



Shire of Northam  
*Heritage, Commerce and Lifestyle*

Shire of Northam

Minutes

Ordinary Council Meeting

20 June 2018

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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:

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

### Staff:

Chief Executive Officer	J B Whiteaker
Executive Manager Engineering Services	C D Kleynhans
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	R Rayson
Executive Manager Corporate Services	C Young at 7:59pm
Executive Assistant – CEO	A C Maxwell
Coordinator Governance & Administration	C F Greenough

### Gallery:

Avon Valley Advocate:	Eliza Wynn
Italia Stone:	Tinus Nagel
Public:	Michael Letch
	Dale Harasymiuk
	Vasyl Harasymiuk
	Sally Hart
	Ian Malley
	Blair Wilding
	Carolyn Smart
	Brian Hugessen
	Jenine Pike
	Mike Whittington
	Sue Tighe
	Peter Weibel
	Maria Weibel
	Leonie Whisson
	Anne Lance
	Rod Lance
	Pat Smith

Greg Beange  
Gerard O'Brien  
Tristen O'Brien  
Matt Letch  
Marilyn piper  
Terry Piper

2.1 APOLOGIES  
Councillor

T M Little

2.2 APPROVED LEAVE OF ABSENCE  
Nil.

### 3. DISCLOSURE OF INTERESTS

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Draft Footpath Program 2018/19 & 2019/20	12.2.2	Cr R W Tinetti	Proximity	His business is adjacent to proposed footpath.
Draft Road Program 2018/19	12.2.3	Cr S B Pollard	Proximity	He owns a property in Gregory Street and recon/resurface of Gregory Street is on the draft 2018/19 program.
Draft Building Maintenance Budget 2018/19	12.2.4	Cr C R Antonio	Impartiality	Costs associated with community organisations that he is an active member of. Member of Grass Valley Progress Association and Southern Brook Community organisations.
		Cr J E G Williams	Impartiality	Member of community groups that manage/lease some of the listed buildings.
Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine	12.3.6	Cr J E G Williams	Impartiality	Impartiality as she is a member of both Spencers Brook and Clackline Progress Associations, who have submitted objections to the proposal. I also frequently use Spencers Brook Road.
		Cr C R Antonio	Impartiality	Many of the public questions and statements were made by people well known to him. Directors of the owners of the property are well known to him.

4. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

<u>Visitations and Consultations</u>	
18/05/18	Black Swan Theatre Live Broadcast - Northam
24/05/18	Purslowe Tinetti Greatest Morning tea and auction events
24/05/18	Roadwise Volunteer Presentation - Northam
25/05/18	Northam Chamber of Commerce Honouring Volunteers function
25/05/18	Shire of Northam Volunteer Fire Fighters Dinner
28/05/18	Reconciliation Morning Tea
30/05/18	Soil Turning event – Lifestyle Village Northam
30/05/18	Presentation of Roadwise Change Maker Grant - Northam
30/05/18	PCYC Official Opening - Northam
30/05/18	Bakers Hill Community Meeting
04/06/18	WA Day Public Holiday
05/06/18	Meeting with ABC Radio Midwest and Interview
07/06/18	Local Health Advisory Group Meeting - Northam
07/06/18	Northam Chamber of Commerce Business After Hours
08/06/18	Meeting with Northam Chamber of Commerce - Northam
11/06/18	AROC Meeting - Toodyay
13/06/18	Muresk Institute Farm Smart Event
13/06/18	Regional Development Australia Meeting - Northam
14/06/18	Regional Capitals Alliance Meeting - Kalgoorlie
18/06/18	Northam Rotary Club Changeover Night
<u>Upcoming Events</u>	
21/06/18	Local Emergency Management Meeting – Northam
22/06/18	Avon-Midland Zone Meeting - York
24/06/18	Northam Performing Arts Festival Official Opening
24/06/18	Rural Ambassador Awards Judging – Northam
27/06/18	Give me 5 for Kids Disco Fundraiser – Northam
28/06/18	State Risk Project Workshop – Northam
29/06/18	Northam Performing Arts Choir Shields Presentation
05/07/18	Northam Chamber of Commerce Business After Hours
06/07/18	Effective Community Leadership Training - Perth
07/07/18	Bilya Koort Boodja Official Opening
08/07/18	Bilya Koort Boodja Community event



Operational Matters:

NAIDOC Week

NAIDOC week runs from the 8<sup>th</sup> to the 15<sup>th</sup> July with the National theme – “Because of Her, We Can”.

Telethon Community Cinemas

At the recent May Meeting, Council voted in favour of allocating funds toward the consideration of operating Telethon Community Cinemas in Northam. Should all parts fall in place, the cinemas should be operational during the 2018/2019 summer period.

Strategic Matters:

Northam CBD Strategy

Work continues around the Mall, with upgraded verges and trees in front of Bilya Koort Boodja. More work is continuing around the CBD.

Major Projects

Over the next few weeks, the final touches will be made to the Bilya Koort Boodja Centre. The official opening is planned over the weekend of the 7<sup>th</sup> and 8<sup>th</sup> July to coincide with the Start of NAIDOC week.

Tenders are being advertised during June for both the Aquatic Facility and the Youth Precinct.



## 5. PUBLIC QUESTION/STATEMENT TIME

The Executive Manager Corporate Services entered the Council Chambers at 5:40pm and departed at 5:42pm.

### 5.1 PUBLIC QUESTIONS

Name: Matt Letch – Spencers Brook.

Question: In relation to agenda item 12.3.6, if approved, what is the appeal process for the community?

Response: The Chief Executive Officer advised that there is no third party appeal rights. There may be a judiciary opportunity through the Supreme Court.

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Name: Greg Beange – Spencers Brook.

Question: In relation to agenda item 12.3.6, what is the final number of truck movements proposed?

Response: The Executive Manager Development Services advised that this is 10 vehicle loads, being a total of 20 vehicle movements.

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Name: Rod Lance – Clackline.

Question: In relation to agenda item 12.3.6, queried the impact/increase this would have to the traffic count data as detailed on page 366 of the agenda.

Response: The Executive Manager Engineering Services advised that the Shire of Northam put out the traffic counters and this is referring to historical data. The Chief Executive Officer clarified that of the total number per day (dot point 1), dot point 2 states the number which is the same type of truck being proposed.

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Name: Jenine Pike – Mokine.

Question: In relation to agenda item 12.3.6, is Council aware that school finished early on Thursdays?

Response: The Shire President advised that Council is aware.

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Name: Rod Lance – Clackline.

Question: In relation to agenda item 12.3.6, financial implications, how is there no financial implications in relation to maintaining and repairing the road?

Response: The Chief Executive Officer advised that this comment refers to there being no negative financial or budgetary implication and all road maintenance is a sunk cost. It has been determined that the proposal will not have a significant adverse financial impact.

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Name: Anne Lance – Clackline.

Question: In relation to agenda item 12.3.6, Spencers Brook Road RAV 3 requirements, is the RAV 3 standard not high enough? It was advised that she recently had an incident where she aquaplaned in a car.

Response: The Chief Executive Officer advised that classification of roads is not a Council decision and is determined by Main Roads WA.

In relation to the aquaplaning, this is not a matter that would be dealt with tonight and requested that relevant details be provided to allow Officers to investigate.

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Name: Marilyn Piper – Clackline.

Question: What is the criteria, how do you apply, what costs are associated and how long is a RAV approval issued for?

Response: The Chief Executive Officer took the question on notice.

In relation to how long the approval is issued for, this is permanent until/unless Main Roads WA remove the RAV classification. Once an approved RAV route, anyone can use this providing they meet the conditions of use.

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Name: Maria Weibel – Spencers Brook.

Question: In relation to agenda item 12.3.6, when inspections are undertaken to ensure compliance with the approval (e.g. noise, dust, blasting etc.) is this information available to the public?

Response: The Executive Manager Development Services advised that this can be provided if requested.

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Name: Blair Wilding – Mokine.

Question: In relation to agenda item 12.3.6, Is Council aware the Spencers Brook Road is a conditional RAV 3?

Response: The Executive Manager Engineering Services advised that there are guidelines established for this. A RAV route may have a number of conditions which could relate to matters such as speed, hours of use etc.

---

Name: Ian Malley – Mokine.

Question: What are the RAV conditions for Spencers Brook Road?

Response: The Executive Manager Engineering Services advised that the conditions are listed on the Main Roads WA mapping tool, the condition may relate to the type of product, curfew, speed etc. There are believed to be approximately 10 criteria for conditions within the guidelines.

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## 5.2 PUBLIC STATEMENTS

Name: Ian Malley – Mokine.

Agenda Item: 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.

Statement: This submission on behalf of a concerned group of residents living along Spencers Brook Road is predicated on the assumption that the Councillors will approve the mining of granite at the Spencers Brook Road quarry based on the recommendations of the Shire Officers. While we retain the impression that the assessment was focussed through a narrow prism and did not consider the safety aspects

sufficiently, we have some recommendations to improve the operational and transport components for those that will be affected by this mine.

It is our assumption that the amour rock (lump granite) is intended for the Ocean Reef Marina that was announced by the Premier in September 2017. This project is a public/private investment opportunity and has been given environmental approval by the City of Joondalup and is due to commence in 2020 but no further details have been announced and given these projects are likely to be delayed rather than come forward, it is possible that the rock will not be required until 2021 or later.

With this in mind, is there a commencement timing for the mining operation and what would be the level of operation at the quarry until this project starts that is agreed with the Shire? Would the permit to mine be revoked if the operator does not meet this activity level?

With the above in mind, we offer the following suggestions:

Recommendation 1: No mining or trucking operations on weekends or public holidays.

Recommendation 2: The trucks are diverted through the **owner's property to connect with the existing thoroughfare** on that property to the poultry sheds and hence onto the Northam – York road and hence to Great Eastern Highway. As the proponent has advised that much of the rock is already stockpiled thereby removing the need for a large amount of blasting and sorting, the extraction costs will be significantly lower. Establishment of the "on property" road will be less of a burden to the proponent. In addition the contribution levy for maintenance of Spencers Brook Rd would not be required thereby becoming a saving to the proponent.

Recommendation 3: If Recommendation 2 is not acceptable, the trucks turn right onto Spencers Brook Road and into Wellington Street and then over the Avon Bridge to Great Eastern Highway.

Recommendation 4: If for unforeseen reasons the trucks are required to use Spencers Brook Road, no trucks going to

and from the quarry are to be permitted to use the road during school bus pick up and drop off times.

Recommendation 5: Given the failure of the previous operators of the quarry to remediate the site, and that the land owner bears some responsibility for the final condition of the quarry site, we believe the Shire should insist that should the company be unwilling or unable to meet the financial obligations for this purpose, the Directors of the company and the land owner sign an undertaking that they will meet this obligation personally.

Ian Malley on behalf of a group of concern residents and ratepayers.

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Name: Maria Weibel.

Agenda Item: 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.

Statement: I begin this with the presumption and thanks that all Councillors have visited the quarry site and driven along Spencers Brook Road during the last week, and now know about our pretty hidden valley.

I understand that Councillors have a massive job and so would just like to alert or remind you of some of the points brought up around the proposal:

- a) Counter for the traffic number was done over a 24 hour period. The number mentioned in the staff's report say that the quarry trucks would potentially only be a 21% increase in truck movements but this would be over an 8 – 9hour period, not 24 hours. This greatly increases the % in numbers. So we see that number can be compiled to influence one side or the other.
- b) Please note that school bus times on Thursday are different (early close).
- c) I 'get' the fact that this proposal has to tick the boxes for planning, however if the Council already has plans for this area, in the way of tourism, cottage craft type industry (and tourists don't only come on weekends – Windward Balloons fly most days, I have people in short stay during the week. York always has tourists

around). Then surely that is more than reasonable grounds to ensure that the quarry won't affect these plans negatively.

We asked the question "what will happen with the rehabilitation if the quarry does not go ahead?" The answer given was that the Shire would have to go back to the previous operators and follow it up with them (perhaps something that should have been done 10 years ago). Had this happened the quarry would actually be no more, so really it was never meant to be re-activated again. Things do happen e.g. moving sheep, cracks after blasting. Again, boxes must be ticked, yes but id the people being most impacted in a negative way by such a proposal are the ratepayers, it seems only fair that the operators are conducted so as to impact these people in the very least way – this refers to the conditions being asked for.

Should this proposal go ahead the ratepayers can look forward to decrease in property values, decrease in lifestyle, decrease in road safety (regardless of any report) and thus a decrease in our rates.

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Name:	Tinus Nagel, Italia Stone
Agenda Item:	12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.
Summary of Statement:	<ul style="list-style-type: none"><li>• Discussed Italia Stones Policy and Mission Statement.</li><li>• Acknowledge the school bus stop across from the property, the railway and proximity with residences which can be managed through mitigation strategies.</li><li>• Italia Stone has an outstanding track record and have won a number of awards for rehabilitation.</li><li>• Reference was made to a number of current projects and existing quarry.</li><li>• Advised that the landowner has ensured that the operator has an exceptional track record.</li><li>• It is not a 24 hour, 7 days a week, 52 weeks of the year operation and is seasonal based on contracts secured. It will not be 20 trucks every day.</li><li>• Want to work with the community to achieve favourable outcomes.</li><li>• All vehicles comply with legislation.</li></ul>

- Are aware of dangerous sections along Spencers Brook Road, they will instruct/advise driver operators accordingly and work with the Shire where possible.
- The truck movement proposed will be a small increase with limited implications.
- Acknowledge the heritage in the area.
- Aiming to improve the amenity and landscape which will in turn improve the lifestyle.
- Advised that the Shire Officers have scrutinised the smallest details of the application.
- Invited community members to contact him directly.

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Name: Gerard O'Brien.

Agenda Item: 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.

Summary of Statement:

- Advised that he is the landowner where the quarry is proposed.
- Significant research was undertaken when determining an organisation to manage the quarry, ensuring that they were experienced and qualified to do this.
- Italia Stone is a family owned organisation with reference made to their existing quarries which currently operate successfully.
- There would be three employees in Northam and therefore the proposal will create employment opportunities.
- All trucks are compliant with legislation and all drivers/machinery operators are suitably trained, accredited and experienced to operate the trucks/machinery.
- The quarry has been a long standing quarry for approximately fifty (50) years, on and off with a number of owners/operators.
- We live in an agricultural area with a number of trucks associated with this use on the roads (which are not always compliant), what is the difference from these trucks to the trucks proposed when the truck and road is approved for this use. Concerns were raised for the future of agriculture.
- Appreciated the concerns raised by the community.

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

- Name: Bruce Metcalf – Bakers Hill.
- Question: On whose authority were the street trees along Wooroloo Chase cut?
- Response: **Advice received from staff is that the trees were 'suckers'** that were removed from the road drainage area as part of our ongoing maintenance of road side drains.

## 7. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

### 7.1 PETITIONS

A petition was received at the Council Forum meeting held on 13<sup>th</sup> June 2018 in relation to agenda item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine. A copy of the petition has been provided in the forum notes, under agenda item 7.1 – Petitions.

Additional signatures were added to the petition and provided to Council, these have been provided within Attachment 1.

#### COUNCIL DECISION

Minute No: C.3372

Moved: Cr Ryan

Seconded: Cr Mencshelyi

That Council receive the petition in relation to agenda item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine which is provided within the Council Forum Meeting Notes of 13<sup>th</sup> June 2018 and Attachment 1 of this agenda item.

CARRIED 9/0

A member of the Gallery, Mr Brian Hugessen requested Council to consider a late request to make a public statement.

The Shire President approved the late public statement to be made however limited the statement to two minutes.



- Name: Brian Hugessen – Mokine.
- Agenda Item: 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.
- Statement: Local ratepayers living in Spencers Brook Valley have continually told Council that Spencers Brook Road is not suitable to 30 tonne trucks.

It is the only access into and out of the Valley in the event of fires, floods and other natural and manmade disasters. A likely manmade disaster is waiting to happen if you approve mixing these vehicles with our cars, school buses and farm equipment.

Planning continually say that Spencers Brook Road is RAV 3 compliant and the Great Eastern Highway / Spencers Brook Road intersection is safe. We really question whether Spencers Brook Road in its present condition meets RAV 3 specifications considering the terrible sight lines at Trimmer Road intersection and the poor surface and shoulders.

We would like to see the signed documentation by a qualified engineer that it meets RAV 3 specifications. To avoid this obvious danger to our community PLEASE reject this proposal and get the applicant to haul on safe roads – the Northam-York Road that has been mentioned.

If you do approve the application with its present hauling route we will certainly be meeting with our local state member to gather pertinent Main Roads WA information to help us oppose this.

Don't let the threat of an appeal to the State Administrative Tribunal deter you from doing the right thing.

One (1) member of the Gallery departed the Council Chambers at 6:16pm and returned at 6:19pm.

Attachment 1

**Petition to the Shire of Northam from Residents and Ratepayers of the Area**

Development Proposal Local Planning scheme No. 6 Extractive Industry

**We the undersigned strongly object to the proposal for development approval and extractive industry licence – lot 93 on Plan 23146, Spencers Brook Road, Muluckine by Italia Stone.**

**1) 80 heavy vehicle** movements per day, 6 days a week along Spencers Brook Road is intolerable for local business, tourism, farmers, families, school buses and visitors to our region.

**2) There are overwhelming safety** issues affecting the following groups:

- Farmers moving stock and machinery across and along Spencers Brook Road daily. This will be detrimental to their and their worker's mental health
- The school bus stops, and children having to cross the Spencers Brook Road daily. Unacceptable that so many children and families should be exposed to these dangers daily.
- Local residents accessing Spencers Brook Road to commute to and from their work place.
- Tourism- drivers, motor bikes, push bikes and caravans.

**3) We have grave concerns** about the increase in rates for all shire residents to finance the upgrade and upkeep of the Spencers Brook Road to keep it in a safe condition for this amount of traffic.

**4) The disastrous ability** of blasting to ruin some of the oldest and best preserved non and heritage listed buildings in this area.

**5) It will be devastating to the community,** financially, in lifestyle, general health and safety, as well as the preservation of our heritage.

**We respectfully request the elected members give full consideration to our concerns and refuse the application which is not consistent with the objectives of the Rural zone of the Shires Local Planning Scheme No. 6 as well as remembering the councillors role and duty is to represent the interests of the electors, ratepayers and residents of the district.**

DATE	NAME	ADDRESS	SIGNATURE
17/6/18	Dianne Hunter	526 St Southern Hwy York	D Hunter
17-6-18	Claire McLaren	1810 Great East Hwy Glen Forrest	Claire McLaren
17-6-18	Cameron McLaren	1810 Great East Hwy Glen Forrest	Cameron McLaren
17-6-18	M. Kukulnieszky	Goach Rd Claabine	M. Kukulnieszky
17/6/18	F. Higgins	280 Leeder Rd Mokine	F. Higgins
17/6/18			R. J. Jasper
17-6-18	EMILY HARDY	54 BOONDINE RD MOKINE	Emily Hardy
18-6-18	TEDDY LEAGAS	38 TIGHE RD MOKINE	Teddy Leagas
18-6-18	Jenny Leagas	38 TIGHE Rd Mokine	Jenny Leagas
19.6.18	Maureen Murray	33 Tighe Rd Mokine	Maureen Murray
20.6.18	ANN LANCE	51 GOOCH RD MOKINE	A. Lance
20.6.18	ANN WILMOT	67 RAILWAY RD CL/L	A. Wilmot
20.6.18	M. Flynn	Claabine	M. Flynn

*Petition to the Shire of Northam from Residents and Ratepayers of the Area*

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DATE	NAME	ADDRESS	SIGNATURE
16.06.18	JO JACOBS	88 AVRO ANSON RD MOKINE	J. Jacobs
16/6/18	Kerry Fitzsimmons	64 Avro Anson Rd Mokine	Ky City
16/6/18	Ross Power	62 Avro Anson Road Mokine	Ross Power
16/6/18	[Signature]	62 Avro Anson Road	[Signature]
16/6/18	[Signature]	40 Harvey Rd Mokine	Carla Mai
16/6/18	E. Ellis	Beacon Hill	E Ellis
16.6.18	T. Tester	21 Fern Road Pauls Valley	T Tester
17.6.18	V.C HALLETT	239 NYDE DRIVE, WUNDURIE	V.C. Hallett
17.6.18	D.V. HALLETT	239 NYDE DRIVE, WUNDURIE	D V Hallett
17.6.18	T Heintz	Current Southern Hwy Gwambagine	T Heintz
17/6/18	M Hallett	239 Nyde Drive Wundurie	[Signature]
17/6/18	G. WICKS	6 TAMMIA RD. Bate Hill	G Wicks
17/6/18	Ch Wick	" " " "	CW

*Petition to the Shire of Northam from Residents and Ratepayers of the Area*

Development Proposal Local Planning scheme No. 6 Extractive Industry

**We the undersigned strongly object to the proposal for development approval and extractive industry licence – lot 93 on Plan 23146, Spencers Brook Road, Muluckine by Italia Stone.**

- 1) 80 heavy vehicle** movements per day, 6 days a week along Spencers Brook Road is intolerable for local business, tourism, farmers, families, school buses and visitors to our region.
- 2) There are overwhelming safety** issues affecting the following groups:
  - Farmers moving stock and machinery across and along Spencers Brook Road daily. This will be detrimental to their and their worker’s mental health
  - The school bus stops, and children having to cross the Spencers Brook Road daily. Unacceptable that so many children and families should be exposed to these dangers daily.
  - Local residents accessing Spencers Brook Road to commute to and from their work place.
  - Tourism- drivers, motor bikes, push bikes and caravans.
- 3) We have grave concerns** about the increase in rates for all shire residents to finance the upgrade and upkeep of the Spencers Brook Road to keep it in a safe condition for this amount of traffic.
- 4) The disastrous ability** of blasting to ruin some of the oldest and best preserved non and heritage listed buildings in this area.
- 5) It will be devastating to the community,** financially, in lifestyle, general health and safety, as well as the preservation of our heritage.

**We respectfully request the elected members give full consideration to our concerns and refuse the application which is not consistent with the objectives of the Rural zone of the Shires Local Planning Scheme No. 6 as well as remembering the councillors role and duty is to represent the interests of the electors, ratepayers and residents of the district.**

DATE	NAME	ADDRESS	SIGNATURE
17-6-18.	J. Galluccio	2112 SPENCERS BROOK RD	J Galluccio
17-6-18.	V. Galluccio	2112 SPENCERS BROOK RD.	V. Galluccio
17.6.18	Noleen Galluccio	2112 Spencers Brook Rd.	N. Galluccio
17.6.18	Basil Galluccio	2112 Spencers Brook Rd	B Galluccio
19.6.18	Betty Stokman	43 HARLEY RD MULUCKINE	B.A. Stokman
20-6-18	Leone Whissen	8 Robinson st Spencers Brook	LW

7.2 PRESENTATIONS  
Nil.

7.3 DEPUTATIONS  
Nil.

8. APPLICATION FOR LEAVE OF ABSENCE

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3373

Moved: Cr Proud

Seconded: Cr Mencshelyi

That Council grant Cr C P Della leave of absence from 9 July 2018 to 15 July 2018 (inclusive).

CARRIED 9/0

9. CONFIRMATION OF MINUTES

9.1 ORDINARY COUNCIL MEETING HELD 16<sup>TH</sup> MAY 2018

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3374

Moved: Cr Mencshelyi

Seconded: Cr Williams

That the minutes of the Ordinary Council meeting held on Wednesday, 16<sup>th</sup> May 2018 be confirmed as a true and correct record of that meeting.

CARRIED 9/0

9.2 NOTES FROM THE COUNCIL FORUM MEETING HELD 13<sup>TH</sup> JUNE 2018

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3375

Moved: Cr Mencshelyi

Seconded: Cr Della

That Council receive the notes from the Council Forum meeting held Wednesday, 13<sup>th</sup> June 2018.

CARRIED 9/0

Attachment 1



## Shire of Northam

### Notes

### Council Forum Meeting

13 June 2018

Council Forum Meeting Notes  
**20 June 2018**



**DISCLAIMER**

These notes are yet to be dealt with by 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.

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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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Council Forum Meeting Notes  
**20 June 2018**



**Preface**

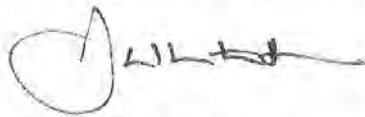
When the Chief Executive Officer approves these Notes for distribution they are in essence "informal notes."

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 15<sup>th</sup> June 2018.



**JASON WHITEAKER**  
**CHIEF EXECUTIVE OFFICER**

**Received Notes**

These notes were received at an Ordinary Meeting of Council held on 20<sup>th</sup> June 2018.

Signed: .....

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

Council Forum Meeting Notes  
20 June 2018



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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:**

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

**Staff:**

Chief Executive Officer	J B Whiteaker
Executive Manager Engineering Services	C D Kleynhans
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	R Rayson
Executive Manager Corporate Services	C Young at 8:15pm
Executive Assistant – CEO	A C Maxwell
Coordinator Governance & Administration	C F Greenough
Planning Officer	B Robins
Technical Officer	P Kher

**Gallery:**

Avon Valley Advocate:	Eliza Wynn
Public:	Tinus Nagel
	Sam Catalano
	Mathew Letch
	Irene Schaar
	Jack Potter
	John Thacker
	Amanda Sturni
	Tim Sturni
	Robert Bower
	Erin Barlow
	Michael Letch
	Anne Letch
	Gill Hugessen
	Nick Tighe
	Gordon Marwick
	Ronda Fitzgerald
	Sue Tighe

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Susan Wilding  
Pauline Jodrell  
Gaye P Lummis  
Marilyn Piper  
Terence Piper  
Mark Wilding  
Daniel Fitzgerald  
Greg Beange  
Ian Malley  
Dianne O'Driscoll  
Russell Huxham  
Robert Stockman  
Rosemary Lurkin  
Leonie Whisson  
Ulo Rumjantsev  
Blair Wilding  
Georgia Trainor  
Maria Weibel  
Brian Hugessen  
Carolyn Smart

**2.1 APOLOGIES**

Councillor

T M Little

**2.2 APPROVED LEAVE OF ABSENCE**

Nil.

**3. DISCLOSURE OF INTERESTS**

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Draft Road Program 2018/19	12.2.3	Cr S B Pollard	Proximity	He owns a property in Gregory Street and recon/resurface of Gregory Street is on the draft 2018/19 program.
Draft Building Maintenance Budget 2018/19	12.2.4	Cr C R Antonio	Impartiality	Costs associated with community organisations that he is an active member of. Member of Grass Valley Progress Association and Southern Brook Community organisations.
		Cr J E G Williams	Impartiality	Member of community groups that manage/lease some of the listed buildings.
Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93	12.3.6	Cr J E G Williams	Impartiality	Impartiality as she is a member of both Spencers Brook and Clackline Progress Associations, who have submitted objections

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Item Name	Item No.	Name	Type of Interest	Nature of Interest
Spencers Brook Road, Muluckine				to the proposal. I also frequently use Spencers Brook Road.

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

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

**5. PUBLIC QUESTION/STATEMENT TIME**

**5.1 PUBLIC QUESTIONS**

Sue Tighe presented a petition to the Council, against the application associated with agenda item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine. The Shire President accepted the petition however noted that this should form part of agenda item 7.1 – Petitions.

The following questions are in relation to agenda item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine:

**Name:** Greg Beange.

**Question 1:** In view of the damage caused by previous quarry activity to buildings within the district, will the proponents undertake building condition surveys of buildings nominated by residents that are likely to be impacted by the operations including the haulage route along Spencers Brook Road?

**Response 1:** No, the applicants are not required to conduct vibration measurements along the haulage route. Where a complaint has been made by a resident in the direct vicinity of the quarry in association with blasting works the applicant is required to comply with a recommended condition which requires them to install equipment to ensure vibrations are within compliant thresholds.

**Question 2:** Are Councillors aware that having been made aware of the dangers of proposed truck movements, approval of the proposal could be deemed as grossly negligent thereby exposing the Council and by extension, individual Councillors to litigation in the event of a serious accident involving the trucks?

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**Response 2:** Spencer Brook Road has been assessed by Main Roads in regards it's suitability for usage by the proposed RAV class vehicle approximately 10 years ago. With the current RAV already approved there is nothing preventing this class RAV vehicle from using this route. The turning movements directly at the cross over /point of access have been addressed in the proposed conditions of approval.

As part of a Traffic Impact Statement, a Road Safety Audit was conducted. This highlights all remedial works required which staff shall work through. However the Assessor expressed to the Shire of Northam that the proposed additional heavy vehicle movements does not pose a significant risk to safety. The Assessing Officer noted in their assessment of the excessive speed (over-speed) of current users on the road is a more significant risk.

This items will be provided within the Council Meeting agenda (Road Traffic Assessment).

**Question 3:** Why shouldn't the owner of the quarry be required to provide access through his property to the Northam-York Road (believed to be RAV 4 classified), thereby largely avoiding the truck movements and consequential impacts on residential areas? (The trucks could access Great Eastern Highway via Yilgarn Ave). This is a commercial business so why should the greatest impact of all be on us, the ratepayers?

**Response 3:** Legal access pre-exists at the intersection of the Quarry and Spencers Brook Road. The applicant is required to pay a road maintenance bond to the Shire to specifically conduct road repairs as required.

---

**Name:** Ian Malley.

**Question 1:** Does the Shire have a comprehensive engineering survey report on Spencers Brook Road? If so, when was it done, by whom, what are their qualifications, is that report available to the public and who did the recent survey last week and can we also have a copy of that?

**Response 1:** The Shire completes a road condition survey every 3 years with the most recent being completed in February 2018. These are completed by independent qualified consultants.

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Road Safety Audits are completed on an as requested basis. These audits are performed by independent consultants and typically have representation from the Local Government, Main Roads and the Consultant (Audit Team Leader).

Recent audits include the section of Spencers Brook Townsite (intersection upgrade – Funded Feb 2018) and most recently May 2018 between Northam and Clackline.

As part of a Traffic Impact Statement, a Road Safety Audit was conducted. This highlights all remedial works required which staff shall work through. However the Assessor expressed to the Shire of Northam that the proposed additional heavy vehicle movements does not pose a significant additional risk to safety. The Assessing Officer noted in their assessment of the excessive speed (over-speed) of current users on the road.

This item will be provided within the Council Meeting Agenda.

**Question 2:** What is the Shire Council's fall-back position if one of the bridges on Spencers Brook Road fails, considering the great length of time taken two years ago to repair one bridge on the road?

**Response 2:** When roads are assessed for restricted Access Vehicle (RAV) usage, bridges load limits are taken into account as part of the assessment. Bridges are inspected annually by Main Roads and the Shire of Northam for both general maintenance requirements and structural integrity. Any identified maintenance works are programmed and completed accordingly. In the event that Main Roads deem a bridge structurally unsafe the load limit of that bridge is de-rated until such time the bridge repairs are completed.

**Name:** Brian Hugessen.

**Question 1:** The majority of people living along or in close proximity to Spencers Brook Road do so to enjoy a quiet lifestyle, peace away from the traffic and a less stressful life. How will Council address the communities concerns about the impact of the noise and increased stress from the quarry and trucks on the elderly residents, retired ratepayers, shift



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- workers and young families in our beautiful tranquil valley, remembering that we were here first?
- Response 1:** The application is being assessed in accordance with current planning guidelines. Council will consider this issue of general amenity as part of its deliberations on the application. It should also be noted that technically noise impacts generated on public roads by heavy vehicles are controlled by the Federal Australian Design Rules for heavy vehicles including emissions.
- Question 2:** How does the Northam Shire intent to compensate the residents of Spencers Brook, Mokine and Clackline for the loss of property values, lifestyle and damage to homes from mining and trucking activities if they occur?
- Response 2:** The Shire of Northam under the Planning and Development Act 2005 is not liable to pay compensation, and is not a valid planning consideration.
- Question 3:** The proponent has now changed the number of truck movements from 40 to 10 per day. Why is it suddenly possible to complete their extraction of stone with predominately less truck movements, and what is stopping them (or can Shire guarantee against) an increase in truck movements if the proposal goes ahead? (Will the Shire guarantee they will no grant an increase)?
- Response 3:** The applicant has consistently indicated they propose campaign driven extraction. This is still the case. However the number of movements means that quarry operations may continue to occur for a longer period rather than being completed earlier. Again the applicant advised in their application this was dependent on their ability to secure contracts.

If the applicant proposes to exceed the proposed 180 days of operation granted per year, or the number of trucks, a further application for variance is to be approved by Council (Condition 6)

- 
- Name:** Tim Sturni.
- Question 1:** Will the Shire provide dedicated pull off zones for all school bus drop off/pick up points along the Spencers Brook Road, and crossovers as all children must cross the road at least once a day?
- Response 1:** A proposed condition of approval is that haulage cannot occur during school bus operating times.

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**Question 2:** Will the Shire be able to guarantee that all truck movements will be suspended during the hours of the first pick up and drop off by school busses on all school days? How will this be enforced?

**Response 2:** The Shire has placed a proposed condition on the applicant that operations are limited during school bus hours. The Shire employs Planning Officer's and a Compliance Officer to which their roles include ensuring ongoing compliance with approved planning conditions. Should approval be granted with such a condition and it is not complied with action can be taken including Planning Infringements Notices and/or prosecution for non-compliance with planning approval.

---

**Name:** Nick Tighe.

**Question 1:** Will the Shire ensure truck drivers understand the meaning of stock crossings, oversize vehicles and other warning signs, also being aware that some farmers will not have UHF radios especially shifting livestock?

**Response 1:** This is a role of the applicant to employ suitably qualified personnel. The responsibility also lies with agricultural producers to ensure they appropriately notify and control the movement of stock.

**Question 2:** What measures are going to be in place e.g. speed limits, warning signs on those troubled intersections and concealed driveways? Intersections of Mokine, Trimmer and Spencers Brook, York Road and Muresk turnoff.

**Response 2:** The Safety Audit has identified additional signage and will be a component of the Shire of Northam Engineering Works program.

**Question 3:** Has the Shire done any traffic counts on major intersections especially during a harvest period, the concern being heavy vehicles turning on an already busy Spencers Brook Road?

**Response 3:** The traffic counts are those provided within the Report.

---

**Name:** Sue Tighe.

**Question 1:** As stated in the proposal, the Shire controlled roads must be maintained at no extra burden of cost to Council, and given that the previous quarry operator (also Shire approved) failed to comply to their obligation of road

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- maintenance, who will be held accountable this time, and how will it be enforced?
- Response 1:** The Shire of Northam is responsible for planning road maintenance and road improvement works. Proposed conditions of approval address this issue.
- Question 2:** How will the number of truck movements be controlled/checked on?
- Response 2:** The Shire employs Planning Officer's and a Compliance Officer whose duties involve the enforcement of conditions of planning approval. In addition, a requirement of the applicant is to provide their tonnages removed from the quarry as a component of their road maintenance bond calculation. Staff can monitor the movements as required.
- Question 3:** Who is going to pay for the Councils monitoring costs of dust, noise, traffic movements and any other conditions put on the proponent?
- Response 3:** The Shire will be responsible for the enforcement of conditions of planning approval as it is with other development approvals.

- 
- Name:** Maria Weibel.
- Question 1:** It has been noted that the only residents to receive a notice of the proposal initially were those within a 1km buffer zone of the quarry. Under the State Planning Framework Policy 4.1 it is stated:
- "recognise the interest of the existing landowners within buffer areas who may be affected by residual emissions and risks, as well as interests, needs and economic benefits or existing industry and infrastructure which may be affected by approaching incompatible land uses."*
- Considering existing industry is farming, tourism and small rural holdings, all of which will be impacted, why did the Shire staff not find it necessary to notify these businesses and residents of the proposal (we are all within a 1km buffer of the movement of trucks along the road).
- Response 1:** Staff understand that State Planning Policy 4.1 is not the applicable State Planning Policy to assess the application and is in the process of being reviewed. The proposed revised policy indicates that the applicable State Planning

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Policy is 2.4 – Basic Raw Materials. The application has been assessed against this policy.

The Planning Officer has provided this information within the Council Item, to which the proposal was advertised in compliance with, and above the requirements of Local Planning Policy 21 – Advertising of Planning Proposals. An advertisement was placed on-site, the Shire of Northam's Out for Comment section on the website, advertised in the Avon Advocate and well in excess of the requirements set within Local Planning Policy 20 – Extractive Industry (1km Buffer/Advertised beyond required Radius to landowners from the proposal).

**Question 2:** Has the Shire of Northam investigated any conflicts of interests between Shire staff or Councillors and the executives and employees of the proponents company?

**Response 2:** Elected Councillors and Staff are required to disclose any conflicts of interest before Council.

**Question 3:** As the residents and businesses along Spencers Brook Road will be adversely affected by the proposed extractive industry operation (that being movements of trucks) can we see the accompanying management plan and report that demonstrates how sensitive land uses within 1000m of the proposed extractive industry operation and associated transport, will not be affected?

**Response 3:** As discussed within the Officers Report, heavy vehicles are required to comply with the Federal Australian Design Rules for Heavy Vehicles.

The applicable reporting of management of acoustics/vibration generated on-site has been provided by the applicant and are required to comply with the Environmental Protection (Noise) Regulations for on-site activities.

---

**Name:** Leonie Whisson.

**Question 1:** Due to the large increase in truck movement on Spencers Brook Road, which will mean an enormous wear and tear on the road, can Council guarantee that our rates will not adversely affected by the proposed venture?

**Response 1:** The proponent is required to pay for maintenance that is above standard wear and tear.

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**Question 2:** As we will be living in an area where blasting will occur, can the Shire guarantee that our insurance for our houses will not be increased?

**Response 2:** The applicant is required to meet the applicable Environmental Regulations and conduct blasting in accordance with Australian and Western Australian standards. In meeting these standards, off-site impacts are required to be controlled. The operator is required to hold public liability insurance as a component of their extractive industry.

---

**Name:** Blair Wilding.

**Question 1:** Will the Shire or the proponent supply landholders that have land on both sides of Spencers Brook Road adequate underpasses for the safe movement of stock and access by farm staff?

**Response 1:** No, as per the Officers comments, agricultural producers are required to comply with the Road Traffic Code 2000 for the movement of stock on public roads.

**Question 2:** Can we see/have access to the cost benefit analysis for this project?

**Response 2:** The Shire of Northam does not have this documentation as this would be the commercial information of the applicant.

**Question 3:** Crusher and associated equipment is small so most material to be trucked out is likely to be lump material. What of the 600,000 tonnes in percentage is proposed to be crushed and what will both the crushed and lump stone be used for?

**Response 3:** This information is not relevant to the Shire of Northam in its assessment of the planning application, and the applicant has advised that this will be dependent on their commercial contracts.

The applicant has advised the granite is called 'armor rock' which is commonly utilised in seawall construction.

---

**Name:** Susan Wilding.

**Question 1:** Has the Shire considered using this rock for blue metal for the roads of Northam?

**Response 1:** Not at this stage – Council is dealing with a planning application at this time only.

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**Question 2:** The Shire of Northam has set aside \$889,372 in the 2017/18 budget for maintenance and repairs of the Spencers Brook Road (some repair work from the last quarry operator). The Shire of Northam stands to earn .50c per tonne of rock carted. It is estimated that over 600,000 tonnes will be removed over the next 7 years, generating \$300,000. How does the Shire of Northam intent to cover this discrepancy for the additional maintenance cost for the road?

**Response 2:** The funding that the Shire has allocated for Spencer Brook Road in 2017/18 is for the purpose of road upgrades and intersection improvements. These projects are funded through Regional Road Group (66%) and Blackspot Funding (50%) This road will continue to be a focus for funding opportunities. This has been the case prior to this development request.

**Question 3:** How is this venture in keeping with point 3.2.8 of the Shire of Northam Local Planning Scheme No.6 'to protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural area'?

**Response 3:** 3.2.8 (Objectives of the Zone – Rural) – Dot point 1:

To provide for horticulture, extensive and intensive agriculture, agroforestry, local services and industries, **extractive industries** and tourist uses which ensure conservation of landscape qualities in accordance with the capability of the land.

The site is also the site of previous extraction, in keeping with 3.2.8.

---

**Name:** Carolyn Smart.

**Question 1:** Has consideration been given to the difference between crushed and armour rock in terms of transporting requirements and limitations? Who would police this?

**Response 1:** The Executive Manager Engineering Services advised that when transporting it would need to comply with the maximum mass of the vehicle. This would be policed by Heavy Vehicle Services.

**Question 2:** Does the quarry need to operate on Saturday?

**Response 2:** The Executive Manager Development Services advised that this is a standard condition however Council can oppose this.

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- Name:** Gordon Marwick.
- Question 1:** Can Council restrict the speed limit and limit the number of trucks during school bus pick-up and drop-off times.
- Response 1:** The Chief Executive Officer advised that Council cannot restrict the speed however the number of movements are restricted to 10 outgoing movements each day between given timeframes (restricted during school bus hours).

It should be noted that as it is an approved RAV route, any RAV vehicle not associated with this application is permitted to use the road without restrictions imposed by Council.

- 
- Name:** Ian Malley.
- Question 1:** Why can't the route be over the Avon Bridge and onto Great Eastern Highway? Why are people still using Spencers Brook Road as a RAV 4 Route?

- Response 1:** The Chief Executive Officer advised that the route recommended as requested by the proponent as it was an approved RAV3 route. In regard to the RAV4 query, remedial works are required to be undertaken on the former RAV4 route prior to it being used, hence the Spencers Brook Road route is approved while this is occurring.

- 
- Name:** Blair Wilding.
- Question 1:** How many movements are proposed each day?
- Response 1:** The Chief Executive Officer advised that it is campaign driven, there are to be no more than 20 movements each day (max. 10 outgoing movements).

- Question 2:** Who undertakes the assessment for Council's reconstruction work, does this include a compaction test?
- Response 2:** The Executive Manager Engineering Services advised that this does include a compaction test and is undertaken by a range of organisations including Aslab. It was further advised that upgrade work forms part of the Shire's Long Term Financial Plan.

- 
- Name:** Greg Beange.

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**Question 1:** What intent is there to upgrade rather than maintain Spencers Brook Road?

**Response 1:** The Executive Manager Engineering Services advised that the road is being upgraded based on recent condition assessments which indicated remedial and improvement works were required.

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**Name:** Maria Welbel.

**Question 1:** Why is Spencers Brook Road RAV 3 when Great Eastern Highway goes to the same place?

**Response 1:** The Chief Executive Officer advised that RAV routes are determined by Main Roads WA and are designed to link users with Highways, this determination is not made by the Shire of Northam. The Chief Executive Officer advised that he is unsure why it was endorsed as a RAV route 10 years ago.

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**Name:** Marilyn Piper.

**Question 1:** What is the process for further conditions or amendments to conditions prior to making a decision on the application?

**Response 1:** The Chief Executive Officer advised that the agenda published is a 'preliminary' agenda. The Forum allows for questions to be asked and answered by both the gallery and Council. If something is identified that raises concern or officers believe it requires amending in the report this is undertaken and highlighted in the agenda which is published at the end of the week.

It was advised that it is unlikely that the Officers will change their position in relation to the conditions recommended.

In relation to changing the conditions from a member of the public's perspective, the Chief Executive Officer encouraged community members to discuss the matter with their local Elected Member.

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**Name:** Rosemary Lukin.

**Question 1:** Is it possible to research why Spencers Brook Road was originally endorsed as a RAV route?

**Response 1:** The Chief Executive Officer advised that it is possible however would not spend a considerable amount of time



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on this as in his view it does not contribute to the decision making process, however staff will have a preliminary look.

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**Name:** Maria Weibel.  
**Question 1:** As there are a lot of submissions against the route, why can't an alternative route be considered?  
**Response 1:** The Chief Executive Officer advised that there is no reason why this couldn't occur. Staff assessed this route based on the application and felt it was the most appropriate option given it is an approved RAV route.

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**Name:** Mathew Letch.  
**Question 1:** What are the guidelines referred to for moving stock, as a farmer he is certainly unaware of them?  
**Response 1:** The Chief Executive Officer advised that this refers to the Road Traffic Act.

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**Name:** Brian Hugessen.  
**Question 1:** Can Council please consider rerouting?  
**Response 1:** The Chief Executive Officer advised that staff assessed this route based on the application and felt it was the most appropriate given it is an approved RAV route. The Council may consider this request.

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One (1) member of the Gallery departed the Council Chambers at 6:15pm.

**Name:** Nick Tighe.  
**Question 1:** What are the positives?  
**Response 1:** The Chief Executive Officer advised that when staff receive an application it must deal with it on planning merits and there is a range of legislated documents to consider. Council are not economic regulators and must deal with the application on its land use merits.

The applicant has appeal rights through the State Administrative Tribunal (SAT) and if it is found that the decision was not in accordance with applicable legislation, the decision can be overturned.

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**Name:** Robert Stockman.  
**Question 1:** It is clear that the ratepayers don't want the quarry, is there anything favourable to the Shire?  
**Response 1:** The Chief Executive Officer advised that the decision is not based on benefits nor is it a numbers game in terms of submissions received against the proposal. There could be one strong submission raising valid planning considerations not supporting the proposal which would have more impact as having 200 submissions without relevant concerns being raised.

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**Name:** Eliza Wynn.  
**Question 1:** If it the use of the land was not previously an endorsed quarry would Council still be considering the application with the same position?  
**Response 1:** The Chief Executive Officer advised that it must 'consider' all applications and that he is unable to answer the second part of the question as it has not been assessed in that context.

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**Name:** Robert Bower.  
**Question 1:** Why can't the route be through Northam?  
**Response 1:** The Chief Executive Officer advised that the proposed route is an approved RAV route and these vehicles are permitted to use the road.

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**Name:** Brian Hugessen.  
**Question 1:** The application contradicts Local Planning Scheme No. 6.  
**Response 1:** The Chief Executive Officer advised that Council's professional planning staff have assessed the application within the required planning framework.

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**Name:** Anne Letch.  
**Question 1:** Does Council have the power to downgrade Spencers Brook Road?  
**Response 1:** The Chief Executive Officer advised that this decision lies with Main Roads WA. When determining the RAV routes it looks at the entire network, and would assess the impacts on this if it was downgraded. Further to this any downgrade of the RAVE route would impact current users of the road,

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including farmers who utilise the route for transport purposes.

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**Name:** Susan Tighe.  
**Question 1:** How does this tie in with 'Heritage, Commerce and Lifestyle'?  
**Response 1:** The Chief Executive Officer advised that when assessing planning applications it must be undertaken in accordance with the legislative planning framework.

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**Name:** Blair Wilding.  
**Question 1:** Is it correct that if it fits with the Local Planning Scheme Council can still reject the application and the applicant can appeal to the State Administrative Tribunal (SAT)?  
**Response 1:** The Chief Executive Officer confirmed this was correct, however if rejected, Council must disclose the planning reasons for not granting approval. The applicant can then appeal this to SAT.

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The following question is unrelated to agenda item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.

**Name:** Jack Potter.  
**Question 1:** Sought urgent access to the Northam Library and when he will be permitted to access the Library on his gopher.  
**Response 1:** The Chief Executive Officer advised that an independent assessment has been undertaken by an accessibility auditor. It is expected that the report will be received this week.

One (1) member of the Gallery departed the Council Chambers at 6:30pm.

Ms Greenough departed the Council Chambers at 6:30pm and returned at 6:33pm.

Three (3) members of the Gallery departed the Council Chambers at 6:31pm.

## 5.2 PUBLIC STATEMENTS

**Name:** Greg Beange.

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**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.

**Statement:** 1) On page 298 of the agenda papers, the Shire's Planning Department report states that there are no negative financial implications for the Shire or any budgetary implication in relation to the recommendations of this report.

This clearly shows a bias towards the proponent. There is a very obvious risk in that the road maintenance contribution of \$300,000 over 10 years may well be insufficient to maintain the road.

There is a risk that businesses negatively affected by the quarry operations may claim against the Shire. I am sure that with a bit more time to assess it more risks could be identified.

Furthermore there is a bond of only \$75,000 over the rehabilitation and to meet any other shortfalls should the proponent default. **Are these not financial implications for the Shire and its ratepayers?**

2) On page 300 of the report it states that there are no risk implication for the Shire in relation to the recommendations in this report. There are always risks.

After the public outcry over safety concerns with the truck route in the proposal is it possible that the Shire could be sued for negligence should a serious accident occur.

Despite the report to a question on this issue, advice I have received raises doubt on this.

3) On page 300, the report states "further consultation with the applicant has indicated that the threshold for operations necessitates 10 outgoing movements per day (20 truck movements / day) over the lifetime of the campaign".

What does "threshold for operations mean"? it clearly does not mean the maximum number of truck movements. On page 303 in its recommendations the report allows the applicant to increase the outgoing truck movements subject to approval of the Council.

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Further to this, on page 385 under the section on Overarching Requirements, it states that the applicant proposes the potential for 40 truck movements per day. **What is the true intention of the proponent in this regard? Not 20 as earlier advised during this meeting?**

- 4) On page 301m it states that the Shire conducted road traffic council on Spencers Brook Road in May 2018 and concluded that the proposed quarry truck movements would potentially increase heavy vehicle movements on this road by 21%. This would increase to 34% if the 40 truck movements mentioned on page 385 is used. Even so the 21% is deceptively low. Resident along Spencers Brook Road are well aware of the significant increase in heavy trucks using the road since the Avon Bridge was closed and re-opened. Truck drivers have persisted in using the road even though the so called temporary access has closed. Complaints regarding this have been lodged with the Shire by some residents. This "illegal increase" has distorted the results of the Shire's traffic counts.

The quarry truck movements could easily cause a 40% increase in heavy vehicle traffic if the baseline was taken on 2016 levels (prior to the Avon Bridge closure).

- 5) On page 303 under point 7, the report recommends that "heavy vehicle movements be limited during school bus hours". What does "be limited" mean? **It obviously does not mean truck movements will be prohibited during this time and who will police whatever restrictions are applied?**
- 6) On page 359, a ratepayer raised the issue of reduced property values along the transport route, namely Spencers Brook Road. The recommending officer noted the concern then stated that property values are not a valid planning concern. There is something clearly wrong with the Shire procedures is negative impacts on property values near a proposed development are not of concern to the Shire. Especially if those properties are often the major asset of many ratepayers.
- 7) On page 360 under point 7 regarding the negative impact on the patronage of the Spencers Brook Tavern, the recommending officer simply states that this is not a valid planning consideration. Again there is something

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clearly wrong if the Shire is not concerned about negative consequences of its approval processes.

Should the Council approve the quarry operation it can significantly mitigate the negative impacts of truck movement by requiring the quarry operator to build an access road through the quarry owner's property to exit onto the York-Northam Road and onto Great Eastern Highway via Yilgarn Avenue. This route avoids residential areas and keeps the trucks on roads designed and constructed for heavy haulage.

Despite the response to a question along these lines, I can't see why it could not be made a condition of approval.

- 8) On page 374, the report states that "the following matters are to be considered relevant for the application assessment to be conducted against" and among other items clearly mentions the amenity of the locality be considered.

It goes on to recommend that impacts to school bus operation, horse riders, and bicycle riders should be addressed through enforcement of the Road Traffic Code.

To accept this would be direct abrogation of the Shire's responsibility to its ratepayers. The Council has the power to protect that amenity and should do so by rejecting this application.

I am aware of the possibility of an SAT appeal but Council can show good faith with standing by its ratepayers by rejecting the application.

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**Name:** Brian Hugessen.  
**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.  
**Statement:** I am a permanent resident of Mokine and a Bush Fire Brigade volunteer and qualified driver of all our units and am deeply concerned about the proposed re-opening of the hard rock quarry on Spencers Brook Road (SBR).

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It is stated expressly in LPP21 - EXTRACTIVE INDUSTRY - 4.3 (accessed from the Shire's website):

*In considering any application, Council will have regard for the following matters:*

- l) Whether the access roads proposed are suitable for the volume of traffic and type of heavy vehicles proposed;*
- m) Whether the site has access to major roads, and whether the existing roads to be used by trucks are in good condition;*
- n) Proposed road haulage route and whether the use of any state controlled roads are proposed;*
- o) Size of trucks and number of truck movements;*

Spencers Brook Road is the brigades (and resident's) ONLY access out of and back into our beautiful quiet valley. With the proposed 80 truck movements a day, I feel that our ability to safely respond to emergency call outs will be severely compromised. The potential for accidents with bush fire volunteers driving fire units entering SBR fully loaded with tonnes of water encountering 80 tonne semis travelling at speed will be greatly increased and is an occupational health and safety issue.

I am also greatly concerned about the danger to the general public with these semis turning west onto the Great Eastern Highway from SBR. There have been fatalities at this intersection in the past and I feel 80 movements / day will substantially increase the chances of this happening again. As a volunteer, I am called to attend road crashes and I certainly don't want to be called to any more than I have to.

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**Name:** Michael Letch.  
**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.  
**Basis of Statement:** I have been asked to bring to Council attention such issues as – our LIFESTYLE, PEACE, SAFETY, and indeed the beauty of our district – to voice our concern that all of these things are at risk from increases heavy traffic passing through.

I at once can almost hear the word – NIMBY! Nimby not in my back yard.

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But in this case the Shire of Northam is also concerned in these things – because down the years this Shire has invested in the appearance and amenity of our area. Spending quite heavily on roadside maintenance, spraying, and by annual allocations and grants to help our two Progress Associations, with everything from the construction of bus shelter, to signage, barbeques and the planting of trees and shrubs, - thus improving the Spencers Brook Road as a Tourist Route. Heavy vehicle traffic will negate tourism.

Now we might admire the nerve of a company who seem to be eager to challenge the likes of BGC – **but it is hard to see that they could bring anything positive to our Shire**, even if they did succeed.

As to the very real concerns about the road – there is a perfectly viable alternative route to Northam – Wellington Street – left into Gairdner Street – and straight out over the new bridge and to the Highway.

We should all understand and sympathise with our Councillors who must deal with these planning matters – because however they decide one party or another will be hurt by their decision – that is the nature of planning. **In this case let it not be your Central Ward ratepayers!**

The responsibility **is yours Councillors – not that of your staff**. And one must say that some of the staff responses to concerns previously raised have been quite inadequate – take for example the reply to the concern about the frequent and essential road crossing by sheep and cattle – only simple quotation from the Highway Code – saying (amongst other things) that stock should be moved across – “at such times” and “in such numbers” as to be safe! What times? What numbers? Neither this officer of our Shire nor the author of that fatuous Road Code seem to have understood that driven stock **do have, and always has had, right of way**. Obtaining it is another question, let me tell you!

No – the prospect of greatly increased heavy traffic through Spencers Brook, Mokine and Warranine, to Clackline is of **real tangible concern**. The fact that heavy “permit” trucks are still using this route – without any need – is bad enough – **Councillors don’t make matters worse**.



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**Name:** Gaye P Lummis.  
**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.  
**Basis of Statement:** I have listed some strong concerns I have as a long standing member of the community, a rate payer and local business owner.

After reading the somewhat arrogant and dismissive attitude of the particular planner, I feel it necessary to open, addressing this point first.

I noticed a patron has addressed the noise factor of the trucks impacting my tranquil beer garden/function venue space and how it will deter my customers from attending there.

The said planner answered "noted". What does this mean? He then proceeded to state that my business demise was not a valid planning consideration.

I find that statement incredulous, that my business of over 20 years being affected by this proposal is not a valid planning consideration. I feel strongly that this implies bias against local businesses and tourist trade alike by enabling a Perth based business (which does not contribute to this community) success at the detriment and demise mine and other businesses in the Avon Valley.

I was stunned when I first heard of this proposal as there was no information given to many ratepayers whom it would directly impact.

I was also shocked by the constrained timeframe provided for ratepayers to submit their objection before the submission time closed.

1. I can envisage any tourist wanting to use the road for a quiet drive in the country which knowing my patrons well, will have a definitive and permanent impact on my livelihood.
2. I have a very significant heritage building to preserve which I have spent over 30 years of my time, out of pocket and personal expenses and effort restoring.
3. I have grave concerns regarding the vibrations of the trucks damaging the fabric of my building.

I object strongly to the proposal going ahead. Should the proposal be considered, it is imperative that written confirmation by the Council mandate the proponent to pay for an independent building condition survey on my property before commencement of any operations. Pending the findings and subsequent risk analysis of predicted impact of my property then it is imperative that written confirmation by the Council mandate the proponent to pay for an independent building condition survey on my property at the completion of operations.

4. Following the successful wedding of my son and daughter-in-law earlier this year at my Tavern my business is in the process of being marketed as a unique wedding and function destination in the area, increasing tourism and attracting visitors from Perth and even further abroad.

Through the current planning for promoting the Tavern as a sought-out wedding destination in the Avon Valley, other positive target outcomes are for creating local employment, as well as promoting other local businesses that would benefit from function being held regularly in the outside function space. Such vendors include local florists, caterers, musicians, event hire companies, bus and hire companies, local utilising their properties on Airbnb just to name a few.

5. I have anxious concern that a likely outcome of this proposal will result in a reduction in patronage that currently enjoy the tranquillity of my beer garden/function venue. I am also concerned about the increased safety risks that could be incurred when turning into the tavern, with the added danger of constant heavy vehicle traffic.

Locals have chosen to live in the country for the more tranquil, less polluted environment away from the city. It would therefore be a negative impact on the quality of life to locals, an unjust to the ratepayers to have this forced on them by the Councillors, whom the originally elected to protect their interests.

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6. It is also great concern that the Councils staff have only assessed the impact on the quarry, effectively ignoring the impact of the trucks movement on the ratepayers.
- The report relevant to our objection is extensive and complex and required provision of a longer period of time for proper assessment. So therefore, why has the Council tried to rush this proposal through?
  - Why were we given less than 5 working days to fully scrutinise this report?

I will personally lose my quality of country lifestyle, potential livelihood with less business patrons, potential impact risk to my property that being both by residential and commercial, heritage property.

These are some of the reasons I vehemently object to this proposal of using the Spencers Brook Road for the Perth bases business and quarry transport.

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**Name:** Ian Malley.  
**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.  
**Statement:** Thank you for the opportunity to address this forum.

My working life was in the mining and extractive industries for over 40 years and a Business Case for a proposed project was a normal part of my responsibility, both to develop them and to review them. I would submit that the recommendation by the Shire Officers to the Council is flawed and skewed to the benefit of the proponent and does not take into account the concerns of the rate payers.

The assessment is based on Economic Growth, the majority of which will be derived by the owner of the land and the proponent. The potential maximum "royalty" to be derived by the Shire is \$300,000 over a period of 10 years which is a relatively insignificant amount in today's terms.

The Officers have chosen to base the proposal to approve on the operational requirements of the quarry only and have all but dismissed any duty of care to the rate payers for the carriage of the granite along Spencers Brook Road.

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While the proponent has modified the number of trucks per day, the conflict that will be present for the various users of this road by the presence of the additional 20 truck movements per day is very real. There are significant proportions of the road that are already showing signs of duress from existing heavy truck movements and the road in many places does not meet the requirements for shoulder width. The residents have made attempts to obtain a copy of the report done for the Shire by a civil engineering company but that has not been forthcoming. We would also seek a copy of the recent survey undertaken by the proponent to understand why the Officers believe this issue is of little or no significance.

It is noted that should the road show signs of deterioration due to these additional truck movements, the proponent will be required to make good to return the road to its current state. Given the current loading the road is experiencing, what base line can the Shire enforce to compel the proponent meet this requirement – this is likely to become a “dog chasing its tail” exercise with little or no chance of the funds being forthcoming from the proponent with significant legal action.

The Shire cannot ignore the duty of care for the residents and ratepayers, tourists, cyclists, school children and agricultural activities – this is a fundamental concern that should be at the top of any consideration and significantly outweighs any financial benefit that the Shire might derive.

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**Name:** Mathew Letch on behalf of Tim Sturni.  
**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.

**Statement:** Many of our children must cross the Spencers Brook Road twice a day to catch/depart a school bus. They must stand roadside and wait for the bus 5 days a week on a less than 2m wide road shoulder. Their safety is of paramount importance and concern.

At present this situation is manageable however with the proposed increase in heavy haulage traffic, this becomes a very dangerous situation for the children and school buses,

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Spencers Brook Road is an official major tourist drive and is a preferred route of several automotive clubs and organisations as a tourist getaway to the towns of Northam, York and Toodyay, it is also used by cyclists on a frequent basis. These are of major safety concerns as they can't get off the road and suction from trucks and trailers will pull them in or put the truck on the other side of the road to overtake – life threatening around the corners for the cyclists, truck driver and oncoming car.

We believe that the operation of haulage to and from the quarry would have a detrimental effect to the economic benefits that such clubs may offer the Avon Valley region.

Under the Local Planning Scheme No.6, the Shire states a wish to maintain the rural and agricultural vista of the Valley, specifically for the purpose of tourism. Having such a large number of trucks go through the valley every day is not in keeping with this scheme.

The Spencers Brook Tavern, a long standing tourism centred business, is a 'big pull' for tourists and being at the gateway to Northam, an asset to the tourism industry of Northam.

The Windward Ballooning Company frequently come along Spencers Brook Road, looking for their balloons landing spot to pick the tourists up. An increase in truck traffic would put their buses at great risk when having to stop and start along the road. The state of the roads and constant truck movement will deter many tourism possibilities within this area.

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One (1) member of the Gallery departed the Council Chambers at 6:53pm.

**Name:** Maria Weibel.  
**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.  
**Basis of Statement:** The first aim of the Town Planning Scheme No. 6 is to :  
*Secure the amenity, health and convenience of the scheme area and the inhabitants thereof.*

When an application for a development of an extractive mining industry is made there are, as I understand 2 parts to

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be considered. The firsts being the mine or quarry itself and the second being the infrastructure needed for the operation of the venture, like rail, roads and ports.

This being the case, the Shire cannot treat the mine site in isolation and must take into account the transport route. I fail to see how the development of this quarry confirms with very many of the aims of the Scheme.

Local Planning Scheme No. 6 states:

*3.2.6 General Industry Zone*

*Encourage and facilitate employment generating development which will contribute to the economic and social wellbeing of the Shire.*

I can see no evidence of this happening.

*3.2.8 - Protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural area.*

This will have the opposite impact.

*3.2.10 - Support a range of rural pursuits which are compatible with the capability of the land and retain the rural character and amenity of the locality.*

This will not be retained.

*Support a range of low impact commercial and tourist uses that are compatible with and retain the rural character and amenity of the locality.*

Neither compatible, nor again retaining character.

*To provide for the use of land for rural living purposes in a rural setting, while preserving the amenity of such areas, ensuring landscape protection and conservation and controlling land use impacts.*

No evidence of this.

*4.25.2 Extractive and Mining Industries*

*Applications must demonstrate that land uses within 1000 metres of the proposed extractive industry will not be adversely affected by this.*

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The operations will adversely affect all farming and tourism.

In the State Planning Framework Policy, 2.4 it states:  
*To ensure the use and development of land for extraction does not adversely affect the environment or amenity of the locality during or after extraction.*

This will be adversely affected.

As well, the Local Planning Framework states:

*The purpose of the Special Control Area 2 in which this quarry lies is to preserve the visual amenity and landscape qualities of the area.*

*Avoid development which would negatively impact upon the ecological values and landscape qualities of the area.*

Again, the consequences of this proposal make it not consistent with any of the points.

Under relevant planning considerations, dust modelling was not undertaken. I would like to read an extract that I saw several months ago about iron ore mining dust.

After speaking with the Deputy Shire President, we understand that the Shire is developing a combined tourism initiative between York / Northam and Toodyay which will attract more tourism along Spencers Brook Road. The quarry activity and particularly the trucks are counterproductive to this initiative.

In fact, we feel that the constant increase in truck movements can only be detrimental to our arguably prettiest valley in the Avon Valley. The combined effort of the flour trucks, rock trucks, extractive industry and all other trucks cumulating into constant road works will deter not increase the lifestyle, tourism and business that do all bring economic growth to the town away from our area.

The evidence show (submission, petitions, ratepayers present) that we do not want to have increased traffic and find the increased danger aspect for all highly concerning and hope that the Shire does too. Too my knowledge, the proponents do not:

- Pay rates to the Northam Shire;

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- Otherwise use Spencers Brook Road;
- Have a business that will be adversely affected by this proposal; and
- Will not deliver a responsive sustainable business in a manner that preserves and enhances our environment and lifestyle while respecting our heritage and facilitating economic growth as per the Shire's mission statement.

The strategic context of the Shire Corporate Business Plan key driver is agriculture and this is also the biggest and main business along Spencers Brook Road and it is already struggling to not be disrupted by the already increase in traffic and truck movements along the road and this proposal is putting more pressure on already very stressed farmers.

When the existing road was made the resident and rate payers did not want the upgrade to a new road, due to their correctly projected outcomes of nothing more than more and faster traffic.

The new road has not been upgraded to RAV 3, thanks to the flour trucks, which has once again caused an increase in traffic and now trucks.

The once Spencers Brook Road that was a pleasant, scenic country drive has now become a fight for the rights of all road users, especially trucks, setting a precedent for 'heavens only know what'.

The highway was built for this purpose, not Spencers Brook Road.

In the proposal, un transport management it is stated that Spencers Brook Road is suitable to support the number of truck movements to and from the sire. Add these trucks to what is already on the road and it may look a little different. Add some rain (just like we've had – and not so much at that) and we have a recipe for the road to look something like this. Just a lot worse because the quarry trucks have not yet been added to the ingredients.

It is not only the quarry itself, but all of the operations associated with it and their follow on consequences that must be questioned.



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Councillors, you know that it is your duty to represent the interests of electors, ratepayers and residents of the district and in doing so, I trust you will all take our very pertinent concerns and wished to hand and vote accordingly.

Remembers first and foremost the key aim of the Town Planning Scheme No. 6 is to:

*Secure the amenity, health and convenience of the scheme area and us the inhabitant thereof.*

I challenge you to drive down Spencers Brook Road this week and let us know when and we will organise several trucks to come along and see what you think.

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One (1) member of the Gallery departed the Council Chambers at 6:59pm.

**Name:** Blair Wilding.

**Agenda Item:** 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine.

**Basis of Statement:** Shire specified road use? This road was built and maintained by the Shire of Northam to serve its community and primary produces with using adjoining land holder's rates. The entire flow down effect within the Shire and its businesses. There is no advantage to anyone within the Shire only disadvantage to anyone close to or adjoining the quarry or proposed route (Spencers Brook Rd) that the trucks will take.

I have children hoping on and off the school bus at the intersection of Mokine and Spencers Brook Rd, I have concerns for their safety whilst at this area, passing vehicles, entering and exiting at an intersection, slowing and stopping vehicles for pick-up and drop-off for school bus. There is a restricted view to the West where there is a bridge.

School bus safety will be compromised both in increased heavy vehicle traffic, bus will be passing or being passed by a laden or empty truck 5.5 times whilst on this route given that the bus is on this route for approximately 40 minutes one way. Safety of the school bus fived the degradation of the road surface affecting driving conditions which we have seen before with much fewer trucks from this site.

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I has an ageing mother who lives at 1440 Mokine Road (corner Mokine and Spencers Brook Roads) who has enjoyed the relative peacefulness of life at Mokine whom has had to adjust slowly to increased traffic and noise with increasing population of the area. Thus impacting her lifestyle where this proposal will entirely be detrimental to her peaceful last year's whilst she has contributed a lifetime's work within the Shire and its community.

I have grave concern for the welfare of my stock and myself, not to mention my employees and children who help me move stock along and across these roads in day to day farming practiced. Stock and dogs are regularly unpredictable in their nature of flight not fight.

The movement at times of large and slow agricultural vehicles and implements concerns me as these trucks are frequent and very slow at stopping with dire consequences if they lose control.

The intersection of Trimmer Rd and Spencers Brook Rd is a disaster waiting to happen. Every time I go left from Spencers Brook Roads onto Trimmer Rd I worry about a truck coming from behind me not being able to stop and slow to turn. Likewise from trimmer Rd turning onto Spencers Brook Rd right stresses me immensely as I cross over on a blind corner in a slow vehicle. This amount of heavy vehicle traffic greatly increases the risk of an accident.

The Shire has set a precedent in the rezoning of this area (Shire Planning Scheme No. 3) to maintain the relative serenity and vista that it has. The Shire could not do anything greater to change this then put 80 large truck movements a day along this route.

We as a farming entity own or are in control of land adjoining (lease) Spencers Brook Road for 8.14km of the approximate 25km route. Along with the immediate adjoining or adjacent landholders to the physical quarry think it will affect us most.

THE SHIRE OF NORTHAM..... HERITAGE, COMMERCE, LIFESTYLE. Community should be included, tonight might be a lesson. Stick to your motto. There is no benefit to commerce only detriment to physical local business (deterred tourist dollars and increased interruption to

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agricultural businesses). Both of which are sustainable. There is not benefit to lifestyle only detriment to those living along this route and those passing through (noise, dust, risk and destructiveness).

Where lie the Shire's priorities?

It would take 200 years to move 3,000 tonnes of grain, equating to \$4 million in rates. They are proposing to move 600,000 tonnes of rock.

I question the permits given to 1 company for movement of flour? Have there been any agricultural permits applied for and refused for this route? I have been advised of some economic development not from agricultural perspective.

Adequate safety of movement of stock – we all know single file at walk is the safest way to cross a road. I can organise it but I don't think I would be popular.

One (1) member of the Gallery departed the Council Chambers at

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

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

#### **7. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS**

##### **7.1 PETITIONS**

The Shire President noted the petition provided at agenda item 5.1 – Public Questions.

The petition has been provided as Attachment 1.

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Attachment 1

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Petition to the Shire of Northam from Residents and Ratepayers of the Area

Development Proposal Local Planning scheme No. 6 Extractive Industry

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4) The disastrous ability of blasting to ruin some of the oldest and best preserved non and heritage listed buildings in this area.

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We respectfully request the elected members give full consideration to our concerns and refuse the application which is not consistent with the objectives of the Rural zone of the Shires Local Planning Scheme No. 6 as well as remembering the councillors role and duty is to represent the interests of the electors, ratepayers and residents of the district.

DATE	NAME	ADDRESS	SIGNATURE
22/4/18	Blair Wilding	1662 Spencers Brook Rd	[Signature]
22/4/18	Sharon Wilding	1662 Spencers Brook Rd	[Signature]
22/4/18	Susan Wilding	2440 Mokeine Rd.	[Signature]
22/4/18	Harilyn Piper	1010 SPENCERS Rd, Checkline	[Signature]
26/4/18	Sue Tighe	Spencers Brook Road	[Signature]
26/4/18	Mary Wilding	Spencers Brook Road	[Signature]
26-4-18	Ronda Fitzpatrick	70 THOMAS ST S. 13.	[Signature]
26-4-18	D. Fitzgerald	70 THOMAS ST.	[Signature]
26/4/18	J FITZGERALD	LOT 166 THOMAS ST	[Signature]
26/4/18	Bill Stuart	270 Spencemore Rd	[Signature]
26/4/18	John Huxham	Harvey Rd Mokeine	[Signature]
26/4/18	Ross Huxham	Harvey Rd Mokeine	[Signature]
26/4/18	Tenny PIPER	1010 Spencers Rd.	[Signature]

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**Petition to the Shire of Northam from Residents and Ratepayers of the Area**

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DATE	NAME	ADDRESS	SIGNATURE
26/4/18	Red Lance	51 Good Rd, MOKINE	[Signature]
26/4/18	Ann Lance	51 Good Rd, MOKINE	[Signature]
26/4/18	Alice Letch	289 Spencers Brook Rd	[Signature]
26/4/18	IRENE SCHAAR	26 ROSE TCE, SPENCERS BROOK	J. Schaar
26/4/18	IAN MALLET	228 OLD SPENCERS RD MOKINE	[Signature]
26-4-18	LORNA WILKINSON	SPENCERS BROOK MOKINE	[Signature]
26-4-18	MARSHALL TOM	108 SP BK RD	[Signature]
26-4-18	Gill Hugessen	42 Harvey Rd MOKINE	[Signature]
26-4-18	Brian Hugessen	42 Harvey Rd, MOKINE	[Signature]
26-4-18	PAT BEKIDERS	198 GOOD RD MOKINE	[Signature]
26/4/18	Jenise Pike	199 GOOD RD MOKINE	[Signature]
26/4/18	LOREN GUIVOR	"	[Signature]
26/4/18	Richard Naich	69 Gillett St Northam	[Signature]

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DATE	NAME	ADDRESS	SIGNATURE
26/4	STURNI	SB ROAD	[Signature]
26/4	JORRELL	Spencers Brook Rd	[Signature]
26/4	S. BEETSON	172 Spencers Brook Rd	[Signature]
26/4	MATTINAR	LEADER Rd	[Signature]
26/4	Alexandre	Leader Rd	[Signature]
26/4	NICK TIGHE	Leader Rd	[Signature]
28/4	Dave Duncan	Gooch Rd	[Signature]
28/4	Jennifer Duncan	Gooch Rd	[Signature]
28/4	MARIE DUNCAN	LEADER RD	[Signature]
28/4	BRUCE DUNCAN	LEADER RD	[Signature]
28/4	Van Gill	Gooch Rd	[Signature]
28/4	Sue Brooker	Leader Rd	[Signature]
28/4	Brian Brooker	6 LEADER RD	[Signature]

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*Petition to the Shire of Northam from Residents and Ratepayers of the Area*

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DATE	NAME	ADDRESS	SIGNATURE
28.4.18	SUE SMITH	65 GOOCH RD	[Signature]
28.4.18	DON SMITH	65 GOOCH RD	[Signature]
28.4.18	JANE & ZOE	91 Oldspencer Rd	[Signature]
28.4.18	Lynne Braith	1200 Spencers Rd	[Signature]
28.4.18	Noreen Galluccio	2112 Spencers Brook Rd.	[Signature]
28.4.18	Basil Galluccio	2112 Spencers Brook Rd.	[Signature]
4.4.18	Church of Australia	47 LOCKYER RD CLACKLINE	[Signature]
4.4.18	Bill Gordon	49 Tighe Rd Clackline	[Signature]
4.5.18	Peter Keenan	87 KEMBELEY ROAD	[Signature]
4.5.18	Mauraen Malloch	33 Tighe Road	[Signature]
5.5.18	MOLLY RUSSELL	321 LEEDER RD	[Signature]
7.5.18	GLEN COX	102 BENVUA RD CLACKLINE	[Signature]
7.5.18	Danielle Kirkpatrick	184 BENVUA Rd Clackline	[Signature]

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Petition to the Shire of Northam from Residents and Ratepayers of the Area

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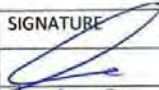










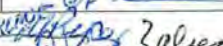



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DATE	NAME	ADDRESS	SIGNATURE
4.5.18	Gemma Mackay	Olea Grove	
4.5.18	Vicki Beange	Spencers Brook	
10.5.18	Kristle Dempsey	Palmyra	
10.5.18	J. D. Williams	Subiaco	
11/5/18	M. Demery	Subiaco	
11/5/18	Nicole Hodder	Corralling	
12/5/18	Maam	Spencers Brook	
13/5/18	Bob Neville	Toodyay	
15/5/18	J. Duvos	Katrine	
20/5/18	C. TROT	PAIDBURY	
30/5/18	T. LUMMIS	SCARBOROUGH	
30/5/18	S. E. LUMMIS	SCARBOROUGH 671	
8/6/18	C. Foster	Spencers Brook	
8/6/18	M. PIPER	1000 SPENCERS RD	
8/6/18	T. PIPER	1000 SPENCERS RD	

already signed



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**Development Proposal Local Planning scheme No. 6 Extractive Industry**

The proposed extractive industry will involve campaign driven extraction of hard-rock material (extraction, drilling and blasting) at the site of the pre-existing quarry, to be transported to the Metropolitan region via Spencers Brook Road and Great Eastern Highway.

We the undersigned understand that if the proposal for the extraction and transport of rock from the quarry on Spencers Brook Road goes ahead, there will be a large increase in the number of semi-trailer truck activity along the Spencers Brook Road.

•Those of us who come from the city where we have constant traffic and noise pollution look forward to visiting the Mokine- Spencers Brook Valley to enjoy a serene and tranquil drive through this pretty countryside with a visit to the pub for a quiet meal/ drink with family or friends on a regular basis.

•Those of us who bike ride along the Spencers Brook Road have grave fears for our safety when being passed or overtaken by trucks.

•Those of us who use this road for our commute to work and back each day are extremely concerned about the increased level of risk that this will carry with it.

We are concerned that if an increased number of trucks were to begin driving on the Spencers Brook Road (including weekends) we would not be comfortable, or even feel safe having to meet with an added number of large trucks on this road. We would have to strongly consider another route or even miss the Northam Avon Valley altogether. I am signing this to let the Shire of Northam know that I do **NOT** support the proposal under extractive industries local law to re-open the quarry on Spencers Brook Road. **\*\* Please feel free to add any comments below or on the back. \*\***

DATE	NAME	ADDRESS	SIGNATURE
19/4/18	Daniella Woodcock	30 Selby St Northam	[Signature]
19/4/18	Colleen Hale	69 Mitchell St Northam	[Signature]
19/4/18	Matt Lacey	22 Rose Tree Spencers Brook	[Signature]
19/4/2018	RAY NOEL	5 MARKEY ST, NORTHAM	[Signature]
19/4/18	Jane Tilly	10 Arthur St Toodyay	[Signature]
20/4/18	Tony Capon	119 Epoca Rd Northam	[Signature]
20/4/18	Sarah Atkinson		[Signature]
20/4/18	Beraine Cally	22 Rose Tree Spencers Brook	[Signature]
21/04/18	Michael Solano	1662 Spencers Brook Rd	[Signature]
21/04/18	Rachel Solano	1662 Spencers Brook Rd	[Signature]
21/04/18	Georgia Trimmel	208 Old Spencers Rd Mokine	[Signature]
28/04/18	Pat Lunn	Spencers Brook Trimmel	[Signature]
28/04/18	Sarah Allum	Toodyay	[Signature]

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**Petition to the Shire of Northam from Residents and Ratepayers of the Area**

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DATE	NAME	ADDRESS	SIGNATURE
28/4/18	R MARUSCO	MOKINE	[Signature]
28/4/18	J MARUSCO	MOKINE	[Signature]
28-4-18	P. MOLLEN	34 BOONDINE RD	P.H. Mollen
28/4/18	TIM DANIEL	10 THOMP ST NERGANI	[Signature]
28-4-18	TREVA TURNER	169 BAKERS HILL	[Signature]
29-4-18	Jodie Penno	MOKINE	[Signature]
29-4-18	L Penno	MOKINE	[Signature]
3.04.18	BOGDANOVIC	POHANYINING	[Signature]
23.5.18	I SCIARR	SPENCERS BROOK	[Signature]
03/05/18	J WAGENARR	19 Robinson St Sp BRK	[Signature]
4/5/18	M JONES	132 SPENCERS BROOK	[Signature]
5/5/18	K Rogels	60 Subwampel Ys	[Signature]
20/5/18	C Wibelan	SWAN VIEWS	[Signature]

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*Petition to the Shire of Northam from Residents and Ratepayers of the Area*

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DATE	NAME	ADDRESS	SIGNATURE
25/4/18	Gail Henry	Kardinya	[Signature]
25/4/18	Russell Saunders	Kardinya	[Signature]
27/4/18	STEVE TREND	WEMBLEY Downs	[Signature]
27/4/18	Huan Ping	East Fremantle	[Signature]
27/4/18	Adam Brock	IT VARIES	[Signature]
27/4/18	Felix Jagan	Lot 29 HAWLEY RD	[Signature]
27/4/18	SAVITA JAGAN	970 SPENCER BROOK RD	[Signature]
27/4/18	Shruja Jagan	Toodyay	[Signature]
28/4/18	Larry Brewer	Tapping Wanneroo	[Signature]
28/4/18	Leanne Brewer	Tapping Wanneroo	[Signature]
28/4/18	Michael Wilkin	Clackline	[Signature]
28/4/18	Brent Ashworth	Ellenbrook	[Signature]
28/4/18	MICK WILKIN	BENRON RD CLACKLINE	[Signature]

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DATE	NAME	ADDRESS	SIGNATURE
22/4	JOHN ROSENDALE	York	John Rosendale
22/4	Max Nottle	York	Max Nottle
22/4	S. NEVILL	York	S. Nevill
22/4	S. Darrick	Northam	S. Darrick
22/4	Jules Blackham	York	Jules Blackham
22/4	Jane Broad	Toodyay	Jane Broad
22/4	B. J. O'Connell	"	B. J. O'Connell
22/4	Nick Tighe	Clackline	Nick Tighe
22/4	Tracey Thomson	Clackline	Tracey Thomson
25/4	J. Brown	Morkide	J. Brown
25/4	P. Hodgson	NORTHAM	P. Hodgson
25/4	M. Hodgson	NORTHAM	M. Hodgson
25/4	G BEANCE	SPENCERS BROOK	G Beance

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*Petition to the Shire of Northam from Residents and Ratepayers of the Area*

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DATE	NAME	ADDRESS	SIGNATURE
24.4.18	PETER LEDGER	910 E Highboth Ave. <sup>Muluckine</sup>	Peter Ledger
28.4.18	Ruth Bott	16 Hammans St	Ruth Bott
28.4.18	Jillanne WATBEN	16 Hammans St WEST PERTH	Jillanne WATBEN
28.4.18	Peter Weibel	12 Brooklyn Rd. <sup>Spencers Brook</sup>	Peter Weibel
30.4.18	Diane O'Driscoll	627 Cassin Valley South Rd <sup>Cassin Valley</sup>	Diane O'Driscoll
3.5.18	SHARLEEN JORDAN	76 THOMAS ST, SP BROOK	Sharleen Jordan
10.6.18	MEGYN CECHNER	39 Palmerston St, St James	Megyn Cechner
10.6.18	MICHAEL CECHNER	39 Palmerston St, St James	Michael Cechner
10.6.18	T. CECHNER	5/21 Brampton Way, Lynwood	T. Cechner

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*Petition to the Shire of Northam from Residents and Ratepayers of the Area*

*Development Proposal Local Planning scheme No. 6 Extractive Industry*

**We the undersigned strongly object to the proposal for development approval and extractive industry licence – lot 93 on Plan 23146, Spencers Brook Road, Muluckine by Italia Stone.**

- 1) 80 heavy vehicle** movements per day, 6 days a week along Spencers Brook Road is intolerable for local business, tourism, farmers, families, school buses and visitors to our region.
- 2) There are overwhelming safety** issues affecting the following groups:
  - Farmers moving stock and machinery across and along Spencers Brook Road daily. This will be detrimental to their and their worker’s mental health
  - The school bus stops, and children having to cross the Spencers Brook Road daily. Unacceptable that so many children and families should be exposed to these dangers daily.
  - Local residents accessing Spencers Brook Road to commute to and from their work place.
  - Tourism- drivers, motor bikes, push bikes and caravans.
- 3) We have grave concerns** about the increase in rates for all shire residents to finance the upgrade and upkeep of the Spencers Brook Road to keep it in a safe condition for this amount of traffic.
- 4) The disastrous ability** of blasting to ruin some of the oldest and best preserved non and heritage listed buildings in this area.
- 5) It will be devastating to the community**, financially, in lifestyle, general health and safety, as well as the preservation of our heritage.

**We respectfully request the elected members give full consideration to our concerns and refuse the application which is not consistent with the objectives of the Rural zone of the Shires Local Planning Scheme No. 6 as well as remembering the councillors role and duty is to represent the interests of the electors, ratepayers and residents of the district.**

DATE	NAME	ADDRESS	SIGNATURE
14-5-18	DAWN BOWRING	153 RAILWAY RD CLACKLINE	<i>DBowring</i>
15-5-18	Danielle Kirkpatrick	184 Benning Rd Clackline	<i>D.Kirkpatrick</i>
16-5-18	ROBYN HOLLIS	35 LUKIN RD CLACKLINE	<i>R.Hollis</i>
16-5-18	ALAN HOLLIS	35 LUKIN RD CLACKLINE	<i>A.Hollis</i>
16-5-18	GARRY TUCKER	199 BENNING RD CLACKLINE	<i>G.Tucker</i>
23-5-18	Julie Walker	Lot 5 Leeder Rd Clackline	<i>Julie</i>

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  - Tourism- drivers, motor bikes, push bikes and caravans.
- 3) We have grave concerns about the increase in rates for all shire residents to finance the upgrade and upkeep of the Spencers Brook Road to keep it in a safe condition for this amount of traffic.
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DATE	NAME	ADDRESS	SIGNATURE
11/6/18	Evelyn Beales	21/9 Dalby St. Woorparoo	Ebe
11/06/18	Gus Lewis	4/35 Gardner St, Belmont	Gus
11/06/18	Win Kealy	163 Creeper St Woorparoo	Win
11/06/18	ANAND MITRA	46A Flinders St. York	Anand
11/06/18	Justin Hahnel	9 Mulgrave Loop MINDARIE	Justin
11/06/18	Samira Meehan	63 Trapper Drive, Woorparoo	S. Meehan
11/06/18	Jeremy Meehan	63 Trapper Drive, Woorparoo	J. Meehan
11/06/18	NEER MITRA	16A BAKER ST BELMONT	Neer
11/6/18	JILLIAN MURPHY	2 SHONES ST MURTON PARK	Jillian
11/6/18	MIRIEM FICHELINUS	174 Park St Campa GSA	Miriem
11/6/18	Sharon Ferris	6 Sherlockton Bickak	S. Ferris
12/6/18	RIM DREN	21 ROSSHAM RD UNDISMITE	Rim
12/6/18	Russ Wilson	4 Featherston Place Hilltop	Russ

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*Petition to the Shire of Northam from Residents and Ratepayers of the Area*

*Development Proposal Local Planning Scheme No. 6 Extractive Industry*

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**1) 80 heavy vehicle** movements per day, 6 days a week along Spencers Brook Road is intolerable for local business, tourism, farmers, families, school buses and visitors to our region.

**2) There are overwhelming safety** issues affecting the following groups:

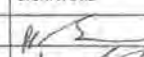
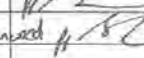
- Farmers moving stock and machinery across and along Spencers Brook Road daily. This will be detrimental to their and their worker's mental health
- The school bus stops, and children having to cross the Spencers Brook Road daily. Unacceptable that so many children and families should be exposed to these dangers daily.
- Local residents accessing Spencers Brook Road to commute to and from their work place.
- Tourism- drivers, motor bikes, push bikes and caravans.

**3) We have grave concerns** about the increase in rates for all shire residents to finance the upgrade and upkeep of the Spencers Brook Road to keep it in a safe condition for this amount of traffic.

**4) The disastrous ability** of blasting to ruin some of the oldest and best preserved non and heritage listed buildings in this area.

**5) It will be devastating to the community**, financially, in lifestyle, general health and safety, as well as the preservation of our heritage.

We respectfully request the elected members give full consideration to our concerns and refuse the application which is not consistent with the objectives of the Rural zone of the Shires Local Planning Scheme No. 6 as well as remembering the councilors role and duty is to represent the interests of the electors, ratepayers and residents of the district.

DATE	NAME	ADDRESS	SIGNATURE
2/6/18	Tonya Firdiani	2 Menai Rd Greenwood	
2/6/18	Simon Maxwell	25 Bankhurst Way Greenwood	



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**7.2 PRESENTATIONS**

Nil.

**7.3 DEPUTATIONS**

Nil.

**8. APPLICATION FOR LEAVE OF ABSENCE**

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

**9. CONFIRMATION OF MINUTES**

**9.1 ORDINARY COUNCIL MEETING HELD 16<sup>TH</sup> MAY 2018**

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

**9.2 NOTES FROM THE COUNCIL FORUM MEETING HELD 13<sup>TH</sup> JUNE 2018**

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

**9.2 NOTES FROM THE STRATEGIC COUNCIL MEETING HELD 23<sup>RD</sup> MAY 2018**

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

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

The Shire President advised that agenda item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine would be brought forward.

*Cr J E G Williams declared an "Impartiality" interest in item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine as she is a member of both Spencers Brook and Clackline Progress Associations, who have submitted objections to the proposal. I also frequently use Spencers Brook Road.*

**12.3.6 Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine**

Clarification was sought in relation to the following matters:

- Where is this referring to in relation to the possible solution suggested by a member of the Gallery to re-route the trucks. The Chief Executive Officer advised that this is through the property and onto Northam-York Road. It was advised a map will be provided prior to the Ordinary Council meeting.

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- Spencers Brook Road being a designated 'Tourist Route'. The Chief Executive Officer advised that officers will provide some clarification around this prior to the Ordinary Council meeting.

*Since the Council Forum meeting it has been confirmed that Spencers Brook Road (from Burlong Road to Spencers Brook-York Road) and Spencers Brook-York Road (from Spencers Brook Road to Shire Boundary) is designated as part of the Avon Historic Tourist Drive. The route roughly follows the Avon River from Toodyay through to Beverley and it is understood that it was developed in the 1990's. Staff are unsure of the legal implications for the designation however it obviously is meant to promote tourism through the region.*

- Main Roads WA have deemed the route as safe, what would happen if their position changes due to new information. The Chief Executive Officer advised that it would not impact the approval (should it be approved).
- When Spencers Brook Road was assessed as a RAV 3 route (approx. 10 years ago), why wasn't the bridge that failed identified. The Chief Executive Officer advised that Main Roads did an assessment, which may have indicated that remedial works were required. However, since being approved further recent assessments have been undertaken.
- It was queried whether the applicant is making a presentation to Council at the Ordinary Council meeting. The Executive Manager Development Services advised that this will be confirmed prior to the Ordinary Council meeting. It is understood that both the landowner and the applicant wish to make a presentation at the Council meeting.
- Whether it is imperative that the Spencers Brook Road be used instead of Great Eastern Highway (via York-Northam Road/Yilgarn Avenue). The Executive Manager Development Services advised that this is the route proposed by the applicant and would need to clarify whether an alternative route can be considered. Since the forum meeting the applicant has not considered the alternate route at this stage.
- Is there any historic data around the road usage (e.g. whether this is elevated with the closure of the bridge)? The Chief Executive Officer advised that there is limited data.
- When was the current LPS No.6 endorsed and what were the major reasons/changes from the previous Scheme? The Executive Manager Development Services advised that this would be clarified prior to the Ordinary Council meeting.

*Since the Council Forum meeting it has been confirmed that LPS 6 was gazetted on 21 August 2013. Numerous changes were made between the schemes however the site of the quarry was in a Landscape Special Control Area under the previous scheme. The use "Extractive Industry" was also a permitted use under the previous scheme. The Local Planning Strategy was also updated at this time and several changes*

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were made to that document as well. In relation to the comments around the "Avon West Precinct" which included the areas of the Spencers Brook locality and Mokine. Under the previous Strategy subdivision within the precinct to a minimum lot size of 50 hectares (subject to criteria) was included – this provisions was removed (primality due the WAPC).

- Where does the RAV route finish on Spencers Brook Road? The Executive Manager Engineering Services advised that this ends at Burlong Road.
- Whether the decibel requirements are met. The Executive Manager Development Services advised that these are higher than the approved limits however if there is a bund, these will comply with legislative requirements.
- The Chief Executive Officer confirmed that the owner of the poultry farm owns the land subject to this application.
- Whether the application includes processing the stockpiled material. The Executive Manager Development Services confirmed that it will process this and also rehabilitate the site.
- Whether there have been any tests to see if bore water is available. The Executive Manager Development Services advised that there have been no tests undertaken to his knowledge.
- Whether the conditions can be challenged to SAT. The Chief Executive Officer advised that there needs to be sound planning reason for the conditions.
- Whether operation on Saturdays are critical or if the applicant is flexible around this. The Executive Manager Development Services advised that this is a standard condition however will clarify with the applicant whether it is critical.

*Since the Council Forum meeting, the applicant has since advised that they will be happy to work with residents with regard to operating hours however would like to keep the option open for working on a Saturday during a campaign.*

- What will the excavator would be used for. The Executive Manager Development Services advised that it is understood that this would be to load the material which is being crushed/carted.
- Whether the bunkers are heritage listed. The Executive Manager Development Services advised that he believes these are heritage listed however this would be confirmed.

*Since the Council Forum meeting it has been confirmed that the bunkers are located on an adjoining property (owned by the same landowner) and are listed within the Shire of Northam Municipal Inventory.*

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- Clarification in relation to the timeframe for rehabilitation. The Executive Manager advised that this is believed to be staged. The plan identifies the stages and the Environmental Management Plan required under proposed condition 12 which provides specific timeframes.

## **11. REPORTS OF COMMITTEE MEETINGS**

### **11.1 AUDIT COMMITTEE MEETING HELD ON 1<sup>ST</sup> JUNE 2018**

- Clarification was sought in relation to the Better Practice Review. The Chief Executive Officer advised that this was undertaken by the Department of Local Government (not Australian Institute of Company Directors).
- Whether the word 'following' should be removed from the recommendation (item 4). The Chief Executive Officer confirmed that this should be removed and has been removed from the Ordinary Council meeting agenda accordingly.

### **11.2 ART ADVISORY COMMITTEE MEETING HELD ON 7<sup>TH</sup> JUNE 2018**

No questions or clarifications were raised in relation to this item.

## **12. OFFICER REPORTS**

### **12.1 CEO'S Office**

#### **12.1.1 Delegated Authority Register Review**

Clarification was sought in relation to the following matters:

- Delegation A03 – removal animals. The Chief Executive Officer confirmed that there is a separate delegation that deals with this.
- Delegation F06 – The Chief Executive Officer advised that this is a new delegation in order to reduce the number of leases coming to Council (e.g. associated with the airport).
- Delegation R02 – Whether this is only impounded animals. The Executive Manager Development Services advised that this applies to impounded animals, however would include animals on the roadside.
- Delegation A06 – Would this include entering property to manage stormwater? The Chief Executive Officer confirmed that this would cover this matter.

#### **12.1.2 Northam Branding – Juicebox**

No questions or clarifications were raised in relation to this item.

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**12.1.3 2018 Western Australian Local Government Convention (WALGA) & Annual General Meeting**

- Clarification was sought in relation to a motion being submitted by 5<sup>th</sup> June and queried whether this item should have been presented to the May Council meeting. The Chief Executive Officer advised that consideration is given to the items considered over the past year in relation to whether a motion should be submitted.

**12.2 ENGINEERING SERVICES**

**12.2.1 Proposed 2018/19 Plant & Vehicle Replacement Program**

Clarification was sought in relation to the following matters:

- Whether the 2017/18 actuals can be included within the table. The Chief Executive Officer advised that this information is contained within the financial statements however can be included.
- What is replacing the Volvo loader? The Executive Manager Engineering Services advised that this is being replaced with a backhoe.
- What is the reason for disposing of SAM. The Executive Manager Engineering Services advised that this has become outdated and is limited with what it can do. The VMB machines are more versatile and relevant for Council's needs.

**12.2.2 Draft Footpath Program 2018/19 & 2019/20**

Clarification was sought in relation to the following matters:

- Why Wellington Street is deferred? The Executive Manager Engineering Services advised that it is recommended that this location be deferred to a later stage until the development of the adjacent old Coles site is better known.
- Whether there is an allocation in the Long Term Financial Plan? The Chief Executive Officer confirmed there is an allocation.
- Whether the consideration list will be included in the budget planning. The Chief Executive Officer advised that this will be included within the consideration list for the Draft Budget.
- What is requested for Holtfreter Avenue? The Executive Manager Engineering Services advised that this was to extend the existing footpath.

*Cr S B Pollard declared a "Proximity" interest in item 12.2.3 - Draft Road Program 2018/19 as he owns a property in Gregory Street and recon/resurface of Gregory Street is on the draft 2018/19 program.*

Cr Pollard departed the Council Chambers at 7:53pm.

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*Since the Council Forum meeting it has been confirmed that Cr Pollard has an interest, however Council could resolve to endorse the program excluding that Street and then Cr Pollard leave the room for that item.*

**12.2.3 Draft Road Program 2018/19**

Clarification was sought in relation to the following matters:

- When Linley Valley Road will be programmed. The Executive Manager Engineering Services advised that this is expected to occur within the next two years, however the scheduling is based on priority.
- In relation to the reference for 'low traffic volume' on De Castilla Road, was consideration given to the Rally School being located on this road? The Executive Manager Engineering Services advised that consideration was given to this however the main issues are in respect to entering and exiting the Highway from this road.

Cr Pollard returned to the Council Chambers at 7:56pm.

The Technical Officer left the meeting at 7:57pm.

*Cr C R Antonio declared an "Impartiality" interest in item 12.2.4 - Draft Building Maintenance Budget 2018/19 as there are costs associated with community organisations that he is an active member of. Member of Grass Valley Progress Association and Southern Brook Community organisations.*

*Cr J E G Williams declared an "Impartiality" interest in item 12.2.4 - Draft Building Maintenance Budget 2018/19 as she is a member of community groups that manage/lease some of the listed buildings.*

**12.2.4 Draft Building Maintenance Budget 2018/19**

Clarification was sought in relation to the following matters:

- What is required in respect to the Library stairs and will this be impacted by the accessibility audit recently undertaken. The Executive Manager Engineering Services advised that this related to the rise and fall of the stairs. The Chief Executive Officer advised that if the audit made recommendations that impacted this, Officers would recommend its removal when considering the draft budget, and Council could consider reallocating this amount.
- Can some statistics be provided in relation to how many crimes CCTV has significantly contributed to/resolved in order to understand its benefit/value. The Executive Manager Community Services advised that it is understood that these statistics are not available however will clarify this with the Police, Officer will aim to have this information available for the Ordinary Council meeting. The Chief Executive Officer advised that the feedback provided has indicated that they are an extremely

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valuable tool in relation to managing crime and the Police support its installation.

*Since the Council Forum meeting, Northam's Senior Sergeant has advised:*

*The Police have a number of tools in their toolkit however, CCTV is the most valuable tool of modern policing. They have limited resource and Police cannot be everywhere. CCTV is a silent witness on the movements in the community and it is also asset protection for the Shire of Northam. He said that Police don't have the capacity to invest in the CCTV infrastructure, but he can provide ongoing examples of how it assists Police with investigations.*

*Geoff is happy to personally attend and brief Council about the value of CCTV in the Shire of Northam and show examples to demonstrate its value to the community.*

- Where the CCTV is proposed at Henry Street Oval. The Executive Manager Community Services advised that this is to cover the whole Recreation Centre (from oval to basketball courts).

### **12.3 DEVELOPMENT SERVICES**

#### **12.3.1 Request to Amend Condition No. 13 and 14 of Development Approval – Proposed Lifestyle Village, Lot 9000 Mt Ommanney Road, Northam**

Clarification was sought in relation to the following Matter:

- The turning lane from Mitchell Avenue. The Executive Manager Development Services advised that this is still proposed however the length is determined by the speed limit.
- The turning lane for Gratte Street. The Executive Manager Development Services advised that this is still proposed however not believed to be required at this time due to the low traffic volumes and only being used as an emergency access currently.

#### **12.3.2 Mitchell Avenue Traffic Speed Limit**

Clarification was sought in relation to why this item is being presented for Council's consideration. The Executive Manager Development Services advised that this has been raised as a result of the Lifestyle Village and the long term development of the area, including the information bay. This area was previously part of the highway however is now considered to be part of the town site which has the speed limit of 50km within built up areas. The Chief Executive Officer advised that Officers will provide advice in respect to what the speed limit should be.

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**12.3.3 Request to adopt as-advertised draft revised Local Planning Policy No. 13 – Ancillary Dwellings without modification**

No questions or clarifications were raised in relation to this item.

**12.3.4 Application for retrospective Development Approval for Ancillary Dwelling at Lot 363 Glenmore Drive, Bakers Hill**

Clarification was sought in relation to the following Matter:

- How this was identified. The Executive Manager Development Services advised that Officers visited the property on an unrelated matter where this was identified. It should be noted that this was existing when the current owners purchased the property.
- Has consideration been given to prosecuting? The Chief Executive Officer advised that this was not Officers intent given that the previous owners were responsible for the development.
- Whether Condition 3 can be enforced. The Executive Manager Development Services advised that this is a standard condition within Council's policy. The Chief Executive Officer advised that this is enforceable and gives Council a fallback position.
- Whether the building is compliant in relation to codes/standards. The Chief Executive Officer advised that Council also requires a certificate of compliance for the building.

The Executive Manager Corporate Services entered the meeting at 8:15pm.

**12.3.5 Review of Building Policies**

Clarification was sought in relation to the following matters:

- Whether the policy for water tanks applies to all property or if there are exemptions for agricultural based land. The Executive Manager Development Services advised that it applies to all land however this will be confirmed.

*Since the Council Forum meeting it has been confirmed that the regulations only specify capacity which infers it applies to all land.*

- The wording in relation to the signage policy where it outlines the reasons for its amendment. The Chief Executive Officer advised that the correct term should be 'misalignment' rather than 'inconsistency'. This has been amended in the Ordinary Council meeting agenda accordingly.
- Why the fencing policy is proposed to be revoked. The Chief Executive Officer advised that due to the detail within the policy being covered in the local law, it is believed that this policy is not required.

**12.4 CORPORATE SERVICES**



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12.4.1 Accounts & Statements of Accounts – May 2018

Reference	Page #	\$	Details Reference	Question	Query By	Answer
EFT29737	403	96.00	Susanne Sams	What is this for	Cr Williams	Reimbursement for HR vehicle licence application fee for staff member. It is a position requirement.
EFT29739	403	300.00	Boyd Kickett - Appearance in yarning circle/welcome space	Are these one off payments for recorded appearances	Cr Williams	BKB Centre filming payments for attendance. They are one off payments.
EFT29772	408	154.39	Bochetta Plush Toys - Plush Toys	Are these to sell at the Visitor's Centre	Cr Williams	Stock items for resale at the Visitor's Centre
EFT29818	418	11685.00	Betta Electrical	What is this for	Cr Williams	5 computers and 10 monitors purchased for replacement and upgrades
EFT29846	423	84.67	Susan Burley Inspection of drums	What is this for	Cr Williams	Drum Muster carried out annually. The previous contractor let us down and Susan is qualified to undertake the muster, she completed a course. This is not part of her employed role so it was appropriate to remunerate her accordingly for the work undertaken in her own time.
EFT29901	431	1190.90	Kim Colborne Ikea Furniture for Library	Wasn't there a problem previously with Ikea furniture being used by the Shire	Cr Williams	Yes. These are Children's furniture items fit for purpose
EFT29913	432	4500.00	Northam Aero Club - Service	What is this for	Cr Williams	Management fees from the Aero Club not previously invoiced. Council decision was endorsed to raise the fees to \$10,000 per annum in the 2017/2018 Budget, awaiting signature of the agreement
EFT 29940,2994 2,31937	436/461	21560.00, 5214.00, 3882.45	W Gibbs and Son, Wes' Demolition & Shire of Northam costs relating to 181 Wellington Street.	Will the Shire be getting reimbursed by the owners of the property	Cr Williams	It was a health issue due to asbestos contamination and the costs will be recovered via a caveat that is in progress
EFT29960	439	4950.00	Ashman Fine Cabinets	Office desks for SES Office, does this fall under the Shire's responsibility	Cr Williams	Costs are recovered by ESL
EFT29975	422	1200.00	Countrywide Maintenance Services repair sliding door SES	for SES Office, does this fall under the Shire's responsibility	Cr Williams	Costs are recovered by ESL
EFT30003	447	88.00	Flowers	Is there some sort of policy as to who gets flowers and when?	Cr Williams	Flowers were given as he is a major contributor to the BKB Centre. There is no policy as to who gets flowers, it is at the Manager's discretion
EFT 29821		1868.00	13mm Drill/Reciprocating saw	Seems expensive?	Cr Pollard	This was for a brushless drill driver kit and a reciprocating saw for the SES, funded ESL
EFT 29960		5702.40	Wheatbelt NRM Cemetery 1 month	Seems to be much more than usual	Cr Pollard	Yes this is for one month as per the contract
EFT 29440		5214.00	Gibbs and Son Fence hire 1 month	181 Wellington St - recovered?	Cr Pollard	Yes this will be recovered, all costs associated added to rates.
EFT 29442		21560.00	Wes' Demolition	181 Wellington St - recovered?	Cr Pollard	Yes this will be recovered, all costs associated added to rates
EFT 29660		4950.00	Ashman Fine Cabinets - SES desks	Why not just buy standard desks?	Cr Pollard	Had to be custom built to meet requirements, funded ESL

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**12.4.2 Financial Statement for the period ending 31<sup>st</sup> May 2018**

The following query was raised and responded after the Council Forum meeting:

Reference	Page #	\$	Details Reference	Question	Query By	Answer
Income		Note 12	Fees and Charges down \$285589 YTD.	Generally worrying	Cr Pollard	We have approximately 90k of revenue relating to May to bring to account in June for the waste stations, 20k known for Septage as above, however we expect that the majority of the other fees as listed point 12 will finish the year under budget.

**12.4.3 Lease Agreement for 298 Fitzgerald Street, Northam - Minister for Works & Finance**

Clarification was sought in relation to the following matters:

- Whether the Wheatbelt Development Commission has ceased use of the building. The Chief Executive Officer confirmed that they have not renewed their lease. Officers will advertise seeking interest to lease this portion of the building.

**12.4.4 Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2018**

Clarification was sought in relation to the following matters:

- Table 'New Schedule 1 Modified Penalties', it was raised that some penalties are still in excess of the 10% and listed as \$600 when these should be \$500. The Chief Executive Officer advised that this table is provided for Elected Member information.
- Whether consideration has been given to seeking legal advice. The Chief Executive Officer advised that it has been contemplated.

Additional comment

Since the Council Forum meeting, the 'New Schedule 1 Modified Penalties' has been removed from the agenda as this will be presented to Council when the process for section 3.12 of the *Local Government Act 1995* commences where the amended local law will be presented.

**12.4.5 Dogs Amendment Local Law 2018**

No questions or clarifications were raised in relation to this item.

**12.4.6 Extractive Industries Amendment Local Law 2018**

No questions or clarifications were raised in relation to this item.

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**12.4.7 Rates Write Off – A866**

Clarification was sought in relation to why this error occurred. The Chief Executive Officer advised that it is an unusual occurrence and staff are unable to identify a reason for this.

**12.5 COMMUNITY SERVICES**

**12.5.1 Budget Amendment-Bilya Koort Boodja**

Clarification was sought in relation to the following matters:

- Whether this is reallocating from operational to capital. The Chief Executive Officer confirmed this was correct and is associated with the fit out as when the final budget for the interpretive element was set it was based from estimates. The budget for this has only recently been finalised and has been complex/challenging given there are nine different operators.
- In relation to the building maintenance cylinder, should this be allocated to capital? The Chief Executive Officer confirmed that this should be allocated to capital.

**12.5.2 BKB Centre - Operational Matters**

Clarification was sought in relation to the following matters:

- Whether these are the fees previously discussed. The Executive Manager Community Services confirmed that these are the fees subject to the inclusion of a commercial hire fee and a discount for school groups. This has been included in the agenda since the Council Forum meeting.
- Clarification was sought in relation to whether the centre shouldn't be closed on certain days. The Executive Manager Community Services advised that there has been no indication from the advisory group in relation to closing the Centre on certain days. However, staff will consult with the group in relation to this matter however unsure when we will receive a consensus.

*Since the Council Forum meeting, Officers have spoken to Kirk Garlett, Kathy Davis, Deb Moody and Yvonne Kickett (advisory group representatives). All four are very happy with the BKB Centre being opened 9am to 4pm for 7 days per week. All were satisfied with the only dates for closure being Christmas Day, Good Friday, Boxing Day and New Year Day. They did not have any recommendations for Nyoongar specific days for closure of the Centre but would like us to consider closing on the day of the funeral if a significant elder passes away for sorry time. They agree that there may be an alternative way to acknowledge sorry time rather than closing too. They said they want it open as much as possible for everyone to see.*

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The Coordinator Governance/Administration departed the Council Chambers at 8:38pm and returned at 8:40pm.

**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 declared the meeting closed at 8:45pm.

9.3 NOTES FROM THE STRATEGIC COUNCIL MEETING HELD 23<sup>RD</sup> MAY 2018

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3376

Moved: Cr Proud

Seconded: Cr Williams

That Council receive the notes from the Strategic Council meeting held on Wednesday, 23<sup>rd</sup> May 2018.

CARRIED 9/0

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

The Shire President advised that agenda item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine would be brought forward.

*Cr J E G Williams declared an "Impartiality" interest in item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine as she is a member of both Spencers Brook and Clackline Progress Associations, who have submitted objections to the proposal. I also frequently use Spencers Brook Road.*

*Cr C R Antonio declared an "Impartiality" interest in item 12.3.6 - Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine as many of the public questions and statements were made by people well known to him. Directors of the owners of the property are well known to him.*

The Coordinator Governance / Administration departed the Council Chambers at 6:21pm and returned at 6:23pm.

### 12.3.6 Development Application for Spencers Brook Quarry (Italia Stone Pty Ltd) - Lot 93 Spencers Brook Road, Muluckine

Address:	Lot 93 Spencers Brook Road, Muluckine
Owner:	Zippo Pty Ltd
Applicant:	Italia Stone Pty Ltd
File Reference:	P18003/A753
Reporting Officer:	Benjamin Robins Planning Officer
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

The proposal relates to the existing hard-rock quarry (granite) located at Lot 93 Spencers Brook Road, Muluckine, (Lot 93 on Plan 23146) which was under the management of a prior operator (Yarnell Pty Ltd). The prior operators' development approval and Extractive Industry license has since expired.

A new application for development approval and an extractive industry license has been made by Italia Stone Pty Ltd (Attachment 1) to undertake operations at the existing quarry site and subsequently rehabilitate the quarry following the cessation of the campaign extraction of hard-rock (granite).

The applicant proposes to conduct campaign driven drilling, blasting, crushing and extraction of existing granite rock and transport it to project sites via Spencers Brook Road to Great Eastern Highway (Attachment 6). Extraction will be campaign driven and the proposal consists of 600,000 tonnes on the site over a period of seven years, followed by rehabilitation works for three further years (10 years). Blasting is only being proposed to balance existing granite faces (Attachment 2 – Benching & Attachment 4 – Drilling Plan Map).

An application for a time limited Development Approval (and subsequently an Extractive Industry License (EIL)) is therefore being made by the applicant for Council's consideration.

#### ATTACHMENTS

- Attachment 1: Spencer Brook Quarry Planning Report.
- Attachment 2: Planning Report Information Addendum.
- Attachment 3: Plant Equipment Location Map.
- Attachment 4: Drilling Plan Map.
- Attachment 5: Haul Route Map.
- Attachment 6: Transport Route Map.
- Attachment 7: Shire of Northam Local Planning Strategy (2013) Map.

- Attachment 8: Schedule of Submissions.
  - Attachment 9: Officers Report & Legislative Compliance.
  - Attachment 10: Austroads Vehicle Classification Diagram.
  - Attachment 11: Road Safety Audit (ATM).
- 

## BACKGROUND / DETAILS

An application for development approval and an Extractive Industry License (EIL) under the Shire of Northam 'Extractive Industry Local Law 2008' is being made by Italia Stone Pty Ltd for the existing quarry site at Lot 93 Spencers Brook Road, Muluckine). Under the Shire of Northam Local Planning Scheme No.6, the applicant requires Development Approval as the use "Industry – Extractive" is an 'A' use (Advertisement Required) in the 'Rural' zone.

The Lot is zoned 'Rural' and is located within the Landscape Protection Special Control Area (SCA2) of the Shire of Northam Local Planning Scheme No.6. The quarry is also indicated as an extractive industry location within the 'Shire of Northam Local Planning Strategy' (Attachment 7).

The granite quarry was formally operated by Yarnell Civil & Mining Pty Ltd however the development approval expired in June 2017 and their extractive industry license in January 2018. Extensive stockpiled material is present on-site from prior operators, as evident from the Landgate Aerial Image (December 2014):



Source: Landgate Map Viewer Plus (Date: 25/12/2014)

Italia Stone Pty Ltd proposes to undertake its extractive industry operations over 7 years and proposes to rehabilitate the site over a further 3 years to return the quarry to grazing/pasture on behalf of the owner, Zippo Pty Ltd. Limited topsoil is present on site which restricts the ability to rehabilitate the land to prior land uses (grazing).

## 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 negative financial or budgetary implications for the Shire in relation to the recommendations of this report.

Two financial implications are made with regards to the proposed quarry, both pertaining to the applicant providing a bond/guarantee/security to the Shire of Northam. The following are extracts from Local Planning Policy 21- Extractive Industry.

### Rehabilitation Bond/Guarantee/Security (s5.9):

*“For the purpose of ensuring that an excavation site is properly restored and/or reinstated, the Shire of Northam shall require that the operator (licensee) give to the Shire of Northam a bond, bank guarantee or other security, of a kind and in a form acceptable to the Shire of Northam, in or for a sum determined by the Shire of Northam from time to time.”*

### Road Maintenance Contribution (s5.10):

*“Those portions of Shire of Northam controlled roads affected by the activities relating to an Extractive Industry site shall be maintained to a standard acceptable to the Shire of Northam at the operator’s (i.e. licensee’s) cost. The licensee shall pay an annual road maintenance contribution equivalent to an amount specified as shown at Table 2 below for expenses incurred by the Shire of Northam for the repair and maintenance of Shire of Northam controlled roads.”*

Table 2

Tonnes Per Annum	Fee Per Tonne
Less than 2,000 tonnes per annum	Nil
2,000 tonnes to 40,000 tonnes per annum	50c per tonne
>40,000 tonnes per annum (per tonne).	As negotiated at time of application (minimum of 50c per tonne).



*"The road maintenance contribution shall be based on the estimated tonnage of material to be transported from the Extractive Industry site."*

*"The road maintenance contribution shall be made annually for the lifetime of the facility."*

*"Payment of the road maintenance contribution shall be made in advance, with the first payment due upon the commencement of operations and thereafter on an annual basis. A report detailing all activities and tonnages of material transported to and from the Extractive Industry site for the financial year period ending 30th June is to be submitted to the Shire of Northam by 31st July each year."*

Legislative Compliance  
Refer to Attachment 9.

#### Policy Implications

There are no policy implications for the Shire in relation to the recommendations of this report.

#### Stakeholder Engagement / Consultation

As per Shire of Northam 'Local Planning Policy No.20 – Advertising of Planning Proposals' stakeholder consultation was provided for the proposal in accordance with 'Advertising Level 5' which is applicable where the proposal is "for 'Industry - Extractive'".

'Level 5' advertising requires that:

Advertising is conducted for a period of 21 days from the date of publication in a local newspaper;

All owners in a determined area or locality are advertised to in writing;

The proposal is placed online and available at the Shire of Northam Administration Offices for public inspection; and

A sign is erected at the proposal site outlining the development proposed.

Advertising of the proposal in the Avon Advocate occurred on the 14/3/2018 and letters were provided to 10 adjoining landowners and 2 Government Departments on the 9/3/2018 with the submission period closing 4/4/2018. The proposal was also advertised on the Shire of Northam 'Out for Comment' section and on-site as per policy.

33 public submissions were received and 1 submission from a State Government Department. Public submissions and Officer responses to submissions are provided in Attachment 8: Schedule of Submissions.

Councillor will be provided with a confidential copy of the full submissions made on the proposal.

#### Risk Implications

There are no risk implications for the Shire in relation to the recommendations of this report.

### **OFFICER'S COMMENT**

The main issue for Council is to give consideration and due regard to the management of noise and dust issues on the site which may impact on landowners that are in direct vicinity to the proposal (<1000m) and the proposed heavy vehicle movements made by the applicant.

#### *Site Impacts (Further Detail in Attachment 9):*

- The applicant has appointed an independent acoustic engineer to prepare the report of on-site noise generation on sensitive receptors (residences) in proximity. The information supplied notes that the proposal will be compliant with the Environmental Protection (Noise) Regulations 1997;
- The applicant proposes to utilise dust suppression where applicable, and the dust management will be a Condition of approval.

#### *Proposed Heavy Vehicle Route (Further Detail in Attachment 9):*

A major concern raised in public submissions has related to the proposed number of heavy vehicle movements by the extractive industry, and the impact that the additional movements will have on road safety, condition and amenity along the proposed haul route of Spencers Brook Road.

While the applicant has submitted their proposal with proposed campaign driven extraction and 40 outgoing movements per day (p/day) during peak operation (80 movements p/day), further consultation with the applicant has indicated that the threshold for operations necessitates 10 outgoing movements p/day (20 movements p/day) over the lifetime of the campaign. On this basis, the total number of days that carting would be required (assuming 10 outgoing movements p/day) equates to approximately 180 days per year over the 7 year operational period. If assumed carting is undertaken 6 days per week, this averages approximately 30 weeks per year.

Traffic Counts were also undertaken at various points along the proposed haul route to ascertain the impact of the addition proposed traffic movements. The counts for comparative analysis with the vehicle types proposed by the quarry are compared against the relevant technical standards for vehicle types as per the Austroads Vehicle Classification Diagram (Attachment 10):

- Class 7-11 Vehicles (Austroads Vehicle Classification Diagram)
  - Four Axle Articulated (Class 7)
  - Five Axle Articulated (Class 8)
  - Six Axle Articulated (Class 9)
  - B Double Road Train (Class 10)
  - Double Road Train (Class 11)

Road Traffic Counts conducted by the Shire of Northam in May 2018 indicate as follows:

- *SLK 4 (600m south of Proposed Spencers Brook Quarry):*
  - Average of 104 heavy vehicles p/day;
  - Of the vehicles proposed to be operated by the applicant, the current movements of vehicles in this classification are 11 heavy vehicle movements p/day (Class 7-11).
- *SLK 10.4 (1.3km east of Trimmer Road):*
  - Average of 125 heavy vehicles p/day;
  - Of the vehicles proposed to be operated by the applicant, the current movements of vehicles in this classification are 20 heavy vehicle movements p/day (Class 7-11).
- *SLK 22.8 (100m south-east of Old Spencers Brook Road):*
  - Average of 112 heavy vehicles p/day;
  - Of the vehicles proposed to be operated by the applicant, the current movements of vehicles in this classification are 17 heavy vehicle movements p/day (Class 7-11).

At the Officers recommended vehicle movement allowance, the proposal would consist of a potential increase of 21% of heavy vehicle traffic (movement to & from site) for the period of the campaign which is deemed reasonable given:

- the road condition (Attachment 10),
- the route proposed is an approved Restricted Access Vehicle 3 route;
- MainRoads WA have advised the Shire that the interface of Great Eastern Highway/Spencers Brook is compliant for the movement numbers highlighted by the applicant (for the 40 movements).
- the applicant vehicles are consistent with RAV 2 & RAV 3 vehicles;
- the applicant proposes campaign driven extraction, noting that the site will not be active at periods of time or may utilise smaller heavy vehicle movements;
- Complaints on noise for heavy vehicles is not dealt with the Environmental Protection (Noise) Regulations 1997 once vehicles enter a Local Road or State Road network; rather vehicles must comply with the National Standards – Australian Design Rules which deals with external noise and emission controls;
- With respect to safety, the road is approved as a RAV3 route, and all vehicles must comply with the Road Traffic Code 2000;

- With respect to safety, human behaviour with respect to overtaking or persons entering/exiting roads is not a valid planning consideration (not subject to Development Application). The officer has noted that the existing crossovers at the quarry require modification and this has been made a Condition of approval;

Based on the Officers report and details of legislative compliance (Attachment 9), it is recommended that Council resolve to approve the application for development approval, subject to conditions.

