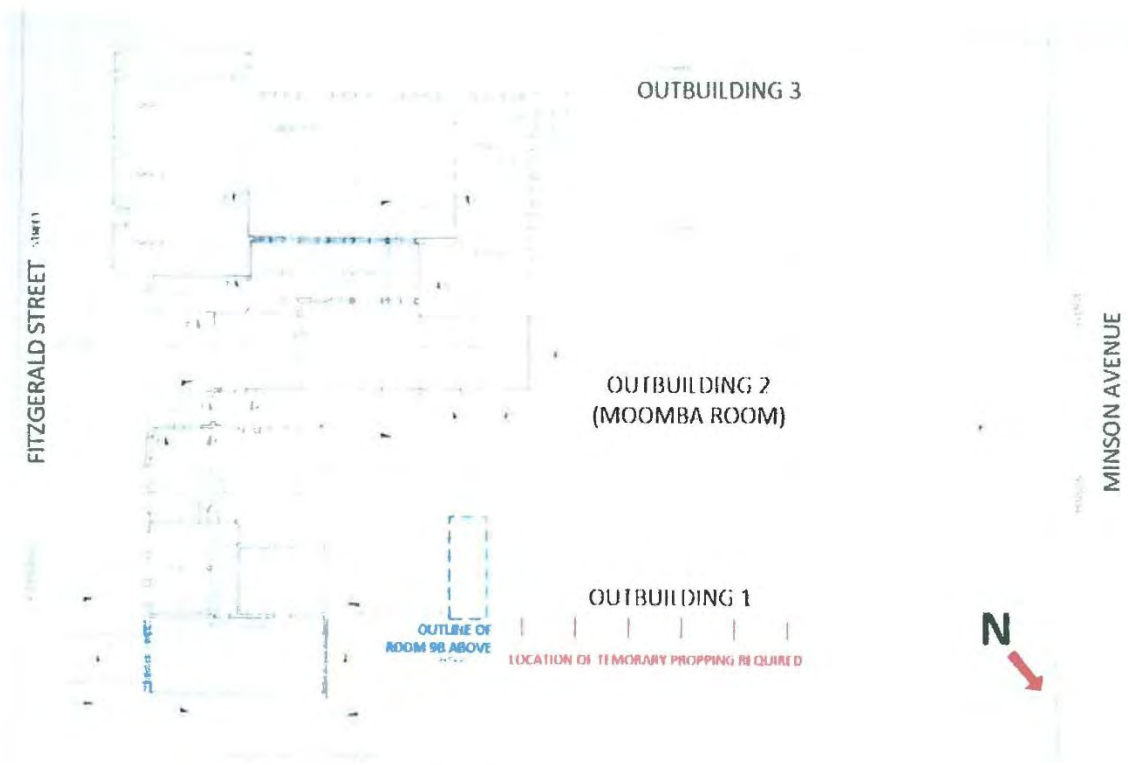


Figure 3. Plan View of Hotel and Outbuildings



PHOTOGRAPHIC SLIDES

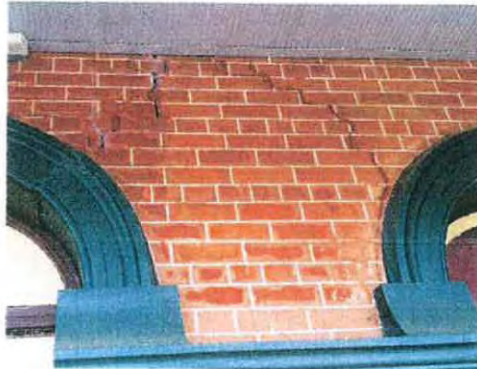


Photo 1.



Photo 4.



Photo 2.



Photo 5.



Photo 3.



Photo 6.





Photo 7.



Photo 10.



Photo 8.



Photo 11.

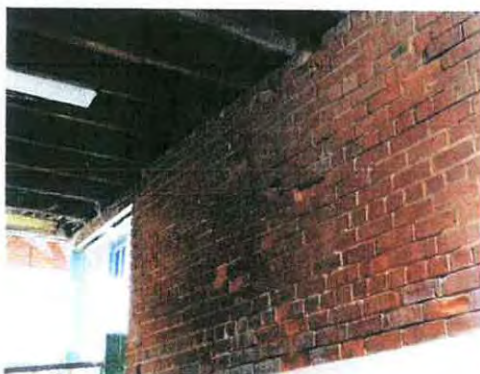


Photo 9.



Photo 12.





Photo 13.



Photo 16.



Photo 14.



Photo 17.



Photo 15.



Photo 18.

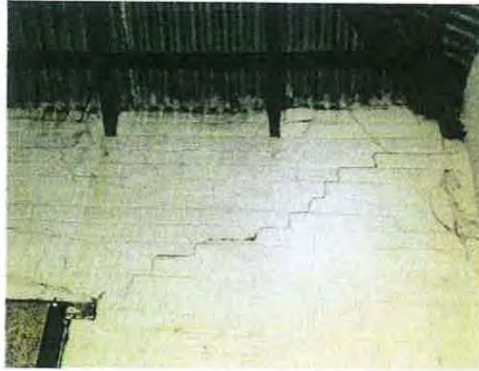


Photo 19.



Photo 20.



Photo 21.



**Limitations of Inspection and Report:**

The inspection was a visual assessment of those elements that were accessible and in plain view. No tests were carried out and no samples were taken. The conclusions outlined in this report are based on what was visually assessed and information provided by the Client. While every endeavour was made to carry out a comprehensive inspection of all elements of the areas under consideration, it is possible that some potential defects may not have been observed due to being hidden, obscured or being positioned in inaccessible locations.



AUSTRALIAN STANDARDS

THIS DEVELOPEMENT TO COMPLY WITH THE FOLLOWING STANDARDS :-

1. LIGHT TIMBER FRAMING CODE AS 1684.2 – 2010
2. TRUSS ROOF CODE AS 4440 – 1997
3. CONCRETE CODE AS 2870 AND 3600
4. EARTHQUAKE DESIGN CODE AS 1170.4
5. GLAZING AND WINDOWS TO AS 2047 AND AS1288
6. SMOKE ALARMS BATTERIES TO AS 3786
7. SOIL CONDITIONS IN ACCORDANCE TO AS 2870
8. ELECTRICAL STANDARDS TO AS/NZS 3000:2000
9. PLUMBING STANDARDS TO AS/NZS 3500:2000

DESIGN CRITERIA

1. REGION A. TERRAIN CATAGORY 2 TO AS 1170.2
2. 'M' CLASS SITE TO AS 2070. NATURAL GROUND TO BE COMPACTED TO 92% MMDD LEVEL WITH SAND PAD IF NECESSARY. DO NOT CUT TO FILL UNDER BUILDINGS
3. ACCELERATION COEFFICIENT OF 0.13 TO AS 1170.4 TO EARTHQUAKE CODE

GENERAL NOTES


1. ALL DIMENSIONS, LEVELS & MATERIALS TO BE CHECKED BY BUILDER PRIOR TO WORK COMMENCING.
2. ALL CONSTRUCTION TO CONFORM TO LOCAL AUTHORITIES BYLAWS AND THE BUILDING CODE OF AUSTRALIA
3. ALL FINISHES TO BE AS SELECTED BY OWNER.
4. AN APPROVED METHOD OF TERMITE PROTECTION (BIFENTHRIN OR SIMILAR) TO BE USED BELOW ALL NEW CONCRETE.
5. THIS DRAWING TO BE READ IN CONJUNCTION WITH ALL OTHERS IN THE SET.
6. ENGINEERS DETAILS ARE TO TAKE PRECEDENCE OVER ARCHITECTURAL DETAILS

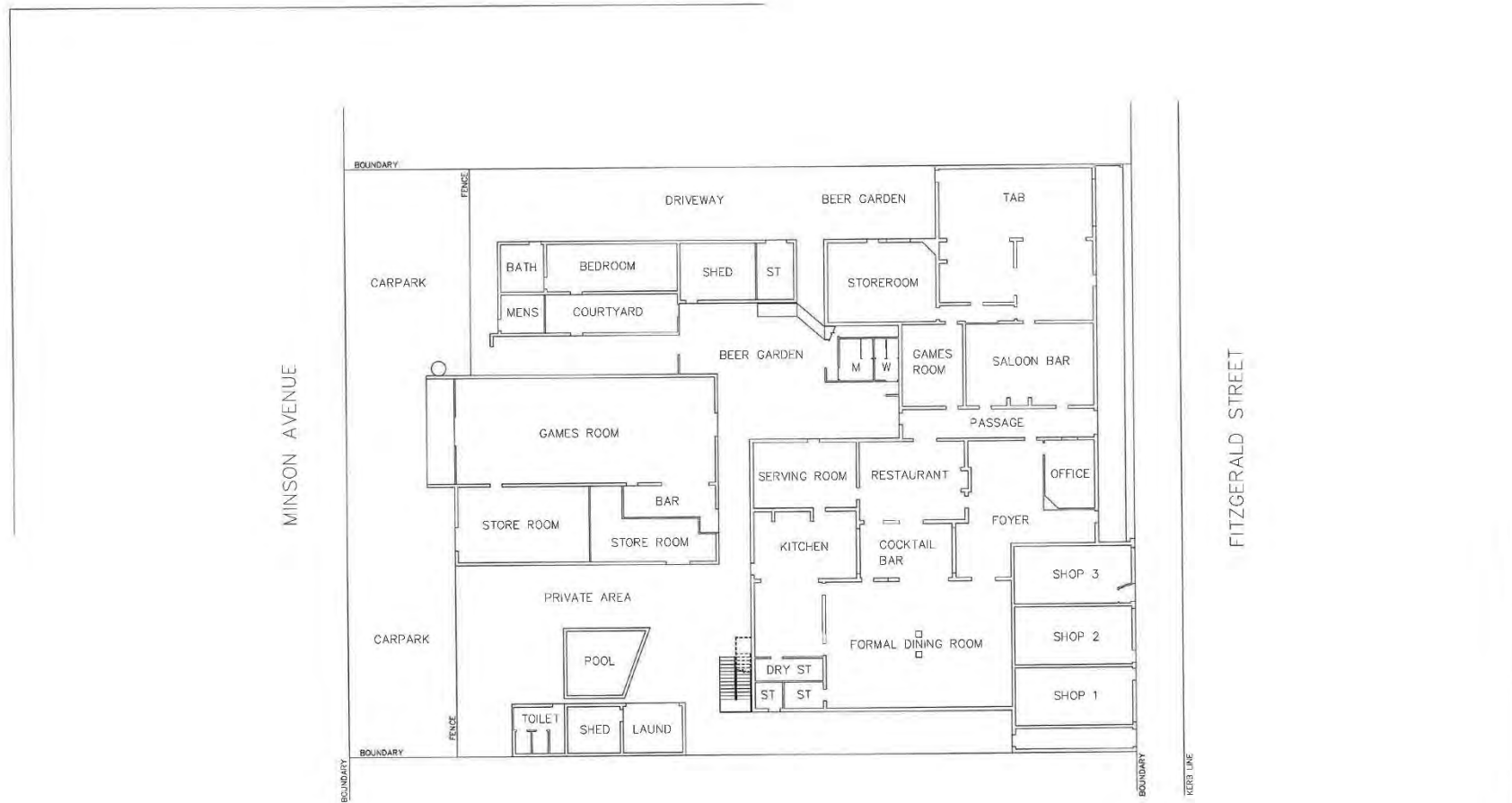
B.C.A. ENERGY EFFICIENCY REQUIRMENTS

1. R2.5 BATTS OVER CEILINGS WITH REFLECTIVE SARKING.
2. SEALING DEVICE TO EXHAUST FAN.
3. APPLY WEATHER SEALS TO ALL EXTERNAL DOORS AND WINDOWS.
4. ALL GLAZING IS CLEAR FLOAT.
5. ALL INSULATION REQUIREMENTS TO BE IN ACCORDANCE WITH PART 3.12 OF THE B.C.A.

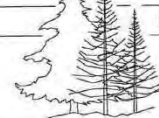
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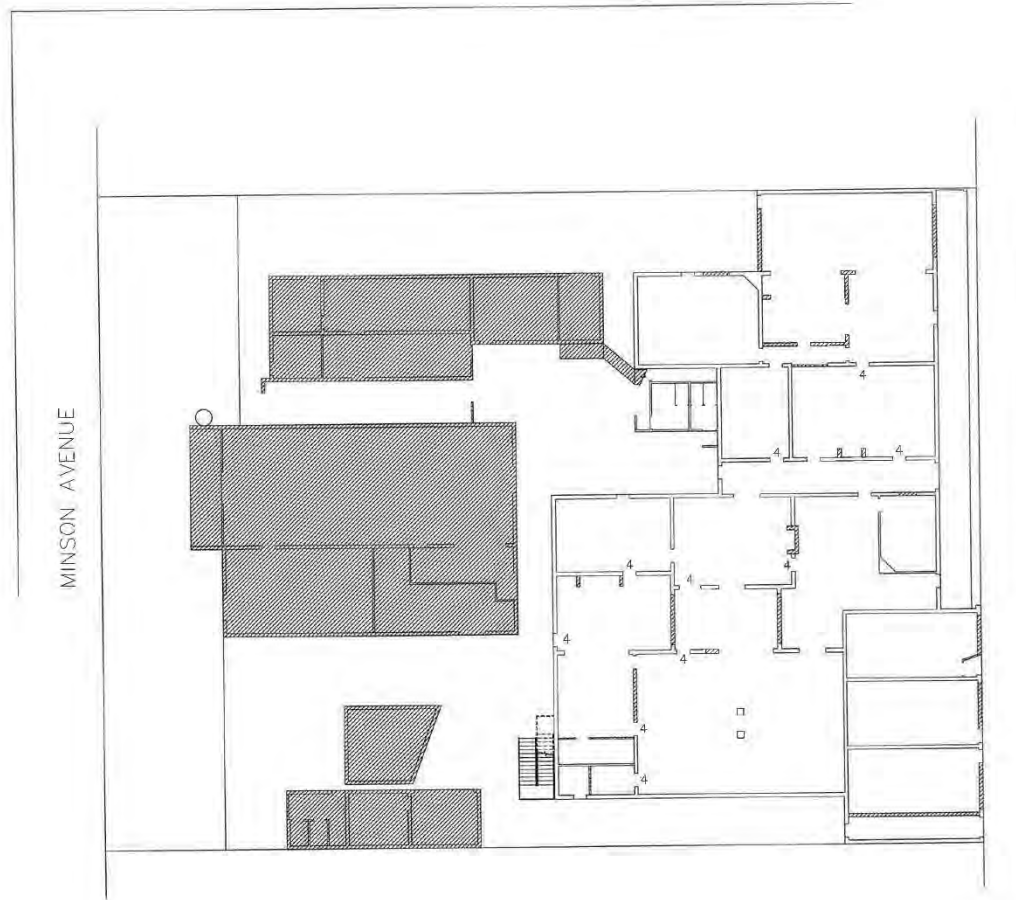
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| 01 | GENERAL NOTES         |
| 02 | EXISTING SITE PLAN    |
| 03 | DEMOLITION PLAN       |
| 04 | PROPOSED SITE PLAN    |
| 05 | EXISTING GROUND FLOOR |
| 06 | PROPOSED GROUND FLOOR |
| 07 | EXISTING FIRST FLOOR  |
| 08 | PROPOSED FIRST FLOOR  |
| 09 |                       |
| 10 |                       |
| 11 |                       |
| 12 |                       |

PROPOSED DEVELOPMENT  one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402		PINEFIELD'S OF YORK	DRAWN	GWB
		GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338	DATE	JULY 17
			REVISION	A
			SHEET	01   A2



EXISTING SITE PLAN  
1 : 200

PROPOSED DEVELOPMENT one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402		PINEFIELD'S OF YORK		DRAWN    GWB
		GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338		DATE    JULY 17
				REVISION    A
				SHEET    02    A2



DEMOLITION PLAN

1. ALL BUILDINGS SHOWN CROSS HATCHED TO BE DEMOLISHED. DEMOLITION TO BE DONE IN A SAFE MANNER AND ALL MATERIALS OF A SALVAGEABLE CONDITION TO BE PUT ASIDE FOR POSSIBLE REUSE IN THE NEW DEVELOPEMENT
2. ALL WALLS SHOWN HATCHED TO BE REMOVED IN A SAFE MANNER AND ADJOINING SURFACES TO BE REPAIRED AND FINISHED TO MATCH SURROUNDINGS
3. EXISING SHOP FRONTS TO BE REMOVED AND REPLACED WITH NEW ALUMINIUM WINDOWS AND DOORS AS REQUIRED
4. DOORWAYS TO BE BRICKED UP AS NOTED
5. NEW SERVERY HATCHES TO BE CUT INTO EXISTING WALLS AS NOTED. REFER TO ELEVATIONS
- 6.

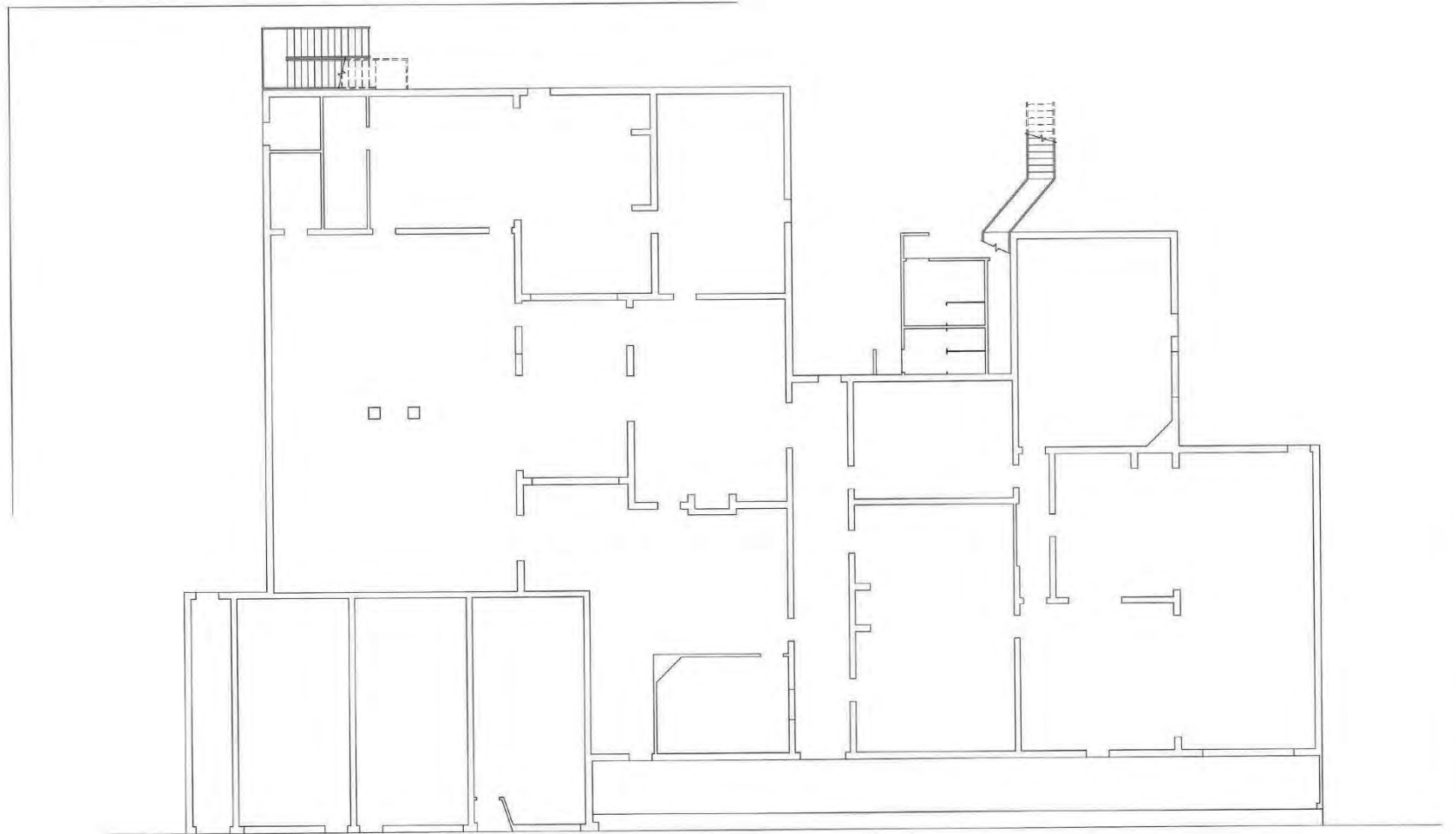


DEMOLITION PLAN  
1 : 200


PROPOSED DEVELOPMENT  one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402	 PINEFIELD'S OF YORK	DRAWN	GWB
		DATE	JULY 17
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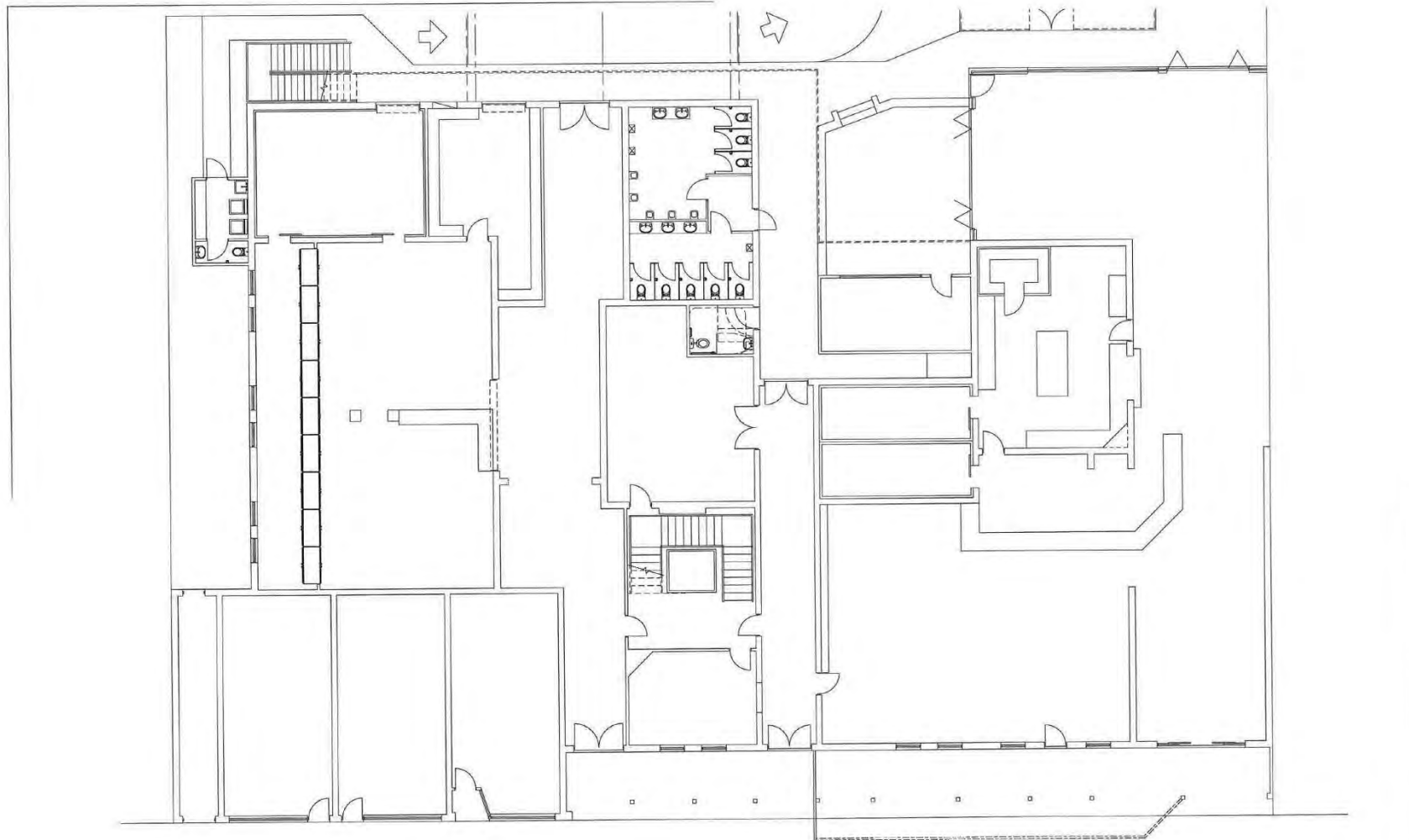






EXISTING GROUND FLOOR  
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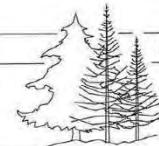
PROPOSED DEVELOPMENT  one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402		PINEFIELD'S OF YORK		DRAWN    GWB
		GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338		DATE    JULY 17
				REVISION    A
				SHEET    05   A2



PROPOSED GROUND FLOOR  
 1 : 100

PROPOSED DEVELOPMENT

one ninety fitzgerald  
 FITZGERALD STREET  
 NORTHAM WA 6402

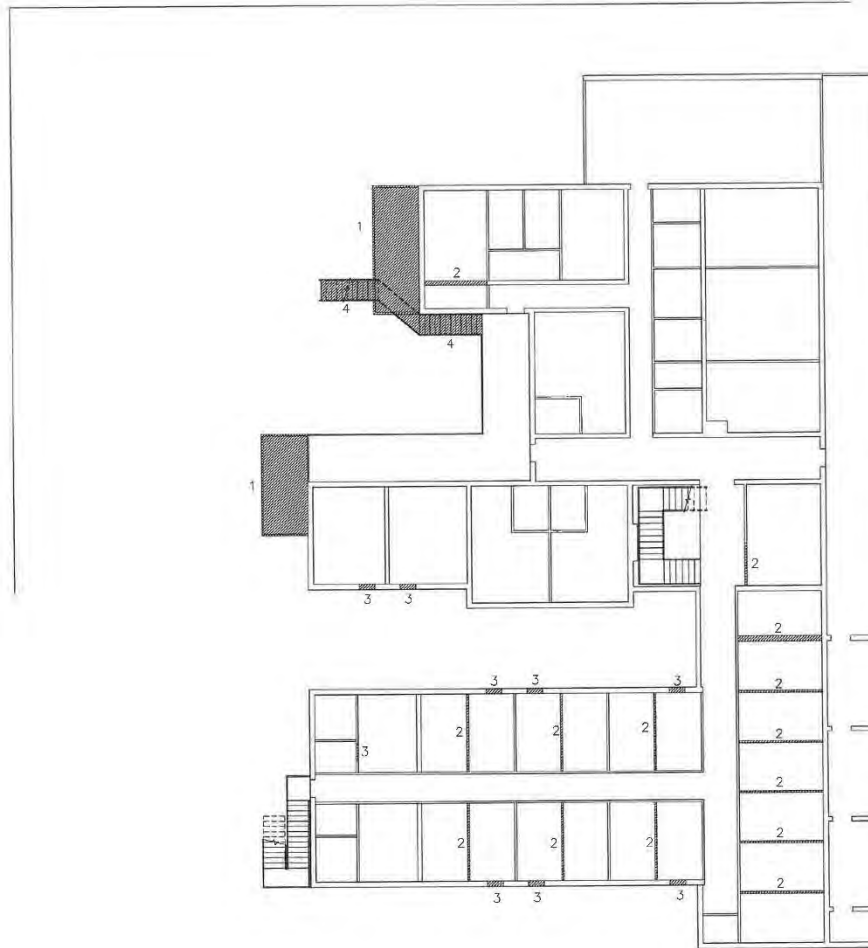


PINEFIELD'S OF YORK

GARY W. BYFIELD  
 PO BOX 326  
 YORK W.A. 6302  
 MOBILE 0414 885 338

DRAWN	GWB
DATE	JULY 17
REVISION	A
SHEET	06 A2





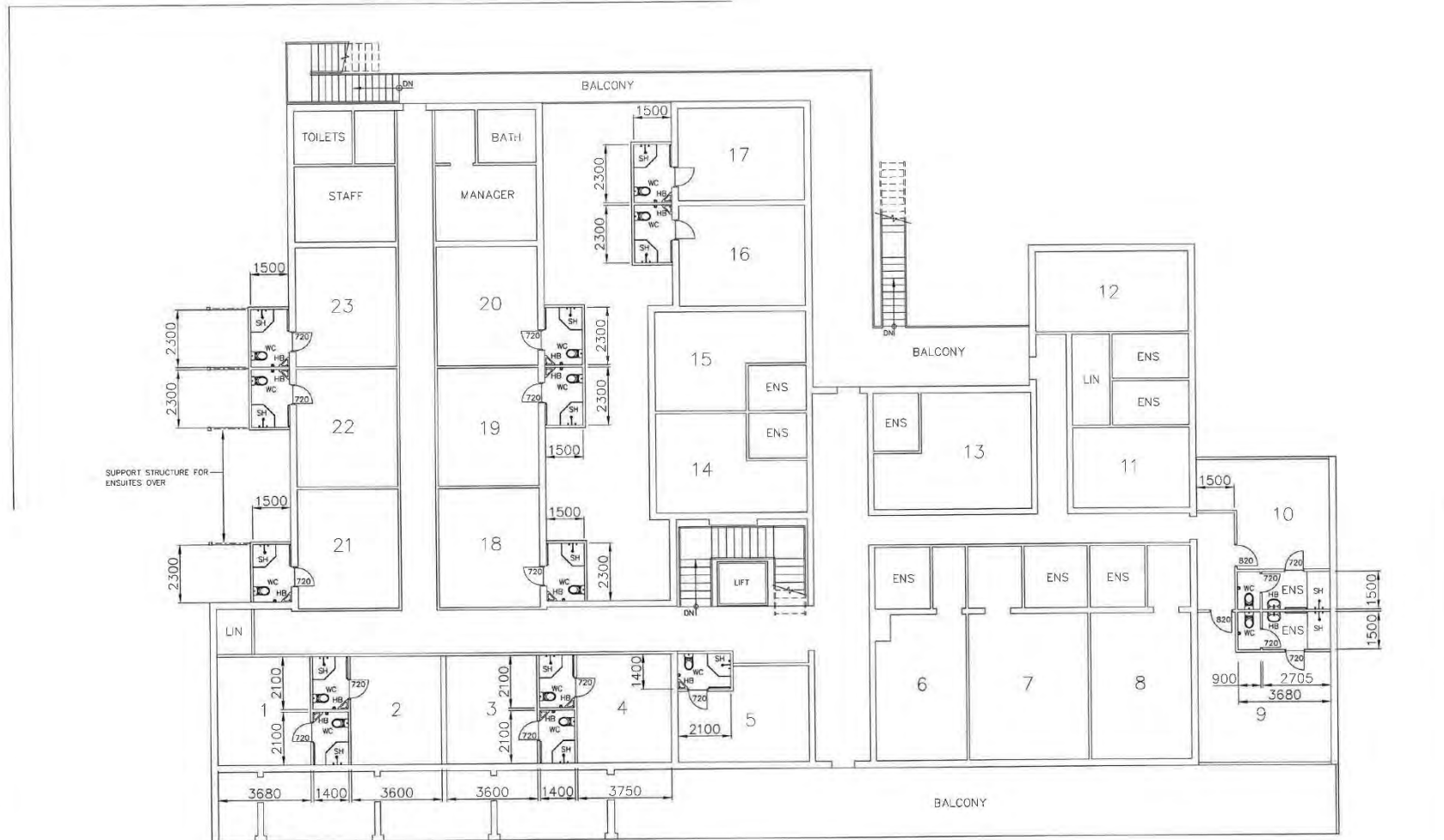
DEMOLITION PLAN

1. ALL ROOMS SHOWN CROSS HATCHED TO BE DEMOLISHED. DEMOLITION TO BE DONE IN A SAFE MANNER AND ALL MATERIALS OF A SALVAGEABLE CONDITION TO BE PUT ASIDE FOR POSSIBLE REUSE IN THE NEW DEVELOPEMENT
2. ALL WALLS SHOWN HATCHED TO BE REMOVED IN A SAFE MANNER AND ADJOINING SURFACES TO BE REPAIRED AND FINISHED TO MATCH SURROUNDINGS
3. CUT IN NEW DOORWAYS AND MAKE GOOD
4. EXISTING STAIRWAY TO BE REMOVED



FIRST FLOOR DEMOLITION PLAN  
 NTS

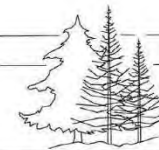
PROPOSED DEVELOPMENT  one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402		PINEFIELD'S OF YORK	
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		DATE JULY 17	
		REVISION A	
		MOBILE 0414 885 338	SHEET 07   A2



PROPOSED FIRST FLOOR  
 1 : 100

PROPOSED DEVELOPMENT

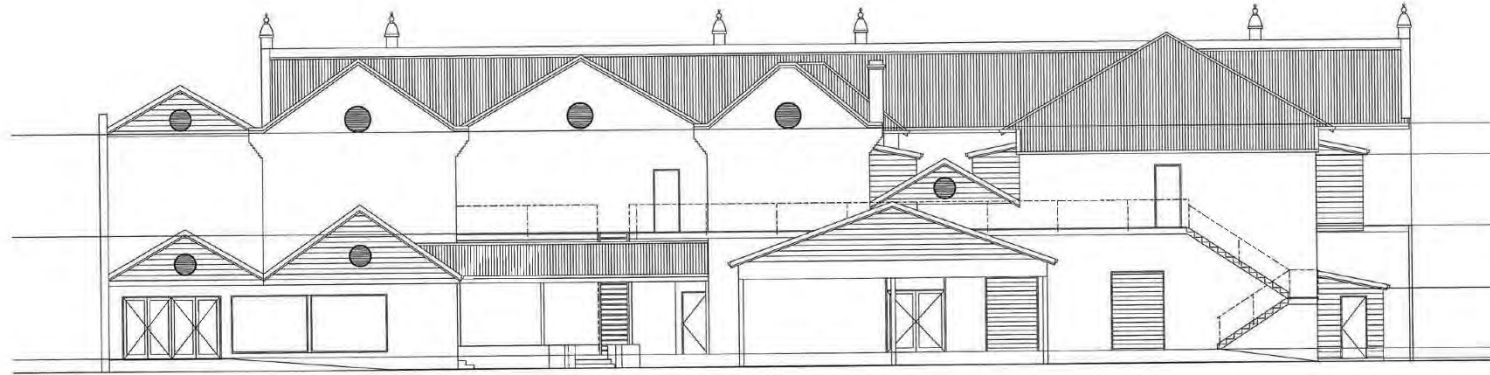
one ninety fitzgerald  
 FITZGERALD STREET  
 NORTHAM WA 6402



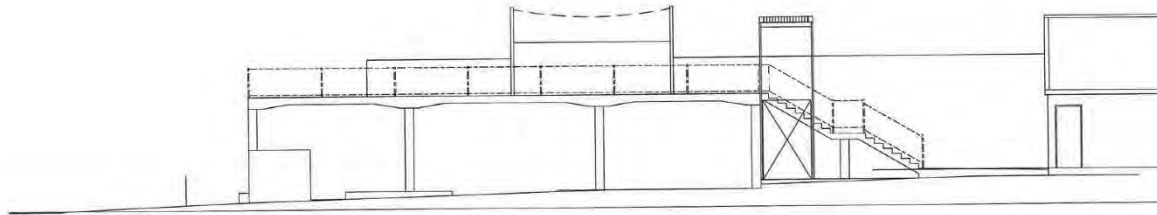
PINEFIELD'S OF YORK

GARY W. BYFIELD  
 PO BOX 326  
 YORK W.A. 6302  
 MOBILE 0414 885 338

DRAWN	GWB
DATE	JULY 17
REVISION	A
SHEET	08 A2



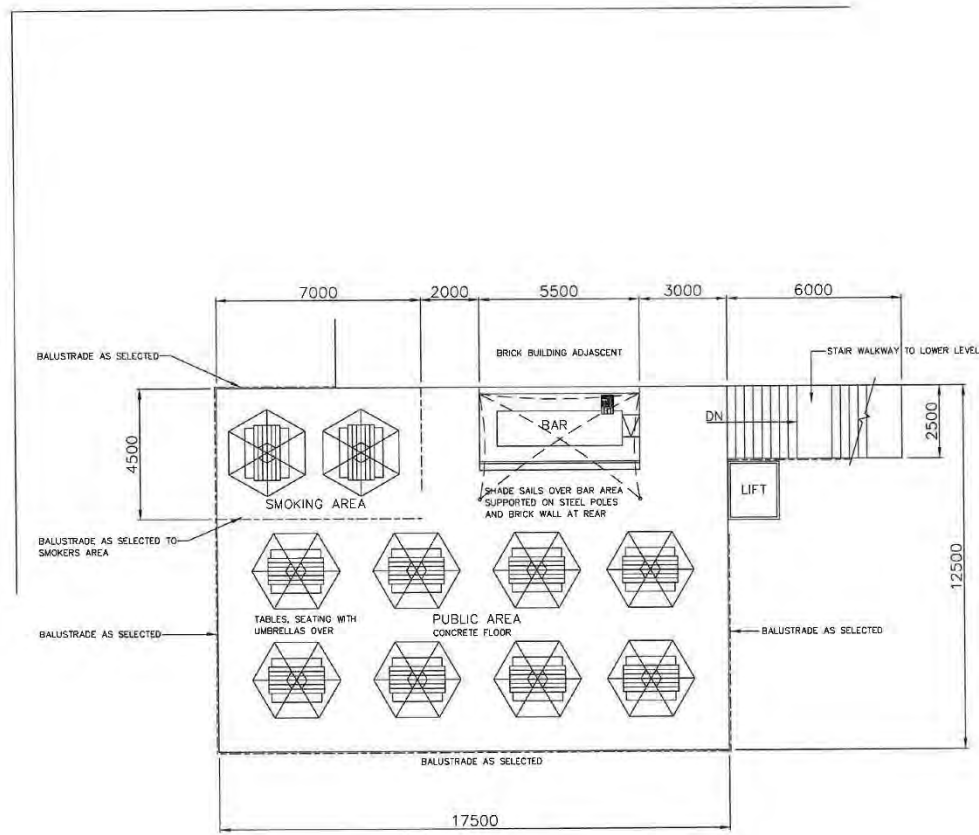
REAR ELEVATION – HOTEL  
 1 : 100



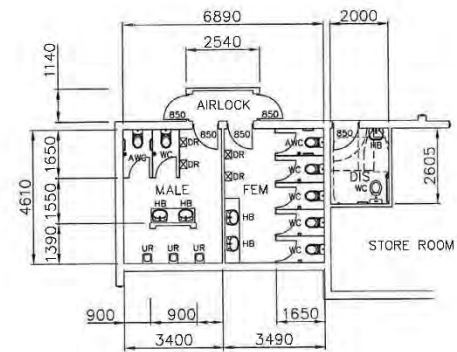
COVERED CARPRK ELEVATION  
 1 : 100

PROPOSED DEVELOPMENT one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402	 PINEFIELD'S OF YORK GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338	DRAWN	GWB
		DATE	JULY 17
		REVISION	A
		SHEET	09   A2

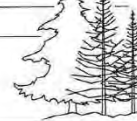




ELEVATED BEER GARDEN  
1 : 100



ABLUCTIONS LAYOUT  
1 : 100

PROPOSED DEVELOPMENT		 PINEFIELD'S OF YORK GARY W. BYFIELD PO BOX 326 YORK W.A. 6302 MOBILE 0414 885 338	DRAWN	GWB
one ninety fitzgerald FITZGERALD STREET NORTHAM WA 6402			DATE	JULY 17
			REVISION	A
			SHEET	10   A2

### 12.3.3 Multiple Dog Application 353 Glenmore Drive, Bakers Hill

Address:	353 Glenmore Drive, Bakers Hill
Owner:	Sharron Maitland-Smith
File Reference:	5.2.1.6/A15172
Reporting Officer:	Kellee Walters Senior Ranger
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

An application to keep more than the prescribed number of dogs for a property located at 353 Glenmore Drive, Bakers Hill. Council is required to make a determination on the application in accordance with Council's Dog Local Law 2008.

#### ATTACHMENTS

Attachment 1: Location Plan.

Attachment 2: Schedule of Submission.

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#### BACKGROUND / DETAILS

In September 2017, the Shire of Northam received a multiple dog application from the owner of 353 Glenmore Drive, Bakers Hill. The applicant is seeking to keep a total of three (3) dogs on a 2.0977 hectare property zoned as Rural Residential. Council's Local Law requires the immediate adjoining neighbours to be advised of the application to establish if they have any objections.

The 3 dogs in the application comprise of:

- Retriever (M) 8 years
- Mastiff (F) 3 years
- Husky (M) 16 months

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership

Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

- Undertake our regulatory roles in a safe, open, accountable and respectful manner.

Financial / Resource Implications  
Nil.

#### Legislative Compliance

The Dog Act 1976 Part V — The keeping of dogs states the following;

26. Limitation as to numbers

- (1) A local government may, by a local law under this Act —
  - (a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or
  - (b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.
- (2) A local law mentioned in subsection (1) —
  - (a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only
- (3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —
  - (a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and
  - (b) cannot authorise the keeping in or at those premises of —
    - (i) more than 6 dogs that have reached 3 months of age;

The Current Shire of Northam – Dogs Local Law 2008 stipulates the following;

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been –
  - (a) licensed under Part 4 as an approved kennel establishment; or
  - (b) granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act –
  - (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
  - (b) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises is situated outside a townsite, if the subject property is less than 40 hectares, or 4 dogs over the age of 3 months and the young of those dogs under that age if the premises is situated outside a townsite and is greater than 40 hectares in area.

#### Policy Implications

Council Policy R9. 1 Multiple Dog Policy states the following;



An exemption under s26(3) of the Dog Act 1976 to keep more than the number of dogs prescribed in the Shire of Northam Dog Local Law 2008 is to be in accordance with the following conditions:

This approval is not transferable and is specific to the person named in the approval letter.

- 1 The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
- 2 All dogs approved to be kept on the subject premises, must hold and maintain valid registrations and be micro-chipped.
- 3 Any proven complaints from neighbours regarding offences against the Dog Act 1976, may result in the permit being revoked and the maximum number of dogs on the premises being reduced to two within 14 days.
- 4 At any time following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.
- 5 Compliance with the requirements of the Dog Act 1976, Regulations and any Local Law of the Shire of Northam.

#### Stakeholder Engagement / Consultation

Due to the property location and surrounding properties a total of 8 notification letters were sent with one response received.

Evidence since receiving the application, to present indicates that there are no issues.

#### Risk Implications

The dogs are confined in a compound within a secured, fenced property.

Ranger Services have not received any complaints regarding nuisance behaviour or wandering of these dogs in the application.

On past evidence, no risk implications can be identified in this instance.

#### OFFICER'S COMMENT

There have been no breaches of legislation or local laws recorded against this property or these dogs.

In support of the application Officers advise that:

- The applicant has all three dogs registered and micro chipped;

- A Ranger inspected the premises and is satisfied with the fencing and confinement;
- There are no recorded breaches of the Dog Act against these dogs or this property;
- The three dogs have been at the residence without a complaint for several months, awaiting application outcome. The applicant is compliant with the Dog Act 1979 and Shire of Northam Local Dog Laws.

Given the above information Council Officers support the application.

#### RECOMMENDATION

That Council approve a multiple dog application for Sharron Maitland - Smith at 353 Glenmore Drive, Bakers Hill pursuant to the following conditions;

1. This approval is not transferable and is specific to the person named in the approval letter.
2. The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
3. All dogs approved to be kept on the subject premises, must hold and maintain valid registrations and be micro-chipped.
4. Any proven complaints from neighbours regarding offences against the Dog Act 1976, may result in the permit being revoked and the maximum number of dogs on the premises being reduced to two within 14 days.
5. At any time following approval, authorised Council Officers can inspect the subject property to check fencing, number of dogs and registration details.
6. Compliance with the requirements of the Dog Act 1976, Regulations and any Local Law of the Shire of Northam.

Attachment 1



**Application for Multiple Dogs**

**No.353 Glenmore Drive, Bakers Hill**

**A15172**



Attachment 2

Shire of Northam Multiple Dog Policy ( Dogs Local Law 2008-Part 3) 353 Glenmore Drive, Bakers Hill Multiple Dog Policy A 8.4 Schedule of Submissions				
Number	Name	Summary of Submissions	Key Themes Identified in Submission	Officers Comment
			<i>Eg. Traffic, Pedestrian Safety, Noise etc.</i>	
1	Property owner at Lot 352 Glenmore Drive, Bakers Hill	Submission states  "They are all large dogs, they are quite aggressive to anyone passing by on the road. We were not allowed to have 3 dogs and had to give up one of our dogs."	Aggressive dogs Respondent gave up a third dog	The dog that they gave up attacked two of the applicants dogs through the fence from the road (respondents dog was not confined) They were afforded the information to apply for a multi dog permit however declined and surrendered the dog.

#### 12.3.4 Multiple Dog Application 29 Lockyer Avenue, Northam

Address:	29 Lockyer Avenue, Northam
Owner:	Lisa Jacobsen
File Reference:	5.2.1.6/A11875
Reporting Officer:	Kellee Walters Senior Ranger
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

An application to keep more than the prescribed number of dogs for a property located at 29 Lockyer Avenue, Northam. Council is required to make a determination on the application in accordance with Council's Dog Local Law 2008.

#### ATTACHMENTS

Attachment 1: Location Plan.

Attachment 2: Schedule of Submissions.

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#### BACKGROUND / DETAILS

In 2016 the Shire of Northam received a multiple dog application from the owner of 29 Lockyer Avenue, Northam. The applicant is seeking to keep a total of three (3) dogs on a 0.1219 hectare property zoned as Residential R30. Council's Local Laws require the immediate adjoining neighbours to be advised of the application to establish if they have any objections.

The 3 dogs in the application comprise of:

- Kelpie cross (M) 10 years
- Staffordshire Terrier cross (F) 4 years
- Staffordshire Terrier cross (M) 2 years

Due to financial hardship it has taken the dog owner until 30 September 2017 to have all dogs micro chipped and registered to enable this application to be processed.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan  
Theme Area 6: Governance & Leadership

- Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.
- Undertake our regulatory roles in a safe, open, accountable and respectful manner.

Financial / Resource Implications  
Nil.

#### Legislative Compliance

The Dog Act 1976 Part V — The keeping of dogs states the following;

26. Limitation as to numbers

- (1) A local government may, by a local law under this Act —
  - (a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or
  - (b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.
- (2) A local law mentioned in subsection (1) —
  - (a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only
- (3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —
  - (a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and
  - (b) cannot authorise the keeping in or at those premises of —
    - (i) more than 6 dogs that have reached 3 months of age;

The Current Shire of Northam – Dogs Local Law 2008 stipulates the following;

3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been –
  - (a) licensed under Part 4 as an approved kennel establishment; or
  - (b) granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act –
  - (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
  - (b) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises is situated outside a townsite, if the subject property is less than 40 hectares, or 4 dogs over the age of 3 months and the young of those dogs under that age if



the premises is situated outside a townsite and is greater than 40 hectares in area.

#### Policy Implications

Council Policy R9. 1 Multiple Dog Policy states the following;

An exemption under s26(3) of the Dog Act 1976 to keep more than the number of dogs prescribed in the Shire of Northam Dog Local Law 2008 is to be in accordance with the following conditions:

This approval is not transferable and is specific to the person named in the approval letter.

- 1 The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
- 2 All dogs approved to be kept on the subject premises, must hold and maintain valid registrations and be micro-chipped.
- 3 Any proven complaints from neighbours regarding offences against the Dog Act 1976, may result in the permit being revoked and the maximum number of dogs on the premises being reduced to two within 14 days.
- 4 At any time following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.
- 5 Compliance with the requirements of the Dog Act 1976, Regulations and any Local Law of the Shire of Northam.

#### Stakeholder Engagement / Consultation

Due to the property location and surrounding properties a total of 4 notification letters were sent with one response received.

Evidence since the application being lodged until present, indicates that there are no ongoing compliance issues.

#### Risk Implications

The dogs are confined with a combination of tin, fibro and wire fencing.

Ranger Services have not received any complaints regarding nuisance behaviour or wandering of these dogs in the application.

On past evidence, no risk implications can be identified in this instance.

#### OFFICER'S COMMENT

There have been no breaches of legislation or local laws recorded against this property or these dogs other than the initial incident of the dogs wandering.

In support of the application Officers advise that:

- The applicant has all three dogs registered and micro chipped;
- Some eighteen (18) months ago the dogs were reported wandering at large (ICS58039 refers). The fencing has been upgraded since this incident and no further breaches have occurred;
- A Ranger inspected the premises and is satisfied with the fencing and confinement;
- The three dogs have been at the residence with only the one (1) complaint for several years, awaiting application outcome. The applicant is compliant with the Dog Act 1979 and Shire of Northam Local Dog Laws; and
- The applicant "inherited" the dog from her son and has attempted to comply with Shire of Northam Local Laws, however financial hardship and other personal issues (victim of crime) has meant the process has been drawn out over a period of time.

Whilst the length of time to deal with this application has been extensive given the above information and extenuating circumstances Council Officers support the application.

#### RECOMMENDATION

That Council approve a multiple dog application for Lisa Jacobsen at 29 Lockyer Avenue, Northam pursuant to the following conditions;

1. This approval is not transferable and is specific to the person named in the approval letter.
2. The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
3. All dogs approved to be kept on the subject premises, must hold and maintain valid registrations and be micro-chipped.
4. Any proven complaints from neighbours regarding offences against the Dog Act 1976, may result in the permit being revoked and the maximum number of dogs on the premises being reduced to two within 14 days.
5. At any time following approval, authorised Council Officers can inspect the subject property to check fencing, number of dogs and registration details.
6. Compliance with the requirements of the Dog Act 1976, Regulations and any Local Law of the Shire of Northam.

Attachment 1



**Application for Multiple Dogs  
No.29 Lockyer Avenue, Northam**

**A11875**



Attachment 2

Shire of Northam Multiple Dog Policy ( Dogs Local Law 2008-Part 3) 29 Locker Avenue, Northam Multiple Dog Policy A 8.4 Schedule of Submissions				
Number	Name	Summary of Submissions	Key Themes Identified in Submission	Officers Comment
			<i>Eg. Traffic, Pedestrian Safety, Noise etc.</i>	
1	Property owners at 229 Duke Street, Northam	Submission states  "There is no supporting evidence that the animals will be kept securely on the property. There have been repeated incidences of dogs unrestrained wandering our yard. This does not need to be encouraged"	Dogs wandering at large	No supporting evidence on Synergy or by lack of response of other neighbours  ICS58039 refers to one incident eighteen (18) months ago  No evidence to support dogs are wandering.

*Cr C R Antonio declared an "Impartiality" interest in item 12.3.5 - Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine as the Land owner is known to him. Previously played hockey together.*

*Cr C P Della declared an "Impartiality" interest in item 12.3.5 - Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine as the property owners are known to him personally.*

### 12.3.5 Application for Development Approval – Proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine

Address:	Lot 860 Yilgarn Avenue, Malabaine
Owner:	PR & SA Scheer
Applicant:	Peter Webb & Associates on behalf of Procon Developments Pty Ltd
File Reference:	A928 / P17111
Reporting Officer:	Kobus Nieuwoudt Manager Planning Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

Council is asked to consider an Application for Development Approval for a proposed Roadhouse at Lot 860 Yilgarn Avenue, Malabaine.

Lot 860 Yilgarn Avenue, Malabaine ('the site') has recently been rezoned from 'Rural' to 'Special Use' for a Roadhouse by Scheme Amendment No. 10. The site is subject to the provisions of 'SU13' in Schedule 4 – Special Use Zones of the Shire's Local Planning Scheme No.6 ('the Scheme').

#### ATTACHMENTS

- Attachment 1: Location Plan.
- Attachment 2: Development Plans.
- Attachment 3: Service Centre Roadside Signage.
- Attachment 4: Planning Assessment.
- Attachment 5: Signage Plans.

## BACKGROUND / DETAILS

The site is located approximately 1.3 km east of the town of Northam's central business district in the locality of Malabaine. The site is accessed from Yilgarn Avenue, and is adjacent to a tourist rest stop in the adjacent road reserve at the intersection of Great Eastern Highway. The site is 2.9662 ha in extent. Refer Attachment 1 – Location Plan.

The site is currently vacant and is not the subject of any use. The land is generally cleared of vegetation.

### *The Proposal*

The proposed Roadhouse will provide service and rest facilities for travellers, truck drivers and the general public and will provide the following amenities:

- Standard fuel facilities;
- Diesel facilities;
- Convenience store, store/bin area, diner, lounge area, separate truckers lounge and amenities in a 797m<sup>2</sup> building;
- 47 bay carpark;
- 5 caravan parking bays; and
- Branded signage and 12m high pylon sign.

The proposed development is depicted on the plans the subject of Attachment 2 – Development Plans.

Access to the site will be facilitated via two (2) separate crossovers on Yilgarn Avenue. The Applicant advises that a crossover to future "Stage 2" development may be provided to the tourist rest stop, but that will be subject to a separate Development Application and approval of Main Roads WA.

The proposed development will be sited within landscaped surrounds. The Applicant advises that the proposed landscaping of the site is intended to ensure that the overall development provides an attractive and high quality presentation to public roads and site boundaries, and to assist with blending into the surrounding environment.

A Landscaping Plan is attached. Refer Attachment 2 – Development Plans.

The Roadhouse is proposed to be operated 24 hours a day, 7 days a week.

The Applicant advises that a total number of 10 staff will be employed by the Roadhouse use, but this number may fluctuate as need requires.



Fuels will be stored in underground horizontal cylindrical tanks, with the tanks located in proximity to the diesel canopy (refer proposed Site Plan in Attachment 2).

#### *Roadside signage*

The proponents propose to erect 'service centre' roadside signs at 1km, 3km and 5km on either side of the site on Great Eastern Highway. Refer Attachment 3 – Service Centre Roadside Signage. Given that these signs will be located on the highway, they are submitted to, and approved by Main Roads WA. Please note that Council is not required to determine the roadside signage.

#### *Planning assessment*

Planning officers have assessed the proposal against the relevant provisions of the Scheme, State Planning Policies and deemed provisions for local planning schemes. The officers' planning assessment has been included as an attachment to the report. Refer Attachment 4 – Planning Assessment.

### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 1: Economic Growth.

Outcome 1.1: The Shire of Northam is an attractive investment destination for a variety of economic sectors.

Financial / Resource Implications

There are no direct financial and/or resource implications for the Shire of the recommendations of this report.

Legislative Compliance

Shire of Northam Local Planning Scheme No. 6 (LPS6)

Clause 3.7 (Special Use Zones) of the Scheme applies to the land.

The following special provisions apply to the land:

No.	Description of Land	Special Use	Conditions
SU13.	Lot 860 Yilgarn Avenue, Malabaine	<ul style="list-style-type: none"> <li>• Roadhouse</li> <li>• Market</li> </ul>	<ol style="list-style-type: none"> <li>1. All development and use shall be subject to an Application for Development Approval.</li> <li>2. All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.</li> <li>3. No alterations or extensions to the land use shall be undertaken</li> </ol>

			<p>without the approval of the local government.</p> <ol style="list-style-type: none"> <li>4. The following services and facilities are not permitted within SU13: <ul style="list-style-type: none"> <li>• Drive-through service of food and beverages.</li> <li>• Short term accommodation.</li> <li>• Wrecking, panel beating and spray painting.</li> </ul> </li> <li>5. Any application for development approval shall be supported by: <ul style="list-style-type: none"> <li>• A Stormwater Management Plan, prepared in accordance with the Stormwater Management Manual of Western Australia.</li> <li>• A Bushfire Management Plan, including emergency evacuation and risk management, prepared in consultation with the local government and the Department of Fire and Emergency Services.</li> <li>• A Transport Impact Assessment, undertaken in consultation with the local government and Main Roads WA.</li> </ul> </li> <li>6. On-site treatment and disposal of wastewater and trade waste is required to be determined at development application stage and to the satisfaction of the Health Department.</li> <li>7. Development is to be connected to a reticulated water supply.</li> <li>8. Landscaping is to be provided in accordance with clause 4.12 of the scheme, including native vegetation to screen development from adjoining public roads.</li> <li>9. Car parking is to be provided in accordance with clause 4.13 and Table 3 of the scheme.</li> <li>10. Any direct vehicle access between Lot 860 and adjoining</li> </ol>
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			public rest area (Lot 29420) is to be approved by the local government in consultation with Main Roads WA.
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The following State Planning Policies (SPP) and Development Control Policies (DCP) are applicable to the development proposal and have been given due consideration in the assessment of the proposal:

SPP 3.7 - Planning in Bushfire Prone Areas (2015);  
SPP 4.1 - State Industrial Buffer Policy; and  
DCP 1.10 - Freeway Service Centres & Roadhouses.

#### Policy Implications

The following local planning policies have a bearing on the development proposal:

- Local Planning Policy No. 16 – Advertising Signage; and
- Local Planning Policy No. 20 – Advertising of Planning Proposals.

#### Stakeholder Engagement / Consultation

##### *Public Advertising*

The development proposal was advertised for public consultation in the following manner:

- Notifying adjacent landowners in writing on 4<sup>th</sup> December 2017 and inviting comment;
- Notifying the following agencies in writing and providing a copy of development application;
  - MRWA (29 November 2017); and
  - Water Corporation (4 December 2017).
- Publication of an electronic copy of the development application on the Shire's website from 4<sup>th</sup> December 2017 until 19<sup>th</sup> December 2017;

A public submission period ended on 19<sup>th</sup> December 2017.

##### *Submissions received*

One (1) submission was received from MRWA on the 20<sup>th</sup> December 2017.

In summary, MRWA's submission rejects the proponents' notion of providing a crossover between the development and the tourist rest stop in Stage 2 of the development, further advising that any reference in the documentation to future possible access off Great Eastern Highway or through the tourist rest stop is not likely to gain MRWA approval.

In response to MRWA's comments above, Council is advised that a crossover between the development and the tourist rest stop is not proposed in the Application before Council, so does not need to be addressed.



### *Internal Referral*

The development proposal was referred for comments to Council's Technical departments. Comments and advice received have been incorporated into the Officer's recommendation, where appropriate.

### Risk Implications

There are no risk implications for the Shire of the recommendations of this report provided appropriate conditions are attached to any approval that is granted to establish and manage the use.

### **OFFICER'S COMMENT**

The design and siting of the proposed development, coupled with a comprehensive landscaping regime will enable the development to fit in with the rural character of the region, whilst also providing uses to Northam to the benefit of tourists, truck drivers and visitors.

The proposed development is considered to be consistent with the objectives of the Shire of Northam's Local Planning Scheme No. 6, the Special Use zoning requirements and the standards and guiding principles of the relevant State Planning Framework.

It is therefore recommended Council approves the Application, subject to conditions.

#### RECOMMENDATION

That Council grants Development Approval to Peter Webb & Associates on behalf of Procon Developments Pty Ltd, for a Roadhouse at Lot 860, Yilgarn Avenue, Malabaine as outlined in the Application received 22 November 2017 (Application No.P17111), and indicated on the approved plans, subject to the following conditions:

#### GENERAL CONDITIONS

1. The development hereby permitted must substantially commence within two years from the date of this approval.
2. The development hereby permitted taking place in accordance with the approved plans.
3. Vehicular access to the Roadhouse hereby permitted shall be via Yilgarn Avenue only. There is to be no direct vehicular access from Great Eastern Highway or the existing Tourist Information Bay to the Roadhouse hereby permitted.
4. The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.

5. The advertising signs hereby permitted shall not contain any flashing or moving light at any time.

CONDITIONS TO BE MET PRIOR TO COMMENCEMENT OF WORKS

6. Prior to the commencement of development, detailed drainage plans shall be submitted to the satisfaction of the local government.
7. Prior to commencement of development, outdoor lighting plans must be submitted and approved by the local government. The outdoor lighting is to be designed, baffled and located to prevent any increase in light spill onto Great Eastern Highway.

CONDITIONS TO BE MET PRIOR TO OCCUPATION OF DEVELOPMENT

8. Prior to the occupation of the development, vehicle crossovers shall be constructed to the specification and satisfaction of the local government.
9. Prior to occupation of the development, the car parking and loading area(s), and vehicle access and circulation areas shown on the approved site plan, including the provision of universally accessible (disabled) car parking, is to be constructed, drained, and line marked to the satisfaction of the local government.
10. Prior to occupation, landscaping is to be completed in accordance with the approved plans or any approved modifications thereto to the satisfaction of the local government.
11. Prior to occupation, any outdoor storage areas shall be screened from view from any public street to the satisfaction of the local government.
12. Prior to occupation, stormwater drainage works must be completed in accordance with the approved plans to the satisfaction of the local government.
13. Prior to occupation, the development hereby permitted shall be connected to an approved effluent disposal system.

CONDITIONS REQUIRING ONGOING COMPLIANCE

14. All car parking/loading areas, and vehicle access and circulation areas are to be maintained and available for car parking/loading, and vehicle access and circulation on an ongoing basis to the satisfaction of the local government.
15. All landscaped areas are to be maintained on an ongoing basis to the satisfaction of the local government.
16. The on-site drainage system shall be maintained on an ongoing basis to the satisfaction of the local government.

Attachment 1



The Shire of Northam does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that The Shire of Northam shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.

Lot 860 Yilgarn Avenue, Malabaine

21/12/2017

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1:30000





Attachment 2

PROPOSED SERVICE STATION DEVELOPMENT  
AT  
**LOT 860 GREAT EASTERN HIGHWAY, NORTHAM, WA**

ARCHITECTURAL DRAWING LIST:	
TP.01	TITLE PAGE & SITE LOCALITY PLAN
TP.02	EXISTING CONDITIONS SITE PLAN
TP.03	PROPOSED SITE PLAN
TP.04	PROPOSED FLOOR PLAN
TP.05	PROPOSED ELEVATIONS 1/3
TP.05A	PROPOSED ELEVATIONS 2/3
TP.06	PROPOSED ELEVATIONS 3/3
TP.07	PROPOSED SITE SIGNAGE
TP.08	ARTISTIC IMPRESSIONS 1/2
TP.08	ARTISTIC IMPRESSIONS 2/2



REV	AMENDMENT DETAILS	BY	DATE
01	PLANNING ISSUE		NOV 16-11-17
02	PLANNING ISSUE		NOV 31-16-17
03	PLANNING ISSUE		NOV 08-16-17
04	PLANNING ISSUE		NOV 22-16-17
05	PLANNING ISSUE		NOV 15-16-17



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**PROPOSED SERVICE STATION DEVELOPMENT**  
PROJECT ADDRESS  
**GREAT EASTERN HIGHWAY**  
**NORTHAM**  
**VWA** 6041  
DRAWING TITLE  
**TITLE PAGE & SITE LOCALITY PLAN**

CLIENT  
**PROCON DEVELOPMENTS**

DATE	SCALE	NORTH
SEP:17	1:1,000	
CHECKED	AB	
PROJECT No.	REVISION No.	SHEET
16405	TP01	01 OF 10

Town Planning  
Not for construction





01 PLANNING ISSUE      01M 15/11/17  
 02 PLANNING ISSUE      01M 19/04/17  
 REV:      MARCHMENT DEP. 01      01M 15/11/17



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 100/111, 100/111, 100/111  
 100/111, 100/111, 100/111  
 100/111, 100/111, 100/111

PROPOSED SERVICE STATION  
 DEVELOPMENT  
 GREAT EASTERN HIGHWAY  
 NORTH  
 WA      6041  
 EXISTING  
 SITE PLAN

PROCON DEVELOPMENTS  
 DATE:      SCALE:      NORTH  
 SEP-17      1:500  
 DRAWN:      CHECKED:  
 KM      AB  
 PLANNING ISSUE  
 18405      TP02      02 OF 10





AREA SCHEDULE:

TOTAL SITE AREA -	29,659m <sup>2</sup>
SERVICE CENTRE -	639m <sup>2</sup>
EXTERNAL AREA -	62m <sup>2</sup>
BUSSTORE AREA -	62m <sup>2</sup>
TOTAL AREA -	787m <sup>2</sup>
CAR SPACES PROVIDED -	47 cars
CARAVAN PARKING -	5 vans

ALL AREAS ARE APPROXIMATE AND SUBJECT TO FINAL SURVEY

NO	PLANNING ISSUE	REV	DATE
0	PLANNING ISSUE	REV	16/11/17
1	PLANNING ISSUE	AM	16/11/17
2	PLANNING ISSUE	REV	02/11/17
3	PLANNING ISSUE	REV	16/11/17
4	PLANNING ISSUE	REV	27/10/17
5	PLANNING ISSUE	REV	06/03/17
6	PLANNING ISSUE	REV	02/02/17
7	PLANNING ISSUE	REV	17/06/17
8	PLANNING ISSUE	REV	15/03/17



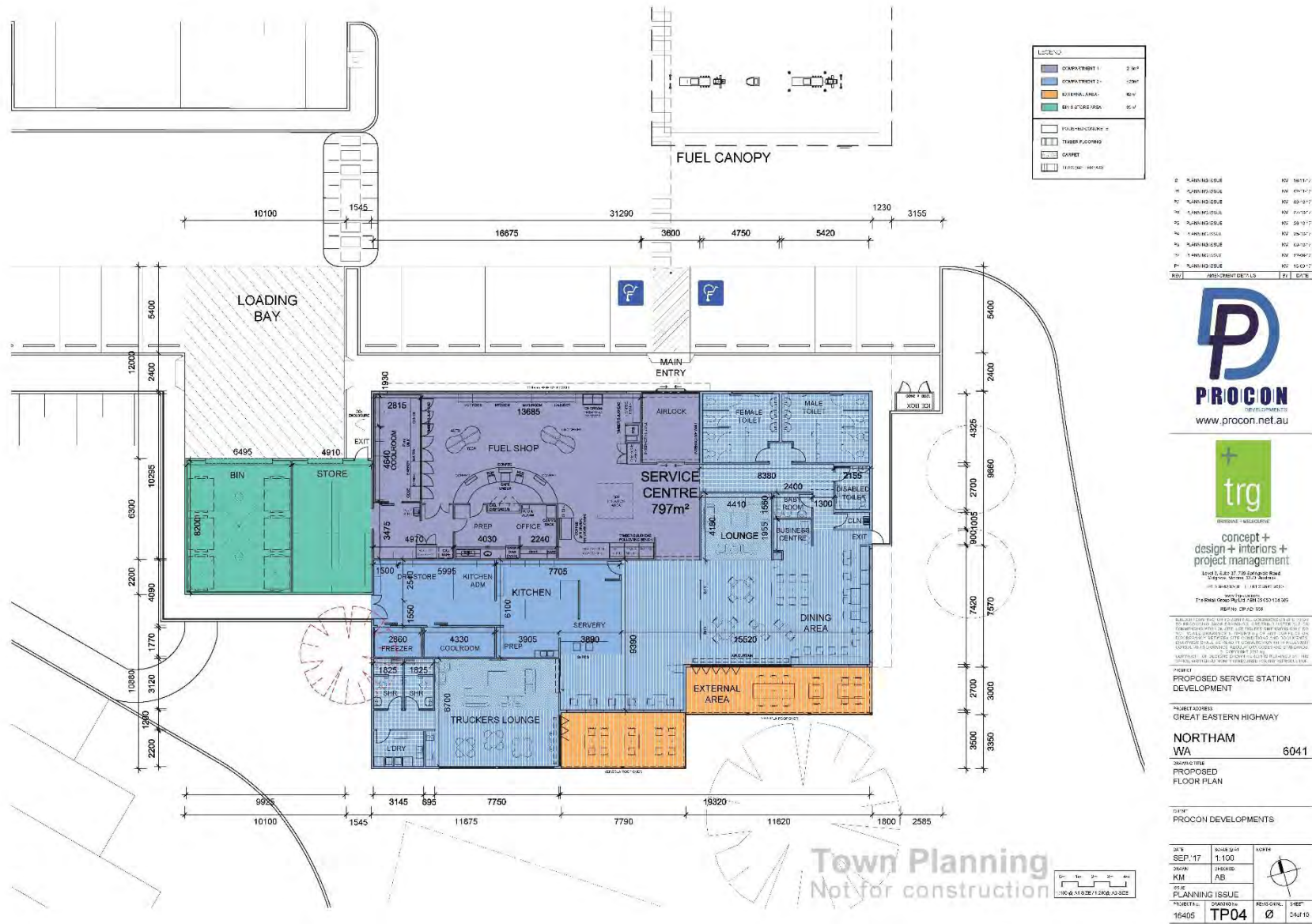
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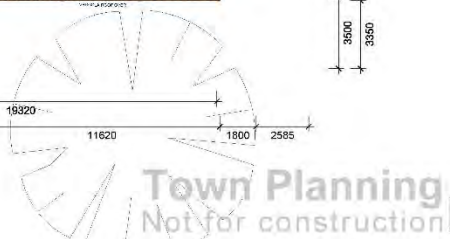
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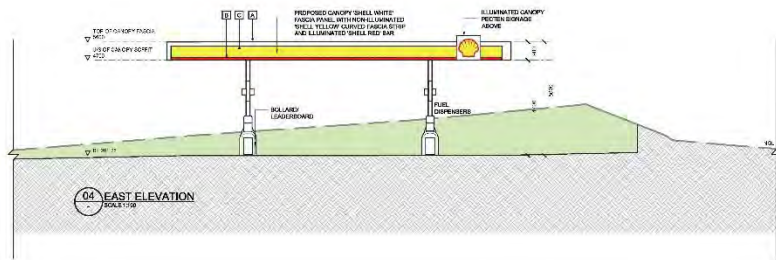
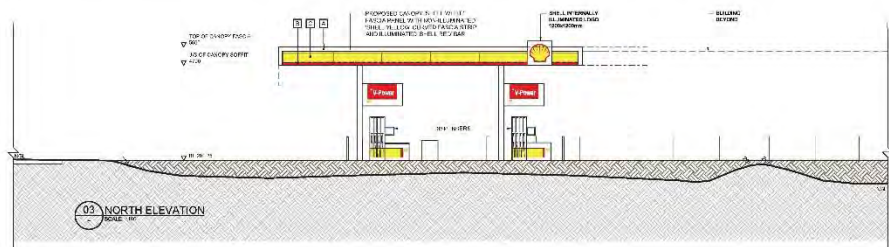
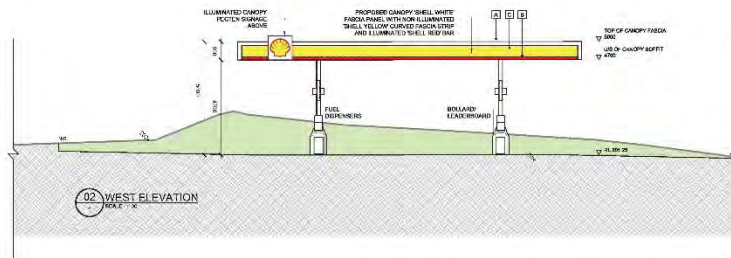
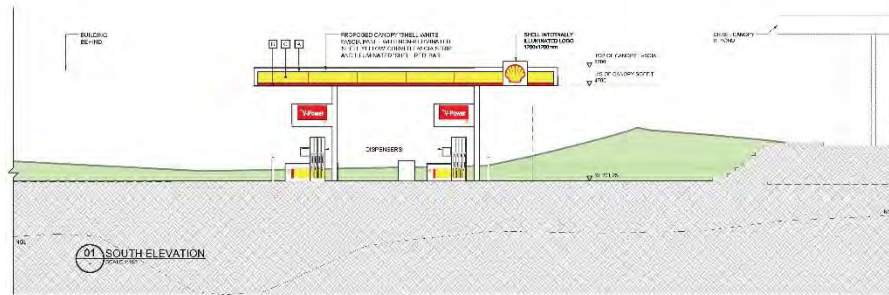
PROJECT: PROPOSED SERVICE STATION DEVELOPMENT  
 SUBJECT NUMBER: GREAT EASTERN HIGHWAY  
 NORTHAM WA 6041  
 DRAWN BY: PROPOSED SITE PLAN  
 CHECKED BY: KM  
 DATE: SEP 17  
 SCALE: 1:500  
 PROJECT NUMBER: 16405  
 DRAWING NUMBER: TP03  
 SHEET: 01 OF 01





PROPOSED SERVICE STATION DEVELOPMENT  
GREAT EASTERN HIGHWAY  
NORTHAM WA 6041  
DRAWN BY: PROCON DEVELOPMENTS  
DATE: SEP 17 1:10  
SCALE: 1:100  
PROJECT: 16405 TP04





EXTERNAL COLOUR SCHEDULE	
	PAINT 1 HIGH BRITISH PAINTS WHITE SW LOW (LOW SHEEN)
	PAINT 2 HIGH GULUX COI FOR RFFY PARKING SIGN GRASS
	PAINT 3 HIGH GULUX EXPLORING STARK P1117 SEVY GRASS

0 PLANNING ISSUE REV: 10/11/17  
REV: 10/11/17



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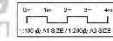


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10/11/17  
10/11/17

PROPOSED SERVICE STATION DEVELOPMENT  
NORTHAM WA 6041  
PROPOSED FUEL CANOPY ELEVATIONS

DATE	SCALE	NO
SEP 17	1:100	NORTH
DATE	CREATED	
KM	AB	
DATE	PLANNING ISSUE	
16405	TP05A	36 of 110

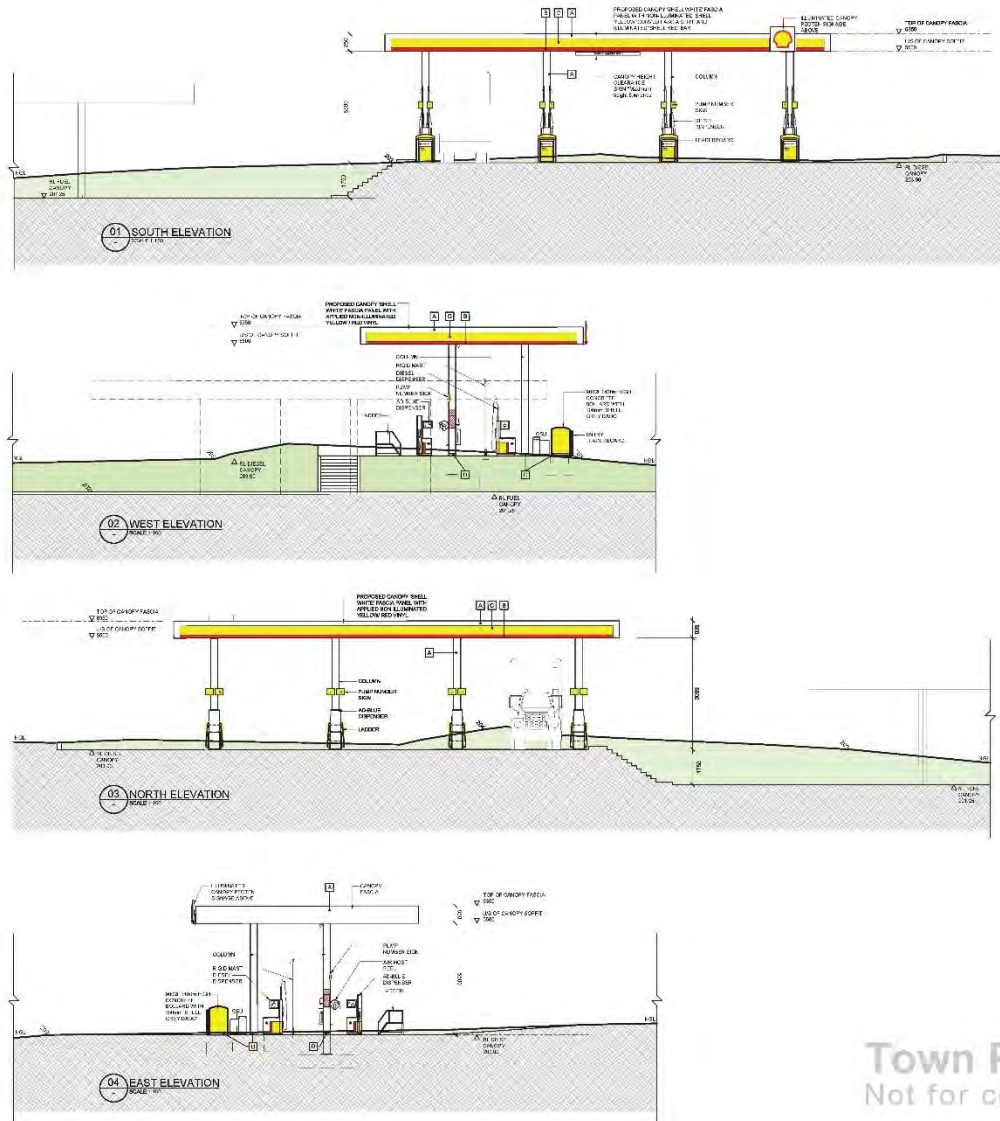
Town Planning  
Not for construction











EXTERNAL COLOUR SCHEDULE	
[White Box]	PAINT F. HIGH BRITISH PAINTS WHITE YELLOW LOW'S ECH
[Red Box]	PAINT F. HIGH DULUX COLES RED P/34580 SEMI GLOSS
[Yellow Box]	PAINT F. HIGH DULUX EXPLODING STARY P/111 SEMI GLOSS

K	1:4000 ELEVATION	KV	16/11/17
M	1:4000 ELEVATION	KV	16/10/17
N	1:4000 ELEVATION	KV	16/09/17
P	1:4000 ELEVATION	KV	15/10/17
RW	ARCHITECT DETAILS	PV	01/18



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 10/111 2/111 2700 EASTERN ROAD  
 NORTHAM, WESTERN AUSTRALIA  
 TRADING HOURS: 9 AM TO 5 PM  
 TRADING HOURS: 9 AM TO 5 PM  
 PHONE: 08 9427 0288

PROCON DEVELOPMENTS  
 10/111 2/111 2700 EASTERN ROAD  
 NORTHAM, WESTERN AUSTRALIA  
 TRADING HOURS: 9 AM TO 5 PM  
 TRADING HOURS: 9 AM TO 5 PM  
 PHONE: 08 9427 0288

PROPOSED SERVICE STATION DEVELOPMENT

SUBJECT ADDRESS  
 GREAT EASTERN HIGHWAY

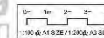
NORTHAM WA 6041

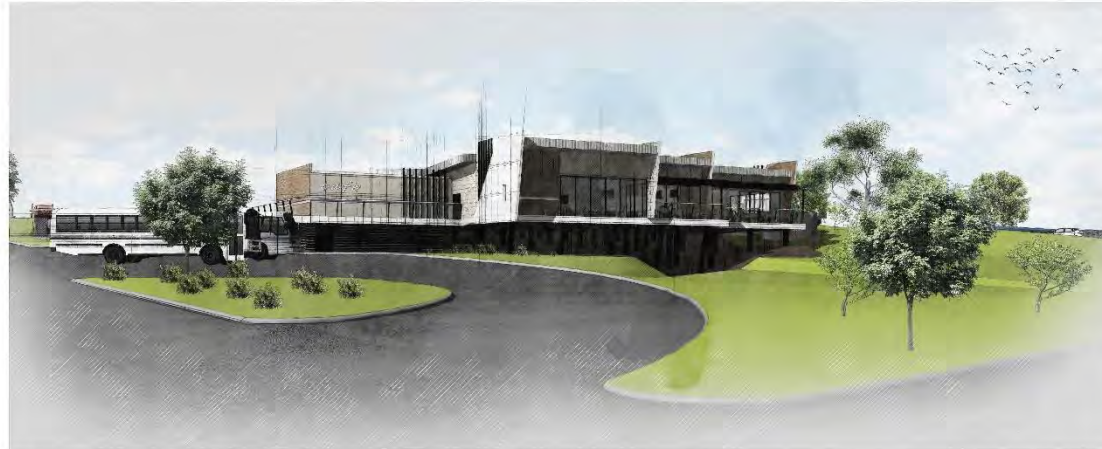
2640/07/01  
 PROPOSED DIESEL CANOPY ELEVATIONS

DATE  
 PROCON DEVELOPMENTS

DATE	SCALE	NO.
SEP-17	1:100	1100
2640/07/01	AB	2640/07/01
PLANNING ISSUE		
16405	TP06	08

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REV	DESCRIPTION	BY	DATE



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**PROJECT:**  
PROPOSED SERVICE STATION  
DEVELOPMENT

**PROJECT ADDRESS:**  
GREAT EASTERN HIGHWAY

**NORTHAM**  
**WA** 6041

**DRAWING TITLE:**  
ARTISTIC IMPRESSIONS

**CLIENT:**  
PROCON DEVELOPMENTS

DATE	SCALE	NOTES
SEP '17	1:100	
TOWN	PERM	
KM	AB	
<b>PLANNING ISSUE</b>		
18405	TP08	Ø 09/10

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PLANNING 10/10/17  
SUBMITTAL DETAILS BY DATE



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PROPOSED SERVICE STATION  
DEVELOPMENT

PROJECT NUMBER  
GREAT EASTERN HIGHWAY  
NORTHAM  
WA 8041  
CONTRACT TITLE  
ARTISTIC IMPRESSIONS

CLIENT  
PROCON DEVELOPMENTS

DATE	SCALE & #	NOTES
SEP-17	1:100	
NAME	DRAWING	
KM	AB	
PLAN	PLANNING ISSUE	
PROJECT NO.	ISSUE NO.	HEET
16405	TP09	10 of 10

Town Planning  
Not for construction



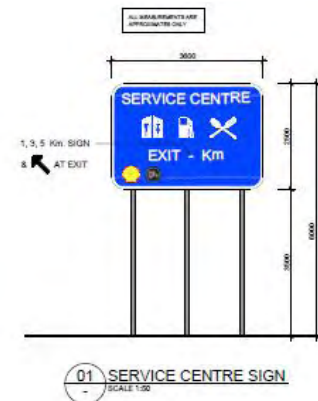
Attachment 3



**A LOCALITY PLAN (WEST)**  
SCALE: NTS



**B LOCALITY PLAN (EAST)**  
SCALE: NTS



IF PLANNING ISSUE AS SHOWN DATE: 16/01/18  
ANNOUNCEMENT DETAILS BY DATE:



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PROCON DEVELOPMENTS


PROJECT:  
PROPOSED SERVICE STATION DEVELOPMENT

PROJECT ADDRESS:  
GREAT EASTERN HIGHWAY

NORTHAM WA 6041

DRAWING TITLE:  
SITE SIGNAGE ELEVATIONS

DRAWN BY:  
PROCON DEVELOPMENTS

DATE: SEP-17	SCALE @ A1: AS SHOWN	NORTH
TITLE: KM	PROJECT: AB	
ISSUE: PLANNING ISSUE	PROJECT NO: TP07	
PROJECT NO: 16405	REVISION: 0	DATE: 06/1/18

Town Planning  
Not for construction



Attachment 4

Development Application P17111  
Proposed Roadhouse – Lot 860 Yilgarn Avenue, Malabaine  
Planning Assessment

Shire of Northam Local Planning Scheme No. 6  
Clause 3.7 – Special Use Zones

Clause	Criteria	Relevant Provision	Proposed by Development	Criteria Met?
LPS6, 3.7	Land use to correspond with conditions set out in Schedule 4 SU13	1. Development Approval required	Lodgement of this Application satisfies Condition 1	Yes
		4. Drive-through service of food and beverages, short term accommodation, wrecking, panel beating and spray painting not permitted	No drive through service of food or beverages, short-term accommodation or wrecking, panel beating and spray painting uses are proposed by the Application	Yes
		5. Any application for development approval shall be supported by Stormwater Management Plan, Bushfire Management Plan, Transport Impact Assess	Application is supported by a Stormwater Management Plan, Bushfire Management Plan and Transport Impact Statement	Yes
		6. On-site treatment and disposal of wastewater and trade waste required to be determined at development application stage to the satisfaction of the Health Department	The Application proposes a septic irrigation field for on-site treatment and disposal of wastewater and has been referred to Council's Environmental Health Department for advice	Yes
		7. Development is to be connected to a reticulated water supply	The proposed development will be connected to a reticulated water supply	Yes
		8. Landscaping is to be provided in	Comprehensive landscaping areas	Yes

Clause	Criteria	Relevant Provision	Proposed by Development	Criteria Met?
		accordance with clause 4.12 of the scheme	are proposed in accordance with Clause 4.12 of LPS 6	
		9. Car parking is to be provided in accordance with clause 4.13 and Table 3 of the scheme	Car parking has been provided in accordance with clause 4.13 and Table 3 of LPS 6	Yes
		10. Any direct vehicle access between Lot 860 and adjoining public rest area (Lot 29420) is to be approved by the local government in consultation with Main Roads WA.	Application does not propose a crossover between Lot 860 and the adjoining public rest area, however, may be applicable for Stage 2	Yes

#### Local Planning Policy No. 16 – Advertising Signage

The sign on the eastern boundary of the site (denoted “pylon sign” on the signage plans – Refer Attachment 5) was assessed as a “monolith sign”. Other advertising signs are ‘brand’ signage and not specifically mentioned or addressed in LPP16.

#### 8.8 Pylon Signs and Monolith Signs

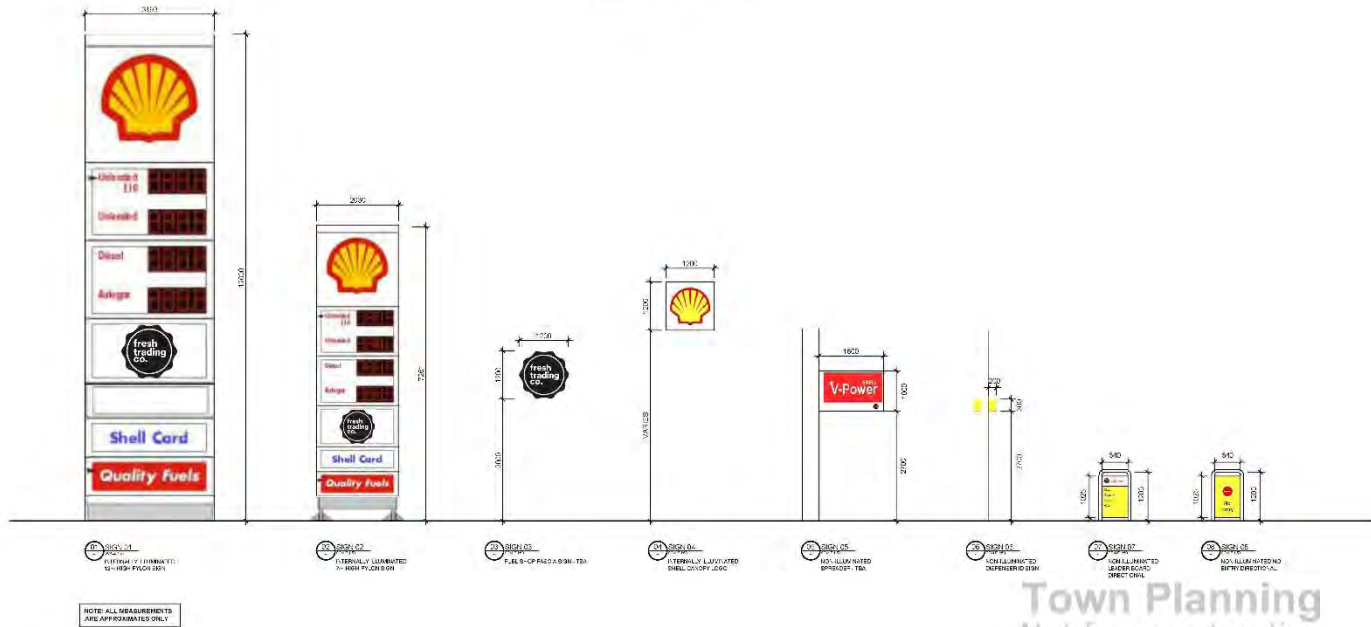
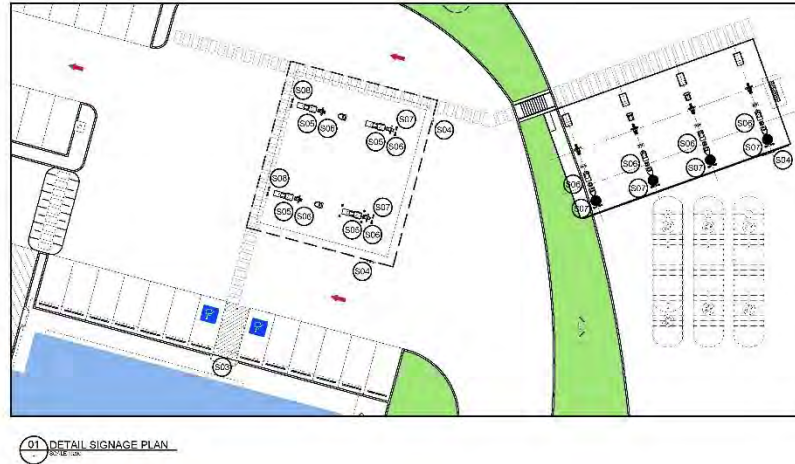
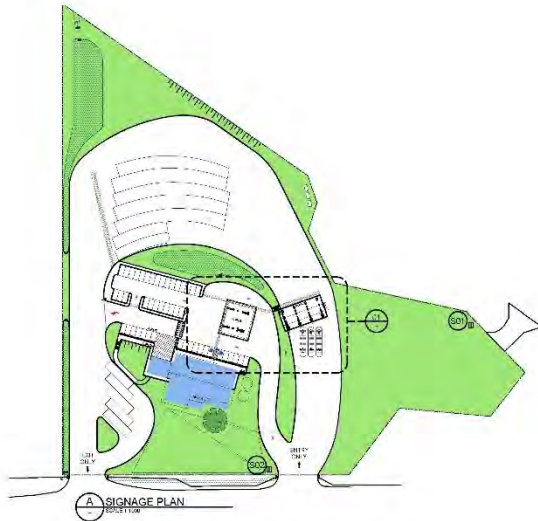
Provision	Criteria Met?
a) Pylon signs and monolith signs may be considered on:	
i) Properties in the Commercial or Mixed Use Zones with multiple tenancies or businesses;	N/A
ii) Properties in the Commercial or Mixed Use Zones with a lot area greater than 2000m <sup>2</sup> ; or	
iii) Properties in the General Industry or Light & Service Industry Zones.	
b) Pylon signs and monolith signs shall be restricted to one pylon sign and one monolith sign only for each frontage of the property. Where the property has multiple tenancies or a series of businesses, the Shire may require that any proposed pylon sign	2 monolith signs proposed.  Given the size of the property, it is considered 2 monolith signs on the property is not inappropriate and warrants approval.



<p>or monolith sign be designed so as to incorporate one infill, module or section, or sufficient framework to accommodate one infill, for each tenancy or business on the lot.</p>	
<p>c) A pylon sign shall:</p>	
<p>i) Have no part of the sign face less than 2.1m, or more than 6m above the ground level immediately below the sign;</p>	<p>Larger monolith sign is 12m high.  Larger monolith sign is 3.2m wide.</p>
<p>ii) Have a maximum width of 2m, measured horizontally across the extremities of the pylon sign structure;</p>	<p>Larger sign has a face area of 38.3m<sup>2</sup>. Smaller monolith sign has a face area of 14m<sup>2</sup>.</p>
<p>iii) Have a sign face area no greater than 4.5 m<sup>2</sup>;</p>	<p>It is considered the overall bulk and scale of the monolith signs will not impact on the general amenity of the area, and will not reduce lines of sight or safety of road users.</p>
<p>iv) Not be within 2m of the side boundaries of the lot on which it is erected; and</p>	
<p>v) Be supported by one or more piers or columns of brick, stone, timber or steel of sufficient size and strength to support the signs under all conditions. The Shire may require engineering certification of the construction of a pylon sign.</p>	
<p>d) A monolith sign shall:</p>	
<p>i) Have a maximum clearance of 1.2m from natural ground level;</p>	
<p>ii) Have no part of the sign face more than 8m above the natural ground level immediately below the sign;</p>	
<p>iii) Have a maximum width of 2m, measured horizontally across the extremities of the pylon sign structure;</p>	
<p>iv) Have a sign face area no greater than 8m<sup>2</sup>;</p>	







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16405 TP07A



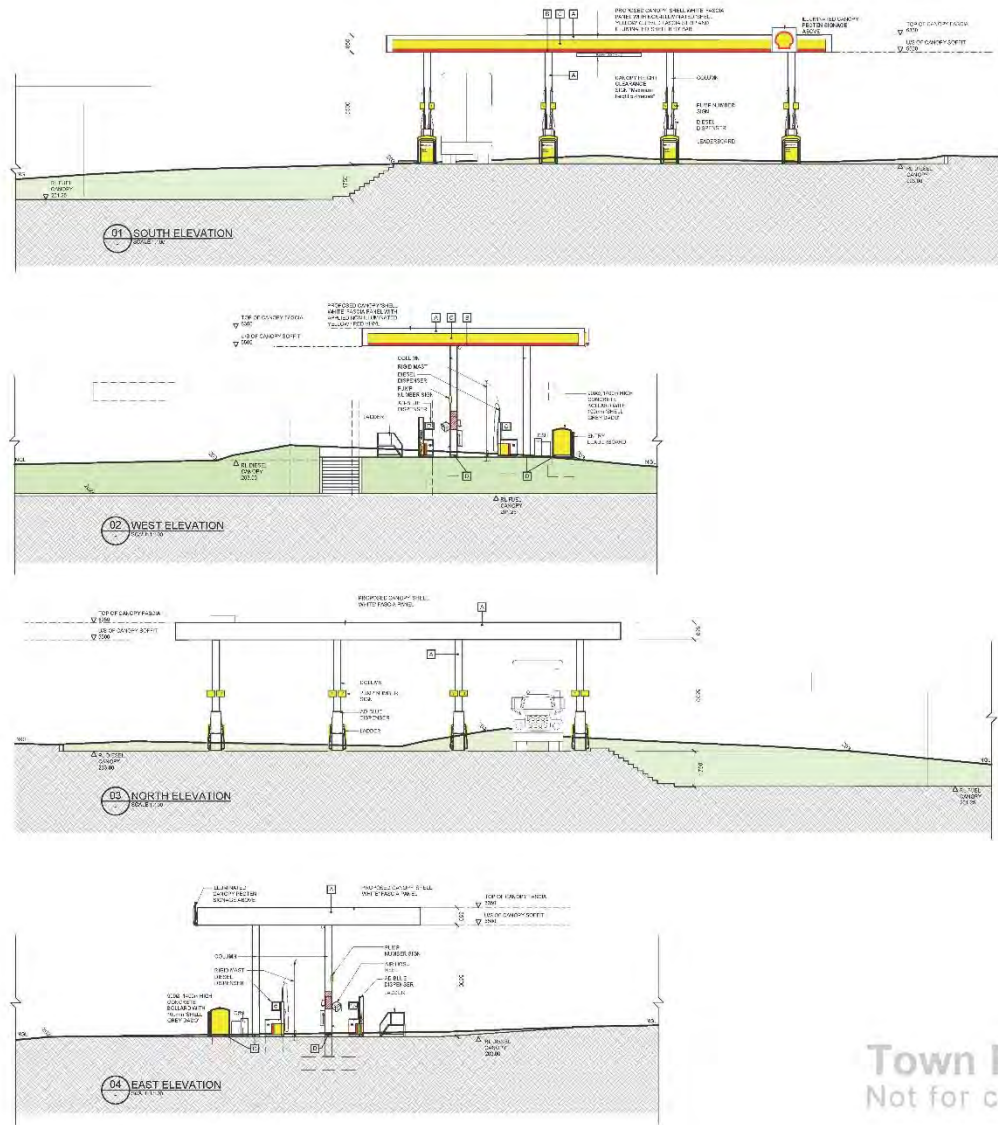
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16405 TP07A

PROPOSED SERVICE STATION  
DEVELOPMENT  
GREAT EASTERN HIGHWAY  
NORTHAM  
WA 6041  
SITE SIGNAGE ELEVATION  
DETAILS

DATE	SCALE	NORTH
17/01/18	AS SHOWN	
DRAWN	CHECKED	
KM	AB	
SCALE		
PLANNING ISSUE		
PROJECT NO.	REVISION	DATE
16405	TP07A	08/10





**EXTERNAL COLOUR SCHEDULE**

□	PAINT FINISH: BRIT SHEPHERD WHITE WILLOW LOW SHEEN
■	PAINT FINISH: DULUX COLOURS RED PARABASIC SENSITIVE
■	PAINT FINISH: DULUX EXPLODING STAR P1747 SENSITIVE

1	PLANNING SCALE	1:100
2	PLANNING SCALE	1:100
3	PLANNING SCALE	1:100
4	PLANNING SCALE	1:100



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**PROPOSED SERVICE STATION DEVELOPMENT**

GREAT EASTERN HIGHWAY

**NORTHAM WA 6041**

PROPOSED DIESEL CANOPY ELEVATIONS

CLIENT: PROCON DEVELOPMENTS

DATE: 11/10/17

SCALE: 1:100

DRAWN: UNK

CHECKED: AB

PROJECT: PLANNING ISSUE

NO. 16405

REVISION: 27/10/17

Town Planning  
Not for construction

1:100	1:100	1:100	1:100
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### 12.3.6 Permanent Road Closure of portion of Spencers Brook Road, Warranine

Address:	Adjoining Spencers Brook Road, Warranine
Owner:	Crown Land
File Reference:	A2154
Reporting Officer:	Chadd Hunt Executive Managed Development Services
Responsible Officer:	Chadd Hunt Executive Managed Development Services
Voting Requirement	Simple Majority

#### BRIEF

The purpose of this report is for Council to make a formal resolution and consider any submissions which the Shire received during the advertising period for the proposed permanent road closure of a portion of Spencers Brook Road reserve.

#### ATTACHMENTS

- Attachment 1: Location Plan.
- Attachment 2: Survey Plan.
- Attachment 3: Received submissions.

---

#### BACKGROUND / DETAILS

The Shire of Northam was initially approached by the owner of Lot 102 Spencers Brook Road, Warranine following the discovery that a portion of the road reserve has actually been included within the fenced area of their lot

Council considered this issue at its meeting held on April 20<sup>th</sup> 2016 where it resolved the following –

#### *That Council;*

- 1. Agrees to initiate the process to dispose of the subject portion of the Spencers Brook Road Reserve subject to written agreement for all costs incurred with the disposal of the land being received from the land owner of Lot 102 Spencers Brook Road, Warranine including and associated with valuation, purchasing, surveying and amalgamation.*
- 2. Support the closure of the subject portion of Spencers Brook Road Reserve.*
- 3. Support the amalgamating of the portion of closed road reserve with Lot 102 Spencers Brook Road, Warranine subject to written agreement being*

*received for all costs being met by the owner of Lot 102 Spencers Brook Road, Warranine.*

Since the above resolution the owner of the adjoining property has had a survey of the land in question undertaken and further advice has been sought from the Department of Planning, Lands and Heritage on how to progress with the proposed closure.

Council was required to advertise the proposed road closure and there is a requirement to have specific resolutions regarding the formal closure of that section of the road reserve.

## CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 5: Infrastructure & Service Delivery.

Outcome 5.3: To have safe, well-maintained community infrastructure and services to a standard expected of a Regional Centre.

Financial / Resource Implications

There will be minimal administrative costs associated with the recommendation.

Legislative Compliance

Land Administration Act 1997 (sections 56 & 58) (LAA).

Policy Implications

N/A.

Stakeholder Engagement / Consultation

Staff have advertised the proposal and contacted service authorities regarding the proposed closure and ultimate amalgamation with the adjoining land.

At the time of preparing this report the advertising of the proposed closure was still being undertaken and hence it is recommended that Council proceed.

Risk Implications

N/A.

## OFFICER'S COMMENT

Given the previous resolution of Council in support of this matter, this report is formalising the process that has already been commenced. The owners are aware of the previous resolution and the costs involved and are prepared to proceed on that basis.



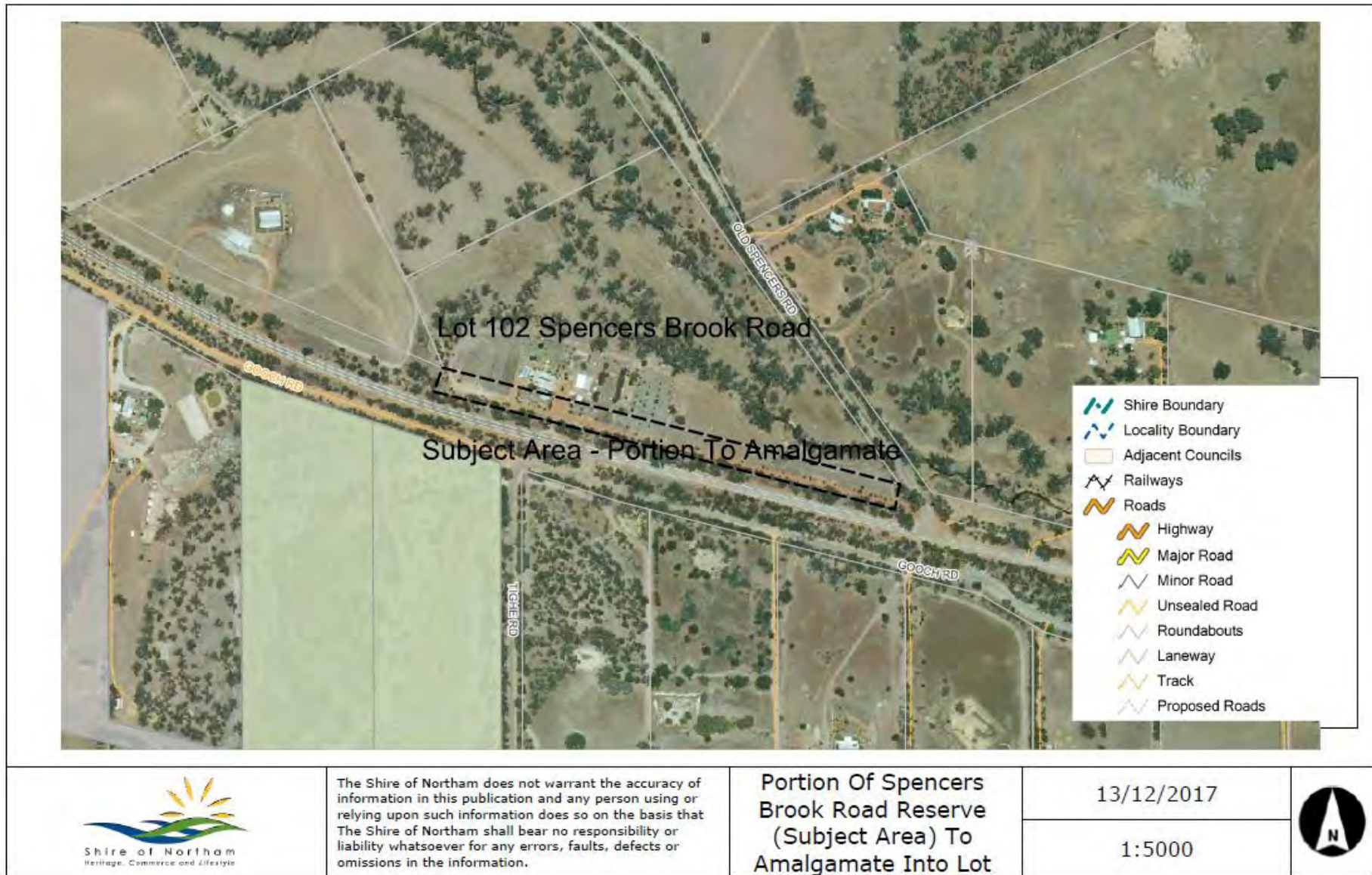
Should any feedback be provided through the consultation period Council will be advised as soon as practical.

RECOMMENDATION

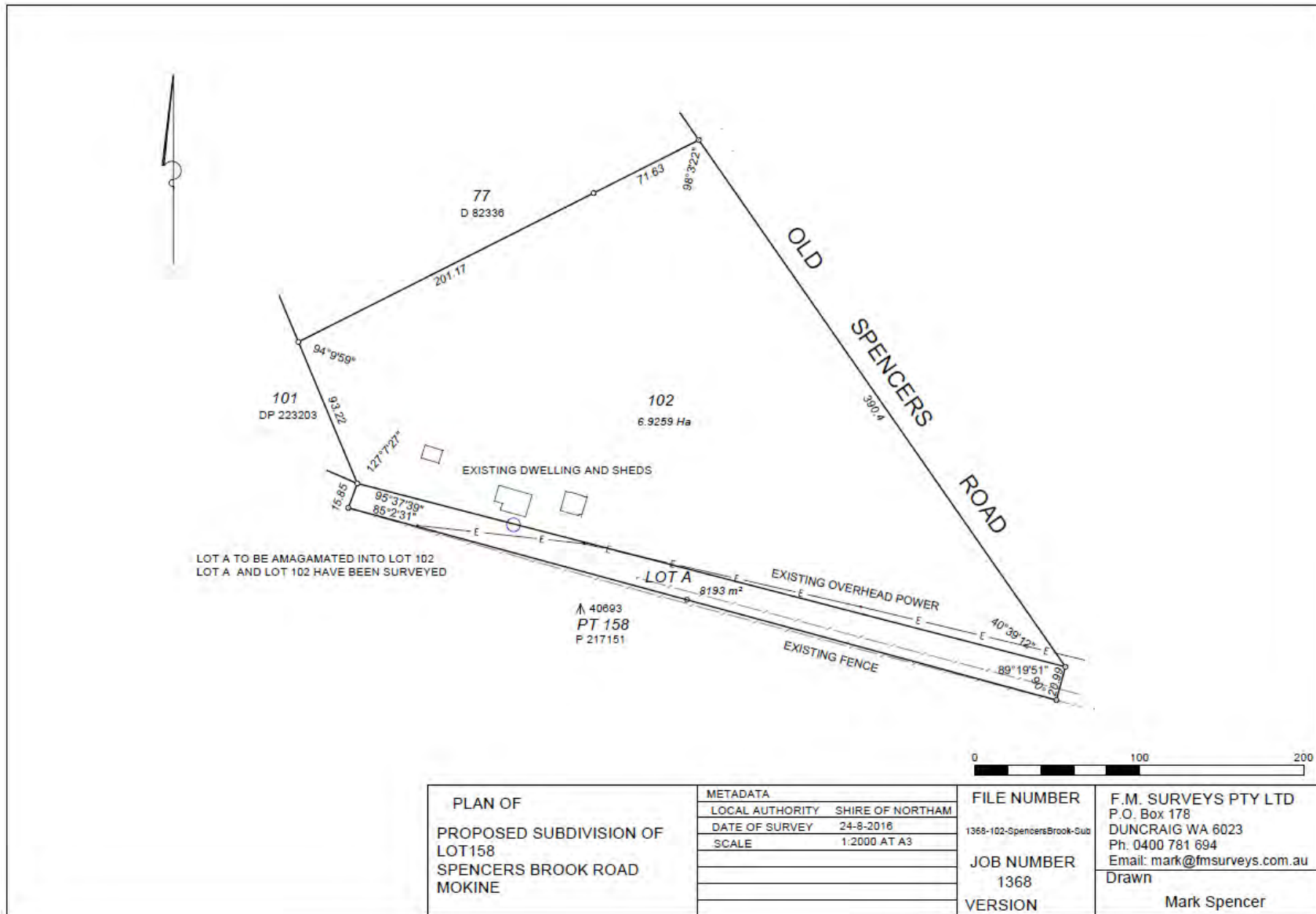
That Council:

1. Endorse the permanent closure of a portion of Spencer Brook Road Warranine , as shown in drawing 1368-102-SpencersBrook-Sub subject to no valid objections being received during the public consultation period; and
2. In accordance with Section 58 of the Land Administration Act 1997, resolve that the request for the closure of a portion of Spencers Brook Road be prepared and delivered to the Minister of Lands.

Attachment 1



Attachment 2





## 12.4 CORPORATE SERVICES

### 12.4.1 Accounts & Statements of Accounts – December 2017

Address:	N/A
Owner:	N/A
File Reference:	2.1.3.4
Reporting Officer:	Creditors Officer Kathy Scholz
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Simple Majority

#### BRIEF

For Council to receive the accounts for the period from 1<sup>st</sup> December 2017 to 31<sup>st</sup> December 2017.

#### ATTACHMENTS

Attachment 1: Accounts & Statements of Accounts – December 2017.

Attachment 2: Declaration.

---

#### BACKGROUND / DETAILS

The reporting of monthly financial information is a requirement under section 6.4 of the Local Government Act 1995, and Regulation 34 of the Local Government (Financial Management) Regulations.

Pursuant to Financial Management Regulation 13, a list of payments made from Municipal and Trust accounts is required to be presented to Council on a periodical basis. These details are included as Attachment 1. In accordance with Financial Management Regulation 12, the Chief Executive Officer has delegated authority to make these payments.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership.

Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

Financial / Resource Implications

Payments of accounts are in accordance with Council's 2017/18 Budget.

Legislative Compliance  
Section 6.4 of the Local Government Act  
Financial Management Regulations 2007 9  
Section 6.26(2)(g) of the Local Government Act 1995

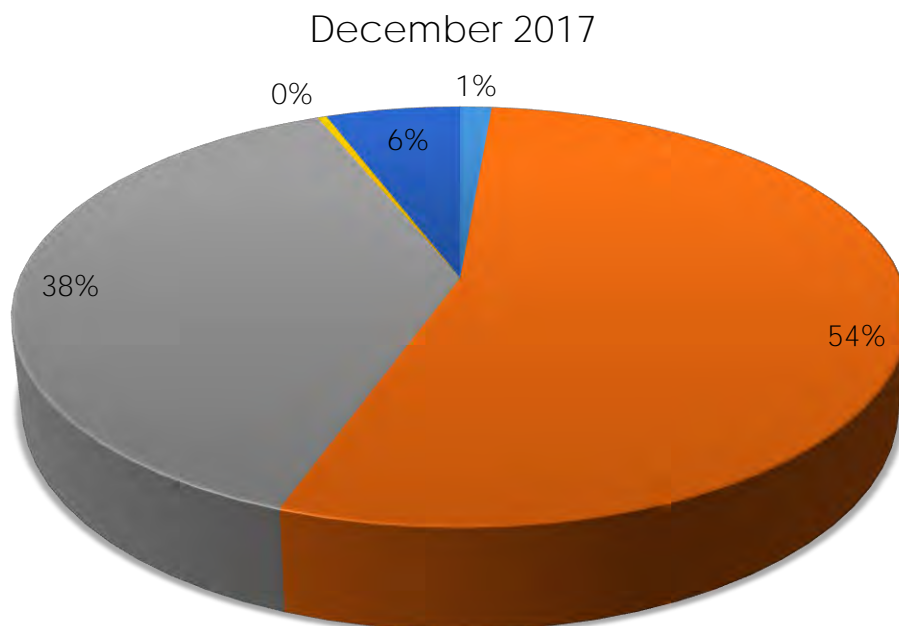
Policy Implications  
Nil.

Stakeholder Engagement / Consultation  
N/A.

Risk Implications  
Nil.

### OFFICER'S COMMENT

The matter of Council 'supporting local business' has been raised over a long period. To assist in providing a greater understanding of the purchasing patterns of the Shire of Northam, the following graph summarises the payments made locally for the month of December 2017;



- Staff Expenses
- Purchased from Shire of Northam Businesses or Individuals
- No Organisation or Business in Shire of Northam that can offer service required
- Purchase from Businesses or Individuals outside Shire of Northam
- Contract has gone to Tender



RECOMMENDATION

That Council endorse the payments for the period 1<sup>st</sup> December 2017 to 31<sup>st</sup> December 2017, as listed, which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).



Attachment 1

Date: 02/01/2018  
Time: 7:56:52AM

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2033	07/12/2017	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION BSL FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF NOVEMBER 2017.	2		239.25
INV T994	07/12/2017	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION OF BCITF FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF NOVEMBER 2017.	2	74.25	
INV T995	07/12/2017	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION BSL FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF NOVEMBER 2017.	2	165.00	
2034	07/12/2017	SHIRE OF NORTHAM	12MONTHS DEFECTS LIABILITY PERIOD RETENTION AMOUNT CONTRACT 7 OF 2016 - KOJEDDA HEIGHTS DRAINAGE IMPROVEMENT WORKS.	2		1,918.53
INV T1020	07/12/2017	SHIRE OF NORTHAM	12MONTHS DEFECTS LIABILITY PERIOD RETENTION AMOUNT CONTRACT 7 OF 2016 - KOJEDDA HEIGHTS DRAINAGE IMPROVEMENT WORKS.	2	1,918.53	
EFT27472	31/08/2017	ALLERDING & ASSOCIATES	LEGAL COSTS FOR COUNCIL LEGAL REPRESENTATION IN SAT CASE (DI TRENTO VS SHIRE OF NORTHAM)	1		26,250.07
INV NOR EAI28/07/2017		ALLERDING & ASSOCIATES	LEGAL COSTS FOR COUNCIL LEGAL REPRESENTATION IN SAT CASE (DI TRENTO VS SHIRE OF NORTHAM)	1	26,250.07	
EFT28437	06/12/2017	ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1		1,905.73
INV NOVEME30/11/2017		ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1	1,905.73	
EFT28438	06/12/2017	BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1		1,500.00
INV NOVEME30/11/2017		BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1	1,500.00	
EFT28439	06/12/2017	CARL PHILLIP DELLA	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1		1,905.73
INV NOVEME30/11/2017		CARL PHILLIP DELLA	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1	1,905.73	
EFT28440	06/12/2017	CHRIS DAVIDSON	COUNCILLOR PAYMENTS NOVEMBER 2017	1		2,025.61
INV NOVEME30/11/2017		CHRIS DAVIDSON	COUNCILLOR PAYMENTS NOVEMBER 2017	1	2,025.61	
EFT28441	06/12/2017	CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS NOVEMBER 2017	1		4,990.86
INV NOVEME30/11/2017		CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS NOVEMBER 2017	1	4,990.86	

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EFT28442	06/12/2017	JOHN PROUD	COUNCILLOR PAYMENTS NOVEMBER 2017	1		1,905.73
INV NOVEME30/11/2017		JOHN PROUD	COUNCILLOR PAYMENTS NOVEMBER 2017	1	1,905.73	
EFT28443	06/12/2017	JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS NOVEMBER 2017	1		2,065.57
INV NOVEME30/11/2017		JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS NOVEMBER 2017	1	2,065.57	
EFT28444	06/12/2017	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1		2,843.23
INV NOVEME30/11/2017		MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1	2,843.23	
EFT28445	06/12/2017	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS NOVEMBER 2017	1		1,905.73
INV NOVEME30/11/2017		ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS NOVEMBER 2017	1	1,905.73	
EFT28446	06/12/2017	SPECIALISED TREE SERVICE	PRUNE NORTHAM TOWNSITE STREET TREES AS PER CONTRACT 19 OF 2015 CONTRACT VARIATION#1	1		13,366.49
INV 2691	01/12/2017	SPECIALISED TREE SERVICE	PRUNE NORTHAM TOWNSITE STREET TREES AS PER CONTRACT 19 OF 2015 CONTRACT VARIATION#1	1	13,366.49	
EFT28447	06/12/2017	STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1		2,073.49
INV NOVEME30/11/2017		STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS FOR NOVEMBER 2017	1	2,073.49	
EFT28448	06/12/2017	TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS NOVEMBER 2017	1		2,172.13
INV NOVEME30/11/2017		TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS NOVEMBER 2017	1	2,172.13	
EFT28449	06/12/2017	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 219A Interest payment - BOWLING CLUB DEVELOPMENT 2016	1		12,302.77
INV 219A	06/12/2017	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 219A Interest payment - BOWLING CLUB DEVELOPMENT 2016		12,302.77	
EFT28450	06/12/2017	PROSPECTORS PATCH	METAL DETECTOR S/N# 57392478 FOR ENGINEERING SERVICES.	1		1,399.00
INV 2625	02/12/2017	PROSPECTORS PATCH	METAL DETECTOR S/N# 57392478 FOR ENGINEERING SERVICES.	1	1,399.00	
EFT28451	07/12/2017	ALLWEST PLANT HIRE	RELEASE OF DEFECTS LIABILITY PERIOD RETENSIONS - CONTRACT 22 OF 2015 NORTHAM TOWNSITE DRAINAGE.	2		14,694.06

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INV T967	07/12/2017	ALLWEST PLANT HIRE	RELEASE OF DEFECTS LIABILITY PERIOD RETENSIONS - CONTRACT 22 OF 2015 NORTHAM TOWNSITE DRAINAGE.	2	14,694.06	
EFT28452	07/12/2017	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF NOVEMBER 2017.	2		6,980.16
INV T995	07/12/2017	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF NOVEMBER 2017.	2	165.00	
INV T995	07/12/2017	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF NOVEMBER 2017.	2	6,815.16	
EFT28453	07/12/2017	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCIFT FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF NOVEMBER 2017.	2		2,943.34
INV T994	07/12/2017	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCIFT FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF NOVEMBER 2017.	2	2,943.34	
EFT28454	07/12/2017	ADVENTURES GROUP HOLDINGS	FULL PAGE AD IN 2018 CARAVAN WORLD YEARBOOK (INCLUDES ANNUAL TOURIST PARK GUIDE)	1		1,773.75
INV INV-814601/11/2017		ADVENTURES GROUP HOLDINGS	FULL PAGE AD IN 2018 CARAVAN WORLD YEARBOOK (INCLUDES ANNUAL TOURIST PARK GUIDE)	1	1,773.75	
EFT28455	07/12/2017	AG IMPLEMENTS NORTHAM PTY LTD	REPAIRS TO DAMAGED Z TRACK RIDE ON MOWER	1		910.36
INV 310953	26/10/2017	AG IMPLEMENTS NORTHAM PTY LTD	PART NUMBER NG725BLDLF - BLASED FOR FIELDQUIP MAJOR	1	132.18	
INV 307487	26/09/2017	AG IMPLEMENTS NORTHAM PTY LTD	REPAIRS TO DAMAGED Z TRACK RIDE ON MOWER	1	778.18	
EFT28456	07/12/2017	AVON SPICE CAFE	CATERING - ORDINARY COUNCIL MEETING 15TH NOVEMBER 2017	1		374.00
INV 058	15/11/2017	AVON SPICE CAFE	CATERING - ORDINARY COUNCIL MEETING 15TH NOVEMBER 2017	1	374.00	
EFT28457	07/12/2017	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 10/11/2017.	1		37,532.54
INV 26937	10/11/2017	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 10/11/2017.	1	37,532.54	
EFT28458	07/12/2017	BEAUREPAIRES	NEW TYRE OF WA HINO FLOCON N.008.	1		714.50



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INV U524348209/11/2017		BEAUREPAIRES	NEW TYRE OF WA HINO FLOCON N.008.	1	357.25	
INV U524348209/11/2017		BEAUREPAIRES	NEW TYRE FOR WA HINO FLOCON N.008.	1	357.25	
EFT28459	07/12/2017	BLACKWELL PLUMBING PTY LTD	RIVERS EDGE CAFE. REPLACE BROKEN SINK MIXER	1		501.49
INV INV-171129/11/2017		BLACKWELL PLUMBING PTY LTD	SUPPLY & REPLACE TOILET SEATS AT APEX PARK.	1	162.69	
INV INV-170927/11/2017		BLACKWELL PLUMBING PTY LTD	RIVERS EDGE CAFE. REPLACE BROKEN SINK MIXER	1	190.30	
INV INV-171129/11/2017		BLACKWELL PLUMBING PTY LTD	BERNARD PARK TOILETS. UNBLOCK 2 X MALE TOILETS. UNBLOCK TOILET TO FAMILY ROOM.	1	148.50	
EFT28460	07/12/2017	BLUE FORCE PTY LTD	CCTV PROJECT - VARIATION NO 2 - INSTALLATION OF LARGER POLES AT NEWCASTLE AND PEEL TERRACE AND REPAIRS TO EXISTING CCTV NETWORK TO MAKE IT OPERATIONAL	1		8,248.79
INV 76550	27/11/2017	BLUE FORCE PTY LTD	CCTV PROJECT - VARIATION NO 2 - INSTALLATION OF LARGER POLES AT NEWCASTLE AND PEEL TERRACE AND REPAIRS TO EXISTING CCTV NETWORK TO MAKE IT OPERATIONAL	1	8,248.79	
EFT28461	07/12/2017	BOC LIMITED	CHEMICALS FOR ASSORTED SHIRE PROPERTIES.	1		136.23
INV 4017744729/10/2017		BOC LIMITED	CHEMICALS FOR ASSORTED SHIRE PROPERTIES.	1	93.94	
INV 4017744729/10/2017		BOC LIMITED	MEDICAL OXYGEN FOR BOTH POOLS & NORTHAM REC CENTRE.	1	35.05	
INV 4017744729/10/2017		BOC LIMITED	MEDICAL OXYGEN FOR NORTHAM REC CENTRE.	1	7.24	
EFT28462	07/12/2017	CANNON HYGIENE AUSTRALIA PTY LTD	VISITORS CENTRE. 6 MONTHLY SANITARY UNIT SERVICING.	1		264.84
INV 0008203714/11/2017		CANNON HYGIENE AUSTRALIA PTY LTD	VISITORS CENTRE. 6 MONTHLY SANITARY UNIT SERVICING.	1	264.84	
EFT28463	07/12/2017	CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	NORTHAM DEPOT. REPAIR AIRCONDITIONER IN SANTO'S OFFICE, NOT WORKING.	1		110.00
INV 0000148828/11/2017		CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	NORTHAM DEPOT. REPAIR AIRCONDITIONER IN SANTO'S OFFICE, NOT WORKING.	1	110.00	
EFT28464	07/12/2017	CENTRAL REGIONAL TAPE	CENTRAL REGIONAL TAPE - CERTIFICATE IV IN LOCAL GOVERNMENT FOR BRETT GRAHAM	1		112.00
INV 1000241705/10/2017		CENTRAL REGIONAL TAPE	CENTRAL REGIONAL TAPE - CERTIFICATE IV IN LOCAL GOVERNMENT FOR BRETT GRAHAM	1	365.94	