While staff are currently satisfied with the proposed additional truck movements, Officers are seeking final clarification from the proponent and their traffic consultant. If there is any additional information required to be provided it will be done so prior to the Council Forum meeting. In making this assessment staff are cognisant of the following facts;

- The route is an approved RAV route;
- With reference to the recent Avon Bridge Upgrade performed by Main Roads, there was a requirement for the existing RAV4 route servicing the Mill to be temporarily re-routed through Spencers Brook (From Great Eastern Hwy to Northam Town site). Main Roads performed the assessment of the proposed temporary alternative route offering recommendations for improvements that needed to be addressed for this to be approved. These improvements were received and actioned by the Shire prior to the RAV route becoming operational. These works were performed over a duration of approximately 8 Months, during this time no incidents of significance were reported.
- The number of truck movements per day has been reduced to 20 per day on a campaign driven basis.
- The proposed conditions of approval will address any issues with the deterioration of the road surface through the quarry use.

Summary of Audit Findings:

#### 2.1 Finding – Steep Batter Slopes within clear zone

Recommendation: Review the level of risk associated with the steep or poor condition batters and consider treatments appropriate with the level of risk. Treatment options may include delineation, flattening the batters or barrier protection.

Response: The Shire has already begun implementing barrier protection part of current works for sections which have been assessed as dangerous. Future works will be investigated and scheduled accordingly.

#### 2.2 Finding – Non frangible items within Clear Zone

Recommendation: Review the clear zone along Spencers Brook Road and ensure all non-frangible items are outside the clear zone or protected.

Response: These items will be identified and where possible removed, or otherwise highlighted to road users. Subsequent works will be scheduled accordingly.

### 2.3 Finding – Road Width

Recommendation: Provide adequate road width at locations where Spencers Brook Road is narrow.

Response: This road is already identified for future widening opportunities, specific locations of concern will be of primary focus.

### 2.4 Finding – Quarry Access

Recommendation: Consideration is required for the entry and exit accesses from the quarry. Vehicles exiting the quarry should exit onto Spencers Brook Road at a minimum angle of 70 degrees. The minimum safe intersection sight distance should also be available at the entry/exit points.

Should gates be locked for the quarry access, the gates should be relocated further from the road. Should a driver of a long vehicle require unlocking the gate, providing sufficient room within the property will allow the driver to park between the road and the gate, rather than remaining stationary on the road.

Response: Improvement opportunities have been addressed in the conditions of the development application proposed approval.

### 2.5 Finding – Intersection Warning Signs

Recommendation: Install the recommended signs and devices (including RRPM's and holding lines) in accordance with MRWA requirements at all intersections (note use of MR-HM-2).

Response: Works that fall under the responsibility of the Shire will be programmed accordingly, those works which fall under the responsibility of Main Roads will be forwarded for their consideration.

### 2.6 Finding – Vegetation Maintenance

Recommendation: Undertake vegetation clearing works to reinstate sight visibility and assess large trees in close proximity to the road with the aim of removing branches that could fall onto or close to the road.

Response: Works will be included in the Verge Maintenance program.

### 2.7 Finding – Pavement markings removed from roadwork's

Recommendation: Have all pavement markings reinstated. In the short term temporary warning signs should be installed warning road users of the lack of line marking.

Response: Works that fall under the responsibility of the Shire will be programmed accordingly, those works which fall under the responsibility of Main Roads will be forwarded for their consideration.

### 2.8 Finding – Loose material on road

Recommendation: Remove the loose material and ensure loose material does not reoccur.

Response: Loose material will be addressed part of road sweeping programs.

### 2.9 Finding – Safety issues around culverts

Recommendation: Extend the culverts to ensure the headwalls are outside of the clear zone, install a traversable end treatment, or provide protection to the road users from the culvert. Provide warning of the culverts in accordance in accordance with MRWA requirements.

Response: Culverts are to be extended part of ongoing road upgrade programs. In the short term advisory signs will be installed where required.

### 2.10 Finding – Surface Condition

Recommendation: Undertake repair works to remove any defects found along the road.

Response: Road maintenance will be addressed through the Shire's ongoing road maintenance programs.

### 2.11 Finding – Sudden Road Width Change

Recommendation: The road should be widened to ensure it meets the minimum road width required. Ideally edge line marking would be installed to provide warning to road users, however sufficient road width is required for implementing an edge line. Changes to the road width should be through a taper, rather than sudden changes.

Response: Tapers to be installed as required.

### 2.12 Finding – Damage to Warning Devices

Recommendation: Undertake remedial works to any damage warning devices.

Response: Works to be addressed part of routine maintenance programs.

### 2.13 Finding – Muresk Road Intersection

Recommendation: The property access for No. 705 should be reassessed to ensure the location and driver behaviour does not encourage unsafe movements entering or exiting the road.

The need for kerbing in the area should be assessed, should the need for kerbing exist, a more appropriate kerbing should be installed.

Response: Proposed works to be investigated and programmed where required.

### 2.14 Finding – Bridge's

Recommendation: Have the barrier systems reviewed and upgraded as required. Ensure bridges weight rating is reviewed to ensure it is capable of handling additional weight.

Response: This task is performed by Main Roads annually. If current load limits were not suitable MRWA would de-rate the bridges.

### 2.15 Finding – Intersection sight distance

Recommendation: Vegetation around intersections which have restricted sight distance should be trimmed to increase available sight distance. Sight distance should be reassessed to determine if appropriate distance is available after works undertaken.

Response: Works to be addressed part of routine maintenance programs.

### 2.16 Finding – Sign and warning devices condition

Recommendation: Undertake an audit on all signs to determine retro reflective compliance and condition, and replace all warning signs as required.

Response: Works that fall under the responsibility of the Shire will be programmed accordingly, those works which fall under the responsibility of Main Roads will be forwarded for their consideration.

### 2.17 Finding – Sign Spacing

Recommendation: Determine if all signs are required, ensure spacing between signs allows road users to observe all signs with sufficient notice.

Response: Works that fall under the responsibility of the Shire will be programmed accordingly, those works which fall under the responsibility of Main Roads will be forwarded for their consideration.

#### 2.18 Finding – Access Track

Recommendation: Implement measures to ensure vehicles are not able to use the access track.

Response: To be investigated and appropriate works programmed.

#### 2.19 Finding – Curved Alignment Markers

Recommendation: Install the correct Curved Alignment Markers in accordance with AS1742.2 and MRWA requirements.

Response: Works that fall under the responsibility of the Shire will be programmed accordingly, those works which fall under the responsibility of Main Roads will be forwarded for their consideration.

#### 2.20 Finding – Intersection warning sign for Lockyer Road and Eadine Road

Recommendation: Replace the current intersection warning sign with a sign which reflects the intersection.

Response: Works to be addressed part of routine maintenance programs.

#### 2.21 Finding – Great Eastern Highway Intersection Warning Sign

Recommendation: Add 'GT EASTERN HWY' name tag to left hand side, and ensure both intersection warning signs are the same size.

Response: Works to be addressed part of routine maintenance programs.

#### 2.22 Finding – Spencers Brook York Road Intersection signs

Recommendation: Reduce the amount of signs displayed at the intersection.

Response: This has already been addressed part of a previous audit.

#### 2.23 Finding – Posted Speed Limit

Recommendation: The speed limit of Spencers Brook Road should be reassessed in accordance with MRWA guidelines.

Response: To be referred to MRWA for consideration

#### 2.24 Finding – Curve Warning Signs

Recommendation: Review all curves along the route to determine what curves require curve warning signs. Curves should also be assessed to determine the need for advisory speed limits, or curved alignment markers.

Response: To be reviewed and considered for upgrade

#### 2.25 Finding – Railway Level Crossing

Recommendation: Undertake a detailed assessment of the existing level crossing using the using the Australian Level Crossing Assessment Model (ALCAM).



Response: To be referred to MRWA for consideration.

#### RECOMMENDATION

That Council resolves to grant a time limited development approval for the **proposed 'Industry-Extractive' land use at** Lot 93 Spencers Brook Road, Muluckine (Lot 93 on Plan 23146) subject to the following conditions:

1. This development approval is valid for 10 years from the date of approval and will expire on 20<sup>th</sup> June 2028.
2. The development hereby permitted must substantially commence within two years from the date of this determination notice.
3. The development hereby permitted taking place in accordance with the approved plans dated 21<sup>st</sup> June 2018 in addition to any **documentation endorsed with an 'Approved' stamp by the Shire of Northam.**
4. Hours of operation on the site shall be limited to between 0700 to 1700 hours, Monday to Saturday, excluding public holidays. No blasting is to occur on Saturdays.
5. The new excavation area (blasting) is to be limited to the outlined area as per the approved plans (Blast Site Plan & Benching Plan)
6. A maximum of 10 outgoing loads (total of 20 vehicle movements) associated with the extractive industry are permitted along Spencers Brook Road per day, for a combined maximum total of 180 days per year. If a variance to this condition is required by the applicant, a written request shall be made and considered for approval by Council.
7. Heavy vehicle movements are to be prohibited during school bus operating hours between 0700 and 0830hrs and 1500 and 1630hrs.

#### CONDITIONS TO BE MET PRIOR TO THE COMMENCEMENT OF THE WORKS/USE

8. The applicant shall establish an initial road maintenance contribution of \$42,857.15. The contribution is to be utilised to maintain the road condition at the standard established as per Condition 15 and will be conducted in compliance with Condition 18.
9. The applicant to provide a rehabilitation amount for \$75,000 (seventy five thousand dollars) and such bond, security or bank guarantee to be unconditional (no expiry date).
10. The applicant is to obtain a valid extractive industry licence from the **local government under the Shire's Extractive Industries Local Law 2008.**
11. A blasting plan and blasting schedule to be provided to the satisfaction of the local government.
12. An environmental management plan is to be prepared and provided to the satisfaction of the local government, and endorsed by the landowner, under **the Shire's Extractive Industries Local Law 2008. The Environmental Management Plan shall detail:**
  - a. Dust Mitigation

- i. Equipment Source Management
  - ii. Internal Access Road Management
  - iii. Blasting Management
  - b. Drainage
    - i. Denote the physical characteristics of any current on-site drainage for reinstatement
    - ii. Management of drainage (works, surface flow – roads/access points)
  - c. Rehabilitation
    - i. Drainage Management & Reinstatement
    - ii. Bund Removal
    - iii. Access Road/Hardstand removal.
    - iv. Vegetation Planting (Species & Vegetation Stand Locations) – Future Use Separation Grazing/Non-Grazing Areas
    - v. Maintenance Plan – Reinstatement procedure upon completion of extractive industry program, or staged reinstatement program details.
  - d. Other
    - i. Denote the physical characteristics of vegetation complexes on-site where activities are proposed to be undertaken, or where they are to be affected by activities to be undertaken (dust/works).
13. Prior to the extractive industry license being issued, a detailed technical plan, prepared by a suitably qualified civil engineer, showing exact road widths, direction of entry and exit, angles of entry and exit, any turning circles and any other relevant information of the proposed intersection of the entry and exit points with Spencers Brook Road shall be submitted to the Shire of Northam for approval.
14. The applicant shall upgrade the entry and exit crossover points and the section of road at the Quarry/Spencers Brook Road interface to asphalt and in accordance with the angles and turning radius standards required at RAV 3 specification, to the satisfaction of the local government.
15. Prior to commencement of the use, a detailed road condition report prepared by a suitably qualified civil engineer to the satisfaction of the local government, shall be submitted to and approved by the local government.
16. Prior to commencement of the use, the applicant shall install and maintain approved road signs along the transport route in consultation with the local government, warning other road users of trucks entering and using the public road system.
17. Prior to the extractive industry licence being issued, the remediation works identified within the Road Safety Inspection undertaken by ATM and agreed to by Council staff, being undertaken to the satisfaction of the Chief Executive Officer.

#### CONDITIONS REQUIRING ONGOING COMPLIANCE

18. The applicant shall pay a road maintenance contribution of 50 cents per tonne, to be utilised for the purpose of maintaining the road condition of Spencers Brook Road. (See Advice Note 17)
19. The intersection/entry and exit points into the extraction area is to be maintained to Council's specification during extractive operations.
20. The internal road infrastructure is to be maintained (smooth operating surfaces to reduce noise impact) and appropriately managed (dust suppression) to the satisfaction of the Shire during extractive operations on an ongoing basis.
21. Broadband reverse alarms are to be utilised for on-site equipment and transport vehicles of the applicant and/or their subcontractors as per **the applicant's proposal (See Advice Note 18)**
22. Should complaints about vibrations generated by the crusher be received, the applicant is to employ suitably qualified personnel to determine mitigation strategies which shall be submitted to the local government for approval prior to implementation.
23. Stock proof fencing is to be maintained along the perimeter of the extractive industry area the site shall be maintained to restrict grazing animals from accessing and damaging the site while the rehabilitation takes place.
24. The site is to be rehabilitated using local endemic species to the satisfaction of the Shire of Northam.
25. No permit vehicles from this extractive industry are to pass onto any road under control of the Shire of Northam unless the appropriate local government and Main Roads approvals are in place.
26. The facility is to operate in accordance with the requirements of Regulation 7 of the Environmental Protection (Noise) Regulations 1997. Should noise complaints be received it shall be the licensee's responsibility to employ a suitably qualified acoustic engineer to determine ascendants and remedies. Where the requirements of Regulation 7 of the Environmental Protection (Noise) Regulations 1997 cannot be satisfied, the licensee shall seek approval for the operation, in accordance with Regulation 17, of the same.
27. The approved transport route is to be travelling West from the Quarry on Spencers Brook Road to Clackline/Great Eastern Highway and East via Spencers Brook Road from Clackline/Great Eastern Highway to the Quarry.
28. Failure to comply with any of the conditions outlined may result in the local government revoking this development approval or taking such other action as considered appropriate by the Shire of Northam as available under the existing legislation and Local Law.

#### ADVICE NOTES

- NOTE 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as

	specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.
NOTE 2:	<b>Shire Officer's will undertake a routine annual inspection of the site</b> at the time the extractive industry licence renewal is applied for.
NOTE 3:	Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
NOTE 4:	If an applicant is aggrieved by this determination there is a right of appeal under the <i>Planning and Development Act 2005</i> . An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.
NOTE 5:	With respect to Condition 12 and 24, upon completion of the site rehabilitation, the applicant is to notify the local government in writing. At this time, local government Officers will conduct a site visit to ensure that the site has been rehabilitated to the satisfaction of the local government.
NOTE 6:	The maximum permitted size for heavy vehicles using Spencers Brook Road is not to exceed Main Roads RAV 3 requirements for the designated Spencers Brook RAV route.
NOTE 7:	The extractive industry is to be carried out in accordance with <b>the Shire's Extractive Industries Local Law 2008</b> at all times.
NOTE 8:	The extractive industry is to operate in accordance with the requirements of the <i>Environmental (Noise) Protection Regulations 1997</i> .
NOTE 9:	Approval for an Extractive Industry is not transferable unless written approval is granted by the Shire of Northam, and provided all conditions of the existing approval are met.
NOTE 10:	Site operation to comply with the <i>Mines Safety and Inspection Act 1994</i> at all times.
NOTE 11:	When the extractive industry ceases the local government may review the condition of the Spencers Brook Road and, if necessary, draw on the bond/bank guarantee to pay for any work required to return the road to its present standard. Any balance of the bond/bank guarantee which thereafter remains will to be refunded to the applicant. The local government may require the applicant to enter into a legal agreement, prepared by the local government's solicitors at the applicant's cost, in order to deal with any additional matter of detail concerning the requirements of this approval.
NOTE 12:	With respect to Condition 11, blasting is to occur solely between the hours of 8:00AM and 5:00PM on Mondays to Fridays inclusive, unless otherwise approved by extraordinary application to, and authorisation granted, by the local government. The blasting plan shall detail the blasting proposed. The blasting schedule is to include the dates and times when the blasting will occur and

- methods for advising nearby neighbours and the general public. Any deviation from the approved schedule must be approved by Council.
- NOTE 13: With respect to Condition 15, the applicant is advised that the Road Condition Report has to address the following:
- a. Shoulder conditions
  - b. Condition of seal
  - c. Condition of rutting and deformation of pavement.
  - d. Extent of road to be assessed is Spencers Brook Road (SLK 3.26 to 23.87)
- NOTE 14: The proposed extractive industry is located adjacent to the Avon River. As such, the DWER recommends that stormwater management be in accordance with the *Stormwater Management Manual of Western Australia* (DWER, 2004-2007) and relevant Water Quality Protection Notes (WQPN) and guidelines including:
- WQPN 10: *Contaminant spills – emergency response*
  - WQPN 56: *Tanks for elevated chemical storage*
  - WQPN 58: *Tanks for temporary elevated chemical storage*
  - WQPN 65: *Toxic and hazardous substances*
  - WQPN 52: *Stormwater management at industrial sites*
- NOTE 15: The fee payable under Condition 9 is calculated on the fee made payable by the prior applicant plus CPI inflation and rounding modelled to 2017/2018.
- NOTE 16: Approval from the Department of Water and Environmental Regulation for the crushing activities to be undertaken on the site **as a 'prescribed premise' from the Department of Environment and Regulation** under Part V of the Environmental Protection Act 1986 (Environmental Protection Regulations, 1987, Schedule 1).
- NOTE 17: With respect to Condition 17, the amount payable per financial year is to be based on estimated tonnage of material transported from the site and made in advance prior to the commencement of operations and thereafter on an annual basis. A report detailing all activities and tonnages of material transported to and from the site is to be submitted to the shire of Northam for the financial year ending 30th and is to be submitted by 31st July each year (in accordance with Local Planning Policy 21). Where a shortfall in funding has occurred against the actual volumes transported from site, the applicant will provide additional funding to rectify the shortfall.
- NOTE 18: With respect to Condition 20, reversing alarms on vehicles and equipment must be managed on site to ensure they do not interfere with the amenity of nearby residential properties while complying with the Occupational Safety & Health Regulations 1996 and the Environmental Protection (Noise) Regulations 1997.

NOTE 19: Blasting must be carried out in strict accordance with the AS2187 SAA Explosives Code, the Mines Safety and Inspection Act 1994, the Mines Safety and Inspection Regulations 1995; the Environmental Protection Act 1986, and all relevant local laws of the local government.

MOTION

Moved: Cr Williams

Seconded: Cr Ryan

**That Council refuse the development application for the proposed 'Industry Extractive' land use at Lot 93 Spencers Brook Road, Muluckine (Lot 93 on Plan 23146) due to the following reasons:**

1. The increase in truck movements along the local road network will adversely impact the rural amenity of the locality in contravention of clause 67(n) of the deemed provisions of Local Planning Scheme No. 6.
2. The use of the proposed haulage route proposed safely for road users which is inconsistent with Clause 67(t) of the deemed provisions of Local Planning Scheme No.6.
3. The extractive industry is not compatible with the adjoining land uses which is inconsistent with Clause 67(m) of the deemed provisions of Local Planning Scheme No.6.
4. The proposed use will have a detrimental impact on the adjoining properties in the locality due to the emission of noise, dust and traffic movements which is inconsistent with Clauses 67(x) and (y) of the deemed provisions of Local Planning Scheme No 6.
5. The use extractive industry is inappropriate within the Landscape Protection Special Control Area as defined by Local Planning Scheme No.6 with specific reference to Clause 5.3.3.2 regarding the visual landscape quality of the area (as identified within the Road Safety Audit).
6. Concerns with traffic safety associated with the additional truck movements on Spencers Brook Road (as highlighted within the recent Road Safety Audit) and concerns with the functioning and safety of the intersection of Spencers Brook Road and Great Eastern Highway is insufficient/unsafe for the proposed additional truck movements.

LOST 2/7

Debate was held around the motion.

Cr Williams and Cr Davidson voted for the motion.

Cr Antonio, Cr Ryan, Cr Tinetti, Cr Pollard, Cr Mencshelyi, Cr Proud and Cr Della voted against the motion.

MOTION / COUNCIL DECISION

Minute No: C.3377

Moved: Cr Tinetti

Seconded: Cr Ryan

That Council resolves to grant a time limited development approval for the **proposed 'Industry-Extractive' land use at** Lot 93 Spencers Brook Road, Muluckine (Lot 93 on Plan 23146) subject to the following conditions:

1. This development approval is valid for 10 years from the date of approval and will expire on 20<sup>th</sup> June 2028.
2. The development hereby permitted must substantially commence within two years from the date of this determination notice.
3. The development hereby permitted taking place in accordance with the approved plans dated 21<sup>st</sup> June 2018 in addition to any **documentation endorsed with an 'Approved' stamp by the Shire of Northam.**
4. Hours of operation on the site shall be limited to between 0700 to 1700 hours, Monday to Friday, excluding public holidays.
5. The new excavation area (blasting) is to be limited to the outlined area as per the approved plans (Blast Site Plan & Benching Plan)
6. A maximum of 10 outgoing loads (total of 20 vehicle movements) associated with the extractive industry are permitted along Yilgarn Avenue per day, for a combined maximum total of 180 days per year. If a variance to this condition is required by the applicant, a written request shall be made and considered for approval by Council.
7. Heavy vehicle movements are to be prohibited during school bus operating hours between 0700 and 0830hrs and 1500 and 1630hrs.

CONDITIONS TO BE MET PRIOR TO THE COMMENCEMENT OF THE WORKS/USE

8. The applicant shall establish an initial road maintenance contribution of \$42,857.15. The contribution is to be utilised to maintain the road condition and will be conducted in compliance with Condition 16.
9. The applicant to provide a rehabilitation amount for \$75,000 (seventy five thousand dollars) and such bond, security or bank guarantee to be unconditional (no expiry date).
10. The applicant is to obtain a valid extractive industry licence from the **local government under the Shire's Extractive Industries Local Law 2008.**
11. A blasting plan and blasting schedule to be provided to the satisfaction of the local government.
12. An environmental management plan is to be prepared and provided to the satisfaction of the local government, and endorsed by the

landowner, **under the Shire's** Extractive Industries Local Law 2008. The Environmental Management Plan shall detail:

- a. Dust Mitigation
  - i. Equipment Source Management
  - ii. Internal Access Road Management
  - iii. Blasting Management
- b. Drainage
  - i. Denote the physical characteristics of any current on-site drainage for reinstatement
  - ii. Management of drainage (works, surface flow – roads/access points)
- c. Rehabilitation
  - i. Drainage Management & Reinstatement
  - ii. Bund Removal
  - iii. Access Road/Hardstand removal.
  - iv. Vegetation Planting (Species & Vegetation Stand Locations) – Future Use Separation Grazing/Non-Grazing Areas
  - v. Maintenance Plan – Reinstatement procedure upon completion of extractive industry program, or staged reinstatement program details.
- d. Other
  - i. Denote the physical characteristics of vegetation complexes on-site where activities are proposed to be undertaken, or where they are to be affected by activities to be undertaken (dust/works).

13. Prior to the extractive industry license being issued, a detailed technical plan, prepared by a suitably qualified civil engineer, showing exact road widths, direction of entry and exit, angles of entry and exit, any turning circles and any other relevant information of the proposed intersection of the entry and exit points Northam-York Road shall be submitted to the Shire of Northam for approval.

14. The applicant shall upgrade the entry and exit crossover points and the section of road at the Quarry/Northam-York Road interface to the satisfaction of Main Roads WA.

15. Prior to commencement of the use, the applicant shall install and maintain approved road signs along the transport route in consultation with the local government, warning other road users of trucks entering and using the public road system.

#### CONDITIONS REQUIRING ONGOING COMPLIANCE

16. The applicant shall pay a road maintenance contribution of 50 cents per tonne, to be utilised for the purpose of maintaining the road condition of Yilgarn Avenue. (See Advice Note 16).

17. The intersection/entry and exit points into the extraction area is to be maintained to Council's specification during extractive operations.



18. The internal road infrastructure is to be maintained (smooth operating surfaces to reduce noise impact) and appropriately managed (dust suppression) to the satisfaction of the Shire during extractive operations on an ongoing basis.
19. Broadband reverse alarms are to be utilised for on-site equipment and transport vehicles of the applicant and/or their subcontractors as per **the applicant's proposal (See Advice Note 17)**.
20. Should complaints about vibrations generated by the crusher be received, the applicant is to employ suitably qualified personnel to determine mitigation strategies which shall be submitted to the local government for approval prior to implementation.
21. Stock proof fencing is to be maintained along the perimeter of the extractive industry area the site shall be maintained to restrict grazing animals from accessing and damaging the site while the rehabilitation takes place.
22. The site is to be rehabilitated using local endemic species to the satisfaction of the Shire of Northam.
23. No permit vehicles from this extractive industry are to pass onto any road under control of the Shire of Northam unless the appropriate local government and Main Roads approvals are in place.
24. The facility is to operate in accordance with the requirements of Regulation 7 of the Environmental Protection (Noise) Regulations 1997. Should noise complaints be received it shall be the licensee's responsibility to employ a suitably qualified acoustic engineer to determine ascendants and remedies. Where the requirements of Regulation 7 of the Environmental Protection (Noise) Regulations 1997 cannot be satisfied, the licensee shall seek approval for the operation, in accordance with Regulation 17, of the same.
25. The approved transport route is to be from the quarry site, through adjoining properties being Lots 92, 94 and 13 onto Northam-York Road, Yilgarn Avenue and Great Eastern Highway and return to site along the same route.
26. Failure to comply with any of the conditions outlined may result in the local government revoking this development approval or taking such other action as considered appropriate by the Shire of Northam as available under the existing legislation and Local Law.

#### ADVICE NOTES

- NOTE 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.
- NOTE 2: **Shire Officer's will undertake** a routine annual inspection of the site at the time the extractive industry licence renewal is applied for.

- NOTE 3: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- NOTE 4: If an applicant is aggrieved by this determination there is a right of appeal under the *Planning and Development Act 2005*. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.
- NOTE 5: With respect to Condition 12 and 22, upon completion of the site rehabilitation, the applicant is to notify the local government in writing. At this time, local government Officers will conduct a site visit to ensure that the site has been rehabilitated to the satisfaction of the local government.
- NOTE 6: The maximum permitted size for heavy vehicles using the approved route (Condition 25) are not to exceed Main Roads WA RAV 4 requirements.
- NOTE 7: The extractive industry is to be carried out in accordance with **the Shire's Extractive Industries Local Law 2008** at all times.
- NOTE 8: The extractive industry is to operate in accordance with the requirements of the *Environmental (Noise) Protection Regulations 1997*.
- NOTE 9: Approval for an Extractive Industry is not transferable unless written approval is granted by the Shire of Northam, and provided all conditions of the existing approval are met.
- NOTE 10: Site operation to comply with the *Mines Safety and Inspection Act 1994* at all times.
- NOTE 11: When the extractive industry ceases the local government may review the condition of Yilgarn Avenue and, if necessary, draw on the bond/bank guarantee to pay for any work required to return the road to its present standard. Any balance of the bond/bank guarantee which thereafter remains will to be refunded to the applicant. The local government may require the applicant to enter into a legal agreement, prepared by the local government's solicitors at the applicant's cost, in order to deal with any additional matter of detail concerning the requirements of this approval.
- NOTE 12: With respect to Condition 11, blasting is to occur solely between the hours of 8:00AM and 5:00PM on Mondays to Fridays inclusive, unless otherwise approved by extraordinary application to, and authorisation granted, by the local government. **The blasting plan shall detail the blasting proposed. The blasting schedule is to include the dates and times when the blasting will occur and methods for advising nearby neighbours and the general public. Any deviation from the approved schedule must be approved by Council.**
- NOTE 13: The proposed extractive industry is located adjacent to the Avon River. As such, the DWER recommends that stormwater

management be in accordance with the *Stormwater Management Manual of Western Australia* (DWER, 2004-2007) and relevant Water Quality Protection Notes (WQPN) and guidelines including;

- WQPN 10: Contaminant spills – emergency response
- WQPN 56: Tanks for elevated chemical storage
- WQPN 58: Tanks for temporary elevated chemical storage
- WQPN 65: Toxic and hazardous substances
- WQPN 52: Stormwater management at industrial sites

NOTE 14: The fee payable under Condition 9 is calculated on the fee made payable by the prior applicant plus CPI inflation and rounding modelled to 2017/2018.

NOTE 15: Approval from the Department of Water and Environmental Regulation for the crushing activities to be undertaken on the site **as a 'prescribed premise' from the Department of Environment and Regulation** under Part V of the Environmental Protection Act 1986 (Environmental Protection Regulations, 1987, Schedule 1).

NOTE 16: With respect to Condition 16, the amount payable per financial year is to be based on estimated tonnage of material transported from the site and made in advance prior to the commencement of operations and thereafter on an annual basis. A report detailing all activities and tonnages of material transported to and from the site is to be submitted to the shire of Northam for the financial year ending 30th and is to be submitted by 31st July each year (in accordance with Local Planning Policy 21). Where a shortfall in funding has occurred against the actual volumes transported from site, the applicant will provide additional funding to rectify the shortfall.

NOTE 17: With respect to Condition 19, reversing alarms on vehicles and equipment must be managed on site to ensure they do not interfere with the amenity of nearby residential properties while complying with the Occupational Safety & Health Regulations 1996 and the Environmental Protection (Noise) Regulations 1997.

NOTE 18: Blasting must be carried out in strict accordance with the AS2187 SAA Explosives Code, the Mines Safety and Inspection Act 1994, the Mines Safety and Inspection Regulations 1995; the Environmental Protection Act 1986, and all relevant local laws of the local government.

CARRIED 7/2

Debate was held around the motion.

Cr Pollard and Cr Antonio voted against the motion.

Cr Ryan, Cr Williams, Cr Davidson, Cr Tinetti, Cr Mencshelyi, Cr Proud and Cr Della voted for the motion.

The following comment was provided by Officers in relation to the motion:

Officer Comment

This proposed route will require referral to Main Roads WA as the proposed haul route intersects with the Northam-York Road (also referred to Northam-Cranbrook Road). It should also be noted that the proposed route was not included within the advertising.

Clarification was sought in relation to the following matters:

- The conditions on Spencers Brook Road as a RAV route. The Executive Manager Engineering Services advised that this runs from Burlong Road to Great Eastern Highway, the condition listed are:
  - Not to be used as a through route.
  - For local delivery and pickup only, with no restrictions to the product.
  - No curfew.
  - No max speed.
- Why rehabilitation did not occur by the previous quarry operator. The Executive Manager Development Services advised that the approval was issued until January 2018 and a new application for the quarry was received and therefore is dependent on the outcome of this quarry application.

The Shire President advised that there would be a short intermission at 6:58pm.

Twenty-three (23) members of the Gallery left the meeting.

The meeting reconvened at 7:04pm.

Attachment 1



Italia Limestone  
(Retaining Walls & Marine Civil Construction)  
Roadstone Quarries  
Donnybrook Stone Company  
  
Italia Stone Group Pty Ltd  
55 Miguel Road,  
Bibra Lake, Western Australia, 6163  
Telephone: (08) 9418 1437  
Email: [info@italiastonegroup.com.au](mailto:info@italiastonegroup.com.au)

Our Ref: 20180115NLA  
15 January 2018

Shire of Northam  
PO Box 613  
NORTHAM WA 6401

**Attention:** Town Planning Department  
**Via email:** [records@northam.wa.gov.au](mailto:records@northam.wa.gov.au)

Sir / Madam,

**APPLICATION FOR DEVELOPMENT APPROVAL AND EXTRACTIVE INDUSTRY LICENCE – PROPOSED SCREENING AND CRUSHING OF APPROXIMATELY 600,000 TONNES OF STOCKPILED HARD-ROCK MATERIAL – LOT 93 ON PLAN 23146, SPENCERS BROOK ROAD, MULUCKINE**

Italia Stone is pleased to submit this application for a ten-year time-limited Development Approval under the Shire's Local Planning Scheme No. 6 and an Extractive Industry Licence to operate the quarry under the Shire's Extractive Industries Local Law.

Please find enclosed in support of the application the following:

- Completed and signed Application for Development Approval Form;
- Copy of Certificate of Title;
- The prescribed Application Fee (\$739); and
- Electronic Copies of the following plans and documents:
  - ✓ Locality Plan
  - ✓ Certificate of Title
  - ✓ Contour Plot
  - ✓ Noise Sensitive Receiver Map
  - ✓ SPP2.4 'Resource Protection Map'
  - ✓ Acoustic Assessment Report

Hardcopies of the application can be provided upon request.

**BACKGROUND**

Italia Stone Group Pty Ltd ('Italia Stone') representatives have been negotiating with the landowners of Lot 93 on Plan 23146, Zippo Pty Ltd, to take over the existing hard-rock quarry located at Lot 93 Spencers Brook Road, Muluckine, and to assume responsibility for the ultimate rehabilitation of the quarry site.

We understand that the Council of the Shire of Northam has issued Yarnell Civil & Mining Pty Ltd ('Yarnell') – the current operators of the quarry – an amendment to their original approval (granted by Council at a Special Council Meeting held on 7<sup>th</sup> April 2010) at its Ordinary Council Meeting held





on 18<sup>th</sup> February 2015 (Application No. P1944). The amended approval permitted Yarnell to undertake crushing at the quarry for a maximum period of 12 months, and rehabilitate the site.

It is our understanding is that the previous operator has ceased operations and that their development approval, P1944, has expired on the 1<sup>st</sup> of June 2017, whereas the EIL is current until 18<sup>th</sup> January 2018.

This proposal respectfully seeks the following approvals from the Shire of Northam: -

- a ten-year time-limited Development Approval issued under *Shire of Northam Local Planning Scheme No. 6* for the screening and crushing of approximately six hundred thousand (600,000) tonnes of stockpiled hard-rock material at Lot 93 on Plan 23146 in the locations shown on the attached site plan (Figure 1); and
- a fresh ten-year Extractive Industry Licence to operate the quarry, issued under *Shire of Northam Extractive Industries Local Law 2008*.

### **PROPOSAL**

#### Screening, Crushing and Rehabilitation

It is proposed to screen and crush approximately ninety thousand (90,000) tonnes of previously extracted stockpiled hard-rock per annum over a period of 7 years. Decommissioning and phased rehabilitation of the site will occur over a period of 3 years, with full rehabilitation / closure by January 2028.

No further extraction of hard rock will be undertaken.

#### Access

Vehicle access is provided from Spencers Brook Road from an existing sealed crossover.

The crossover provides good visibility and clear sightlines for vehicles turning back onto Spencers Brook Road. Spencers Brook Road has a bitumen seal and is suitably constructed for use by heavy vehicles.

#### Truck Route Along Local Government and State-Controlled Roads

Crushed material will be transported by semitrailer trucks (typical truck volume of 18m<sup>3</sup>) from the site via Spencers Brook Road in a southerly direction towards Great Eastern Highway, and then via Great Eastern Highway in a westerly direction towards Perth Metropolitan Area.

#### Hours of Operation

Hours of operation will be from 07:00 hours to 17:00 hours, Monday to Saturday with haulage trucks arriving from 6:45 am. No work will occur on public holidays.

*Note:* The project is campaign-driven, and screening / crushing will typically be undertaken in three (3) month stints per annum.

#### Loads Per Day

Forty (40) truck loads per day, with a maximum of three (3) trucks present at the site at any given time.

#### Plant and Equipment

The following plant and equipment will be used at the site:





Table 1: Sound Power Level

Plant Type	Brand	Max. Sound Output dB(A)
Excavator	Komatsu PC 300	98
Crusher	Terex J 1175	113
Screening Plant (X3)	McCloskey R 155	101
Drill Rig	Tamrock CHA 1100	118
Dozer	CAT D9	109
Haulage Truck	Standard Semitrailer	102
Front End Loader	Komatsu W 320	105
Quarry Truck	CAT ADT 730	106

Storage of Chemicals (fuels)

Refuelling of vehicles and plant will take place at the site. It is proposed to erect a five thousand (5,000) litre aboveground diesel tank and store three thousand (3,000) litre engine oil (3X 1,000 litre tanks) at the site.

Water Supply

It is proposed to drop a water bore on the site to meet operational demands (e.g. dust management and fire-fighting).

**SITE DETAILS**

Location

The site is located on Spencers Brook Road in the locality of Muluckine approximately 2 kilometres south west of Northam townsite. A locality plan depicting the location of the site relative to Northam townsite, is attached (**Appendix 1**).

Land Description

The land is legally described as Lot 93 on Plan 23146 on Certificate of Title Vol. 2159, Fol. 986. Lot 93 has a land area of 50.150ha. Limitations, interests, encumbrances and notifications on the title include the following inscription:

*"THE RIGHT TO MINES OF COAL OR OTHER MINERALS BEING EXCLUDED FROM PORTION OF THE SAID LAND"*

The Certificate of Title for the property is attached and marked as **Appendix 2**.

Lot	Certificate of Title	Area	Landowners
Lot 1 on Plan 23146	Volume 2159 Folio 986	18.150ha	Zippo Pty Ltd of RMB 120, Jennacubbine

Topography

The natural topography of some areas of the site have been disturbed by hard rock extraction activity. The site generally slopes in an east-westly direction (from approx. 158m AHD (west) to approx. 210m AHD (east)). Italia Stone recently engaged a Licensed Land Surveyor to accurately plot the contours of the quarry site. Please refer **Appendix 3**.

Surrounding Land Uses

The site is in a predominantly rural setting. The predominant land uses surrounding the quarry site are cropping, grazing and the agistment of horses. Neighbouring lots are zoned 'Rural' under the Shire's local planning scheme.





A plan has been prepared to identify dwellings and their approximate distances from the proposal. Refer **Appendix 4**.

#### Aboriginal, State and Local Heritage Considerations

##### Aboriginal

A search of the Aboriginal Heritage Inquiry System was conducted in November 2017 and no Registered Aboriginal Sites or Other Heritage Places were identified to be within Lot 93.

##### State Heritage List

A search of the State Heritage List was conducted in November 2017 and no sites of State Heritage significance were identified to be within Lot 93.

##### Shire of Northam Municipal Heritage Inventory

Lot 93 is not listed in the Shire's Municipal Heritage Inventory.

#### Bushfire Considerations

The quarried area is relatively clear of vegetation. Machinery will be parked within cleared areas on the site. It is considered that the proposed activities will neither be vulnerable to bushfire, nor would it introduce a bushfire hazard.

Lot 93 is identified on the *Map of Bush Fire Prone Areas 2016* within a bushfire prone area. Notwithstanding, the proposed activities do not include any buildings or dwellings.

#### **LOCAL PLANNING FRAMEWORK**

##### Shire of Northam Local Planning Strategy – July 2013

The Shire's Local Planning Strategy (LPS) acknowledges on p24 the importance and need to secure the long-term protection of mineral resources and basic raw materials in the Shire.

It is a key strategy in the LPS to ensure that the development and use of land in the Shire for extractive industry purposes *complies with all relevant legislation, policies, guidelines and codes of practice applicable at the time including any Extractive Industries Local Law*.

With regards to buffer areas, the LPS on p49 encourages and supports the appropriate management and monitoring of industries to ensure that emissions do not exceed acceptable levels at the outer boundary of their defined buffer areas.

##### Shire of Northam Local Planning Scheme No.6

##### Zoning

Lot 93 on Plan 23146 is zoned "Rural" under the Shire's Local Planning Scheme.

It is an objective of the Rural zone to *provide for horticulture, extensive and intensive agriculture, agroforestry, local services and industries, extractive industries and tourist uses which ensure conservation of landscape qualities in accordance with the capability of the land*.

##### Special Provisions

According to the Scheme Map, Lot 93 is located within the Landscape Protection Special Control Area (SCA2) of the Scheme.

The purpose of SCA2 is to -

- Preserve the visual amenity and landscape quality of the area;
- Avoid development which would negatively impact upon the ecological values and landscape qualities of the area; and







- Ensure that land use in the area, including grazing, mining activities and recreational activities does not degrade the area.

The term “industry – extractive” is defined as follows in the Scheme:

*“industry - extractive” means an industry which involves the extraction, quarrying or removal of sand, gravel, clay, hard rock, stone or similar material from the land and includes the treatment and storage of those materials, or the manufacture of products from those materials on, or adjacent to, the land from which the materials are extracted, but does not include industry – mining;*

#### General Development Requirements

Clause 4.25 of the Scheme sets out the circumstances under which extractive industries will be supported by the Shire (subclause 4.25.1), material to be accompanied by any development application (subclause 4.25.2), and the scope of conditions the Shire may consider imposing on any development approval.

#### *Schedule 2 – Deemed Provisions for Local Planning Schemes of the Planning and Development (Local Planning Schemes) Regulations 2015*

Several sections of the deemed provisions for local planning schemes are relevant to this proposal, and in particular the relevant sections of Clause 67 – Matters to be considered by local government.

#### Local Planning Policies

##### *Shire of Northam Local Planning Policy Number 21 – Extractive Industry*

The objectives of the Policy are to: -

- Assist Council in determining applications for Extractive Industries by providing general guidelines and outlining matters Council will have regard for in assessing applications;
- Outline the information to be provided by applicants when requesting Development Approval for Extractive Industry;
- Provide for appropriate ‘buffers’ between Extractive Industries and sensitive land uses;
- Protect and maintain the existing landscape character, native vegetation, productive agricultural uses and general amenity of the Shire;
- Ensure those portions of Shire of Northam controlled roads affected by the activities relating to Extractive Industries are maintained to a minimum acceptable standard at no extra burden of cost to Council;
- Prescribe an annual road maintenance contribution, applicable to all Extractive Industries within the Shire of Northam, for recovery of expenses towards maintenance and repair of roads due to heavy and/or extraordinary traffic associated with the operation of an Extractive Industry, in keeping with Sections 84 and 85 of the *Road Traffic Act 1974*; and
- Ensure that the prescribed road maintenance contribution correlates with activity and usage of the Shire of Northam road network.

The Policy also provides guidance on -

- the information to be submitted with a development application; and
- the matters the Shire will have regard for when considering an application for development approval.





## STATE PLANNING FRAMEWORK

### State Planning Policy 2.4 – Basic Raw Materials (SPP2.4)

SPP2.4 sets out the matters which are to be considered and given effect to by the Western Australian Planning Commission (WAPC) and local governments in considering zoning, subdivision and development applications for extractive industries.

The objectives of SPP2.4 are as follows:

- the location and extent of known basic raw material resources;
- protect priority resource locations, key extraction areas and extraction areas from being developed for incompatible land uses which could limit future exploitation;
- ensure that the use and development of land for the extraction of basic raw materials does not adversely affect the environment or amenity in the locality of the operation during or after extraction; and
- provide a consistent planning approval process for extractive industry proposals including the early consideration of sequential land uses.

Lot 93 has been identified as “Extraction Area” on the Policy Area – Resource Protection Map (Figure 2) in SPP2.4. Refer **Appendix 5**.

### State Planning Policy 2.5 – Rural Planning

SPP2.5 is the basis for planning and decision-making for rural and rural living land across Western Australia.

It is a key-objective (Section 4(c)) of SPP2.5 *to secure significant basic raw material resources and provide for their extraction.*

SPP2.5 acknowledges that *basic raw materials are essential for the construction of buildings, roads and other infrastructure, and also for the sustainability of agricultural production.*

In accordance with Clause 5.12.1(b) of the Policy, *where a development is proposed for a land use that may generate off-site impacts, there should be application of the separation distances used in environmental policy and health guidance, prescribed standards, accepted industry standards and/or Codes of Practice, followed by considering –*

- whether the site is capable of accommodating the land use; and/or*
- whether surrounding rural land is suitable, and can be used to meet the separation distances between the nearest sensitive land use and/or zone, and would not limit future rural land uses; and*
- whether if clauses (i) and/or (ii) are met, a statutory buffer is not required;*

### State Planning Policy 4.1 – State Industrial Buffer

The objectives of this policy are:

- To provide a consistent state-wide approach for the definition and securing of buffer areas around industry, infrastructure and some special uses;
- To protect industry, infrastructure and special uses from the encroachment of incompatible land uses;
- To provide for the safety and amenity of land uses surrounding industry, infrastructure and special uses; and
- To recognise the interests of existing landowners within buffer areas who may be affected by residual emissions and risks, as well as the interests, needs and economic benefits of existing industry and infrastructure which may be affected by encroaching incompatible land uses.





## RELEVANT PLANNING CONSIDERATIONS

### Buffers

In accordance with Clause 5.12.1(c) of SPP2.5, where a development is proposed for a land use that may generate off-site impacts and does not meet the standard outlined in clause 5.12.1 (b) (refer State Planning Framework – Spp2.5 of this report), then more detailed consideration of off-site impacts will be required.

Noise emitted by quarry activities is governed by the *Environmental Protection (Noise) Regulations 1997* (the Regulations). Regulations 7, 8 and 9 cover such activities.

Italia Stone considers that noise and vibrations are aspects of the proposal that may generate off-site impacts. Italia Stone has consequently engaged SLR Consulting Australia Pty Ltd to undertake a desktop assessment (modeling) of acoustic effects associated with the proposed activities, to evaluate compliance with relevant regulations, and if necessary, identify appropriate in-principle noise control measures to achieve compliance with the Regulations.

An acoustic assessment report titled "Northam Quarry Extension - Report Number 675.11297-R01" dated 18 December 2017 is attached. Refer **Appendix 6**.

*Note:* Dust modelling was not undertaken as it is considered that dust can be managed effectively at the site through the application of 'best practice' site management practices.

### Methodology

The noise assessment methodology is set out under Part 4 of the report.

### Findings

SLR's modelling identifies in Table 5 (page 9) that the cumulative noise levels from the operation of the drilling rig, screening plant and crusher would – if not mitigated – result in exceedance of the daytime criteria at both noise sensitive receiver (NSR) locations as follows:

**Table 1 Predicted Noise Levels at NSRs (without mitigation)**

NSR	Noise level LA10 dB				Expected outcome
	Daytime		Night-time		
	Predicted	Criteria	Predicted	Criteria	
NSR 1	52	45	23	35	Daytime Exceedance
NSR 2	53	45	25	35	Daytime Exceedance

### Potential Mitigation Options for Achieving Compliance with the Regulations

Italia Stone intends to mitigate and control noise emissions from the operation of the drilling rig, screening plant and crusher by:

1. Staggering drilling, screening and crushing activities to maintain cumulative levels below the prescribed criteria and continuously monitor these noise levels to ensure compliance with the criteria.
2. Making use of localised bunding and/or screening. It is proposed to create bunds at least 1 metre higher than the noise generating element(s) of the plant, and by selecting optimum orientation for screening devices.

Based on the topography and plant location (refer to Figure 4 of the Report), SLR Consulting's calculations identify that screening would need to be approximately 3.5m high (or approximately 1m higher than the noise generating element of the plant) in order to be sufficient to block the line-of-sight between the plant and both receivers and, therefore, acoustically effective.





SLR's modelling identifies in Table 6 (page 11) the predicted noise levels at the NSRs, incorporating the screening depicted in Figure 4, demonstrate compliance with the project criteria as follows:

**Table 6 Predicted Noise Levels at NSRs (with mitigation)**

NSR	Noise level LA10 dB				Expected outcome
	Daytime		Night-time		
	Predicted	Criteria	Predicted	Criteria	
NSR 1	45	45	23	35	Compliance
NSR 2	45	45	25	35	Compliance

#### Transport Management

Elimination of noise from truck movements will be achieved by moderating speed in difficult areas and keeping trucks well maintained. Regular inspections of trucks, specifically for noise sources such as mufflers and exhaust brakes will be carried out. The following must be adhered to on site:

- No use of compression or exhaust brakes in the quarry or on Spencers Brook Road;
- Maintenance of internal roads to avoid corrugations; and
- Use of broadband reversing alarms as an alternative to the beeper type.

With regards to the existing road network and its users, it is considered Spencers Brook Road and Great Eastern Highway is suitable to support the number of truck movements to and from the site.

The quarry site's access is located on a straight section of Spencers Brook Road with sufficient sight distance on either side, and trucks will be able to cross the road safely. Spencers Brook Road will not require upgrading.

#### Safety Management

All quarries operate under the provisions of the *Mines Safety and Inspection Act 1994 and Regulations 1995*. These are administered by the Department of Mines and Petroleum.

The regulation is achieved through the DMP Safety Regulations and Reporting Systems (SRS).

All quarries on commencement are required to register with the SRS system. As part of the registration a Project Management Plan is required to be produced and lodged online after all planning approvals are in place and prior to commencement.

Officers from the Safety Division of the DMP will regularly inspect the operations in relation to health and safety.

#### Site Rehabilitation

As outlined under 'Proposal' section of this report, decommissioning and phased rehabilitation of the site will occur over a period of 3 years, with full rehabilitation / closure by January 2028.

The primary objective of the rehabilitation of the site is to ensure that the site is closed, decommissioned and rehabilitated in an ecologically sustainable manner, consistent with agreed outcomes and land uses, and without unacceptable liability to the Shire. To achieve this, Italia Stone will rehabilitate the land to pasture safe for grazing by -

- Progressively removing all infrastructure, internal roads, hardstand areas, non-natural materials from the site at the end of the project;





- Removing all materials, equipment and plant associated with their operations at the end of excavation;
- Removing from the site all contaminated materials (if any – please note there will be no contaminating materials apart from fuel and lubricants present on the site) prior to closure;
- Ensuring landforms and other geomorphological features are compatible with the locality and end use (pasture), and be sustainable in the long term;
- Ensuring that weed levels will not to cause significant impacts on rehabilitation; and
- Monitoring the rehabilitation efforts to ensure that any areas not meeting completion criteria are added to or replaced as necessary to enable the relevant criteria to be met.

#### CONCLUSION

This application is proposed in a manner that is consistent with the objectives of the Rural zone of the Shire's Local Planning Scheme No. 6.

We consider that the enclosed information and plans are sufficient to enable Shire staff to advertise the proposal and for the Council to determine the application favourably. We respectfully request the application is tabled on the agenda for the next available Ordinary Council Meeting.

Should you require any additional information or have any questions regarding this proposal, please do not hesitate to contact the undersigned on (08) 9418 1437 or via email [tinus@italiastonegroup.com.au](mailto:tinus@italiastonegroup.com.au).

Yours sincerely



**TINUS NAGEL**  
General Manager  
Italia Stone Group





**LIST OF APPENDICES**

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Appendix 2 – Certificate of Title

Appendix 3 – Contour Plot

Appendix 4 – Noise Sensitive Received Map

Appendix 5 – SPP2.4 'Resource Protection Map'

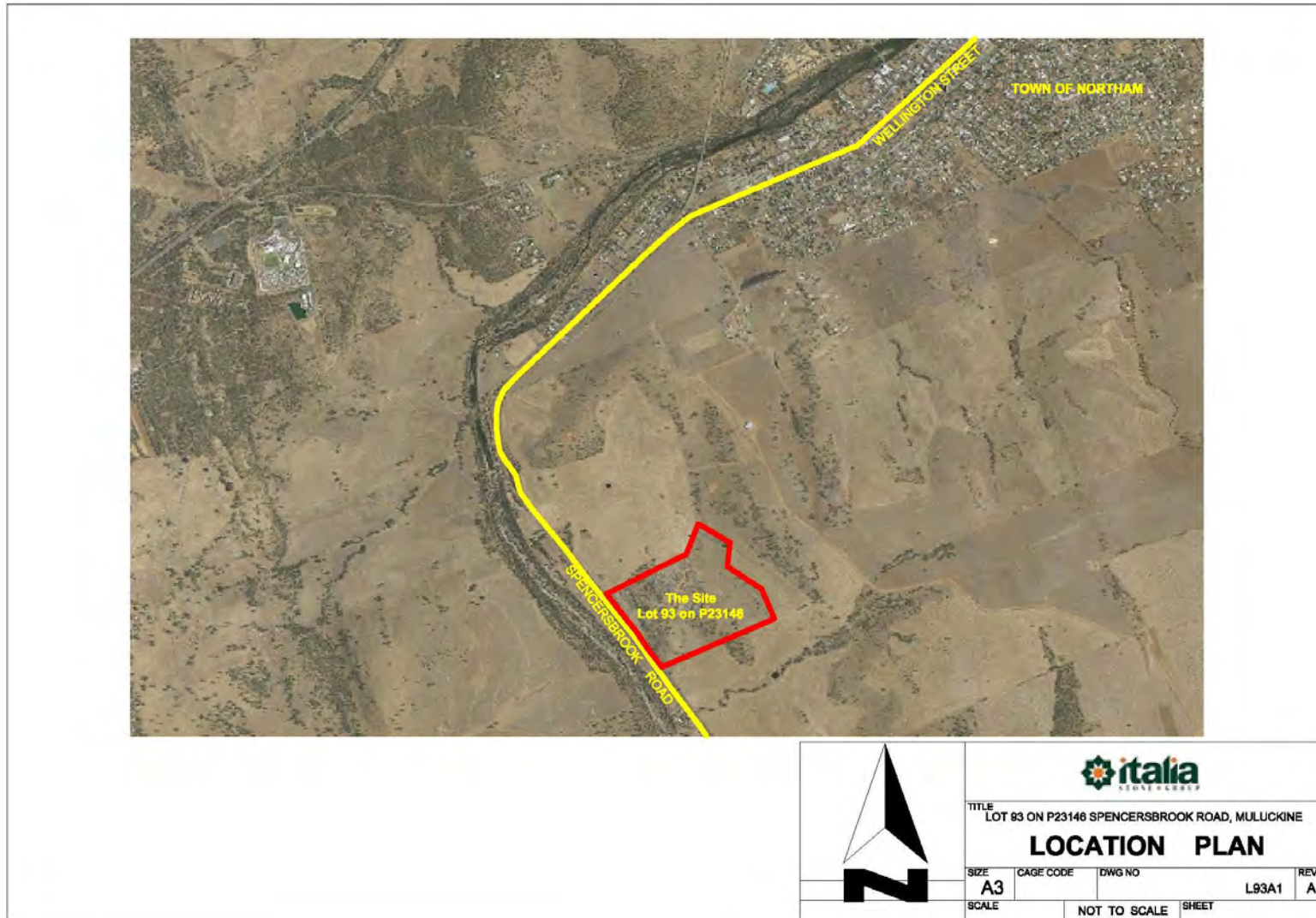
Appendix 6 – Acoustic Assessment Report





## APPENDIX 1 – LOCATION PLAN









## APPENDIX 2 – CERTIFICATE OF TITLE





REGISTER NUMBER <b>93/P23146</b>	
DUPLICATE EDITION <b>N/A</b>	DATE DUPLICATE ISSUED <b>N/A</b>

VOLUME **2159** FOLIO **986**

**RECORD OF CERTIFICATE OF TITLE**  
UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

**LAND DESCRIPTION:**

LOT 93 ON PLAN 23146

**REGISTERED PROPRIETOR:**  
(FIRST SCHEDULE)

ZIPPO PTY LTD OF RMB 820, JENNACUBBINE

(A H093469 ) REGISTERED 29/4/1999

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:**  
(SECOND SCHEDULE)

1. THE RIGHT TO MINES OF COAL OR OTHER MINERALS BEING EXCLUDED FROM PORTION OF THE SAID LAND

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
\* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.  
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

**STATEMENTS:**

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 2159-986 (93/P23146)  
PREVIOUS TITLE: 2159-983  
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.  
LOCAL GOVERNMENT AUTHORITY: SHIRE OF NORTHAM



### APPENDIX 3 – CONTOUR PLOT

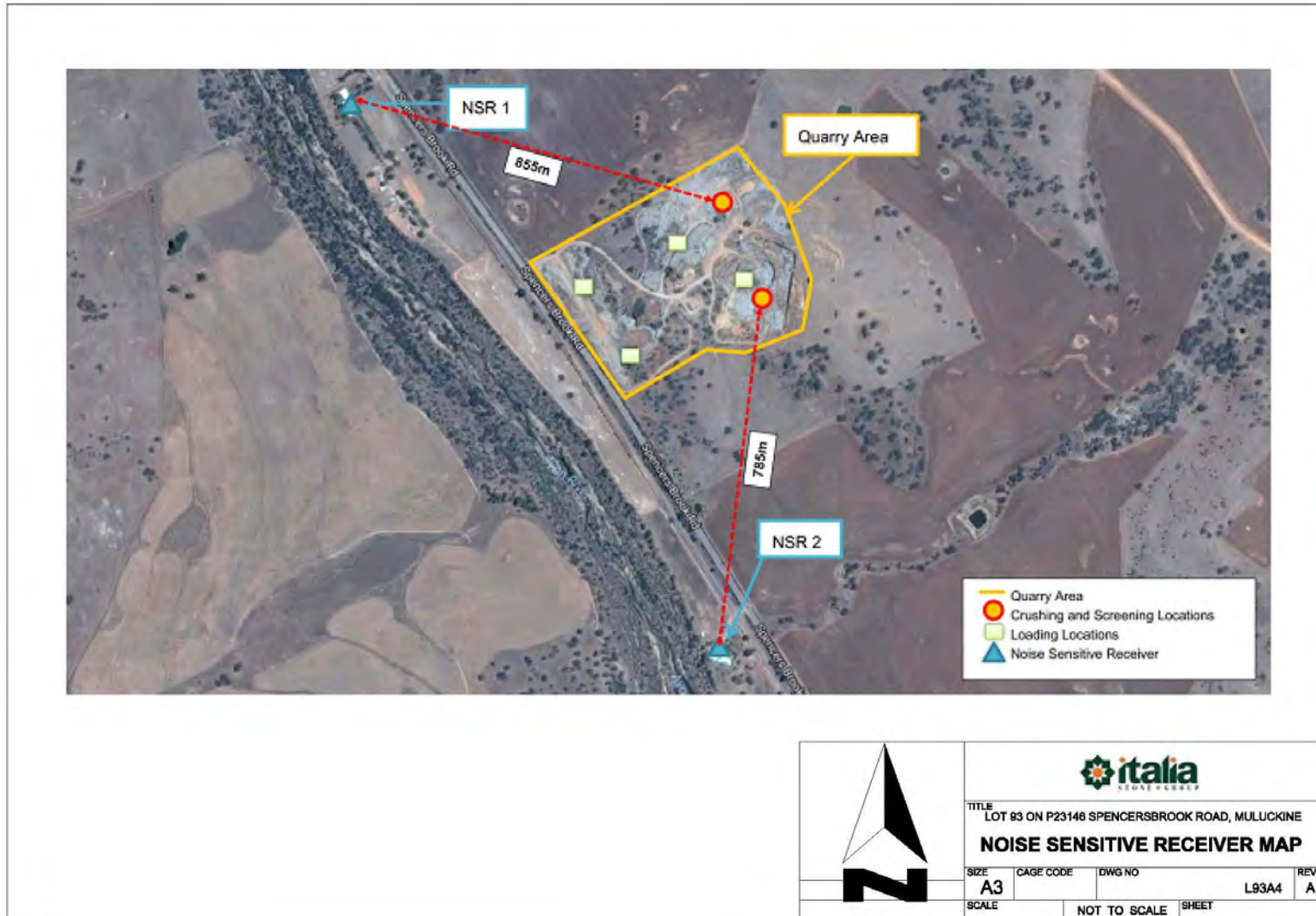






#### APPENDIX 4 – NOISE SENSITIVE RECEIVER MAP



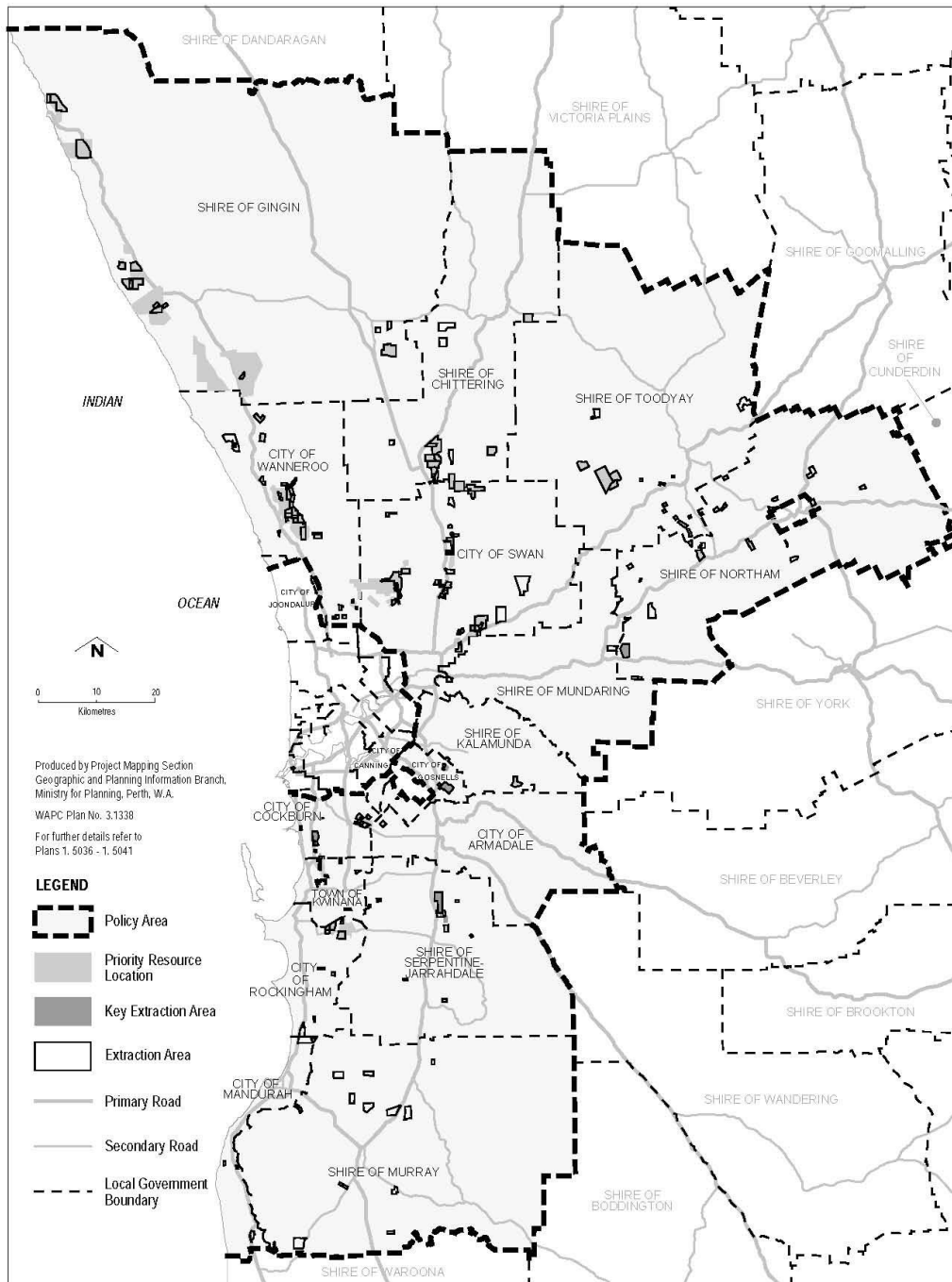




APPENDIX 5 – SPP2.4 ‘RESOURCE PROTECTION MAP’



Policy Area for SPP No. 2.4



Resource Protection Map

Figure 2





## APPENDIX 6 – ACOUSTIC ASSESSMENT REPORT





## Northam Quarry Extension Acoustic Assessment

Report Number 675.11297-R01

18 December 2017

Italia Stone Group Pty Ltd  
55 Miguel Road  
BIBRA LAKE  
WA 6163

Version: v1.0

Italia Stone Group Pty Ltd  
Northam Quarry Extension  
Acoustic Assessment

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## Northam Quarry Extension Acoustic Assessment

### PREPARED BY:

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This report has been prepared by SLR Consulting Australia Pty Ltd with all reasonable skill, care and diligence, and taking account of the timescale and resources allocated to it by agreement with the Client. Information reported herein is based on the interpretation of data collected, which has been accepted in good faith as being accurate and valid.

This report is for the exclusive use of Italia Stone Group Pty Ltd. No warranties or guarantees are expressed or should be inferred by any third parties. This report may not be relied upon by other parties without written consent from SLR.

SLR disclaims any responsibility to the Client and others in respect of any matters outside the agreed scope of the work.

### DOCUMENT CONTROL

Reference	Date	Prepared	Checked	Authorised
675.11297-R01-v1.0	18 December 2017	Edmond Wu	Peter Runcie	Peter Runcie
675.11297-R01-v0.1	10 November 2017	Edmond Wu	Peter Runcie	Luke Zootjens

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## 1 INTRODUCTION

Italia Stone Group Pty Limited (the Applicant) proposes to extend the Northam Quarry at 270 Spencers Brook Road in Muluckine Western Australia.

SLR Consulting Australia Pty Limited (SLR) has been commissioned to undertake a desktop assessment of acoustic effects associated with the proposed quarry extension, to evaluate compliance with relevant regulations, and if necessary, identify appropriate in-principle noise control measures to achieve compliance with the *Environmental Protection (Noise) Regulations 1997* (the Regulations).

## 2 PROJECT OVERVIEW

### 2.1 Site Location

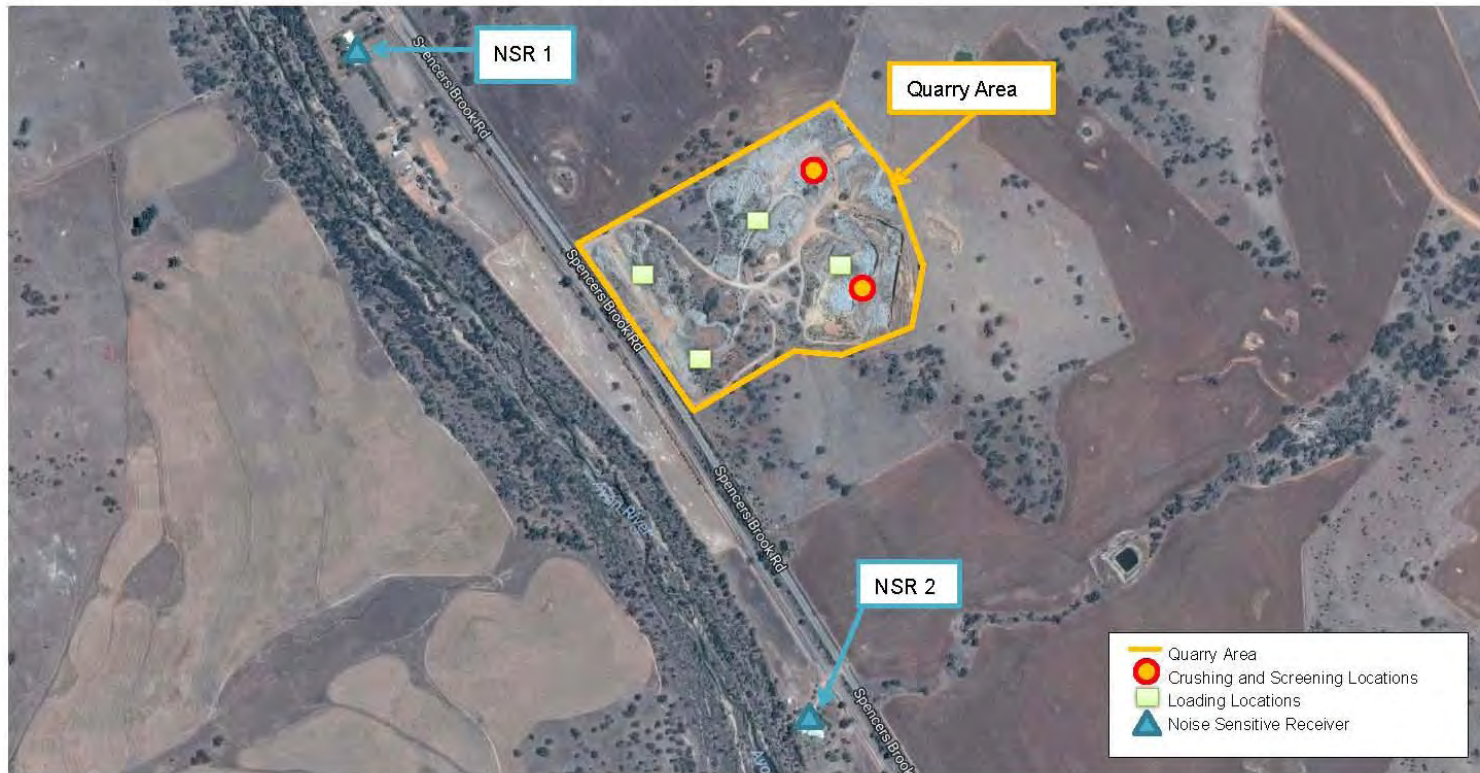
The proposed extension is located to the east of the Spencer Brook Road and surrounded by a mixture of agricultural and undeveloped land.

The most exposed noise sensitive receivers (NSRs) that have the potential to be affected by the noise from the proposed quarry operation are residential premises located approximately 550 m to the northwest and 600 m to the southeast of the quarry (see **Figure 1**).

### 2.2 Description of the Proposal

The quarry is proposed to operate from 7:00 am to 5:00 pm Monday to Saturday with haulage trucks arriving from 6:45 am. The Applicant has advised the approximate location of the quarry activities (crushing, screening and loading) as shown in **Figure 1**. The Applicant has advised that the crusher will not be operated every day and will only be operated in one of the locations at any one time.

**Figure 1 Quarry Area, Activity Locations and Noise Sensitive Receivers Locations**



SLR Consulting Australia Pty Ltd

### 3 ASSESSMENT CRITERIA

Noise emitted by quarry activities is governed by the *Environmental Protection (Noise) Regulations 1997* (the Regulations). Regulations 7, 8 and 9 cover such activities.

There are different assigned noise levels in the Regulations for sensitive, commercial and industrial type premises. The assigned noise levels for noise sensitive premises vary depending on the time of the day and how close the noise sensitive premises are to industrial and commercial areas and to major or secondary roads. The assigned noise levels always apply at the premises receiving the noise.

As there are no commercial and industrial premises or major or secondary roads in the vicinity of the receiver, no influencing factor for the assigned noise level of the noise sensitive receivers is applied. The levels of noise that are allowed to be received at the identified nearest NSR under the Regulations (assigned levels) are shown in **Table 1**. Given the proposed quarry extension is proposed to operate from 6:45 am to 5:00 pm Monday to Saturday, the relevant daytime and night-time noise criteria have been highlighted in **Table 1**.

**Table 1 Table of Assigned Noise Levels**

Type of premises receiving noise	Time of day	Assigned Level (dB)		
		LA10	LA1	LAmx
Noise sensitive premises (e.g. Residential)	7:00 am to 7:00 pm Monday to Saturday	45	55	65
	9:00 am to 7:00 pm Sunday and public holidays	40	50	65
	7:00 pm to 10:00 pm all days	40	50	55
	10:00 pm on any day to 7:00 am Monday to Saturday and 9:00am Sunday and public holidays	35	45	55

Regulation 7 of the Regulations requires that if noise emitted from any premises when received at any other premises cannot reasonably be free of intrusive characteristics of tonality, modulation and impulsiveness, then a series of adjustments must be added to the emitted levels (measured or calculated) and the adjusted level must comply with the assigned level. The adjustments are detailed in the following table and are further defined in Regulation 9(1):

**Table 2 Table of Adjustments**

Adjustment where noise emission is not music these adjustments are cumulative to a maximum of 15 dB		
Where tonality are present	Where modulation is present	Where impulsiveness is present
+5 dB	+5 dB	+10 dB

- Tonality is defined in Regulation 9(1) as being present where the difference between the A weighted sound pressure level in any one third octave band and the arithmetic average of the A weighted sound pressure levels in the two adjacent one third octave bands is greater than 3 dB in terms of LAeq,T where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as LA Slow levels.
- Modulation is defined as a variation in the emission of noise that —
  - is more than 3 dB LAfast or is more than 3 dB LAfast in any one third octave band;
  - is present for at least 10% of the representative assessment period; and
  - is regular, cyclic and audible.

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- Impulsiveness is defined as present where the difference between  $L_{Apeak}$  and  $L_{Amax}$  is more than 15 dB when determined for a single representative event.

Based on the source noise levels and types of activities, no adjustments to the assigned noise levels in **Table 1** are considered to be applicable in this instance.

## 4 NOISE ASSESSMENT

### 4.1 Methodology

A noise model was prepared based on the modelling platform SoundPLAN. The software allows the use of various internationally recognised noise prediction algorithms. The CONCAWE algorithm was selected for this assessment, as it enables meteorological influences to be assessed, and has been recognised by the Western Australian EPA Environmental Noise Guidelines as an appropriate algorithm for predicting environmental noise from industrial sources. The model takes into account the land topography.

The noise level predictions are undertaken for receivers with 1.5 m height above ground level.

#### 4.1.1 Ground Absorption

To provide a conservative assessment approach, hard ground (100% sound reflective) was assumed for the quarry and processing areas; 70% sound absorptive ground has been assumed elsewhere in the surrounding area due to the surrounding area being farm land or undeveloped land.

#### 4.1.2 Meteorological Conditions

The SoundPLAN model included the meteorological parameters outlined in the EPA *Guidance for the Assessment of Environmental Factors Environmental Noise, Draft No.8*; these parameters are highlighted in **Table 3**. The modelling assumed a worst case scenario wind, blowing in a direction from the source to the receiver.

**Table 3 Meteorological Conditions Used In the Noise Predictions**

Time of Day	Temperature	Relative Humidity	Wind Speed*	Pasquil Stability Category
Day (07:00 to 19:00)	20°C	50%	4 m/s	E
Night (22:00 to 07:00)	15°C	50%	3 m/s	F

\* - Wind has been modelled orientated so that it blows from the source to the receiver.

#### 4.1.3 Source Noise Levels

The source sound power levels used in the modelling are shown in **Table 4**. These levels are based on Applicant provided data, manufacturer published data, SLR in-house library data and relevant industry guidelines (e.g. *BS 5228-1:2009 Code of practice for noise and vibration control on construction and open sites – Part 1 Noise*).



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**Table 4 Source Sound Power Levels**

Equipment	Octave Band Sound Power Level, dB (Unweighted)								Total A-weighted, dB
	63	125	250	500	1k	2k	4k	8k	
Excavator (32 ton e.g. Komatsu PC300)	102	105	104	101	101	100	95	88	106
Crusher (53 ton e.g. Finlay J-1175)	121	121	118	117	115	113	108	98	120 <sup>1</sup>
Screening Plant (33 ton e.g. McCloskey R155)	126	119	112	111	108	104	102	95	114 <sup>1</sup>
Drilling rig (18 ton e.g. Tamrock CHA 1100)	115	121	114	117	113	112	107	106	119
Dozer (48 ton e.g. CAT D9)	114	115	111	108	110	107	117	106	119
Haulage Truck (29 ton Standard Semi Trailer)	113	102	106	101	101	102	95	91	107
Front End Loader (14 ton e.g. Komatsu WA320)	121	111	103	101	101	102	92	89	107
Quarry Truck (31 ton e.g. CAT ADT730)	114	109	105	107	105	103	97	89	110

<sup>1</sup> - Based on worst-case orientation of plant to receiver – i.e., side on.

#### 4.1.4 Noise Modelling Scenarios

Based on the operational information provided by the Applicant, predictions were made of the following scenarios in the noise model. The worst case plant locations for each NSR were assumed based on the approximate activity locations shown in **Figure 1** (i.e., activities operating closest to each NSR represents the worst-case scenario for that receiver).

##### Night-time (6:45 am – 7:00 am)

- Loading Works:
  - Haulage Trucks arriving (up to 4 truck movements)

##### Daytime (7:00 am – 5:00 pm)

- Crushing and Screening Works:
  - 1 Crusher (continuous operation)
  - 1 Screening Plant (continuous operation)
  - 1 Drilling Rig (continuous operation)
  - 1 Front End Loader (40 lifts per hour)
  - 1 Excavator (continuous operation)
- Loading Works:
  - 1 Front End Loader (40 lifts per hour)
  - 1 Excavator (continuous operation)
  - 1 Dozer (15 pushes per hours)
  - Quarry Trucks (6 truck movements per hour)
  - Haulage Trucks (4 truck movements per hour)

The models included the following assumptions:

- All identified noise sources are operating simultaneously.
- The sound levels referred to in this report represent the LA10 emission level

## 4.2 Results

The predicted unmitigated noise levels at the NSRs have been calculated according to the methodology detailed in **Section 4.1** and are shown in **Table 5**.

**Table 5 Predicted Noise Levels at NSRs (without mitigation)**

NSR	Noise level LA10 dB				Expected outcome
	Daytime		Night-time		
	Predicted	Criteria	Predicted	Criteria	
NSR 1	52	45	23	35	Daytime Exceedance
NSR 2	53	45	25	35	Daytime Exceedance

Due to the limited activity in the night-time hours, compliance with the night-time criteria is predicted.

However, our modelling identifies that the cumulative noise levels from the operation of the drilling rig, screening plant and crusher result in exceedance of the daytime criteria at both NSR locations.

If noise from these sources can be adequately controlled then compliance with the daytime criteria can be achieved. SLR has identified two potential options for controlling noise emissions from the proposed quarry activity.

## 4.3 Use of Quieter Plant

The selection and use of quieter crushing, screening and drilling rig plant with the following maximum published noise levels is the preferred approach to reducing noise levels. However, it is noted that sourcing plant with these lower noise levels may be difficult – particularly with respect to drilling rigs.

- Crusher – maximum SWL 110 dBA
- Screening Plant – maximum SWL 106 dBA
- Drilling rig – maximum SWL 110 dBA

Beware the risk of low frequency noise generation with respect to these items which can arise through excessive structural vibration. Specialist acoustics engineering input may be required in order to ensure emissions are appropriate.

## 4.4 Use of Bunding/ Screening

The use of acoustically effective localised noise bunding or noise barrier screening (hereafter referred to as screening) between the drilling rig, screening plant and crushing plant activity and both the NSRs is expected to reduce noise levels to compliance at the nearest NSRs. This is a commonly used type of mitigation to control noise from a source where it is possible to form a physical break between the noise source and the receiver(s).

Screening with sufficient height to block the line-of-sight between the noise source and the receiver can effectively reduce the level of noise at the receiver. Acoustic screening works by forcing noise to take a longer path from the source to the receiver. The efficacy of the screening depends on the screen height relative to the source and the receiver and the distances from source to the screen and the screen to the assessment point. **Figure 2** and **Figure 3** show a visual representation of the difference screening can make if the screening is sufficiently high enough to block the direct line-of-sight to receiver.

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Figure 2 Cross Section Noise Map without Acoustically Effective Screening



Figure 3 Cross Section Noise Map with Acoustically Effective Screening



Based on the topography and plant location information provided by the Applicant, our calculations identify that screening in the locations identified in Figure 4 would need to be approximately 3.5 m high (or approximately 1 m higher than the noise generating element of the plant) in order to be sufficient to block the line-of-sight between the plant and both receivers and, therefore, acoustically effective.

Figure 4 Approximate Location of Acoustically Effective Screening



The predicted noise levels at the NSRs, incorporating the above screening, are provided in Table 6 and demonstrate compliance with the project criteria.

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**Table 6 Predicted Noise Levels at NSRs (with mitigation)**

NSR	Noise level LA10 dB				Expected outcome
	Daytime		Night-time		
	Predicted	Criteria	Predicted	Criteria	
NSR 1	45	45	23	35	Compliance
NSR 2	45	45	25	35	Compliance

## 5 CONCLUSION

SLR has been commissioned to undertake a desktop acoustic assessment of the proposed quarry extension of Northam Quarry at 270 Spencers Brook Road in Muluckine Western Australia.

Noise emitted from the proposed quarry extension has been considered with regard to the *Environmental Protection (Noise) Regulations 1997*.

The predicted unmitigated noise levels generated by the proposed quarry extension, which take into account the land topography, show that the quarry operation can comply with the night-time criteria but generates exceedance of the daytime criteria. The predicted exceedance is principally due to the use of the drilling rig, crusher and screening plant – being the noisiest plant items.

SLR has identified potential mitigation options to control noise levels at the surrounding receivers; the use of localised bunding/screening and/or selection of quieter plant have been demonstrated as capable of controlling quarry activity noise levels to achieve full compliance.

## Appendix A

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### ACOUSTIC TERMINOLOGY

#### 1 Sound Level or Noise Level

The terms "sound" and "noise" are almost interchangeable, except that in common usage "noise" is often used to refer to unwanted sound.

Sound (or noise) consists of minute fluctuations in atmospheric pressure capable of evoking the sense of hearing. The human ear responds to changes in sound pressure over a very wide range. The loudest sound pressure to which the human ear responds is ten million times greater than the softest. The decibel (abbreviated as dB) scale reduces this ratio to a more manageable size by the use of logarithms.

The symbols SPL, L or LP are commonly used to represent Sound Pressure Level. The symbol LA represents A-weighted Sound Pressure Level. The standard reference unit for Sound Pressure Levels expressed in decibels is 2E-5 Pa.

#### 2 "A" Weighted Sound Pressure Level

The overall level of a sound is usually expressed in terms of dBA, which is measured using a sound level meter with an "A-weighting" filter. This is an electronic filter having a frequency response corresponding approximately to that of human hearing.

People's hearing is most sensitive to sounds at mid frequencies (500 Hz to 4000 Hz), and less sensitive at lower and higher frequencies. Thus, the level of a sound in dBA is a good measure of the loudness of that sound. Different sources having the same dBA level generally sound about equally loud.

A change of 1 dBA or 2 dBA in the level of a sound is difficult for most people to detect, whilst a 3 dBA to 5 dBA change corresponds to a small but noticeable change in loudness. A 10 dBA change corresponds to an approximate doubling or halving in loudness. The table below lists examples of typical noise levels

Sound Pressure Level (dBA)	Typical Source	Subjective Evaluation
130	Threshold of pain	Intolerable
120 110	Heavy rock concert Grinding on steel	Extremely noisy
100 90	Loud car horn at 3 m Construction site with pneumatic hammering	Very noisy
80 70	Kerbside of busy street Loud radio or television	Loud
60 50	Department store General Office	Moderate to quiet
40 30	Inside private office Inside bedroom	Quiet to very quiet
20	Unoccupied recording studio	Almost silent

Other weightings (e.g. B, C and D) are less commonly used than A weighting. Sound Levels measured without any weighting are referred to as "linear", and the units are expressed as dB(lin) or dB.

#### 3 Sound Power Level

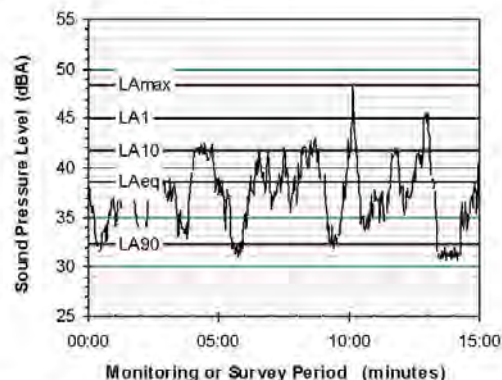
The Sound Power of a source is the rate at which it emits acoustic energy. As with Sound Pressure Levels, Sound Power Levels are expressed in decibel units (dB or dBA), but may be identified by the symbols SWL or LW, or by the reference unit 1E-12 W.

The relationship between Sound Power and Sound Pressure may be likened to an electric radiator, which is characterised by a power rating, but has an effect on the surrounding environment that can be measured in terms of a different parameter, temperature.

#### 4 Statistical Noise Levels

Sounds that vary in level over time, such as road traffic noise and most community noise, are commonly described in terms of the statistical exceedance levels LAN, where LAN is the A-weighted sound pressure level exceeded for N% of a given measurement period. For example, the LA1 is the noise level exceeded for 1% of the time, LA10 the noise level exceeded for 10% of the time, and so on.

The following figure presents a hypothetical 15 minute noise survey, illustrating the statistical indices.



Of particular relevance, are:

- LA1 The noise level exceeded for 1% of the 15 minute interval.
- LA10 The noise level exceeded for 10% of the 15 minute interval. This is commonly referred to as the average maximum noise level.
- LA90 The noise level exceeded for 90% of the sample period. This noise level is described as the average minimum background sound level (in the absence of the source under consideration), or simply the background level.
- LAeq is the A-weighted equivalent continuous noise level (basically the average noise level). It is defined as the steady sound level that contains the same amount of acoustical energy as the corresponding time-varying sound.

When dealing with numerous days of statistical noise data, it is sometimes necessary to define the typical noise levels at a given monitoring location for a particular time of day. A standardised method is available for determining these representative levels.

This method produces a level representing the "repeatable minimum" LA90 noise level over the daytime and night-time measurement periods, as required by the DECCW. In addition the method produces mean or "average" levels representative of the other descriptors (LAeq, LA10 etc.).

## Appendix A

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### ACOUSTIC TERMINOLOGY

#### 5 Tonality

Tonal noise contains one or more prominent tones (i.e. distinct frequency components), and is normally regarded as more offensive than "broad band" noise.

#### 6 Impulsiveness

An impulsive noise is characterised by one or more short sharp peaks in the time domain, such as occurs during hammering.

#### 7 Frequency Analysis

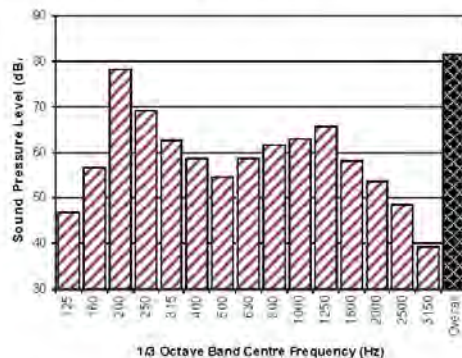
Frequency analysis is the process used to examine the tones (or frequency components) which make up the overall noise or vibration signal. This analysis was traditionally carried out using analogue electronic filters, but is now normally carried out using Fast Fourier Transform (FFT) analysers.

The units for frequency are Hertz (Hz), which represent the number of cycles per second.

Frequency analysis can be in:

- Octave bands (where the centre frequency and width of each band is double the previous band)
- 1/3 octave bands (3 bands in each octave band)
- Narrow band (where the spectrum is divided into 400 or more bands of equal width)

The following figure shows a 1/3 octave band frequency analysis where the noise is dominated by the 200 Hz band. Note that the indicated level of each individual band is less than the overall level, which is the logarithmic sum of the bands.



#### 8 Vibration

Vibration may be defined as cyclic or transient motion. This motion can be measured in terms of its displacement, velocity or acceleration. Most assessments of human response to vibration or the risk of damage to buildings use measurements of vibration velocity. These may be expressed in terms of "peak" velocity or "rms" velocity.

The former is the maximum instantaneous velocity, without any averaging, and is sometimes referred to as "peak particle velocity", or PPV. The latter incorporate "root mean squared" averaging over some defined time period.

Vibration measurements may be carried out in a single axis or alternatively as triaxial measurements. Where triaxial measurements are used, the axes are commonly designated vertical, longitudinal (aligned toward the source) and transverse.

The common units for velocity are millimetres per second (mm/s). As with noise, decibel units can also be used, in which case the reference level should always be stated. A vibration level  $V$ , expressed in mm/s can be converted to decibels by the formula  $20 \log (V/V_0)$ , where  $V_0$  is the reference level (1E-6 mm/s). Care is required in this regard, as other reference levels are used by some organisations.

#### 9 Human Perception of Vibration

People are able to "feel" vibration at levels lower than those required to cause even superficial damage to the most susceptible classes of building (even though they may not be disturbed by the motion). An individual's perception of motion or response to vibration depends very strongly on previous experience and expectations, and on other connotations associated with the perceived source of the vibration. For example, the vibration that a person responds to as "normal" in a car, bus or train is considerably higher than what is perceived as "normal" in a shop, office or dwelling.

#### 10 Overpressure

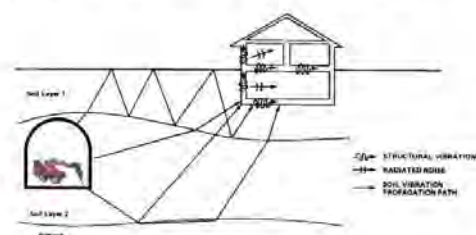
The term "over-pressure" is used to describe the air pressure pulse emitted during blasting or similar events. The peak level of an event is normally measured using a microphone in the same manner as linear noise (i.e. unweighted), at frequencies both in and below the audible range.

#### 11 Regenerated Noise

Noise that propagates through a structure as vibration and is radiated by vibrating wall and floor surfaces is termed "regenerated noise", "structure borne noise", or sometimes "ground-borne noise". Regenerated noise originates as vibration and propagates between the source and receiver through the ground and/or building structural elements, rather than through the air.

Typical sources of regenerated noise include tunnelling works, underground railways, excavation plant (e.g. rock breakers), and building services plant (e.g. fans, compressors and generators).

The following figure presents the various paths by which vibration and regenerated noise may be transmitted between a source and receiver for construction activities occurring within a tunnel.



The term "regenerated noise" is also used to describe other types of noise that are emitted from the primary source as a different form of energy. One example would be a fan with a silencer, where the fan is the energy source and primary noise source. The silencer may effectively reduce the fan noise, but some additional noise may be created by the aerodynamic effect of the silencer in the airstream. This "secondary" noise may be referred to as regenerated noise.

Attachment 2



Italia Limestone  
(Retaining Walls & Marine Civil Construction)  
Roadstone Quarries  
Donnybrook Stone Company  
  
Italia Stone Group Pty Ltd  
55 Miguel Road,  
Bibra Lake, Western Australia, 6163  
Telephone: (08) 9418 1437  
Email: info@italiastonegroup.com.au

Our Ref: 20180115NLA  
1 March 2018

Shire of Northam  
PO Box 613  
NORTHAM WA 6401

**Attention:** Chadd Hunt  
**Via email:** records@northam.wa.gov.au

Dear Chadd,

**RE: EXTRACTIVE INDUSTRY – 446 SPENCERS BROOK ROAD MULUCKINE WA 6401**

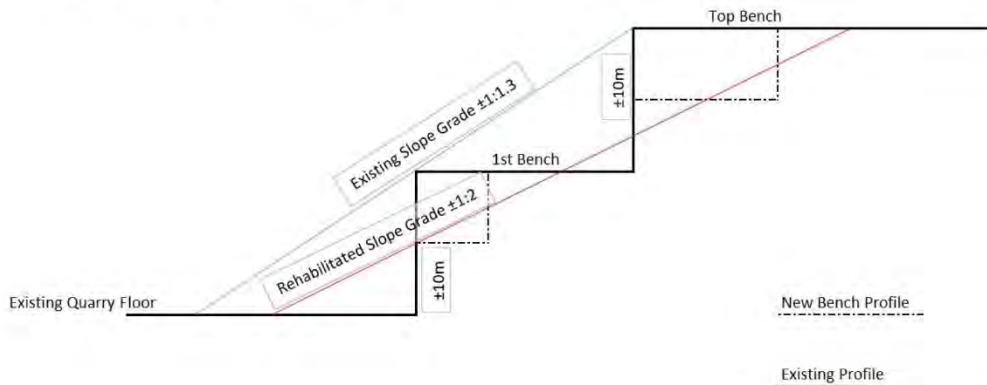
With reference to your two letters dated 2 and 6 February respectively, we comment as below:

**Planning**

The following details are confirmed:

1. No further extraction will take place except for benching the two existing benches for stability and a reduced gradient as per the sketch below.

**REHABILITATED BENCH SECTION**



2. The only blasting that will occur will be to make the existing benches safe and reduce the bench levels/heights to accommodate the reduced slope. All blasting will be monitored to comply with environmental guidelines as set out in AS 2187.2—2006.





3. i. Annual volumes are approximate averages. The volumes exported are dependent on the market and it may be that we have an export of 200,000T one year and 30,000T another year.  
ii. Export campaigns are based on market requirements and will once again dictate the duration of the campaigns.
4. The Acoustic Modelling Report includes all operational noise and maximum frequencies/volumes are based on a sum of the combined activities.

#### Further Detail

1. Drilling
  - i. Drilling will only occur on the 1<sup>st</sup> and top benches as and where required to ensure stability as indicated in the sketch above.
  - ii. Refer to the Drill Map enclosed for further detail.
2. Site Plan  
Refer to Enclosed Site Plan
3. Vibration control and monitoring will be executed in collaboration with the following guidelines:
  - ISO 2631-2, 1989 "Evaluation of Human Exposure to Whole Body Vibration".
  - Australian Standard 2187, 1983 "Explosives Code – Use of Explosives".
  - Tilley A.R.M.I.T. Geol. Dipeng. Geol. Monash., "Measurement and Control of Ground Vibration Caused by Road Construction Equipment".

#### Noise Pollution:

- Environment Protection (Noise) Regulations 1997
- Occupational Safety & Health Act 1984
- Australian Standard 2436, "Guide to Noise Control on Construction, Maintenance and Demolition Sites", 1981.

#### 4. Weed and Disease Management

Weed will be managed by controlled spraying as directed by Section 30 of the Biosecurity and Agriculture Management Act 2007.

#### 5. Dust Management

The control of windborne dust will be by spraying road surfaces and stockpile with a water cart as required. Water from site will be utilised for the control of dust. Dust will be monitored and bulk earthworks will be limited to winter months to reduce the impact of dust.

6. Pit rehabilitation will be in line with the sketch indicating the approximate profile of the benches. The aim of pit rehabilitation is to make the pit safe to be used as pasture and to blend outcrops or stockpiles/structures into the surroundings to form an undulated landscape.

Refer to sketch below for staging of rehabilitation.







### Rehabilitation Phases



1. Remove Stockpiles in areas 1 and 2 first.
2. Level the area at the front boundary of the property ready for planting.
3. Planting of saplings for screening of the property.
4. Remove usable material from area 3.
5. Push out material in area 4 into area 3 to create an undulated evenly sloped landscape.

The first phase of rehabilitation will be to clear/remove the stockpiles at the front or road side of the property. This boundary will then be planted with saplings to form a visual barrier to the property and ongoing activities.

The second stage will be the removal of the usable material in other areas in the front of the property, whilst phase 3 would be to push out the previous old stockpiles to create a undated surface over the front 150m of the property.





### Engineering

1. Transport volumes
  - i. The load transported could range from 18T per semi to 50T per double
  - ii. Density of material is 2.6T/cubic meter
2. Transport Route  
See map enclosed
3. Vehicle Movements
  - i. Size of trailers – refer to “Haul Route and restrictions on Network 3 Combination” enclosed.
  - ii. The trucks are standard road trucks with no noise mitigation devices installed.
  - iii. There could be as little as 3 truck at peak hours and up to 12 during non-peak times.

I trust this satisfies the requirements as per your letters. Should you require further information please contact me directly.



Yours sincerely  
Tinus Nagel  
General Manager  
Italia Stone Group

Encl. Haul Route and restrictions on Network 3 Combination  
Drilling Plan  
Transport Route



Attachment 3

PLANT AREAS



1 - Crushing/ Screening

2 - Loading of trucks

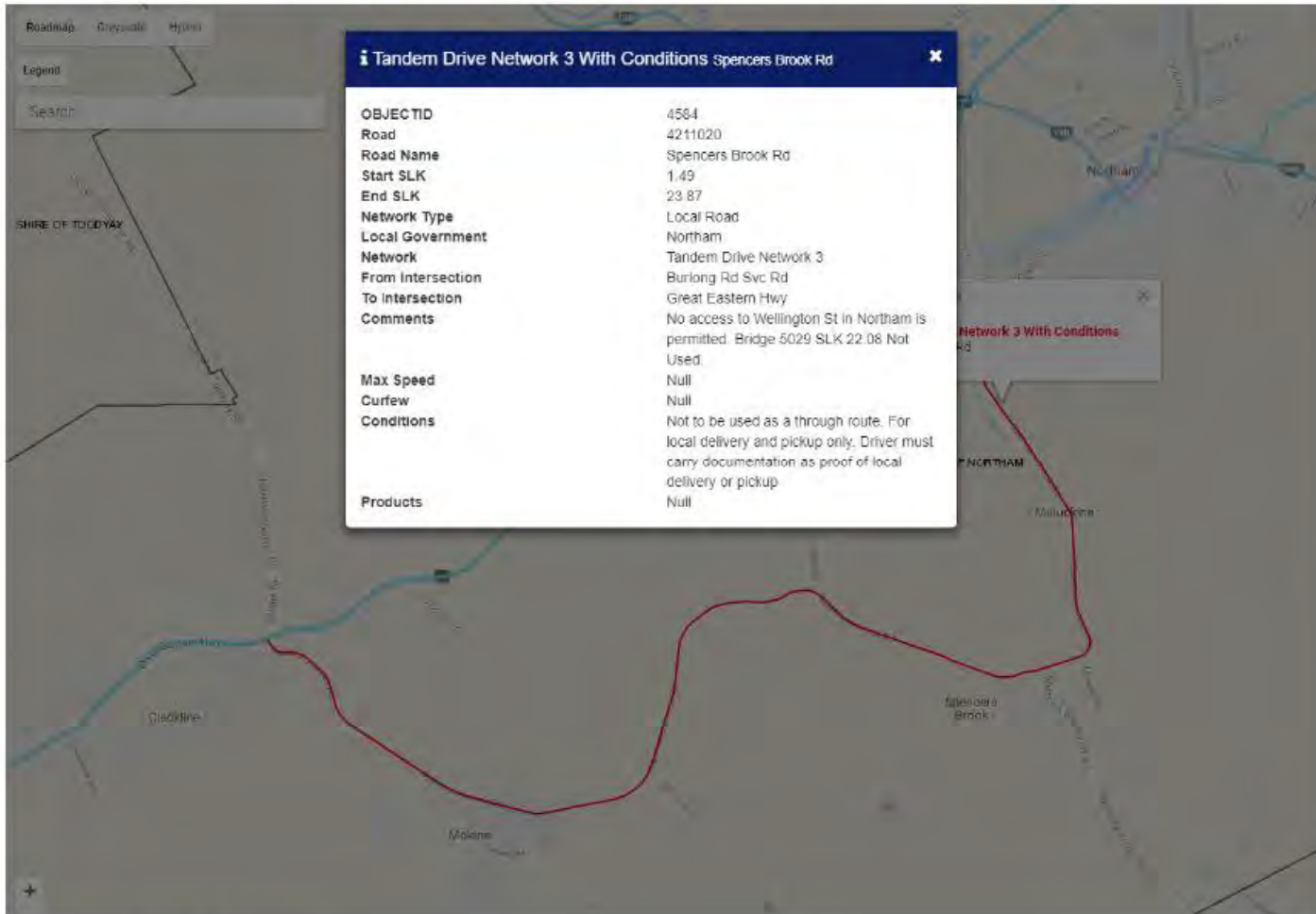
3 – Self-Bunded Diesel Tank (4000L max) and fluids storage container area

Attachment 4



Attachment 5

Haul Route and restrictions on Network 3 Combination



Tandem Drive Network 3 With Conditions Spencers Brook Rd	
OBJECTID	4584
Road	4211020
Road Name	Spencers Brook Rd
Start SLK	1.49
End SLK	23.87
Network Type	Local Road
Local Government	Northam
Network	Tandem Drive Network 3
From Intersection	Burlong Rd Svc Rd
To Intersection	Great Eastern Hwy
Comments	No access to Wellington St in Northam is permitted. Bridge 5029 SLK 22.08 Not Used.
Max Speed	Null
Curfew	Null
Conditions	Not to be used as a through route. For local delivery and pickup only. Driver must carry documentation as proof of local delivery or pickup
Products	Null

From MRWA website link below:

<https://mrapps.mainroads.wa.gov.au/hvsnetworkmap>

### Max Combination to be used

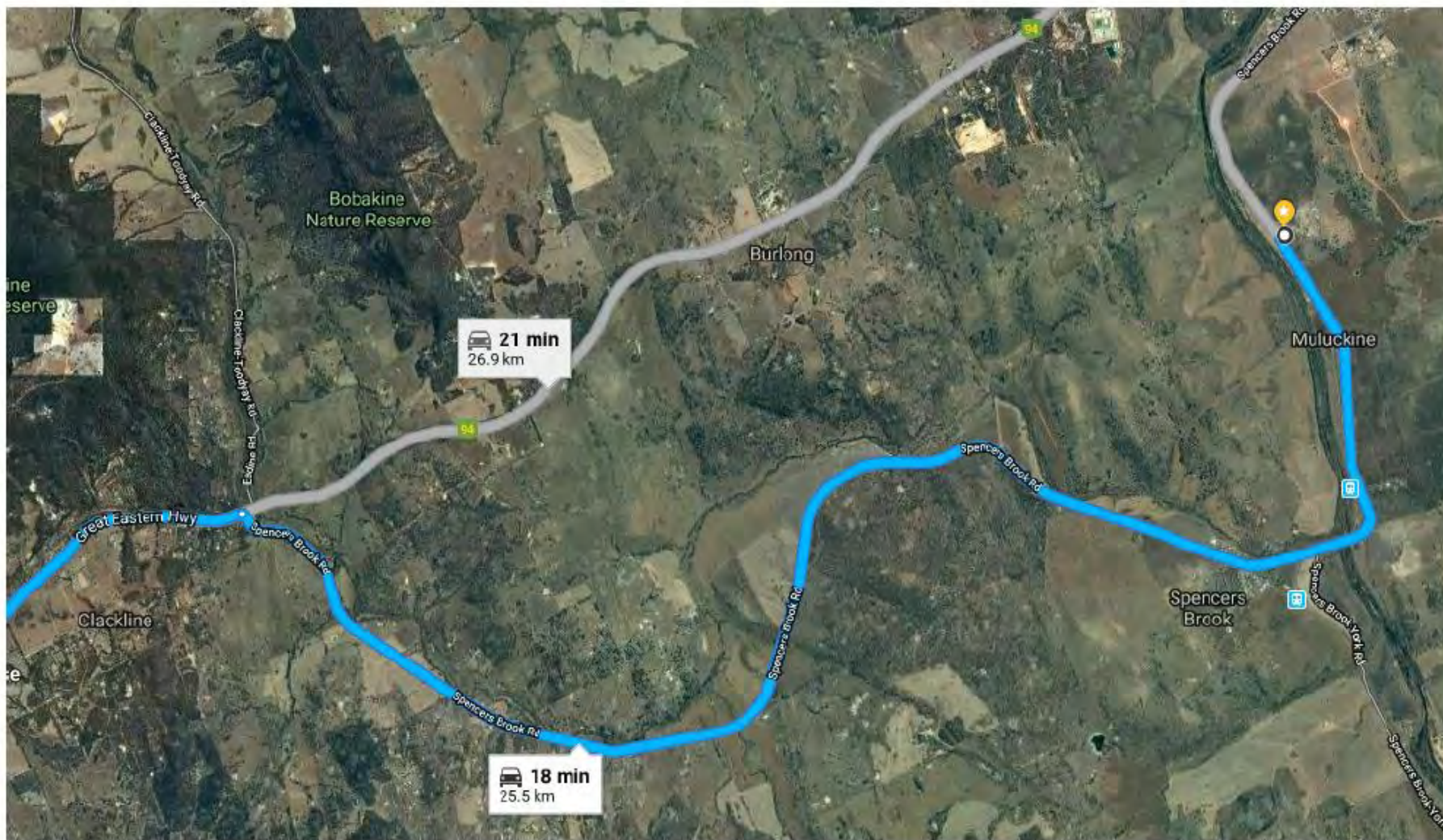
		Max Length	Max Weight	No Axle Groups	Road Table
<p>(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER</p>		≤27.5	84	5	<p><a href="#">Network 3 (Road Name Order)</a></p> <p><a href="#">Network 3 (LGA Order)</a></p> <p> Map</p>

From link below:

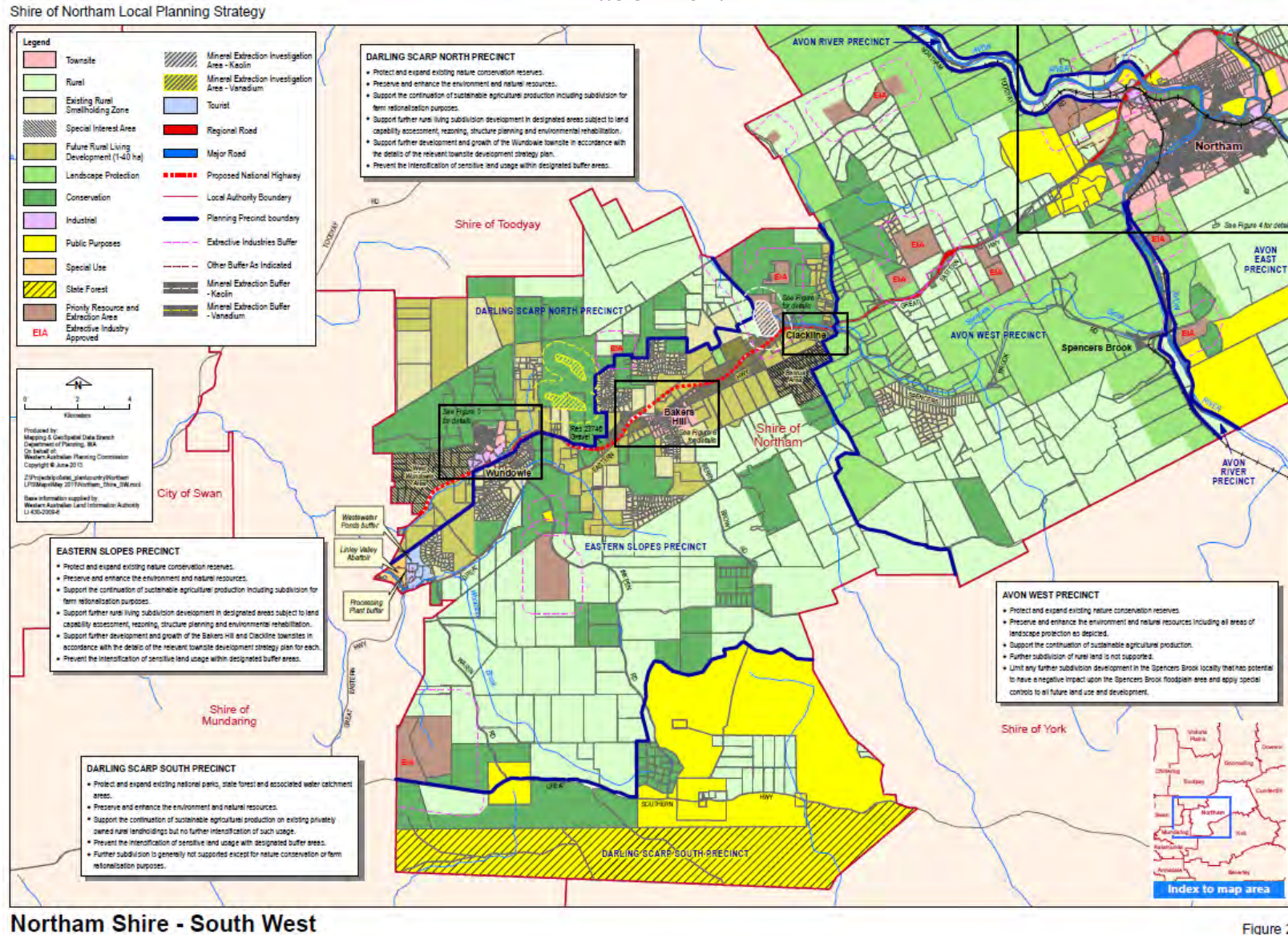
<https://www.mainroads.wa.gov.au/UsingRoads/HeavyVehicles/notices/Pages/pmtc.aspx>

Attachment 6

**Transport Route**



Attachment 7





Attachment 8

Shire of Northam Local Planning Scheme No.6

Application For Development Approval – Spencers Brook Quarry – Lot 93 Spencers Brook Road, Muluckine

Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
1	Name & Address Supplied	<ol style="list-style-type: none"> <li>1. Provide our comment regarding the proposal as owners to the nearest residence to the site and most vulnerable to impact from this type of activity.</li> <li>2. This is the third submission made since a crushing application came in April 2014. Council records would indicate we have been in correspondence regarding the quarry since 2008.</li> <li>3. Aggrieved by the whole issue. Prior to purchasing the property we were advised by the Shire at the time that the quarry would never reopen as the excavated crushed material did not test to desired specification. Have made extensive renovations as a retirement home/renovation project since that time.</li> <li>4. In 2008 a one of application was received to excavate large rock from the quarry, which became two and was followed by a crusher proposal.</li> <li>5. Generally pleased that this latest proposal is to be part of a clean-up, rehabilitation and closure of the quarry site, but aspects still remain that need to be addressed (Items 6-12):</li> <li>6. Location:               <ol style="list-style-type: none"> <li>a. Shire of Northam Local Planning Scheme No.6 indicates the quarry is located within the Landscape Special Control Area which refers to avoiding development that negatively impacts on the values of the area.</li> <li>b. Some contradiction may exist as the requirements of the Western Australian Planning Commission Basic Raw Materials policy could override the stated intention of the Special Control Area.</li> <li>c. Shire of Northam Local Planning Policy 21- Extractive Industry, Policy Objectives (3) states "provide for appropriate buffers between extractive industries and sensitive land uses". We also understand that the Shire has recently amended buffer distances to be 500-1000m depending on the size of operation, and query if it considered a small or large operation.</li> <li>d. We believe we are the nearest residence to the quarry site, well within the Department of Water and Environment Regulation recommended 1000m from a large hard rock operation. The Noise Sensitive Receiver Map outlines we are 855m from the proposed crusher</li> </ol> </li> </ol>	<ul style="list-style-type: none"> <li>• Local Planning Scheme No.6</li> <li>• Noise</li> <li>• Buffer Distances</li> <li>• Vibration</li> <li>• Dust Management</li> <li>• Water Management</li> <li>• Mental Health – Operational Impact</li> </ul>	<ol style="list-style-type: none"> <li>1. Noted.</li> <li>2. Noted.</li> <li>3. Noted.</li> <li>4. Noted.</li> <li>5. Noted. Items 6-12 of the submitters objections or notations will be discussed separately.</li> <li>6. (a) – Noted. While the quarry is located within the Landscape Special Control Area which is designated on the Shire of Northam Local Planning Scheme Maps, it is also an identified extractive industry location as per the Shire of Northam Local <b>Planning Strategy. In addition, the 'Rural' zone as per the Shire</b> of Northam Local Planning Scheme No.6 calls for the balance of Conservation and Agricultural/Raw Material uses. The applicants proposal is therefore consistent with the Special Control Area.</li> <li>6. (b) – Local Planning Schemes and Local Planning Policies must have due regard to State Planning Policies. This is provided in Attachment 9.</li> <li>6. (c) – Noted. Under Local Planning Policy 21, the buffer distance is complied with in accordance with suitable modelling being conducted for acoustic impacts on these properties in proximity. The proposal is considered a small-medium operation given operators such as BGC Quarries in the Shire.</li> <li>6. (d) – Noted. Acoustic measurement is made to the residence, in keeping with industry standards.</li> <li>7. Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 at all times and is suitably conditioned. The applicant has provided an acoustic report under 5.12.1 (c).</li> <li>8. Noted. This is to be applied as a Condition in the Recommendation.</li> <li>9. Noted.</li> <li>10. Noted. Dust suppression is to be conditioned to mitigate dust dispersal area.</li> <li>11. Noted.</li> </ol>

Shire of Northam Local Planning Scheme No.6  
Application For Development Approval – Spencers Brook Quarry – Lot 93 Spencers Brook Road, Muluckine  
Schedule of Submissions

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		<p>from the quarry to our home. It is not mentioned how much closer our main work are (horse yards and horses) are from the front of the quarry.</p> <p>7. Noise Intrusion</p> <p>a. It is obvious an operation of this size will generate a great deal of noise which will exceed reasonable levels, which will be unacceptable and totally destroy our lifestyle.</p> <p>b. The type of noise is covered by the Environmental Protection Regulations (Noise) 1997. The proposal acknowledges that noise levels exceed regulated levels and has outlined how they will achieve compliance with the above regulations.</p> <p>c. It is incumbent of the Shire of Northam to ensure these noise regulations are observed at all times to quarry is operating and understand a bund type of noise mitigation will be installed.</p> <p>d. As the landowner of the quarry owns surrounding land, is their the possibility of pushing the crushing operations further back, considering SPP 2.5, 5.12.1b – as this clause asks in part if surrounding land is suitable to be used to meet separation distances from the nearest sensitive land use.</p> <p>8. Machinery Reversing Alarms</p> <p>a. We note that the current proposal outlines that beepers such as broadband reversing or croaker reversing alarm systems are to be used, and request the method should apply to all vehicles coming on the site, especially early in the morning and fuel/maintenance trucks and vehicles.</p> <p>9. Vibration</p> <p>a. To date we have not noticed any problems with vibration but would expect appropriate action if the problem arose.</p> <p>10. Dust Control</p> <p>a. Concerned with regards to granite dust blowing over our home and sheds, paddocks, yards and horses. Our main working area is much closer to the quarry site than our house.</p> <p>b. Granite dust is a greater health risk than ordinary farm dust. Total suppression is essential to protect residents,</p>		<p>12. Noted. Conditions on the applicant will require ongoing compliance with applicable legislation and the extractive industry local law.</p>

Shire of Northam Local Planning Scheme No.6 Application For Development Approval – Spencers Brook Quarry – Lot 93 Spencers Brook Road, Muluckine Schedule of Submissions				
Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<p>animals and vegetation. The prevailing wind in the summer is from the East and is often very strong. We note the Shire of Northam can impose additional conditions to contain dust pollution if necessary.</p> <p>11. Water</p> <p>a. We understand a bore will be sourced on the quarry site to provide water for dust control. As there are several domestic bores along Spencers Brook Road (one property being fully reliant), we hope that this action will not affect existing water bore users in any way.</p> <p>12. Mental Health</p> <p>a. This is an important issue. Concerned regarding the constant noise from thudding machinery and heavy earthmoving equipment under load and that of beepers can be distressful.</p> <p>b. Concerned regarding the hours of operation, requesting that operations cease at 5PM Monday-Friday with no work on Saturday or Sunday. This would mean that we are able to do riding in a degree of peace.</p> <p>c. We are retired, and are home all day. Our home is also our workplace and we value our lifestyle. We have created a garden with a good habitat for several species of birds and would be concerned if this type of man-made disruption drove them away.</p> <p>d. The human element should be considered in these situations as the nearest noise sensitive receiver should <b>be thought of more broadly as a site of one's home and the effect of actions upon their life and livelihood.</b></p>		
2	Name & Address Supplied	<p>1. With 3000-4000 sheep, and land adjoining either side of Spencers Brook Road, the need to cross the road with sheep frequently is necessary.</p> <p>2. It is already difficult and occasionally dangerous to cross Spencers Brook Road, and the increase in heavy vehicle traffic will make matters worse.</p>	<ul style="list-style-type: none"> <li>• Traffic</li> </ul>	<p>1 &amp; 2. Noted. Spencers Brook Road is a RAV 3 route. Farmers who need to move stock across Spencers Brook Road to adjacent properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p> <p><b>"Restrictions on driving of stock"</b></p>

Shire of Northam Local Planning Scheme No.6  
Application For Development Approval – Spencers Brook Quarry – Lot 93 Spencers Brook Road, Muluckine  
Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
				A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic."</b>
3	Name & Address Supplied	<ol style="list-style-type: none"> <li>Dust and noise control, and the key concern is road damage.</li> <li>Trucks entering and leaving, and the question being who is going to pay for it.</li> <li>Concerned the road will end up in its current condition now, half-finished and the road damage being done by non-ratepayers at <b>ratepayer's expense.</b></li> </ol>	<ul style="list-style-type: none"> <li>Dust</li> <li>Noise</li> <li>Traffic</li> <li>Road Condition</li> </ul>	<ol style="list-style-type: none"> <li>Noted. The applicant proposes dust mitigation in its extractive industry operations. The applicant has no valid planning requirement regarding dust generation on a public, sealed road.</li> <li>Noted. Under Shire of Northam Local Planning Policy No.21 (Extractive Industry), the applicant is required to pay a road maintenance bond on an annual basis which is used to repair the road surface in the event of damage caused by the movements generated by the extractive industry.</li> <li><b>As Above. The Shire's Engineering Services have advised</b> the use of two separate crossovers are required to mitigate entry/exit safety concerns at the site location.</li> </ol>
4	Name & Address Supplied	<ol style="list-style-type: none"> <li>Construction of school bus set down area for after school drop off (being opposite to the current morning pick up area).</li> <li>Pavement between the railway crossing and the bridge queried as to whether it may be widened.</li> <li>Request that future planned maintenance schedule be supplied for residence for perusal.</li> <li>Request that a scheduled maintenance plan is adhered to at the movement it is made available.</li> <li>Request engineers report stating pavement is suitable for the movement of material from the quarry.</li> <li>Request consideration be made to the start time of vehicles heading in an Easterly direction, being that the morning sun is blinding between 6:30AM and 7:15AM.</li> <li>Same considerations being made for the operations Westerly traffic in the afternoon</li> <li>Request the speed to be dropped through the locality of Spencers Brook.</li> </ol>	<ul style="list-style-type: none"> <li>Safety (Children)</li> <li>Traffic</li> <li>Road Condition</li> </ul>	<ol style="list-style-type: none"> <li>Noted. This is not the responsibility of the applicant. Recommend that this matter be referred to the Shires Department of Engineering Services to consider the proposal.</li> <li>Noted. As per Item 1.</li> <li>Noted. All capital works are already the subject of public inspection within Council Agendas, Council Minutes and the Shires Corporate/Asset Management Plans. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry.</li> <li>As per Item 3.</li> <li>See Attachment 11.</li> <li>Disregarded. This is the responsibility of the applicant to determine if road conditions are appropriate and that they comply with all necessary road rules, RAV network</li> </ol>

Shire of Northam Local Planning Scheme No.6

Application For Development Approval – Spencers Brook Quarry – Lot 93 Spencers Brook Road, Muluckine  
Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
				restrictions and local laws at the time of departure (equipment condition, environmental conditions). 7. Noted. As per Item 6. 8. Noted. As per Item 1.
5	Name & Address Supplied	<ol style="list-style-type: none"> <li>1. Concerned about noise levels at the quarry.</li> <li>2. Concerned about the trucks on Spencers Brook Road. There are many roads leading off Spencers Brook Road which lack clear line of sight (Trimmer Road).</li> <li>3. Concerned with regards to the 6 bus runs a day along the road, with buses pulling on and off and children having to cross the road.</li> <li>4. Concerned regarding the impact on amenity on our short stay accommodation business, particularly regarding the number of truck movements. Potentially one truck every 15min. Trucks can already be heard very clearly.</li> <li>5. Farming area with a lot of movement of farming vehicles and stock over and across the road. We are asked to refrain from using Highways for this purpose, and these trucks should refrain from using our roads for their purposes.</li> <li>6. The movement of so many trucks with heavy loads as well as the noise level are a danger to school children, farmers and all other road users.</li> <li>7. Concerned that with Spencers Brook Road being a popular tourist route, many people who stop to take photos and are unaware of the area may be placed in dangerous situations due to the number of trucks and detract from the beauty and serenity of the valley.</li> <li>8. I cannot see how the Shire can justify putting so much at risk by allowing these trucks to use the planned route.</li> </ol>	<ul style="list-style-type: none"> <li>• Noise</li> <li>• Safety (Children)</li> <li>• Traffic</li> <li>• Amenity</li> <li>• Tourism</li> <li>• Road Condition</li> </ul>	<ol style="list-style-type: none"> <li>1. Noted. The applicant has appointed an acoustic engineer to prepare a report based on the potential impact on the sensitive noise receptors in the vicinity of the Spencers Brook Quarry. The applicant proposes staging of activities to comply with the Noise Regulations and appropriate conditions are set to ensure ongoing compliance to ensure non-exceedance of the thresholds set under the Environmental Protection (Noise) Regulations 1997.</li> <li>2. Noted. The applicant proposes to utilise a designated <b>Restricted Access Vehicle Route (RAV 3)</b>. The applicant's proposal consists of heavy vehicle that are compliant with the RAV 3 Heavy Vehicle combinations.</li> <li>3. Noted. A condition is to be applied limiting movements during school bus hours.</li> <li>4. Noted. Spencers Brook Road is an approved RAV 3 route.</li> <li>5. Noted. Farmers who need to move stock across Spencers Brook Road to adjacent properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:                       Road Traffic Code 2000                      Part 18 Miscellaneous Provisions                      r. 276</li> </ol> <p><b>"Restrictions on driving of stock</b>                      A person shall not drive stock along or across a road unless the person —                      (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and                      (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic."</b></p> <ol style="list-style-type: none"> <li>6. Noted. See Item 2.</li> <li>7. Noted. See Item 2.</li> </ol>