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INV 10002862	31/10/2017	CENTRAL REGIONAL TAFE	CENTRAL REGIONAL TAFE - CERTIFICATE IV IN LOCAL GOVERNMENT ( PLANNING) BRETT GRAHAM (NOTE, THIS WILL BE DRAWN DOWN AS REQUIRED FOR NEW SUBJECTS)	1	112.00	
INV A0000205	27/10/2017	CENTRAL REGIONAL TAFE	CENTRAL REGIONAL TAFE - CERTIFICATE IV IN LOCAL GOVERNMENT ( PLANNING) BRETT GRAHAM (NOTE, THIS WILL BE DRAWN DOWN AS REQUIRED FOR NEW SUBJECTS)	1	-365.94	
INV 10002404	05/09/2017	CENTRAL REGIONAL TAFE	CENTRAL REGIONAL TAFE - CERTIFICATE IV IN LOCAL GOVERNMENT ( PLANNING) BRETT GRAHAM (NOTE, THIS WILL BE DRAWN DOWN AS REQUIRED FOR NEW SUBJECTS)	1	287.20	
INV A000021	27/10/2017	CENTRAL REGIONAL TAFE	CENTRAL REGIONAL TAFE - CERTIFICATE IV IN LOCAL GOVERNMENT ( PLANNING) BRETT GRAHAM (NOTE, THIS WILL BE DRAWN DOWN AS REQUIRED FOR NEW SUBJECTS)	1	-287.20	
EFT28465	07/12/2017	CLACKLINE FENCING CONTRACTORS	REPLACE FENCE AT STARTING GATES BMX TRACK - VANDALISM	1		900.00
INV 1122	27/11/2017	CLACKLINE FENCING CONTRACTORS	REPLACE FENCE AT STARTING GATES BMX TRACK - VANDALISM	1	900.00	
EFT28466	07/12/2017	COLIN DUNCAN GRANT	CLEANING OF VARIOUS BUILDINGS IN WUNDOWIE FOR NOVEMBER 2017.	1		1,937.25
INV P886	30/11/2017	COLIN DUNCAN GRANT	CLEANING OF VARIOUS BUILDINGS IN WUNDOWIE FOR NOVEMBER 2017.	1	2,102.25	
INV P886	30/11/2017	COLIN DUNCAN GRANT	CLEANING OF NORTHAM RECREATION CENTRE CHARGED INCORRECTLEY.	1	-165.00	
EFT28467	07/12/2017	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING - ADMIN	1		2,326.71
INV S6570	15/11/2017	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING - ADMIN	1	2,326.71	
EFT28468	07/12/2017	EMERG SOLUTIONS PTY LTD	BART APP - LICENCES FOR 80 USERS SHIRE OF NORTHAM BUSHFIRE BRIGADES	1		700.00
INV INV-071023	11/2017	EMERG SOLUTIONS PTY LTD	BART APP - LICENCES FOR 80 USERS SHIRE OF NORTHAM BUSHFIRE BRIGADES	1	700.00	
EFT28469	07/12/2017	GLENN STUART BEVERIDGE	INSTALLATION OF ADDITIONAL POLE IN AVON MALL FOR 2017 CHRISTMAS DECORATIONS	1		836.00

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INV 546	20/11/2017	GLENN STUART BEVERIDGE	INSTALLATION OF ADDITIONAL POLE IN AVON MALL FOR 2017 CHRISTMAS DECORATIONS	1	836.00	
EFT28470	07/12/2017	GRAFTON ELECTRICS	VISITORS CENTRE. SUPPLY AND INSTALL TEMPORARY GENERATOR DUE TO PLANNED POWER OUTAGE SUNDAY 29/10/2017 FROM 06.00AM TILL 11.00AM.	1		6,503.76
INV 4564	31/10/2017	GRAFTON ELECTRICS	ST JOHNS BUILDING. DISCONNECT AND MAKE SAFE POWER TO SITE AS DISCUSSED ON SITE.	1	121.00	
INV 4555	29/10/2017	GRAFTON ELECTRICS	VISITORS CENTRE. SUPPLY AND INSTALL TEMPORARY GENERATOR DUE TO PLANNED POWER OUTAGE SUNDAY 29/10/2017 FROM 06.00AM TILL 11.00AM.	1	1,815.00	
INV 1100	08/09/2017	GRAFTON ELECTRICS	REC CENTRE. CHECK CARPARK LIGHTS AND TIMER. NOT COMING ON AT NIGHT.	1	99.00	
INV 4556	30/10/2017	GRAFTON ELECTRICS	CHECK 3 PHASE POWER SOCKET, BOTTOM POWER BOARD JUBILEE OVAL	1	319.94	
INV 1095	05/09/2017	GRAFTON ELECTRICS	INSTALL EXTRA CCTV CABLE AT RIVERSIDE CABLE	1	148.50	
INV 1088	02/08/2017	GRAFTON ELECTRICS	FIXING BOLLARD LIGHTS X3 AT NORTHAM VISITOR CENTRE	1	147.18	
INV 1090	09/08/2017	GRAFTON ELECTRICS	EVENTS OFFICE LIGHTING	1	355.30	
INV 1093	02/09/2017	GRAFTON ELECTRICS	CALLOUT TO BALLOON FIESTA TO MANUFACTURE 20AMP TO30AMP 3 PHASE ADAPTER FOR STAGE SHOW	1	99.00	
INV 1083	01/09/2017	GRAFTON ELECTRICS	CCTV CABLES INSTALLED AT LIBRARY & REC CENTRE.	1	1,098.46	
INV 4566	31/10/2017	GRAFTON ELECTRICS	INSTALL AND SUPPLY DEPOT OFFICE POWER POINTS	1	660.00	
INV 1094	04/09/2017	GRAFTON ELECTRICS	ATTEND SITE TO DIAGNOSE ELECTRICAL PROBLEM ( FOUND AND REPLACED SAFETY SWITCHES IN BOARD )	1	181.50	
INV 1089	07/08/2017	GRAFTON ELECTRICS	REPAIR MOTOR AT THE WASTE WATER TREATMENT PLANT	1	99.00	
INV 4477	19/09/2017	GRAFTON ELECTRICS	CHECK AND REPAIR LIGHTS AT SKATE PARK	1	287.27	
INV 1096	05/09/2017	GRAFTON ELECTRICS	INSTALL CCTV ENCLOSURE AT SUSPENSION BRIDGE	1	550.00	
INV 1097	07/09/2017	GRAFTON ELECTRICS	REPAIRS TO JUBILEE PAVILION LIGHTS FOR AG SHOW (FRONT OF BUILDING ONLY)	1	136.18	
INV 1092	18/08/2017	GRAFTON ELECTRICS	REPAIR LIGHTS TO STORE ROOM AND MALE TOILETS AT REC CENTRE.	1	247.17	
INV 4554	27/10/2017	GRAFTON ELECTRICS	REPAIR TO TOWN HALL LIGHT AT THE FRONT OF THE BUILDING	1	139.26	



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EFT28471	07/12/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	LABOUR HIRE FOR MARK SCHNELL FOR THE WEEK ENDING 15/10/2017.	1		3,759.77
INV 6855886	13/09/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	LABOUR HIRE FOR MADDISON GARLAND FOR THE WEEK ENDING 10/09/2017.	1	1,755.93	
INV 6936557	18/10/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	LABOUR HIRE FOR MARK SCHNELL FOR THE WEEK ENDING 15/10/2017.	1	2,003.84	
EFT28472	07/12/2017	HOST AUTO REPAIRS	REPLACE REAR SHACKLE BUSHES AND HEAT DIRECTION CABLE ON PN1607 - N577	1		497.75
INV 61195	22/11/2017	HOST AUTO REPAIRS	FIRE CHEIF VEHICLE REPLACE REAR SHACKLE BUSHES AND HEAT DIRECTION CABLE ON PN1607 - N577 FIRE CHEIF VEHICLE	1	497.75	
EFT28473	07/12/2017	IN PHASE TEST & TAG	TESTING & TAGGING CHRISTMAS DECORATIONS	1		146.00
INV 0000314722	11/2017	IN PHASE TEST & TAG	TESTING & TAGGING CHRISTMAS DECORATIONS	1	146.00	
EFT28474	07/12/2017	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE FOR THE PERIOD 01/11/2017 TO 30/11/2017.	1		337.26
INV 5903114	30/11/2017	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE FOR THE PERIOD 01/11/2017 TO 30/11/2017.	1	337.26	
EFT28475	07/12/2017	JR & A HERSEY PTY LTD	ASSORTED TOOLS FOR PARKS & GARDENS.	1		1,241.77
INV 40409	07/11/2017	JR & A HERSEY PTY LTD	ASSORTED TOOLS FOR PARKS & GARDENS.	1	529.93	
INV 40410	07/11/2017	JR & A HERSEY PTY LTD	ASSORTED TOOLS FOR PARKS & GARDENS.	1	383.35	
INV 0003992914	08/2017	JR & A HERSEY PTY LTD	WHITE 20L SOLVENT BASED LINE MARKING PAINT (41012011)	1	328.49	
EFT28476	07/12/2017	KLEENWEST DISTRIBUTORS	CLEANING PRODUCTS FOR NORTHAM POOL.	1		2,191.05
INV 0002783207	11/2017	KLEENWEST DISTRIBUTORS	TOILET ROLLS, BIN LINERS & TISSUES FOR REC CENTRE.	1	520.47	
INV 0002783807	11/2017	KLEENWEST DISTRIBUTORS	ASSORTED CHEMICALS, TOILET ROLLS & HAND TOWEL FOR KILLARA	1	153.95	
INV 0002751525	10/2017	KLEENWEST DISTRIBUTORS	CLEANING PRODUCTS FOR NORTHAM POOL.	1	669.46	
INV 0002677812	09/2017	KLEENWEST DISTRIBUTORS	BIN LINERS & WIPE ON ROLL BLUE CAPRI FOR REC CENTRE.	1	115.67	
INV 0002751825	10/2017	KLEENWEST DISTRIBUTORS	CLEANING PRODUCTS FOR NORTHAM LIBRARY.	1	425.92	

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INV 0002677912/09/2017		KLEENWEST DISTRIBUTORS	TOILET ROLLS, SPRAY FRESH & WIPE ON ROLL BLUE CAPRI FOR REC CENTRE.	1	305.58	
EFT28477	07/12/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2017/18 COUNCIL CORPORATE MEMBERSHIP	1		1,422.00
INV 7221	27/11/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2017/18 COUNCIL CORPORATE MEMBERSHIP	1	1,422.00	
EFT28478	07/12/2017	LUCY'S TEAROOMS	CATERING FOR 2017 SENIORS GALA CONCERT	1		1,040.00
INV 1548	21/11/2017	LUCY'S TEAROOMS	CATERING FOR 2017 SENIORS GALA CONCERT	1	1,040.00	
EFT28479	07/12/2017	MAURICE LINEHAN DESIGN	STOCK PURCHASES FOR VISITORS CENTRE.	1		93.50
INV 0284	16/11/2017	MAURICE LINEHAN DESIGN	STOCK PURCHASES FOR VISITORS CENTRE.	1	93.50	
EFT28480	07/12/2017	MILMAR DISTRIBUTORS	x 100 XAC EFTPOS ROLLS	1		235.16
INV 0001849024/11/2017		MILMAR DISTRIBUTORS	x 100 XAC EFTPOS ROLLS	1	235.16	
EFT28481	07/12/2017	MM ELECTRICAL MERCHANDISING	ADMIN BUILDING. SUPPLY 2 X LED DOWN LIGHTS.	1		44.45
INV 146571-623/11/2017		MM ELECTRICAL MERCHANDISING	ADMIN BUILDING. SUPPLY 2 X LED DOWN LIGHTS.	1	44.45	
EFT28482	07/12/2017	NETSIGHT	MYOSH MONTHLY SUBSCRIPTION DECEMBER 2017.	1		671.00
INV INV-224101/12/2017		NETSIGHT	MYOSH MONTHLY SUBSCRIPTION DECEMBER 2017.	1	671.00	
EFT28483	07/12/2017	NORTHAM DISCOUNT DRUG STORE	INVOICE 19087 PAID TWICE IN ERROR REFUND TO CUSTOMER.	1		80.00
INV 108859	20/11/2017	NORTHAM DISCOUNT DRUG STORE	INVOICE 19087 PAID TWICE IN ERROR REFUND TO CUSTOMER.	1	80.00	
EFT28484	07/12/2017	NORTHAM FEED & HIRE	DOG FOOD FOR POUND.	1		48.00
INV 0000096121/11/2017		NORTHAM FEED & HIRE	DOG FOOD FOR POUND.	1	48.00	
EFT28485	07/12/2017	NORTHAM FLORIST	FRUIT BASKET / DELIVERY FOR BEN ROBINS	1		80.00
INV 18957	23/11/2017	NORTHAM FLORIST	FRUIT BASKET / DELIVERY FOR BEN ROBINS	1	80.00	
EFT28486	07/12/2017	NORTHAM HYUNDAI	45000KM SERVICE TO HYUNDAI I40 WAGON PN1310 - KILLARA KILLARA WAGON	1		364.10

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INV HYCS65706/11/2017		NORTHAM HYUNDAI	45000KM SERVICE TO HYUNDAI I40 WAGON PN1310 - KILLARA KILLARA WAGON	1	364.10	
EFT28487	07/12/2017	NORTHAM JUNIOR CRICKET ASSOCIATION	KIDSPORT FUNDING	1		165.00
INV 003	30/11/2017	NORTHAM JUNIOR CRICKET ASSOCIATION	KIDSPORT FUNDING	1	165.00	
EFT28488	07/12/2017	OXTER SERVICES	CLEANING OF VARIOUS SHIRE PUBLIC TOILETS FOR NOVEMBER 2017	1		4,984.06
INV 18865	07/11/2017	OXTER SERVICES	HAND CLEANER FOR NORTHAM SHIRE DEPOT.	1	87.56	
INV 18848	29/11/2017	OXTER SERVICES	CLACKLINE TOILETS. SUPPLY 5 X CTNS TOILET PAPER, 20L. DISENFECTANT, SS TOILET ROLL HOLDER, VINYL GLOVES AND 5 L PINEAWAY.	1	580.29	
INV 18934	20/11/2017	OXTER SERVICES	STOCK PURCHASES FOR VISITORS CENTRE.	1	216.51	
INV 18987	29/11/2017	OXTER SERVICES	CLEANING OF VARIOUS SHIRE PUBLIC TOILETS FOR NOVEMBER 2017.	1	4,099.70	
EFT28489	07/12/2017	PERFECT COMPUTER SOLUTIONS PTY LTD	EDGEMAX ROUTER 8 PORT	1		500.00
INV 23080	23/11/2017	PERFECT COMPUTER SOLUTIONS PTY LTD	EDGEMAX ROUTER 8 PORT	1	500.00	
EFT28490	07/12/2017	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER SOFTWARE - NOVEMBER 2017.	1		1,122.00
INV PM3804	25/11/2017	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER SOFTWARE - NOVEMBER 2017.	1	1,122.00	
EFT28491	07/12/2017	RED DOT STORES	RUG FOR LIBRARY OFFICE	1		89.40
INV 3318446716/11/2017		RED DOT STORES	RUG FOR LIBRARY OFFICE	1	89.40	
EFT28492	07/12/2017	SHIRE OF TOODYAY	PROCUREMENT TRAINNG HELD AT SHIRE OF TOODYAY ON 11/10/2017 4 SHIRE OF NORTHAM STAFF ATTENDED.	1		1,783.64
INV 17105	15/11/2017	SHIRE OF TOODYAY	PROCUREMENT TRAINNG HELD AT SHIRE OF TOODYAY ON 11/10/2017 4 SHIRE OF NORTHAM STAFF ATTENDED.	1	1,783.64	
EFT28493	07/12/2017	SKILL HIRE WA PTY LTD	LABOUR HIRE - ROBERT WILSON & NICHOLAS SCHEER W/E 15/10/2017.	1		8,250.81
INV AP51215028/11/2017		SKILL HIRE WA PTY LTD	LABOURE HIRE - NICHOLAS SCHEER - W/E 12/11/2017 & ROBERT WILSON 26/11/2017.	1	2,966.64	



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INV AP509734	17/10/2017	SKILL HIRE WA PTY LTD	LABOUR HIRE - ROBERT WILSON & NICHOLAS SCHEER W/E 15/10/2017.	1	5,284.17	
EFT28494	07/12/2017	SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS INTERVIEWS 2017/18	1		79.20
INV 7054976831	10/2017	SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS INTERVIEWS 2017/18	1	79.20	
EFT28495	07/12/2017	SPECIALISED TREE SERVICE	REMOVE EXISTING BANNERS AND HANG CHRISTMAS THEMED BANNERS.	1		900.00
INV 2690	01/12/2017	SPECIALISED TREE SERVICE	PRUNE TREES AS PER ICS'S IN GRASS VALLEY	1	420.00	
INV 2690	01/12/2017	SPECIALISED TREE SERVICE	REMOVE EXISTING BANNERS AND HANG CHRISTMAS THEMED BANNERS.	1	480.00	
EFT28496	07/12/2017	SPRINGFIELD FOOTBALL CLUB	KIDSPORT FUNDING	1		500.00
INV 103	14/11/2017	SPRINGFIELD FOOTBALL CLUB	KIDSPORT FUNDING	1	500.00	
EFT28497	07/12/2017	SWAN EVENT HIRE	MANOR FENCING FOR AROUND CHRISTMAS DECORATIONS 2017- 24X 3M LENGHTS (24/11/17-5/1/18)	1		2,191.00
INV 11083	24/11/2017	SWAN EVENT HIRE	MANOR FENCING FOR AROUND CHRISTMAS DECORATIONS 2017- 24X 3M LENGHTS (24/11/17-5/1/18)	1	2,191.00	
EFT28498	07/12/2017	TALIS CONSULTANTS PTY LTD	INKPEN ROAD WASTE MANAGEMENT FACILITY WORKS APPROVAL AND CATEGORY 62 SOLID WASTE DEPOT LICENCE IN ACCORDANCE WITH THE SHIRE OF NORTHAM RFQ AND VP76550.	1		16,210.15
INV 16018	30/09/2017	TALIS CONSULTANTS PTY LTD	INKPEN ROAD WASTE MANAGEMENT FACILITY WORKS APPROVAL AND CATEGORY 62 SOLID WASTE DEPOT LICENCE IN ACCORDANCE WITH THE SHIRE OF NORTHAM RFQ AND VP76550.	1	16,210.15	
EFT28499	07/12/2017	THE LIMES ORCHARD STAY - PT & JA PERKINS	STOCK PURCHASES FOR VISITORS CENTRE.	1		70.80
INV 0000088116	11/2017	THE LIMES ORCHARD STAY - PT & JA PERKINS	STOCK PURCHASES FOR VISITORS CENTRE.	1	70.80	
EFT28500	07/12/2017	TOTAL PACKAGING	6 X CARTONS OF DOGGY DISPOSAL BAGS TO BE DELIVERED TO THE SHIRE DEPOT 116 PEEL TERRACE NORTHAM WA 6401	1		514.80
INV 0003251314	11/2017	TOTAL PACKAGING	6 X CARTONS OF DOGGY DISPOSAL BAGS TO BE DELIVERED TO THE SHIRE DEPOT 116 PEEL TERRACE NORTHAM WA 6401	1	514.80	

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EFT28501	07/12/2017	VERLINDENS ELECTRICAL SERVICE (WA)	REC CENTRE. REPLACE VARIOUS EMERGENCY LIGHTS AS PER LIST FOR COMPLIANCE.	1		5,825.60
INV 86344	22/11/2017	VERLINDENS ELECTRICAL SERVICE (WA)	REC CENTRE. REPLACE VARIOUS EMERGENCY LIGHTS AS PER LIST FOR COMPLIANCE.	1	5,825.60	
EFT28502	07/12/2017	VISIT MERCHANDISE	STOCK PURCHASES FOR VISITORS CENTRE.	1		348.76
INV 139609	27/11/2017	VISIT MERCHANDISE	STOCK PURCHASES FOR VISITORS CENTRE.	1	348.76	
EFT28503	07/12/2017	WESTERN AUSTRALIAN ELECTORAL COMMISSION	PAYMENT FOR 2017 LOCAL GOVERNMENT ELECTION.	1		34,191.52
INV 2958	23/11/2017	WESTERN AUSTRALIAN ELECTORAL COMMISSION	PAYMENT FOR 2017 LOCAL GOVERNMENT ELECTION.	1	34,191.52	
EFT28504	07/12/2017	YVONNE KICKETT	WORKSHOP/MEETING FEE- TO IDENTIFY A NUMBER OF SPECIMEN FOR THE AEJC DISPLAY - 17/10/2017.	1		150.00
INV JW0512205/12/2017		YVONNE KICKETT	WORKSHOP/MEETING FEE- TO IDENTIFY A NUMBER OF SPECIMEN FOR THE AEJC DISPLAY - 17/10/2017.	1	150.00	
EFT28505	13/12/2017	FIRM CONSTRUCTION PTY LTD	CONSTRUCTION OF THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE PROGRESS CLAIM 9 WORKS COMPLETED AS AT 24/11/2017.	1		600,000.00
INV 0000131824/11/2017		FIRM CONSTRUCTION PTY LTD	CONSTRUCTION OF THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE PROGRESS CLAIM 9 WORKS COMPLETED AS AT 24/11/2017.	1	600,000.00	
EFT28506	14/12/2017	AG IMPLEMENTS NORTHAM PTY LTD	NEW 2017 Z-TRAK Z997R ZERO TURN MOWER FOR ENGINEERING SERVICES.	1		16,500.00
INV 720	01/12/2017	AG IMPLEMENTS NORTHAM PTY LTD	NEW 2017 Z-TRAK Z997R ZERO TURN MOWER FOR ENGINEERING SERVICES.	1	16,500.00	
EFT28507	14/12/2017	NORTHAM COUNTRY CLUB INC	SPONSORSHIP FOR NORTHAM LAWN TENNIS CLUB MIXED OPEN DAY.	1		500.00
INV 24	03/10/2017	NORTHAM COUNTRY CLUB INC	SPONSORSHIP FOR NORTHAM LAWN TENNIS CLUB MIXED OPEN DAY.	1	500.00	
EFT28508	14/12/2017	SPECIALISED TREE SERVICE	NORTHAM TOWNSITE TREE PRUNING PROGRAM - CONTRACT 19 OF 2015.	1		7,552.50
INV 2695	09/12/2017	SPECIALISED TREE SERVICE	NORTHAM TOWNSITE TREE PRUNING PROGRAM - CONTRACT 19 OF 2015.	1	7,552.50	

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EFT28509	14/12/2017	AVON VALLEY ENVIRONMENTAL SOCIETY	REPAIR WORKS ON TRACKS BY CURTIN UNIVERSITY VOLUNTEERS ON 24/24 SEPTEMBER 2017 - MEALS & ACCOMMODATION.	1		500.00
INV 0000160321/11/2017		AVON VALLEY ENVIRONMENTAL SOCIETY	REPAIR WORKS ON TRACKS BY CURTIN UNIVERSITY VOLUNTEERS ON 24/24 SEPTEMBER 2017 - MEALS & ACCOMMODATION.	1	500.00	
EFT28510	14/12/2017	STEWARTS PHARMACY	HEP A & B VACCINES FOR JUDITH HAY AND MAXWELL WILLIAMS.	1		160.00
INV 1152452	09/11/2017	STEWARTS PHARMACY	HEP A & B VACCINES FOR JUDITH HAY AND MAXWELL WILLIAMS.	1	160.00	
EFT28511	14/12/2017	ALLMARK & ASSOCIATES PTY LTD	DESK NAME PLATES FOR CR MENC SHELYI, CR RYAN AND CR DELLA	1		308.00
INV IN00184809/11/2017		ALLMARK & ASSOCIATES PTY LTD	DESK NAME PLATES FOR CR MENC SHELYI, CR RYAN AND CR DELLA	1	308.00	
EFT28512	14/12/2017	ARTISTS REVOLUTION	2017 CHRISTMAS MURAL PERFORMANCE.	1		3,200.00
INV 134	11/12/2017	ARTISTS REVOLUTION	2017 CHRISTMAS MURAL PERFORMANCE.	1	3,200.00	
EFT28513	14/12/2017	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	COLLECTION OF PAYMENTS ON BEHALF OF SHIRE OF NORTHAM.	1		2,808.74
INV 73382	28/11/2017	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	COLLECTION OF PAYMENTS ON BEHALF OF SHIRE OF NORTHAM.	1	2,808.74	
EFT28514	14/12/2017	AUSTRALIAN PAPER	3000 140034 WINDOW FACED ENVELOPES	1		200.90
INV 9591834816/11/2017		AUSTRALIAN PAPER	3000 140034 WINDOW FACED ENVELOPES	1	200.90	
EFT28515	14/12/2017	AUSTRALIAN SERVICES UNION	Payroll deductions	1		27.45
INV DEDUCT12/12/2017		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT28516	14/12/2017	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEKEND 12/12/2017.	1		54,054.00
INV PAYG 1214/12/2017		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEKEND 12/12/2017.	1	54,054.00	
EFT28517	14/12/2017	AVON VALLEY ARTS SOCIETY (INC)	ART WORK SOLD AT NORTHAM VISITOR CENTRE.	1		14.40
INV 0004843108/12/2017		AVON VALLEY ARTS SOCIETY (INC)	ART WORK SOLD AT NORTHAM VISITOR CENTRE.	1	14.40	



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EFT28518	14/12/2017	AVON VALLEY CONTRACTORS	REPAIRS AND GRADING TO INTERNAL ROAD NETWORK AT THE OLD QUARRY ROAD LANDFILL SITE.	1		2,992.00
INV 2076	28/11/2017	AVON VALLEY CONTRACTORS	REPAIRS AND GRADING TO INTERNAL ROAD NETWORK AT THE OLD QUARRY ROAD LANDFILL SITE.	1	2,992.00	
EFT28519	14/12/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	REINSTATE AND HOOK UP BBQ NEAR APEX PARK, CONCRETE SLAB FOR PATH & BBQ INC REMOVAL AND DISPOSAL OF EXISTING.	1		3,355.00
INV IV10193	28/11/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	REINSTATE AND HOOK UP BBQ NEAR APEX PARK, CONCRETE SLAB FOR PATH & BBQ INC REMOVAL AND DISPOSAL OF EXISTING.	1	3,355.00	
EFT28520	14/12/2017	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICRO-CHIP.	1		300.00
INV 32539	30/11/2017	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICRO-CHIP.	1	150.00	
INV 32687	07/12/2017	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICROCHIP - SHIRE SUBSIDISED.	1	150.00	
EFT28521	14/12/2017	CASCADA	4 X 375DIA X 2.34 CLASS 4 RCP CONCRETE PIPES FOR TRIMMER ROAD.	1		792.00
INV 3416	10/11/2017	CASCADA	4 X 375DIA X 2.34 CLASS 4 RCP CONCRETE PIPES FOR TRIMMER ROAD.	1	792.00	
EFT28522	14/12/2017	CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	SERVICING OF REVERSE CYCLE SPLIT SYSTEM AT ASSORTED SHIRE BUILDINGS.	1		5,339.50
INV 0000148606/12/2017		CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	SERVICING OF REVERSE CYCLE SPLIT SYSTEM AT ASSORTED SHIRE BUILDINGS.	1	5,339.50	
EFT28523	14/12/2017	COMISKEY'S CONTRACTING PTY LTD	CONTRACT 2 OF 2017 - KING CREEK DRAIN STAGE 3 CONSTRUCTION.	1		114,845.14
INV 171207	28/11/2017	COMISKEY'S CONTRACTING PTY LTD	CONTRACT 2 OF 2017 KING CREEK DRAINAGE STAGE 3 CONSTRUCTION VARIATION #011 - BEARING CAPACITY ASSESSMENT FOR DOWNSTREAM HEADWALL.	1	1,801.25	
INV 171208	28/11/2017	COMISKEY'S CONTRACTING PTY LTD	CONTRACT 2 OF 2017 - KING CREEK DRAIN STAGE 3 CONSTRUCTION VARIATION #012 - SUPPLY & INSTALL PLATE ENCAPS ON RHS STEELWORK SECTION D/S END.	1	1,041.70	
INV 171205	28/11/2017	COMISKEY'S CONTRACTING PTY LTD	CONTRACT 2 OF 2017 - KING CREEK DRAIN STAGE 3 - CONSTRUCTION VARIATION #009 - UPDATED MINIMESH AND STRUCTURAL STEEL	1	6,441.00	
INV 171206	28/11/2017	COMISKEY'S CONTRACTING PTY LTD	CREDIT NOTE FOR CONTRACT 2 OF 2017 - KING CREEK DRAIN STAGE 3 - CONSTRUCTION VARIATION #010 - CARPARK BASECOURSE.	1	-3,413.30	

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INV 171203	28/11/2017	COMISKEY'S CONTRACTING PTY LTD	CONTRACT 2 OF 2017 - KING CREEK DRAIN STAGE 3 CONSTRUCTION.	1	84,896.72	
INV 171204	28/11/2017	COMISKEY'S CONTRACTING PTY LTD	CONTRACT 2 OF 2017 - KING CREEK DRAIN STAGE 3 CONSTRUCTION VARIATION #007 -INSTALLATION OF EXPOSED AGGREGATE FOOTPATH	1	24,077.77	
EFT28524	14/12/2017	DUNNING INVESTMENT'S PTY LTD	FUEL CHARGES FOR NOVEMBER 2017.	1		22,586.70
INV NOVEMBER 2017	30/11/2017	DUNNING INVESTMENT'S PTY LTD	FUEL CHARGES FOR NOVEMBER 2017.	1	22,586.70	
EFT28525	14/12/2017	EASIFLEET	Payroll deductions	1		2,113.47
INV DEDUCTION	12/2017	EASIFLEET	Payroll deductions		1,238.30	
INV DEDUCTION	12/2017	EASIFLEET	Payroll deductions		875.17	
EFT28526	14/12/2017	FIRM CONSTRUCTION PTY LTD	CONSTRUCTION OF THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE PROGRESS CLAIM 9 - WORKS COMPLETED AS AT 24/11/2017 (PART PAYMENT DONE AS TAX INVOICE WAS \$890,897.16 & WE CAN ONLY PROCESS \$700,000.00 PER DAY).	1		290,897.16
INV 0000131824	11/2017	FIRM CONSTRUCTION PTY LTD	CONSTRUCTION OF THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE PROGRESS CLAIM 9 - WORKS COMPLETED AS AT 24/11/2017 (PART PAYMENT DONE AS TAX INVOICE WAS \$890,897.16 & WE CAN ONLY PROCESS \$700,000.00 PER DAY).	1	290,897.16	
EFT28527	14/12/2017	GLENN STUART BEVERIDGE	VISITOR CENTRE MAINTENANCE - REPLACE FLY SCREEN, RENEW STAINLESS STEEL CABLE AROUND MIGRANT DISPLAY & FIX OFFICE LIGHTS.	1		396.00
INV 50	11/12/2017	GLENN STUART BEVERIDGE	VISITOR CENTRE MAINTENANCE - REPLACE FLY SCREEN, RENEW STAINLESS STEEL CABLE AROUND MIGRANT DISPLAY & FIX OFFICE LIGHTS.	1	396.00	
EFT28528	14/12/2017	HOST AUTO REPAIRS	ANNUAL SERVICE ON LIGHT TANKER INKPEN 1.4 N2501 ISUZU.	1		950.30
INV 61228	09/11/2017	HOST AUTO REPAIRS	ANNUAL SERVICE ON LIGHT TANKER INKPEN 1.4 N2501 ISUZU.	1	950.30	
EFT28529	14/12/2017	JOHN PHILLIPS CONSULTING	PROFESSIONAL SERVICES - CEO APPRAISAL AND TPR REVIEW 2017	1		2,200.00

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INV 0000016505/12/2017		JOHN PHILLIPS CONSULTING	PROFESSIONAL SERVICES - CEO APPRAISAL AND TPR REVIEW 2017	1	2,200.00	
EFT28530	14/12/2017	JONES CONTRACTING PTY LTD	155.45 TONNES OF 19MM SCREENED ROADBASE GRAVEL COLLECTED ON 22/11/2017 FOR BEDFORD STREET DOCKET # 18021.	1		4,170.65
INV 3791	30/11/2017	JONES CONTRACTING PTY LTD	68.5 TONNES OF 19MM SCREENED ROADBASE GRAVEL COLLECTED ON 01/11/2017 & 08/11/2017 FOR ROAD MAINTENANCE WORKS DOCKET # 17768, 18834 & 17782	1	753.50	
INV 3791	30/11/2017	JONES CONTRACTING PTY LTD	66.75 TONNES OF 19MM SCREENED ROADBASE GRAVEL COLLECTED ON 10/11/2017 FOR SOUTHERN BROOK ROAD DOCKET # 17793, 17794 & 17795.	1	734.25	
INV 3791	30/11/2017	JONES CONTRACTING PTY LTD	44.15 TONNES OF 19MM SCREENED ROADBASE GRAVEL COLLECTED ON 15/11/2017 FOR ROAD MAINTENANCE WORKS DOCKET # 18008 & 18010	1	485.65	
INV 3791	30/11/2017	JONES CONTRACTING PTY LTD	44.30 TONNES OF 19MM SCREENED ROADBASE GRAVEL COLLECTED ON 16/11/2017 FOR ROAD MAINTENANCE WORKS DOCKET # 18012 & 18462.	1	487.30	
INV 3791	30/11/2017	JONES CONTRACTING PTY LTD	155.45 TONNES OF 19MM SCREENED ROADBASE GRAVEL COLLECTED ON 22/11/2017 FOR BEDFORD STREET DOCKET # 18021.	1	1,709.95	
EFT28531	14/12/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	PICK UP AND SHIFT TYRE ROLLER AND STEEL DRUM ROLLER FROM TRIMMER ROAD AND DELIVER TO NEWMAN ROAD	1		1,320.00
INV 1263	13/11/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	PICK UP AND SHIFT TYRE ROLLER AND STEEL DRUM ROLLER FROM TRIMMER ROAD AND DELIVER TO NEWMAN ROAD	1	990.00	
INV 1261	10/11/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	MOVE TYRE ROLLER FROM CHIDLOW STREET TO BEERING ROAD	1	330.00	
EFT28532	14/12/2017	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions	1		20.50
INV DEDUCT12/12/2017		LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions		20.50	
EFT28533	14/12/2017	MM ELECTRICAL MERCHANDISING	CABLE TIE HOLDERS FOR CHRISTMAS DECORATIONS.	1		19.90
INV 146782-680/11/2017		MM ELECTRICAL MERCHANDISING	CABLE TIE HOLDERS FOR CHRISTMAS DECORATIONS.	1	19.90	



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EFT28534	14/12/2017	MORRIS PEST AND WEED CONTROL	TREAT ANT INFESTATION AT MEMORIAL HALL NORTHAM ON 29/11/2017.	1		230.00
INV 8513	05/12/2017	MORRIS PEST AND WEED CONTROL	TREAT ANT INFESTATION AT MEMORIAL HALL NORTHAM ON 29/11/2017.	1	230.00	
EFT28535	14/12/2017	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE FLEET TRACKING SYSTEM	1		1,264.29
INV 9110539705/11/2017	11/2017	NAVMAN WIRELESS PTY LTD	MONTHLY SATELLITE SERVICE FEE FLEET TRACKING SYSTEM 05/11/2017 TO 04/12/2017.	1	417.67	
INV 9111262315/11/2017	11/2017	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE FLEET TRACKING SYSTEM	1	846.62	
EFT28536	14/12/2017	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPUTER CONSULTANCY SERVICES ON 21/11/17 & 22/11/17.	1		425.00
INV 23105	30/11/2017	PERFECT COMPUTER SOLUTIONS PTY LTD	MONTHLY FEE FOR DAILY MONITORING, MANAGEMENT & RESOLUTION OF DISASTER RECOVERY OPTIONS AT SITE - NOVEMBER 2017.	1	85.00	
INV 23105	30/11/2017	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPUTER CONSULTANCY SERVICES ON 21/11/17 & 22/11/17.	1	340.00	
EFT28537	14/12/2017	TOWN PLANNING URBAN DESIGN AND HERITAGE	NORTHAM CBD DEVELOPMENT & CONNECTIVITY STRATEGY - TASK 6 (PHASE 7) PUBLIC SUBMISSION PERIOD & TASK 7 (PHASE 8) MODIFICATIONS TO DRAFT STRATEGY.	1		9,044.75
INV 44903	30/11/2017	TOWN PLANNING URBAN DESIGN AND HERITAGE	NORTHAM CBD DEVELOPMENT & CONNECTIVITY STRATEGY - TASK 6 (PHASE 7) PUBLIC SUBMISSION PERIOD & TASK 7 (PHASE 8) MODIFICATIONS TO DRAFT STRATEGY.	1	9,044.75	
EFT28538	14/12/2017	WUNDOWIE PRIMARY SCHOOL	2017 END OF YEAR STUDENT AWARD.	1		220.00
INV 000081	07/12/2017	WUNDOWIE PRIMARY SCHOOL	2017 END OF YEAR STUDENT AWARD.	1	220.00	
EFT28539	18/12/2017	AG IMPLEMENT'S NORTHAM PTY LTD	REPAIRS TO ZTRACK RIDE ON MOWER	1		1,541.17
INV 314173	17/11/2017	AG IMPLEMENT'S NORTHAM PTY LTD	AIR CLEANER FOR JOHN DEERE TRACTOR	1	44.32	
INV 313855	15/11/2017	AG IMPLEMENT'S NORTHAM PTY LTD	REPAIRS TO ZTRACK RIDE ON MOWER	1	913.85	
INV 314030	16/11/2017	AG IMPLEMENT'S NORTHAM PTY LTD	REPAIR AIR PUMP FOR SEAT IN TRACTOR	1	583.00	
EFT28540	18/12/2017	AGENCY HOLDINGS T/AS BILBY BADGES	2X LAPEL BADGES FOR NEW EMPLOYEES AT KILLARA.	1		47.34

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INV 2100	21/11/2017	AGENCY HOLDINGS T/AS BILBY BADGES	2X LAPEL BADGES FOR NEW EMPLOYEES AT KILLARA.	1	47.34	
EFT28541	18/12/2017	ANDY'S PLUMBING SERVICE	REC CENTRE. REPAIR FAULT TO 50MM PRV.	1		2,689.50
INV A17805	30/11/2017	ANDY'S PLUMBING SERVICE	WUNDOWIE LIBRARY. UNBLOCK TOILETS AND CLEAR BLOCKED SEWER LINE.	1	693.00	
INV A17806	30/11/2017	ANDY'S PLUMBING SERVICE	REC CENTRE. REPAIR FAULT TO 50MM PRV.	1	1,424.50	
INV A17815	06/12/2017	ANDY'S PLUMBING SERVICE	ADMIN BUILDING - REPAIR LEAKING TAPS AT REAR AND KITCHEN.	1	189.75	
INV A17814	06/12/2017	ANDY'S PLUMBING SERVICE	BERNARD PARK TOILETS. UNBLOCK DRAINS, EFFLUENT COMING UP THROUGH FLOOR WASTES. MONTHLY WATERLESS URINAL SERVICE.	1	382.25	
EFT28542	18/12/2017	AUSTRALIA POST	AUSTRALIA POST ACCOUNT FOR NOVEMBER 2017.	1		4,257.73
INV 1006994803/12/2017		AUSTRALIA POST	AUSTRALIA POST ACCOUNT FOR NOVEMBER 2017.	1	4,257.73	
EFT28543	18/12/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 21/11/17 TO 03/12/2017.	1		1,568.00
INV 0068	03/12/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 21/11/17 TO 03/12/2017.	1	1,568.00	
EFT28544	18/12/2017	AVON PAPER SHRED	240LTR BIN PAPER SHRED FOR KILLARA OFFICE.	1		60.00
INV 714	07/12/2017	AVON PAPER SHRED	240LTR BIN PAPER SHRED FOR KILLARA OFFICE.	1	60.00	
EFT28545	18/12/2017	AVON TELECOMS PTY LTD	SECURITY MONITORING MONTH OF DECEMBER 2017 - FOR VARIOUS BUILDINGS	1		641.00
INV 0000467401/12/2017		AVON TELECOMS PTY LTD	SECURITY MONITORING MONTH OF DECEMBER 2017 - FOR VARIOUS BUILDINGS	1	641.00	
EFT28546	18/12/2017	AVON VALLEY GLASS	RIVERS EDGE CAFE - REPLACE BROKEN GLASS AFTER VANDALISM/BREAK IN.	1		658.10
INV 0000850708/12/2017		AVON VALLEY GLASS	RIVERS EDGE CAFE - REPLACE BROKEN GLASS AFTER VANDALISM/BREAK IN.	1	658.10	
EFT28547	18/12/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	GRAVEL HAULAGE TO CHINGANNING RD, BERRY BROW RD AND MOKINE RD 07/09/2017 AND GRAVEL HAULAGE TO MOKINE RD, GRASS VALLEY SOUTH RD AND HOOPER RD 08/09/2017.	1		2,340.25

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INV 1V10161	13/09/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	GRAVEL HAULAGE TO CHINGANNING RD, BERRY BROW RD AND MOKJNE RD 07/09/2017 AND GRAVEL HAULAGE TO MOKJNE RD, GRASS VALLEY SOUTH RD AND HOOPER RD 08/09/2017.	1	2,340.25	
EFT28548	18/12/2017	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 24/11/2017.	1		83,789.82
INV 27003	24/11/2017	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 24/11/2017.	1	83,789.82	
EFT28549	18/12/2017	BEAUREPAIRES	REPLACEMENT TYRE FOR VOLVO BACKHOE	1		1,196.93
INV U52434823/11/2017		BEAUREPAIRES	REPLACEMENT TYRE FOR TRAILER	1	391.72	
INV U52434822/11/2017		BEAUREPAIRES	FIT SUPPLIED TYRES TO RIDE ON MOWER	1	28.94	
INV U52434827/11/2017		BEAUREPAIRES	REPLACEMENT TYRE FOR VOLVO BACKHOE.	1	776.27	
EFT28550	18/12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	2750HR SERVICE AND REPLACE EXPANSION TANK ON PM1207.	1		9,163.79
INV 0000205108/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	60,000KM SERVICE FOR PN1309.	1	325.55	
INV 0000204808/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	30,000KM SERVICE OF PN1307.	1	406.67	
INV 0000204708/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	120,000KM SERVICE FOR PN1221.	1	791.12	
INV 0000204908/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	800HR. SERVICE FOR P5017.	1	288.75	
INV 0000205008/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	2750HR SERVICE AND REPLACE EXPANSION TANK ON PM1207.	1	1,028.72	
INV 0000205508/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	40,000KM SERVICE FOR PN1605.	1	591.86	
INV 0000204608/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	REPAIRS TO TAIL GATE ON HINO TRUCK PN122.	1	601.70	
INV 0000204508/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	DRAINED AND CLEANED HYDRAULIC OIL TANK ON MITSUBISHI TRUCK PN1218.	1	708.13	
INV 0000205708/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	ADJUST AIR CON BELTS AND CHECK FAN BELTS FOR VOLVO BACKHOE / LOADER PN3555.	1	448.80	
INV 0000205608/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	SERVICE VERMEER WOODCHIPPER.	1	285.45	
INV 0000205208/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	120,000KM SERVICE FOR PN009.	1	639.76	



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INV 0000205308/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	REMOVE BROKEN LEG AND RELPLACE WITH NEW FOR TRAFFIC LIGHT TRAILER PN1510A.	1	284.90	
INV 0000204308/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	1250HR SERVICE FOR JOHN DEERE TRACTOR PN1408.	1	876.87	
INV 0000204408/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	REPLACED BRAKE MASTER CYLINDER IN PN1603.	1	189.75	
INV 0000204208/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	80,000KN SERVICE FOR FORD RANGER PN1401.	1	406.67	
INV 0000204108/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	30,000KM SERVICE FOR FUSO CANTER PN1312.	1	695.97	
INV 0000205408/12/2017		CENTRAL MOBILE MECHANICAL REPAIRS	REPLACE THROTTLE CABLE AND CLUTCH MASTER CYLINDER AND SLAVE CYLINDER FOR CRICKET WICKET ROLLER P71.	1	593.12	
EFT28551	18/12/2017	CENTRAL REGIONAL TAFE	MICROSOFT PROJECT TRAINING FOR COMMUNITY SERVICES STAFF.	1		3,879.36
INV 100030320/11/2017		CENTRAL REGIONAL TAFE	MICROSOFT PROJECT TRAINING FOR COMMUNITY SERVICES STAFF.	1	1,293.12	
INV 1000302317/11/2017		CENTRAL REGIONAL TAFE	MICROSOFT PROJECT TRAINING FOR SHANE MOORHEAD	1	215.52	
INV 1000303320/11/2017		CENTRAL REGIONAL TAFE	MICROSOFT PROJECT TRAINING FOR CORPORATE SERVICES.	1	862.08	
INV 1000304521/11/2017		CENTRAL REGIONAL TAFE	MICROSOFT PROJECT TRAINING FOR DEVELOPMENT SERVICES.	1	1,077.60	
INV 1000303220/11/2017		CENTRAL REGIONAL TAFE	MICROSOFT PROJEC TRAINING FOR ALYSHA MAXWELL AND BEV JONES	1	451.04	
EFT28552	18/12/2017	CLACKLINE FENCING CONTRACTORS	FENCE REPAIRS AT INKPEN WASTE FACILITY.	1		300.00
INV 1127	09/12/2017	CLACKLINE FENCING CONTRACTORS	FENCE REPAIRS AT INKPEN WASTE FACILITY.	1	300.00	
EFT28553	18/12/2017	COLIN DUNCAN GRANT	CARPET CLEANING TO ROOMS 5 & 7 IN COTTAGE 1 AT KILLARA.	1		90.00
INV P885	30/11/2017	COLIN DUNCAN GRANT	CARPET CLEANING TO ROOMS 5 & 7 IN COTTAGE 1 AT KILLARA.	1	90.00	
EFT28554	18/12/2017	COUNTRY COPIERS NORTHAM	SERVICE OF IR-5055 RECORDS PHOTOCOPIER.	1		1,635.76
INV S6620	05/12/2017	COUNTRY COPIERS NORTHAM	SERVICE OF IR-5055 RECORDS PHOTOCOPIER.	1	1,000.07	
INV S6600	01/12/2017	COUNTRY COPIERS NORTHAM	REGULAR SERVICING OF PRINTER / COPIER IR-2525 USED BY ENGINEERING AND COMMUNITY SERVICES	1	635.69	
EFT28555	18/12/2017	COUNTRYWIDE POOLS	CHEMICALS FOR WATER PARK & NORTHAM POOL.	1		1,446.76

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INV 24405	27/11/2017	COUNTRYWIDE POOLS	CHEMICALS FOR WATER PARK & NORTHAM POOL.	1	846.56	
INV 24353	17/11/2017	COUNTRYWIDE POOLS	CHAIN & BAR KITS	1	459.00	
INV 24399	27/11/2017	COUNTRYWIDE POOLS	REPLACE THROTTLE LOCK & SPRING ON HUSQVARNA 460 CHAINSAW.	1	73.20	
INV 24372	21/11/2017	COUNTRYWIDE POOLS	STRIPPING DOWN STIHL MS311 CHAINSAW & REPLACE SPART PLUG.	1	68.00	
EFT28556	18/12/2017	COURIER AUSTRALIA	FREIGHT CHARGES FOR LIBRARY, DEVELOPMENT SERVICES AND ENGINEERING SERVICES.	1		238.73
INV 0331	24/11/2017	COURIER AUSTRALIA	FREIGHT CHARGES FOR LIBRARY, DEVELOPMENT SERVICES AND ENGINEERING SERVICES.	1	162.80	
INV 0332	01/12/2017	COURIER AUSTRALIA	FREIGHT CHARGES FOR HEALTH SERVICES AND CESM.	1	75.93	
EFT28557	18/12/2017	D CLEMENTS SMASH REPAIRS	EXCESS AND CONTRIBUTION TO REPAIRS OF PN1309 (INSURANCE).	1		1,000.00
INV 2450	01/12/2017	D CLEMENTS SMASH REPAIRS	EXCESS AND CONTRIBUTION TO REPAIRS OF PN1309 (INSURANCE).	1	1,000.00	
EFT28558	18/12/2017	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	2017/2018 ESL QUARTER 2 IN ACCORDANCE WITH THE DEPARTMENT OF FIRE AND EMERGENCY SERVICES OF WA ACT 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 36ZJ AND OPTION B AGREEMENT ARRANGEMENTS - ESLB 2ND QTR CONTRIBUTION.	1		165,784.16
INV 146330	21/11/2017	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	2017/2018 ESL QUARTER 2 IN ACCORDANCE WITH THE DEPARTMENT OF FIRE AND EMERGENCY SERVICES OF WA ACT 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 36ZJ AND OPTION B AGREEMENT ARRANGEMENTS - ESLB 2ND QTR CONTRIBUTION.	1	156,997.64	
INV 146023	02/10/2017	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	2017/18 ESL IN ACCORDANCE WITH THE FIRE & EMERGENCY SERVICES ACT 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 36L & 36M - ESL INCOME LOCAL GOVERNMENT.	1	8,786.52	
EFT28559	18/12/2017	DRACO AIR PTY LTD	REPAIR CAKE DISPLAY FRIDGE AT RIVERS EDGE CAFE.	1		752.13
INV DA6660	27/11/2017	DRACO AIR PTY LTD	ADMIN BUILDING. SPLIT A/C IN ENGINEERING SERVICES DONGA MAKING STRANGE SMELLS. SPLIT A/C IN SONNY'S OFFICE, MAKING NOISE WHEN HEATING, BEARING NOISE.	1	193.88	

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INV DA6684	05/12/2017	DRACO AIR PTY LTD	NORTHAM TIP. REPAIR A/C NOT COOLING.	1	66.00	
INV DA6709	12/12/2017	DRACO AIR PTY LTD	REPAIR CAKE DISPLAY FRIDGE AT RIVERS EDGE CAFE.	1	492.25	
EFT28560	18/12/2017	E FIRE & SAFETY	9KG WATER FIRE EXTINGUISHER	1		841.50
INV 0021102615/11/2017		E FIRE & SAFETY	9KG WATER FIRE EXTINGUISHER	1	445.50	
INV 0021158221/11/2017		E FIRE & SAFETY	TOWN HALL. MONTHLY FIRE PANEL TESTING NOV.	1	126.50	
INV 0021140821/11/2017		E FIRE & SAFETY	ROUTINE INSPECTION FOR SPORT & RECREATION CENTRE OF FIRE PANELS.	1	143.00	
INV 0021131721/11/2017		E FIRE & SAFETY	KILLARA MONTHLY FIRE PANEL TESTING NOVEMBER 2017.	1	126.50	
EFT28561	18/12/2017	FM SURVEYS	SURVEY OF LAND IN ACCORDANCE WITH CONTRACT OF SALE - LOT 426, RESERVE 321 741 - DEPARTMENT OF PLANNING, LANDS AND HERITAGE AND SHIRE OF NORTHAM.	1		4,895.00
INV 0002065611/12/2017		FM SURVEYS	SURVEY OF LAND IN ACCORDANCE WITH CONTRACT OF SALE - LOT 426, RESERVE 321 741 - DEPARTMENT OF PLANNING, LANDS AND HERITAGE AND SHIRE OF NORTHAM.	1	4,895.00	
EFT28562	18/12/2017	FRONTLINE FIRE & RESCUE EQUIPMENT	PPE EQUIPMENT FOR BUSH FIRE BRIGADES.	1		4,739.92
INV 58587	15/11/2017	FRONTLINE FIRE & RESCUE EQUIPMENT	BAKERS 2.4 - REPAIR DAMAGED PROTEK 366 BRANCH HANDLE	1	341.39	
INV 58639	20/11/2017	FRONTLINE FIRE & RESCUE EQUIPMENT	PPE EQUIPMENT FOR BUSH FIRE BRIGADES.	1	2,201.10	
INV 58311	27/10/2017	FRONTLINE FIRE & RESCUE EQUIPMENT	28 X MEDIUM BLUE GEAR STOW BAGS FOR BFB.	1	2,197.43	
EFT28563	18/12/2017	GAI MARTIN	REIMBURSEMENT FOR POLICE CLEARANCE.	1		54.95
INV 219386	06/12/2017	GAI MARTIN	REIMBURSEMENT FOR POLICE CLEARANCE.	1	54.95	
EFT28564	18/12/2017	GLENN STUART BEVERIDGE	FLUFFY DUCKLINGS - REINSTATE PAVING TO NEW PATIO.	1		1,635.00
INV 49	11/12/2017	GLENN STUART BEVERIDGE	FLUFFY DUCKLINGS. REPLACE FLY WIRE IN TOPS OF 2 X TOILET WINDOWS & CHECK SCREEN DOOR LOCKING & ADJUST.	1	176.00	
INV 539	14/11/2017	GLENN STUART BEVERIDGE	REMOVE VANDALISED SHADE SAIL AT APEX PARK.	1	264.00	



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INV 548	11/12/2017	GLENN STUART BEVERIDGE	FLUFFY DUCKLINGS - REINSTATE PAVING TO NEW PATIO.	1	1,195.00	
EFT28565	18/12/2017	GRAFTON ELECTRICS	BAKERS HILL PAVILLION - REPAIR OUTSIDE LIGHTS AT NETBALL COURTS.	1		828.58
INV 1086	01/08/2017	GRAFTON ELECTRICS	CHECK AUTO DOOR AT OLD TOWN BUILDING.	1	99.00	
INV 913	15/07/2016	GRAFTON ELECTRICS	BAKERS HILL PAVILLION - REPAIR OUTSIDE LIGHTS AT NETBALL COURTS.	1	729.58	
EFT28566	18/12/2017	GREENWAY ENTERPRISES	PURCHASE OF STRING ALGAE TREATMENT POWDER 750G.	1		391.60
INV 90696	08/12/2017	GREENWAY ENTERPRISES	PURCHASE OF STRING ALGAE TREATMENT POWDER 750G.	1	391.60	
EFT28567	18/12/2017	GROVE WESLEY DESIGN ART	#VISITNORTHAM SHIRTS	1		304.59
INV 4789	30/11/2017	GROVE WESLEY DESIGN ART	PURCHASE OF 11 NAME BADGES FOR BUSH FIRE CONTROL OFFICERS	1	30.25	
INV 4788	30/11/2017	GROVE WESLEY DESIGN ART	#VISITNORTHAM SHIRTS	1	274.34	
EFT28568	18/12/2017	KIM MARIE MURCUTT	REIMBURSEMENT FOR POLICE CLEARANCE.	1		52.60
INV 7091023	08/12/2017	KIM MARIE MURCUTT	REIMBURSEMENT FOR POLICE CLEARANCE.	1	52.60	
EFT28569	18/12/2017	LANDMARK	MEMORIAL HALL - REPLACE 4 X GAS BOTTLES.	1		544.02
INV 9991588802/11/2017		LANDMARK	MEMORIAL HALL - REPLACE 4 X GAS BOTTLES.	1	544.02	
EFT28570	18/12/2017	LANDMARK ENGINEERING & DESIGN T/A EXTERIA	TORRENT DRINK FOUNTAIN WITH DOG BOWL POWDER COATED IN CLASSIC CREAM FOR WUNDOWIE OVAL & TORRENT DRINK FOUNTAIN WITH DOG BOWL POWDER COATED IN MANOR RED FOR BERNARD PARK.	1		6,774.90
INV 0000727408/12/2017		LANDMARK ENGINEERING & DESIGN T/A EXTERIA	TORRENT DRINK FOUNTAIN WITH DOG BOWL POWDER COATED IN CLASSIC CREAM FOR WUNDOWIE OVAL & TORRENT DRINK FOUNTAIN WITH DOG BOWL POWDER COATED IN MANOR RED FOR BERNARD PARK.	1	6,774.90	
EFT28571	18/12/2017	MALATESTA ROAD PAVING & HOT MIX	FINAL SPRAY SEAL - TRIMMER ROAD 9,384M2 RESEAL.	1		71,141.80
INV 132361	23/11/2017	MALATESTA ROAD PAVING & HOT MIX	FINAL SPRAY SEAL - TRIMMER ROAD 9,384M2 RESEAL.	1	52,786.80	
INV 2232	23/11/2017	MALATESTA ROAD PAVING & HOT MIX	SUPPLY, DELIVER & SPRAY SEAL THOMAS ROAD.	1	18,355.00	

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EFT28572	18/12/2017	MARIE ANNE UNGVARY	REIMBURSEMENT FOR POLICE CLEARANCE.	1		52.60
INV 257080	11/12/2017	MARIE ANNE UNGVARY	REIMBURSEMENT FOR POLICE CLEARANCE.	1	52.60	
EFT28573	18/12/2017	MATHEW MACQUEEN	SUPPLY AND INSTALL 4 SHEETS OF LASERLITE 4M LONG (WHITE) IN COLOUR TO ROOF OF IRISHTOWN BUSH FIRE SHED.	1		792.00
INV 644	07/12/2017	MATHEW MACQUEEN	SUPPLY AND INSTALL 4 SHEETS OF LASERLITE 4M LONG (WHITE) IN COLOUR TO ROOF OF IRISHTOWN BUSH FIRE SHED.	1	792.00	
EFT28574	18/12/2017	NORTHAM AUTO ELECTRICS	SUPPLY AND FIT X4 DRIVE TYRES AND DISPOSAL OF SCRAP TYRES (PN1515).	1		2,034.80
INV Z7189	03/11/2017	NORTHAM AUTO ELECTRICS	SUPPLY AND FIT X2 MAXXIS TYRES AND DISPOSAL OF SCRAP TYRE (PN1221).	1	653.20	
INV Z7202	07/11/2017	NORTHAM AUTO ELECTRICS	SUPPLY AND FIT X4 DRIVE TYRES AND DISPOSAL OF SCRAP TYRES (PN1515).	1	1,381.60	
EFT28575	18/12/2017	NORTHAM BETTA HOME LIVING	SPEAKERS FOR MANAGER TOURISM & EVENTS COMPUTER.	1		44.95
INV 2957166106/12/2017	18/12/2017	NORTHAM BETTA HOME LIVING	SPEAKERS FOR MANAGER TOURISM & EVENTS COMPUTER.	1	44.95	
EFT28576	18/12/2017	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR PHILLIP WHITE.	1		946.00
INV 67445	03/11/2017	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR PHILLIP WHITE.	1	236.50	
INV 67444	03/11/2017	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR RAYMOND GEARY	1	236.50	
INV 68611	16/11/2017	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR CHERI JOY	1	236.50	
INV 68591	16/11/2017	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR KIMBERLEY JOHNSON.	1	236.50	
EFT28577	18/12/2017	NORTHAM FEED & HIRE	SHEEP CUBES FOR RANGER SERVICES.	1		31.00
INV 0000097128/11/2017	18/12/2017	NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS LAYING PALLET'S	1	15.00	
INV 0000099811/12/2017	18/12/2017	NORTHAM FEED & HIRE	SHEEP CUBES FOR RANGER SERVICES.	1	16.00	
EFT28578	18/12/2017	NORTHAM FLORIST	FLOWERS FOR FERNIHOUGH FAMILY.	1		60.00
INV 19003	04/12/2017	NORTHAM FLORIST	FLOWERS FOR FERNIHOUGH FAMILY.	1	60.00	