Shire of Northam Local Planning Scheme No.6  
Application For Development Approval – Spencers Brook Quarry – Lot 93 Spencers Brook Road, Muluckine  
Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
6	Name & Address Supplied	<p>1. Truck Entry Point</p> <p>a. Concerned that one crossing is only 1 second over the crest when approaching at the speed limit. The entry was blocked with boulders to prevent its use at one stage during the previous quarrying operation, however it is presently fitted with gates and the boulders are removed.</p> <p>b. Concerned previous quarrying activity caused dangerous incidents when long, loaded trucks attempted to turn onto Spencers Brook Road, blocking both lanes while completing their turning radius.</p> <p>c. The second entry point is only 500m over the crest of the hill and on at least one occasion we experienced a near miss when a laden quarry truck had crossed the <b>midpoint of the road in order to enter Spencer's Brook Road, needing us to perform an emergency stop to avoid collision.</b> This was reported to the Shire.</p> <p>2. Great Eastern Highway Intersection</p> <p>a. Concerned regarding slow moving trucks attempting to enter and merge with traffic doing 110kph, which is located on a bend in the road and an uphill entry with no passing lanes for faster traffic to pass. There have been fatal accidents at this road junction with vehicles colliding with trucks.</p> <p>3. Clackline Brook Crossing</p> <p>a. Concerned as the route was not designed for heavy truck traffic due to poor cambers, laden braking on bends which may cause road pavement failure (abutments/corrugation) on what is a dangerous S bend for cars let alone heavy trucks.</p> <p>4. Spencers Brook Crossing – Extra Heavy Haulage</p> <p>a. Damage is still present from the prior quarry/extraction contract from the same quarry. This is obvious even to the most casual observer and very evident when driving especially in a car.</p> <p>b. Concerned that the road has still not been adequately repaired to original standards and it has been some years since the prior operations ceased. Current repairs are not adequate (pothole repair).</p>	<ul style="list-style-type: none"> <li>• Crossovers</li> <li>• Road Safety</li> <li>• Safety (Children)</li> <li>• Safety (Cyclists)</li> <li>• Road Condition</li> <li>• Noise</li> <li>• Amenity</li> <li>• Property Values</li> </ul>	<p>8. Noted.</p> <p>1. Noted. A condition is to be provided within the recommendation that the applicant is to (at their expense) upgrade the following to the satisfaction of the Shire of Northam Engineering Services:</p> <p>a. Upgrade the existing crossovers and modify these intersections in asphalt to accommodate entry and exit of heavy vehicles at RAV 3 network standard; and</p> <p>b. The location and dimensions of the crossovers are to be at the satisfaction of the Shire of Northam Engineering Services to ensure that the sole entry to the quarry is to occur at the existing entrance closest to Northam (over the crest), and that the sole exit location from the quarry is to occur at the exit located closest to Spencers Brook. These ingress/egress points are to be established and maintained by the applicant over the extent of the extractive industry, to ensure line of sight to heavy vehicles is established in accordance with Restricted Access Vehicle Technical Standards.</p> <p>2. Noted. Great Eastern Highway at the Spencers Brook Road/Great Eastern Highway intersection is a RAV 4 route, and meets the Technical Standards for the provision of overtaking <b>opportunities. This intersection is not a 'merge' point, and therefore trucks and vehicles alike must give stop and give way to all traffic until it is safe to proceed.</b> MainRoads WA has advised the Shire that there are no issues with the use of this section and the entry/exit from Great Eastern Highway. An overtaking opportunity is provided within 5km on either approach (Bakers Hill-Northam &amp; Northam-Bakers Hill). Any vehicle which does not comply with the Road Traffic Code is a matter for WA Police.</p> <p>3. Spencers Brook Road is a RAV 3 route, and therefore complies with the technical specifications to be classified as a Restricted Access Vehicle 3 Heavy Vehicle road.</p> <p>4. Noted. This is not the responsibility of the applicant. Recommend that these matters be referred to the Shires Department of Engineering Services to examine concerns/complaints (4.a, 4.b, 4.c (i, ii)).</p> <p>5 (a). Noted. If the Shire proposes to limit heavy haulage movements along this route, it is recommended to apply the</p>

Shire of Northam Local Planning Scheme No.6  
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Schedule of Submissions

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		<p>c. Both lanes need to be rebuilt to remove the dual tyre ruts that have been work into the road base from the prior operations for almost the entire route.</p> <p>i. In rainy weather these fill with water and aqua-planning occurs (50mm+ deep ruts the width of dual truck tyres for both lanes).</p> <p>ii. In dry weather the ruts interfere with cornering and smooth driving, particularly for cars cornering.</p> <p>iii. Many crashes have occurred with vehicles leaving the road, being aware of 4 accidents including one in the past 18 months which was fatal, these ruts being a possible contributing factor.</p> <p>5. School Bus Routes</p> <p>a. Concerned that school bus routes will be in conflict with this volume of heavy haulage.</p> <p>b. Currently only occasional B-Double hay trucks travel the route after hours or during school hours, and livestock carters use this route but at irregular intervals which is nothing like this proposal. Highly concerned that the proposal indicates a minimum of 40 truckload a day. That is one truck every 16.5min or so leaving the quarry and 40 coming back the other way over the operating hours. Is equivalent to one truck every 8.25min in either direction.</p> <p>c. Double white lines and limited passing exists even with the light traffic occurring currently. Issue will be compounded by further truck movement and people not being able to pass them safely due to them moving at a faster rate.</p> <p>d. Concerned impatient drivers may attempt to pass after trailing or waiting for passing, crossing double white lines or exceeding the speed limit.</p> <p>e. Concerned regarding damage to windscreens from spillage of the loads and spoil blowing off trucks in-transit.</p> <p>6. Traffic Conflict With Agricultural Machinery</p>		<p>applicable RAV network restriction (operations during school bus hours) to all heavy vehicle users.</p> <p>5 (b). Noted. The applicant proposes campaign driven extraction.</p> <p>5 (c). Noted. The RAV 3 road, Spencers Brook Road, contains the relevant number of overtaking opportunities as per MainRoads WA-<b>Heavy Vehicle Services 'Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines' (1 in 15km)</b>.</p> <p>5 (d). This is a matter for WA Police and is not a valid planning consideration.</p> <p>5 (e). Operators must ensure their load is appropriately secured. If damage occurs to vehicles as a result of unsecured loads damaging vehicles this is a matter for the relevant</p> <p>5 (e). Noted. Any heavy vehicle operator must appropriately secure their loads, and the applicable separation distance between vehicles would apply.</p> <p>6. Noted. Spencers Brook Road is a RAV 3 route. Farmers who need to move stock across Spencers Brook Road to adjacent properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p> <p><b>"Restrictions on driving of stock</b> A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic."</b></p> <p>7. Noted. Spencers Brook Road is a RAV 3 route. Use of this route <b>by cyclists is at each individual's discretion and in accordance</b> with Western Australian legislation for passing distances.</p> <p>8. Noted. As per Item 7, applicable to motorcyclists.</p>

Shire of Northam Local Planning Scheme No.6  
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Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<ul style="list-style-type: none"> <li>a. Concerned that driving hazards or traffic conflicts will be exacerbated for agricultural businesses using the sole road available to them.</li> <li>7. Cycling Safety                             <ul style="list-style-type: none"> <li>a. Spencers Brook Road at present is considered a reasonably safe route for skilled recreational cyclists due to the lack of truck traffic and the flat gradient, albeit shoulder vegetation growth, rutted shoulders and edges barely meeting the standard width.</li> <li>b. Concerned that there would not be a safe space for two trucks in opposing lanes and a cyclist to be using the same stretch of road at the same time. With the additional heavy vehicle movements it would not be safe to cycle the route.</li> <li>c. Considerable heavy vehicle movement from the quarry to the Great Eastern Highway/Spencers Brook Road junction is proposed.</li> </ul> </li> <li>8. Motor Cycle Safety                             <ul style="list-style-type: none"> <li>a. Concerned as passing trucks whilst motor bike riding is dangerous, and the current low usage of Spencers Brook Road means it is a viable and rewarding motorbike experience.</li> </ul> </li> <li>9. Property Values                             <ul style="list-style-type: none"> <li>a. Concerned that instead of a peaceful, scenic rural valley we will now be impacted drastically by a major heavy haulage operation. Vehicular noise equivalent to Great Eastern Highway or Roe Highway truck routes as opposed to periods of minimal traffic.</li> <li>b. Impacts on retirement in a quiet rural zone, and negative impact on property values, even more difficult to sell my property over the 10 year extent of this proposal.</li> </ul> </li> <li>10. Road Route                             <ul style="list-style-type: none"> <li>a. This is our only road access route, with no alternative I will have to share the road with the heavy vehicle movements.</li> </ul> </li> <li>11. Quality Of Life                             <ul style="list-style-type: none"> <li>a. Will be unable to recreationally use the route and nor will my grandkids (cycling), an alternative is not available, as the old Spencers Brook Road alignment is</li> </ul> </li> </ul>		<p>9. Noted. Spencers Brook Road is an approved RAV 3 route. Property values are not a valid planning consideration.</p> <p>10. Noted.</p> <p>11. Noted. As per Item 7.</p> <p>12. Noted.</p> <p>13. Noted. Vehicles must comply with Federal Australian Design Rule legislation. Exposure periods require the person to have been directly adjacent to the noise vector for the exposure period. The relevant legislation is the Environmental Protection (Noise) Regulations 1997 and vehicles need to comply with Federal Australian Design Rule requirements.</p>



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		<p>water damaged, vegetated and eroded. It was previously usable by car and now more suited to a 4WD.</p> <p>12. Repairs</p> <p>a. Ongoing repairs will be required for the road, will cause delays in the journey, increased travel lanes and are concerned that the maintenance of the route will cause further delays.</p> <p>13. Noise Pollution</p> <p>a. Concerned that the ambient noise (40dB) will be exceeded by the noise of the diesel trucks (84dB), and that noise exceeding 80dB may result in damage to hearing within an 8hr exposure. Therefore the proposed trucking noise is excessive and may result in hearing loss for residents along the transport route.</p>		
7	Name & Address Supplied	<p>1. Spencers Brook Road is a very narrow, curving road and is not suitable for heavy vehicles. The surface is continually full of potholes. There are too many trucks on this road as it is. Putting more road trains on this road is a recipe for disaster.</p>	<ul style="list-style-type: none"> <li>Road Condition</li> </ul>	<p>1. Spencers Brook Road is an approved RAV 3 heavy vehicle road. Maintenance concerns should be raised with the Shire of Northam Engineering Services Department.</p>
8	Name & Address Supplied	<p>1. Concerned that the wear and tear of Spencers Brook Road and the small bridge of which one was repaired within the last 2 years. If Spencers Brook Road could be maintained to a high standard as well as their bridges and the road was maintained for heavy haulage then I would all for this proposal.</p>	<ul style="list-style-type: none"> <li>Road Condition</li> </ul>	<p>1. Noted. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry.</p>
9	Name & Address Supplied	<p>1. Concerned with Noise, Speed of Trucks and number of trucks</p> <p>2. Concerned with safety particularly due to a school bus stop</p> <p>3. Concerned with (NAMES REDACTED) health due to intolerable noise and fumes of 80 large vehicle movements every day for the next 7 years</p> <p>4. Concerned with the condition of Spencers Brook Road, it will deteriorate quickly as it did when the bridge was closed.</p> <p>5. Concerned with the heritage walk/trail which crosses Spencers Brook Road. The ambience of this facility will be destroyed</p> <p>6. Concerned with the safety of horse riders and carriage drivers</p> <p>7. Concerned that the patronage of the Spencers Brook Tavern will be affected due to the usage of the outside garden area which will be affected by noise as this is a tourist stop on the wildflower drive</p> <p>8. Concerned with the safety of stock that are moved throughout the year by local farmers.</p>	<ul style="list-style-type: none"> <li>Noise</li> <li>Safety</li> <li>Road Condition</li> <li>Tourism</li> <li>Health</li> <li>Lifestyle</li> </ul>	<p>1. Noted.</p> <p>2. Noted.</p> <p>3. Noted. Road Vehicles are required to comply with the particular Federal Australian Design Requirements.</p> <p>4. Noted. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry.</p> <p>5. Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle route.</p> <p>6. Noted. Use of Spencers Brook Road as an approved RAV 3 heavy haulage route for horse/carriage riding is to continue to be in accordance with the Road Traffic Code 2000 and is at <b>each individual's own</b> risk.</p> <p>7. Noted. This is not a valid planning consideration.</p> <p>8. Noted. Spencers Brook Road is a RAV 3 route. Farmers who need to move stock across Spencers Brook Road to adjacent</p>

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		9. She is in the process of amalgamating road reserve land and spending thousands of dollars, which will be pointless if the home is made uninhabitable		<p>properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p> <p><b>“Restrictions on driving of stock</b> A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic.”</b> 9. Noted.</p>
10	Name & Address Supplied	<ol style="list-style-type: none"> <li>The truck volume on the Spencers Brook Road. My family and friends cross the Spencers Brook Road on a regular basis on horseback and consider we would be at risk.</li> <li>The noise of the trucks crossing the bridge which is outside our house; the proposal details that none of the trucks have noise reduction apparatus fitted, and as a result we feel the noise levels of the trucks will cause a negative impact on our mental health and a significant increase on the noise levels within the area.</li> <li>The negative impact on the road surfaces and structures on the proposed transport route. This road has seen significant previous issues where bridges have required repair and lengthy detours have been in place. This road is not suitable for the trucking purposes proposed, and would pose a real risk to other motorists in terms of debris, overtaking and damage to cars and windscreens.</li> <li>The lack of overtaking lanes on this road also requires crossing into oncoming traffic lanes in order to overtake. This would be especially dangerous given the proposed lengths of the trucks in this case.</li> <li>Mental health issues from both the noise of the site itself and the noise of the trucks as previously outlined. The area is a rural area and the noise of industrial activities carries a long way. Drilling,</li> </ol>	<ul style="list-style-type: none"> <li>Noise</li> <li>Safety</li> <li>Health</li> <li>Road Condition</li> <li>Amenity</li> <li>Dust &amp; Debris</li> </ul>	<ol style="list-style-type: none"> <li>Noted. As Spencers Brook Road is already a designated RAV 3 route, the use by members of the public for horse riding and cycling is at each individuals own risk.</li> <li>Noted. Vehicles are required to comply with the relevant standards of the Road Traffic Code and Federal Australian Design Requirements.</li> <li>Noted. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry. Spencers Brook Road is an approved RAV 3 heavy vehicle route.</li> <li>Noted. The overtaking opportunities is compliant with the RAV 3 road assessment (1 in 15km).</li> <li>Noted. The zoning of land along the route is predominantly rural and is rural at the location of and surrounding the quarry. The intent of the rural zone is for primary production (including extractive industry) and conservation.</li> <li>Noted. All heavy vehicles are required to comply with relevant Australian Design Rule requirements.</li> <li>Dust suppression is to be utilised at the quarry location. All heavy vehicles are required to adequately secure their loads.</li> </ol>

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Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<p>blasting, machinery operation and the loading of trucks will be detrimental to the surrounding area, residents and farming properties.</p> <p>6. The detrimental effect to the neighbouring rehabilitation site "The Hill" which was accepted by the local community as providing a tranquil rural setting for the rehabilitation of those suffering from drug and alcohol dependency. The increase in noise and industrial activities so close to this site would surely undermine the original proposals and reasons for purchasing this site to base these community support operations.</p> <p>7. The risk to passing motorists from the dust and debris on the road. The proposal states this will be controlled with water carts and spraying which is not a sufficient control measure. To limit works to winter months as suggested in the proposal would only increase the risk to motorists when encountering the trucks in heavy rain or wet conditions.</p> <p>8. In the past I have had school children accessing the school bus service and the risks involved with this cannot be stressed enough. There are many stop signs and similar (e.g. on the access from the Muresk Road) and the corners and blind turns on this road present a risk to users when pulling in and out of turns and school bus bays. Adding heavily loaded trucks and road trains to this would present a risk to families and children using the buses.</p>		<p>8. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours.</p>
11	Name & Address Supplied	<p>1. Concerned about the safety of school buses, deterioration of the road &amp; safety of movement of stock and farm machinery</p> <p>2. There has been an increase of noise with Mauri Flour trucks using Leeder Road and is concerned for the residents on Spencers Brook Road</p>	<ul style="list-style-type: none"> <li>• Noise</li> <li>• Safety</li> <li>• Road Condition</li> </ul>	<p>1. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry. Spencers Brook Road is an approved RAV 3 heavy vehicle route. Farmers who need to move stock across Spencers Brook Road to adjacent properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p>

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Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
				<p><b>“Restrictions on driving of stock</b> A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic.”</b></p> <p>2. Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</p>
12	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with the safety of children catching the bus on the road</li> <li>Concerned with the safety of Cars entering the road from concealed driveways.</li> <li>Concerned with the condition of the road due to a high volume of trucks</li> </ol>	<ul style="list-style-type: none"> <li>Safety</li> <li>Road Condition</li> </ul>	<p>1. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry. Spencers Brook Road is an approved RAV 3 heavy vehicle route.</p>
13	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with increase noise levels</li> <li>Concerned with increased risk of slow trucks colliding with fast moving traffic – there have been 5 dead, 1 Truck Rollovers and 3 medivac helicopter landings on the Great Eastern Highway within 50m of the Spencers Brook T Junction on the Hwy within the last 6 years. At least Consider reducing the speed limit on the GE HWY.</li> </ol>	<ul style="list-style-type: none"> <li>Noise</li> <li>Safety</li> </ul>	<p>1. Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</p> <p>2. Noted. MainRoads WA has advised the Shire that Great Eastern Highway/Spencers Brook Road interface is compliant.</p>
14	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with Road Safety - Vehicles at the intersection of Mokine &amp; Spencers Brook Road, passing, entering, slowing and stopping for school buses and with a restricted view to the west where there is a bridge. Increasing traffic levels increases accident risk levels.</li> <li>Concerned with the intersection of Trimmer Road &amp; Spencers Brook Road. Entering Trimmer road with a fast moving truck behind is dangerous and again entering onto Spencers Brook Road with a slow moving vehicle on a blind corner is also dangerous.</li> <li>Concerned with Road Noise</li> <li>Concerned with the degradation of the Road</li> </ol>	<ul style="list-style-type: none"> <li>Safety</li> <li>Noise</li> <li>Amenity/Lifestyle</li> <li>Road Condition</li> </ul>	<p>1. Noted. Vehicular traffic is required to comply with relevant road traffic laws.</p> <p>2. Noted. As per Item 1.</p> <p>3. Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle route.</p> <p>4. Noted. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry.</p> <p>5. Noted. The applicant proposes campaign driven extraction. A condition is to be applied limiting the number of heavy vehicle movements during school bus periods.</p>

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Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<ol style="list-style-type: none"> <li>5. Concerned with the safety of People - Children using school buses – Bus uses this route for approx. 40min one way and will be passed by empty trucks 5.5 times.</li> <li>6. Concerned with the safety of Stock which are regularly moved along the road. Stock and working dogs can be unpredictable in their movements.</li> <li>7. Concerned with interruption to rural lifestyle with increased traffic and noise, particularly an elderly lady.</li> <li>8. This area was rezoned to maintain the relative serenity and vista via Shire Planning Scheme No. 3. Increasing truck movements to 80 large trucks/day will change this lifestyle</li> <li>9. Road was built by the Shire to serve the community with landholders rates – the quarry will serve no advantage to the community</li> <li>10. The Shire of Northam Motto – Heritage, Commerce &amp; Lifestyle. Stick to the Motto! Heritage homes may be a risk (older solid mud brick homes). No benefit to commerce, detrimental to physical local business with less tourist dollars and increase interruption to agricultural businesses both of which are sustainable. No benefit to lifestyle, only detrimental to those living along this route and those passing through (noise, dust, risk &amp; destructiveness)</li> <li>11. Where lies the Shires priorities?</li> </ol>		<p>6. Spencers Brook Road is a RAV 3 route. Farmers who need to move stock across Spencers Brook Road to adjacent properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p> <p><b>“Restrictions on driving of stock</b> A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic.”</b></p> <p>7. Noted. As per Item 3. 8. Disregarded. The proposal is consistent with zoning under Shire of Northam Local Planning Scheme No.6. 9. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours. Under Local Planning Policy No 21 (Extractive Industry), the Shire collects a road maintenance bond each financial year specifically for Local Government roads used by the applicant of the extractive industry. 10. Noted. The proposed use is consistent with the provision of the <b>'Rural' zone and Spencers Brook Road is an approved RAV 3 heavy vehicle route.</b> 11. Disregarded. Not a valid planning matter.</p>
15	Name & Address Supplied	<ol style="list-style-type: none"> <li>1. Road has already been damaged in the past</li> <li>2. Noise will spoil rural lifestyle</li> <li>3. Can a road built for trucks be built on Trimmer Road to the Highway for the trucks?</li> </ol>	<ul style="list-style-type: none"> <li>• Road Condition</li> <li>• Lifestyle</li> </ul>	<p>1. Noted. As a component of Local Planning Policy No.21 (Extractive Industries), applicants are required to pay a road maintenance bond, to be utilised by the Shire of Northam for the express purpose of repairing damage caused by the <b>applicant's movement.</b></p> <p>2. Noted. The on-site activities are to comply with the Environmental Protection (Noise) Regulations 1997 and vehicles are to comply with Federal Australian Design Rule requirements.</p>

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Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
				3. Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle route. Recommend that this matter be referred to the Shires Department of Engineering Services to consider the proposal.
16	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with Noise – Noise has already increased in recent years, increasing noise levels will affect the peace &amp; quiet. Trucks slowing and increasing speed will increase noise levels.</li> <li>Concerned with the safety of children &amp; school buses with trucks travelling at 100km/hr – Could morning &amp; afternoon speed limits be reduced?</li> <li>Concerned with the already poor road – was damaged last time the quarry supplied rocks to Fremantle, if this is approved the quality will become worse. Is Trimmer Road and option?</li> <li>Concerned with the safety of stock crossings located at various places along Spencers Brook Road. The signage is not very big nor very far from the crossing. Trucks may not have time to stop to prevent an accident.</li> </ol>	<ul style="list-style-type: none"> <li>Noise</li> <li>Road Condition</li> <li>Safety</li> <li>Lifestyle</li> </ul>	<p>1. Noted. The on-site activities are to comply with the Environmental Protection (Noise) Regulations 1997 and vehicles are to comply with Federal Australian Design Rule requirements.</p> <p>2. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours.</p> <p>3. Noted. As a component of Local Planning Policy No.21 (Extractive Industries), applicants are required to pay a road maintenance bond, to be utilised by the Shire of Northam for the express purpose of repairing damage caused by the <b>applicant's</b> movement.</p> <p>4. Spencers Brook Road is a RAV 3 route. Farmers who need to move stock across Spencers Brook Road to adjacent properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p> <p><b>“Restrictions on driving of stock</b> A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic.”</b></p>
17	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with Noise due to Jack Brakes going downhill to turn off at Spencers Brook Road and Gear Changes through Clackline</li> <li>Concerned with Road damage – The road was shocking to use last time they used the quarry</li> </ol>	<ul style="list-style-type: none"> <li>Noise</li> <li>Road Condition</li> </ul>	1. Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Requirements requirements for the heavy vehicles should be met.

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Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
				2. Noted. As a component of Local Planning Policy No.21 (Extractive Industries), applicants are required to pay a road maintenance bond, to be utilised by the Shire of Northam for the express purpose of repairing damage caused by the <b>applicant's movement.</b>
18	Name & Address Supplied	<ol style="list-style-type: none"> <li>Lifestyle will be affected by trucks that do not contribute to rates or the upkeep of Clackline</li> <li>Road Safety – Trucks turning left onto the highway will have to use first gear, while cars will be travelling at 110km/hr</li> </ol>	<ul style="list-style-type: none"> <li>Lifestyle</li> <li>Safety</li> </ul>	<ol style="list-style-type: none"> <li>Noted. Under Shire of Northam Local Planning Policy No.21 (Extractive Industry), the applicant is required to pay a road maintenance bond on an annual basis which is used to repair the road surface in the event of damage caused by the movements generated by the extractive industry.</li> <li>MainRoads WA have advised the Shire that the Spencers Brook Road/Great Eastern Highway interface is compliant.</li> </ol>
19	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with the road condition – road was damaged last time trucks used the road</li> <li>Concerned with Noise</li> </ol>	<ul style="list-style-type: none"> <li>Road Condition</li> <li>Noise</li> </ul>	<ol style="list-style-type: none"> <li>Noted. Under Shire of Northam Local Planning Policy No.21 (Extractive Industry), the applicant is required to pay a road maintenance bond on an annual basis which is used to repair the road surface in the event of damage caused by the movements generated by the extractive industry.</li> <li>Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</li> </ol>
20	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with the noise of extra trucks with a young family</li> </ol>	<ul style="list-style-type: none"> <li>Noise</li> <li>Safety</li> </ul>	<ol style="list-style-type: none"> <li>Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</li> </ol>
21	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with Noise, Traffic, Road not suitable for Heavy Traffic, Dust &amp; Windscreen Damage</li> </ol>	<ul style="list-style-type: none"> <li>Road Condition</li> <li>Noise</li> <li>Safety</li> <li>Dust</li> </ul>	<ol style="list-style-type: none"> <li>Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met. Spencers Brook Road is an approved RAV 3 heavy vehicle route. Any heavy vehicle operator must appropriately secure their loads, and the applicable separation distance between vehicles would apply.</li> </ol>
22	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with Safety – Children using school buses and most bus stops only just have enough space for the bus to stop which is a huge accident risk</li> <li>Cyclist use Spencers Brook Road as it is safer than the highway</li> </ol>	<ul style="list-style-type: none"> <li>Safety</li> <li>Noise</li> <li>Lifestyle</li> </ul>	<ol style="list-style-type: none"> <li>Noted. Spencers Brook Road is an approved RAV 3 route. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours.</li> <li>Noted. As Spencers Brook Road is already a designated RAV 3 route, the use by members of the public for horse riding and</li> </ol>

Shire of Northam Local Planning Scheme No.6

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Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<ol style="list-style-type: none"> <li>The Trimmer Road intersection is a blind corner for those turning out of the road, extra heavy laden trucks will make this more dangerous.</li> <li>The bridges on Spencers Brook Road are quite narrow – facing oncoming trucks may be daunting</li> <li>I ride horses along Gooch Road (parallel to Spencers Brook Road) to the reserve on the corner of Tighe Road. Young horses could become startled by large trucks and my relaxing past time could become stressful and unenjoyable</li> <li>Concerned about noise – Can hear trucks from the Great Eastern Highway which is 3km away. Trucks from the quarry will be less than 200m away causing a ridiculous amount of noise</li> </ol>		<p>cycling is at each individuals own risk and the operators of any vehicle are to have due regard to the Road Traffic Code 2000.</p> <ol style="list-style-type: none"> <li>Noted.</li> <li>Noted.</li> <li>As per Item 2, and horseriders continue to comply with the Road Traffic Code 2000.</li> <li>The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</li> </ol>
23	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with effect to peaceful lifestyle due to noise</li> <li>Concerned with damage to the road with 80 trucks using it 6 days/week</li> <li>Road is too narrow – already near misses with large trucks</li> </ol>	<ul style="list-style-type: none"> <li>Lifestyle</li> <li>Road Condition</li> <li>Noise</li> </ul>	<ol style="list-style-type: none"> <li>Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</li> <li>Under Shire of Northam Local Planning Policy No.21 (Extractive Industry), the applicant is required to pay a road maintenance bond on an annual basis which is used to repair the road surface in the event of damage caused by the movements generated by the extractive industry.</li> <li>Noted.</li> </ol>
24	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with the method of extraction (explosives or chemical cracking?) – If explosives are to be used concerned about the surrounding structures and concerned about the environmental impact of chemical cracking.</li> <li>If using a crusher with vibration, noise and dust be monitored?</li> <li>Concerned with the rating of Spencers Brook Road – Is it rated for B-Double Trucks carrying 40 tonne loads? Will the company be responsible for repairs?</li> <li>Is there any modifications planned for the intersection to the Great Eastern Highway?</li> <li>Concerned by additional noise with extra trucks</li> </ol>	<ul style="list-style-type: none"> <li>Safety</li> <li>Environmental impact</li> <li>Noise</li> <li>Dust</li> <li>Road Condition</li> </ul>	<ol style="list-style-type: none"> <li>The applicant proposes blasting and blasting is to occur in accordance with industry standards.</li> <li>Noted. Conditions are provided in the recommendation to ensure ongoing compliance with applicable legislation.</li> <li>Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle route. Under Shire of Northam Local Planning Policy No.21 (Extractive Industry), the applicant is required to pay a road maintenance bond on an annual basis which is used to repair the road surface in the event of damage caused by the movements generated by the extractive industry.</li> <li>Noted. No, MainRoads WA has advised the current configuration is appropriate.</li> <li>Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</li> </ol>



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Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
25	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with Noise levels due to 40-80 trucks.</li> <li>Concerned with the safety of school bus children</li> <li>Concerned with the safety of stock crossings &amp; slow moving farm implements</li> </ol>	<ul style="list-style-type: none"> <li>Noise</li> <li>Safety</li> </ul>	<p>1. Noted. The applicant is required to comply with the Environmental Protection (Noise) Regulations 1997 on-site, and the relevant Australian Design Rule requirements for the heavy vehicles should be met.</p> <p>2. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours.</p> <p>3. Noted. Spencers Brook Road is a RAV 3 route. Farmers who need to move stock across Spencers Brook Road to adjacent properties should ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p> <p><b>“Restrictions on driving of stock</b> A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic.”</b></p>
26	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with the Heavy Traffic for Houses and other vehicles</li> <li>Dust</li> </ol>	<ul style="list-style-type: none"> <li>Safety</li> <li>Road Condition</li> <li>Dust</li> </ul>	<p>1. Noted. Spencers Brook Road is an approved Restricted Access 3 heavy vehicle network (RAV 3).</p> <p>2. Noted. Dust suppression is proposed to be used on-site, and any heavy vehicle operator must ensure their load is secured.</p>
27	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned that Spencers Brook Road is not suitable for heavy traffic. This road is used for travel to Northam and Perth</li> </ol>	<ul style="list-style-type: none"> <li>Road Condition</li> </ul>	<p>1. Noted. Spencers Brook Road is an approved Restricted Access 3 heavy vehicle network (RAV 3).</p>
28	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned that Spencers Brook Road is not suitable for heavy traffic.</li> </ol>	<ul style="list-style-type: none"> <li>Road Condition</li> </ul>	<p>1. Noted. Spencers Brook Road is an approved Restricted Access 3 heavy vehicle network (RAV 3).</p>
29	Name & Address Supplied	<ol style="list-style-type: none"> <li>Concerned with the destruction of tranquillity</li> <li>Concerned with the condition of the road due to usage of large trucks &amp; safety with school buses, farm machinery &amp; stock crossing</li> <li>Concerned that the Shire will be required to pay for road repairs caused by the trucks particularly at the cutting about 2km</li> </ol>	<ul style="list-style-type: none"> <li>Lifestyle</li> <li>Road Condition</li> <li>Safety</li> </ul>	<p>1. Noted.</p> <p>2. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours. Spencers Brook Road is a RAV 3 route. Farmers who need to move stock across Spencers Brook Road to adjacent properties should</p>

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Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<p>Northam side of Mokine Road where there are more patches than there is original road</p>		<p>ensure that adequate management practices continue to be used to control access of the route under the Road Traffic Code 2000:</p> <p style="text-align: center;">Road Traffic Code 2000 Part 18 Miscellaneous Provisions r. 276</p> <p><b>“Restrictions on driving of stock</b> A person shall not drive stock along or across a road unless the person — (a) takes all reasonable precautions to warn approaching traffic of the presence of the stock; and (b) arranges the driving of the stock at such times, and in such numbers, and establishes such control of the stock on the road, as is likely to prevent it causing unreasonable delay to the <b>passage of other traffic.”</b></p> <p>3. Noted. Under Shire of Northam Local Planning Policy No.21 (Extractive Industry), the applicant is required to pay a road maintenance bond on an annual basis which is used to repair the road surface in the event of damage caused by the movements generated by the extractive industry.</p>
30	Name & Address Supplied	<ol style="list-style-type: none"> <li>1. Concerned with the disruption to the peace, serenity and safety of the area and is strongly opposed to the proposal.</li> <li>2. Acoustic modelling does not take into account effects on residents in Mokine. Mokine is in an East-West valley with high sides along proposed truck route.</li> <li>3. Concerned that the quarry opens too early at 7:00AM proposed. Trucks driving on Spencers Brook Road at 6:45AM to arrive at 7:00AM at quarry. This is too early, especially in winter, it is still dark and dangerous.</li> <li>4. Object strongly to 40 trucks a day, where we live this will be hell as sounds are magnified by the valley where trucks pass through Mokine. Even one truck at 6:45AM would wake the dead. This is even worse in winter when cold air is trapped in the valley and would make the noise much worse. The Northam Shire would be crazy to license 40 trucks per day. A more acceptable quantity is 5 trucks, which would still result in 10 vehicle trips per day.</li> <li>5. Concerned that Spencers Brook Road is not suitable for these heavy trucks. It is already breaking up and every time we have a</li> </ol>	<ul style="list-style-type: none"> <li>• Lifestyle</li> <li>• Safety</li> <li>• Noise</li> <li>• Traffic</li> </ul>	<ol style="list-style-type: none"> <li>1. Noted.</li> <li>2. Disregarded. The applicant is not required to conduct acoustic modelling on road freight at a location which is distally located from the point of extraction. All vehicles are subject to the requirements of Federal Australian Design Rule for heavy vehicles.</li> <li>3. Noted.</li> <li>4. Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle network.</li> <li>5. Noted. As per Item 4. Under Shire of Northam Local Planning Policy No.21 (Extractive Industry), the applicant is required to pay a road maintenance bond on an annual basis which is used to repair the road surface in the event of damage caused by the movements generated by the extractive industry.</li> <li>6. Noted. As per Item 4.</li> <li>7. Noted. Spencers Brook Road is an approved Restricted Access 3 heavy vehicle network (RAV 3) and Great Eastern Highway/Spencers Brook Road is a RAV 3 &amp; RAV 4 network</li> </ol>

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Schedule of Submissions

Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<p>heavy rain the sub-surface gives way and potholes appear. The road has too many curves and the proposed trucks would be dangerous on the road. The Council should upgrade Spencers Brook Road before any license is granted. The cost of this should partly be borne by the applicants.</p> <p>6. Concerned as Mokine is a quiet country precinct, the roads are generally quiet and we feel safe here. The blocks are small and many residents live here. This is our access into Northam and Clackline/Bakers Hill. More trucks on the road would make it unsafe for us to safely negotiate Spencers Brook Road. We would have or access to Northam, Clackline and Bakers Hill severely compromised. This proposal would severely affect our enjoyment of life. We object to the proposal in the strongest possible terms.</p> <p>7. Concerned due to congestion on Great Eastern Highway. Great Eastern Highway is unsuitable for this many trucks, this highway is only dual lane from The Lakes turnoff to York. The highway would have to be upgraded all the way to Clackline to ensure some safety.</p> <p>8. Concerned to the disregard of School Bus. School buses operate on this route from about 7:00AM to 9:00AM, then from 3:00PM to 5:00PM. Trucks should not be able to use this Spencers Brook Road during this time. The school bus will pull out perhaps unexpectedly on Spencers Brook Road and a heavily laden truck would be unable to stop.</p>		<p>interface. MainRoads WA have advised the Shire the current configuration of Spencers Brook Road/Great Eastern Highway intersection is appropriate.</p> <p>8. Noted. The Shire is aware that the route is utilised by school buses, however the route is also approved for RAV 3 heavy vehicle combinations. All vehicles are required to comply with Road Safety requirements.</p>
31	Name & Address Supplied	<p>1. Concerned regarding the safety of school children as a key school bus route, where buses to Northam and Bakers Hill use this route.</p> <p>2. Concerned regarding the safety of daily commuters, where the Warranine/Mokine is a residential area and most residents work in Northam or Perth. Many households have more than two vehicles on the road every day, so local traffic can be quite heavy at some times of the day. This often coincides with Muresk Traffic. We are seeing an increase in people who prefer to use this route rather than the Highway when travelling to and from Northam.</p> <p>3. Since the extended closure of the Avon Bridge in Northam, we have seen an increase in heavy vehicle traffic, for instance all the flour trucks use this route exclusively now. These trucks are very large pocket road trains. Other heavy vehicles have also taken to using this road in preference to the Highway especially when</p>	<ul style="list-style-type: none"> <li>Safety</li> </ul>	<p>1. Noted. A condition is to be applied to limit heavy vehicle movements by the operator during school bus hours.</p> <p>2. Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle route.</p> <p>3. Noted. As per Item 2.</p> <p>4. Noted.</p> <p>5. Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle route. Heavy vehicles are required to comply with the Road Traffic Code 2000 and the Road Traffic (Vehicles) Regulation 2014 and Federal Australian Design Rule for heavy vehicles.</p> <p>6. Noted. The Shire is aware that the route is utilised by school buses, however the route is also approved for RAV 3 heavy vehicle combinations. The route does not have Condition restricting the movement of heavy vehicles during school bus</p>

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Number	Name	Summary of Submission	Key Themes Identified in Submission	Officer's Comment and Recommendation
		<p>travelling West, which these trucks are taking advantage of the better gradients, accepting 7km extra distance.</p> <p>4. Other through traffic on this route has also increased.</p> <p>5. Given all of the above, and considering that for some months of the year there are to be 80 truck movements per day – 8-10 minutes apart, the dangers are <b>very obvious and the residents'</b> concerns are most soundly based.</p> <p>6. We suggest the Shire contact School Bus Services W.A. (136113) to obtain advice regarding school bus movements and times.</p>		operating hours and therefore a condition of approval is supplied to limit hours.
32	Name & Address Supplied	1. No Objections	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	1. Noted.
33	Department of Water and Environment Regulation	<p>Water Advice Only:</p> <p>The proposed extractive industry is located adjacent to the Avon River. As such, the DWER recommends that stormwater management be in accordance with the <i>Stormwater Management Manual of Western Australia</i> (DWER, 2004-2007) and relevant Water Quality Protection Notes (WQPN) and guidelines including;</p> <ul style="list-style-type: none"> <li>• WQPN 10: Contaminant spills – emergency response</li> <li>• WQPN 56: Tanks for elevated chemical storage</li> <li>• WQPN 58: Tanks for temporary elevated chemical storage</li> <li>• WQPN 65: Toxic and hazardous substances</li> <li>• WQPN 52: Stormwater management at industrial sites</li> </ul>	<ul style="list-style-type: none"> <li>• Environment</li> <li>• Water</li> </ul>	1. Noted. To be included as an Advice Note.
34	Name & Address Supplied	<p>1. Resident of Mokine and Bushfire Brigade volunteer. Concerned regarding the re-opening of the hard rock quarry on Spencers Brook Road.</p> <p>2. Spencers Brook Road is the brigade and residents only access out of a back into our beautiful quiet valley. With the proposed 80 truck movements a day I feel that our ability to safely respond to callouts will be severely compromised. The potential for accidents with bushfire volunteers driving fire units entering Spencers Brook Road fully loaded with tonnes of water encountering 80 tonne semis travelling at speed will be greatly increased and is an occupational health and safety issue.</p> <p>3. Greatly concerned about the danger to the general public with these semis turning west onto Great Eastern Highway from Spencers Brook Road. There have been fatalities at this intersection in the past and I feel 80 movements/day will substantially increase the chances of this happening again.</p>	<ul style="list-style-type: none"> <li>• Safety</li> <li>• Traffic</li> </ul>	<p>1. Noted.</p> <p>2. Noted. Spencers Brook Road is an approved RAV 3 heavy vehicle route. Heavy vehicles and passenger vehicles alike are required to comply with the Road Traffic Code 2000 and the Road Traffic (Vehicles) Regulation 2014 and Federal Australian Design Rule for heavy vehicles.</p> <p>3. Noted. Great Eastern Highway at the Spencers Brook Road/Great Eastern Highway intersection is a RAV 4 route, and meets the Technical Standards for the provision of overtaking opportunities. This intersection <b>is not a 'merge' point, and</b> therefore trucks and vehicles alike must give stop and give way to all traffic until it is safe to proceed. MainRoads WA has advised the Shire that there are no issues with the use of this section and the entry/exit from Great Eastern Highway. An</p>

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		4. As a volunteer I am called to attend road crashed and I certainly don't want to be called out any more than I have to.		overtaking opportunity is provided within 5km on either approach (Bakers Hill-Northam & Northam-Bakers Hill). 4. Noted.

Attachment 9

**Shire of Northam Planning Officers Report**

**Spencers Brook Quarry Development Application  
Legislative Compliance Assessment Report**

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## Planning and Development (Local Planning Scheme) Regulations 2015

Under Schedule 2, Part 9, Clause 67, the following matters are considered relevant for the application assessment to be conducted against, being items a-g, m-t, w-y, za & zb. These are outlined as follows:

- a) *the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
  - **Local Planning Policy (LPP): LPP 21 – Extractive Industry.**
  - **Local Planning Scheme No.6: clause 3.2.8, 4.25 & 5.3**
- b) *the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;*
  - **Local Planning Scheme No.6**
- c) *any approved State planning policy;*
  - **State Planning Policy 2.4 – Basic Raw Materials**
  - **State Planning Policy 2.5 – Land Use Planning in Rural Areas**
- d) *any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);*
  - **No Environmental Protection Policies Apply.**
- e) *any policy of the Commission;*
  - **State Planning Policy 2.4 – Basic Raw Materials**
  - **State Planning Policy 2.5 – Land Use Planning in Rural Areas**
- f) *any policy of the State;*
  - **State Planning Policies, Water Quality Protection Notes and Environmental Siting Guidance of the Environmental Protection Authority.**
- g) *any local planning policy for the Scheme area;*
  - **Local Planning Policy (LPP): LPP 21 – Extractive Industry.**
- m) *the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
  - **The proposal is compatible, being a use previously approved on-site, and as land in proximity of the proposal is zoned 'Rural', it is consistent with the objectives of the Shire of Northam Local Planning Scheme No.6.**
- n) *the amenity of the locality including the following —*
  - i. *environmental impacts of the development;*
  - ii. *the character of the locality;*
  - iii. *social impacts of the development;*
    - **The quarry site is zoned 'Rural', and the overall route traverses through 'Rural' zoned land. The exception to this is**

- at the Great Eastern Highway/Spencers Brook Road intersection where the locality of Clackline is located (Residential/Rural Residential), Mokine (Rural Small Holding Locality), Spencers Brook locality (Residential) and Special Use Area's 2 & 3 (SU2 & SU3) in proximity to the Muresk Institute road access.
- Spencers Brook Road is located within Special Control Area 2, Landscape Protection Special Control Area. The proposal is subject to the provisions of SCA2, however being a prior use is consistent with the provisions of this SCA. No limitations are provided under this SCA with regards to vehicular movements, and matters relating to roads may only be considered where their establishment is proposed (5.3.3.3).
  - Social impacts identified through public consultation consists of predominantly noise, traffic and safety impacts. On-site noise generation is regulated under the Environmental Protection (Noise) Regulations 1997. For heavy vehicles using public roads, the relevant Federal Australian Design Requirement apply. As Spencers Brook Road is an approved RAV 3 heavy vehicle route, the applicants proposed heavy vehicle combination (RAV 2 & RAV 3) would comply with the RAV 3 requirements. The impacts to school bus operations, horse riders and bicycle riders has been raised, and this should be addressed through enforcement of the Road Traffic Code 2000.
- a. the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
- **The applicant is to comply with the relevant advice from the Department of Water and Environment Regulation.**
- p. whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- **The site has been the prior subject of clearing for the purpose to establish the extractive industry. The applicant would require a permit to clear if further clearing is proposed. The applicant has specified that they will be rehabilitating the site following the completion of extraction at the site (7 years).**
- q. the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
- **The land and proposed use (Extractive Industry) is appropriate, being a prior site of excavation and quarrying.**
- r. the suitability of the land for the development taking into account the possible risk to human health or safety;



- **The proposal consists of the re-establishment of a use on the site (Extractive Industry), and will therefore be required to comply with all relevant acts and legislation.**
- s. the adequacy of —
- i. the proposed means of access to and egress from the site; and
  - ii. arrangements for the loading, unloading, manoeuvring and parking of vehicles;
    - **The current access and egress arrangements require conditioning to ensure that the crossovers allow for heavy vehicles to enter and exit the site at two separate locations, and that when turning the vehicles do not cross over the centre line to complete the turning movement. This is specifically for vehicles entering Spencers Brook Road.**
- t. the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- **Spencers Brook Road, an approved RAV 3 heavy vehicle route is being used from the quarry location to the interface of Great Eastern Highway. The applicable number of overtaking opportunities are provided as per 'Heavy Vehicle Services – Standard Restricted Access Vehicle (RAV) Route Assessment Guidelines' (1 in 15km).**
- w. the history of the site where the development is to be located;
- **The site has historically been used for extraction and quarrying, and the applicant proposes to, following the completion of extraction of stockpiled material, to rehabilitate the site.**
- x. the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
- **There will be increased heavy vehicle traffic between the Spencers Brook Quarry and Great Eastern Highway, however Spencers Brook Road is an approved RAV 3 heavy vehicle route. Any offsite noise generation specifically in regards to individual vehicles is a matter of compliance with the applicable Federal Australian Design Rules.**
- y. any submissions received on the application;
- **See Attachment 8 – Submission/s 1-32, 34.**
- za. the comments or submissions received from any authority consulted under clause 66;
- **See Attachment 8 – Submission 33.**
- zb. any other planning consideration the local government considers appropriate."
- **Provisions under 'Shire of Northam Extractive Industry Local Law 2008' & 'Local Planning Policy 21 – Extractive Industry'.**

Shire of Northam Local Planning Scheme No. 6 (LPS 6) – Zone Objective

The proposal is consistent with the objectives of the 'Rural' zone, as per the Shire of Northam Local Planning Scheme No.6 zoning objective. Given the site has been an active quarry prior to this proposal, it is consistent with the provisions of the Scheme for the Rural zone, relating to the use (Extractive Industry), and proposed remediation of the site:

Rural Zone:

- *"To provide for horticulture, extensive and intensive agriculture, agroforestry, local services and industries, extractive industries and tourist uses which ensure conservation of landscape qualities in accordance with the capability of the land.*
- *To protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural area.*
- *To control the fragmentation of broad-acre farming properties through the process of subdivision.*
- *To protect land from land degradation and further loss of biodiversity by:*
  - i. *Minimising the clearing of remnant vegetation and encouraging the protection of existing remnant vegetation;*
  - ii. *Encouraging the development of and the protection of corridors of native vegetation;*
  - iii. *Encouraging the development of environmentally acceptable surface and sub-surface drainage works; and*
  - iv. *Encouraging rehabilitation of salt affected land."*

**Shire of Northam Local Planning Scheme No.6: SCA 2 – Landscape Protection Special Control Area**

The quarry in its current state is not considered consistent with Special Control Area 2 (SCA2), however, the applicants proposal is consistent with SCA2, as the extractive industry has already been undertaken at the site previously, and the proposal by Italia Stone Pty Ltd involves the rehabilitation of the site which will assist in reducing the visual impact resulting from prior operations on the subject land. The proposal is therefore consistent with 5.3.1 (c) of the Local Planning Scheme No.6 – Special Control Area 2 provisions.

*"5.31 Purpose:*

*The purpose of the Landscape Protection Special Control Area is to –*

- a) Preserve the visual amenity and landscape quality of the area;*
- b) Avoid development which would negatively impact upon the ecological values and landscape qualities of the area; and*
- c) Ensure that land use in the area, including grazing, mining activities and recreational activities does not degrade the area."*

*"5.33 Relevant Considerations:*

5.3.3.2: Development applications for land within the area will not be approved where the development may detract from the visual landscape quality of the area. The impacts of proposals for aquaculture, commercial tree plantations or significant revegetation, earthworks (such as filling and excavation) and intensive agriculture will be carefully assessed."

**Shire of Northam Local Planning Scheme No.6: 4.2.5 – Extractive and Mining Industries**

Clause	Clause Text	Compliance With Clause
4.25.1	The development of extractive and mining industries that are not covered by the Mining Act 1978 in the Scheme Area will only be supported by the local government under the following circumstances -	
4.25.1 – (a)	where the extraction of minerals or basic raw materials does not unreasonably affect the natural environment or amenity in the locality of the operation during or after excavation;	The proposal is consistent with the objective of the zone 'Rural' as per Local Planning Scheme No.6. Proposals must be considered on their merits and the importance is noting that there is the requirement to strike a balance between rural industry (including extractive industry) and environmental considerations. The proposal by the applicant will assist in rehabilitating the site. Compliant.
4.25.1 – (b)	where due consideration is given to the rehabilitation and sequential use of extraction areas early in the planning process; and	The proposal will enable the rehabilitation of the site and the removal of the excess stockpile materials that is detrimental to the visual amenity of the locality. This assists in addressing the concerns of Special Control Area 2 under the Shire of Northam Local Planning Scheme (Landscape Protection Area). Compliant.
4.25.1 – (c)	where proposals comply with all relevant legislation, policies, guidelines and codes of	The proposal is in accordance with Council's Extractive Industry Local Law 2008, and the Shire of Northam Local Planning Policy 21. Compliant.

	<i>practice applicable at the time including any operative local government local law.</i>	
<b>4.25.2</b>	All applications for development approval for the establishment of extractive and mining industry operations in the Scheme area are to be accompanied by a management plan and report which –	<b>The applicant's submission has addressed the items outlined under 4.25.2. Compliant.</b>
<b>4.25.2 – (a)</b>	<i>describes the physical characteristics of the excavation site including significant environmental features;</i>	<b>The applicant's submission has noted the significant hard rock activity and stockpiling undertaken by a prior applicant. Contour map provided. Compliant.</b>
<b>4.25.2 – (b)</b>	<i>demonstrates that sensitive land uses within 1,000 metres of the proposed extractive and mining industry operations will not be adversely affected by the use;</i>	<b>The applicant has provided an Acoustic Report to sensitive receptors which has indicated management procedures to provide for noise management and mitigation (bundling, equipment use scheduling and locating equipment). Item to be conditioned to ensure ongoing compliance.</b>
<b>4.25.2 – (c)</b>	<i>identifies appropriate buffer distances required for extraction that are needed to buffer the impact of operations to adjacent land uses;</i>	<b>The applicant has proposed the crushing, screening and blasting to occur at the rear of the site (East) and to be bundled, minimising the potential impact of operations. Existing granite stockpiles will be transferred to the rear of the property (East of Spencers Brook Road) to allow for the processing to occur away from sensitive land uses). This allows a buffer of 855m and 785m respectively to the residences in the proximity (Attachment 1 – Noise Sensitive Receiver Map).</b>
<b>4.25.2 – (d)</b>	<i>provides details of the proposed use, development and management of the site which may include the nature and</i>	<b>The applicant has outlined the existing stockpiles will be screened and or crushed. Equipment is to be located at the centre of the site for storage, while operational equipment</b>

	<p><i>estimated duration of excavation works, environmental and water resource management standards, excavation areas, stock piles, machinery maintenance areas, processing plants, fuel storage and on-site access roads, parking for cars and other vehicles used on the site, fire management, dust and noise management and proposals for landscaping to screen activities on the site from public view;</i></p>	<p><b>(drilling/blasting/crushing/screening) is to occur in the granite void located at the rear (East) of the property.</b></p> <p><b>Screening is proposed as a component of the rehabilitation for the site, and management practices are to be in accordance with best practices as stated by applicant and in accordance with applicable Acts and Regulation.</b></p> <p><b>Fuel storage and fluids storage area is to be bunded, and located in close proximity to plant equipment.</b></p> <p><b>Broadband reversing alarms proposed for all equipment excluding transport trucks (site-market destination).</b></p> <p><b>Further fire and environment management items to be conditioned as a component of a broader Environmental Management Plan.</b></p> <p><b>Compliant.</b></p> <p><b>Attachment 1, 2, 4</b></p>
<p><b>4.25.2 – (e)</b></p>	<p><i>describes arrangements for access to the site, including the roads which are proposed to be used to provide the main vehicular access and likely traffic volumes;</i></p>	<p><b>Attachment 5 and 6 provide for the proposed transit route and main vehicular access. The applicant is unable to provide specific traffic volumes given they are to be campaign driven, and therefore traffic volumes are to respond in response to market requirements. However, the applicant has proposed 40 truck loads per day (80 in total), with no more than 3 trucks present at any given time. Access/egress location to be conditioned to provide for appropriate crossover construction standard and safety signage.</b></p>

		Compliant. The proposed number of movements shall be assessed in the 'Officers Comments' section of the report.
4.25.2 – (f)	<i>provides details of proposed decommissioning and rehabilitation works;</i>	The provision of initial rehabilitation is made, which is scheduled to occur in proximity to Spencers Brook Road when material is moved to the rear (East) of the property. Further rehabilitation works are to occur as further stockpiled areas are screened and removed, however it is proposed that the site is return to pasture/grazing purposes. Decommissioning works shall be in accordance with the Extractive Industry Local Law 2008. Compliant.
4.25.2 – (g)	<i>describes future land use and development proposals following completion of decommissioning and rehabilitation works; and</i>	The applicant proposes to return the land to pasture and grazing on behalf of the owner of the property, Zippo Pty Ltd. Compliant.
4.25.2 – (h)	<i>any other information the local government considers relevant.</i>	The information deemed relevant was requested as per letters provided on the 2 <sup>nd</sup> and 6 <sup>th</sup> of February 2018, and the answers provided were to the satisfaction of the Officer's for advertisement of the Development Application and are provided as Attachment 2.  Information was requested by the local government to assess Traffic Impact (Attachment 11).  Compliant.
4.25.3	<i>In determining applications for development approval for the establishment of extractive and mining operations (not covered by the Mining Act 1978) in the</i>	

	<i>Scheme Area the local government may impose conditions relating to but not limited to the following matters -</i>	
<b>4.25.3 – (a)</b>	<i>hours and methods of operation;</i>	<b>The applicant proposes hours of operation from 0700hrs to 1700hrs (7:00AM-5:00PM) from Monday to Saturday with trucks to arrive from 6:45AM. No works are to occur on public holidays. Given the provisions of the Local Law, hours of operation shall be applied and limited to 7:00AM-5:00PM – Monday to Saturday as a condition of approval.</b>
<b>4.25.3 – (b)</b>	<i>siting of internal access thoroughfares, buildings and plant;</i>	<b>Attachment 1 and Attachment 3 indicates the location of all proposed access roads, buildings and plant equipment proposed. Compliant.</b>
<b>4.25.3 – (c)</b>	<i>vehicle access arrangements including road upgrade and maintenance contributions;</i>	<b>Existing crossovers are provided, and Spencers Brook Road near the interface of Lot 93 Spencers Brook Road and Spencers Brook Road itself has recently been resealed. Road maintenance contributions and the upgrade of two crossover points shall be applied as a condition of approval.</b>
<b>4.25.3 – (d)</b>	<i>measures to minimise air, water, noise and visual pollution;</i>	<b>The applicant has provided noise and dust abatement measures, which involves the scheduling of equipment/works and dust suppression. The applicant proposes rehabilitation that will visually screen the exposed locations visible to the public (Spencers Brook Road). Dust suppression and visual screening measures to be applied as a condition of approval.</b>
<b>4.25.3 – (e)</b>	<i>location and depth of extraction areas;</i>	<b>A contour plan prepared for the site demonstrates the existing extraction undertaken by prior operators.</b>
<b>4.25.3 – (f)</b>	<i>stabilisation of extraction areas, stock</i>	<b>Attachment 4 indicates the areas requiring benching at the rear (East) of the site for the purpose of</b>

	<i>piles and overburden dumps;</i>	<b>stabilisation of the benches (granite shear faces). Condition of approval recommended for the stabilisation and removal of stockpiles for remedial works to the satisfaction of the local government recommended.</b>
<b>4.25.3 – (g)</b>	<i>drainage;</i>	<b>Drainage shall be conditioned so as to be managed by the applicant to ensure appropriate access and egress is maintained (all weather access), that the fuel bund is appropriately implemented and internal drainage managed. This shall be in accordance with advice received from the Department of Water and Environmental Regulation.</b>
<b>4.25.3 – (h)</b>	<i>protection of the amenity of adjoining land uses including visual screening and buffer requirements;</i>	<b>Visual screening measures to be applied as a condition of approval.</b>
<b>4.25.3 – (i)</b>	<i>restoration and rehabilitation of excavation areas;</i>	<b>Benching of the sheer granite faces to the rear of the property (East) as per Attachment 4 to be undertaken, and stockpiles removed or levelled to stabilise prior excavation areas. Compliant.</b>
<b>4.25.3 – (j)</b>	<i>rehabilitation to ensure consistency with long term planning objectives including sequential land use proposals; and</i>	<b>Benching of the sheer granite faces to the rear of the property (East) as per Attachment 4 to be undertaken, and stockpiles removed or levelled (Attachment 2), and overburden to be stabilised upon prior excavation areas. Proposed works will ensure land returns to 'Rural' uses which is proposed by the owner as grazing/pasture. Compliant.</b>
<b>4.25.3 – (k)</b>	<i>a bond may be required in accordance with the local planning policy;</i>	<b>A bond shall be conditioned in accordance with the Extractive Industry Local Law 2008 (Part 5, Section 5.1) and Local Planning Policy 21. Compliant.</b>



**Local Planning Policy 21 – Extractive Industry – Overarching Requirements**

<b>Clause</b>	<b>Clause Text</b>	<b>Compliance</b>
<b>4.1 – Council Development Approval required for new applications.</b>	<i>Where a new extractive industry is proposed, or an existing industry is to be increased in size over what was originally approved, Development Approval by full Council is required prior to the industry commencing/extending. An Application for Development Approval is required to be lodged in accordance with Council requirements and scheduled fees.</i>	<b>Development application submitted by the applicant, Italia Stone Pty Ltd.</b>
<b>4.2 – Information to be submitted with application.</b>	<i>The following information in the form of a 'Pit Management Plan' is to be provided with the Application for Development Approval:</i>	<b>Documentation supplied.</b>
<b>4.2 – (a)</b>	<i>A plan showing the location of any existing and proposed excavation of the land showing distances to property boundaries, water courses, remnant vegetation and buildings;</i>	<b>Attachment 4 is provided which indicates the area to be benched. Attachment 1 – Contour Map provides information as to site features.</b>
<b>4.2 – (b)</b>	<i>Details of the material to be excavated, including maximum depth of excavation, area to be open at any one time and expected pit life;</i>	<b>The proposal consists of the crushing and screening of existing stockpiles, and the excavation/blasting of the granite benching with drawing supplied (Attachment 2 &amp; 4). The proposal is to be active for 7 years with a rehabilitation period of 3 years following.</b>
<b>4.2 – (c)</b>	<i>Details of the proposed number and size of trucks entering and leaving the site each day/week/month</i>	<b>Attachment 5 &amp; Attachment 6 indicate the route in which the trucks will take from the quarry site. Transport route</b>

	<i>(as appropriate) and the route of routes to be taken by those vehicles;</i>	involves the use of Spencers Brook Road to Great Eastern Highway at Clackline onto the State Road Network. The applicant is unable to provide specific traffic volumes given they are to be campaign driven, and therefore traffic volumes are to respond in response to market requirements. However, the applicant proposes the potential for 40 truck movements per day, with no more than 3 trucks present at any given time. Advice from MainRoadsWA has indicated that Spencers Brook Road/Great Eastern Highway interface and the applicant's proposal is compliant. Spencers Brook Road is an approved heavy haulage route (RAV 3), and therefore the heavy vehicle movements are compliant.
<b>4.2 – (d)</b>	<i>A description of the measures to be taken to minimise dust nuisance, erosion, watercourse salinity and dangers to the general public;</i>	The applicant has indicated the proposal will comply with the Mines Safety and Inspection Act 1994 and Regulations 1995. The applicant has also indicated adherence with the Environmental Protection (Noise) Regulations 1997 – Regulation 7, 8, 9 will be applied to and cover proposed activities.
<b>4.2 – (e)</b>	<i>Demonstrating that any sensitive land uses (e.g. residences) within 0.5km - 1km of the site will not be adversely affected;</i>	The Acoustic Report prepared for the applicant indicates sensitive receptors are in proximity (less than 1km), to which onsite management practices have been indicated that can mitigate the full extent of impacts and maintain compliance with the

		<p>Environmental Protection (Noise) Regulations 1997, Compliance shall be in accordance with ISO 2631-2, 1989 (Evaluation of Human Exposure to Whole Body Vibration), Environmental Protection (Noise) Regulations 1987, Occupational Safety &amp; Health Act 1984 &amp; AS2436 (1981) – Guide to Noise Control on Construction, Maintenance and Demolition Sites.</p>
4.2 – (f)	<p><i>Details of measures to be taken as appropriate to minimise impacts on groundwater quality, visual pollution, flora and fauna and sites of cultural or heritage significance;</i></p>	<p>Remedial works proposed will assist in reducing the environmental impact of prior operators and ensure the sites improvement for the intended future purpose of pasture and grazing. Recommend condition for extractive industry license as a component of a broader environmental management plan.</p>
4.2 – (g)	<p><i>Details of the storage of fuel and flammable materials on the site;</i></p>	<p>Fuel storage as per Attachment 3 is to occur in a bunded location to reduce the risk of environmental contamination, and be suitably located in proximity to operations. Proposal involves a 5,000L aboveground diesel tank and 3x 1,000L engine oil tanks on-site. The Water Quality Protection Note advice regarding the siting and design of these facilities is to be adhered to.</p>
4.2 – (h)	<p><i>What rehabilitation/reinstatement of the excavation site is to be undertaken upon completion of the extraction, including a cost</i></p>	<p>The rehabilitation/reinstatement plan shall be a condition of approval, to balance visual screening and land stabilisation with the future</p>

	<i>estimate of the rehabilitation/reinstatement works from an independent contractor / consultant; and</i>	<b>intended purpose of the land. The information provided forms an initial stage of rehabilitation works to suitably screen the area of high visual impact to the public (via Spencers Brook Road).</b>
<b>4.2 – (i)</b>	<i>Any other information that Council may require in considering the application.</i>	<b>The information deemed relevant was requested as per letters provided on the 2<sup>nd</sup> and 6<sup>th</sup> of February 2018, and the answers provided were to the satisfaction of the Officer's for advertisement of the Development Application and are provided as Attachment 2. Compliant.</b>
<b>4.4 – Requirement for an Extractive Industry License under Shire of Northam Extractive Industries Local Law 2008</b>	<i>Where Council has granted Development Approval for an extractive industry, the operator must apply for an Extractive Industry Licence under the provisions of Council's Extractive Industries Local Law 2008. A person must not carry on an extractive industry unless the person is the holder of a valid and current licence. Approval for an Extractive Industry Licence is not transferable unless written approval is granted by Council, and provided all conditions of the existing approval are met. On or before 30th June in each year, a licensee shall pay to the Shire of Northam the annual licence fee determined by the Shire of Northam from time to time.</i>	<b>The applicant is applying for Development Approval, and the subsequent extractive industry license.</b>
<b>5.1 – Boundary Setbacks</b>	<i>The following setbacks will generally be applied to excavation areas/pits:</i>	<b>The quarry is existing, and the proposal is generally consistent with these provisions. Potential reduction</b>

	<ul style="list-style-type: none"> <li>• A minimum of 75 metres to any road or thoroughfare;</li> <li>• A minimum of 50 metres to any property boundary in a different ownership; and</li> <li>• A minimum of 50 metres to any water course or stands of remnant vegetation.</li> </ul>	<p>in setbacks may occur to the rear (East) of the property where benching is proposed, however this is in accordance with 5.1 – Dotpoint 2, where the owner under affect on the adjoining land continues to be Zippo Pty Ltd. Compliant.</p>
<p><b>5.2 – Buffers</b></p>	<p>Industry: Extractive Industry – Hard Rock</p> <p>Description: Quarrying (including blasting), crushing and screening)</p> <p>Buffer Distance: 500-1000m depending on size.</p>	<p>The proposal maintains a buffer distance within the level specified under Local Planning Policy 21. Compliant.</p>
<p><b>5.3 – Compliance with mine safety requirements.</b></p>	<p>Council will require the Extractive Industry to comply with all relevant requirements of the Mines Safety and Inspection Act 1994 and Regulations at all times.</p>	<p>Applicant is aware of, and has stated compliance will be adhered to.</p>
<p><b>5.4 – Requirement to obtain Vegetation Clearing Permit.</b></p>	<p>Where the extractive industry necessitates the removal of native vegetation, the applicant is required to seek and obtain a Vegetation Clearing Permit from the Department of Environment and Conservation in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004. It is the responsibility of the applicant and/or landowner to ensure compliance with the Clearing Vegetation Regulations.</p>	<p>The prior operator was likely the person subject for clearing of vegetation. Future vegetation clearing (if any), will be the responsibility of the applicant and/or landowner to gain necessary approvals from the Department of Water and Environment Regulation.</p>

<p><b>5.5 – Requirement to obtain registration of license for a Prescribed Premise.</b></p>	<p>The extractive industry may require registration or a licence as a 'prescribed premise' from the Department of Environment Regulation under Part V of the Environmental Protection Act 1986 (Environmental Protection Regulations, 1987, Schedule 1) if:</p> <ul style="list-style-type: none"> <li>• <b>Category 12:</b> Licensing is required if the material is screened, washed, crushed, ground, milled, sized or separated and more than 50000 tons/annum is processed.</li> <li>• <b>Category 70:</b> Registration is required if the material is screened, washed, crushed, ground, milled, sized or separated and more than 5000 tons/annum but less than 50,000 tonnes per annum is processed.</li> <li>• <b>Category 80:</b> Registration is required if non-metallic minerals are being processed (crushed, ground, milled or separated) and more than 100 tonnes/annum is processed.</li> </ul>	<p><b>A condition of Development Approval shall be the applicant gains the applicable licence to operate a crushing/screening operation as per the Department of Water and Environment Regulation under Part V of the Environment Protection Act 1986 (Environmental Protection Regulations, 1987, Schedule 1).</b></p>
<p><b>5.6 – Environmental protection requirements.</b></p>	<p>Where the Extractive Industry is located within a Public Drinking Water Source Area, the operation</p>	<p><b>Not located within a Public Drinking Water Source Area.</b></p>

	is to comply with the Department of Water, Water Quality Protection Note No.15.	
<b>5.7 Weed and disease management plan.</b>	Council will require the operator to develop in consultation with the Department of Environment Regulation, a management plan to control the spread of noxious weeds and other harmful diseases.	<b>The applicant has indicated weed management will be conducted to reduce impacts on the rehabilitation of the local environment in accordance with Section 30 of the Biosecurity and Agriculture Management Act 2007. The proposed method indicated by the applicant is considered appropriate as the proposal is not in the vicinity of State Forest where this provision is generally more applicable.</b>
<b>5.8 – Pit Rehabilitation Plan</b>	<p>A Pit Rehabilitation Plan is to be submitted and approved by the Shire of Northam in writing. This plan is to address (but not be limited to) the following issues:</p> <ul style="list-style-type: none"> <li>• Restrict the area of open pit to 2 hectares. Larger pits may be considered for extraction where the applicant can demonstrate that it will not have any detrimental impact on the environment or amenity of the area (by lodging a detailed environmental management plan).</li> <li>• How the portions of land subject to extraction are to be rehabilitated (following each stage of extraction) to allow for future rural use and shall include:</li> </ul>	<b>Applicants proposal indicates that stockpiles will be reduced, removed, banks battered (Attachment 2) and the rehabilitation of the site for pasture/grazing. Revegetation is proposed in stages to allow for natural regrowth and planting in areas for screening.</b>

	<ul style="list-style-type: none"> <li>o Flattening the land;</li> <li>o Spreading of stockpiled topsoil (capable of supporting seed and plant re-growth);</li> <li>o Forming stable battered banks not to be steeper than 1 in 5; and/or</li> <li>o Revegetation using native trees, shrubs and groundcovers / undergrowth.</li> </ul>	
<b>5.9 – Security for Site Restoration and Reinstatement.</b>	<p>For the purpose of ensuring that an excavation site is properly restored and/or reinstated, the Shire of Northam shall require that the operator (licensee) give to the Shire of Northam a bond, bank guarantee or other security, of a kind and in a form acceptable to the Shire of Northam, in or for a sum determined by the Shire of Northam from time to time.</p>	<p>The rehabilitation bond is being applied as a condition of planning approval.</p>
<b>5.10 – Road Maintenance Contribution</b>	<p>Those portions of Shire of Northam controlled roads affected by the activities relating to an Extractive Industry site shall be maintained to a standard acceptable to the Shire of Northam at the operator's (i.e. licensee's) cost. The licensee shall pay an annual road maintenance contribution equivalent to an amount specified as shown at Table 2 below for expenses incurred by the Shire of Northam for the repair and maintenance of Shire of Northam controlled roads.</p>	<p>The road maintenance contribution is being applied as a condition of planning approval. Over each financial year, an average annual figure has been calculated, to which the proposed 600,000 tonnes to be transported is to occur over 7 years. At 50 cents per tonne, the below mentioned figures are supplied as reference to the conditions being applied.</p> <p style="text-align: center;"> <math display="block">\frac{600,000 \text{ tonnes}}{7 \text{ years}}</math> <b>= 85714.28 tonnes per year.</b> </p> <p>-----</p>



	<p>Table 2:</p> <p>Tonnes Per Annum: &gt;40,000 Tonnes Per Annum (per tonne)</p> <p>Fee Per Tonne: As negotiated at time of application (minimum of 50c per tonne).</p>	<p><b>85714.25 tonnes x 0.50c</b> <b>=</b> <b>\$42,857.15 p/a.</b></p>
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### Local Planning Policy 21 – Extractive Industry - 4.3 – Matters To Be Considered By Council

Under Local Planning Policy 21 – Extractive Industry, the following matters are those outlined for consideration to be given by Council to which the Officer's response is provided:

*"In considering any application, Council will have regard for the following matters:*

- *Merits – each application be examined on its individual merit having regard for the existing land uses, topography of the land, and its specific location;*
  - **The application having been assessed, is deemed appropriate given historical use of the site for extractive industry, and its denotation under the Local Planning Strategy as an EI (Extractive Industry) site.**
- *Whether the site is in a visually significant location such as on a ridge, close to a national park or nature reserve, visible from a major road, tourist destination or scenic route;*
  - **Current status of site has a detrimental impact, operations and rehabilitation will rectify visibility from major road and impact of site within Special Control Area 2.**
- *Compatibility with adjoining land uses;*
  - **While in proximity to adjoining 'rural' land uses which comprise of residential dwellings, the proposal is considered compatible in accordance with the provisions and objectives of the 'Rural' zone.**
- *Noise, dust and vibration abatement measures;*
  - **The applicant has conducted a detailed Acoustic Report, and proposes mitigation strategies to control dust. The blasting proposed at the site can be appropriately conditioned to mitigate potential impacts.**
- *Proximity and buffers to water courses;*

- **As a component of the extractive industry application, any existing water courses (if any exist on-site) are to be denoted as a condition of approval.**
- Drainage implications including surface and groundwater impacts;
  - **As a component of the extractive industry application, any existing water courses (if any exist on-site) are to be denoted as a condition of approval.**
- Whether the application proposes the clearing of significant remnant vegetation;
  - **Due to the ongoing use of the site, clearing was likely to have occurred prior to the current applicant. A condition of planning approval will be to denote vegetation complexes and mitigate potential impacts on remnant vegetation.**
- Intended end use of the land and future planning for the area under Council's Local Planning Strategy;
  - **The end use is proposed to be rural for pasture and grazing as per the applicant's advice from the landowner. This is consistent with the provisions of the Local Planning Strategy and the Local Planning Scheme No.6**
- Rehabilitation measures;
  - **An initial phase of rehabilitation will screen and mitigate the site visibility from the road. Additional rehabilitation will be in accordance with an approved environmental management plan as a component of their approval.**
- Weed control;
  - **Applicants proposal is considered appropriate, in controlling weeds in accordance with Section 30 of the Biosecurity and Agriculture Management Act 2007.**
- Environmental management and measures proposed to be undertaken by operators to address environmental issues;
  - **Additional rehabilitation will be in accordance with an approved environmental management plan as a component of their approval. This shall denote:**
    - **Dust Mitigation**
      - Equipment Source Management
      - Internal Access Road Management
      - Blasting Management
    - **Drainage**
      - Denote the physical characteristics of any current on-site drainage for reinstatement
      - Management of drainage (works, surface flow – roads/access points)
    - **Rehabilitation**
      - Drainage Management & Reinstatement
      - Bund Removal
      - Access Road/Hardstand removal.

- **Vegetation Planting (Species & Vegetation Stand Locations) – Future Use Separation Grazing/Non-Grazing Areas**
- **Maintenance Plan – Reinstatement procedure upon completion of extractive industry program, or staged reinstatement program details.**
- **Other**
  - **Denote the physical characteristics of vegetation complexes on-site where activities are proposed to be undertaken, or where they are to be affected by activities to be undertaken (dust/works).**
- *Whether the access roads proposed are suitable for the volume of traffic and type of heavy vehicles proposed;*
  - **Spencers Brook Road is an approved RAV 3 route, and its use will be subject to a road maintenance bond provided under Local Planning Policy 21 - Extractive Industry. The bond amount is to be provided pro-rata, methodology applied as follows:**

$$\text{Bond Amount} = \frac{600,000 \text{ tonnes}}{7 \text{ year extraction period}} = 85714.28 \text{ tonnes}$$
$$85714.28 \text{ tonnes} \times 0.50 \text{ cents} = \$42,857.15 \text{ p/a}$$

- *Whether the site has access to major roads, and whether the existing roads to be used by trucks are in good condition;*
  - **Access is via an approved RAV 3 route. Spencers Brook Road and the Quarry interface (Crossovers) are to be conditioned to ensure access/egress is compliant.**
- *Proposed road haulage route and whether the use of any state controlled roads are proposed;*
  - **Spencers Brook Road to Clackline and onto Great Eastern Highway is proposed. These routes are RAV 3 (Spencers Brook Road) and RAV 4 (Great Eastern Highway).**
- *Size of trucks and number of truck movements;*
  - **Trucks are proposed as a RAV 3 Network consist, potentially carrying between 18tonnes per semi or 50tonnes per double (road train) of material. Proposal is campaign driven, with up to 40 truck-loads per day proposed. It is recommended that a condition is applied, limiting the volume of truck movements and limiting their movements to occur outside of school bus operating hours.**
- *Existence of other extractive industry or heavy haulage-associated use in the vicinity;*
  - **The site has previously been used as an extractive industry.**
- *Details of the storage of fuel and flammable materials on the site;*
  - **5000L diesel storage and 3x 1000L engine oil storage.**
- *Material to be excavated, including maximum depth of excavation, area to be open at any one time and expected pit life; and*

- **Benching of existing granite void proposed, with operations involving the removal of stockpiled material. It is proposed that 600,000 tonnes of material shall be removed over a 7 year extractive industry period and 3 years of rehabilitation.**
- *Consistency with the purposes and relevant considerations of Special Control Areas in the Scheme."*
  - **The remediation of the site following the conclusion of the extractive industry shall be in accordance with Special Control Area 2 – Landscape Protection Area. The current status of the site is not desirable given its impact on local amenity.**

### State Planning Policy 2.4 – Basic Raw Materials

The proposal is consistent with State Planning Policy 2.4 – Basic Raw Materials, enabling the extraction of existing stockpiled resources, and the rehabilitation of the land to return to grazing/pasture ('Rural' land use).

#### *"5.1 The Objectives of This Policy*

- *identify the location and extent of known basic raw material resources;*
- *protect Priority Resource Locations, Key Extraction Areas and Extraction Areas from being developed for incompatible land uses which could limit future exploitation;*
- *ensure that the use and development of land for the extraction of basic raw materials does not adversely affect the environment or amenity in the locality of the operation during or after extraction;*
- *provide a consistent planning approval process for extractive industry proposals including the early consideration of sequential land uses."*

#### *"6.7 Planning Considerations*

*6.7.1 In determining planning proposals or applications for extractive industry, the Commission and local government may apply conditions which cover, but are not limited to, the following:*

- *minimise air, water, noise and visual pollution;*
- *stabilise excavations, stock piles and over-burden dumps;*
- *protect the amenity of adjacent land uses in the local community; and*
- *ensure the rehabilitation of the land is consistent with its long-term future use."*

### Shire of Northam – Local Planning Strategy 2013

The quarry at Lot 93 Spencers Brook Road is denoted on Figure 3 Map of the Local Planning Strategy 'Northam Shire - North East' map as containing an Extractive Industry Approved designation. Notwithstanding the current status

of the quarry, its recognition in the Local Planning Strategy (**Attachment 7**) indicates the use is consistent with Strategic/Statutory Planning.

### **State Planning Policy 2.5 – Rural Planning Guidelines**

SPP2.5, Section 5.9 provides policy guidance for protecting and planning for basic raw materials outside the Perth & Peel planning region. SPP 2.5-5.9 (d) states as follows:

*“basic raw material resources and sites should be identified in local planning strategies and schemes as required;”*

As the site is presently classified under the Shire of Northam Local Planning Strategy as an Extractive Industry site, the due consideration for Council is to consider impacts as per 5.12.1 regarding land use conflicts. As a buffer distance is provided as per Local Planning Policy 21, the proposal is consistent with the provisions of the Rural Planning Guidelines. Local Planning Policy 21 – Extractive Industry, provides due consideration to the nature of the land use, and its proximity to sensitive land uses. Balancing historical use of the site (an assessment criterion under the Deemed Provisions of the Planning and Development (Local Planning Scheme) Regulations 2015), the proposal is consistent and therefore management and mitigation of impacts is the main concern.

### **Shire of Northam Extractive Industry Local Law 2008**

Under 2.2.1, the advertising of the planning proposal has been conducted prior to a determination being made with regards to an Extractive Industry License (EIL). The EIL as per Local Planning Policy 21 allows for its application following the subsequent development approval, being a consistent procedure for all EIL proposals. If Council determines in the affirmative, then Item 2.2.1 is complied with as a matter of the Development Application & EIL application. The applicant is applying for both the Development Approval and the granting of the EIL, as per the Local Law and Local Planning Policy 21 – Extractive Industry (EI).

The application for, and determination of the application for EIL is undertaken under 2.3 and 3.1 of the Local Law.

### **Environmental Protection (Noise) Regulations 1997**

Noise is governed by the *Environmental Protection (Noise) Regulations 1997* (the Noise Regulations) with enforcement provisions available to the local authority and police. Under the Noise Regulations, noise is deemed

unreasonable if it exceeds a prescribed standard or if the noise unreasonably interferes with the health, welfare, convenience, comfort or amenity of the occupier making the complaint.

### **EPA Guidance Statement No.3**

The Environmental Protection Authority (EPA) lists extractive industry – hard rock/Darling Scarp under its *Separation Distances between Industrial and Sensitive Land Uses Guidelines (2005)* as a land use that may potentially affect nearby sensitive land uses (including residential dwellings). The Guidelines advise that the separation buffers between sand extraction sites should be a minimum of 1000m due to impacts potentially generated during operations (Noise, Dust, Risk) on the site and of the proposal. The Shire of Northam has an established Extractive Industry Local Planning Policy (LPP21) which provides at variance 500-1000m, and therefore management and mitigation measures that are applicable should be applied as per Local Planning Policy 21.

Attachment 10

ROMAN Data – Pavement Management Services Pty Ltd

Road	Start (SLK)	End (SLK)	Start Name	End Name	Number of Lanes	Length	Width	Condition
SPENCERS BROOK ROAD	0	1490	BURN ST SOUTH NO 96	BURLONG ROAD SERVICE ROAD	2	1490	7.7	Excellent
SPENCERS BROOK ROAD	1490	1690	BURLONG ROAD SERVICE ROAD		2	200	7.7	Excellent
SPENCERS BROOK ROAD	1690	7100		MURESK ROAD	2	5410	7.7	Average
SPENCERS BROOK ROAD	7100	7360	MURESK ROAD		2	260	7.7	Average
SPENCERS BROOK ROAD	7360	7430			2	70	7.7	Excellent
SPENCERS BROOK ROAD	7430	7530			2	100	7.7	Excellent
SPENCERS BROOK ROAD	7530	7690		SPENCERS BROOK - YORK ROAD	2	160	7.7	Excellent
SPENCERS BROOK ROAD	7690	7890	SPENCERS BROOK - YORK ROAD		2	200	7.7	Excellent
SPENCERS BROOK ROAD	7890	8060		THOMAS STREET	2	170	7.7	Average
SPENCERS BROOK ROAD	8060	8570	THOMAS STREET	ROSE TERRACE	2	510	7.7	Average
SPENCERS BROOK ROAD	8570	8640	ROSE TERRACE	THOMAS STREET	2	70	7.7	Average
SPENCERS BROOK ROAD	8640	11730	THOMAS STREET	TRIMMER ROAD	2	3090	7.7	Average
SPENCERS BROOK ROAD	11730	16670	TRIMMER ROAD	MOKINE ROAD	2	4940	7.7	Average
SPENCERS BROOK ROAD	16670	17350	MOKINE ROAD	WILDING ROAD	2	680	7.7	Average
SPENCERS BROOK ROAD	17350	17980	WILDING ROAD	GOOCH ROAD	2	630	7.7	Average
SPENCERS BROOK ROAD	17980	19140	GOOCH ROAD	OLD SPENCERS ROAD	2	1160	7.7	Average
SPENCERS BROOK ROAD	19140	22880	OLD SPENCERS ROAD	OLD SPENCERS ROAD	2	3740	7.7	Average
SPENCERS BROOK ROAD	22880	23610	OLD SPENCERS ROAD		2	730	7.7	Average
SPENCERS BROOK ROAD	23610	23760		CLACKLINE - TOODYAY ROAD	2	150	10	Average
SPENCERS BROOK ROAD	23760	23830	CLACKLINE - TOODYAY ROAD	LOCKYER ROAD	2	70	10	Average
SPENCERS BROOK ROAD	23830	23870	LOCKYER ROAD	GREAT EASTERN HIGHWAY	2	40	10	Average

Attachment 11



## ROAD SAFETY INSPECTION

### **Spencers Brook Road Slk 3.26 – 23.87**

Prepared for:

**Tinus Nagel of Italia Stone Group**

By:

**Advanced Traffic Management**

Report Issue Date: **8/06/2018**

Revision 1





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**Road Safety Inspection Document Control Sheet**

<b>Project Location:</b>	Spencers Brook Road Slk 3.26 – 23.87
<b>Prepared for:</b>	Tinus Nagel of Italia Stone Group
<b>Prepared by 1:</b>	Advanced Traffic Management
<b>Inspection Team Leader:</b>	Benjamin Hawkins
<b>Inspection Team Leader Organisation:</b>	Advanced Traffic Management
<b>Report Issue Date:</b>	8/06/2018



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## 1. INTRODUCTION

### 1.1 Scope of the Inspection

A Road Safety Inspection is a formal examination of an existing road or road related area in which an independent, qualified team report on the crash potential and likely safety performance of the location. (Formerly known as an 'Existing Road Safety Audit')

This Road Safety Inspection has been conducted following the general principles detailed in *Austroads Guide to Road Safety Part 6: Road Safety Audit* and in accordance with the requirements contained in the Main Roads Western Australia Policy and Guidelines for Road Safety Audit.

This report results from a request for a Road Safety Inspection to be conducted at Spencers Brook Road Slk 3.26 – 23.87.

The background and objective of the inspection is to identify any safety issues prior to permitting the increase of Network 3 vehicles on Spencers Brook Road requiring access to the quarry at Slk 3.26. The proposal is to transport 20 vehicles of +50 tonne per day.

Spencers Brook Road is a Regional Distributor Road providing connectivity between Northam, York, and Clackline. Spencers Brook Road has a posted speed limit of 110km/h which reduces to 80km/h within the Spencers Brook area.

The area surrounding Spencers Brook Road is typically a farming environment.

The Road Safety Inspection was undertaken by Benjamin Hawkins of Advanced Traffic Management with reference to the details provided by the client.

The Road Safety Inspection comprised an examination of the area identified by Tinus Nagel of Italia Stone Group.

All the findings described in Section 2 of this report are considered by the inspection team to require action in order to improve the safety of the existing road environment and to minimise the risk of crash occurrence and reduce potential crash severity.

The inspection team has examined and reported only on the road safety implications of the road infrastructure as presented.



## 1.2 The Inspection Team

Auditor No.	Name	Role	Organisation
284 (S)	Benjamin Hawkins	Inspection Team Leader	Advanced Traffic Management
101 (S)	David Wilkins	Inspection Team Member	i3 Consultants WA

The inspection team visited the site on Friday 1<sup>st</sup> June at 1.00 PM. At the time of the site visit the weather was a maximum of 18 degrees and the existing road surface was dry.

A night-time site visit was undertaken on Friday 1<sup>st</sup> June at 7.00 PM.

## 1.3 Specialist Advisors

Others present during the daytime visit were:

Name	Role	Organisation
Paul Kher	Technical Officer	Shire of Northam



#### 1.4 Safe System Findings

The aim of Safe System Findings is to focus the Road Safety Inspection process on considering safe speeds and by providing forgiving roads and roadsides. This is to be delivered through the Road Safety Inspection process by accepting that people will always make mistakes and by considering the known limits to crash forces the human body can tolerate. This is to be achieved by focusing the Road Safety Inspection on particular crash types that are known to result in higher severity outcomes at relatively lower speed environments to reduce the risk of fatal and serious injury crashes.

The additional annotation "**IMPORTANT**" shall be used to provide emphasis to any Road Safety Inspection finding that has the potential to result in fatal or serious injury, or findings that are likely to result in the following crash types above the related speed environment: head-on (>70 km/h), right angle (>50 km/h), run off road impact object (>40 km/h), and crashes involving vulnerable road users (>30 km/h), as these crash types are known to result in higher severity outcomes at relatively lower speed environments.

The exposure and likelihood of crash occurrence shall then be considered for all findings deemed "**IMPORTANT**" and evaluated based on an auditors professional judgement. Auditors should consider factors such as, traffic volumes and movements, speed environment, crash history and the road environment, and apply road safety engineering and crash investigation experience to determine the likelihood of crash occurrence. The likelihood of crash occurrence shall be considered either "**VERY HIGH**", "**HIGH**", "**MODERATE**" or "**LOW**" and this additional annotation shall be displayed following the "**IMPORTANT**" annotation on applicable findings.

#### 1.5 Previous Road Safety Inspections

A Road Safety Inspection was undertaken by Shawmac in February 2018 document number 1802022\_1.

The items raised in the previous Road Safety Inspection have been addressed with the exception of the items listed below. These items are discussed again in this Road Safety Inspection.

Earlier Inspection Finding Ref.	Description	Inspection Item Ref.
4.2	Number of signs	2.22
4.4 - 4.6	Multiple intersection related	2.5



## 1.6 Background Data

### 1.6.1 Crash History

A study of the recent crash history has been conducted in the location considered in the inspection for the five-year period to the end of December 2017. This showed that there were 14 reported crashes within the extracted data which is summarised below:

- 2 occurred within an intersection (2 Medical);
- 1 involved overtaking vehicles (Medical);
- 2 involved crashes with an object (1 PDA major and 1 PDO minor);
- 5 involved vehicles travelling off path on a straight (1 fatal, 2 hospital and 2 PDO major); and
- 4 involved vehicles travelling off path on a curve (1 hospital and 3 PFO major).



Crash History Heat Map





1.6.2 Traffic and Speed Data

A summary of recent traffic data is provided below:

Location	Vehicles per day (% classed as heavy)	Date	Source
Spencers Brook Road Slk 4.0	732 AVG (14.4%)	May 2018	LGA
Spencers Brook Road Slk 4.0	778 AVG (8.9%)	November – December 2018	LGA
Spencers Brook Road Slk 8.2	322 AVG (15.3%)	August – September 2017	LGA
Spencers Brook Road Slk 10.4	437 AVG (29%)	May 2018	LGA
Spencers Brook Road Slk 22.8	446 AVG (25.8%)	May 2018	LGA

Recent speed data is provided below:

**ClassMatrix-477**

Site: Spencers Brook 4.0.1NS  
Description: Spencers Brook Road SLK4.00 (500m South of Quarry)  
Filter time: 0:00 Saturday, 5 May 2018 => 0:00 Friday, 18 May 2018  
Scheme: Vehicle classification (AustRoads94)  
Filter: Cls(1 2 3 4 5 6 7 8 9 10 11 12) Dr(NESW) Sp(10,160) Headway(>0)

Speed (km/h)	Class												Speed Totals	
	1	2	3	4	5	6	7	8	9	10	11	12		
10 - 20	0	0	0	0	0	0	0	0	0	0	0	0	5	0.14
20 - 30	0	1	0	0	0	0	0	0	0	0	0	0	14	0.29
30 - 40	0	1	0	0	0	0	0	0	0	0	0	0	14	0.29
40 - 50	0	0	0	0	0	0	0	0	0	0	0	0	17	0.29
50 - 60	0	0	0	0	0	0	0	0	0	0	0	0	36	0.48
60 - 70	101	10	23	4	1	2	0	0	0	0	0	0	133	1.48
70 - 80	450	26	44	12	1	4	0	0	0	0	0	0	602	6.58
80 - 90	1393	60	100	10	0	16	0	0	0	0	0	0	1679	18.08
90 - 100	2127	79	214	18	0	14	0	0	0	0	0	0	2603	28.08
100 - 110	2558	15	225	10	0	0	0	0	0	0	0	0	2745	29.58
110 - 120	1042	1	194	0	0	0	0	0	0	0	0	0	1211	13.08
120 - 130	184	0	0	0	0	0	0	0	0	0	0	0	188	2.08
130 - 140	41	0	0	0	0	0	0	0	0	0	0	0	50	0.58
140 - 150	8	0	0	0	0	0	0	0	0	0	0	0	8	0.18
150 - 160	5	0	0	0	0	0	0	0	0	0	0	0	5	0.18
	7734	231	1098	56	12	35	38	23	29	5	48	0	9311	
	83.18	2.58	11.98	0.68	0.18	0.48	0.48	0.28	0.38	0.18	0.58	0.08		
	Class Totals													



**ClassMatrix-475**  
 Site: Spencers Brook 10.4.0.1EW  
 Description: Spencers Brook Road SLK20.4 (1.3km South of Trimmer Road)  
 Filter time: 0:00 Saturday, 5 May 2018 => 0:00 Friday, 18 May 2018  
 Scheme: Vehicle classification (AustRoads94)  
 Filter: Cls(1 2 3 4 5 6 7 8 9 10 11 12) Dir(NESW) Sp(10,160) Headway(>0)

Speed (km/h)	Class												Speed Totals	
	1	2	3	4	5	6	7	8	9	10	11	12		
10 - 20	0	0	0	0	0	0	0	0	0	0	0	0	2	0.0%
20 - 30	0	0	0	0	0	0	0	0	0	0	0	0	7	0.1%
30 - 40	0	0	0	0	0	0	0	0	0	0	0	0	25	0.3%
40 - 50	0	0	0	0	0	0	0	0	0	0	0	0	14	0.2%
50 - 60	0	0	0	0	0	0	0	0	0	0	0	0	10	0.2%
60 - 70	31	2	11	0	0	0	0	0	0	0	0	0	55	0.9%
70 - 80	76	22	31	0	0	0	0	0	0	0	0	0	132	2.4%
80 - 90	147	39	117	0	0	11	11	13	0	0	0	0	439	8.3%
90 - 100	187	48	170	13	0	15	20	22	11	11	11	0	1198	20.7%
100 - 110	419	118	352	18	0	15	11	11	11	11	11	0	1727	30.9%
110 - 120	1051	17	817	18	0	15	11	11	11	11	11	0	2401	45.1%
120 - 130	1277	17	61	0	0	0	0	0	0	0	0	0	420	7.5%
130 - 140	75	0	0	0	0	0	0	0	0	0	0	0	96	1.8%
140 - 150	30	0	0	0	0	0	0	0	0	0	0	0	37	0.7%
150 - 160	10	0	0	0	0	0	0	0	0	0	0	0	10	0.2%
	3806	157	1220	40	11	83	66	67	29	42	62	0	5583	
	68.2%	2.8%	21.3%	0.7%	0.2%	1.5%	1.2%	1.2%	0.5%	0.8%	1.1%	0.0%		
	Class Totals													

**ClassMatrix-476**  
 Site: Spencers Brook 22.8.0.1EW  
 Description: Spencers Brook Road SL22.8 (100m Southeast of Old Spencers Road)  
 Filter time: 0:00 Saturday, 5 May 2018 => 0:00 Friday, 18 May 2018  
 Scheme: Vehicle classification (AustRoads94)  
 Filter: Cls(1 2 3 4 5 6 7 8 9 10 11 12) Dir(NESW) Sp(10,160) Headway(>0)

Speed (km/h)	Class												Speed Totals	
	1	2	3	4	5	6	7	8	9	10	11	12		
10 - 20	0	0	0	0	0	0	0	0	0	0	0	0	3	0.1%
20 - 30	7	0	0	0	0	0	0	0	0	0	0	0	3	0.1%
30 - 40	10	0	0	0	0	0	0	0	0	0	0	0	13	0.2%
40 - 50	4	0	5	0	0	0	0	0	0	0	0	0	9	0.2%
50 - 60	10	1	2	0	0	0	0	0	0	1	0	0	16	0.3%
60 - 70	65	7	15	2	0	0	0	1	0	0	0	0	80	1.4%
70 - 80	188	16	41	4	0	0	0	2	0	4	0	0	310	5.5%
80 - 90	522	50	101	16	1	11	22	18	8	21	27	0	957	17.0%
90 - 100	1171	68	302	12	0	16	23	18	6	20	20	0	1634	29.1%
100 - 110	1200	77	309	15	1	19	8	8	8	1	0	0	1576	28.1%
110 - 120	577	0	191	0	0	10	0	0	0	0	0	0	779	13.9%
120 - 130	124	0	65	0	0	1	1	0	0	0	0	0	191	3.4%
130 - 140	32	0	0	0	0	0	0	0	0	0	0	0	41	0.7%
140 - 150	0	0	0	0	0	0	0	0	0	0	0	0	3	0.1%
150 - 160	0	0	0	0	0	0	0	0	0	0	0	0	3	0.1%
	3992	173	1117	35	13	64	72	26	24	33	69	0	5618	
	71.1%	3.1%	19.9%	0.6%	0.2%	1.1%	1.3%	0.5%	0.4%	0.6%	1.2%	0.0%		
	Class Totals													

1.6.3 Increased heavy vehicle movement statement

Section 1.6.2 indicates that Heavy Vehicle traffic has varied between 9% and 28% between 2016 and 2018 at various locations along Spencers Brook Rd, increasing heavy vehicle movements by 20 trips per day equates to a heavy vehicle component of around 33% at Slk 10.4. It is expected that Spencers Brook Rd already carries additional heavy vehicle movements during harvest season.

The crash record states that there has been one reported crash involving heavy vehicles in the 5 year reporting period to end of 2017.



The crash history (Section 1.6.2) indicates that Spencers Brook Rd can continue to experience less than 1 heavy vehicle crash every five to ten years, i.e. a frequency of 'Occasional' (Table 4.1 AGRS06).

In 2013 (the latest HV data sourced), the HV crash record was 320 with 259 PDO (81%), 6 killed and 55 injured (19%), i.e. a severity of 'Minor' (Table 4.1 AGRS06). This results in a risk level of 'Low' (Table 4.1 AGRS06).

The crash history (Section 1.6.2) indicates that without intervention Spencers Brook Rd can continue to experience 13 light vehicle crashes every five years, i.e. a frequency of 'Probable' (Table 4.1 AGRS06).

The crash history record is 1 Fatal, 3 Hospital, 2 Medical (43%) i.e. a severity of between 'Minor' and 'Serious' (Table 4.1 AGRS06). This results in a risk level of between 'High' and 'Intolerable' (Table 4.1 AGRS06).

Based on the above, the accepted risk management process indicates that **the risk associated with additional trucks is Low, and less than that associated with additional cars.**

#### 1.6.4 Appendices

- Appendix A – Road Safety Inspection Findings Location Plan
- Appendix B – Road Safety Inspection Photographs
- Appendix C – Crash Reports
- Appendix D – Corrective Action Report (CAR)



## **2. ITEMS RAISED IN THIS ROAD SAFETY INSPECTION**

### **2.1 Finding – Steep Batter Slopes within clear zone**

There are batters within the assessed Clear Zones that are steeper than 3:1.

#### ***Justification of the finding:***

Batters which are steeper than 3:1 or are in poor condition which may increase risk to road users should they leave the road at these sections.

#### ***Recommendation***

Review the level of risk associated with the steep or poor condition batters and consider treatments appropriate with the level of risk. Treatment options may include delineation, flattening the batters or barrier protection.

**[IMPORTANT | HIGH]**

### **2.2 Finding – Non frangible items within Clear Zone**

It was observed a number of non-frangible items were present along the road within the audit scope. These included power poles, non-frangible vegetation, culverts, and star pickets.

Items particularly noted included: Power poles at Slk 3.95, culvert at Slk 3.95 tree at Slk 6.09 (which is also resulting in damage to the road).

#### ***Justification of the finding:***

If an errant vehicle collides with a non-frangible item such as a power pole, serious injury to fatality is likely to occur.

#### ***Recommendation***

Review the clear zone along Spencers Brook Road and ensure all non-frangible items are outside the clear zone or protected.



Design speed (km/h)	Design ADT <sup>(4)</sup>	Clear zone width (m)						
		Fill batter			Cut batter			
		6:1 to flat	4:1 to < 6:1	Steeper than 4:1 <sup>(2)</sup>	6:1 to flat	4:1 to < 6:1	4:1 to 3:1	Steeper than 3:1 <sup>(3)</sup>
110	<750	6.0	8.0	(2)	5.0	5.0	3.5	(3)
	750 - 1500	8.0	11.0 <sup>(1)</sup>	(2)	6.5	6.0	5.0	(3)
	1501 - 6000	10.0 <sup>(1)</sup>	13.0 <sup>(1)</sup>	(2)	8.5	7.5	6.0	(3)
	>6000	10.5 <sup>(1)</sup>	14.0 <sup>(1)</sup>	(2)	9.0	9.0	7.5	(3)

1. Where a site specific investigation indicates a high probability of continuing crashes, or such occurrences are indicated by crash history, the designer may provide clear zone distances greater than the clear zone shown in Table 4.1. A jurisdiction may limit clear zones to 9 m for practicality and to provide a consistent roadway template if previous experience with similar projects or designs indicates satisfactory performance.

2. For fill batters steeper than 4:1 the batter width shall be treated as non-recoverable and not be considered as part of the clear zone. If a clear zone is to be provided then:

- ▣ Providing that the embankment is not considered hazardous (refer to Sections 4.3.3 - 4.3.4) then the clear zone can be provided by the recoverable area at the top and bottom of the embankment. If this summation is equal to or greater than the required clear zone for the appropriate slopes of these areas then the clear zone is satisfied.
- ▣ If the embankment is hazardous, then unless the embankment is offset a distance equal to the clear zone for the appropriate slope from the edge of the travelled way to the embankment it is within the clear zone.

3. No clear zone widths are provided for cut batters steeper than 3:1. Therefore unless an appropriate clear zone is provided prior to the cut batter it shall be treated as being within the clear zone. The cut batter and any objects contained on it shall be assessed in accordance with Section 4.5.5.

**[IMPORTANT | HIGH]**

**2.3 Finding – Road Width**

Some sections along the road within the audit scope did not meet 3.5m lane width, some sections had measured as low as 2.7m which was found at Slk 7.8, and Slk 11.73 (Trimmer Road intersection).

***Justification of the finding:***

Road users on narrow roads may drive into the shoulder when another vehicle approaches from the opposite direction which may result in loss of traction, and damage to the roads edge. Narrow roads also encourage road users driving closer to the centre of the road which increases the risk of head on collisions occurring should road users meet around locations of poor sight distance IE Trimmer Road

Main Roads WA Supplement to Austroads Guide to Road Design – Part 3 details the following:



Element	Design (PCUs / Day)			
	150 - 500	500 - 1000	1000 - 3000	3000 - 8000
Traffic Lanes <sup>1)</sup>	2m (2 x 1.5m)	2m (2 x 3.5m)	2m (2 x 3.5m)	2m (2 x 3.5m)
Total Shoulder	1m	1.5m	1.5m / 2m	2m / 2.5m
Minimum Shoulder Seal (300K/1000 <sup>1)</sup>	1m	1.5m	1.5m / 2m	2m / 2.5m
Wide Control Line	-	-	1m / Not Used	1m / Not Used
Total Carriageway	3m	5.0m	5.5m	7.0m

Table 4.5: Single Carriageway Rural Road Widths

**Recommendation**

Provide adequate road width at locations where Spencers Brook Road is narrow.

**[IMPORTANT | HIGH]**

**2.4 Finding – Quarry Access**

Evidence suggests previously the northern access was used by heavy vehicle entry, and the southern access was used for heavy vehicle exiting, and light vehicle entry.

Due to the restricted width at the northern end, heavy vehicles required to manoeuvre onto the shoulder to ensure they could safely turn into the Quarry. It would appear heavy vehicles exiting at the southern access would exit onto Spencers Brook Road at an approximate angle of 25 degrees.

The sight distance to the south of the quarry is also too short.

**Justification of the finding:**

Heavy vehicles making manoeuvres from within the shoulder will likely result in damage to shoulder and the traffic lane edge. Frequent movements will result in ongoing maintenance and associated costs. Damage to the traffic lane edge may also result in damage to vehicles or loss of control should a vehicle drive onto a damaged surface.

Main Roads WA 'Guide to Road Design – Driveways' recommends a 90 degree angle for driveways, but in special circumstances permits a minimum of 70 degrees. Failure to provide an appropriate exiting angle for vehicles reduces the available sight distance of vehicles approaching the driveway from the north (in this circumstance). Should a heavy vehicle driver fail to see a car on the approach a thru-left collision may occur.

Austrroads Guide to Road Design Part 4A SISD Equation 2 requires the following SISD to be provided (based on a large vehicle) – 110 Km/h zone = 318m, or 80 km/h = 198m. As this minimum sight distance is not available a collision may occur between a road users, and a vehicle entering or exiting the quarry.



**Recommendation**

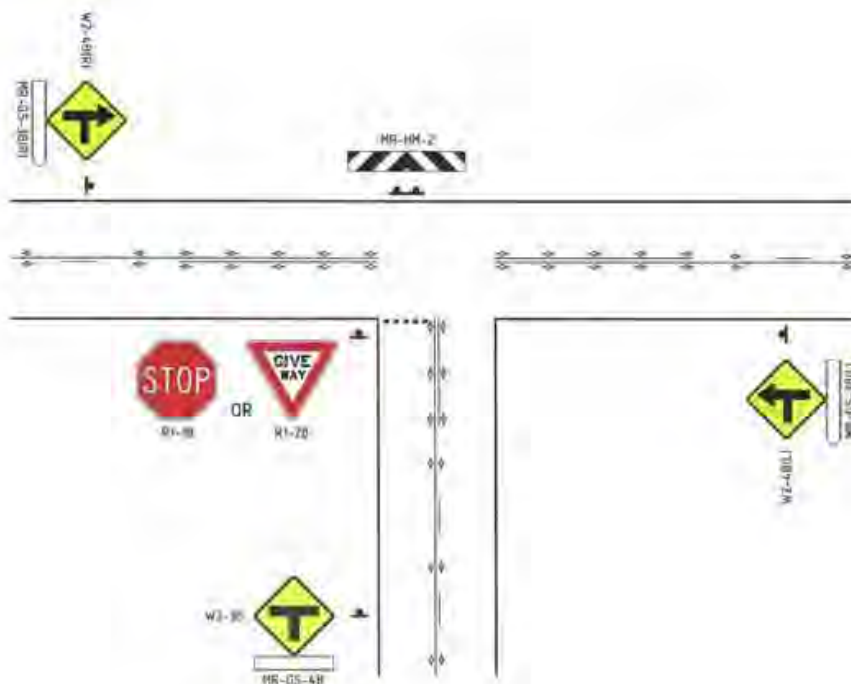
Consideration is required for the entry and exit accesses from the quarry. Vehicles exiting the quarry should exit onto Spencers Brook Road at a minimum angle of 70 degrees. The minimum safe intersection sight distance should also be available at the entry/exit points.

Should gates be locked for the quarry access, the gates should be relocated further from the road. Should a driver of a long vehicle require unlocking the gate, providing sufficient room within the property will allow the driver to park between the road and the gate, rather than remaining stationary on the road.

**[IMPORTANT | HIGH]**

**2.5 Finding – Intersection Warning Signs**

MRWA guideline drawing 201031-0008 shows the recommended typical intersection sign and device installation. It was observed that most intersections within the audit scope do not have the recommended installation of signs and devices.





***Justification of the finding:***

Installing the recommended signs and devices (including RRPM's and holding lines) will highlight the presence of the intersection to road users. Displaying the side road name in advance of the intersection may also reduce road users reducing their speed around intersections trying to identify the road name.

***Recommendation***

Install the recommended signs and devices (including RRPM's and holding lines) in accordance with MRWA requirements at all intersections (note use of MR-HM-2).

**[IMPORTANT | MODERATE]**

**2.6 Finding – Vegetation Maintenance**

It was observed vegetation obstructed warning devices (signs and guideposts), sight distances, and hazards (ie culverts) along the road within the audit scope.

***Justification of the finding:***

Warning devices along the route are only effective if they are visible to roads users. Should a warning device be obstructed by vegetation the road user does not receive the required information to proceed safely IE vegetation obstructing a curve warning sign. If guide posts are covered by vegetation this would impact on a drivers ability to determine the road alignment. Low level vegetation was also observed to restrict visibility of culverts at some of the locations, if a road user was to pull over into the shoulder, they may not see the culvert and proceed into the hazard.

Trees also result in tree branches falling on or adjacent the road which was observed at Old Spencers Brook Road intersection.

***Recommendation***

Undertake vegetation clearing works to reinstate sight visibility and assess large trees in close proximity to the road with the aim of removing braches that could fall onto or close to the road.

**[IMPORTANT | MODERATE]**

**2.7 Finding – Pavement markings removed from roadwork's**

Recent works have resulted in pavement markings being removed or covered. Pavement markings were observed to be absent near the Quarry, and around Spencers Brook-York Road.

***Justification of the finding:***





After the roadworks have been completed, line marking should be reinstated as soon as practicable, particularly around intersections and railway crossings.

**Recommendation**

Have all pavement markings reinstated. In the short term temporary warning signs should be installed warning road users of the lack of line marking.

**[MODERATE]**

**2.8 Finding – Loose material on road**

It was observed at the Quarry, Fettle Lane, and opposite Old Spencers Brook Road, loose material was present on the traffic lane.

**Justification of the finding:**

Loose material on the traffic lane can become hazardous to road users, particularly motorcyclists, as it reduces the skid resistance of the road surface, or may result in a road user driving around the material into the path of oncoming vehicles.

**Recommendation**

Remove the loose material and ensure loose material does not reoccur.

**[MODERATE]**

**2.9 Finding – Safety issues around culverts**

Currently a number of culverts exist along the road within the audit scope which are within the clear zone, and have no warning of the location of these culverts.

**Justification of the finding:**

If an errant vehicle collides with a non-frangible item or drives into a culvert, serious injury to fatality is likely to occur. Culverts have the potential to result in vehicles coming to a sudden stop if collided with resulting in injury to a driver.

Culvert posts are recommended to mark the location of culvert headwalls. If a road user is not provided warning for the culvert then may inadvertently drive into the culvert if they pull over into the shoulder.

Review the level of risk associated with culverts and consider treatments appropriate with the level of risk.

The culvert at Slk 6.74 requires specific consideration as the area prior to the culvert looks to be a suitable pull over area for road users, the culvert at this location is hazardous to road users if they proceed into the culvert.



Spencers Brook Road Slk 6.74 – Widened section prior to culvert

***Recommendation***

Extend the culverts to ensure the headwalls are outside of the clear zone, install a traversable end treatment, or provide protection to the road users from the culvert. Provide warning of the culverts in accordance with MRWA requirements.

**[IMPORTANT | HIGH]**

**2.10 Finding – Surface Condition**

Multiple locations along the road within the audit scope had surface defects which included, pot holes, rutting, and road deformations.

Road deformation was noted at two locations – Quarry access, and SLK 4.28.

***Justification of the finding:***

Road defects can be hazardous to motorists, particularly motorcyclists as it may result in loss of control of the vehicle.

***Recommendation***

Undertake repair works to remove any defects found along the road.



**[IMPORTANT | HIGH]**

**2.11 Finding – Sudden Road Width Change**

It was observed that recent works undertaken at SLK 5.42 widened the available road width, however a change in the road width between the newly widened section, and the old section exist.

***Justification of the finding:***

A road user driving on the widened section may not realise the road width suddenly changes and may partially drive onto the shoulder when they reach the section which is not widened, resulting in loss of control.

***Recommendation***

The road should be widened to ensure it meets the minimum road width required. Ideally edge line marking would be installed to provide warning to road users, however sufficient road width is required for implementing an edge line. Changes to the road width should be through a taper, rather than sudden changes.

**[IMPORTANT | MODERATE]**

**2.12 Finding – Damage to Warning Devices**

It was observed that damage has occurred to some warning devices along the road within the audit scope. These included guide posts, and warning signs. Those noted included but not limited to: guide posts around Slk 5.42, curve warning sign located at Slk 6.73.

***Justification of the finding:***

Warning devices which are damaged no longer provide the required warning to the road user resulting in the road user unaware of the hazard for example the curve ahead.

***Recommendation***

Undertake remedial works to any damage warning devices

**[MODERATE]**

**2.13 Finding – Muresk Road Intersection**

A few safety issues had been identified at this location.

Items include:

- Multiple conflict points associated with private property access;
- Barrier kerb used around the intersection.



Other items had been identified, however covered in multiple areas of this report.

**Justification of the finding:**

Property access at No. 705 appeared to have multiple access points which created additional conflict points, which have the potential to cause a collision between a road user, and property owner.



Barrier kerbing should not be used on high speed roads as it has the potential for vehicles to lose control, particularly motorcyclists, if struck.

**Recommendation**

The property access for No. 705 should be reassessed to ensure the location and driver behaviour does not encourage unsafe movements entering or exiting the road.

The need for kerbing in the area should be assessed, should the need for kerbing exist, a more appropriate kerbing should be installed.

**[MODERATE]**



#### 2.14 Finding – Bridge's

Multiple bridges exist along the route within the audit scope. It would appear the barrier systems of some of these bridges may not be compliant with current MRWA requirements including length required to protect errant vehicles. Should increased traffic be permitted, the bridge load rating will also require being assessed to ensure it is capable of handling additional weight.

##### *Justification of the finding:*

Significant injury to road users would be expected if the barrier system does not effectively manage an errant vehicle. Should the bridge not be suitable for the expected weight of vehicles, extensive structure damage would be expected.

##### *Recommendation*

Have the barrier systems reviewed and upgraded as required. Ensure bridge weight rating is reviewed to ensure it is capable of handling additional weight.

**[IMPORTANT | HIGH]**

#### 2.15 Finding – Intersection sight distance

Multiple intersections within the audit scope failed to meet the minimum Safe Intersection Sight Distance (SISD). Vegetation appeared to be the main factor affecting sight distance. Trimmer Road was noted as having very poor sight distance.

##### *Justification of the finding:*

Restricted sight distances from intersections has the potential for increased likelihood of Left/Right Thru crashes. Due to the restricted sight distance at Trimmer Road there is also risk of Thru Right incidents.

Austrroads Guide to Road Design Part 4A SISD Equation 2 requires the following SISD to be provided (based on a large vehicle) – 110 Km/h zone = 318m, or 80 km/h = 198m

##### *Recommendation*

Vegetation around intersections which have restricted sight distance should be trimmed to increase available sight distance. Sight distance should be reassessed to determine if appropriate distance is available after works undertaken.

**[IMPORTANT | HIGH]**



#### 2.16 Finding – Sign and warning devices condition

Along the road within the audit scope multiple signs had been observed to have substandard reflectivity or were in poor condition.

***Justification of the finding:***

Signs/warning devices with substandard reflectivity or in poor condition may result in roads users not being able to read the sign and drive towards a hazard unaware, thereby increasing the risk to the road user.

***Recommendation***

Undertake an audit on all signs to determine retro reflective compliance and condition, and replace all warning signs as required.

**[MODERATE]**

#### 2.17 Finding – Sign Spacing

It was observed that 3 warning signs in advance of Old Spencer Road (Eastbound) were in close proximity to each other.

***Justification of the finding:***

Signs spaced closely together are masked by the previous sign which reduces the sight distance a road user can see the warning sign within.

***Recommendation***

Determine if all signs are required, ensure spacing between signs allows road users to observe all signs with sufficient notice.

**[LOW]**

#### 2.18 Finding – Access Track

An unofficial access track exists opposite Old Spencers Brook Road, which appears to be associated with the pedestrian heritage trail, however it appears vehicles also use this track as a short cut to Gooch Road.

***Justification of the finding:***

Intersection warning signs exist for Old Spencers Brook Road on the northern side, as the track exists on the southern side, road users may not be observant of cars exiting from the side track, increasing the risk of collision. Vehicles exiting the side road will also have restricted sight distance due to vegetation. Debris from the access track has also spilled onto Spencers Brook Road, due to a combination of rain, and vehicles.



**Recommendation**

Implement measures to ensure vehicles are not able to use the access track.

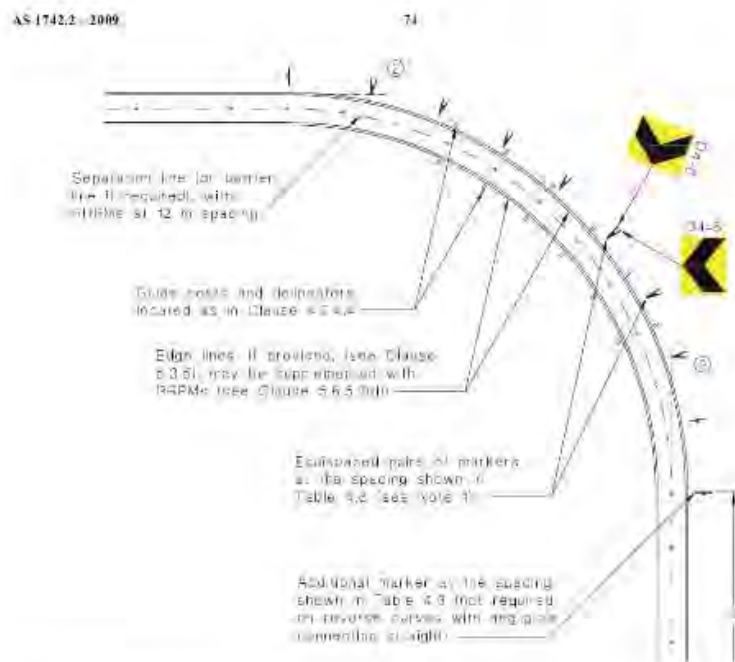
**[IMPORTANT | MODERATE]**

**2.19 Finding – Curved Alignment Markers**

The Curved Alignment Markers near Slk 23.65 are incorrect.

**Justification of the finding:**

The correct Curved Alignment Markers are more prominent than the markers which are installed.



**Recommendation**

Install the correct Curved Alignment Markers in accordance with AS1742.2 and MRWA requirements.

**[HIGH]**



**2.20 Finding – Intersection warning sign for Lockyer Road and Eadine Road**

The intersection warning sign eastbound for Eadine Road do not incorporate Lockyer Road.

***Justification of the finding:***

Intersection warning signs which are in advance of an intersection should display all intersections.

***Recommendation***

Replace the current intersection warning sign with a sign which reflects the intersection.

[LOW]

**2.21 Finding – Great Eastern Highway Intersection Warning Sign**

The intersection warning sign eastbound for Great Eastern Highway does not detail the road name on the left hand side. The signs are also different sizes on either side of the road.

***Justification of the finding:***

Name tags for an intersection should be placed on all intersection warning signs. Signs which are placed on both sides of the road should be the same size.

***Recommendation***

Add 'GT EASTERN HWY' name tag to left hand side, and ensure both intersection warning signs are the same size.

[LOW]

**2.22 Finding – Spencers Brook York Road Intersection signs**

Too many signs exist at the Spencers Brook York Road intersection.

***Justification of the finding:***

Too many signs at the intersection can lead to important information being lost and drivers making mistakes leading to collisions.

***Recommendation***

Reduce the amount of signs displayed at the intersection.

[LOW]





### 2.23 Finding – Posted Speed Limit

Spencers Brook Road has a posted speed limit of 110km/h which reduces to 80km/h within the Spencers Brook area.

***Justification of the finding:***

Due to the available road width, and multiple non-frangible items within clear zone, having a posted speed limit of 110km/h increases the consequence of collisions which may occur.

***Recommendation***

The speed limit of Spencers Brook Road should be reassessed in accordance with MRWA guidelines.

**[IMPORTANT | HIGH]**

### 2.24 Finding – Curve Warning Signs

Multiple curves along the route within the audit scope do not have curve warning signs on the approaches.

***Justification of the finding:***

Failure to provide curve warning signs on the curves present fails to provide warning to the road user of the curve ahead. 28% of crashes occurred on curves in this area.

***Recommendation***

Review all curves along the route to determine what curves require curve warning signs. Curves should also be assessed to determine the need for advisory speed limits, or curved alignment markers.

**[MODERATE]**



### 2.25 Finding – Railway Level Crossing

There is a railway level crossing at Slk 7.83 with substandard sealed approach and holding lane widths.

#### ***Justification of the finding:***

Special consideration of road safety issues associated with the railway crossing is considered warranted using the Australian Level Crossing Assessment Model (ALCAM).

#### ***Recommendation***

Undertake a detailed assessment of the existing level crossing using the using the Australian Level Crossing Assessment Model (ALCAM).

[MODERATE]

### 3. ROAD SAFETY INSPECTION TEAM STATEMENT

I hereby certify that the inspection team have examined the identified location in undertaking this Road Safety Inspection. I also confirm that this inspection has been conducted following the general principles detailed in *Austroads Guide to Road Safety Part 6: Road Safety Audit* and in accordance with Main Roads Policy and Guidelines for Road Safety Audit.

The inspection has been carried out for the sole purpose of identifying any features of the existing road environment which could be altered or removed to improve the safety of the road infrastructure. The identified issues have been noted in this report. The accompanying findings and recommendations are put forward for consideration by the asset owner for implementation.