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EFT28579	18/12/2017	NORTHAM HARDWARE	240 LITRE WHEELIE BINS FOR REC CENTRE.	1		266.58
INV 355215	15/11/2017	NORTHAM HARDWARE	PUMP FITTINGS FOR APEX PARK.	1	40.58	
INV 355543	21/11/2017	NORTHAM HARDWARE	240 LITRE WHEELIE BINS FOR REC CENTRE.	1	226.00	
EFT28580	18/12/2017	NORTHAM MAZDA	20000KM SERVICE FOR PNI 520.	1		321.65
INV 117446	31/10/2017	NORTHAM MAZDA	20000KM SERVICE FOR PNI 520.	1	321.65	
EFT28581	18/12/2017	NORTHAM MITRE 10 SOLUTIONS	ROUND UP, NO MORE GAPS, PLASTERBOARD GLUE, PLASTIC RAKE, HOOKS, ASSORTED FERTILISERS, WOOD OIL, WHEELBARROW	1		1,517.11
INV 1023359401/11/2017		NORTHAM MITRE 10 SOLUTIONS	OX PRO SERIES STANDARD STRAIGHT EDGE 3000MM	1	92.27	
INV 1023423703/11/2017		NORTHAM MITRE 10 SOLUTIONS	ADMIN BUILDING. SUPPLY SPIRIT LEVELS X 2.	1	61.90	
INV 1023423803/11/2017		NORTHAM MITRE 10 SOLUTIONS	MAY STREET PRIMARY. SUPPLY PADBOLT FOR DOOR.	1	19.46	
INV 1023613608/11/2017		NORTHAM MITRE 10 SOLUTIONS	ROUND UP, NO MORE GAPS, PLASTERBOARD GLUE, PLASTIC RAKE, HOOKS, ASSORTED FERTILISERS, WOOD OIL, WHEELBARROW	1	328.12	
INV 1023545706/11/2017		NORTHAM MITRE 10 SOLUTIONS	ADMIN BUILDING. SUPPLY TIE DOWN STRAPS.	1	19.00	
INV 1023394802/11/2017		NORTHAM MITRE 10 SOLUTIONS	WEATHER PROOF JOINERS (WIRE)	1	47.50	
INV 1023411703/11/2017		NORTHAM MITRE 10 SOLUTIONS	TRUCK WASH, HASP & STAPLE & PADLOCK.	1	55.18	
INV 1023766113/11/2017		NORTHAM MITRE 10 SOLUTIONS	TAP FOR BERNARD PARK	1	12.13	
INV 1023549806/11/2017		NORTHAM MITRE 10 SOLUTIONS	ASSORTED RETICULATION PARTS FOR WUNDOWIE.	1	264.33	
INV 1023576707/11/2017		NORTHAM MITRE 10 SOLUTIONS	SPRINKLERS FOR WUNDOWIE.	1	222.02	
INV 1023576607/11/2017		NORTHAM MITRE 10 SOLUTIONS	CREDIT NOTE FOR THE RETURN OF SPRINKLERS FROM TAX INVOICE# 10235498.	1	-192.43	
INV 1024160224/11/2017		NORTHAM MITRE 10 SOLUTIONS	WHITE KNIGHT SQUIRTS FLAT BLACK SPRAY CANS.	1	44.18	
INV 1024077622/11/2017		NORTHAM MITRE 10 SOLUTIONS	WUNDOWIE LIBRARY. SUPPLY 2 X HASP AND STAPLES AND 2 X PADLOCKS.	1	79.07	
INV 1023856115/11/2017		NORTHAM MITRE 10 SOLUTIONS	RETIC PARTS FOR FITZGERALD STREET GARDEN BEDS	1	120.39	
INV 1024047321/11/2017		NORTHAM MITRE 10 SOLUTIONS	RETIC PARTS FOR FITZGERALD STREET GARDEN BEDS	1	20.70	
INV 1024079822/11/2017		NORTHAM MITRE 10 SOLUTIONS	ASSORTED CONCRETE BOLTS, RIVERT GUN, MASONARY DRILL BIT & DRILL BITS FOR ENGINEERING SERVICES.	1	65.21	



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INV 1024149124/11/2017		NORTHAM MITRE 10 SOLUTIONS	ASSORTED RETICULATION PARTS TO REPAIR SOLENOIDS AT BERNARD PARK & RETICULATION CONTROLLER FOR FLUFFY DUCKS.	1	258.08	
EFT28582	18/12/2017	NORTHAM PRIMARY SCHOOL	2017 DONATION TOWARDS END OF YEAR BOOK AWARDS.	1		200.00
INV 3710	16/11/2017	NORTHAM PRIMARY SCHOOL	2017 DONATION TOWARDS END OF YEAR BOOK AWARDS.	1	200.00	
EFT28583	18/12/2017	OXTER SERVICES	NEW GRAVE FOR THE BURIAL OF MERVYN MAXWELL SMITH 27/11/2017, NEW GRAVE FOR THE BURIAL OF ALBERT SHARPE 29/11/2017 AND GRAVE CERTIFICATE FOR SMITH AND SHARPE.	1		3,795.00
INV 19022	06/12/2017	OXTER SERVICES	NEW GRAVE FOR THE BURIAL OF DOUG FERNIHOUGH 04/12/2017, RE-OPENING FOR THE BURIAL OF MARY KATHLEEN MOON 06/12/2017 AND GRAVE CERTIFICATE FOR FERNIHOUGH AND MOON.	1	1,507.00	
INV 18948	22/11/2017	OXTER SERVICES	CERTIFICATE AND GRAVE RE-OPENING FOR THE BURIAL OF BRANKO VLADIMIR SINCEK 20/11/2017.	1	726.00	
INV 18986	29/11/2017	OXTER SERVICES	NEW GRAVE FOR THE BURIAL OF MERVYN MAXWELL SMITH 27/11/2017, NEW GRAVE FOR THE BURIAL OF ALBERT SHARPE 29/11/2017 AND GRAVE CERTIFICATE FOR SMITH AND SHARPE.	1	1,562.00	
EFT28584	18/12/2017	PRIMARIES OF WA PTY LTD	SILVAN 15L BACKPACK SPRAYER	1		158.00
INV 2520020022/11/2017		PRIMARIES OF WA PTY LTD	SILVAN 15L BACKPACK SPRAYER	1	158.00	
EFT28585	18/12/2017	RED DOT STORES	ASSORTED PLASTIC STORAGE CONTAINERS & TINSEL FOR NORTHAM LIBRARY.	1		254.50
INV 3341481329/11/2017		RED DOT STORES	ASSORTED PLASTIC STORAGE CONTAINERS & TINSEL FOR NORTHAM LIBRARY.	1	112.00	
INV 3339453628/11/2017		RED DOT STORES	ASSORTED CHRISTMAS DECORATIONS FOR NORTHAM REC CENTRE.	1	76.00	
INV 3355141205/12/2017		RED DOT STORES	ASSORTED ITEMS FOR CHRISTMAS ON FITZGERALD & SHIRE STAFF PARTY.	1	66.50	
EFT28586	18/12/2017	RIVERGUM VALLEY LAVENDER	STOCK PURCHASES FOR VISITORS CENTRE.	1		282.65
INV 0000029613/11/2017		RIVERGUM VALLEY LAVENDER	STOCK PURCHASES FOR VISITORS CENTRE.	1	282.65	

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EFT28587	18/12/2017	ROBERTA O'NEILL	REIMBURSEMENT FOR POLICE CLEARANCE.	1		52.60
INV 2232753	06/12/2017	ROBERTA O'NEILL	REIMBURSEMENT FOR POLICE CLEARANCE.	1	52.60	
EFT28588	18/12/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	MONTHLY NEWSLETTER FULL PAGE AD FOR NOVEMBER 2017.	1		3,080.39
INV 5273397	01/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERT IN THE AVON VALLEY ADVOCATE - 1/11/2017 - LPS NO.6 AMENDMENT NO.12.	1	194.04	
INV 5277510	08/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERT IN THE AVON VALLEY ADVOCATE - 8/11/2017 - CUSTOMER SERVICE / ADMINISTRATION TRAINEE AND POOL MANAGER.	1	429.48	
INV 5279385	22/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	1/4 ADVERT INSERTIONS INTO THE NOV 22ND EDITIONS OF THE AVON VALLEY ADVOCATE.	1	249.40	
INV 5284947	22/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERT IN THE AVON VALLEY ADVOCATE 22/11/2017 FOR ANNUAL ELECTORS GENERAL MEETING AND ANNUAL REPORT.	1	349.27	
INV 5284950	22/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERT IN THE AVON VALLEY ADVOCATE 22/11/2017 FOR PROHIBITED BURNING PERIOD.	1	320.17	
INV 5275549	29/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	MONTHLY NEWSLETTER FULL PAGE AD FOR NOVEMBER 2017.	1	997.57	
INV 5279385	29/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	1/4 ADVERT INSERTIONS INTO THE NOV 29TH EDITIONS OF THE AVON VALLEY ADVOCATE.	1	249.40	
INV 5288176	29/11/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERT IN THE AVON VALLEY ADVOCATE 29/11/2017 FOR ROAD CLOSURE - CHRISTMAS ON FITZGERALD	1	291.06	
EFT28589	18/12/2017	SOUTHERN CROSS AUSTEREO PTY LTD	RADIO ANNOUNCEMENTS FOR COMMUNITY MEETINGS AT WUNDOWIE, BAKERS HILL AND GRASS VALLEY 192 SPOTS AND 15 LIVE READS FOR THE PERIOD 15/11/2017 TO 30/11/2017.	1		2,081.20
INV 7056849430/11/2017		SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS INTERVIEWS 2017/18	1	78.10	
INV 7056849230/11/2017		SOUTHERN CROSS AUSTEREO PTY LTD	CHRISTMAS ON FITZGERALD RADIO ADS 2017 (100 ADS)	1	855.80	
INV 7056849330/11/2017		SOUTHERN CROSS AUSTEREO PTY LTD	RADIO ANNOUNCEMENTS FOR COMMUNITY MEETINGS AT WUNDOWIE, BAKERS HILL AND GRASS VALLEY 192 SPOTS AND 15 LIVE READS FOR THE PERIOD 15/11/2017 TO 30/11/2017.	1	1,147.30	
EFT28590	18/12/2017	SPENCERS BROOK PROGRESS ASSOCIATION	ANNUAL BUDGET ALLOCATION FOR AUSTRALIA DAY ACTIVITIES EXPENDITURE FOR SPENCERS BROOK PROGRESS ASSOCIATION 2017.	1		660.00

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INV 0216	12/12/2017	SPENCERS BROOK PROGRESS ASSOCIATION	ANNUAL BUDGET ALLOCATION FOR AUSTRALIA DAY ACTIVITIES EXPENDITURE FOR SPENCERS BROOK PROGRESS ASSOCIATION 2017.	1	660.00	
EFT28591	18/12/2017	ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING AND NEW FIRST AID KIT FOR THE RECREATION CENTRE	1		1,251.80
INV CYINV0005/12/2017		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR NORTHAM POOL.	1	109.29	
INV CYINV0005/12/2017		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR NORTHAM LIBRARY.	1	91.61	
INV CYINV0005/12/2017		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR THE VISITOR CENTRE.	1	73.65	
INV CYINV0005/12/2017		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR KILLARA.	1	196.26	
INV CYINV0005/12/2017		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING AND NEW FIRST AID KIT FOR THE RECREATION CENTRE	1	356.85	
INV CYINV0005/12/2017		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR WUNDOWIE LIBRARY.	1	71.15	
INV CYINV0005/12/2017		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR WUNDOWIE POOL.	1	352.99	
EFT28592	18/12/2017	SUSAN VERONICA DAWSON	REIMBURSEMENT FOR POLICE CLEARANCE.	1		52.60
INV 7103321	08/12/2017	SUSAN VERONICA DAWSON	REIMBURSEMENT FOR POLICE CLEARANCE.	1	52.60	
EFT28593	18/12/2017	VERNICE PTY LTD	OLD QUARRY WASTE FACILITY FIRE BREAKS 2017	1		5,711.27
INV 5513	16/11/2017	VERNICE PTY LTD	OLD QUARRY WASTE FACILITY FIRE BREAKS 2017	1	2,420.00	
INV 5514	16/11/2017	VERNICE PTY LTD	INKPEN WASTE FACILITY FIRE BREAKS 2017.	1	1,870.00	
INV 5537	06/12/2017	VERNICE PTY LTD	SUPPLY 3 LOADS TOTALLING 58.73 TONNE OF ROCK FOR STORMWATER DRAINAGE FOR SOUTHERN BROOK.	1	1,421.27	
EFT28594	18/12/2017	WA CONTRACT RANGER SERVICES	CAT MANGEMENT EXPENSE NOVEMBER 2017.	1		660.00
INV 01271	05/12/2017	WA CONTRACT RANGER SERVICES	CAT MANGEMENT EXPENSE NOVEMBER 2017.	1	660.00	
EFT28595	18/12/2017	WARRICKS NEWSAGENCY	NEWSPAPERS FOR NOVEMBER 2017 AT THE LIBRARY	1		282.72
INV SN0001730/11/2017		WARRICKS NEWSAGENCY	COPIES OF THE WEST AUSTRALIAN FOR KILLARA FOR NOVEMBER 2017.	1	41.00	
INV SN0000630/11/2017		WARRICKS NEWSAGENCY	COPIES OF THE WEST AUSTRALIAN NEWS PAPERS FOR NOVEMBER 2017.	1	83.80	
INV SN0001730/11/2017		WARRICKS NEWSAGENCY	NEWSPAPERS FOR NOVEMBER 2017 AT THE LIBRARY	1	157.92	



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EFT28596	18/12/2017	WENDY MAY SOFOULIS	REIMBURSEMENT FOR POLICE CLEARANCE.	1		52.60
INV 7086867	07/12/2017	WENDY MAY SOFOULIS	REIMBURSEMENT FOR POLICE CLEARANCE.	1	52.60	
EFT28597	18/12/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	SERVICE AND TEST AIRCONDITIONING IN TOYOTA HILUX PN1607.	1		266.00
INV 7369	22/11/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	SERVICE AND TEST AIRCONDITIONING IN TOYOTA HILUX PN1607.	1	266.00	
EFT28598	18/12/2017	WHEATBELT GENERAL PRACTICE TOODYAY	PRE-EMPLOYMENT MEDICAL FOR JENNIFER MAHER.	1		165.00
INV 74978	08/12/2017	WHEATBELT GENERAL PRACTICE TOODYAY	PRE-EMPLOYMENT MEDICAL FOR JENNIFER MAHER.	1	165.00	
EFT28599	18/12/2017	WHEATBELT SAFETYWEAR	BOOTS ALLOWANCE FOR KEVIN LANGILLE	1		174.00
INV 7839	10/11/2017	WHEATBELT SAFETYWEAR	UNIFORM BELT - WALTERS	1	24.00	
INV 7861	21/11/2017	WHEATBELT SAFETYWEAR	BOOTS ALLOWANCE FOR KEVIN LANGILLE	1	150.00	
EFT28600	18/12/2017	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL PURCHASED FROM PUMA - NOVEMBER 2017	1		1,537.61
INV NOVEMI21/11/2017	11/2017	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL PURCHASED FROM PUMA - NOVEMBER 2017	1	1,537.61	
EFT28601	21/12/2017	DEPARTMENT OF WATER AND ENVIRONMENT REGULATION	DWER QUATERLY LEVY RETURN JULY-SEPTEMBER 2017 - USED INCORRECT FORM FROM LAST FINANCIAL YEAR SO PREVIOUS PAYMENT WAS SHORT \$106.50.	1		106.50
INV JULY/SE20/12/2017	20/12/2017	DEPARTMENT OF WATER AND ENVIRONMENT REGULATION	DWER QUATERLY LEVY RETURN JULY-SEPTEMBER 2017 - USED INCORRECT FORM FROM LAST FINANCIAL YEAR SO PREVIOUS PAYMENT WAS SHORT \$106.50.	1	106.50	
EFT28602	21/12/2017	SPECIALISED TREE SERVICE	STREET TREE PRUNING AT SPENCERS BROOK, CLACKLINE & BAKERS HILL.	1		10,953.50
INV 2696	15/12/2017	SPECIALISED TREE SERVICE	STREET TREE PRUNING AT SPENCERS BROOK, CLACKLINE & BAKERS HILL.	1	6,650.00	
INV 2697	15/12/2017	SPECIALISED TREE SERVICE	NORTHAM TOWNSITE STREET TREE PRUNING.	1	4,303.50	
EFT28603	22/12/2017	A PLUS TRAINING SOLUTIONS	WOOP CHIPPER OPERATION / STUMP GRINDER TRAINING FOR 6 ENGINEERING EMPLOYEES ON SITE AT THE SHIRE OF NORTHAM DEPOT.	1		1,500.00

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INV 01687	14/12/2017	A PLUS TRAINING SOLUTIONS	WOOP CHIPPER OPERATION / STUMP GRINDER TRAINING FOR 6 ENGINEERING EMPLOYEES ON SITE AT THE SHIRE OF NORTHAM DEPOT.	1	1,500.00	
EFT28604	22/12/2017	ALL FLAGS SIGNS AND BANNERS	PURCHASE OF X3 AUSTRALIAN FLAGS.	1		364.10
INV 00043841	20/12/2017	ALL FLAGS SIGNS AND BANNERS	PURCHASE OF X3 AUSTRALIAN FLAGS.	1	364.10	
EFT28605	22/12/2017	ANDY'S PLUMBING SERVICE	REPAIR PLUMBING DUCT & REPLACE SOLENOID VALVE IN MENS URINALS.	1		1,925.00
INV A17809	30/11/2017	ANDY'S PLUMBING SERVICE	REPAIR LADIES TOILET IN CHANGE ROOM.	1	357.50	
INV A17810	30/11/2017	ANDY'S PLUMBING SERVICE	REPAIR PLUMBING DUCT & REPLACE SOLENOID VALVE IN MENS URINALS.	1	1,028.50	
INV A17817	14/12/2017	ANDY'S PLUMBING SERVICE	REPLACE CRACKED TOILET PAN IN OUTSIDE TOILETS AT NORTHAM DEPOT.	1	539.00	
EFT28606	22/12/2017	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	BEAVIS CLIPS FOR CHRISTMAS BANNERS.	1		173.23
INV 6031337	27/11/2017	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	FUEL HOSE FOR DYNAPAC ROLLER N9166.	1	13.73	
INV 6033058	29/11/2017	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	BEAVIS CLIPS FOR CHRISTMAS BANNERS.	1	159.50	
EFT28607	22/12/2017	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	PURCHASE OF X10 MEDALLIONS (OUTSTANDING ACHIEVEMENT) FOR AUSTRALIA DAY 2018.	1		122.00
INV 0000299806	12/2017	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	PURCHASE OF X10 MEDALLIONS (OUTSTANDING ACHIEVEMENT) FOR AUSTRALIA DAY 2018.	1	122.00	
EFT28608	22/12/2017	AUSTRALIAN SERVICES UNION	Payroll deductions	1		27.45
INV DEDUCT26	12/2017	AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT28609	22/12/2017	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG RUN WEEK END 26/12/2017.	1		56,254.00
INV PAYG 2621	12/2017	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG RUN WEEK END 26/12/2017.	1	56,254.00	
EFT28610	22/12/2017	AUTOPRO NORTHAM	2 PKTS OF CABLE TIES	1		51.90
INV 700678	29/11/2017	AUTOPRO NORTHAM	2 PKTS OF CABLE TIES	1	30.00	
INV 700352	27/11/2017	AUTOPRO NORTHAM	TRAILER PLUG ADAPTOR FOR VERGE CREW	1	21.90	

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EFT28611	22/12/2017	AVN NORTHAM PTY LTD T/AS AVON VALLEY NISSAN & MITSUBISHI	SUPPLY OF 15,000KM/12 MONTH SERVICE FOR PN1621.	1		291.60
INV 302148	29/11/2017	AVN NORTHAM PTY LTD T/AS AVON VALLEY NISSAN & MITSUBISHI	SUPPLY OF 15,000KM/12 MONTH SERVICE FOR PN1621.	1	291.60	
EFT28612	22/12/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD OF 05/12/2017 TO 17/12/2017.	1		1,568.00
INV 0069	17/12/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD OF 05/12/2017 TO 17/12/2017.	1	1,568.00	
EFT28613	22/12/2017	AVON TELECOMS PTY LTD	SERVICE CALL TO THE NORTHAN LIBRARY TO REPAIR KEY PAD.	1		198.00
INV 0000468220/12/2017	12/2017	AVON TELECOMS PTY LTD	SERVICE CALL TO THE NORTHAN LIBRARY TO REPAIR KEY PAD.	1	198.00	
EFT28614	22/12/2017	CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	INVESTIGATE ISSUES WITH X2 AIR CONDITIONER UNITS IN THE ADMINISTRATION BUILDING.	1		130.00
INV 0000164512/12/2017	12/2017	CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	INVESTIGATE ISSUES WITH X2 AIR CONDITIONER UNITS IN THE ADMINISTRATION BUILDING.	1	130.00	
EFT28615	22/12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	3500HR SERVICE FOR GRADER - PN1314	1		4,608.35
INV 0000206508/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	2250HR SERVICE ON TYRE TOLLER - PN1502.	1	1,014.31	
INV 0000206208/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	20,000KM SERVICE ON NISSAN NAVARA UTE - PN1511.	1	321.48	
INV 0000205908/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	REPLACE BUSHES AND PINS IN ROCKER TANDEM TRAILER - PN1413.	1	271.70	
INV 0000206408/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	3500HR SERVICE FOR GRADER - PN1314	1	1,309.06	
INV 0000205808/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	REPLACE COUPLING MOUNT ON EWP - PN1604.	1	605.00	
INV 0000206108/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	SERVICE AND REPLACE GASKETS ON HINO WARE TRUCK - PN1501	1	261.80	
INV 0000206308/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	CHECK BRAKES ON WOODCHIPPER - PN2240.	1	242.00	
INV 0000206008/12/2017	12/2017	CENTRAL MOBILE MECHANICAL REPAIRS	FABRICATE NEW STANDPIPE FOR FILLING WATER ON TRUCK - PN1611	1	583.00	
EFT28616	22/12/2017	CHICKEN LEGS	PURCHASE OF X4 STRAWBERRY JAM, X3 RED ONION JAM, X4 SWEET CHILLI JAM, X3 FIG PASTE AND X2 LEMON CHUTNEY FOR THE NORTHAM VISITOR CENTRE.	1		78.00



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INV 12	19/12/2017	CHICKEN LEGS	PURCHASE OF X4 STRAWBERRY JAM, X3 RED ONION JAM, X4 SWEET CHILLI JAM, X3 FIG PASTE AND X2 LEMON CHUTNEY FOR THE NORTHAM VISITOR CENTRE.	1	78.00	
EFT28617	22/12/2017	CORPORATE SECURITY AUSTRALIA PTY LTD	SECURITY SERVICES FOR 2017 CHRISTMAS ON FITZGERALD'S.	1		1,291.95
INV 0000252511	11/12/2017	CORPORATE SECURITY AUSTRALIA PTY LTD	SECURITY SERVICES FOR 2017 CHRISTMAS ON FITZGERALD'S.	1	1,291.95	
EFT28618	22/12/2017	COUNTRY COMFORTSTYLE NORTHAM	OFFICE CHAIRS	1		788.00
INV 4145	22/11/2017	COUNTRY COMFORTSTYLE NORTHAM	OFFICE CHAIRS	1	788.00	
EFT28619	22/12/2017	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING - ADMIN COPIER IRA-C7565.	1		1,833.54
INV S6649	13/12/2017	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING - ADMIN COPIER IRA-C7565.	1	1,833.54	
EFT28620	22/12/2017	COUNTRYWIDE POOLS	PURCHASE OF X1 3.3MMX500G CORD AND X10 12 INCH EDGER BLADE M-S COMMERCIAL FOR ENGINEERING SERVICES.	1		132.50
INV 24474	08/12/2017	COUNTRYWIDE POOLS	PURCHASE OF X1 3.3MMX500G CORD AND X10 12 INCH EDGER BLADE M-S COMMERCIAL FOR ENGINEERING SERVICES.	1	132.50	
EFT28621	22/12/2017	DANIELS HEALTH SERVICES PTY LTD	SERVICING OF STEEL WALL SAFES AT APEX PARK NORTHAM ON THE 01/11/17, 15/11/17 & 29/11/17.	1		818.24
INV 1611563	30/11/2017	DANIELS HEALTH SERVICES PTY LTD	SERVICING OF STEEL WALL SAFES AT APEX PARK NORTHAM ON THE 01/11/17, 15/11/17 & 29/11/17.	1	258.39	
INV 1611564	30/11/2017	DANIELS HEALTH SERVICES PTY LTD	SERVICING OF STEEL WALL SAFES AT WUNDOWIE PUBLIC TOILETS ON 01/11/17 & 29/11/17.	1	172.26	
INV 1611565	30/11/2017	DANIELS HEALTH SERVICES PTY LTD	SERVICING OF STEEL WALL SAFES AT JUBILEE PAVILION ON 01/11/17, 15/11/17 & 29/11/17.	1	215.33	
INV 1611561	30/11/2017	DANIELS HEALTH SERVICES PTY LTD	SERVICING STEEL WALL SAFES AT BAKERS HILL TOILETS ON 01/11/17 & 15/11/17.	1	172.26	
EFT28622	22/12/2017	DEBBIE HUGHES - PERTH FACE PAINTING COMPANY	FACE PAINTING SERVICES AT 2018 AUSTRALIA DAY IN BERNARD PARK FROM 1600-2030.	1		550.00
INV 2516	24/10/2017	DEBBIE HUGHES - PERTH FACE PAINTING COMPANY	FACE PAINTING SERVICES AT 2018 AUSTRALIA DAY IN BERNARD PARK FROM 1600-2030.	1	550.00	
EFT28623	22/12/2017	DMC CLEANING	CLEANING VARIOUS SHIRE BUILDINGS.	1		5,096.12

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INV SON002	26/11/2017	DMC CLEANING	CLEANING VARIOUS SHIRE BUILDINGS.	1	5,096.12	
EFT28624	22/12/2017	EASIFLEET	Payroll deductions	1		2,113.47
INV DEDUCT26/12/2017		EASIFLEET	Payroll deductions		1,238.30	
INV DEDUCT26/12/2017		EASIFLEET	Payroll deductions		875.17	
EFT28625	22/12/2017	EMU ESSENCE	SUPPLY OF X20 EMU DEEP RUB AND X6 MOISTURISER VIT E FOR THE VISITOR CENTR.	1		427.20
INV 68	04/11/2017	EMU ESSENCE	SUPPLY OF X20 EMU DEEP RUB AND X6 MOISTURISER VIT E FOR THE VISITOR CENTR.	1	427.20	
EFT28626	22/12/2017	FORPARK AUSTRALIA	ASSORTED PARTS FOR WUNDOWIE OVAL.	1		364.10
INV 40520	15/12/2017	FORPARK AUSTRALIA	ASSORTED PARTS FOR WUNDOWIE OVAL.	1	364.10	
EFT28627	22/12/2017	GARPEN PTY LTD	PUMP GWP 1.5PTHP HIGH PRESSURE 6.5HP PULL START ELECTRIC START TO REPLACE PUMP ON PARKS & GARDENS SPRAY TANK	1		650.00
INV SI-00032824/11/2017		GARPEN PTY LTD	PUMP GWP 1.5PTHP HIGH PRESSURE 6.5HP PULL START ELECTRIC START TO REPLACE PUMP ON PARKS & GARDENS SPRAY TANK	1	650.00	
EFT28628	22/12/2017	GLENN STUART BEVERIDGE	KILLARA - LIFT UP PAVERS COMPACT AND RELAY, USING PAVERS FROM DEPOT.	1		3,582.00
INV 51	20/12/2017	GLENN STUART BEVERIDGE	FLUFFY DUCKLINGS - INSTALL FLASHING BETWEEN NEW AND EXISTING BUILDINGS.	1	682.00	
INV 55	20/12/2017	GLENN STUART BEVERIDGE	KILLARA - LIFT UP PAVERS COMPACT AND RELAY, USING PAVERS FROM DEPOT.	1	2,900.00	
EFT28629	22/12/2017	GLENWARRA DEVELOPMENT SERVICES	PROVISION OF CONTRACT PLANNING SERVICES DUE TO STAFF SHORTAGES	1		1,155.00
INV 2017/18-201/12/2017		GLENWARRA DEVELOPMENT SERVICES	PROVISION OF CONTRACT PLANNING SERVICES DUE TO STAFF SHORTAGES	1	1,155.00	
EFT28630	22/12/2017	GRAFTON ELECTRICS	RECONNECT BARBEQUE AT HOOPER PARK IN BAKERS HILL.	1		544.29
INV 4536	18/10/2017	GRAFTON ELECTRICS	RECONNECT BARBEQUE AT HOOPER PARK IN BAKERS HILL.	1	261.97	
INV 1087	02/08/2017	GRAFTON ELECTRICS	REPLACE PLUGTOP TO RATTLE GUN FOR ENGINEERING SERVICES.	1	84.32	

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INV 1091	10/08/2017	GRAFTON ELECTRICS	ADJUST TIGHTS AT JUBILEE OVAL.	1	198.00	
EFT28631	22/12/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	ACTING WORKS SUPERVISOR GEOFFREY COPLEY FOR WEEK ENDING 19 NOVEMBER 2017.	1		10,806.03
INV 7018908	22/11/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	ACTING WORKS SUPERVISOR GEOFFREY COPLEY FOR WEEK ENDING 19 NOVEMBER 2017.	1	2,947.10	
INV 7035029	29/11/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	ACTING WORKS SUPERVISOR GEOFFREY COPLEY FOR WEEK ENDING 26 NOVEMBER 2017.	1	2,385.75	
INV 7069583	13/12/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	ACTING WORKS SUPERVISOR GEOFFREY COPLEY FOR WEEK ENDING 10/12/2017.	1	2,526.08	
INV 7053284	06/12/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	ACTING WORKS SUPERVISOR GEOFFREY COPLEY FOR WEEK ENDING 3 DECEMBER 2017.	1	2,947.10	
EFT28632	22/12/2017	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS, SWEEPING & GULLY EDUCATION SERVICES IN THE SHIRE OF NORTHAM FOR THE PERIOD 30/10/17 TO 04/11/2017.	1		16,117.20
INV 4376	01/12/2017	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS, SWEEPING & GULLY EDUCATION SERVICES IN THE SHIRE OF NORTHAM FOR THE PERIOD 30/10/17 TO 04/11/2017.	1	4,029.30	
INV 4377	01/12/2017	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS & SWEEPING & GULLY EDUCATION SERVICES IN THE SHIRE OF NORTHAM FOR THE PERIOD 06/11/17 TO 11/11/17.	1	4,029.30	
INV 4378	01/12/2017	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS & SWEEPING & GULLY EDUCATION SERVICES IN THE SHIRE OF NORTHAM FOR THE PERIOD 13/11/17 TO 18/11/17.	1	4,029.30	
INV 4379	01/12/2017	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS & SWEEPING & GULLY EDUCATION SERVICES IN THE SHIRE OF NORTHAM FOR THE PERIOD 20/11/17 TO 25/11/17.	1	4,029.30	
EFT28633	22/12/2017	INSTANT TOILETS AND SHOWERS PTY LTD T/AS INSTANT PRODUCTS HIRE	4 X EVENT TOILETS, & 2 X EVENT DISABLED TOILETS INCLUDING DELIVERY & COLLECTION ON 8/12/2017 FOR AVON VALLEY CHRISTMAS CARNIVAL.	1		1,616.14
INV 65009	13/12/2017	INSTANT TOILETS AND SHOWERS PTY LTD T/AS INSTANT PRODUCTS HIRE	4 X EVENT TOILETS, & 2 X EVENT DISABLED TOILETS INCLUDING DELIVERY & COLLECTION ON 8/12/2017 FOR AVON VALLEY CHRISTMAS CARNIVAL.	1	1,616.14	



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EFT28634	22/12/2017	IREDALE PEDERSEN HOOK ARCHITECTS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FOR ARCHITECTURAL SERVICES FROM 01/11/17 TO 30/11/17 BEING: CONTRACT ADMINISTRATION 8% (THIS INVOICE) OF 76% TOTAL TO DATE & SITE VISIT (JF) 16/10/2017.	1		11,345.00
INV 0000481001/12/2017		IREDALE PEDERSEN HOOK ARCHITECTS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FOR ARCHITECTURAL SERVICES FROM 01/11/17 TO 30/11/17 BEING: CONTRACT ADMINISTRATION 8% (THIS INVOICE) OF 76% TOTAL TO DATE & SITE VISIT (JF) 16/10/2017.	1	7,271.00	
INV 0000482405/12/2017		IREDALE PEDERSEN HOOK ARCHITECTS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE - SUBCONSULTANT FEES FOR WOOD & GRIEVE ENGINEERS INVOICE# 217816.	1	675.00	
INV 0000482305/12/2017		IREDALE PEDERSEN HOOK ARCHITECTS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE - SUBCONSULTANT FEES FOR JOHN STRANGER INVOICE# 00201709.	1	2,326.50	
INV 0000482205/12/2017		IREDALE PEDERSEN HOOK ARCHITECTS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE - SUBCONSULTANT FEES FOR PRITCHARD FRANCIS INVOICE# 12028.	1	1,072.50	
EFT28635	22/12/2017	IRISHTOWN BUSHFIRE BRIGADE	MITIGATION BURNS COMPLETED AT LOT 228 CLARKE ST, 239 YILGARN AVE AND LOT 28884 NORTHAM-TOODYAY RD.	1		4,000.00
INV 15/12/20115/12/2017		IRISHTOWN BUSHFIRE BRIGADE	MITIGATION BURNS COMPLETED AT LOT 228 CLARKE ST, 239 YILGARN AVE AND LOT 28884 NORTHAM-TOODYAY RD.	1	4,000.00	
EFT28636	22/12/2017	IRONBARK SUSTAINABILITY	REVIEW OF ROOF-MOUNTED SOLAR PV PROPOSALS FOR OUTRIGHT PURCHASE FOR THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE - SYSTEM SIZE OPTIMISATION.	1		847.00
INV 0000143605/12/2017		IRONBARK SUSTAINABILITY	REVIEW OF ROOF-MOUNTED SOLAR PV PROPOSALS FOR OUTRIGHT PURCHASE FOR THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE - SYSTEM SIZE OPTIMISATION.	1	847.00	
EFT28637	22/12/2017	J CARBINES	STOCK PURCHASES FOR NORTHAM VISITOR CENTRE.	1		226.00
INV 3570	04/12/2017	J CARBINES	STOCK PURCHASES FOR NORTHAM VISITOR CENTRE.	1	226.00	

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EFT28638	22/12/2017	JAIMIE JONES	REIMBURSEMENT FOR WORKING WITH CHILDREN CARD APPLIACTION.	1		84.00
INV 3181152	29/11/2017	JAIMIE JONES	REIMBURSEMENT FOR WORKING WITH CHILDREN CARD APPLIACTION.	1	84.00	
EFT28639	22/12/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	HIRE OF FLOAT TO PICK UP ROLLER FROM JENNACUBBINE AND FLOAT TO PARKER ROAD & HIRE OF FLOAT TO PICK UP ROLLER FROM PARKER ROAD AND FLOAT TO JENNACUBBINE ROAD.	1		1,980.00
INV 1272	03/12/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	HIRE OF FLOAT TO PICK UP ROLLER FROM JENNACUBBINE AND FLOAT TO PARKER ROAD & HIRE OF FLOAT TO PICK UP ROLLER FROM PARKER ROAD AND FLOAT TO JENNACUBBINE ROAD.	1	990.00	
INV 1273	05/12/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	HIRE OF FLOAT TO PICK UP AND MOVE ROLLER FROM NEWMAN/BEDFORD ROAD TO NORTHAM SHIRE DEPOT FOR MAINTENANCE & HIRE OF FLOAT TO PICK UP AND MOVE ROLLER FROM NORTHAM SHIRE DEPOT AND RELOCATE TO NEWMAN/BEDFORD ROAD.	1	990.00	
EFT28640	22/12/2017	KLEENWEST DISTRIBUTORS	ASSORTED CLEANING ITEMS FOR KILLARA	1		150.98
INV 0002811522	11/2017	KLEENWEST DISTRIBUTORS	ASSORTED CLEANING ITEMS FOR KILLARA	1	150.98	
EFT28641	22/12/2017	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO G2017/12 DATED 12/10/2017 TO 17/11/2017.	1		515.30
INV 335507-1027	11/2017	LANDGATE	RURAL UV'S CHARGEABLE SCHEDULE R2017/13 DATED 30/09/2017 TO 27/10/2017.	1	121.35	
INV 335479-1024	11/2017	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO G2017/12 DATED 12/10/2017 TO 17/11/2017.	1	267.45	
INV 809841	04/12/2017	LANDGATE	CHARGES FOR X58 LAND ENQUIRIES.	1	126.50	
EFT28642	22/12/2017	LANDMARK	GATE BRACKETS AND HINGES.	1		133.34
INV 9000023513	11/2017	LANDMARK	15KG GAS BOTTLE FOR FORKLIFT.	1	61.66	
INV 9000530628	11/2017	LANDMARK	GATE BRACKETS AND HINGES.	1	71.68	
EFT28643	22/12/2017	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions	1		20.50
INV DEDUCT26	12/2017	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions		20.50	

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EFT28644	22/12/2017	MARKETFORCE	COMMUNITY MEETING ADVERT IN THE AVON VALLEY	1		9,157.59
INV 18297	27/11/2017	MARKETFORCE	MONTHLY COMMUNITY NEWSLETTER - HILLS GAZETTE (03/11/2017.)	1	1,526.00	
INV 18299	27/11/2017	MARKETFORCE	LOCAL GOVERNMENT ELECTIONS NOTICE OF RESULTS - ADVERTISING IN THE HILLS GAZETTE 27/10/2017 AND AVON VALLEY ADVOCATE 01/11/2017	1	1,988.32	
INV 18303	27/11/2017	MARKETFORCE	ADVERT IN THE WEST AUSTRALIAN 11/11/2017 FOR THE REQUEST FOR QUOTATION NORTHAM AEIC INTERIOR FIT OUT	1	918.73	
INV 18300	27/11/2017	MARKETFORCE	COMMUNITY MEETING ADVERT IN THE AVON VALLEY	1	2,193.58	
INV 18302	27/11/2017	MARKETFORCE	ADVERT IN THE AVON VALLEY ADVOCATE	1	173.12	
INV 18304	27/11/2017	MARKETFORCE	COMMUNITY MEMBERSHIP ON COUNCIL COMMITTEES. ADVERT IN THE WEST AUSTRALIAN 28/10/2017 FOR THE PROPOSED AMENDMENT LOCAL LAWS (EXTRACTIVE INDUSTRIES AND ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAWS 2017).	1	977.87	
INV 18298	27/11/2017	MARKETFORCE	ADVERT IN THE AVON VALLEY ADVOCATE 1/11/2017 FOR THE PROPOSED AMENDMENT LOCAL LAWS (EXTRACTIVE INDUSTRIES AND ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAWS 2017).	1	364.01	
INV 18301	27/11/2017	MARKETFORCE	ADVERT FOR THE ANNUAL ELECTORS MEETING AND ANNUAL REPORT. HILLS GAZETTE 24/11/2017.	1	456.15	
INV 18305	27/11/2017	MARKETFORCE	ADVERT FOR THE ANNUAL ELECTORS MEETING AND ANNUAL REPORT WEST AUSTRALIAN 22/11/2017.	1	559.81	
EFT28645	22/12/2017	MEGA-FIX	MILWAUKEE 18V CORDLESS GRINDER, 2 BATTERIES & CHARGER & MILWAUKEE 18V CORDLESS BRUSHLESS DRILL FOR ENGINEERING	1		1,283.87
INV 65956	27/11/2017	MEGA-FIX	DIAMOND BLADE CUTTING DISK 125MM.	1	76.62	
INV 65871	22/11/2017	MEGA-FIX	MILWAUKEE 18V CORDLESS GRINDER, 2 BATTERIES & CHARGER & MILWAUKEE 18V CORDLESS BRUSHLESS DRILL FOR ENGINEERING.	1	1,207.25	
EFT28646	22/12/2017	MORRIS PEST AND WEED CONTROL	ERADICATE BEE HIVE AT 5 PARK LANE NORTHAM.	1		250.00
INV 8493	27/11/2017	MORRIS PEST AND WEED CONTROL	ERADICATE BEE HIVE AT 5 PARK LANE NORTHAM.	1	250.00	



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EFT28647	22/12/2017	MR NATURALLY CLEAN	SECURITY CALL OUT FOR WUNDOWIE LIBRARY ON 12, 14, 20 & 21 NOVEMBER 2017, REC CENTRE FOR 4 AND 16 NOVEMBER 2017 AND RAILWAY MUSEUM 7 NOVEMBER 2017.	1		1,617.00
INV INV-045814/11/2017		MR NATURALLY CLEAN	SECURITY CALL OUT FOR WUNDOWIE LIBRARY ON 12, 14, 20 & 21 NOVEMBER 2017, REC CENTRE FOR 4 AND 16 NOVEMBER 2017 AND RAILWAY MUSEUM 7 NOVEMBER 2017.	1	1,617.00	
EFT28648	22/12/2017	NORTHAM BETTA HOME LIVING	3 X AEE S60 SHOTBOX HD 1080P 16MP BUILT IN WIFI WATERPROOF ACTION SPORTS CAMERA PLUS SUCTION MOUNTS & 32GB SD CARDS FOR ENGINEERING VEHICLES.	1		864.95
INV 19806	18/12/2017	NORTHAM BETTA HOME LIVING	3 X AEE S60 SHOTBOX HD 1080P 16MP BUILT IN WIFI WATERPROOF ACTION SPORTS CAMERA PLUS SUCTION MOUNTS & 32GB SD CARDS FOR ENGINEERING VEHICLES.	1	840.00	
INV 19805	14/12/2017	NORTHAM BETTA HOME LIVING	NILFISK VACUUM CLEANER BAGS FOR NORTHAM REC CENTRE.	1	24.95	
EFT28649	22/12/2017	NORTHAM FEED & HIRE	PURCHASE OF XI BALE OF HAY RANGER SERVICES.	1		10.00
INV 0000100413/12/2017		NORTHAM FEED & HIRE	PURCHASE OF XI BALE OF HAY RANGER SERVICES.	1	10.00	
EFT28650	22/12/2017	NORTHAM LIQUOR BARONS	HIRE OF COOLROOM FOR 2017 XMAS ON FITZGERALDS.	1		358.99
INV 1210-119:08/12/2017		NORTHAM LIQUOR BARONS	HIRE OF COOLROOM FOR 2017 XMAS ON FITZGERALDS.	1	300.00	
INV 135718	15/12/2017	NORTHAM LIQUOR BARONS	1X CARTON CROWN LAGER FOR BRICK MART FOR ASSISTING WITH CHRISTMAS ON FITZGERALD.	1	58.99	
EFT28651	22/12/2017	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X60 GENERAL PURPOSE CEMENT 20KG AND PALLET.	1		1,272.19
INV 1024244927/11/2017		NORTHAM MITRE 10 SOLUTIONS	ADMIN BUILDING. SUPPLY HASP AND STAPLE FOR FLAG POLES.	1	18.46	
INV 1024313329/11/2017		NORTHAM MITRE 10 SOLUTIONS	SOLAR LIGHTS FOR AVON MALL SHADE STRUCTURES	1	37.53	
INV 1024247327/11/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION PARTS FOR NEW EXTENSION AT FLUFFY DUCKS	1	55.57	
INV 1024298928/11/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION PARTS FOR RIVERBANK BROOME TERRACE SIDE	1	30.57	
INV 1024357630/11/2017		NORTHAM MITRE 10 SOLUTIONS	CROW BAR FOR RESPONSE CREW	1	107.73	

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INV 1024316529/11/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION CONTROLLER FOR JUBILEE OVAL.	1	207.10	
INV 1024351830/11/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION PARTS FOR PURSLOWE PARK.	1	37.19	
INV 1024345030/11/2017		NORTHAM MITRE 10 SOLUTIONS	U BOLTS AND BOLTS FOR CHRISTMAS DECORATIONS.	1	28.15	
INV 1024252027/11/2017		NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X60 GENERAL PURPOSE CEMENT 20KG AND PALLET.	1	585.00	
INV 1021466704/09/2017		NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF 18V 4.0AH LI-ION BL18 BATTERY.	1	141.22	
INV 1024316429/11/2017		NORTHAM MITRE 10 SOLUTIONS	ASSORTED RETICULATION PARTS FOR	1	23.67	
EFT28652	22/12/2017	NORTHAM NURSERY	SEEDLINGS FOR POTPLANTS AT FLOURMILL.	1		175.00
INV 82	18/12/2017	NORTHAM NURSERY	SEEDLINGS FOR POTPLANTS AT FLOURMILL.	1	175.00	
EFT28653	22/12/2017	NORTHAM TOWING SERVICE	TOWING OF WHITE HATCHBACK FROM COATES ROAD	1		187.00
INV 206439	20/11/2017	NORTHAM TOWING SERVICE	TOWING OF WHITE HATCHBACK FROM COATES ROAD	1	187.00	
EFT28654	22/12/2017	OXTER SERVICES	CLEANING TOILETS AT CLACKLINE, BAKERS HILL PARK, BAKERS HILL PAVILLION, WUNDOWIE, KATRINE AND THE CEMETERY FROM 02/12/2017 TO 15/12/2017.	1		2,137.30
INV 19060	15/12/2017	OXTER SERVICES	CLEANING TOILETS AT CLACKLINE, BAKERS HILL PARK, BAKERS HILL PAVILLION, WUNDOWIE, KATRINE AND THE CEMETERY FROM 02/12/2017 TO 15/12/2017.	1	2,137.30	
EFT28655	22/12/2017	PERTH AMUSEMENT & EVENT HIRE	1 X LARGE WATER SLIDE WITH SLIP AND SLIDE, 1 X LITTLE SPLASH & 1 X COMBO BOUNCY CASTLE WITH STAFF FOR 2017 CHRISTMAS ON FITZGERALD'S FROM 1600-2100.	1		3,026.50
INV C0149	13/12/2017	PERTH AMUSEMENT & EVENT HIRE	CHARGES FOR SUPPLY OF COMBO CASTLE WITH OPERATOR, SUPER WORLD GAME AND GIANT CONNECT FOUR FOR SHIRE OF NORTHAM STAFF CHRISTMAS PARTY.	1	826.50	
INV C0159	13/12/2017	PERTH AMUSEMENT & EVENT HIRE	1 X LARGE WATER SLIDE WITH SLIP AND SLIDE, 1 X LITTLE SPLASH & 1 X COMBO BOUNCY CASTLE WITH STAFF FOR 2017 CHRISTMAS ON FITZGERALD'S FROM 1600-2100.	1	2,200.00	
EFT28656	22/12/2017	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR 182 FITZGERALD ST NORTHAM ACCOUNT# 601148 STATEMENT# 2138490.	1		251.49

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INV 2138490	15/12/2017	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR 182 FITZGERALD ST NORTHAM ACCOUNT# 601148 STATEMENT# 2138490.	1	251.49	
EFT28657	22/12/2017	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR NOVEMBER 2017.	1		137.64
INV NOVEME30/11/2017		PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR NOVEMBER 2017.	1	137.64	
EFT28658	22/12/2017	RED DOT STORES	ASSORTED ITEMS FOR GOODY BAGS FOR CHILDREN ATTENDING SHIRE CHRISTMAS PARTY.	1		341.50
INV 3377839014/12/2017		RED DOT STORES	ASSORTED ITEMS FOR SHIRE CHRISTMAS PARTY.	1	60.00	
INV 3383483115/12/2017		RED DOT STORES	ASSORTED ITEMS FOR GOODY BAGS FOR CHILDREN ATTENDING SHIRE CHRISTMAS PARTY.	1	281.50	
EFT28659	22/12/2017	REFRACTORY ROAD	PERFORMANCE AT CHRISTMAS ON FITZGERALD ON 08/12/2017.	1		1,200.00
INV 2	09/12/2017	REFRACTORY ROAD	PERFORMANCE AT CHRISTMAS ON FITZGERALD ON 08/12/2017.	1	1,200.00	
EFT28660	22/12/2017	RETAIL DECISIONS (COLES)	COLES ACCOUNT PURCHASES FOR NOVEMBER 2017.	1		2,755.04
INV NOVEME30/11/2017		RETAIL DECISIONS (COLES)	COLES ACCOUNT PURCHASES FOR NOVEMBER 2017.	1	2,755.04	
EFT28661	22/12/2017	SIMPLY SPECTACLES	REPLACEMENT PERSCRIPTION GLASSES FOR PHIL UTBER.	1		390.60
INV 117928	13/12/2017	SIMPLY SPECTACLES	REPLACEMENT PERSCRIPTION GLASSES FOR PHIL UTBER.	1	390.60	
EFT28662	22/12/2017	SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON FOR THE PERIOD 27/11/17 TO 30/11/2017.	1		1,684.02
INV CREDIT 122/05/2017		SKILL HIRE WA PTY LTD	CREDIT NOTE RELATES TO TAX INVOICE 393946 FOR RUSSELL DEGRAY AS WE WERE CHARGED FOR HALF AN HOUR MORE THEN WHAT HE WORKED.	1	-17.32	
INV AP5126206/12/2017		SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON FOR THE PERIOD 27/11/17 TO 30/11/2017.	1	1,701.34	
EFT28663	22/12/2017	SPECIALISED TREE SERVICE	TREE CLEARING ON JENNAPULLIN ROAD.	1		4,104.00
INV 2708	21/12/2017	SPECIALISED TREE SERVICE	CCTV PROJECT - TRIM TREES FOR CLEAR CAMERA LINE OF SITE ON PEEL TCE.	1	1,254.00	
INV 2707	21/12/2017	SPECIALISED TREE SERVICE	TREE CLEARING ON JENNAPULLIN ROAD.	1	2,850.00	



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EFT28664	22/12/2017	STEWART & HEATON CLOTHING CO.PTY LTD	PPE EQUIPMENT BUSH FIRE	1		10,962.90
INV SIN-281604/12/2017		STEWART & HEATON CLOTHING CO.PTY LTD	PPE EQUIPMENT FOR BUSH FIRE BRIGADES.	1	192.46	
INV SIN-281424/11/2017		STEWART & HEATON CLOTHING CO.PTY LTD	PPE EQUIPMENT BUSH FIRE	1	9,903.61	
INV SIN-281601/12/2017		STEWART & HEATON CLOTHING CO.PTY LTD	PPE EQUIPMENT FOR BUSH FIRE BRIGADES	1	89.13	
INV SIN-281604/12/2017		STEWART & HEATON CLOTHING CO.PTY LTD	PPE EQUIPMENT FOR BUSH FIRE BRIGADES.	1	777.70	
EFT28665	22/12/2017	TERRY MATTHEW LITTLE	PROGRAM SUPPORT FOR NIGHT HOOPS FOR THE PERIOD 21/10/17 TO 11/11/17.	1		323.25
INV RR2112201/12/2017		TERRY MATTHEW LITTLE	PROGRAM SUPPORT FOR NIGHT HOOPS FOR THE PERIOD 21/10/17 TO 11/11/17.	1	323.25	
EFT28666	22/12/2017	VERMEER (WA & NT)	PART VM91662003 IGNITION KEY FOR VERMEER WOOD CHIPPER & DELIVERY CHARGES.	1		27.52
INV 103011	08/11/2017	VERMEER (WA & NT)	PART VM91662003 IGNITION KEY FOR VERMEER WOOD CHIPPER N2240.	1	27.52	
INV 103006	08/11/2017	VERMEER (WA & NT)	PART VM91662003 IGNITION KEY FOR VERMEER WOOD CHIPPER & DELIVERY CHARGES.	1	44.02	
INV 103010	08/11/2017	VERMEER (WA & NT)	CREDIT NOTE FOR DOUBLE CHARGE FOR PART VM91662003 IGNITION KEY FOR VERMEER WOOD CHIPPER & DELIVERY CHARGE AS WE PICKED UP PRODUCT.	1	-44.02	
EFT28667	22/12/2017	VODAFONE	HARVEST BAN LINE FOR THE PERIOD 01/12/2017 TO 31/12/2017.	1		125.69
INV 1118512706/12/2017		VODAFONE	HARVEST BAN LINE FOR THE PERIOD 01/12/2017 TO 31/12/2017.	1	125.69	
EFT28668	22/12/2017	WALKABOUT FASHION ACCESSORIES	ASSORTED FASHION ACCESSORIES FOR NORTHAM VISITOR CENTRE.	1		243.95
INV 4605	07/12/2017	WALKABOUT FASHION ACCESSORIES	ASSORTED FASHION ACCESSORIES FOR NORTHAM VISITOR CENTRE.	1	243.95	
EFT28669	22/12/2017	WCP CIVIL PTY LTD	CARLIN VALLEY DRAINAGE IMPROVEMENTS - IMPROVEMENT WORKS CONTRACT 6 OF 2016.	1		9,857.67
INV 18255	20/12/2017	WCP CIVIL PTY LTD	CARLIN VALLEY DRAINAGE IMPROVEMENTS - REINSTATEMENT WORKS CONTRACT 6 OF 2016.	1	3,122.67	

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INV 18256	20/12/2017	WCP CIVIL PTY LTD	CARLIN VALLEY DRAINAGE IMPROVEMENTS - IMPROVEMENT WORKS CONTRACT 6 OF 2016.	1	3,191.53	
INV 18254	20/12/2017	WCP CIVIL PTY LTD	KOOJEDDA HEIGHTS DRAINAGE IMPROVEMENTS - IMPROVEMENT WORKS.	1	812.46	
INV 18253	20/12/2017	WCP CIVIL PTY LTD	KOOJEDDA HEIGHTS DRAINAGE IMPROVEMENTS - REINSTATEMENT WORKS, WANDRRA ABNORMAL EVENT 09/01/2016, CONTRACT 7 OF 2016.	1	2,731.01	
EFT28670	22/12/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	LOCAL RECOVERY COORDINATOR TRAINING FOR CHADD HUNT - 4-5/12/2017	1		4,487.00
INV 13068367	09/11/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	LOCAL RECOVERY COORDINATOR TRAINING FOR CHADD HUNT - 4-5/12/2017	1	1,012.00	
INV 13068695	07/12/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	PROFESSIONALLY SPEAKING TRAINING - CR ANTONIO - 12 JUNE 2018.	1	515.00	
INV 13068648	30/11/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TRAINING FOR CR CHRIS ANTONIO - CEO PERFORMANCE APPRAISALS.	1	515.00	
INV 13068647	30/11/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TRAINING FOR CR CHRIS ANTONIO - INTEGRATED STRATEGIC PLANNING: THE ESSENTIALS.	1	515.00	
INV 13068649	30/11/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TRAINING FOR CR CHRIS ANTONIO - PLANNING PRACTICES - THE ESSENTIALS	1	515.00	
INV 13068650	30/11/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TRAINING FOR CR CHRIS ANTONIO - EFFECTIVE COMMUNITY LEADERSHIP.	1	515.00	
INV 13068651	30/11/2017	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	TRAINING FOR CR CHRIS ANTONIO - DIPLOMA OF LOCAL GOVERNMENT (ELECTED MEMBER).	1	900.00	
EFT28671	22/12/2017	WHEATBELT SAFETYWEAR	PURCHASE OF SAFETY BOOTS FOR IAN DHU.	1		150.00
INV 7913	02/12/2017	WHEATBELT SAFETYWEAR	PURCHASE OF SAFETY BOOTS FOR IAN DHU.	1	150.00	
34857	07/12/2017	PETTY CASH	PETTY CASH REIMBURSEMENT FOR NORTHAM LIBRARY.	1		262.80
INV P/C LIBR31	10/2017	PETTY CASH	PETTY CASH REIMBURSEMENT FOR NORTHAM LIBRARY.	1	262.80	
34858	07/12/2017	SHIRE OF NORTHAM	12 MONTH DEFECTS LIABILITY PERIOD RETENSION AMOUNT CONTRACT 6 OF 2016 - CARLIN VALLEY DRAINAGE IMPROVEMENT WORKS.	1		68.86
INV CK0712207	12/2017	SHIRE OF NORTHAM	12 MONTH DEFECTS LIABILITY PERIOD RETENSION AMOUNT CONTRACT 6 OF 2016 - CARLIN VALLEY DRAINAGE IMPROVEMENT WORKS.	1	68.86	
34859	07/12/2017	SYNERGY	VISITORS CENTRE 26/9/2017 TO 23/11/2017.	1		3,257.85

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INV 1127695024/11/2017		SYNERGY	OLD NORTHAM FIRE STATION - 27/9/2017 TO 24/11/2017.	1	253.80	
INV 1648520323/11/2017		SYNERGY	OLD GIRLS SCHOOL 26/9/2017 TO 23/11/2017	1	29.15	
INV 1539025122/11/2017		SYNERGY	OLD SHIRE DEPOT BUILDING 22/9/2017 TO 22/11/2017.	1	30.45	
INV 3355969223/11/2017		SYNERGY	VISITORS CENTRE 26/9/2017 TO 23/11/2017.	1	1,766.35	
INV 9356001423/11/2017		SYNERGY	VISITORS CENTRE CONFERENCE ROOM 22/09/2017 TO 21/11/2017.	1	661.70	
INV 4581071523/11/2017		SYNERGY	LIGHTS/TOILETS VISITORS CENTRE 26/9/2017 TO 23/11/2017.	1	30.95	
INV 2795023323/11/2017		SYNERGY	ELECTRICITY FOR ABORIGINAL INTERPRETIVE CENTRE - 21/7/2017 - 23/11/2017.	1	450.30	
INV 2361098027/11/2017		SYNERGY	RAP PARK YOUTH 28/9/2017 TO 27/11/2017.	1	35.15	
34860	07/12/2017	TELSTRA CORPORATION	BAKERS HILL BFB 23/11/2017 TO 22/12/2017.	1		25.20
INV 6305302927/11/2017		TELSTRA CORPORATION	BAKERS HILL BFB 23/11/2017 TO 22/12/2017.	1	25.20	
34861	07/12/2017	WATER CORPORATION	STANDPIPE AT LOCKYER RD 03/10/2017 TO 22/11/2017.	1		4,066.59
INV 9007938723/11/2017		WATER CORPORATION	STANDPIPE AT LOCKYER RD 03/10/2017 TO 22/11/2017	1	2,128.08	
INV 9007891828/11/2017		WATER CORPORATION	STANDPIPE AT KEANE ST BAKERS HILL 06/10/2017 TO 27/11/2017.	1	884.50	
INV 9007926021/11/2017		WATER CORPORATION	SPORTS GROUND 22/9/2017 TO 20/11/2017.	1	54.99	
INV 9019179327/11/2017		WATER CORPORATION	SHARED FIRE SERVICE - 05/11/2017 TO 24/11/2017.	1	49.02	
INV 9007892028/11/2017		WATER CORPORATION	BRIGADES SHED - 06/10/2017 TO 27/11/2017.	1	31.08	
INV 9018587818/10/2017		WATER CORPORATION	TRADE WASTE FOR RIVERSEEDGE CAFE -	1	331.92	
INV 9007892528/11/2017		WATER CORPORATION	BAKERS HILL REC CENTRE - 06/10/2017 TO 27/11/2017.	1	137.49	
INV 9007891728/11/2017		WATER CORPORATION	HOOPER PARK 06/10/2017 - 27/11/2017	1	88.47	
INV 9010596322/11/2017		WATER CORPORATION	GEORGE NUICH PARK - 23/9/2017 TO 20/11/2017.	1	361.04	
34862	11/12/2017	VALLEY FORD	PURCHASE OF NEW 2017 FORD EVEREST AMBIENT 3.2LT 4X4 7-SEAT AUTO WAGON FOR EXEC MGR DEVELOPMENT SERVICES.	1		14,579.00



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INV 4007	06/12/2017	VALLEY FORD	PURCHASE OF NEW 2017 FORD EVEREST AMBIENT 3.2LT 4X4 7-SEAT AUTO WAGON FOR EXEC MGR DEVELOPMENT SERVICES.	1	14,579.00	
34863	18/12/2017	SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions	1		145.00
INV DEDUCT12/12/2017		SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions		145.00	
34864	18/12/2017	SYNERGY	STREET LIGHTING CHARGES FOR THE PERIOD 01/11/17 TO 04/12/17.	1		23,626.10
INV 9152416404/12/2017		SYNERGY	AUXILIARY LIGHTING CHARGES FOR THE PERIOD 01/11/2017 TO 04/12/2017.	1	124.50	
INV 1578225601/12/2017		SYNERGY	ELECTRICITY CHARGES FOR IRISHTOWN HALL FOR THE PERIOD 26/09/17 TO 01/12/17.	1	155.45	
INV 1686149904/12/2017		SYNERGY	STREET LIGHTING CHARGES FOR THE PERIOD 01/11/17 TO 04/12/17.	1	23,346.15	
34865	18/12/2017	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR LA STANDPIPE AT 116 PEEL TCE NORTHAM LOT 255 FOR THE PERIOD 13/09/17 TO 09/11/17.	1		2,584.28
INV 9007913516/11/2017		WATER CORPORATION	WATER USE & SERVICE CHARGES FOR LA STANDPIPE AT 116 PEEL TCE NORTHAM LOT 255 FOR THE PERIOD 13/09/17 TO 09/11/17.	1	2,019.54	
INV 9007950006/12/2017		WATER CORPORATION	WATER USE & SERVICE CHARGES FOR LA STANDPIPE AT GRASS VALLEY RD FOR THE PERIOD 13/10/2017 TO 05/12/2017.	1	173.36	
INV 9007840205/12/2017		WATER CORPORATION	WATER USE & SERVICE CHARGES FOR STANDPIPE AT 3L KEANE ST GRASS VALLEY FOR THE PERIOD 13/10/2017 TO 04/12/2017.	1	269.43	
INV 9007950308/12/2017		WATER CORPORATION	WATER USE & SERVICE CHARGES FOR LA STANDPIPE AT 10262 MCMANUS RD GRASS VALLEY FOR THE PERIOD 17/10/2017 TO 07/12/2017.	1	75.32	
INV 9007949708/12/2017		WATER CORPORATION	WATER USE & SERVICE CHARGES FOR LA STANDPIPE AT HUNTER RD AVON HILLS FOR THE PERIOD 14/10/2017 TO 07/12/2017.	1	46.63	
34866	22/12/2017	SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions	1		145.00
INV DEDUCT26/12/2017		SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions		145.00	

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34867	22/12/2017	SYNERGY	ELECTRICITY CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 03/11/2017 TO 05/12/2017.	1		40,725.86
INV 2909658711/12/2017		SYNERGY	ELECTRICITY CHARGES FOR LIGHTS AND TOILETS AT THE VISITOR CENTRE FOR 11/12/2017 (ABOLISH - 410M154610-GREY ST)	1	323.92	
INV 4581071511/12/2017		SYNERGY	ELECTRICITY CHARGES FOR LIGHTS AND TOILETS AT THE VISITOR CENTRE FROM 23/11/2017 TO 11/12/2017.	1	8.10	
INV 8110294719/12/2017		SYNERGY	ELECTRICITY CHARGES FOR THE WUNDOWIE POOL FROM 20/10/2017 TO 19/12/2017.	1	3,150.25	
INV 7921766205/12/2017		SYNERGY	ELECTRICITY CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 03/11/2017 TO 05/12/2017.	1	37,243.59	
34868	22/12/2017	TELSTRA CORPORATION	MOBILE ACCOUNT PLUS NEW HANDSETS & IPADS FOR THE PERIOD 28/11/17 TO 27/12/17.	1		14,310.54
INV 9026075012/12/2017		TELSTRA CORPORATION	LANDLINE ACCOUNT FOR THE PERIOD 05/12/2017 TO 04/01/2018.	1	4,965.69	
INV 2726008928/11/2017		TELSTRA CORPORATION	MOBILE ACCOUNT PLUS NEW HANDSETS & IPADS FOR THE PERIOD 28/11/17 TO 27/12/17.	1	9,095.58	
INV 2726008910/12/2017		TELSTRA CORPORATION	INTERNET & MOBILE PHONE CHARGES FOR BUSHFIRE BRIGADES FOR THE PERIOD 10/12/2017 TO 09/01/2018.	1	176.95	
INV 3864754812/12/2017		TELSTRA CORPORATION	TELEPHONE CHARGES FOR HENRY ST OVAL FOR THE PERIOD 05/11/17 TO 04/12/17.	1	72.32	
34869	22/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR WUNDOWIE OVAL FROM 01/11/2017 TO 31/12/2017.	1		5,033.89
INV 9007868514/12/2017		WATER CORPORATION	WATER USAGE CHARGES FOR THE WUNDOWIE POOL FROM 01/11/2017 TO 31/12/2017.	1	591.72	
INV 9007872314/12/2017		WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 8 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	231.29	
INV 9007872314/12/2017		WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 7 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	200.64	
INV 9007872214/12/2017		WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 6 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	245.57	
INV 9007871814/12/2017		WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE WUNDOWIE OVAL FROM 01/11/2017 TO 31/12/2017.	1	193.13	
INV 9007869114/12/2017		WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE WUNDOWIE HALL FROM 01/11/2017 TO 31/12/2017.	1	298.89	

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INV 9007869114/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE WUNDOWIE LIBRARY FROM 01/11/2017 TO 31/12/2017.	1	397.34	
INV 9007869114/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR FLUFFY DUCKS KINDERGARTEN, WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	359.65	
INV 9007868914/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR TOILETS AT BANKSIA AVE WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	116.47	
INV 9007868614/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR WUNDOWIE YOUTH CENTRE FROM 01/11/2017 TO 31/12/2017.	1	4.78	
INV 9007872214/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 5 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	234.65	
INV 9007872214/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 4 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	232.13	
INV 9007872214/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 3 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	238.00	
INV 9007872214/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 2 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	215.77	
INV 9007872214/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR UNIT 1 / 410L KURINGAL RD WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	210.73	
INV 9007872214/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR AGED ACCOMODATION WUNDOWIE FROM 01/11/2017 TO 31/12/2017.	1	41.85	
INV 9007871914/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR WUNDOWIE DEPOT FROM 01/11/2017 TO 31/12/2017.	1	14.35	
INV 9007871914/12/2017	14/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR WUNDOWIE OVAL FROM 01/11/2017 TO 31/12/2017.	1	1,096.93	
INV 9007943513/12/2017	13/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR STANDPIPE AT 24 AVRO ANSON RD MOKINE FROM 01/11/2017 TO 31/12/2017.	1	4.78	
INV 9007949912/12/2017	12/12/2017	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR STANDPIPE AT GRASS VALLEY RD FROM 01/11/2017 TO 31/12/2017.	1	-63.37	



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INV 90079511	11/12/2017	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR LA STANDPIPE AT 1716L CHITBIN RD GRASS VALLEY FOR THE PERIOD 18/10/2017 TO 08/12/2017.	1	41.85	
34870	22/12/2017	THE CANCER COUNCIL WESTERN AUSTRALIA	FUNDS RAISED FOR PINK RIBBON DAY 2017 (FUNDS INCORRECTLY RECEIPTED INTO SHIRE ACCOUNT).	1		152.20
INV RR01/12/01/12/2017	01/12/2017	THE CANCER COUNCIL WESTERN AUSTRALIA	FUNDS RAISED FOR PINK RIBBON DAY 2017 (FUNDS INCORRECTLY RECEIPTED INTO SHIRE ACCOUNT).	1	152.20	
DD11960.1	07/12/2017	BANKWEST	ROSS RAYSON MASTERCARD 24/10/17 TO 22/11/2017	1		4,925.72
INV C YOUNG07/12/2017	07/12/2017	BANKWEST	COLIN YOUNG MASTERCARD 24/10/17 TO 22/11/2017	1	204.60	
INV D HENDI07/12/2017	07/12/2017	BANKWEST	D HENDRIKSEN MASTERCARD 24/10/17 TO 22/11/2017	1	1,243.34	
INV C HUNT 07/12/2017	07/12/2017	BANKWEST	CHADD HUNT MASTERCARD 24/10/17 TO 22/11/2017	1	237.82	
INV C KLEYN07/12/2017	07/12/2017	BANKWEST	CLINTON KLEYNHANS MASTERCARD 24/10/17 TO 22/11/2017	1	227.76	
INV J WHITE.07/12/2017	07/12/2017	BANKWEST	JASON WHITEAKER MASTERCARD 24/10/17 TO 22/11/2017	1	1,137.51	
INV R RAYSC07/12/2017	07/12/2017	BANKWEST	ROSS RAYSON MASTERCARD 24/10/17 TO 22/11/2017	1	1,874.69	
DD11991.1	12/12/2017	WA SUPER	Payroll deductions	1		22,942.66
INV SUPER	12/12/2017	WA SUPER	Superannuation contributions	1	20,169.37	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	1,611.13	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	83.15	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	39.11	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	295.73	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	25.00	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	349.77	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	44.40	
INV DEDUCT12/12/2017	12/12/2017	WA SUPER	Payroll deductions	1	325.00	
DD11991.2	12/12/2017	NETWEALTH SUPERANNUATION	Superannuation contributions	1		258.59
INV SUPER	12/12/2017	NETWEALTH SUPERANNUATION	Superannuation contributions	1	258.59	

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DD11991.3	12/12/2017	BENDIGO SMART START SUPER	Superannuation contributions	1		191.96
INV SUPER	12/12/2017	BENDIGO SMART START SUPER	Superannuation contributions	1	191.96	
DD11991.4	12/12/2017	SUNSUPER	Superannuation contributions	1		451.12
INV SUPER	12/12/2017	SUNSUPER	Superannuation contributions	1	451.12	
DD11991.5	12/12/2017	VISION SUPER	Superannuation contributions	1		191.36
INV SUPER	12/12/2017	VISION SUPER	Superannuation contributions	1	191.36	
DD11991.6	12/12/2017	HOSTPLUS SUPER	Superannuation contributions	1		351.71
INV SUPER	12/12/2017	HOSTPLUS SUPER	Superannuation contributions	1	351.71	
DD11991.7	12/12/2017	HESTA SUPER FUND	Superannuation contributions	1		156.29
INV SUPER	12/12/2017	HESTA SUPER FUND	Superannuation contributions	1	156.29	
DD11991.8	12/12/2017	KINETIC SUPER	Superannuation contributions	1		144.30
INV SUPER	12/12/2017	KINETIC SUPER	Superannuation contributions	1	144.30	
DD11991.9	12/12/2017	ESSENTIAL SUPER	Superannuation contributions	1		117.03
INV SUPER	12/12/2017	ESSENTIAL SUPER	Superannuation contributions	1	117.03	
DD12017.1	26/12/2017	WA SUPER	Payroll deductions	1		24,179.17
INV SUPER	26/12/2017	WA SUPER	Superannuation contributions	1	21,188.25	
INV DEDUCT	26/12/2017	WA SUPER	Payroll deductions	1	1,792.81	
INV DEDUCT	26/12/2017	WA SUPER	Payroll deductions	1	85.23	
INV DEDUCT	26/12/2017	WA SUPER	Payroll deductions	1	39.11	

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INV DEDUCT26/12/2017		WA SUPER	Payroll deductions	1	330.52	
INV DEDUCT26/12/2017		WA SUPER	Payroll deductions	1	25.00	
INV DEDUCT26/12/2017		WA SUPER	Payroll deductions	1	348.85	
INV DEDUCT26/12/2017		WA SUPER	Payroll deductions	1	44.40	
INV DEDUCT26/12/2017		WA SUPER	Payroll deductions	1	325.00	
DD12017.2	26/12/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1		173.95
INV SUPER	26/12/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1	173.95	
DD12017.3	26/12/2017	NETWEALTH SUPERANNUATION	Superannuation contributions	1		258.59
INV SUPER	26/12/2017	NETWEALTH SUPERANNUATION	Superannuation contributions	1	258.59	
DD12017.4	26/12/2017	BENDIGO SMART START SUPER	Superannuation contributions	1		190.73
INV SUPER	26/12/2017	BENDIGO SMART START SUPER	Superannuation contributions	1	190.73	
DD12017.5	26/12/2017	SUNSUPER	Superannuation contributions	1		450.21
INV SUPER	26/12/2017	SUNSUPER	Superannuation contributions	1	450.21	
DD12017.6	26/12/2017	VISION SUPER	Superannuation contributions	1		190.16
INV SUPER	26/12/2017	VISION SUPER	Superannuation contributions	1	190.16	
DD12017.7	26/12/2017	HOSTPLUS SUPER	Superannuation contributions	1		340.79
INV SUPER	26/12/2017	HOSTPLUS SUPER	Superannuation contributions	1	340.79	
DD12017.8	26/12/2017	UNISUPER	Superannuation contributions	1		87.36
INV SUPER	26/12/2017	UNISUPER	Superannuation contributions	1	87.36	
DD12017.9	26/12/2017	KINETIC SUPER	Superannuation contributions	1		144.30
INV SUPER	26/12/2017	KINETIC SUPER	Superannuation contributions	1	144.30	
DD11991.10	12/12/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1		204.38



Ordinary Council Meeting Agenda  
17 January 2018



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Shire of Northam

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	12/12/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1	204.38	
DD11991.11	12/12/2017	CBUS	Superannuation contributions	1		188.44
INV SUPER	12/12/2017	CBUS	Superannuation contributions	1	188.44	
DD11991.12	12/12/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1		1,440.47
INV SUPER	12/12/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	1,440.47	
DD11991.13	12/12/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1		299.61
INV SUPER	12/12/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1	299.61	
DD11991.14	12/12/2017	REST INDUSTRY SUPER	Superannuation contributions	1		556.85
INV SUPER	12/12/2017	REST INDUSTRY SUPER	Superannuation contributions	1	556.85	
DD11991.15	12/12/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1		254.29
INV SUPER	12/12/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1	254.29	
DD11991.16	12/12/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1		316.86
INV SUPER	12/12/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1	316.86	
DD11991.17	12/12/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1		208.24
INV SUPER	12/12/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1	208.24	
DD11991.18	12/12/2017	AMP LIFE LIMITED	Superannuation contributions	1		390.64
INV SUPER	12/12/2017	AMP LIFE LIMITED	Superannuation contributions	1	390.64	
DD11991.19	12/12/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1		175.35
INV SUPER	12/12/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1	175.35	
DD12017.10	26/12/2017	ESSENTIAL SUPER	Superannuation contributions	1		150.75

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	26/12/2017	ESSENTIAL SUPER	Superannuation contributions	1	150.75	
DD12017.11	26/12/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1		203.18
INV SUPER	26/12/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1	203.18	
DD12017.12	26/12/2017	HESTA SUPER FUND	Superannuation contributions	1		98.28
INV SUPER	26/12/2017	HESTA SUPER FUND	Superannuation contributions	1	98.28	
DD12017.13	26/12/2017	CBUS	Superannuation contributions	1		187.35
INV SUPER	26/12/2017	CBUS	Superannuation contributions	1	187.35	
DD12017.14	26/12/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1		1,895.95
INV SUPER	26/12/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	1,895.95	
DD12017.15	26/12/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1		230.58
INV SUPER	26/12/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1	230.58	
DD12017.16	26/12/2017	REST INDUSTRY SUPER	Superannuation contributions	1		554.47
INV SUPER	26/12/2017	REST INDUSTRY SUPER	Superannuation contributions	1	554.47	
DD12017.17	26/12/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1		254.29
INV SUPER	26/12/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1	254.29	
DD12017.18	26/12/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1		265.58
INV SUPER	26/12/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1	265.58	
DD12017.19	26/12/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1		208.24
INV SUPER	26/12/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1	208.24	
DD12017.20	26/12/2017	AMP LIFE LIMITED	Superannuation contributions	1		390.64

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	26/12/2017	AMP LIFE LIMITED	Superannuation contributions	1	390.64	

**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
1	MUNI FUND	2,160,126.68
2	TRUST FUND	26,775.34
<b>TOTAL</b>		<b>2,186,902.02</b>



Attachment 2

Payment dates 01<sup>st</sup> of December 2017 to 31st December 2017

- Municipal Fund payment cheque numbers 34857 to 34870 total \$108,983.17.
- Trust Fund payment cheque numbers 2033 to 2034 total \$2,157.78.

Electronic Funds Transfer

- Municipal Fund EFT28472 to EFT28671 total \$1,986,923.07.
- Trust Fund \$24,617.56.

Direct Debits total \$64,220.44.

All have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Month	Cheques 2017/2018	EFT Payments 2017/2018	Direct Debits 2017/2018	Payroll 2017/2018	Total Payments 2017/2018
July	\$ 145,110.71	\$2,083,341.31	\$ 59,063.47	\$ 391,344.81	\$ 2,678,860.30
August	\$ 120,443.60	\$1,945,745.15	\$ 59,266.02	\$ 367,520.50	\$ 2,492,975.27
September	\$ 92,808.84	\$1,797,504.44	\$ 63,419.26	\$ 377,666.43	\$ 2,331,398.97
October	\$ 115,632.21	\$2,241,443.48	\$ 65,410.08	\$ 384,440.60	\$ 2,806,926.37
November	\$ 85,610.37	\$1,744,644.75	\$ 68,807.75	\$ 610,482.28	\$ 2,509,545.15
December	\$ 111,140.95	\$2,011,540.63	\$ 64,220.44	\$ 403,021.15	\$ 2,589,923.17
January					\$ -
February					\$ -
March					\$ -
April					\$ -
May					\$ -
June					\$ -
<b>Total</b>	<b>\$670,746.68</b>	<b>\$11,824,219.76</b>	<b>\$380,187.02</b>	<b>\$2,534,475.77</b>	<b>\$15,409,629.23</b>

The Following table presents all payments made for the month from Council Credit cards paid by Direct Debit 11960.1

Summary Credit Card Payments	\$	Total
Executive Manager Engineering Services		
NORTHAM BUILDING SUPPLIES	66.02	
NICAI NOMINEES - COUNTRYWIDE GROUP	81.00	
UNITED FORKLIFTS & ACCESS SOLUTIONS	80.74	227.76
CESM		
COLES - SNACKS FOR BUSHFIRE INCIDENTS	67.80	
COLES - EVACUATION EXERCISE WUNDOWIE 28TH OCTOBER 2017	49.50	

Summary Credit Card Payments	\$	Total
COLES - EVACUATION EXERCISE WUNDOWIE 28TH OCTOBER 2017	27.00	
BP BALLADONIA - MADURA FIRE	33.50	
BP NORSEMAN - MADURA FIRE - FUEL & REFRESHMENTS	229.02	
HYDEN TRAVEL STOP - FUEL & REFRESHMENTS	143.03	
LUCY'S TEAROOMS - INCIDENT REFRESHMENTS 7/11/17	337.50	
APPLE ITUNES STORE - TWONAV GPS APP	9.99	
MARKEPTRA TRADING - MAHOGANY CREEK INN - CHIEF CESH DISTRICT MEETING	346.00	1,243.34
Executive Manager Corporate Services		
HOTEL ON BOOKING - INNER CITY APARTMENTS - L WALSH COURSE-LG	130.00	
NORTHERN ESTORE - DOMINO'S PIZZA, ELECTION NIGHT	74.60	204.60
Executive Manager Community Services		
INFLUENCING COMMUNITIES - EVERBRITE REFUND -MONEY RETURNED	-70.00	
FACEBOOK ADVERTISING DOGS DAY OUT	68.42	
CROWN PROMENADE MELB - MAINSTREET CONFERENCE - ACCOMMODATION MELBOURNE	1118.53	
ADOBE PS CREATIVE CLD	233.16	
SAI GLOBAL	235.58	
TELSTRA INTERNET POOL	90.00	
THE GRANTS HUB - STARTER ANNUAL GRANTS PORTAL	199.00	1,874.69
Executive Manager Development Services		
QANTAS AIRWAYS LIMIT-MASCOT 25/10/17	70.00	
PERTH AIRPORT PTY LTD - 28/10/17	101.35	
GM CABS PTY LTD - MASCOT 28/10/17	66.47	237.82
Chief Executive Officer		
BEAR BRASS CELLARS - SOUTHBANK - MAINSTREET CONFERENCE-REFRESHMENT	56.00	
LUDLOW BAR & DINING - SOUTHBANK - MAINSTREET CONFERENCE-REFRESHMENTS	41.00	
TAXI EPAY AUSTRALIA - WEST MELBOURNE - MAINSTREET CONFERENCE-	61.97	
NEAPOLI MELBOURNE - MAINSTREET CONFERENCE	31.85	
DELAWARE NORTH RETAQPS - MAINSTREET CONFERENCE-REFRESHMENTS	12.80	
BELLA MANAGER SOUTHBANK - MAINSTREET CONFERENCE-ACCOMMODATION	906.85	
PRZCHARGE.PREZI.COM	26.27	
FOREIGN TRANSACTION FEE	0.77	1,137.51
<b>Total Credit Card Expenditure</b>		<b>\$ 4,925.72</b>

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering vouchers and electronic fund transfer payments as per above and totalling \$2,589,923.17 was submitted to the Ordinary Meeting of Council on Wednesday, 17 January 2018.

\_\_\_\_\_ CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering vouchers and electronic funds transfer payments as per above and totalling \$2,589,923.17 was submitted to each member of the Council on Wednesday, 17 January 2018, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

\_\_\_\_\_ CHIEF EXECUTIVE OFFICER





#### 12.4.2 Financial Statement for the period ending 30<sup>th</sup> November 2017

Address:	N/A
Owner:	N/A
File Reference:	2.1.3.4
Reporting Officer:	Zoe Macdonald Accountant
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Simple Majority

#### BRIEF

For Council to receive the Financial Statement for the period ending 30<sup>th</sup> November 2017.

#### ATTACHMENTS

Attachment 1: Financial Statement for the period ending 30<sup>th</sup> November 2017.

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#### BACKGROUND / DETAILS

The reporting of monthly financial information is a requirement under section 6.4 of the Local Government Act 1995, and Regulation 34 of the Local Government (Financial Management) Regulations.

The Statement of Financial Activity for the period ending 30<sup>th</sup> November 2017 is included as Attachment 1 to this Agenda and includes the following reports:

- Statement of Financial Activity;
- Operating Statements;
- Balance Sheet;
- Acquisition of Assets;
- Disposal of Assets;
- Information on Borrowings;
- Reserves; and
- Net Current Assets;
- Rating Information

The report includes a summary of the financial position along with comments relating to the statements. If Councillors wish to discuss the report contents or any other matters relating to this please contact Council Finance staff prior to the meeting.

Notes to the Financial Statements (Items in bold represent new notes)

Operating Income

1. Governance is over budget by \$26,916, this is directly due to a grant received from Northam Wheatbelt Development Commission for urban renewal planning that was omitted from the budget, this allocation will be accounted for in the 2017/18 Budget Review.
2. General Purpose Funding is under budget \$62,824 predominantly due to a reduction in the Federal Assistance Grant, this will be accounted for at the 2017/18 budget review.
- 3. Law, Order and Public safety is under budget by \$77,467 predominantly due to the timing of DFES, SEMC and CCTV grants.
- 4. Community Amenities is \$56,700 under budget predominantly due to lower than anticipated septage disposal fees of \$51,661. The ponds were limited due to flood damage last year with rain filling their capacity. They were closed from August 2017 and have only reopened on 2nd January 2018. This will be accounted for in the 2017/2018 budget review.
- 5. Rec and Culture is under budget by \$39,089 due to the timing of pool admissions for Northam of \$30,271 and Wundowie \$9,606.
- 6. Transport is under budget by \$61,493 due to the funding cut in the Mainroads direct grant receipt of \$77,544, this will be accounted for in the 2017/2018 Budget Review.
- 7. Other Property & Services over budget \$57,206 this is directly related to the receipt of insurance income for the Wundowie Pool claim of \$37,824 and Private works income from the upgrade of Byfield Street, \$4,844 received but not budgeted for

Operating Expenditure

- 8. Governance is under budget by \$147,167 due to salaries and wages of \$32,842, the timing of expenditure of Consultants \$64,865, Election expenses of \$30,000 (timing).
- 9. Community Amenities is under budget by \$191,842 predominantly due to the timing of expenditure on the items presented below;
  - Refuse Site maintenance of \$83,740
  - Green Waste of \$8,333
  - Regional Verge Bins of \$20,588,
  - Septage Pond maintenance of \$37,623,
  - Consultants of \$22,011
  - Town Planning Salaries of \$15,232.
- 10. Recreation and Culture is \$208,283 under budget, predominantly due to the items disclosed below;
  - Wundowie and Northam pool salaries of \$45,321
  - Wundowie and Northam pool operating expenditure of \$29,949
  - Recreation control of \$17,491
  - Public parks and gardens of \$76,833

- Jubilee Pavilion maintenance of \$11,444
- Wundowie Oval building of \$12,926
- Public Halls of \$4,578.
- 11. Transport is over budget by \$257,400 due to the items listed below
  - Street trees is over budget by \$37,071
  - Verge maintenance by \$11,257
  - Suspension bridge maintenance by \$15,687
  - Engineering consultants by \$12,371
  - Roadworks maintenance by 18,011
  - Depot Yard maintenance by \$18,351
  - Depreciation for all of transport by \$75,083 (non cash)
- 12. Other Property & Services is over budget \$193,543 due predominantly to public works overhead costing and recovery timing allocation.

#### Operating Income by Nature and Type

- 13. Other revenue is over budget by \$29,546, item disclosed in point 7.

#### Operating Expenditure by Nature and Type

- 14. Materials and contracts are under budget by 15%, due to a timing issues between budget and actual expenditure as disclosed in the notes 8 and 9 as presented above.
- 15. Other expenditure is over budget by \$106,158 due to timing of internal overhead and plant recovery.

#### Loss on Disposal

- 16. A loss of \$79,075 was incurred on the sale of the Volvo Grader due to a breakdown of the Grader necessitating replacement as it was not viable to repair. This item was not budgeted in the plant replacement program. This will be addressed in the 2017/2018 Budget Review.

#### Capital Expenditure Item reporting

- 17. Replacement of 350m of riverbank fencing on Broome Terrace was \$36,193 where budget was \$30,318
- 18. Trimmer Road expenditure was \$149,590, year to date budget was \$105,419. This was additional labour and overhead costs. Total year budget was \$131,822.

## CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership.

Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

Financial / Resource Implications



The Financial Statements have been prepared in accordance with Council's 2017/18 Budget.

Legislative Compliance

Section 6.4 and 6.26(2)(g) of the Local Government Act.

Local Government (Financial Management) Regulations 1996.

Policy Implications

Nil.

Stakeholder Engagement / Consultation

N/A.

Risk Implications

Nil.


### **OFFICER'S COMMENT**

Nil.

#### RECOMMENDATION

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ending 30<sup>th</sup> November 2017.

Attachment 1



Shire of Northam

**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2017**

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3 Information on Borrowings	9 to 10
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SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 30 NOVEMBER 2017

	NOTE	17/18 Budget \$	Ytd Budget \$	Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
<b>Operating</b>						
<b>Revenues</b>						
Governance	1	27,558	4,650	31,566	26,916	578.84%
General Purpose Funding Other	2	2,175,578	1,093,435	1,030,611	(82,824)	(5.75%)
General Purpose Funding Rates		9,703,740	9,588,488	9,564,552	(23,937)	(0.25%)
Law, Order, Public Safety	3	536,812	209,828	132,361	(77,467)	(36.92%)
Health		56,000	13,250	11,132	(2,118)	(15.99%)
Education and Welfare		1,289,027	634,267	653,356	19,089	3.01%
Housing		40,842	16,968	18,962	1,994	11.75%
Community Amenities	4	2,618,347	1,911,159	1,854,459	(56,700)	(2.97%)
Recreation and Culture	5	6,861,744	3,857,388	3,042,299	(815,089)	(21.13%)
Transport	6	2,051,333	318,408	256,915	(61,493)	(19.31%)
Economic Services		551,897	230,165	207,696	(22,469)	(9.78%)
Other Property and Services	7	60,200	25,075	84,376	59,301	236.50%
<b>Total Operating Revenue</b>		<b>25,973,078</b>	<b>17,903,082</b>	<b>16,888,287</b>	<b>(1,014,795)</b>	<b>(5.67%)</b>
<b>Expenses</b>						
Governance	8	(1,311,641)	(657,519)	(510,352)	147,167	22.38%
General Purpose Funding		(261,267)	(109,071)	(101,628)	7,443	6.82%
Law, Order, Public Safety		(1,207,854)	(512,123)	(533,458)	(21,335)	(4.17%)
Health		(301,754)	(128,763)	(122,110)	6,653	5.17%
Education and Welfare		(1,396,885)	(595,110)	(566,161)	28,949	4.86%
Housing		(70,533)	(31,055)	(41,286)	(10,231)	(32.94%)
Community Amenities	9	(3,530,116)	(1,344,051)	(1,152,209)	191,842	14.27%
Recreation & Culture	10	(4,696,688)	(2,014,982)	(1,806,699)	208,283	10.34%
Transport	11	(4,926,851)	(2,170,369)	(2,427,769)	(257,400)	(11.86%)
Economic Services		(2,245,885)	(1,087,190)	(1,002,943)	84,247	7.75%
Other Property and Services	12	(27,089)	(78,678)	(272,221)	(193,543)	(245.99%)
<b>Total Operating Expenses</b>		<b>(19,976,563)</b>	<b>(8,728,912)</b>	<b>(8,536,836)</b>	<b>192,075</b>	<b>2.20%</b>
<b>Removal of Non-Cash Items</b>						
(Profit)/Loss on Asset Disposals		(80,555)	39,345	99,863	60,318	
Movement in Employee Benefit Provisions		(29,403)	0	0	0	
Depreciation on Assets		4,035,413	1,681,350	1,803,371	122,021	(7.26%)
<b>Non Operating Items</b>						
Purchase Land Held for Resale		0	0	0	0	
Purchase Land and Buildings		(5,755,403)	(2,949,359)	(2,028,088)	921,291	31.24%
Purchase Plant and Equipment		(1,302,051)	(455,890)	(124,573)	331,317	72.67%
Purchase Furniture and Equipment		(55,128)	(10,807)	0	10,807	100.00%
Purchase Bush Fire Equipment		0	0	0	0	
Purchase Playground Equipment		0	0	0	0	
Purchase Infrastructure Assets - Roads		(3,766,008)	(2,009,624)	(304,454)	1,705,170	84.85%
Purchase Infrastructure Assets - Bridges		0	0	0	0	
Purchase Infrastructure Assets - Footpaths		(442,344)	(184,265)	(660)	183,605	99.64%
Purchase Infrastructure Assets - Drainage		(2,217,813)	(1,179,475)	(1,004,227)	175,248	14.86%
Purchase Infrastructure Assets - Parks & Ovals		(1,397,006)	(582,065)	(89,504)	492,561	84.82%
Purchase Infrastructure Assets - Airfields		(50,000)	(20,830)	(17,000)	3,830	
Purchase Infrastructure Assets - Streetscape		(178,500)	(74,375)	0	74,375	100.00%
Purchase Infrastructure Assets - Other		(4,169,356)	(208,083)	(67,737)	140,346	67.45%
Proceeds from Disposal of Assets		732,363	305,140	60,651	(244,489)	80.12%
Repayment of Debentures		(227,611)	(112,894)	(103,003)	9,691	8.60%
Proceeds from New Debentures		1,500,000	0	0	0	
Advances to Community Groups		0	0	0	0	
Self-Supporting Loan Principal Income		24,073	10,030	2,795	(7,235)	72.13%
Transfers to Restricted Assets (Reserves)		(1,576,282)	0	(51,654)	(51,654)	
Transfers from Restricted Asset (Reserves)		2,095,128	0	0	0	
Transfers from Restricted Asset (Other)		0	0	0	0	0.00%
ADD Net Current Assets July 1 B/Fwd		6,863,970	6,863,970	6,793,607	(70,363)	
LESS Net Current Assets Year to Date		0	8,734,539	13,201,707	4,467,168	
<b>Surplus</b>		<b>0</b>	<b>1,552,000</b>	<b>19,872</b>	<b>(1,532,127)</b>	

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

1. OPERATING STATEMENT

	Note	17/18 Budget \$	Ytd Budget	Ytd Actual \$	Variances Actuals to Budget \$	Variances Actual to Budget %
<b>OPERATING REVENUES</b>						
Rates		9,704,740	9,609,655	9,583,758	(25,897)	0%
Operating Grants Subsidies and Contributions		4,120,264	1,800,396	1,642,846	(157,550)	-9%
Fees and Charges		3,830,578	2,456,446	2,327,427	(129,019)	-5%
Proceeds from Sale of Assets		0	-	0	0	
Service Charges		0	-	0	0	
Interest Earnings		370,000	182,245	183,250	1,005	1%
Other Revenue	13	676,777	237,810	267,356	29,546	12%
<b>TOTAL OPERATING REVENUE</b>		<b>18,702,359</b>	<b>14,286,552</b>	<b>14,004,637</b>	<b>(281,915)</b>	<b>-2%</b>
<b>OPERATING EXPENSES</b>						
Employee Costs		(7,919,244)	(3,403,122)	(3,313,210)	89,912	3%
Materials and Contracts	14	(6,239,140)	(2,587,254)	(2,210,235)	377,019	15%
Utility Charges		(851,187)	(333,845)	(330,547)	3,298	1%
Depreciation of Non Current Assets		(4,035,413)	(1,681,350)	(1,803,371)	(122,021)	-7%
Interest Expenses		(148,149)	(37,612)	(37,159)	453	1%
Insurance Expenses		(471,331)	(455,489)	(446,129)	9,360	2%
Other Expenditure	15	(215,384)	(190,365)	(296,523)	(106,158)	-56%
<b>TOTAL OPERATING EXPENSE</b>		<b>(19,879,848)</b>	<b>(8,689,037)</b>	<b>(8,437,174)</b>	<b>251,863</b>	<b>-3%</b>
Non Operating Grants Subsidies and Contributions		7,093,449	2,840,000	2,881,555	41,555	-1%
Profit on Asset Disposals		177,271	945		(945)	100%
Loss on Asset Disposals	16	(96,716)	(40,290)	(99,663)	(59,373)	-147%
<b>RESULTING FROM OPERATIONS</b>		<b>5,996,515</b>	<b>8,398,170</b>	<b>8,349,356</b>	<b>(48,815)</b>	<b>-1%</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

2. BALANCE SHEET

	Ytd Actual \$	Actual 2016/2017 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	12,333,925	11,700,546
Receivables	7,044,800	2,441,368
Inventories	631	631
<b>TOTAL CURRENT ASSETS</b>	<u>19,379,356</u>	<u>14,142,545</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	547,357	547,356
Inventories	0	0
Land and Buildings	51,731,163	50,003,006
Property, Plant and Equipment	6,023,880	5,830,177
Infrastructure	145,278,383	145,527,705
<b>TOTAL NON-CURRENT ASSETS</b>	<u>203,580,783</u>	<u>201,908,244</u>
<b>TOTAL ASSETS</b>	<u>222,960,139</u>	<u>216,050,789</u>
<b>CURRENT LIABILITIES</b>		
Payables	177,444	1,516,537
Interest-bearing Liabilities	121,606	224,611
Provisions	1,049,953	1,049,952
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,349,003</u>	<u>2,791,100</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	2,011,062	2,011,062
Provisions	248,832	248,832
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>2,259,894</u>	<u>2,259,894</u>
<b>TOTAL LIABILITIES</b>	<u>3,608,897</u>	<u>5,050,994</u>
<b>NET ASSETS</b>	<u>219,351,242</u>	<u>210,999,795</u>
<b>EQUITY</b>		
Retained Surplus	92,545,095	84,238,303
Reserves - Cash Backed	5,517,443	5,472,789
Reserves - Asset Revaluation	121,288,705	121,288,703
<b>TOTAL EQUITY</b>	<u>219,351,243</u>	<u>210,999,795</u>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

3. ACQUISITION OF ASSETS		17/18 Budget \$	Ytd Actual \$
The following assets have been acquired during the period under review:			
<b>By Program</b>			
<b>Governance</b>			
	<b>Note</b>		
Admin Building		337,500	0
New Telephone System		42,276	0
Intramaps GIS		9,352	0
<b>Law, Order &amp; Public Safety</b>			
CESM Vehicle		89,363	0
Electronic Conversion of Standpipe		12,500	0
CCTV - Fitzgerald St & Peel Tce		91,838	25,449
<b>Education &amp; Welfare</b>			
Fluffy Ducks		232,954	6,658
Killara Commuter Bus		73,539	0
<b>Housing</b>			
Kurringal Units Upgrade		19,000	1,750
<b>Community Amenities</b>			
Cemetery Toilet		53,972	0
Community Coaster Bus		120,903	0
King Creek Drainage		824,040	508,643
Area Drainage		186,669	0
Design of Recycling Station Inkpen		10,000	6,095
Inkpen Site Drainage		110,000	0
Upgrade Riverbank Fencing	17	30,318	36,193
Upgrade Aerators		6,000	0
NRM Grant Capital Expenditure		40,100	0
Exec Mgr Development Services Vehicle		45,000	0
Cemetery Lot development		28,600	0
Cemetery Car Parking		40,000	0
CBD Works - Street Scaping		75,000	0
Avon Mall Upgrade & Street Scaping		90,000	0



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

3. ACQUISITION OF ASSETS (Continued)	Note	17/18 Budget \$	2017 Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Recreation &amp; Culture</b>			
Paint Eaves & Fascia Wundowie Hall		5,500	0
Replace Veranda Ceilings Wundowie Hall		2,200	0
Town Hall Render Remedial Works cfwd		98,423	30,759
Painting Window Frames Northam Town Hall		3,200	0
Painting and Patching Internal Walls Town Hall		4,200	0
External Turnstil Outdoor Courts Northam Rec Centre		7,450	0
Downlights Hospitality Area Northam Rec Centre		4,800	0
Replace Lights Stadium, Northam Rec Centre		6,000	0
Install Security Screens to Club Office Windows		5,865	4,851
Bert Hawke Pavilion - Upgrade, Including Kitchen C/fwd		40,000	0
Replace Sewer Line Wundowie Library C/fwd		14,300	0
Repairs to Exterior Steps Northam Library		20,000	0
Old Railway Station Precinct Upgrade C/fwd		63,000	0
AVVVA - Roof Replacement		145,000	0
Northam Library Server Cabinet		3,500	0
Executive Manager Community Services Vehicle		45,000	44,675
Recreation Manager Vehicle		35,000	0
Purchase of Land Boulevard Shopping Centre		175,000	15,909
Bernard Park Bridge Refurbishment		15,000	0
Wundowie Basketball Surface Upgrade		80,000	0
Upgrade Bernard Park Reticulation		37,578	13,531
Bridge Crossing Fixings		10,000	0
POS Playground Improvements		140,017	44,819
BMX Lighting		20,000	0
Bert Hawke - Drainage		40,000	0
Bert Hawke - Lighting		20,000	0
Northam Youth Space		859,411	15,245
Swimming Pool Redevelopment		3,800,000	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

3. ACQUISITION OF ASSETS (Continued)	Note	17/18 Budget \$	2017 Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Transport</b>			
Northam Depot Redesign		10,000	0
GEH Deproclamation		55,870	0
Jennapullin Road		94,465	0
Irishtown Road		105,193	0
Irishtown Road		133,216	0
Spencers Brook Road		157,825	3,139
Spencers Brook Road		304,215	0
Maintenance Capitalised		100,000	0
GEH BS Contribution		64,500	0
Bedford Street C/fwd		109,280	6,750
Fermoy Avenue		126,133	0
Trimmer Road C/fwd	18	131,822	149,590
Rushton Crescent		97,130	0
Katrine Road		221,593	0
Carter Road		222,151	0
Mitchell Avenue C/fwd		96,247	56,105
Chidlow/Hawes/Burgoyne Street C/fwd		118,598	0
Newman Road - Spray Seal C/fwd		116,258	67,431
O'Neill Road C/fwd		286,229	2,798
Mount Ommanney Road C/fwd		10,600	461
Rockett Street		149,914	0
Thomas Street C/fwd		20,735	2,987
Coates Road/ Cfw		155,317	200
Queen Street		3,000	338
Werribee Road 0.56-2.8 slk - 15/16 Blackspot C/fwd		24,889	0
Spencers Brook 1020 C/fwd		39,223	0
Spencers Brook Road		224,680	479
Kerb Renewal		134,238	13,975
Chinanning Road		80,086	200
Chedaring		323,365	0
Laneway Land Acquisition		57,000	0
Mitchell Avenue		188,782	629
Fitzgerald Street		84,127	31
Lobellia Avenue		108,882	0
Lance Street		60,553	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

3. ACQUISITION OF ASSETS (Continued)	Note	17/18 Budget \$	2017 Actual \$
Drainage - Rural		1,182,104	495,584
Culvert Renewal		59,238	0
Airport Line Marking		30,000	0
Drop Down Gate Airstrip		20,000	17,000
PN1218 Mitsubishi Fuso		120,000	0
PN3555 Back Hoe Loader		184,835	0
PN1221 4T Truck		92,135	0
PN1302 Ferris Mower		26,950	0
PN1222 3.5T Truck		78,745	0
PN1505, 4X4 Ute		40,000	0
Posi Truck Attachment C/fwd		25,000	0
4T Excavator (drainage crew)		95,000	78,460
Grader Blade (Pozitrac)		10,800	0
Profiler Attachment (Pozitrac)		18,600	0
Single Axle Trailer Traffic Management		0	1,439
<b>Economic Services</b>			
AEIC Building		4,625,039	1,984,051
Waste Water Pump Station		201,181	0
Bakers Drainage		25,000	0
Upgrade Caravan Dump Site		3,500	0
Signage Tower GEH Mitchell Avenue		10,000	0
		19,333,609	3,636,222



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

3. ACQUISITION OF ASSETS (Continued)	Note	17/18 Budget \$	2017 Actual \$
<b><u>By Class</u></b>			
Land Held for Resale		0	0
Land and Buildings		5,755,403	2,028,068
Plant and Equipment		1,302,051	124,573
Furniture and Equipment		55,128	0
Bush Fire Equipment		0	0
Playground Equipment		0	0
Infrastructure Assets - Roads		3,766,008	304,454
Infrastructure Assets - Footpaths		442,344	660
Infrastructure Assets - Bridges & Culverts		0	0
Infrastructure Assets - Drainage		2,217,813	1,004,227
Infrastructure Assets - Parks & Ovals		1,397,006	89,504
Infrastructure Assets - Airfields		50,000	17,000
Infrastructure Assets - Streetscape		178,500	-
Infrastructure Assets - Other		4,169,356	67,737
		19,333,609	3,636,222



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	17/18 Budget \$	Ytd Actual \$	17/18 Budget \$	Ytd Actual \$	17/18 Budget \$	Ytd Actual \$
<b>Governance</b>						
Admin Photocopier (written off)	0	3,085	0	0	0	(3,085)
<b>Law, Order, Public Safety</b>						
Mitsubishi Challenger 2015	27,145		22,727		(4,418)	0
<b>Education &amp; Welfare</b>						
Killara Toyota Hiace Commuter	27,061		23,000		(4,061)	0
<b>Community Amenities</b>						
Toyota Coaster Bus Community	51,721		45,000		(6,721)	0
Isuzu Mu-X Silver Stsdn Diesel	35,332		30,000		(5,332)	0
<b>Recreation &amp; Culture</b>						
Toyota Hilux T Top 2015 white	23,491		19,000		(4,491)	0
Mitsubishi Outlander Phev 2015 Silver	33,933	34,158	25,000	17,273	(8,933)	(16,885)
Sale of Land Boulevard Shopping Centre	175,000		350,000		175,000	0
<b>Transport</b>						
Mitsubishi Fuso	43,000		45,000		2,000	0
Back Hoe Loader 2008	80,142		50,000		(30,142)	0
Hino 500 Series 4T	61,410		45,000		(16,410)	0
Ferris Mower	10,775		5,500		(5,275)	0
Hino 300 Series 3.5T	42,729		43,000		271	0
Ferris Mower	10,775		5,500		(5,275)	0
Bobcat Trailer 4T	0	1,400	0	783	0	(617)
Volvo Grader PN0806		121,670		42,595		(79,075)
Ford Ranger Ute XI 4X4 2015	29,294		23,636		(5,658)	0
	651,808	160,313	732,363	60,651	80,555	(99,663)



**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 30 NOVEMBER 2017**

**4. DISPOSALS OF ASSETS**

The following assets have been disposed of during the period under review:

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	17/18 Budget \$	Ytd Actual \$	17/18 Budget \$	Ytd Actual \$	17/18 Budget \$	Ytd Actual \$
<b>Land &amp; Buildings</b>						
Sale of Land Tfr to community recreation & Facilities Reserve	175,000	0	350,000	0	175,000	0
<b>Plant &amp; Equipment</b>						
Admin Photocopier (written off)		3,085		0		(3,085)
Mitsubishi Challenger 2015	27,145	0	22,727	0	(4,418)	0
Killara Toyota Hiace Commuter	27,061	0	23,000	0	(4,061)	0
Toyota Coaster Bus Community	51,721	0	45,000	0	(6,721)	0
Isuzu Mu-X Silver Stsdn Diesel	35,332	0	30,000	0	(5,332)	0
Toyota Hilux T Top 2015 white	23,491	0	19,000	0	(4,491)	0
Mitsubishi Outlander Phev 2015 Silver	33,933	34,158	25,000	17,273	(8,933)	(16,885)
Mitsubishi Fuso	43,000	0	45,000	0	2,000	0
Back Hoe Loader 2008	80,142	0	50,000	0	(30,142)	0
Hino 500 Series 4T	61,410	0	45,000	0	(16,410)	0
Ferris Mower	10,775	0	5,500	0	(5,275)	0
Hino 300 Series 3.5T	42,729	0	43,000	0	271	0
Ferris Mower	10,775	0	5,500	0	(5,275)	0
Bobcat Trailer 4T	0	1,400	0	783	0	(617)
Volvo Grader PN0806		121,670		42,595		(79,075)
Ford Ranger Ute XI 4X4 2015	29,294	0	23,636	0	(5,658)	0
	651,808	160,313	732,363	60,651	80,555	(99,663)
					<b>17/18 Budget \$</b>	<b>Ytd Actual \$</b>
<b>Summary</b>						
Profit on Asset Disposals						(99,663)
Loss on Asset Disposals						(99,663)
					0	(99,663)





SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

5 INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		17/18 Budget \$	Ytd Actual \$	17/18 Budget \$	Ytd Actual \$	17/18 Budget \$	Ytd Actual \$	17/18 Budget \$	Ytd Actual \$
<b>Recreation &amp; Culture</b>									
Loan 208 - Northam Country Club **	7.36%	15,059	0	5,695	2,795	9,364	12,264	1,092	309
Loan 219A - Northam Bowling Club **	3.18%	200,386	0	18,378	0	182,007	200,386	7,503	(453)
Loan 223 - Recreation Facilities	6.06%	367,975	0	115,413	56,844	252,562	311,131	22,920	1,848
Loan 224 - Recreation Facilities	6.48%	901,436	0	41,165	20,254	860,271	881,182	63,740	19,311
Loan New - Swimming Pool		0	1,000,000	0	0	1,000,000	0	0	0
Loan New - Youth Space		0	500,000	0	0	500,000	0	0	0
<b>Transport</b>									
Loan 221 - Airstrip Upgrade	6.22%	13,280	0	13,280	6,538	0	6,742	743	343
<b>Economic Services</b>									
Loan 225 - Victoria Oval Purchase	6.48%	737,539	0	33,680	16,572	703,858	720,967	52,151	15,800
		2,235,675	1,500,000	227,611	103,003	3,508,063	2,132,672	148,149	37,158

Note: \*\* indicates self-supporting loans

All other debenture repayments are to be financed by general purpose revenue.

Loan 221 - No longer a self supporting loan to Northam Aero Club now financed by general purpose revenue.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 NOVEMBER 2017

	17/18 Budget				Ytd Actual					
	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total
<b>6. RESERVES - CASH BACKED</b>										
Aged Accomodation Reserve	224,877	4,958	5,000	(19,000)	215,835	216,266	2,134			218,399
Employee Liability Reserve	453,025	9,988	-	-	463,013	469,890	4,299			474,189
Housing Reserve	252,463	5,566	-	-	258,029	248,079	2,394			250,473
Reticulation Scheme Reserve	57,515	1,268	10,000	-	68,783	89,816	545			90,361
Office Equipment Reserve	96,818	2,135	-	(42,276)	56,677	125,130	1,491			126,621
Plant & Equipment Reserve	282,150	6,221	365,000	(424,400)	228,971	524,607	2,691			527,298
Recreation Reserve	-	-	-	-	-	-	-			-
Road & Bridgeworks Reserve	63,549	1,401	10,000	-	74,950	99,675	625			100,300
Refuse Site Reserve	352,842	7,779	114,662	-	475,283	363,859	3,341			367,200
Regional Development Reserve	85,149	1,877	-	(80,000)	7,026	892,704	844			893,548
Speedway Reserve	140,349	3,094	-	-	143,443	137,911	1,331			139,242
Community Bus Replacement Reserve	52,381	1,155	10,000	(62,000)	1,536	31,817	496			32,313
Septage Pond Reserve	310,701	6,850	-	(45,000)	272,551	357,491	2,947			360,438
Killara Reserve	235,896	5,201	44,000	(50,539)	234,558	149,297	2,234			151,531
Stormwater Drainage Projects Reserve	28,536	629	100,000	-	129,165	28,040	271			28,311
Recreation and Community Facilities Reserve	1,579,933	34,834	382,210	(979,411)	1,017,566	772,149	14,950			787,099
Administration Office Reserve	673,723	14,854	-	(337,500)	351,077	662,257	5,818			668,075
Council Buildings & Amenities Reserve	8,149	180	341,785	-	350,114	33,038	83			35,121
River Town Pool Dredging Reserve	294,999	6,505	-	-	301,504	289,875	2,797			292,672
Parking Facilities Construction Reserve	192,597	4,247	53,525	(40,000)	210,469	120,488	1,823			122,311
Art Collection Reserve	22,065	486	-	-	22,551	21,682	209			21,891
Election Reserve	15,001	331	-	(15,000)	332	-	142			142
Revaluation Reserve	20,002	441	20,000	-	40,443	-	189			189
<b>Total Cash Backed Reserves</b>	<b>5,442,720</b>	<b>120,000</b>	<b>1,456,282</b>	<b>(2,095,126)</b>	<b>4,923,876</b>	<b>5,634,070</b>	<b>51,654</b>	<b>-</b>	<b>-</b>	<b>5,685,724</b>
<b>Total Interest</b>										
			1,576,282				51,654			

All of the above reserve accounts are to be supported by money held in financial institutions.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

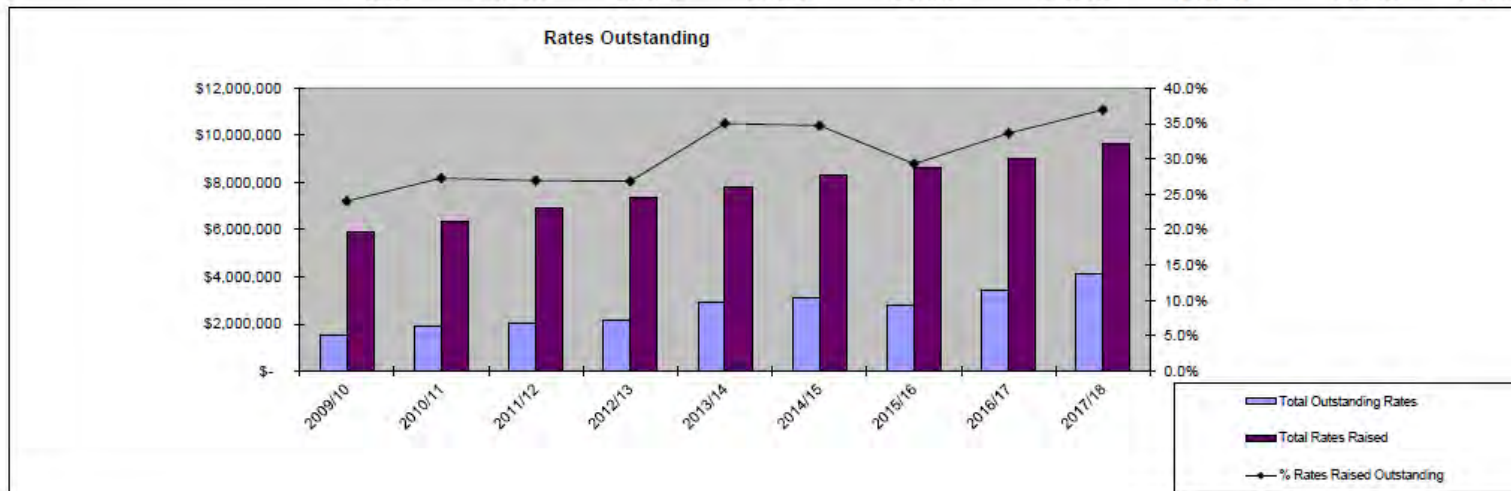
FOR THE PERIOD ENDING 30 NOVEMBER 2017

	17/18 Budget	Ytd Actual	Actual 2016/2017 Financial Report
	\$	\$	\$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	200,000	5,737,412	4,102,486
Cash - Restricted Unspent Grants	0	1,072,070	2,125,271
Cash - Restricted Reserves	4,923,876	5,524,443	5,472,790
Self Supporting Loan		12,304	15,099
Sundry Debtors	2,170,316	2,786,515	478,800
Rates - Current	0	4,319,418	1,890,598
Pensioners Rates Rebate	0	48,234	0
Provision for Doubtful Debts	0	(151,505)	(151,505)
GST Receivable	0	0	178,542
Accrued Income/Prepayments	0	29,834	29,834
Inventories	10,000	631	631
	<u>7,304,192</u>	<u>19,379,356</u>	<u>14,142,545</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(3,320,940)	(419,957)	(1,224,306)
Rates Income in Advance	0	129,358	(2,944)
GST Payable	0	0	0
Accrued Salaries & Wages	0	0	(63,173)
Accrued Interest on Debentures	0	240	(35,666)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	(190,449)
Withholding Tax Payable	0	0	0
Payg Payable	0	112,917	0
Loan Liability	0	(121,606)	(224,611)
Provision for Annual Leave	0	(563,236)	(563,236)
Provision for Long Service Leave	0	(486,716)	(486,716)
Other Payables	0	0	0
	<u>(3,320,940)</u>	<u>(1,349,000)</u>	<u>(2,791,101)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>3,983,252</b>	<b>18,030,355</b>	<b>11,351,444</b>
Less: Cash - Reserves - Restricted	(4,923,876)	(5,524,443)	(5,472,790)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Land for resale - Cost of acquisition			0
Less: Loans receivable - clubs/institutions			(15,099)
Add: Current Loan Liability	227,611	121,606	224,611
Add: Leave Liability Reserve	463,013	474,189	455,441
Add: Budgeted Leave	250,000	100,000	250,000
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b>0</b>	<b>13,201,707</b>	<b>6,793,607</b>



**SHIRE OF NORTHAM  
RATING REPORT  
FOR THE PERIOD ENDED 30 NOVEMBER 2017**

	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>
<b>Key Rating Dates</b>									
<b>RATES ISSUED</b>	28/07/09	04/08/10	08/08/2011	5/08/2012	4/09/2013	14/08/14	14/08/15		1/08/2017
<b>RATES DUE</b>	9/09/2009	13/09/2010	22/09/2011	24/09/2012	23/10/2013	8/10/2014	25/09/2015	30/09/2016	14/09/2017
<b>2nd INSTALMENT DUE</b>	9/11/2009	12/11/2010	22/11/2011	16/11/2012	23/12/2013	8/12/2014	25/11/2015	30/11/2016	14/11/2017
<b>3rd INSTALMENT DUE</b>	11/01/2010	11/01/2011	23/01/2012	29/01/2013	24/02/2014	9/02/2015	25/01/2016	30/01/2017	15/01/2018
<b>4th INSTALMENT DUE</b>	11/03/2010	14/03/2011	22/03/2012	29/03/2013	24/04/2014	9/04/2015	28/03/2016	30/03/2017	15/03/2018
<b>Outstanding 1st July</b>	\$405,172	\$540,290	\$521,194	\$562,531	\$568,647	\$716,120	\$873,688	\$1,116,220	\$1,492,088.00
<b>Rates Levied</b>	\$5,879,217	\$6,268,889	\$6,851,708	\$7,312,029	\$7,758,147	\$8,222,616	\$8,552,189	\$8,931,257	\$9,564,551.00
<b>Interest, Ex gratia</b>	\$52,427	\$75,632	\$63,079	\$68,857	\$73,830	\$80,154	\$83,173	\$91,384	\$79,027.32
<b>Rates Paid by month</b>									
1 July	48,247	24,588	51,948	38,805	47,443	82,554	28,105	43,333	59,120
2 August	1,402,457	1,272,790	1,120,912	1,043,183	23,961	119,840	700,198	387,778	1,887,893
3 September	2,241,533	2,736,315	3,251,815	3,604,324	1,152,418	2,650,420	4,519,842	4,243,288	3,585,868
4 October	627,550	374,463	318,701	443,703	3,790,848	2,550,091	630,886	1,166,136	481,840
5 November	494,773	800,085	689,461	680,522	444,497	508,022	842,856	908,844	1,005,937
6 December	179,425	158,023	172,178	180,885	885,338	654,900	214,507	336,154	
7 January	333,075	362,368	441,740	489,219	194,157	295,629	441,681	464,528	
8 February	101,317	99,165	112,296	166,351	502,176	508,828	148,327	260,963	
9 March	304,264	404,575	438,277	448,126	178,270	256,379	801,416	589,684	
10 April	80,140	202,155	105,463	281,010	517,451	484,165	166,587	182,282	
11 May	26,815	162,815	101,999	119,726	110,851	87,473	102,660	91,433	
12 June	69,843	88,839	87,525	30,530	120,455	59,527	115,947	109,069	
<b>Total YTD</b>	<b>4,814,561</b>	<b>5,008,219</b>	<b>5,432,837</b>	<b>5,810,517</b>	<b>5,458,963</b>	<b>5,888,927</b>	<b>6,722,888</b>	<b>6,729,376</b>	<b>7,020,457</b>
<b>% Rates Outstanding</b>	<b>24.0%</b>	<b>27.3%</b>	<b>26.9%</b>	<b>26.9%</b>	<b>35.0%</b>	<b>34.7%</b>	<b>29.3%</b>	<b>33.6%</b>	<b>36.9%</b>
	1,522,255	1,876,593	2,003,142	2,132,901	2,941,481	3,129,962	2,786,159	3,409,488	4,114,189



### 12.4.3 Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017

Address:	N/A
Owner:	Shire of Northam
File Reference:	2.3.2.15
Reporting Officer:	Cheryl Greenough Coordinator Governance/Administration
Responsible Officer:	Colin Young
Voting Requirement	Absolute Majority

#### BRIEF

This report is for Council to consider any final changes to the Amended Local Law after the statutory 60 days public notice pursuant to section 3.12 of the *Local Government Act 1995*, and finally to adopt and make the *Shire of Northam Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017*.

#### ATTACHMENTS

Attachment 1: Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017. (Gazettal Version)

Attachment 2: Marked up Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017. (2<sup>nd</sup> changes)

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#### BACKGROUND / DETAILS

In accordance with s.3.16 of the *Local Government Act 1995* (the Act), the **Shire completed a statutory review of the Shire's Activities on Thoroughfares and Public Places and Trading Local Law 2008**.

During the statutory review process, the Department of Local Government, Sport and Cultural Industries (formerly the Department of Local Government and Communities) (the Department) advised their recommendations for amendments to this Local Law.

Council, at its meeting held 19 July 2017, subsequently resolved to undertake **a review of the Shire's Activities on Thoroughfares and Public Places and Trading Local Law 2008** and prepare to make an amendment to the local law in accordance with Section 3.12 of the Act which prescribes the following statutory procedures for making a local law:

- The purpose and effect of the proposed amended local law is to be included in the agenda and the minutes of the meeting at which they are considered.
- A State wide and Local public notice of the proposed amended local law is to be published, detailing:
  - The purpose and effect of the proposed amended local law;
  - Where a copy of the proposed amended local law may be inspected; and
  - A minimum 6 weeks public submission period.
- A copy of the notice and the proposed amended local law is to be provided to the Minister for Local Government and any other Minister responsible for administering the Act/s under which the Local Law is proposed to be made.
- After the close of the public submission period, a further report will be presented to Council to enable Council's consideration of any public submissions and, where the consequentially proposed local law is not substantially different from that advertised in the public notice, the Council may then resolve by absolute majority to make the amended local law.
- The amended local law must then be published in the Government Gazette and a copy of the gazetted amendments is to be provided to the relevant Minister/s and the Parliamentary Joint Standing Committee on Delegated Legislation.
- A Local Public Notice must then be given stating the title of the amended local law, a summary of its purpose and effect and advising where copies may be inspected or obtained.

This report seeks to finalise the s.3.12 process (highlighted above), with Council considering any submissions to the local law and make any final changes that are not significantly different from what was proposed and resolve to make the Shire of Northam *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017* which is to be Gazetted and a copy provided to the Minister.