#### **Inspection Team Leader**

Benjamin Hawkins  
Roadworks Traffic Manager  
Advanced Traffic Management  
  
0418 430 455  
rtm@advancedtraffic.com.au

Signature

Date



**Disclaimer**

*This report contains findings and recommendations based on examination of the site and/or relevant documentation. The report is based on the conditions viewed on the day of inspection and is relevant at the time of production of the report. Information and data contained within this report is prepared with due care by the Road Safety Inspection Team. While the Road Safety Inspection Team seeks to ensure accuracy of the data, it cannot guarantee its accuracy.*

*Readers should not solely rely on the contents of this report or draw inferences to other sites. Users must seek appropriate expert advice in relation to their own particular circumstances.*

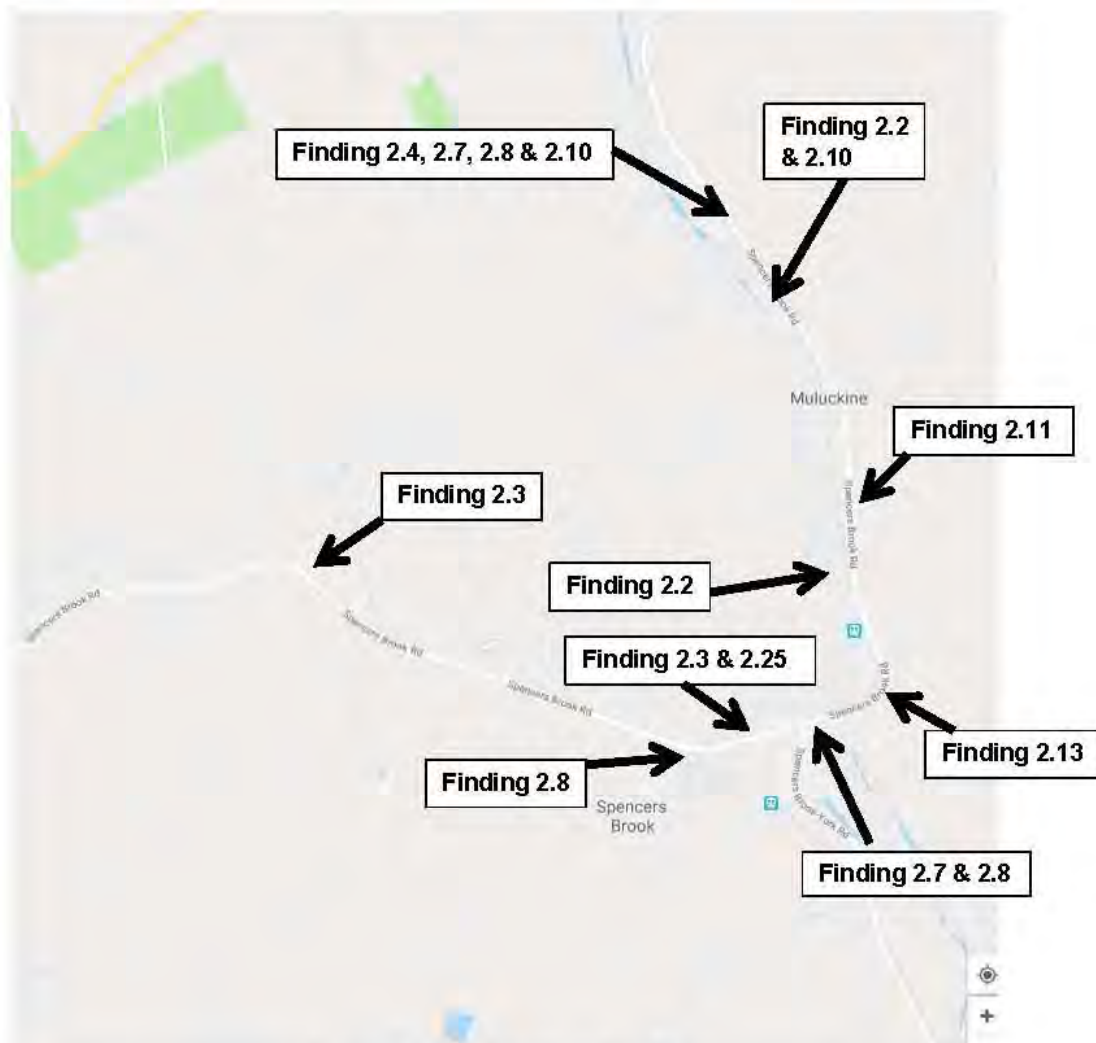
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## APPENDIX A

### ROAD SAFETY INSPECTION FINDINGS LOCATION PLAN



**Inspection Findings Location Plan**

**\*Some items identified are in multiple locations along the route**



**Inspection Findings Location Plan**

**\*Some items identified are in multiple locations along the route**



## APPENDIX B

### ROAD SAFETY INSPECTION PHOTOGRAPHS



**Finding 2.2 – Non Frangible items within clear zone**



**Finding 2.4 – Quarry Access – Sight Distance to the south**





**Finding 2.4 – Quarry Access – Evidence (old) of large vehicles using shoulder**



**Finding 2.4 – Quarry Access – Evidence (old) of vehicles exiting the quarry**



**Finding 2.5 – Intersection warning signs –Example of incorrect sign used**



**Finding 2.6 – Vegetation Maintenance – Vegetation obstructing warning sign**



**Finding 2.7 & 2.25 – Pavement markings missing removed from roadworks, and narrow approach seal 2.7 m – Also note singled sided speed zone**



**Finding 2.9 – Safety issues around culvert – Widened area prior to culvert**



**Finding 2.9 – Safety issues around culvert – Tall culvert within clear zone with no warning or protection other than a single guidepost (that is typical treatment of the road without culvert hazards)**



**Finding 2.9 – Safety issues around culvert –Culvert within clear zone with no protection**



**Finding 2.9 – Safety issues around culvert – Tall culvert within clear zone with no warning or protection**



**Finding 2.10 – Surface Condition – Road Deformation**



**Finding 2.10 – Surface Condition – Example of road damage**



**Finding 2.11 – Sudden Road Width Change**



**Finding 2.12 – Damage to warning sign**



**Finding 2.13 – Muresk Road intersection – Barrier kerbing used**



**Finding 2.14 – Bridges – Barrier system length would not provide protection of errant vehicle**



**Finding 2.15 – Intersection sight distance – Example of poor SISD (note sun glare in sunset conditions)**





**Finding 2.16 – Sign and warning device sign condition**



**Finding 2.17 – Sign spacing**



**Finding 2.18 – Access Track – Debris on road**



**Finding 2.18 – Access Track – Used by vehicles**



**Finding 2.19 – Curved alignment markers – Incorrect and damaged signs present**



**Finding 2.20 – Intersection warning sign for Lockyer Road and Eadine Road**



**Finding 2.21 – Great Eastern Highway warning signs**



**Finding 2.22 – Spencers Brook York Road Intersection Signs**



## APPENDIX C CRASH REPORTS





ROAD USER MOVEMENT CODE	MONTH												DAY												TIME												SEVERITY									
	MONTH												DAY												TIME												SEVERITY									
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Mon	Tue	Wed	Thu	Fri	Sat	Sun	0000 - 0200	0200 - 0500	0500 - 0800	0800 - 1100	1100 - 1400	1400 - 1700	1700 - 2000	2000 - 2300	Not Specified	Fatal	Hospital	Minor	POD Major	POD Minor	Other Total												
44 - Thru Right																																														
10 Down Total																																														
04 - No Right Turn	1																																													
50 Down Total	1																																													
07 - Temp Off-Center																																														
09 - H/A Animal																																														
02 Down Total																																														
71 - Off Left Entry																																														
72 - Off Left Clear On																																														
76 - Left Turn - No																																														
70 Down Total																																														
52 - Off Right Band In On																																														
04 - Off Left Band In On																																														





Crash Behaviour Matrix

Crash ID	Crash Date	Crash Time	Crash Location	Crash Type		Crash Severity		Crash Cause		Crash Outcome	
				Primary	Secondary	Minor	Major	Minor	Major	Minor	Major
1	1/1/2018	14:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
2	2/1/2018	08:15	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
3	3/1/2018	10:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
4	4/1/2018	16:20	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
5	5/1/2018	09:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
6	6/1/2018	11:00	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
7	7/1/2018	13:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
8	8/1/2018	15:10	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
9	9/1/2018	17:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
10	10/1/2018	07:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
11	11/1/2018	12:15	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
12	12/1/2018	14:00	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
13	13/1/2018	16:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
14	14/1/2018	08:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
15	15/1/2018	10:15	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
16	16/1/2018	12:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
17	17/1/2018	15:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
18	18/1/2018	17:15	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
19	19/1/2018	07:00	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
20	20/1/2018	9:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
21	21/1/2018	11:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
22	22/1/2018	13:15	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
23	23/1/2018	15:00	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
24	24/1/2018	16:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
25	25/1/2018	08:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
26	26/1/2018	10:15	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
27	27/1/2018	12:00	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
28	28/1/2018	13:45	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
29	29/1/2018	15:30	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major
30	30/1/2018	17:15	Spencers Brook Road	Vehicle	Vehicle	Minor	Major	Human Error	Human Error	Minor	Major





## APPENDIX D CORRECTIVE ACTION REPORT



**Corrective Action Report – Spencers Brook Road Slk 3.26 – 23.87  
Road Safety Inspection**

Findings and Recommendations	Project Manager		
	Agree / Disagree	Reason for Disagreeing	Proposed Action and Comments



<p><b>Finding – Steep Batter Slopes within clear zone</b></p> <p>There are batters within the assessed Clear Zones that are steeper than 3:1.</p> <p><b>Recommendation</b></p> <p>Review the level of risk associated with the steep or poor condition batters and consider treatments appropriate with the level of risk. Treatment options may include delineation, flattening the batters or barrier protection.</p>	<p>Choose an item.</p>		
<p><b>Finding – Non frangible items within Clear Zone</b></p> <p>It was observed a number of non-frangible items were present along the road within the audit scope. These included power poles, non-frangible vegetation, culverts, and star pickets.</p> <p>Items particularly noted included: Power poles at Slk 3.95, culvert at Slk 3.95 tree at Slk 6.09 (which is also resulting in damage to the road).</p> <p><b>Recommendation</b></p> <p>Review the clear zone along Spencers Brook Road and ensure all non-frangible items are outside the clear zone or protected</p>	<p>Choose an item.</p>		



<p><b>Finding – Road Width</b></p> <p>Some sections along the road within the audit scope did not meet 3.5m lane width, some sections had measured as low as 2.7m which was found at Slk 7.8, and Slk 11.73 (Trimmer Road intersection).</p> <p><b>Recommendation</b></p> <p>Provide adequate road width at locations where Spencers Brook Road is narrow.</p>	<p>Choose an item.</p>		
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<p><b>Finding – Quarry Access</b></p> <p>Evidence suggests previously the northern access was used by heavy vehicle entry, and the southern access was used for heavy vehicle existing, and light vehicle entry.</p> <p>Due to the restricted width at the northern end, heavy vehicles required to manoeuvre onto the shoulder to ensure they could safely turn into the Quarry. It would appear heavy vehicles exiting at the southern access would exit onto Spencers Brook Road at an approximate angle of 25 degrees.</p> <p>The sight distance to the south of the quarry is also too short.</p> <p><b>Recommendation</b></p> <p>Consideration is required for the entry and exit accesses from the quarry. Vehicles exiting the quarry should exit onto Spencers Brook Road at a minimum angle of 70 degrees. The minimum safe intersection sight distance should also be available at the entry/exit points.</p> <p>Should gates be locked for the quarry access, the gates should be relocated further from the road. Should a driver of a long vehicle require unlocking the gate, providing sufficient room within the property will allow the driver to park between the road and the gate, rather than remaining stationary on the road.</p>	<p>Choose an item.</p>		
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<p><b>Finding – Intersection Warning Signs</b></p> <p>MRWA guideline drawing 201031-0008 shows the recommended typical intersection sign and device installation. It was observed that most intersections within the audit scope do not have the recommended installation of signs and devices.</p> <p><b>Recommendation</b></p> <p>Install the recommended signs and devices (including RRPM's and holding lines) in accordance with MRWA requirements at all intersections (note use of MR-HM-2).</p>	<p>Choose an item.</p>		
<p><b>Finding – Vegetation Maintenance</b></p> <p>It was observed vegetation obstructed warning devices (signs and guideposts), sight distances, and hazards (ie culverts) along the road within the audit scope.</p> <p><b>Recommendation</b></p> <p>Undertake vegetation clearing works to reinstate sight visibility and assess large trees in close proximity to the road with the aim of removing braches that could fall onto or close to the road.</p>	<p>Choose an item.</p>		



<p><b>Finding – Pavement markings removed from roadwork's</b></p> <p>Recent works have resulted in pavement markings being removed or covered. Pavement markings were observed to be absent near the Quarry, and around Spencers Brook-York Road.</p> <p><b>Recommendation</b></p> <p>Have all pavement markings reinstated. In the short term temporary warning signs should be installed warning road users of the lack of line marking.</p>	<p>Choose an item.</p>		
<p><b>Finding – Loose material on road</b></p> <p>It was observed at the Quarry, Fettleers Lane, and opposite Old Spencers Brook Road, loose material was present on the traffic lane.</p> <p><b>Recommendation</b></p> <p>Remove the loose material and ensure loose material does not reoccur.</p>	<p>Choose an item.</p>		



<p><b>Finding – Safety issues around culverts</b></p> <p>Currently a number of culverts exist along the road within the audit scope which are within the clear zone, and have no warning of the location of these culverts.</p> <p><b>Recommendation</b></p> <p>Extent the culverts to ensure the headwalls are outside of the clear zone, install a traversable end treatment, or provide protection to the road users from the culvert. Provide warning of the culverts in accordance in accordance with MRWA requirements.</p>	<p>Choose an item.</p>		
<p><b>Finding – Surface Condition</b></p> <p>Multiple locations along the road within the audit scope had surface defects which included, pot holes, rutting, and road deformations.</p> <p>Road deformation was noted at two locations – Quarry access, and SLK 4.28.</p> <p><b>Recommendation</b></p> <p>Undertake repair works to remove any defects found along the road.</p>	<p>Choose an item.</p>		





<p><b>Finding – Sudden Road Width Change</b></p> <p>It was observed that recent works undertaken at SLK 5.42 widened the available road width, however a change in the road width between the newly widened section, and the old section exist.</p> <p><b>Recommendation</b></p> <p>The road should be widened to ensure it meets the minimum road width required. Ideally edge line marking would be installed to provide warning to road users, however sufficient road width is required for implementing an edge line. Changes to the road width should be through a taper, rather than sudden changes.</p>	<p>Choose an item.</p>		
<p><b>Finding – Damage to Warning Devices</b></p> <p>It was observed that damage has occurred to some warning devices along the road within the audit scope. These included guide posts, and warning signs. Those noted included but not limited to: guide posts around Slk 5.42, curve warning sign located at Slk 6.73.</p> <p><b>Recommendation</b></p> <p>Undertake remedial works to any damage warning devices</p>	<p>Choose an item.</p>		



<p><b>Finding – Muresk Road Intersection</b></p> <p>A few safety issues had been identified at this location.</p> <p>Items include:</p> <ul style="list-style-type: none"> <li>▪ Multiple conflict points associated with private property access;</li> <li>▪ Barrier kerb used around the intersection.</li> </ul> <p>Other items had been identified, however covered in multiple areas of this report.</p> <p><b>Recommendation</b></p> <p>The property access for No. 705 should be reassessed to ensure the location and driver behaviour does not encourage unsafe movements entering or exiting the road.</p> <p>The need for kerbing in the area should be assessed, should the need for kerbing exist, a more appropriate kerbing should be installed.</p>	<p>Choose an item.</p>		
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<p><b>Finding – Bridge's</b></p> <p>Multiple bridges exist along the route within the audit scope. It would appear the barrier systems of some of these bridges may not compliant with current MRWA requirements included length required to protect errant vehicles. Should increased traffic be permitted, the bridge load rating will also require being assessed to ensure it is capable of handling additional weight.</p> <p><b>Recommendation</b></p> <p>Have the barrier systems reviewed and upgraded as required. Ensure bridges weight rating is reviewed to ensure it is capable of handling additional weight.</p>	<p>Choose an item.</p>		
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<p><b>Finding – Intersection sight distance</b></p> <p>Multiple intersections within the audit scope failed to meet the minimum Safe Intersection Sight Distance (SISD). Vegetation appeared to be the main factor affecting sight distance. Trimmer Road was noted as having very poor sight distance.</p> <p><b>Recommendation</b></p> <p>Vegetation around intersections which have restricted sight distance should be trimmed to increase available sight distance. Sight distance should be reassessed to determine if appropriate distance is available after works undertaken.</p>	<p>Choose an item.</p>		
<p><b>Finding – Sign and warning devices condition</b></p> <p>Along the road within the audit scope multiple signs had been observed to have substandard reflectivity or were in poor condition.</p> <p><b>Recommendation</b></p> <p>Undertake an audit on all signs to determine retro reflective compliance and condition, and replace all warning signs as required.</p>	<p>Choose an item.</p>		



<p><b>Finding – Sign Spacing</b></p> <p>It was observed that 3 warning signs in advance of Old Spencer Road (Eastbound) were in close proximity to each other.</p> <p><b>Recommendation</b></p> <p>Determine if all signs are required, ensure spacing between signs allows road users to observe all signs with sufficient notice.</p>	<p>Choose an item.</p>		
<p><b>Finding – Access Track</b></p> <p>An unofficial access track exists opposite Old Spencers Brook Road, which appears to be associated with the pedestrian heritage trail, however it appears vehicles also use this track as a short cut to Gooch Road.</p> <p><b>Recommendation</b></p> <p>Implement measures to ensure vehicles are not able to use the access track</p>	<p>Choose an item.</p>		



<p><b>Finding – Curved Alignment Markers</b></p> <p>The Curved Alignment Markers near Slk 23.65 are incorrect.</p> <p><b>Recommendation</b></p> <p>Install the correct Curved Alignment Markers in accordance with AS1742.2 and MRWA requirements.</p>	<p>Choose an item.</p>		
<p><b>Finding – Intersection warning sign for Lockyer Road and Eadine Road</b></p> <p>The intersection warning sign eastbound for Eadine Road do not incorporate Lockyer Road.</p> <p><b>Recommendation</b></p> <p>Replace the current intersection warning sign with a sign which reflects the intersection.</p>	<p>Choose an item.</p>		



<p><b>Finding – Great Eastern Highway Intersection Warning Sign</b></p> <p>The intersection warning sign eastbound for Great Eastern Highway does not detail the road name on the left hand side. The signs are also different sizes on either side of the road.</p> <p><b>Recommendation</b></p> <p>Add 'GT EASTERN HWY' name tag to left hand side, and ensure both intersection warning signs are the same size.</p>	<p>Choose an item.</p>		
<p><b>Finding – Spencers Brook York Road Intersection signs</b></p> <p>Too many signs exist at the Spencers Brook York Road intersection.</p> <p><b>Recommendation</b></p> <p>Reduce the amount of signs displayed at the intersection.</p>	<p>Choose an item.</p>		



<p><b>Finding – Posted Speed Limit</b></p> <p>Spencers Brook Road has a posted speed limit of 110km/h which reduces to 80km/h within the Spencers Brook area.</p> <p><b>Recommendation</b></p> <p>The speed limit of Spencers Brook Road should be reassessed in accordance with MRWA guidelines.</p>	<p>Choose an item.</p>		
<p><b>Finding – Curve Warning Signs</b></p> <p>Multiple curves along the route within the audit scope do not have curve warning signs on the approaches.</p> <p><b>Recommendation</b></p> <p>Review all curves along the route to determine what curves require curve warning signs. Curves should also be assessed to determine the need for advisory speed limits, or curved alignment markers.</p>	<p>Choose an item.</p>		





<p><b>Finding – Railway Level Crossing</b></p> <p>There is a railway level crossing at Slk 7.83 with substandard sealed approach and holding lane widths.</p> <p><b>Recommendation</b></p> <p>Undertake a detailed assessment of the existing level crossing using the using the Australian Level Crossing Assessment Model (ALCAM).</p>	<p>Choose an item.</p>		
--	------------------------	--	--



**Corrective Action Report - Spencers Brook Road Slk 3.26 – 23.87  
Road Safety Inspection**

**NOTE:**

- This Corrective Action Report is to be read in conjunction with the full Road Safety Inspection Report and its findings and recommendations.
- The asset owners (MRWA and/or LGA) **must** be informed of these findings, recommendations and proposed actions.
- Items not under the responsibility of this project representative must be forwarded to the persons / agencies who are responsible.

**These findings and recommendations have been considered, and the actions listed will be taken accordingly.**

<b>Responsible Project Representative</b>	<b>Company / Agency / Division</b>	<b>Position</b>	<b>Date</b>

<b>Asset Owner Representative</b>	<b>Company / Agency / Division</b>	<b>Position</b>	<b>Date</b>

## 11. REPORTS OF COMMITTEE MEETINGS

### 11.1 AUDIT COMMITTEE MEETING HELD ON 1<sup>ST</sup> JUNE 2018

Receipt of Minutes:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3378

Moved: Cr Antonio

That Council receive the minutes from the Audit Committee meeting held on 1<sup>st</sup> June 2018.

CARRIED 9/0

Adoption of Recommendation:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3379

Moved: Cr Antonio

That Council:

1. In accordance with Reg. 24E, Local Government (Functions & General) Regulations 1996, give Statewide public notice of its intention to adopt the revised draft Policy F4.4 – Local Price Preference as provided in Attachment 1, and call for public submissions on the proposal;
2. Adopts policy F4.4, should no submissions be received during the submission period; and
3. Receive the 2017/18 Interim Audit Finding.

CARRIED 9/0  
BY ABSOLUTE MAJORITY

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3380

Moved: Cr Antonio

That Council:

1. Receive the Procurement Process review as provided in Attachment 1;
2. Receive the update as provided in the Attachment 1 in relation to the progress made towards the Better Practice Review Action Plan;
3. Receive the update as provided in Attachment 1 in relation to the progress made towards the Regulation 17 Action Plan;
4. Receive the update as provided in the Attachment 1 in relation to the progress made towards the Safety & Risk Management Plan;
5. Receive the update as provided in Attachment 1 in relation to the progress made towards the Customer Service Audit Plan;
6. Receives the Australasian LG Performance Excellence Program FY17;
7. Includes in the draft 18/19 budget the following areas to be assessed in more detail as part of the internal audit function and reported back to a future Audit Committee Meeting in 2018:
  - a. Information Technology resourcing; and
  - b. Parks, Gardens & Sporting Grounds resourcing.
8. Request the Chief Executive Officer to prepare a brief and obtain quotes to undertake an internal audit on outstanding rates and present this to the next scheduled Audit Committee meeting.

CARRIED 9/0

Attachment 1



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## Shire of Northam

### Minutes

### Audit Committee Meeting

1 June 2018

Audit Committee Meeting Minutes  
**1 June 2018**



### DISCLAIMER

These minutes are 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 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.

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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 June 2018**



## 1. DECLARATION OF OPENING

The Presiding Member, Cr C R Antonio declared the meeting open at 11:03am.

## 2. ATTENDANCE

### Committee:

Shire President  
Councillors

Cr C R Antonio  
Cr A J Mencshelyi  
Cr J Proud

### Staff:

Chief Executive Officer  
Executive Manager Corporate Services  
Executive Assistant – CEO  
Accountant

J B Whiteaker  
C Young  
A C Maxwell  
Z Macdonald

### 2.1 APOLOGIES

Nil.

### 2.2 APPROVED LEAVE OF ABSENCE

Nil.

## 3. DISCLOSURE OF INTERESTS

Nil.

## 4. CONFIRMATION OF MINUTES

### 4.1 COMMITTEE MEETING HELD 8<sup>TH</sup> MARCH 2018

#### RECOMMENDATION / COMMITTEE DECISION

Minute No: AU.095

Moved: Cr Mencshelyi

Seconded: Cr Proud

**That the minutes of the Audit Committee meeting held on Thursday, 8<sup>th</sup> March 2018 be confirmed as a true and correct record of that meeting.**

**CARRIED 3/0**



Audit Committee Meeting Minutes  
1 June 2018



## 5. COMMITTEE REPORTS

### 5.1 LOCAL PRICE PREFERENCE POLICY

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	1.6.1.6
<b>Reporting Officer:</b>	Colin Young Executive Manager Corporate Services
<b>Responsible Officer:</b>	Colin Young Executive Manager Corporate Services
<b>Voting Requirement</b>	Absolute Majority

#### BRIEF

For Council to review its Local Price Preference Policy.

#### ATTACHMENTS

Attachment 1: Policy F4.4 Local Price Preference Policy.

#### BACKGROUND / DETAILS

During the recent Procurement review it was found that policy F4.4 Local Price Preference does not fully align with the *Local Government Act 1996*.

This policy seeks to maximise the use of competitive local businesses in goods, services and works purchased or contracted on behalf of the Shire of Northam.

#### 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

N/A.

##### Legislative Compliance

Section 2.7(2)(b) of the Local Government Act 1995 provides that it is the role of Council to determine the local government's policies.

Local Government (Functions and General) Regulations 1996, Part 4A Regional price preference:

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Regulation 24E. Regional price preference policies for local governments

- (1) Where a local government intends to give a regional price preference in relation to a process, the local government is to —
  - (a) prepare a proposed regional price preference policy (if no policy has yet been adopted for that kind of contract); and
  - (b) give Statewide public notice of the intention to have a regional price preference policy and include in that notice —
    - (i) the region to which the policy is to relate; and
    - (ii) details of where a complete copy of the proposed policy may be obtained; and
    - (iii) a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions; and
  - (c) make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice.
- (2) A regional price preference policy may be expressed to be —
  - (a) for different regions in respect of different parts of the contract, or the various contracts, comprising the basis of the tender;
  - (b) for different goods or services within a single contract or various contracts;
  - (c) for different price preferences in respect of the different goods or services, or the different regions, that are the subject of a tender or tenders (subject to the limits imposed by regulation 24D),

or for any combination of those factors.

**Policy Implications**

Ensure that Policy F4.4 is compliant.

**Stakeholder Engagement / Consultation**

Where a local government intends to give a regional price preference in relation to a process, the local government is to —

- (a) give Statewide public notice of the intention to have a regional price preference policy and include in that notice —
  - (i) the region to which the policy is to relate; and
  - (ii) details of where a complete copy of the proposed policy may be obtained; and
  - (iii) a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions; and
- (b) make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice.

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It is proposed that should no submissions be received the policy be adopted. Should submissions be received the Policy will be represented to Council for consideration.

**Risk Implications**

If the Local Price Preference Policy was not updated, council could be in breach of the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*.

**OFFICER'S COMMENT**

Policy F4.4 has been updated to ensure that it aligns with the *Local Government Act 1995* and *Local Government (Functions and General) Regulations 1996*.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No:** AU.096

**Moved:** Cr Proud

**Seconded:** Cr Mencshelyi

**That Council:**

- 1. In accordance with Reg. 24E, Local Government (Functions & General) Regulations 1996, give Statewide public notice of its intention to adopt the revised draft Policy F4.4 – Local Price Preference as provided in Attachment 1, and call for public submissions on the proposal; and**
- 2. Adopts policy F4.4, should no submissions be received during the submission period.**

**CARRIED 3/0  
BY ABSOLUTE MAJORITY**

Clarification was sought in relation to the changes made to the policy. The Executive Manager Corporate Services advised that the changes made are detailed within the attachment and that these were required in order for Council to comply with legislation.



## Attachment 1

Shire of Northam Policy Manual (Section I)  
Policy  
F4.4 Regional Price Preference

### F 4.4 Local Price Preference

<i>Responsible Department</i>	Corporate Services
<i>Resolution Number</i>	C.2706
<i>Resolution Date</i>	<a href="#">20/06/2018</a>
<i>Next Scheduled Review</i>	2020
<i>Related Shire Documents</i>	
<i>Related Legislation</i>	Local Government Act 1995 – s3.57 Tenders; Local Government (Functions & General) Regulations 200 – Part 4A; Local Government (Administration) Amendment Regulations 2000 – s29.

#### OBJECTIVE

The purpose of this policy is to stimulate economic activity and growth in the Shire by maximising the use of competitive local businesses in supplying goods, services and works purchased or contracted on behalf of the Shire of Northam.

#### SCOPE

Applies to all Purchases.

#### POLICY

##### 1. Local Price Preference

A price preference will apply to suppliers who are based in, operate from or source goods or services from within the Shire in relation to all quotations/tenders invited by the Shire for the supply of goods, services and construction (building) services.

The Local price preference enables suppliers to be evaluated as if the proposed tender/quotation bid price were reduced in accordance with permitted price preferences as specified below in this policy.

This policy will operate in conjunction with the purchasing considerations and procedures as outlined in the Council's 'Purchasing Policy' when evaluating and awarding tender contracts.

##### 2. Qualifying Criteria

Local Supplier

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Shire of Northam Policy Manual (Section I)  
Policy  
F4.4 Regional Price Preference

A supplier of goods or services who submits a tender/quotation is regarded as being a local tenderer if:

- i. the supplier has a physical business premises (in the form of an office, depot, shop, outlet, headquarters or other premises where goods or services are being supplied from), located within the Shire. This does not exclude suppliers whose registered business is located outside the Shire but undertake the business from premises located in the Shire;
- ii. a business having permanent staff that are based at the business premises located within the Shire;
- iii. management or delivery of the majority of the outcomes will be carried out from the business premises located in the shire; and

In order for the policy to apply, the supplier is required to provide to the Shire sufficient evidence which demonstrates compliance with the above criteria.

### 3. Local Price Preference Value

#### Goods and Services:

Up to a 10% price preference (to a maximum price reduction of \$100,000 excluding GST) where goods and services are sourced from within the Shire of Northam.

Up to 10% where the contract is for goods or services, up to a maximum price reduction of \$50,000

Up to 5% where the contract is for the construction (building) services, up to a maximum price reduction of \$50,000

Up to 10% where the contract is for goods or services (including construction (building) services), up to the maximum price reduction of \$100,000, if the Local Government is seeking tenders for the provision of those goods or services for the first time due to those goods or services having been, until then, undertaken by the local government.

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## 5.2 INTERIM AUDIT

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	1.6.1.6
<b>Reporting Officer:</b>	Colin Young Executive Manager Corporate Services
<b>Responsible Officer:</b>	Colin Young Executive Manager Corporate Services
<b>Voting Requirement</b>	Absolute Majority

### BRIEF

For the Audit Committee to receive an update on the Interim Audit that was conducted by the Shire's auditor, Moore Stephen's on the 16 & 17 April 2018.

### ATTACHMENTS

Attachment 1: Email from Auditor.

### BACKGROUND / DETAILS

The Interim Audit was carried out on the 16 & 17 April, Moore Stephen's conducted the interim audit, it concentrated largely on compliance and administration issues rather than financial issues that are concentrated on during the year-end audit.

### 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

N/A.

#### Legislative Compliance

*Local Government Act (1995) Section 7.12A.*

#### Policy Implications

Nil.

#### Stake Holder Engagement / Consultation

Nil.

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**Risk Implications**

If the Interim Audit was not carried out there would be a risk that agreed procedures that were not followed (if any), would not be reported to Council.

**OFFICER'S COMMENT**

The Auditor has raised one issue as presented below, as the issue is minor a formal report was not forthcoming from the Auditor;

1. Purchase order 47543 dated 26/9/2017 for the payment of Slav's Cleaning Service for \$8,873 paid on the 25/9/2017 by EFT27827

**Management Comment:** The above payment was made in the interim period between the end of Slav's Cleaning Services Contract (had a 12 month reoccurring order in place) and the Commencement of the new cleaning contract with DMC Cleaning. Mangers oversight, all employees are reminded regularly of the required purchasing procedures.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No:** AU.097

**Moved:** Cr Proud

**Seconded:** Cr Mencshelyi

**That Council receive the 2017/18 Interim Audit Finding.**

**CARRIED 3/0  
BY ABSOLUTE MAJORITY**

Discussion was held around the following matters:

- Noted that one issue was identified within the interim audit (as listed) which occurred when there was a change in cleaning contractor.

Audit Committee Meeting Minutes  
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**Attachment 1**

**From:** Gilles Chan [<mailto:gchan@moorestephens.com.au>]  
**Sent:** Tuesday, 15 May 2018 9:58 AM  
**To:** Zoe Macdonald <[Accountant@northam.wa.gov.au](mailto:Accountant@northam.wa.gov.au)>  
**Cc:** Colin Young <[emcorps@northam.wa.gov.au](mailto:emcorps@northam.wa.gov.au)>; Hayley Platt <[hplatt@moorestephens.com.au](mailto:hplatt@moorestephens.com.au)>  
**Subject:** RE: Urgent Interim Audit Report Shire of Northam

Hi Zoe,

Please find below our findings:-

**Compliance:**

- 1) The delegation register needs to be reviewed every year.
- 2) The audit reg 17 – I am not sure if this was reviewed. E.g This was supposed to be done every 2 years- Can you please check your last one.
- 3) NEW THIS YEAR- As per section 7.12 A of the Local Govt Act which states below:-

The act requires them to provide a report to Council as to which actions they will take to address the issues raised and then provide this report to the department within 3 months of receipt of the audit report. They are also required to publish a copy of the report on their website 14 days after the report is provided to the department. Last year, we have included in our audit report that the annual financial report has not been sent to the department within 30 days.

I am not sure if this has been done as it is new.

**Internal control:**

All mth end reconciliations appeared to be performed on regularly basis and reviewed.

We have only found one instance where the purchase order was raised after the invoice was received e.g Purchase order 47543 dated 26/9/2017 for the payment of slav cleaning service for \$ 8,873 paid in 25/9/2017 by eft 27827.

Thanks.

Gilles Chan  
Manager  
Moore Stephens (WA) Pty Ltd

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2 The Esplanade  
Perth WA 6000

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Audit Committee Meeting Minutes  
**1 June 2018**



### 5.3 PROCUREMENT PROCESS REVIEW REPORT

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	1.6.1.6
<b>Reporting Officer:</b>	Colin Young Executive Manager Corporate Services
<b>Responsible Officer:</b>	Colin Young Executive Manager Corporate Services
<b>Voting Requirement</b>	Simple Majority

#### BRIEF

This report is for Council to consider the Procurement Review Report for adoption.

#### ATTACHMENTS

Attachment 1: Procurement Process Review Report.

#### BACKGROUND / DETAILS

In July 2017 under the direction of the CEO, staff called for quotes from qualified business to conduct a Procurement Process Review on the Shire of Northam's purchasing focusing on, Tenders, Records Management, Probity and Credit Card Usage.

The Audit was designed to provide both the CEO and the Council with an additional element of accountability through a check on current procurement processes, ensuring these are being adhered to by staff.

#### 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

\$9,937 plus GST for the report.

##### Legislative Compliance

There is no legislative requirement to hold an Internal Procurement Review, however it is best practice.

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**Policy Implications**

N/A.

**Stakeholder Engagement / Consultation**

All senior staff were asked to review the document and make any comments.

**Risk Implications**

It is best practice to undertake this review as it will assist in identifying areas for improvements which may result in reducing any risk associated with this matter.

**OFFICER'S COMMENT**

On Monday 22 January 2018 Moore Stephens conducted an Audit on the Shire of Northam's Procurement processes, after the site visit follow up interviews were conducted with the Executive Management Team and the Procurement Officer.

A final report was received on 7 May 2018 that included the following contents:

1. Engagement Overview;
2. Executive Summary;
3. Summary Controls Table;
4. Review Findings and Recommendations;
5. Improvement Opportunities;
6. Procurement Processes – Tenders and Contracts Management;
7. Other Matters;

A copy of the report is attached for Council's perusal. The major areas identified for improvement works are detailed below, along with management responses:

REVIEW FINDINGS & RECOMMENDATIONS				
Observation	Potential Risks	Rating	Recommendation	Management Comment
<p>Per the Local Gov't (Functions and General) Regulations 1996, Part 4A, Section 24D (Discounts permitted for regional price preferences), there are three scenarios where the bid from the tenderer can be considered for a price reduction.</p> <p>The legislation allows for:</p> <ul style="list-style-type: none"> <li>• up to 10% reduction for goods or services up to a maximum of \$50,000;</li> </ul>	<p>Non-alignment to Gov't Regulations.</p>	<p>Moderate</p>	<p>The Shire Local Price Preference Policy should be updated to align with the thresholds in the Regulations.</p>	<p>Local Price Preference Policy has been reviewed and will be presented to Council for consideration.</p>

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REVIEW FINDINGS & RECOMMENDATIONS				
Observation	Potential Risks	Rating	Recommendation	Management Comment
<ul style="list-style-type: none"> <li>• up to 5% reduction for construction (building) services up to maximum of \$50,000; or</li> <li>• up to 10% where the contract is for construction (building) services up to a maximum price reduction of \$500,000.</li> </ul> <p>The Shire's Local Price Preference Policy (F 4.4), Section 3 - Local Price Preference Value, allows for a maximum price reduction of \$100,000 (excluding GST) for goods and services from within the Shire. The amount per the Shire policy does not fully align with the requirements outlined above under Section 24D.</p>				

IMPROVEMENT OPPORTUNITIES			
ESTABLISHMENT OF PRE-QUALIFIED PANEL OF SUPPLIERS			
Observation	Potential Risks	Recommendation	Management Comment
<p>It was noted during the audit that the Shire currently does not operate any formal panels of pre-qualified suppliers. Rather, through the years, it has maintained an informal list of suppliers which it has consistently used for recurring needs such as electrical services, painting, etc. Use of an informal list may present the following limitations:</p> <ul style="list-style-type: none"> <li>• precludes consideration of other suitable service providers which are new market entrants;</li> </ul>	<p>The following contractors were used multiple times for the period 1 July 2017 to 31 January 2018.</p> <p>Examples:</p> <p><u>Plumbing Services</u></p> <ul style="list-style-type: none"> <li>• Andy's Plumbing [43 POs; spend @ \$14,000]</li> <li>• Blackwell Plumbing [17 POs; spend @ \$15,500]</li> </ul> <p><u>Electrical Services</u></p> <ul style="list-style-type: none"> <li>• Grafton Electrics [46 POs; \$22,000]</li> <li>• Verlindens Electrical [4 POs; \$11,600]</li> </ul>	<p>It is recommended that goods and services which are:</p> <ul style="list-style-type: none"> <li>• recurring,</li> <li>• purchased frequently throughout the year; and</li> <li>• deemed to be low or medium procurement risk, be considered for establishment as a pre-qualified panel under Division 3 of Regulations.</li> </ul> <p>Determination of these services could be based on spend data by service</p>	<p>Staff will investigate and establish pre-qualified panels where appropriate.</p>

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IMPROVEMENT OPPORTUNITIES			
ESTABLISHMENT OF PRE-QUALIFIED PANEL OF SUPPLIERS			
Observation	Potential Risks	Recommendation	Management Comment
<ul style="list-style-type: none"> <li>• rates quoted by known suppliers are often not market tested; and</li> <li>• pre-qualified panel provides greater transparency in the selection process and if implemented follows a prescribed set of rules governing how the panel will operate to manage risks and to ensure a more efficient procurement process.</li> </ul>		category for the past 2 or 3 years. Any services which are likely to reach \$150,000 however, must undergo a public tender process as per Section 11.	

SPEND ANALYSIS			
Observation	Potential Risks	Recommendation	Management Comment
<p>Spend analysis will provide insight into current procurement arrangements and identify opportunities for strategic procurement by spend category such as assessment of sole source arrangements and the use of pre-qualified panels (refer to point 1.0 Establishment of Pre-qualified panels).</p> <p>A regular review will also contribute to the understanding of historical spend patterns and whether anticipated value for money outcomes were achieved, thus providing input into subsequent tender planning processes.</p> <p>Spend analysis will also enable the Shire to benchmark suppliers which provide similar services for the purposes of "value for money"</p>	<p>The following examples illustrate the information that was obtained through a quick analysis of spend data from 1 July 2017 to 31 January 2018:</p> <ul style="list-style-type: none"> <li>• Glenn Stuart Beveridge @ 9 months is \$91,000; this supplier could reach the \$150,000 threshold if not monitored.</li> <li>• Several contractors provide ongoing technical services which require specialist environmental, health and safety knowledge. However, there is no contract or service agreement in place i.e. Avon Valley Contractors, Central Mobile Mechanical Repairs.</li> <li>• Avon Valley Contractors; POs for \$8,800 for 3 months has been sole source supplier for hire of graders.</li> </ul>	<p>It is recommended that at least annually, a review is performed by a person independent of the Procurement function of spend by supplier, by service type and other relevant criteria to ensure that overall procurement for goods and services is a strategic activity.</p> <p>Procurement planning may also alleviate the reliance on sole source suppliers if request for goods and services on short notice is minimised.</p>	<p>Procedures will be put in place ensuring suppliers that have recurring purchases that may reach the \$150,000 tender threshold are reviewed annually.</p>

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SPEND ANALYSIS			
Observation	Potential Risks	Recommendation	Management Comment
assessment for future reference.			

A separate report will be presented to council through the audit committee to revise the current local price policy, the other improvement actions are currently being discussed and procedures will be put in place to incorporate them into Councils procurement practices.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: AU.098**

**Moved: Cr Proud**

**Seconded: Cr Mencshelyi**

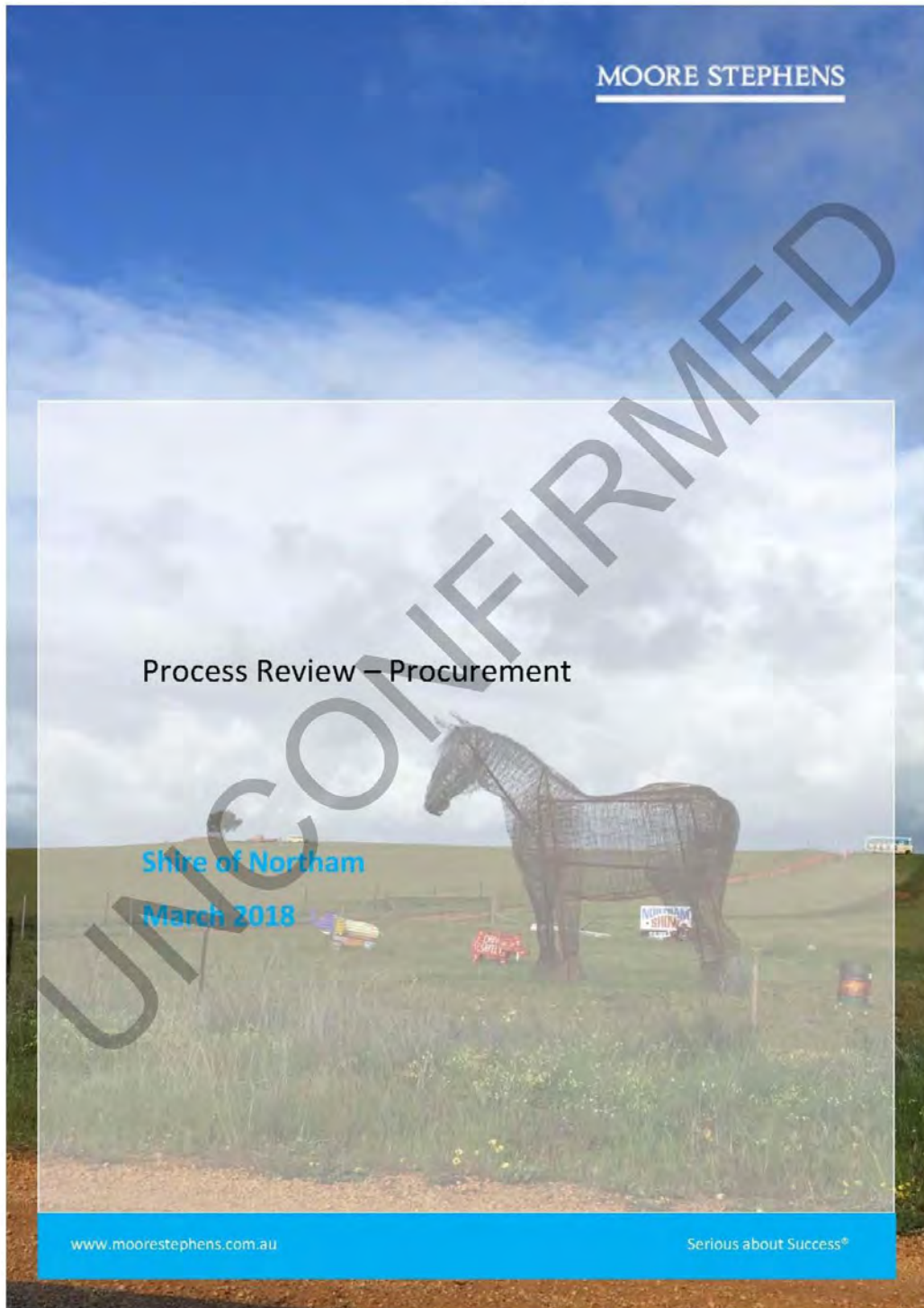
**That Council receives the Procurement Process review as provided in Attachment 1.**

**CARRIED 3/0**

Discussion was held around the following matters:

- Queried whether this is a part of the governance review. The Chief Executive Officer advised that this forms part of the internal audit framework established by Council. Reference was made to the recent article about the City of Perth relating to internal audits.
- The audit demonstrates that Council has strong systems and processes in place however there is room for improvement with a few matters being identified. One of these includes the Local Price Preference Policy which wasn't compliant with legislative requirements and as a result has been presented to this meeting.
- Establishing panel contractors and the benefit and risk associated with this due to some contractors breaching the threshold. The Chief Executive Officer advised that Council has established this in the past which is undertaken through the tender process
- Credit card usage was queried. The Executive Manager Corporate Services advised that this was assessed and confirmed that purchases made using Shire credit cards are approved and in accordance to the Credit Card Use Policy.

**Attachment 1**



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## 1.0 Engagement Overview

### Introduction

At the request of the Shire, Moore Stephens was engaged to provide an independent review of the following:

- procurement processes as they relate to the tendering process (from development of the tender through to award of tender); and
- to evaluate the internal controls around purchasing below the tender threshold being \$150,000.

### Objective

To provide an assessment of the:

- governance processes of the Shire (i.e. probity and accountability); and
- effectiveness of procurement controls in delivering outcomes in accordance with business objectives as well as statutory and compliance obligations.

### Scope

The review procedures were focused on the following processes and internal controls which support the procurement activities (not an exhaustive list):

#### Tender, evaluation and contract awarding processes:

- Development of a tender package for:
  - procurement strategy and identification of potential supply sources;
  - selection criteria and other key inputs to enable robust assessment of submissions; and
  - composition and determination of the tender panel.
- Pre-award processes:
  - protocols for communicating with prospective tenderers before and after tender deadline;
  - management of information requests; and
  - confidentiality of records.
- Tender evaluation processes:
  - methodology;
  - documentation of rationale to support decision-making, and
  - assessment practices of panel members etc.
- Tender award processes:
  - governance and robustness of review;
  - post panel recommendations; and
  - communication protocols with third parties.
- Records management of relevant documentation.
- Review for probity – procurement is conducted in a manner that is fair, equitable and defensible. Purchases made via credit cards were tested for approval and compliance to policy (HR4.7).



## 1.0 Engagement Overview (continued)

### Approach / methodology

The process included:

- Onsite interviews to gain understanding of the current processes and documented relevant policies and procedures (this included review of Code of Conduct, Procurement Policy and all which are tender or governance related and Conflict of Interest).
- Review of the tenders since 1 July 2017 to current (this included review of 'tender documentation' and related supporting documentation as well as discussions with Directors as necessary).
- Due to the small number of tenders advertised, testing on a judgementally selected sample was conducted for purchases greater than \$50,000 for adherence to the Shire's Purchasing Policy; and
- Provision of draft report with observations and recommendations to management.

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## 2.0 Executive Summary

### Background

For the majority of procurement requirements, the Shire leverages off the WALGA Preferred Supplier Program and uses the eQuotes portal to obtain quotations. To increase participation amongst local suppliers and to encourage competition, information sessions regarding documentation requirements when submitting quotes and how to address selection criteria have been given to any interested suppliers.

The procurement function is led by the Executive Manager Corporate Services and supported by a purchasing officer. The Executive Management are all actively involved in the tender process either as tender panel members or during the tender development phase. The Shire's Governance Officer supports the procurement function with compliance requirements in accordance to Part 4 of the *Local Government (Functions and General) Regulations 1996*.

The Shire also uses specialists such as WALGA's Tender Management Services for high value and complex projects.

### Overall Results

#### Results of Assessment

The assessment of the Shire's tendering and purchasing processes indicated a good system of internal control is in place to help ensure:

1. The Shire's Purchasing Policy (F4.2 Purchasing & Tendering Policy) is complied with. Evidenced by:
  - Minimum requirements for obtaining quotations are in accordance with purchasing thresholds;
  - Consideration of risk; and
  - Regulatory compliance with *Local Government (Functions and General) Regulations 1996 Part 4 Division 2*. There is, however, a discrepancy in the Shire's Local Preference Policy, refer to point 1.0 in [Section 4.0 Review Findings and Recommendations](#).
2. The key controls within the tendering process are performed and supported in writing. Evidenced by:
  - tender planning and development of specifications;
  - management review of tender packages prior to tender advertisement;
  - tender evaluations being conducted appropriately and support tender award decisions presented to Council; and
  - maintenance of tender records to support legislative compliance.
3. Executive management and key staff involved in procurement understand and demonstrate their obligations to conduct themselves in an honest and professional manner with integrity and transparency through:
  - evidence of accountability for procurement activity e.g. sourcing of quotes, communication with potential suppliers;
  - consistency in performing internal checks and reviews; and
  - use of specialist advisers to ensure that the right outcomes are achieved for complex projects and procurement undertakings.

Details of the above controls are outlined in [Section 3.0, Summary Controls Table](#).

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## 2.0 Executive Summary (continued)

### Overall Results (continued)

#### Opportunities for Improvement

Our review highlighted two opportunities for improvement. In our view, these should increase efficiency to existing practices and result in potential cost savings. These opportunities were identified in the following areas:

1. Set-up of pre-qualified panel of suppliers for core services

The Shire currently does not formally operate any pre-qualified panels for recurring services such as electrical, general building maintenance etc.

Rather, an informal list of suppliers which has been maintained over the years is used as a source for obtaining quotations.

This informal list potentially inhibits wider market testing and lost opportunities with new market entrants.

**The Shire should consider implementation of a public Request for Applications for Pre-qualified panel of Suppliers for the commonly used services. This will enable a more robust and transparent process for works to be distributed amongst suppliers that belong to the Shire's pre-qualified panel. The benefit for both parties is that once the panel is set-up, the terms of the services can be agreed up-front with respect to quality, indicative pricing and how the work will be distributed.**

2. Conduct a detailed spend analysis

- Analysis of spend to detect potential breach of tender threshold

Currently, there is no formal procedure to determine whether some services, in aggregate throughout the year or for a known fixed period may exceed the tender threshold of \$150,000.

Our analysis of the extract of spend since the current financial year indicated at least one supplier, Glenn Stuart Beveridge, supplier of trades and building work with a spend of approximately \$91,000 since 1 July 2017 and could potentially reach the threshold of \$150k and meet the requirement for a public tender process.

During our review, the following trends were also noted:

- Purchase orders are often issued to suppliers as the 'sole source supplier' with the explanation that other suppliers were not available due to turnaround time resulting in 1 quotation being received; and
- Numerous contractors are providing ongoing technical services without a contract or service agreements in place. In these situations, the Purchase Order general terms and conditions may not mitigate against risks specific to the service requirements (i.e. Avon Valley Contractors, Central Mobile Mechanical Repairs).

**The Shire should conduct spend data analysis by supplier and service category at least annually to determine whether the service should be considered for public tender in the next budget year. Spend analysis will also provide insight into current procurement arrangements and identify opportunities for more strategic procurement.**

Details of the above opportunities for improvement are outlined in [Section 5.0 Improvement Opportunities](#).

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### 3.0 Summary Controls Table

The following is a summary of the key controls assessed during the audit. Where the control assessment is assessed as 'Requires improvement' or is assessed as 'Does not meet requirements', details of the control deficiency are found in Section 4.0 Review Findings and Recommendations.

CONTROL ACTIVITY	CONTROL ASSESSMENT	TEST RESULTS	REFERENCE (SECTION 4.0)
<b>CONTRACT TERMS AND CONDITIONS (sample = 1)</b>			
Standard General Terms and Conditions are adopted by the Shire and included in the Tender Package.	Meets requirements	Procedure confirmed.	
Signed contract required to bind agreement by both parties.	Meets requirements	Procedure confirmed.	
<b>TENDER SPECIFICATIONS (sample = 7)</b>			
Tender specifications are clearly described and include all the relevant technical specifications, and are aligned to the scope of services /qualitative criteria.	Meets requirements	Complex and technical RFT have been drafted with the support of relevant specialists.	
Occupational Health and Safety and environmental requirements (as applicable) are outlined in tender specifications.	Meets requirements	Sighted evidence of OH&S specifications in tender.	
Tender specifications are drafted following a risk based approach to ensure that relevant risks specific to the scope are identified and mitigated through the procurement activity.	Meets requirements	Sighted evidence of risk considerations which commensurate with the risk profile of the project.	
Tender packages are reviewed and approved by the Business Unit prior to advertisement by Procurement Function.	Meets requirements	Council approval is required before tenders are advertised.	
<b>TENDER EVALUATION PROCESSES (sample = 3)</b>			
Tender submissions are compliance checked prior to panel assessments.	Meets requirements	Compliance checks are evidenced in writing. No exceptions noted.	
The methodology for evaluation of tenders is documented in sufficient detail to ensure consistent application and enables auditability by an independent person.	Meets requirements	Evaluation Reports are prepared and signed by panel members.	
Documentation by panel members to support justification for ratings is transparent, supported with factual information from tender process and evaluated against qualitative criteria.	Meets requirements	Evaluation Reports are prepared and signed by panel members.	

### 3.0 Summary Controls Table (continued)

CONTROL ACTIVITY	CONTROL ASSESSMENT	TEST RESULTS	REFERENCE (SECTION 4.0)
<b>TENDER EVALUATION PROCESSES (cont'd)</b>			
There is evidence to support that value for money criteria have been considered.	Meets requirements	Documentary evidence around value for money primarily centred on price.	
Evaluation of supplier financial strength is performed to demonstrate due diligence of supplier's (entity) background and financial capacity to undertake contractual commitments if successful.	Meets requirements	Through discussions this is performed just prior to the award stage.	
<b>TENDER AWARD (sample = 1)</b>			
Formal notice is provided to advise tenderers of the award decision, i.e. successful and not successful. Generic evidentiary support is retained and provided to unsuccessful tenderers upon request.	Meets requirements	Procedure confirmed.	
<b>RECORDS MANAGEMENT</b>			
A Tenders Register is maintained and available for public viewing.	Meets requirements	Tenders Register sighted.	
Key tender documents are retained and maintained centrally by Shire's Records Management Officer.	Meets requirements	Procedure observed.	
<b>GOVERNANCE</b>			
The Shire's Purchasing Policy and Local Price Preference are in accordance to legislative requirements.	Does not meet requirements	The Local Price Preference thresholds do not align fully with legislative requirements.	Full details on page 9
Staff are aware of their Code of Conduct, Public Interest Disclosure and Conflict of Interest declaration responsibilities.	Meets requirements	Code of Conduct training is provided during new employee inductions.	
Code of Conduct refresher training is formally conducted for staff.	Meets requirements	Yes, carried out in FY 2016/17	
Purchases are approved in accordance to the Shire's Delegations of Authority.	Meets requirements	Sample size = 15 No exceptions noted.	
Purchases made using Shire credit cards are approved and in accordance to the Credit Card Use Policy (HR4.7).	Meets requirements	Sample size = 3 months No exceptions noted.	
Conflict of Interest requirements and sensitivity of tender submissions are understood by staff and declared prior to involvement in tendering process.	Meets requirements	Yes, sighted evidence of requirement.	

### 3.0 Summary Controls Table (continued)

CONTROL ACTIVITY	CONTROL ASSESSMENT	TEST RESULTS	REFERENCE (SECTION 4.0)
<b>PURCHASING CONTROLS (sample = 10)</b>			
Purchasing Checklist is completed and signed by authorised personnel to demonstrate compliance to Purchasing Policy.	Meets Requirements	No exceptions noted.	
Supporting documentation to evidence quotations received are maintained on file. Requestors provide the same information to all the potential suppliers to ensure that it is a fair and transparent process.	Meets requirements	No exceptions noted.	
Quotations are assessed with rationale for final decision documented and maintained on file.	Meets requirements	1 discrepancy noted, rationale for decision to procure from more expensive option was not provided e.g PO 47577.	
Purchase Orders are received from supplier with detailed description of goods and/or services which have been provided.	Meets requirements	Sample size = 15 No exceptions noted.	

#### Table Definitions

**CONTROL ASSESSMENT** – An evaluation of the internal control environment to assess the effectiveness of key controls for risk mitigation and legislative compliance.

<b>Meets Requirements</b>	The control activity when performed as intended, will provide reasonable assurance that it mitigates the risks for which the control was designed to mitigate.
<b>Improvement Required</b>	The control activity is meeting only <i>some</i> of its control objectives and therefore has the potential for risks to remain exposed.
<b>Does Not Meet Requirements</b>	The control activity does not contain all the required key control elements i.e. control frequency, assignment of responsibility / accountability, purpose of control etc. and may not be effective for risk mitigation or provide reasonable assurance that it has been operating as intended.

#### 4.0 Review Findings and Recommendations

NO	OBSERVATION	POTENTIAL RISKS	RATING	RECOMMENDATION	MANAGEMENT COMMENTS
1.0	<b>LOCAL PRICE PREFERENCE POLICY (Regulations)</b>				
	<p>Per the <i>Local Gov't (Functions and General) Regulations 1996</i>, Part 4A, Section 24D (Discounts permitted for regional price preferences), there are three scenarios where the bid from the tenderer can be considered for a price reduction.</p> <p>The legislation allows for:</p> <ul style="list-style-type: none"> <li>- up to 10% reduction for goods or services up to a maximum of \$50,000;</li> <li>- up to 5% reduction for construction (building) services up to maximum of \$50,000; or</li> <li>- up to 10% where the contract is for construction (building) services up to a maximum price reduction of \$500,000.</li> </ul> <p>The Shire's Local Price Preference Policy (F 4.4), Section 3 - Local Price Preference Value, allows for a maximum price reduction of \$100,000 (excluding GST) for goods and services from within the Shire. The amount per the Shire policy does not fully align with the requirements outlined above under Section 24D.</p>	Non-alignment to Gov't Regulations.	Moderate <sup>1</sup>	The Shire Local Price Preference Policy should be updated to align with the thresholds in the Regulations.	Local Price Preference Policy has been reviewed and will be presented to Council for consideration.

<sup>1</sup> Rating Classification: MODERATE - ISSUE REPRESENTS A WEAKNESS WHICH WILL BECOME MORE SERIOUS IF NOT ADDRESSED. REQUIRES MANAGEMENT ACTION WITHIN A REASONABLE TIME PERIOD.

## 5.0 Improvement Opportunities

NO	OBSERVATION	AUDIT ANALYSIS	RECOMMENDATION	MANAGEMENT COMMENTS
1.0	<p><b>Establishment of Pre-qualified Panel of Suppliers (Division 3 of Regulations)</b></p> <p>It was noted during the audit that the Shire currently does not operate any formal panels of pre-qualified suppliers. Rather, through the years, it has maintained an informal list of suppliers which it has consistently used for recurring needs such as electrical services, painting, etc.</p> <p>Use of an informal list may present the following limitations:</p> <ul style="list-style-type: none"> <li>precludes consideration of other suitable service providers which are new market entrants;</li> <li>rates quoted by known suppliers are often not market tested; and</li> <li>pre-qualified panel provides greater transparency in the selection process and if implemented follows a prescribed set of rules governing how the panel will operate to manage risks and to ensure a more efficient procurement process.</li> </ul>	<p>The following contractors were used multiple times for the period 1 July 2017 to 31 January 2018.</p> <p><i>Examples:</i></p> <p><b>Plumbing Services</b></p> <ul style="list-style-type: none"> <li>Andy's Plumbing [43 POs; spend @ \$14,000]</li> <li>Blackwell Plumbing [17 POs; spend @ \$15,500]</li> </ul> <p><b>Electrical Services</b></p> <ul style="list-style-type: none"> <li>Grafton Electrics [46 POs; \$22,000]</li> <li>Verindens Electrical [4 POs; \$11,600]</li> </ul>	<p>It is recommended that goods and services which are:</p> <ul style="list-style-type: none"> <li>recurring,</li> <li>purchased frequently throughout the year; and</li> <li>deemed to be low or medium procurement risk,</li> </ul> <p>be considered for establishment as a pre-qualified panel under Division 3 of Regulations.</p> <p>Determination of these services could be based on spend data by service category for the past 2 or 3 years. Any services which are likely to reach \$150,000 however, must undergo a public tender process as per Section 11.</p>	<p>Staff will investigate and establish pre-qualified panels where appropriate.</p>



### 5.0 Improvement Opportunities (continued)

NO	OBSERVATION	AUDIT ANALYSIS	RECOMMENDATION	MANAGEMENT COMMENTS
2.0	<b>SPEND ANALYSIS</b>			
	<p>Spend analysis will provide insight into current procurement arrangements and identify opportunities for strategic procurement by spend category such as assessment of sole source arrangements and the use of pre-qualified panels (refer to point 1.0 Establishment of Pre-qualified panels).</p> <p>A regular review will also contribute to the understanding of historical spend patterns and whether anticipated value for money outcomes were achieved, thus providing input into subsequent tender planning processes.</p> <p>Spend analysis will also enable the Shire to benchmark suppliers which provide similar services for the purposes of "value for money" assessment for future reference.</p>	<p>The following examples illustrate the information that was obtained through a quick analysis of spend data from 1 July 2017 to 31 January 2018:</p> <ul style="list-style-type: none"> <li>Glenn Stuart Beveridge @ 9 months is \$91,000; this supplier could reach the \$150,000 threshold if not monitored.</li> <li>Several contractors provide ongoing technical services which require specialist environmental, health and safety knowledge. However, there is no contract or service agreement in place i.e. Avon Valley Contractors, Central Mobile Mechanical Repairs.</li> <li>Avon Valley Contractors; POs for \$8,800 for 3 months has been sole source supplier for hire of graders.</li> </ul>	<p>It is recommended that at least annually, a review is performed by a person independent of the Procurement function of spend by supplier, by service type and other relevant criteria to ensure that overall procurement for goods and services is a strategic activity.</p> <p>Procurement planning may also alleviate the reliance on sole source suppliers if request for goods and services on short notice is minimised.</p>	<p>Procedures will be put in place ensuring suppliers that have recurring purchases that may reach the \$150,000 tender threshold are reviewed annually.</p>

## 6.0 Procurement Processes – Tenders & Contracts Management



This has been provided to illustrate the end to end Procurement Process. The review for Shire of Northam did not include Procurement Management and items which have been crossed off under Procurement Strategy.

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### 7.0 Other Matters

#### Disclaimer

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Services provided under this engagement are provided by the Firm and not by any other independent Moore Stephens member firm. No other independent Moore Stephens member has any liability for services provided by other members.

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#### Confidentiality

The information contained in this report is confidential and cannot be conveyed to any party other than the party to which it is directed.

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#### Document

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Date: 19 Apr 2018

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**5.4 PROGRESS TOWARDS BETTER PRACTICE REVIEW ACTION PLAN**

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	1.6.1.6
<b>Reporting Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Voting Requirement</b>	Simple Majority

**BRIEF**

To provide Council with an update of the progress made towards the Better Practice Review (BPR) Action Plan.

This report aims to establish a level of accountability in respect to completing the actions identified through the Better Practice Review Program to ensure that continuous improvement occurs within the organisation.

**ATTACHMENTS**

Attachment 1: BPR Action Plan.

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**BACKGROUND / DETAILS**

The Local Government BPR Program is an initiative undertaken in October 2015, with the Final Report received by Council in March 2016, by the Department of Local Government and Communities to recognise and promote good practice in Western Australian country local government. The BPR Program involved a team reviewing key areas of the Shire of Northam's activities and operations. The BPR Program objectives are to:

- Generate momentum for a culture of continuous improvement and greater compliance across the local government sector;
- Promote good governance and ethical regulation;
- Identify and share innovation and best practice in the local government sector; and
- Act as a 'health check' by providing departmental advice and support to local governments that may be experiencing operational problems.

The key findings from the review are summarised in the areas of Governance, Planning and Regulatory function, Plan for the Future (strategic and corporate planning), assets and finance, workforce planning / Human Resource (HR) management and community and consultation. The report aims to highlight areas where the local government is demonstrating better practice as well as

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providing constructive feedback on addressing any areas for further development. The areas requiring further development are provided to the local government with suggested recommendations that the local government can aim to address through a documented action plan (Attachment 1).

**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**

Staffing resources are required in order to action the recommendations detailed within the BPR Action Plan.

**Legislative Compliance**

Local Government Act 1995 and relevant subsidiary legislation.

**Policy Implications**

Nil.

**Stake Holder Engagement / Consultation**

Nil.

**Risk Implications**

Should the recommendations and relevant actions identified not be undertaken or addressed, Council may be at risk of not generating continuous improvement, better practice, good governance and legislative compliance.

**OFFICER'S COMMENT**

This review found that overall the Shire is an organisation that functions well. Areas of further development identified related to enabling planning, building and health staff to work more cohesively to deliver consistent information to the community, the improvement of asset management, financial reporting practices, meeting/briefing procedures and standing orders. Areas for further development and recommendations have been detailed in Attachment 1 with comments in respect to the progress made towards each of these.

Key to table:

Completed

No Action

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**Underway**

Officers are working towards addressing the areas for further development whilst continuing the improvements already underway in order to achieve good practice, governance and legislative compliance into the future. The action plan for the review has been provided in Attachment 1 with an update of the progress made towards the recommendations.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: AU.099**

**Moved: Cr Mencshelyi**

**Seconded: Cr Proud**

**That Council receive the update as provided in the Attachment 1 in relation to the progress made towards the Better Practice Review Action Plan.**

**CARRIED 3/0**

Discussion was held around the following matters:

- The incomplete items were discussed:
  - Developing an asset disposal policy: The Executive Manager Corporate Services advised that Council's processes for undertaking this didn't comply with legislation for the disposal of property. Staff have since changed the internal processes however have not yet developed a policy to reflect this.
  - Consider developing a statement or policy to guide contractors and suppliers on expected standards and conduct when acting on the Shire's behalf. The Executive Manager Corporate Services advised that there are some documents/elements of this in place (e.g. contractors are required to undergo an induction). However a formal policy has not been developed.
- The next steps when all actions are complete. The Chief Executive Officer advised that this can be assessed at the time, however Council may consider having another review done in future years.

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Attachment 1

Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
<b>Governance</b>				
Business Continuity Plan	◦ Continue to work towards developing a business continuity plan to complement any risk management documentation.	June 2016	CEOPA	Finalised June 2016.
Council forum meetings	◦ Review the council forum procedures and formalise these to minimise duplication with Ordinary Council Meetings.	May 2016	CEO	Review completed. Notes of forums now taken and presented to council meetings for acceptance. Process has been improved eliminating duplication of agenda preparation.
Local Laws	◦ Review (and update or repeal, where required) local laws, including the Standing Orders in line with the requirements of the <i>Local Government Act 1995</i>	2016/17	Gov Officer	Reviews underway.
Information Statement	◦ Review and update the Shire's Information Statement and ensure that it reflects the current council.	July 2016	Gov Officer	Review Completed 19/7/16. Next review completed 6/7/17.
Legislative compliance	◦ Develop a legislative compliance checklist/calendar to promote accountability and legislative awareness amongst all staff.	June 2016	CEO	In place
Communication devices	◦ Develop a communication device usage agreement for Elected Members	October 2016	CEOPA	Presented to Council 20/12/2017 and was not endorsed.
Business statement ethics	◦ Consider developing a statement or policy to guide contractors and suppliers on expected standards and conduct when acting on the Shire's behalf.	August 2016	Purchasing Officer	Not completed
	◦ Review the current arrangements with the Shire's IT provider to ensure appropriate support is provided.	May 2016	EMCS	Under development by I/T Officer



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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Information Technology (IT) and Information and Communications Technology Framework (ICT)	<ul style="list-style-type: none"> <li>Consider the adoption of an ICT Strategic Framework as a resource to use to plan for, manage and review the Shire's information and technology assets.</li> </ul>	November 2016	EMCS	Have realigned staff to accommodate I/T Officer to coordinate.
Governance Relationship	<ul style="list-style-type: none"> <li>Review the Shire's Code of Conducts and/or develop policies to formalise and document the Shire's practices in regards to elected member and staff interactions and requests for information.</li> </ul>	January 2017	CEO	Complete. Policy adopted.
Emergency management	<ul style="list-style-type: none"> <li>Continue the process of reviewing and documenting emergency management processes and procedures, ensuring plans are current and relevant.</li> </ul>	November 2016	Community Emergency Services Manager	Completion of Local Emergency Management Arrangements adopted by Council 16/11/16.
<b>Planning and Regulatory</b>				
Documentation on Development Application Process	<ul style="list-style-type: none"> <li>Review the current information and content on the Shire's website relating to Planning to ensure it is accurate and helpful.</li> </ul>	October 2016	Manager Services Planning	Update 25/05/2018 In progress.
	<ul style="list-style-type: none"> <li>Further develop additional information that will assist applicants to understand the Development Applications process and ensure its availability on the Shire's website.</li> </ul>	October 2016	Manager Services Planning	Complete April 2017.
Heritage	<ul style="list-style-type: none"> <li>Continue working towards developing a heritage list and revising and amending the Municipal inventory.</li> </ul>	February 2017	Manager Services Planning	Update 25/05/2018 In progress. Scheme Amendment Proposal to Council in July 2018.
<b>Plan for the Future</b>				

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Corporate Business Plan	o Ensure the annual review of the Corporate Business Plan results in the development of an evolving and rolling four-year plan, with the current financial year as the base year, which is linked to the annual budget.	May 2016	CEO	Completed.
	o Review and provide clearer descriptions of the two categories of 'priority projects' in the Corporate Business Plan and ensure the financial allocation for the priority projects in the Corporate Business Plan aligns with the annual budget.	May 2016	CEO	Completed.
<b>Asset and Finance</b>				
Asset management	o Continue the process of drafting individual asset plans for each of the major asset classes ensuring integration with other IPR plans.	June 2016	EMES	Infrastructure Asset Plan finalised. Parks & Building Asset Plans under development
	o As part of the Shire's asset management review, both an asset management policy and strategy should be developed.	June 2016	EMES	Completed.
	o Consider developing an asset disposal policy.	November 2016	EMCS	No progress
Long Term Financial Plan	o Continue the process of revising the Long Term Financial Plan.	June 2016	EMCS	Completed.
	o Once the update of the Long Term Financial Plan is complete, consider undertaking annual reviews of the plan and its projections to ensure data remains current and up-to-date, resulting in a rolling and evolving 10-year plan.	April 2017	EMCS	In progress, ongoing annual review.
Statutory Ratios	o Monitor the Operating Surplus Ratio and the Shire's expenditures to avoid any further deterioration of the continuing trend of decline of this ratio.	Ongoing	CEO	Ongoing, staff are currently focusing on these indicators and looking at developing strategies to improve performance as part of the development of the LTFF

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
	<ul style="list-style-type: none"> <li>Consider reviewing the Shire's long term capital investment program to ensure asset renewal is maintained at an appropriate level with sufficient funding support.</li> </ul>	Ongoing	CEO	Ongoing, staff are currently focusing on these indicators and looking at developing strategies to improve performance as part of the development of the LTFP
	<ul style="list-style-type: none"> <li>Consider reviewing the Shire's depreciation calculations to ensure depreciation expenses are accurate.</li> </ul>	July 2016	EMCS	Completed, resulted in significant movements in depreciation to better reflect Council position.
<b>Workforce Planning and HR Management</b>				
Workforce Plan	<ul style="list-style-type: none"> <li>Future revisions of the Workforce Plan should align with the rest of the Shire's Plan for the Future documentation, to ensure the most current Plan for the Future vision, mission statement, themes and objectives are captured.</li> </ul>	December 2016	HRC	Update: 25/05/2018: Workforce Plan currently being developed.
Employee surveys	<ul style="list-style-type: none"> <li>Investigate the appropriateness of conducting an employee survey and including results from the survey in the revised Workforce Plan.</li> </ul>	October 2016	HRC	Staff Survey completed.
<b>Community and Consultation</b>				
Tourism Plan	<ul style="list-style-type: none"> <li>Continue the development of a local tourism plan/marketing strategy.</li> </ul>	November 2016	EMCMS	Development of plan underway – currently finalising
Reconciliation Action Plan (RAP)	<ul style="list-style-type: none"> <li>Work with Reconciliation Australia to develop and adopt a Reconciliation Action Plan.</li> </ul>	December 2016	EMCMS	Council has appointed a Reconciliation Action Plan Working Group to develop the RAP along Reconciliation Guidelines.

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## 5.5 PROGRESS TOWARDS THE REGULATION 17 REVIEW ACTION PLAN

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	8.2.7.1
<b>Reporting Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Voting Requirement</b>	Simple Majority

### BRIEF

To provide Council with an update of the progress made towards the Regulation 17 Review Action Plan.

This report aims to establish a level of accountability in respect to completing the actions identified through the Regulation 17 Review to ensure that Council's risk management, internal controls and legislative compliance is appropriate and effective.

### ATTACHMENTS

Attachment 1: Regulation 17 Review Action Plan.

### BACKGROUND / DETAILS

The Shire of Northam procured AMD Chartered Accountants to undertake the Shire of Northam's Regulation 17 Review in accordance with Local Government (Audit) Regulations 1996, Regulation 17 for the period ending 31 December 2016. This Regulation 17 Review includes a review of the appropriateness and effectiveness of the risk management, internal controls and legislative compliance of the Shire of Northam. A report has then been prepared identifying the findings from the review along with recommendations (if applicable). These findings and recommendation have been developed into an action plan and provided in Attachment 1.

### 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

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Staffing resources are required in order to action the recommendations detailed within the BPR Action Plan.

**Legislative Compliance**

Local Government Act 1995 and relevant subsidiary legislation.

**Policy Implications**

Nil.

**Stakeholder Engagement / Consultation**

Nil.

**Risk Implications**

Should the recommendations and relevant actions identified not be undertaken or addressed, Council may be at risk of not generating continuous improvement, better practice, good governance and legislative compliance.

**OFFICER'S COMMENT**

This review indicated that the Shire of Northam is proactive in managing risk, internal controls and legislative compliance as well as taking the necessary steps to ensure appropriate risk management, internal controls and legislative compliance policies and practices are in place. Areas for improvement and recommendations have been detailed in Attachment 2 with comments in respect to the progress made towards each of these.

Officers are working towards addressing the recommendations from the review whilst continuing the improvements already underway in order to achieve an optimum levels of risk management, internal controls and legislative compliance into the future. The Action Plan for Review has been provided in Attachment 1 with an update of the progress made towards the recommendations.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No:** AU.100

**Moved:** Cr Proud

**Seconded:** Cr Mencshelyi

**That Council receive the update as provided in Attachment 1 in relation to the progress made towards the Regulation 17 Action Plan.**

**CARRIED 3/0**

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Discussion was held around the following matters:

- The Chief Executive Officer provided an overview of the audit, advising that it is a requirement that the Chief Executive Officer undertakes this in accordance with the Audit Regulations. This report is for the audit undertaken for the period ending 31 December 2016 with the next audit being due in 2018.
- The incomplete items were discussed:
  - Appendix B, Item 1 - IT Disaster Recovery Plan: The Chief Executive Officer advised that there are some elements of this covered within the Business Continuity Plan however no formal IT Disaster Recovery Plan which includes the next level of detail.
  - Appendix B, Item 3 - ICT Framework: The Chief Executive Officer advised that there has been no progress in relation to this item however would expect that these would be completed by the end of the year. The Executive Manager Corporate Services advised that once there is some stability in the IT workforce these matters should be completed fairly quickly. It was also noted that agenda item 5.8 demonstrated that Council is under resourced in this area.

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**Attachment 1**  
**APPENDIX A**  
**SHIRE OF NORTHAM**  
**RISK MANAGEMENT**

No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
1	<p>Shire of Northam have not developed an organisational-wide risk register which identifies risks, assesses the impact of the risk and identifies controls to mitigate risk.</p> <p>We would expect the organisational risk register to encompass each business unit incorporating the following categories for each business unit:</p> <ul style="list-style-type: none"> <li>Operational;</li> <li>Strategic;</li> <li>Finance;</li> <li>Technological; and</li> <li>Compliance risks (also refer Appendix C)</li> </ul> <p>While we acknowledge Shire of Northam has developed a Risk Management Framework, Risk Dashboard and many individual policies and operational procedures, the risk identification process</p>	Medium	Lack of documentation in place to evidence risks have been identified.	<p>We recommend the Shire of Northam develop an organisational risk register. This should include conducting a comprehensive risk identification process to identify potential Shire of Northam risks within each business unit and incorporating the following categories:</p> <p>(a) Operational; (b) Strategic; (c) Finance; (d) Technological; and (e) Compliance risks.</p> <p>The risk register should identify the risk, analyse the risk by determining the likelihood, consequence and current controls in respect to each identified risk; evaluate the risk by deciding whether the risk is to be treated/controlled, reassessed or accepted and</p>	<p>A current register exists even though it is not as extensive as that suggested, the risk register will be updated in the future as recommended.</p> <p>Agree, the three identified policies will be developed.</p>	Chief Executive Officer	A risk register has been developed, not to the extent as identified.





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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
							<p>Administration, BFAC Terms</p> <p>D – Completed for road related assets, finalising parks &amp; buildings currently</p> <p>E – Completed</p>
3	<p>We noted that the following from the sample of lease agreements tested:</p> <p>(a) Lease agreement for Northam Aero Club Management is not signed and the details on the lease register are out of the date;</p> <p>(b) Lease register not updated to reflect the lease agreement terms for Northam Airport – Hanger 13; and</p> <p>(c) The commencement date in the lease register for Blackberry Close Bakers Hill differs to that reflected in the lease agreement.</p>	Medium	Risk the Shire is exposed to risks due to lessee non-compliance with lease terms.	We recommend a sample lessee compliance check be completed to ensure lessees are complying with stated lease terms, including obtaining documentation to support adequate insurance is maintained by the lessee. This could be completed on a rolling basis over several years to ensure all lessees are contacted at least once within the lease term.	<p>(a) As discussed with the Auditor, the lease agreement for Northam Aero Club is not yet signed because it is with them (Aero Club) for their approval and signing.</p> <p>(b) Register for Hangar 13 has been updated.</p> <p>(c) The reason is that the original lease commenced in 2004 and went for 5 years, a new lease was initiated 1/7/2009 for two years with 4x2year options to renew. The lease register is currently being updated so this will be rectified.</p> <p>The Governance officer is the designated officer with the responsibility for ensuring compliance and</p>	Governance Officer	<p>Complete - The register is updated on a regular basis and random checks are conducted including Property Condition Reports.</p>

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
					random checks are done several times a year to ensure compliance.		
4	<p>While the "Declaration of Interest" step was added to the Purchasing Process in Promapp post the Projects and Contracts Administration Officer and Procurement Officer attending the WALGA procurement training in August 2016, there is no centrally maintained register that records any disclosed Councillor and staff conflicts of interests.</p> <p>We acknowledge the Shire of Northam records those interests disclosed at the Council and Committee meetings in the Register of Financial Interest. However this register does not currently record any conflicts (whether perceived or actual) disclosed outside these meetings.</p>	Medium	Risk that a Councillor/staff have a perceived/actual conflict of interest which is not recorded and managed appropriately by the Council.	We recommend that the Shire of Northam design and implement a conflict of interest register. This register should be monitored to ensure that all conflicts (whether perceived/actual) are disclosed. All conflicts of interest should be managed accordingly by the Shire.	Noted, management will investigate the establishment of a central register	CEO	<p>Executive Assistant – CEO (EA – CEO) has posted an improvement idea/request onto the 'Manage Purchasing' process for an additional task outlining that a disclosure of interest form is to be completed (if applicable) and forwarded the EA – CEO. This will then be added to the existing Register for Interest Disclosures. This improvement idea/request is currently pending approval of the process owner (Executive Manager Corporate Services). The EA – CEO has also amended the register to add an additional field for the person/party/location which the disclosure relates to allow for a quick search to be undertaken when reviewing whether interests should be declared.</p>

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
5	Our inquiries of the Human Resources Officer identified that the Shire of Northam does not maintain a central Contractor/Sub-contractor Insurance Register and that the responsibility for checking insurances currently rests with the Responsible Officer who has arranged the Contract.	Medium	Risk that the Contractors/Sub-contractors insurances expire whilst providing the service to the Shire and that this is not identified in a timely manner.	We recommend that the Shire designs and implements a central Contractor/Sub-contractor Insurance Register which is maintained by one or two individual to ensure that all insurances are up to date.	Noted and will implement.	Human Resource Officer	Central contractor/sub contractor insurance register created and will be maintained by Engineering Services.
6	Our inquiries indicated Shire of Northam has no documented policy or procedure in respect to personally owned IT devices including laptops, smartphones, tablets, thumb drives etc.	Medium	Risk that existing procedures and practices in respect to personally owned devices are not formally documented.	In accordance with the Department of Local Government IT Framework (best practice guidelines), we recommend policies and procedures outlining the terms and conditions is respect to the use of personally owned devices and access be documented, approved, implemented and monitored on an ongoing basis.	Noted, a policy will be developed and implemented.	Exec Manager Corporate Services	Limited, policy to be developed as part of overall IT Strategy

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
7	While our inquiries indicate that the Shire of Northam's prior period Audit Regulation 17 Risk Report (being the risk dashboard) was presented to the Audit Committee, an updated risk report is not provided to the Audit Committee / Council on a regular basis.	Low	Lack of communication with those charged with governance.	Once the development of the organisation risk register (as noted at number 1 above) is completed, we recommend this register and / or risk dashboard is tabled at Audit Committee and subsequent Council meetings on a periodic basis.	Notes, currently in the process of reviewing the functions for the Audit committee.	CEO	Completed, per this report to the Audit Committee.
8	We note Shire of Northam does not currently hold Cybercrime insurance.	Low	Risk of being uninsured against cybercrime.	We recommend Council investigate obtaining cybercrime insurance.	Insurance coverage is reviewed annually in consultation with the council Insurance Company (LGIS), in the past this has not been identified as a 'high' risk area, will investigate as part of the annual insurance review.	Exec Manager Corporate Services	Complete – The Shire now has cover for Cybercrime.

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
9	We noted the Shire of Northam Insurance Register does not currently record the date insurance claims are submitted to the Shire of Northam, to ensure insurance claims are subsequently lodged and followed up in a timely manner after an incident.	Low	Untimely recovery of costs associated with insurance events.	We recommend insurance claims be lodged on a timely basis after incidents occur (we suggest no longer than one month) and the date the claim is submitted to the Shire be recorded in the insurance claims register.	Noted.	Governance Officer	Complete - The register is updated and now reflects the date the event happened, when it was given to the Governance Officer and when it was provided to LGIS. If there is a gap in the dates, the reason for the gap has been entered. Updated regularly.
10	Our review identified that the: (a) Community Engagement Plan was last endorsed on 12 October 2011; and (b) Management of Council Property Leases was last reviewed on 16 October 2013.	Low	Risk that outdated documents are being referenced by Council staff.	We recommend all Council plans, policies and procedures are reviewed and updated regularly. We also recommend that reviews of policies and procedures include ensuring all references to legislation / guidelines are current and if legislation / guidelines have changed, the policy is updated to reflect those changes.	Plans and policies are monitored and reviewed (as required) internally on a regular basis.	Various CEO Governance	a) Not yet reviewed. No change since previous update. b) In progress. No change since previous update.

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
11	Our inquiries of the Executive Manager, Corporate Services indicated that there is currently no Council signature specimen list in place.	Low	Risk that someone without the appropriate delegated authority signs a document approving a Contract, transaction etc. which could be enforceable by another party.	We recommend that the Shire of Northam develops a signature specimen list for all those with delegated authority.	A signature register is currently being developed.	Exec Manager Corporate Services	Completed
12	Our inquiries of the Projects and Contracts Administration Officer identified that Council has not developed any probity plan(s) or Statement of Purchasing Ethics requiring acknowledgement by third parties.	Low	Risk of the third party not acting in accordance with the Shire's policies and procedures.	We recommend that the Shire develops and implements a Statement of Purchasing Ethics which sets out the way the third party conducts business with the Shire. Terms and conditions included within supplier contracts would require suppliers to comply with Council's Statement of Purchasing Ethics.	Will investigate the implementation.	Exec Manager Corporate Services	Completed March 2017.

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
13	<p>We noted that there is currently no process documented in Promapp which covers the following:</p> <ul style="list-style-type: none"> <li>• Receiving of goods/services;</li> <li>• Matching of purchase order to invoice;</li> <li>• Invoice verification; and</li> <li>• Invoice authorisation ready for payment.</li> </ul>	Low	Lack of a formalised documented processes.	<p>We recommend that the Shire designs and implements in Promapp an all-encompassing purchasing process which includes the following (in addition to the current Purchasing Process documented in Promapp):</p> <ul style="list-style-type: none"> <li>• Receiving of goods/services;</li> <li>• Matching of purchase order to invoice;</li> <li>• Invoice verification and authorisation</li> </ul>	Staff are currently in the process of developing a procedure with the Promapp system for creditor payments this will cover the identified areas.	Exec Manager Corporate Services	Completed November 17

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**APPENDIX B  
SHIRE OF NORTHAM  
INTERNAL CONTROLS**

No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
1	Our inquiries of the Executive Manager, Corporate Services identified that the Shire of Northam does not currently have a formal documented IT Disaster Recovery Plan in place. We acknowledge that IT Disaster Recovery is briefly commented on in the Business Continuity Plan and that by coincidence the Shire put to test the recovery of the Shire's back-up due to an incident that occurred on 22 September 2016.	Medium	Risk of significant delays and business interruption in the event of unforeseen circumstances in respect to Council organisational business.	We recommend the IT Disaster Recovery Plan be developed and implemented by the Shire of Northam. Once the plan has been completed, we recommend it is endorsed and communicated to all staff, implemented and monitored on a regular basis including testing the plan to ensure that in the event of a disaster, appropriate actions can be taken.	Staff are currently looking to develop an IT disaster recovery plan.	Exec Manager Corporate Services	Limit
2	We noted there is a Contractor Induction process in place. However, testing identified no evidence that the contractor had attended/completed the Contractor Induction process.	Medium	Risk of non-compliance with stated policies, procedures including relevant health and safety requirements.	We recommend contractors be required to complete some level of induction (the level of induction completed should be determined based on the risks associated with the service or product provided) and the induction process be formally documented as evidence of attendance.	A current register exists even though it is not as extensive as that suggested, the risk register will be updated in the future as recommended.	CEO HR Coordinator	Not complete HR/OSH Coordinator is to finalise with the Executive Manager Engineering Services.



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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
3	Our inquiries of the Executive Manager, Corporate Services indicated that the Shire of Northam does not currently have an ICT Framework in place.	Medium	Risk that existing procedures and practices in respect to information and communication technology are not formally documented.	<p>We recommend the ICT Framework be developed to ensure procedures and practices in respect to information and communication technology is documented and presented to Council for review and adoption. The framework should be monitored on a pre-determined basis to ensure compliance with stated policies and procedures.</p> <p>As part of the development of the ICT framework, we suggest consideration be given to:</p> <ul style="list-style-type: none"> <li>•A formal cost v benefit analysis or feasibility study be completed prior to major ITC projects, including post implementation reviews;</li> <li>•KPI's are set for the IT process and regular monitoring against KPI be performed, including user satisfaction reviews;</li> <li>•Confidentiality clause be included in key service level agreements with external supplies; and</li> <li>•Review of external service level agreements be completed against targets included within those agreements.</li> </ul>	Currently investigating available options.	Exec Manager Corporate Services	[Progress to Date]

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
4	Our inquiries of Council's Building Supervisor indicated the Shire of Northam does not currently have a signed contract in place with the external security companies used for monitoring and call-outs.	Medium	Risk of the Shire of Northam locations not being protected from break-ins, vandalism etc.	We recommend that contracts are in place with all third parties engaged to provide said security services.	Staff will develop an agreement.	Exec Manager Development Services	Council's security company has been changed. Staff are in the process of revising contract documentation with the new contractor.
5	Our inquiries of the Executive Manager, Corporate Services indicated there is no ongoing security awareness program in respect to IT.	Low	Risk of security breaches due to changing security environment.	We recommend an ongoing security awareness program be developed to ensure security needs of the Shire is updated as required (for example due to IT infrastructure or application changes) and to prevent any security breaches from occurring. This could be incorporated as part of Shire of Northam's overall Risk Management Framework.	Staff to investigate. While there is no formal program the Council IT Officer regularly sends notifications in regards to 'cyber alerts' and other potential IT related issues.	Exec Manager Corporate Services	Alerts being sent as they come to light
6	Our inquiries of the Executive Manager, Corporate Services identified that the Shire of Northam computers do not currently automatically log out when left dormant for a period of time. <i>We acknowledge that the licensing computers at the front counter does automatically log out when left dormant.</i>	Low	Risk of someone else using the computer to access information that they do not currently have authority to view and/or amend details in order to receive some benefit etc.	We recommend that the Shire of Northam implements a policy where all Shire owned computers are automatically logged out after five minutes of being dormant (or as considered appropriate time limit).	Staff to investigate and implement.	Exec Manager Corporate Services	Completed June 2017

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
7	Our inquiries of the Governance Officer identified that there is currently no cash handling policies and procedures in place.	Low	Risk that cash is not being handled appropriately by staff.	We recommend that cash handling policies and procedures are developed and implemented. Once developed, these policies and procedures should be reviewed and approved by Council and then communicated to all staff that handles the Shire's cash.	Staff are verbally informed of the procedures, these however are not written, and staff will look at developing a written procedure.	Exec Manager Corporate Services	Complete - There is a 'Guide to Reception Duties' document at Reception which is maintained and used for training.
8	We note that there is currently no independent review of the general journal adjustments posted to Synergy Soft.	Low	Risk that errors will not be identified in a timely manner.	We recommend that all general journal adjustment journals are independently reviewed and physically signed off by the reviewer as evidence of this review.	The measure will be implemented.	Exec Manager Corporate Services	Implemented.
9	We note that that credit card statements were not signed off to evidence review as required by policy HR 2.7 Credit Card Use.	Low	Risk that fraud or errors will not be identified in a timely manner.	We recommend that all credit card statements are signed off by the reviewer as evidence of this review, as per stated policy.	Credit Cards are independently reviewed by Finance Officer, Accountant, Exec Manager of Corporate Services and finally the Credit Card Holder. It is noted however that the reviewing persons do not sign to indicate the review has been completed. This has been corrected. It is also noted that that all credit card payments are itemised and presented to	Exec Manager Corporate Services	Completed

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
					Council monthly for review.		
10	We note that the Vehicle Management Policy was currently under review at the time of our on-site visit.	Low	Risk of inappropriate usage of the Shire's fuel cards.	We recommend that the Vehicle Management Policy is finalised and approved by Council. This policy should detail limits and permissible usage. Once endorsed, the policy should be communicated to all staff, implemented and monitored on a regular basis including testing fuel card usage is in accordance with the policy.	Policy expected to be adopted early 2017.	Exec Manager Engineering Services	No progress since last update. In process of finalising, pending consultant advice.
11	Our testing identified instances where the purchase order was raised post receiving the invoice. This finding was raised previously when the Financial Management System Review was performed (report issued in June 2016) and we acknowledge that there have been no unexplainable instances of this occurring post the issuance of the report.	Low	Risk of non-compliance with policies and procedures. Risk of fraud or error not being identified in a timely manner.	We recommend purchase orders are raised and approved prior to the goods/services being incurred by the Shire.	Noted.	Various	Process in place and random audits undertaken by purchasing staff

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
12	While best practice methods are used in respect to procurement practices, our testing identified one instance where a Purchasing Procedures Checklist was not attached to the payment documentation for All-ways Foods (invoice number 20368).	Low	Risk of non-compliance with policies and procedures.	We recommend that the Purchasing Procedures Checklist is completed, signed off and attached to all payment documentation in accordance with stated policy.	Noted.	Various	Implemented and audited by purchasing staff
13	While best practice methods are used in respect to tendering processes, our testing identified that Tender Checklist form was not signed off by the senior checking officer for tender 1 of 2016.	Low	Risk of non-compliance with policies and procedures.	We recommend that the Tender Checklist is reviewed and signed off by the senior checking officer once the tender process has been completed, in accordance with stated policy.	All staff involved have been reminded of the importance of following procedures.	Exec Managers	Completed.  A process is currently being developed for 'Managing Tenders'. This will include tasks outlining the requirements for updating and signing off tenders.

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**APPENDIX C  
SHIRE OF NORTHAM  
LEGISLATIVE COMPLIANCE**

No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
1	<p>Our inquiries indicated Shire of Northam does not have a documented legislative compliance manual which is linked to each business unit risk management assessment.</p> <p>While we understand the Chief Executive Officer and Executive Managers Annual Delivery Plan sets out key compliance milestones, however there does not appear to be an overall compliance manual which identifies the legislation (as the first step) and follows the process from this initial point, to risk management.</p>	Medium	Risk of non-compliance with all legislative requirements.	<p>We recommend a compliance manual linked to each business unit risk management assessment be completed and implemented.</p> <p>We would expect the manual to be divided into each business unit section (as identified within the organisation structure) and to:</p> <ul style="list-style-type: none"> <li>Identify relevant legislation to that business unit (for example the Health Act 1911 or the Planning and Development Act 2005 or the Dog Act 1976);</li> <li>Identify key relevant sections within each legislation and note within the compliance manual;</li> <li>Who is responsible for ensuring controls in place to ensure compliance with each identified legislation section;</li> <li>The mechanism in place to ensure compliance, for example a policy or procedure (this component of the compliance manual</li> </ul>	Noted.	CEO	Compliance calendar/checklist has been developed

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
				<p>would link each relevant section of legislation to a policy, procedure, person or other control).</p> <ul style="list-style-type: none"> <li>Regular testing of compliance, for example if the mechanism for compliance is a policy, regular review and spot checking (internal audit) of that policy; any</li> <li>Key milestone / reporting dates applicable to that legislative section and how compliance is met.</li> </ul> <p>Once the compliance manual is implemented, we recommend a standing agenda item be added to the Audit Committee meeting agenda to assess the effectiveness of compliance through the review and assessment of the compliance manual.</p>			
2	We noted two Audit and Risk Management Committee meetings were held during the year.	Medium	Risk of governance and oversight responsibilities not being met.	Local Government Operational Guideline Number 09 – Audit in Local Government outlines it is best practice for the Audit Committee to meet on at least a quarterly basis.	Noted and agreed that the committee should be meeting on more regular basis.	CEO	Completed
3	Our inquiries of the Chief Executive Officer identified the current Internal Audit Framework incorporates the:	Medium	Risk that internal controls are not being adhered to.	We recommend that Council consider conducting relevant internal audits in the years between Financial	Currently developing a framework for internal audits.	CEO	Completed July 2017.

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
	(a) Financial Management System Review (conducted every four years, last conducted for the period 1 July 2015 to 30 April 2016); (b) Regulation 17 Review (conducted every two years, the current review for the period 1 July 2015 to 30 October 2016); and (c) DLGC Better Practice Review (conducted every four years, last conducted the end of 2015).			Management System reviews and Regulation 17 reviews.			
4	We note that the Audit Committee meeting minutes have not been signed by the Presiding Officer for the meeting held on 19 November 2014, 16 March 2015, 25 November 2015 and 8 March 2016.	Medium	Risk of non-compliance with clause 5.22(3) of the Local Government Act 1995.	We recommend that the Presiding Officer signs off the Audit Committee meeting minutes certifying confirmation.	Will ensure this is adhered to in the future.	CEO	Completed



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## 5.6 PROGRESS TOWARDS SAFETY & RISK MANAGEMENT PLAN

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	T.1.9.1
<b>Reporting Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Voting Requirement</b>	Simple Majority

### BRIEF

To provide Council with an update of the progress made towards the Safety & Risk Management Plan.

This report aims to establish a level of accountability in respect to completing the actions identified through the audit undertaken by LGIS in 2014 and 2016 in order to ensure that continuous improvement occurs within the organisation.

### ATTACHMENTS

Attachment 1: Safety & Risk Management Plan.

### BACKGROUND / DETAILS

The AS/NZS 4801:2001 Audit Report undertaken by LGIS in August 2016 has highlighted significant improvements pertaining to all aspects of Occupational Safety and Health at the Shire of Northam. The total 'average' score for the Shire of Northam was 67% which is significantly higher than the previous audit result of 28% which was achieved in 2014.

As a consequence and to ensure that any shortfalls identified during the audit are addressed, the Safety & Risk Management Plan has been developed to ensure that required improvements are made in a timely manner. This Plan demonstrates the commitment of the Executive team together with the Occupational Safety & Health Committee to the achievement of a safe working environment.

### 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.

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**Financial / Resource Implications**

Staffing resources are required in order to action the recommendations detailed within

**Legislative Compliance**

Local Government Act 1995 and relevant subsidiary legislation.  
Occupation Safety & Health Act 1984 and relevant subsidiary legislation.

**Policy Implications**

Nil.

**Stake Holder Engagement / Consultation**

Nil.

**Risk Implications**

Should the actions identified not be undertaken or addressed, the Council may not meet its responsibilities in respect to legislative compliance and providing a safe working environment for its employees and contractors.

**OFFICER'S COMMENT**

The Shire, as an employer, must ensure that all employees and contractors across the entire scope of operations are considered and included in the application of occupational health and safety management systems.

As with all system based programs there is opportunity for continuous improvement aligned with AS/NZS 4801 guidance specifications. The implementation of the recommendations contained in audit report have assisted the Shire of Northam to improve its current occupational health and safety performance.

Officers are working towards addressing the areas requiring attention whilst continuing the improvements already underway in order meet its occupational health and safety responsibilities into the future. The Safety & Risk Management Plan has been provided as Attachment 1 with an update of the progress made towards the actions.

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**RECOMMENDATION / COMMITTEE DECISION**

**Minute No:** AU.101

**Moved:** Cr Mencshelyi

**Seconded:** Cr Proud

**That Council receive the update as provided in the Attachment 1 in relation to the progress made towards the following Safety & Risk Management Plan.**

**CARRIED 3/0**

Discussion was held around the following matters:

- The Chief Executive Officer advised of the progress made to date advising that approximately four years ago Council was under 30% and this is now above 80%. If all actions listed within the attachment were completed we would be at 100%.
- The following incomplete items were discussed:
  - Item 12 – The Executive Manager Corporate Services advised that there are processes in place however no formal policy.
  - Item 19 – The Chief Executive Officer advised that this item should be listed as complete as OSH is a standing agenda item at Executive Manager and team meetings, with KPI's set around this area. There was discussion held around any trends, the Chief Executive Officer advised that strains and sprains are the biggest issue. All workers compensation claims are now internally investigated however Council's insurer has advised that Council cannot refuse these, making it a no fault system. It was raised that some matters are accidents and are out of our control however attention is given to what we can control in order to minimise the risk.

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Attachment 1

Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
1	OSH Audit 2014	N/A	N/A		Close out actions from OHS Audit 2014 HR to note item as superseded by 2016 Audit	HR	31.3.17 ACTIONED
2	4.3	4.3.1	3	<p><b>Planning Identification of Hazards, Hazard/Risk Assessment and Control of Hazards/Risks</b>  <i>The organisation shall establish, implement and maintain documented procedures for hazard identification, hazard/risk assessment and control of hazards/risks of activities, products and services over which an organisation has control or influence, including activities, products or services of contractors and suppliers.</i></p> <p><i>The organisation shall develop its methodology for hazard identification, hazard/risk assessment and control of hazards/risks, based on its operational experience and its commitment to eliminate workplace illness and injury. The methodology shall be kept up to date.</i></p>	Contractor management procedure to be developed and implemented to include hazard identification for contracts less than \$100K.	HR	To be finalised with the Executive Manager Engineering Services
3	4.3	4.3.2	2	<p><b>Legal and Other Requirements</b>  <i>The organisation shall establish, implement and maintain procedures to identify and have access to all legal and other requirements that are directly applicable to the OSH issues related to its activities, products or services, including relevant relationships with contractors and suppliers. The organisation shall keep this information up-to-date. It shall communicate relevant information on legal and other requirements to its employees.</i></p>	Develop a procedure for accessing legislative documentation e.g. Act, Regulations, Codes of Practice, Australian Standards etc.	HR	31.3.17 COMPLETED
4	4.3	4.3.3	3	<b>Objectives and Targets</b>		HR	ONGOING

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Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
				<i>The organisation shall establish, implement and maintain documented OHS objectives and targets, at each relevant function and level within the organisation. When establishing and reviewing its objectives, an organisation shall consider its legal and other requirements, its hazards and risks, its technological options, its operational and business requirements and the views of interested parties. The objectives and targets shall be consistent with the OSH policy, including the commitment to measuring and improving OSH performance.</i>	Ensure that targets align with all Shire Business Plans and documents e.g. LTIFR targets		
5	4.3	4.3.4	2	<p><b>OHS Management Plans</b></p> <p><i>The organisation shall establish and maintain management plans for achieving objectives and targets. They shall include:</i></p> <p>a) <i>Designation of responsibility for achievement of objectives and targets at relevant functions and levels of the organisation;</i></p> <p>b) <i>Outlining the means and timeframes by which objectives and targets are to be achieved.</i></p> <p><i>Procedures shall be established to ensure that current plans are reviewed and if necessary amended to address such changes at regular and planned intervals, whenever there are changes to the activities, products or services of the organisation or significant changes in operating conditions.</i></p>	Ensure any OHS Management Plans (Safety and Risk Management Plans are regularly reviewed and updated.	OSH COMMITTEE	ONGOING TO BECOME A REGULAR ITEM ON AGENDA
6	4.4	4.4.1.2	2	<p><b>Responsibility and Accountability</b></p> <p><i>The organisation shall define, document and communicate the areas of accountability and responsibility (including those imposed by OHS legislation). Where contractors are involved, those areas of accountability and responsibility shall be clarified with respect to those contractors.</i></p>	Performance evaluations need to include OHS. Position descriptions should include a sign-off of OHS responsibilities. Any amendments made to	EXECUTIVE TEAM	30.6.17

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Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
				<p>a) <i>The organisation's top management shall appoint a specific management representative(s) who, irrespective of other responsibilities, shall have defined roles, responsibilities and authority for:</i></p> <p>a) <i>ensuring that OHSMS requirements are established, implemented and maintained in accordance with AS/NZS 4801; and</i></p> <p>b) <i>reporting on the performance of the OHSMS to top management for review and as a basis for improvement of the OHSMS.</i></p>	<p>performance evaluations and/or Position Descriptions need to be communicated to relevant personnel.</p>		
7	4.4	4.4.2	3	<p><b>Training and Competency</b></p> <p><i>The organisation in consultation with employees shall identify training needs in relation to performing work activities competently, including OHS training. Procedures shall be in place to ensure that OHS competencies are developed and maintained. Personnel shall be assessed as competent on the basis of skills achieved through education, training or experience, to perform assigned tasks taking into account the OHS obligations, hazards and risks associated with the work activities.</i></p>	<p>Training requirements should be clearly stated in Position Descriptions.</p>	<p>EXECUTIVE TEAM &amp; HR</p>	31.1.18
8	4.4	4.4.2	2	<p><b>Training and Competency Continued</b></p> <p><i>Procedures shall be developed for providing OHS training. These procedures shall take into account:</i></p> <p>a) <i>the characteristics and composition of the workforce which impact on occupational health and safety management; and</i></p> <p>b) <i>responsibilities, hazards and risks.</i></p> <p><i>The organisation shall ensure that all personnel, including contractors and visitors, have undertaken training appropriate to the identified needs.</i></p> <p><i>Training shall</i></p>	<p>Develop a procedure that outlines the specific training requirements for OHS including Contractors.</p>	<p>HR</p>	<p>Training Plan created through CRTAFE.</p>

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Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
				<i>be carried out by persons with appropriate knowledge, skills and experience in OHS and training.</i>			
9	4.4.3	4.4.3.2	3	<p><b>Communication</b></p> <p><i>The organisation shall have procedures for ensuring that pertinent OHS information is communicated to and from employees and other interested parties.</i></p>	All staff meetings and toolbox meetings must be documented and OHS items raised must be minuted.	DEPARTMENT MANAGERS	31.3.17 & ONGOING
10	4.4.3	4.4.3.3	3	<p><b>Reporting</b></p> <p><i>a) Appropriate procedures for relevant and timely reporting of information shall be established to ensure the OHSMS is monitored and performance improved. Reporting procedures shall be established to cover the following:</i></p> <p><i>a) OHS performance reporting (including results of OHS audits and reviews)</i></p> <p><i>b) Reporting on incidents and systems failures</i></p> <p><i>c) Reporting on hazard identifications</i></p> <p><i>d) Reporting on hazard/risk assessment</i></p> <p><i>e) Reporting on preventive and corrective action</i></p> <p><i>f) Statutory reporting requirements</i></p>	Include reporting notification timeframes in the OHS induction (for employees and contractors).	HR	31.3.17 COMPLETED
11	4.4	4.4.5	2	<p><b>Document and Data Control</b></p> <p><i>The organisation shall establish, implement and maintain procedures for controlling all relevant documents and data required by AS/NZS 4801 to ensure that:</i></p> <p><i>a) They can be readily located;</i></p> <p><i>b) They are periodically reviewed, revised as necessary and approved for adequacy by competent and responsible personnel;</i></p> <p><i>c) Current versions of relevant documents and data are available at all locations where</i></p>	Finalise Document Control and Records Management Procedure (see previous OHS Audit 2014 actions).	EXECUTIVE MANAGER CORPORATE SERVICES	Draft Completed, currently being reviewed by Executive Managers.

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Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
				<p>operations essential to the effective functioning of the OHSMS are performed;</p> <p>d) Obsolete documents are promptly removed from all points of issue or otherwise assured against unintended use; and</p> <p>e) Archival documents and data retained for legal or knowledge preservation purposes or both, are suitably identified.</p> <p>Documentation and data shall be legible, dated (with dates of revision) and readily identifiable and be maintained in an orderly manner for a specified period. Procedures and responsibilities shall be established and maintained concerning the creation and modification of various types of documentation and data. The organisation shall preclude the use of obsolete documents.</p>			
12	4.4.6	4.4.6.1	2	<p><b>General</b></p> <p>The organisation shall establish, implement and maintain documented procedures to ensure that the following are conducted:</p> <p>hazard identification; hazard/risk assessment; of hazards/risks; and then evaluation of steps a) to c).</p>	<p>Evaluate current Hazard Management Procedure for effectiveness and continual improvement.</p> <p>(Chiara will develop evaluation methodology and a template for reporting on this).</p> <p>Develop and implement a purchasing procedure &amp; Hire/Lease procedure/Agreement that details hazard identification, risk assessment and risk control of new products.</p>	<p>HR</p> <p>EXECUTIVE MANGER CORPORATE SERVICES</p>	<p>Ongoing evaluation at OSH Committee meetings</p> <p>31/03/19</p>



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Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
					Implement a Supplier/Contractor selection criteria and listing based on safety practices	EXECUTIVE MANGER CORPORATE SERVICE	2018
13	4.4.6	4.4.6.2	2	<p><b>Hazard Identification</b></p> <p>a) <i>The identification of hazards in the workplace shall take into account:</i></p> <p>a) <i>the situation or events or combination of circumstances that has the potential to give rise to injury or illness;</i></p> <p>b) <i>the nature of the potential relevant injury or illness.</i></p> <p>i. <i>The identification process shall also include consideration of:</i></p> <p><i>the way that work is organised, managed, carried out and any changes that occur in this;</i></p> <p>ii. <i>the design of workplaces, work processes, materials, plant and equipment;</i></p> <p>iii. <i>the fabrication, installation and commissioning and handling and disposal (of materials, workplaces, plant and equipment);</i></p> <p>iv. <i>the purchasing of goods and services;</i></p> <p>v. <i>the contracting and subcontracting of plant, equipment, services and labour including contract specification and responsibilities to and by contractors;</i></p> <p>vi. <i>vi) the inspection, maintenance, testing, repair and replacement (of plant and equipment) to the activity, product or service; and</i></p> <p>c) <i>past injuries, incidents and illnesses.</i></p>	<p>Conduct a review of injury, hazard and incident data.</p> <p>Analyse and consider findings in data for planning future work.</p> <p>Chiara will develop a methodology and template for reporting on this.</p>	OSH COMMITTEE	ONGOING

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Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
14	4.4.6	4.4.6.3	3	<p><b>Hazard/Risk Assessment</b></p> <p><i>All risks shall be assessed and have control priorities assigned, based on the established level of risk.</i></p>	<p>Develop a Job Safety Analysis template that is consistent throughout the Shire departments ensuring that the template includes an initial risk rating and residual risk rating boxes.</p> <p>It is recommended that the document called "Task Steps" be re-named "Safe Work Method Statement" to align with the OHS legislation.</p>	HR	30.11.16 COMPLETED
15	4.4.6	4.4.6.5	2	<p><b>Evaluation</b></p> <p><i>The process of hazard identification, hazard/risk assessment and control of hazards/risks shall be subject to a documented evaluation of effectiveness and modified as necessary.</i></p>	As above for 4.4.6.1.	HR	31.1.18 Evaluated on a regular basis at OSH Committee meetings
16	4.5.1	4.5.1.2	2	<p><b>General continued</b></p> <p><i>The organisation shall establish, implement and maintain documented procedures to monitor and measure on a regular basis the key characteristics of its operations and activities that can cause illness and injury. The effectiveness of these measures shall be evaluated. Appropriate equipment for monitoring and measurement related to health and safety risks shall be identified, calibrated, maintained and stored as necessary.</i></p>	<p>Conduct a risk assessment to determine health surveillance requirements. This includes reviewing MSDS' and work processes.</p> <p>Chiara will assist with this process.</p>	HR	31.1.18 Evaluated on a regular basis at OSH Committee meetings

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Action Item	Element Number	Sub-element Number	Score	Requirements Extracted From Criteria	Actions to be Taken	Responsibility	Due Date
				<p>as well as objectives and targets for continual improvement; and</p> <p>iii) provide information on the results of audits to management and employees.</p> <p>The audit program, including any schedule, shall be based on the OHS importance of the activity concerned, and the results of previous audits. The audit procedures shall cover scope, frequency, methodologies and competencies, as well as the responsibilities and requirements for conducting audits and reporting results.</p>			
19	4.6	4.6	2	<p><b>Management Review</b></p> <p>The organisation's top management shall ensure, at intervals that it determines, review the OHSMS, to ensure its continuing suitability, adequacy and effectiveness. The management review process shall ensure that the necessary information is collected to allow management to carry out this evaluation. This review shall be documented. Management shall review the continued relevance of, and change where appropriate, policy, objectives, responsibilities and other elements of the OHSMS, in light of OHSMS audit results, changing circumstances and the commitment to continual improvement.</p>	<p>Senior management to conduct a review of the OHS system.</p> <p>Develop an agenda for items and determine timeframes/intervals for the review.</p>	EXECUTIVE TEAM	

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## 5.7 PROGRESS TOWARDS CUSTOMER SERVICE AUDIT

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	1.6.1.6
<b>Reporting Officer:</b>	Cheryl Greenough Coordinator Governance / Administration
<b>Responsible Officer:</b>	Colin Young Executive Manager Corporate Services
<b>Voting Requirement</b>	Simple Majority

### BRIEF

To provide Council with an update of the progress made towards the Customer Service Audit in order to ensure that continuous improvement occurs within the organisation.

### ATTACHMENTS

Attachment 1: Customer Service Audit Plan.

### BACKGROUND / DETAILS

The Shire of Northam procured Aveling to conduct a Customer Service Management System Audit at the end of 2017 which included a review of the effectiveness of our ICS system and our Customer Service Charter. The report included an internal survey as well as an external customer survey.

Key findings of the review related to areas of recommended improvement for both ICS and the Customer Service Charter. Suggested improvements relating to the Customer Service Charter included document control and ensuring the document is easily accessible by customers.

For ICS' the recommended improvement areas included closing out of the documents and ensuring that the customer is kept up to date on the actions taken by staff.

### 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

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Staffing resources are required to action the recommendations

**Legislative Compliance**

Local Government Act 1995 and relevant subsidiary legislation.

**Policy Implications**

Nil.

**Stakeholder Engagement / Consultation**

Nil.

**Risk Implications**

Should the recommendations and relevant actions identified not be undertaken or addressed, Council may be at risk of not generating continuous improvement, better practice, good governance and legislative compliance.

**OFFICER'S COMMENT**

Progress is being made toward improving the Customer Service Charter to include being a controlled document.

Work has also commenced on a whistle-blower policy to allow confidentiality for anyone including staff who may have information of a sensitive nature they wish to report.

The Customer Service Charter will be made more accessible and information provided on making a complaint as well as compliment and requests within the next six months.

All staff are working toward the progression of action the in the ICS' and to advise customers of the steps taken including the close out stage.

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: AU.102

Moved: Cr Proud

Seconded: Cr Mencshelyi

That Council receive the update as provided in Attachment 1 in relation to the progress made towards the Customer Service Audit Plan.

**CARRIED 3/0**

Discussion was held around the following matters:

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- The Chief Executive Officer advised that this was adopted at the last committee meeting and therefore significant progress has not yet occurred, however believes it is on track.
- It was raised that ICS's are still an area of concern however attention has been given to this area and Council has made significant progress over the past few years. The committee looked at how many ICS's were currently outstanding, against how many were received and competed over the past month.
- It was noted that the audit was undertaken in accordance with the Australian Standards (not local government) which made it more challenging to comply with some items as these were not previously considered.

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Attachment 1

Commitment	2.5	17/6	Responsible Officer	Comments	
3.1	Does the organisation have a customer service Code of Conduct? (WSM)	2	Customer Service Charter supplied is an uncontrolled word document. This is written as addressing the community but there is no indication of how it is communicated to them.	GOV Officer	Currently being dealt with
3.2	Have you determined the external and internal issues that are relevant to your organisation's purpose and the achievement of customer satisfaction in the organisation's strategic direction? (ISO10001 6.2)	2	Charter identifies major stakeholders and attempts to provide them with workable solutions. The main areas missing are stakeholder closeout and reporting to elected members. The elected member monthly report for October 2017 appears to be flawed closeout numbers. It shows approximately 30% of year to date requests are still not closed, but does not seem to trigger any alarm. It is also suspected that significant numbers of complaints have been closed out on the ICS system, without being actually closed. Examples of this include where a letter has been sent by Shire staff requesting action and then closed on the system, but no follow up visit to ensure that the action has been completed.	Executive Managers	Weekly reporting is occurring for complaints and ICS's received. Complaints outstanding and completed over the period are monitored to ensure that complaints are not closed without actioning. Changes have been made to the Customer Requests process so that these are only allocated to one officer to ensure ownership of the complaint/ICS. Efforts have been made to action the number of outstanding request over the past 6 months with outstanding ICS's reducing by 153 since December 2017. This reporting is ongoing and the total number of ICS's/complaints received will be monitored.
3.4	Has input been gained to identify and assess the needs of customers in the development of the Code and procedures? (ISO10001 6.3)	2	There are no document control records for the process to indicate community consultation in the development.	GOV Officer	Under development

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3.5	Is the Code clear, concise and written in simple language? (ISO10001 6.4)	3.5	The customer service charter is well written and copies have been made available in the main reception area (at times), however the majority or customer responses indicated that it has not been publicized as well as it could have been. It is recommended that a shortened version be produced and displayed in a similar manner to the City of Cockburn example shown in section 11.	GOV Officer	A similar idea has been considered but other alternatives are also considered
<b>Capacity</b>	<b>2</b>	<b>8/4</b>			
3.8	Have the objectives been established at relevant departmental and individual levels with the business?	1.5	No Key Performance Indicators (KPI's) have been set to monitor the number of requests/complaints or their close out times. This should be completed as a priority after the next round of staff training.	Executive Manager	No KPIs have been established in state
3.10	Is customer service included in the business plan? (WSM) If so, what elements of customer service do you regularly monitor? (WSM)	2	While there is a customer service charter and reports are compiled for elected members and as part of the quarterly report card, there was no evidence available to suggest that customer service forms part of a formal business plan. Customer service requests and closeouts are reported monthly and quarterly, but no KPI appears to exist on this data.	Gov Officer	Not yet done
<b>Visibility</b>	<b>2</b>	<b>7/3</b>			
3.13	Is it relevant and responsive to customer needs? (ISO10001 4.6)	2	These issues are difficult to assess given that over 90% of customer survey respondents claimed that they had not seen it.	Gov Officer	Not yet done
<b>Monitoring</b>	<b>2</b>	<b>8/4</b>			



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3.25	Are KPI results and/or other statistical measures used to review the performance of the organisation's customer service? (ISO10001 6.5 & 8.2)	2.5 An elected member monthly report and quarterly report card are produced which both include basic ICS statistics. These do not however offer any insight into long term open items or provide a performance target. As discussed previously, it was considered that a number of requests had been closed out without verification and that the statistics may not therefore show the true picture.	Executive Managers	No KPI's have been established to date. Community Satisfaction Survey is scheduled for 2018/19 period.
<b>Procedures</b>	<b>2.5</b>	<b>32/12</b>		
4.14	Are complaints closed out and recorded once agreed actions are complete? (ISO10002 7.9)	2.5 As previously noted, at least some complaints appear to be closed out prematurely and without verification of work orders being completed.	Executive Managers	Ongoing. Weekly reporting is occurring for complaints and ICS's received. Complaints outstanding and completed over the period are monitored to ensure that complaints are not closed without actioning. Changes have been made to the Customer Requests process so that these are only allocated to one officer to ensure ownership of the complaint/ICS. Efforts have been made to action the number of outstanding request over the past 6 months with outstanding ICS's reducing by 153 since December 2017. This reporting is ongoing and the total number of ICS's/complaints received will be monitored.

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4.19	<p>Is complaints information, including the identity of complainants, treated confidentially wherever possible or necessary? (ISO10002 4.7)</p> <p>Are procedures in place to manage whistle-blower complaints in accordance with the Public Interest Disclosure Act?</p>	2	<p>There was no information available to suggest that confidentiality has been considered in terms of complaints and this should be included in future updates of the process.</p> <p>No information on whistleblower complaints is included in the Shire complaints process.</p>	Executive Managers	<p>Confidentiality is always maintained in relation to customer complaints and requests. The complaints process includes details in relation to the actions to take to maintain confidentiality if the complaint is of a confidential nature, however does not detail that the complainants details are to remain confidential (although is practice with all complaints and ICS' s). It is proposed that the process be improved by detailing that all elements of the complaint are to be treated with confidentiality (including the identity of the complainant).</p> <p>Whistleblower policy is currently being prepared by HR Coordinator. It is proposed that this will be presented to Council in the coming months.</p>
4.23	<p>Are details of reviews and actions taken to improve services published to staff and the public? (ISO10002 8.6.3)</p>	2	<p>The quarterly report card is circulated widely and includes ICS statistics for customer service requests (including complaints), but does not look at individual cases or outcomes. Further it does not differentiate between complaints and work requests.</p>	Executive Managers	<p>Process mapping system is available to all staff to ensure they are following the process for managing ICS' s and complaints.</p> <p>Weekly reporting is now occurring to monitor the requests and complaints received.</p> <p>Suggested changes are to be implemented into quarterly reporting (i.e. differentiate between complaints and requests)</p>

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4.26	Does the complaints manager or coordinator compile reports for senior management based on the analysis of the data, which include recommendations for: <ul style="list-style-type: none"> <li>• complaint reduction strategies, or</li> <li>• improvements to business processes</li> </ul>	2.5	Reports are compiled monthly (for elected members) and quarterly (for the report card), however these are both basis numerical reports and do not provide any level of detail that would support continuous improvement in this area.	Executive Manager Corporate Services	Executive Assistant – CEO is now generating weekly reports for ICS's and complaints.  Process improvements for managing complaints and ICS's are managed through Council's process mapping system which allows all staff to suggest improvements in relation to the process for managing ICS's and complaints.
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UNCONFIRMED

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**5.8 AUSTRALASIAN LG PERFORMANCE EXCELLENCE PROGRAM FY17**

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>File Reference:</b>	2.1.2.1
<b>Reporting Officer:</b>	Colin Young Executive Manger corporate Services
<b>Responsible Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Voting Requirement</b>	Simple Majority

**BRIEF**

In 2016 the Shire of Northam joined the Australasian LG Performance Excellence Program. The program is in essence an opportunity to compare the Shire of Northam across a range of areas with other Local Governments in Western Australia, Australia and New Zealand.