The following table outlines what stage of the process each local law is currently at:

2008 Local Laws	Local Law	Stage 1	s3.16	Council adopted to review Local Law & advertise for 6 weeks	Stage 2	s3.12	Council adopted to make changes to the local law and advertise changes	Stage 3	Council adopt the new local law, advertise & send for Gazettal
Dogs	Local Law 2008								On the table 15/11/17
Cemeteries	Local law 2008								Local Law passed 15/11/17
Activities	On Thoroughfares						18/10/17		January meeting
Extractive	Industries						18/10/17		January meeting
Standing	Orders						20/12/17		
Operation of	Waste Facilities						20/12/17		
Parking and	Parking Facilities Local Law						20/12/17		
Health	Local Law 2008								
Keeping	Control of cats								
Local	Government Property								

## CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership

Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

- Implement systems and processes which deliver quality outcomes for our community;
- Maintain a high standard of corporate governance;
- Encourage active community participation in our local government; and
- Undertake our regulatory roles in a safe, open, accountable and respectful manner.

## Financial / Resource Implications

Commencing amendments to a local law process will incur:

- Advertising costs in the West Australian - Approximate cost of \$400.00
- Gazettal of the adopted amended local law. Approximate cost of \$212.00 per page.
- Advertising in the Avon Advocate relating to the adoption of the amended local law. Approximate cost of \$200.00

## Legislative Compliance

Section 3.12 of the Local Government Act 1995 which outline the procedures for making local laws.

- (1) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
- (2A) *Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.*
- (2) *At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
- (3) *The local government is to —*
  - (a) *give Statewide public notice stating that —*
    - (i) *the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and*
    - (ii) *a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
    - (iii) *submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given; and*
  - (b) *as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and*
  - (c) *provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*
- (3a) *A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.*
- (4) *After the last day for submissions, the local government is to consider any submissions made and may make the local law\* as proposed or make a local law\* that is not significantly different from what was proposed.*

*\*Absolute majority required.*

- (5) *After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.*
- (6) *After the local law has been published in the Gazette the local government is to give local public notice —*
  - (a) *stating the title of the local law; and*
  - (b) *summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and*
  - (c) *advising that copies of the local law may be inspected or obtained from the local government's office.*
- (7) *The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.*

Section 9.17, Notice, content of

(3) Unless otherwise prescribed by regulation, the modified penalty that a local law may prescribe for an offence is not to exceed 10% of the maximum fine that could be imposed for that offence by a court

Policy Implications

Nil.

Stakeholder Engagement / Consultation

State wide and local notification was undertaken in the newspaper providing six (6) weeks for community consultation including notices at the Shire and in the two libraries.

Risk Implications

Failure to comply with the process would cause a potential breach of legislation.

## **OFFICER'S COMMENT**

The proposed *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017* has been drafted to address the minor grammatical and formatting errors raised by the Department.

Elected members and Officers have had the opportunity to examine the existing Local law and make any comments during and prior to the Public Comment period.

As this period closed on Friday 15 December 2017, in accordance with the provisions of the Act it is necessary for Council to either adopt the current changes or make minor modifications to the changes before making this new



Local Law. Once the Local Law has been made it is to be Gazetted and forwarded to the Minister.

State wide public notice is to be given that the Amended Local Law has been made, the purpose and effect of the proposed amendments to the Local Law and have it available for public inspection. This includes displaying copies of the Amendments Local Law at the Shire office and both of the Shire's library services.

Below is a table of the amendments to the local law for easier perusal and understanding. The hi-lighted yellow denotes the 2<sup>nd</sup> group of changes.

Modified/Removed/Added/Replaced	Clause	Reason
Modify	Title: Change 'Activities On' to 'Activities In'	In line with other Shire Local laws
Keep	Keep 'Divisions' and 'Sub Divisions'	DLGSC suggested keeping the headings would make the document better.
Modify	1.1 Citation – to be updated	To give updated Local Law name and date
Modify	1.2 In Definition -'vehicle' after the words 'but excludes' – change (a) to (c) and (b) to (d)	As there was two (a)'s and two (b)'s it was confusing.
Modify	1.2 In Definition -'vehicle' 'but excludes' – include the term 'mobility scooter'. Delete the word 'and' after 'device'	DLGC suggested replacing wheelchair with 'mobility scooter' as this vehicle is more readily used.
Remove	2.1(a)(1) & (2)	For clarity
Insert	2.1 In clause 2.1(a) after the words 'plant any plant on a thoroughfare' insert the words 'except grasses or a similar plant within 10m of an intersection'.	Staff requested changes to give a clearer understanding. Staff suggested the heights stay in as some grasses grow very tall.
Add	2.1(c) delete the words '1m' and insert the words '2m'	Gives greater line of sight
Modify	2.4(2)(a) remove 'builder' insert 'person'; remove 'licence' insert 'permit'	More up to date terms
Remove	2.4.(2)(a)(b) remove reference to Regs and insert <i>Building Act 2011</i>	More accurate legislation

Modified/Removed/ Added/Replaced	Clause	Reason
Modify	2.7 Insert 'the' after 'applies to', and remove the end 's' from the word 'townsites'.	Reads better
Add & remove	3.4(a)(ix) Delete the word 'and' after 'good condition' in subclause (ix)	Reads better
Remove/Insert	5.1 Definition in Roadside Conservation Committee- remove 'established under...Environment and Conservation' and insert 'appointed by the responsible Minister'	To remove unnecessary information.
Remove	6.5(2) remove subclause (b)	Clarifies considerations.
Delete	6.5(2) delete the word 'or' after the word 'property' in subclause (c)(iii)	
Delete	6.5(2)(d) delete subclause (d)	
	6.8(1)(c) remove 'National Measurement Act 1960 and replace with <i>'Trade Measurement Act 2006'</i>	Corrected legislation
Replace	6.17 (a) Replace the word 'premises' with the word 'business'	
Replace	6.17 (b) Replace the word 'premises' with the word 'business'	
Replace	6.17(b) replace the word 'are' before the word 'registered' with the word 'is'. Delete 'Health Act 1911' and replace with <i>Food Act 2008</i> .	Corrected grammar. Correct legislation
Delete	6.17(c) delete sub clause(c)	Remove incorrect clause.
Delete	6.18(a) delete all after the words 'provision of this local law'	Not relevant legislation.
Delete	6.18(e) delete entire subclause	Not relevant to this local law.
Modify	7.7(b) move 'shall apply' next to 'renewed'	Reads better
Delete/Insert	7.7(b) Delete 'mutatis mutandis' and replace with 'with all the necessary changes as required'	Removal of old term making the clause understandable.
Delete	10.4(3) Delete entire clause	
Modify	10.5(a)(b)(c) Insert Local Government (Functions and General) Regulations 1996	To provide clarity on the Regulations used
Modify	Schedule 1 Modified penalties are in red	Increase to penalties

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1(a)	Plant of 0.75m in height on thoroughfare within 10m of intersection	125 150
2.1(b)	Damaging lawn or garden	125 150
2.1(c)	Plant (except grass) on thoroughfare within 2m of carriageway	125 150
2.1(d)	Placing hazardous substance on footpath	125 150
2.1(e)	Damaging or interfering with signpost or structure on thoroughfare	350
2.1(f)	Playing games so as to impede vehicles or persons on thoroughfare	125 150
2.1(g)	Riding of skateboard or similar device on mall or verandah of shopping centre	125 150
2.2(1)(a)	Digging a trench through a kerb or footpath without a permit	125 150
2.2(1)(b)	Throwing or placing anything on a verge without a permit	125 150
2.2(1)(c)	Causing obstruction to vehicle or person on thoroughfare without a permit	125 150
2.2(1)(d)	Causing obstruction to water channel on thoroughfare without a permit	250
2.2(1)(e)	Placing or draining offensive fluid on thoroughfare without a permit	250
2.2(1)(g)	Lighting a fire on a thoroughfare without a permit	350
2.2(1)(h)	Felling tree onto thoroughfare without a permit	125 150
2.2(1)(i)	Installing pipes or stone on thoroughfare without a permit	125 150
2.2(1)(j)	Installing a hoist or other thing on a structure or land for use over a thoroughfare without a permit	350
2.2(1)(k)	Creating a nuisance on a thoroughfare without a permit	125 150
2.2(1)(l)	Placing a bulk rubbish container on a thoroughfare without a permit	125 150
2.2(1)(m)	Interfering with anything on a thoroughfare without a permit	125 150
2.3(1)	Consumption or possession of liquor on thoroughfare	125 150
2.4(1)	Failure to obtain permit for temporary crossing	250
2.5(2)	Failure to comply with notice to remove crossing and reinstate kerb	350
2.9(1)	Installation of verge treatment other than permissible verge treatment	250
2.10	Failure to maintain permissible verge treatment or placement of obstruction on verge	125 150
2.11	Failure to comply with notice to rectify a verge treatment	125 150



CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.17(2)	Failure to comply with sign on public place	125 <del>150</del>
2.19(1)	Driving or taking a vehicle on a closed thoroughfare	350
3.2(1)	Placing advertising sign or affixing any advertisement on a thoroughfare without a permit	125 <del>150</del>
3.2(3)	Erecting or placing of advertising sign in a prohibited area	125 <del>150</del>
4.1(1)	Animal or vehicle obstructing a public place or local government property	125 <del>150</del>
4.2(2)(a)	Animal on thoroughfare when not led, ridden or driven	125 <del>150</del>
4.2(2)(b)	Animal on public place with infectious disease	125 <del>150</del>
4.2(2)(c)	Training or racing animal on thoroughfare in built-up area	125 <del>150</del>
4.2(3)	Horse led, ridden or driven on thoroughfare in built-up area	125 <del>150</del>
4.5	Person leaving shopping trolley in public place other than trolley bay	125 <del>150</del>
4.6(2)	Failure to remove shopping trolley upon being advised of location	125 <del>150</del>
5.6(1)	Driving a vehicle on other than the carriageway of a flora road	250
5.9	Planting in thoroughfare without a permit	250
5.11	Failure to obtain permit to clear a thoroughfare	<del>600</del> 500
5.13	Burning of thoroughfare without a permit	<del>600</del> 500
5.17	Construction of firebreak on thoroughfare without a permit	<del>600</del> 500
5.19	Commercial harvesting of native flora on thoroughfare	<del>600</del> 500
5.20(1)	Collecting seed from native flora on thoroughfare without a permit	350
6.2(1)	Conducting of stall in public place without a permit	350
6.3(1)	Trading without a permit	350
6.8(1)(a)	Failure of stallholder or trader to display or carry permit	125 <del>150</del>
6.8(1)(b)	Stallholder or trader not displaying valid permit	125 <del>150</del>
6.8(1)(c)	Stallholder or trader not carrying certified scales when selling goods by weight	125 <del>150</del>
6.8(2)	Stallholder or trader engaged in prohibited conduct	125 <del>150</del>
6.10	Performing in a public place without a permit	125 <del>150</del>
6.11(2)	Failure of performer to move onto another area when directed	125 <del>150</del>
6.14	Failure of performer to comply with obligations	125 <del>150</del>

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
6.16	Establishment or conduct of outdoor eating Facility without a permit	350
6.18	Failure of permit holder of outdoor eating Facility to comply with obligations	125 150
6.20(1)	Use of equipment of outdoor eating Facility without purchase of food or drink from Facility	60 100
6.20(2)	Failure to leave outdoor eating Facility when requested to do so by permit holder	60 100
7.5	Failure to comply with a condition of a permit	125 150
7.9	Failure to produce permit on request of authorized person	125 150
10.1	Failure to comply with notice given under local law	125 150

The modified penalties in the above table for clauses 5.11, 5.13, 5.17 and 5.19 have been reduced from \$600 to \$500 as the maximum penalty that can be charged according to the Act is \$5,000 making the maximum modified penalty \$500.

To comply with the provisions of section 3.12 of the Act, when proposing to make a local law, the presiding person is to read aloud the Purpose and Effect of the *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017*.

RECOMMENDATION

That Council:

1. Pursuant to section 3.12 of the *Local Government Act 1995* close the review period and adopt the *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017* with minor amendments.
2. Authorise the CEO to give Statewide public notice that the Shire has adopted the *Shire of Northam Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017* with the purpose and effect of this local law being as follows:

Purpose: The Shire of Northam *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017* makes minor amendments to the *Shire of Northam Activities In Thoroughfares and Public Places and Trading Local Law 2008* which provides for the orderly management of thoroughfares and public places.

Effect: Inserts additional definitions and deletes some definitions to enhance the operation of the Local Law and clarifies the drafting and operation of some clauses.

3. Request the CEO complete the local law process inviting public submissions on the proposal as described in s3.12(3) of the *Local Government Act 1995*.

ABSOLUTE MAJORITY OF 6 REQUIRED

Note: *The Shire President is required to read aloud the purpose and effect as listed above.*



Attachment 1

*Local Government Act 1995*

SHIRE OF NORTHAM

*Activities In Thoroughfares and Public Places and Trading Amendment  
Local Law 2017*

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Northam resolved by Absolute Majority on **Date** to make the following local law.

1. Citation

This local law may be cited as the Shire of Northam *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2017*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Principal local law

(1) In this local law the Shire of Northam *Activities On Thoroughfares and Public Places and Trading Local Law 2008* as published in the *Government Gazette* on 16 September 2008, is referred to as the Principal local law.

(2) This local law amends the Principal local law.

4. Title Amended

(1) In the title of the local law, delete the word "ON" and insert the word "IN"

(2) In clause 1.1, delete the word "on" and insert the word "in"

5. Clause 1.2 Amended

In clause 1.2 –

(1) in the definition of "vehicle" after the words "but excludes" delete "(a)" and insert "(c)".

(2) in the definition of "vehicle" after the words "but excludes" delete "(b)" and insert "(d)".

(3) in the definition of "vehicle" after the words "but excludes" delete the word "wheelchair" and insert "mobility scooter"

6. Clause 2.1(a)(i)(ii) Deleted

Delete sub clauses (i) and (ii)

7. Clause 2.1(a) amended

In clause 2.1(a) after the words “plant any plant on a thoroughfare” insert the words “except grasses or a similar plant within 10m of an intersection”

8. Clause 2.1(c) Amended

In clause 2.1(c) delete the words “1 m” and insert the words “2m”

9. Clause 2.4 Amended

(1) In clause 2.4 sub clause (2)(a) delete the word “builder” and insert the word “person”

(2) In clause 2.4 subclause (2)(a) delete the words “Local Government (Miscellaneous Provisions) Act 1960” and insert “*Building Act 2011*”

10. Clause 2.4 Amended

In clause 2.4 subclause (2)(b) delete the words “Local Government (Miscellaneous Provisions) Act 1960” and insert “*Building Act 2011*”

11. Clause 2.7 Amended

(1) In clause 2.7 after the words “applies to” insert the word “the”

(2) In clause 2.7 remove the last letter “s” from the word “townsites

12. Clause 3.4 Amended

(1) In clause 3.4(a) sub clause (ix) delete the word “and” after the words “good condition;”

(2) In clause 3.4(a) sub clause (ix) delete the “;” after the words “good condition;” and insert a “.”

13. Clause 5.1 Amended

In clause 5.1 delete the words “established under the Land Resource Policy Council within the Office of Premier and Cabinet, but now located in the Department of Environment and Conservation” and insert the words “appointed by the responsible Minister”

14. Clause 6.5(2) Amended

- (1) In clause 6.5(2) delete entire sub clause (b)
- (2) In clause 6.5(2) subclause (c)(iii) delete the word “or” after the word “property”
- (3) In clause 6.5(2) delete entire sub clause (d)

15. Clause 6.8(1) Amend

In clause 6.8(1) sub clause (c) delete the words “National Measurement Act 1960” and insert the words “*Trade Measurement Act 2006*”

16. Clause 6.17 Amend

- (1) In clause 6.17 sub clause (a) delete the word “premises” and insert the word “business”
- (2) In clause 6.17 sub clause (b) delete the word “premises” and insert the word “business”
- (3) In clause 6.17 sub clause (b) delete the word “are” before the word “registered” and insert the word “is”
- (4) In clause 6.17 sub clause (b) delete the words “Health Act 1911” and insert the word “Food Act 2008”
- (5) In clause 6.17 delete sub clause (c)

17. Clause 6.18 Amended

- (1) In clause 6.18 sub clause (a) delete all words after “provisions of this local law”
- (2) In clause 6.18 delete sub clause (e)

18. Clause 7.7(2) Amended

- (1) In clause 7.7 sub clause (b) move the following words “shall apply to an application for the renewal of a permit with all the necessary changes required.” next to the word “renewed,”
- (2) In clause 7.7 sub clause (b) delete the words “mutatis mutandis” and insert the words “with all the necessary changes as required”.



19. Clause 10.4 Amended

In clause 10.4 delete sub clause (3)

20. Clause 10.5 Amended

(1) In clause 10.5 sub clause (a) delete the word "Regulations" and insert the words "*Local Government (Functions and General) 1996*".

(2) In clause 10.5 sub clause (b) delete the word "Regulations" and insert the words "*Local Government (Functions and General) 1996*".

(3) In clause 10.5 sub clause (c) delete the word "Regulations" and insert the words "*Local Government (Functions and General) 1996*".

Delete modified penalties in black and insert modified penalties in red

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1(a)	Plant of 0.75m in height on thoroughfare within 10m of intersection	125 150
2.1(b)	Damaging lawn or garden	125 150
2.1(c)	Plant (except grass) on thoroughfare within 2m of carriageway	125 150
2.1(d)	Placing hazardous substance on footpath	125 150
2.1(e)	Damaging or interfering with signpost or structure on thoroughfare	350
2.1(f)	Playing games so as to impede vehicles or persons on thoroughfare	125 150
2.1(g)	Riding of skateboard or similar device on mall or verandah of shopping centre	125 150
2.2(1)(a)	Digging a trench through a kerb or footpath without a permit	125 150
2.2(1)(b)	Throwing or placing anything on a verge without a permit	125 150
2.2(1)(c)	Causing obstruction to vehicle or person on thoroughfare without a permit	125 150
2.2(1)(h)	Felling tree onto thoroughfare without a permit	125 150
2.2(1)(i)	Installing pipes or stone on thoroughfare without a permit	125 150
2.2(1)(k)	Creating a nuisance on a thoroughfare without a permit	125 150
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CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
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2.11	Failure to comply with notice to rectify a verge treatment	125 150
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4.2(3)	Horse led, ridden or driven on thoroughfare in built-up area	125 150
4.5	Person leaving shopping trolley in public place other than trolley bay	125 150
4.6(2)	Failure to remove shopping trolley upon being advised of location	125 150
5.11	Failure to obtain permit to clear a thoroughfare	600 500
5.13	Burning of thoroughfare without a permit	600 500
5.17	Construction of firebreak on thoroughfare without a permit	600 500
5.19	Commercial harvesting of native flora on thoroughfare	600 500
6.8(1)(a)	Failure of stallholder or trader to display or carry permit	125 150
6.8(1)(b)	Stallholder or trader not displaying valid permit	125 150
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7.5	Failure to comply with a condition of a permit	125 150

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
7.9	Failure to produce permit on request of authorized person	125 <del>150</del>
10.1	Failure to comply with notice given under local law	125 <del>150</del>

DATED: \_\_\_\_\_20\_\_

The Common Seal of the Shire of Northam was affixed by authority of a resolution of Council in the presence of:

\_\_\_\_\_  
Christopher R Antonio  
President

\_\_\_\_\_  
Jason B Whiteaker  
Chief Executive Officer



Attachment 2

# **LOCAL GOVERNMENT ACT 1995**

## **SHIRE OF NORTHAM**

### **ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAW 2017**

## LOCAL GOVERNMENT ACT 1995

Shire of Northam

### ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAW 2017

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## LOCAL GOVERNMENT ACT 1995

Shire of Northam

### ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAW 2017

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Northam resolved on ..... to make the following local law.

#### PART 1 – PRELIMINARY

##### 1.1 Citation

This local law may be cited as the *Shire of Northam Activities In Thoroughfares and Public Places and Trading Local Law 2017*.

##### 1.2 Definitions

In this local law unless the context otherwise requires –

“**Act**” means the *Local Government Act 1995*;

“**applicant**” means a person who applies for a permit;

“**authorized person**” means a person authorized by the local government under section 9.10 of the Act to perform any of the functions of an authorized person under this local law;

“**built-up area**” has the meaning given to it in the *Road Traffic Code 2000*;

“**bulk rubbish container**” means a bin or container designed or used for holding a substantial quantity of rubbish and which is unlikely to be lifted without mechanical assistance, but does not include a bin or container used in connection with the local government’s regular domestic rubbish collection service;

“**carriageway**” has the meaning given to it in the *Road Traffic Code 2000*;

“**CEO**” means the chief executive officer of the local government;

“**commencement day**” means the day on which this local law comes into operation;

“**Council**” means the council of the local government;

“**crossing**” means a crossing giving access from a public thoroughfare to –

(a) private land; or

(b) a private thoroughfare serving private land;

“**district**” means the district of the local government;

“**footpath**” has the meaning given to it in the *Road Traffic Code 2000*;

“**garden**” means any part of a thoroughfare planted, developed or treated, otherwise than as a lawn, with one or more plants;

“**intersection**” has the meaning given to it in the *Road Traffic Code 2000*;

“**kerb**” includes the edge of a carriageway;

“**lawn**” means any part of a thoroughfare which is planted only with grass, or with a similar plant, but will include any other plant provided that it has been planted by the local government;

“**liquor**” has the meaning given to it in section 3 of the *Liquor Control Act 1988*;

“**local government**” means the Shire of Northam;

- “local government property”** means anything except a thoroughfare –
- (a) which belongs to the local government;
  - (b) of which the local government is the management body under the *Land Administration Act 1997*; or
  - (c) which is an ‘otherwise unvested facility’ within section 3.53 of the Act;
- “lot”** has the meaning given to it in the *Planning and Development Act 2005*;
- “owner” or “occupier”** in relation to land does not include the local government;
- “permissible verge treatment”** means any one of the 4 treatments described in clause 2.8(2), and includes any reticulation pipes and sprinklers;
- “permit”** means a permit issued under this local law;
- “permit holder”** means a person who holds a valid permit;
- “person”** does not include the local government;
- “premises”** for the purpose of the definition of “public place” in both this clause and clause 6.1, means a building or similar structure, but does not include a carpark or a similar place;
- “public place”** includes any thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include –
- (a) premises on private property from which trading is lawfully conducted under a written law; and
  - (b) local government property;
- “Regulations”** means the *Local Government (Functions and General) Regulations 1996*;
- “sign”** includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;
- “thoroughfare”** has the meaning given to it in the Act, but does not include a private thoroughfare which is not under the management control of the local government;
- “town planning scheme”** means a town planning scheme of the local government made under the *Planning and Development Act 2005*;
- “townsite”** means all townsites within the district which are –
- (a) constituted under section 26(2) of the *Land Administration Act 1997*;
  - (b) referred to in clause 37 of Schedule 9.3 of the Act; or
  - (c) within Spencers Brook or Seabrook.
- “vehicle”** includes –
- (a) every conveyance and every object capable of being propelled or drawn on wheels, tracks or otherwise; and
  - (b) an animal being ridden or driven,
- but excludes –
- (c) a **mobility scooter** or any device designed for use by a physically impaired person on a footpath; and
  - (d) a pram, a stroller or a similar device;
- “verge”** means that part of a thoroughfare between the carriageway and the land which abuts the thoroughfare, but does not include any footpath.

### 1.3 Application

This local law applies throughout the district.

### 1.4 Repeal

(1) The following local laws are repealed –

- *Shire of Northam By-law Relating to Trading in Public Places* published in the *Government Gazette* of 7 July 1989;
  - *Shire of Northam By-law to Regulate Hawkers* published in the *Government Gazette* of 31 May 1960 and as amended and published in the *Government Gazette* of 14 June 1974;
  - *Shire of Northam By-laws Relating to Road Reserves* as published in the *Government Gazette* on 8 May 1987;
  - *Town of Northam By-laws Relating to Stalls* published in the *Government Gazette* of 24 July 1981 and as amended and published in the *Government Gazette* of 4 December 1981 and 3 August 1990;
  - *Town of Northam By-laws Relating to the Control of Hawkers* published in the *Government Gazette* of 23 October 1981 and as amended and published in the *Government Gazette* of 3 August 1990;
  - *Town of Northam By-laws Relating to Street Trading* published in the *Government Gazette* of 17 March 1989;
  - *Town of Northam By-laws Relating to the Use and Misuse of Streets, Kerbs, Verges, Footpaths and Public Places* published in the *Government Gazette* of 4 October 1985 and as amended and published in the *Government Gazette* of 3 August 1990;
  - *Town of Northam By-laws Relating to Signs, Hoardings and Bill Posting* published in the *Government Gazette* of 17 January 1992;
- (2) Where a policy was made or adopted by the local government under or in relation to a local law repealed by this local law, then the policy is to be taken to no longer have any effect on and from the commencement day.
- (3) The Council may resolve that notwithstanding subclause (2) specified policies continue, or are to be taken to have continued, to have effect on and from the commencement day.

## PART 2 – ACTIVITIES ON THOROUGHFARES AND PUBLIC PLACES

### Division 1 - General

#### 2.1 General prohibitions

A person shall not –

- (a) plant any plant (except grasses or a similar plant) on a thoroughfare within 10m of an intersection;
- (b) damage a lawn or a garden or remove any plant or part of a plant from a lawn or a garden unless –
  - (i) the person is the owner or the occupier of the lot abutting that portion of the thoroughfare and the lawn or the garden or the particular plant has not been installed or planted by the local government; or
  - (ii) the person is acting under the authority of a written law;
- (c) plant any plant (except grass or a similar plant) on a thoroughfare so that it is within 2m of a carriageway;
- (d) place on any footpath any fruit, fruit skins or other substance or fluid (whether vegetable or otherwise, but not water) which may create a hazard for any person using the footpath;
- (e) unless at the direction of the local government, damage, remove or interfere with any signpost, direction plate, guidepost, notice, shelter, shed, fence or any structure erected on a thoroughfare by the local government or a person acting under the authority of a written law;



- (f) play or participate in any game or sport so as to cause danger to any person or thing or impede the movement of vehicles or persons on a thoroughfare; or
- (g) within a mall, arcade or verandah of a shopping centre, ride any bicycle, skateboard, rollerblades or similar device.

## **2.2 Activities allowed with a permit – general**

- (1) A person shall not, without a permit –
- (a) dig or otherwise create a trench through or under a kerb or footpath;
  - (b) subject to Division 3 of this Part, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only in accordance with the terms and conditions and during the period of time advertised in connection with that collection by the local government;
  - (c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;
  - (d) cause any obstruction to a water channel or a water course in a thoroughfare;
  - (e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;
  - (f) damage a thoroughfare;
  - (g) light any fire or burn any thing on a thoroughfare other than in a stove or fireplace provided for that purpose or under a permit issued under clause 5.13;
  - (h) fell any tree onto a thoroughfare;
  - (i) unless installing, or in order to maintain, a permissible verge treatment –
    - (i) lay pipes under or provide taps on any verge; or
    - (ii) place or install any thing on any part of a thoroughfare, and without limiting the generality of the foregoing, any gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;
  - (j) provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;
  - (k) on a public place use anything or do anything so as to create a nuisance;
  - (l) place or cause to be placed on a thoroughfare a bulk rubbish container; or
  - (m) interfere with the soil of, or anything in a thoroughfare or take anything from a thoroughfare.
- (2) The local government may exempt a person from compliance with subclause (1) on the application of that person.

## **2.3 No possession and consumption of liquor on thoroughfare**

- (1) A person shall not consume any liquor or have in her or his possession or under her or his control any liquor on a thoroughfare unless –
- (a) that is permitted under the *Liquor Control Act 1988* or under another written law; or
  - (b) the person is doing so in accordance with a permit.
- (2) Subclause (1) does not apply where the liquor is in a sealed container.

**Division 2 - Vehicle crossing**  
**Subdivision 1 - Temporary crossings**

**2.4 Permit required**

- (1) Where it is likely that works on a lot will involve vehicles leaving a thoroughfare and entering the lot, the person responsible for the works shall obtain a permit for the construction of a temporary crossing to protect the existing carriageway, kerb, drains and footpath, where –
  - (a) a crossing does not exist; or
  - (b) a crossing does exist, but the nature of the vehicles and their loads is such that they are likely to cause damage to the crossing.
- (2) The “person responsible for the works” in subclause (1) is to be taken to be –
  - (a) the person named on the building permit issued under the *Building Act 2011*, if one has been issued in relation to the works; or
  - (b) the registered proprietor of the lot, if no building licence has been issued under the *Building act 2011* in relation to the works.
- (3) If the local government approves an application for a permit for the purpose of subclause (1), the permit is taken to be issued on the condition that until such time as the temporary crossing is removed, the permit holder shall keep the temporary crossing in good repair and in such a condition so as not to create any danger or obstruction to persons using the thoroughfare.

**Subdivision 2 - Redundant vehicle crossings**

**2.5 Removal of redundant crossing**

- (1) Where works on a lot will result in a crossing no longer giving access to a lot, the crossing is to be removed and the kerb, drain, footpath, verge and any other part of the thoroughfare affected by the removal are to be reinstated to the satisfaction of the local government.
- (2) The local government may give written notice to the owner or occupier of a lot requiring her or him to –
  - (a) remove any part of or all of a crossing which does not give access to the lot; and
  - (b) reinstate the kerb, drain, footpath, verge and any other part of the thoroughfare, which may be affected by the removal,within the period of time stated in the notice, and the owner or occupier of the lot shall comply with that notice.

**Division 3 - Verge treatments**  
**Subdivision 1 - Preliminary**

**2.6 Definition**

In this Division, unless the context otherwise requires –

“**acceptable material**” means any material which will create a hard surface, and which appears on a list of acceptable materials maintained by the local government.

**2.7 Application**

This Division only applies to the townsite.



### **Subdivision 2 - Permissible verge treatments**

#### **2.8 Permissible verge treatments**

- (1) An owner or occupier of land which abuts on a verge may on that part of the verge directly in front of her or his land install a permissible verge treatment.
- (2) The permissible verge treatments are –
  - (a) the planting and maintenance of a lawn;
  - (b) the planting and maintenance of a garden provided that –
    - (i) clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare or using a driveway on land adjacent to the thoroughfare for access to or from the thoroughfare; and
    - (ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 2m along that part of the verge immediately adjacent to the kerb;
  - (c) the installation of an acceptable material; or
  - (d) the installation over no more than one third of the area of the verge (excluding any vehicle crossing) of an acceptable material in accordance with paragraph (c), and the planting and maintenance of either a lawn or a garden on the balance of the verge in accordance with paragraph (a) or (b).

#### **2.9 Only permissible verge treatments to be installed**

- (1) A person shall not install or maintain a verge treatment which is not a permissible verge treatment.
- (2) The owner and occupier of the lot abutting a verge treatment referred to in subclause (1) are each to be taken to have installed and maintained that verge treatment for the purposes of this clause and clause 2.10.

#### **2.10 Obligations of owner or occupier**

An owner or occupier who installs or maintains a permissible verge treatment shall –

- (a) keep the permissible verge treatment in a good and tidy condition and ensure, where the verge treatment is a garden or lawn, that a footpath on the verge and a carriageway adjoining the verge is not obstructed by the verge treatment;
- (b) not place any obstruction on or around the verge treatment; and
- (c) not disturb a footpath on the verge.

#### **2.11 Notice to owner or occupier**

The local government may give a notice in writing to the owner or the occupier of a lot abutting on a verge to make good, within the time specified in the notice, any breach of a provision of this Division.

### **Subdivision 3 - Existing verge treatments**

#### **2.12 Transitional provision**

- (1) In this clause –

“**former provisions**” means the local law of the local government which permitted certain types of verge treatments, whether with or without the consent of the local government, and which was repealed by this local law.
- (2) A verge treatment which –
  - (a) was installed prior to the commencement day; and



(b) on the commencement day is a type of verge treatment which was permitted under and complied with the former provisions, is to be taken to be a permissible verge treatment for so long as the verge treatment remains of the same type and continues to comply with the former provisions.

#### *Subdivision 4 - Public works*

### **2.13 Power to carry out public works on verge**

Where the local government or an authority empowered to do so under a written law disturbs a verge, the local government or the authority –

- (a) is not liable to compensate any person for that disturbance;
- (b) may backfill with sand, if necessary, any garden or lawn; and
- (c) is not liable to replace or restore any –
  - (i) verge treatment and, in particular, any plant or any acceptable material or other hard surface; or
  - (ii) sprinklers, pipes or other reticulation equipment.

#### *Division 4 - Property numbers* *Subdivision 1 - Preliminary*

### **2.14 Definition**

In this Division, unless the context requires otherwise –

“**Number**” means a number of a lot with or without an alphabetical suffix indicating the address of the lot by reference to a thoroughfare.

#### *Subdivision 2 - Assignment and marking of numbers*

### **2.15 Assignment of numbers**

The local government may assign a Number to a lot in the district and may assign another Number to the lot instead of that previously assigned.

#### *Division 5 - Fencing*

### **2.16 Public place – Item 4(1) of Division 1, Schedule 3.1 of Act**

The following places are specified as a public place for the purpose of item 4(1) of Division 1 of Schedule 3.1 of the Act –

- (a) a public place, as that term is defined in clause 1.2; and
- (b) local government property.

#### *Division 6 - Signs erected by the local government*

### **2.17 Signs**

- (1) A local government may erect a sign on a public place specifying any conditions of use which apply to that place.
- (2) A person shall comply with a sign erected under subclause (1).
- (3) A condition of use specified on a sign erected under subclause (1) is to be for the purpose of giving notice of the effect of a provision of this local law.

### **2.18 Transitional**

Where a sign erected on a public place has been erected under a local law of the local government repealed by this local law, then on and from the commencement day, it is to be taken to be a sign erected under clause 2.17 if –

- (a) the sign specifies a condition of use relating to the public place which gives notice of the effect of a provision of this local law; and
- (b) the condition of use specified is not inconsistent with any provision of this local law.

#### ***Division 7 - Driving on a closed thoroughfare***

#### **2.19 No driving on closed thoroughfare**

- (1) A person shall not drive or take a vehicle on a closed thoroughfare unless –
  - (a) that is in accordance with any limits or exceptions specified in the order made under section 3.50 of the Act; or
  - (b) the person has first obtained a permit.
- (2) In this clause –  
“**closed thoroughfare**” means a thoroughfare wholly or partially closed under section 3.50 or 3.50A of the Act.

### **PART 3 – ADVERTISING SIGNS ON THOROUGHFARES**

#### ***Division 1 - Preliminary***

#### **3.1 Definition**

In this Part, unless the context otherwise requires –

- “**advertising sign**” means a sign used for the purpose of advertisement and includes an “election sign”;
- “**direction sign**” means a sign which indicates the direction of another place, activity or event, but does not include any such sign erected or affixed by the local government or the Commissioner of Main Roads;
- “**election sign**” means a sign or poster which advertises any aspect of a forthcoming Federal, State or Local Government election; and
- “**portable direction sign**” means a portable free standing direction sign; and
- “**portable sign**” means a portable free standing advertising sign.

#### ***Division 2 - Permit***

#### **3.2 Advertising signs and portable direction signs**

- (1) A person shall not, without a permit –
  - (a) erect or place an advertising sign on a thoroughfare; or
  - (b) post any bill or paint, place or affix any advertisement on a thoroughfare.
- (2) Notwithstanding subclause (1), a permit is not required in respect of a portable direction sign which neither exceeds 500mm in height nor 0.5m<sup>2</sup> in area, provided that the sign is placed or erected on a thoroughfare on an infrequent or occasional basis only to direct attention to a place, activity or event during the hours of that activity or event.
- (3) Notwithstanding subclause (1), a person shall not erect or place an advertising sign –
  - (a) on a footpath;
  - (b) over any footpath where the resulting vertical clearance between the sign and the footpath is less than 2.5m;
  - (c) on or within 3m of a carriageway;



- (d) in any other location where, in the opinion of the local government, the sign is likely to obstruct lines of sight along a thoroughfare or cause danger to any person using the thoroughfare; or
- (e) on any natural feature, including a rock or tree, on a thoroughfare, or on any bridge or the structural approaches to a bridge.

### **3.3 Matters to be considered in determining application for permit**

In determining an application for a permit for the purpose of clause 3.2(1), the local government is to have regard to –

- (a) any other written law regulating the erection or placement of signs within the district;
- (b) the dimensions of the sign;
- (c) other advertising signs already approved or erected in the vicinity of the proposed location of the sign;
- (d) whether or not the sign will create a hazard to persons using a thoroughfare; and
- (e) the amount of the public liability insurance cover, if any, to be obtained by the applicant.

### ***Division 3 – Conditions on permit***

#### **3.4 Conditions on portable sign**

If the local government approves an application for a permit for a portable sign, the application is to be taken to be approved subject to the following conditions –

- (a) the portable sign shall –
  - (i) not exceed 1m in height;
  - (ii) not exceed an area of 1m<sup>2</sup> on any side;
  - (iii) relate only to the business activity described on the permit;
  - (iv) contain letters not less than 200mm in height;
  - (v) not be erected in any position other than immediately adjacent to the building or the business to which the sign relates;
  - (vi) be removed each day at the close of the business to which it relates and not be erected again until the business next opens for trading;
  - (vii) be secured in position in accordance with any requirements of the local government;
  - (viii) be placed so as not to obstruct or impede the reasonable use of a thoroughfare or access to a place by any person; and
  - (ix) be maintained in good condition;
- (b) no more than one portable sign shall be erected in relation to the one building or business.

#### **3.5 Conditions on election sign**

If the local government approves an application for a permit for the erection or placement of an election sign on a thoroughfare, the application is to be taken to be approved subject to the sign –

- (a) being erected at least 30m from any intersection;
- (b) being free standing and not being affixed to any existing sign, post, power or light pole, or similar structure;
- (c) being placed so as not to obstruct or impede the reasonable use of a thoroughfare, or access to a place by any person;



- (d) being placed so as not to obstruct or impede the vision of a driver of a vehicle entering or leaving a thoroughfare or crossing;
- (e) being maintained in good condition;
- (f) not being erected until the election to which it relates has been officially announced;
- (g) being removed within 24 hours of the close of polls on voting day;
- (h) not being placed within 100m of any works on the thoroughfare;
- (i) being securely installed;
- (j) not being an illuminated sign;
- (k) not incorporating reflective or fluorescent materials; and
- (l) not displaying only part of a message which is to be read with other separate signs in order to obtain the whole message.

#### **PART 4 – OBSTRUCTING ANIMALS, VEHICLES OR SHOPPING TROLLEYS**

##### *Division 1 - Animals and vehicles*

#### **4.1 Leaving animal or vehicle in public place or on local government property**

- (1) A person shall not leave an animal or a vehicle, or any part of a vehicle, in a public place or on local government property so that it obstructs the use of any part of that public place or local government property, unless that person has first obtained a permit or is authorized to do so under a written law.
- (2) A person will not contravene subclause (1) where the animal is secured or tethered for a period not exceeding 1 hour.
- (3) A person will not contravene subclause (1) where the vehicle is left for a period not exceeding 24 hours.

#### **4.2 Prohibitions relating to animals**

- (1) In subclause (2), “owner” in relation to an animal includes –
  - (a) an owner of it;
  - (b) a person in possession of it;
  - (c) a person who has control of it; and
  - (d) a person who ordinarily occupies the premises where the animal is permitted to stay.
- (2) An owner of an animal shall not –
  - (a) allow the animal to enter or remain for any time on any thoroughfare except for the use of the thoroughfare as a thoroughfare and unless it is led, ridden or driven;
  - (b) allow an animal which has a contagious or infectious disease to be led, ridden or driven in a public place; or
  - (c) train or race the animal on a thoroughfare.
- (3) An owner of a horse shall not lead, ride or drive a horse on a thoroughfare in a built-up area, unless that person does so under a permit or under the authority of a written law.

##### *Division 2 - Shopping trolleys*

#### **4.3 Definition**

In this Division –

“retailer” means a proprietor of a shop in respect of which shopping trolleys are provided for the use of customers of the shop; and

**“shopping trolley”** means a wheeled container or receptacle supplied by a retailer to enable a person to transport goods.

#### **4.4 Shopping trolley to be marked**

A retailer shall clearly mark its name or its trading name on any shopping trolley made available for the use of customers.

#### **4.5 Person not to leave trolley in public place**

A person shall not leave a shopping trolley in a public place other than in an area set aside for the storage of shopping trolleys.

#### **4.6 Retailer to remove abandoned trolley**

- (1) If a shopping trolley is found in a public place, other than in an area set aside for the storage of shopping trolleys, the local government may advise (verbally or in writing) a retailer whose name is marked on the trolley of the location of the shopping trolley.
- (2) A retailer shall remove a shopping trolley within 24 hours of being so advised under subclause (1), unless the retailer –
  - (a) requests the local government to collect and deliver the shopping trolley to the retailer; and
  - (b) pays any fee for that collection and delivery (imposed and determined under and in accordance with sections 6.16 to 6.19 of the Act) within the period specified by the local government.

#### **4.7 Retailer taken to own trolley**

In the absence of any proof to the contrary, a shopping trolley is to be taken to belong to a retailer whose name is marked on the trolley.

### **PART 5 - ROADSIDE CONSERVATION**

#### **Division 1 - Preliminary**

##### **5.1 Definition**

In this Part –

**“MRWA”** means Main Roads Western Australia;

**“protected flora”** has the meaning given to it in section 6(1) of the *Wildlife Conservation Act 1950*;

**“rare flora”** has the meaning given to it in section 23F of the *Wildlife Conservation Act 1950*;

**“Roadside Conservation Committee”** means the Roadside Conservation Committee and appointed by the responsible Minister;

**“special environmental area”** means an area designated as such under clause 5.7.

##### **5.2 Application**

This Part does not apply to the townsite.

#### **Division 2 - Flora roads**

##### **5.3 Declaration of flora road**

The local government may declare a thoroughfare which has, in the opinion of the local government, high quality roadside vegetation to be a flora road.



#### **5.4 Construction works on flora roads**

Construction and maintenance work carried out by the local government on a flora road is to be in accordance with the "Handbook of Environmental Practice for Road Construction and Road Maintenance Works" (April 2005) prepared by the Roadside Conservation Committee.

#### **5.5 Signposting of flora roads**

The local government may signpost flora roads with the standard MRWA 'flora road' sign.

#### **5.6 Driving only on carriageway of flora roads**

- (1) A person driving or riding a vehicle on a flora road shall only drive or ride the vehicle on the carriageway.
- (2) Subclause (1) does not apply where –
  - (a) conditions on the thoroughfare do not reasonably permit a vehicle to remain on the carriageway;
  - (b) there is no carriageway; or
  - (c) an exemption from the application of subclause (1) has been obtained from the local government.

### ***Division 3 - Special environmental areas***

#### **5.7 Designation of special environmental areas**

The local government may designate a thoroughfare, or any part of a thoroughfare, as a special environmental area which –

- (a) has protected flora or rare flora; or
- (b) in the opinion of the local government, has environmental, aesthetic or cultural significance.

#### **5.8 Marking of special environmental areas**

The local government is to mark and keep a register of each thoroughfare, or part of a thoroughfare, designated as a special environmental area.

### ***Division 4 – Planting in thoroughfares***

#### **5.9 Permit to plant**

A person shall not plant any plant or sow any seeds in a thoroughfare without first obtaining a permit.

#### **5.10 Relevant considerations in determining application**

In determining an application for a permit for the purpose of clause 5.9, the local government is to have regard to –

- (a) existing vegetation within that part of the thoroughfare in which the planting is to take place; and
- (b) the diversity of species and the prevalence of the species which are to be planted or sown.

### ***Division 5 - Clearance of vegetation***

#### **5.11 Permit to clear**



A person shall not clear and maintain in a cleared state, the surface of a thoroughfare within 1.5m of that person's land without first obtaining a permit and any other approvals which may be required under any written law.

**5.12 Application for permit**

In addition to the requirements of subclause 7.1(2), a person making an application for a permit for the purpose of clause 5.11 shall submit a sketch plan clearly showing the boundary of the person's land and the portions of the thoroughfare joining that person's land which are to be cleared.

**Division 6 - Fire management**

**5.13 Permit to burn thoroughfare**

A person shall not burn part of a thoroughfare without first obtaining a permit or unless acting under the authority of any other written law.

**5.14 Application for permit**

In addition to the requirements of subclause 7.1(2), an application for a permit for the purposes of clause 5.13 shall –

- (a) include a sketch plan showing the portions of a thoroughfare which are proposed to be burned; and
- (b) advise of the estimated fire intensity and the measures to be taken to protect upper storey vegetation from the burn.

**5.15 When application for permit can be approved**

The local government may approve an application for a permit for the purpose of clause 5.13 only if the burning of the particular part of the thoroughfare will –

- (a) reduce a fire hazard and alternative means of reducing that hazard, such as slashing or the use of herbicides, are considered by the local government to be not feasible or more detrimental to native flora and fauna than burning; or
- (b) in the opinion of the local government, be beneficial for the preservation and conservation of native flora and fauna.

**5.16 Prohibitions on burning**

Notwithstanding anything to the contrary in this local law, an application for a permit for the purpose of clause 5.13 is not to be approved by the local government –

- (a) for burning between 31 August and 1 May of the following year where the intensity of the burn could damage native flora and fauna; or
- (b) in any year to any person for any part of a thoroughfare which is on the opposite side of the carriageway to that portion of the thoroughfare for which a permit to burn has been approved in the same year.

**Division 7 - Firebreaks**

**5.17 Permit for firebreaks on thoroughfares**

A person shall not construct a firebreak on a thoroughfare without first obtaining a permit.

**5.18 When application for permit cannot be approved**

(1) The local government is not to approve an application for a permit for the purpose of clause 5.17 where the thoroughfare is less than 20m wide.

- (2) Subclause (1) does not apply where the firebreak is, in the opinion of the local government, desirable for the protection of roadside vegetation.

**Division 8 – Commercial wildflower harvesting on thoroughfares**

**5.19 General prohibition on commercial wildflower harvesting**

Subject to clause 5.20, a person shall not commercially harvest native flora on a thoroughfare.

**5.20 Permit for revegetation projects**

- (1) A person shall not collect seed from native flora on a thoroughfare without first obtaining a permit.
- (2) The local government may approve an application for a permit under subclause (1) only where-
- (a) the seed is required for a revegetation project in any part of the district; and
  - (b) the thoroughfare, or the relevant part of it, is not a special environmental area.
- (3) Unless the local government specifically provides to the contrary on a permit, if the local government approves an application for a permit for the purpose of subclause (1) it is to be taken to be approved subject to the following conditions –
- (a) the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare; and
  - (b) any licence or approval which may be required under any other written law is to be obtained by the applicant.

**PART 6 - TRADING ON THOROUGHFARES AND PUBLIC PLACES**

**Division 1 - Stallholders and traders**

**Subdivision 1 - Preliminary**

**6.1 Definition**

In this Division, unless the context otherwise requires –

“**Competition Principles Agreement**” means the Competition Principles Agreement executed by each State and Territory of the Commonwealth and the Commonwealth of Australia on 11 April 1995;

“**public place**” includes –

- (a) any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property; and
- (b) local government property, but does not include premises on private property from which trading is lawfully conducted under a written law;

“**stall**” means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire;

“**stallholder**” means a person in charge of a stall;

“**stallholder’s permit**” means a permit issued to a stallholder;

“**trader**” means a person who carries on trading;

“**trader’s permit**” means a permit issued to a trader; and

“**trading**” includes –

- (a) the selling or hiring of, the offering for sale or hire of or the soliciting of orders for goods or services in a public place;
- (b) displaying goods in any public place for the purpose of –



- (i) offering them for sale or hire;
  - (ii) inviting offers for their sale or hire;
  - (iii) soliciting orders for them; or
  - (iv) carrying out any other transaction in relation to them; and
  - (c) the going from place to place, whether or not public places, and –
    - (i) offering goods or services for sale or hire; or
    - (ii) inviting offers or soliciting orders for the sale or the hire of goods or services,
- but does not include –
- (d) the delivery of pre-ordered goods or services to the purchaser of those goods or services or to the person nominated by the purchaser of those goods or services whether or not payment for those goods or services is accepted on delivery; or  
the taking of further orders for goods or services from the purchaser of those pre-ordered goods or services or from the person nominated by the purchaser of those pre-ordered goods or services when those orders are taken at the same time as a previous order is being delivered, whether or not payment is made for those goods or services at the time of taking the order;
  - (e) the setting up of a stall or the conducting of a business at a stall under the authority of a stallholder's permit;
  - (f) the selling or the offering for sale of goods and services to, or the soliciting of orders for goods and services from a person who sells those goods or services;
  - (g) the selling or the offering for sale or hire by a person of goods of her or his own manufacture or services which he or she provides; and
  - (h) the selling or hiring or the offering for sale or hire of –
    - (i) goods by a person who represents a manufacturer of the goods; or
    - (ii) services by a person who represents a provider of the services,which are only sold directly to consumers and not through a shop.

#### Subdivision 2 - Permits

##### 6.2 Stallholder's permit

- (1) A person shall not conduct a stall on a public place unless that person is –
  - (a) the holder of a valid stallholder's permit; or
  - (b) an assistant specified in a valid stallholder's permit.
- (2) Every application for a stallholder's permit shall –
  - (a) state the full name and address of the applicant;
  - (b) specify the proposed number of assistants to be engaged by the applicant in conducting the stall, as well as their names and addresses if already engaged;
  - (c) specify the proposed location of the stall;
  - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of operation;
  - (e) specify the proposed goods or services to be sold or hired or offered for sale or hire from the stall; and
  - (f) be accompanied by an accurate plan and description of the proposed stall.

##### 6.3 Trader's permit

- (1) A person shall not carry on trading unless that person is –
  - (a) the holder of a valid trader's permit; or



- (b) an assistant specified in a valid trader's permit.
- (2) Every application for a trader's permit shall –
  - (a) state the full name and address of the applicant;
  - (b) specify the proposed number of assistants, if any, to be engaged by the applicant in trading, as well as their names and addresses if already engaged;
  - (c) specify the location or locations in which the applicant proposes to trade;
  - (d) specify the period of time for which the permit is sought, together with the proposed days and hours of trading;
  - (e) specify the proposed goods or services which will be traded; and
  - (f) be accompanied by an accurate plan and description of any proposed structure or vehicle which may be used by the applicant in trading.
- (3) The conditions subject to which the local government may approve an application for a trader's permit include that the permit holder is permitted to remain at a particular location for as long as there is a customer making a purchase, but if there is no customer making a purchase the permit holder must move on from that location within a reasonable time of the last purchase having been made.

#### **6.4 No permit required to sell newspaper**

Notwithstanding any other provision of this local law, a person who sells, or offers for sale, a newspaper only is not required to obtain a permit.

#### **6.5 Relevant considerations in determining application for permit**

- (1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to –
  - (a) any relevant policies of the local government;
  - (b) the desirability of the proposed activity;
  - (c) the location of the proposed activity;
  - (d) the principles set out in the Competition Principles Agreement; and
  - (e) such other matters as the local government may consider to be relevant in the circumstances of the case.
- (2) The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds –
  - (a) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;
  - (b) (Deleted)
  - (c) that –
    - (i) the applicant is an undischarged bankrupt or is in liquidation;
    - (ii) the applicant has entered into any composition or arrangement with creditors; or
    - (iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property;
  - (d) (Deleted)

#### **6.6 Conditions of permit**

- (1) If the local government approves an application for a permit under this Division subject to conditions, those conditions may include –
  - (a) the place, the part of the district, or the thoroughfare to which the permit applies;

- (b) the days and hours during which a permit holder may conduct a stall or trade;
  - (c) the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting a stall or in trading;
  - (d) the goods or services in respect of which a permit holder may conduct a stall or trade;
  - (e) the number of persons and the names of persons permitted to conduct a stall or trade;
  - (f) the requirement for personal attendance at the stall or the place of trading by the permit holder and the nomination of assistants, nominees or substitutes for the permit holder;
  - (g) whether and under what terms the permit is transferable;
  - (h) any prohibitions or restrictions concerning the –
    - (i) causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;
    - (ii) the use of amplifiers, sound equipment and sound instruments;
    - (iii) the use of signs; and
    - (iv) the use of any lighting apparatus or device;
  - (i) the manner in which the permit holder's name and other details of a valid permit are to be displayed;
  - (j) the care, maintenance and cleansing of the stall or any structure used for trading and the place of the stall or any structure;
  - (k) the vacating of the place of a stall or trading when the stall is not being conducted or trading is not being carried on;
  - (l) the acquisition by the stallholder or trader of public risk insurance;
  - (m) the period for which the permit is valid; and
  - (n) the designation of any place or places where trading is wholly or from time to time prohibited by the local government.
- (2) Where a permit holder by reason of illness, accident or other sufficient cause is unable to comply with this local law, the local government may at the request of that permit holder authorize another person to be a nominee of the permit holder for a specified period, and this local law and the conditions of the permit shall apply to the nominee as if he or she was the permit holder.

#### **6.7 Exemptions from requirement to pay fee or to obtain a permit**

- (1) In this clause –
- “charitable organisation”** means an institution, association, club, society or body whether incorporated or not, the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and from which any member does not receive any pecuniary profit except where the member is an employee or the profit is an honorarium; and
- “commercial participant”** means any person who is involved in operating a stall or in conducting any trading activity for personal gain or profit.
- (2) The local government may waive any fee required to be paid by an applicant for a stallholder's permit or a trader's permit on making an application for or on the issue of a permit, or may return any such fee which has been paid, if the stall is conducted or the trading is carried on–
- (a) on a portion of a public place adjoining the normal place of business of the applicant; or
  - (b) by a charitable organisation that does not sublet space to, or involve commercial participants in the conduct of a stall or trading, and any assistants



that may be specified in the permit are members of that charitable organisation.

- (3) The local government may exempt a person or a class of persons, whether or not in relation to a specified public place, from the requirements of this Division.

#### Subdivision 3 - Conduct of stallholders and traders

### 6.8 Conduct of stallholders and traders

- (1) A stallholder while conducting a stall or a trader while trading shall –
- (a) display her or his permit to do so in a conspicuous place on the stall, vehicle or temporary structure or if there is no stall, vehicle or temporary structure, carry the permit with her or him while conducting a stall or trading;
  - (b) not display a permit unless it is a valid permit; and
  - (c) when selling goods by weight, carry and use for that purpose, scales tested and certified in accordance with the provisions of the *Trade Measurement Administration Act 2006*.
- (2) A stallholder or trader shall not –
- (a) deposit or store any box or basket containing goods on any part of a thoroughfare so as to obstruct the movement of pedestrians or vehicles;
  - (b) act in an offensive manner;
  - (c) use or cause to be used any apparatus or device including any flap or shelf, whereby the dimensions of a stall, vehicle or structure are increased beyond those specified in the permit; or
  - (d) in the case of a trader, carry on trading from a public place, unless there is adequate parking for customers' vehicles reasonably close to the place of trading.

#### Division 2 - Street entertainers

##### Subdivision 1 - Preliminary

### 6.9 Definition

In this Division, unless the context otherwise requires –

“perform” includes to play a musical instrument, sing, mime, dance, give an acrobatic or aerobic display or entertain, but does not include public speaking;

“permit” means a permit issued for the purpose of clause 6.10;

“permitted area” means the area or areas, specified in a permit, in which the permit holder may perform; and

“permitted time” means the time or times, specified in a permit, during which the permit holder may perform.

##### Subdivision 2 - Permits

### 6.10 Permit required to perform

A person shall not perform in a public place without a permit.

### 6.11 Variation of permitted area and permitted time

- (1) The local government may by notice in writing to a permit holder vary –
- (a) the permitted area;
  - (b) the permitted time; or
  - (c) both the permitted area and the permitted time,
- shown on a permit.



- (2) The local government may direct a permit holder to move from one permitted area to another permitted area, if more than one area is specified in a permit.

#### **6.12 Duration of permit**

A permit is valid for a period of 3 months after the date on which it is issued unless it is sooner cancelled under this local law.

#### **6.13 Cancellation of permit**

The CEO may cancel a permit if in her or his opinion the volume of sound caused by the permit holder in connection with the performance adversely affects the enjoyment, convenience or comfort of other persons in a public place, or if, in her or his opinion, or in the opinion of an authorized person, the performance otherwise constitutes a nuisance.

#### **6.14 Obligations of permit holder**

A permit holder shall not in a public place –

- (a) perform wearing dirty, torn or ragged clothing;
- (b) act in an offensive manner; or
- (c) place, install, erect, play or use any musical instrument or any device which emits music, including a loud speaker or an amplifier -
  - (i) other than in the permitted area; and
  - (ii) unless the musical instrument or device is specified in the permit.

### ***Division 3 - Outdoor eating facilities on public places***

#### **6.15 Definition**

In this Division -

**"Facility"** means an outdoor eating Facility or establishment on any part of a public place, but does not include such a Facility or establishment on private land;

**"permit holder"** means the person to whom a permit has been issued for the purpose of clause 6.16; and

**"public place"** has the meaning given to it in clause 6.1.

#### **6.16 Permit required to conduct Facility**

A person shall not establish or conduct a Facility without a permit.

#### **6.17 Matters to be considered in determining application**

In determining an application for a permit for the purpose of clause 6.16, the local government may consider in addition to any other matter it considers relevant, whether or not-

- (a) the Facility is conducted in conjunction with and as an extension of food business which abut on the Facility, and whether the applicant is the person conducting such food premises;
- (b) any abutting food business registered in accordance with the *Food Act 2008* and whether the use of the premises is permitted under the town planning scheme;
- (c) (Deleted)
- (d) users of the Facility will have access to proper and sufficient sanitary and ablutionary conveniences;
- (e) the Facility would -

- (i) obstruct the visibility or clear sight lines at an intersection of thoroughfares of any person; or
- (ii) impede pedestrian access; and
- (f) the tables, chairs and other equipment to be used may obstruct or impede the use of the public place for the purpose for which it was designed.

#### **6.18 Obligations of permit holder**

- (1) The permit holder for a Facility shall –
  - (a) ensure that the Facility is conducted at all times in accordance with the provisions of this local law.
  - (b) ensure that the eating area is kept in a clean and tidy condition at all times;
  - (c) maintain the chairs, tables and other structures in the eating area in a good, clean and serviceable condition at all times;
  - (d) be solely responsible for all and any costs associated with the removal, alteration, repair, reinstatement or reconstruction of any part of the public place arising from the conduct of the Facility; and
  - (e) (Deleted)
- (2) Whenever, in the opinion of the local government, any work is required to be carried out to a Facility, the local government may give a notice to the permit holder for the Facility to carry out that work within the time limited by the notice.
- (3) In subclause (2), “work” includes the removal, alteration, repair, reinstatement or reconstruction of any part of a public place arising from or in connection with the setting up or conduct of a Facility.

#### **6.19 Removal of Facility unlawfully conducted**

Where a Facility is conducted without a permit, or in contravention of a condition of a permit, any tables, chairs, umbrellas or other equipment may be removed by an authorized person and impounded in accordance with the Act.

#### **6.20 Use of Facility by public**

- (1) A person shall not occupy a chair or otherwise use the equipment in a Facility the subject of a permit unless the person uses them for the purpose of consuming food or drinks provided by the Facility.
- (2) A person shall leave a Facility when requested to do so by the permit holder.

#### **6.21 Temporary removal of Facility may be requested**

- (1) The permit holder for a Facility is to temporarily remove the Facility when requested to do so on reasonable grounds by an authorized person or a member of the Police Service or an emergency service.
- (2) The permit holder may replace the Facility removed under subclause (1) as soon as the person who directed her or him to remove it allows it to be replaced.

### **PART 7 - PERMITS**

#### ***Division 1 – Applying for a permit***

#### **7.1 Application for permit**

- (1) Where a person is required to obtain a permit under this local law, that person shall apply for the permit in accordance with subclause (2).
- (2) An application for a permit under this local law shall –
  - (a) be in the form determined by the local government;
  - (b) be signed by the applicant;



- (c) provide the information required by the form; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (3) The local government may require an applicant to provide additional information reasonably related to an application before determining an application for a permit.
- (4) The local government may require an applicant to give local public notice of the application for a permit.
- (5) The local government may refuse to consider an application for a permit which is not in accordance with subclause (2).