The areas of focus are:

- Workforce;
- Finance;
- Operations;
- Service Delivery;
- Risk management;
- Corporate Leadership; and
- Asset Management.

**ATTACHMENTS**

Attachment 1: Report - The Australasian LG Performance Excellence Program FY17 (provided as a separate confidential attachment to this report).

**BACKGROUND / DETAILS**

In 2016 the Shire of Northam joined the Australasian LG Performance Excellence Program. The program is in essence an opportunity to compare the Shire of Northam across a range of areas with other Local Governments in Western Australia, Australia and New Zealand.

The areas of focus are:

- Workforce;
- Finance;
- Operations;
- Service Delivery;

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- Risk management;
- Corporate Leadership; and
- Asset Management.

The process for populating the Council data occurred over a period from August 2017 – November 2017, with the information relating to the 2016/17 Financial Year.

Council's Audit Committee recommended the following on the 31 May 2017 based on the Australian LG Performance Excellence Report for the FY 16:

*That Council:*

1. *Receives the Australasian LG Performance Excellence Program FY16; and*
2. *Identifies the following areas to be assessed in more detail and reported back to a future Audit Committee Meeting in 2017:*
  - a. *Information Technology resourcing; and*
  - b. *Parks, Gardens & Sporting Grounds resourcing.*

## **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**

There has been staff time committed to populating the database associated with the survey and in analysing the results. It is expected that further staff resource will be provided to undertake a more detailed assessment of some specific areas.

### **Legislative Compliance**

N/A.

### **Policy Implications**

N/A.

### **Stakeholder Engagement / Consultation**

N/A.

### **Risk Implications**

There is a risk of becoming a poor performing Council if organisational performance is not assessed on a regular basis.

## **OFFICER'S COMMENT**

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Staff have reviewed the outcomes of the Program and make the following comments:

1. Workforce

FTE per 1,000 residents. Show the Council at 7.7, compared with 5.5 in the overall WA survey population. However, if you filter the survey population to WA Rural Council's the average is at 8.5, which is comparable with Council's FTE count (noting this is a very small sample size), as per the graph presented below. In essence this highlights that the larger City local governments skew the number of employees per 1,000 employees to the lower result of 5.5. Please note that the FTE is based on the headcount as of the 30 June 2017.



The other relevant factor associated with these numbers is the Council playing a role in the Killara Respite Centre, Licensing and Visitor Centres. These three areas are not 'usual' local government functions and may further skew the Shire of Northam figures. To put this into context Killara employs 1.4 employees per 1,000, whilst the combined Licensing and Visitor Centre represents 0.5 (approx.) employees per 1,000 residents.

In addition the Shire of Northam, as 'hang over' from the amalgamation has two swimming pools and libraries, which would be unusual for a rural or regional local government.

a. Remuneration as a % of operating expenses

All the comments above remain relevant, although when filtering the results by Rural Local Governments across Australia our percentage of remuneration to operating expenses is at the higher end, being 42% compared with an average of 40% for the WA Survey Population.

b. Staff Turnover

The turnover rate is higher than that the WA Survey population, with Northam being at 27%, WA. It is noteworthy to highlight that the turnover numbers are based on number of actual employees employed at 1 July 2016, not number of positions, so having positions vacant at that time will skew the results. It also does not take into account turnover instigated by the Council. Consequently the

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turnover rates reported to Council regularly are considered more accurate and highlight our performance 24%.

The turnover of employees in the first year of service represents an area to watch to ensure are employment processes are sound, however as a general comment the employees that left gave reasons beyond Councils control.

c. Median sick leave days

At 3.7, the Shire is in a positive position compared with the WA Survey population showing 5.3, however this position is weaker than the FY 16 position of 2.8. This increase can be attributed to several long term employees requiring substantial time off due to ongoing illness or recovery from operations. Northam is ranked in the lower range for this particular category which is positive given it has been a focus over the past four years and indicates a good ethic / culture.

d. Lost Time Injuries

Councils LTI's increased from 62 to 174 days and substantially higher than the WA population which is 99, the reason there was a notable increase was due to a couple of incidents which resulted in extended period of absence for individuals during their recovery.

2. Finance

a. Cost of finance as a % of revenue

This is an area staff are currently investigating, however filtering the data to compare with other WA Regional and Rural Communities indicates that our finance function is only slightly higher than the average, with Northam being 4.5% of revenue whilst the average is 3.1%. It is however noted that Councils finance department includes the position of a Purchasing Officer which is rare within Local Government and supports the whole of the organisation in Procurement.

b. Capital Expenditure Per Resident

Councils current focus on capital expenditure is noticeable here with FY 17 expenditure increasing from the FY 16, (\$600 to \$690), it compares favourably to the WA survey population average expenditure of \$585, and \$650 for WA Small to medium Councils.

Capital expenditure (\$1 per resident)



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3. Operations

a. Corporate Services staff per 100 employees

At 16.8, this is slightly higher than the entire population survey results of WA at 12.9, however the Rural WA cohort has an average of 15.2. Consideration does need to be given to the structure of our Corporate Services area with licensing being included, a function not undertaken by many local governments, this function equates to approximately 2.45 employees, 2 fulltime plus coverage for leave and lunch breaks.

b. Customer Service staff per 100 employees

Per above comment Councils level is 6.3 compared with the WA average of 3.3 and the Rural WA cohort of 3.8.

c. I/T staff per 100 employees

This is the most significant area of underperformance/representation within the organisation. Given that I/T is being raised across every audit and review Council is undertaking as a focus. It is an area which requires some consideration moving forward to ensure our organisational structure is effective and efficient.

One I/T staff per 100 employees at the Shire of Northam compares with 3 for the WA Average for the entire population and 2.1 for rural and regional WA Councils.

IT staff per 100 employees



4. Service Delivery

a. Service delivery operating costs and FTE breakdown (p.85)

The provision of this comparison raises some areas of potential interest, however it also raised a number of queries regarding expenditure per service area with the only area spending less being Governance. This has been further analysed with WA Regional and Rural Communities which is much more consistent with Councils expenditure.



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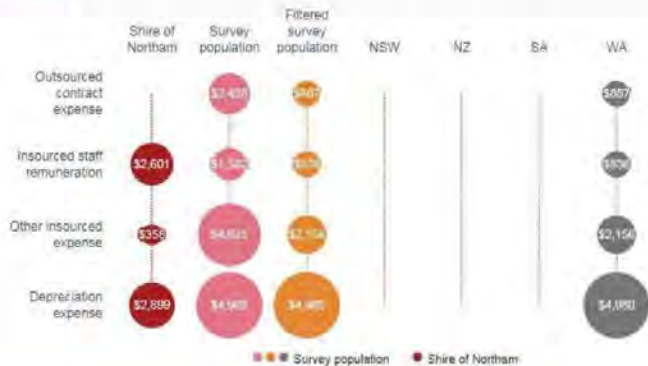


Operating costs per 10,000 residents



- b. Organisational design by span of control (p89)  
This highlights the relatively flat structure of the Shire of Northam, which is a positive. Our organisation performs well when compared with others in the context of the number of employees per supervisor/manager.
- c. Solid Waste Management (p.94)  
Council cost of \$142 per resident slightly higher than the average \$138 with the survey population, indicating our current contract is around market rate.
- d. Roads & Bridges (p.98)  
A breakdown of our roads & bridges cost per kilometre of road indicates Council is either very efficient, or underspending. This more detailed assessment needs to be undertaken in the context of the Council's endorsed asset management plan, which would indicate

Roads and Bridges - Breakdown of annual operating costs per kilometre



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that our current spend is sufficient to maintain existing service standards. However a more detailed analysis may be advisable. It may very well be the case that Council is capitalizing more than its peers. The following table compares the Shire of Northam with WA regional rural peers, if this case the average spend is similar excluding depreciation expense.

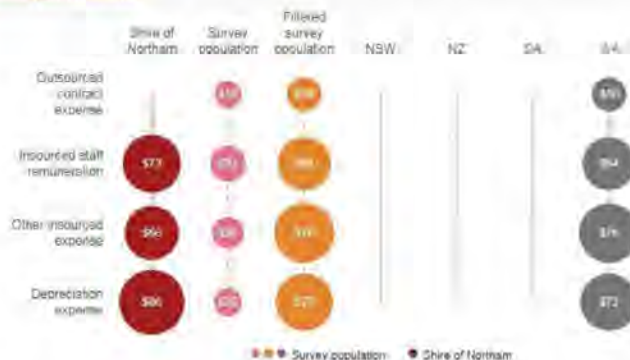
When interpreting the report it should be noted that the network condition assessment and road categorisation process (Excellent to Very Poor) can vary between Local Governments. For example, some LGA's will have their road network surveyed using Automated Road Analysers (ARAN) with the data managed using software systems ( i.e. RAMM in the case of Shire of Northam) Where as other LGA's may perform visual survey assessments, which leaves condition rating open to interpretation.

In addition when generating works programs from RAMM, variable weightings can be assigned to "Triggers" which will determine condition, severity and proposed treatments.

In recent years the Shire of Northam has assigned higher weightings to cracking which will trigger reseals. This is for the purpose of preventing deterioration of the road to a point where rehabilitation or re-construction of the road is required, which aligns with the Shire's Asset Management Strategy.

- e. Parks, Gardens and Sporting Grounds (p.100)  
This area was highlighted in the FY 16 for further investigation, figure 4.29 shows that are spend per resident is still high compared to the total survey population, however based on the comparison below Councils \$225 per person is comparable with WA Regional and Rural Communities that is \$242 per person.

Parks and sporting grounds - Breakdown of annual operating costs per resident



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5. Risk Management  
a. Internal Audit

At the time of reporting Council did not have an internal audit framework, however this has since been developed and implemented, with the first two audits being Customer Service and Procurement.

6. Corporate Leadership  
No specific areas requiring comment or focus

7. Asset Management  
No specific areas requiring comment or focus

Council recommended on the 31 May 2017 that more detailed assessments would be carried out on the following areas;

1. Information Technology and Reporting
2. Parks, Gardens & Sporting Grounds Resourcing

To date these more detailed assessments have not been carried out, as such Staff are recommending they be carried out under the internal audit framework during the 2018/19 financial year, preliminary estimates indicate this will cost in the vicinity of \$25,000.

**RECOMMENDATION**

**That Council:**

- 1. Receives the Australasian LG Performance Excellence Program FY17; and**
- 2. Includes in the draft 18/19 budget the following areas to be assessed in more detail as part of the internal audit function and reported back to a future Audit Committee Meeting in 2018:**
  - a. Information Technology resourcing; and**
  - b. Parks, Gardens & Sporting Grounds resourcing.**

Discussion was held around the following matters:

- IT resourcing – The Chief Executive Officer advised that this matter is critical to look at.
- Parks, Gardens & Sporting Grounds resourcing – The Executive Manager Corporate Services advised that this will review the service being provided in addition to the allocation and overspend. The Chief Executive Officer advised that when compared to others, Council was spending more per square metre. It was believed that investigating this matter would be worthwhile to ensure that Council is operating as efficient and effective as possible.

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- Roads and bridges operating costs – Discussion around whether this is an area that could be exposed to internal audit in relation to performance. It was confirmed staff have exposed our costing to external review in 2016, although this did not represent a detailed audit.
- Drainage – The Chief Executive Officer advised that there has been some assessments undertaken in areas.
- Rate Recovery – As one of the most significant corporate risks facing the Council is was discussed the potential to include this as a future internal audit focus, in relation to our recovery practices and processes as well as exploring the underlying drivers for increasing rate debt, such as affordability.

At the conclusion of discussing the outstanding rate debt and recovery the following motion was carried:

**MOTION / COMMITTEE DECISION**

**Minute No:** AU.103

**Moved:** Cr Proud

**Seconded:** Cr Mencshelyi

**That Council:**

1. Receives the Australasian LG Performance Excellence Program FY17; and
2. Includes in the draft 18/19 budget the following areas to be assessed in more detail as part of the internal audit function and reported back to a future Audit Committee Meeting in 2018:
  - a. Information Technology resourcing; and
  - b. Parks, Gardens & Sporting Grounds resourcing.
3. Request the Chief Executive Officer to prepare a brief and obtain quotes to undertake an internal audit on outstanding rates and present this to the next scheduled Audit Committee meeting.

**CARRIED 3/0**

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

Nil.

**7. DATE OF NEXT MEETING**

The next Audit Committee meeting is proposed to be held on 22<sup>nd</sup> August 2018 unless otherwise advised.

**8. DECLARATION OF CLOSURE**

There being no further business the Presiding Member, Cr C R Antonio declared the meeting closed at 12:15pm.

"I certify that the Minutes of the Audit Committee meeting held on Friday, 1<sup>st</sup> June 2018 have been confirmed as a true and correct record."

\_\_\_\_\_ Presiding Member

\_\_\_\_\_ Date

11.2 ART ADVISORY COMMITTEE MEETING HELD ON 7<sup>TH</sup> JUNE 2018

Receipt of Minutes:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3381

Moved: Cr Pollard

That Council receive the minutes from the Art Advisory Committee meeting held on 7<sup>TH</sup> June 2018.

CARRIED 9/0

Adoption of Recommendations:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3382

Moved: Cr Pollard

That Council:

1. Accept the priority be that the Art Collection is photographed for display on the website; and
2. Accept that the artworks valued at less than \$200.00 be presented to the Art Advisory Committee at the next meeting for deaccessioning consideration.

CARRIED 9/0

Attachment 1



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## Shire of Northam

### Minutes

### ART ADVISORY COMMITTEE

7 June 2018

ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



**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.

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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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ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



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ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



**1. DECLARATION OF OPENING**

Cr Steven Pollard declared the meeting open at 3:59pm.

**2. ATTENDANCE**

**Committee:**

Chairperson  
AVAS  
Councillor  
Community Member  
Community Member

Cr Steven Pollard  
Ms Anita Franklin  
Cr Julie Williams  
Ms Trish Hamilton  
Mr Michael Letch

**Staff:**

Community Development Officer  
Executive Manager Community Services  
Community Services Admin

Ms Jaime Hawkins  
Mr Ross Rayson  
Ms Brooke Evans

**2.1. APOLOGIES**

Nil.

**2.2. APPROVED LEAVE OF ABSENCE**

Nil.

**3. DISCLOSURE OF INTERESTS**

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Deaccessioning of artworks with little value	5.2	Michael Letch	Impartiality	Photos of forbear

ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



**4. CONFIRMATION OF MINUTES**

**4.1 COMMITTEE MEETING HELD**

**COMMITTEE DECISION**

**Minute No: AR.082**

**Moved: Cr Julie Williams**

**Seconded: Ms Anita Franklin**

**That Council accept the minutes of the Northam Art Committee meeting held 26<sup>th</sup> April 2018 be confirmed as a true and correct record of that meeting.**

**CARRIED 5/0**

ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



**5. COMMITTEE REPORTS**

**5.1. DISPLAY OF ART COLLECTION**

<b>Address:</b>	
<b>Owner:</b>	Shire of Northam
<b>File Reference:</b>	
<b>Reporting Officer:</b>	Jaime Hawkins, Community Development Officer
<b>Responsible Officer:</b>	Ross Rayson, Executive Manager Community Services
<b>Voting Requirement</b>	Simple Majority

**BRIEF**

The Art Advisory Committee are wishing to give the public more opportunities to view the Shire Art Collection. The methods of making the artwork more accessible to viewing by the public are to be discussed.

**ATTACHMENTS**

N/A

**BACKGROUND / DETAILS**

The Shire's art collection currently totals approximately 140 pieces, of many different mediums. It includes 35 pieces as part of a Council bequest from Claude Hotchkin, a long serving member of the Art Society of WA and features paintings from a selection of well-known Australian artists.

A selection of the art works are on display in Council buildings such as the administration office, Northam library and Killara Respite Centre. 26 pieces are currently viewable via the Shire of Northam website.

The Shire of Northam Art Advisory Committee aim to provide opportunities for the public to view the Shire of Northam's art collection. In previous meetings discussion was held regarding Council hosting an exhibition of the Council collection. Other presentation methods include greater rotation of art works in Council buildings and increasing the number of pieces portrayed on the Shire of Northam website.

**CONSIDERATIONS**

**Strategic Community / Corporate Business Plan**

Theme Area 2      Community Well Being  
Outcome 2.2      There are a variety of recreation and leisure activities for all ages, across the Shire of Northam

ART ADVISORY COMMITTEE MEETING MINUTES  
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Theme Area 6: Governance and Leadership  
Outcome 6.3: The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

**Financial / Resource Implications**

Council has an annual budget allocation for the ongoing management and maintenance of the art collection.

**Legislative Compliance**

N/A.

**Policy Implications**

N/A.

**Stakeholder Engagement / Consultation**

N/A.

**Risk Implications**

N/A.

**OFFICER'S COMMENT**

As part of the Committee's request that the art collection be available for public viewing, Officers believe that one way of achieving that is to hold another exhibition. The Art committee have previously resolved on 28/9/17 to hold an exhibition in Spring 2018. Other methods of display include:

- Rotation of artworks in Council facilities
- Completion of digital catalogue on Council website.

Whilst each of these methods of display are underway, and a work in progress, it is necessary to place realistic timeframes on these due to available resources.

**DISCUSSION**

Mr Michael Letch suggestion of another exhibition.

- Expensive event
- Limited crowd – last exhibition had 150 people through the door.

Cr Steven Pollard

- Approximately 30 pieces from the collection are on the website.

Mr Ross Rayson

- Photograph the collection and add information of the artist and piece.
- Planning to continue the process, however it is a time consuming process.

There are photos that were included in the evaluation, however to display on the website, a higher quality of photograph needs to be taken.

ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



Mr Michael Letch suggested with cost and potential reach, it would be worth spending the money to have the artworks, photographed and on the website, rather than having another exhibition.

Ms Trish Hamilton queried why sculptures aren't recorded in the database. Mr Ross Rayson clarified that at this stage these sculptures are not part of the Shire of Northam Art Collection.

Cr Steven Pollard advised that Council has moved the recommendation to change the Art Collection Committee to the Art Advisory Committee, with a change in the Terms of Reference. The Art Advisory Committee will now have the opportunity to include the sculptures as a sub-category to the current Art Collection.

**COMMITTEE DECISION**

**Minute No: AR.083**

**Moved: Mr Michael Letch**

**Seconded: Ms Anita Franklin**

**That Council accept the priority be that the Art Collection is photographed for display on the website.**

**CARRIED 5/0**

ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



*Mr Michael Letch declared an "Impartiality" interest in item 5.2 – Deaccessioning of artworks with little value as one of the artworks is a portrait of his father.*

**5.2. DEACCESSIONING OF ARTWORKS WITH LITTLE VALUE**

<b>Address:</b>	
<b>Owner:</b>	Shire of Northam
<b>File Reference:</b>	
<b>Reporting Officer:</b>	Jaime Hawkins, Community Development Officer
<b>Responsible Officer:</b>	Ross Rayson, Executive Manager Community Services
<b>Voting Requirement</b>	Simple Majority

**BRIEF**

The Shire of Northam's Art Collection contains some pieces that according to the latest valuation report have little or no value. The prospect of deaccessioning these pieces is to be discussed by the Art Advisory Committee.

**ATTACHMENTS**

Attachment A: 2017 Valuation Report

**BACKGROUND / DETAILS**

In accordance to the Shire of Northam's Art Policy the Shire of Northam retains the right to dispose of artworks if they are deemed unsuitable at any stage. Recommendations for the disposal of any artwork will be the responsibility of the Shire of Northam Art Advisory Committee. Work will be deaccessioned in accordance with section 3.58 of the Local Government Act 1995 – Disposing of Property.

In accordance with the Shire of Northam Art Collection Procedures the following process will be applied to any art work for deaccessioning:

1. The artwork will be fully documented before disposal including:
  - Accession number (if one exists) and description;
  - Provenance;
  - Advice of legal status of the object;
  - Reason for deaccession;
  - Value;
  - Any additional information from advisors.
2. The method of disposal of the artwork will be attempted in the following order:
  - Return the work to the donor, or the donor's nearest living relative;
  - Transfer the object to another not for profit collecting institution;

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- Exchange with another not for profit collecting institution;
- Selling at a public auction;
- Destroying the artwork if beyond preservation.
- Where the works have been offered for sale, the funds obtained are to be employed to purchase future acquisitions.

A copy of the current artwork database, with 2017 valuations is at Attachment 1.

### CONSIDERATIONS

#### Strategic Community / Corporate Business Plan

Theme Area 2	Community Well Being
Outcome 2.2	There are a variety of recreation and leisure activities for all ages, across the Shire of Northam
Theme Area 6:	Governance and Leadership
Outcome 6.3:	The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

#### Financial / Resource Implications

There is a budget allocation for the management of the art collection

#### Legislative Compliance

General Disposal Authority for Local Government Records 2015

#### Policy Implications

N/A.

#### Stakeholder Engagement / Consultation

N/A.

#### Risk Implications

N/A.

### OFFICER'S COMMENT

There are a number of identified artworks that have little or no value and these should be considered for deaccession immediately. The committee can recommend any artworks be deaccessioned, but officers believe that deaccessioning should only be recommended in cases where the artwork:

- Is of, or under, a set value, or
- The artwork does not fit the collection parameters as outlined in the Art Collection policy.

It is recommended that if this direction is to be followed, that works which have been identified as having no value be deaccessioned in the first instance.



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**DISCUSSION**

Cr Steven Pollard

- Items with no value, where often not sited in 2017. Possibility that these do not exist.
- Some items that were not sited in 2017 have been seen in previous years.

Mr Ross Rayson advised staff can cross reference the 2017 evaluation with the previous evaluation, to determine when these items were last seen.

Cr Steven Pollard, find the missing items, photographs these and have them uploaded to the website. For these to be on the list, they must have existed at some point.

Ms Anita Franklin advised there are 40 items from the 2017 evaluation that have not been sighted.

Items 121-136 have been located and will be sent to State Archives, as per recommendation from previous meeting. Mr Ross Rayson advised one of these items is still missing and an item that was not on the list has been added to the group of portraits.

Discussion on whether photographs should be included in the Art Collection. Cr Steven Pollard, accept that photographs are part of the Collection.

Cr Steven Pollard asked that items of little value (\$200 or less) be brought to the next meeting for the Committee for decisions to be made.

Ms Jaime Hawkins advised that some photographs will need to be sent to State Archives.

**COMMITTEE DECISION**

**Minute No: AR.084**

**Moved: Ms Trish Hamilton**

**Seconded: Ms Anita Franklin**

**That Council accept that the artworks valued at less than \$200.00 be presented to the Art Advisory Committee at the next meeting for deaccessioning consideration.**

**CARRIED 5/0**

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Attachment A

Calendar No.	Acquired	Artist	Location 2017	Site	Medium	Size (H x W)	Sppt of 2017	Valuation as at 2017	Remaining Value 2017
1	*	Duncan Macgregor Whyte	Good	Hugo Trevelyan	Oil on Canvas Signed lower right	147.5 x 117 (Framed)	Yes	1,600.00	1,600.00
2	Presented to Northam Museum of Art by Northam Visual Arts Society 1945/46	Doris Armstrong		Wool Valley Country	Oil on Canvas Signed lower right	114 x 114 (Framed)	No	0	3,800.00
3	Claude Lorraine Request 1392	Robert Campbell	Good	Frosty Morning	Oil on Canvas Signed lower left	105 x 97 (Framed)	Yes	450.00	2,550.00
4	Claude Lorraine Request 1392	Thomas Under	Good	Troutley of the Blarney	Oil on Canvas Signed lower left	74.6 x 92 (Framed)	Yes	1,800.00	2,800.00
5	Claude Lorraine Request 1392	Cybil Kelle	Good	Thunder Head	Oil on Board Signed lower right	91 x 72 (Framed)	Yes	1,350.00	2,500.00
6	Claude Lorraine Request 1392	Frank O'Brien	Good	Minster and Child	Oil on Board	89 x 75.5 (Framed)	Yes	2,800.00	5,800.00
7	Claude Lorraine Request 1392	Allan Cook	Good	The Children Valley	Oil on Board Signed lower left	89.5 x 78.5 (Framed)	Yes	1,500.00	5,800.00
8	1914	Willie Ashton	Good	Upper Knocks of the Bawn	Oil on Canvas Signed lower right and dated 1914	145 x 119.5 (Framed)	Yes	900.00	6,800.00
9	Works returned to Donaghy	Max Grant Gordie		White Seams	-	-	No	0	6,800.00
10	Claude Lorraine Request 1392	Ira Fetherburgh	Good	Expansions	Oil on Canvas Signed lower left	78 x 69.5 (Framed)	Yes	1,200.00	6,800.00
11	Northam Art Print 1304	Isidore Lambert	Good	Rivers and Bungalows	Oil on Board Signed lower right dated 84	93 x 67 (Framed)	Yes	400.00	6,800.00
12	Northam Art Print 1308	Walter Frith	Good	Winter Time - 1901	Oil on Board Signed lower right	71 x 104.5 (Framed)	Yes	250.00	6,750.00
13	*	Unnamed		White Blue Forest Scene	-	-	No	0	6,750.00
14	Claude Lorraine Request 1392	Edmundson	Good	In the Mist	Oil on Canvas Signed lower left dated 84	69 x 105 (Framed)	Yes	600.00	6,750.00
15	Claude Lorraine Request 1392	Max Raphael	Good	The Chapel White Church	Oil on Canvas Signed lower left	65.1 x 75 (Framed)	Yes	350.00	7,100.00
16	*	Frank Park	Good	White - Mountains Country Riding Ridge	Apparatus Oil	14.5 x 16.5 (Framed)	Yes	0	7,100.00
17	Claude Lorraine Request 1392	Charles Fyfe	Good	Autumn on the Tonal River	Oil on Board Signed lower left	105 x 90.5 (Framed)	Yes	500.00	7,100.00
18	Claude Lorraine Request 1392	Audrey Greenhalgh	Good	Bay of Islands	Oil on Canvas Signed lower left	114 x 70 (Framed)	Yes	1,500.00	7,900.00
19	Claude Lorraine Request 1392	Ernest Pitt	Good	Redstone	Oil on Board Signed lower right	101 x 65 (Framed)	Yes	850.00	7,680.00
20	Claude Lorraine Request 1392	Frederic Thompson	Good	The Old Millhouse	Oil on Canvas Signed lower left	89 x 67 (Framed) 27.5 x 15cm long	Yes	1,900.00	6,780.00
21	*	Unamed	Good	Portraits of Piers and George Threlkeld M.A. O.M.C. Painted 14.0.1849 27 May 1850	Oil on Board	48.5 x 30 (Framed)	Yes	650.00	7,430.00
22	Claude Lorraine Request 1392	Robert O'Connell	Good	In the Shade of the Trees	Oil on Board Signed lower left	118.5 x 101 (Framed)	Yes	250.00	8,280.00
23	Claude Lorraine Request 1392	Robert Harris	Good	St James Michael R.M.C.	Oil on Board Signed lower left dated 1847	96.65 x 116 (Framed)	Yes	200.00	8,480.00
24	*	John Hume	Good	Woods	Oil on Canvas Signed lower left dated 84	72.5 x 96.7 (Framed)	Yes	2,000.00	8,680.00
25	Claude Lorraine Request 1392	Gordon Edling	Good	Autumn Morning, Harems, New York	Oil on Board Signed lower right dated 84	111.5 x 90 (Framed)	Yes	475.00	8,680.00
26	Claude Lorraine Request 1392	Robert Johnson	Good	Golden Valley	Oil on Board Signed lower left	47.5 x 67.5 (Framed)	Yes	200.00	8,930.00
27	Claude Lorraine Request 1392	John Webster	Good	Beltsdale House	Oil on Board Signed lower left dated 84	46 x 56 (Framed)	Yes	500.00	8,880.00
28	*	Frank Fisher	Good	Woods in Spring	Oil on Board Signed lower right	91 x 101 (Framed)	Yes	800.00	10,080.00
29	*	Frank Fisher	Good	Woods in Spring	Oil on Board Signed lower right	69.5 x 94.5 (Framed)	Yes	850.00	10,540.00
30	*	Frank Fisher	Good	Woods in Spring	Oil on Board Signed lower right	63 x 82.5 (Framed)	Yes	800.00	10,440.00
31	*	Frank Fisher	Good	Woods in Spring	Oil on Board Signed lower right	49 x 70 (Framed)	Yes	800.00	10,640.00
32	*	Edmundson	Good	Woods	Oil on Canvas Signed lower right	62.7 x 67.5 (Framed)	Yes	750.00	10,370.00
33	Claude Lorraine Request 1392	Henry Harrison	Good	Woods	Oil on Canvas Signed lower right	56 x 46 (Framed)	Yes	600.00	10,970.00
34	*	Frank Fisher	Good	Woods in Spring	Oil on Board	11.5 x 11.5 (Framed)	Yes	80.00	10,910.00
35	Claude Lorraine Request 1392	Robert Harris	Good	On a Golden Afternoon	Oil on Board Signed lower left dated 84	95.5 x 66.5 (Framed)	Yes	1,500.00	10,760.00
36	Northam Art Print 1307	William Cook	Good	Autumn in France	Print on paper signed lower left	71 x 90 (Framed)	Yes	400.00	10,760.00
37	Claude Lorraine Request 1392	John Bennett	Good	Green Valley	Watercolour Signed lower left	29 x 35 (Framed)	Yes	70.00	10,510.00
38	Northam Art Print 1304	Robert Johnson	Good	A Touch of Spring	Watercolour Signed lower left dated 84	67 x 66.5 (Framed)	Yes	480.00	10,990.00
39	Claude Lorraine Request	Arthur Macleod Senior (1862-1948) Australia	Good	Overcast Beach	Watercolour Signed lower right dated 1926	61 x 73 (Framed)	Yes	1,600.00	12,090.00
40	Claude Lorraine Request 1392	Max Sheraton	Good	Quiet Morning	Watercolour and pencil Signed lower left dated 84	84 x 74 (Framed)	Yes	1,200.00	13,090.00
41	Claude Lorraine Request 1392	Marion MacQueen	Good	Woods	Watercolour	61 x 66 (Framed)	Yes	600.00	13,790.00
42	Claude Lorraine Request 1392	John Hume	Good	Woods	Watercolour	24 x 66 (Framed)	Yes	1,150.00	13,090.00
43	Claude Lorraine Request 1392	John Hume	Good	Woods	Watercolour	24 x 66 (Framed)	Yes	850.00	13,090.00
44	Claude Lorraine Request 1392	John Hume	Good	Woods	Watercolour and pencil Signed lower left	57.5 x 75 (Framed)	Yes	80.00	13,170.00
45	Claude Lorraine Request 1392	Thomas Burt	Good	Woods	Watercolour Signed lower left	27.5 x 61.5 (Framed)	Yes	350.00	13,070.00
46	Claude Lorraine Request 1392	Cyril Lander	Good	Woods	Watercolour and pencil Signed lower left	76 x 81 (Framed)	Yes	1,200.00	13,870.00
47	Claude Lorraine Request 1392	Fredrick Hart	Good	Woods	Watercolour and pencil Signed lower left	64.5 x 62 (Framed)	Yes	1,200.00	13,070.00
48		Walter Spencer	Good	Woods	Watercolour Signed lower left	49 x 56.5 (Framed)	Yes	800.00	13,370.00
49	Claude Lorraine Request 1392	Henry Harrison	Good	Woods	Watercolour	81 x 72 (Framed)	Yes	1,400.00	13,570.00
50	*	Frank Fisher	Good	Woods	Watercolour and pencil Signed lower left dated 84	61 x 66 (Framed)	Yes	800.00	13,070.00
51	Claude Lorraine Request 1392	John Bennett	Good	Woods	Watercolour and pencil Signed lower left dated 84	77 x 66 (Framed)	Yes	250.00	13,640.00
52	Claude Lorraine Request 1392	Edmundson	Good	Woods	Watercolour and pencil Signed lower left dated 84	89 x 72.5 (Framed)	Yes	450.00	13,890.00
53	Claude Lorraine Request 1392	William Cook	Good	Woods	Watercolour and pencil Signed lower left	52 x 62 (Framed)	Yes	450.00	13,340.00
54	Northam Art Print 1306	Edmundson	Good	Woods	Watercolour and pencil Signed lower left	92 x 123 (Framed)	Yes	450.00	13,790.00
55	Northam Art Print 1308	John Hume	Good	Woods	Watercolour and pencil Signed lower left	86.5 x 95 (Framed)	Yes	850.00	13,090.00
56	Northam Art Print 1308	John Hume	Good	Woods	Watercolour and pencil Signed lower left	10 x 10 (Framed)	Yes	150.00	13,240.00
57	Northam Art Print 1308	John Hume	Good	Woods	Watercolour and pencil Signed lower left	74.5 x 96 (Framed)	Yes	500.00	13,240.00
58	Northam Art Print 1306	Edmundson	Good	Woods	Watercolour and pencil Signed lower left dated 84	45 x 59 (Framed)	Yes	300.00	13,240.00
59	Northam Art Print 1306	Edmundson	Good	Woods	Watercolour and pencil Signed lower left dated 84	45 x 54 (Framed)	Yes	350.00	13,240.00
60	*	Max Grant	Good	Woods	Watercolour and pencil Signed lower left dated 84	49.5 x 67 (Framed)	Yes	400.00	13,290.00

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Item	Year	Artist/Donor	Medium	Title	Description	Dimensions	Material	Value	Location	
01	-	Miss L. Patterson-Paterson	Handpainted	bedford glass	Northam in April, Devon, England April 72	Watercolour and pencil Signed lower right dated 7/7/1966 left	43 x 64.5 (framed)	yes	350	123015
02	-	Ernie Beaton (1945-2014)	Oil	Worleson's House	Worleson's House C. 1860s	75 x 54.5 (framed)	yes	440	123017	
03	-	D. Hodge-Tammann	Glass	The Iron K/T Mover	Iron Road Signed lower left dated 1985	100.5 x 87 (framed)	yes	2000	123609	
04	-	Donated by Northam Historical Society	Photograph	Photograph of Northam (Town Hall)	Photograph	-	No	0	123615	
05	Northam Art Prize 1997	Christina Swain	glass	Northam 1997	Watercolour and pencil Signed lower right dated 1997	75 x 95.5 (framed)	yes	1850	123621	
06	Northam Art Prize 1997	Cherie Scott	glass	Northam 1997	Paint on Watercolour	75 x 68.5 (framed)	yes	980	123625	
07	Northam Art Prize 1998	Philip Gordon	glass	Northam 1998	Watercolour and pencil Signed lower right dated 1998	74.5 x 66.5 (framed)	yes	840	123629	
08	Northam Art Prize 1998	Janie Williams	glass	Northam 1998	Watercolour and pencil Signed lower right dated 1998	68.5 x 59 (framed)	yes	550	123633	
09	Northam Art Prize 1998	Christina Swain	glass	Northam 1998	Watercolour and pencil Signed lower right dated 1998	62.5 x 72.5 (framed)	yes	220	123637	
10	Northam Art Prize 1998	Jan R. Hill	glass	Northam 1998	Watercolour and pencil Signed lower right dated 1998	80.5 x 70 (framed)	yes	2750	123641	
11	Northam Art Prize 1999	Anna Ashman	glass	Northam 1999	Watercolour and pencil Signed lower right dated 1999	45.5 x 56 (framed)	yes	330	123645	
12	Northam Art Prize 2000	O. Hodge	glass	Northam 2000	Watercolour and pencil Signed lower right dated 2000	78 x 100 (framed)	yes	510	124611	
13	Northam Art Prize 1990	Janice (1907)	glass	Northam 1990	Watercolour and pencil Signed lower right dated 1990	73 x 85.5 (framed)	yes	950	124615	
14	Northam Art Prize 1990	Francoise	glass	Northam 1990	Watercolour and pencil Signed lower right dated 1990	85 x 105.5 (framed)	yes	600	124619	
15	Northam Art Prize 1990	Helen	glass	Northam 1990	Watercolour and pencil Signed lower right dated 1990	90 x 101.5 (framed)	yes	200	124623	
16	Donated by Artist	Joe Conry	glass	Northam 1990	Watercolour and pencil Signed lower right dated 1990	46 x 52.5 (framed)	no	0	124627	
17	Northam Art Prize 1995	Donna	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	41 x 55.5 (framed)	yes	300	124631	
18	Northam Art Prize 1990	Janice	glass	Northam 1990	Watercolour and pencil Signed lower right dated 1990	43 x 57 (framed)	yes	100	124635	
19	-	Bob Byfield	glass	Northam 1990	Watercolour and pencil Signed lower right dated 1990	66 x 55 (framed)	yes	440	124639	
20a	2000	Walter Rod and Computer Art Works	glass	Northam 2000	Watercolour and pencil Signed lower right dated 2000	87 x 61 (framed)	no	0	124643	
20b	Presented by the Village Scouts, Car Club WA Inc 2000	Walter Rod and Computer Art Works	glass	Northam 2000	Watercolour and pencil Signed lower right dated 2000	72.5 x 72.5 (framed)	no	0	124647	
20c	2002	Walter Rod and Computer Art Works	glass	Northam 2002	Watercolour and pencil Signed lower right dated 2002	49 x 64.5 (framed)	no	0	124651	
21a	2006	Artist Unknown	glass	Northam 2006	Watercolour and pencil Signed lower right dated 2006	45.5 x 65 (framed)	no	0	124655	
21b	2000	Artist Unknown	glass	Northam 2000	Watercolour and pencil Signed lower right dated 2000	55.5 x 41.5 (framed)	no	0	124659	
22	-	Artist Unknown	glass	Northam 2000	Watercolour and pencil Signed lower right dated 2000	44 x 55.5 (framed)	no	0	124663	
23	Presented February 10 2004 by Hon. Ian Mulvey, Minister for Works, Lands and Surveys and Member for Alagar	Artist Unknown	glass	Northam 2004	Watercolour and pencil Signed lower right dated 2004	78.5 x 58.5 (framed)	no	0	124667	
24	Northam Art Prize 1995	Michael Atherton	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	73 x 71 (framed)	yes	330	124671	
25	-	Maureen Wright	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	65.5 x 62 (framed)	yes	980	124675	
26	Northam Art Prize 1995	Wendy	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	66 x 59.5 (framed)	yes	440	124679	
27	Presented \$800 by O D Antonio, Shire President at W's Meeting	Wendy	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	66 x 59.5 (framed)	yes	780	124683	
28	Presented at the Shire's AGM 1995	Delia	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	64.5 x 35 (framed)	yes	350	124687	
29	-	Paul	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	86 x 67.5 (framed)	yes	440	124691	
30	Northam Art Prize 1995	David	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	96 x 74.5 (framed)	yes	830	124695	
31	Northam Art Prize 1995	John	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	89 x 68.5 (framed)	yes	430	124699	
32	Northam Art Prize 1995	Maureen	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	66 x 64.5 (framed)	yes	330	124703	
33	Collection of Mr W. J. G. (1995)	John	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	61 x 68.5 (framed)	yes	980	124707	
34	Presented 2001	John	glass	Northam 2001	Watercolour and pencil Signed lower right dated 2001	84 x 100 (framed)	yes	1500	124711	
35	-	Michael	glass	Northam 2001	Watercolour and pencil Signed lower right dated 2001	76.5 x 66.5 (framed)	yes	330	124715	
36	Presented for the Centenary of Federation 2001	Artist Unknown	glass	Northam 2001	Watercolour and pencil Signed lower right dated 2001	81.5 x 100 (framed)	yes	100	124719	
37	Loan of 1995	Artist Unknown	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	73 x 60 (framed)	yes	0	124723	
38	-	Artist	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	100 x 75 (framed)	no	0	124727	
39	-	Artist Unknown	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	66 x 55.5 (framed)	no	0	124731	
40	-	Artist Unknown	glass	Northam 1995	Watercolour and pencil Signed lower right dated 1995	100 x 75 (framed)	no	0	124735	
101	Presented to the Northam Shire Council in appreciation of their support for the Ashburton Race Club Project by Mr R. Robinson, Club Treasurer Ashburton, Ashburton Mining, 20/01/2009	Michael, Phillippe	glass	Northam 2009	Watercolour and pencil Signed lower right dated 2009	51 x 58.5 x (board) 50 x 65 (horizontal sheet)	yes	3200	124910	
102	Unknown	Artist Unknown	glass	Northam 2009	Watercolour and pencil Signed lower right dated 2009	62 x 40 (vertical) 60 x 52 (horizontal)	yes	100	124914	
103	Unknown	Artist Unknown	glass	Northam 2009	Watercolour and pencil Signed lower right dated 2009	33 x 29 (horizontal)	yes	330	124918	
104	Unknown	Artist Unknown	glass	Northam 2009	Watercolour and pencil Signed lower right dated 2009	33 x 29 (horizontal)	no	0	124922	
105	Unknown	Artist Unknown	glass	Northam 2009	Watercolour and pencil Signed lower right dated 2009	33 x 29 (horizontal)	yes	42	124926	
106	2012 Shire of Northam Art Prize	Artist Unknown	glass	Northam 2012	Watercolour and pencil Signed lower right dated 2012	78.5 x 78.5 (horizontal)	yes	330	124930	
107	2012 Shire of Northam Art Prize	Artist Unknown	glass	Northam 2012	Watercolour and pencil Signed lower right dated 2012	101 x 67.5 (horizontal)	yes	350	124934	
108	2013 Shire of Northam Art Prize	Artist Unknown	glass	Northam 2013	Watercolour and pencil Signed lower right dated 2013	101 x 78.5 (horizontal)	yes	1800	124938	
109	Unknown	Artist Unknown	glass	Northam 2013	Watercolour and pencil Signed lower right dated 2013	101 x 78.5 (horizontal)	yes	0	124942	
110	Unknown	Artist Unknown	glass	Northam 2013	Watercolour and pencil Signed lower right dated 2013	101 x 78.5 (horizontal)	yes	30	124946	

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111	Unknown	Artist Unknown		Shire of Northam Council and Shire Staff	Printed Photographic Portrait		Yes	0	155490
112	Unknown	Ernst Bach Stables	print	Reproduction of the WWI Symbolist who Discovered the Eastern Goldfields	Framed Image		Yes	0	155490
113	Unknown	Unknown	print	Federal Store, Northam Early 1900's	Framed Historic Photograph		Yes	0	155490
114	Unknown	Unknown		Avon Bridge Road 1138	Framed Historic Photograph		Yes	0	155490
115	Unknown	Michael Michael	print	Unknown - Shire of Northam Staff Photograph	Photograph	170 x 47.5cm (framed)	Yes	50	155490
116	Donated by Susan Whiting	Arthur Clarence Russell (1917 - 2009)	wood	Waterloo Street 2	Watercolour illustration of 6/14 on panel (lower right)	62 x 59 cm	Yes	1200	156740
117	Donated by Rina Zang	Chris Nixon	stone markings around edges	Bonsai Park, Northam	Artistic on canvas	77 x 102cm	Yes	350	157000
118	Northam Art Prize Winner 2015	Franklin Smith	Some marks around edges Top and left	"Darkback Moon" - Jack Charlie	Oil on canvas	91.5cm x 91.5cm	Yes	4000	161510
119	Donated by Christopher Stevens	F. B. Day	Good	The Reservoir Northam, 1924	oil on board Signet Lower left edge	43 x 75 cm	Yes	860	162260
120	Donated by Pam Northey	Pam Northey	top of picture background appears to be a print, also there's a stain	Still Life - Fruit	Artistic on paper Signet Lower right Pam Northey	26 x 20 cm	Yes	250	162500
121	Unknown	CM Mason (Northam)		Herbert Williams Portrait	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
122	Unknown	CM Mason (Northam)		Charles Edward Dempster	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
123	Unknown	CM Mason (Northam)		Douglas Thomas Murray 1900 - 1907	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
124	Unknown	CM Mason (Northam)		Patrick O'Riordan 1923 - 1924	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
125	Unknown	CM Mason (Northam)		John Michael Carroll 1923 - 1923	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
126	Unknown	CM Mason (Northam)		John Taylor Cooke 1923	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
127	Unknown	CM Mason (Northam)		Herbert Williams 1877 - 1900	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
128	Unknown	CM Mason (Northam)		William Simon Dempster 1876 - 1892	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
129	Unknown	CM Mason (Northam)		Arthur O'Riordan 1879 - 1915	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
130	Unknown	Artist Unknown		J. J. (Jenny) Sheridan - President 1906-1907	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
131	Unknown	Artist Unknown		David Ross Antonio - President - 1926-1926	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
132	Unknown	Artist Unknown		Alan (Alan) Lawley - Shire of Northam President 2002-7	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
133	Unknown	Artist Unknown		Dr Antonio Ross (Antonio) 1926-1926	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
134	Unknown	Framed by Chris Brown at the Works at Northam		Edward Alfred Jack Cleaman - 1904-1904	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
135	Unknown	Framed by Chris Brown at the Works at Northam		Dr (David) Morgan - President - 1976-1976	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
136	Unknown	Framed by Chris Brown at the Works at Northam		Dr Martin Cleaman 1940-1940	Framed Photographic Portrait	Approximately 70cm x 52cm	No	0	162500
137	Print same as own - same as O'Reilly Hill	Print same as own - same as O'Reilly Hill		Scott's Edge Northampton WA	Framed Photograph	47 x 27cm image	No	0	162500
138	Print same as own - same as O'Reilly Hill	Print same as own - same as O'Reilly Hill		White Swan Northam, Western Australia	Framed Photograph		No	0	162500
139	Print same as own - same as O'Reilly Hill	Print same as own - same as O'Reilly Hill		Essa Valley in Biosphere	Framed Photograph		No	0	162500
140	Artist Unknown	Artist Unknown		Photograph - possibly same as above?	Framed Photograph		No	0	162500
141		Michael Michael		Avon River Festival - set of three framed photographs	Framed Photograph		No	0	162500
142		Michael Michael		The Avon Desert Bays			No	0	162500
143	Northam Art Prize Winner 2012	Oliver Cappon	print	The Keeper	Sculpture Poster about metal tin front on log & Brown handle	28.5 x 60 x 45cm	Yes	3000	164800
144	2016 Northampton Art Prize Winner	Tanya Zang	Good. Some paint loss at top right edge and centre left edge	"I am very happy now often"	oil on canvas	172 x 91.5cm	Yes	2000	167000
		Ernest Brown	Good	FLORA MILLS NORTHAM, WA est. 6/14 Signet Eileen Brown 2000	2000 vintage screen print of 6/14		Yes	100	167100

ART ADVISORY COMMITTEE MEETING MINUTES  
**7 June 2018**



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

**ADDITIONAL COMMUNITY MEMBER**

The Terms of Reference for the Art Advisory Committee have been amended to include a third community member position. Mr Ross Rayson advised that Officers would advertise this position and advise the existing Committee Members when this has happened, for potential candidates to be contacted.

**7. DATE OF NEXT MEETING**

Thursday 26<sup>th</sup> July 2018 4:00pm.

**8. DECLARATION OF CLOSURE**

Cr Steven Pollard declared the meeting closed at 5:03pm.

<p>"I certify that the Minutes of the Northam Art Committee held on Thursday, 26<sup>th</sup> April 2018 have been confirmed as a true and correct record."</p> <p>_____ Chairperson</p> <p>_____ Date</p>
--

## 12. OFFICER REPORTS

### 12.1 **CEO'S** Office

#### 12.1.1 Delegated Authority Register Review

Address:	N/A
Owner:	N/A
File Reference:	2.3.1.6
Reporting Officer:	Jason Whiteaker Chief Executive Officer
Responsible Officer:	Jason Whiteaker Chief Executive Officer
Voting Requirement	Absolute Majority

#### BRIEF

In accordance with Section 5.46 of the *Local Government Act 1995 (the Act)*, Council is required to keep and review its Delegated Authority Register at least once every financial year.

Officers have undertaken a review of the Delegated Authority Register and the Chief Executive Officer is presenting this report to Council for its consideration in accordance with Section 5.46 of the Act.

#### ATTACHMENTS

Attachment 1: Reviewed Delegated Authority Register.

---

#### BACKGROUND / DETAILS

The Act requires a local government to keep a register of its delegations and review this register once every financial year. The previous review undertaken was presented to the Ordinary Council meeting held on 21<sup>st</sup> June 2017 and therefore a review is now due.

Under the Act, a local government may delegate to the CEO any of its powers or the discharge of any of its duties under the Act, other than those prescribed under section 5.43. All delegations made by the Council must be by an absolute majority as prescribed by sections 5.42 and 5.44 of the Act which legislates Council's ability to delegate functions to the CEO. Section 5.44 also allows the CEO to delegate to any employee the exercise of any of the CEO's powers or discharge of duties.

A review has been undertaken in consultation with relevant staff. There has been a number of grammatical and formatting amendments throughout the

Register. Changes other than grammatical or formatting have been detailed on the following table however all changes are clearly marked in Attachment 1:

Delegation	Change/Reason
A03 - Disposing of Confiscated or Uncollected Goods	<ul style="list-style-type: none"> <li>• Include s3.43 for impounded non-perishable goods that the court may confiscate.</li> <li>• Remove section 3.58 which relates to the disposal of property and replace with reference to s3.47 which relates specifically to the disposal of confiscated or uncollected goods.</li> <li>• Remove disposal of animals from delegation as it is dealt with under s3.47A of the Act. Refer to Delegation R02.</li> </ul>
A04 - Approval of Camping Other than at a Caravan Park or Camping Ground	<ul style="list-style-type: none"> <li>• Remove Regulation 11 (1) as this does not require approval of the local government and therefore not relevant.</li> <li>• Add 11 (2) (replacing regulation 11 (1)) and amending the delegation text to clearly correlate with 11(2)(a) which provides approval for more than 3 days up to 3 months.</li> <li>• Added reference to 11 (2)(c)(i) &amp; (ii) which relates to temporary accommodation during construction of a dwelling (no more than 12 months) and including reference to Council's policy.</li> </ul>
A05 - Authorised Officers - Appointment	<ul style="list-style-type: none"> <li>• Change 'persons' to 'officers' to ensure consistency and added 'designated' to heading to coincide with delegation text.</li> <li>• Updated officer positions.</li> <li>• Added <i>Caravan Parks and Camping Ground Regulations 1995</i> to ensure the appropriate staff have the ability to approve licences, undertake inspections and carry out and discharge the</li> </ul>

	<p>functions of the act and regulations.</p> <ul style="list-style-type: none"> <li>• Added Health (Asbestos) Regulations to allow Officers to perform the function under this Act.</li> </ul>
A06 – Authority to undertake work on land not controlled by Council	New delegation to enable officers to enter on to land to perform the function of the local government under the <i>Local Government Act 1995</i> .
A07 – Shire of Northam Local Laws Administration	New delegation to enable officers to <b>administer the Shire's local laws</b> and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the Shire's Local Laws.
A08 - Perform the functions of the "local government" pursuant to the Caravan Parks and <i>Camping Grounds Act 1995</i> .	New delegation to allow officers to issue licences, undertake inspections and carry out the provisions of under the Act.
Building Delegations	Removed Building and Project Supervisor position from various delegations as no longer applicable due to restructure.
E01 - Temporary Closure of Thoroughfares to Vehicles	Section 3.50A referenced in legislative power however delegation not outlined in authority table.
F02 - Disposal of Council Property (Public Auction, Public Tender or Private Treaty)	Clarified the disposal of property due to new delegation proposed for leases and licences. Added conditions requiring compliance with <i>the Local Government Act 1995</i> and <i>Local Government (Functions and General) Regulations 1996</i> which relates to the disposition of property and also the limit for the disposal.
F06 - Disposing of Property by Lease or Licence	New delegation to allow for the disposal of property through a lease/licence. The disposal of land can be delegated by Council, to the CEO, subject to there being an amount determined by the Council. Based on current lease/licence arrangements, \$20,000 is believed to



	be an appropriate 'capped' amount.
H01 – Health (Miscellaneous Provision) Act 1911 & Public Health Act 2016 & Health Local Law 2008 – (Deputy) – (Including Itinerant Food Vendors, Stallholders, Traders and Street Entertainment (existing delegation)	Existing Delegation H01 has been deleted and replaced with new delegations.  The delegations for the Shire of Northam's Health Department has under gone a major review and are now in line with recent legislative changes to the Public Health Act 2016 and the advice issued by the Department of Health Western Australia.
H01 - Public Health Act 2016 and the Health (Miscellaneous Provisions) Act 1911 – Power or duty of the local government (enforcement agency) under any provision of these Acts.	
H02 - Food Act 2008 – Functions of enforcement agency	
R02 - Disposal of Sick or Injured Impounded Animals	Separated from Delegation A03 as a different section of the Act deals with disposal of animals.

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

Outcome 6.4: The Elected Members of the Shire of Northam provide accountable, strong and effective community leadership.

- Open, accountable and effective decision making.

Financial / Resource Implications

Nil.

Legislative Compliance

*Local Government Act 1995:*

5.46. Register of, and records relevant to, delegations to CEO and employees

(1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.

- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

#### 5.16. Delegation of some powers and duties to certain committees

- (1) Under and subject to section 5.17, a local government may delegate\* to a committee any of its powers and duties other than this power of delegation.

*\* Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) Without limiting the application of sections 58 and 59 of the *Interpretation Act 1984* —
  - (a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and
  - (b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.
- (4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

#### 5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
  - (a) this Act other than those referred to in section 5.43; or
  - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

*\* Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

#### 5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;

- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
  - (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

#### 5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
  - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
  - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) — *conditions* includes qualifications, limitations or exceptions.

#### *Local Government (Administration) Regulations 1996 – Regulation 18G and 19:*

##### 18G. Delegations to CEOs, limits on (Act s. 5.43)

Powers and duties of a local government exercised under the following provisions are prescribed under section 5.43(i) as powers and duties that a local government cannot delegate to a CEO —

- (a) section 7.12A(2), (3)(a) or (4); and
- (b) regulations 18C and 18D.

##### 19. Delegates to keep certain records (Act s. 5.46(3))

Where a power or duty has been delegated under the Act to the CEO or to any other local government employee, the person to whom the power or duty has been delegated is to keep a written record of —

- (a) how the person exercised the power or discharged the duty; and
- (b) when the person exercised the power or discharged the duty; and
- (c) the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

Policy Implications  
Nil.

Stakeholder Engagement / Consultation  
Relevant staff reviewed their respective delegations and each was checked for accuracy.

Risk Implications  
Should Council not undertake an annual review of its Delegated Authority Register, the Council will not comply with the requirements of the *Local Government Act 1996* and the *Local Government (Administration) Regulations 1996*. In addition, there is a risk that Council's delegations will not be accurate, outdated and/or reflective of the requirements of current legislation or the Council's position on matters delegated.

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

The aim of delegated authority is to assist with improving the time taken to make decisions within the constraints allowed by relevant legislation. Without delegated authority, most decisions of the Shire would need to be made by Council at its ordinary meetings. Having appropriate delegations in place allow day to day decisions to be made by the Chief Executive Officer, who in turn can sub-delegate these to other staff if appropriate.

#### RECOMMENDATION / COUNCIL DECISION

Minute No: C.3383

Moved: Cr Williams  
Seconded: Cr Mencshelyi

That Council;

1. Endorse the revised Delegated Authority Register for the 2018/19 period with the proposed amendments as detailed in Attachment 1 of this report; and
2. Note the decisions made under delegated authority for the 2017/18 period, as presented through the Monthly Reporting process to Elected Members.

CARRIED 9/0  
BY ABSOLUTE MAJORITY

Attachment 1



Shire of Northam  
*Heritage, Commerce and Lifestyle*

**Shire of Northam  
2018/19**

**Delegated Authority  
Register**

2018/19 Delegated Authority Register



## Version Control

Amendments File Reference 2.3.1.6			
Meeting/Review Date	Resolution No	Delegation No	Revision No
20/10/2010	C.1313	Complete	4.0
20/07/2011	C.1543	Complete/Minor	4.1
21/12/2011	C.1665	Complete	4.2
19/04/2012	CEO	Minor	4.3
25/07/2012	CEO	Minor	4.4
08/08/2012	C.1754	Minor	4.5
18/01/2013	CEO	Minor	4.6
19/06/2013	C.2069	Complete	4.7
16/07/2014	C.2242	Complete	4.8
17/06/2015	C.2458	Minor	4.9
15/06/2016	C.2724	Complete	5.0
21/06/2017	C.3059	Complete	5.1
20/06/2018	C.3383	Complete	5.2



## 2018/19 Delegated Authority Register

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## 2018/19 Delegated Authority Register

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## 2018/19 Delegated Authority Register



### EXPLANATION NOTES

#### **General**

Section 5.42 of the Local Government Act 1995 allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act.

Section 5.44 of the Act provides for the Chief Executive Officer to delegate any of their powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if desired. The powers cannot, however, be further sub delegated.

The purpose of this document is to detail which authorities have been delegated by Council to the Chief Executive Officer. The document also indicates delegations which the Chief Executive Officer intends to delegate to other staff, however this is for information/indication purposes only and may change from time to time at the discretion of the Chief Executive Officer. The register details the related document(s) where the power to delegate is derived from, which includes legislation and policies of the Council.

#### **Transfer of Authority Due to Absence**

Where an Officer not named has been appointed by Council or by an Officer authorised to make the appointment to act in a position to which the named Officer is appointed, the authority shall transfer to the Officer acting as appointed, for the duration of Council authorisation.

Where a named Officer holding a delegation, is temporarily absent and no Officer has been appointed to act in the position, the authority will transfer to the relevant Executive Manager for the period of absence.

#### **Register of, and Records Relevant to, Delegations - Section 5.46**

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- How the person exercised the power or discharged the duty;
- When the person exercised the power or discharged the duty; and

The persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

# SECTION A

## DELEGATIONS FROM COUNCIL TO CHIEF EXECUTIVE OFFICER (OTHER OFFICERS, WHERE APPROPRIATE)

## 2018/19 Delegated Authority Register



### Administration

<b>DELEGATION NUMBER</b>	-	<b>A01</b>
LEGISLATIVE POWER	-	Local Government Act 1995, s9.49A (2) & (3), s9.49A (4)
DELEGATION SUBJECT	-	<b>Affixing of Common Seal</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Nil.

The Chief Executive Officer is delegated authority to;

- Affix the common seal of the Shire of Northam to any document which has been authorised by Council either specifically or generally.
- Sign documents on behalf of the local government.

**REFER TO SEPARATE USAGE REGISTER KEPT BY CEO EA.**



## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>A02</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, s3.39, s3.40A, s3.42, s3.44, s3.46, 3.48</i>
DELEGATION SUBJECT	- <b>Power to Remove &amp; Impound Goods</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to:

1. Authorise an employee in accordance with s3.39 and 3.40A to remove and impound any goods that are involved in a contravention that can lead to impounding.
2. Take appropriate action in respect to impounded non-perishable goods in accordance with s3.42.
3. Give notice in accordance with s3.44 to collect goods.
4. Refuse to allow goods to be collected until all costs have been paid in accordance with s3.46.
5. Take action to recover expenses in accordance with s3.48.

A02 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.



## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>A03</b>
LEGISLATIVE POWER	- Local Government Act 1995, s3.43 & s3.47.
DELEGATION SUBJECT	- <b>Disposing of Confiscated or Uncollected Goods</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Nil.

The Chief Executive Officer is delegated authority to dispose of, in accordance with s3.47, any vehicles or goods that have been impounded/seized/confiscated under the provisions of s3.39 and 3.40A (Delegation A02) or any goods that have been ordered to be confiscated under section 3.43 of the Act.

In disposing of said goods by way of auction or after calling public tenders in accordance with Part 4 of the Local Government (Functions and General) Regulations, the Chief Executive Officer is authorised pursuant to s5.43(b) to accept any auction outcomes or tender up to the value of \$20,000. Auction outcomes and tenders for amounts considered to exceed \$20,000 shall be referred to the Council for consideration prior to sale.

A03 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.

## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>A04</b>
LEGISLATIVE POWER	- Caravan Parks And Camping Grounds Regulations 1997, (Reg. 11)
DELEGATION SUBJECT	- <b>Approval of Camping Other than at a Caravan Park or Camping Ground</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Manager Health and Environment

The Chief Executive Officer is delegated authority to:

1. Provide a written approval for a person to camp on land in accordance with regulation 11 (2) (a) for longer than 3 nights up to 3 months in any period 12 months.
2. Provide a written approval for a person to camp on land in accordance with regulation 11 (2)(c)(i) & (ii) providing the approval will not result in the land being camped on for longer than 12 consecutive months.

Conditions

1. The approval is to be in accordance with Council Policy H6.4 Temporary Accommodation during Construction of a Dwelling.

A04 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.

## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>A05</b>
LEGISLATIVE POWER	- Local Government Act 1995 Local Government (Miscellaneous Provisions) Act 1960 Dog Act 1976 Cat Act 2011 Control of Vehicles (Off Road Areas) Act 1978 Caravan Parks & Camping Grounds Act 1995 Litter Act 1979 Planning & Development Act 2005 Building Act 2011 Food Act 2008 Public Health Act 2016 & Health (Miscellaneous Provisions) Act 1911
DELEGATION SUBJECT	- <b>Authorised &amp; Designated Officers – Appointment</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Nil.

The Chief Executive Officer is delegated authority to appoint "authorised Officers" and "Designated Officers" to perform functions under the Local Government Act and Regulations, Local Laws and other regulations and acts including but not limited to the following:

- Local Government Act 1995;
- Local Government (Miscellaneous Provisions) Act 1960;
- Dog Act 1976 and Regulations there under;
- Cat Act 2011 and Regulations there under;
- Control of Vehicles (Off Road Areas) Act 1978 and Regulations there under;
- Caravan Parks & Camping Grounds Act 1995
- Litter Act 1979 and Regulations there under;
- Planning & Development Act 2005.
- Building Act 2011
- Food Act 2008
- Public Health Act 2016 & Health (Miscellaneous Provisions) Act 1911
- Health (Asbestos) Regulations 1992

## 2018/19 Delegated Authority Register



### **The following is a list of Authorised Officers:**

#### Planning & Development Act 2005:

Chief Executive Officer, Executive Manager Development Services; Manager Planning Services; Planning Officer/s.

#### Litter Officers:

Chief Executive Officer; Executive Manager Corporate Services; Executive Manager Community Services; Executive Manager Development Services; Executive Manager Engineering Services; Manager Health and Environment Environmental Health Officer/s; Ranger/s.

#### Dog Act Officers:

Chief Executive Officer; Executive Manager Corporate Services; Executive Manager Engineering Services; Executive Manager Development Services; Executive Manager Community Services; Environmental Health Officer/s, Ranger/s, Senior Building Surveyor.

#### Cat Act Officers:

Chief Executive Officer; Executive Manager Development Services; Ranger/s.

#### Swimming Pool Inspections:

Chief Executive Officer, Executive Manager Development Services; Senior Building Surveyor, Technical Officer; Ranger/s.

#### Building Act 2011

Chief Executive Officer, Executive Manager Development Services, Senior Building Surveyor.

#### Food Act 2008

Chief Executive Officer, Executive Manager Development Services, Manager Health and Environment, Environmental Health Officer/s.

#### Public Health Act 2016

Chief Executive Officer, Executive Manager Development Services, Manager Health and Environment, Environmental Health Officer/s.

#### Health (Miscellaneous Provisions) Act 1911

Chief Executive Officer, Executive Manager Development Services, Manager Health and Environment, Environmental Health Officer/s.

#### Caravan Parks and Camping Ground Act 1995



## 2018/19 Delegated Authority Register



Chief Executive Officer, Executive Manager Development Services, Manager Health and Environment, Environmental Health Officer/s and Compliance Officer.

### Health (Asbestos) Regulations 1992

Chief Executive Officer, Executive Manager Development Services, Manager Health and Environment, Environmental Health Officer/s.



## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>A06</b>
LEGISLATIVE POWER	-	Local Government Act 1995, s3.27, Schedule 3.1
DELEGATION SUBJECT	-	<b>Authority to undertake work on land not controlled by Council</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Nil.

In accordance with Section 3.27 of the Local Government Act 1995, the Chief Executive Officer is delegated authority to perform the general function of the local government and do any of the things prescribed in Schedule 3.2 of the Local Government Act 1995 even though the land on which it is done is not local government property and the local government does not have consent to do it.

A06 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>A07</b>
LEGISLATIVE POWER	- Shire of Northam Local Laws
DELEGATION SUBJECT	- <b>Shire of Northam Local Laws Administration</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Executive Manager Engineering Services Environmental Health Officer/s Planning Officer/s Senior Building Surveyor Compliance Officer Ranger/s

The Chief Executive Officer is delegated authority to administer the Shire's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the local government under the Shire's Local Laws.

Conditions:

- Determinations and decisions under the Shire of Northam's Local Laws having regard to the relevant Council policies in force at the time.

## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>A08</b>
LEGISLATIVE POWER	- Caravan Parks and Camping Grounds Act 1995
DELEGATION SUBJECT	- <b>Perform the functions of the "local government" pursuant to the Caravan Parks and Camping Grounds Act 1995</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Manager Environmental Health Environmental Health Officer Compliance Officer

The Chief Executive Officer is delegated authority to perform the functions of the "local government" pursuant to the *Caravan Parks and Camping Grounds Act 1995* to exercise and discharge the following powers and functions, including:

1. Determine applications for licences, undertake inspections and carry out the provisions of under *Caravan Parks and Camping Grounds Act 1995* in accordance with the relevant provisions.

Condition

1. A license may only be issued for a renewal, or Council approved, caravan park or camping ground.

## 2018/19 Delegated Authority Register



### Building

<b>DELEGATION NUMBER</b>	- <b>B01</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s20, s127</i>
DELEGATION SUBJECT	- <b>Buildings – Grant or Refusal of Building Permits</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Senior Building Surveyor

The Chief Executive Officers of the Shire of Northam is delegated authority to grant or refuse building permits, subject to the provisions of *s20 Building Act 2011*.

#### **Special Conditions or Guidelines**

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Building Act 2011, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

**REFER TO SEPARATE USAGE REGISTER KEPT BY SENIOR BUILDING SURVEYOR.**



## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>B02</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s21, s127</i>
DELEGATION SUBJECT	- <b>Buildings – Grant or Refusal of Demolition Permits</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Senior Building Surveyor

The Chief Executive Officer of the Shire of Northam is delegated authority to grant or refuse demolition permits, subject to the provisions of s21 *Building Act 2011*.

### **Special Conditions or Guidelines**

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Building Act 2011, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

Any buildings or structure on the Shire of Northam Municipal Inventory being referred to Council for decision.

<b>B02 - Delegation Use</b>			
<b>Date of Decision</b>	<b>Person/party impacted by decision</b>	<b>How power / discharge of duty was exercised</b>	<b>Name of Officer Exercising Delegation</b>
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>B03</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s22, s127</i>
DELEGATION SUBJECT	- <b>Buildings – Further Grounds for Not Granting an Application</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Senior Building Surveyor

The Chief Executive Officer of the Shire of Northam is delegated authority to refuse building or demolition permits due to errors in information or documentation submitted, subject to the provisions of s22 *Building Act 2011*.

**Special Conditions or Guidelines**

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Building Act 2011, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

B03 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>B04</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s58, s127</i>
DELEGATION SUBJECT	- <b>Buildings – Grant of Occupancy Permit, Building Approval Certificate</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Senior Building Surveyor

The Chief Executive Officer of the Shire of Northam is delegated authority to grant, modify or refuse Occupancy Permits or Building Approval Certificates, subject to the provisions of s58 *Building Act 2011*.

**Special Conditions or Guidelines**

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Building Act 2011, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

B04 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>B05</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s110, s127</i>
DELEGATION SUBJECT	- <b>Buildings – Building Orders</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services

The Chief Executive Officer is delegated authority to issue Building Orders in relation to:

- Stop work, demolish/remove a building, alter a building or evacuate a building, where there is a contravention of a provision of the Building Act;
- Take specific action to prevent contravention of the Act;
- Finish an outward facing side of a wall;
- Buildings which are considered as being unsafe or not fit for human habitation.

Subject to the provisions of *Building Act 2011*.

### **Special Conditions or Guidelines**

An Officer to whom this authority is delegated cannot, in accordance with the provisions of the Building Act 2011, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

### **B05 - Delegation Use**

<b>Date of Decision</b>	<b>Person/party impacted by decision</b>	<b>How power / discharge of duty was exercised</b>	<b>Name of Officer Exercising Delegation</b>
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>B06</b>
LEGISLATIVE POWER	-	Building Act 2011, s133, s127
DELEGATION SUBJECT	-	<b>Buildings – Prosecutions</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Nil.

The Chief Executive Officer is delegated authority to commence prosecution for an offence against this Act, subject to the provisions of *Building Act 2011*.

B06 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>B07</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s127</i> <i>Building Regulations 2012, r53</i> <i>Local Government Act 1995, s5.42 &amp; s9.10</i>
DELEGATION SUBJECT	- <b>Recover the Charge Imposed for Private Swimming Pool Inspections</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Corporate Services

The Chief Executive Officer is delegated authority to recover the amount of a charge imposed for the inspection of a private swimming pool in a court of competent jurisdiction, subject to Reg 53 of the Building Regulations 2012.

**REFER TO SEPARATE USAGE REGISTER KEPT BY EXECUTIVE MANAGER CORPORATE SERVICES.**



## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>B08</b>
LEGISLATIVE POWER	- <i>Local Government (Uniform Local Provisions) Regulations 1996 r. 5, 6</i>
DELEGATION SUBJECT	- <b>Issue Permit to Deposit Material on or Excavate on or Adjacent Street</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Executive Manager Engineering Services Senior Building Surveyor

The Chief Executive Officer is delegated authority to:

1. Serve written notice on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, require the person to cover the footpath during the period specified in the notice so as to:
  - (a) Prevent damage to the footpath; or
  - (b) Prevent inconvenience to the public or danger from falling materials.
2. Grant permission for a person to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare and impose such conditions as the CEO thinks fit on granting permission.

B08 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>B09</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s65</i>
DELEGATION SUBJECT	- <b>Buildings - Extending the period of duration an Occupancy permit or a Building Approval Certificate</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Senior Building Surveyor

The Chief Executive Officer is Delegated Authority to extend the period of duration of an Occupancy permit or a Building Approval Certificate, subject to the provisions of *s65 Building Act 2011*.

<b>B09 - Delegation Use</b>			
<b>Date of Decision</b>	<b>Person/party impacted by decision</b>	<b>How power / discharge of duty was exercised</b>	<b>Name of Officer Exercising Delegation</b>
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>B10</b>
LEGISLATIVE POWER	- <i>Building Act 2011, s117</i>
DELEGATION SUBJECT	- <b>Buildings – Revoke Building Orders</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Senior Building Surveyor

The Chief Executive Officer is Delegated Authority to Revoke Building Orders, subject to the provisions of s117 Building Act 2011.

B10 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



### Engineering

<b>DELEGATION NUMBER</b>	- <b>E01</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, s3.50 &amp; s3.50A</i> <i>Local Government (Functions and General) Regulations – Part 2 – Thoroughfares</i> <i>Road Traffic Act 1974, s92 &amp; s81D</i>
DELEGATION SUBJECT	- <b>Temporary Closure of Thoroughfares to Vehicles</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Engineering Services Executive Manager Development Services

The Chief Executive Officer is delegated authority:

- In accordance with Section 3.50(1) of the Local Government Act 1995, close any thoroughfare, wholly or partially, for a period of up to 4 weeks after giving local public notice of the intention to do so;
- In accordance with Section 3.50(1)(a) and 3.50(4) of the Local Government Act 1995, close a thoroughfare managed by the Shire (wholly or partially) to vehicles for a period of more than 4 weeks, but not exceeding 3 months, after giving local public notice of the intention to do so and allowing submissions to be made and considered; and c) In accordance with Section 3.50A of the Local Government Act 1995, partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare.

*(Note: Not for the permanent closure of a road/road reserve: refer Land Administration Act).*

2018/19 Delegated Authority Register



<b>E01 - Delegation Use</b>			
<b>Date of Decision</b>	<b>Person/party impacted by decision</b>	<b>How power / discharge of duty was exercised</b>	<b>Name of Officer Exercising Delegation</b>
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>E02</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, s3.50 &amp; s3.50A</i>  <i>Road Traffic (Events on Roads) Regulations 1991</i>  <i>Local Law – Activities on Thoroughfares and Trading in Thoroughfares and Public Places</i>
DELEGATION SUBJECT	- <b>Events on Roads</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Engineering Services  Executive Manager Development Services

The Chief Executive Officer is delegated authority to determine applications for the temporary closure of thoroughfares under its management for the purpose of conducting events in accordance with the Road Traffic (Events on Roads) Regulations 1991.

<b>E02 - Delegation Use</b>			
<b>Date of Decision</b>	<b>Person/party impacted by decision</b>	<b>How power / discharge of duty was exercised</b>	<b>Name of Officer Exercising Delegation</b>
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>E03</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, Sch 9.1, cl 5(1)</i> <i>Local Government (Uniform Local Provisions) Regulations 1996 Reg 9</i>
DELEGATION SUBJECT	- <b>Gates across Public Thoroughfare</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to determine applications for permission to erect gates or other devices across public thoroughfares under Council control or management to enable traffic to pass across the public thoroughfare and prevent livestock from straying. This authority relates to all of the provisions of Regulation 9, Local Government (Uniform Local Provisions) Regulations 1996.

<b>E03 - Delegation Use</b>			
<b>Date of Decision</b>	<b>Person/party impacted by decision</b>	<b>How power / discharge of duty was exercised</b>	<b>Name of Officer Exercising Delegation</b>
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>E04</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, Schedule 9.1, Clause 7</i>  <i>Local Government (Uniform Local Provisions) Regulations 1996 Regs 12 to 16 (Inclusive)</i>
DELEGATION SUBJECT	- <b>Crossovers</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to determine applications for the construction of a crossing giving access from a public thoroughfare to private land or a private thoroughfare serving the land and may agree to construct the crossing for the applicant subject to Council policy.

The Chief Executive Officer is delegated authority to give notice to an owner or occupier of private land requiring the person to construct or repair a crossing from a public thoroughfare to the land or a private thoroughfare serving the land in accordance with the provisions of Schedule 9.1 Clause 7 of the Act.

This delegated authority relates to all of the provisions of Local Government (Uniform Local Provisions) Regulations 1996; Regulation numbers 12 to 16 inclusive.

E04 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>E05</b>
LEGISLATIVE POWER	- Local Government Act 1995, s3.51
DELEGATION SUBJECT	- <b>Public Thoroughfares – Fixing or Altering Levels or Alignments or Drainage onto Adjoining Land</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to give the required notices as specified in s3.51 (3) and (4) before fixing or altering the level of, or the alignment of a public thoroughfare and before draining water from a public thoroughfare or other public place onto adjoining land.

Further, the Chief Executive Officer is delegated authority to consider submissions received and proceed with the proposal if no objection is received.

E05 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>E06</b>
LEGISLATIVE POWER	-	<i>Local Government Act 1995, s3.52</i>
DELEGATION SUBJECT	-	<b>Public Thoroughfares – Public Access &amp; Plans – s3.52 (within designated Town sites)</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to ensure that public thoroughfares are kept open for public use except if they are closed or have restricted use subject to:

1. In fixing or altering the level of, or the alignment of a public thoroughfare, ensure that access by vehicle to land adjoining the thoroughfare can be reasonably provided. (Reference s3.52 (3)).
2. Keeping plans of the levels and alignments of public thoroughfares that are under Council's control or management and make those plans available for public inspection. (Reference s3.52 (4)).

E06 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



### Finance

DELEGATION NUMBER	- F01
LEGISLATIVE POWER	- Local Government Act 1995, s6.10 Local Government (Financial Management) Regulations 1996, Reg 12
DELEGATION SUBJECT	- <b>Creditors, Payment of</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Corporate Services Executive Manager Development Services Executive Manager Community Services Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to make payments from the Municipal fund or the Trust fund in accordance with the provisions of Local Government (Financial Management) Reg 12

**REFER TO SEPARATE USAGE REGISTER KEPT BY EXECUTIVE MANAGER CORPORATE SERVICES.**



## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>F02</b>
LEGISLATIVE POWER	-	Local Government Act 1995, s3.58  Local Government (Functions General) Regulations, Reg. 30
DELEGATION SUBJECT	-	<b>Disposal of Council Property (Public Auction, Public Tender or Private Treaty)</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Nil.

The Chief Executive Officer is delegated authority to dispose of property to the highest bidder, at public auction, public tender or by private treaty subject to the following limits:

- Up to \$10,000
- Between \$10,000 and \$100,000 for the purpose of disposal (including trading plant and equipment) specified to be disposed of in the Annual Budget.

Subject to the disposal complying with the following requirements:

- If the disposal is for land with a budget value of great than \$10,000 the disposal must be within 10% of a written valuation.

F02 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>F03</b>
LEGISLATIVE POWER	- Local Government Act 1995 Recovery of Rates and Charges, s6.55 & s6.56
DELEGATION SUBJECT	- <b>Recovery of Unpaid Debtors</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Corporate Services

The Chief Executive Officer is delegated authority to recover outstanding rates and service charges and take the legal action necessary for recovery in accordance with the provisions of Part 6, Division 6, subdivisions 5 and 6 of the Local Government Act 1995.

**REFER TO SEPARATE USAGE REGISTER KEPT BY EXECUTIVE MANAGER OF CORPORATE SERVICES.**



## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>F04</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995</i> <i>Inviting of Tenders s3.57</i> <i>Local Government (functions and general) Regulations cl. 14, 18, 20</i>
DELEGATION SUBJECT	- <b>Inviting Tenders</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Nil.

The Chief Executive Officer is delegated authority to;

1. Invite tenders before for the local government to enter into a contract of a prescribed kind under which another person is to supply goods or services.
2. Determine an appropriate selection criteria based on one or more of the following criteria;
  - a. Price
  - b. Ongoing Operational costs
  - c. Quality
  - d. Timeliness of deliver
  - e. Fit purpose
  - f. Community benefit
  - g. Application of regional price preference in accordance with Council policy
  - h. Relevant experience
  - i. Reliability
3. Make minor variations to awarded tenders within the following parameters;
  - a. Cost to Council not to exceed available budget allocations.
4. Make a determination to accept or reject tenders up to \$150,000.
5. Make determinations on purchases under \$250,000 for the supply of the goods or services obtained through the Council Purchasing Service of WALGA.

2018/19 Delegated Authority Register

F04 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>F05</b>
LEGISLATIVE POWER	-	Local Government Act 1995  Local Government (functions and general) Regulations cl. 14, 18, 20
DELEGATION SUBJECT	-	<b>Write Off / Waive Small Fees or Debts</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Nil.

The Chief Executive Officer is delegated authority to make a determination to waive or grant concessions in relation to any amount of money or write off any amount of money that is owed to the local government [subject to section 6.12(2)] – up to a maximum of \$500.

F05 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Jason Whiteaker - CEO
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Jason Whiteaker - CEO
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Jason Whiteaker - CEO

## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>F06</b>
LEGISLATIVE POWER	-	Section 3.58 Local Government Act 1995
DELEGATION SUBJECT	-	<b>Disposing of Property by Lease or Licence</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Nil.

The Chief Executive Officer is delegated authority for the disposal of property in accordance with section 3.58 of the Local Government Act 1995 by lease or licence.

NOTE: Section 3.58(1) defines:

**'dispose'** as includes to sell, lease, or otherwise dispose of, whether absolutely or not; and

**'property'** as includes the whole or any part of the interest of a local government in property, but does not include money.

The Chief Executive Officer and Shire President are authorised to execute leases and licences on behalf of the Shire of Northam subject to:

Subject to the disposal;

1. complying with the requirements of:
  - i. Section 3.58 of the Local Government Act 1995;
  - ii. The exclusions set out in Regulation 30 of the Local Government (Functions and General) Regulations 1996;
  - iii. Council Policies or Management Procedures;

The grant of a lease or licence in relation to:

1. freehold land owned by the Shire; or
2. crown land managed/leased by the Shire.

is further subject to:

1. Disposal by Lease
  - a) The disposal of property by lease being subject to:
    - i. The lease being in accordance with the Shire's Leasing Policy (as then applicable);
    - ii. The term of the lease being no greater than five (5) years;
    - iii. The rental fee payable being no greater than \$20,000 (plus GST) per annum during the initial year of the lease term; and
    - iv. The area leased being no greater than 1000m<sup>2</sup>.

## 2018/19 Delegated Authority Register



- b) The agreement for the varying the terms of a lease including but not limited to terminations, renewal options, assignments, subletting, special conditions or payment schedules of a lease subject to:
  - i. The variation being minor in nature in accordance with the Shire's Leasing Policy (as then applicable);
  - ii. The lease providing for an option for extension and specifying the applicable terms of that option term;
  - iii. The exercise of the lease being in accordance with the terms of the option provisions of the original lease, and in particular that the lessee is not in a material and un-remedied breach of that lease; and
  - iv. The extension being in accordance with the option provisions of the original lease.
- 2. Disposal by Licence
  - a) The disposal of property by licence being subject to:
    - i. The licence being in accordance with the Shire's Leasing Policy (as then applicable);
    - ii. The granting of a licence being permitted under the Shire's management order or lease;
    - iii. The term of the licence being no greater than five (5) years;
    - iv. The fee payable being no greater than \$20,000 (plus GST) per annum during the initial year of the licence term; and
    - v. The area licenced being no greater than 1000m<sup>2</sup>.
  - b) The agreement for the varying the terms of a licence including but not limited to terminations, renewal options, assignments, sublicensing, special conditions or payment schedules of a licence subject to:
    - i. The variation being minor in nature in accordance with the Shire's Leasing Policy (as then applicable);
    - ii. The licence providing for an option for extension and specifying the applicable terms of that option term;
    - iii. The exercise of the licence being in accordance with the terms of the option provisions of the original licence, and in particular that the licensee is not in a material and un-remedied breach of that licence; and
    - iv. The extension being in accordance with the option provisions of the original licence.

2018/19 Delegated Authority Register



No. - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
<a href="#">Click here to enter a date.</a>	<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>	Jason Whiteaker - CEO
<a href="#">Click here to enter a date.</a>	<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>	Jason Whiteaker - CEO
<a href="#">Click here to enter a date.</a>	<a href="#">Click here to enter text.</a>	<a href="#">Click here to enter text.</a>	Jason Whiteaker - CEO

## 2018/19 Delegated Authority Register



### Health

<b>DELEGATION NUMBER</b>	- <b>H01</b>
LEGISLATIVE POWER OR DUTY DELEGATED	- All powers exercisable by the Local Government under the Public Health Act 2016, the Health (Miscellaneous Provisions) Act 1911 and Regulations made there under; and the Shire's Health Local Laws.
LEGISLATIVE POWER TO DELEGATE	Public Health Act 2016 s21(1)(b) Enforcement agency may delegate  Health (Miscellaneous Provisions) Act 1911 s26 Powers of Local Government
DELEGATION SUBJECT	- <b>Public Health Act 2016 and the Health (Miscellaneous Provisions) Act 1911 – Power or duty of the local government (enforcement agency) under any provision of these Acts</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services  Manger Health and Environment  Environmental Health Officer

The Chief Executive Officer is delegated authority to exercise and discharge all or any of the powers and functions of the local government (enforcement agency) as prescribed in the Public Health Act 2016 and associated Regulation.

**REFER TO SEPARATE USAGE REGISTER KEPT BY ENVIRONMENTAL HEALTH OFFICER/S.**

## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>H02</b>
LEGISLATIVE POWER OR DUTY DELEGATED	- Food Act 2008: s65(1) Prohibition orders s66 Certificate of clearance to be given in certain circumstances s67(4) Request for re-inspection s110 Registration of food businesses s112 Variation of conditions or cancellation of registration of food businesses s125 Institution of proceedings
LEGISLATIVE POWER TO DELEGATE	Food Act 2008 s118(2)(b) Local Government (Enforcement Agency)
DELEGATION SUBJECT	- <b>Food Act 2008 – Functions of enforcement agency</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Manger Health and Environment Environmental Health Officer

The Chief Executive Officer is delegated authority to perform the functions of an enforcement agency :

1. Serve a Prohibition Order on the proprietor of a food business in accordance with s65 of the Food Act 2008.
2. Give a Certificate of Clearance, where inspection demonstrates compliance with a Prohibition Order and any Improvement Notices in accordance with s66 of the Food Act 2008.
3. Give written notice to the proprietor of a food business on whom a Prohibition Order has been served of the decision not to give a certificate of clearance after an inspection in accordance with s67 of the Food Act 2008.
4. Grant, apply conditions, refuse, vary or cancel registration of a food business in accordance with s110 and s112 of the Food Act 2008.

**REFER TO SEPARATE USAGE REGISTER KEPT BY ENVIRONMENTAL HEALTH OFFICER/S.**





## 2018/19 Delegated Authority Register

### Planning

<b>DELEGATION NUMBER</b>	- <b>P01</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995</i>  <i>Planning and Development Act 2005, gazetted Local Planning Schemes, the Local Government (Miscellaneous Provisions) Act 1960</i>
DELEGATION SUBJECT	- <b>Instruct Legal Action</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services

The Chief Executive Officer is delegated authority to instruct Council's Solicitors to take legal action in respect of any breach, contravention or offence under the Planning and Development Act 2005, gazetted Local Planning Schemes, the Local Government (Miscellaneous Provisions) Act 1960 and all subsidiary legislation made under those acts including signing and executing documents on behalf of the Shire.

P01 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P02</b>
LEGISLATIVE POWER	-	Local Planning Scheme No. 6
DELEGATION SUBJECT	-	<b>Development Applications - Advertising</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to advertise development applications for public comment where the Chief Executive Officer considers such applications should have public comment prior to consideration by Council, and to make available from Council's file's, information regarding the development application so the public are in a position to make a proper assessment, in accordance with Council policy which may exist from time to time.

P02 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>P03</b>
LEGISLATIVE POWER	-	Local Planning Scheme No 6
DELEGATION SUBJECT	-	<b>Planning Determinations</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

### **General Delegation**

The Chief Executive Officer, Pursuant to Clause 82, Part 10 of Schedule 2 of the Deemed Provisions for Local Planning Schemes, is delegated authority to approve or refuse applications for development approval made under Shire of Northam Local Planning Scheme No. 6 (the Scheme), with or without conditions subject to consistency with the Scheme, including giving due regard to relevant Local Planning Policies, and/or WAPC/State Planning Policies, and the exclusions/conditions set out below.

### **Exclusions/Conditions**

#### General Exclusions

1. Applications for development approval for development exceeding \$3M in value and/or a net increase of in excess of 10 dwellings and/or uses listed as 'P', 'D' or 'A' within the Scheme at variance with Scheme requirements and standards.

#### Specific Exclusions and Exceptions for Minor Works etc.

1. Subject to 7 below, with respect to applications for development approval for development other than advertising signage, domestic outbuildings, fencing and residential additions/alterations, any delegated decision must be consistent with, rather than giving due regard to, relevant Local Planning Policies.
2. Subject to 7 below, applications for development approval for development of land within a Local Reserve may only be approved under delegated authority where it is consistent with the purpose of the Reserve.
3. Subject to 7 below, applications for development approval for the types of land-use or development listed below may only be refused under delegated authority:
  - a) Animal Establishment in other than the 'Rural' Zone;
  - b) Equestrian Activity in other than the Rural Zone;
  - c) Hotel;
  - d) Industry - Extractive;
  - e) Industry - Mining in other than the 'Rural' Zone;

## 2018/19 Delegated Authority Register



- f) Liquor Store (small and large);
  - g) Motel in other than the 'Commercial' Zone;
  - h) Night Club;
  - i) Restricted Premises;
  - j) Tavern;
  - k) Telecommunications Infrastructure; and/or
  - l) Any other development associated with racing, gaming or the sale of liquor, other than where development is of a temporary nature (no more than 48 hours duration).
4. Subject to 7 below, unless specifically provided for in a Local Planning Policy or Policies, applications for development approval that must be assessed under the provisions of Clauses 3.4.2 or 3.4.3 of the Scheme (uses not listed in the Zoning Table) may only be refused under delegated authority. (Note: Should the delegated officer feel that the application may warrant approval, the application shall be reported to Council for consideration prior to the undertaking of consultation, if consultation is considered necessary).
  5. Subject to 7 below, applications for development approval that must be assessed under the provisions of Part 3, Clauses 3.8 up to and including 3.12 of the Scheme (the 'non-conforming uses' provisions) may only be refused under delegated authority. (Note: Should the delegated officer feel that the application may warrant approval, the application shall be reported to Council for consideration).
  6. Subject to 7 below, unless specifically provided for in a Local Planning Policy or Policies, applications for development approval that must be assessed under the provisions of Clause 4.13.7 of the Scheme (the 'Cash Payment in Lieu of the Provision of Car Parking' provisions) may only be refused under delegated authority. (Note: Should the delegated officer feel that the application may warrant approval, the application shall be reported to Council for consideration).
  7. Subject to 8 below, the provisions of 1 - 6 above do not apply to applications for renewals of development approval, alterations and/or expansions affecting a maximum area of 10% of the existing development, or 200m<sup>2</sup> (in terms of floorspace or land area in use, as appropriate), whichever is the lesser, and which are associated with existing, lawful land-uses, wherein the application may be refused or approved, with or without conditions, under delegated authority.
  8. Where a renewal of development approval is issued pursuant to 7 above, the term of any renewal shall not exceed 12 months, however, an unlimited number of renewals may be granted under delegated authority.

**An officer to who this authority is delegated cannot approve plans in which he/she have an interest.**

**REFER TO SEPARATE USAGE REGISTER KEPT BY MANAGER PLANNING SERVICES**



## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P04</b>
LEGISLATIVE POWER	-	Strata Titles Act 1985, s23
DELEGATION SUBJECT	-	<b>Strata Titles – Certificate of Local Government</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

Under s23(4) of the Strata Titles Act 1985 the Chief Executive Officer is delegated to issue certificates relating to Strata Title developments confirming various obligations have been met under s23 of the Strata Titles Act 1985, excluding modifications to existing buildings (s23(3) and s24).

P04 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P05</b>
LEGISLATIVE POWER	-	Strata Titles Act 1985, s19(10)
DELEGATION SUBJECT	-	<b>Consent to the Lease of Common Property</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated to give consent to the mortgage and/or lease of common property on Strata Plans where the provisions of the Act are met and in accordance with Council Policy.

P05 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>P06</b>
LEGISLATIVE POWER	-	Local Planning Schemes No 6
DELEGATION SUBJECT	-	<b>Advertising Signs</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to approve signs that require such approval and where appropriate the licensing of signs that comply with the Local Planning Schemes, any Council Policy which may exist from time to time and Local Laws of the Council.

P06 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>P07</b>
LEGISLATIVE POWER	-	Local Government Act 1995, s5.42 Local Planning Scheme No 6 Local Planning Policy
DELEGATION SUBJECT	-	<b>Illegal Development, Giving Written Direction</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to exercise the power under s5.42(1) of the Local Government Act 1995, to give an owner or developer a direction requiring them to comply under Section 214 of the Planning & Development Act, with the Local Planning Scheme, Policy or Planning requirement. The Chief Executive Officer should inform the owner if the developer is not the owner.

P07 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P08</b>
LEGISLATIVE POWER	-	Local Government Act 1995, s5.42 Local Planning Scheme No 6
DELEGATION SUBJECT	-	<b>Amended Plans</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to amended plans relating to applications determined by Council, where:

- a) The amended plan, if submitted as a new application, could have been determined under delegated authority; and/or
- b) The amended plans do not differ from the determined plans in any respect which generates a need to undertake consultation pursuant to Clause 64 of the Deemed Provisions for Local Planning Schemes and/or Part 4 (Neighbour Consultation) of the R-Codes; and/or
- c) The amended plans do not differ from the determined plans in respect of the number of residential units or an increase in floorspace of more than 10% or 200m<sup>2</sup> (in terms of floorspace or land area in use, as appropriate) whichever is the lesser.

**P08 - Delegation Use**

Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	- <b>P09</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, s5.42</i> <i>Local Planning Scheme No 6</i>
DELEGATION SUBJECT	- <b>Conditions Related to Consultation</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to determine applications for development approval that have been advertised for consultation purposes, in accordance with the provisions of Clause 64 of the Deemed Provisions for Local Planning Schemes and/or Part 4 of the R-Codes, if:

- a) No submissions were received, or only supportive submissions that do not request any change to the development were received; or
- b) Submissions that raise concerns with the proposed development were received and those concerns are, in the opinion of the delegated officer, clearly not material planning considerations;
- c) Submissions that raise concerns with the proposed development were received, and those concerns are material planning considerations, but;
  - i) Through liaison with the party or parties that lodged the submissions and/or amendments to the application and/or the application of conditions, the matters raised in the submissions can be resolved to the satisfaction of the delegated officer, the applicant, and the party or parties that lodged the submissions (the delegated officer must also ensure that the interests of fourth parties are protected and undertake further consultation if considered necessary), and
  - ii) Prior to approval of the application, the applicant and/or party or parties who lodged the submissions have provided written (including via fax or email) confirmation of their acceptance of the terms of the proposed delegated decision.

*(Note: Should (a), (b) or (c) above not apply, or the delegated officer feel that the application should be refused, the application shall be reported to Council for consideration).*

## 2018/19 Delegated Authority Register

P09 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P10</b>
LEGISLATIVE POWER	-	Local Government Act 1995, s5.42
DELEGATION SUBJECT	-	<b>Recommendations to the WAPC Regarding Applications for Subdivision/Amalgamation or Strata Title</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to make recommendations to the WAPC with regards to applications referred to Council pursuant to Part 10 (Subdivision and development control) of the Planning and Development Act 2005, subject to consistency with the Scheme, relevant Local Planning Policies, and/or WAPC/State Planning Policies, and the exclusions/conditions set out below.

### Exclusions/Conditions

Applications that, were they approved by the WAPC, might result in a net increase of more than 10 lots, a recommendation to the WAPC may only be made under delegated authority if-

- a) The application is consistent with a strategy, local structure plan, local development plan or other plan endorsed by Council, or which forms part of the Scheme and/or a Local Planning Policy; and/or
- b) The application is for amended plans for an application that has been considered by Council within the last two years and the amendments are, in the opinion of the delegated officer, of a minor nature.

### P10 - Delegation Use

Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P11</b>
LEGISLATIVE POWER	-	Local Government Act 1995, s5.42  Deemed Provisions for Local Planning Schemes (Cl. 82)
DELEGATION SUBJECT	-	<b>Clearance of Conditions of Development Approval, or Conditions of Subdivision/Amalgamation or Strata Title Approval</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services  Manager Planning Services

The Chief Executive Officer is delegated authority to advise the Western Australian Planning Commission with regards to clearance of conditions of development approval, clearance of conditions set pursuant to Part 10 (Subdivision and development control) of the Planning and Development Act 2005 and for which Council is nominated as a clearance agency, subject to consistency with the Scheme, Local Planning Policies, and the exclusions/conditions set out below.

Exclusions/Conditions

Nil.

P11 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>P12</b>
LEGISLATIVE POWER	-	<i>Local Government Act 1995, s5.42</i>
DELEGATION SUBJECT	-	<b>Advice to the Department for Lands Regarding Matters Associated with the Land Administration Act 1997</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to advise the Department of Lands with respect to proposed changes of tenure, changed/new management orders, and/or granting or renewing of leases and/or licences relating to Crown Land.

Exclusions/Conditions

Nil.

### P12 - Delegation Use

Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P13</b>
LEGISLATIVE POWER	-	<i>Local Government Act 1995, s5.42</i>
DELEGATION SUBJECT	-	<b>Advising other Regulatory Authorities</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to advise other regulatory authorities (other than the Western Australian Planning Commission with respect to applications for subdivision) with respect to matters where planning-related advice is required subject to consistency with existing planning or other local government approvals, as appropriate, and the Scheme, relevant Local Planning Policies and/or WAPC/State Planning Policies, and the exclusions/conditions set out below.

Exclusions/Conditions  
Nil.

P13 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	- <b>P14</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, s5.42</i>
DELEGATION SUBJECT	- <b>Appeals, Requests for Reconsideration</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to respond to appeals made to the State Administrative Tribunal (including appointment of Counsel), or requests for reconsideration lodged with the WAPC, subject to consistency with any resolution of Council relating to the matter subject of an appeal or request for reconsideration, the Scheme, Local Planning Policies (in the event of any inconsistency between the Scheme, Local Planning Policies and any resolution of Council relating to the matter subject of an appeal or request for reconsideration, then the resolution of Council shall prevail), and the exclusions/conditions set out below.

Exclusions/Conditions  
Nil.

P14 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>P15</b>
LEGISLATIVE POWER	-	<i>Local Government Act 1995, s5.42</i>
DELEGATION SUBJECT	-	<b>Road Names</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services Manager Planning Services

The Chief Executive Officer is delegated authority to advise the Geographic Names Committee with respect to the application of names to new or extended roads within the Shire of Northam.

### Exclusions/Conditions

1. With respect to new roads, the delegated officer may only advise the Geographic Names Committee to apply names previously endorsed by Council for inclusion on the Shire's Reserved List of Road Names.
2. With respect to new roads, within areas affected by Native Title, the delegated officer may only advise the Geographic Names Committee to apply aboriginal names previously endorsed by Council for inclusion on the Shire's Reserved List of Road Names.
3. A register of names endorsed by Council for inclusion on the Shire's Reserved List of Road Names shall be maintained.

P15 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>P16</b>
LEGISLATIVE POWER	-	<i>Planning and Development Act 2005</i> <i>Gazetted Local Planning Schemes</i> <i>Local Government (Miscellaneous Provisions) Act 1960</i>
DELEGATION SUBJECT	-	<b>Authorised Officers – Planning Infringements</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services

The Chief Executive Officer is delegated authority under Section 234 of the Planning and Development Act 20015 to appoint authorised persons under Sections 228-231 of the Act to issue Planning Infringement Notices.

P16 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

### Properties

<b>DELEGATION NUMBER</b>	- <b>PR01</b>
LEGISLATIVE POWER	- <i>Local Government Act 1995, s3.24</i>
DELEGATION SUBJECT	- <b>Notice Requiring Certain Things to be done by the Owner or Occupier of Land</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Executive Manager Development Services Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to exercise the power under s3.25 (1) of the Local Government Act 1995, to give an owner or occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1 of the Act. The Chief Executive Officer must inform the owner if the occupier is not the owner.

PR01 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
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Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.

## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>PR02</b>
LEGISLATIVE POWER	-	<i>Liquor Licensing Act 1988</i>
DELEGATION SUBJECT	-	<b>Authority to Issue s39 &amp; s40 Certificates Liquor Licensing Act 1988</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services

The Chief Executive Officer is delegated authority to issue s39 and s40 Certificates under the Liquor Licensing Act 1988.

PR01 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register

### Ranger

<b>DELEGATION NUMBER</b>	-	<b>R01</b>
LEGISLATIVE POWER	-	<i>Shire of Northam Keeping and Control of Cats Local Law 2008, Shire of Northam Dogs Local Law 2008</i>
DELEGATION SUBJECT	-	<b>Approval to keep more than the prescribed number of cats and dogs permitted by relevant local laws</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services

The Chief Executive Officer is delegated authority under the provisions of the relevant local law to approve more than the prescribed number of dogs or cats provided the application has been advertised in accordance with Council Policy and that no adverse comments have been received.

R01 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>R02</b>
LEGISLATIVE POWER	-	Section 3.47A(1) Local Government Act 1995
DELEGATION SUBJECT	-	<b>Disposal of Sick or Injured Impounded Animals</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services

The Chief Executive Officer is delegated authority to destroy an animal and dispose of the carcass if an impounded animal is ill or injured to such an extent that treating it is not practicable, in accordance with section 3.47A of the Local Government Act 1995.

No. - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



### Other

<b>DELEGATION NUMBER</b>	- <b>O01</b>
LEGISLATIVE POWER	- <i>Bush Fires Act 1954,s33 &amp; s48</i>
DELEGATION SUBJECT	- <b>Firebreak Order - Variation</b>
DELEGATE	- Chief Executive Officer
SUB DELEGATE	- Nil.

The Chief Executive Officer, in accordance with s48(1) of the *Bush Fires Act 1954*, is delegated authority to approve or refuse applications to provide firebreaks in alternative positions and to approve or refuse applications to provide alternative fire protection measures on land in consultation with the Chief Bush Fire Control Officer.

**s48(3) of the Bush Fires Act 1954 precludes sub delegation from the CEO to others.**

O01 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
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## 2018/19 Delegated Authority Register

<b>DELEGATION NUMBER</b>	-	<b>O02</b>	
LEGISLATIVE POWER	-	Bush Fires Act 1954, s17(10) & s18	
DELEGATION SUBJECT	-	<b>Burning, Prohibited (Variations)</b>	
DELEGATE	-	Shire President Chief Bush Fire Control Officer	} <b>Jointly</b>
SUB DELEGATE	-	Nil.	

That pursuant to s17(10), the Shire President and the Chief Bush Fire Control Officer be delegated **jointly** the Council's powers and duties under the Bush Fires Act 1954, to vary the prohibited burning times and restricted burning times s17(7), and give notice of such s17.8, provided that the Officer in Charge of the Department of Environment and Conservation (DEC) is consulted with before the authority under this delegation is exercised in accordance with the provisions of s18 of the Bush Fires Act 1954.

O02 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>O03</b>
LEGISLATIVE POWER	-	<i>Bush Fires Act 1954, s59(3)</i>
DELEGATION SUBJECT	-	<b>Offences - Bush Fires Act</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Development Services

In accordance with s59(3) of the *Bush Fires Act 1954*, the Chief Executive Officer is delegated authority generally to consider allegations of offences alleged to have been committed against the Bush Fires Act within the district and to institute and carry out proceedings in the name of the Shire against any person alleged to have committed any of those offences. This delegation extends to the issue of infringement notices by authorised Fire Control Officers in accordance with the provisions of s59A of the Act.

O03 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
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Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
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## 2018/19 Delegated Authority Register



<b>DELEGATION NUMBER</b>	-	<b>O04</b>
LEGISLATIVE POWER	-	<i>Local Government Act 1995, s9.10</i>
DELEGATION SUBJECT	-	<b>Issuing of Licences, Approvals &amp; Permits – Local Laws</b>
DELEGATE	-	Chief Executive Officer
SUB DELEGATE	-	Executive Manager Corporate Services Executive Manager Development Services Executive Manager Community Services Executive Manager Engineering Services

The Chief Executive Officer is delegated authority to determine applications for the issue and or renewal of licenses and permits that are provided for in Council local laws.

O04 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.

2018/19 Delegated Authority Register



- DELEGATION NUMBER** - **O05**
- LEGISLATIVE POWER - *Local Government Act 1995, Schedule 9.1*
- DELEGATION SUBJECT - **Authority to Approve Requests for Short Term Parking**
- DELEGATE - Chief Executive Officer

The Chief Executive Officer is delegated authority to approve requests for short term parking bays on town Streets within the Shire.

O01 - Delegation Use			
Date of Decision	Person/party impacted by decision	How power / discharge of duty was exercised	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.
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Click here to enter a date.	Click here to enter text.	Click here to enter text.	Choose an item.

# SECTION B

## DELEGATIONS FROM COUNCIL TO COMMITTEES

There are NO delegated responsibilities from  
Council to any of its Committees.

# SECTION C

## DELEGATIONS FROM CHIEF EXECUTIVE OFFICER TO OTHER EMPLOYEES

## 2017/18 Delegated Authority Register



The following Delegations have been made by the Chief Executive Officer to:

### EXECUTIVE MANAGER CORPORATE SERVICES:

- B07** Recover charges imposed for Private Swimming Pool inspections
- F01** Creditors, Payment of
- F03** Recovery of unpaid Debtors
- O04** Issuing of Licences, Approvals & Permits – Local Laws

### EXECUTIVE MANAGER DEVELOPMENT SERVICES

- A02** Power to Remove and Impound Goods
- A04** Approval of Camping Other than at a Caravan Park or Camping Ground
- A07** Shire of Northam Local Laws Administration
- A08** Perform the functions of the "local government" pursuant to the Caravan Parks and Camping Grounds Act 1995
- B01** Buildings – Grant or Refusal of Building Permits
- B02** Buildings – Grant or Refusal of Demolition Permits
- B03** Buildings – Further Grounds for Not Granting an Application
- B04** Buildings – Grant of Occupancy Permit, Building Approval Certificate
- B05** Buildings – Building Orders
- B08** Issue Permit to Deposit Material on or Excavate on or Adjacent Street
- B09** Buildings – Extending the period of duration of an Occupancy permit or a Building Approval Certificate
- B10** Buildings – Revoke Building Orders
- E01** Temporary Closure of Thoroughfares to Vehicles
- E02** Events on Roads
- F01** Creditors, Payment of
- H01** Public Health Act 2016 and the Health (Miscellaneous Provisions) Act 1911 – Power or duty of the local government (enforcement agency) under any provision of these Acts
- H02** Food Act 2008 – Functions of enforcement agency
- P01** Instruct Legal Action

## 2017/18 Delegated Authority Register



- P02** Development Applications - Advertising
- P03** Planning Determinations
- P04** Strata Titles – Certificates of Local Government
- P05** Consent to the lease of Common Property
- P06** Advertising Signs
- P07** Illegal Development, Giving Written Direction
- P08** Amended Plans
- P09** Conditions Related to Consultation
- P10** Recommendations to the WAPC Regarding Applications for Subdivision/Amalgamation or Strata Title
- P11** Clearance of Conditions of Development Approval, or Conditions of Subdivision/Amalgamation or Strata Title Approval
- P12** Advice to the Department for Lands Regarding Matters Associated with the Land Administration Act 1997
- P13** Advising other Regulatory Authorities
- P14** Appeals, Requests for Reconsideration
- P15** Road Names
- P16** Authorised Officers – Planning Infringements
- PR01** Notice Requiring Certain Things to be Done by the Owner or Occupier of Land
- PR02** Authority to Issue Section 39 & 40 Certificates Liquor Licensing Act 1988
- R01** Approval to keep more than the prescribed number of cats and dogs permitted by relevant local laws
- R02** Disposal of Sick or Injured Impounded Animals
- O03** Offences – Bush Fires Act
- O04** Issuing of Licences, Approvals & Permits – Local Laws

### EXECUTIVE MANAGER ENGINEERING SERVICES

- A02** Power to Remove and Impound Goods
- A07** Shire of Northam Local Laws Administration
- B08** Issue Permit to Deposit Material on or Excavate on or
- E01** Temporary Closure of Thoroughfares to Vehicles
- E02** Events on Roads
- E03** Gates Across Public Thoroughfare
- E04** Crossovers

## 2017/18 Delegated Authority Register



- E05** Public Thoroughfares – Fixing or Altering Levels, or Alignments, or Drainage onto Adjoining Land
- E06** Public Thoroughfares – Public Access & Plans s3.52 (within designated Townsites)
- F01** Creditors, Payment of
- PR01** Notice Requiring Certain Things to be Done by the Owner or Occupier of Land
- O04** Issuing of Licences, Approvals & Permits – Local Laws

### EXECUTIVE MANAGER COMMUNITY SERVICES

- F01** Creditors, Payment of
- O04** Issuing of Licences, Approvals & Permits – Local Laws

### MANAGER PLANNING SERVICES

- A07** Shire of Northam Local Laws Administration
- P02** Development Applications - Advertising
- P03** Planning Determinations
- P04** Strata Titles – Certificates of Local Government
- P05** Consent to the lease of Common Property
- P06** Advertising Signs
- P07** Illegal Development, Giving Written Direction
- P08** Amended Plans
- P09** Conditions Related to Consultation
- P10** Recommendations to the WAPC Regarding Applications for Subdivision/Amalgamation or Strata Title
- P11** Clearance of Conditions of Development Approval, or Conditions of Subdivision/Amalgamation or Strata Title Approval
- P12** Advice to the Department for Lands Regarding Matters Associated with the Land Administration Act 1997
- P13** Advising other Regulatory Authorities
- P14** Appeals, Requests for Reconsideration
- P15** Road Names

### MANAGER HEALTH AND ENVIRONMENT



## 2017/18 Delegated Authority Register



- A07** Shire of Northam Local Laws Administration
- A08** Perform the functions of the "local government" pursuant to the Caravan Parks and Camping Grounds Act 1995
- H01** Public Health Act 2016 and the Health (Miscellaneous Provisions) Act 1911 – Power or duty of the local government (enforcement agency) under any provision of these Acts
- H02** Food Act 2008 – Functions of enforcement agency

### MANAGER HEALTH AND ENVIRONMENT

- A07** Shire of Northam Local Laws Administration
- A08** Perform the functions of the "local government" pursuant to the Caravan Parks and Camping Grounds Act 1995
- H01** Public Health Act 2016 and the Health (Miscellaneous Provisions) Act 1911 – Power or duty of the local government (enforcement agency) under any provision of these Acts
- H02** Food Act 2008 – Functions of enforcement agency

### ENVIRONMENTAL HEALTH OFFICER/S

- A07** Shire of Northam Local Laws Administration
- A08** Perform the functions of the "local government" pursuant to the Caravan Parks and Camping Grounds Act 1995
- H01** Public Health Act 2016 and the Health (Miscellaneous Provisions) Act 1911 – Power or duty of the local government (enforcement agency) under any provision of these Acts
- H02** Food Act 2008 – Functions of enforcement agency

### SENIOR BUILDING SURVEYOR

- A07** Shire of Northam Local Laws Administration
- B01** Buildings – Grant or Refusal of Building Permits
- B02** Buildings – Grant or Refusal of Demolition Permits
- B03** Buildings – Further Grounds for Not Granting an Application
- B04** Buildings - Grant of Occupancy Permit, Building Approval Certificate
- B08** Issue Permit to Deposit Material on or Excavate on or Adjacent Street
- B09** Buildings – Extending the period of duration of an Occupancy permit or a Building Approval Certificate
- B10** Buildings – Revoke Building Orders

## 2017/18 Delegated Authority Register



### COMPLIANCE OFFICER

- A07** Shire of Northam Local Laws Administration
- A08** Perform the functions of the "local government" pursuant to the Caravan Parks and Camping Grounds Act 1995

### RANGER/S

- A07** Shire of Northam Local Laws Administration

**SHIRE PRESIDENT**  
**CHIEF BUSH FIRE CONTROL OFFICER**

} **Jointly**

- O02** Burning, Prohibited (Variations)

### 12.1.2 Northam Branding – Juicebox

Address:	N/A
Owner:	N/A
File Reference:	3.1.3.10
Reporting Officer:	Jason Whiteaker Chief Executive Officer
Responsible Officer:	Jason Whiteaker Chief Executive Officer
Voting Requirement	Simple Majority

#### BRIEF

Seeking Council endorsement in relation to the branding undertaken for the Shire of Northam by Juicebox.

#### ATTACHMENTS

Attachment 1: Branding Presentation (provided as a separate confidential attachment).

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#### BACKGROUND / DETAILS

In September and October 2017 a number of branding agencies were contacted and quotes were sought to develop a Branding Strategy for the Shire of Northam. Juicebox were successful in this process and engaged in October 2017.

A survey was undertaken in January/February 2018 seeking feedback from key stakeholders within the Shire. Following this, a number of workshops were scheduled over 21<sup>st</sup> and 22<sup>nd</sup> March 2018 and Juicebox also attended both High Schools where key stakeholders were invited to participate.

From the information collected, Juicebox has prepared a Branding Strategy which was presented to stakeholders and Shire of Northam representatives on 3<sup>rd</sup> May 2018. The presentation has been provided as Attachment 1 and a video of the presentation can be viewed [here](#).

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership

Outcome 6.1: The Shire of Northam is recognised as a desirable place to live and residents are proud to live here.

- Develop a clear brand identity and market it within the Shire of Northam, and beyond the Shire to investors, visitors and potential residents.

Action: Develop a 'brand' strategy for the Shire of Northam.

#### Financial / Resource Implications

The branding exercise was a budgeted expenditure, totalling a cost of \$19,800 including GST.

Once a decision is made on the branding proposal, a development and execution budget will be presented to the 2018/19 budget meeting (if required)

#### Legislative Compliance

Nil.

#### Policy Implications

Nil.

#### Stakeholder Engagement / Consultation

A survey and a range of workshops were held to engage with key stakeholders across the Shire of Northam. The Branding Strategy was presented to stakeholders on 3<sup>rd</sup> May 2018 and video of this session can be viewed [here](#).

#### Risk Implications

Nil.

### OFFICER'S COMMENT

The feedback as a result of the presentation has been extremely positive, with people attending asking when they can start using the new branding. Staff are seeking Council's endorsement for the branding to enable staff to continue with the momentum and co-ordinate a launch of the new 'Brand Northam'

#### RECOMMENDATION / COUNCIL DECISION

Minute No: C.3384

Moved: Cr Ryan

Seconded: Cr Mencshelyi

**That Council approves the 'Ready.Set.Go' branding concept** and endorse its official launch and implementation within budget parameters.

CARRIED 7/2

Debate was held around the motion.

### 12.1.3 2018 Western Australian Local Government Convention (WALGA) & Annual General Meeting

Address:	N/A
Owner:	N/A
File Reference:	1.6.5.5
Reporting Officer:	Jason Whiteaker Chief Executive Officer
Responsible Officer:	Jason Whiteaker Chief Executive Officer
Voting Requirement	Simple Majority

#### BRIEF

The WALGA 2018 Local Government Convention and AGM will be held on Wednesday, 1<sup>st</sup> August 2018. Council are required to consider;

1. Whether it wishes to submit a motion;
2. The appointment of its delegates to the 2018 WALGA Annual General Meeting; and
3. Attendance by Elected Members to the 2018 WALGA Convention & Exhibition.

#### ATTACHMENTS

Attachment 1: WALGA Notice of AGM.

---

#### BACKGROUND / DETAILS

The Annual General Meeting (AGM) for the WA Local Government Association (WALGA) will be held as part of the Annual Local Government Week on Wednesday, 1<sup>st</sup> August 2018 in Perth at the Perth Convention and Exhibition Centre.

The Council is provided with the opportunity to nominate up to two (2) voting delegates. Proxy voting is available if the nominated representative is unable to attend.

#### 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.

Outcome 6.4: The Elected Members of the Shire of Northam provide accountable, strong and effective community leadership.

#### Financial / Resource Implications

Council makes an annual allocation for Elected Member conferences and training which will be sufficient to accommodate the costs of Elected Member attendance to the conference and / or AGM. The costs will also extend to accommodation if required. The costs associated for Elected Members attending will be utilised from account 04042052.

#### Legislative Compliance

Nil.

#### Policy Implications

It is requested that Council note that Policy G1.2 details that the costs for Councillors shall be paid for the duration of the conference, including allowing Councillors to arrive the day before the start of the conference and depart the day following the close of the conference. In addition the Councillor shall meet **directly, all attending partner's expenses at the conference other than for attendance at the official opening, welcoming address and conference dinner if applicable.**

#### Stake Holder Engagement / Consultation

Nil.

#### Risk Implications

Nil.

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

Local Government Week will be held at the Perth Convention Exhibition Centre commencing on Wednesday, 1<sup>st</sup> August 2018 and finishing on Friday, 3<sup>rd</sup> August 2018.

Local Government Week also offers Elected Member training opportunities. Details of the various Local Government Week sessions and training opportunities can be found [here](#).

The Shire President and the Deputy President have previously represented Council as voting delegates for the WALGA Annual General Meeting.

All Councillors are encouraged to attend the State Annual Conference as an opportunity for professional development and a way of increasing awareness of issues facing local government and finding alternative solutions to local issues.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3385

Moved: Cr Tinetti

Seconded: Cr Ryan

That Council:

1. Nominate the Shire President and Deputy Shire President as voting delegates at the 2018 WA Local Government Association Annual General Meeting;
2. Nominate Cr Williams and Cr Mencshelyi as Proxy voting delegates at the 2018 WA Local Government Association Annual General Meeting; and
3. Authorises interested individual Elected Members and partners, in accordance with the Shire of Northam Policy (G1.2), to attend Local Government Week 2018, requiring notification of attendance submitted to the Executive Assistant - CEO prior to 4.00pm on Friday, 29<sup>th</sup> June 2018 to allow for the completion of online registrations.

CARRIED 9/0

Cr Williams and Cr Mencshelyi nominated themselves as proxy delegates. No further nominations were received.

Attachment 1



24 April 2018

Our Ref: 01-003-02-0003 MD

Mr Jason Whiteaker  
Chief Executive Officer  
Shire of Northam  
DX 61112  
PO Box 613  
Northam WA 6401



Dear Jason

**Notice of Annual General Meeting 2018**

The Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held on **Wednesday, 1 August 2018** as part of the Local Government Convention. The meeting will be held at the Perth Convention Exhibition Centre, 21 Mounts Bay Road, Perth.

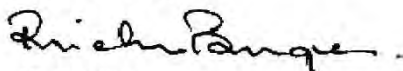
Notice of the Annual General Meeting is enclosed, together with general information on the meeting, guidelines for the preparation and submission of motions, and a form for the registration of voting delegates.

Please note that the closing date for submissions of motions is **Tuesday, 5 June 2018**. Any motions proposing alterations or amendments to the Association's Constitution must be received by **Friday 11 May 2018** in order to satisfy the 60 day constitutional notice requirements. Registration of voting delegates is required by **Monday, 2 July 2018**.

The 2018 Local Government Convention is the premier event for Elected Members and Officers within Local Government. The Association's Annual General Meeting, as an integral part of this event, is a critical forum for mobilising the views of Western Australian Councils, confronting emerging issues and developing directions forward for our sphere of government.

For enquiries, please contact Margaret Degebrot, Executive Officer, Governance on (08) 9213 3036 or via email [mdegebrot@walga.asn.au](mailto:mdegebrot@walga.asn.au).

Yours sincerely



**Ricky Burges**  
Chief Executive Officer

ONE70  
LV1, 170 Railway Parade, West Leederville, WA 6007  
PO Box 1544, West Perth, WA 6872  
T: (08) 9213 2000 F: (08) 9213 2077 [Info@walga.asn.au](mailto:info@walga.asn.au)  
[www.walga.asn.au](http://www.walga.asn.au)





# Notice of Annual General Meeting

and  
Procedural Information  
for Submission of Motions

Perth Convention and Exhibition  
Centre

**Wednesday, 1 August 2018**

Deadline for Agenda Items

(Close of Business)

Tuesday, 5 June 2018



## 2018 Local Government Convention General Information

The 2018 Local Government Convention will be held at the Perth Convention and Exhibition Centre (PCEC) from 1 August to 3 August 2018. The tentative schedule for the Convention is as follows:

<u>Tuesday, 31 July</u>	<u>START</u>	<u>FINISH</u>
Mayors and Presidents Forum (separate invitation)	3.30 pm	5.30 pm
Mayors and Presidents Reception (separate invitation)	5.30 pm	7.00 pm
<u>Wednesday, 1 August</u>		
State and Local Government Forum (separate registration)	9.00 am	12.15 pm
Registration for AGM and collection of voting keypads	10.00 am	1.30 pm
Honour Recipients Luncheon (by invitation only)	12.00 pm	1.15 pm
WALGA AGM (including Honours Awards Presentations)	1.30 pm	5.00 pm
Convention Opening Welcome Reception	5.00 pm	6.30 pm
<u>Thursday, 2 August</u>		
ALGWA AGM and Breakfast (separate invitation)	7.00 am	8.30 am
Opening and Convention Sessions	9.00 am	5.30 pm
Convention Gala Dinner	7.00 pm	11:00 pm
<u>Friday, 3 August</u>		
Convention Breakfast	7.30 am	8.45 am
Convention Sessions	9.00 am	3.30 pm

*Further details are contained in the Registration Brochure which will be distributed to all Local Governments in May.*

### **WALGA Annual General Meeting**

The Annual General Meeting for the Western Australian Local Government Association will be held from 1.30 pm to 5.30 pm on Wednesday, 1 August 2018. This event should be attended by delegates from all Member Local Governments.