### **7.2 Decision on application for permit**

- (1) The local government may –
- (a) approve an application for a permit unconditionally or subject to any conditions; or
  - (b) refuse to approve an application for a permit.
- (2) If the local government approves an application for a permit, it is to issue to the applicant a permit in the form determined by the local government.
- (3) If the local government refuses to approve an application for a permit, it is to give written notice of that refusal to the applicant.
- (4) Where a clause of this local law refers to conditions which may be imposed on a permit or which are to be taken to be imposed on a permit, the clause does not limit the power of the local government to impose other conditions on the permit under subclause (1)(a).
- (5) Where a clause of this local law refers to the grounds on which an application for a permit may be or is to be refused, the clause does not limit the power of the local government to refuse the application for a permit on other grounds under subclause (1)(b).

### **Division 2 - Conditions**

### **7.3 Conditions which may be imposed on a permit**

The local government may approve an application for a permit subject to conditions relating to –

- (a) the payment of a fee;
- (b) the duration and commencement of the permit;
- (c) the commencement of the permit being contingent on the happening of an event;
- (d) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
- (e) the approval of another application for a permit which may be required by the local government under any written law;
- (f) the area of the district to which the permit applies;
- (g) where a permit is issued for an activity which will or may cause damage to a public place, the payment of a deposit or bond against such damage;
- (h) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government; and
- (i) the provision of an indemnity from the permit holder indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the use of the public place by the permit holder.



#### **7.4 Imposing conditions under a policy**

- (1) In this clause –  
    **"policy"** means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under paragraph 7.2(1)(a).
- (2) Under paragraph 7.2(1)(a) the local government may approve an application subject to conditions by reference to a policy.
- (3) The local government is to give a copy of the policy, or the part of the policy which is relevant to the application for a permit, with the form of permit referred to in subclause 7.2(2).
- (4) An application for a permit is to be taken not to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.
- (5) Sections 5.94 and 5.95 of the Act shall apply to a policy and for that purpose a policy is to be taken to be information within section 5.94(u)(i) of the Act.

#### **7.5 Compliance with and variation of conditions**

- (1) Where an application for a permit has been approved subject to conditions, or where a permit is to be taken to be subject to conditions under this local law, the permit holder shall comply with each of those conditions.
- (2) The local government may vary the conditions of a permit, and the permit holder shall comply with those conditions as varied.

### ***Division 3 - General***

#### **7.6 Duration of permit**

- A permit is valid for one year from the date on which it is issued, unless it is –
- (a) otherwise stated in this local law or in the permit; or
  - (b) cancelled under clause 7.10.

#### **7.7 Renewal of permit**

- (1) A permit holder may apply to the local government in writing prior to expiry of a permit for the renewal of the permit.
- (2) The provisions of –
- (a) this Part; and
  - (b) any other provision of this local law relevant to the permit which is to be renewed, shall apply to an application for the renewal of a permit with all the necessary changes required.

#### **7.8 Transfer of permit**

- (1) An application for the transfer of a valid permit is to –
- (a) be made in writing;
  - (b) be signed by the permit holder and the proposed transferee of the permit;
  - (c) provide such information as the local government may require to enable the application to be determined; and
  - (d) be forwarded to the CEO together with any fee imposed and determined by the local government under and in accordance with sections 6.16 to 6.19 of the Act.
- (2) The local government may approve an application for the transfer of a permit, refuse to approve it or approve it subject to any conditions.

- (3) Where the local government approves an application for the transfer of a permit, the transfer may be effected by –
  - (a) an endorsement on the permit signed by the CEO; or
  - (b) issuing to the transferee a permit in the form determined by the local government.
- (4) Where the local government approves an application for the transfer of a permit, it is not required to refund any part of any fee paid by the former permit holder.

#### **7.9 Production of permit**

A permit holder is to produce to an authorized person her or his permit immediately upon being required to do so by that authorized person.

#### **7.10 Cancellation of permit**

- (1) Subject to clause 8.1, a permit may be cancelled by the local government if the permit holder has not complied with a –
  - (i) condition of the permit; or
  - (ii) provision of any written law which may relate to the activity regulated by the permit.
- (2) On the cancellation of a permit the permit holder –
  - (a) shall return the permit as soon as practicable to the local government; and
  - (b) is to be taken to have forfeited any fees paid in respect of the permit.

### **PART 8 - OBJECTIONS AND APPEALS**

#### **8.1 Application of Part 9 Division 1 of Act**

When the local government makes a decision -

- (a) under clause 7.2(1); or
  - (b) as to whether it will renew, vary, or cancel a permit,
- the provisions of Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to that decision.

### **PART 9 - MISCELLANEOUS NOTICES**

#### **9.1 Notice to redirect or repair sprinkler**

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting on the lawn or the garden, requiring the owner or the occupier or both to move or alter the direction of the sprinkler or other watering equipment.

#### **9.2 Hazardous plants**

- (1) Where a plant in a garden creates or may create a hazard for any person using a thoroughfare, the local government may give a notice to the owner or the occupier of the land abutting on the garden to remove, cut, move or otherwise deal with that plant so as to remove the hazard.
- (2) Subclause (1) does not apply where the plant was planted by the local government.

#### **9.3 Notice to repair damage to thoroughfare**



Where any portion of a thoroughfare has been damaged, the local government may by notice to the person who caused the damage order the person to repair or replace that portion of the thoroughfare to the satisfaction of the local government.

#### **9.4 Notice to remove thing unlawfully placed on thoroughfare**

Where any thing is placed on a thoroughfare in contravention of this local law, the local government may by notice in writing to the owner or the occupier of the property which abuts on that portion of the thoroughfare where the thing has been placed, or such other person who may be responsible for the thing being so placed, require the relevant person to remove the thing.

### **PART 10 - ENFORCEMENT**

#### ***Division 1 - Notices given under this local law***

##### **10.1 Offence to fail to comply with notice**

Whenever the local government gives a notice under this local law requiring a person to do any thing, if the person fails to comply with the notice, the person commits an offence.

##### **10.2 Local government may undertake requirements of notice**

Where a person fails to comply with a notice referred to in clause 10.1, the local government may do the thing specified in the notice and recover from that person, as a debt, the costs incurred in so doing.

#### ***Division 2 - Offences and penalties***

##### ***Subdivision 1 - General***

##### **10.3 Offences**

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Any person who commits an offence under this local law is liable, upon conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to an additional penalty not exceeding \$500 for each day or part of a day during which the offence has continued.

##### ***Subdivision 2 - Infringement notices and modified penalties***

##### **10.4 Prescribed offences**

- (1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1.
- (3) (Deleted)

##### **10.5 Forms**

Unless otherwise specified, for the purposes of this local law -



- (a) where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (b) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*; and
- (c) the form of the notice referred to in section 9.20 of the Act is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

### SCHEDULE 1

#### PRESCRIBED OFFENCES

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1(a)	Plant of 0.75m in height on thoroughfare within 10m of intersection	150
2.1(b)	Damaging lawn or garden	150
2.1(c)	Plant (except grass) on thoroughfare within 2m of carriageway	150
2.1(d)	Placing hazardous substance on footpath	150
2.1(e)	Damaging or interfering with signpost or structure on thoroughfare	350
2.1(f)	Playing games so as to impede vehicles or persons on thoroughfare	150
2.1(g)	Riding of skateboard or similar device on mall or verandah of shopping centre	150
2.2(1)(a)	Digging a trench through a kerb or footpath without a permit	150
2.2(1)(b)	Throwing or placing anything on a verge without a permit	150
2.2(1)(c)	Causing obstruction to vehicle or person on thoroughfare without a permit	125
2.2(1)(d)	Causing obstruction to water channel on thoroughfare without a permit	250
2.2(1)(e)	Placing or draining offensive fluid on thoroughfare without a permit	250
2.2(1)(g)	Lighting a fire on a thoroughfare without a permit	350
2.2(1)(h)	Felling tree onto thoroughfare without a permit	150
2.2(1)(i)	Installing pipes or stone on thoroughfare without a permit	150
2.2(1)(j)	Installing a hoist or other thing on a structure or land for use over a thoroughfare without a permit	350
2.2(1)(k)	Creating a nuisance on a thoroughfare without a permit	150
2.2(1)(l)	Placing a bulk rubbish container on a thoroughfare without a permit	150
2.2(1)(m)	Interfering with anything on a thoroughfare without a permit	150
2.3(1)	Consumption or possession of liquor on thoroughfare	150
2.4(1)	Failure to obtain permit for temporary crossing	250
2.5(2)	Failure to comply with notice to remove crossing and reinstate kerb	350
2.9(1)	Installation of verge treatment other than permissible verge	250

	treatment	
2.10	Failure to maintain permissible verge treatment or placement of obstruction on verge	150
2.11	Failure to comply with notice to rectify default	150
2.17(2)	Failure to comply with sign on public place	150
2.19(1)	Driving or taking a vehicle on a closed thoroughfare	350
3.2(1)	Placing advertising sign or affixing any advertisement on a thoroughfare without a permit	150
3.2(3)	Erecting or placing of advertising sign in a prohibited area	150
4.1(1)	Animal or vehicle obstructing a public place or local government property	150
4.2(2)(a)	Animal on thoroughfare when not led, ridden or driven	150
4.2(2)(b)	Animal on public place with infectious disease	150
4.2(2)(c)	Training or racing animal on thoroughfare in built-up area	150
4.2(3)	Horse led, ridden or driven on thoroughfare in built-up area	150
4.5	Person leaving shopping trolley in public place other than trolley bay	150
4.6(2)	Failure to remove shopping trolley upon being advised of location	150
5.6(1)	Driving a vehicle on other than the carriageway of a flora road	250
5.9	Planting in thoroughfare without a permit	250
5.11	Failure to obtain permit to clear a thoroughfare	500
5.13	Burning of thoroughfare without a permit	500
5.17	Construction of firebreak on thoroughfare without a permit	500
5.19	Commercial harvesting of native flora on thoroughfare	500
5.20(1)	Collecting seed from native flora on thoroughfare without a permit	350
6.2(1)	Conducting of stall in public place without a permit	350
6.3(1)	Trading without a permit	350
6.8(1)(a)	Failure of stallholder or trader to display or carry permit	150
6.8(1)(b)	Stallholder or trader not displaying valid permit	150
6.8(1)(c)	Stallholder or trader not carrying certified scales when selling goods by weight	150
6.8(2)	Stallholder or trader engaged in prohibited conduct	150
6.10	Performing in a public place without a permit	150
6.11(2)	Failure of performer to move onto another area when directed	150
6.14	Failure of performer to comply with obligations	150
6.16	Establishment or conduct of outdoor eating Facility without a permit	350
6.18	Failure of permit holder of outdoor eating Facility to comply with obligations	150
6.20(1)	Use of equipment of outdoor eating Facility without purchase of food or drink from Facility	100
6.20(2)	Failure to leave outdoor eating Facility when requested to do so by permit holder	100
7.5	Failure to comply with a condition of a permit	150
7.9	Failure to produce permit on request of authorized person	150
10.1	Failure to comply with notice given under local law	150

Dated:

The Common Seal of the Shire of Northam was affixed by authority of a resolution of the Council in the presence of:

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**CR CHRISTOPHER ANTONIO,**  
Shire President

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JASON WHITEAKER  
Chief Executive Officer



#### 12.4.4 Extractive Industries Amendment Local Law 2017

Address:	N/A
Owner:	Shire of Northam
File Reference:	2.3.2.15
Reporting Officer:	Cheryl Greenough Coordinator Governance/Administration
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Absolute Majority

#### BRIEF

This report is for Council to consider any final changes to the Amended Local Law after the statutory 60 days public notice pursuant to section 3.12 of the *Local Government Act 1995*, and finally to adopt and make the Shire of Northam Extractive Industries Amendment Local Law 2017.

#### ATTACHMENTS

Attachment 1: Extractive Industries Amendment Local law 2017.  
(Gazettal version)

Attachment 2: Marked up Extractive Industries Local law 2017.  
(2<sup>nd</sup> changes)

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#### BACKGROUND / DETAILS

In accordance with s.3.16 of the *Local Government Act 1995* (the Act), the Shire completed a statutory review of the Shire's Extractive Industries Local Law 2008.

During the statutory review process, the Department of Local Government, Sport and Cultural Industries (formerly the Department of Local Government and Communities) (the Department) advised their recommendations for amendment of this Local Law.

Council, at its meeting held 19 July 2017, subsequently resolved to undertake a review of the Shire's Extractive Industries Local Law 2008 and prepare to make amendments to the local law in accordance with Section 3.12 of the Act which prescribes the following statutory procedures for making a local law:

- The purpose and effect of the proposed amended local law is to be included in the agenda and the minutes of the meeting at which they are considered.

- A Statewide and Local public notice of the proposed amended local law is to be published, detailing:
  - The purpose and effect of the proposed amended local law;
  - Where a copy of the proposed amended local law may be inspected; and
  - A minimum 6 weeks public submission period.
- A copy of the notice and the proposed amended local law is to be provided to the Minister for Local Government and any other Minister responsible for administering the Act/s under which the Local Law is proposed to be made.
- After the close of the public submission period, a further report will be presented to Council to enable Council's consideration of any public submissions and, where the consequentially proposed local law is not substantially different from that advertised in the public notice, the Council may then resolve by absolute majority to make the amended local law.
- The amended local law must then be published in the Government Gazette and a copy of the gazetted amendments is to be provided to the relevant Minister/s and the Parliamentary Joint Standing Committee on Delegated Legislation.
- A Local Public Notice must then be given stating the title of the amended local law, a summary of its purpose and effect and advising where copies may be inspected or obtained.

This report seeks to finalise the s.3.12 process (highlighted above), with Council considering any submissions to the local law and make any final changes that are not significantly different from what was proposed and resolve to make the Shire of Northam Extractive Industries Amendment Local Law 2017 which is to be Gazetted and a copy provided to the Minister.

The following table outlines what stage of the process each local law is currently at:

2008 Local Laws	Stage 1	s3.16	Council adopted to review Local Law & advertise for 6 weeks	Stage 2	s3.12	Council adopted to make changes to the local law and advertise changes	Stage 3	Council adopt the new local law, advertise & send for Gazettal
Dogs Local Law 2008								On the table 15/11/17
Cemeteries Local law 2008								Local Law passed 15/11/17
Activities on Thoroughfares						18/10/17		January meeting
Extractive Industries						18/10/17		January meeting
Standing Orders						20/12/17		
Operation of Waste Facilities						20/12/17		
Parking and Parking Facilities						20/12/17		
Health Local Law 2008								
Keeping Control of cats								
Local Government Property								

## CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership

Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

- Implement systems and processes which deliver quality outcomes for our community;
- Maintain a high standard of corporate governance;
- Encourage active community participation in our local government; and
- Undertake our regulatory roles in a safe, open, accountable and respectful manner.

Financial / Resource Implications

Commencing an amendment to a local law process will incur:



- Advertising costs in the West Australian - Approximate cost of \$400.00
- Gazettal of the adopted amended local law. Approximate cost of \$212.00 per page.
- Advertising in the Avon Advocate relating to the adoption of the amended local law. Approximate cost of \$200.00

### Legislative Compliance

Section 3.12 of the Local Government Act 1995 which outline the procedures for making local laws.

- (2) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
- (2A) *Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.*
- (2) *At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
- (3) *The local government is to —*
  - (a) *give Statewide public notice stating that —*
    - (i) *the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and*
    - (ii) *a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
    - (iii) *submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given; and*
  - (b) *as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and*
  - (c) *provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*
- (3a) *A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.*
- (4) *After the last day for submissions, the local government is to consider any submissions made and may make the local law\* as proposed or make a local law\* that is not significantly different from what was proposed.*

*\*Absolute majority required.*

- (5) *After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if*

- another Minister administers the Act under which the local law is proposed to be made, to that other Minister.*
- (6) *After the local law has been published in the Gazette the local government is to give local public notice —*
- (a) stating the title of the local law; and*
  - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and*
  - (c) advising that copies of the local law may be inspected or **obtained from the local government's office.***
- (7) *The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.*

Section 9.17, Notice, content of

(3) Unless otherwise prescribed by regulation, the modified penalty that a local law may prescribe for an offence is not to exceed 10% of the maximum fine that could be imposed for that offence by a court

Policy Implications

Nil.

Stakeholder Engagement / Consultation

State wide and local notification was undertaken in the newspaper providing six (6) weeks for community consultation including notices at the Shire and in the two libraries.

Risk Implications

Failure to comply with the process would cause a potential breach of legislation.

## **OFFICER'S COMMENT**

The proposed Extractive Industries Amendment Local Law 2017 has been drafted to address the minor grammatical and formatting errors raised by the Department.

Elected members and Officers have had the opportunity to examine the existing Local law and make any comments during and prior to the Public Comment period.

As this period closed on Friday 15 December 2017, in accordance with the provisions of the Act it is necessary for Council to either adopt the current changes or make minor modifications to the changes before making this new Local Law. Once the Local Law has been made it is to be Gazetted and forwarded to the Minister.

State wide public notice is to be given that the Amended Local Law has been made, the purpose and effect of the proposed Amended Local Law and have it available for public inspection. This includes displaying copies of the Amended Local Law at the Shire office and both of the Shire's library services.

Below is a table of the amendments to the local law for easier perusal and understanding. The hi-lighted yellow denotes the 2<sup>nd</sup> group of changes.

Modified/Removed/ Inserted/Replaced	Clause	Reason
Modify	1.1 Citation – to be updated	To give correct Local Law name and date
	1.2 Do not replace local government with Shire of Northam	DLGSC advised that the reference is made later in the definitions
Delete	2.2 Delete entire clause relating to advertising	The advertising process is covered in the planning approval
	2.3 delete (f)- (f) evidence that the requirements of subclauses 2.2(1) and (2) have been carried out;	As clause 2.2 has been deleted, this is no longer relevant
Insert	3.3 Transport of materials (1) The local government may, from time to time, prescribe by giving written notice to the licensee- <ul style="list-style-type: none"> <li>(a) that if the proposed routes are not suitable for the proposed haulage, the local government may determine alternative routes to be taken by the licensee for the transport of materials from the site through the roads in the district:</li> <li>(b) the tonnage limits to be transported along a particular route: and</li> <li>(c) the times during which materials from the site may be transported through the roads in the district.</li> </ul> (2) The licensee must pay to the local government, as and when required by the local government, the costs or estimated costs, as determined by the local	This clause has been inserted to cover RAV roads



Modified/Removed/ Inserted/Replaced	Clause	Reason
	<p>government, of repairs and maintenance to any road that are required as a result of the transport of the materials from the site.</p> <p>(3) If a road on a route prescribed under the subclause (1) is inadequate for the transport of materials from the site, the local government may require the licensee to pay all or part of the costs or estimated costs, as determined by the local government, of upgrading the road to the standard required by the local government for these purposes.</p> <p>(4) Each licence is to be taken to be subject to a condition requiring the licensee to comply with this clause.</p>	

	SCHEDULE 1 MODIFIED PENALTIES	
CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
New Penalty 2.1(a)	Excavate without a valid and current licence	500
Modified in red		
2.1(b)	Carry on extractive industry without licence or in breach of terms and conditions	350 500
6.1	Excavate near boundary	250 200
6.2(a)	Gateways not kept locked where required	350 500
6.2(b)	Warning signs not erected or maintained as required	350 500
6.2(c)	Excavation not drained as required	350 500
6.3(a)	Remove trees or shrubs near boundary without approval	300 500
6.3(b)	Store without required approval explosives or explosive devices	350 500
6.3(c)	Fill or excavate in breach of licence	350 500
6.4(2)	Blasting without approval on Saturday, Sunday or public holiday	500 200

The reason the clauses in the above table have modified penalties reduced to \$200 is because the maximum penalty noted in the existing local law is \$2,000 therefore the modified penalty cannot exceed \$200.

To comply with the provisions of section 3.12 of the Act, when proposing to make a local law, the presiding person is to read aloud the Purpose and Effect of the Extractive Industries Amendment Local Law 2017.

#### RECOMMENDATION

That Council:

1. Pursuant to section 3.12 of the *Local Government Act 1995* close the review period and adopt the Extractive Industries Amendment Local Law 2017 with any current amendments.
2. Authorise the CEO to give State wide public notice that the Shire has adopted the Shire of Northam Extractive Industries Amendment Local Law 2017 with the purpose and effect of this local law being as follows:

Purpose: The Shire of Northam Extractive Industries Amendment Local Law 2017 makes amendments to the Shire of Northam Extractive Industries Local Law 2008 which provides for the orderly management of such industries.

Effect: Inserts additional definitions and deletes some definitions to enhance the operation of the Local Law and clarifies the drafting and operation of some clauses including increases to penalties for prescribed offences.

3. Request the CEO complete the local law process inviting public submissions on the proposal as described in s3.12(3) of the *Local Government Act 1995*.

ABSOLUTE MAJORITY OF 6 REQUIRED

Note: The Shire President is required to read aloud the purpose and effect as listed above **should the recommendation be endorsed**.

Cr Williams has advised of her intent to move the following motion. Due to the significant changes proposed, Council would be required to recommence the process under section 3.12(3)(a) of the Local Government Act 1995, which requires a further consultation period of six (6) weeks and the matter being presented back to Council at the conclusion of the consultation for final adoption:

**MOTION**

That Council:

1. Make the following amendments to the Extractive Industries Local Law 2008:
  - a. Penalty at section 6.1, Limits on excavation near boundary. Amended to \$2,500 from \$2,000;
  - b. Modified penalty for section 6.1 be amended to \$250 from \$200;
  - c. Penalty at section 6.4(2), Blasting (on a Saturday, Sunday or public holiday without approval). Amended to \$5,000 from \$2,000; and
  - d. Modified penalty for section 6.4(2) be amended to \$500 from \$200.
2. Gives public notice of the proposed alterations to the Extractive Industries Local Law 2008 for a period not less than 6 weeks in accordance with s3.12(3)(a) of the Local Government Act 1995.
3. Forward a copy to the Minister for Local Government in accordance with s3.12(3)(a) of the Local Government Act 1995; and
4. Request CEO to prepare a further report at the conclusion of the public advertising period to enable Council to consider any submissions made.

**ABSOLUTE MAJORITY OF 6 REQUIRED**



Attachment 1

*Local Government Act 1995*

SHIRE OF NORTHAM

*Extractive Industries Amendment Local Law 2017*

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Northam resolved by Absolute Majority on **Date** to make the following local law.

1. Citation

This local law may be cited as the Shire of Northam *Extractive Industries Amendment Local Law 2017*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Principal local law

(1) In this local law the Shire of Northam *Extractive Industries Local Law 2008* as published in the *Government Gazette* on 16 September 2008, is referred to as the Principal local law.

(2) This local law amends the Principal local law.

Clause 2.2 Deleted

Delete clause 2.2

Clause 2.3 Amended

In clause 2.3 delete (f)-

(f) evidence that the requirements of subclauses 2.2(1) and (2) have been carried out;

Clause 3.3 Inserted

Insert the following clause 3.3 after clause 3.2

**“3.3** Transport of Materials –

(1) The local government may, from time to time, prescribe by giving written notice to the licensee-

(a) that if the proposed routes are not suitable for the proposed haulage, the local government may determine alternative routes to be taken by the licensee for the transport of materials from the site through the roads in the district:

(b) the tonnage limits to be transported along a particular route: and

(c) the times during which materials from the site may be transported through the roads in the district.

(2) The licensee must pay to the local government, as and when required by the local government, the costs or estimated costs, as determined by the local government, of repairs and maintenance to any road that are required as a result of the transport of the materials from the site.

(3) If a road on a route prescribed under the subclause (1) is inadequate for the transport of materials from the site, the local government may require the licensee to pay all or part of the costs or estimated costs, as determined by the local government, of upgrading the road to the standard required by the local government for these purposes.

(4) Each licence is to be taken to be subject to a condition requiring the licensee to comply with this clause."

Schedule 1 – Amended

In schedule 1-

(1) Delete reference to 2.1 and insert 2.1(b)

(2) Insert New Modified Penalty above the penalty for clause 2.1(b) as follows:

2.1(a)	Excavate without a valid and current licence	\$500
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Amend the modified penalties for the following clauses:

No:	Clause	delete	insert
1	2.1(b)	350	500
2	6.1	250	200
3	6.2(a)	350	500
4	6.2(b)	350	500
5	6.2(c)	350	500
6	6.3(a)	300	500
7	6.3(b)	350	500
8	6.3(c)	350	500
9	6.4(2)	500	200

DATED: \_\_\_\_\_20\_\_

The Common Seal of the Shire of Northam was affixed by authority of a resolution of Council in the presence of:

\_\_\_\_\_  
Christopher R Antonio  
President

\_\_\_\_\_  
Jason B Whiteaker  
Chief Executive Officer



Attachment 2

# **LOCAL GOVERNMENT ACT 1995**

## **SHIRE OF NORTHAM**

### **EXTRACTIVE INDUSTRIES LOCAL LAW 2017**



**Local Government Act 1995**

**SHIRE OF NORTHAM**

**EXTRACTIVE INDUSTRIES LOCAL LAW 2017**

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Prescribed Offences**

## **LOCAL GOVERNMENT ACT 1995**

### **SHIRE OF NORTHAM**

## **EXTRACTIVE INDUSTRIES LOCAL LAW 2017**

Under the powers conferred by the *Local Government Act 1995* and by all other powers enabling it, the Council of the Shire of Northam resolved on DATE to make the following local law.

### **Part 1 - Preliminary**

#### **1.1 Citation**

This local law may be cited as the *Shire of Northam Extractive Industries Local Law 2017*.

#### **1.2 Definitions**

In this local law, unless the context otherwise requires –

“**Act**” means the *Local Government Act 1995*;

“**carry on an extractive industry**” means quarrying and excavating for stone, gravel, sand, and other material;

“**CEO**” means the Chief Executive Officer of the local government;

“**Council**” means the Council of the Shire of Northam;

“**district**” means the district of the local government;

“**excavation**” includes quarry;

“**extractive industry**” means quarrying and excavating for any stone, gravel, sands, clay, limestone, loam or other material;

“**infrastructure**” means any building, treatment works, screening device, tank or structure;

“**land**”, unless the context otherwise requires, means the land on which the applicant proposes carrying on the extractive industry to which the licence application relates;

“**licence**” means a licence issued under this local law;

“**licensee**” means the person named in the licence as the licensee;

“**local government**” means the Shire of Northam;

“**occupier**” has the meaning given to it in the Act;

“**owner**” has the meaning given to it in the Act;

“**person**” does not include the local government;

“**secured sum**” means the sum required to be paid or the amount of a bond, guarantee or other security under clause 5.1;

“**site**” means the land specified by the local government in a licence.]

#### **1.3 Application**

(1) The provisions of this local law –

- (a) subject to paragraphs (b), (c), (d) and (e);
  - (i) apply and have force and effect throughout the whole of the district; and
  - (ii) apply to every excavation whether commenced prior to or following the coming into operation of this local law;
- (b) do not apply to the extraction of minerals under the *Mining Act 1978*;
- (c) do not apply to the carrying on of an extractive industry on Crown land;
- (d) do not apply to the carrying on of an extractive industry on land by the owner or occupier of that land for use on that land; and



- (d) do not apply to the carrying on of an extractive industry on land by the owner or occupier of that land for use on that land; and
  - (e) do not affect the validity of any licence issued under the local law repealed by clause 1.4 of this local law if that licence is currently in force at the date of gazettal of this local law.
- (2) In subclause (1)(d) land includes adjoining lots or locations in the same occupation or ownership of the owner or occupier referred to in subclause (1)(d).

#### **1.4 Repeal**

The following local laws are repealed -

- *Shire of Northam Extractive Industries Local Law 2004* published in the *Government Gazette* of 8 February 2005.
- *Town of Northam Local Government Model By-laws (Extractive Industries) No 9* published in the *Government Gazette* on 12 March 1963 and as amended and published in the *Government Gazette* on 4 August 1965.

### **Part 2 - Licensing Requirements for an Extractive Industry**

#### **2.1. Extractive Industries Prohibited Without Licence**

A person must not carry on an extractive industry –

- (a) unless the person is the holder of a valid and current licence; and
- (b) otherwise than in accordance with any terms and conditions set out in, or applying in respect of, the licence.

Penalty \$5000 and a daily penalty not exceeding a fine of \$500 in respect of each day or part of a day during which an offence has continued.

#### **2.2 Applicant to Advertise proposal (deleted)**

#### **2.3 Application For Licence**

(1) Subject to subclause (3), a person seeking the issue of a licence in respect of any land shall apply in the form determined by the local government from time to time and must forward the application duly completed and signed by each of the applicant, the owner of the land and any occupier of the land to the CEO together with –

- (a) 3 copies of a plan of the excavation site to a scale of between 1:500 and 1:2000 showing –
  - (i) the existing and proposed land contours based on the Australian Height Datum and plotted at 1 metre contour intervals;
  - (ii) the land on which the excavation site is to be located;
  - (iii) the external surface dimensions of the land;
  - (iv) the location and depth of the existing and proposed excavation of the land;
  - (v) the location of existing and proposed thoroughfares or other means of vehicle access to and egress from the land and to public thoroughfares in the vicinity of the land;
  - (vi) the location of buildings, treatment plant, tanks and other improvements and developments existing on, approved for or proposed in respect of the land;
  - (vii) the location of existing power lines, telephone cables and any associated poles or pylons, sewers, pipelines, reserves, bridges, railway lines and registered grants of easement or other encumbrances over, on, under or adjacent to or in the vicinity of the land;

- (viii) the location of all existing dams, watercourses, drains or sumps on or adjacent to the land;
  - (ix) the location and description of existing and proposed fences, gates and warning signs around the land; and
  - (x) the location of the areas proposed to be used for stockpiling excavated material, treated material, overburden and soil storage on the land and elsewhere;
- (b) 3 copies of a works and excavation programme containing -
- (i) the nature and estimated duration of the proposed excavation for which the licence is applied;
  - (ii) the stages and the timing of the stages in which it is proposed to carry out the excavation;
  - (iii) details of the methods to be employed in the proposed excavation and a description of any on-site processing works;
  - (iv) details of the depth and extent of the existing and proposed excavation of the site;
  - (v) an estimate of the depth of and description of the nature and quantity of the overburden to be removed;
  - (vi) a description of the methods by which existing vegetation is to be cleared and topsoil and overburden removed or stockpiled;
  - (vii) a description of the means of access to the excavation site and the types of thoroughfares to be constructed;
  - (viii) details of the proposed number and size of trucks entering and leaving the site each day and the route or routes to be taken by those vehicles;
  - (ix) a description of any proposed buildings, water supply, treatment plant, tanks and other improvements;
  - (x) details of drainage conditions applicable to the land and methods by which the excavation site is to be kept drained;
  - (xi) a description of the measures to be taken to minimise sand drift, dust nuisance, erosion, watercourse siltation and dangers to the general public;
  - (xii) a description of the measures to be taken to comply with the *Environmental Protection (Noise) Regulations 1997*;
  - (xiii) a description of the existing site environment and a report on the anticipated effect that the proposed excavation will have on the environment in the vicinity of the land;
  - (xiv) details of the nature of existing vegetation, shrubs and trees and a description of measures to be taken to minimise the destruction of existing vegetation; and
  - (xv) a description of the measures to be taken in screening the excavation site, or otherwise minimising adverse visual impacts, from nearby thoroughfares or other areas;
- (c) 3 copies of a rehabilitation and decommissioning programme indicating –
- (i) the objectives of the programme, having due regard to the nature of the surrounding area and the proposed end-use of the excavation site;
  - (ii) whether restoration and reinstatement of the excavation site is to be undertaken progressively or upon completion of excavation operations;
  - (iii) how any face is to be made safe and batters sloped;
  - (iv) the method by which topsoil is to be replaced and revegetated;
  - (v) the numbers and types of trees and shrubs to be planted and other landscaping features to be developed;
  - (vi) how rehabilitated areas are to be maintained; and



- (vii) the programme for the removal of buildings, plant, waste and final site clean up;
  - (d) evidence that a datum peg has been established on the land related to a point approved by the local government on the surface of a constructed public thoroughfare or such other land in the vicinity;
  - (e) a certificate from a licensed surveyor certifying the correctness of -
    - (i) the plan referred to in paragraph (a); and
    - (ii) the datum peg and related point referred to in paragraph (d);
  - (f) (g) copies of all land use planning approvals required under any planning legislation;
  - (h) copies of any environmental approval required under any environmental legislation;
  - (i) copies of any geotechnical information relating to the excavation site;
  - (j) the consent in writing to the application from the owner of the excavation site;
  - (k) the licence application fee specified by the local government from time to time; and
  - (l) any other information that the local government may reasonably require.
- (2) All survey data supplied by an applicant for the purpose of subclause (1) shall comply with Australian Height Datum and Australian Map Grid standards.
- (3) Where in relation to a proposed excavation -
- (a) the surface area is not to exceed 2000m<sup>2</sup>; and
  - (b) the extracted material is not to exceed 2000m<sup>3</sup>;
- the local government may exempt a person making application for a licence under subclause (1) from supplying any of the data specified in paragraphs (b), (d), (e) and (i) of subclause (1).

### Part 3 - Determination of Application

#### 3.1 Determination Of Application

- (1) The local government may refuse to consider an application for a licence that does not comply with the requirements of clause 2.3, and in any event shall refuse an application for a licence where planning approval for an extractive industry use of the land has not first been obtained.
- (2) The local government may, in respect of an application for a licence -
- (a) refuse the application; or
  - (b) approve the application -
    - (i) over the whole or part of the land in respect of which the application is made; and
    - (ii) on such terms and conditions, if any, as it sees fit.
- (3) Where the local government approves an application for a licence, it shall -
- (a) determine the licence period, not exceeding 10 years from the date of issue; and
  - (b) approve the issue of a licence in the form determined by the local government from time to time.
- (4) Where the local government approves the issue of a licence, the CEO upon receipt by the local government of -
- (a) payment of the annual licence fee, or the relevant proportion of the annual licence fee to 30 June, determined by the local government from time to time;
  - (b) payment of the secured sum, if any, imposed under clause 5.1;
  - (c) the documents, if any, executed to the satisfaction of the CEO, under clause 5.1; and



- (d) a copy of the public liability insurance policy required under subclause 7.1(1) shall issue the licence to the applicant.
- (5) Without limiting subclause (2), the local government may impose conditions in respect of the following matters -
  - (a) the orientation of the excavation to reduce visibility from other land;
  - (b) the appropriate siting of access thoroughfares, buildings and plant;
  - (c) the stockpiling of material;
  - (d) the hours during which any excavation work may be carried out;
  - (e) the hours during which any processing plant associated with, or located on, the site may be operated;
  - (f) requiring all crushing and treatment plant to be enclosed within suitable buildings to minimise the emission of noise, dust, vapour and general nuisance to the satisfaction of the local government;
  - (g) the depths below which a person shall not excavate;
  - (h) distances from adjoining land or thoroughfares within which a person must not excavate;
  - (i) the safety of persons employed at or visiting the excavation site;
  - (j) the control of dust and wind-blown material;
  - (k) the planting, care and maintenance of trees, shrubs and other landscaping features during the time in which the extractive industry is carried out in order to effectively screen the area to be excavated and to provide for progressive rehabilitation;
  - (l) the prevention of the spread of dieback, declared plants or other disease;
  - (m) the drainage of the excavation site and the disposal of water;
  - (n) the restoration and reinstatement of the excavation site, the staging of such works, and the minimising of the destruction of vegetation;
  - (o) the provision of retaining walls to prevent subsidence of any portion of the excavation or of land abutting the excavation;
  - (p) requiring the licensee to furnish to the local government a surveyor's certificate each year, prior to the renewal fee being payable, to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved excavation programme;
  - (q) requiring the licensee to enter into an agreement with the local government by which it agrees to pay any extraordinary expenses incurred by the local government in repairing damage caused to thoroughfares in the district by heavy or extraordinary traffic conducted by or on behalf of the licensee under the licence;
  - (r) requiring the licensee to enter into an agreement with the local government in respect of any condition or conditions imposed under this local law; and
  - (s) any other matter for properly regulating the carrying on of an extractive industry.

### **3.2 Payment Of Annual Licence Fee**

On or before 30 June in each year, a licensee shall pay to the local government the annual licence fee determined by the local government from time to time.

### **3.3 Transport of materials**

(1) The local government may, from time to time, prescribe by giving written notice to the licensee-

(a) that if the proposed routes are not suitable for the proposed haulage, the local government may determine alternative routes to be taken by the licensee for the transport of materials from the site through the roads in the district:



(b) the tonnage limits to be transported along a particular route; and  
(c) the times during which materials from the site may be transported through the roads in the district.

(2) The licensee must pay to the local government, as and when required by the local government, the costs or estimated costs, as determined by the local government, of repairs and maintenance to any road that are required as a result of the transport of the materials from the site.

(3) If a road on a route prescribed under the subclause (1) is inadequate for the transport of materials from the site, the local government may require the licensee to pay all or part of the costs or estimated costs, as determined by the local government, of upgrading the road to the standard required by the local government for these purposes.

(4) Each licence is to be taken to be subject to a condition requiring the licensee to comply with this clause.

#### **Part 4 - Transfer, Cancellation and Renewal of Licence**

##### **4.1 Transfer Of Licence**

(1) An application for the transfer of a licence shall –

- (a) be made in writing;
- (b) be signed by the licensee and the proposed transferee of the licence;
- (c) be accompanied by the current licence;
- (d) be accompanied by the consent in writing to the transfer from the owner of the excavation site;
- (e) include any information that the local government may reasonably require; and
- (f) be forwarded to the CEO together with the fee determined by the local government from time to time.

(2) Upon receipt of any application for the transfer of a licence, the local government may:

- (a) refuse the application; or
- (b) approve the application on such terms and conditions, if any, as it sees fit.

(3) Where the local government approves an application for the transfer of a licence, the local government shall transfer the licence by an endorsement on the licence in the form determined by the local government from time to time, signed by the CEO.

(4) Where the local government approves the transfer of a licence it shall not be required to refund any part of the fees paid by the former licensee in respect of the transferred licence.

##### **4.2 Cancellation Of Licence**

(1) The local government may cancel a licence where the licensee has –

- (a) been convicted of an offence against –
  - (i) this local law; or
  - (ii) any other law relating to carrying on an extractive industry; or
- (b) transferred or assigned or attempted to transfer or assign the licence without the consent of the local government;
- (c) permitted another person to carry on an extractive industry otherwise than in accordance with the terms and conditions of the licence and of the provisions of this local law;
- (d) failed to pay the annual licence fee under clause 3.2; or
- (e) failed to have a current public liability insurance policy under subclause 7.1(1) or failed to provide a copy of the policy or evidence of its renewal as the case may be, under subclause 7.1(2).

(2) Where the local government cancels a licence under this clause –

- (a) the local government shall advise the licensee in writing of the cancellation;

- (b) the cancellation takes effect on and from the day on which the licensee is served with the cancellation advice; and
- (c) the local government shall not be required to refund any part of the fees paid by the licensee in respect of the cancelled licence.

#### **4.3 Renewal Of Licence**

(1) A licensee who wishes to renew a licence must apply in writing to the local government at least 45 days before the date of expiry of the licence and shall submit with the application for renewal –

- (a) the fee determined by the local government from time to time;
- (b) a copy of the current licence;
- (c) a plan showing the contours of the excavation carried out to the date of that application;
- (d) details of the works, excavation and rehabilitation stages reached and of any changes or proposed changes with respect to any of the things referred to in subclauses 2.32(1) (b) and (c); and
- (e) any other things referred to in clauses 2.3 2 and 3.1.

(2) The local government may waive any of the requirements specified in subclause 4.3 (1) (d) or (e).

(3) If –

- (a) an application to renew a licence is in relation to land in respect of which the current licence was issued less than 12 months prior to the date from which the new licence if granted would apply; and
- (b) the methods to be employed in the proposed land excavation are identical to those being employed at the date of the application,

then the applicant shall not be obliged, unless otherwise required by the local government to submit details of any of the things referred to in clauses 2.3 2 and 3.1.

(4) Upon receipt of an application for the renewal of a licence, the local government may;  
(a) refuse the application; or  
(b) approve the application on such terms and conditions, if any, as it sees fit.

### **Part 5 - Secured Sum and Application Thereof**

#### **5.1 Security For Restoration And Reinstatement**

(1) For the purpose of ensuring that an excavation site is properly restored or reinstated, the local government may require that –

- (a) as a condition of a licence; or
  - (b) before the issue of a licence,
- the licensee shall give to the local government a bond, bank guarantee or other security, of a kind and in a form acceptable to the local government, in or for a sum determined by the local government from time to time.

(2) A bond required under subclause (1) is to be paid into a fund established by the local government for the purposes of this clause.

#### **5.2 Use By The Local Government Of Secured Sum**

(1) If a licensee fails to carry out or complete the restoration and reinstatement works within the time specified in those conditions either –  
(a) within the time specified in those conditions; or



- (b) where no such time has been specified, within 60 days of the completion of the excavation or portion of the excavation specified in the licence conditions, then; subject to the local government giving the licensee 14 days notice of its intention to do so –
  - (c) the local government may carry out or cause to be carried out the required restoration and reinstatement work or so much of that work as remains undone; and
  - (d) the licensee shall pay to the local government on demand all costs incurred by the local government or which the local government may be required to pay under this clause.
- (2) The local government may apply the proceeds of any bond, bank guarantee or other security provided by the licensee under clause 5.1 towards its costs under this clause.
- (3) The liability of a licensee to pay the local government's costs under this clause is not limited to the amount, if any, secured under clause 5.1.

## **Part 6 – Limitations, Obligations of the licensee and Prohibitions**

### **6.1 Limits On Excavation Near Boundary**

Subject to any licence conditions imposed by the local government, a person shall not, without the written approval of the local government, excavate within –

- (a) 20 metres of the boundary of any land on which the excavation site is located;
- (b) 20 metres of any land affected by a registered grant of easement;
- (c) 40 metres of any thoroughfare; or
- (d) 40 metres of any watercourse.

Penalty \$2,000

### **6.2 Obligations Of The Licensee**

A licensee shall -

- (a) where the local government so requires, securely fence the excavation to a standard determined by the local government and keep the gateways locked when not actually in use in order to prevent unauthorised entry;
- (b) erect and maintain warning signs along each of the boundaries of the area excavated under the licence so that each sign -
  - (i) is not more than 200 metres apart;
  - (ii) is not less than 1.8 metres high and not less than 1 metre wide; and
  - (iii) bears the words "DANGER EXCAVATIONS KEEP OUT";
- (c) except where the local government approves otherwise, drain and keep drained to the local government's satisfaction any excavation to which the licence applies so as to prevent the accumulation of water;
- (d) restore and reinstate the excavation site in accordance with the terms and conditions of the licence, the site plans and the works and excavation programme approved by the local government;
- (e) take all reasonable steps to prevent the emission of dust, noise, vibration and other forms of nuisance from the excavation site; and
- (f) otherwise comply with the conditions imposed by the local government in accordance with clause 3.1.

Penalty \$5,000 for each offence, and if an offence is of a continuing nature, to a daily penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.

### **6.3 Prohibitions**

A licensee shall not -

- (a) remove any trees or shrubs within 40 metres (or such lesser distance as may be allowed, in writing, by the local government) of the boundary of any thoroughfare on land in respect of which a licence has been granted, except for the purpose of constructing access thoroughfares, erecting buildings or installing plant for use in connection with the excavation and then only with the express approval of the local government and subject to any conditions which the local government may impose in accordance with clause 3.1;
- (b) store, or permit to be stored, any explosives or explosive devices on the site to which the licence applies other than with the approval of the local government and the Department of Industry and Resources; or
- (c) fill or excavate, other than in accordance with the terms and conditions of the licence, the site plans and the works and excavation programme approved by the local government.

Penalty \$5,000 for each offence, and if an offence is of a continuing nature, to a daily penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.

#### **6.4 Blasting**

(1) A person shall not carry out or permit to be carried out any blasting in the course of excavating unless -

- (a) the local government has otherwise given approval in respect of blasting generally or in the case of each blast;
- (b) subject to subclause (2), the blasting takes place only between the hours of 8.00am and 5.00pm, or as determined by the local government, on Mondays to Fridays inclusive;
- (c) the blasting is carried out in strict accordance with the AS2187 SAA Explosives Code, the *Mines Safety and Inspection Act 1994*, the *Environmental Protection Act 1986*, and all relevant local laws of the local government; and
- (d) in compliance with any other conditions imposed by the local government concerning-
  - (i) the time and duration of blasting;
  - (ii) the purposes for which the blasting may be used; and
  - (iii) such other matters as the local government may reasonably require in the interests of the safety and protection of members of the public and of property within the district.

Penalty \$5,000.00 for each offence, and if the offence is of a continuing nature, to a daily penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.

(2) A person shall not carry out or permit to be carried out any blasting on a Saturday, Sunday or Public Holiday except with the prior approval of the local government.

Penalty \$2,000.

### **Part 7 - Miscellaneous Provisions**

#### **7.1 Public Liability**

(1) A licensee shall have at all times a current public liability insurance policy taken out in the joint names of the licensee and the local government indemnifying the licensee and the local government for a sum of not less than \$10,000,000 in respect of any one claim relating to any of the excavation operations.



(2) The licensee shall provide to the local government a copy of the policy taken out under subclause (1), within 14 days after the issue of that policy and shall provide to the local government evidence of renewal within 14 days of each renewal date.

### **7.2 Mines Safety and Inspection Act and Environmental Protection Act**

(1) In any case where the *Mines Safety and Inspection Act 1994* or the *Environmental Protection Act 1986* applies to any excavation carried on or proposed to be carried on at a site, the licensee in respect of that site shall –

- (a) comply with all applicable provisions of that Act or those Acts; and
- (b) provide to the local government within 14 days full particulars of any inspection or report made under that Act or those Acts.

(2) In this clause, the *Mines Safety and Inspection Act 1994* and the *Environmental Protection Act 1986* include all subsidiary legislation made under those Acts.

### **7.3 Notice Of Cessation Of Operations**

(1) Where a licensee intends to cease carrying on an extractive industry –

- (a) temporarily for a period in excess of 12 months; or
- (b) permanently,

the licensee shall, as well as complying with clause 7.4, give the local government written notice of the cessation not later than 1 week after those operations have ceased.

(2) Where a licensee has given written notice to the local government of the intention to permanently cease carrying on an extractive industry on the site to which the licence applies the licence is deemed to have expired on the date such cessation is so notified.

(3) The temporary or permanent cessation of the carrying on of an extractive industry on a site or the deemed expiration or cancellation of a licence does not entitle the licensee to any refund of any licence fee.

### **7.4 Works To Be Carried Out On Cessation Of Operations**

Where the carrying on of an extractive industry on the site permanently ceases or on the expiration or cancellation of the licence applicable to the site, whichever first occurs, the licensee shall, as well as complying with the provisions of clause 7.3 –

- a) restore and reinstate the excavated site in accordance with the proposals approved by the local government or in such other manner as the local government may subsequently agree in writing with the licensee;
- b) ensure that any face permitted to remain upon the excavation site is left safe with all loose materials removed and where the excavation site is -
  - (i) sand, the sides are sloped to a batter of not more than 1:3 (vertical:horizontal); and
  - (ii) limestone or material other than sand, the sides are sloped to a batter which, in the opinion of the local government, would enable the site to be left in a stable condition;
- c) ensure that the agreed floor level of the excavation is graded to an even surface or is otherwise in accordance with the rehabilitation and decommissioning programme approved by the local government;
- d) ensure that all stockpiles or dumps of stone, sand or other materials are left so that no portion of that material can escape onto land not owned or occupied by the licensee nor into any stream, watercourse or drain that is not wholly situated within the land owned or occupied by the licensee;
- e) erect retaining walls where necessary to prevent subsidence of land in the vicinity of any excavation;
- f) remove from the site all buildings, plant and equipment erected, installed or used for or in relation to the carrying on of an extractive industry on the site and



- fill all holes remaining after such removal to the level of the surrounding ground and compact such filled holes sufficiently to prevent settling; and
- g) break up, scarify, cover with topsoil and plant with grass, trees and shrubs all parts of the site where buildings, plant and equipment were erected or installed and all areas which were used for stockpiling unless otherwise specified under this local law.

Penalty \$5,000 for each offence, and if the offence is of a continuing nature, to a daily penalty not exceeding a fine of \$500.00 in respect of each day or part of a day during which the offence has continued.

## Part 8 - Objections & Appeals

### 8.1 Objections and Appeals

When the local government makes a decision as to whether it will -

- a) grant a person a licence under this local law; or
- b) renew, vary, or cancel a licence that a person has under this local law,

the provisions of Division 1 of Part 9 of the Act and regulation 33 of the *Local Government (Functions and General) Regulations 1996* shall apply to that decision.

## Part 9 – Modified Penalties

### 9.1 Prescribed Offence

An offence against a clause specified in the Schedule is a prescribed offence for the purposes of section 9.16(1) of the Act.

### 9.2 Modified Penalty

The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in the Schedule.

### 9.3 Forms

For the purposes of this local law –

- (a) the form of the infringement notice given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*; and
- (b) the form of the notice sent under section 9.20 of the Act withdrawing an infringement notice is that of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

## SCHEDULE 1 Shire of Northam EXTRACTIVE INDUSTRIES LOCAL LAW 2008 PRESCRIBED OFFENCES

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1(a)	Excavate without a valid and current licence	500
2.1(b)	Carry on extractive industry without licence or in breach of terms and conditions	350 500
6.1	Excavate near boundary	250 200

6.2(a)	Gateways not kept locked where required	350 500
6.2(b)	Warning signs not erected or maintained as required	350 500
6.2(c)	Excavation not drained as required	350 500
6.3(a)	Remove trees or shrubs near boundary without approval	300 500
6.3(b)	Store without required approval explosives or explosive devices	350 500
6.3(c)	Fill or excavate in breach of licence	350 500
6.4(1)(a)	Blasting without approval of the local government	500
6.4(1)(b)	Blasting outside times authorised	500
6.4(1)(d)	Blasting in breach of conditions imposed by the local government	500
6.4(2)	Blasting without approval on Saturday, Sunday or public holiday	500 200

Dated:

The Common Seal of the Shire of Northam was affixed by authority of a resolution of the Council in the presence of:

CR CHRISTOPHER ANTONIO, Shire President  
JASON WHITEAKER Chief Executive Officer

MOTION

Moved: Cr Williams

That the matter relating to the Dogs Amendment Local Law 2017 which was laid on the table at the Ordinary Council meeting held on 15<sup>th</sup> November 2017 be raised from the table.

12.4.5 Dog Amendment Local Law 2017

Address:	N/A
Owner:	Shire of Northam
File Reference:	2.3.2.6
Reporting Officer:	Cheryl Greenough Coordinator Governance and Administration
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Absolute Majority

BRIEF

For Council to consider any final changes to the Amendment Local Law after the statutory 60 days public notice pursuant to section 3.12 of the *Local Government Act 1995*, and finally to make the Shire of Northam Dogs Amendment Local Law 2017.

ATTACHMENTS

Attachment 1: Dog Amendment Local Law 2017 (Gazettal Version)

Attachment 2: Dog Local Law 2017 (2<sup>nd</sup> Changes)

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BACKGROUND / DETAILS

In accordance with s.3.16 of the *Local Government Act 1995* (the Act), the Shire completed a statutory review of the Shire's Dogs Local Law 2008.

During the statutory review process, the Department of Local Government, Sport and Cultural Industries (formerly Department of Local Government and Communities) (the Department) advised their recommendations for amendment of this Local Law.

Council, at its meeting held 19 July 2017, subsequently resolved to undertake an amendment of the Shire's Dogs Local Law 2008 and prepare to make an



amendment local law in accordance with Section 3.12 of the Act which prescribes the following statutory procedures for making a local law:

- The purpose and effect of the proposed amendment local law is to be included in the agenda and the minutes of the meeting at which they are considered.
- A Statewide and Local public notice of the proposed amendment local law is to be published, detailing:
  - The purpose and effect of the proposed amendment local law;
  - Where a copy of the proposed amendment local law may be inspected; and
  - A minimum 6 weeks public submission period.
- A copy of the notice and the proposed amendment local law is to be provided to the Minister for Local Government and any other Minister responsible for administering the Act/s under which the Local Law is proposed to be made.
- After the close of the public submission period, a further report will be presented to Council to enable Council's consideration of any public submissions and, where the consequentially proposed local law is not substantially different from that advertised in the public notice, the Council may then resolve by absolute majority to make the amendment local law.
- The amendment local law must then be published in the Government Gazette and a copy of the gazetted amendment local law is to be provided to the relevant Minister/s and the Parliamentary Joint Standing Committee on Delegated Legislation.
- A Local Public Notice must then be given stating the title of the amendment local law, a summary of its purpose and effect and advising where copies may be inspected or obtained.

This report seeks to finalise the s.3.12 process, with Council considering any submissions to the Local Law, make any final changes as long as they are not significantly different from what was proposed, then make the Shire of Northam Dogs Amendment Local Law 2017 which is to be Gazetted and a copy provided to the Minister.

The following table outlines what stage of the process each local law is currently at:

2008 Local Laws	Stage 1	s3.16	Council adopted to review Local Law & advertise for 6 weeks	Stage 2	s3.12	Council adopted to make changes to the local law and advertise changes	Stage 3	Council adopt the new local law, advertise & send for Gazettal
Dogs Local Law 2008						On the table 15/11/17		January meeting to come off the table.
Cemeteries Local law 2008								Local Law passed 15/11/17
Activities on Thoroughfares						18/10/17		January meeting
Extractive Industries						18/10/17		January meeting
Standing Orders						20/12/17		
Operation of Waste Facilities						20/12/17		
Parking and Parking Facilities						20/12/17		
Health Local Law 2008								
Keeping Control of cats								
Local Government Property								

## CONSIDERATIONS

Strategic Community / Corporate Business Plan  
Theme Area 6: Governance & Leadership

Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

- Implement systems and processes which deliver quality outcomes for our community;
- Maintain a high standard of corporate governance;
- Encourage active community participation in our local government; and
- Undertake our regulatory roles in a safe, open, accountable and respectful manner.

Financial / Resource Implications

Commencing an amendment local law process will incur:

- Advertising costs in the West Australian - Approximate cost \$400
- Gazettal of the adopted amendment local law. Approximate cost \$212 per page.
- Advertising in the Avon Advocate relating to the adoption of the amendment local law. Approximate cost \$200

### Legislative Compliance

Section 3.12 of the Local Government Act 1995 which outline the procedures for making local laws.

- (1) *In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.*
- (2A) *Despite subsection (1), a failure to follow the procedure described in this section does not invalidate a local law if there has been substantial compliance with the procedure.*
- (2) *At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.*
- (3) *The local government is to —*
  - (a) *give Statewide public notice stating that —*
    - (i) *the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and*
    - (ii) *a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
    - (iii) *submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given; and*
  - (b) *as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and*
  - (c) *provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*
- (3a) *A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.*
- (4) *After the last day for submissions, the local government is to consider any submissions made and may make the local law\* as proposed or make a local law\* that is not significantly different from what was proposed.*

*\*Absolute majority required.*



- (5) *After making the local law, the local government is to publish it in the Gazette and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.*
- (6) *After the local law has been published in the Gazette the local government is to give local public notice —
  - (a) stating the title of the local law; and
  - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
  - (c) advising that copies of the local law may be inspected or obtained from the local government's office.*
- (7) *The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.*

**Section 9.17, Notice, content of**

(3) Unless otherwise prescribed by regulation, the modified penalty that a local law may prescribe for an offence is not to exceed 10% of the maximum fine that could be imposed for that offence by a court

Policy Implications

Nil.

Stakeholder Engagement / Consultation

Statewide and local notification in the newspaper providing 6 weeks for community consultation including notices at the Shire and in the two libraries.

Risk Implications

Failure to comply with the process would cause a potential breach of legislation.

**OFFICER'S COMMENT**

The Proposed Dogs Amendment Local Law 2017 has been drafted to address the matters raised by the Department as well as other minor amendments - refer attached.

Elected members and Officers have had the opportunity to examine the existing Local law and make any comments during and prior to the Public Comment period.

In accordance with the provisions of the Act it is necessary for Council to now either adopt the current changes or make minor modifications to the changes before making this new Local Law. Once the Local Law has been made it must be Gazetted and forwarded to the Minister.

State wide public notice must be given that the Amendment Local Law has been made, the purpose and effect of the proposed Amendment Local Law and have it available for public inspection. This also includes displaying copies of the Amendments Local Law at the Shire office and both of the Shire's library services.

Below is a table of the amendments to the local law for easier perusal and understanding. The highlighted green denotes the 2<sup>nd</sup> group of changes since being presented to the Council meeting held on 15<sup>th</sup> November 2017, where the matter was laid on the table.

Amend/Delete/Edit/Replace	Clause	Reason
	Citation	Add updated citation
Amend	Title	Dog Local Law 2017
Delete	Clause 1.2	Delete 'Childrens Playground' as it will not be referenced in the local law after PART 5 has been deleted.
Insert	Clause 1.2	<b>'Nuisance' means</b> <i>(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;</i> <i>(b) an unreasonable interference with the use and enjoyment of a person of his or her ownership of occupation of land; or</i> <i>(c) interference which causes material damage to land or other property on the land affected by the interference.</i>
Insert	Clause 1.2	<b>"owner in relation to a dog" means –</b> <i>(a) the person by whom the dog is ordinarily kept; or</i> <i>(b) a person who is deemed to be the owner of the dog;</i>
Insert	Clause 1.2	<b>"townsite" means an area zoned as residential.</b>
Delete	Clause 1.2	Delete in 'Regulations' Dog Regulations 1976
Insert	Clause 1.2	Insert in 'Regulations' Dog Regulations 2013'
Amend	Clause 3.1(c)	In sub clause (1)(c) after the words "dog is on the premises" and before the words "and is fitted" insert the words " <i>(unless the gate is temporarily opened in a manner that ensures the dog remains confined)</i> "
Amend	Clause 3.1(2)	In sub clause (2) delete "Penalty: Where the dog kept is a dangerous dog, \$2000; otherwise \$1,000."
Insert	Clause 3.1(3)	Insert sub clause (3) Notwithstanding subclause (1) and (2), the confinement of

Amend/Delete/ Edit/Replace	Clause	Reason
		dangerous dogs is dealt with in the Act and Regulations
Amend	Clause 4.9	Delete the following - "Where a dog involved in the contravention is a dangerous dog, \$2,000 and a daily penalty of \$200; otherwise \$1,000 and a daily penalty of \$100." and Insert <b>the words</b> "penalties apply as per the Act and Regulations"
Amend	Clause 4.13(2)(c)	Subclause (2)(c) Delete the words "if the licensee is not a fit and proper person" and Insert the words "if the local government is dissatisfied with the conduct of the establishment"
Delete	PART 5	
Amend	Schedule 3	Modified Penalties

Amended Modified Penalties are produced in red.

Schedule 3 Modified Penalties			
Clause	Description	Modified Penalty Dangerous	Modified Penalty other
2.4(b)	Interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs	200	200 100
4.9	Failing to comply with the conditions of a licence	As per the Act & Regulations	As per the Act & Regulations
PART 5	Deleted		
6.1(2)	Dog excreting in prohibited place	20	40 20

The reason the clauses in the above table have modified penalty reduced to \$20 is because the maximum penalty noted in the existing local law is \$200 therefore the modified penalty cannot exceed \$20 unless the full penalty is increased.

To comply with the provisions of section 3.12 of the Act, when proposing to make a local law, the presiding person is to read aloud the Purpose and Effect of the Dog Local Law 2017.



RECOMMENDATION

That Council:

1. Pursuant to section 3.12 of the *Local Government Act 1995* close the review period and adopt the Dog Amendment Local Law 2017 with any current amendments.
2. Authorise the CEO to give Statewide public notice that the Shire has adopted the Shire of Northam Dog Amendment Local Law 2017 with the purpose and effect of this local law being as follows:

Purpose: The Shire Northam Dog Amendment Local Law 2017 makes minor amendments to the Shire of Northam Dogs Local Law 2008 which provides for the orderly management of the Kennels and dogs within the Shire of Northam.

Effect: Inserts additional definitions and deletes some definitions to enhance operation of the Local Law and clarifies the drafting and operation of some clauses.

3. Request the CEO complete the local law process inviting public submissions on the proposal as described in s3.12(3) of the *Local Government Act 1995*.