### **Cost for attending the Annual General Meeting**

Attendance at the Annual General Meeting is **free of charge** to all Member Local Governments; lunch is not provided. All Convention delegates must register their attendance in advance. Registration for the Opening Welcome Reception that evening must also be notified in advance and will incur a cost for those not registered as a Full Delegate.



### Submission of Motions

Member Local Governments are hereby invited to submit motions for inclusion on the Agenda for consideration at the 2018 Annual General Meeting. Motions should be submitted in writing to the Chief Executive Officer of WALGA.

The closing date for submission of motions is **COB Tuesday, 5 June 2018**. *Please note that any motions proposing alterations or amendments to the Constitution of the WALGA must be received by COB Friday, 11 May 2018 in order to satisfy the 60 day constitutional notification requirements.*

The following guidelines should be followed by Members in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the Local Government Convention or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

### Criteria for Motions

As per the Corporate Governance Charter, prior to the finalisation of the agenda, the WALGA Executive Committee will determine whether motions abide by the following criteria:

Motions will be included in the Business Paper agenda where they:

1. Are consistent with the objects of the Association (refer to clause 3 of the constitution);
2. Demonstrate that the issue/s raised will concern or are likely to concern a substantial number of Local Governments in WA.;
3. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
4. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
5. Are clearly worded and unambiguous in nature;

Motions will not be included where they are:

6. Consistent with current Association advocacy/policy positions. (As the matter has previously considered and endorsed by the Association).



Motions of similar objective:

7. Will be consolidated as a single item.

Submitters of motions will be advised of the Executive Committee's determinations.

Enquiries relating to the preparation or submission of motions should be directed to Margaret Degebrod, Executive Officer Governance on 9213 2036 or via email [mdegebrod@walga.asn.au](mailto:mdegebrod@walga.asn.au).

### Emergency Motions

No motion shall be accepted for debate at the Annual General Meeting after the closing date unless the Association President determines that it is of an urgent nature, sufficient to warrant immediate debate, and delegates resolve accordingly at the meeting. Please refer to the AGM Standing Orders for details.



**President Cr Lynne Craigie**  
**President**



**Ricky Burges**  
**Chief Executive Officer**

## 12.2 ENGINEERING SERVICES

### 12.2.1 Proposed 2018/19 Plant & Vehicle Replacement Program

Address:	N/A
Owner:	Shire of Northam
File Reference:	6.4.3.5
Reporting Officer:	Clinton Kleynhans Executive Manager Engineering Services
Responsible Officer:	Clinton Kleynhans Executive Manager Engineering Services
Voting Requirement	Simple Majority

#### BRIEF

For Council to review and endorse the proposed Plant & Vehicle Replacement Program for inclusion in the Draft 2018 /2019 Annual Budget.

#### ATTACHMENTS

Nil.

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#### BACKGROUND / DETAILS

The plant & vehicles identified to be replaced in 2018/19 annual budget period are those which are foreseen to start having increased maintenance costs or have reached their useful life expectancy / serviceability threshold in accordance with the *Western Australian Local Government Accounting practices - Section 9 - Asset Accounting*.

#### 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.

- Deliver infrastructure projects effectively, on budget and schedule, aligned with local community plans and infrastructure projects; and
- Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs.

## Financial / Resource Implications

The following table outlines how the proposed 2018/ 19 program compares to that of recent years.

	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Actuals	Budget	Proposed	LTFP
	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	18/19
Plant Replacement	1,504,795	982,580	1,444,445	1,102,102	783,309	\$ 865,322	\$ 878,756	\$ 954,896	\$ 710,635	\$ 800,000
Proceeds -	426,631	299,000	539,550	411,920	168,402	-\$ 313,597	-\$ 186,756	-\$ 382,363	-\$ 180,932	-\$ 300,000
Net Cost to Council	1,078,164	683,580	904,895	690,182	614,907	\$ 551,725	\$ 692,000	\$ 572,533	\$ 529,702	\$ 500,000
Less contributions								-\$ 83,857		\$ -
To reserve	235,000	230,000	230,000	202,480	360,000	\$ 588,965	\$ 230,000	\$ 227,871	\$ 227,871	\$ 227,871
From reserve -	740,887	42,545	415,750	320,436	520,474	-\$ 350,000	-\$ 480,252	-\$ 362,000	-\$ 300,000	-\$ 300,000
<b>Net Cost to Council</b>	<b>572,277</b>	<b>871,035</b>	<b>719,145</b>	<b>572,226</b>	<b>454,433</b>	<b>\$ 790,690</b>	<b>\$ 441,748</b>	<b>\$ 354,547</b>	<b>\$ 457,573</b>	<b>\$ 427,871</b>

## Legislative Compliance

Local Government Act 1995 Part 6 – Financial Management, Clause 6.1 Annual Budget.

## Policy Implications

Nil.

## Stakeholder Engagement / Consultation

During the development of the proposed program, potential plant operators of the vehicles and / or equipment have been consulted during the process of determining the most appropriate and practice equipment.

## Risk Implications

N/A.

## OFFICER'S COMMENT

Included in the proposed replacement program are a number of notable items which will aid the Shire in achieving expected outcomes.

PN0908 Backhoe Loader – This will be replaced like for like.

PN1501 HINO Water Truck – This truck will have a larger water tank to reduce the number of refill cycles for works in progress of projects.

Also, PN3555 Backhoe Loader – This was deferred from the 2017/18 replacment program to enable to unbudgeted replacement of the maintenance Grader which experienced a failed transmission. It was proposed at the time to defer to the 2018/19 program however this backhoe is the better of the two currently owned by the Shire therefore it has been deferred to 2019/20 to allow the overall program meet budet constraints.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3386

Moved: Cr Mencshelyi

Seconded: Cr Della

That Council endorse the following listed plant and equipment program for inclusion in the 2018 / 2019 Draft Annual Budget.

Plant #	Detail	Driver	Purchase	Proceeds	Change over
PN0908	N004 VOLVO BACHOE LOADER	Trade for Similar	\$ 185,000	\$ 30,000	\$ 155,000
PN0004	SPEED ALERT TRAILER (S.A.M.)	Sell	\$ -	\$ 2,000	-\$ 2,000
PN2240	WOOD CHIPPER 2005	Trade for Similar	\$ 130,000	\$ 29,093	\$ 100,907
P71	CRICKET WICKET ROLLER	Grounds Crew	\$ 35,000	\$ 5,000	\$ 30,000
PN1501	HINO WATER TRUCK	Trade for 17,000L Truck	\$ 288,000	\$ 72,000	\$ 216,000
PN1401	MAZDA -BT50 TTOP	Trade for Similar	\$ 25,635	\$ 10,439	\$ 15,195
PN1514	MITSI TRITON 4x4	Trade for Similar	\$ 47,000	\$ 32,400	\$ 14,600
<b>TOTALS</b>			\$ 710,635	\$ 180,932	\$ 529,702

CARRIED 9/0

*Cr R W Tinetti declared an "Impartiality" interest in item 12.2.2 - Draft Footpath Program 2018/19 & 2019/20 as his business is adjacent to proposed footpath.*

The Executive Manager Development Services departed the Council Chambers at 7:18pm and returned at 7:19pm.

Cr R W Tinetti departed the Council Chambers at 7:19pm.

#### 12.2.2 Draft Footpath Program 2018/19 & 2019/20

Address:	N/A
Owner:	Shire of Northam
File Reference:	6.1.2.13
Reporting Officer:	Paul Kher Technical Officer
Responsible Officer:	Clinton Kleynhans Executive Manager Engineering Services
Voting Requirement	Simple Majority

#### BRIEF

This report to Council outlines the draft 2018/19 Footpath Construction Program for consideration for inclusion in the 2018/19 Draft Annual Budget. Also included for consideration and comment is the proposed 2019/20 draft footpath construction program which will be further developed at a later stage.

#### ATTACHMENTS

- Attachment 1: 2018/19 Draft Footpath Construction Program.
- Attachment 2: 2019/20 Draft Footpath Construction Program.
- Attachment 3: Footpath Consideration List.
- Attachment 4: Location maps.

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#### BACKGROUND / DETAILS

On the 18<sup>th</sup> May 2016 Council endorsed a 2 year program which was inclusive of the 2018/19 footpath program.

In assessment of the previously nominated projects for the forthcoming 2018/19 construction program, these footpath locations have been reviewed in the context of current condition and priority in consideration of recent developments.

#### 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.

- Deliver infrastructure projects effectively, on budget and schedule, aligned with local community plans and infrastructure projects; and
- Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs.

Financial / Resource Implications

The value of the proposed works aligns with Council adopted Long Term Financial Plan

Legislative Compliance

N/A.

Policy Implications

Nil.

Stakeholder Engagement / Consultation

The nominated project locations for the 2018/19 Footpath Construction Program are those which have stemmed from Northam Bicycle Plan, Northam Town centre Development and Connectivity Strategy and Great Eastern Hwy Town site improvement works. All of these sources have had extensive community consultation in the lead up to their adoption and or project commencement.

Risk Implications

N/A.

**OFFICER'S COMMENT**

The following locations were recommended and endorsed to Council in May 2016 to form the 2018/19 Draft Annual Footpath Program:

- Orchid Terrace                      Kuringal Rd to Zamia Tce
- Balga Terrace                      Zamia Tce to Kingia Road
- Wellington Street                Peel Terrace to Ensign Dale

Staff have reassessed these potential locations and are recommending the following:

- Orchid Terrace – This location be deferred to 2019/20.
- Balga Terrace - This location be deferred to 2019/20.
- Wellington Street – This location be deferred to a later stage once the development of the adjacent old Coles site is better known.

The following locations are proposed to form the 2018/19 Annual Footpath Construction Program at an estimated value of \$ 242,371.89

These location are believed to be higher priorities based on recent Bakers Hill and Northam Town site improvements.

Road Name	Road From	Road To	(\$ ) Cost
ST GEORGE STREET	Tames Rd	School Entry	\$ 21,543.04
TAMES RD	St George St	Bus Stop	\$ 57,374.48
BEAVIS PLACE (Northam Town Centre Development and Connectivity Strategy)	Fitzgerald St	Minson Ave	\$ 45,023.37
GREAT EASTERN HIGHWAY-BAKERS HILL (Black Spot Funding)	Berry Brow Rd	Tames Rd	\$ 118,431.00
Total Estimated Cost			\$ 242,371.89

The following locations are recommended to form the 2019/20 Annual foot path Construction Program at an estimated value of \$ 282,589.53

Road Name	Road From	Road To	(\$ ) Cost
BALGA TERRACE (Wundowie Community Plan focus)	Zamia Tce	Kingia Rd	\$ 104,891.23
ORCHID TERRACE (Wundowie Community Plan focus)	Kuringal Rd	Zamia Tce	\$ 112,838.91
WATTLE CRESCENT (connectivity to Orchid and Balga Tce)	Orchid Ter	Balga	\$ 64,859.39
Total Estimated Cost			\$ 282,589.53

During the development of the 19/20 Annual Budget, staff will reassess the condition of the footpath network and make recommendation to Council if staff should feel priorities have changed since the most recent assessment and prepare a detail costing for the projects.

A separate list of footpaths have also been identified as a result of strong community interest, ass shown on Attachment 1. These will be presented to Council separately apart of the budget consideration process.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3387

Moved: Cr Della

Seconded: Cr Ryan

That Council endorse the proposed 2 year Footpath Program to be delivered in 2018/19 & 2019/20 financial years.

2018/19 Program

St George St	Tames Rd to Entry Of School	\$ 21,543.04
Tames Rd	St George St to Bus Stop	\$ 57,374.48
Beavis Place	Fitzgerald St to Minson Ave	\$ 45,023.37
GEH-Bakers Hill	Berry Brow St To Tames Rd	\$118,431.00
Total		\$ 242,371.89

2019/20 Program

Balga Terrace	Zamia Tce to Kingia Road	\$104,891.23
Orchid Terrace	Kuringal Rd to Zamia Tce	\$112,838.91
Wattle Cr	Orchid Tce To Balga Tce	\$ 64,859.39
Total		\$ 282,589.53

CARRIED 7/1

Clarification was sought in relation to the following matters:

- The consideration list and how to determine whether items are selected. The Chief Executive Officer advised that items proposed are listed in the recommendation and the consideration list sits in the background. These items may be raised if there are funds remaining for the footpath program (however any changes or additions to the above are a decision of Council). The Executive Manager Engineering Services advised that the consideration list is **items raised through the ICS's**.
- Why Beavis Place was selected, what determines its priority and where this is to be located. The Chief Executive Officer advised that this was an area identified by the Northam Town Centre Connectivity Strategy. This is listed as a **'Priority 1 – new connection' within the strategy**. It was confirmed that there is an error on the map identifying this footpath which will run from Fitzgerald Street to Minson Avenue. Cr Tinetti declared a proximity interest once the location was clarified.

The Chief Executive Officer departed the Council Chambers at 7:19pm and returned at 7:20pm.

Debate was held around the motion.

Cr Tinetti returned to the Council Chambers at 7:28pm and the Shire President advised him of the decision of Council.

Attachment 1

2018/19 Draft Footpath Program

Road Name	Start	End	True Length	Width	Area	Upgraded Width	Upgraded Area	(\$ Cost)	Proposed Year	Year
St George Street	560	600	40	1.5	60			\$ 21,543.04	2018 / 2019	18.19
Tames Road	150	260	110	2	220			\$ 57,374.89	2018 / 2019	18.19
Beavis Place	Fitzgerald	Minson	70	2.0	140			\$ 45,023.37	2018 / 2019	18.19
GEH-Bakers Hill	BerryBrow	Tames						\$ 118,431.00	2018 / 2019	18.19
							<b>Total</b>	<b>\$ 242,371.89</b>		

Attachment 2

2019/20 Draft Footpath Program

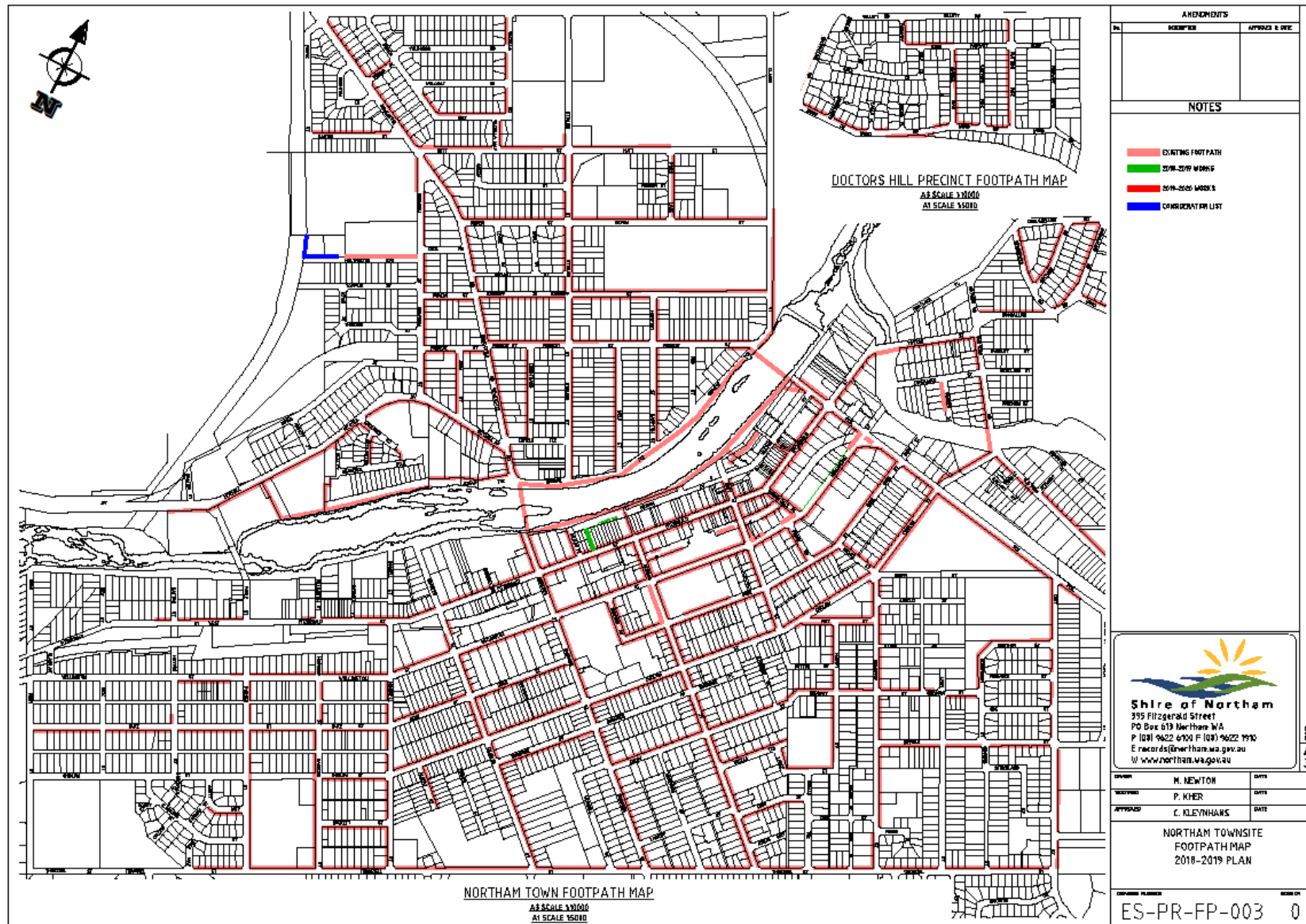
Road Name	Start	End	True Length	Width	Area	Upgraded Width	Upgraded Area	(\$) Cost	Proposed Year	Year
Balga Terrace	0	250	250	1.2	<b>300</b>	<b>2</b>	<b>500</b>	\$ <b>104,891.23</b>	2019 / 2020	19.20
Orchid Terrace	0	260	260	1.2	<b>312</b>	<b>2</b>	<b>520</b>	\$ <b>112,838.91</b>	2019 / 2020	19.20
Wattle Crescent	380	500	120	1.2	<b>144</b>	<b>2</b>	<b>240</b>	\$ <b>64,859.39</b>	2019 / 2020	19.20
							<b>Total</b>	\$ <b>282,589.53</b>		

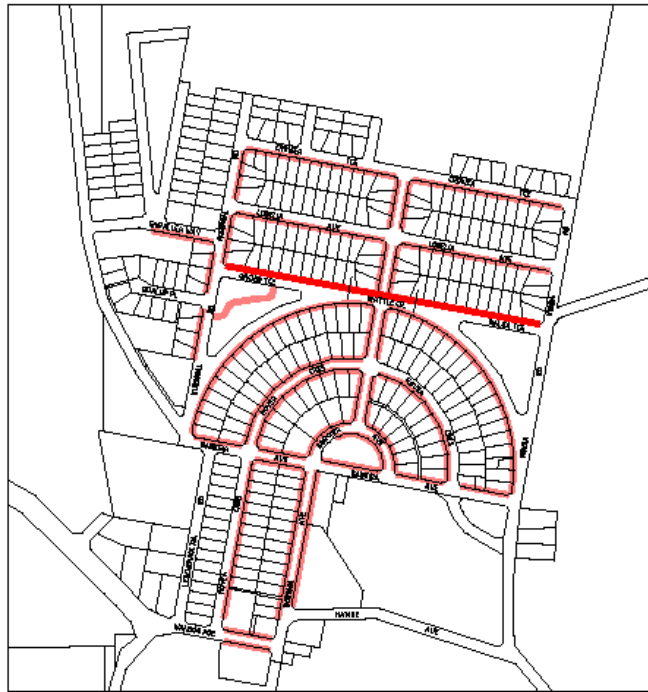
Attachment 3

Consideration List

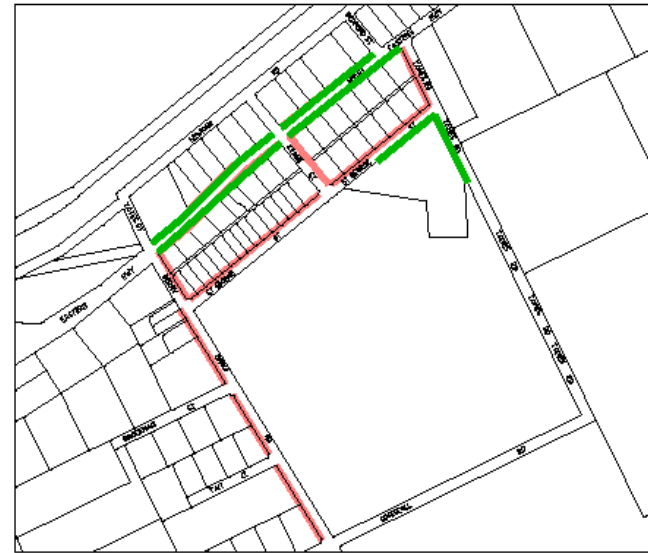
Road Name	Start	End	True Length	Width	Area	Upgraded Width	Upgraded Area	(\$) Cost	Proposed Year	Year
Holtfreter Avenue	0	95	95	2	<b>190</b>			\$ <b>28,902.96</b>		Consideration
Fernie Street	670	750	80	2	<b>160</b>			\$ <b>21,681.44</b>		Consideration
							<b>Total</b>	\$ <b>50,584.40</b>		

Attachment 4

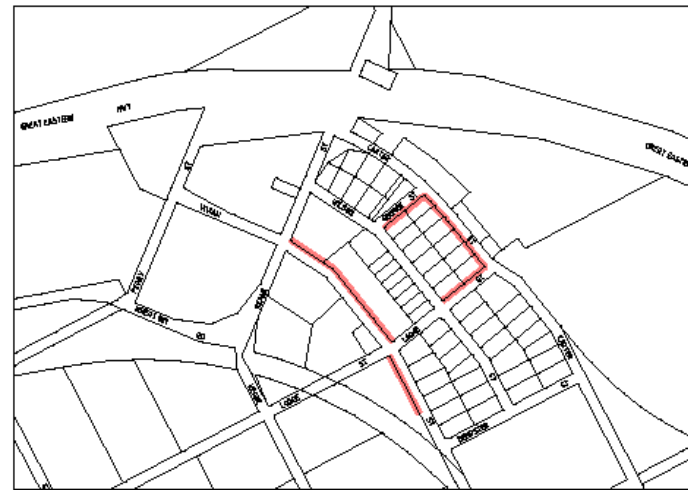




WUNDOWIE FOOTPATH MAP  
A3 SCALE 1:6000  
A1 SCALE 1:6000



BAKERS HILL FOOTPATH MAP  
A3 SCALE 1:6000  
A1 SCALE 1:6000



GRASS VALLEY FOOTPATH MAP  
A3 SCALE 1:6000  
A1 SCALE 1:6000

AMENDMENTS	
No.	DESCRIPTION

NOTES

- EXISTING FOOTPATH
- 2018-2019 WORKS
- 2019-2020 WORKS
- CONSIDERATION LIST



**Shire of Northam**  
395 Fitzgerald Street  
PO Box 613 Northam WA  
P (08) 9622 6100 F (08) 9622 1910  
E records@northam.wa.gov.au  
W www.northam.wa.gov.au

OWNER	M. NEWTON	DATE	
VERIFIED	P. KHER	DATE	
APPROVED	C. KLEYNHANS	DATE	

WUNDOWIE  
BAKERS HILL  
GRASS VALLEY  
2018-2019 PLAN

DRAWN BY		CHECKED BY	
ES-PR-FP-004			0

1  
A  
3



*Cr S B Pollard declared a "Proximity" interest in item 12.2.3 - Draft Road Program 2018/19 as he owns a property in Gregory Street and recon/resurface of Gregory Street is on the draft 2018/19 program.*

Cr Pollard departed the Council Chambers at 7:28pm.

#### 12.2.3 Draft Road Program 2018/19

Address:	N/A
Owner:	Shire of Northam
File Reference:	6.1.2.8
Reporting Officer:	Paul Kher – Technical Officer
Responsible Officer:	Clinton Kleynhans – Executive Manager Engineering Services
Voting Requirement	Simple Majority

#### BRIEF

For Council to review and endorse the proposed 2018/2019 Draft Road Program for inclusion in the 2018/19 Draft Annual Budget.

#### ATTACHMENTS

- Attachment 1: Endorsed Draft Road Program 2018/ 2019 (Year 2).
- Attachment 2: Proposed Draft Road Program 2018/ 19 (Year 2).
- Attachment 3: Locality Maps (proposed Year 2).
- Attachment 4: Consideration List.

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#### BACKGROUND / DETAILS

In January 2017 Council were presented a 2-Year Road program for both 2017/18 and 2018/19. At the time Council were advised that the proposed 2018/19 program would be reviewed in the lead up to the development and endorsement of the 2018/19 Draft Annual Budget.

These previously endorsed road project locations have now been reviewed, detail costed and re-prioritised in the context of current condition, Council focus and budget constraints.

#### 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.

- Deliver infrastructure projects effectively, on budget and schedule, aligned with local community plans and infrastructure projects;
- Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs; and
- Maintain an efficient and safe regional road network.

#### Financial / Resource Implications

The projects presented for the 2018 / 2019 Road Program is based on widening projects primarily being delivered by internal crews in regional areas, within Construction Labour budget constraints. Resurfacing works will be delivered by external contractors within available budgets.

#### Legislative Compliance

Nil.

#### Policy Implications

Nil.

#### Stake Holder Engagement / Consultation

N/A.

#### Risk Implications

Nil.

### **OFFICER'S COMMENT**

In determining the proposed roads, the following guidelines and selection criteria were used;

1. Funded Projects – Projects that have funding approved by external sources are given highest priority in the annual works program. These projects are typically road widening/ reconstruction works which are performed by internal crews due to cost effectiveness. These roads are subject to the heaviest class of vehicles and have a more rapid rate of deterioration and maintenance issues if not addressed. The following roads will be those focus for widening unless otherwise directed by Council:
  - Spencers Brook Road;
  - Southern Brook Road;
  - Jennapullen Road;

Future funding opportunities of both Southern Brook Road and Jennapullen Road are becoming limited as traffic counts are low for the remaining sections which have not yet been widened. In these cases staff will present these sections for consideration in future programs

which will need to be funded through Council funds should they be successful.

2. Council Endorsed Informing Plans – Roads which have included in such plans will automatically include in proposed programs for Council adoption.
3. Existing Surface Condition – Roads which exhibit the highest levels of surface defects (cracking) reaching the extent of their useful life prior to a rehabilitation treatment being warranted.

Roads that are ranked “High” exhibit surface cracking within the 8% to 14% range. This will trigger a resurface treatment aimed at preserving the road surface before damage is done to the underlying granular layers due to water ingress.

Roads that are ranked “Medium” exhibit surface cracking within the 15% to 25% range. This will trigger a rehabilitation treatment. Typically these roads require some surface correction due to rutting of the wearing surface.

Roads that are ranked “Low” exhibit surface cracking within 26% to 100% range. This will trigger a reconstruction treatment. Typically these roads require significant surface correction as the extent of cracking has been so significant water has penetrated the seal over time causing deformation of the granular pavement structure.

4. External Requests and Internal Advice – Council staff have also utilised external requests from ratepayers as an indicator to pressure points within the Shire. These requests are being assessed against other projects identified through RAMM and considered to warrant works being undertaken.

Similarly, internal requests/suggestions have also been incorporated into the program, these emanate from staff who utilise their knowledge and experience to identify projects worth of consideration.

5. Haulage routes for restricted access vehicles (RAV) – Existing RAV routes are considered when selecting roads in terms of opportunity to extend remaining un-widened sections that don't score well in funding submissions due to lower volume traffic. These locations should be considered a part of the council funded projects.

In recent years Gravel Re-Sheet Programs have been presented to Council listing specific road project locations for endorsement. Due to the rapid deterioration of gravel roads caused by a variety of contributing factors such

as weather events, harvest seasons (Haulage) etc. staff are of the opinion that value for money is not being achieved for these works. These works will alternatively be delivered through the Gravel Maintenance Program with an increase in funding for materials. This will allow real-time assessment of the current condition of the gravel road.

When comparing the original endorsed Road Program (Attachment 1), against that now proposed for 2018/19 (Attachment 2) there are some notable changes. The reason for this is that a stronger focus has been placed on reseal works rather than road widening works. This strategy is aligned with the Transport Asset Management previously endorsed by Council.

The following roads has been removed from the previously endorsed road program.

Road Name	Start	End	From	To	Length	REASONS for Removing
ZAMIA TERRACE	0	480	Boronia Ave	Crowea Tce	480	Condition stable, other higher priorities
ROBINSON STREET D:2	0	720	Newcatsle	Mitchell	720	Condition stable, other higher priorities
DUMBARTON ROAD	1630	2720	No Clos Rd	toward shire bdy	1090	Deferred to focus on reseals
GRASS VALLEY SOUTH ROAD	0	1500	Keane St	Leeming Rd	1500	Deferred to focus on reseals
BURN STREET SOUTH	0	580	Throssel St	Wellington st	580	Very low Traffic Volume
DE CASTILLA ROAD	0	1000	GEH	Hill Rd	1000	Very low Traffic Volume
JENNAPULLIN ROAD	320	580	GEH underpass	Clyedsdale Rd	260	Deferred to focus on reseals
SOUTHERN BROOK ROAD	9000	11000	No Close rd	no Close Rd	2000	Deferred to focus on reseals
JENNAPULLIN ROAD	9240	11200	100m N of S Brook	No Close rd	1960	Deferred to focus on reseals
LINLEY VALLEY ROAD	0	810	GEH	Shire Body	810	Condition stable, other higher priorities

A consideration list (Attachment 3) has also been compiled listing roads that have been either deferred because of aforementioned reasons, or locations requested by various stakeholders. These roads have been listed in order of priority based on current road surface condition. Roads which have been listed as "requested" will required further detailed costing.

Should Council wish to include any of roads on the consideration list, they would either need to substitute the road with an already proposed road on the program (Non-funded), alternatively additional funding will be required if a road is to be added. It should be noted the current proposed road program has internal crew labour allocated to capacity. Any additional roads added

with a labour component will over commit internal crews. These roads are identified on the consideration list.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3388

Moved: Cr Ryan

Seconded: Cr Mencshelyi

That Council Review and endorse the following road project locations for inclusion in the 2018/2019 Road Program.

Road Name	TREATMENT	Start	End	LOCATION
CHARLES STREET	Resurface	510	1070	Northam
EAST STREET	Resurface	0	900	Northam
MUDALLA WAY	Resurface	0	100	Northam
SELBY STREET	Reconstruction	370	520	Northam
FITZGERALD STREET	Realignment	520	620	Northam
BALGA TERRACE	Recon/Resurface	70	180	Wundowie
COATES ROAD	Resurface	1700	4250	Wundowie
WELLINGTON STREET	Reconstruction	2350	2430	Northam
IRISHTOWN ROAD	Widen/Resurface	0	1000	Katrine
SPENCERS BROOK ROAD	Widen/Resurface	5800	7360	Spencers Brook
GLASS AVENUE	Resurface	0	90	Northam
GORDON STREET	Reconstruction	320	410	Northam
MERVYN STREET	Resurface	0	360	Northam
CODY STREET	Resurface	0	230	Northam
NEW STREET	Overlay	0	100	Bakers Hill
KEANE STREET	Realignment	0	100	Bakers Hill
WELLINGTON STREET	Reconstruction	1400	1470	Northam
FOREMAN STREET	Resurface	0	150	Northam
SPENCERS BROOK ROAD	Widen/Resurface	12800	14600	Spencers Brook
BYFIELD STREET	Recon/Resurface	350	550	Northam
COOK STREET	Resurface	0	220	Northam
GRAVEL RE-SHEETS	Re-Sheet			Various
GREGORY STREET	Recon/Resurface	0	600	Northam

CARRIED 8/0

Cr Pollard returned to the Council Chambers at 7:29pm and the Shire President advised him of the decision of Council.

Attachment 1

Previously Endorsed Draft Road Program 2018/ 19 (January 2017)

No	Road Name	Start	End	From	To	Length	Width	New Width	Treatment Cost	Year	COMMENTS
<b>SUGGESTED ROAD PROGRAM 2018/2019 (Year 2)</b>										2	
10	ROBINSON STREET D:2	170	650	Forrest St	Hospital access	480	6.8	6.8	\$ 300,715.25	2	heavy pavement failures
19	CHARLES STREET	570	1070	Duke St	Throssell St	500	6.9	6.9	\$ 362,257.89	2	Deferred from the 16/17 Program
26	DUMBARTON ROAD	4080	5260		toward shire bdy	1180	3.7	7	\$ 236,260.75	2	extention of previous widened section
28	GRASS VALLEY SOUTH ROAD	0	3160	Keane St	Leeming Rd	3160	3.85	7	\$ 518,919.09	2	Council Advised this is preferred section
30	EAST STREET	0	700	Peel Tce	Northey St	700	9.9	9.9	\$ 69,300.00	2	
37	MUDALLA WAY	0	100	Hutt St	Perina Way	100	6.4	6.4	\$ 16,000.00	2	
39	ZAMIA TERRACE	0	480	Boronia Ave	Crowea Tce	480	9.5	9.5	\$ 295,049.40	2	ASPHALT TREATMENT. Potential cost saving of \$70,000 by not reinstating the
41	BURN STREET SOUTH	0	560			560	7.9	7.9	\$ 35,392.00	2	
50	DE CASTILLA ROAD	0	1000	GEH	Hill Rd	1000	3.86	7	\$ 239,730	2	Widen
170	JENNAPULLIN ROAD	320	580	GEH underpass	Clyedsdale Rd	250	4.7	7	\$ 62,812.53	2	Strong community interest
176	SOUTHERN BROOK ROAD	9000	11000			2000	5.8	7	\$ 283,918.65	2	Outstanding Widening (RRG)
359	LINLEY VALLEY ROAD	0	810	GEH	Shire Bdy	810	7	7	\$ 545,360.00	2	Severley Stripping
405	JENNAPULLIN ROAD	9240	11200	100m N of S Brook	no close road	1960	3.8	7	\$ 297,621.73	2	Outstanding Widening
437	FOREMAN STREET	0	130	Old York Rd	Cul-De-Sac	130	8	8	\$ 103,914.60	2	
	Gravel Re-Sheet								\$ 400,000.00	2	Locations TBC
									<b>\$ 3,267,251.46</b>		

Attachment 2

Proposed Draft Road Program 2018/ 19

Road Name	Start	End	LOCATION	From	To	Length	Treatment Cost	COMMENTS
CHARLES STREET	510	1070	Northam	Duke St	Throssell St	560	\$ 132,622	Endrosed-Jan-2017
EAST STREET	0	900	Northam	Peel Tce	Northey St	900	\$ 132,497	Endrosed-Jan-2017
MUDALLA WAY	0	100	Northam	Hutt St	Perina Way	100	\$ 31,963	Endrosed-Jan-2017
SELBY STREET	370	520	Northam	Gordon St	Atkinson St	150	\$ 67,820	Pavement Failure
FITZGERALD STREET	520	620	Northam	Avon Mall	Avon Mall	100	\$ 128,500	Northam Town Centre Development and Connectivity Strategy
BALGA TERRACE	70	180	Wundowie	Kingia Rd	Wattle Cres	110	\$ 80,070	Tree root to be removed requiring reconstruction
COATES ROAD	1700	4250	Wundowie	Sims Rd	Hawke Avenue	2290	\$ 115,100	Severe Stripping and Cracking
WELLINGTON STREET	2350	2430	Northam	Parker Street	Dick Street	100	\$ 66,253	Pavement Failure
IRISHTOWN ROAD	0	1000	Katrine			1000	\$ 187,246	Deferred from from-17/18
SPENCERS BROOK ROAD	5800	7360	Spencers Brook			1560	\$ 286,552	RRG funds-Secured \$193775
GLASS AVENUE	0	90	Northam	Fitzgerald St W	Wellington St	90	\$ 84,930	Extensive pavement Failure
GORDON STREET	320	410	Northam	Duke St	Chidlow St	90	\$ 27,662	Pavement Failure
MERVYN STREET	0	360	Northam	Gregory St	Henry St	360	\$ 34,999	Extensive stripping
CODY STREET	0	230	Northam	Gerald Tce	Gordon St	230	\$ 24,120	Extensive stripping
NEW STREET	0	100	Bakers Hill	GEH	Newmn St	100	\$ 118,000	Apart of GEH-BS funding
KEANE STREET	0	100	Bakers Hill	GEH	Newman ST	100	\$ 118,000	Apart of GEH-BS funding
WELLINGTON STREET	1400	1470	Northam	Charles St	Avon Auto Services	280	\$ 81,551	Pavement Failure
FOREMAN STREET	0	150	Northam	Old York Rd	Cul-De-Sac	150	\$ 22,371	Endrosed-Jan-2017
SPENCERS BROOK ROAD	12800	14600	Spencers Brook			1800	\$ 356,846	RRG funds-Secured \$323720
BYFIELD STREET	350	550	Northam	East St	Edmondson St	200	\$ 111,244	Isolated pavement failure and stripping
COOK STREET	0	220	Northam	Gerald St	Burgoyne St	220	\$ 27,467	Extensive stripping
GRAVEL RE-SHEETS			Various				\$ 100,000	Works to be delivered through Maintenance program
GREGORY STREET	0	600	Northam	Edmondson St	Atkinson St	600	\$ 72,255	Pavement Failure
							\$ 2,408,068	-

Attachment 3

**CHARLES STREET (SLK 0.510-1.070) - NORTHAM**



**Road Hierarchy:** ACCESS ROAD  
**RAV Route (Y/N):** NO  
**Bus Route (Y/N):** YES  
**Shire Focus (RRG):**  
**Trigger source:** RAMM & VISUAL INSPECTION  
**Proposed Works:** Reconstruction and Re-Seal overlay  
**Associated Works:** Upgrading of kerb requires adjacent footpath to be removed / reinstated. Raise grates to new Seal level.

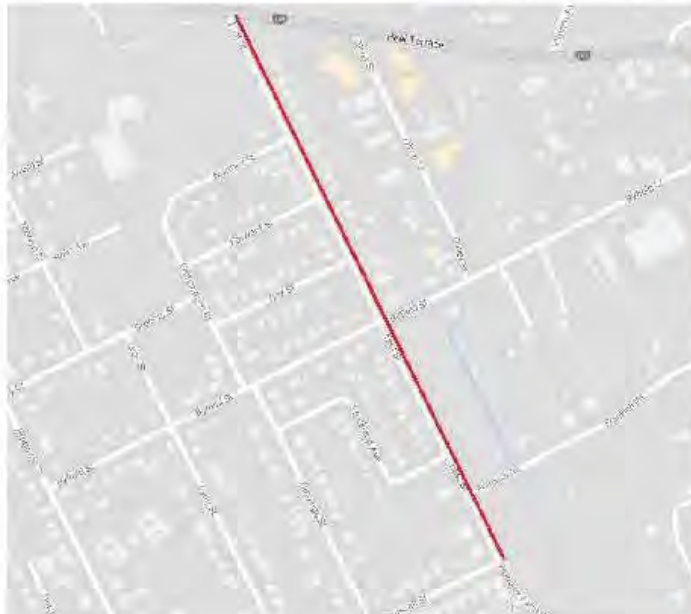
Other Comments:



Existing issues:  
Rutting & Stripping



**EAST STREET (SLK 0.0-0.900) - NORTHAM**



Other Comments:



Road Hierarchy:	ACCESS ROAD
RAV Route (Y/N):	NO
Bus Route (Y/N):	Y
Shire Focus (RRG):	
Trigger source:	RAMM
Proposed Works:	Reconstruction intersection and full width Spray seal Kerb replacement,
Associated Works:	Raised 6 x Grates cover to new Seal level. Kerb replacement and Tree Root Treatment



Existing issues:  
Cracking and Stripping

**MUDALLA WAY (SLK 0.0-0.100) - NORTHAM**



Other Comments:



Road Hierarchy:	ACCESS ROAD
RAV Route (Y/N):	NO
Bus Route (Y/N):	Y
Shire Focus (RRG):	
Trigger source:	RAMM
Proposed Works:	Spray Seal full width,
Associated Works:	Nil



Existing issues:  
Stripping & Cracking

**SELBY STREET (SLK 0.370- 0.520) – NORTHAM**



Other Comments:



Road Hierarchy:	ACCESS ROAD
RAV Route (Y/N):	NO
Bus Route (Y/N):	YES
Shire Focus (RRG):	
Trigger source:	Pavement Failure & VISUAL INSPECTION
Proposed Works:	Reconstruction and Asphalt over Lay
Associated Works:	Stabilisation, Gully and Pit Cover Adjustment



Existing issues:  
Isolated Pavement Failure &  
Rutting

**FITZGERALD STREET (SLK 0.520-0.620) - NORTHAM**



<b>Road Hierarchy:</b>	<b>LOCAL DISTRIBUTOR ROAD</b>
<b>RAV Route (Y/N):</b>	NO
<b>Bus Route (Y/N):</b>	YES
<b>Shire Focus (RRG):</b>	
<b>Trigger source:</b>	Northam Town Centre Development and Connectivity Strategy
<b>Proposed Works:</b>	Realignment of curve and Reconstruction
<b>Associated Works:</b>	Kerb and Footpath replacement, Gully and Pit Cover Adjustment.



**Existing issues:**  
Less usable space on Tenancy Side

**Other Comments:**  
Northam Town Centre Development and Connectivity Strategy

**BALGA TERRACE (SLK 0.070-0.180) – NORTHAM**



Other Comments:



Road Hierarchy:	ACCESS ROAD
RAV Route (Y/N):	NO
Bus Route (Y/N):	NO
Shire Focus (RRG):	
Trigger source:	RAMM
Proposed Works:	Full width Reconstruction and Spray Seal

Associated Works: Replacement of Kerb, Gully and Pit Cover Adjustment and tree root Treatment



Existing issues:  
Tree Root Damage, Bumps on Road

**COATES ROAD (SLK 1.700-4.250) - WUNDOWIE**



Road Hierarchy: **ACCESS ROAD**  
RAV Route (Y/N): **NO**  
Bus Route (Y/N): **YES**  
Shire Focus (RRG):  
Trigger source: **RAMM & VISUAL INSPECTION**  
Proposed Works: **Spray Seal overlay full width**

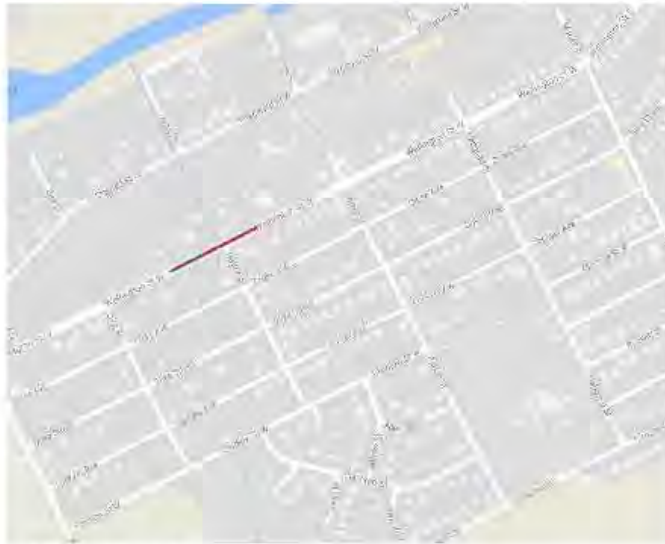
Associated Works:

Other Comments:



Existing issues:  
Very Heavy Stripping and  
cracking

**WELLINGTON STREET (SLK 2.350-2.430) – NORTHAM**



Other Comments:

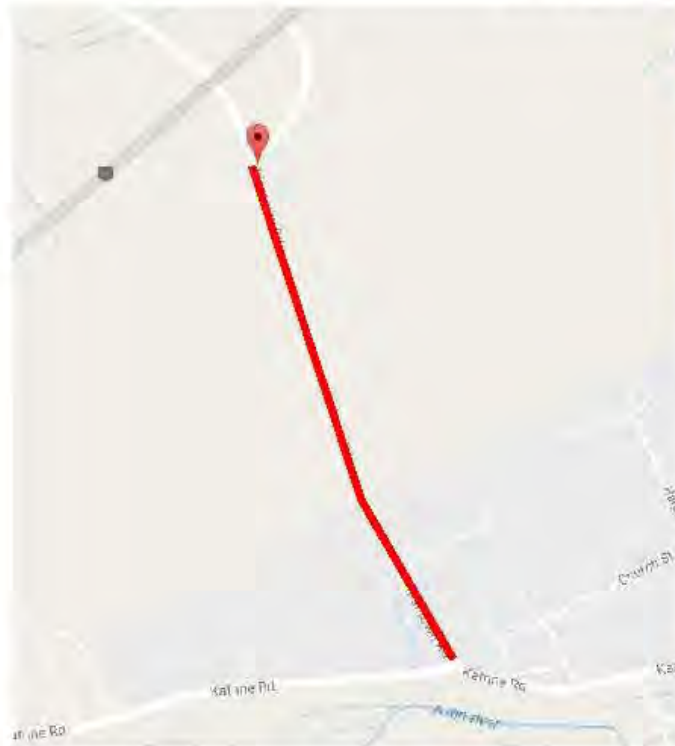


Road Hierarchy:	<b>LOCAL DISTRIBUTOR ROAD</b>
RAV Route (Y/N):	<b>NO</b>
Bus Route (Y/N):	<b>YES</b>
Shire Focus (RRG):	
Trigger source:	<b>VISUAL INSPECTION</b>
Proposed Works:	<b>Half width Reconstruction and Asphalt over Lay</b>
Associated Works:	<b>Stabilisation</b>



Existing issues:  
Isolated Pavement Failure

**IRISH TOWN ROAD (SLK 0.0-1.0) – IRISH TOWN**



Other comments:



Road Hierarchy: REGIONAL DISTRIBUTOR  
RAV Route (Y/N): YES  
Bus Route (Y/N): YES  
Shire Focus (RRG):  
Trigger source: RAMM

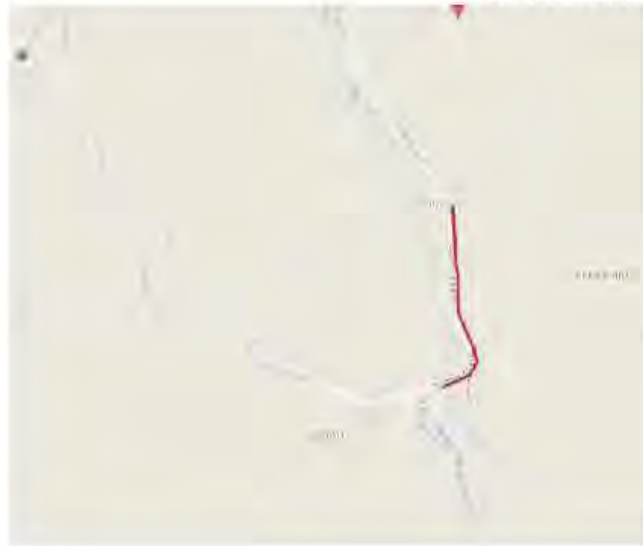
Proposed Works: Widening to 8m and Spray seal  
Associated Works: Culvert extension & Tree removal



Existing issues:  
Surface Age, pavement failure, potholes, cracking



**SPENCER BROOK ROAD (SLK 5.80 – 7.360) - NORTHAM**



Road Hierarchy:	<b>REGIONAL DISTRIBUTOR ROAD</b>
RAV Route (Y/N):	YES
Bus Route (Y/N):	YES
Shire Focus (RRG):	<b>RRG</b>
Trigger source:	<b>RAMM</b>
Proposed Works:	Widening to 8.5 and Spray seal full width and reconstruction
Associated Works:	Extension of 2 X Culverts, V drain, Embankment Construction

Other Comments:



Existing issues:  
Rutting and Pot Holes

**GLASS AVENUE (SLK 0.0 – 0.090) - NORTHAM**



Other Comments:



Road Hierarchy: REGIONAL DISTRIBUTOR ROAD  
RAV Route (Y/N): NO  
Bus Route (Y/N): YES  
Shire Focus (RRG):  
Trigger source: RAMM  
Proposed Works: Full reconstruction and Asphalt Overlay

Associated Works:



Existing Issues:  
Rutting and Heavy Cracking

**GORDON STREET (SLK 0.320- 0.410) – NORTHAM**



**Road Hierarchy:** ACCESS ROAD  
**RAV Route (Y/N):** NO  
**Bus Route (Y/N):** YES  
**Shire Focus (RRG):**  
**Trigger source:** VISUAL INSPECTION  
**Proposed Works:** Reconstruction and Asphalt over Lay  
**Associated Works:** Stabilisation, Gully and Pit Cover Adjustment

Other Comments:



Existing issues:  
Isolated Pavement Failure &  
Rutting

**MERVYN STREET (SLK 0.0 – 0.360) – NORTHAM**



Other Comments:

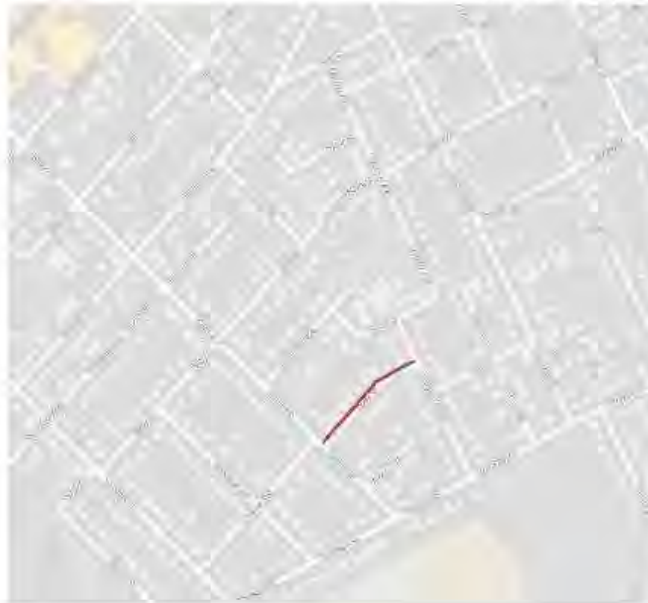


Road Hierarchy: ACCESS ROAD  
RAV Route (Y/N): NO  
Bus Route (Y/N): NO  
Shire Focus (RRG):  
Trigger source: RAMM  
Proposed Works: Full width Spray Seal overlay  
Associated Works:



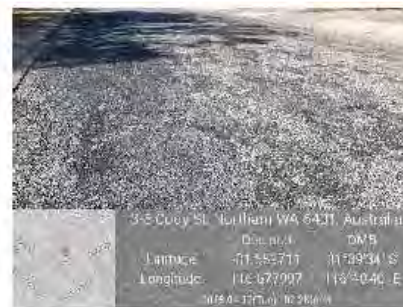
Existing issues:  
Stripping and Surface Age

**CODY STREET (SLK 0.0-0.230) – NORTHAM**



Road Hierarchy: LOCAL DISTRIBUTOR ROAD  
RAV Route (Y/N): NO  
Bus Route (Y/N): NO  
Shire Focus (RRG):  
Trigger source: RAMM  
Proposed Works: Full width Spray Seal overlay  
Associated Works:

Other Comments:



Existing issues:  
Very Heavy Stripping and Surface Age

3-5 Cody St, Northam WA 6411, Australia  
Doc no: 018  
Latitude: -31.585711, 115.789314 S  
Longitude: 115.677997, 115.79040 E  
3018 01 1270.0 10 200/04

**KEANE STREET (SLK 0.00 - 0.10) –BAKERS HILL**



Road Hierarchy:	ACCESS ROAD
RAV Route (Y/N):	NO
Bus Route (Y/N):	NO
Shire Focus (RRG):	
Trigger source:	Bakers and GEH Upgrade work
Proposed Works:	Reconstruction of full width and Seal
Associated Works:	

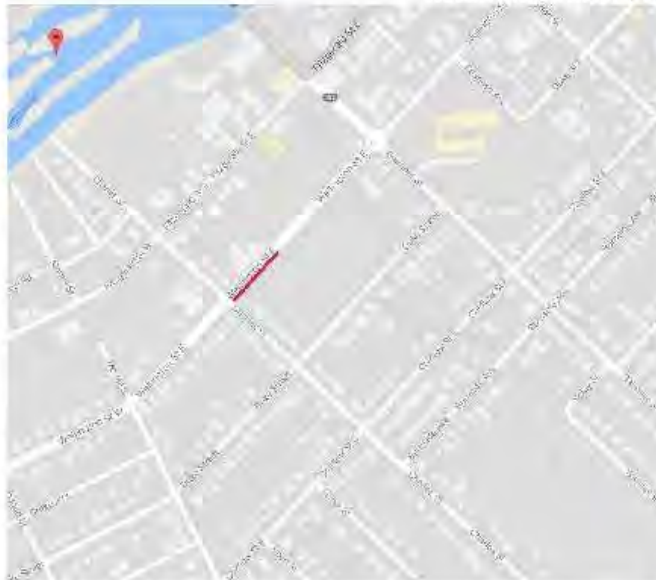
Other Comments:  
Part of Bakers Hill and GEH upgrade work.  
Black Spot Funding project

Existing issues:



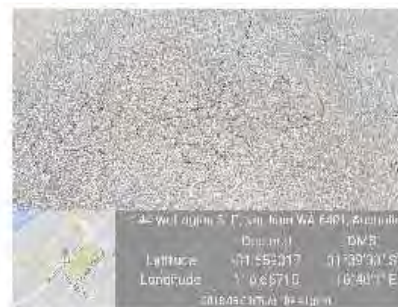


**WELLINGTON STREET (SLK 1.400-1.470) – NORTHAM**



Road Hierarchy:	<b>LOCAL DISTRIBUTOR ROAD</b>
RAV Route (Y/N):	<b>NO</b>
Bus Route (Y/N):	<b>YES</b>
Shire Focus (RRG):	
Trigger source:	<b>VISUAL INSPECTION</b>
Proposed Works:	<b>Full width Reconstruction and Asphalt over Lay</b>
Associated Works:	<b>Stabilisation</b>

Other Comments:



Existing issues:  
**Heavy Pavement Failure & Rutting**



**FOREMAN STREET (SLK 0.0-0.150) – NORTHAM**



Other Comments:

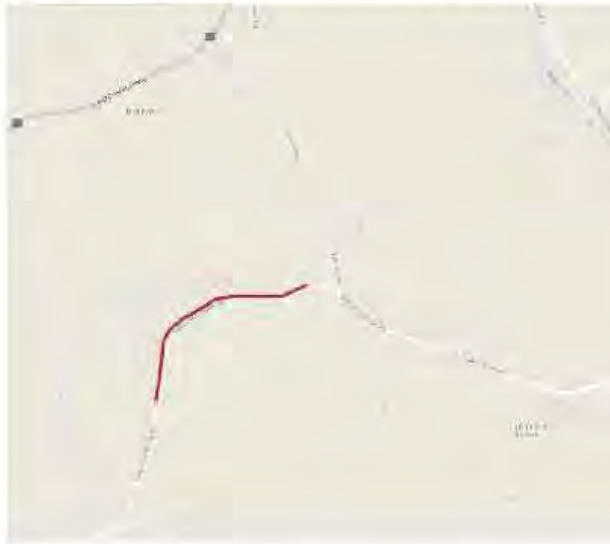


Road Hierarchy: **ACCESS ROAD**  
 RAV Route (Y/N): **NO**  
 Bus Route (Y/N): **NO**  
 Shire Focus (RRG):  
 Trigger source: **RAMM**  
 Proposed Works: **Spray Seal Full width**  
 Associated Works: **Kerb replacement and Gull Cover adjustment**



Existing issues:  
Stripping and Surface Age

**SPENCER BROOK ROAD (SLK 12.80- 14.60) - NORTHAM**



Road Hierarchy: **REGIONAL DISTRIBUTOR ROAD**  
RAV Route (Y/N): **YES**  
Bus Route (Y/N): **YES**  
Shire Focus (RRG): **RRG**  
Trigger source: **RAMM**  
Proposed Works: **Widening to 8.5 and Spray seal full width**

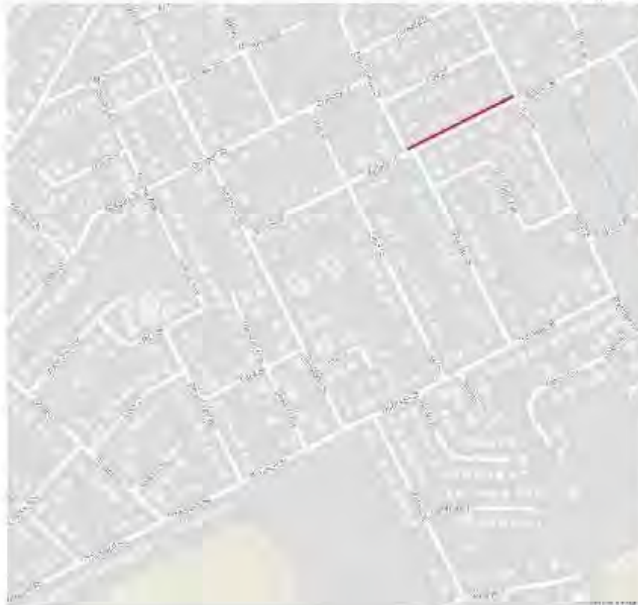
Associated Works: **Tree removal, V drain, Embankment Construction**

Other Comments:



Existing issues:  
Surface age, Rutting and Pot  
Holes

**BYFIELD STREET (SLK 0.350 - 0.550) – NORTHAM**



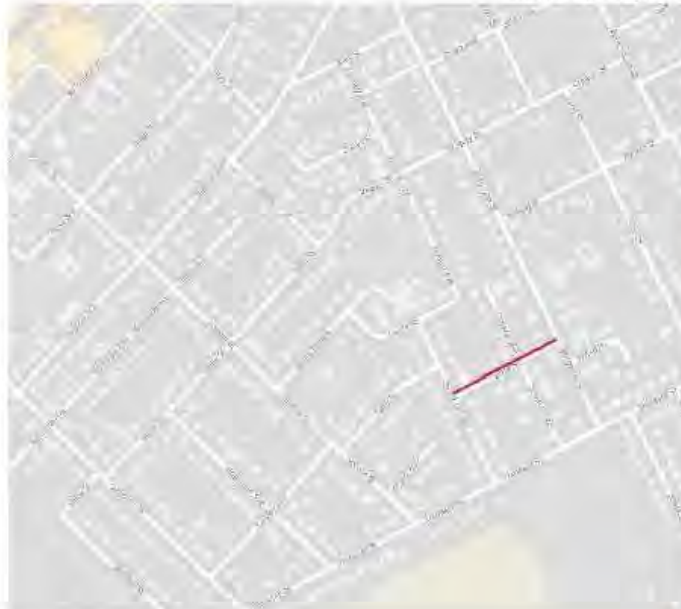
Road Hierarchy:	ACCESS ROAD
RAV Route (Y/N):	NO
Bus Route (Y/N):	YES
Shire Focus (RRG):	
Trigger source:	VISUAL INSPECTION
Proposed Works:	Reconstruction and Asphalt over Lay (Half Width)
Associated Works:	Stabilisation, Gully and Pit Cover Adjustment

Other Comments:



Existing issues:  
Pavement Failure & Rutting, Pot  
Holes

**COOK STREET (SLK 0.0-0.220) – NORTHAM**



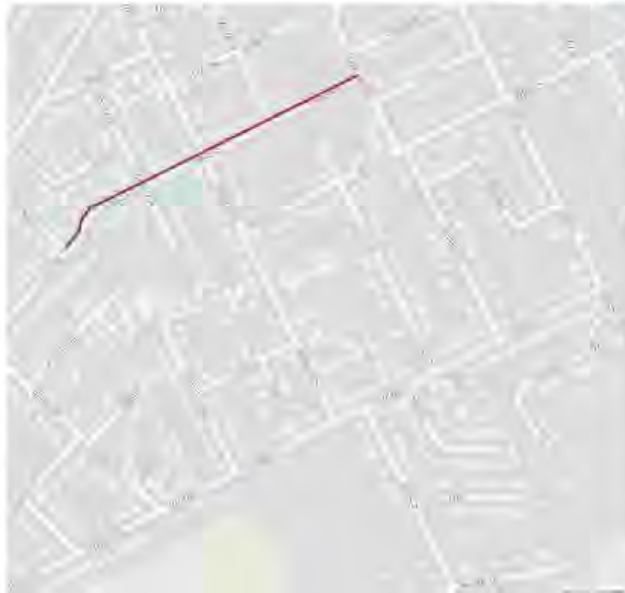
Road Hierarchy: **ACCESS ROAD**  
RAV Route (Y/N): **NO**  
Bus Route (Y/N): **NO**  
Shire Focus (RRG):  
Trigger source: **RAMM**  
Proposed Works: **Spray Seal Full width**  
  
Associated Works: **Kerb and Gully and Pit Cover Adjustment**

Other Comments:



Existing issues:  
Stripping, Cracking and Surface  
Age

**GREGORY STREET (SLK 0.00-0.600) – NORTHAM**



Road Hierarchy: ACCESS ROAD  
 RAV Route (Y/N): NO  
 Bus Route (Y/N): YES  
 Shire Focus (RRG):  
 Trigger source: RAMM  
 Proposed Works: Full width Spray Seal

Associated Works: Gully and Pit Cover Adjustment and tree root Treatment

Other Comments:



Existing issues:  
Stripping & Surface Age

Attachment 4

Consideration List

Priority	Road Name	Start	End	LOCATION	From	To	Treatment Cost	Resources	COMMENTS
10	ROBINSON STREET D:2	0	720	NOR	Newcastle St	Mitchell Ave	\$52,098.39	Contractor	Extensive Stripping
26	DUMBARTON ROAD	1630	2720	NORT OF NOR	No Clos Rd	toward shire bdy	\$236,260.75	Internal labour	Stripping & Surface age
28	GRASS VALLEY SOUTH ROAD	0	1500	EAST OF NOR	Keane St	Leeming Rd	\$269,109.45	Internal labour	Extensive Stripping
39	ZAMIA TERRACE	0	480	WUNDOWIE	Boronia Ave	Crowea Tce	\$101,375.84	Contractor	Narrow & Stripping
41	BURN STREET SOUTH	0	580	NOR	Throssel St	Wellington st	\$179,270.54	Internal labour	Narrow & Stripping
50	DE CASTILLA ROAD	0	1000	WEST OF NOR	GEH	Hill Rd	\$239,729.56	Internal labour	Severe Stripping
109	KURINGAL ROAD	0	550	WUNDOWIE	Banksia Ave	Crowea Tce	\$160,434.92	Contractor	Stripping & Surface age
129	FITZGERALD STREET	1700	2740	NOR	Milligton St	Glass Avenue	\$113,151.90	Contractor	Extensive Cracking and Surface Age
170	JENNAPULLIN ROAD	320	580	EAST OF NOR	GEH underpass	Clyedsdale Rd	\$90,992.32	Internal labour	Outstanding Widening (RRG)
176	SOUTHERN BROOK ROAD	9000	11000	EAST OF NOR	No Close rd	no Close Rd	\$283,918.65	Internal labour	Extensive Stripping
204	COX STREET	0	230	NOR	Edmondson St	East St	\$114,600.18	Contractor	Narrow & Stripping
353	INKPEN ROAD	14380	15090	WEST OF NOR	Grt Sth Hwy	Waottating Rd	\$143,601.49	Internal labour	Stripping & cracking
359	LINLEY VALLEY ROAD	0	810	WUNDOWIE	GEH	Shire Bdy	\$141,750.00	Contractor	Severe Stripping
677	LYON STREET	0	600	NOR	Throssel St	Byfield St	\$146,978.90	Contractor	Stripping & Surface age
request	NEWCASTLE ROAD	270	360		Avon Bridge	Mitchell Ave	\$98,631.36	Contractor	Heavy cracking
request	Chidlow Street	2690	3060	NOR	Clarkson Street	Burn Street	\$387,093.95	Contractor	Mr Gundry phoned to request that the Shire seal Chidlow Street, Lockyer Avenue & Dick Street adjacent to his property and also install a verge as he is concerned that the vehicles are going to run into his fence77 lockyer ave
request	GILLET ROAD	820	1340	NOR	Puttin Rise	Culdesac	\$225,762.09	Contractor	Seal Gravel road
request	Hadril Road	2180	2380	EAST OF NOR	Frenches Road		\$72,690.45	Contractor	Widening / Bituminous from rail to bridge & dual lane at frenches road corner
request	Frenches Road	80	240	IRISHTOWN	Hadril Rd	bridge	\$93,181.65	Contractor	Sealing
request	Tamma Road	2680	4000	WEST OF NOR	200m E Carlin	Chitty Road	\$468,512.00	Contractor	here is part of the road which is a short cut into Northam but is only a 'track'. Can it be sealed?

Ordinary Council Meeting Minutes  
20 June 2018



Priority	Road Name	Start	End	LOCATION	From	To	Treatment Cost	Resources	COMMENTS
request	BRIMBLECOMBE RD	0	175	CLACKLINE	Dyer St	End	\$164,237.71	Contractor	gravel road with significant drainage issues - centre of town
request	DYER ST	0	300	CLACKLINE	Lockyer Rd	End	\$212,123.81	Contractor	unconstructed
request	QUAMKADINE RD	0	5750	GRASS VALLEY	Meenaar South	Richter Rd	\$1,971,163.58	Contractor	gravel road required re-construction/ culvert to link a bus route.
request	DWYER RD	0	4920	GRASS VALLEY	Southern Brook Road	Meenaar N Road	\$1,533,578.40	Contractor	unconstructed swamp land - farmer requires access
request	Stoke Avenue	150	270	NOR	Mervyn Street	Culdesac	\$57,924.84	Contractor	Mr Goulding has phoned and would like to request that the sealing of the unconstructed portion of Stoke Ave (from where it intersects with Mervyn Street) to be added to the works program
request	Wundabiniring Road	3960	4960	NORTH OF NOR	no close road	no close road	\$310,480.00	Contractor	There is an "unofficial" extension to Wundabiniring Rd, Wootating that the local farmers are using to access their properties that is very narrow and in bad condition. Can something be done about the road please.

*Cr C R Antonio declared an "Impartiality" interest in item 12.2.4 - Draft Building Maintenance Budget 2018/19 as there are costs associated with community organisations that he is an active member of. Member of Grass Valley Progress Association and Southern Brook Community organisations.*

*Cr J E G Williams declared an "Impartiality" interest in item 12.2.4 - Draft Building Maintenance Budget 2018/19 as she is a member of community groups that manage/lease some of the listed buildings.*

#### 12.2.4 Draft Building Maintenance Budget 2018/19

Address:	N/A
Owner:	Shire of Northam
File Reference:	2.4.2.3
Reporting Officer:	Shane Moorhead Building Manager
Responsible Officer:	Clinton Kleynhans Executive Manager Engineering Services
Voting Requirement	Simple Majority

#### BRIEF

For Council to consider the building maintenance portion of its draft Budget for 2018/19.

#### ATTACHMENTS

Attachment 1: Draft Building Maintenance Budget 2018/19.

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#### BACKGROUND / DETAILS

Council has traditionally discussed the building maintenance portion of its draft budget ahead of discussion on the remainder of the annual budget, in order to split the budget consideration into manageable portions.

#### 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.

- Deliver infrastructure projects effectively, on budget and schedule, aligned with local community plans and infrastructure projects; and



- Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs.

#### Financial / Resource Implications

Budget implications are shown in detail on the attached spreadsheet. The buildings budget is made up of building maintenance jobs, building improvement (discretionary) jobs which may result from requests or upgrade suggestions; and an allowance for building operational costs (made up of air conditioning maintenance, pest control, carpentry repairs, electrical repairs, plumbing repairs, fire equipment servicing, building maintenance coordination, vandalism response, key cutting, sanitary disposal, security monitoring and response, utilities, rates and charges, ESL, cleaning and toiletry supplies).

Historically these components have accounted to the following approximate amounts:

Description	Proposed 2018/19	LTFP 2018/19	2017/18
Building Asset Renewal	444,421	500,000	154,615
Building Asset Expansion / Upgrade	345,000	0	345,000
Total Expenditure	789,421	500,000	499,615
Transfer to (from) reserve	-270,041	0	-385

#### Legislative Compliance

Formal adoption of the building maintenance budget will be undertaken when Council adopts its annual Municipal Fund Budget in its entirety, in accordance with section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996. This would normally include income by nature, type and program; rate setting; budget notes and schedules.

#### Policy Implications

N/A.

#### Stakeholder Engagement / Consultation

Nil – minor contact with trades/contractors for budgeting purposes.

### Risk Implications

There is significant risk that if Council building and facilities are not maintained then significant cost will be required in future years to bring them up to a sufficient standard.

### OFFICER'S COMMENT

The list in the attached spreadsheet details the major building maintenance and projects for the coming financial year. It should be recognised that a number of other projects are subject to either grant funding or external funding (e.g. Emergency Services Levy). These projects will be listed separately within the Budget documents subject to the funding being available or alternately if grant funding is successful a separate report will be presented to Council for endorsement. Additional discretionary building jobs will be included in the considerations list for Council to consider on draft budget night.

### RECOMMENDATION

That Council endorse the draft building maintenance budget for 2018/19 for inclusion in the draft Shire of Northam 2018/19 Budget as follows:

Building	Account	Job description	Amount
Avon Vintage Vehicle	Job 1026	Drainage works	\$22,850
Avon Vintage Vehicle	Job 1026	Damp course and brick pointing and render	\$8,850
Bernard Park Playgroup	Job 1007	Rear wall, Water proofing brickwork.	\$13,850
Northam Airfield	1242202	Repair/replace leach drains due to tree roots	\$9,200
Northam Airfield	12422002	Water main feed from Withers Street to newly installed hangar feeds	\$50,000
Northam Library	Job 1017	Internal stair replacement	\$50,000
Northam Memorial Hall	Job 1200	Security screens to all remaining windows	\$10,000
Northam Old Post Office	Job 6354	Repoint fretting brickwork on retaining wall	\$7,850
Northam Old Girls School	Job11362332	Foot path to front	\$4,500
Northam Old Fire Station	Job 6035	Timber window repairs and painting	\$5,800
Northam Pound	Job 1004	Floor Painting with non-slip paint	\$4,000

Northam Pound	Job 1004	Replace metal dog beds with aluminium trial x 6	\$2,100
Northam Town & Lesser Hall	Job 1003	Granite foundation stones repairs, waterproofing and repointing	\$12,850
Rec Centre	Job 5250	Cracker dust to rear of external basketball courts	\$3,500
Rec Centre	Job 5250	Non slip floor painting	\$4,500
Rec Centre	Job 5250	Upgrade CCTV to cover more area	\$24,500
Total			\$234,350

#### MOTION / COUNCIL DECISION

Minute No: C.3389

Moved: Cr Mencshelyi

Seconded: Cr Proud

That Council endorse the draft building maintenance budget for 2018/19 for inclusion in the draft Shire of Northam 2018/19 Budget as follows:

Building	Account	Job description	Amount
Avon Vintage Vehicle	Job 1026	Drainage works	\$22,850
Avon Vintage Vehicle	Job 1026	Damp course and brick pointing and render	\$8,850
Bernard Park Playgroup	Job 1007	Rear wall, Water proofing brickwork.	\$13,850
Northam Airfield	1242202	Repair/replace leach drains due to tree roots	\$9,200
Northam Airfield	12422002	Water main feed from Withers Street to newly installed hangar feeds	\$50,000
Northam Memorial Hall	Job 1200	Security screens to all remaining windows	\$10,000
Northam Old Post Office	Job 6354	Repoint fretting brickwork on retaining wall	\$7,850
Northam Old Girls School	Job11362332	Foot path to front	\$4,500
Northam Old Fire Station	Job 6035	Timber window repairs and painting	\$5,800

Northam Pound	Job 1004	Floor Painting with non-slip paint	\$4,000
Northam Pound	Job 1004	Replace metal dog beds with aluminium trial x 6	\$2,100
Northam Town & Lesser Hall	Job 1003	Granite foundation stones repairs, waterproofing and repointing	\$12,850
Rec Centre	Job 5250	Cracker dust to rear of external basketball courts	\$3,500
Rec Centre	Job 5250	Non slip floor painting	\$4,500
Rec Centre	Job 5250	Upgrade CCTV to cover more area	\$24,500
Total			\$184,350

CARRIED 9/0

Clarification was sought in relation to the following matters:

- The internal stair replacement at the Northam Library and this being required due to non-compliance. It was also queried whether there is any evidence demonstrating that this is an issue (e.g. number of incidents). The Executive Manager Engineering Services confirmed that the reason for the works is due to non-compliance with the rise and fall. The Chief Executive Officer advised that Officers have assessed this in consultation with the facility manager and determined the priority based on risk. It was advised that the results from the recent accessibility audit are pending however if matters are raised that are believed to be of a higher priority or would resolve the existing issues the matter would be presented for Council's consideration through the draft budget process. There is currently no evidence on issues/incidents however officers are of the view to address a hazard to avoid an incident occurs. It was noted that Council is not required to be compliant.
- Whether there was a consideration list and if the attachment relates to this. The Chief Executive Officer advised that the column for 'required due to OH&S, compliance or structural concerns' will be listed as a provision within the draft budget. The items listed in the 'discretionary' column form part of this recommendation and are at the discretion of Council.

Debate was held around the motion.

Attachment 1

Building Maintenance Program 2018/19					
Required due to OH&S, compliance or structural concerns					
Building	Account	Job description	Discretionary	Comment	
Admin Building	Job 1002	Switch board naming and power point labelling	\$2,000	Switchboard has inadequate labelling and power points not numbered to board.	
Avon vintage vehicle	Job 1026	Drainage works	\$22,850	Drainage works required to back of building to stop further deterioration of subfloor timber and remove the cause of rising damp issues.	
	0	0 Damp course and brick pointing and render	\$8,850	Internal brick wall mortar is fretting due to rising damp and bad drainage.	
Bakers Hill Pavilion	Job 6155	Replace shade cloth to cricket store	\$800	Needs replacing	
Bernard Park Playgroup	Job 1007	Rear wall, Water proofing brickwork	\$0	\$13,850	Water from sprinklers being the side that faces the river the mortar has deteriorated and will keep doing so. Water proofing product to be utilised to repel water.
Bert Hawke	Job 1118	Pressure wash external building and windows	\$1,500	Due to being near river and external lights on	
		Security screens to doors and ext. toilet windows	\$2,500	Required to stop broken windows	
Clackline Hall	Job 6255	Repaint all external Doors	\$1,500	Haven't been painted 1 years	
		Install door stops to toilets and paint doors	\$500	Timber door stops missing, door could swing through and break	
El Caballo Inn	Job 11362112	Paint doors and frames	\$800	Stop Timber deteriorating	
Grass Valley Hall	Job 1803	Replace black curtains damaged by cleaning	\$1,500	Hall was painted last year and only 4 curtains were black. Curtains fell apart when cleaned. Replace with coloured to match existing	
Grass Valley Hall	Job 1803	Cleaning once a week	\$3,500	Request from GVPA to have toilets open daily.	
Grass Valley Hall	Job 1803	Refix bird boards at front	\$700	Bird boards at front of hall hanging down, some could fall off	
Inkpen Tip Buildings	Job 1500	New pump to water tank	\$300	Old one was stolen	
		New concrete pad and cage to protect new pump	\$600	To protect new pump from being stolen	
Killara Day Centre	Job 5665	Painting inside kitchen	\$650	Cracking paint joint picked up by food audit	
Killara Day Centre	Job 5665	Replace shade sail in court yard	\$600	Has holes and is showing age	
Killara Day Centre	Job 5665	Install CCTV to exterior	\$11,500	Allows night shift workers to see out in the yard, have been having people jump the fences etc.	
Killara Day Centre	Job 5665	Move door bells to outside gates and relocate camera control box	\$2,500	Door bells are inside gates and not used, camera monitoring is not in the right spot.	
Morby Cottage	Job 1014	Replace sections of balustrades	\$800	Timber balustrading broken deteriorating, public building could cause OHS issue.	
Morby Cottage	Job 1014	Paint all external doors and windows	\$2,000	Stop timber deteriorating	
Northam Airfeild	12422002	Repair/replace leach drains	\$9,200	Repair/replace leach drains due to tree roots fully blocking inside of leach drains.	
Northam Airfeild	12422002	Water main feed from Withers Street to newly installed hangar feeds	\$50,000	Report from hydrologist suggested size of upgrade to 90mm to allow for future development. Costs include laying of new pipe, commissioning and water Corp costs.	
Northam Library	Job 1017	Internal stair replacement	\$50,000	Stairs are right on compliance, has been raised as a safety concern for people walking down stairs carrying books etc.	
		Interior painting	\$4,500	Painting certain walls to tidy up after things moved in offices etc.	
		Blockwork Repairs	\$9,690	Structural Repairs to Blockwork cracking as identified in the recent Engineers Report to stop the cracking from getting worse	
Northam Memorial Hall	Job 1200	Security screens to all remaining windows	\$10,000	To eliminate possible break ins or broken windows	
		Whirly bird on rook above store room	\$500	Ventilation for store room	
		Repair ceiling to foyer	\$4,000	Timber batten holding sagging ceiling up.	
Northam Old Post Office	Job 6354	Repoint fretting brickwork on retaining wall	\$7,850	To stop deterioration getting worse from further erosion of mortar.	
Northam Old Girls School	Job 11362332	Foot path to front	\$4,500	No path from steps on foot path to front verandah steps	
		Oiling of timber verandah floor boards	\$1,000	Add to yearly maintenance budget	
Northam Old Infant Health	Job 6348	Maintained by tenant			

Old Quarry Road Tip Buildings	Job 1301	Reinforce entry door	\$450	Install door guards as there have had attempted break ins
		Install CCTV Cameras	\$2,500	Install cameras as there has been a break in and also if staff get aggressive customers
Northam Old Railway Station	Job 1021	Exterior fencing repairs	\$800	Repair of numerous sections of link mesh fence and re-tensioning. This is to improve security.
Northam Old Fire Station	Job 6035	Timber window repairs and painting	\$5,800	Repairs to rotting timber and painting to preserve timber in the future
Northam Pound	Job 1004	Floor Painting with non slip paint	\$4,000	Original paint faded and slippery as regularly hosed out
		Replace metal dog beds with aluminium trial x 6	\$2,100	Heavy to lift and pinch point issues. Some of the existing ones are starting to come away from the wall, trial replacing 6 x beds to start
Northam Town & Lesser Hall	Job 1003	Granite foundation stones repairs,waterproofing and repointing	\$12,850	Deteriorating foundations need repair to stop further erosion
Rec Centre	Job 5250	Replace roller shutter	\$2,500	Damaged screen can not be operated security concern
Rec Centre	Job 5250	Cracker dust to rear of external basket ball courts	\$3,500	To stop gravel from ending up on the outside courts and a place for people to sit or place gear on.
Rec Centre	Job 5251	Non slip floor painting	\$4,500	Previously painted concrete floor slippery, concern about potential slip hazard.
Rec Centre	Job 5252	Replace sacrificial anodes in hot water service	\$820	Sacrificial anodes replaced to extend life of units.
Rec Centre	Job 5253	Install 40mm pressure reduction valve.	\$1,400	Install to plumbing duct to prevent damage to plumbing fixtures, reduce maintenance costs.
Rec Centre	Job 5254	Upgrade CCTV to cover more area	\$24,500	Upgrade CCTV to allow more cameras to be installed and cover more areas also upgrade existing cameras.
Rec Centre	Job 5255	Upgrade emergency exit door hardware	\$6,035	Required as current doors in admin area don't comply.
Rec Centre	Job 5256	Water drinking fountains to Jubilee Pavilion.	\$1,500	
Rec Centre	Job 5257	Repair panel lift door to store room	\$1,600	Bottom panel of door has been damaged, affects opening/closing.
Vis Centre	Job 1019	Painting beams under visitors centre	\$3,800	Steel has never been painted since new. External beams done last year.
Vis Centre	Job 1019	Decking oiling and repairs	\$1,500	Yearly maintenance
Vis Centre	Job 1020	Re-do floor to disable toilets	\$7,036	Water not draining away due to floor being level
Vis Centre	Job 1021	Pressure clean under Centre and walls	\$1,800	Add to yearly budget
Wundowie Hall	Job 1801	Repairs to ceiling in toilets	\$1,800	Water damaged ceiling needs to be repaired and repaint whole ceiling.
Wundowie sports pavillion	Job 5344	Steel gate to under floor	\$900	Stops access to under floor to public
Bernard Park Toilets	Job 5800	Change out toilet roll holder locks x 8	\$350	Locks broken due to vandalism, toilet paper being stolen thrown around.
Bakers Hill Hooper Park Toilets	Job 1802	Replace door closers	\$480	Door closers are rusting and need replacing
Northam Airport Public Toilets	12422122	Replace internal lights	\$800	Lighting not good enough and old lights are unserviceable.
Katrine Toilets	Job 1805	Install new toilet roll holders x 2	\$500	Old ones are rusting and look bad
Katrine Toilets	Job 1805	Paint all doors and frames	\$450	Keeping timbers in good condition
Southern Brook Toilets		Keep cleaning line item in regular budget.	\$9,600	Keep cleaning line item in regular budget
Provisional Allocations throughout the budget for Carpentry, Electrical, Plumbing and General Maintenance			\$115,510	General Provision
<b>Totals</b>			<b>\$210,071</b>	<b>\$234,350</b>
<b>Combined Total</b>			<b>\$444,421</b>	

## 12.3 DEVELOPMENT SERVICES

### 12.3.1 Request to Amend Condition No. 13 and 14 of Development Approval – Proposed Lifestyle Village, Lot 9000 Mt Ommanney Road, Northam

Address:	Lot 9000 Mt Ommanney Road, Northam
Applicant:	H & H Developments
Owner:	Quickfire Enterprises Pty Ltd
File Reference:	A14318/P16146
Reporting Officer:	Chadd Hunt Executive Manager Development Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

Council is requested to consider amending Condition 13 and 14 of the approval granted to H & H Developments at its Ordinary Council Meeting held on 15 February 2017 for the proposed development of a lifestyle village (Item 12.3.3 – Minute No. C.2945).

Council also modified conditions 2 and 15 (relating to the construction of the Clubhouse) of the development approval at its meeting held on 16<sup>th</sup> August 2017 (Item 12.3.2 – Minute C.3109).

Condition 13 relates to the proposed upgrading of the Mitchell Avenue/Mt Ommanney Road intersection.

Condition 14 relates to the proposed upgrading of the Mitchell Avenue/Gratte Street intersection.

#### ATTACHMENTS

- Attachment 1: Staging Plan.  
Attachment 2: Stage 1 Detailed Plan.

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#### BACKGROUND / DETAILS

At the Ordinary Council Meeting held on 15 February 2017 Council resolved under Item 12.3.3 to approve the application for Development Approval for the proposed lifestyle village on Lot 9000 Mt Ommanney Road, Northam subject to conditions.

Condition 13 of the approval reads –

13. *Prior to occupation of Stage 1 of the development, the Mitchell Avenue and lot entry point intersections with Mount Ommanney Road is to be upgraded, widened and turning lanes installed to the specification and satisfaction of the local government.*

Following discussions with the proponents regarding a number of the conditions of approval a request has been received seeking to modify condition 13 relating to the provision of a turning lane on Mt Ommanney Road into the developments site. This request has been made on the basis of the traffic impact assessment and likely traffic volumes.

Following detail design of the Mitchell Avenue/Mt Ommanney Road intersection by the proponents has raised the issue with respect to the length of the turning pocket required. In this regard the length of the turning pocket is determined in part by the speed limit of the road. The proponent has submitted a request for the reduction of the speed limit of that section of Mitchell Avenue and have therefore requested that this component of the condition be deferred for a period of two years to enable the speed limit to be assessed and changed if necessary.

Condition 14 of the approval reads

14. *Prior to the full occupation of Stage 1 of the development, the Mitchell Avenue and lot entry point intersections with Gratte Street is to be upgraded, widened and turning lanes installed to the specification and satisfaction of the local government.*

Again discussions with the application has questioned the requirement for the turning lane into Gratte Street given the predicted low traffic volumes.

## CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 2: Community Wellbeing

Outcome 2.1: People in the Shire of Northam feel that their community is caring and inclusive.

Outcome 2.4: Aged residents are able to remain in or near to their local community in the Shire of Northam at all stages of care.

Financial / Resource Implications

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

Legislative Compliance

The following legislation and subsidiary legislation applies to this proposal:



- *Planning and Development Act 2005;*
- *Shire of Northam Local Planning Scheme No.6; and*
- Schedule 2, Part 8, Clause 62 (form of application) and Schedule 2, Part 9, Clause 77 (amending or cancelling development approval) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

#### Policy Implications

Nil.

#### Stakeholder Engagement / Consultation

External stakeholder engagement and/or consultation was not considered necessary.

#### Risk Implications

There is a risk to Council in approving the deferral of the turning lane into Mt Ommanney Road however given the predicted traffic levels this is deemed minimal.

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

The request for the deletion of the requirement for a dedicated turning lane off Mt Ommanney Road into the development site is supported by staff.

With respect to the intersection of Gratte Street and Mitchell Avenue staff generally support the notion that the turning lane is not required provided that Gratte Street does not become an alternate access point into the development. At the moment the Gratte Street exit point from the development is denoted as being for emergency purposes only and provided that this is the case then the upgraded intersection would not be required.

Staff also support the deferral of the intersection upgrade of the Mt Ommanney and Mitchell Avenue intersection to enable the revision of the speed limit on Mitchell Avenue. Should the speed limit be reduced then the design of the turning lane and intersection will be changed.

RECOMMENDATION / MOTION

Moved: Cr Pollard  
Seconded: Cr Tinetti

That Council, in respect of the development approval granted to H & H Developments on 15 February 2017 for the proposed Lifestyle Village on lot 9000 Mt Ommanney Road, Northam (Application P16146) under Minute C.2945, amends the approval as follows:

1. Revise the wording of Condition 13 to read as follows:

**“13.** *Within two years from commencement of Stage one, the Mitchell Avenue intersection with Mount Ommanney Road is to be upgraded, widened and turning lanes installed to the specification and **satisfaction of the local government.**”*

2. Replace Condition 14 with a new condition to read as follows:

**“14. The Mitchell Avenue intersection with Gratte Street is to be upgraded, widened and turning lanes installed to the specification and satisfaction of the local government prior to the commencement of Stage 3 of the development unless otherwise determined **by Council.**”**

LOST 4/5

Debate was held around the motion.

Reason:

Council believes that the original condition should remain and be adhered to.

Attachment 1



Attachment 2



RICHARD HAMMOND ARCHITECT  
16/342 SOUTH TERRACE, SOUTH FREMANTLE  
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No.	Description	Date

H + H Developments  
Northam  
Mitchell Avenue, Northam

Stage 1 - Preliminary

Project number	16.015	A-004
Date	17.01.12	
Drawn by	RHA	Scale@A3
Checked by	RHA	

15/01/2017 12:11:31 PM

### 12.3.2 Mitchell Avenue Traffic Speed Limit

Address:	Mitchell Avenue, Northam
Owner:	Various
File Reference:	6.1.1.228
Reporting Officer:	Chadd Hunt Executive Manager Development Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting:	Simple Majority

#### BRIEF

Council is requested to consider the review of the existing speed limit on Mitchell Avenue following a request from the developers of the new Lifestyle Village.

#### ATTACHMENTS

Attachment 1: Location Plan.

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#### BACKGROUND / DETAILS

The Mitchell Avenue speed restrictions are shown on the attached plans and show the various speed zone locations as they currently exist.

In recent years the information bay has been installed near Gratte Street and development approval has been issued for the lifestyle village with primary access off Mt Ommanney Road.

#### 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 would be minor costs associated with installing additional infrastructure and advertising should any changes be made to the posted speed limit on Mitchell Avenue.

#### Legislative Compliance

The changing of speed signing on local government roads is the responsibility of Main Roads WA.

## Policy Implications

Nil.

## Stakeholder Engagement / Consultation

At this stage the only engagement has been with the developers of the lifestyle village. Should a review of the speed limits be undertaken by Main Roads WA and changes recommended then a public consultation program will need to be undertaken.

## Risk Implications

Nil.

## OFFICER'S COMMENT

As indicated in the preamble to this report there has been some changes with respect to entry points onto Mitchell Avenue in recent years. With the ongoing development of the Lifestyle Village staff would support a review of the existing speed designations on Mitchell Avenue.

Officers have detailed the recommended speed limits within the recommendation of this report which is based upon the area being considered as built up and part of the Northam town site.

### RECOMMENDATION / MOTION

Moved: Cr Pollard

Seconded: Cr Della

That Council requests Main Roads WA to undertake a reassessment of the speed limit of the entire length Mitchell Avenue to determine the appropriateness of the existing signposted speeds, making recommendations for the following speed limits:

- 50km from Newcastle Street to Fernie Road roundabout;
- 60km from Fernie Road Roundabout to Purkiss Drive; and
- 80km from Purkiss Drive to Great Eastern Highway.

LOST 4/5

Debate was held around the motion.

### Reason:

Council did not feel there is a necessity to reduce the speed limit along this portion of road at this point in time.

Attachment 1  
Existing speed limits on Mitchell Avenue, Northam



12.3.3 Request to adopt as-advertised draft revised Local Planning Policy No. 13 – Ancillary Dwellings without modification

Address:	N/A
Owner:	N/A
File Reference:	3.1.8.13 and 7.2.4.1
Reporting Officer:	Kobus Nieuwoudt Manager Planning Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

BRIEF

Following Council's resolution to adopt for advertising draft revised Local Planning Policy No. 13 'Ancillary Dwellings' at the Ordinary Council Meeting held on 18 April 2018 (refer Minute No. C.3327), and given that no submissions were received during the submissions period, Council is now requested to proceed with the as-advertised draft revised policy without modification.

ATTACHMENTS

Attachment 1: Local Planning Policy No.13 'Ancillary Dwellings' for adoption (as-advertised)

BACKGROUND / DETAILS

At the Ordinary Council Meeting held on 18 April 2018, staff requested Council to adopt for advertising a draft revised version of Council's Local Planning Policy No.13 'Ancillary Accommodation' (title changed to 'Ancillary Dwellings').

The draft revised policy has since been advertised in accordance with Council's decision, and is now returned for Council to consider adopting for final approval the as-advertised revised policy.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership.

Outcome 6.2: Residents and other stakeholders are actively listened to and their input into decision-making processes is valued.

Objective: Decisions made by the Shire of Northam are communicated and the reasoning clearly articulated to residents and stakeholders.



### Financial / Resource Implications

There are no significant financial or budgetary implications for the Shire in relation to the recommendations of this report. If Council resolves to proceed with the policy, staff will cause a notice to be placed in a newspaper circulating in the Scheme area (the *Avon Advocate*). The cost associated with the placement of the notice will be expended against the Planning Department's current Advertising budget.

### Legislative Compliance

The following legislation is applicable to the proposal:

- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015* (Schedule 2 (deemed provisions for local planning schemes), Part 2, clause 4)

### Policy Implications

If Council resolves to adopt the as-advertised revised version of LPP13 for final approval, in accordance with clause 4(3)(b) of the *deemed provisions for local planning schemes*, Council must now resolve one of the following: –

- To proceed with the Policy without modification; or
- To proceed with the Policy with modification; or
- Not to proceed with the Policy.

The Policy will have effect upon publication of a notice in the *Avon Advocate*.

### Stakeholder Engagement / Consultation

Draft Revised LPP13 was advertised for a period of 22 days from 24<sup>th</sup> April 2018 until 16<sup>th</sup> May 2018 in accordance with clause 4(1)(a) of the *deemed provisions for local planning schemes* as follows:

- Publication of a notice in the *Avon Advocate* of 24<sup>th</sup> April and inviting comments until 16<sup>th</sup> May 2018 (22 days);
- Publication of a notice on the Shire's website from 24<sup>th</sup> April 2018 until 16<sup>th</sup> May 2018, and inviting comments for a period of 22 days; and
- Making available for public comment a copy of the draft revised policy at the Shire's Administration Centre, Northam Public Library and Wundowie Library from 24<sup>th</sup> April 2018 until 16<sup>th</sup> May 2018, and inviting comments for a period of 22 days.

No submissions were received during the submission period.

### Risk Implications

There are no risk implications for the Shire of the recommendations of this report.

## OFFICER'S COMMENT

Given that no submissions were received in respect of the draft revised version of LPP13 during the statutory advertising period, it is recommended Council resolve to proceed with the policy without modification.

As outlined under 'Policy Implications' section of this report, if Council resolves to proceed with the policy, it must publish notice of the policy in a local newspaper. The policy will have effect on publication of the said notice.

### RECOMMENDATION / COUNCIL DECISION

Minute No: C.3390

Moved: Cr Williams  
Seconded: Cr Mencshelyi

That Council:

1. Pursuant to Clause 4(3)(b) of the *deemed provisions for local planning schemes*, **resolves to proceed with Local Planning Policy No.13 'Ancillary Dwellings' without modification; and**
2. Pursuant to Clause 4(4) of the *deemed provisions for local planning schemes*, **publishes a notice of Local Planning Policy No.13 'Ancillary Dwellings'.**

CARRIED 9/0

Attachment 1

*Shire of Northam Local Planning Scheme No.6  
Local Planning Policy No.13 – Ancillary Dwellings*

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**LOCAL PLANNING SCHEME NO.6**  
**LOCAL PLANNING POLICY NO.13**  
**– ANCILLARY DWELLINGS –**

**1. PRELIMINARY**

**1.1 Authority to prepare and adopt a Local Planning Policy**

Schedule 2, Part 2, clause 3(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) allows Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Shire's Local Planning Scheme No.6 (the Scheme) area.

This policy will be made effective once Council has completed the process stipulated in clause 4(1) up to and including clause 4(4) of the Regulations.

**1.2 Relationship of this Policy to the Scheme**

If a provision of this Policy is inconsistent with the Scheme, the Scheme prevails.

This Local Planning Policy is not part of the Scheme and does not bind Council in respect of any application for development approval. However, Council shall have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.

**2. APPLICATION OF THE POLICY**

**2.1 Definitions**

"Ancillary dwelling" has the same meaning given to it in the R-Codes, namely *a self-contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house.*

"R-Codes" means State Planning Policy 3.1 Residential Design Codes.

**2.2 Application**

This Policy applies to proposals for ancillary dwellings in the Shire of Northam within the Rural, Rural Residential and Rural Smallholding zones.

Development proposals for ancillary dwellings on lots subject to the R-Codes, are dealt with under the R-Codes.

*Shire of Northam Local Planning Scheme No.6  
Local Planning Policy No.13 – Ancillary Dwellings*

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**3. POLICY OBJECTIVES**

The primary objectives of this Policy are to:

- Establish appropriate criteria for the consideration of applications for the development of ancillary dwellings in areas not subject to the R-Codes.
- Provide flexibility and assistance in providing accommodation to family members within the same lot to meet the needs of local residents.
- Ensure ancillary dwellings do not compromise the amenity of the surrounding properties and the streetscape by remaining at a scale that is ancillary to the main dwelling.

**4. POLICY STATEMENT**

Ancillary dwellings (known also as 'granny flats') is seen as an appropriate way of providing alternative accommodation to traditional housing within the Shire. Council is supportive of such development, provided it is adequately planned and serviced.

This Policy, therefore, provides for the assessment of ancillary dwellings in zones of the Scheme that are not subject to the R-Codes, namely the 'Rural', 'Rural Residential' and 'Rural Smallholding' zones.

**5. POLICY MEASURES**

- 5.1 Not more than one (1) ancillary dwelling shall be approved on any lot;
- 5.2 The maximum floor area of the ancillary dwelling shall not exceed 100m<sup>2</sup>; The 100m<sup>2</sup> is the total living area only and does not include verandahs, patios, pergolas, alfresco areas or carports / garages;
- 5.3 The ancillary dwelling is to be located within 50m to the main dwelling;
- 5.4 The ancillary dwelling should not be located between the street setback and the main residence unless otherwise approved by the local government;
- 5.5 Materials and colours used on external walls and roof shall complement the main dwelling;
- 5.6 One uncovered or covered hardstand car parking bay shall be provided;
- 5.7 The ancillary dwelling must be appropriately located within the approved building envelope for the property (where one exists);
- 5.8 The ancillary dwelling shall share the same driveway as the main dwelling unless otherwise required under State Planning Policy 3.7 – Planning in Bushfire Prone Areas;
- 5.9 The sole occupant or occupants of the ancillary dwelling are to be members of the family of the occupiers of the main dwelling.

When approving an ancillary dwelling, the local government may impose conditions including but not limited to the following:

*"The ancillary dwelling shall not be used other than as accommodation for dependant member(s) of the family of the occupier(s) of the principal dwelling on the same lot."*

When approving ancillary accommodation dwellings, the local government will provide advice notes, including but not limited to the following:

*Shire of Northam Local Planning Scheme No.6  
Local Planning Policy No.13 – Ancillary Dwellings*

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*"The landowner is advised that approval and construction of the ancillary dwelling shall not be regarded as a basis for subdivision of the property."*

- 5.10 The use of second-hand and relocated buildings as ancillary dwellings is controlled by Local Planning Policy No.3 'New Transportable, Relocated and Second Hand Dwellings'. All relevant provisions of this Policy are to be read in conjunction with Local Planning Policy No.3.
- 5.11 Ancillary dwellings located in identified bushfire-prone areas shall be constructed to AS3959.
- 5.12 An application for development approval within an identified bushfire-prone area must be accompanied by a bushfire attack level assessment, which informs how development must respond to bushfire risk.

<i>Date Adopted:</i>	<i>18 December 2013</i>
<i>Date Effective:</i>	<i>11 January 2014</i>
<i>Date Reviewed:</i>	<i>15 February 2017</i>
<i>Next Review:</i>	

### 12.3.4 Application for retrospective Development Approval for Ancillary Dwelling at Lot 363 Glenmore Drive, Bakers Hill

Address:	Lot 363 Glenmore Drive, Bakers Hill
Owner:	KJ Large & ML Thacker
Applicant	JJ Thacker
File Reference:	A15122
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 retrospective Development Approval for an ancillary dwelling ('granny flat') at Lot 363 Glenmore Drive, Bakers Hill.

#### ATTACHMENTS

- Attachment 1: Location Plan.
- Attachment 2: Site Plan.
- Attachment 3: Floor Plan and Elevations.
- Attachment 4: Photographs (ancillary dwelling and main residence).

#### BACKGROUND / DETAILS

##### The Property

Lot 363 Glenmore Drive is located approximately 5km southwest of Bakers Hill townsite in the Glenmore Park Rural Residential Estate. A location plan is attached. Refer Attachment 1.

The property is zoned 'Rural Residential' under the Shire's Local Planning Scheme No.6 ('the Scheme') and has a legal area of 2.0443ha. The use class 'Ancillary Dwelling' is a 'D' discretionary use in the Rural Residential zone. A 'D' use in the Scheme means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

##### Existing Development

The property has been developed with a single house, an unauthorised ancillary dwelling (approved by the Shire's Building Services on 10<sup>th</sup> June 2008 as a 'Class 10a' non-habitable domestic outbuilding), 142m<sup>2</sup> in area, including a 54m<sup>2</sup> (9m X 6m) outbuilding as annotated on the attached location plan and Site Plan that forms the subject of Attachment 2 to the report.

According to the Shire's records, the current landowners purchased the property in December 2013. A planning approval was issued for the main dwelling on the property in July 2014 – the planning approval was required due to the fact that the new dwelling was proposed to be located in front of the existing outbuilding (now referred to as the ancillary dwelling the subject of this application).

The Shire's records further indicate that the Shire had issued a Building Permit for the main residence in July 2014. The Building Permit for the 54m<sup>2</sup> outbuilding was issued on 19<sup>th</sup> June 2014.

The unauthorised ancillary dwelling exists as a 2 bedroom, one bathroom unit, 142m<sup>2</sup> in area. A verandah has been fitted to the front façade of the building, including a 5m X 5m limestone and concrete apron area with shade sail and steel posts. Refer Attachment 3 – Floor Plan and Elevations. Photographs of the ancillary dwelling are attached – refer Attachment 4 – Photographs.

The landowners' parents occupy the building.

## CONSIDERATIONS

Strategic Community Plan

Theme Area 1: Economic Growth

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

Objective: Ensure the Shire of Northam is a welcoming and easy place for quality investment to occur.

Financial / Resource Implications

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

Legislative Compliance

The following legislation is applicable to the proposal:

- *Planning and Development Act 2005*; and
- *Planning and Development (Local Planning Schemes) Regulations 2015*

Policy Implications

The development and use of ancillary dwellings in the Rural Residential and Rural Smallholding zone areas of the Scheme is controlled by *Local Planning Policy No. 13 'Ancillary Accommodation'*. *Local Planning Policy No. 19 'Residential Design Guidelines for the Rural Residential and Rural Smallholding Zones* and, to a lesser extent, *Local Planning Policy No. 2 'Site Construction, General Development and Subdivision Guidelines'* also applies to this application.

The application was assessed against the relevant provisions of the above-mentioned local planning policies.

#### Stakeholder Engagement / Consultation

The application was not referred for neighbour consultation as no variations to setbacks, building height, retaining walls or other similar minor variation is sought. The application was, however, referred to Council's technical departments for comment. Environmental Health staff have indicated that the applicant is required to submit an application to the Shire to extend the effluent disposal system as the current leach drains are only 2m x 9m and are required to 2m x 13m.

Advice and comments received are reflected in the Officer's recommendation.

#### Risk Implications

There are no risk implications for the Shire in relation to the recommendations of this Report.

### **OFFICER'S COMMENT**

The application has been assessed against Council's draft revised ancillary dwelling policy (read with LPP19 and LPP2) and found to be consistent with all of the relevant policy measures except to the extent that the ancillary dwelling is located between the street setback and the main residence, and the maximum floor area of the ancillary dwelling exceeds 100m<sup>2</sup>.

In respect of the ancillary dwelling's location between the street setback and the main residence, Shire officers, having looked at this issue, are of the view that the location of the ancillary dwelling in this location will, from a general streetscape perspective, be less detrimental than having an outbuilding located between the street setback and the main residence. Moreover, the ancillary dwelling is not located directly in front of the main residence and it is considered the unit will not, and do not, compromise the general amenity of the locality.

With respect to the size (142m<sup>2</sup>) of the unit, Council has varied the size of ancillary dwellings many times in the past. Officers are satisfied that the existing unit is not unusually large, neither in scale nor in absolute terms, for a two (2) bedroom ancillary dwelling on a 2ha. Rural Residential property and can be permitted.

With respect to the unit currently being classed and approved as a 'Class 10a' non-habitable structure, it is the landowners' responsibility to ensure that the structure is capable of complying with the minimum structural requirements of



the Building Code of Australia for a 'Class 1a' residential building, and to ensure that the necessary building approvals are sought and obtained. It should be noted that this process is quite significant and can involve a number of technical matters to be addressed including but not limited to slab and footing requirements, waterproofing, earthquake and wind loading, energy efficiency requirements, ceiling heights and Bal assessments.

Finally, it is considered the materials and colours used on external walls and roof of the ancillary dwelling complements the main dwelling.

It is recommended Council grants the landowners retrospective development approval, subject to conditions.

#### RECOMMENDATION / COUNCIL DECISION

Minute No: C.3391

Moved: Cr Proud

Seconded: Cr Tinetti

That Council grants retrospective development approval to JJ Thacker for an ancillary dwelling at Lot 363 Glenmore Drive, Bakers Hill as outlined in the Application received 17 May 2018 (Application No.P18041), and indicated on the approved plans, subject to the following conditions:

1. Stormwater generated by the ancillary dwelling unit shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
2. The development hereby permitted shall be connected to an approved effluent disposal system.
3. The ancillary dwelling shall not be used other than as accommodation for dependant member(s) of the family of the occupier(s) of the principal dwelling on the same lot.
4. A Bushfire Assessment Report shall be prepared by a suitably qualified person and shall be submitted for approval to the local government within ninety (90) days of this approval.
5. The recommendations of the Bushfire Assessment Report shall be implemented and evidence of the implementation shall be submitted to the local government.

#### Advice Notes:

Note 1: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

- Note 2: With respect to Condition # 2, the applicant is advised to submit an application to extend the existing effluent disposal system as the current leach drains are only 2m x 9m and are required to 2m x 13m.
- Note 3: With respect to Condition # 4, the applicant is advised that the exemption for works under \$20,000, or that would not add to the fire load of the primary dwelling, expired on May 1st 2018, so a full report is required and compliance with the BCA for that BAL level.
- Note 4: The applicant is advised that a Certificate of Building Compliance (Form BA18) is required from a private building surveyor which shall accompany an application for Building Approval Certificate (Form BA13). This will confirm the ancillary dwelling meets all the BCA requirements for a dwelling.
- Note 5: The landowner is advised that approval and construction of the ancillary dwelling shall not be regarded as a basis for subdivision of the property.

CARRIED 7/2

Debate was held around the motion.

Clarification was sought in relation to the following matters:

- If the application is refused, would the building need to be demolished. The Executive Manager Development Services advised that it would not necessarily need to be demolished however would need to be returned to an outbuilding.
- Whether Officers can confirm that it was inherited when purchased (built by previous owners). The Executive Manager Development Services advised that this is the understanding of Officers and the current owners purchased the property with the building already being converted.



The Coordinator Governance / Administration departed the Council Chambers at 7:58pm.

The Executive Manager Corporate Services entered the meeting at 7:59pm.

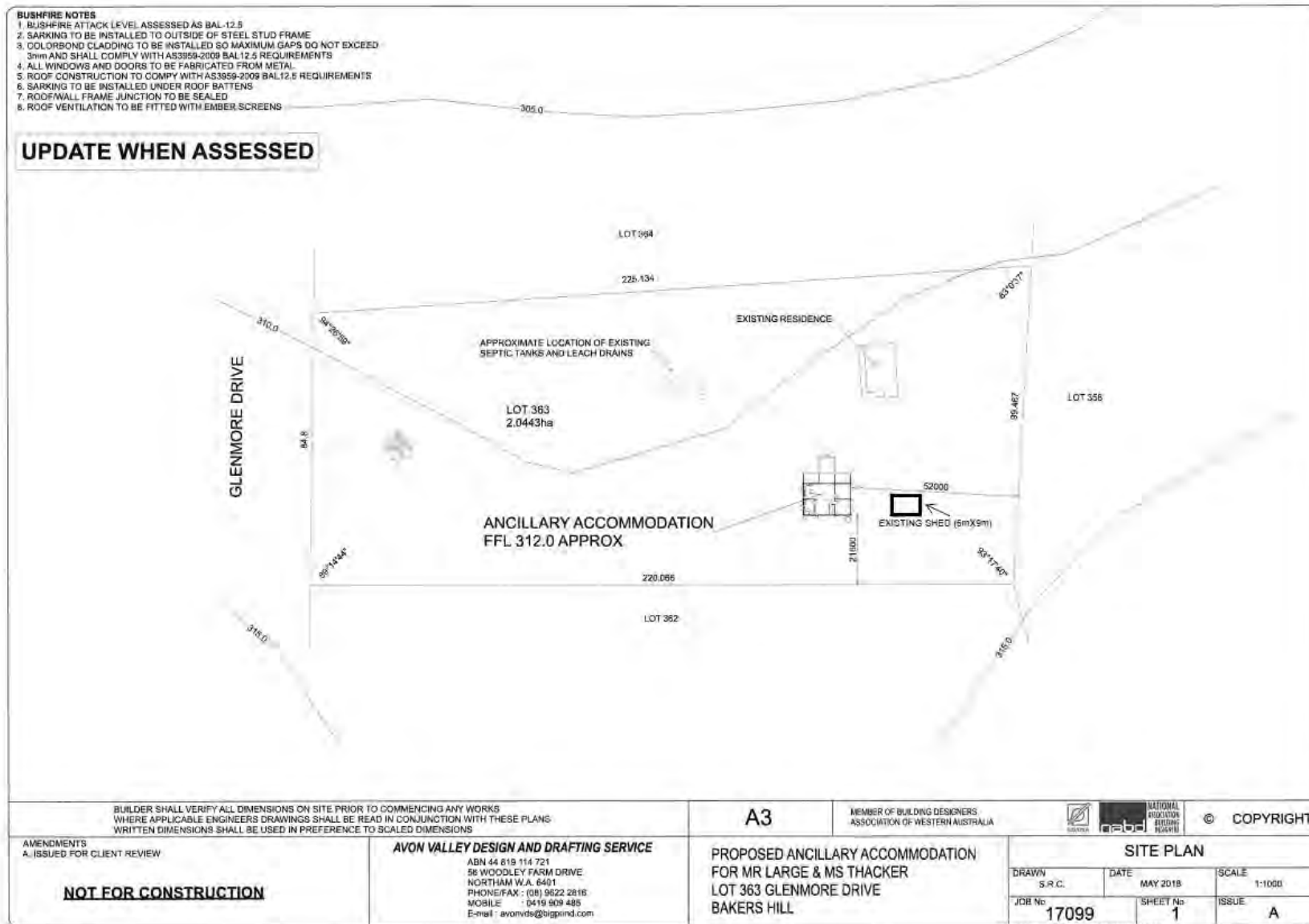
The Coordinator Governance / Administration returned to the Council Chambers at 8:00pm.

Attachment 1

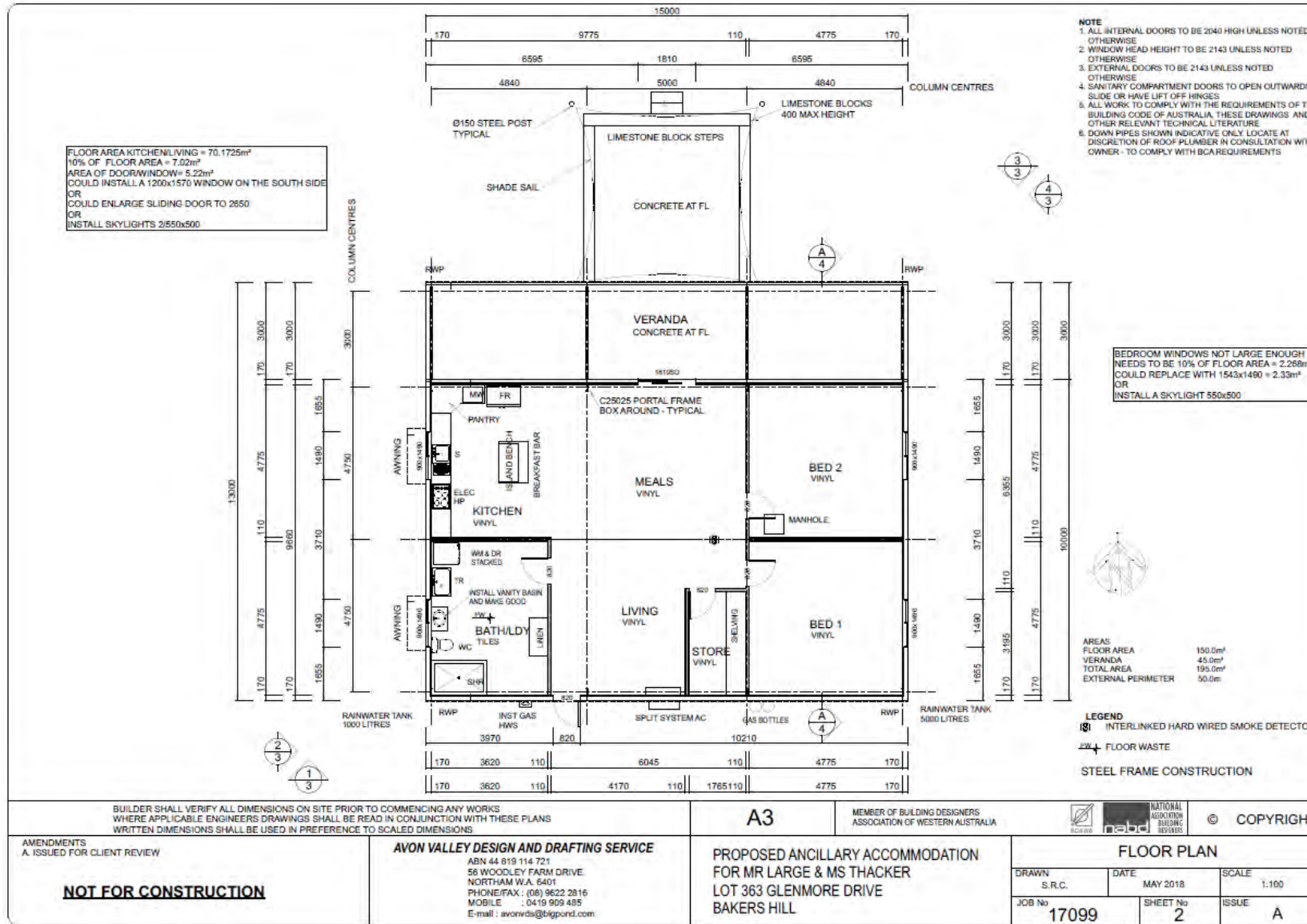


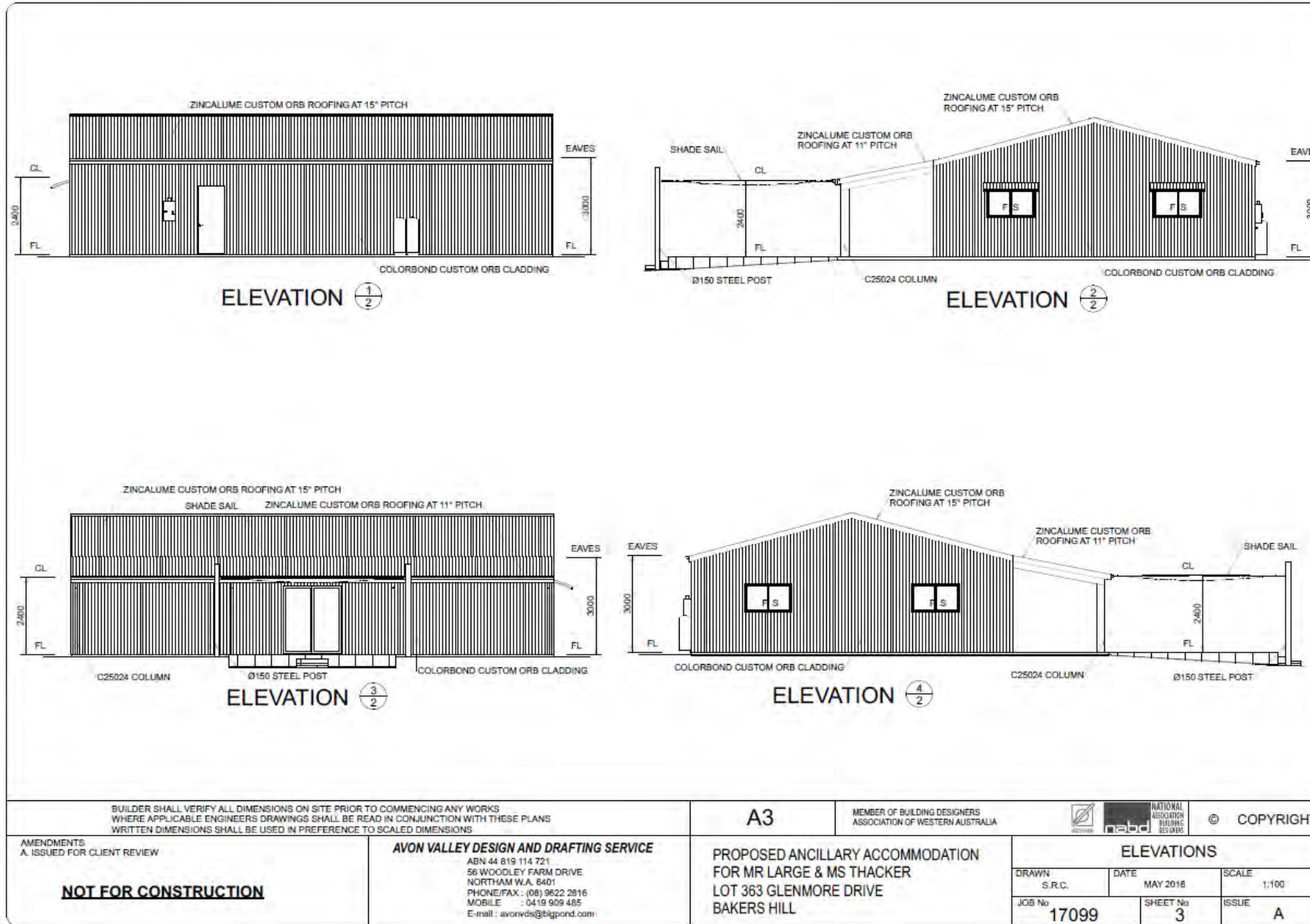
 <p>Shire of Northam Heritage, Commerce and Lifestyle</p>	<p>The Shire of Northam does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that The Shire of Northam shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p>	<p>LOT 363 GLENMORE DRIVE, BAKERS HILL</p> <p><b>LOCATION PLAN</b></p>	<p>5/06/2018</p>	
			<p>NOT TO SCALE</p>	

Attachment 2



Attachment 3





Attachment 4

Lot 363 Glenmore Drive, Bakers Hill - Photographs



Photo of Main Residence – Lot 363 Glenmore Drive, Bakers Hill





### 12.3.5 Review of Building Policies

Address:	N/A
Owner:	Shire of Northam
File Reference:	2.3.1.2
Reporting Officer:	Sam Neale Senior Building Surveyor
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

#### BRIEF

Council has the authority to make and revoke policies in accordance with Part 2 Division 2 of the Local Government Act 1995, and to ensure they remain current and effective

The policies listed below have been reviewed, and recommendations provided.

#### ATTACHMENTS

- Attachment 1: B 7.1 Amalgamation of Lots for Building Sites.
- Attachment 2: B7.4 Signs Policy.
- Attachment 3: B 7.5 Water Tanks.
- Attachment 4: B 7.6 Electric Fences.

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#### BACKGROUND / DETAILS

Development Services has initiated a review of building policies considered to be either problematic or no longer valid.

The proposed amendments are discussed in more detail in the officer's comments

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership

Outcome 6.2: Residents and other stakeholders are actively listened to and their input into decision-making processes is valued.

- Decisions made by the Shire of Northam are communicated and the reasoning clearly articulated to residents and stakeholders

#### Financial / Resource Implications

There are no financial or budgetary implications for the Shire in relation to the recommendations provided.

#### Legislative Compliance

Section 2.7 of the Local Government Act 1995 - Role of Council. Council has the authority to make & revoke policies.

#### Policy Implications

N/A

#### Stakeholder Engagement / Consultation

Staff will arrange for a notice to be published in a newspaper and publish a notice electronically on the Shire's website should any changes be made.

#### Risk Implications

There are no risk implications for the Shire in relation to the recommendations of this report.

### **OFFICER'S COMMENT**

The issues identified as a result of the review are as follows, in the order presented in the attachments

#### B7.1 Amalgamation of Lots For Building Sites

Council adopted the Shire of Northam Policy B7. 1 Amalgamation of Lots for Building Sites, on September 16<sup>th</sup> 2009, with subsequent reviews in October 2013 & April 2017

The existing policy requires the owner to "amalgamate blocks if they intend to build over the boundary" Refer Appendix 1

Fire Separation, a critical element in the amalgamation process, had not been considered previously. There are two scenarios worthy of consideration, whereby the need for amalgamation is negated if the requirements of the National Construction Code are satisfied.

Scenario 1- Same owner for both lots, attached addition proposed, straddling the internal "common" boundary

An attached addition to the property is not considered a fire issue, on the basis the outer walls of the additions meet the fire separation requirements of the National Construction Code, in which case amalgamation of lots is not required.