ABSOLUTE MAJORITY OF 6 REQUIRED

Note: The Shire President is required to read aloud the purpose and effect as listed above **should the recommendation be endorsed.**

Providing the matter is raised from the table, Cr Williams has advised of her intent to move the following motion. Due to the significant changes proposed, Council would be required to recommence the process under section 3.12(3)(a) of the Local Government Act 1995, which requires a further consultation period of six (6) weeks and the matter being presented back to Council at the conclusion of the consultation for final adoption:

MOTION

That Council:

1. Make the following amendments to the Dogs Local Law 2008:
  - e. Part 2.4 - amend penalty to \$4,000 for a dangerous dog and \$2000 otherwise;
  - f. Part 3.1 - **after part (2) 'Where an occupier fails to comply with subclause (1), he or she commits an offence' add 'Penalty: where the dog kept is a dangerous dog, \$2000, otherwise \$1000.'**  
(This is as it was in the old local law);
  - g. Section 6.1 - part 2 - amend penalty to \$500;
  - h. SCHEDULE 2 - **amend 2.4(a) and (b) to read "releasing or attempting to release a dog from a pound, or interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs", with modified penalties of \$200 and \$400 for dangerous dogs;** and
  - i. Amend penalty at 6.1(2) to \$50.
2. Gives public notice of the proposed alterations to the Dogs Local Law 2008 for a period not less than 6 weeks in accordance with s3.12(3)(a) of the Local Government Act 1995.
3. Forward a copy to the Minister for Local Government in accordance with s3.12(3)(a) of the Local Government Act 1995; and
4. Request CEO to prepare a further report at the conclusion of the public advertising period to enable Council to consider any submissions made.

ABSOLUTE MAJORITY OF 6 REQUIRED

Attachment 1

*Dogs Act 1986*  
*Local Government Act 1995*

SHIRE OF NORTHAM  
DOGS AMENDMENT LOCAL LAW 2017

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Northam resolved by Absolute Majority on **Date** to make the following local law.

1. Citation

This local law may be cited as the Shire of Northam Dogs Amendment Local law 2017

2. Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

3. Principal local law

In this local law the Shire of Northam Dogs Local Law 2008 as published in the Government Gazette on 16 September 2008, is referred to as the Principal local law.

The Principal local law is amended.

Clause 1.2 Amended

Insert the following definitions in alphabetical order:

~~**children's playground** means an area set aside for use by children and noted by the presence of dedicated children's playground equipment and the presence of either sand or other forms of soft fall surface;~~

**"nuisance"** means

- (d) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (e) an unreasonable interference with the use and enjoyment of a person of his or her ownership of occupation of land; or
- (f) interference which causes material damage to land or other property on the land affected by the interference.

**"owner in relation to a dog"** means –

- (a) the person by whom the dog is ordinarily kept; or
- (b) a person who is deemed to be the owner of the dog;

**"townsite"** means an area zoned as residential.

**" Regulations:" Delete** Dog Regulations 1976



Insert *Dog Regulations 2013*

Clause 3.1 Amended

In sub clause (1)(c) after the words "dog is on the premises" and before the words "and is fitted" insert the words "(unless the gate is temporarily opened in a manner that ensures the dog remains confined)"

In sub clause (2) delete "Penalty: Where the dog kept is a dangerous dog, \$2000; otherwise \$1,000."

Insert sub clause (3) "Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations"

Clause 4.9 Amended

Clause 4.9 is amended as follows:

Delete the Penalty clause.

**Insert the words** "penalties apply as per the Act and Regulations"

Clause 4.13 Amended

Subclause (2)(c)

Delete the words "if the licensee is not a fit and proper person"

Insert "if the local government is dissatisfied with the conduct of the establishment"

PART 5. Deleted

Schedule 3 - Amended

Schedule 3 Modified Penalties			
Clause	Description	Modified Penalty Dangerous	Modified Penalty other
2.4(a)	Attempting to or causing the unauthorized release of a dog from a pound	400 <span style="color: red;">200</span>	200 <span style="color: red;">100</span>
2.4(b)	Interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs	<span style="color: red;">200</span>	200 <span style="color: red;">100</span>
4.9	Failing to comply with the conditions of a licence	As per the Act & Regulations	As per the Act & Regulations
5.1	Deleted		
5.2	Deleted		
6.1(2)	Dog excreting in prohibited place	<span style="color: red;">20</span>	40 <span style="color: red;">20</span>

DATED: \_\_\_\_\_20\_\_

The Common Seal of the Shire of Northam was affixed by authority of a resolution of Council in the presence of:

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Christopher R Antonio  
President

---

Jason B Whiteaker  
Chief Executive Officer

Attachment 2

**DOG ACT 1976  
LOCAL GOVERNMENT ACT 1995**

**SHIRE OF NORTHAM**

**DOG LOCAL LAW 2017**



## **DOG LOCAL LAW 2017**

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**DOG ACT 1976  
LOCAL GOVERNMENT ACT 1995**

SHIRE OF NORTHAM

**DOG LOCAL LAWS 2017**

Under the powers conferred by the *Dog Act 1976* and under all other powers enabling it, the Council of the Shire of Northam resolved on \_\_\_\_\_ to make the following local law.

**PART 1 - PRELIMINARY**

**1.1 Citation**

This local law may be cited as the *Shire of Northam Dog Local Law 2017*.

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

**1.2 Definitions**

In this local law unless the context otherwise requires -

“**Act**” means the *Dog Act 1976*;

“**authorized person**” means a person authorized by the local government to perform all or any of the functions conferred on an authorized person under this local law;

“**CEO**” means the Chief Executive Officer of the local government;

“**district**” means the district of the Shire of Northam;

“**local government**” means the Shire of Northam;

“**nuisance**” means

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or
- (c) interference which causes material damage to land or other property on the land affected by the interference.

“**owner in relation to a dog**” means –

- (c) the person by whom the dog is ordinarily kept; or
- (d) a person who is deemed to be the owner of the dog;

“**person liable for the control of the dog**” has the meaning given to it by the Act;

“**pound keeper**” means a person authorized by the local government to perform all or any of the functions conferred on a “pound keeper” under this local law;

“**premises**” has the meaning given to it by the Act;

“**Regulations**” means the *Dog Regulation 2013*;

“**thoroughfare**” has the meaning given to it in section 1.4 of the *Local Government Act 1995*;



**“town planning scheme”** means a town planning scheme made by the local government under the *Planning and Development Act 2005* which applies throughout the whole or a part of the district;  
**“townsite”** means an area zoned as residential.

### 1.3 Application

This local law applies throughout the district.

### 1.4 Repeal

The following local laws are repealed:

- The Shire of Northam By-laws Relating to Dogs published in the *Government Gazette* on 2 April 1982.
- The Shire of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 7 July 1989.
- The Shire of Northam By-laws Relating to Dogs published in the *Government Gazette* on 3 August 1973.
- The Town of Northam By-laws Relating to Dogs published in the *Government Gazette* on 12 June 1981.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 2 April 1982.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 4 March 1988.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 25 November 1988.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 28 July 1989.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 12 December 1995.
- The Town of Northam By-law No 50 - Dogs published in the *Government Gazette* on 22 May 1942.

## PART 2 - IMPOUNDING OF DOGS

### 2.1 Charges and costs

The following are to be imposed and determined by the local government under sections 6.16 - 6.19 of the *Local Government Act 1995* -

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

### 2.2 Attendance of pound keeper at pound

The pound keeper is to be in attendance at the pound for the release of dogs at the times and on the days of the week as are determined by the CEO.

### 2.3 Release of impounded dog

(1) A claim for the release of a dog seized and impounded is to be made to the pound keeper or in the absence of the pound keeper, to the CEO.

(2) The pound keeper is not to release a dog seized and impounded to any person unless that person has produced, to the satisfaction of the pound keeper, satisfactory evidence -

- (a) of her or his ownership of the dog or of her or his authority to take delivery of it; or
- (b) that he or she is the person identified as the owner on a microchip implanted in the dog.

## **2.4 No breaking into or destruction of pound**

A person who -

- (a) unless he or she is the pound keeper or a person authorized to do so, releases or attempts to release a dog from a pound; or
  - (b) destroys, breaks into, damages or in any way interferes with or renders not dog-proof -
    - (i) any pound; or
    - (ii) any vehicle or container used for the purpose of catching, holding or conveying a seized dog,
- commits an offence.

Penalty: Where the dog is a dangerous dog, \$2,000; otherwise \$1,000.

## **PART 3 - REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS**

### **3.1 Dogs to be confined**

(1) An occupier of premises on which a dog is kept must -

- (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
- (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
- (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises, unless the gate is temporarily opened in a manner that ensures the dog remains confined, and is fitted with a proper latch or other means of fastening it;
- (d) maintain the fence and all gates and doors in the fence in good order and condition; and
- (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.

(2) Where an occupier fails to comply with subclause (1), he or she commits an offence.

*(3) Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations*

### 3.2 Limitation on the number of dogs

- (1) This clause does not apply to premises which have been -
  - (a) licensed under Part 4 as an approved kennel establishment; or
  - (b) granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act—
  - (a) two dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
  - (b) two dogs over the age of 3 months and the young of those dogs under that age if the premises is situated outside a townsite, if the subject property is less than 40 hectares, or 4 dogs over the age of 3 months and the young of those dogs under that age if the premises is situated outside a townsite and is greater than 40 hectares in area.

## PART 4 - APPROVED KENNEL ESTABLISHMENTS

### 4.1 Definitions

In this Part and in Schedule 1 -

“**licence**” means a licence to keep an approved kennel establishment on premises;

“**licensee**” means the holder of a licence;

“**premises**”, in addition to the meaning given to it in section 3 of the Act, means the premises described in the application for a licence; and

“**transferee**” means a person who applies for the transfer of a licence to her or him under clause 4.14.

### 4.2 Application for licence for approved kennel establishment

An application for a licence must be made in the form as determined by the local government from time to time, and must be lodged with the local government together with -

- (a) plans and specifications of the kennel establishment, including a site plan;
- (b) copies of the notices to be given under clause 4.3;
- (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
- (d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs nominated by the local government; and
- (e) the fee for the application for a licence referred to in clause 4.10(1).

### 4.3 Notice of proposed use

(1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged –

- (a) once in a newspaper circulating in the district; and
- (b) to the owners and occupiers of any premises adjoining the premises.

(2) The notices in subclause (1) must specify that -

- (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and



- (b) the application and plans and specifications may be inspected at the offices of the local government.

(3) Where –

- (a) the notices given under subclause (1) do not clearly identify the premises; or
- (b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the local government, would fail to serve the purpose of notifying persons of the proposed use of the premises,

then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.

#### **4.4 Exemption from notice requirements**

Where an application for a licence is made in respect of premises on which an approved kennel establishment is either a –

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements,

under a town planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

#### **4.5 When application can be determined**

An application for a licence is not to be determined by the local government until –

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.3(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises.

#### **4.6 Determination of application**

In determining an application for a licence, the local government is to have regard to –

the matters referred to in clause 4.7;

- (a) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;
- (b) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (c) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (d) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (e) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

#### **4.7 Where application cannot be approved**

- The local government cannot approve an application for a licence where –
- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a town planning scheme; or
  - (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

#### **4.8 Conditions of approval**

- (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 1 and to such other conditions as the local government considers appropriate.
- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 1.

#### **4.9 Compliance with conditions of approval**

A licensee who does not comply with the conditions of a licence commits an offence.

Penalty: Penalties apply as per the Act and Regulations.

#### **4.10 Fees**

- (1) On lodging an application for a licence, the applicant is to pay a fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.
- (4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 – 6.19 of the *Local Government Act 1995*.

#### **4.11 Form of licence**

The licence is to be in the form determined by the local government and is to be issued to the licensee.

#### **4.12 Period of licence**

- (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the fee referred to in clause 4.10(2) is paid to the local government prior to the expiry of the licence.
- (3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

#### **4.13 Variation or cancellation of licence**

- (1) The local government may vary the conditions of a licence.
- (2) The local government may cancel a licence –
  - (a) on the request of the licensee;
  - (b) following a breach of the Act, the Regulations or this local law; or
  - (c) if the local government is dissatisfied with the conduct of the establishment.
- (3) The date a licence is cancelled is to be, in the case of –
  - (a) paragraph (a) of subclause (2), the date requested by the licensee; or

- (b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.
- (4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

#### **4.14 Transfer**

An application for the transfer of a valid licence from the licensee to another person must be –

- (a) made in the form determined by the local government;
- (b) made by the transferee;
- (c) made with the written consent of the licensee; and
- (d) lodged with the local government together with –
  - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
  - (ii) the fee for the application for the transfer of a licence referred to in clause 4.10(3).

The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).

- (1) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (2) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.15(b), the transferee becomes the licensee of the licence for the purposes of this local law.

#### **4.15 Notification**

The local government is to give written notice to -

- (a) an applicant for a licence of the local government's decision on her or his application;
- (b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (c) a licensee of any variation made under clause 4.13(1);
- (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (e) a licensee when her or his licence is renewed;
- (f) a licensee of the cancellation of a licence under clause 4.13(2)(a); and
- (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.13(2), which notice is to be given in accordance with section 27(6) of the Act.

#### **4.16 Inspection of kennel**

With the consent of the occupier, an authorized person may inspect an approved kennel establishment at any time.

### **Part 5 Deleted**

### **Part 6- MISCELLANEOUS**



## 6.1 Offence to excrete

- (1) A dog must not excrete on –
  - (a) any thoroughfare or other public place; or
  - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.

Penalty: \$200.

- (3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

## PART 7 - ENFORCEMENT

### 7.1 Definitions

In this Part -

“**infringement notice**” means the notice referred to in clause 7.3; and  
“**notice of withdrawal**” means the notice referred to in clause 7.6(1).

### 7.2 Modified penalties

- (1) The offences contained in Schedule 2 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the third column of Schedule 2 directly opposite an offence is the modified penalty payable in respect of that offence if -
  - (a) the dog is not a dangerous dog; or
  - (b) the dog is a dangerous dog, but an amount does not appear in the fourth column directly opposite that offence.
- (3) The amount appearing in the fourth column of Schedule 2 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog.

### 7.3 Issue of infringement notice

Where an authorized person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 7 of the First Schedule of the Regulations.

### 7.4 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

### 7.5 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

**7.6 Withdrawal of infringement notice**

- (1) Whether or not the modified penalty has been paid, the CEO may withdraw an infringement notice by sending a notice in the form of Form 8 of the First Schedule of the Regulations.
- (2) A person authorized to issue an infringement notice under clause 7.3 cannot sign or send a notice of withdrawal.

**7.7 Service**

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

**Schedule 1**

**(clause 4.2)**

**SHIRE OF NORTHAM  
Dog Local Law 2017  
APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL  
ESTABLISHMENT**

I/we (full name) .....

of (postal address) .....

(telephone number) .....

(facsimile number) .....

(E-mail address) .....

Apply for a licence for an approved kennel establishment at (address of premises) ..

.....

For (number and breed of dogs) .....

\* (insert name of person) ..... will be residing at the premises on and from (insert date) .....

\* (insert name of person) ..... will be residing (sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare) at ..... (insert address of .residence) on and from ..... (insert date).

Attached are -

- (a) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;
- (b) plans and specifications of the kennel establishment;
- (c) copy of notice of proposed use to appear in newspaper;
- (d) copy of notice of proposed use to be given to adjoining premises;
- (e) written evidence that a person will reside -
  - (i) at the premises; or
  - (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and



- (f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.

I confirm that I have read and agree to comply with the Code of Practice known as  
....., in the keeping of dogs at the  
proposed  
kennel establishment.

Signature of applicant .....

Date .....

\* delete where inapplicable.

Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the Dog Act.

---

OFFICE USE ONLY

Application fee paid on *[insert date]*.

**SCHEDULE 2**  
(clause 4.8(1))  
Shire of Northam

Dogs Local Law 2008

**Conditions of a licence for an approved kennel establishment**

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

- (a) each kennel, unless it is fully enclosed, must have a yard attached to it;
- (b) each kennel and each yard must be at a distance of not less than -
  - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
  - (ii) 10m from any dwelling; and
  - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
- (c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
- (d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
- (e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;
- (f) the upper surface of the kennel floor must be -
  - (i) at least 100mm above the surface of the surrounding ground;
  - (ii) smooth so as to facilitate cleaning;
  - (iii) rigid;
  - (iv) durable;
  - (v) slip resistant;
  - (vi) resistant to corrosion;
  - (vii) non-toxic;
  - (viii) impervious;
  - (ix) free from cracks, crevices and other defects; and
  - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
- (g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
- (h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls

- must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;
- (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;
  - (j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of -
    - (i) 2m; or
    - (ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
  - (k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheathed internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;
  - (l) all external surfaces of each kennel must be kept in good condition;
  - (m) the roof of each kennel must be constructed of impervious material;
  - (n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorized person;
  - (o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
  - (p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
  - (q) suitable water must be available at the kennel via a properly supported standpipe and tap; and
  - (r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -
    - (i) at the premises; or
    - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.



**SCHEDULE 3**  
(clause 7.2)  
Shire of Northam  
Dog Local law 2017  
**Offences in respect of which modified penalty applies**

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
2.4(a)&(b)	Interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs	100	200
3.1	Failing to provide means for effectively confining a dog	100	200
4.9	Failing to comply with the conditions of a licence	100	200
5.1	<b>DELETED</b>		
6.1(2)	Dog excreting in prohibited place	20	20

Dated this ..... day of ..... 2017

The Common Seal of the Shire of Northam was affixed by authority of a resolution of the Council in the presence of:

Cr C.R. Antonio, President

J.B. Whiteaker, Chief Executive Officer

Signed:.....

Signed:.....

#### 12.4.6 **Men's Shed Northam**

Address:	87 Duke Street Northam
Owner:	Shire of Northam
File Reference:	A10590
Reporting Officer:	Cheryl Greenough Coordinator Governance/Administration
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Simple Majority

#### BRIEF

This report is for Council to consider the benefits of allowing the Northam Men's Shed to incorporate the site formally occupied by the Avon Descent.

#### ATTACHMENTS

Nil.

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#### BACKGROUND / DETAILS

The Men's Shed and the Avon Descent Association have shared a portion of 87 Duke Street, Northam for a number of years with the majority of space being in favour of the Men's Shed.

The Avon Descent Association have a small 9x6 shed on part of the land they lease from the Shire to store items for the annual Avon Descent. As such they shared a common driveway with the Men's Shed. Both leases expire in 2020.

Originally the Men's Shed started out with 48 men and no shed, now they have a shed but only 29 regular active members.

A summary of the community projects undertaken by the Men's shed are as follows:

- The group cut wood for people who are in need,
- They pick up broken items and repair them or take to the tip if they are unfixable.
- They also have a vegetable and flower garden whose produce is used where needed.
- They manage the parking at functions for the Agricultural Society and the Race Track.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 2: Community Wellbeing

Outcome 2.2: There are a variety of recreation and leisure activities available for all ages, across the Shire of Northam.

Financial / Resource Implications

Charges for lease preparation, approximately \$480.00.

Legislative Compliance

*Local Government (Functions and General) Regulations 1996*

Reg 30. Dispositions of property excluded from Act s. 3.58

(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

(2) A disposition of land is an exempt disposition if —

(b) the land is disposed of to a body, whether incorporated or not —

(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and

(ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;

Policy Implications

A 8.5 Management of Council Properties, Section 2.0 Not-for-profit Lease:

The basic principles considered in establishing a standard lease fee reflects a fair and equitable contribution of provision of a facility, the venue's pattern of use, location and the potential to obtain Community Grants assistance, as follows:-

- 2.1 The Shire levy an annual administration rent to all community, sport and recreation groups, that is not for an abovementioned community Hall, which is the equivalent amount of the building insurance applicable to the building and is reviewed annually.
- 2.2 Lessees or Licensees will be responsible for the full cost of the lease document preparation, registration and other costs associated with the execution of the agreement.
- 2.3 Lessees or Licensees must agree with Council to manage the "Demised Premises" on behalf of the community and to offer a service to the community that provides a net benefit.
- 2.4 The Lessee or Licensee will be responsible for the payment of outgoings, operating costs, and minor maintenance obligations.
- 2.5 The Lessee or Licensee will not be responsible for Shire Rates, apart from rubbish service rates.
- 2.6 The Shire will insure the "Demised Premises" at replacement value and perform any structural repairs, improvements and maintenance in accordance with levels determined within its budget forecast.
- 2.7 In the case of the Lessee or Licensee who leases a Council building and obtains approval to carry out extensions, alterations and/or additions,



- Council will insure the improvements as part of its insurance portfolio at replacement value.
- 2.8 The Lessee or Licensee will be responsible for contents insurance for their contents, and also hold public liability for their activities and workers compensation insurance for their employees (if applicable) to the value stipulated in the agreement.
  - 2.9 The Lessee or Licensee will be responsible for the cost of repair of any internal damage, vandalism, corrective maintenance or damage to external doors, glass windows, security lighting and any other external facility through misuse by a club representative, member or guest. The Shire may carry out any corrective works and recoup the full cost from the Lessee.
  - 2.10 The Lessee or Licensee will be responsible for keeping the building clean and tidy at levels predetermined within the agreement.
  - 2.11 The Lessee or Licensee will not incur any costs for property damage excluding contents occasioned by fire, fusion, explosion, lightning, civil commotion, storm, tempest, or earthquake.
  - 2.12 On an annual basis, Lessees and Shire representatives will meet to carry out a property inspection to determine the extent to which the Lessee or Licensee have met their lease/licence obligation and to consider any specified building maintenance schedules for the following twelve month period within the Shire's budget parameters.

#### Stakeholder Engagement / Consultation

Public consultation is not required under the Local Government Act 1995 as disposition of land is an exempt disposition in accordance with Local Government (Functions and General) Regulations 1996, Reg 30. Dispositions of property excluded from Act s. 3.58 (i.e. charitable organisation).

#### Risk Implications

If the Men's Shed are unable to grow in their current location, they may need to find larger premises.

#### **OFFICER'S COMMENT**

In a letter dated 9 June 2017, the Avon Descent Association expressed interest in selling their shed to the Northam Men's Shed Inc. and relinquishing any rights to the property at 87 Duke Street Northam as the shed is now too small for the Avon Descent's purposes.

The Men's Shed is eager to take on the new shed and land as they wish to diversify from just working with wood and turn the new shed into a mechanical shed and storage. As they continue to grow and provide a vital community service, it is recommended that the Men's Shed be allowed to absorb the Avon Descent lease.

RECOMMENDATION

That Council:

1. Agree to the Avon Descent Association transferring their interest in the property at 87 Duke Street, **Northam to the Northam Men's Shed Inc. for** the remainder of the lease period; and
2. Endorse an addendum in accordance with Council Policy A 8.5 Management of Council Properties, Section 2.0 Not-for-profit Lease, to **the Northam Men's Shed Inc. current lease agreement for** 87 Duke Street, Northam and incorporate the transferred land.

#### 12.4.7 Wundowie Primary School Licence

Address:	Lots 276, 273, 350 and 377 Banksia Ave Wundowie
Owner:	Shire of Northam
File Reference:	A323
Reporting Officer:	Cheryl Greenough Coordinator Governance/Administration
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Simple Majority

#### BRIEF

This report is to request Council to approve a licence agreement between the Shire of Northam and the Minister for Education regarding the Wundowie Primary School and sports ground.

#### ATTACHMENTS

Attachment 1: Map identifying lease area.

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#### BACKGROUND / DETAILS

The Shire of Northam have previously allowed the Wundowie Primary School to use the oval, however an authorised agreement was never put into place.

The Minister for Education has provided a licence agreement between the Shire of Northam and the Education Department for the use of the sporting and recreational facilities at Wundowie Primary School.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 2: Community Wellbeing

Outcome 2.2: There are a variety of recreation and leisure activities available for all ages, across the Shire of Northam.

Financial / Resource Implications

The Shire will continue to receive rental for the oval of \$8,000.00 with annual increases in line with CPI (Perth). The proposed rental has been determined in the context of Council's Policy A8.5, Item 4.2 as detailed under the 'Policy Implications' section of this report. Market valuation is not required for this disposal of property as it is an exempt disposition in accordance with Local Government (Functions and General) Regulations 1996, Reg 30. Dispositions of property excluded from Act s. 3.58 (i.e. for educational purposes).



## Legislative Compliance

*Local Government (Functions and General) Regulations 1996*

*Reg 30(2)(b)(i). Dispositions of property excluded from Act s. 3.58*

*(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*

*(2) A disposition of land is an exempt disposition if —*

*(b) the land is disposed of to a body, whether incorporated or not —*

*(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature;*

## Policy Implications

A8.5 - Management of Council Property.

### 4.0 Commercial, Government or Government Agencies Agreement:

4.1. The Shire has an expectation that it will receive no less than market valuation for any lease or licence of the Shire's property as determined by the Valuer General, and

4.2. The Shire recognises that partnerships can be entered into for the benefit of the local community and acknowledges the adopted lease or licence rent will be determined on a case by case basis taking into consideration:

- Land contribution
- Building cost contribution
- State or Federal legislation
- Level of benefit to local community

4.2. In the case of a Council building, the Shire will insure the "Demised Premises" at replacement value and perform any structural repairs, improvements and maintenance in accordance with the level stipulated in the agreement.

4.4. In the case where the "Demised Premises" are owned by the Shire, the Lessee or Licensee will be responsible for:

4.5. Cost of repair for any internal damage, vandalism, corrective maintenance or damage to external doors, glass windows, security lighting and any other external facility through misuse by a member of staff, representative or guest. The Shire may carry out any corrective works and recoup the full cost from the Lessee.

4.6. All outgoings.

4.7. Contents insurance, public liability insurance, and workers compensation to the value stipulated in the agreement.

4.8. In the case of Lessee or Licensee obtaining approval to carry out extensions, alterations and/or additions, Council will insure the improvements as part of its insurance portfolio at replacement value.

4.9. In the case of the "Demised Premises" not be built by the Shire, the Lessee or Licensee will be responsible for:

- 4.10. Insuring the building at replacement value even though it is or becomes a Council asset.
- 4.11. Keeping the improvements well presented, clean and tidy at levels predetermined within the lease arrangements.
- 4.12. Contents insurance, public liability insurance, and workers compensation to the value stipulated in the agreement
- 4.13. The Lessee or Licensee will be responsible to meet the full cost of the document preparation, registration and other costs associated with the execution of the agreement.

#### Stakeholder Engagement / Consultation

The Department of Education. Public consultation is not required under the Local Government Act as the Department of Education is a State Educational facility.

#### Risk Implications

Loss of revenue if an agreement isn't entered into.

### **OFFICER'S COMMENT**

The Education Department have had a verbal agreement in place since 1994 for the use of the oval however there was not a formal agreement made. The verbal agreement was for \$8,000.00 plus GST and has remained the same since that date.

The new agreement is for the sum of \$8,000.00 plus GST with contributions to rise by CPI on each review date. The terms are for 5 years with a 5 year extension.

#### RECOMMENDATION

That Council endorse a licence agreement in accordance with Council Policy A8.5 - Management of Council Property, section 4.0 with the Department of Education for Lots 276, 273, 350 and 377 Banksia Ave, Wundowie being the oval. The agreement is for a period of five (5) years with a five (5) year option to renew commencing at a rate of \$8,000.00 plus GST and annual CPI (Perth) increases.

Attachment 1





#### 12.4.8 Mid-Year Budget Review

Address:	N/A
Owner:	Shire of Northam
File Reference:	8.2.7.1
Reporting Officer:	Zoe Macdonald Accountant
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Absolute Majority

#### BRIEF

To review the 2017/18 Adopted Budget.

#### ATTACHMENTS

Attachment 1: Budget Review for the year ended June 2018.

#### BACKGROUND / DETAILS

A thorough review of the Council's financial performance against budget has been undertaken by the Executive Management team. From this review, several items of expenditure and income have been recommended as budget reallocations. These are summarised in Attachment 1.

The purpose of this process is twofold. Firstly, it provides the Council with the opportunity to address any budget items which are or will be significantly over or under budget and secondly it allows the Council the opportunity to re-allocate its resources and consider undertaking additional projects during the current financial year.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership.

Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

Financial / Resource Implications

The financial impacts of the review are nil, i.e. all changes are balanced out.

Legislative Compliance

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

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
  - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) *Consider the local government's financial position as at the date of the review; and*
  - (c) *Review the outcomes for the end of that financial year that are forecast in the budget.*
- (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.*

#### Policy Implications

Nil.

#### Stake Holder Engagement / Consultation

Nil.

#### Risk Implications

The budget review is carried out to ensure that the Council has sufficient funds available to meet estimated expenditure for the remainder of the 2017/18 financial year.

#### **OFFICER'S COMMENT**

The budget review has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. Council adopted a 10% and a \$20,000 minimum for the reporting of material variances to be used in the statements of financial activity.

The budget has been reviewed to continue to deliver on strategies adopted by the Council and maintains a high level of service across all programs. The notes below correspond to the notes in the note column in recommended adjustments contained within Attachment 1. A revised Operating Statement (N&T) and Rate Setting Statement have been produced based on the recommended budget alterations below along with the budgeted reserve closing balances as of 30 June 2018.

## 2017/18 Budget Review Notes

### *Operating Expenditure*

1. Vehicle Licence fees have been reduced by \$34,500, due to the change in Legislation of Vehicle Licence concession, the anticipated removal of the Local Government concessions originally included in the Budget did not occur.
2. Building Maintenance, Cleaning Tender was awarded by Council motion C.3117 on the 16 August 2017 resulting in a reduction in expenditure of \$33,514 over the remaining 9 month period.
3. Engineering Vehicle budget savings anticipated of \$5,000 due to the position vacancy of Asset Manager, position has now been filled.
4. Street Cleaning budget savings anticipated of \$30,000.
5. Night Hoops program, \$20,000 omitted from the original budget in error.
6. Consultants expenditure is anticipated to be lower than budgeted by \$30,000
7. Due to the success and popularity of the Senior Sports Programme, the budget has been increased, \$2,000.
8. Library programmes have been increased an additional \$3,500 to fund a revamp of furnishings within **Children's** area of the Library and restart the Coderdojo program in conjunction with local schools.
9. Jubilee Pavilion demolition \$18,000, was budgeted to cost \$40,000, after the veranda demolition cost of \$6,000, a balance of \$34,000 remains. The quoted cost of demolition of the building is \$39,000. The service relocation for lights for the BMX and oval, and water pump that was unbudgeted is an additional \$13,000. The electrical work installs sub mains from the main site switchboard for the Jubilee Oval lights and water pump
10. The rescheduling of the Wildcats game reduces the recreation control expenses by \$24,000 and revenue by \$9,000. It has been delayed until the 18/19 Financial Year.
11. Staff Costs, refund of scholarships, the Scholarships where for employees that are no longer employed at the Shire, \$12,000.
12. Legal Fees budget increased by \$8,000.
13. Suspension Bridge maintenance cost increased \$8,000, due to electrical lighting expenses expected to be incurred in 2016/2017 however not expended till 2017/2018.
14. Additional vehicle tracking installations have created additional monthly monitoring fees requiring a budget adjustment of \$3,583.

### *Capital Expenditure*

15. GEH Deproclamation Funding \$55,870, when MRWA built the GEH Bypass the old GEH alignment through the Northam Townsite was gifted to the Shire of Northam. As part of this process a provisional funding amount was given to the Shire for future ongoing associated



- maintenance of this section of road (Mitchell Ave, Newcastle Rd & Fitzgerald Street) a portion of this budget has been spent over past years, however staff believe future maintenance costs can now be utilized through existing alternative budgets
16. Bernard Park Reticulation expenditure is to be reduced by \$15,000 due to savings made through Shire installation of replacement parts rather than a complete replacement of the entire system.
  17. The Gravel re-sheeting budget \$100,000 has been amended to reflect the reduction in Road Grant funding which occurred after the adoption of the original budget. Remaining funds will deliver re-sheets by combining budgets with the Gravel Road Maintenance program.
  18. The Flocon Truck requires a replacement spray bar at a cost of \$14,259.
  19. The BMX lighting allocation of \$20,000 has been removed from the budget, the total cost of the installation is expected to be in the vicinity of \$90,000, please refer note 47 for additional details.
  20. Recreation furniture and equipment \$9,790, the current scoreboard is faulty and requires replacement costing an estimated \$5,000. In addition magnetic locks costing \$4,790 have been requested, they increase the usability of the centre by giving staff the ability to isolate the reception area enabling functions to be held without staff being present.

*Accounts Netted Out (nil impact on budget)*

21. Tourism Western Australia Grant \$15,750, Regional Visitors Centre Sustainability Grant Program. A partial grant has been secured for the supply of 3 CCTV security cameras, it also includes training for the Visitor Centre Manager to complete a Diploma of Tourism plus 2 staff to complete a Certificate II in Tourism. A contribution of \$3,150 from Council was required as part of the agreement, plus a capital contribution of \$1,950 for CCTV cameras as per funding agreement from Tourism Western Australia.
22. AEIC drainage expense of \$33,733, during the delivery of the AEIC project 2 x existing large drainage pipes running through the site were discovered to be in very poor condition. The opportunity was taken to replace these pipes whilst a Contractor was on site and had clear accessibility prior to the building construction.
23. Intramaps expenditure of \$9,532 has been reclassified from a capital to an operating expense.
24. **An increase in engineering consultant's expenditure of \$30,000 has been reallocated from labour costs with work being outsourced.**
25. Additional funding for the Northam Pool redevelopment was secured from Building Better Regions for \$3,200,000 offset by additional expenditure to be budgeted.

Swimming Pool Funding	Current Budget	Recommended Budget
Budgeted Loan 2017/18	\$1,000,000	\$2,300,000
Budgeted Transfer RCF Reserve 2017/18	\$500,000	\$1,000,000
CSRFF Grant	\$1,500,000	\$1,500,000
WDC Grant	\$300,000	\$0
Other Grant	\$500,000	\$0
Building Better Regions Fund	\$0	\$3,200,000
<b>Total Budget 2017/18</b>	<b>\$3,800,000</b>	<b>\$8,000,000</b>

#### Grant Funded Projects

26. Budget reduction of the Federal Assistance Grants and Mainroads Direct Roads Grant as highlighted to Council on 18 October 2017 12.4.2 Financial Statements.

Grant funding/expenditure	Budget	Adjustment	Revised Budget
Mainroads Direct Grant (12383053)	\$182,849	\$77,544	\$105,305
Federal Assistance Grant General Purpose (03023023)	\$2,644,927	\$132,718	\$2,512,209
Federal Assistance Grant Roads (03023033)	\$765,695	-\$7,406	\$773,101
<b>Total</b>	<b>\$3,593,471</b>	<b>\$202,856</b>	<b>\$3,390,615</b>

27. Community Pool Revitalisation Grant, withdrawal of \$32,000 funding has been offset by reducing the Wundowie Pool operating expenditure by the same amount (the operating expenditure was un-allocated to specific expenditure).
28. Northam Wheatbelt Development Commission Grant for the CBD Urban Renewal \$30,000, budgeted 2016/17 however not received until the 2017/18 financial year.

#### Transfers From/To Reserve

29. Transfer to Killara Reserve \$49,929, transfer to reserve of unspent CHSP operating grant and HACC asset replacement grant. An additional transfer from salaries and wages of \$40,000 has been allocated to Killara Reserve due to estimated savings in this area.
30. Killara have requested an additional \$73,627 for a replacement bus that is to be funded from the Killara Reserve. It is an adapted bus customized to suit the aged clients with special needs, it is funded from surplus HACC asset replacement funding that is currently held in reserve. HACC

- funding will cease on the 30<sup>th</sup> June 2018, it is unclear what would happen to excess funds held in reserve after the 30<sup>th</sup> June 2018.
31. Transfer from the leave reserve for Public Works overheads supervision of \$20,000 due to unbudgeted expenditure associated with a payout of annual leave and long service leave on termination of the Operations Manager and the Asset Manager.
  32. Transfer from the Employee Leave Liability Reserve for termination pay of Administration staff for long service leave and annual leave, credited to Admin, Rates and Transport as applicable.
  33. AEIC construction variation of \$110,000 was the additional unbudgeted expense associated with the AEIC building, partly funded by a transfer from Recreation and Community Facilities Reserve of \$76,406.
  34. Septage Pond closure from August 2017 to December 2017. This was due to the flooding in January 2017 restricting the intake capacity of the ponds, leading to closure. A review predicts a 50% reduction in income of \$81,500. This will be offset with a transfer from the Septage Pond Reserve.
  35. The Volvo Grader PN0806 replacement was resolved in motion C.3152 18 October 2017 as per the table presented below;

Grader Replacement	Budget	Adjustment	Revised Budget
Purchase New Grader Plant & Equipment	\$0	\$299,000	\$299,000
Removal of Backhoe purchase Plant & Equipment	\$134,835	-\$134,835	\$0
Transfer from Plant & Equipment Reserve	\$424,400	-\$120,165	\$304,235
Proceeds from Sale of replaced Grader	\$0	-\$44,000	-\$44,000
<b>Total</b>	<b>\$559,235</b>	<b>\$0</b>	<b>\$559,235</b>

36. AEIC Solar Panel installation was resolved in Council motion C.3235 20 December 2017 for \$12,015, funded from the Buildings and Amenities Reserve.
37. The demolition of May Street Kindergarten Building was resolved in the Council motion C.3172 on the 15 November 2017 for \$30,000, funded from the Buildings and Amenities Reserve.
38. Upgrading the Grass Valley fire shed requires funding for earthworks and services to be funded by The Shire with the building being funded by DFES. This is anticipated to cost around \$35,000 and was not included in the original budget. These funds are to be transferred from the Council Building and Amenities Reserve.



*Revenue Accounts*

39. Rates penalty interest has been recognized as conservative resulting in an increase in budgeted revenue of \$10,000.
40. A DFES reimbursement for expenses incurred over the approved grant funding has been generated for \$27,541.
41. The insurance receipt from the Wundowie Pool claim generated \$45,000 revenue not in the original budget, it was budgeted for 16/17 financial year however brought to account in 17/18.
42. LGIS insurance premium dividend, Council received \$9,730 over the budgeted allocation.
43. As per point 10 Wildcats game rescheduled.

*Non Cash Item*

44. An additional loss was incurred on the sale of the Grader, \$79,075 and additional profit of \$44,000 was realized on the sale of the Killara bus.

*Adjustment to End of Year Surplus*

45. Estimated Surplus adjustment \$70,361 – net adjustment

<i>Adjustment to end of year Surplus</i>	
	<i>Adjustment</i>
Estimated Surplus as of the 30th June 2017 accounted for	(\$ 6,863,969)
Killara Surplus Adjustment Accounted for	(\$ 70,361)
<b>Net Adjustment to EOFY Position</b>	<b>(\$ 6,793,608)</b>

*Additional Item for Consideration*

46. Norfolk bins at a cost of \$10,000, these could be absorbed from within the current budget for CBD works or funded through a transfer from reserve; an allocation of \$10,000 would fund three new bins.
47. BMX lighting at a cost of \$90,000, Staff are currently working with the Northam BMX Association to raise the required funds or part off from a CRSFF grant, as this has not been forthcoming to date the current allocation of \$20,000 has been removed from the budget. It is recommended by staff that the BMX lighting be revisited during the 2018/19 financial year draft budget.

RECOMMENDATION

That Council;

1. Receive the Budget Review conducted for the six (6) months ended 31 December 2017;
2. Authorise the Chief Executive Officer to amend the 2017/18 Budget in accordance with the attached report titled 'Budget Review as at 31 December 2017.

**ABSOLUTE MAJORITY OF 6 REQUIRED**

Attachment 1

**Shire of Northam  
Budget Review  
For the Year Ended June 2018**

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Revised Statement of Comprehensive Income (N&T)	4
Revised Rate Setting Statement	5
Revised Reserve Balances	6



	Notes	Adopted Budget	RECOMMENDED ADJUSTMENTS BUDGET REVIEW 2017/18		Revised Budget
			Council Motion #	Staff Recommended	
<b>Expense Accounts</b>					
Vehicle Licence Fees (14532002)	1	(\$ 50,900)		\$ 34,500	(\$ 16,400)
Building Maintenance Cleaning Contract Tender (Various)	2	\$ -	C.3117	\$ 33,514	\$ 33,514
Engineering Vehicle Asset Mgr (14522012)	3	(\$ 35,500)		\$ 5,000	(\$ 30,500)
Street Cleaning (12382012)	4	(\$ 202,000)		\$ 30,000	(\$ 172,000)
Night Hoops Program Extension (11342072)	5	\$ -		(\$ 20,000)	(\$ 20,000)
Consultants	6	(\$ 175,000)		\$ 30,000	(\$ 145,000)
Silversport Programme Expansion 5492 (11342032)	7	(\$ 28,000)		(\$ 2,000)	(\$ 30,000)
Library Programmes (11352142)	8	(\$ 14,316)		(\$ 3,500)	(\$ 17,816)
Demolition And Services Relocation Jubilee Pavilion (11342522)	9	(\$ 40,000)		(\$ 18,000)	(\$ 58,000)
Recreation Control (11342032) Rescheduled Wildcats Game 2018/2019	10	(\$ 145,452)		\$ 24,000	(\$ 121,452)
Staff Costs (04041022)	11	(\$ 1,246)		(\$ 12,000)	(\$ 13,246)
Legal Fees (10302032)	12	(\$ 15,000)		(\$ 8,000)	(\$ 23,000)
Suspension Bridge Alignment Lighting Expense Incurred 1301 (12382082)	13	(\$ 7,884)		(\$ 11,333)	(\$ 19,217)
Fleet Management Tracking Alignment With Additional Vehicles (14532072)	14	(\$ 4,996)		(\$ 3,583)	(\$ 8,581)
<b>Capital Expenditure</b>					
GEH Deproclamation 3513 (12379044)	15	(\$ 55,870)		\$ 55,870	\$ -
Bernard Park Retic (6430)	16	(\$ 37,576)		\$ 15,000	(\$ 22,576)
Gravel Sheeting Program (12379144)	17	(\$ 403,451)		\$ 100,000	(\$ 303,451)
Flocon Spraybar (12399004)	18	(\$ 692,065)		(\$ 14,259)	(\$ 706,324)
BMX Lighting 6417 (11349404)	19	(\$ 1,397,006)		\$ 20,000	(\$ 1,377,006)
Rec Centre Scoreboard And Magnetic Safety Latch (11349304)	20	\$ -		(\$ 9,790)	(\$ 9,790)
<b>Accounts Needed Out</b>					
Tourism WA Visitors Centre (13773053) Grant Agreement	21	\$ -		\$ 15,750	\$ 15,750
Staff Training (13771202) Grant Agreement	21	\$ -		(\$ 5,996)	(\$ 5,996)
OCTV (13779004) Capital Grant Agreement	21	\$ -		(\$ 9,754)	(\$ 9,754)
OCTV Visitors Centre Shire Contribution (13779004) Grant Agreement	21	\$ -		(\$ 1,950)	(\$ 1,950)
AEIC Drainage 1091 (13787004)	22	(\$ 4,625,039)		(\$ 33,733)	(\$ 4,658,772)
Townsite Drainage 2054 (10282014)	22	(\$ 824,040)		\$ 33,733	(\$ 790,307)
Intramaps Furniture And Office Equipment (04059034)	23	(\$ 51,628)		\$ 9,532	(\$ 42,096)
Intramaps IT Expenses (04057002)	23	(\$ 124,494)		(\$ 9,532)	(\$ 134,026)
Engineering Consultants (12382132)	24	(\$ 20,000)		(\$ 30,000)	(\$ 50,000)
PWO Supervision Salaries (14521102)	24	(\$ 70,470)		\$ 12,000	(\$ 58,470)
PWO Supervision Superannuation (14521002)	24	(\$ 697,868)		\$ 16,000	(\$ 679,868)
Northam Pool Loan Funds 2017/2018	25	\$ 1,000,000	C.3116	\$ 1,300,000	\$ 2,300,000
Northam Pool Transfer From Reserve Rec & Community Facilities	25	\$ 500,000	C.3116	\$ 500,000	\$ 1,000,000
Northam Pool Building Better Regions Northam Pool (11333015)	25	\$ 2,300,000	C.3116	\$ 2,400,000	\$ 4,700,000
Northam Pool Redevelopment (11339074)	25	(\$ 3,800,000)	C.3116	(\$ 4,200,000)	(\$ 8,000,000)
<b>Grants Funded Projects</b>					
Main Roads (12383053)	26	\$ 182,948		(\$ 77,544)	\$ 105,404
Federal Assistance Grant General Purpose (03023023)	26	\$ 2,644,927		(\$ 132,716)	\$ 2,512,209
Federal Assistance Grant Roads(03023033)	26	\$ 765,695		\$ 7,406	\$ 773,101
Grant Community Pool Revitalisation CSRF (11333043)	27	\$ 32,000		(\$ 32,000)	\$ -
Wundowie Pool Maintenance (11332062)	27	(\$ 45,954)		\$ 32,000	(\$ 13,954)
Northam Wheatbelt Development Grant Grant CBD Urban Renewal (04043053)	28	\$ -		\$ 30,000	\$ 30,000
<b>Transfers From Reserve</b>					
Surplus Budgeted 17/18 Killara Surplus Accounted For Adjustment (Transfer To Reserve)	29	(\$ 44,000)		(\$ 49,929)	(\$ 93,929)
Transfer To Reserve	29	\$ -		(\$ 40,000)	(\$ 40,000)
Killara Salaries (08171002)	29	(\$ 882,600)		\$ 40,000	(\$ 842,600)
Killara Replacement Bus (08171004)	30	\$ -		(\$ 73,627)	(\$ 73,627)
Killara Reserve (08175005)	30	\$ -		\$ 73,627	\$ 73,627
Transfer From Employee Liability Reserve Leave On Termination	31	\$ -		\$ 20,000	\$ 20,000



	Notes	Adopted Budget	RECOMMENDED ADJUSTMENTS BUDGET REVIEW 2017/18		Revised Budget
			Council Motion #	Staff Recommended	
PWO Supervision Salaries (14521102)	31	(\$ 697,868)		(\$ 20,000)	(\$ 717,868)
Transfer From Employee Liability Reserve Leave On Termination	32	\$ -		\$ 27,246	\$ 27,246
Admin Salaries (04051002)	32	\$ 816,395		(\$ 7,246)	\$ 809,149
Rates Salaries (03011002)	32	\$ 89,573		(\$ 8,000)	\$ 81,573
Transport Salaries (12411002)	32	\$ 95,872		(\$ 12,000)	\$ 83,872
Transfer From Recreation And Community Facilities Reserve AEIC	33	\$ -		\$ 76,406	\$ 76,406
AEIC Construction Variation (13787004)	33	(\$ 4,625,039)		(\$ 110,000)	(\$ 4,735,039)
Transfer From The Septage Ponds Reserve	34	\$ -		\$ 81,500	\$ 81,500
Septage Pond Closure August To December 2017, Limited Reopening (10263013)	34	\$ 163,000		(\$ 81,500)	\$ 81,500
Transfer From Plant & Equipment Reserve	35	(\$ 424,400)	C.3152	\$ 120,165	(\$ 304,235)
Removal Purchase Of Backhoe Deferred	35		C.3152	\$ 134,835	\$ 134,835
Volvo Grader Replacement (12399004)	35	\$ -	C.3152	(\$ 299,000)	(\$ 299,000)
Proceeds From Sale Of Volvo Grader	35	\$ -	C.3152	\$ 44,000	\$ 44,000
Transfer From Council Buildings And Amenities Reserve AEIC Solar Panels	36	\$ -	C.3235	\$ 12,015	\$ 12,015
AEIC Solar Panels (13787004)	36	\$ -	C.3235	(\$ 12,015)	(\$ 12,015)
Transfer From Council Buildings And Amenities Reserve May Street Pre Primary Kindergarten	37	\$ -	C.3172	\$ 30,000	\$ 30,000
May Street Pre Primary Demolition 6350 (13492012)	37	\$ -	C.3172	(\$ 30,000)	(\$ 30,000)
Transfer From Council Buildings And Amenities Reserve Grass Valley Fire Shed	38	\$ -	C.3235	\$ 35,000	\$ 35,000
Earthworks And Service Upgrade Of Grass Valley Fire Shed	38	\$ -		(\$ 35,000)	(\$ 35,000)
<b>Revenue Accounts</b>					
Rates Penalty Interest (03013033)	39	\$ 120,000		\$ 10,000	\$ 130,000
DFES Reimbursement LGGS Variation (05063063)	40	\$ 112,918		\$ 27,541	\$ 140,459
Insurance Reimbursement Wundowie Pool (14563003)	41	\$ 5,000		\$ 45,000	\$ 50,000
Insurance Premium Dividend (04053053)	42	\$ 16,538		\$ 9,730	\$ 26,268
Offset Recreation Income (11343083) Rescheduled Wildcats Game 2018/2019	43	\$ 99,000		(\$ 9,000)	\$ 90,000
<b>Non Cash Items</b>					
Loss On Sale Of Grader Cash Backed	44	\$ -		(\$ 79,075)	(\$ 79,075)
Adjustment Loss On Sale Of Grader Rate Setting Statement	44	\$ -		\$ 79,075	\$ 79,075
Profit Sale Of Killara Replacement Bus	44	\$ -		\$ 44,000	\$ 44,000
Adjustment Profit On Sale Of Killara Bus	44	\$ -		(\$ 44,000)	(\$ 44,000)
<b>Adjustment To End Of Year Deficit</b>					
Estimated Surplus As Of The 30th June 2017 Accounted For	45	\$ 6,863,969		(\$ 70,361)	\$ 6,793,608
<b>Net Change to Budget</b>		<b>(\$ 4,431,831)</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>(\$ 4,431,831)</b>

**Shire of Northam**  
**Revised Statement of Comprehensive Income**  
**By Nature and Type**  
**For the Year Ending 30th June 2018**

	2017/18 Original Budget \$	2017/18 Ammendments \$	2017/18 Revised Budget \$
<b>REVENUE</b>			
Rates	9,703,740	10,000	9,713,740
Operating Grants & Subsidies & Contributions	4,120,264	(161,565)	3,958,699
Fees and Charges	3,831,578	0	3,831,578
Interest Earnings	370,000	0	370,000
Other Revenue	676,777	8,230	685,007
	<u>18,702,359</u>	<u>(143,335)</u>	<u>18,559,024</u>
<b>EXPENSES</b>			
Employee Costs	(8,349,080)	4,758	(8,344,322)
Employee costs capitalised	429,836		
Materials and Contracts	(6,239,140)	73,066	(6,166,074)
Utility Charges	(851,187)	0	(851,187)
Depreciation	(4,035,413)	0	(4,035,413)
Interest Expenses	(148,149)	0	(148,149)
Insurance Expenses	(471,331)	0	(471,331)
Other Expenditure	(215,384)	(20,000)	(235,384)
	<u>(19,879,848)</u>	<u>57,824</u>	<u>(19,822,024)</u>
	(1,177,489)	(85,511)	(1,263,000)
<b>Non-Operating Grants, Subsidies and Contributions</b>	7,093,449	2,400,000	9,493,449
Profit on Asset Disposals	177,271	44,000	221,271
Loss on Asset Disposals	(96,716)	(79,075)	(175,791)
<b>NET RESULT</b>	5,996,515	2,279,414	8,275,929
Other Comprehensive Income	0	0	0
<b>TOTAL COMPREHENSIVE INCOME</b>	<u>5,996,515</u>	<u>2,279,414</u>	<u>8,275,929</u>

This statement is to be read in conjunction with the accompanying notes.



Shire of Northam  
Revised Rate Setting Statement  
For the Year Ending 30th June 2018

	2017/18 Original Budget	2017/18 Amendments	2017/18 Revised Budget
	\$	\$	\$
<b>REVENUES</b>			
Governance	27,558	(125,312)	(97,754)
General Purpose Funding	2,174,578	49,730	2,224,308
Law, Order, Public Safety	536,812	0	536,812
Health	56,000	0	56,000
Education and Welfare	1,289,027	0	1,289,027
Housing	40,842	0	40,842
Community Amenities	2,618,347	(81,500)	2,536,847
Recreation and Culture	6,861,744	2,359,000	9,220,744
Transport	2,051,333	(33,544)	2,017,789
Economic Services	551,898	15,750	567,648
Other Property and Services	60,200	45,000	105,200
	<u>16,268,339</u>	<u>2,229,124</u>	<u>18,497,463</u>
<b>EXPENSES</b>			
Governance	(1,311,641)	1,222	(1,310,419)
General Purpose Funding	(260,267)	(8,000)	(268,267)
Law, Order, Public Safety	(1,207,854)	27,541	(1,180,313)
Health	(301,754)	0	(301,754)
Education and Welfare	(1,396,885)	40,000	(1,356,885)
Housing	(70,533)	0	(70,533)
Community Amenities	(3,530,116)	(8,000)	(3,538,116)
Recreation & Culture	(4,696,688)	12,500	(4,684,188)
Transport	(4,926,851)	(58,408)	(4,985,259)
Economic Services	(2,245,885)	(35,996)	(2,281,881)
Other Property and Services	(27,089)	79,431	52,342
	<u>(19,975,563)</u>	<u>50,290</u>	<u>(19,925,273)</u>
			0
			0
<b>Net Operating Result Excluding Rates</b>	<b>(3,707,224)</b>	<b>2,279,414</b>	<b>(1,427,810)</b>
			0
<b>Adjustments for Cash Budget Requirements:</b>			0
<b>Non-Cash Expenditure and Revenue</b>			0
(Profit)/Loss on Asset Disposals	(80,555)	35,075	(45,480)
Depreciation on Assets	4,035,413	0	4,035,413
Movement in Provisions & Accruals	(29,403)	0	(29,403)
<b>Capital Expenditure and Revenue</b>			0
Purchase Land and Buildings	(5,873,402)	(157,015)	(6,030,417)
Purchase Infrastructure Assets - Roads	(3,793,771)	155,870	(3,637,901)
Purchase Infrastructure Assets - Bridges & Culverts	0	0	0
Purchase Infrastructure Assets - Footpaths	(442,344)	0	(442,344)
Purchase Infrastructure Assets - Drainage	(2,277,051)	0	(2,277,051)
Purchase Infrastructure Assets - Streetscape	0	0	0
Purchase Infrastructure Assets - Parks	(1,494,106)	0	(1,494,106)
Purchase Infrastructure Assets - Other	(4,095,756)	(4,165,000)	(8,260,756)
Purchase Plant and Equipment	(1,302,051)	(252,051)	(1,554,102)
Purchase Furniture and Equipment	(55,128)	(11,962)	(67,090)
Proceeds from Disposal of Assets	732,363	0	732,363
Proceeds New Debentures	1,500,000	1,300,000	2,800,000
Contribution Community Group	0	0	0
Repayment of Debentures	(227,611)	0	(227,611)
Self-Supporting Loan Principal Income	24,073	0	24,073
Transfers to Reserves (Restricted Assets)	(1,576,282)	(54,929)	(1,631,211)
Transfers from Reserves (Restricted Assets)	2,095,126	940,960	3,036,086
			0
<b>ADD Estimated Surplus/(Deficit) July 1 B/Fwd</b>	<b>6,863,969</b>	<b>(70,361)</b>	<b>6,793,608</b>
<b>LESS Estimated (Surplus)/Deficit June 30 C/Fwd</b>	<b>0</b>	<b>0</b>	<b>0</b>
			0
<b>Amount Required to be Raised from Rates</b>	<b>(9,703,740)</b>	<b>0</b>	<b>(9,703,740)</b>

This statement is to be read in conjunction with the accompanying notes.

**Shire of Northam  
Revised Reserve Account Balances  
For the Year Ended June 2018**

RESERVES - CASH BACKED	2017/18 Budget	2017/18 Movement	2017/18 Revised Budget
	\$	\$	\$
Aged Accomodation Reserve	215,835		215,835
Employee Liability Reserve	463,013	- 47,246	415,767
Housing Reserve	258,029		258,029
Reticulation Scheme Reserve	68,783		68,783
Office Equipment Reserve	56,677		56,677
Plant & Equipment Reserve	228,971	- 120,165	108,806
Road & Bridgeworks Reserve	74,950		74,950
Refuse Site Reserve	475,283		475,283
Regional Development Reserve	7,026		7,026
Speedway Reserve	143,443		143,443
Community Bus Replacement Reserve	1,536		1,536
Septage Pond Reserve	272,551	- 81,500	191,051
Killara Reserve	234,558	16,302	250,860
Stormwater Drainage Projects Reserve	129,165		129,165
Recreation and Community Facilities Reserve	1,017,566	- 576,406	441,160
Administration Office Reserve	351,077		351,077
Council Buildings & Amenities Reserve	350,114	- 77,015	273,099
River Town Pool Dredging Reserve	301,504		301,504
Parking Facilities Construction Reserve	210,469		210,469
Art Collection Reserve	22,551		22,551
Election Reserve	332		332
Revaluation Reserve	40,443		40,443
<b>Total Cash Backed Reserves</b>	<b>4,923,876</b>	<b>- 886,031</b>	<b>4,037,845</b>

## 12.5 COMMUNITY SERVICES

### 12.5.1 Community Representation on Council Committees

Address:	N/A
Owner:	N/A
File Reference:	2.1.3.2
Reporting Officer:	Ross Rayson Executive Manager Community Services
Responsible Officer:	Ross Rayson Executive Manager Community Services
Voting Requirement	Simple Majority

#### BRIEF

The purpose of this report is to provide Council with the information to appoint members to the Community Safety Committee; Art Collection Committee; and Reconciliation Action Plan Working Group.

#### ATTACHMENTS

Nil.

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#### BACKGROUND / DETAILS

Council requested expression of interest from community members to become community representatives on the following committees:

- Community Safety Committee (2 representatives);  
The objective of the Shire of Northam Community Safety Committee is to enhance community safety and reduce criminal and anti-social behaviour through a collaboration of key interests and agencies.
- Art Collection Committee (2 representatives); and  
The primary objective of the Shire of Northam Art Collection Committee is to make recommendations to Council and Chief Executive Officer on **the composition of the Shire of Northam's Art Collection.**
- Reconciliation Action Plan Working Group (4 Aboriginal and Torres Strait representatives).  
The primary objective of the RAP Working Group is to advise and assist the Shire of Northam in developing a Reconciliation Action Plan (RAP) in consultation with Reconciliation Australia, using their toolkit, templates and resources. **The first essential 'minimum element' for developing a RAP is to establish a working group made up of Aboriginal and Torres Strait Islander staff and/or stakeholders and non-Aboriginal and Torres Strait Islander staff and/or stakeholders.**



Individuals interested in being considered for one of the positions were advised to familiarise themselves with the committees' Terms of Reference and submit an application form no later than Friday, 15<sup>th</sup> December 2017.

## CONSIDERATIONS

### Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security.

Outcome 3.1: Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

Theme Area 4: Environment & Heritage

Outcome 4.2: The Shire of Northam honours, and is recognized for, its unique heritage and cultural identity.

Theme Area 6: Government & Leadership

Outcome 6.3: The Shire of Northam Council is a sustainable, responsive, innovative and transparent organization.

### Financial / Resource Implications

N/A.

### Legislative Compliance

N/A.

### Policy Implications

N/A.

### Stakeholder Engagement / Consultation

The Expressions of Interest were promoted via local print media and the Shire's social media and website.

### Risk Implications

N/A.

## OFFICER'S COMMENT

### Community Safety Committee

Council received one nomination for this committee, being Denis Beresford. Denis has previously been on the committee as a member of Council, therefore given his experience it is recommended that Denis be appointed and leave the remaining position vacant.

### Art Collection Committee

Council received two nominations for the committee, being Michael Letch and Patricia Hamilton. Both Michael and Patricia have previously served as members of this committee and it is recommended that Council reappoint them as community representatives.

#### Reconciliation Action Plan Working Group

Five nominations were received for this committee from local Aboriginal people, being Kathy Davis, Deborah Moody, Rueben Kickett, Brenda De Atta and Delys Dick.

Kathy Davis is also a member of the Maali Circle of Elders and the AEIC Aboriginal Advisory Group. Deborah Moody is a Nyoongar Language Advisor and member of the AEIC Aboriginal Advisory Group. Rueben Kickett has been attending and contributing to the AEIC Aboriginal Advisory Group meetings and would like to help with the RAP Working Group. Brenda De Atta is a Noongar Woman, who is also a member of the Yokai Aboriginal Employment Forum which addresses disadvantage in Aboriginal Employment. Delys Dick is a member of the AEIC Aboriginal Advisory Group.

The Reconciliation Action Plan Working Group Terms of Reference states that there be a minimum of four Aboriginal or Torres Strait Islander representatives on the committee, therefore it is recommended that Council appoint all five nominees.

#### RECOMMENDATION

That Council appoints the following community members to the Community Safety Committee;

- Denis Beresford

#### RECOMMENDATION

That Council appoints the following community members to the Art Collection Committee;

- Michael Letch
- Trish Hamilton

RECOMMENDATION

That Council appoints the following community members to the Reconciliation Action Plan Working Group;

- Kathy Davis
- Deborah Moody
- Rueben Kickett
- Brenda De Atta
- Delys Dick

13. MATTERS BEHIND CLOSED DOORS

Nil.

14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

15. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

16. DECLARATION OF CLOSURE