## Scenario 2 – Same Owner- Proposed Detached Addition on Newly Created Building on Adjacent Lot

As above, the owner would not be required to amalgamate the lots if they can demonstrate the addition would satisfy the fire requirements of the National Construction Code. They would however be required to subdivide the lots should they wish to sell the second lot

### Summary

It is recommended Council resolve to amend Policy No B 7.1 Amalgamation of Lots, by adding the following

#### Part 1

It is proposed exemptions for the requirement to amalgamate be applied to:

- 1 Attached additions under the same ownership that “straddle the internal boundary” and meet the requirements of the National Construction Code
- 2 Detached additions/new buildings on the second lot that meet the requirements of the National Construction Code. Note- Formal subdivision of the two lots would be required should the owner sell

#### Part 2

Note: It is recommended the following wording be added to Item no 2 in the policy relating to Occupancy Permits

Occupancy Permits are only required for Class 2-9 Buildings (Commercial) and a Registered Certificate of Title demonstrating amalgamation has occurred, will only be required if the Fire Separation requirements of the National Construction Code have not been satisfied

#### B 7.4 Signs- Building Permit Requirements

Council adopted the Shire of Northam Policy B7.4 Signs-Building Permit Requirements, at its Ordinary Meeting on 16<sup>th</sup> September 2009, with a subsequent review in October 2013.

An increase in infrastructure and development in the Shire has seen a proliferation of various signs. Furthermore, a misalignment between building and planning policies makes it difficult for applicants to understand what is acceptable. The intent of the amendment is to clarify the Shires expectations, while encouraging signage in a controlled manner.

The Activities on Thoroughfares and Public Places and Trading Local Law 2008 references Portable, Directional & Election Signs, with all other types of signs referenced in Planning Policy No 16 and Schedule 5 of Local Planning Scheme No 6

The is misalignment between the existing building policy and planning scheme whereby building requires a permit for a sign greater than 1 metres in height , length , or area, whereas signs less than 2m<sup>2</sup> are exempt from the requirement for planning approval.

### Summary

It is recommended Council resolve to amend policy no B 7.4 Signs- Building Permit Requirements, by adding the following

All signs requiring planning approval, with the exception of Window Signs, Portable Signs, or Fascia/Wall Signs, less than 2m<sup>2</sup> fixed directly to the face/wall of the building, shall require a building permit.

### B 7.5 Water Tank Installations

Council adopted the Shire of Northam Policy B7.5 Water Tank Installation-Distance from Boundaries, at its Ordinary Meeting on 16<sup>th</sup> September 2009, with a subsequent review on October 16<sup>th</sup> 2013.

The objective of the policy was to allow for water tanks to be installed without approval under certain circumstances. The purpose of the amendment is to specify the criteria by which a water tank may be exempt from the requirement for building approval, and by adding the legislation that references the exemption.

### Summary

It is recommended Council resolve to modify Policy No B7.5-Water Tank Installations, by the replacing the wording under the heading of Policy with items 1 & 2.

- 1 Schedule 4 (Item 8) of the Building Regulations 2012 states that "a building permit is not required for the construction, erection, assembly or placement of a water storage tank with a capacity of 5000 litres or less"

Any water tank exceeding that capacity will require a Building Permit

- 2 Add Building Regulations 2012 to the heading of Related Legislation, alongside Building Act 2011

### B7.6 Electric Fences

Council adopted the Shire of Northam Policy B7.6 Electric Fences, on November 21<sup>st</sup> 2012, with a subsequent review on October 16<sup>th</sup> 2013

In the 2013 review it was considered the policy would complement the Shires Fencing Law, however, on reflection, and in consultation with ratepayers, it appears that has not been the case. Furthermore, all detail contained in the policy is duplicated in the Local Law.

It is recommended Council resolve to revoke Policy No B 7.6- Electric Fences.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3392

Moved: Cr Mencshelyi

Seconded: Cr Proud

That Council:

1. Adopts the revised Building Policy B7.1, B7.4 and B7.5 as presented within Attachments 1 to 3 of this report; and
2. Revokes Building Policy B7.6 Electric Fences as presented within Attachment 4 of this report.

CARRIED 9/0

Clarification was sought in relation to whether any consideration has been given to limiting the number of water tanks (to avoid multiple smaller tanks to avoid approval). The Executive Manager Development Services advised that the Building Code is specific on the size and believes this is adequate to manage the matter.

Attachment 1

## BUILDING

### B7.1 Amalgamation of Lot for Building Sites

<i>Responsible Department</i>	Executive Manager Development Services
<i>Resolution Number</i>	C.2948
<i>Resolution Date</i>	15 February 2017
<i>Next Scheduled Review</i>	2019
<i>Related Shire Documents</i>	
<i>Related Legislation</i>	National Construction Code Series, Building Act 2011

#### OBJECTIVE

To prevent building over boundaries unless amalgamation has occurred or is imminent.

#### SCOPE

Applies to all proposed buildings/structures to be built over a lot boundary.

#### POLICY

1. A Building Permit will only be issued for a proposed building/structure that extends over more than one surveyed allotment (i.e. a building/structure crossing over a boundary) if:
  - a) The Building Surveyor is satisfied that an approved Diagram of Survey has been lodged at the Titles Office and an application for a Certificate of Title for the amalgamated allotments has been registered and accepted; or
  - b) A legal agreement has been entered into and signed by all parties to allow the owners twelve (12) months to amalgamate the allotments & provide a registered Certificate of Title to the Shire & evidence that the amalgamation process has commenced is provided to the Shire.
2. An Occupancy Permit will not be issued until a registered Certificate of Title is provided to the Shire.

Part 1

Exemptions for the requirement to amalgamate shall be applied to

- 1 Attached additions under the same ownership that "straddle the internal boundary" and meet the requirements of the National Construction Code
- 2 Detached additions/new buildings on the second lot that meet the requirements of the National Construction Code. Note- Formal subdivision of the two lots would be required should the owner sell the property./

Part 2

Occupancy Permits are only required for Class 2-9 Buildings (Commercial) A Registered Certificate of Title demonstrating amalgamation has occurred, will only be required if the Fire Separation requirements of the National Construction Code have not been satisfied

Attachment 2

**B 7.4 Signs – Building Permit Requirements**

<i>Responsible Department</i>	Executive Manager, Development Services
<i>Resolution Number</i>	TBC
<i>Resolution Date</i>	20/06/2018
<i>Next Scheduled Review</i>	2020
<i>Related Shire Documents</i>	
<i>Related Legislation</i>	

**OBJECTIVE**

To require that signs meet safety standards and have the necessary approvals.

**SCOPE**

Applies to all building applications relating to signs.

**POLICY**

~~Application must be made to the Council's Building Surveyor for signs that are;~~

- ~~1. greater than 1m in length or height~~
- ~~2. greater than 1 square metre in area.~~
- ~~1. Self supported by a structural frame or supported by~~
- ~~4. another structure~~

All signs requiring planning approval, with the exception of Window Signs, Portable Signs, or Fascia/Wall Signs, less than 2m<sup>2</sup> fixed directly to the face/ wall of the building, shall require a building permit.

~~All Any~~ applications ~~submitted~~ shall ~~must~~ be in the form of a building permit application and show:

1. Position of sign
2. Size of sign
3. Method of construction, attachment and support

Note: In some cases, depending on the size and nature of the sign, Structural Engineers Certification may be required.



Attachment 3

## B7.5 Water Tank Installations

Responsible Department	Executive Manager Development Services
Resolution Number	C.2948
Resolution Date	15 February 2017
Next Scheduled Review	2019
Related Shire Documents	
Related Legislation	<a href="#">Building Act 2011 &amp; Building Regulations 2012</a>

### OBJECTIVE

To allow for the installation of water tanks ~~within boundary setbacks.~~

### SCOPE

Applies to all proposed Water Tank Installations.

### POLICY

~~Water tanks less than 5000 litres may be installed within the prescribed building setback area or prescribed building envelope without Council approval.~~

~~Any water tank with a capacity of greater than 5000 litres requires a building application.~~

~~Schedule 4 (Item 8) of the Building Regulations 2012 states that “a building permit is not required for the construction, erection, assembly or placement of a water storage tank with a capacity of 5000 litres or less”~~

~~Any water tank exceeding that capacity will require a Building Permit~~

Attachment 4

## **B 7.6 Electric Fences Policy**

<b>POLICY</b>	To provide guidance to property owners, the community and Development Services staff for the processing and determination of applications for the installation of electric fencing within the Shire of Northam.
<b>OBJECTIVES</b>	<p>To support the processing of applications for electric fences within defined areas within the Shire of Northam</p> <p>To establish provisions whereby any proposed electric fence would not adversely affect the established level of amenity in any given situation, in terms of purely visual considerations; and</p> <p>To establish guidelines to be used in association with Local Law titled "<i>The Shire of Northam Fencing Local Law 2010, Part 5</i>" –Allowing for the installation of electric fencing within the District of the Shire of Northam subject to Council approval and conditions.</p>
<b>GUIDELINES</b>	N/A
<b>HISTORY</b>	Adopted: 21/11/2012 Last Review: 16/10/2013
<b>REVIEW</b>	Executive Manager, Development Services

[It is recommended Council resolve to revoke Policy No B 7.6- Electric Fences](#)

## 12.4 CORPORATE SERVICES

### 12.4.1 Accounts & Statements of Accounts – May 2018

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> May 2018 to 31<sup>st</sup> May 2018.

#### ATTACHMENTS

Attachment 1: Accounts & Statements of Accounts – May 2018  
Attachment 2: Declaration.

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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.

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

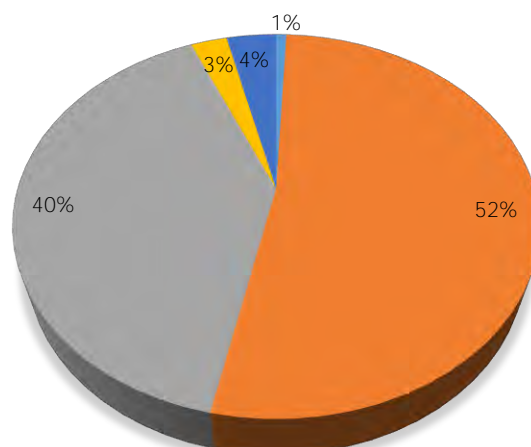
Not applicable.

### 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 May 2018;



- 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 / COUNCIL DECISION

Minute No: C.3393

Moved: Cr Williams

Seconded: Cr Della

That Council endorse the payments for the period 1<sup>st</sup> May 2018 to 31<sup>st</sup> May 2018, as listed, which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

CARRIED 8/1

Clarification was sought in relation to payment EFT29940, EFT29942 and EFT31937 for the fence hire and demolition for 181 Wellington Street, Northam. The Executive Manager Corporate Services advised that this amount has been added to the rates and if not recovered will go through the process for the sale of land. The Executive Manager Development Services advised that a health order was issued which was not complied with. If Council did not undertake this it would remain there and the building contained asbestos. It was further queried whether a caveat can be put over the land. The Chief Executive Officer advised that Council is one of the referral agencies, in the context of determining outstanding charges, at settlement if the land was to be sold.

Attachment 1

Date: 01/06/2018  
Time: 10:20:33AM

Shire of Northam

USER: Kathy Scholz  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
2041	24/05/2018	SHIRE OF NORTHAM	AROC GST PAID (1540.00) & AROC GST RECEIVED 5752.50 PAY TO SON TO PAY TO ATO.	2		4,612.50
INV T957	24/05/2018	SHIRE OF NORTHAM	AROC GST PAID (1540.00) & AROC GST RECEIVED 5752.50 PAY TO SON TO PAY TO ATO.	2	4,212.50	
INV T316S	24/05/2018	SHIRE OF NORTHAM	BOND RECONCILIATION - STANDPIPE KEYS NOT IN USE	2	350.00	
INV T316S	24/05/2018	SHIRE OF NORTHAM	RETURN OF STANDPIPE KEY DEPOSIT MR JOHN DOUGLAS DAW'S MAIL RETURNED 16/1/2003, RECEIPT 69493.	2	50.00	
2042	24/05/2018	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION OF BSL FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF APRIL 2018.	2		161.00
INV T995	24/05/2018	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION OF BSL FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF APRIL 2018.	2	95.00	
INV T994	24/05/2018	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION OF BCITP FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF APRIL 2018.	2	66.00	
EFT29720	01/05/2018	SOUTHERN CROSS AUSTERO PTY LTD	RADIO ADVERTISING FOR WELCOME TO NORTHAM MORNING TEA	1		1,302.40
INV 7060132831/01/2018	01/05/2018	SOUTHERN CROSS AUSTERO PTY LTD	RADIO ADVERTISING FOR WELCOME TO NORTHAM MORNING TEA	1	1,302.40	
EFT29721	04/05/2018	ANNE LETCH	RATES REFUND FOR ASSESSMENT A1933 22 ROSE TERRACE SPENCERS BROOK WA 6401	1		301.20
INV A1933	02/05/2018	ANNE LETCH	RATES REFUND FOR ASSESSMENT A1933 22 ROSE TERRACE SPENCERS BROOK WA 6401		301.20	
EFT29722	04/05/2018	ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR APRIL 2018	1		1,905.73
INV APRIL 2030/04/2018	04/05/2018	ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR APRIL 2018		1,905.73	
EFT29723	04/05/2018	AUSTRALIAN SERVICES UNION	Payroll deductions	1		27.45
INV DEDUCT01/05/2018	04/05/2018	AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT29724	04/05/2018	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 01/05/2018 & INTERIM PAY 27/4/2018	1		65,162.00

Date: 01/06/2018  
Time: 10:20:33AM

Shire of Northam

USER: Kathy Scholz  
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV PAYG 01/01/05/2018		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 01/05/2018 & INTERIM PAY 27/4/2018	1	65,162.00	
EFT29725	04/05/2018	BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR APRIL 2018	1		1,500.00
INV APRIL 2030/04/2018		BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR APRIL 2018		1,500.00	
EFT29726	04/05/2018	CARL PHILLIP DELLA	COUNCILLOR PAYMENTS FOR APRIL 2018	1		1,905.73
INV APRIL 2030/04/2018		CARL PHILLIP DELLA	COUNCILLOR PAYMENTS FOR APRIL 2018		1,905.73	
EFT29727	04/05/2018	CHRIS DAVIDSON	COUNCILLOR PAYMENT APRIL 2018.	1		1,905.73
INV APRIL 2030/04/2018		CHRIS DAVIDSON	COUNCILLOR PAYMENT APRIL 2018.	1	1,905.73	
EFT29728	04/05/2018	CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS APRIL 2018	1		5,253.56
INV APRIL 2030/04/2018		CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS APRIL 2018		5,253.56	
EFT29729	04/05/2018	DOWNER EDI WORKS PTY LTD	MITCHELL AVE ROAD SURFACING WORKS - SUPPLY AND LAY IPWEA AC10 75BLOW C320 ASPHALT @30MM, INCLUDING TACK COAT AS PER QUOTE 600.6383.04	1		89,471.64
INV 6004197	30/04/2018	DOWNER EDI WORKS PTY LTD	MITCHELL AVE ROAD SURFACING WORKS - SUPPLY AND LAY IPWEA AC10 75BLOW C320 ASPHALT @30MM, INCLUDING TACK COAT AS PER QUOTE 600.6383.04	1	89,471.64	
EFT29730	04/05/2018	EASIFLEET	Payroll deductions	1		2,113.48
INV DEDUCT01/05/2018		EASIFLEET	Payroll deductions		1,194.12	
INV DEDUCT01/05/2018		EASIFLEET	Payroll deductions		919.36	
EFT29731	04/05/2018	JOHN PROUD	COUNCILLOR PAYMENTS APRIL 2018	1		1,905.73
INV APRIL 2030/04/2018		JOHN PROUD	COUNCILLOR PAYMENTS APRIL 2018		1,905.73	
EFT29732	04/05/2018	JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS COUNCILLOR PAYMENTS APRIL 2018.	1		2,065.57
INV APRIL 2030/04/2018		JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS COUNCILLOR PAYMENTS APRIL 2018.		2,065.57	
EFT29733	04/05/2018	LAURA ANNALISA TAYLOR	REIMBURSTMENT OF POLICE CLEARANCE APPLICATION	1		50.24
INV 702241	29/04/2018	LAURA ANNALISA TAYLOR	REIMBURSTMENT OF POLICE CLEARANCE APPLICATION	1	50.24	

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EFT29734	04/05/2018	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR APRIL 2018	1		2,843.23
INV APRIL 2030/04/2018		MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR APRIL 2018		2,843.23	
EFT29735	04/05/2018	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS APRIL 2018.	1		1,905.73
INV APRIL 2030/04/2018		ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS APRIL 2018.	1	1,905.73	
EFT29736	04/05/2018	STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS APRIL 2018	1		1,905.73
INV APRIL 2030/04/2018		STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS APRIL 2018		1,905.73	
EFT29737	04/05/2018	SUZANNE LORRAYNE SAMS	AS REQUIRED BY MY JOB POSITION HR APPLICATION A PERMITS COSTS.	1		96.00
INV CK0105201/05/2018		SUZANNE LORRAYNE SAMS	AS REQUIRED BY MY JOB POSITION HR APPLICATION A PERMITS COSTS.	1	96.00	
EFT29738	04/05/2018	TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS APRIL 2018	1		2,012.29
INV APRIL 2030/04/2018		TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS APRIL 2018		2,012.29	
EFT29739	07/05/2018	BOYD KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1		300.00
INV RR0305203/05/2018		BOYD KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1	300.00	
EFT29740	07/05/2018	CHANCE BATEMAN	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1		300.00
INV RR0305203/05/2018		CHANCE BATEMAN	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1	300.00	
EFT29741	07/05/2018	DEBORAH MOODY	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1		300.00
INV RR0305203/05/2018		DEBORAH MOODY	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1	300.00	



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EFT29742	07/05/2018	FRANK DAVIS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1		300.00
INV RR0305203/05/2018		FRANK DAVIS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1	300.00	
EFT29743	07/05/2018	GAVIN WINMAR	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1		300.00
INV RR0305203/05/2018		GAVIN WINMAR	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1	300.00	
EFT29744	07/05/2018	HARLEY CORBETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1		300.00
INV RR0305203/05/2018		HARLEY CORBETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1	300.00	
EFT29745	07/05/2018	JOAN PARFITT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1		300.00
INV RR0305203/05/2018		JOAN PARFITT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1	300.00	
EFT29746	07/05/2018	KATHY DAVIS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1		300.00
INV RR0305203/05/2018		KATHY DAVIS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN YARNING CIRCLE	1	300.00	
EFT29747	07/05/2018	THOMAS NICKELS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1		300.00
INV RR0305203/05/2018		THOMAS NICKELS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPERANCE IN WELCOME SPACE	1	300.00	

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EFT29748	07/05/2018	VERONICA AGNES MCGUIRE	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPEARANCE IN YARNING CIRCLE	1		300.00
INV RR0305203/05/2018	07/05/2018	VERONICA AGNES MCGUIRE	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPEARANCE IN YARNING CIRCLE	1	300.00	
EFT29749	07/05/2018	YVONNE KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPEARANCE IN YARNING CIRCLE	1		300.00
INV RR0305203/05/2018	07/05/2018	YVONNE KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE FEES FOR APPEARANCE IN YARNING CIRCLE	1	300.00	
EFT29750	08/05/2018	MARK ANDREW SCHELFHOUT	Rum Jungle, 3 x 45 min sets for 2018 northam mtosport festival, twilight motorklana	1		1,200.00
INV 7042018	02/04/2018	MARK ANDREW SCHELFHOUT	Rum Jungle, 3 x 45 min sets for 2018 northam mtosport festival, twilight motorklana	1	1,200.00	
EFT29751	10/05/2018	CHRISTOPHER GLENN GOFF	JUBILEE PAVILION. DEMOLISH JUBILEE PAVILION AS PER QUOTED AMOUNT INCLUDING PULLING DOWN OF RETAINING WALL AND SLOPING DIRT.	1		43,450.00
INV 201864	06/04/2018	CHRISTOPHER GLENN GOFF	JUBILEE PAVILION. DEMOLISH JUBILEE PAVILION AS PER QUOTED AMOUNT INCLUDING PULLING DOWN OF RETAINING WALL AND SLOPING DIRT.	1	43,450.00	
EFT29752	10/05/2018	HI CONSTRUCTIONS AUST PTY LTD	NORTHAM TOWN HALL. REPAIRS TO DECORATIVE RENDER AS PER QUOTE 9/02/2017. TO SPECIFICATIONS SUPPLIED BY SON.CLAIM 9	1		13,200.00
INV NTHM-8	20/04/2018	HI CONSTRUCTIONS AUST PTY LTD	NORTHAM TOWN HALL. REPAIRS TO DECORATIVE RENDER AS PER QUOTE 9/02/2017. TO SPECIFICATIONS SUPPLIED BY SON.CLAIM 9	1	5,500.00	
INV NTHM-10	04/05/2018	HI CONSTRUCTIONS AUST PTY LTD	NORTHAM TOWN HALL. REPAIRS TO DECORATIVE RENDER AS PER QUOTE 9/02/2017. TO SPECIFICATIONS SUPPLIED BY SON.CLAIM 9	1	3,300.00	
INV NTHM-9	27/04/2018	HI CONSTRUCTIONS AUST PTY LTD	NORTHAM TOWN HALL. REPAIRS TO DECORATIVE RENDER AS PER QUOTE 9/02/2017. TO SPECIFICATIONS SUPPLIED BY SON. CLAIM 10	1	4,400.00	

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EFT29753	10/05/2018	META MAYA GROUP PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - JOINERY 01 (CABINETS)	1		66,844.80
INV 4200062818/04/2018		META MAYA GROUP PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - JOINERY 01 (CABINETS)	1	32,689.80	
INV 4200063018/04/2018		META MAYA GROUP PTY LTD	JOINERY WORKS FOR THE GRAPHIC RIBBON AT THE BKB CENTRE (CONTRACT 9 OF NAEIC)	1	15,622.20	
INV 4200062918/04/2018		META MAYA GROUP PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - JOINERY 02 (BATTENED SCREENS)	1	18,532.80	
EFT29754	10/05/2018	SOHAN ARIEL HAYES	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - MEDIA SOFTWARE PACKAGE A	1		14,080.00
INV 0000014324/04/2018		SOHAN ARIEL HAYES	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - MEDIA SOFTWARE PACKAGE A	1	14,080.00	
EFT29755	11/05/2018	A COUNTRY PRACTICE	CAT STERILISATION	1		1,450.00
INV M495102 09/04/2018		A COUNTRY PRACTICE	CAT STERILISATION	1	1,450.00	
EFT29756	11/05/2018	ABBOTTS FORGE	REMOVE ROUNDABOUT FOR FLYING 50'S EVENT	1		1,265.00
INV 0000307827/03/2018		ABBOTTS FORGE	REMOVE ROUNDABOUT FOR FLYING 50'S EVENT	1	625.00	
INV 0000298004/02/2018		ABBOTTS FORGE	REPLACE ROUNDABOUT FROM CHRISTMAS PARADE	1	440.00	
INV 0000291217/12/2017		ABBOTTS FORGE	REPAIR BROKEN HINGES ON TRAILER	1	200.00	
EFT29757	11/05/2018	AG IMPLEMENTS NORTHAM PTY LTD	1 X PACKET OF SPRAY NOZZLES.	1		71.48
INV 327428	28/03/2018	AG IMPLEMENTS NORTHAM PTY LTD	1 X PACKET OF SPRAY NOZZLES.	1	71.48	
EFT29758	11/05/2018	AKITSU PTY LTD	BLUE WREN METAL WALL ART	1		198.77
INV 8460	12/04/2018	AKITSU PTY LTD	BLUE WREN METAL WALL ART	1	198.77	
EFT29759	11/05/2018	AMD CHARTERED ACCOUNTANTS	AUDIT FEE GRANT ACQUITTAL FLUFFY DUCKLINGS EXTENSION	1		770.00
INV 800829	20/04/2018	AMD CHARTERED ACCOUNTANTS	AUDIT FEE GRANT ACQUITTAL FLUFFY DUCKLINGS EXTENSION	1	770.00	

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EFT29760	11/05/2018	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	FOR COLLECTION OF OUTSTANDING RATES - APRIL 2018.	1		16,157.55
INV 82610	26/04/2018	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	FOR COLLECTION OF PAYMENTS FOR RATES.	1	2.75	
INV 82584	26/04/2018	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	FOR COLLECTION OF OUTSTANDING RATES - APRIL 2018.	1	16,154.80	
EFT29761	11/05/2018	AUTOPRO NORTHAM	BAG OF RAGS	1		50.36
INV 719219	05/04/2018	AUTOPRO NORTHAM	BAG OF RAGS	1	50.36	
EFT29762	11/05/2018	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY. APPROX 30 HOURS PER WEEK @ \$30.00 PER HOUR APPROX 1592 HOURS PER YEAR.	1		1,568.00
INV 0079	22/04/2018	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY. APPROX 30 HOURS PER WEEK @ \$30.00 PER HOUR APPROX 1592 HOURS PER YEAR.	1	1,568.00	
EFT29763	11/05/2018	AVON PAPER SHRED	240LTR BIN PAPER SHRED KILLARA	1		60.00
INV 862	24/04/2018	AVON PAPER SHRED	240LTR BIN PAPER SHRED KILLARA	1	60.00	
EFT29764	11/05/2018	AVON VALLEY GLASS	VISITORS CENTRE. REPLACE 2 X MISSING WINDOW LOUVRES IN 2 X FRONT OFFICES.	1		159.80
INV 0000883713/04/2018		AVON VALLEY GLASS	VISITORS CENTRE. REPLACE 2 X MISSING WINDOW LOUVRES IN 2 X FRONT OFFICES.	1	159.80	
EFT29765	11/05/2018	AVON VALLEY PLANT & EQUIPMENT PTY LTD	REINSTATE DRAINAGE ON ORCHARD VALLEY ROAD BAKERS HILL & DRAINAGE IMPROVEMENTS WORKS TO O'DRISCOLL STREET.	1		19,800.00
INV IV10249	02/04/2018	AVON VALLEY PLANT & EQUIPMENT PTY LTD	CULVERT REPAIRS AT IRISHTOWN ROAD.	1	2,200.00	
INV IV10252	10/04/2018	AVON VALLEY PLANT & EQUIPMENT PTY LTD	REINSTATE DRAINAGE ON ORCHARD VALLEY ROAD BAKERS HILL & DRAINAGE IMPROVEMENTS WORKS TO O'DRISCOLL STREET.	1	17,600.00	
EFT29766	11/05/2018	AVW ELECTRICAL	BAKERS HILL PAVILION. EXTERNAL HALL LIGHTS ARE STAYING ON DURING DAY, PLEASE REPAIR.	1		121.00
INV A2254	23/04/2018	AVW ELECTRICAL	BAKERS HILL PAVILION. EXTERNAL HALL LIGHTS ARE STAYING ON DURING DAY, PLEASE REPAIR.	1	121.00	

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EFT29767	11/05/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICRO-CHIP - JOHN WALL #5	1		600.00
INV 34800	24/04/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICRO-CHIP - MILEY KELLY	1	150.00	
INV 34799	24/04/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICRO-CHIP - JOHN WALL	1	150.00	
INV 34798	24/04/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICRO-CHIP - SISSIE MCCAR	1	150.00	
INV 34548	10/04/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICRO-CHIP - JOHN WALL #5	1	150.00	
EFT29768	11/05/2018	BBC ENTERTAINMENT	4 x 45 min sets with 3 performers for 2018 NMSF Sunday 8th April from 1100-1500.	1		2,337.50
INV 0192330423/03/2018		BBC ENTERTAINMENT	4 x 45 min sets with 3 performers for 2018 NMSF Sunday 8th April from 1100-1500.	1	2,337.50	
EFT29769	11/05/2018	BEAUREPAIRES	PUNCTURE REPAIR TO COMMUNITY BUS TYRE N.009	1		299.00
INV U524350129/03/2018		BEAUREPAIRES	PUNCTURE REPAIR TO COMMUNITY BUS TYRE N.009	1	217.73	
INV U524350129/03/2018		BEAUREPAIRES	PUNCTURE REPAIR TO BOMAG ROLLER FRONT RIGHT HAND OUTER TYRE.	1	81.27	
EFT29770	11/05/2018	BEE HAPPY APIARIES	10x assorted organic honey	1		86.00
INV INV-088120/04/2018		BEE HAPPY APIARIES	10x assorted organic honey	1	86.00	
EFT29771	11/05/2018	BLACKWELL PLUMBING PTY LTD	FLUFFY DUCKLINGS DAYCARE REPLACE HOT WATER UNIT AS PER QUOTE 28135.	1		2,099.00
INV INV-176523/04/2018		BLACKWELL PLUMBING PTY LTD	INKPEN TIP. WATER FEED TO THE TOILETS IS NOT WORKING, MIGHT BE BLOCKAGE. IF WATER PRESSURE NOT ENOUGH, PLEASE GIVE OPTIONS.	1	262.50	
INV INV-176523/04/2018		BLACKWELL PLUMBING PTY LTD	CISTERN THAT IS NOT FILLING UP PROPERLY.	1	201.96	
INV INV-177130/04/2018		BLACKWELL PLUMBING PTY LTD	FLUFFY DUCKLINGS DAYCARE REPLACE HOT WATER UNIT AS PER QUOTE 28135.	1	1,265.00	
INV INV-176930/04/2018		BLACKWELL PLUMBING PTY LTD	ATTEND, INSPECT AND REPAIR LEAKINT TOILET ATE GRASS VALLEY FIRE SHED	1	120.40	
INV INV-176526/04/2018		BLACKWELL PLUMBING PTY LTD	REPLACEMENT LEFT HAND MIRROR FOR 2007 KOMATSU WA380-6H WHEEL LOADER - PART NUMBER 418-54-H1160.	1	114.84	
INV INV-176827/04/2018		BLACKWELL PLUMBING PTY LTD	INSPECT AND REPORT ON WATER TANK SUPPY ON JILYARDING DRIVE KATRINE	1	134.30	
EFT29772	11/05/2018	BOCHETTA PLUSH TOYS	PLUSH TOYS- APRIL 2018	1		154.39

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INV 4237	12/04/2018	BOCHETTA PLUSH TOYS	PLUSH TOYS- APRIL 2018	1	154.39	
EFT29773	11/05/2018	CDA AIR & SOLAR	REC CENTRE. REPLACE INDOOR PCB IN MEETING ROOM 2 CEILING A/C UNIT.	1		1,438.90
INV N3081	01/05/2018	CDA AIR & SOLAR	REC CENTRE. REPLACE INDOOR PCB IN MEETING ROOM 2 CEILING A/C UNIT.	1	1,438.90	
EFT29774	11/05/2018	CLARK EQUIPMENT	BOBCAT PLANER - HI FLOW, 610MM WITH FAST CUT DRUM - HYDRAULIC DEPTH & TILT ADJUSTMENT, SUPPLIED WITH HOSES & 7PIN PLUG TO SUIT BOBCAT MACHINE (PLUG & PLAY).	1		24,491.94
INV 0817273924/04/2018		CLARK EQUIPMENT	PARTS FOR PN0916 - BOBCAT LOADER.	1	181.94	
INV 0817219612/04/2018		CLARK EQUIPMENT	BOBCAT PLANER - HI FLOW, 610MM WITH FAST CUT DRUM - HYDRAULIC DEPTH & TILT ADJUSTMENT, SUPPLIED WITH HOSES & 7PIN PLUG TO SUIT BOBCAT MACHINE (PLUG & PLAY).	1	20,680.00	
INV 210646	06/04/2018	CLARK EQUIPMENT	HIRE OF PROFILER 5 DAYS.	1	3,630.00	
EFT29775	11/05/2018	COLIN DUNCAN GRANT	WUNDOWIE TOWN HALL. CLEANING FOR MARCH.	1		4,066.25
INV P896	31/03/2018	COLIN DUNCAN GRANT	WUNDOWIE TOWN HALL. CLEANING FOR MARCH.	1	971.00	
INV P896	31/03/2018	COLIN DUNCAN GRANT	WUNDOWI LIBRARY. CLEANING FOR MARCH.	1	867.25	
INV P896	31/03/2018	COLIN DUNCAN GRANT	WUNDOWIE DEPOT. CLEANING FOR JAN, FEB, MARCH	1	330.00	
INV P899	30/04/2018	COLIN DUNCAN GRANT	WUNDOWIE TOWN HALL. CLEANING FOR APRIL 2018.	1	817.00	
INV P899	30/04/2018	COLIN DUNCAN GRANT	WUNDOWIE LIBRARY. CLEANING FOR APRIL 2018	1	817.00	
INV P899	30/04/2018	COLIN DUNCAN GRANT	WUNDOWIE DEPOT. CLEANING FOR APRIL 2018.	1	264.00	
EFT29776	11/05/2018	COMISKEY'S CONTRACTING PTY LTD	WATER DIVERSION BANK WORKS AT 91 JOSE ROAD - HIRE OF DIGGER (16.5T RT EXCAVATOR) @ \$180/HR FOR 9 HOURS.	1		2,982.00
INV 180408	27/04/2018	COMISKEY'S CONTRACTING PTY LTD	REPAIR DRIVEWAY IN BAKERS HILL (BRIAN'S DRIVE WAY).	1	1,200.00	
INV 180406	20/04/2018	COMISKEY'S CONTRACTING PTY LTD	WATER DIVERSION BANK WORKS AT 91 JOSE ROAD - HIRE OF DIGGER (16.5T RT EXCAVATOR) @ \$180/HR FOR 9 HOURS.	1	1,782.00	
EFT29777	11/05/2018	COUNTRY COMFORTSTYLE NORTHAM	ENTERPRISE OFFICE CHAIR C/W ARMS.	1		469.00

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INV 4269	19/12/2017	COUNTRY COMFORTSTYLE NORTHAM	ENTERPRISE OFFICE CHAIR C/W ARMS.	1	469.00	
EFT29778	11/05/2018	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING - ADMIN COPIER	1		4,306.68
INV S5869	23/04/2018	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING - ADMIN COPIER	1	2,106.15	
INV S6848	16/04/2018	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING ON IRA-C2230 DEPOT COPIER.	1	578.59	
INV S6897	02/05/2018	COUNTRY COPIERS NORTHAM	COPIER READING/ SERVICE MAY 2018	1	1,045.52	
INV S6899	02/05/2018	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING ON IR-2525-ENGINEERING/COMMUNITY SERVICES COPIER.	1	576.42	
EFT29780	11/05/2018	COUNTRYWIDE GROUP	REPAIR CHAINSAW AND PROVIDE NEW CHAIN	1		170.69
INV 25223	23/04/2018	COUNTR YWIDE GROUP	REPAIR CHAINSAW AND PROVIDE NEW CHAIN	1	94.55	
INV 25257	02/05/2018	COUNTRYWIDE GROUP	2 X FILES FILE GUIDE 4L BAR OIL	1	76.14	
EFT29781	11/05/2018	COURIER AUSTRALIA	FREIGHT FOR ENGINEERING W/E MARCH 30 2018	1		452.94
INV 0348	30/03/2018	COURIER AUSTRALIA	FREIGHT FOR ENGINEERING W/E MARCH 30 2018	1	266.32	
INV 0349	06/04/2018	COURIER AUSTRALIA	FREIGHT CHARGES FOR DEVELOPMENT SERVICES & HEALTH W/E 06/04/2018.	1	61.45	
INV 0346	16/03/2018	COURIER AUSTRALIA	FREIGHT CHARGES FOR DEPOT, ADMIN, & DEVELOPMENT SERVICES W/E 16/03/2018.	1	125.17	
EFT29782	11/05/2018	CTI SECURITY SERVICES PTY LTD	NORTHAM LIBRARY BUILDING. ALARM MONITORING FROM 01 MAY TO 30 MAY	1		641.33
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	OLD GIRLS SCHOOL. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	NORTHAM VISITOR'S CENTRE. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	BERT HAWK OVAL. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	WUNDOWIE LIBRARY. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	MEMORIAL HALL RSL. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	

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INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	NORTHAM REC CENTRE BUILDING. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	NORTHAM SWIMMING POOL BUILDING. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	NORTHAM LIBRARY BUILDING. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.33	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	OLD RAILWAY STATION BUILDING. ALARM MONITORING FROM 01 MAY TO 30 MAY	1	53.00	
INV CINS304019/04/2018		CTI SECURITY SERVICES PTY LTD	MORBY COTTAGE. ALARM MONITORING FROM 1ST MAY TO 30TH MAY.	1	53.00	
INV CINS303315/12/2017		CTI SECURITY SERVICES PTY LTD	MORBY COTTAGE. ALARM MONITORING FROM 01 JAN 2018 TO 31 JAN 2018	1	53.00	
INV CINS304003/05/2018		CTI SECURITY SERVICES PTY LTD	NORTHAM SES ADMIN. ALARM MONITORING FROM 01 MAY TO 31 MAY	1	29.00	
INV CINS304003/05/2018		CTI SECURITY SERVICES PTY LTD	NORTHAM SES BUILDING ALARM MONITORING FROM 01/05/2018 TO 31/05/2018	1	29.00	
EFT29783	11/05/2018	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	OLD GIRLS SCHOOL. REPLACE BATTERY POWERED SECURITY PIN PAD WITH WIRED TYPE.	1		839.62
INV 109230	27/03/2018	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	OLD GIRLS SCHOOL. ATTEND ALARM SYSTEM AND REPAIR.	1	345.62	
INV 109127	14/03/2018	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	OLD GIRLS SCHOOL. REPLACE BATTERY POWERED SECURITY PIN PAD WITH WIRED TYPE.	1	494.00	
EFT29784	11/05/2018	DAMIAN'S PLUMBING	KURINGAL VILLAGE UNIT 5. REPLACE HOT WATER SYSTEM.	1		3,203.20
INV 3217	25/04/2018	DAMIAN'S PLUMBING	KURINGAL VILLAGE UNIT 5. REPLACE HOT WATER SYSTEM.	1	1,925.00	
INV 3216	25/04/2018	DAMIAN'S PLUMBING	KURINGAL UNIT 8. REPAIR CISTERN NOT FILLING UP AND REPAIR COLD WATER TAP TO BASIN.	1	1,278.20	
EFT29785	11/05/2018	DANIELS HEALTH SERVICES PTY LTD	APEX PARK PUBLIC TOILETS - SERVICING OF SHARPS SAFES JULY 2017	1		86.13
INV 1634745	28/02/2018	DANIELS HEALTH SERVICES PTY LTD	APEX PARK PUBLIC TOILETS - SERVICING OF SHARPS SAFES JULY 2017	1	86.13	
EFT29786	11/05/2018	DE VITA LEGAL	NORTHAM MEN'S SHED LEASE AND DEED OF SURRENDER FOR AVON DESCENT	1		2,640.00
INV 18/9111	18/04/2018	DE VITA LEGAL	NORTHAM MEN'S SHED LEASE AND DEED OF SURRENDER FOR AVON DESCENT	1	2,640.00	



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EFT29787	11/05/2018	DEPARTMENT OF WATER AND ENVIRONMENT REGULATION	QUATERLY LEVY RETURN JAN-MAR 2018 OLD QUARRY AND INKPEN LANDFILL SITES	1		444.90
INV CS01/05/01/05/2018	11/05/2018	DEPARTMENT OF WATER AND ENVIRONMENT REGULATION	QUATERLY LEVY RETURN JAN-MAR 2018 OLD QUARRY AND INKPEN LANDFILL SITES	1	444.90	
EFT29788	11/05/2018	FM SURVEYS	SUPPLY PROVISION OF SURVEYING SERVICES AT MITCHELL AVE NORTHAM: SURVEY KERB. SURVEY BITUMEN LEVELS 3 MEASUREMENTS 1 NEAR KERB, CENTRELINE OF TRAFFIC LANE & ONE NEAR THE BROWN BITUMEN. PROVIDE SURVEY CONTROL. PROVIDE SLK MARKS. PROVIDE DTM MODEL. POVIDE SURVEY CONTROL. PROVIDE DWG & PDF FILE.	1		1,650.00
INV 0002070702/05/2018	11/05/2018	FM SURVEYS	SUPPLY PROVISION OF SURVEYING SERVICES AT MITCHELL AVE NORTHAM: SURVEY KERB. SURVEY BITUMEN LEVELS 3 MEASUREMENTS 1 NEAR KERB, CENTRELINE OF TRAFFIC LANE & ONE NEAR THE BROWN BITUMEN. PROVIDE SURVEY CONTROL. PROVIDE SLK MARKS. PROVIDE DTM MODEL. POVIDE SURVEY CONTROL. PROVIDE DWG & PDF FILE.	1	1,650.00	
EFT29789	11/05/2018	FRONTLINE FIRE & RESCUE EQUIPMENT	EQUIPMENT FOR BUSH FIRE BRIGADES	1		19,895.30
INV 59714	23/02/2018	FRONTLINE FIRE & RESCUE EQUIPMENT	EQUIPMENT FOR BUSH FIRE BRIGADES	1	19,895.30	
EFT29790	11/05/2018	GLENN STUART BEVERIDGE	NORTHAM TIP BUILDING. TEMPORARY REPAIRS AFTER BREAKIN AS DISCUSSED ON SITE.	1		3,591.50
INV 84	08/05/2018	GLENN STUART BEVERIDGE	REPAIRS DONE AT VARIOUS SHIRE PROPERTIES.	1	418.00	
INV 75	04/05/2018	GLENN STUART BEVERIDGE	VISITORS CENTRE. REPAIR HOLE IN BOX GUTTER.	1	121.00	
INV 74	04/05/2018	GLENN STUART BEVERIDGE	KURINGAL UNIT'S UNIT 2. REPAIR CLOTHESLINE, BENT AFTER INTRUDER IN YARD & WUNDOWIE LIBRARY REPLACE PLASTIC SEWER CAP.	1	275.00	

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INV 78	04/05/2018	GLENN STUART BEVERIDGE	RSL MEMORIAL HALL. SIDE FIRE EXIT DOOR TO MAIN HALL STICKING AND HARD TO CLOSE, PLEASE EASE DOOR AND SERVICE ENTRANCE SET FOR SMOOTH OPERATION.	1	143.00	
INV 76	04/05/2018	GLENN STUART BEVERIDGE	NORTHAM TIP BUILDING. TEMPORARY REPAIRS AFTER BREAKIN AS DISCUSSED ON SITE.	1	781.00	
INV 81	04/05/2018	GLENN STUART BEVERIDGE	RIVERS EDGE CAPE. REPAIR BLIND AND EASE DOORS.	1	148.50	
INV 77	04/05/2018	GLENN STUART BEVERIDGE	CARAVAN DUMP POINT. INSTALL BOLLARDS X 3 AROUND PERIMETER OF NEW DUMP POINT.	1	363.00	
INV 73	04/05/2018	GLENN STUART BEVERIDGE	MORBY COTTAGE. OIL FRONT DECK AND STEPS.	1	429.00	
INV 82	06/05/2018	GLENN STUART BEVERIDGE	BERT HAWKE PAVILION. VARIOUS REPAIRS.	1	660.00	
INV 80	04/05/2018	GLENN STUART BEVERIDGE	RSL HALL. REPAIR 2 X BROKEN TABLES.	1	66.00	
INV 72	04/05/2018	GLENN STUART BEVERIDGE	APEX PARK TOILET. REPAIR DAMAGED DOORS AND REPLACE 2 X DOOR LOCKS.	1	187.00	
EFT29791	11/05/2018	GLENWARRA DEVELOPMENT SERVICES	PLANNING CONSULTANT - DA78 - 78 VIVIAN ST GRASS VALLEY	1		825.00
INV 2017/18-304/04/2018		GLENWARRA DEVELOPMENT SERVICES	PLANNING CONSULTANT - DA78 - 78 VIVIAN ST GRASS VALLEY	1	825.00	
EFT29792	11/05/2018	GRAFTON ELECTRICS	JUBILEE PAVILION DEMOLITION, DISCONNECT ELECTRICAL FEEDS FROM JUBILEE PAVILION. SUPPLY AND INSTALL NEW FEED TO OVAL LIGHT AS PER QUOTE 05/02/2018.	1		18,150.32
INV 4815	09/02/2018	GRAFTON ELECTRICS	diagnose and repair RCD fault at Bakers Hill BFB Station	1	328.63	
INV 4848	22/02/2018	GRAFTON ELECTRICS	WIRE ELECTRICAL PUMP AT WASTE WATER TREATMENT PLANT	1	148.50	
INV 4774	05/02/2018	GRAFTON ELECTRICS	REPLACE 2 X PUMPS ON SWAN BASIN AERATORS.	1	2,027.08	
INV 4768	18/01/2018	GRAFTON ELECTRICS	DISCONNECT 3 PHASE POWER TO AIR COMPRESSOR IN REAR SHED OF NORTHAM DEPOT	1	99.00	
INV 4850	23/02/2018	GRAFTON ELECTRICS	MOUNT OMMANNEY. CHECK RCD AND ELECTRICAL FEEDS IN CONJUNCTION WITH BLUE FORCE.	1	99.00	
INV 4744	05/01/2018	GRAFTON ELECTRICS	SOUND SHELL SOUND SYSTEM. OPEN BOX UNDER SHADE STRUCTURE AND CHECK ALL ELECTRICAL AND SOUND FITTINGS AND LINES TO SOUND SHELL.	1	395.25	

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INV 4739	04/01/2018	GRAFTON ELECTRICS	NORTHAM POOL. CHANGE OUT FLURO LIGHTS IN CUSTOMER SERVICE AREA TO ONES WITH SAFE COVERS.	1	519.20	
INV 4842	20/02/2018	GRAFTON ELECTRICS	BERNARD PARK LIGHTING TOWERS. REPAIR/REPLACE BOTH LIGHTING TOWER LIGHTS. LIAISE WITH RANDLE BEAVIS FOR ACCESS WITH CHERRY PICKER.	1	1,152.86	
INV 4841	20/02/2018	GRAFTON ELECTRICS	SHIRE ADMIN BUILDING. TEST AND TAG NEW HOT WATER URN.	1	106.92	
INV 4832	15/02/2018	GRAFTON ELECTRICS	JUBILEE PAVILION DEMOLITION. DISCONNECT ELECTRICAL FEEDS FROM JUBILEE PAVILION. SUPPLY AND INSTALL NEW FEED TO OVAL LIGHT AS PER QUOTE 05/02/2018.	1	7,700.00	
INV 4828	14/02/2018	GRAFTON ELECTRICS	SOUND SHELL. CHECK 3 PHASE CONNECTORS ON SOUND SHELL. TRIGGERS RCD AS SOON AS SET.	1	281.60	
INV 4807	08/02/2018	GRAFTON ELECTRICS	NORTHAM DEPOT. REPAIR/REPLACE LIGHT IN JOHN'S OFFICE. ALSO REFIX LOOSE LIGHT FITTING.	1	197.78	
INV 4784	29/01/2018	GRAFTON ELECTRICS	BAKERS HILL PAVILION. REPAIR/REPLACE LIGHTS TO KITCHEN AND TOILETS.	1	480.54	
INV 4752	12/01/2018	GRAFTON ELECTRICS	OLD ADMIN BUILDING. INSTALL NEW SENSOR TO EXTERIOR OF AUTOMATIC DOOR. CALIBRATE	1	157.80	
INV 4751	12/01/2018	GRAFTON ELECTRICS	MEMORIAL HALL. REPLACE ALL GLOBES AND STARTERS IN KITCHEN LIGHTS.	1	212.52	
INV 4666	30/11/2017	GRAFTON ELECTRICS	CHECK PUMP AND SUPPLY NEW FOR APEX PARK.	1	3,233.73	
INV 4817	09/02/2018	GRAFTON ELECTRICS	REPAIR POOL SPEAKERS	1	165.00	
INV 4787	30/01/2018	GRAFTON ELECTRICS	CHECK TV AT VISITOR CENTRE	1	99.00	
INV 4731	02/01/2018	GRAFTON ELECTRICS	REPAIR POWER FAULT AT VISITOR CENTRE.	1	745.91	
EFT29793	11/05/2018	GREENWAY ENTERPRISES	EDGEMAXX PLASTIC LANDSCAPE EDGING - GREEN 150MM	1		99.50
INV 93373	01/05/2018	GREENWAY ENTERPRISES	EDGEMAXX PLASTIC LANDSCAPE EDGING - GREEN 150MM	1	99.50	
EFT29794	11/05/2018	GROVE WESLEY DESIGN ART	1800X1200 INFORMATION SIGN FOR NEXT TO TOWN POOL.	1		429.00
INV 4986	27/04/2018	GROVE WESLEY DESIGN ART	1800X1200 INFORMATION SIGN FOR NEXT TO TOWN POOL.	1	429.00	

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EFT29795	11/05/2018	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	AHC16684 - FRONT STEER CYLINDER	1		2,916.66
INV IS500113	19/04/2018	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	AHC16684 - FRONT STEER CYLINDER	1	2,916.66	
EFT29796	11/05/2018	HOST AUTO REPAIRS	Swivel hub repair and repair wiring to chargeing port on dash	1		1,469.20
INV 61706	09/04/2018	HOST AUTO REPAIRS	Swivel hub repair and repair wiring to chargeing port on dash	1	1,064.90	
INV 61780	19/04/2018	HOST AUTO REPAIRS	STANDARD SCHEDULED SERVICE FOR SES PC2 REG; 1CIZ913	1	404.30	
EFT29797	11/05/2018	IRIS CONSULTING GROUP PTY LTD	WORKSHOP FOR MARLENE PLEWS - DEVELOPING, IMPLEMENTING & MONITORING YOUR DIGITISATION PROGRAM	1		550.00
INV 0000150523	04/2018	IRIS CONSULTING GROUP PTY LTD	WORKSHOP FOR MARLENE PLEWS - DEVELOPING, IMPLEMENTING & MONITORING YOUR DIGITISATION PROGRAM	1	550.00	
EFT29798	11/05/2018	ISOBEL ROBERTS	Hand towels	1		70.00
INV 15	26/04/2018	ISOBEL ROBERTS	Hand towels	1	70.00	
EFT29799	11/05/2018	IXOM OPERATIONS PTY LTD	920KG DRUM OF CHLORINE TO BE DELIVERED TO NORTHAM WASTE WATER TREATMENT PLANT (CLARK STREET DAM) - MUST BE DELIVERED WITH FRONT HIAB ONLY	1		3,494.10
INV 5959369	20/04/2018	IXOM OPERATIONS PTY LTD	920KG DRUM OF CHLORINE TO BE DELIVERED TO NORTHAM WASTE WATER TREATMENT PLANT (CLARK STREET DAM) - MUST BE DELIVERED WITH FRONT HIAB ONLY	1	2,960.10	
INV 5963077	30/04/2018	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE FOR THE PERIOD 01/04/2018 TO 30/04/2018.	1	534.00	
EFT29800	11/05/2018	JACKSON MCDONALD LAWYERS	FURTHER ADVISE ON DEVELOPMENT APPLICATION - LOT 237 BROCKMANS STREET, BAKERS HILL	1		1,952.50
INV 469778	30/04/2018	JACKSON MCDONALD LAWYERS	FURTHER ADVISE ON DEVELOPMENT APPLICATION - LOT 237 BROCKMANS STREET, BAKERS HILL	1	1,952.50	
EFT29801	11/05/2018	JANE LEDDSOME	Rates refund for assessment A13373 198 FITZGERALD STREET NORTHAM 6401	1		836.30
INV A13373	09/05/2018	JANE LEDDSOME	Rates refund for assessment A13373 198 FITZGERALD STREET NORTHAM 6401		836.30	

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EFT29802	11/05/2018	JERMAINE N DAVIS	BKB CENTRE - FILMING, WELCOME SPACE - DANCER	1		300.00
INV RR09/05/09/05/2018		JERMAINE N DAVIS	BKB CENTRE - FILMING, WELCOME SPACE - DANCER	1	300.00	
EFT29803	11/05/2018	JOHN JAMES BREADSELL	Rates refund for assessment A2120 25 TAMMA ROAD BAKERS HILL WA 6562	1		737.37
INV A2120	09/05/2018	JOHN JAMES BREADSELL	Rates refund for assessment A2120 25 TAMMA ROAD BAKERS HILL WA 6562		737.37	
EFT29804	11/05/2018	JS TECHNOLOGY & DIGITAL PTY LTD	IPHONE SE CASES FOR DEPOT	1		84.00
INV 3062	24/04/2018	JS TECHNOLOGY & DIGITAL PTY LTD	IPHONE SE CASES FOR DEPOT	1	84.00	
EFT29805	11/05/2018	KLEENHEAT GAS	ADMIN BUILDING. YEARLY GAS BOTTLE SERVICE FEE.	1		37.95
INV 4131529	01/04/2018	KLEENHEAT GAS	ADMIN BUILDING. YEARLY GAS BOTTLE SERVICE FEE.	1	37.95	
EFT29806	11/05/2018	KOMATSU AUSTRALIA PTY LTD	REPLACEMENT LEFT HAND MIRROR FOR 2007 KOMATSU WA380-6H WHEEL LOADER - PART NUMBER 418-54-H1160.	1		109.41
INV 0009983726/04/2018		KOMATSU AUSTRALIA PTY LTD	REPLACEMENT LEFT HAND MIRROR FOR 2007 KOMATSU WA380-6H WHEEL LOADER - PART NUMBER 418-54-H1160.	1	109.41	
EFT29807	11/05/2018	LEDA SECURITY PRODUCTS PTY LTD	STANDARD FULL HEIGHT TURNSTILE AND INSTALLATION	1		9,075.00
INV 15474	13/04/2018	LEDA SECURITY PRODUCTS PTY LTD	STANDARD FULL HEIGHT TURNSTILE AND INSTALLATION	1	8,800.00	
INV 15475	13/04/2018	LEDA SECURITY PRODUCTS PTY LTD	ADD ADDITIONAL PIPING AROUND TURNSTILE TO MAKE EASY INSTALLATION OF FENCING	1	275.00	
EFT29808	11/05/2018	MALCOLM FRENCH	4x Eucalypts of WA Books	1		108.00
INV 74	05/04/2018	MALCOLM FRENCH	4x Eucalypts of WA Books	1	108.00	
EFT29809	11/05/2018	MALINOWSKI HOLDINGS PTY LTD	RENT FOR 174 FITZGERALD STREET - 01/05/2018 TO 31/05/2018.	1		916.66
INV 02630	27/04/2018	MALINOWSKI HOLDINGS PTY LTD	RENT FOR 174 FITZGERALD STREET - 01/05/2018 TO 31/05/2018.	1	916.66	

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EFT29810	11/05/2018	MHW INTEGRATION PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FITOUT - MEDIA HARDWARE	1		26,532.00
INV 0000120909/05/2018		MHW INTEGRATION PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FITOUT - MEDIA HARDWARE	1	26,532.00	
EFT29811	11/05/2018	MICHELLE LEA SERMON	Rates refund for assessment A1435 327 BODEGUERO WAY WUNDOWIE WA 6560	1		731.95
INV A1435	09/03/2018	MICHELLE LEA SERMON	Rates refund for assessment A1435 327 BODEGUERO WAY WUNDOWIE WA 6560		731.95	
EFT29812	11/05/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 09/04/2018 TO 15/04/2018	1		20,568.90
INV N1860	10/04/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 02/04/2018 TO 08/04/2018	1	4,029.30	
INV N1887	30/04/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 09/04/2018 TO 15/04/2018	1	4,451.70	
INV N1888	30/04/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 16/04/2018 TO 22/04/2018	1	4,029.30	
INV N1889	30/04/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 23/04/2018 TO 29/04/2018	1	4,029.30	
INV N1859	10/04/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 26/03/2018 TO 01/04/2018	1	4,029.30	
EFT29813	11/05/2018	MOORE STEPHENS (WA) PTY LTD	INTERIM BILLING IN RESPECT OF THE ADUIT FOR THE YEAR ENDED 30TH JUNE 2018 IN ACCORDANCE WITH OUR AGREEMENT (50% OF 2017/2018 FEE OF \$500)	1		12,001.00
INV 306711	27/04/2018	MOORE STEPHENS (WA) PTY LTD	INTERIM BILLING IN RESPECT OF THE ADUIT FOR THE YEAR ENDED 30TH JUNE 2018 IN ACCORDANCE WITH OUR AGREEMENT (50% OF 2017/2018 FEE OF \$500)	1	12,001.00	
EFT29814	11/05/2018	MR NATURALLY CLEAN	RAILWAY MUSEUM. AFTER HOURS ALARM CALLOUTS X 2.	1		660.00
INV INV-073018/04/2018		MR NATURALLY CLEAN	RAILWAY MUSEUM. AFTER HOURS ALARM CALLOUTS X 2.	1	660.00	
EFT29815	11/05/2018	NETSIGHT	MYOSH MONTHLY SUBSCRIPTION - MAY 2018.	1		671.00
INV INV-246401/05/2018		NETSIGHT	MYOSH MONTHLY SUBSCRIPTION - MAY 2018.	1	671.00	

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EFT29816	11/05/2018	NORTHAM & DISTRICTS GLASS SERVICE	RAILWAY MUSEUM. REPLACE BROKEN WINDOWS X 7 FROM VANDALISM.	1		3,066.80
INV 1193	20/04/2018	NORTHAM & DISTRICTS GLASS SERVICE	RAILWAY MUSEUM. REPLACE BROKEN WINDOWS X 7 FROM VANDALISM.	1	3,000.80	
INV 1222	27/04/2018	NORTHAM & DISTRICTS GLASS SERVICE	FIT GLASS TO DOOR FRAME OF CLARKE BOBCAT PN091a - N006.	1	66.00	
EFT29818	11/05/2018	NORTHAM BETTA ELECTRICAL	OPTIPLEX 7050 SFF I7-7700 8GB(2400-DDR4) 256GB(M.2-SSD) DVDRW USB3.0 RJ45 HDMI DISPLAYPORT KEYBOARD AND MOUSE WINDOWS 10 PRO(64BIT) 3YR ONSITE	1		11,783.00
INV 2957204830/04/2018		NORTHAM BETTA ELECTRICAL	MODEM FOR TRANSFER STATION	1	98.00	
INV 19811	13/04/2018	NORTHAM BETTA ELECTRICAL	OPTIPLEX 7050 SFF I7-7700 8GB(2400-DDR4) 256GB(M.2-SSD) DVDRW USB3.0 RJ45 HDMI DISPLAYPORT KEYBOARD AND MOUSE WINDOWS 10 PRO(64BIT) 3YR ONSITE	1	11,685.00	
EFT29819	11/05/2018	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR FRANCES RAK	1		300.00
INV 2097	20/04/2018	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR FRANCES RAK	1	150.00	
INV 2098	20/04/2018	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR J RAK	1	150.00	
EFT29820	11/05/2018	NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS- MARCH	1		31.00
INV 0000126116/04/2018		NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS- MARCH	1	31.00	
EFT29821	11/05/2018	NORTHAM HARDWARE	1 X 13MM BRUSHLESS DRILL DRIVER KIT & 1 X 18V RECIPROCATING SAW FOR NDSES	1		1,868.00
INV 364923	25/06/2018	NORTHAM HARDWARE	1 X 13MM BRUSHLESS DRILL DRIVER KIT & 1 X 18V RECIPROCATING SAW FOR NDSES	1	1,868.00	
EFT29822	11/05/2018	NORTHAM JUNIOR FOOTBALL ASSOCIATION	KIDSPORT FUNDING	1		1,725.00
INV KS02113/02/05/2018		NORTHAM JUNIOR FOOTBALL ASSOCIATION	KIDSPORT FUNDING	1	1,725.00	
EFT29823	11/05/2018	NORTHAM MAZDA	21,000KM SERVICE FOR MAZDA CX-5 N11131 BOOKED IN WEDNESDAY 2ND MAY @ 9AM - EXECUTIVE MANAGER. COMMUNITY SERVICES.	1		340.00

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INV 119777	02/05/2018	NORTHAM MAZDA	21,000KM SERVICE FOR MAZDA CX-5 N11131 BOOKED IN WEDNESDAY 2ND MAY @ 9AM - EXECUTIVE MANAGER COMMUNITY SERVICES.	1	340.00	
EFT29824	11/05/2018	NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING FOR NORTHAM NETBALL ASSOCIATION INC	1		960.00
INV KS02091	23/04/2018	NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING FOR NORTHAM NETBALL ASSOCIATION INC	1	960.00	
EFT29825	11/05/2018	NORTHAM VETERINARY CENTRE	TREATMENT FOR NEGLECTED DOG	1		482.64
INV 65080	19/04/2018	NORTHAM VETERINARY CENTRE	TREATMENT FOR NEGLECTED DOG	1	232.64	
INV 65311	01/05/2018	NORTHAM VETERINARY CENTRE	CASTRATE & MICRO-CHIP CAT - VOUCHER 66 - ALEX NIEWOULDT	1	100.00	
INV 65226	26/04/2018	NORTHAM VETERINARY CENTRE	CASTRATE & MICRO-CHIP CAT - VOUCHER 62 - NARLA GIBSON.	1	150.00	
EFT29826	11/05/2018	OFFICEWORKS SUPERSTORES PTY LTD	AVERY A4 INDEXMAKER WITH 10 TABS CLEAR AVERY A4 INDEXMAKER WITH 10 TABS CLEAR	1		338.20
INV 3874046009	04/2018	OFFICEWORKS SUPERSTORES PTY LTD	AVERY A4 INDEXMAKER WITH 10 TABS CLEAR AVERY A4 INDEXMAKER WITH 10 TABS CLEAR	1	338.20	
EFT29827	11/05/2018	OLLY'S CAR & FURNITURE UPHOLSTERY'S	REPAIR OF DAMAGED SHADE SAIL FROM APEX PARK	1		308.00
INV 3093	28/03/2018	OLLY'S CAR & FURNITURE UPHOLSTERY'S	REPAIR OF DAMAGED SHADE SAIL FROM APEX PARK	1	308.00	
EFT29828	11/05/2018	OXTER SERVICES	BURIAL DATE 20/04/2018 RE-OPENING FOR THE BURIAL OF BRUCE HARRY CHRISTOPHER GARLETT.	1		5,801.58
INV 19568	24/04/2018	OXTER SERVICES	BERNARD PARK TOILETS. SUPPLY 4 X CARTONS OF TOILET PAPER.	1	658.19	
INV 19548	27/04/2018	OXTER SERVICES	CLACKLINE TOILETS. SUPPLY 1 X CARTON	1	57.63	
INV 19520	16/04/2018	OXTER SERVICES	CEMETERY TOILETS. CLEANING FOR APR.	1	233.20	
INV 19526	16/04/2018	OXTER SERVICES	QUELLINGTON, SOUTHERN BROOK, GRASS VALLEY HALL TOILETS. WEEKLY CLEANS APRIL.	1	191.40	
INV 19593	27/04/2018	OXTER SERVICES	CEMETERY TOILETS. CLEANING FOR APR.	1	233.20	
INV 19594	27/04/2018	OXTER SERVICES	WUNDOWIE TOILETS. CLEANING FOR APR	1	382.80	
INV 19597	27/04/2018	OXTER SERVICES	BAKERS HILL HOOPER PARK TOILETS.	1	349.80	
INV 19596	27/04/2018	OXTER SERVICES	CLACKLINE TOILETS. CLEANING FOR APR.	1	349.80	



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INV 19595	27/04/2018	OXTER SERVICES	BAKERS HILL PAVILLION TOILETS. CLEANING FOR APR	1	233.20	
INV 19521	16/04/2018	OXTER SERVICES	WUNDOWIE TOILETS. CLEANING FOR APR.	1	382.80	
INV 19598	27/04/2018	OXTER SERVICES	KATRINE TOILETS. CLAENING FOR APR	1	233.20	
INV 19600	27/04/2018	OXTER SERVICES	QUELLINGTON, SOUTHERN BROOK, GRASS VALLEY HALLTOILETS. WEEKLY CLEANS APRIL	1	382.80	
INV 19522	16/04/2018	OXTER SERVICES	BAKERS HILL PAVILLION TOILETS. CLEANING FOR APR, MAY, JUN.	1	233.20	
INV 19525	16/04/2018	OXTER SERVICES	KATRINE TOILETS. CLAENING FOR APR	1	233.20	
INV 19524	16/04/2018	OXTER SERVICES	BAKERS HILL HOOPER PARK TOILETS. CLEANING FOR APR	1	349.80	
INV 19523	16/04/2018	OXTER SERVICES	CLACKLINE TOILETS. CLEANING FOR APR	1	349.80	
INV 19460	16/04/2018	OXTER SERVICES	WUNDOWIE TOILETS. SUPPLY 1 X PACK VINYL GLOVES	1	221.56	
INV 19553	20/04/2018	OXTER SERVICES	BURIAL DATE 20/04/2018 RE-OPENING FOR THE BURIAL OF BRUCE HARRY CHRISTOPHER GARLETT.	1	726.00	
EFT29829	11/05/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	MONTHLY FEE FOR DAILY MONITORING, MANAGEMENT & RESOLUTION OF DISASTER RECOVERY OPTIONS AT SITE - JULY 2017.	1		85.00
INV 23572	30/04/2018	PERFECT COMPUTER SOLUTIONS PTY LTD	MONTHLY FEE FOR DAILY MONITORING, MANAGEMENT & RESOLUTION OF DISASTER RECOVERY OPTIONS AT SITE - JULY 2017.	1	85.00	
EFT29830	11/05/2018	PERTH SAFETY PRODUCTS PTY LTD	600X600 WHITE ON BLUE - IT'S THE LAW CLEAN UP AFTER YOUR DOG	1		74.80
INV 0000800809/04/2018		PERTH SAFETY PRODUCTS PTY LTD	600X600 WHITE ON BLUE - IT'S THE LAW CLEAN UP AFTER YOUR DOG	1	74.80	
EFT29831	11/05/2018	PFD FOOD SERVICES PTY LTD	STOCK PURCHASES FOR NORTHAM POOL.	1		218.90
INV KJ38058816/02/2018		PFD FOOD SERVICES PTY LTD	STOCK PURCHASES FOR NORTHAM POOL.	1	218.90	
EFT29832	11/05/2018	POWER DESMOND JOHN	VISITORS CENTRE. PAINT SUB FLOOR PAINT AS PER QUOTE 13	1		2,640.00
INV 13	11/02/2018	POWER DESMOND JOHN	VISITORS CENTRE. PAINT SUB FLOOR PAINT AS PER QUOTE 13	1	2,640.00	

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EFT29833	11/05/2018	PRESTIGE ALARMS	ADMIN BUILDING, SUPPLY AND POST TO SITE 10 X SECURITY FOBS FOR OUR TITAN DOOR SYSTEM.	1		165.00
INV 0009713909/04/2018		PRESTIGE ALARMS	ADMIN BUILDING, SUPPLY AND POST TO SITE 10 X SECURITY FOBS FOR OUR TITAN DOOR SYSTEM.	1	165.00	
EFT29834	11/05/2018	PROBUS CLUB OF NORTHAM	REFUND OF COMMUNITY BUS DEPOSIT THAT WAS CHARGED TWICE - BOOKING #3373 - CHARGED ON THE 9/2/2018 & 20/3/2018.	1		55.00
INV MB0405204/05/2018		PROBUS CLUB OF NORTHAM	REFUND OF COMMUNITY BUS DEPOSIT THAT WAS CHARGED TWICE - BOOKING #3373 - CHARGED ON THE 9/2/2018 & 20/3/2018.	1	55.00	
EFT29835	11/05/2018	PROFESSIONAL LOCKSERVICE	KEYS CUT FOR FIRE BRIGADES.	1		266.50
INV 0010221414/12/2017		PROFESSIONAL LOCKSERVICE	KEYS CUT FOR FIRE BRIGADES.	1	266.50	
EFT29836	11/05/2018	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER SOFTWARE - MONTHLY SUBSCRIPTION APRIL 2018.	1		1,122.00
INV INV-017825/04/2018		PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER SOFTWARE - MONTHLY SUBSCRIPTION APRIL 2018.	1	1,122.00	
EFT29837	11/05/2018	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR MARCH 2018.	1		388.75
INV MARCH 31/03/2018		PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR MARCH 2018.	1	388.75	
EFT29838	11/05/2018	QUBE LOGISTICS	DELIVERY OF 920KG DRUM OF CHLORINE TO WASTE WATER TREATMENT PLANT (CLARK STREET)	1		826.89
INV 126865	29/04/2018	QUBE LOGISTICS		1	826.89	
EFT29839	11/05/2018	RED DOT STORES	READING SLAM PRIZE - BODYART MARKERS	1		146.50
INV 3566291119/04/2018		RED DOT STORES	PHOTO FRAME FOR EMERGENCY EXIT INFORMATION	1	21.00	
INV 3566291219/04/2018		RED DOT STORES	READING SLAM PRIZE - BODYART MARKERS	1	98.50	
INV 3571607823/04/2018		RED DOT STORES	CERTIFICATE FRAME FOR GRASS VALLEY BFB LIFE MEMBER	1	10.00	
INV 3572963224/04/2018		RED DOT STORES	CERTIFICATE FRAME FOR SHANE MOORHEAD - EMPLOYEE OF THE QUARTER.	1	14.00	
INV 3566273218/04/2018		RED DOT STORES	CERTIFICATE FRAME FOR SHANE MOORHEAD - EMPLOYEE OF THE QUARTER.	1	3.00	

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EFT29840	11/05/2018	ROAD AND TRAFFIC SERVICES	INSTALL PAVEMENT MARKINGS - PSP - MITCHELL AVE NORTHAM PSP CENTRE LINE 1.15KM SPOTTING 3.75KM BIKE, PEDESTRIAN, ARROW LOGO - 3 BIKE, PEDESTRIAN, ARROW LOGO - 5 W/ GIVEWAY LOG MOB/DEMOB AS PER QUOTE# 18RM001A	1		9,121.20
INV 0000740805/04/2018		ROAD AND TRAFFIC SERVICES	INSTALL PAVEMENT MARKINGS - PSP - MITCHELL AVE NORTHAM PSP CENTRE LINE 1.15KM SPOTTING 3.75KM BIKE, PEDESTRIAN, ARROW LOGO - 3 BIKE, PEDESTRIAN, ARROW LOGO - 5 W/ GIVEWAY LOG MOB/DEMOB AS PER QUOTE# 18RM001A	1	8,228.00	
INV 0000740705/04/2018		ROAD AND TRAFFIC SERVICES	INSTALL PAVEMENT MARKINGS AT BEAMISH AVE NORTHAM. ANGLED BAYS - 16	1	893.20	
EFT29841	11/05/2018	ROAD SIGNS AUSTRALIA	SIGNS FOR VARIOUS ROADS.	1		2,150.50
INV 0007254803/04/2018		ROAD SIGNS AUSTRALIA	SIGNS FOR VARIOUS ROADS.	1	2,150.50	
EFT29842	11/05/2018	SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON FOR W/E 15/4/2018.	1		3,402.67
INV AP5198624/04/2018		SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON W/E 22/04/2018.	1	1,666.80	
INV AP51958120/04/2018		SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON FOR W/E 15/4/2018.	1	1,735.87	
EFT29843	11/05/2018	SPECIALISED TREE SERVICE	PROVIDE ARBORIST SURVEY AND REPORT FOR IRISHTOWN ROAD	1		480.00
INV 2813	01/05/2018	SPECIALISED TREE SERVICE	PROVIDE ARBORIST SURVEY AND REPORT FOR IRISHTOWN ROAD	1	480.00	
EFT29844	11/05/2018	ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR THE NORTHAM DEPOT	1		273.85
INV CYINV0024/04/2018		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR KILLARA	1	93.55	
INV CYINV0026/04/2018		ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR THE NORTHAM DEPOT	1	180.30	

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EFT29845	11/05/2018	STATE LAW PUBLISHER	NEW SHIRE OF NORTHAM STANDING ORDERS 2018 TO REPEAL THE STANDING ORDERS 2008	1		2,678.88
INV 161196	23/04/2018	STATE LAW PUBLISHER	NEW SHIRE OF NORTHAM STANDING ORDERS 2018 TO REPEAL THE STANDING ORDERS 2008	1	2,167.20	
INV 161207	27/04/2018	STATE LAW PUBLISHER	Second Gazette of Cemeteries Amendment Local Law 2017	1	511.68	
EFT29846	11/05/2018	SUSAN BURLEY	INSPECTION OF DRUMS FOR DRUM MUSTER 13/4/2018 AT OLD QUARRY ROAQD LANDFILL SITE	1		84.67
INV 2	16/04/2018	SUSAN BURLEY	INSPECTION OF DRUMS FOR DRUM MUSTER 13/4/2018 AT OLD QUARRY ROAQD LANDFILL SITE	1	84.67	
EFT29847	11/05/2018	THE ENTERTAINMENT BANK PTY LTD ATF THE ENTERTAINMENT BANK TRUST	REMOTE ACTION & IMAGINATION PLAYGROUND WITH STAFF FOR 2018	1		3,300.00
INV 0000651514/03/2018		THE ENTERTAINMENT BANK PTY LTD ATF THE ENTERTAINMENT BANK TRUST	REMOTE ACTION & IMAGINATION PLAYGROUND WITH STAFF FOR 2018	1	3,300.00	
EFT29848	11/05/2018	THE LIMES ORCHARD STAY - PT & JA PERKINS	STOCK PURCHASES FOR VISITORS CENTRE.	1		61.20
INV 0000090630/04/2018		THE LIMES ORCHARD STAY - PT & JA PERKINS	STOCK PURCHASES FOR VISITORS CENTRE.	1	61.20	
EFT29849	11/05/2018	THE PAPER COMPANY OF AUSTRALIA	200 REAMS OF A4 PHOTOCOPY PAPER	1		891.00
INV 0004121111/04/2018		THE PAPER COMPANY OF AUSTRALIA	200 REAMS OF A4 PHOTOCOPY PAPER	1	891.00	
EFT29850	11/05/2018	THE RIVERSIDE HOTEL	CATERING - ORDINARY COUNCIL MEETING 18/04/2018	1		432.00
INV 1949	18/04/2018	THE RIVERSIDE HOTEL	CATERING - ORDINARY COUNCIL MEETING 18/04/2018	1	432.00	
EFT29851	11/05/2018	THE WORKWEAR GROUP	UNIFORM FOR DAWN DAVEY.	1		322.41
INV 1033439712/04/2018		THE WORKWEAR GROUP	UNIFORM FOR DAWN DAVEY.	1	215.60	
INV 1033404113/04/2018		THE WORKWEAR GROUP	UNIFORM FOR WENDY SOFOULIS.	1	49.00	
INV 1033404714/04/2018		THE WORKWEAR GROUP	UNIFORM FOR GAI MARTIN.	1	57.81	
EFT29852	11/05/2018	THORNLIE JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING	1		150.00
INV KS0208206/05/2018		THORNLIE JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING	1	150.00	
EFT29853	11/05/2018	TOTAL GREEN RECYCLING PTY LTD	TRANSPORT OF COMPUTER PERIPHERALS, TV'S & PRINTERS	1		1,089.00

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INV INV4254	30/04/2018	TOTAL GREEN RECYCLING PTY LTD	TRANSPORT OF COMPUTER PERIPHERALS, TV'S & PRINTERS	1	1,089.00	
EFT29854	11/05/2018	TOURISM COUNCIL	ADDITIONAL LISTING FEE- BKB ACCREDITATION 2017/18	1		199.00
INV 0000690406	04/2018	TOURISM COUNCIL	ADDITIONAL LISTING FEE- BKB ACCREDITATION 2017/18	1	199.00	
EFT29855	11/05/2018	VERLINDENS ELECTRICAL SERVICE (WA)	BERT HAWKE PAVILION. REPLACE CEILING FAN TO INTERNAL LADIES TOILET.	1		444.29
INV 87291	27/04/2018	VERLINDENS ELECTRICAL SERVICE (WA)	BERT HAWKE PAVILION. REPLACE CEILING FAN TO INTERNAL LADIES TOILET.	1	444.29	
EFT29856	11/05/2018	VERMEER (WA & NT)	HYDRAULIC OIL TANK BREATHER CAP #157601001 TO SUIT VERMEER CHIPPER MODEL BC1400.	1		26.90
INV 104429	05/04/2018	VERMEER (WA & NT)	HYDRAULIC OIL TANK BREATHER CAP #157601001 TO SUIT VERMEER CHIPPER MODEL BC1400.	1	26.90	
EFT29857	11/05/2018	VERNICE PTY LTD	SUPPLY OF 500 TONNE OF 75MM - 200MM OF ROCKS @ \$22.00 PER TONNE FOR TAMMA ROAD BAKERS HILL. INCLUDING CARTAGE @ 10.50/TONNE.	1		12,460.17
INV 5959	09/04/2018	VERNICE PTY LTD	SUPPLY OF 500 TONNE OF 75MM - 200MM OF ROCKS @ \$22.00 PER TONNE FOR TAMMA ROAD BAKERS HILL. INCLUDING CARTAGE @ 10.50/TONNE.	1	12,460.17	
EFT29858	11/05/2018	WATERMAN IRRIGATION PTY LTD	STANDPIPE REPAIRS.	1		1,411.85
INV SINV-13018	04/2018	WATERMAN IRRIGATION PTY LTD	STANDPIPE REPAIRS.	1	1,411.85	
EFT29859	11/05/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	HARDWIRE CONNECTION FOR PROFILER ATTACHEMENT ON CLARK BOBCAT PN0916 - N.006	1		3,395.00
INV 7676	16/04/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CHANGE BATTERY IN MITSUBISHI CHALLENGER N11129 CESM VEHICLE.	1	130.00	
INV 7693	31/03/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1610 - ASSESS ELECTRICAL FAULT / ENGINE LIGHT ON DUAL CAB TRUCK (1/3/18)	1	566.50	
INV 7688	31/03/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN3555 - REPAIR AND REPLACE BEACON BROKEN OFF ON BACKHOE (SHIRE DEPOT)	1	694.50	
INV 7686	31/03/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	INSTALL BEACON LIGHTS INTO NEW PROJECT DEVELOPMENT MANAGER VEHICLE N11120.	1	461.00	
INV 7714	30/04/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	HARDWIRE CONNECTION FOR PROFILER ATTACHEMENT ON CLARK BOBCAT PN0916 - N.006	1	1,226.50	
INV 7719	30/04/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN0916 - BOBCAT CONTROL ISSUE (DIAGNOSE)	1	316.50	

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EFT29860	11/05/2018	WHEATBELT NATURAL RESOURCE MANAGEMENT	WEEKLY MAINTENANCE OF THE CEMETARY FROM 8/1/2018 TO 31/01/2018.	1		5,702.40
INV 0030091313	02/2018	WHEATBELT NATURAL RESOURCE MANAGEMENT	WEEKLY MAINTENANCE OF THE CEMETARY FROM 8/1/2018 TO 31/01/2018.	1	5,702.40	
EFT29861	11/05/2018	WHEATBELT SAFETYWEAR	STEEL CAPPED SAFETY BOOTS FOR GAVIN PATERSON.	1		194.00
INV 8123	05/04/2018	WHEATBELT SAFETYWEAR	STEEL CAPPED SAFETY BOOTS FOR GAVIN PATERSON.	1	150.00	
INV 8152	24/04/2018	WHEATBELT SAFETYWEAR	TAG OUT TAGS FOR THE OFFICE (PACK OF 100)	1	44.00	
EFT29862	11/05/2018	WINC AUSTRALIA PTY LIMITED	AVERY CLEAR SOFT COVER PLASTIC DISPLAY BOOK - 20 POCKETS	1		87.95
INV 9023162709	01/2018	WINC AUSTRALIA PTY LIMITED	AVERY CLEAR SOFT COVER PLASTIC DISPLAY BOOK - 20 POCKETS	1	87.95	
EFT29863	18/05/2018	ABBOTTS FORGE	COMPACTION PLATE FOR MINI EXCAVATOR	1		1,480.00
INV 0000312519	04/2018	ABBOTTS FORGE	COMPACTION PLATE FOR MINI EXCAVATOR	1	1,480.00	
EFT29864	18/05/2018	ALIA LTD	ALIA TRAINING - EVENT MANAGEMENT IN LIBRARIES ONLINE COURSE	1		338.00
INV 21820	07/05/2018	ALIA LTD	ALIA TRAINING - EVENT MANAGEMENT IN LIBRARIES ONLINE COURSE	1	338.00	
EFT29865	18/05/2018	ANDY'S PLUMBING SERVICE	CARAVAN DUMP POINT. INSTALL NEW DUMP-EZY UNIT TO EXISTING CARAVAN DUMP POINT.	1		3,050.30
INV A17978	04/05/2018	ANDY'S PLUMBING SERVICE	CARAVAN DUMP POINT. INSTALL NEW DUMP-EZY UNIT TO EXISTING CARAVAN DUMP POINT.	1	1,644.50	
INV A17979	04/05/2018	ANDY'S PLUMBING SERVICE	TOWN HALL. REPAIR /SERVICE SHOWERS AND TOILETS AT BACK OF HALL. SERVICE OVEN AS HARD TO LIGHT.	1	1,405.80	
EFT29866	18/05/2018	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	2 x GREASE GUN TIPS.	1		47.52
INV 6105038	18/04/2018	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	6MM CHAIN LINKS	1	25.30	
INV 6099805	09/04/2018	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	2 x GREASE GUN TIPS.	1	28.82	
INV 0131631	19/04/2018	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	6MM CHAIN LINKS	1	-6.60	

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EFT29867	18/05/2018	ASLAB PTY LTD	COMPACT TEST FOR IRISHTOWN ROAD AT DUMBARTON ROAD INTERSECTION	1		980.43
INV 0002154012/04/2018		ASLAB PTY LTD	COMPACT TEST FOR IRISHTOWN ROAD AT DUMBARTON ROAD INTERSECTION	1	980.43	
EFT29868	18/05/2018	AUSTIN RILEY	BKB CENTRE WELCOME SPACE DANCER	1		300.00
INV JW0805208/05/2018		AUSTIN RILEY	BKB CENTRE WELCOME SPACE DANCER	1	300.00	
EFT29869	18/05/2018	AUSTRAL POOL SOLUTIONS PTY LTD	PARTS AND LABOUR BY POOL ROBOTICS PERTH	1		2,911.50
INV 357781A 27/02/2018		AUSTRAL POOL SOLUTIONS PTY LTD	PARTS AND LABOUR BY POOL ROBOTICS PERTH	1	2,911.50	
EFT29870	18/05/2018	AUSTRALIAN SERVICES UNION	Payroll deductions	1		27.45
INV DEDUCT15/05/2018		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT29871	18/05/2018	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END: 10/15/2018 INTERIM PAY.	1		58,292.00
INV CY17/05/17/05/2018		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END: 15/05/2018 - \$57450.00 PAYG PAY RUN WEEK END: 10/15/2018 INTERIM PAY. PAYG PAY RUN WEEK END 15/05/2018 - \$57450.00	1	58,292.00	
EFT29872	18/05/2018	AUTOPRO NORTHAM	TRAILER CONNECTION PLUG	1		43.80
INV 720357	12/04/2018	AUTOPRO NORTHAM	TRAILER CONNECTION PLUG	1	43.80	
EFT29873	18/05/2018	AVON VALLEY CONTRACTORS	BLUE METAL FOR BMX TRACK	1		2,425.00
INV 2260	03/05/2018	AVON VALLEY CONTRACTORS	BLUE METAL FOR BMX TRACK	1	1,320.00	
INV 2264	03/05/2018	AVON VALLEY CONTRACTORS	24T OF BRICKIES SAND TO BE DELIVERED TO TAMMA ROAD (CONTACT MICK ON 0455088503)	1	825.00	
INV 2896	03/05/2018	AVON VALLEY CONTRACTORS	HIRE OF MINI TRENCHER (1/2 DAY)	1	280.00	
EFT29874	18/05/2018	BALLANTYNES JEWELLERS	ENGRAVING OF 2 TROPHIES. PRICES AS PER QUOTE. SUMMER 2017-2018	1		30.50
INV 001-361311/05/2018		BALLANTYNES JEWELLERS	ENGRAVING OF 2 TROPHIES. PRICES AS PER QUOTE. SUMMER 2017-2018	1	30.50	
EFT29875	18/05/2018	BEAUREPAINES	SUPPLY & FIT 4 X NEW TYRES TO MITSUBISHI TRITON N11254 (RANGER SERVICES VEHICLE) AS PER QUOTE# U5241066040.	1		1,913.51

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INV U52435009/04/2018		BEAUREPAIRES	SUPPLY AND FIT 4 X NEW TYRES TO NISSAN UTE PN1511 - N11164	1	498.82	
INV U524350418/04/2018		BEAUREPAIRES	AS PER QUOTE U524106010			
			ATTEND INKPEN FIRE STATION, REMOVE/REPAIR & REPLACE DRIVERS SIDE - REAR DUAL INSIDE TYRE FOR INKPEN 2.4	1	336.87	
INV U52435049/04/2018		BEAUREPAIRES	REPAIR PUNCTURE OF JOHN DEERE MOWER	1	37.25	
INV U52435001/05/2018		BEAUREPAIRES	SUPPLY & FIT 4 X NEW TYRES TO MITSUBISHI TRITON N11254 (RANGER SERVICES VEHICLE) AS PER QUOTE# U524106040.	1	735.08	
INV U52435026/04/2018		BEAUREPAIRES	REPAIR PUNCTURE ON PN1511	1	36.00	
INV U52434908/02/2018		BEAUREPAIRES	TRAVEL TO SITE AND REPAIR BOMAG TYRE ON ROLLER	1	269.49	
EFT29876	18/05/2018	BOYD KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1		100.00
INV JW0205202/05/2018		BOYD KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1	100.00	
EFT29877	18/05/2018	CADD'S FASHIONS	DEPOT UNIFORMS	1		935.55
INV 18-0000217/04/2018		CADD'S FASHIONS	DEPOT UNIFORMS	1	935.55	
EFT29878	18/05/2018	CLACKLINE FENCING CONTRACTORS	REPAIR FENCING AT INKPEN WASTE FACILITY	1		150.00
INV 1157	08/05/2018	CLACKLINE FENCING CONTRACTORS	REPAIR FENCING AT INKPEN WASTE FACILITY	1	150.00	
EFT29879	18/05/2018	CLAIRE ESSMORE MCGUIRE	BKB CENTRE MEETING FEES - 02/05/2018	1		100.00
INV JW0205202/05/2018		CLAIRE ESSMORE MCGUIRE	BKB CENTRE MEETING FEES - 02/05/2018	1	100.00	
EFT29880	18/05/2018	COMISKEY'S CONTRACTING PTY LTD	CULVERT WORKS AT 109 TAMMA ROAD	1		45,261.22
INV 180405	13/04/2018	COMISKEY'S CONTRACTING PTY LTD	CULVERT WORKS AT 13 CARLIN ROAD ON THE 9TH, 10TH, 11TH, 12TH & 13TH APRIL 2018.	1	14,633.86	
INV 180407	20/04/2018	COMISKEY'S CONTRACTING PTY LTD	CULVERT WORKS AT 13 CARLIN ROAD ON THE 17TH & 18TH APRIL 2018	1	10,434.05	
INV 180409	27/04/2018	COMISKEY'S CONTRACTING PTY LTD	LOT 109 TAMMA ROAD - CULVERT WORKS	1	3,459.23	



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INV 180502	04/05/2018	COMISKEY'S CONTRACTING PTY LTD	CULVERT WORKS AT 109 TAMMA ROAD	1	16,734.08	
EFT29881	18/05/2018	CONVIC PTY LTD	DETAILED ASSESSMENT OF FINAL DESIGN INCLUDING ENGINEERING CERTIFICATIONS.	1		11,026.40
INV INV-049330/04/2018		CONVIC PTY LTD	DETAILED ASSESSMENT OF FINAL DESIGN INCLUDING ENGINEERING CERTIFICATIONS.	1	11,026.40	
EFT29882	18/05/2018	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING FOR NORTHAM REC CENTRE	1		1,803.16
INV 41620	01/04/2018	COUNTRY COPIERS NORTHAM	8 X MINUTE BOOKS, LINES PAGES, SEQUENTIALLY NUMBERED	1	194.00	
INV 41620	01/04/2018	COUNTRY COPIERS NORTHAM	STATIONERY DEPOT	1	198.30	
INV \$6849	16/04/2018	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING FOR NORTHAM REC CENTRE	1	1,410.86	
EFT29883	18/05/2018	COUNTRYWIDE GROUP	PUREX DRY CHLORINE (10KG)	1		1,463.02
INV 25253	01/05/2018	COUNTRYWIDE GROUP	22" pool vac head	1	217.60	
INV 25263	03/05/2018	COUNTRYWIDE GROUP	PUREX DRY CHLORINE (10KG)	1	1,245.42	
EFT29884	18/05/2018	COURIER AUSTRALIA	COURIER AUSTRALIA FREIGHT CHARGES	1		392.38
INV 0347	23/03/2018	COURIER AUSTRALIA	COURIER AUSTRALIA FREIGHT CHARGES	1	392.38	
EFT29885	18/05/2018	DEBORAH MOODY	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1		100.00
INV JW02052/02/05/2018		DEBORAH MOODY	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1	100.00	
EFT29886	18/05/2018	DELYS MAY DICK	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1		100.00
INV JW02052/02/05/2018		DELYS MAY DICK	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1	100.00	
EFT29887	18/05/2018	DUNNING INVESTMENTS PTY LTD	FUEL CHARGES FOR APRIL 2018.	1		20,181.39
INV APRIL 2030/04/2018		DUNNING INVESTMENTS PTY LTD	FUEL CHARGES FOR APRIL 2018.		20,181.39	

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EFT29888	18/05/2018	E FIRE & SAFETY	NORTHAM REC CENTRE. REPLACE 2 X 12V BATTERIES TO EMERGENCY WARNING SYSTEM, AS PER QUOTE 5464.1.	1		1,443.75
INV 0021835617/04/2018		E FIRE & SAFETY	NOR REC CENTRE. MONTHLY FIRE PANEL TESTING FOR APRIL	1	143.00	
INV 0021850417/04/2018		E FIRE & SAFETY	KILLARA. MONTHLY FIRE PANEL TESTING FOR APRIL	1	126.50	
INV 0021850217/04/2018		E FIRE & SAFETY	NORTHAN TOWN HALL. MONTHLY FIRE PANEL TESTING FOR APRIL	1	126.50	
INV 0021850719/04/2018		E FIRE & SAFETY	REPLACEMENT 1KG FIRE EXTINGUISHER	1	77.00	
INV 0021855517/04/2018		E FIRE & SAFETY	NORTHAM REC CENTRE. REPLACE 2 X 12V BATTERIES TO EMERGENCY WARNING SYSTEM, AS PER QUOTE 5464.1.	1	783.75	
INV 0021855617/04/2018		E FIRE & SAFETY	NORTHAM TOWN HALL. REPLACE 2 X 12V BATTERIES TO FIRE INDICATOR PANEL, AS PER QUOTE 5116.3	1	187.00	
EFT29889	18/05/2018	EASIFLEET	Payroll deductions	1		2,113.48
INV DEDUCT15/05/2018		EASIFLEET	Payroll deductions		1,194.12	
INV DEDUCT15/05/2018		EASIFLEET	Payroll deductions		919.36	
EFT29890	18/05/2018	ELIZABETH STACK	BKB CENTRE MEETING FEES - 02/05/2018	1		100.00
INV JW0205202/05/2018		ELIZABETH STACK	BKB CENTRE MEETING FEES - 02/05/2018	1	100.00	
EFT29891	18/05/2018	FIRE AND SAFETY WA	2 x packs of 4 eflares, amber with clips, road bases and carry bags as per quote #10683	1		1,457.96
INV 31261	05/04/2018	FIRE AND SAFETY WA	2 x packs of 4 eflares, amber with clips, road bases and carry bags as per quote #10683	1	770.00	
INV 31312	16/04/2018	FIRE AND SAFETY WA	MAGNUM VULCAN STRUCTURAL	1	307.35	
INV 31311	16/04/2018	FIRE AND SAFETY WA	NEW BR9 HELMET, FLURO YELLOW WITH ATTACHMENTS AND BOOTS	1	380.61	
EFT29892	18/05/2018	FULTON HOGAN INDUSTRIES PTY LTD	EP2174 - 15L TUB OF EMULSEAL	1		1,518.00
INV 1160663117/04/2018		FULTON HOGAN INDUSTRIES PTY LTD	EP2174 - 15L TUB OF EMULSEAL	1	1,518.00	
EFT29893	18/05/2018	GDR CIVIL CONTRACTING PTY LTD	FLOAT HIRE - RELOCATE SHIRE LOADER	1		495.00
INV 1292	14/02/2018	GDR CIVIL CONTRACTING PTY LTD	FLOAT HIRE - RELOCATE SHIRE LOADER	1	495.00	

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EFT29894	18/05/2018	GLENN STUART BEVERIDGE	REMOVE SHADE SALES AT NORTHAM & WUNDOWIE POOLS ONCE SEASON HAS FINISHED	1		1,375.00
INV 83	08/05/2018	GLENN STUART BEVERIDGE	REMOVE SHADE SALES AT NORTHAM & WUNDOWIE POOLS ONCE SEASON HAS FINISHED	1	1,375.00	
EFT29895	18/05/2018	GRAFTON ELECTRICS	REPAIR LIGHT FROM WATER DAMADGE IN RAILWAYS COOL ROOM	1		481.53
INV 4979	23/04/2018	GRAFTON ELECTRICS	REPAIR LIGHT FROM WATER DAMADGE IN RAILWAYS COOL ROOM	1	260.37	
INV 4887	09/03/2018	GRAFTON ELECTRICS	EMERGENCY CALL OUT REPAIR TO POWER BOX @ BMX TRACK. WIRES EXPOSED. FIXED 8/3/2018	1	221.16	
EFT29896	18/05/2018	JOHN EDMONDS	BFB CENTRE - WELCOME SPACE DANCER	1		300.00
INV JW0805208/05/2018		JOHN EDMONDS	BFB CENTRE - WELCOME SPACE DANCER	1	300.00	
EFT29897	18/05/2018	JONES CONTRACTING PTY LTD	SCREEN ROADBASE - SPENCERS BROOK ROAD	1		3,071.75
INV 3889	30/04/2018	JONES CONTRACTING PTY LTD	SCREEN ROADBASE - SPENCERS BROOK ROAD	1	1,786.40	
INV 3876	30/04/2018	JONES CONTRACTING PTY LTD	SCREENED ROADBASE - IRISHTOWN ROAD	1	1,285.35	
EFT29898	18/05/2018	KAJE SLATER	BFB CENTRE - WELCOME SPACE DANCER	1		300.00
INV RR0805208/05/2018		KAJE SLATER	BFB CENTRE - WELCOME SPACE DANCER	1	300.00	
EFT29899	18/05/2018	KATHY DAVIS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1		100.00
INV JW205202/05/2018		KATHY DAVIS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1	100.00	
EFT29900	18/05/2018	KERB DOCTOR	75M OF SM2 KERBING TO BE INSTALLED ON SPENCERS BROOK ROAD (AROUND ROSE TERRACE) SPENCERS BROOK AS PER QUOTED - INCLUDES TRAVEL.	1		3,038.75
INV 2018042430/04/2018		KERB DOCTOR	75M OF SM2 KERBING TO BE INSTALLED ON SPENCERS BROOK ROAD (AROUND ROSE TERRACE) SPENCERS BROOK AS PER QUOTED - INCLUDES TRAVEL.	1	3,038.75	

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EFT29901	18/05/2018	KIM COLBOURNE	IKEA FURNITURE FOR WUNDOWIE AND NORTHAM LIBRARY AND INSULATED JUG FOR COFFEE AREA AT NORTHAM LIBRARY.	1		1,190.90
INV RR15/05/15/05/2018		KIM COLBOURNE	IKEA FURNITURE FOR WUNDOWIE AND NORTHAM LIBRARY AND INSULATED JUG FOR COFFEE AREA AT NORTHAM LIBRARY.	1	1,190.90	
EFT29902	18/05/2018	KIRK GARLETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1		100.00
INV JW0205202/05/2018		KIRK GARLETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1	100.00	
EFT29903	18/05/2018	KIT BAG	FIRE EQUIPMENT FOR SES.	1		1,005.28
INV 0011551418/04/2018		KIT BAG	FIRE EQUIPMENT FOR SES.	1	1,005.28	
EFT29904	18/05/2018	KOMATSU AUSTRALIA PTY LTD	417-926-3512 GLASS	1		1,181.95
INV 0009992027/04/2018		KOMATSU AUSTRALIA PTY LTD	LOOVERSIZE STICKER FOR REAR WINDOW	1	133.65	
INV 0010009228/04/2018		KOMATSU AUSTRALIA PTY LTD	FREIGHT	1	143.00	
INV 0010032430/04/2018		KOMATSU AUSTRALIA PTY LTD	TRIM PART NUMBER 418-926-3530	1	100.75	
INV 0010049401/05/2018		KOMATSU AUSTRALIA PTY LTD	417-926-3512 GLASS	1	804.55	
EFT29905	18/05/2018	MARIA NICKELS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1		100.00
INV JW0205202/05/2018		MARIA NICKELS	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1	100.00	
EFT29906	18/05/2018	MCINTOSH & SONS	REPAIRS TO DOOR AND REPLACEMENT GLASS	1		2,060.64
INV 1408531	19/04/2018	MCINTOSH & SONS	REPAIRS TO DOOR AND REPLACEMENT GLASS	1	1,859.72	
INV 1407741	16/04/2018	MCINTOSH & SONS	REPAIRS - GLASS AND FREIGHT	1	200.92	
EFT29907	18/05/2018	MIXED MEDIA CORPORATION PTY LTD	CONTRACT 8 OF NAEIC - MEDIA SOFTWARE B PROGRAMMING (ONLY) FOR THE BILYA KOORT BOODJA CENTRE	1		31,741.87

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INV INV-299930/03/2018		MIXED MEDIA CORPORATION PTY LTD	CONTRACT 8 OF NAEIC - MEDIA SOFTWARE B PROGRAMMING (ONLY) FOR THE BILYA KOORT BOODJA CENTRE	1	31,741.87	
EFT29908	18/05/2018	MM ELECTRICAL MERCHANDISING	TOWN POOL AERATORS. SUPPLY ELECTRICAL PIT LID.	1		41.88
INV 150397-603/05/2018		MM ELECTRICAL MERCHANDISING	TOWN POOL AERATORS. SUPPLY ELECTRICAL PIT LID.	1	41.88	
EFT29909	18/05/2018	MORRIS PEST AND WEED CONTROL.	SPRAYING AND WIPPERSNIPPERING AROUND SEPTAGE PONDS	1		1,754.00
INV 8876	11/05/2018	MORRIS PEST AND WEED CONTROL.	SPRAYING AND WIPPERSNIPPERING AROUND SEPTAGE PONDS	1	1,754.00	
EFT29910	18/05/2018	MUNGART YONGAH NYOONGAH ARTS ENTERPRISE T/AS ALICE KEARING	BKB CENTRE - MENTORING OF DANCERS FOR FILMING OF WELCOME SPACE	1		500.00
INV 180507M11/05/2018		MUNGART YONGAH NYOONGAH ARTS ENTERPRISE T/AS ALICE KEARING	BKB CENTRE - MENTORING OF DANCERS FOR FILMING OF WELCOME SPACE	1	500.00	
EFT29911	18/05/2018	NAYMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE FLEET TRACKING SYSTEM 15/04/2018 TO 14/05/2018.	1		1,264.29
INV 9127112005/04/2018		NAYMAN WIRELESS PTY LTD	MONTHLY SATELLITE SERVICE FEE FLEET TRACKING SYSTEM 05/04/2018 TO 04/05/2018.	1	417.67	
INV 9127633615/04/2018		NAYMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE FLEET TRACKING SYSTEM 15/04/2018 TO 14/05/2018.	1	846.62	
EFT29912	18/05/2018	NORTHAM & DISTRICTS GLASS SERVICE	REPLACE REAR WINDSCREEN ON LOADER PN1003 ON SITE AT SPENCERS BROOK ROAD	1		423.50
INV 1299	08/05/2018	NORTHAM & DISTRICTS GLASS SERVICE	REPLACE REAR WINDSCREEN ON LOADER PN1003 ON SITE AT SPENCERS BROOK ROAD	1	423.50	
EFT29913	18/05/2018	NORTHAM AERO CLUB	THIS IS FOR SERVICES FROM AERO CLUB WHICH WERE NOT PREVIOUSLY INVOICED TO TEH SHIRE PRIOR TO THE COUNCIL DECISION TO RAISE THE FEES TO \$10,000 PER ANNUM IN THE 17/18 BUDGET	1		4,500.00
INV 012	09/02/2018	NORTHAM AERO CLUB	THIS IS FOR SERVICES FROM AERO CLUB WHICH WERE NOT PREVIOUSLY INVOICED TO TEH SHIRE PRIOR TO THE COUNCIL DECISION TO RAISE THE FEES TO \$10,000 PER ANNUM IN THE 17/18 BUDGET	1	4,500.00	
EFT29914	18/05/2018	NORTHAM BETTA ELECTRICAL	HP NOTEBOOK COMPUTER MODEL NBHP-250G6-I3V2	1		4,014.90
INV 2957207810/05/2018		NORTHAM BETTA ELECTRICAL	HP NOTEBOOK COMPUTER MODEL NBHP-250G6-I3V2	1	2,260.00	

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INV 2957202419/04/2018		NORTHAM BETTA ELECTRICAL	HP 15 NOTEBOOK NBHP-250G6-I3V2 CORE I3 & LOGITECH KEYBOARD K120	1	1,754.90	
EFT29915	18/05/2018	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR JOYCE BUCKLESS	1		300.00
INV 2155	08/05/2018	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR JOYCE BUCKLESS	1	150.00	
INV 2154	08/05/2018	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR NORMA LAWLER	1	150.00	
EFT29916	18/05/2018	NORTHAM HARDWARE	TOOLS FOR THE DEPOT.	1		127.90
INV 363681	13/04/2018	NORTHAM HARDWARE	TOOLS FOR THE DEPOT.	1	127.90	
EFT29917	18/05/2018	NORTHAM JUNIOR FOOTBALL ASSOCIATION	KIDSPORT - NORTHAM JUNIOR FOOTBALL CLUB	1		670.00
INV KS02207810/05/2018		NORTHAM JUNIOR FOOTBALL ASSOCIATION	KIDSPORT - NORTHAM JUNIOR FOOTBALL CLUB	1	670.00	
EFT29918	18/05/2018	NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING - NORTHAM NETBALL ASSOCIATION INC	1		1,200.00
INV KS0218509/05/2018		NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING - NORTHAM NETBALL ASSOCIATION INC	1	140.00	
INV KS02185-09/05/2018		NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING - NORTHAM NETBALL ASSOCIATION INC	1	1,060.00	
EFT29919	18/05/2018	NORTHAM POLICE & CITIZENS YOUTH CLUB (INC)	KIDSPORT FUNDING	1		330.00
INV KS0218509/05/2018		NORTHAM POLICE & CITIZENS YOUTH CLUB (INC)	KIDSPORT FUNDING	1	330.00	
EFT29920	18/05/2018	NORTHSTAR ASSET PTY LTD PTY LTD	COPYRIGHT LICENCE FOR SCREENING OF MOVIE "UP" ONCE ON 2/9/17	1		132.00
INV 0000933805/07/2017		NORTHSTAR ASSET PTY LTD PTY LTD	COPYRIGHT LICENCE FOR SCREENING OF MOVIE "UP" ONCE ON 2/9/17	1	132.00	
EFT29921	18/05/2018	PAT DAVIS	BKB CENTRE MEETING FEES - 02/05/2018	1		100.00
INV JW0205202/05/2018		PAT DAVIS	BKB CENTRE MEETING FEES - 02/05/2018	1	100.00	
EFT29922	18/05/2018	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES - 182 FITZGERALD STREET NORTHAM. STATEMENT NO, 2148571 ACCOUNT NO, 601148.	1		248.83

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INV JW16/05/16/05/2018	16/05/2018	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES - 182 FITZGERALD STREET NORTHAM. STATEMENT NO. 2148571 ACCOUNT NO. 601148.	1	248.83	
EFT29923	18/05/2018	PETER BEYER ARCHITECTS	NORTHAM AEIC - CONCRETE FINISH INSPECTION AND ASSESSMENT REPORT	1		920.00
INV 2131	15/03/2018	PETER BEYER ARCHITECTS	NORTHAM AEIC - CONCRETE FINISH INSPECTION AND ASSESSMENT REPORT	1	920.00	
EFT29924	18/05/2018	PLANNING INSTITUTE AUSTRALIA	Registration Fee: Advancing Smarter Cities 2nd Aug 2017	1		250.00
INV 78642	25/07/2017	PLANNING INSTITUTE AUSTRALIA	Registration Fee: Advancing Smarter Cities 2nd Aug 2017	1	250.00	
EFT29925	18/05/2018	PRIMARIES OF WA PTY LTD	POLES 2365 / 95	1		22.44
INV 2520020019/04/2018	04/2018	PRIMARIES OF WA PTY LTD	POLES 2365 / 95	1	22.44	
EFT29926	18/05/2018	RED DOT STORES	WINNER OF SUMMER READING SLAM	1		20.70
INV 3495882924/02/2018	02/2018	RED DOT STORES	WINNER OF SUMMER READING SLAM	1	20.70	
EFT29927	18/05/2018	ROWLANDS TV & VIDEO REPAIRS	REPAIR TO AERIAL IN HOSPITALITY ROOM	1		197.75
INV 24267	09/05/2018	ROWLANDS TV & VIDEO REPAIRS	REPAIR TO AERIAL IN HOSPITALITY ROOM	1	197.75	
EFT29928	18/05/2018	RPS AUSTRALIA EAST PTY LTD	ESTABLISHING CRITICAL LAND INVENTORY: AVON REGION	1		2,200.00
INV SI01558414/05/2018	05/2018	RPS AUSTRALIA EAST PTY LTD	ESTABLISHING CRITICAL LAND INVENTORY: AVON REGION	1	2,200.00	
EFT29929	18/05/2018	RUEBEN KICKETT	BKB CENTRE MEETING FEES 21/03/2018	1		200.00
INV JW17/05/17/05/2018	17/05/2018	RUEBEN KICKETT	BKB CENTRE MEETING FEES 21/03/2018	1	100.00	
INV JW17/05/17/05/2018	17/05/2018	RUEBEN KICKETT	BKB CENTRE MEETING FEES 02/05/2018	1	100.00	
EFT29930	18/05/2018	RURAL BUILDING COMPANY PTY LTD	PROPOSAL CONSISTENT WITH RESIDENTIAL DESIGN CODES OF WA, NO APPROVAL REQUIRED (PLANNING). FUNDS OF \$300 TO BE RETURNED. RECEIPT NO. 112397	1		300.00
INV KN01/05/01/05/2018	01/05/2018	RURAL BUILDING COMPANY PTY LTD	PROPOSAL CONSISTENT WITH RESIDENTIAL DESIGN CODES OF WA, NO APPROVAL REQUIRED (PLANNING). FUNDS OF \$300 TO BE RETURNED. RECEIPT NO. 112397	1	300.00	

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EFT29931	18/05/2018	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	MONTHLY NEWSLETTER FULL PAGE AD	1		2,469.78
INV 5354991	25/04/2018	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERT FOR RSL ANZAC DAY SERVICES	1	300.00	
INV 0804798304/04/2018		RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	MONTHLY NEWSLETTER FULL PAGE AD	1	997.57	
INV 0804798304/04/2018		RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	MONTHLY NEWSLETTER FULL PAGE AD	1	997.57	
INV 0804858318/04/2018		RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	PUBLIC NOTICE - ROAD CLOSURE - ANZAC DAY PARADE	1	174.64	
EFT29932	18/05/2018	SCOTT SLATER	BKB CENTRE WELCOME SPACE DANCER	1		300.00
INV RR11/05/11/05/2018		SCOTT SLATER	BKB CENTRE WELCOME SPACE DANCER	1	300.00	
EFT29933	18/05/2018	SOUTHERN CROSS AUSTEREO PTY LTD	RADIO ADVERTS FOR 2018 NSMF EVENING CONCERT	1		356.40
INV 7065089530/04/2018		SOUTHERN CROSS AUSTEREO PTY LTD	RADIO ADVERTS FOR 2018 NSMF EVENING CONCERT	1	356.40	
EFT29934	18/05/2018	SPECIALISED TREE SERVICE	TREE CLEARING AT NORTHAM AIRPORT AS PER CONTRACT - TENDER 19 OF 2015.	1		6,493.25
INV 2828	14/05/2018	SPECIALISED TREE SERVICE	TREE CLEARING AT NORTHAM AIRPORT AS PER CONTRACT - TENDER 19 OF 2015.	1	5,538.25	
INV 2828	14/05/2018	SPECIALISED TREE SERVICE	TRIM TREE AT SAYEMORE PHARMACY FOR SIGN INSTALLATION	1	420.00	
INV 2828	14/05/2018	SPECIALISED TREE SERVICE	LOCATING SERVICES ON ROBINSON ROAD	1	535.00	
EFT29935	18/05/2018	SPORTSPOWER NORTHAM	BLACK SOFT SHELL JACKETS WITH SHIRE LOGO EMBROIDERED ON THE FRONT (SIZE SMALL) (TENAYA X 1, JANELLE X 1, TAYLOR X 1, MEL X 2)	1		693.00
INV 18-0000417/04/2018		SPORTSPOWER NORTHAM	BLACK SOFT SHELL JACKETS WITH SHIRE LOGO EMBROIDERED ON THE FRONT (SIZE SMALL) (TENAYA X 1, JANELLE X 1, TAYLOR X 1, MEL X 2)	1	693.00	
EFT29936	18/05/2018	STATE LIBRARY OF WESTERN AUSTRALIA	DDS Freight recoup FY 2017-2018 Northam	1		3,513.40
INV RI01901713/04/2018		STATE LIBRARY OF WESTERN AUSTRALIA		1	1,758.44	
INV RI01567624/02/2017		STATE LIBRARY OF WESTERN AUSTRALIA	NORTHAM REGIONAL LIBRARY COURIER SERVICE FROM SL	1	1,754.96	



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EFT29937	18/05/2018	SUBSURFACE DETECTION PTY LTD	CARRY OUT AN EML/GPR SURVEY ON BOTH SHOULDER EDGES OF KATRINE ROAD SLK 0.09-1.86	1		3,882.45
INV 2950	18/04/2018	SUBSURFACE DETECTION PTY LTD	CARRY OUT AN EML/GPR SURVEY ON BOTH SHOULDER EDGES OF KATRINE ROAD SLK 0.09-1.86	1	3,882.45	
EFT29938	18/05/2018	THE WORKWEAR GROUP	UNIFORM FOR VERONICA HOWELL.	1		106.81
INV 1036336921/04/2018	18/05/2018	THE WORKWEAR GROUP	UNIFORM FOR VERONICA HOWELL.	1	106.81	
EFT29939	18/05/2018	TRANSWEST ASSET PTY LTD	SUPPLY & DELIVER 295.82 TONNE OF GRAVEL @ \$17.00 PER TONNE FOR SPENCERS BROOK YORK ROAD.	1		5,531.83
INV 11010	30/04/2018	TRANSWEST ASSET PTY LTD	SUPPLY & DELIVER 295.82 TONNE OF GRAVEL @ \$17.00 PER TONNE FOR SPENCERS BROOK YORK ROAD.	1	5,531.83	
EFT29940	18/05/2018	W GIBBS & SON	SUPPLY FENCE FOR 30 DAYS FOR FIRE DAMAGED HOUSE AT 181 WELLINGTON STREET, NORTHAM. INCLUDE CAUTION ASBESTOS SIGNAGE.	1		5,214.00
INV 10479	07/05/2018	W GIBBS & SON	SUPPLY FENCE FOR 30 DAYS FOR FIRE DAMAGED HOUSE AT 181 WELLINGTON STREET, NORTHAM. INCLUDE CAUTION ASBESTOS SIGNAGE.	1	4,224.00	
INV 10479	07/05/2018	W GIBBS & SON	EXTENSION OF TIME FOR TEMP SECURITY FENCE FOR 181 WELLINGTON STREET, NORTHAM. HOUSE WILL BE DEMOLISHED 1ST WEEK OF MAY. FENCE FOR EXTRA 3 WEEKS UP TILL 8 MAY 2018.	1	990.00	
EFT29941	18/05/2018	WA CONTRACT RANGER SERVICES	CAT MANGEMENT EXPENSE - JULY	1		605.00
INV 01499	01/05/2018	WA CONTRACT RANGER SERVICES	CAT MANGEMENT EXPENSE - JULY	1	605.00	
EFT29942	18/05/2018	WES'S DEMOLITION	DEMOLITION AND REMOVAL OF FIRE DAMAGED DWELLING AND REAR OUTBUILDINGS AT 181 WELLINGTON STREET, NORTHAM AS PER ORIGINAL RFQ. THIS INCLUDES CAPPING OF WATER METER, REMOVAL OF POWER LINE, TIPPING FEES, REMOVAL OF FIRE DAMAGED HOUSE INCLUDING ALL WASTE/MATERIALS ONSITE AND SCRAPING OF EARTH. SITE OT BE LEFT BARE EARTH. PERIMETER FENCE IS THE PROPERTY OF GIBB'S AND SONS. ALL TIP FEES TO BE PAID BY DEMOLITION CONTRACTOR AT THE OLD QAURRY ROAD WASTE MANAGEMENT FACILITY VIA CREDIT CARD OR EFTPOS.	1		21,560.00

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INV 37	16/05/2018	WESS DEMOLITION	DEMOLITION AND REMOVAL OF FIRE DAMAGED DWELLING AND REAR OUTBUILDINGS AT 181 WELLINGTON STREET, NORTHAM AS PER ORIGINAL RFQ. THIS INCLUDES CAPPING OF WATER METER, REMOVAL OF POWER LINE, TIPPING FEES, REMOVAL OF FIRE DAMAGED HOUSE INCLUDING ALL WASTE/MATERIALS ONSITE AND SCRAPING OF EARTH. SITE OT BE LEFT BARE EARTH. PERIMETER FENCE IS THE PROPERTY OF GIBB'S AND SONS. ALL TIP FEES TO BE PAID BY DEMOLITION CONTRACTOR AT THE OLD QAURRY ROAD WASTE MANAGEMENT FACILITY VIA CREDIT CARD OR EFTPOS.	1	21,560.00	
EFT29943	18/05/2018	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL PURCHASED FROM PUMA SERVICE STATIONS - APRIL 2018.	1		766.27
INV 41	30/04/2018	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL PURCHASED FROM PUMA SERVICE STATIONS - APRIL 2018.	1	766.27	
EFT29944	18/05/2018	YVONNE KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1		100.00
INV JW0205202/05/2018		YVONNE KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ELDER MEETING FEES - 02/05/2018	1	100.00	
EFT29945	24/05/2018	AMIRALEE ANNE JOY	KERB BOND TRUST REFUND BUILDING APP 17196 - R#107064	2		1,000.00
INV T1016	24/05/2018	AMIRALEE ANNE JOY	KERB BOND TRUST REFUND BUILDING APP 17196 - R#107064	2	1,000.00	
EFT29946	24/05/2018	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF APRIL 2018.	2		2,163.79
INV T995	24/05/2018	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF APRIL 2018.	2	2,163.79	
EFT29947	24/05/2018	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCITF FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF APRIL 2018.	2		2,244.76
INV T994	24/05/2018	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCITF FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF APRIL 2018.	2	2,244.76	

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EFT29948	24/05/2018	CASEY GARLETT	BOND REFUND FOR BOOKING #3460.	2		500.00
INV T1055	24/05/2018	CASEY GARLETT	BOND REFUND FOR BOOKING #3460.	2	500.00	
EFT29949	24/05/2018	DAVID HETHRINGTON (FORMERLY ALL BUILDINGS)	KERB BOND REFUND FOR BLDG APP 12120 R#50354	2		1,000.00
INV T557	24/05/2018	DAVID HETHRINGTON (FORMERLY ALL BUILDINGS)	KERB BOND REFUND FOR BLDG APP 12120 R#50354	2	1,000.00	
EFT29950	24/05/2018	DONALD LESLIE SMITH	REFUND OF RETURNED KEY 149 - STANDPIPE.	2		50.00
INV T3168	24/05/2018	DONALD LESLIE SMITH	REFUND OF RETURNED KEY 149 - STANDPIPE.	2	50.00	
EFT29951	24/05/2018	PLUNKETT HOMES (1930) PTY LTD	KERB & FOOTPATH REFUND BLDG APP NO 17134 - R#103219.	2		1,000.00
INV T990	24/05/2018	PLUNKETT HOMES (1930) PTY LTD	KERB & FOOTPATH REFUND BLDG APP NO 17134 - R#103219.	2	1,000.00	
EFT29952	24/05/2018	PURSLOWE TINETTI FUNERAL HOMES	BOND REFUND FOR BOOKING #3487	2		500.00
INV T1062	24/05/2018	PURSLOWE TINETTI FUNERAL HOMES	BOND REFUND FOR BOOKING #3487	2	500.00	
EFT29953	24/05/2018	RICHARD JOHN BRAZIER	REFUND OF STANDPIPE KEY 85 - KEY LOST 23/01/2003.	2		50.00
INV T3168	24/05/2018	RICHARD JOHN BRAZIER	REFUND OF STANDPIPE KEY 85 - KEY LOST 23/01/2003.	2	50.00	
EFT29954	24/05/2018	STALLION BUILDING CO PTY LTD	KERB BOND FOR BA 17143 R#103533	2		1,000.00
INV T992	24/05/2018	STALLION BUILDING CO PTY LTD	KERB BOND FOR BA 17143 R#103533	2	1,000.00	
EFT29955	24/05/2018	THE RIVERSIDE HOTEL	INVOICE 1948 SOCIAL CLUB EXPENSE.	2		228.00
INV T1025	24/05/2018	THE RIVERSIDE HOTEL	INVOICE 1948 SOCIAL CLUB EXPENSE.	2	228.00	
EFT29956	25/05/2018	ABBOTTS FORGE	PN1706 GRADER - FABRICATE AND FIT REPLACEMENT SIGN MOUNTING FRAME FOR 4 X FRAMES AND 8 LEGS TO GRADER (21 MAY 2018) - AS PER QUOTATION	1		1,250.00
INV 0000312121/05/2018	25/05/2018	ABBOTTS FORGE	PN1706 GRADER - FABRICATE AND FIT REPLACEMENT SIGN MOUNTING FRAME FOR 4 X FRAMES AND 8 LEGS TO GRADER (21 MAY 2018) - AS PER QUOTATION	1	1,250.00	
EFT29957	25/05/2018	ALCHEMY TECHNOLOGY	SOFTWARE MAINTENANCE & SUPPORT RENEWAL FOR KILLARA	1		2,226.40

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INV 6157	07/05/2018	ALCHEMY TECHNOLOGY	SOFTWARE MAINTENANCE & SUPPORT RENEWAL FOR KILLARA	1	2,226.40	
EFT29958	25/05/2018	ALLPUMPS & WATERBORING	TOWN POOL AERATORS. TOWN POOL AERATORS BLOCKED. PICK UP AND CLEAN OUT, PAINT WITH ANTIFOUL PAINT AS PER QUOTE.	1		7,540.50
INV X159	03/05/2018	ALLPUMPS & WATERBORING	TOWN POOL AERATORS. TOWN POOL AERATORS BLOCKED. PICK UP AND CLEAN OUT, PAINT WITH ANTIFOUL PAINT AS PER QUOTE.	1	7,540.50	
EFT29959	25/05/2018	AMGROW AUSTRALIA PTY LTD	3 X BAGS OF STRIKER RYEGRASS SEED	1		453.75
INV 118899	08/05/2018	AMGROW AUSTRALIA PTY LTD	3 X BAGS OF STRIKER RYEGRASS SEED	1	453.75	
EFT29960	25/05/2018	ASHMAN FINE CABINETS	SUPPLY & INSTALL OFFICE DESKS AT SES OFFICE, NORTHAM	1		4,950.00
INV 1000	07/03/2018	ASHMAN FINE CABINETS	SUPPLY & INSTALL OFFICE DESKS AT SES OFFICE, NORTHAM	1	4,950.00	
EFT29961	25/05/2018	AUSSGROUP PTY LTD T/A AUSSPORT SCOREBOARDS	BB200-12 MANUFACTURE OF BASKETBALL SCOREBOARD WITH 300MM HIGH DIGITS, DIMENSIONS:2400MM X 1200MM X 100MM WORELESS REMOTE CONTROL, FRIEGHT TO NORTHAM WA 6401	1		3,896.56
INV 0000234417	05/2018	AUSSGROUP PTY LTD T/A AUSSPORT SCOREBOARDS	BB200-12 MANUFACTURE OF BASKETBALL SCOREBOARD WITH 300MM HIGH DIGITS, DIMENSIONS:2400MM X 1200MM X 100MM WORELESS REMOTE CONTROL, FRIEGHT TO NORTHAM WA 6401	1	3,896.56	
EFT29962	25/05/2018	AUSTRALIA POST	AUSTRALIA POST APRIL 2018	1		673.43
INV 1007449303	05/2018	AUSTRALIA POST	AUSTRALIA POST APRIL 2018	1	673.43	
EFT29963	25/05/2018	AUSTRALIAN INSTITUTE OF MANAGEMENT WESTERN AUSTRALIA	ODI WHITE LEAN TRAINING 16 - 17 JULY 2018	1		992.00
INV 7103690	29/03/2018	AUSTRALIAN INSTITUTE OF MANAGEMENT WESTERN AUSTRALIA	ODI WHITE LEAN TRAINING 16 - 17 JULY 2018	1	992.00	
EFT29964	25/05/2018	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY 24/04/2018 to 06/05/2018	1		1,568.00

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INV 0080	06/05/2018	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY 24/04/2018 to 06/05/2018	1	1,568.00	
EFT29965	25/05/2018	AVON SERVICE SPECIALISTS	1 X FRIDGE SLIDE FOR CBFCO VEHICLE TO REPLACE BROKEN ONE	1		1,100.00
INV 14405	07/05/2018	AVON SERVICE SPECIALISTS	1 X FRIDGE SLIDE FOR CBFCO VEHICLE TO REPLACE BROKEN ONE	1	1,100.00	
EFT29966	25/05/2018	AVON VALLEY ARTS SOCIETY (INC)	STOCK PURCHASES FOR VISITORS CENTRE.	1		106.30
INV 0004866519/05/2018	25/05/2018	AVON VALLEY ARTS SOCIETY (INC)	STOCK PURCHASES FOR VISITORS CENTRE.	1	106.30	
EFT29967	25/05/2018	AVON VALLEY BAKERY	150 X HOT DOG ROLLS FOR TAIL END CHARLIE THE TRACTOR LAUNCH.	1		105.00
INV 2587	18/05/2018	AVON VALLEY BAKERY	150 X HOT DOG ROLLS FOR TAIL END CHARLIE THE TRACTOR LAUNCH. COLLECTION BY EVENTS IN THE AM OF THE 7TH OF JULY PRIOR TO EVENT	1	105.00	
EFT29968	25/05/2018	AVON VALLEY CONTRACTORS	TRUCK LOAD OF BRICKIES SAND TO BE DELIVERED TO SHINGLE HILL PIT (BAKERS HILL) - CONTACT MICK 0455 088 503	1		825.00
INV 2301	22/05/2018	AVON VALLEY CONTRACTORS	TRUCK LOAD OF BRICKIES SAND TO BE DELIVERED TO SHINGLE HILL PIT (BAKERS HILL) - CONTACT MICK 0455 088 503	1	825.00	
EFT29969	25/05/2018	AVW ELECTRICAL	AERODROME. INSTALL NEW MISSING ELECTRICAL PILLAR TO CORNER OF LOT 36 AS PER QUOTE A2209	1		3,161.40
INV A2253	11/04/2018	AVW ELECTRICAL	AERODROME. INSTALL NEW MISSING ELECTRICAL PILLAR TO CORNER OF LOT 36 AS PER QUOTE A2209	1	3,161.40	
EFT29970	25/05/2018	BORAL RESOURCES WA LTD (ASPHALT)	SEAL WORKS AT IRISHTOWN ROAD SLK 7.65 - 7.96 - ECOPRIME @ 0.5 LITRES/SQM AS PER QUOTE# W1701-1538.	1		27,961.78
INV AWWPS(30/04/2018	25/05/2018	BORAL RESOURCES WA LTD (ASPHALT)	SEAL WORKS AT IRISHTOWN ROAD SLK 7.65 - 7.96 - ECOPRIME @ 0.5 LITRES/SQM AS PER QUOTE# W1701-1538.	1	29,672.50	
INV AWWPS(12/04/2018	25/05/2018	BORAL RESOURCES WA LTD (ASPHALT)	CREDIT FOR SPENCERS BROOK ROAD - SPRAY & COVER USING C170 BITUMEN @ 1.4 LITRES/SQM WITH 10MM AGGREGATE AS PER QUOTE# W1701-1418.	1	-1,710.72	

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EFT29971	25/05/2018	BURGESS RAWSON (WA) PTY LTD	WATER & SEWERAGE RATES FOR DUMP POINT ON PEEL TCE FOR THE PERIOD 13/03/2018 TO 30/06/2018.	1		49.06
INV 487722	17/05/2018	BURGESS RAWSON (WA) PTY LTD	WATER & SEWERAGE RATES FOR DUMP POINT ON PEEL TCE FOR THE PERIOD 13/03/2018 TO 30/06/2018.	1	49.06	
EFT29972	25/05/2018	CANNON HYGIENE AUSTRALIA PTY LTD	VISITORS CENTRE. 6 MONTHLY SANITARY BIN SERVICING.VISITORS CENTRE. 6 MONTHLY SANITARY BIN SERVICING.	1		264.84
INV 0008823514/05/2018		CANNON HYGIENE AUSTRALIA PTY LTD	VISITORS CENTRE. 6 MONTHLY SANITARY BIN SERVICING.VISITORS CENTRE. 6 MONTHLY SANITARY BIN SERVICING.	1	264.84	
EFT29973	25/05/2018	CENTRAL MOBILE MECHANICAL REPAIRS	PN1501 - REPAIR HYDRAULIC LEAK IN WATER TRUCK	1		17,153.11
INV 0000226020/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1221 - SERVICE 130,000KM AND CHECK REVERSING ALARM	1	738.32	
INV 0000227120/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1207 - 3,000HR SERVICE AND AIR CON REGAS	1	280.50	
INV 0000225920/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1408 - SERVICE 1500HR	1	844.09	
INV 0000225820/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1005 - SERVICE TO KUBOTA MOWER (WUNDOWIE) 12/4	1	363.00	
INV 0000226220/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1213 - SUPPLY FUEL FILTER & SERVICE	1	1,060.02	
INV 0000226620/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1218 - ASSESS AND REPAIR AIR LEAK AND REGAS AIR CON	1	268.84	
INV 0000227620/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1006 - AMMANN STEEL DRUM ROLLER SERVICE 2,750HR	1	1,047.72	
INV 0000227720/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1314 - GRADER 3,800HR SERVICE AND REPLACE GREASE NIPPLE TOP LEFT FRONT	1	1,244.71	
INV 0000227820/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1501 - REPAIR HYDRAULIC LEAK IN WATER TRUCK	1	1,225.84	
INV 0000225420/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1611 - 20,000KM SERVICE TO TRUCK (NORTHAM DEPOT)	1	1,277.54	
INV 0000225520/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1502 - TYRE ROLLER SERVICE ON SITE 2500HR	1	1,202.08	
INV 0000225620/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	REPAIR/REPLACE BEARINGS IN TRAILER PN1413 (6 MARCH 2018)	1	829.40	
INV 0000225720/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	REPLACE BRUSHES AND CHECK ENGINE MOUNTS ON SEWELL ROAD BROOM PN1603.	1	391.60	
INV 0000226720/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1218 - REPAIR STUCK SEATBELT	1	121.00	

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INV 0000226820/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	CALL OUT TO ATTEND TO POSI TRACK ON SITE AT MOUNT OMMANEY.	1	264.00	
INV 0000226920/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	ATTEND SITE TO RESOLVE BREADOWN AT IRISHTOWN ROAD ON TIPPER TRUCK PN1515 - N11187.	1	477.07	
INV 0000227020/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN3555 - REPAIR HYDRAULIC HOSE ON BACKHOE IN	1	425.92	
INV 0000227220/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	ATTEND SITE REMOVE FLAT TYRE FROM MUTI TYRE ROLLER, DELIVER TO BEAUREPAIRS FOR REPAIRS, COLLECT AND REPLACE ON SITE.	1	534.60	
INV 0000227320/03/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1509 - CHECK AND REPAIR OIL LEAK	1	121.00	
INV 0000227420/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1619 - ATTEND SHIRE DEPOT AND DIAGNOSE AND FIX LOOSE JOYSTICK	1	121.00	
INV 0000227520/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1003 - KOMATSU LOADER SERVICE 3,300HRS REPAIR SKID PLATE ON BUCKET (POSSIBLE ADDITIONAL BOLT REQUIRED)	1	1,086.36	
INV 0000226120/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1608 - SERVICE RUBBER TYRE ROLLER ON SITE AND REPLACE AIR FILTERS	1	1,141.14	
INV 0000226320/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN1501 - REPAIR HYDRAULIC LEAK IN WATER TRUCK	1	1,361.80	
INV 0000226420/05/2018		CENTRAL MOBILE MECHANICAL REPAIRS	PN3555 - REPAIR HYDRAULIC LEAK ON BOOM	1	725.56	
EFT29974	25/05/2018	COUNTRYWIDE GROUP	HUSQVARNA CHAINSAW LT435 TO REPLACE VERGE CREWS CHAINSAW.	1		883.29
INV 25222	23/04/2018	COUNTRYWIDE GROUP	HUSQVARNA CHAINSAW LT435 TO REPLACE VERGE CREWS CHAINSAW.	1	699.00	
INV 25205	20/04/2018	COUNTRYWIDE GROUP	REPAIR AND REPLACE PULL START IN QUICK CUT SAW	1	103.60	
INV 25319	09/05/2018	COUNTRYWIDE GROUP	ROLL OF WHIPPER SNIPPER CORD	1	60.00	
INV 25342	14/05/2018	COUNTRYWIDE GROUP	BLADES FOR PN1005 KUBOTA MOWER	1	20.69	
EFT29975	25/05/2018	COUNTRYWIDE MAINTENANCE SERVICES	REPAIR OF SLIDING DOORS ON NORTHAM DISTRICT SES VEHICLE COMPUND, AND SERVICING OF ALL SLIDING DOOR TRACKS TO ENSURE CORRECT OPERATION.	1		1,200.00
INV 0447	06/03/2018	COUNTRYWIDE MAINTENANCE SERVICES	REPAIR OF SLIDING DOORS ON NORTHAM DISTRICT SES VEHICLE COMPUND, AND SERVICING OF ALL SLIDING DOOR TRACKS TO ENSURE CORRECT OPERATION.	1	1,200.00	
EFT29976	25/05/2018	COURIER AUSTRALIA	FREIGHT CHARGE FOR DEPOT W/E 27/04/2018	1		10.87
INV 0352	27/04/2018	COURIER AUSTRALIA	FREIGHT CHARGE FOR DEPOT W/E 27/04/2018.	1	10.87	

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EFT29977	25/05/2018	DIRECTIONS WORKFORCE SOLUTIONS	MENTORING FOR AEIC TRAINEE AS OUTLINED IN PROPOSAL	1		440.00
INV INV-020502/03/2018		DIRECTIONS WORKFORCE SOLUTIONS	MENTORING FOR AEIC TRAINEE AS OUTLINED IN PROPOSAL	1	220.00	
INV INV-021503/04/2018		DIRECTIONS WORKFORCE SOLUTIONS	MENTORING FOR AEIC TRAINEE AS OUTLINED IN PROPOSAL	1	220.00	
EFT29978	25/05/2018	DMC CLEANING	CLEANING THE SHIRE OF NORTHAM ADMINISTRATION BUILDING FOR THE PERIOD 1ST APRIL 2017 TO 30TH APRIL 2018.	1		5,096.12
INV SON007	25/04/2018	DMC CLEANING	CLEANING THE SHIRE OF NORTHAM ADMINISTRATION BUILDING FOR THE PERIOD 1ST APRIL 2017 TO 30TH APRIL 2018.	1	5,096.12	
EFT29979	25/05/2018	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY MRWA DG14 C320 ASPHALT AT AN APPROXIMATE DEPTH OF 40MM AT NEWMAN & BEDFORD STREET BAKERS HILL AS PER QUOTE 600.6900.02 INCLUDING PRE SWEEP SUCTION SWEEPER FOR 6 HOURS.	1		90,936.31
INV 6004375	17/05/2018	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY MRWA DG14 C320 ASPHALT AT AN APPROXIMATE DEPTH OF 40MM AT NEWMAN & BEDFORD STREET BAKERS HILL AS PER QUOTE 600.6900.02 INCLUDING PRE SWEEP SUCTION SWEEPER FOR 6 HOURS.	1	90,936.31	
EFT29980	25/05/2018	DRACO AIR PTY LTD	NORTHAM DEPOT. REPAIR LID TO ICE MACHINE.	1		198.00
INV DA7051	07/05/2018	DRACO AIR PTY LTD	NORTHAM DEPOT. REPAIR LID TO ICE MACHINE.	1	198.00	
EFT29981	25/05/2018	ECOSAFE INTERNATIONAL	NORTHAM RECYCLED WATER SYSTEM TECHNICAL ASSESSMENT MANAGEMENT PLAN AND SUPPLY AGREEMENT PROPOSAL.	1		4,620.00
INV INV-216003/05/2018		ECOSAFE INTERNATIONAL	NORTHAM RECYCLED WATER SYSTEM TECHNICAL ASSESSMENT MANAGEMENT PLAN AND SUPPLY AGREEMENT PROPOSAL.	1	4,620.00	
EFT29982	25/05/2018	EMU ESSENCE	STOCK PURCHASES FOR VISITORS CENTRE.	1		182.90
INV 3	21/05/2018	EMU ESSENCE	STOCK PURCHASES FOR VISITORS CENTRE.	1	182.90	



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EFT29983	25/05/2018	FM SURVEYS	SPOTTING FOR LINEMARKING WORKS AT SPENCER BROOK ROAD SLK 2.9 - 5.4 SCOPE OF WORKS: PREVIOUS SITE PLAN COMPLETED & CENTRELINE TO BE MARKED AS PER CALCULATIONS.	1		3,080.00
INV 0002071516/05/2018	25/05/2018	FM SURVEYS	SPOTTING FOR LINEMARKING WORKS AT CARTER ROAD SLK 6.7 - 07.5 SCOPE OF WORKS: PREVIOUS SITE PLAN COMPLETED & CENTRELINE TO BE MARKED AS PER CALCULATIONS.	1	440.00	
INV 0002071416/05/2018	25/05/2018	FM SURVEYS	SPOT MARKING. SPOTTING FOR LINEMARKING WORKS AT JENNAPULIN ROAD SLK 0.588 - 0.88 (ALSO ONE GIVE WAY LINE) SCOPE OF WORKS: SITE PLAN TO DETERMINE CENTRELINE CALCULATIONS	1	990.00	
INV 0002071616/05/2018	25/05/2018	FM SURVEYS	SPOT MARKING SPOTTING FOR LINEMARKING WORKS AT SPENCER BROOK ROAD SLK 2.9 - 5.4 SCOPE OF WORKS: PREVIOUS SITE PLAN COMPLETED & CENTRELINE TO BE MARKED AS PER CALCULATIONS.	1	1,650.00	
EFT29984	25/05/2018	FOOD SAFETY WA	REGULATORY FOOD SAFETY AUDIT FOR KILLARA KITCHEN	1		770.00
INV 00322	10/05/2018	FOOD SAFETY WA	REGULATORY FOOD SAFETY AUDIT FOR KILLARA KITCHEN	1	770.00	
EFT29985	25/05/2018	FORPARK AUSTRALIA	REPLACEMENT BOLTS AND WASHES FOR WUNDOWIE EXCERSISE EQUIPMENT	1		110.00
INV 41411	21/05/2018	FORPARK AUSTRALIA	REPLACEMENT BOLTS AND WASHES FOR WUNDOWIE EXCERSISE EQUIPMENT	1	110.00	
EFT29986	25/05/2018	FULTON HOGAN INDUSTRIES PTY LTD	EP2174 - 15L TUB OF EMULSEAL	1		2,783.00
INV 1162811924/04/2018	25/05/2018	FULTON HOGAN INDUSTRIES PTY LTD	EP2174 - 15L TUB OF EMULSEAL	1	2,783.00	
EFT29987	25/05/2018	GDR CIVIL CONTRACTING PTY LTD	MAINTENANCE GRADING OF SHIRE OF NORTHAM GRAVEL ROADS #1 BUS ROUTES	1		55,004.40
INV 1298	05/02/2018	GDR CIVIL CONTRACTING PTY LTD	MAINTENANCE GRADING OF SHIRE OF NORTHAM GRAVEL ROADS #1 BUS ROUTES	1	22,745.80	
INV 1294	25/01/2018	GDR CIVIL CONTRACTING PTY LTD	MAINTENANCE GRADING OF SHIRE OF NORTHAM GRAVEL ROADS #1 BUS ROUTES	1	5,822.30	

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INV 1293	25/01/2018	GDR CIVIL CONTRACTING PTY LTD	MAINTENANCE GRADING OF SHIRE OF NORTHAM GRAVEL ROADS #1 BUS ROUTES	1	7,309.50	
INV 1291	25/01/2018	GDR CIVIL CONTRACTING PTY LTD	MAINTENANCE GRADING OF SHIRE OF NORTHAM GRAVEL ROADS #1 BUS ROUTES	1	7,651.60	
INV 1290	25/01/2018	GDR CIVIL CONTRACTING PTY LTD	MAINTENANCE GRADING OF SHIRE OF NORTHAM GRAVEL ROADS #1 BUS ROUTES	1	11,475.20	
EFT29988	25/05/2018	GLENN STUART BEVERIDGE	REPLACE REMOVED PANEL FROM PLAYGROUND, STRAIGHTEN GATE, REALIGN BOTTOM BAR	1		550.00
INV 85	08/05/2018	GLENN STUART BEVERIDGE	PLAYGROUND FENCE REPLACE REMOVED PANEL FROM PLAYGROUND, STRAIGHTEN GATE, REALIGN BOTTOM BAR	1	550.00	
EFT29989	25/05/2018	HILLS WARRIORS NETBALL CLUB	KIDSPORT FUNDING	1		450.00
INV KS02219	18/05/2018	HILLS WARRIORS NETBALL CLUB	KIDSPORT FUNDING	1	450.00	
EFT29990	25/05/2018	HOUSE OF SHARDAY	STOCK PURCHASES FOR VISITORS CENTRE	1		240.17
INV 0000067318	05/2018	HOUSE OF SHARDAY	STOCK PURCHASES FOR VISITORS CENTRE	1	240.17	
EFT29991	25/05/2018	ICPX SERVICES	LCD SCREEN FOR 2018 NMSF IN VILLAGE GREEN. SETUP PRIOR TO 0800, PACKDOWN AFTER 1600	1		2,200.00
INV 0000001615	04/2018	ICPX SERVICES	LCD SCREEN FOR 2018 NMSF IN VILLAGE GREEN. SETUP PRIOR TO 0800, PACKDOWN AFTER 1600	1	2,200.00	
EFT29992	25/05/2018	JANET VOST	CURATORIAL SERVICES FOR THE BILYA KOORT BOODJA CENTRE	1		8,701.25
INV 0018-4	06/05/2018	JANET VOST	CURATORIAL SERVICES FOR THE BILYA KOORT BOODJA CENTRE - SEE PO 49510 ALSO	1	4,155.53	
INV 0018-4	06/05/2018	JANET VOST	CURATORIAL SERVICES FOR THE BILYA KOORT BOODJA CENTRE	1	4,545.72	
EFT29993	25/05/2018	KLEENWEST DISTRIBUTORS	ASSORTED ITEMS & CHEMICALS FOR KILLARA	1		608.85
INV 0003082424	04/2018	KLEENWEST DISTRIBUTORS	ASSORTED ITEMS & CHEMICALS FOR KILLARA	1	608.85	
EFT29994	25/05/2018	LANDGATE	RURAL UV GENERAL REVALUATION 2017/2018.	1		10,982.45
INV 338643-1011	04/2018	LANDGATE	RURAL UV GENERAL REVALUATION 2017/2018.	1	10,737.20	
INV 339236-1027	04/2018	LANDGATE	VALUATION ROLLS - MIN CHARGE - UP TO 5000 VALUES	1	245.25	

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EFT29995	25/05/2018	LUCY'S TEAROOMS	CATERING FOR 2017 BALLOON FIESTA, VIP FUNCTION AT THE NORTHAM REC CENTRE.	1		2,360.00
INV 1662	22/05/2018	LUCY'S TEAROOMS	20 ASSORTED SANDWICHES FOR STAFF TRAINING	1	120.00	
INV 1501	15/09/2017	LUCY'S TEAROOMS	CATERING FOR 2017 BALLOON FIESTA, VIP FUNCTION AT THE NORTHAM REC CENTRE.	1	1,500.00	
INV 1656	22/05/2018	LUCY'S TEAROOMS	CATERING - COUNCIL FORUM MEETING 11/04/2018	1	300.00	
INV 1654	22/05/2018	LUCY'S TEAROOMS	CATERING - ORDINARY COUNCIL MEETING 17/01/2018	1	440.00	
EFT29996	25/05/2018	LUPTONS LIQUID WASTE	CLEAN OUT GREASE TRAP FOR KILLARA	1		550.00
INV 51080	15/05/2018	LUPTONS LIQUID WASTE	CLEAN OUT GREASE TRAP FOR KILLARA	1	550.00	
EFT29997	25/05/2018	MARKET CREATIONS PTY LTD	BKB CENTRE - DIGITISE LOGO, STYLE GUIDE, STATIONERY SUITE AND WORD TEMPLATE	1		2,002.00
INV HS64-1	30/04/2018	MARKET CREATIONS PTY LTD	BKB CENTRE - DIGITISE LOGO, STYLE GUIDE, STATIONERY SUITE AND WORD TEMPLATE	1	2,002.00	
EFT29998	25/05/2018	MATT GIRAUDO	AERODROME. SUPPLY REPORT AND ESTIMATED COSTS FOR UPGRADING WATER FEED INTO NORTHAM AERODROME.	1		5,900.00
INV 10142	14/05/2018	MATT GIRAUDO	AERODROME. SUPPLY REPORT AND ESTIMATED COSTS FOR UPGRADING WATER FEED INTO NORTHAM AERODROME.	1	3,500.00	
INV 10141	14/05/2018	MATT GIRAUDO	REVIEW OF STORMWATER MANAGEMENT PLAN - ECO LIFESTYLE VILLAGE	1	2,400.00	
EFT29999	25/05/2018	MAYDAY EARTHMOVING	HIRE OF WACKER PACKER (5 DAY)	1		88.00
INV 0006903218/04/2018		MAYDAY EARTHMOVING	HIRE OF WACKER PACKER (5 DAY)	1	88.00	
EFT30000	25/05/2018	MEGA-FIX	COMPRESSOR AND ATTACHMENTS FOR RURAL DRAINAGE.	1		2,733.41
INV 68311	13/04/2018	MEGA-FIX	COMPRESSOR AND ATTACHMENTS FOR RURAL DRAINAGE	1	2,284.54	
INV 68521	24/04/2018	MEGA-FIX	NUTS & BOLTS FOR FLAIL MOWER.	1	10.01	
INV 68563	26/04/2018	MEGA-FIX	6" CUTTING DISK - UB10 ABRASIVE BLADE FOR GRINDERS AND DEMOLITION SAWS, MAX RPM 5,400, BORE 25.4MM	1	438.86	

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EFT30001	25/05/2018	META MAYA GROUP PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - JOINERY 01 (CABINETS)	1		54,039.15
INV 4200064301/05/2018		META MAYA GROUP PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - JOINERY 01 (CABINETS)	1	24,517.35	
INV 4200064401/05/2018		META MAYA GROUP PTY LTD	NORTHAM ABORIGINAL ENVIRONMENTAL AND INTERPRETIVE CENTRE INTERIOR FIT OUT - JOINERY 02 (BATTENED SCREENS)	1	13,899.60	
INV 4200064501/05/2018		META MAYA GROUP PTY LTD	JOINERY WORKS FOR THE GRAPHIC RIBBON AT THE BKB CENTRE (CONTRACT 9 OF NAEIC)	1	15,622.20	
EFT30002	25/05/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 30/04/2018 TO 06/05/2018.	1		8,058.60
INV N1896	14/05/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 30/04/2018 TO 06/05/2018.	1	4,029.30	
INV N1897	14/05/2018	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS 5 DAYS PER WEEK AS PER CONTRACT. 07/05/2018 TO 13/05/2018.	1	4,029.30	
EFT30003	25/05/2018	NORTHAM FLORIST	FLOWERS FOR MARK DAVIS AT FIONA STANLEY HOSPITAL - FLOWERS & DELIVERY	1		88.00
INV 19680	15/05/2018	NORTHAM FLORIST	FLOWERS FOR MARK DAVIS AT FIONA STANLEY HOSPITAL - FLOWERS & DELIVERY	1	88.00	
EFT30004	25/05/2018	NORTHAM SCOUT GROUP	KIDSPORT FUNDING	1		150.00
INV KS0225921/05/2018		NORTHAM SCOUT GROUP	KIDSPORT FUNDING	1	150.00	
EFT30005	25/05/2018	OXTER SERVICES	BURIAL DATE 03/05/2018 NEW GRAVE FOR THE BURIAL OF SHANE YARREN.	1		3,918.67
INV 19666	11/05/2018	OXTER SERVICES	CLEANING OF QUELLINGTON, SOUTHERN BROOK & GRASS VALLEY HALLS - 30/04/2018 TO 11/5/2018.	1	382.80	
INV 19665	11/05/2018	OXTER SERVICES	CEMETERY TOILETS. CLEANING FOR 30/04/2018 TO 11/05/2018.	1	233.20	
INV 19664	11/05/2018	OXTER SERVICES	KATRINE TOILET'S. CLAENING FOR MAY 2018.	1	233.20	
INV 19663	11/05/2018	OXTER SERVICES	WUNDOWIE TOILETS. CLEANING FOR 30/04/2018 TO 11/05/2018.	1	382.80	
INV 19662	11/05/2018	OXTER SERVICES	BAKERS HILL PAVILLIONN TOILETS. CLEANING FOR 30/04/2018 TO 11/05/2018.	1	233.20	

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INV 19661	11/05/2018	OXTER SERVICES	BAKERS HILL HOOPER PARK TOILETS. CLEANING FOR 30/04/2018 TO 11/05/2018.	1	349.80	
INV 19660	11/05/2018	OXTER SERVICES	CLACKLINE TOILETS. CLEANING FOR 30/04/2018 TO 11/05/2018.	1	349.80	
INV 19610	11/05/2018	OXTER SERVICES	SOUTHERN BROOK HALL. SUPPLY 2 X CARTONS OF TOILET PAPER, 20L PINEAWAY, 1 X BOX OF RUBBER GLOVES.	1	191.87	
INV 19659	11/05/2018	OXTER SERVICES	BURIAL DATE 03/05/2018 NEW GRAVE FOR THE BURIAL OF SHANE YARREN.	1	1,562.00	
EFT30006	25/05/2018	PERTH BASKETBALL ASSOCIATION INC	KIDSPORT FUNDING	1		66.00
INV KS0226321	05/2018	PERTH BASKETBALL ASSOCIATION INC	KIDSPORT FUNDING	1	66.00	
EFT30007	25/05/2018	PLAYMASTER PTY LTD T/A BEEFMASTER STEEL FABRICATIONS	REPLACEMENT TODDLER SWING SEAT.	1		165.00
INV INV-025512	04/2018	PLAYMASTER PTY LTD T/A BEEFMASTER STEEL FABRICATIONS	REPLACEMENT TODDLER SWING SEAT.	1	165.00	
EFT30008	25/05/2018	PRESTIGE ALARMS	ADMIN BUILDING. QUARTERLEY MONITORING OF SECURITY ALARM FOR JUNE - SEP	1		115.00
INV 0009805609	05/2018	PRESTIGE ALARMS	ADMIN BUILDING. QUARTERLEY MONITORING OF SECURITY ALARM FOR JUNE - SEP	1	115.00	
EFT30009	25/05/2018	RED DOT STORES	TABLEWARE, TABECOVERS ETC. AND SUPPLIES FOR 2018 FIREFIGHTERS DINNER	1		275.00
INV 3582264902	05/2018	RED DOT STORES	A2 FRAMES FOR POSTERS	1	48.00	
INV 3585340004	05/2018	RED DOT STORES	TABLEWARE, TABECOVERS ETC. AND SUPPLIES FOR 2018 FIREFIGHTERS DINNER	1	227.00	
EFT30010	25/05/2018	RIVERGUM VALLEY LAVENDER	STOCK PURCHASES FOR VISITORS CENTRE.	1		175.30
INV 0000030104	05/2018	RIVERGUM VALLEY LAVENDER	STOCK PURCHASES FOR VISITORS CENTRE.	1	175.30	
EFT30011	25/05/2018	SGS AUSTRALIA PTY LTD	BI ANNUAL OLD QUARRY RD WASTE FACILITY BORE MONITORING APRIL 2018	1		1,348.60
INV NE0006918	04/2018	SGS AUSTRALIA PTY LTD	ASBESTOS IDENTIFICATION OLD BRICKMART SHED FITZGERALD STREET	1	176.00	
INV NE0006924	04/2018	SGS AUSTRALIA PTY LTD	BI ANNUAL OLD QUARRY RD WASTE FACILITY BORE MONITORING APRIL 2018	1	1,172.60	

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EFT30012	25/05/2018	SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON FOR W/E 29/04/2018.	1		3,540.81
INV AP52064	10/05/2018	SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON ON MONDAY 30TH APRIL 2018.	1	1,735.87	
INV AP52027	02/05/2018	SKILL HIRE WA PTY LTD	LABOUR HIRE FOR ROBERT WILSON FOR W/E 29/04/2018.	1	1,804.94	
EFT30013	25/05/2018	TOTAL PACKAGING	CARTON OF DOGGY DISPOSAL BAGS TO BE DELIVERED TO THE NORTHAM SHIRE DEPOT 116 PEEL TERRACE, NORTHAM	1		514.80
INV 0003294	01/05/2018	TOTAL PACKAGING	CARTON OF DOGGY DISPOSAL BAGS TO BE DELIVERED TO THE NORTHAM SHIRE DEPOT 116 PEEL TERRACE, NORTHAM	1	514.80	
EFT30014	25/05/2018	TRUCK CENTRE (WA) PTY LTD	PARTS TO REPAIR PN1611.	1		2,087.20
INV 1510441	02/03/2018	TRUCK CENTRE (WA) PTY LTD	PARTS TO REPAIR PN1611.	1	2,087.20	
EFT30015	25/05/2018	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES FOR 18, 19 & 20/05/18	1		258.50
INV 01543	21/05/2018	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES FOR 18, 19 & 20/05/18	1	258.50	
EFT30016	25/05/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1611 - INSTALLATION OF TRUCK MIRROR AND REWIRING	1		661.50
INV 7715	30/04/2018	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1611 - INSTALLATION OF TRUCK MIRROR AND REWIRING	1	661.50	
EFT30017	25/05/2018	WHEATBELT HEALTH CENTRE PHARMACY	Killara medication and woundcare restock	1		111.39
INV 42607	26/04/2018	WHEATBELT HEALTH CENTRE PHARMACY	Killara medication and woundcare restock	1	32.96	
INV 42605	26/04/2018	WHEATBELT HEALTH CENTRE PHARMACY	Killara medication and woundcare restock	1	78.43	
EFT30018	25/05/2018	WINC AUSTRALIA PTY LIMITED	STATIONERY FOR ADMIN.	1		129.03
INV 902380	13/03/2018	WINC AUSTRALIA PTY LIMITED	STATIONERY FOR ADMIN.	1	129.03	
EFT30019	25/05/2018	WUNDOWIE AND DISTRICTS MENS SHED INC	MANUFACTURE AND PAINT AND DELIVER YELLOW TOWNSITE BINS	1		3,000.00
INV 000001	07/11/05/2018	WUNDOWIE AND DISTRICTS MENS SHED INC	MANUFACTURE AND PAINT AND DELIVER YELLOW TOWNSITE BINS	1	3,000.00	
EFT30020	25/05/2018	ZENIEN	ADMIN BUILDING, SUPPLY AND INSTALL CCTV MICROPHONE AS PER QUOTE Q2499/1	1		1,296.90

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INV I5256	07/05/2018	ZENIEN	ADMIN BUILDING, SUPPLY AND INSTALL CCTV MICROPHONE AS PER QUOTE Q2499/I	1	1,296.90	
EFT30021	31/05/2018	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR APRIL 2018 - MILTON BROOK, SUSAN BURLEY, BEV BULL, ALISON ROWLAND, KRISTY ROBINSON, ALYSHA MAXWELL, WENDY SOFOULIS, LEASA OSBORNE, KIM COLBORNE, BROOKE EVANS.	1		2,773.69
INV APRIL 2030/04/2018		RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR APRIL 2018 - MILTON BROOK, SUSAN BURLEY, BEV BULL, ALISON ROWLAND, KRISTY ROBINSON, ALYSHA MAXWELL, WENDY SOFOULIS, LEASA OSBORNE, KIM COLBORNE, BROOKE EVANS.	1	2,773.69	
EFT30022	31/05/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 221 Interest payment - AIRSTRIP UPGRADE	1		6,951.18
INV 221	31/05/2018	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 221 Interest payment - AIRSTRIP UPGRADE		6,951.18	
EFT30023	31/05/2018	ACCESS PROTOCOL	3X PREMIUM NON SLIP FLOOR MAT - BLACK 5X PENDANT DOUBLE ADAPTOR MODULE 1X POSTAGE	1		1,210.00
INV 25035	10/05/2018	ACCESS PROTOCOL	3X PREMIUM NON SLIP FLOOR MAT - BLACK 5X PENDANT DOUBLE ADAPTOR MODULE 1X POSTAGE	1	1,210.00	
EFT30024	31/05/2018	ACES ANIMAL CARE EQUIPMENT SERVICES PTY LTD	CITRONELLA SPRAY - CSS-C	1		254.80
INV 0002880904/05/2018		ACES ANIMAL CARE EQUIPMENT SERVICES PTY LTD	CITRONELLA SPRAY - CSS-C	1	254.80	
EFT30025	31/05/2018	AG IMPLEMENTS NORTHAM PTY LTD	725-BLD-FR MOWER BLADES - RIGHT HAND	1		993.12
INV 329355	17/04/2018	AG IMPLEMENTS NORTHAM PTY LTD	725-BLD-FR MOWER BLADES - RIGHT HAND	1	484.66	
INV 329356	17/04/2018	AG IMPLEMENTS NORTHAM PTY LTD	REPLACEMENT MOWER BLADES FOR Z-TRAK RIDE ON MOWER PART # BLR6600 PN1513	1	139.92	
INV 330474	27/04/2018	AG IMPLEMENTS NORTHAM PTY LTD	QUICK HITCH BALLS 76MM	1	33.04	
INV 331106	30/04/2018	AG IMPLEMENTS NORTHAM PTY LTD	REWELD SHADE SHELTER FRAME ON Z TRACK MOWER. PN1513	1	335.50	
EFT30026	31/05/2018	ALL VEHICLES (NORTHAM RADIATOR SPECIALISTS & AVON 4WD CENTRE)	COMPRESSOR AND HOSE KIT FOR CESM VEHICLE - SUPPLY ONLY	1		370.00

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INV 59961/60/04/05/2018		ALL VEHICLES (NORTHAM RADIATOR SPECIALISTS & AVON 4WD CENTRE)	COMPRESSOR AND HOSE KIT FOR CESM VEHICLE - SUPPLY ONLY	1	370.00	
EFT30027	31/05/2018	ANDY'S PLUMBING SERVICE	VISITORS CENTRE. REPAIR LEAKING BOX GUTTER IN HALLWAY.	1		4,304.30
INV A17995	15/05/2018	ANDY'S PLUMBING SERVICE	APEX PARK TOILETS. UNBLOCK MALE AND FEMALE TOILETS.	1	729.30	
INV A18006	21/05/2018	ANDY'S PLUMBING SERVICE	RIVERS EDGE CAFE. CHECK GAS APPLIANCES IN KITCHEN, STRONG GAS SMELL INSIDE, POSSIBLE LEAK.	1	907.50	
INV A18007	21/05/2018	ANDY'S PLUMBING SERVICE	OLD TOWN ADMIN. URGENT REPAIR BLOCKED TOILETS.	1	984.50	
INV A18005	21/05/2018	ANDY'S PLUMBING SERVICE	VISITORS CENTRE. REPAIR LEAKING BOX GUTTER IN HALLWAY.	1	1,683.00	
EFT30029	31/05/2018	AUSTRALIAN SERVICES UNION	Payroll deductions	1		27.45
INV DEDUCT29/05/2018		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT30030	31/05/2018	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 29/5/2018 & INTERIM PAY 24/5/2018.	1		62,682.00
INV PAYG 29/29/05/2018		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 29/5/2018 & INTERIM PAY 24/5/2018.	1	62,682.00	
EFT30031	31/05/2018	AUTOPRO NORTHAM	TRAILER NET	1		40.89
INV 724294	07/05/2018	AUTOPRO NORTHAM	TRAILER NET	1	40.89	
EFT30032	31/05/2018	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE 8/5/2018 TO 20/05/2018.	1		1,568.00
INV 0081	20/05/2018	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE 8/5/2018 TO 20/05/2018.	1	1,568.00	
EFT30033	31/05/2018	AVON HOCKEY ASSOCIATION INC	COMMUNITY GRANT 2017/18	1		4,650.00
INV RR28/05/28/05/2018		AVON HOCKEY ASSOCIATION INC	COMMUNITY GRANT 2017/18	1	4,650.00	
EFT30034	31/05/2018	AVON WASTE	RUBBISH COLLECTION FOR F/E 27/4/2018	1		120,748.28
INV 0002914311/05/2018		AVON WASTE	2X 240LTR GREEN LID BINS FOR KILLARA	1	190.00	
INV 28972	27/04/2018	AVON WASTE	RUBBISH COLLECTION FOR F/E 27/4/2018	1	83,161.62	
INV 29204	11/05/2018	AVON WASTE	RUBBISH COLLECTION FOR F/E 11/05/2018.	1	36,668.46	



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INV 0002918416/05/2018		AVON WASTE	NORTHAM BOULEVARD - SERVICING BIN DECEMBER 2017 TO JANUARY 2018.	1	728.20	
EFT30035	31/05/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICROCHIP - MINNIE BEHRI	1		300.00
INV 35122	16/05/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICROCHIP - MINNIE BEHRI	1	150.00	
INV 35123	16/05/2018	BAKERS HILL VETERINARY HOSPITAL	CAT SPEY & MICROCHIP - MITTENS BEHRI	1	150.00	
EFT30036	31/05/2018	BLACKWELL PLUMBING PTY LTD	DIAGNOSE AND REPAIR FAULT WITH RPZ ON CLACKLINE STANDPIPE	1		953.00
INV 17815	17/05/2018	BLACKWELL PLUMBING PTY LTD	DIAGNOSE AND REPAIR FAULT WITH RPZ ON CLACKLINE STANDPIPE	1	608.00	
INV 17800	15/05/2018	BLACKWELL PLUMBING PTY LTD	REPAIR RUPTURED PIPE ON BAKERS 2.4 AUXILLERY PUMP	1	345.00	
EFT30037	31/05/2018	COMISKEY'S CONTRACTING PTY LTD	CULVERT WORKS AT 109 TAMMA ROAD @ \$180/HR.	1		8,525.00
INV 180505	11/05/2018	COMISKEY'S CONTRACTING PTY LTD	CULVERT WORKS AT 109 TAMMA ROAD @ \$180/HR.	1	8,525.00	
EFT30038	31/05/2018	COURIER AUSTRALIA	FREIGHT APRIL	1		315.03
INV 0354	11/05/2018	COURIER AUSTRALIA	FREIGHT MAY	1	81.97	
INV 0350	13/04/2018	COURIER AUSTRALIA	FREIGHT APRIL	1	233.06	
EFT30039	31/05/2018	DANIELS HEALTH SERVICES PTY LTD	BAKERS HILL PUBLIC TOILETS - SERVICING OF SHARPS SAFES APRIL 2018.	1		559.85
INV 1650576	30/04/2018	DANIELS HEALTH SERVICES PTY LTD	BAKERS HILL PUBLIC TOILETS - SERVICING OF SHARPS SAFES APRIL 2018.	1	172.26	
INV 1650579	30/04/2018	DANIELS HEALTH SERVICES PTY LTD	WUNDOWIE PUBLIC TOILETS - SERVICING OF SHARPS - APRIL 2018.	1	86.13	
INV 1650578	30/04/2018	DANIELS HEALTH SERVICES PTY LTD	APEX PARK PUBLIC TOILETS - SERVICING OF SHARPS SAFES APRIL 2018.	1	172.26	
INV 1650577	30/04/2018	DANIELS HEALTH SERVICES PTY LTD	BERNARD PARK PUBLIC TOILETS - SERVICING OF SHARPS SAFES APRIL 2018.	1	129.20	
EFT30040	31/05/2018	EASIFLEET	Payroll deductions	1		2,113.48
INV DEDUCT29/05/2018		EASIFLEET	Payroll deductions		1,194.12	
INV DEDUCT29/05/2018		EASIFLEET	Payroll deductions		919.36	

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EFT30041	31/05/2018	GARY MURPHY	BKB CENTRE - WELCOME SPACE	1		300.00
INV RR22/05/22/05/2018		GARY MURPHY	BKB CENTRE - WELCOME SPACE	1	300.00	
EFT30042	31/05/2018	HEATHER MACKINNON	REIMBURSEMENT OF WORKING WITH CHILDREN CHECK.	1		84.00
INV 3226337	17/05/2018	HEATHER MACKINNON	REIMBURSEMENT OF WORKING WITH CHILDREN CHECK.	1	84.00	
EFT30043	31/05/2018	HURRICANE GO KART CLUB OF WA (INC)	COMMUNITY GRANT 2017/18	1		5,000.00
INV RR28/05/28/05/2018		HURRICANE GO KART CLUB OF WA (INC)	COMMUNITY GRANT 2017/18	1	5,000.00	
EFT30044	31/05/2018	JAYLON ENVIRONMENTAL SYSTEMS PTY LTD	NEW LINER FOR SEPTAGE POND 2 AT OLD QUARRY LANDFILL SITE TO COMMENCE 10 MAY 2018	1		26,125.00
INV 1197	28/05/2018	JAYLON ENVIRONMENTAL SYSTEMS PTY LTD	NEW LINER FOR SEPTAGE POND 2 AT OLD QUARRY LANDFILL SITE TO COMMENCE 10 MAY 2018	1	26,125.00	
EFT30045	31/05/2018	KIM COLBOURNE	NEW BOOKS FOR LIBRARY FROM BOOKTOPIA.	1		1,044.49
INV 7328611	25/05/2018	KIM COLBOURNE	NEW BOOKS FOR LIBRARY FROM BOOKTOPIA.	1	496.30	
INV RR2305203/05/2018		KIM COLBOURNE	PIANO KEYBOARD, TWO PIANO STANDS, PUPPET THEATRES, PUPPETS FOR NORTHAM LIBRARY CHILDRENS AREA PLUS SD CARD FOR CAMERA.	1	332.30	
INV RR2305203/05/2018		KIM COLBOURNE	SUBSCRIPTIONS TO THE GUARDIAN WEEKLY, THE MONTHLY & AUSTRALIAN FOREIGN AFFAIRS.	1	215.89	
EFT30046	31/05/2018	LANDGATE	RURAL UV INTERIM VALUATION SHARED	1		547.42
INV 339053-1/24/04/2018		LANDGATE	RURAL UV INTERIM VALUATION SHARED	1	283.15	
INV 339015-1/24/04/2018		LANDGATE	GRV INTERIM VALS COUNTRY FULL VALUE	1	264.27	
EFT30047	31/05/2018	LANDMARK	20L DRUM OF BASTA	1		1,020.45
INV 9005103526/04/2018		LANDMARK	RETICULATION RISERS	1	67.08	
INV 9004315603/04/2018		LANDMARK	20L DRUM OF BASTA	1	953.37	

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EFT30048	31/05/2018	LAURA GRAY	CONSERVATION WORKS FOR NORTHAM TOWN HALL - ATTEND SITE AND CONFIRM WORKS HAVE BEEN UNDERTAKEN IN ACCORDANCE WITH CONSERVATION PLAN, INCLUDES TWO SITE INSPECTIONS, DOCUMENT REVIEW, PREPARATION OF REPORT AND TRAVEL DISBURSEMENTS	1		3,135.00
INV 19/018	15/05/2018	LAURA GRAY	CONSERVATION WORKS FOR NORTHAM TOWN HALL - ATTEND SITE AND CONFIRM WORKS HAVE BEEN UNDERTAKEN IN ACCORDANCE WITH CONSERVATION PLAN, INCLUDES TWO SITE INSPECTIONS, DOCUMENT REVIEW, PREPARATION OF REPORT AND TRAVEL DISBURSEMENTS	1	3,135.00	
EFT30049	31/05/2018	LEANNE PEMBER	REFUND OF COMMUNITY BUS DEPOSIT #3502 NO LONGER GOING TO BE USING THE BUS	1		55.00
INV #3502	24/05/2018	LEANNE PEMBER	REFUND OF COMMUNITY BUS DEPOSIT #3502 NO LONGER GOING TO BE USING THE BUS	1	55.00	
EFT30050	31/05/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	N.HAMPTON MEMBERSHIP	1		260.50
INV 7787	28/03/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	N.HAMPTON MEMBERSHIP	1	260.50	
EFT30051	31/05/2018	LUCY'S TEAROOMS	CATERING - COUNCIL FORUM MEETING 14/03/2018	1		300.00
INV 1655	22/05/2018	LUCY'S TEAROOMS	CATERING - COUNCIL FORUM MEETING 14/03/2018	1	300.00	
EFT30052	31/05/2018	MARKETFORCE	MONTHLY COMMUNITY NEWSLETTER - HILLS GAZETTE	1		5,279.04
INV 21087	24/04/2018	MARKETFORCE	ADVERT IN THE AVON VALLEY / HILLS GAZETTE FOR THE NORTHAM MOTOR SPORT FESTIVAL ROAD CLOSURES	1	368.83	
INV 21086	24/04/2018	MARKETFORCE	MONTHLY COMMUNITY NEWSLETTER - HILLS GAZETTE	1	1,526.00	
INV 21088	24/04/2018	MARKETFORCE	PUBLIC NOTICE IN THE AVON VALLEY ADVOCATE ON 25/04/2018 FOR THE LPP NO.13 - ANCILLARY DWELLINGS	1	323.16	
INV 21089	24/04/2018	MARKETFORCE	PUBLIC NOTICE IN THE AVON VALLEY ADVOCATE ON 25/04/2018 FOR THE LPP NO.13 - ANCILLARY DWELLINGS	1	282.68	
INV 21090	24/04/2018	MARKETFORCE	PUBLIC NOTICE IN THE AVON VALLEY ADVOCATE ON 25/04/2018 FOR THE LPP NO.13 - ANCILLARY DWELLINGS	1	282.68	
INV 21091	24/04/2018	MARKETFORCE	PUBLIC NOTICE IN THE AVON VALLEY ADVOCATE ON 25/04/2018 FOR THE LPP NO.13 - ANCILLARY DWELLINGS	1	282.68	

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INV 21093	24/04/2018	MARKETFORCE	PUBLIC NOTICE IN THE AVON VALLEY ADVOCATE ON 25/04/2018 FOR THE LPP NO.13 - ANCILLARY DWELLINGS	1	617.28	
INV 21094	24/04/2018	MARKETFORCE	PUBLIC NOTICE IN THE AVON VALLEY ADVOCATE ON 25/04/2018 FOR THE LPP NO.13 - ANCILLARY DWELLINGS	1	552.54	
INV 20522	26/03/2018	MARKETFORCE	ADOPTION OF LOCAL LAW - ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING AMENDMENT LOCAL LAW 2018	1	262.44	
INV 20526	26/03/2018	MARKETFORCE	WEST AUSTRALIAN 03/03/2018 ADOPTION OF LOCAL LAW - ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING AMENDMENT LOCAL LAW 2018 WEST AUSTRALIAN 03/03/2018	1	780.75	
EFT30053	31/05/2018	MAYBERRY HAMMOND & CO	LEASE EXTENSION FOR WHEATBELT NRM	1		462.00
INV 41319	07/05/2018	MAYBERRY HAMMOND & CO	LEASE EXTENSION FOR WHEATBELT NRM	1	462.00	
EFT30054	31/05/2018	MCDOWALL AFFLECK PTY LTD	NORTHAM LIBRARY. INSPECT AND PROVIDE REPORT ON CONCRETE CANCER TO BUILDING AS PER QUOTE 1642L	1		5,830.00
INV 608794	16/05/2018	MCDOWALL AFFLECK PTY LTD	NORTHAM LIBRARY. INSPECT AND PROVIDE REPORT ON CONCRETE CANCER TO BUILDING AS PER QUOTE 1642L	1	4,840.00	
INV 608793	16/05/2018	MCDOWALL AFFLECK PTY LTD	SUSPENSION BRIDGE. ENGINEERS REPORT ON CONCRETE STRUCTURAL ISSUES.	1	990.00	
EFT30055	31/05/2018	MJB INDUSTRIES	750MM SINGLE PIPE HEADWALL TO BE DELIVERED ON SITE SPENCERS BROOK ROAD	1		1,309.00
INV 000060830/04/2018		MJB INDUSTRIES	750MM SINGLE PIPE HEADWALL TO BE DELIVERED ON SITE SPENCERS BROOK ROAD	1	1,309.00	
EFT30057	31/05/2018	NORTHAM BETTA ELECTRICAL	TCL 65 inch smart TV	1		1,435.99
INV 2957211523/05/2018		NORTHAM BETTA ELECTRICAL	TCL 65 inch smart TV	1	1,125.00	
INV 19818	18/05/2018	NORTHAM BETTA ELECTRICAL	Kingston SD cards	1	97.00	
INV 2957213228/05/2018		NORTHAM BETTA ELECTRICAL	HEATER FOR LIBRARY OFFICE	1	49.99	
INV 19819	19/05/2018	NORTHAM BETTA ELECTRICAL	WIRELESS KEYBOARD FOR STATION COMPUTER	1	164.00	
EFT30058	31/05/2018	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR LAURA TAYLOR	1		236.50
INV 84377	03/05/2018	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR LAURA TAYLOR	1	236.50	

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EFT30059	31/05/2018	NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS	1		229.00
INV 0000132114/05/2018		NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS - MAY	1	41.50	
INV 0000129801/05/2018		NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS	1	93.50	
INV 0000129907/05/2018		NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS	1	32.00	
INV 0000130811/05/2018		NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS	1	31.00	
INV 0000133323/05/2018		NORTHAM FEED & HIRE	DOG & CAT FOOD AND OTHER MISCELLANEOUS ITEMS	1	31.00	
EFT30060	31/05/2018	NORTHAM JUNIOR FOOTBALL ASSOCIATION	KIDSPORT FUNDING	1		620.00
INV KS0225821/05/2018		NORTHAM JUNIOR FOOTBALL ASSOCIATION	KIDSPORT FUNDING	1	620.00	
EFT30061	31/05/2018	NORTHAM MITRE 10 SOLUTIONS	INDIAN HAWTHORN 12L POTS	1		3,054.74
INV 1028180303/04/2018		NORTHAM MITRE 10 SOLUTIONS	BAG OF RAPID SET	1	13.50	
INV 1028191604/04/2018		NORTHAM MITRE 10 SOLUTIONS	WHEEL BARROW FOR RESPONSE CREW	1	208.05	
INV 1028274606/04/2018		NORTHAM MITRE 10 SOLUTIONS	STEPS FOR LESSER HALL STAGE	1	34.20	
INV 1028354209/04/2018		NORTHAM MITRE 10 SOLUTIONS	CONCRETE FASTNERS	1	81.18	
INV 1028370810/04/2018		NORTHAM MITRE 10 SOLUTIONS	GATE HINGES AND DOOR FITTINGS FOR CHLORINE SHED	1	36.32	
INV 1028485113/04/2018		NORTHAM MITRE 10 SOLUTIONS	BAG OF RAPID SET	1	13.50	
INV 1028580716/04/2018		NORTHAM MITRE 10 SOLUTIONS	ARTIFICAL GRASS X 2M	1	182.25	
INV 1028391010/04/2018		NORTHAM MITRE 10 SOLUTIONS	PAINT, PAINTBRUSHES AND TECH SCREWS	1	35.79	
INV 1028457712/04/2018		NORTHAM MITRE 10 SOLUTIONS	PAINT, PAINTBRUSHES AND TECH SCREWS	1	-6.38	
INV 1028457812/04/2018		NORTHAM MITRE 10 SOLUTIONS	PAINT, PAINTBRUSHES AND TECH SCREWS	1	-4.77	
INV 1028483713/04/2018		NORTHAM MITRE 10 SOLUTIONS	DYNABOLTS FOR CHLORINE SHED GATES	1	7.32	
INV 1028474213/04/2018		NORTHAM MITRE 10 SOLUTIONS	DYNABOLTS FOR CHLORINE SHED GATES	1	6.90	
INV 1028462212/04/2018		NORTHAM MITRE 10 SOLUTIONS	LOCK & LATCH FOR MEDICATION FRIDGE IN COTTAGE	1	17.85	
INV 1028372910/04/2018		NORTHAM MITRE 10 SOLUTIONS	RETIC 9 STATION CONTROLLER FOR MORRELL STREET PARK	1	207.10	

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INV 1028256706/04/2018		NORTHAM MITRE 10 SOLUTIONS	RETIC 9 STATION CONTROLLER FOR MORRELL STREET PARK	1	225.55	
INV 1028359809/04/2018		NORTHAM MITRE 10 SOLUTIONS	CONCRETE FASTNERS	1	-47.03	
INV 1028359509/04/2018		NORTHAM MITRE 10 SOLUTIONS	CONCRETE FASTNERS	1	-72.63	
INV 1028173003/04/2018		NORTHAM MITRE 10 SOLUTIONS	ASSORTED GARDENING PLANTS FOR KILLARA	1	168.20	
INV 1028579516/04/2018		NORTHAM MITRE 10 SOLUTIONS	CHAIN CLAMPS	1	10.22	
INV 1028597417/04/2018		NORTHAM MITRE 10 SOLUTIONS	ASSORTED ITEMS AS REQUIRED	1	120.67	
INV 1028608717/04/2018		NORTHAM MITRE 10 SOLUTIONS	181 WELLINGTON STREET RAT BAIT'S BEFORE DEMOLISHION	1	139.41	
INV 1028584816/04/2018		NORTHAM MITRE 10 SOLUTIONS	CABLE TIES TO REPAIR NETBALL CHAINS ON OUTSIDE COURTS	1	13.30	
INV 1028679019/04/2018		NORTHAM MITRE 10 SOLUTIONS	CONTACT ADHESIVE	1	20.85	
INV 1028567516/04/2018		NORTHAM MITRE 10 SOLUTIONS	GASKET GLUE & BANDAGE	1	18.00	
INV 1028653519/04/2018		NORTHAM MITRE 10 SOLUTIONS	PAINT BRUSHES AND SILICON	1	15.47	
INV 1028814323/04/2018		NORTHAM MITRE 10 SOLUTIONS	ADMIN BUILDING SUPPLY DUCT AND ELECTRICAL	1	33.82	
INV 1028485613/04/2018		NORTHAM MITRE 10 SOLUTIONS	1 X PALLET OF CEMENT	1	518.00	
INV 1028674519/04/2018		NORTHAM MITRE 10 SOLUTIONS	INDIAN HAWTHORN 12L POTS	1	632.50	
INV 1028674019/04/2018		NORTHAM MITRE 10 SOLUTIONS	INDIAN HAWTHORN 12L POTS	1	25.30	
INV 1028674319/04/2018		NORTHAM MITRE 10 SOLUTIONS	INDIAN HAWTHORN 12L POTS	1	-25.30	
INV 1028876126/04/2018		NORTHAM MITRE 10 SOLUTIONS	BAG OF RAPID SET	1	6.75	
INV 1028603617/04/2018		NORTHAM MITRE 10 SOLUTIONS	CUT OFF TAPS FOR WASTE WATER TREATMENT PLANT	1	43.77	
INV 1028857624/04/2018		NORTHAM MITRE 10 SOLUTIONS	GIFT VOUCHER FOR EMPLOYEE OF THE QUARTER - SHANE MOORHEAD	1	250.00	
INV 1028160403/04/2018		NORTHAM MITRE 10 SOLUTIONS	BAG OF RAPID SET	1	21.48	
EPT30062	31/05/2018	NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING FOR NORTHAM NETBALL ASSOCIATION	1		780.00
INV KS0228725/05/2018		NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING FOR NORTHAM NETBALL ASSOCIATION	1	780.00	
EPT30063	31/05/2018	NORTHAM SCOUT GROUP	KIDSPORT FUNDING FOR NORTHAM SCOUT GROUP	1		150.00

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INV KS0228828/05/2018		NORTHAM SCOUT GROUP	KIDSPORT FUNDING FOR NORTHAM SCOUT GROUP	1	150.00	
EFT30064	31/05/2018	PAUL ROBINSON	ENTERTAINMENT FOR KILLARA CLIENTS	1		100.00
INV 31	22/05/2018	PAUL ROBINSON	ENTERTAINMENT FOR KILLARA CLIENTS	1	100.00	
EFT30065	31/05/2018	PERTH SAFETY PRODUCTS PTY LTD	ITEM W2-3A - 600MM T-JUNCTION	1		1,482.80
INV 0000803117/04/2018		PERTH SAFETY PRODUCTS PTY LTD	ITEM W2-3A - 600MM T-JUNCTION	1	1,086.80	
INV 0000807203/05/2018		PERTH SAFETY PRODUCTS PTY LTD	600X600 WHITE ON BLUE - ITS THE LAW CLEAN UP AFTER YOUR DOG MAXIMUM FINE \$125 DOG AND CAT MANAGEMENT ACT	1	396.00	
EFT30066	31/05/2018	PROFESSIONAL LOCKSERVICE	AEIC. SUPPLY AND SEND TO SITE 2 X REPLACEMENT CYLINDERS.	1		176.00
INV 0010265022/05/2018		PROFESSIONAL LOCKSERVICE	AEIC. SUPPLY AND SEND TO SITE 2 X REPLACEMENT CYLINDERS.	1	176.00	
EFT30067	31/05/2018	PUBLIC TRANSPORT AUTHORITY	Ticket sales - APRIL	1		389.66
INV APRIL	30/04/2018	PUBLIC TRANSPORT AUTHORITY	Ticket sales - APRIL	1	389.66	
EFT30068	31/05/2018	SUBSURFACE DETECTION PTY LTD	SWIMMING POOL/REC CENTRE. LOCATE REDUNDANT FOOTINGS FROM OLD REC CENTRE USING GROUND PENETRATING RADAR AS PER YOUR QUOTE.	1		1,429.45
INV 2954	08/05/2018	SUBSURFACE DETECTION PTY LTD	SWIMMING POOL/REC CENTRE. LOCATE REDUNDANT FOOTINGS FROM OLD REC CENTRE USING GROUND PENETRATING RADAR AS PER YOUR QUOTE.	1	1,429.45	
EFT30069	31/05/2018	T.M.H. TOTAL MATERIALS HANDLING PTY LTD	RUBBER MATTING 2GFM 2PLY GREEN PVC FOR TRUCK DISPOSAL SEPTAGE POND 2	1		1,497.10
INV S118051822/05/2018		T.M.H. TOTAL MATERIALS HANDLING PTY LTD	RUBBER MATTING 2GFM 2PLY GREEN PVC FOR TRUCK DISPOSAL SEPTAGE POND 2	1	1,497.10	
EFT30070	31/05/2018	TALIS CONSULTANTS PTY LTD	CONSULTANT FEES FOR INKPEN WASTE MANAGEMENT FACILITY WORKS APPROVAL AND LICENCE.	1		423.50
INV 16857	30/04/2018	TALIS CONSULTANTS PTY LTD	CONSULTANT FEES FOR INKPEN WASTE MANAGEMENT FACILITY WORKS APPROVAL AND LICENCE.	1	423.50	
EFT30071	31/05/2018	THE WORKWEAR GROUP	CARGO TROUSER, CATCFE, IMP, SIZE 32 - MARIUS STRYDOM	1		2,729.48

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INV 1041218504/05/2018		THE WORKWEAR GROUP	L. WITWICKI - CATU57 - BLUE - WONDERWINK CHARLIE SCRUB TOP	1	156.25	
INV 1042466807/05/2018		THE WORKWEAR GROUP	CATB8S ZIP JACKET, NAVY, SIZE L - SAM NEALE	1	49.00	
INV 1042503305/05/2018		THE WORKWEAR GROUP	BEV JONES - CAT3NM - SLIMLINE PANT BLACK 16	1	252.46	
INV 1042236204/05/2018		THE WORKWEAR GROUP	R TURNER - CAT745 - NAVY - NAVY - ZIP VEST	1	122.40	
INV 1042241905/05/2018		THE WORKWEAR GROUP	CATCED FLAT FRONT TROUSER, INP, SIZE 92 - MURRAY GRAY	1	299.60	
INV 1042241805/05/2018		THE WORKWEAR GROUP	CAT3KQ - SLIMLINE DETAIL PANT - NAVY - MARLENE PLEWS	1	184.45	
INV 1042103904/05/2018		THE WORKWEAR GROUP	CATCED - CODEY REDMOND - FLAT FRONT NAVY TROUSER	1	302.60	
INV 1042090304/05/2018		THE WORKWEAR GROUP	CAT3KM - SLIMLINE PANT - BLACK - BARBARA JAKUBOW	1	184.46	
INV 1043339310/05/2018		THE WORKWEAR GROUP	UNIFORM - JODI WHITE - CAT48F CAP SLEEVE RUFFLE NECK T-TOP BLACK	1	190.40	
INV 1042236305/05/2018		THE WORKWEAR GROUP	CAT5B2 LONGLINE JACKET, CHP, SIZE S - JENNY ABBOTT	1	126.65	
INV 1043196410/05/2018		THE WORKWEAR GROUP	3CATE2A V NECK VEST, CHARCOAL, SIZE XL - BENJAMIN ROBIN	1	313.65	
INV 1045040314/05/2018		THE WORKWEAR GROUP	CAT 3KM, BLACK SLIMLINE PANT, SIZE 12 - SUSAN BURLEY	1	226.95	
INV 1046072421/05/2018		THE WORKWEAR GROUP	CARGO TROUSER, CATCFE, IMP, SIZE 32 - MARIUS STRYDOM	1	320.61	
EFT30072	31/05/2018	TOTAL INSTALL SOLUTIONS AUST PTY LTD	42 RU ENCLOSURE AUSRACK FLOOR ONYX 1995H X 600W	1		6,564.00
INV 2205	21/05/2018	TOTAL INSTALL SOLUTIONS AUST PTY LTD	REPLACE DAMAGED NETWORK CABLING AND RE-ROUTE TO DATA CABINET AS PER QUOTE	1	800.00	
INV 1203_04_21/05/2018		TOTAL INSTALL SOLUTIONS AUST PTY LTD	42 RU ENCLOSURE AUSRACK FLOOR ONYX 1995H X 600W	1	5,764.00	
EFT30073	31/05/2018	URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA	A MASTERCLASS IN WA'S GREENFIELD DEVELOPMENT MARKET 29/06/2018 - JASON WHITEAKER REGISTRATION	1		250.00
INV 0002770401/05/2018		URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA	A MASTERCLASS IN WA'S GREENFIELD DEVELOPMENT MARKET 29/06/2018 - JASON WHITEAKER REGISTRATION	1	250.00	
EFT30074	31/05/2018	VERNICE PTY LTD	SUPPLY OF 500 TONNE OF 75MM - 200MM OF ROCKS @ \$22.00 PER TONNE FOR TAMMA ROAD BAKERS HILL, INCLUDING CARTAGE @ 10.50/TONNE.	1		3,982.91



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INV 5975	17/04/2018	VERNICE PTY LTD	SUPPLY OF 500 TONNE OF 75MM - 200MM OF ROCKS @ \$22.00 PER TONNE FOR TAMMA ROAD BAKERS HILL. INCLUDING CARTAGE @ 10.50/TONNE.	1	3,982.91	
EFT30075	31/05/2018	VODAFONE	HARVEST BAN LINE	1		751.10
INV 1119924306	05/2018	VODAFONE	HARVEST BAN LINE	1	751.10	
EFT30076	31/05/2018	WARRICKS NEWSAGENCY	COPIES OF THE AUSTRALIAN GEOGRAPHIC FOR NORTHAM LIBRARY FOR JULY 2017.	1		317.45
INV SN00006	07/05/2018	WARRICKS NEWSAGENCY	COPIES OF THE WEST AUSTRALIAN NEWS PAPERS (MON-FRI) FOR april 2018.	1	76.40	
INV SN00017	07/05/2018	WARRICKS NEWSAGENCY	COPIES OF THE WEST AUSTRALIAN FOR KILLARA FOR APRIL 2018.	1	42.10	
INV SN00017	07/05/2018	WARRICKS NEWSAGENCY	COPIES OF THE AUSTRALIAN GEOGRAPHIC FOR NORTHAM LIBRARY FOR JULY 2017.	1	198.95	
EFT30077	31/05/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COURSE REGISTRATION FOR SHANE MOORHEAD ON 20TH APRIL 2018 - PLANNING & SPECIFICATION DEVELOPMENT.	1		2,538.00
INV I3070350	16/04/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	INTEGRATED STRATEGIC PLANNING: THE ESSENTIALS - 14 MAY 2018 CR JULIE WILLIAMS	1	50.00	
INV I3070629	30/04/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	STAFF TRAINING - DEALING WITH DIFFICULT CUSTOMERS	1	567.00	
INV I3070630	30/04/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	STAFF TRAINING - DEALING WITH DIFFICULT CUSOTMERS - MARIUS STRYDOM AND BEN ROBINS - 18/05/2018	1	567.00	
INV I3070352	16/04/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COURSE REGISTRATION FOR SHANE MOORHEAD ON 20TH APRIL 2018 - PLANNING & SPECIFICATION DEVELOPMENT.	1	677.00	
INV I3070351	16/04/2018	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COURSE REGISTRATION FOR LEASA OSBORNE ON 20TH APRIL 2018 - PLANNING & SPECIFICATION DEVELOPMENT.	1	677.00	
EFT30078	31/05/2018	WHEATBELT SAFETYWEAR	BOOTS ALLOWANCE FOR SANTO LEOTTA	1		174.00
INV 8017	02/02/2018	WHEATBELT SAFETYWEAR	FLAMABLE GAS SIGNAGE	1	24.00	
INV 8175	07/05/2018	WHEATBELT SAFETYWEAR	BOOTS ALLOWANCE FOR SANTO LEOTTA	1	150.00	

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34937	04/05/2018	SHIRE OF NORTHAM	DEMOLITION OF 181 WELLINGTON STREET UNDER THE HEALTH ACT NOTICE A12640 APPLICATION NO 18076.	1		159.35
INV A12640	27/04/2018	SHIRE OF NORTHAM	DEMOLITION OF 181 WELLINGTON STREET UNDER THE HEALTH ACT NOTICE A12640 APPLICATION NO 18076.	1	159.35	
34938	04/05/2018	SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions	1		135.00
INV DEDUCT01	05/2018	SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions		135.00	
34939	04/05/2018	SYNERGY	SHIRE ADMINISTRATION BUILDING 15/03/2018 -19/04/2018	1		1,893.50
INV 7968413419	04/2018	SYNERGY	SHIRE ADMINISTRATION BUILDING 15/03/2018 -19/04/2018	1	1,847.75	
INV 2886267423	04/2018	SYNERGY	CLACKLINE HALL 15/02/2018 - 17/04/2018.	1	45.75	
34940	04/05/2018	WATER CORPORATION	WUNDOWIE OVAL 21/02/2018-23/04/2018	1		4,418.78
INV 9007840310	04/2018	WATER CORPORATION	GRASS VALLEY BFB SHED 06/02/2018 TO 09/04/2018.	1	186.66	
INV 9007871824	04/2018	WATER CORPORATION	LOT 274 RESERVE 24266 21/02/2018 - 23/04/2018	1	190.74	
INV 9007871924	04/2018	WATER CORPORATION	WUNDOWIE OVAL 21/02/2018-23/04/2018	1	2,491.70	
INV 9007871924	04/2018	WATER CORPORATION	DEPOT 21/02/18 - 23/04/2018	1	33.47	
INV 9007869124	04/2018	WATER CORPORATION	HALL 21/02/2018 - 23/04/2018	1	442.35	
INV 9007869124	04/2018	WATER CORPORATION	KINDYGARTEN 21/02/2018 - 23/04/2018	1	926.31	
INV 9007868924	04/2018	WATER CORPORATION	TOILETS 21/02/2018 - 23/04/2018	1	147.55	
34941	11/05/2018	CITY OF NEDLANDS	SOTHERN BROOK FIRE SHED. SUPPLY CERTIFICATE OF CONSTRUCTION COMPLIANCE.	1		790.00
INV 55408	01/02/2018	CITY OF NEDLANDS	SOTHERN BROOK FIRE SHED. SUPPLY CERTIFICATE OF CONSTRUCTION COMPLIANCE.	1	790.00	
34942	11/05/2018	SYNERGY	STREET LIGHTS 03/04/2018 TO 02/05/2018.	1		33,396.10
INV 3619900326	04/2018	SYNERGY	WUNDOWIE OVAL PUMP 20/02/18-20/04/2018	1	461.15	
INV 2931107311	04/2018	SYNERGY	ABORIGINAL INTERPRETIVER CENTRE 14/04/2018 - 10/04/2018	1	606.60	
INV 1819945019	04/2018	SYNERGY	KILLARA NEW BUILDING 158/03/2018 - 18/04/2018	1	1,152.10	
INV 0353464124	04/2018	SYNERGY	HOOPER PARK GEH/BAKERS HILL 21/02/2018 - 24/04/2018	1	95.35	

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INV 1603961223/04/2018		SYNERGY	CLACKLINE FIRE SHED 16/02/2018 - 19/04/2018	1	138.15	
INV 1585097623/04/2018		SYNERGY	BAKERS HILL FIRE SHED 15/02/2018 - 17/04/2018	1	163.90	
INV 9812925724/04/2018		SYNERGY	BAKERS HILL REC CENTRE 20/02/2018 - 20/04/2018	1	890.70	
INV 1640077126/04/2018		SYNERGY	WUNDOWIE DEPOT 20/02/2018 - 20/04/2018	1	593.45	
INV 4879640426/04/2018		SYNERGY	YOUTH ADVISORY COUNCIL 20/2/2018 - 20/04/2018	1	36.30	
INV 3706392326/04/2018		SYNERGY	WUNDOWIE TOWN HALL 20/02/2018 - 20/04/2018	1	366.35	
INV 9626429926/04/2018		SYNERGY	WUNDOWIE MEDICAL CENTRE 20/02/2018 - 20/04/2018	1	29.95	
INV 3053076126/04/2018		SYNERGY	AGED ACCOMMODATION WUNDOWIE 20/02/2018 - 20/04/2018	1	56.95	
INV 4449973026/04/2018		SYNERGY	WUNDOWIE LIBRARY 20/02/2018 - 20/04/2018	1	645.85	
INV 9168227526/04/2018		SYNERGY	WUNDOWIE TENNIS CLUB 20/02/2018 - 20/04/2018	1	65.80	
INV 3006770726/04/2018		SYNERGY	WUNDOWIE FOOTY PAVILLION 20/02/2018 - 20/04/2018	1	170.70	
INV 9152416402/05/2018		SYNERGY	AUXILLARY LIGHTING CHARGES - 03/04/2018 TO 02/05/2018	1	129.50	
INV 8110294726/04/2018		SYNERGY	WUNDOWIE SWIMMING POOL 21/02/2018 - 26/04/2018	1	-4,370.25	
INV 1686149902/05/2018		SYNERGY	STREET LIGHTS 03/04/2018 TO 02/05/2018.	1	23,423.05	
34943	11/05/2018	TELSTRA CORPORATION	MOBILE PHONE ACCOUNT 28/02/2018 TO 27/03/2018.	1		15,292.11
INV 2000049019/04/2018		TELSTRA CORPORATION	NORTHAM DISTRICT SES 15/03/2018 - 14/04/2018	1	39.95	
INV 6305302927/04/2018		TELSTRA CORPORATION	BAKERS HIL BEB TO 22/04/2018	1	24.62	
INV 3864754812/04/2018		TELSTRA CORPORATION	HENRY ST 04/04/2018 - 04/05/2018	1	72.32	
INV 2726008910/04/2018		TELSTRA CORPORATION	BUSHFIRE BBQ 09/04/2018 - 09/05/2018	1	176.95	
INV 9026075012/04/2018		TELSTRA CORPORATION	MAINLINE PHONE ACCOUNT 04/04/2018 TO 04/05/2018.	1	4,917.99	
INV 2726008928/04/2018		TELSTRA CORPORATION	MOBILE ACCOUNT - 28/03/2018- 27/4/2018.	1	3,940.93	
INV 2726008928/03/2018		TELSTRA CORPORATION	MOBILE PHONE ACCOUNT 28/02/2018 TO 27/03/2018.	1	6,119.35	
34944	11/05/2018	WATER CORPORATION	WUNDOWIE SWIMMING POOL 01/03/2018 - 30/04/2018	1		4,594.87
INV 9007872227/04/2018		WATER CORPORATION	KURINGAL VILLAGE 01/03/2018 - 30/04/2018	1	41.85	

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INV 9007949716/04/2018		WATER CORPORATION	STANDPIPE HUNTER ROAD 01/03/2018 - 30/04/2018	I	139.29	
INV 9007950319/04/2018		WATER CORPORATION	STANDPIPE STHN BROOK RD 01/03/2018 - 30/04/2018	I	42.72	
INV 9007951119/04/2018		WATER CORPORATION	STANDPIPE CHITIBIN RD 01/03/2018 - 30/04/2018	I	41.85	
INV 9007950319/04/2018		WATER CORPORATION	STANDPIPE MCMANUS RD 01/03/2018 - 30/04/2018	I	41.85	
INV 9007949919/04/2018		WATER CORPORATION	STANDPIPE GRASS VALLEY RD 01/03/2018 - 30/04/25018	I	41.85	
INV 9007943520/04/2018		WATER CORPORATION	STANDPIPE AVRO ANSON 01/03/2018 - 30/04/2018	I	16.74	
INV 9007869124/04/2018		WATER CORPORATION	WUNDOWIE LIBRARY 01/03/2018 - 30/04/2018	I	679.48	
INV 9007868524/04/2018		WATER CORPORATION	WUNDOWIE SWIMMING POOL 01/03/2018 - 30/04/2018	I	1,046.01	
INV 9007945102/05/2018		WATER CORPORATION	KATRINE TOILETS 01/05/2018 - 30/06/2018	I	14.35	
INV 9007872227/04/2018		WATER CORPORATION	UNIT 1/410 KURINGAL RD WUNDOWIE - 21/02/2018 TO 26/4/2018	I	209.89	
INV 9007872227/04/2018		WATER CORPORATION	UNIT 2/410 KURINGAL 01/03/2018 - 30/04/2018	I	219.13	
INV 9007872227/04/2018		WATER CORPORATION	UNIT 3/410 KURINGAL 01/03/2018 - 30/04/2018	I	230.45	
INV 9007872227/04/2018		WATER CORPORATION	UNIT 4/410 KURINGAL 01/03/2018 - 30/04/2018	I	236.33	
INV 9007872227/04/2018		WATER CORPORATION	UNIT 5/410 KURINGAL 01/03/2018 - 30/04/2018	I	239.69	
INV 9007872227/04/2018		WATER CORPORATION	UNIT 6/410 KURINGAL 01/03/2018 - 30/04/2018	I	248.09	
INV 9007872327/04/2018		WATER CORPORATION	UNIT 7/410 KURINGAL 01/03/2018 - 30/04/2018	I	218.29	
INV 9007872327/04/2018		WATER CORPORATION	UNIT 8/410 01/03/2018 - 30/04/2018	I	258.18	
INV 9007901123/05/2018		WATER CORPORATION	MORRELL ST PARK 02/03/2018 - 01/05/2018	I	628.83	
34946	18/05/2018	AUSTRALIAN SECURITIES & INVESTMENTS COMMISSION	BUSINESS NAME RENEWAL (3 YEARS)- NORTHAM VISITOR CENTRE	I		82.00
INV 8510452505/04/2018		AUSTRALIAN SECURITIES & INVESTMENTS COMMISSION	BUSINESS NAME RENEWAL (3 YEARS)- NORTHAM VISITOR CENTRE	I	82.00	
34947	18/05/2018	PETTY CASH	PETTY CASH KILLARA 18/1/18 TO 17/4/18	I		846.43
INV VISITOR16/05/2018		PETTY CASH	VISITORS CENTRE PETTY CASH 15/3/18 TO 26/1/18 TO 30/4/18	I	168.90	
INV KILLAR/16/05/2018		PETTY CASH	PETTY CASH KILLARA 18/1/18 TO 17/4/18	I	423.80	
INV NORTHAM/05/2018		PETTY CASH	PETTY CASH NORTHAM POOL 27/10/18 TO 2/3/18	I	105.60	

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INV WUNDO16/05/2018	16/05/2018	PETTY CASH	WUNDOWIE POOL PETTY CASH 6/11/17 TO 22/3/18	1	148.13	
34948	18/05/2018	SHIRE OF NORTHAM	Payroll deductions	1		44.00
INV DEDUCT15/05/2018	15/05/2018	SHIRE OF NORTHAM	Payroll deductions		44.00	
34949	18/05/2018	SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions	1		135.00
INV DEDUCT15/05/2018	15/05/2018	SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions		135.00	
34950	18/05/2018	SYNERGY	ELECTRICITY CHARGES FOR THE ABORIGINAL AND ENVIRONMENTAL INTERPRATIVE CENTRE FROM 11 APRIL 2018 TO 9 MAY 2018.	1		286.85
INV 2931107309/05/2018	09/05/2018	SYNERGY	ELECTRICITY CHARGES FOR THE ABORIGINAL AND ENVIRONMENTAL INTERPRATIVE CENTRE FROM 11 APRIL 2018 TO 9 MAY 2018.	1	286.85	
34951	18/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE OLD TOWN BUILDING FROM 1 MAY 2018 TO 30 JUNE 2018.	1		5,400.92
INV 9007945623/05/2018	23/05/2018	WATER CORPORATION	STANDPIPE NORTHAM-TOODYAY RD 01/05/2018 - 30/06/2018	1	178.14	
INV JW11/05/11/05/2018	11/05/2018	WATER CORPORATION	WATER CHARGES - 182 FITZGERALD ST NORTHAM - ACCOUNT NO: 9007907298 - BILL ID: 0190	1	385.10	
INV 9007903910/05/2018	10/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE ABORIGINAL INTERPRETIVE CENTRE FROM 1 MAY 2018 TO 30 JUNE 2018.	1	566.62	
INV 9007904010/05/2018	10/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE OLD TOWN BUILDING FROM 1 MAY 2018 TO 30 JUNE 2018.	1	1,533.42	
INV 9007904010/05/2018	10/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE MEMORIAL HALL FROM 1 MAY 2018 TO 30 JUNE 2018.	1	281.04	
INV 9007903910/05/2018	10/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE ST JOHNS HALL FROM 1 MAY 2018 TO 30 JUNE 2018.	1	148.11	
INV 9007899907/05/2018	07/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE GIRL GUIDES HALL FROM 1 MAY 2018 TO 30 JUNE 2018.	1	63.16	
INV 9008729704/05/2018	04/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE SHIRE ADMIN BUILDING FROM 1 MAY 2018 TO 30 JUNE 2018.	1	209.09	
INV 9007901604/05/2018	04/05/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR THE RAILWAY MUSEUM FROM 1 MAY 2018 TO 30 JUNE 2018.	1	137.43	

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INV 9007903708/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE NORTHAM TOWN AND LESSER HALLS FROM 1 MAY 2018 - 30 JUNE 2018.	1	519.22	
INV 9011070410/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR SNACKBAR AT GREY STREET FROM 1 MAY 2018 TO 30 JUNE 2018.	1	198.93	
INV 9007908710/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE MAY STREET PRIMARY SCHOOL FROM 1 MAY 2018 TO 30 JUNE 2018.	1	453.60	
INV 9007908010/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE OLD GIRLS SCHOOL FROM 1 MAY TO 30 JUNE 2018.	1	60.77	
INV 9007908010/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE OLD POST OFFICE BUILDING FROM 1 MAY 2018 TO 30 JUNE 2018.	1	213.79	
INV 9007907410/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE BERNARD PARK PLAY CENTRE FROM 1 MAY 2018 TO 30 JUNE 2018.	1	206.06	
INV 9007906910/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE OLD INFANT HEALTH CLINIC FROM 1 MAY 2018 TO 30 JUNE 2018.	1	61.34	
INV 9007906710/05/2018		WATER CORPORATION	WATER USE AND SERVICE CHARGE FOR THE OLD NORTHAM FIRE STATION FROM 1 MAY 2018 TO 30 JUNE 2018.	1	185.10	
34952	25/05/2018	SYNERGY	GROUPED ELECTRICITY 5/4/18 TO 4/5/18	1		12,336.70
INV 7921766204/05/2018		SYNERGY	GROUPED ELECTRICITY 5/4/18 TO 4/5/18	1	12,302.75	
INV 0929125215/05/2018		SYNERGY	GRASS VALLEY OVAL - 13/03/2018 TO 15/05/2018.	1	33.95	
34953	25/05/2018	WATER CORPORATION	PARK AT GREY ST NORTHAM LOT 400 - BERNARD PARK	1		16,369.40
INV 9007913514/03/2018		WATER CORPORATION	LA STANDPIPE AT 116 PEEL TCE NORTHAM LOT 255	1	643.75	
INV 9007904010/05/2018		WATER CORPORATION	LIBRARY AT FITZGERALD ST NORTHAM LOT 17	1	77.51	
INV 9012642710/05/2018		WATER CORPORATION	GARDEN AT NIND ST NORTHAM LOT OPP 5	1	4.78	
INV 9007929410/05/2018		WATER CORPORATION	GARDEN AT AVON ST NORTHAM LOT 0 - AVON MALL	1	1,068.78	
INV 9007909710/05/2018		WATER CORPORATION	RESERVE AT HENRY ST NORTHAM LOT 217 RES 1232 - JUBILEE OVAL	1	1,058.38	
INV 9007908110/05/2018		WATER CORPORATION	GARDEN AT 22 PEEL TCE NORTHAM LOT OPP LOT 19 - TRAFFIC ISLANDS	1	31.08	
INV 9007907410/05/2018		WATER CORPORATION	PARK AT GREY ST NORTHAM LOT 400 - BERNARD PARK	1	3,979.51	

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INV 9007901707/05/2018		WATER CORPORATION	PARK AT FITZGERALD ST NORTHAM LOT 1,25,360 RES31312-PURSLow PARK	1	853.59	
INV 9007951310/05/2018		WATER CORPORATION	LA STANDPIPE AT MEENAAR SOUTH RD MAIN CONDUIT WEST FL OPP LOC 84	1	41.85	
INV 9007945310/05/2018		WATER CORPORATION	LA STANDPIPE AT MEENAAR T/S GREAT EASTERN HWY MAIN CONUIT WEST FL LOT STAND	1	42.74	
INV 9007909710/05/2018		WATER CORPORATION	RESERVE AT 217L HENRY ST NORTHAM LOT 217 RES 1232-SES BUILDING	1	88.47	
INV 9007948303/05/2018		WATER CORPORATION	LA STANDPIPE AT 1 IRISHTOWN RD AVON HILLS FL LOT ROAD RES	1	49.02	
INV 9007948203/05/2018		WATER CORPORATION	LA STANDPIPE AT KATRINE RD AVON HILLS FL LOT STANDPIPE	1	44.24	
INV 9007946103/05/2018		WATER CORPORATION	LA STANDPIPE AT SPENCERS BROOK RD NORTHAM-BEVERLEY FL LOT STANDPIPE	1	99.23	
INV 9007908610/05/2018		WATER CORPORATION	CENTRE AT BURGOYNE ST NORTHAM LOT 500, RES 47230,501 - KILLARA	1	2,158.50	
INV 9008729810/05/2018		WATER CORPORATION	AMENITIES AT 2 GREY ST NORTHAM LOT 85 - VISITORS CENTRE	1	1,830.34	
INV 9007917015/05/2018		WATER CORPORATION	CEMETERY - 15/03/2018 TO 14/05/2018.	1	1,535.02	
INV 9012475715/05/2018		WATER CORPORATION	VACANT LAND - 15/03/2018 TO 11/05/2018.	1	248.66	
INV 9007913511/05/2018		WATER CORPORATION	DEPOT BUILDING - 14/03/2018 TO 10/05/2018	1	542.76	
INV 9007923415/05/2018		WATER CORPORATION	APEX PARK TOILETS - 16/03/2018 TO 14/05/2018	1	112.81	
INV 9007916614/05/2018		WATER CORPORATION	MORBY COTTAGE 15/03/2018 TO 11/05/2018.	1	738.47	
INV 9007915515/05/2018		WATER CORPORATION	AIRPORT 16/03/2018 TO 14/05/2018.	1	871.24	
INV 9007913111/05/2018		WATER CORPORATION	DEPOT BUILDING - 14/03/2018 TO 10/05/2018	1	227.15	
INV 9007907311/05/2018		WATER CORPORATION	RIVERBANK TO BROOME TCE 14/03/2018 TO 10/05/2018.	1	21.52	
34954	31/05/2018	SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions	1		135.00
INV DEDUCT29/05/2018		SHIRE OF NORTHAM SOCIAL CLUB	Payroll deductions		135.00	
34955	31/05/2018	SYNERGY	SHIRE ADMINISTRATION BUILDING 19/04/2018-16/05/2018	1		2,421.20
INV 9414532305/03/2018		SYNERGY	GRASS VALLEY FIRE SHED 08/03/2018-09/05/2018	1	166.05	
INV 7968413419/04/2018		SYNERGY	SHIRE ADMINISTRATION BUILDING 19/04/2018-16/05/2018	1	1,198.50	

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INV 1819945017/05/2018		SYNERGY	KILLARA NEW BUILDINGS 19/04/2018-16/05/2018	1	1,056.65	
34956	31/05/2018	TELSTRA CORPORATION	BUSHFIRE BRIGADE 10/05/2018-09/06/2018	1		216.90
INV 2726008910/05/2018		TELSTRA CORPORATION	BUSHFIRE BRIGADE 10/05/2018-09/06/2018	1	176.95	
INV 2000049020/05/2018		TELSTRA CORPORATION	SES BUILDING 15/04/2018-14/05/2018	1	39.95	
34957	31/05/2018	WATER CORPORATION	STANDPIPE CLARKE ST 15/05/2018	1		10,776.01
INV 9022053207/06/2018		WATER CORPORATION	STANDPIPE CLARKE ST 15/05/2018	1	9,839.92	
INV 9007927521/05/2018		WATER CORPORATION	OLD QUARRY REFUSE SITE 18/05/2018	1	86.08	
INV 9007938923/05/2018		WATER CORPORATION	STANDPIPE BODEGUERO WAY 22/05/2018	1	620.47	
INV 9007925921/05/2018		WATER CORPORATION	OLD QUARRY ROAD POUND 18/05/2018	1	229.54	
DD12431.1	01/05/2018	TENNANT AUSTRALIA	LEASE FEE CLEANING EQUIPMENT APRIL 2018	1		1,046.85
INV APRIL 2001/05/2018		TENNANT AUSTRALIA	LEASE FEE CLEANING EQUIPMENT APRIL 2018	1	1,046.85	
DD12437.1	02/05/2018	FINES ENFORCEMENT REGISTRY	LODGEMENT FEE FOR REGISTERING 5 UNPAID INFRINGEMENTS-FER3950875	1		295.00
INV 2224479602/05/2018		FINES ENFORCEMENT REGISTRY	LODGEMENT FEE FOR REGISTERING 5 UNPAID INFRINGEMENTS-FER3950875	1	295.00	
DD12447.1	01/05/2018	WA SUPER	Payroll deductions	1		22,571.49
INV SUPER	01/05/2018	WA SUPER	Superannuation contributions	1	19,689.92	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	1,569.77	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	86.21	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	40.61	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	295.73	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	25.00	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	244.44	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	93.39	
INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	325.00	



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INV DEDUCT01/05/2018		WA SUPER	Payroll deductions	1	201.42	
DD12447.2	01/05/2018	SUNSUPER	Superannuation contributions	1		450.81
INV SUPER	01/05/2018	SUNSUPER	Superannuation contributions	1	450.81	
DD12447.3	01/05/2018	VISION SUPER	Superannuation contributions	1		190.76
INV SUPER	01/05/2018	VISION SUPER	Superannuation contributions	1	190.76	
DD12447.4	01/05/2018	HOSTPLUS SUPER	Superannuation contributions	1		393.21
INV SUPER	01/05/2018	HOSTPLUS SUPER	Superannuation contributions	1	393.21	
DD12447.5	01/05/2018	MACQUARIE SUPER MANAGER	Superannuation contributions	1		125.58
INV SUPER	01/05/2018	MACQUARIE SUPER MANAGER	Superannuation contributions	1	125.58	
DD12447.6	01/05/2018	KINETIC SUPER	Superannuation contributions	1		144.30
INV SUPER	01/05/2018	KINETIC SUPER	Superannuation contributions	1	144.30	
DD12447.7	01/05/2018	ESSENTIAL SUPER	Superannuation contributions	1		133.89
INV SUPER	01/05/2018	ESSENTIAL SUPER	Superannuation contributions	1	133.89	
DD12447.8	01/05/2018	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1		203.78
INV SUPER	01/05/2018	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1	203.78	
DD12447.9	01/05/2018	CBUS	Superannuation contributions	1		168.36
INV SUPER	01/05/2018	CBUS	Superannuation contributions	1	168.36	
DD12474.1	01/05/2018	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1		189.26
INV SUPER	10/05/2018	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	189.26	
DD12478.1	10/05/2018	BANKWEST	MASTERCARD DANIEL HENDRIKSEN 22/3/18 TO 20/4/18	1		6,546.06
INV R RAYSC10/05/2018		BANKWEST	MASTERCARD ROSS RAYSON 22/3/18 TO 20/4/18	1	2,405.68	
INV C YOUNG10/05/2018		BANKWEST	MASTERCARD COLIN YOUNG 22/3/18 TO 20/4/18	1	666.00	

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INV J WHITE	10/05/2018	BANKWEST	MASTERCARD JASON WHITEAKER 22/3/18 TO 20/4/18	1	70.94	
INV C KLEYM	10/05/2018	BANKWEST	MASTERCARD CLINTON KLEYNHANS 22/3/18 TO 20/4/18	1	3,167.74	
INV B RUTTE	10/05/2018	BANKWEST	MASTERCARD BRENDON RUTTER 22/3/18 TO 20/4/18	1	77.70	
INV D HENDR	10/05/2018	BANKWEST	MASTERCARD DANIEL HENDRIKSEN 22/3/18 TO 20/4/18	1	218.00	
DD12499.1	15/05/2018	WA SUPER	Payroll deductions	1		23,294.70
INV SUPER	15/05/2018	WA SUPER	Superannuation contributions	1	20,441.18	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	1,601.60	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	100.16	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	44.33	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	221.80	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	25.00	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	244.98	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	89.23	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	325.00	
INV DEDUCT	15/05/2018	WA SUPER	Payroll deductions	1	201.42	
DD12499.2	15/05/2018	SUNSUPER	Superannuation contributions	1		451.40
INV SUPER	15/05/2018	SUNSUPER	Superannuation contributions	1	451.40	
DD12499.3	15/05/2018	HOSTPLUS SUPER	Superannuation contributions	1		390.26
INV SUPER	15/05/2018	HOSTPLUS SUPER	Superannuation contributions	1	390.26	
DD12499.4	15/05/2018	MACQUARIE SUPER MANAGER	Superannuation contributions	1		196.56
INV SUPER	15/05/2018	MACQUARIE SUPER MANAGER	Superannuation contributions	1	196.56	
DD12499.5	15/05/2018	KINETIC SUPER	Superannuation contributions	1		159.93
INV SUPER	15/05/2018	KINETIC SUPER	Superannuation contributions	1	159.93	
DD12499.6	15/05/2018	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	15/05/2018	ESSENTIAL SUPER	Superannuation contributions	1	150.75	
DD12499.7	15/05/2018	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1		203.18
INV SUPER	15/05/2018	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1	203.18	
DD12499.8	15/05/2018	CBUS	Superannuation contributions	1		187.00
INV SUPER	15/05/2018	CBUS	Superannuation contributions	1	187.00	
DD12499.9	15/05/2018	PRIME SUPER	Superannuation contributions	1		188.12
INV SUPER	15/05/2018	PRIME SUPER	Superannuation contributions	1	188.12	
DD12515.1	15/05/2018	WA SUPER	Superannuation contributions	1		64.59
INV SUPER	24/05/2018	WA SUPER	Superannuation contributions	1	64.59	
DD12531.1	29/05/2018	TENNANT AUSTRALIA	LEASE FEE CLEANING EQUIPMENT RECREATION CENTRE MAY 2018	1		1,046.85
INV MAY 20129/05/2018	29/05/2018	TENNANT AUSTRALIA	LEASE FEE CLEANING EQUIPMENT RECREATION CENTRE MAY 2018	1	1,046.85	
DD12545.1	29/05/2018	WA SUPER	Payroll deductions	1		23,076.77
INV SUPER	29/05/2018	WA SUPER	Superannuation contributions	1	20,255.75	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	1,565.97	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	104.69	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	45.69	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	221.80	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	25.00	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	244.75	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	86.70	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	325.00	
INV DEDUCT29/05/2018	29/05/2018	WA SUPER	Payroll deductions	1	201.42	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD12545.2	29/05/2018	BENDIGO SMART START SUPER	Superannuation contributions	1		191.57
INV SUPER	29/05/2018	BENDIGO SMART START SUPER	Superannuation contributions	1	191.57	
DD12545.3	29/05/2018	SUNSUPER	Superannuation contributions	1		450.81
INV SUPER	29/05/2018	SUNSUPER	Superannuation contributions	1	450.81	
DD12545.4	29/05/2018	HOSTPLUS SUPER	Superannuation contributions	1		386.44
INV SUPER	29/05/2018	HOSTPLUS SUPER	Superannuation contributions	1	386.44	
DD12545.5	29/05/2018	MACQUARIE SUPER MANAGER	Superannuation contributions	1		149.60
INV SUPER	29/05/2018	MACQUARIE SUPER MANAGER	Superannuation contributions	1	149.60	
DD12545.6	29/05/2018	KINETIC SUPER	Superannuation contributions	1		144.30
INV SUPER	29/05/2018	KINETIC SUPER	Superannuation contributions	1	144.30	
DD12545.7	29/05/2018	ESSENTIAL SUPER	Superannuation contributions	1		121.99
INV SUPER	29/05/2018	ESSENTIAL SUPER	Superannuation contributions	1	121.99	
DD12545.8	29/05/2018	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1		204.38
INV SUPER	29/05/2018	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1	204.38	
DD12545.9	29/05/2018	CBUS	Superannuation contributions	1		187.84
INV SUPER	29/05/2018	CBUS	Superannuation contributions	1	187.84	
DD12447.10	01/05/2018	PRIME SUPER	Superannuation contributions	1		187.52
INV SUPER	01/05/2018	PRIME SUPER	Superannuation contributions	1	187.52	
DD12447.11	01/05/2018	ONEPATH	Superannuation contributions	1		166.48
INV SUPER	01/05/2018	ONEPATH	Superannuation contributions	1	166.48	
DD12447.12	01/05/2018	AUSTRALIAN SUPER PTY LTD	Payroll deductions	1		2,585.30
INV SUPER	01/05/2018	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	2,485.42	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT01/05/2018		AUSTRALIAN SUPER PTY LTD	Payroll deductions	I	99.88	
DD12447.13	01/05/2018	MEDIA SUPER	Superannuation contributions	I		45.61
INV SUPER	01/05/2018	MEDIA SUPER	Superannuation contributions	I	45.61	
DD12447.14	01/05/2018	REST INDUSTRY SUPER	Superannuation contributions	I		684.87
INV SUPER	01/05/2018	REST INDUSTRY SUPER	Superannuation contributions	I	684.87	
DD12447.15	01/05/2018	ZURICH AUSTRALIA LIMITED	Superannuation contributions	I		254.29
INV SUPER	01/05/2018	ZURICH AUSTRALIA LIMITED	Superannuation contributions	I	254.29	
DD12447.16	01/05/2018	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	I		320.48
INV SUPER	01/05/2018	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	I	320.48	
DD12447.17	01/05/2018	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	I		518.82
INV SUPER	01/05/2018	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	I	518.82	
DD12447.18	01/05/2018	AMP LIFE LIMITED	Superannuation contributions	I		442.16
INV SUPER	01/05/2018	AMP LIFE LIMITED	Superannuation contributions	I	442.16	
DD12447.19	01/05/2018	NETWEALTH SUPERANNUATION	Superannuation contributions	I		258.59
INV SUPER	01/05/2018	NETWEALTH SUPERANNUATION	Superannuation contributions	I	258.59	
DD12447.20	01/05/2018	BENDIGO SMART START SUPER	Superannuation contributions	I		191.68
INV SUPER	01/05/2018	BENDIGO SMART START SUPER	Superannuation contributions	I	191.68	
DD12499.10	15/05/2018	ONEPATH	Superannuation contributions	I		188.12
INV SUPER	15/05/2018	ONEPATH	Superannuation contributions	I	188.12	
DD12499.11	15/05/2018	MEDIA SUPER	Superannuation contributions	I		152.51
INV SUPER	15/05/2018	MEDIA SUPER	Superannuation contributions	I	152.51	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD12499.12	15/05/2018	AUSTRALIAN SUPER PTY LTD	Payroll deductions	1		2,375.34
INV SUPER	15/05/2018	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	2,292.10	
INV DEDUCT1	5/05/2018	AUSTRALIAN SUPER PTY LTD	Payroll deductions	1	83.24	
DD12499.13	15/05/2018	REST INDUSTRY SUPER	Superannuation contributions	1		686.06
INV SUPER	15/05/2018	REST INDUSTRY SUPER	Superannuation contributions	1	686.06	
DD12499.14	15/05/2018	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1		254.29
INV SUPER	15/05/2018	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1	254.29	
DD12499.15	15/05/2018	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1		298.26
INV SUPER	15/05/2018	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1	298.26	
DD12499.16	15/05/2018	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1		518.82
INV SUPER	15/05/2018	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1	518.82	
DD12499.17	15/05/2018	AMP LIFE LIMITED	Superannuation contributions	1		442.16
INV SUPER	15/05/2018	AMP LIFE LIMITED	Superannuation contributions	1	442.16	
DD12499.18	15/05/2018	NETWEALTH SUPERANNUATION	Superannuation contributions	1		258.59
INV SUPER	15/05/2018	NETWEALTH SUPERANNUATION	Superannuation contributions	1	258.59	
DD12499.19	15/05/2018	BENDIGO SMART START SUPER	Superannuation contributions	1		192.03
INV SUPER	15/05/2018	BENDIGO SMART START SUPER	Superannuation contributions	1	192.03	
DD12545.10	29/05/2018	PRIME SUPER	Superannuation contributions	1		188.12
INV SUPER	29/05/2018	PRIME SUPER	Superannuation contributions	1	188.12	
DD12545.11	29/05/2018	ONEPATH	Superannuation contributions	1		188.40
INV SUPER	29/05/2018	ONEPATH	Superannuation contributions	1	188.40	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD12545.12	29/05/2018	HESTA SUPER FUND	Superannuation contributions	1		68.25
INV SUPER	29/05/2018	HESTA SUPER FUND	Superannuation contributions	1	68.25	
DD12545.13	29/05/2018	MEDIA SUPER	Superannuation contributions	1		216.66
INV SUPER	29/05/2018	MEDIA SUPER	Superannuation contributions	1	216.66	
DD12545.14	29/05/2018	AUSTRALIAN SUPER PTY LTD	Payroll deductions	1		2,540.49
INV SUPER	29/05/2018	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	2,414.17	
INV DEDUCT	29/05/2018	AUSTRALIAN SUPER PTY LTD	Payroll deductions	1	126.32	
DD12545.15	29/05/2018	REST INDUSTRY SUPER	Superannuation contributions	1		686.76
INV SUPER	29/05/2018	REST INDUSTRY SUPER	Superannuation contributions	1	686.76	
DD12545.16	29/05/2018	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1		254.29
INV SUPER	29/05/2018	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1	254.29	
DD12545.17	29/05/2018	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1		168.09
INV SUPER	29/05/2018	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1	168.09	
DD12545.18	29/05/2018	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1		518.82
INV SUPER	29/05/2018	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1	518.82	
DD12545.19	29/05/2018	AMP LIFE LIMITED	Superannuation contributions	1		442.16
INV SUPER	29/05/2018	AMP LIFE LIMITED	Superannuation contributions	1	442.16	
DD12545.20	29/05/2018	NETWEALTH SUPERANNUATION	Superannuation contributions	1		258.59
INV SUPER	29/05/2018	NETWEALTH SUPERANNUATION	Superannuation contributions	1	258.59	

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Cheque / EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNI FUND	1,773,294.53
2	TRUST FUND	14,510.05
<b>TOTAL</b>		<b>1,787,804.58</b>



Attachment 2

Payment dates 1st of May 2018 to 31st May 2018

- Municipal Fund payment cheque numbers 34937 to 34957 Total \$109,730.12.
- Trust Fund payment cheque numbers 2041 to 2042 total \$4,773.50.

Electronic Funds Transfer

- Municipal Fund EFT29720 to EFT30078 Total \$1,563,305.41.
- Trust Fund \$9,736.55.

Direct Debits Total \$100,259.00.

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	\$ 89,143.32	\$1,855,660.63	\$ 62,806.40	\$ 403,816.88	\$ 2,411,427.23
February	\$ 177,450.70	\$1,379,375.92	\$ 67,318.32	\$ 414,622.25	\$ 2,038,767.19
March	\$ 120,367.22	\$1,026,648.56	\$ 61,641.18	\$ 416,001.43	\$ 1,624,658.39
April	\$ 105,707.07	\$1,409,076.74	\$ 68,888.70	\$ 420,901.76	\$ 2,004,574.27
May	\$ 114,503.62	\$1,573,041.96	\$ 100,259.00	\$ 645,311.52	\$ 2,433,116.10
June					\$ -
<b>Total</b>	<b>\$1,277,918.61</b>	<b>\$19,068,023.57</b>	<b>\$741,100.62</b>	<b>\$4,835,129.61</b>	<b>\$25,922,172.41</b>

The Following table presents all payments made for the month from Council credit cards paid by direct debit 12478.1

Summary Credit Card Payments	\$	Total
Executive Manager Engineering Services		
CALTEX STAR MART MUNDARING 19/3/18	95.35	
CALTEX STAR MART MUNDARING 26/3/18	99.55	
OTR TYRES - INKPEN LOADER	2409.00	
CALTEX STAR MART MUNDARING 4/4/18	98.88	
CALTEX STAR MART MUNDARING 8/4/18	95.56	
SHIRE OF NORTHAM -PLATE SWAP REC MANAGER UTE	25.70	
SHIRE OF NORTHAM -REGISTRATION REC MANAGER UTE - LICENCE FEE	138.30	

Summary Credit Card Payments	\$	Total
SHIRE OF NORTHAM -REGISTRATION REC MANAGER UTE - LICENCE-INSURANCE	114.70	
SHIRE OF NORTHAM -REGISTRATION REC MANAGER UTE - LICENCE-RECORDING FEE & PLATE FEE	29.00	
SHIRE OF NORTHAM -REGISTRATION OF NEW VMB TRAILER - LICENCE FEE	24.20	
SHIRE OF NORTHAM -REGISTRATION OF NEW VMB TRAILER-INSURANCE	8.50	
SHIRE OF NORTHAM -REGISTRATION OF NEW VMB TRAILER-RECORDING FEE & PLATE FEE	29.00	3,167.74
CESM		
COLES - BATTERIES	40.00	
COLES - REFRESHMENTS 13/4/18	24.00	
COLES - FOOD 13/4/18	13.70	
PUMA ENERGY EL CABAL - TALBOT FIRE WEST REFRESHMENT	148.00	
H & L INVESTMENTS MIDLAND COVER FOR CESM PHONE	70.00	295.70
Executive Manager Corporate Services		
ATRIUM RESORT HOTEL - CEMETERY TRAINING K HOPKINS	243.00	
THE MURRAY HOTEL PERTH - TRAINING POLICY & PROCEDURES - CHERYL GRENOUGH -ACCOMMODATION	298.00	
THE MURRAY HOTEL PERTH - TRAINING POLICY & PROCEDURES - CHERYL GRENOUGH-RESTAURANT	65.00	606.00
Executive Manager Community Services		
FACEBOOK - MOTOR SPORTS FESTIVAL 6/3/2018 TO 24/3/2018	640.00	
DROPBOX PLUS 26/3/18 TO 26/3/19	152.90	
FACEBOOK - 23/3/2018 TO 31/3/2018	324.71	
TRINITY ON HAMPDEN - NICOLE HAMPTON ACCOMMODATION	130.00	
SUBWAY - BUILDING COMMISSION SEMINAR LUNCH	152.40	
ADOBE PS CREATIVE CLOUD - MONTHLY FEES	270.54	
FACEBOOK 6/3/18 TO 6/3/18 NMSF 18	12.01	
FACEBOOK 5/4/18 TO 7/4/18 ROAD CLOSURE MORTOR SPORT FESTIVAL	19.28	
FACEBOOK 5/4/18 TO 7/4/18 ROAD CLOSURE MORTOR SPORT FESTIVAL	10.72	
SUBWAY 9/4/18	90.00	
DMIRS EAST PERTH - ANNUAL DANGEROUS GOODS LICENCE FEE - NORTHAM OLUMPIC SWIMMING POOL	202.00	
CLARITY CORPORATE COMMUNICATIONS	100.96	
TRINITY ON HAMPDEN - NICOLE HAMPTON ACCOMMODTION	260.00	
FACEBOOK 6/4/2018 TO 8/4/2018 MOTORSPORT FESTIVAL	14.47	
FACEBOOK 7/4/2018 TO 8/4/2018 MOTORSPORT FESTIVAL	5.53	
CITY OF PERTH PARKING TICKET	20.16	2,405.68

Summary Credit Card Payments	\$	Total
Chief Executive Officer		
CAFE YASOU - MEETING WITH PRESS	4.00	
SAFFRON - RIVERSEDGE - HR MEETING	4.00	
WILSON PARKING PERTH 13/4/18	20.16	
FOREIGN BTRANSACTION FEES 24/3/18 TO 10/4/18	42.78	70.94
<b>Total Credit Card Expenditure</b>		<b>\$ 6,546.06</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 \$2,433,116.10 was submitted to the Ordinary Meeting of Council on Wednesday, 18 June 2018.

\_\_\_\_\_ CERTIFICATION OF THE PRESIDENT

#### CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering vouchers \$2,433,116.10 was submitted to each member of the Council on Wednesday, 18 June 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 31<sup>st</sup> May 2018

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 31st May 2018.

#### ATTACHMENTS

Attachment 1: Financial Statement for the period ending 31st May 2018.

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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 31st May 2018 is included as Attachment 1 & 2 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. Rates revenue is down by \$76,763 awaiting the valuations for the new Coles and the Boulevard extension from Landgate to enable the interim rates to be raised.
2. Community Amenities is under budget by \$164,208 due to Inkpen Tipping Fees of \$73,252, Septage disposal fee of \$25,372, Planning and development fees \$53,694, Cemetery burial fees \$10,251.
3. Transport is under budget by \$288,856 due to the timing of the submission of the progressive claims with Mainroads for \$621,283, and the receipt of additional funding in advance, from Roads to Recovery of \$402,066.
4. Economic Services is under budget by \$44,080, predominantly due to the retic system income of \$29,823, Building permits of \$28,720 offset by over budgeted revenue for festivals and events of \$16,220.

Operating Expenditure

5. Governance is under budget by \$109,345 due to salaries and wages of \$28,791 and the timing of expenditure of Consultants \$75,612.
6. Education and Welfare is under budget by \$142,012 due predominantly to Killara salaries and super of \$24,429, training of \$5,624, vehicle expenses of \$11,996, non-recurrent expenses on furniture and equipment of \$6,875, lower depreciation of \$10,009, admin allocation of \$21,243 (internal transaction), Youth Services of \$3,544 and Bernard Park Play Centre of \$7,074, Seniors Memorial Hall \$3,856
7. Community Amenities is under budget by \$412,822 predominantly due to the timing of expenditure on the items presented below;
  - Refuse Site maintenance of \$237,640
    - Green Waste of \$16,666.
    - Regional Verge Bins of \$38,888.
    - Septage Pond maintenance of \$32,619.
    - Septage Pond dividends of \$21,631.
    - Planning Consultants of \$42,144.
    - Town Planning Salaries of \$22,241.
8. Recreation and Culture is \$317,345 under budget, predominantly due to the items disclosed below;
  - Wundowie pool utilities \$5,552.
  - Northam pool plant maintenance \$15,363(timing).
  - Northam pool operating expenditure \$35,991.
  - Water park \$8,257
  - Recreation salaries of \$14,629
  - Community sponsorship of \$13,529
  - Recreation control of \$38,222.
  - Public parks and gardens of \$59,482.
  - Wundowie Oval building of \$27,789.
  - Public Halls of \$34,273.

- Depreciation other Sport and Recreation \$49,837.
  - Sound Shell Bernard Park \$9,900
9. Transport is over budget by \$545,784 due to the items listed below;
- Street cleaning is over budget by \$27,599
  - Street trees by \$50,468 with timing of the budget and actual expenditure and approximately \$30,000 of materials as a result of urgent work orders from Western Power relating to trees under power lines.
  - Storm Damage \$92,804.
  - Roadworks maintenance by \$264,811.
  - Depot Yard maintenance by \$11,041.
  - Plant Depreciation by \$44,013
  - Aerodrome maintenance \$30,044
10. Economic Services is under budget by \$186,842 due to the items listed below;
- Main Street Heritage \$63,818.
  - Maintenance Council Property \$51,394.
  - Aboriginal Environmental Interpretative Centre operating expenses \$78,302.

#### Operating Income by Nature and Type

11. Operating grants are under budget due predominantly to Mainroads WANDRRA grants of \$ \$621,283 and DFES grants of \$121,241.
12. Fees & Charges are under budget by \$285,589 as per items 2 \$58,541, and the following
- Inkpen Tip \$73,251
  - Septage disposal fees \$25,372
  - Planning and development fees \$53,694
  - Old Quarry Tipping Fees \$10,880
  - Pool Admissions, Northam and Wundowie \$18,791
  - Cemetery Burial \$10,250
  - Subdivision \$21,478
  - Lease medical centre \$7,668
  - Visitors Centre merchandise \$3,945
  - Old Girls School Rental \$7,175

#### Operating Expenditure by Nature and Type

13. Employee costs are under budget \$101,409 due to the following
- Admin salaries are under by \$28,791
  - Killara salaires are under by \$23,181
  - Drainage Management salaries by \$17,098
  - Town planning salaries by \$25,441
  - Recreation centre by \$14,628
14. Materials and contracts are under budget by 15%, due to a timing issues between budget and actual expenditure as disclosed in the notes 3 to 8 as presented above.

15. Utilities, over budget by \$126,027 largely timing, however we expect expenditure to exceed budget by the end of the financial year by approximately \$30,000 Town Pool Aerators are over by \$17,206, water charges are higher than anticipated with increased usage over the summer months.
16. Depreciation is over budget by 5%, predominantly relating to the revaluation of Councils buildings at fair value and unbudgeted depreciation due to new BFB plant and buildings.

#### Capital Expenditure Item reporting

17. Purchase of the Boulevard Shopping Centre was \$181,196, \$6,196 over budget, this will be offset with additions in revenue as per the contract of sale.
18. Trimmer Road expenditure was \$222,797, year to date budget was \$131,822. This was additional labour and overhead costs.
19. Newman spray seal expenditure was \$166,238. Year to date budget was \$116,258. This was additional material and contracts costs.
20. The ferris mower purchase was \$28,000, the budget was \$26,950.
21. The Art Collection has now been brought to account as a Council Asset (non-cash adjustment, initial valuation).

#### 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 / COUNCIL DECISION

Minute No: C.3394

Moved: Cr Ryan


Seconded: Cr Mencshelyi

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ending 31st May 2018.

CARRIED 9/0



Attachment 1



Shire of Northam

**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 31 MAY 2018**

**TABLE OF CONTENTS**

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Notes to and Forming Part of the Statement	
1 Acquisition of Assets	5 to 9
2 Disposal of Assets	10 to 11
3 Information on Borrowings	12
4 Reserves	13
5 Net Current Assets	14
6 Rating Information	



**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2018**

	NOTE	17/18 Budget \$	Ytd Budget \$	Ytd Actual \$	Variations Actuals to Budget \$	Variations Actuals to Budget %
<b>Operating</b>						
<b>Revenues</b>						
Governance		67,288	67,288	73,035	5,747	8.54%
General Purpose Funding Other		2,058,265	2,045,827	1,970,841	(74,786)	(3.66%)
General Purpose Funding Rates	1	9,704,740	9,641,653	9,564,890	(76,763)	(0.80%)
Law, Order, Public Safety		564,353	360,165	351,945	(8,220)	(2.28%)
Health		56,000	53,366	54,504	1,138	2.13%
Education and Welfare		1,333,027	1,278,759	1,270,472	(8,287)	(0.65%)
Housing		40,842	37,388	48,200	8,814	23.58%
Community Amenities	2	2,536,847	2,478,909	2,314,701	(164,208)	(6.62%)
Recreation and Culture		9,220,744	3,982,715	3,899,351	(83,364)	(2.09%)
Transport	3	1,973,789	1,501,630	1,212,774	(288,856)	(19.24%)
Economic Services	4	567,648	443,451	399,371	(44,080)	(9.94%)
Other Property and Services		105,200	101,165	102,421	1,256	1.24%
<b>Total Operating Revenue</b>		<b>28,228,744</b>	<b>21,992,114</b>	<b>21,260,505</b>	<b>(731,608)</b>	<b>(3.33%)</b>
<b>Expenses</b>						
Governance	5	(1,313,794)	(1,202,229)	(1,099,694)	102,535	8.53%
General Purpose Funding		(268,267)	(240,105)	(257,485)	(17,380)	(7.24%)
Law, Order, Public Safety		(1,207,854)	(1,120,720)	(1,122,015)	(1,295)	(0.12%)
Health		(301,754)	(276,508)	(260,312)	16,196	5.86%
Education and Welfare	6	(1,421,256)	(1,247,975)	(1,145,764)	102,210	8.19%
Housing		(70,533)	(64,841)	(76,216)	(11,375)	(17.54%)
Community Amenities	7	(3,530,457)	(3,077,729)	(2,664,907)	412,822	13.41%
Recreation & Culture	8	(4,683,105)	(4,290,032)	(3,972,687)	317,345	7.40%
Transport	9	(5,040,164)	(4,443,475)	(4,989,259)	(545,784)	(12.28%)
Economic Services	10	(2,266,912)	(2,089,405)	(1,895,753)	193,652	9.27%
Other Property and Services		18,828	(168,095)	(152,176)	15,919	9.47%
<b>Total Operating Expenses</b>		<b>(20,085,267)</b>	<b>(18,221,113)</b>	<b>(17,636,269)</b>	<b>584,844</b>	<b>3.21%</b>
<b>Removal of Non-Cash Items</b>						
(Profit)/Loss on Asset Disposals		(75,622)	86,559	125,749	39,190	
Movement in Employee Benefit Provisions		(29,403)	0	0	0	
Depreciation on Assets		4,035,413	3,698,970	3,698,827	199,857	(5.40%)
<b>Non Operating Items:</b>						
Purchase Land Held for Resale		0	0	0	0	
Purchase Land and Buildings	17	(5,946,151)	(5,427,751)	(4,681,812)	746,139	13.75%
Purchase Plant and Equipment	20	(1,572,284)	(1,184,818)	(587,433)	597,385	50.42%
Purchase Furniture and Equipment	21	(67,090)	(2,037)	(178,036)	(175,999)	(8640.11%)
Purchase Bush Fire Equipment		0	0	0	0	
Purchase Playground Equipment		0	0	0	0	
Purchase Infrastructure Assets - Roads	18,19	(3,610,138)	(3,426,178)	(1,293,865)	2,132,313	62.24%
Purchase Infrastructure Assets - Bridges		0	0	0	0	
Purchase Infrastructure Assets - Footpaths		(442,344)	(405,383)	(101,670)	303,713	74.92%
Purchase Infrastructure Assets - Drainage		(2,184,080)	(2,136,496)	(1,491,235)	645,261	30.20%
Purchase Infrastructure Assets - Parks & Ovals		(1,362,006)	(1,247,247)	(303,213)	944,034	75.69%
Purchase Infrastructure Assets - Airfields		(50,000)	(45,826)	(45,800)	226	0.49%
Purchase Infrastructure Assets - Streetscape		(178,500)	(159,125)	(12,746)	146,379	91.99%
Purchase Infrastructure Assets - Other		(8,369,356)	(296,924)	(140,574)	156,350	52.66%
Proceeds from Disposal of Assets		783,139	671,308	146,451	(524,857)	(78.18%)
Repayment of Debentures		(227,611)	(226,484)	(218,348)	8,145	3.60%
Proceeds from New Debentures		2,800,000	0	0	0	
Self-Supporting Loan Principal Income		24,073	22,067	14,812	(7,255)	(32.88%)
Transfers to Restricted Assets (Reserves)		(1,546,211)	(110,000)	(108,691)	1,309	
Transfers from Restricted Asset (Reserves)		3,071,085	(740,850)	(740,850)	0	
ADD Net Current Assets July 1 B/Fwd		6,793,609	6,793,609	6,793,607	(2)	
LESS Net Current Assets Year to Date		0	(365,615)	6,420,888	6,786,503	
<b>Surplus</b>		<b>(0)</b>	<b>(0)</b>	<b>(1,820,158)</b>	<b>(1,820,158)</b>	

This statement is to be read in conjunction with the accompanying notes. The Budget Review approvals will be incorporated in January's Financial Report

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2018

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	9,641,653	9,574,691	(86,962)	-1%
Operating Grants Subsidies and Contributions	11	3,958,699	3,957,998	3,123,191	(834,807)	-21%
Fees and Charges	12	3,740,078	3,498,592	3,213,003	(285,589)	-8%
Interest Earnings		380,000	331,739	312,080	(19,659)	-6%
Other Revenue		731,507	675,677	693,472	17,795	3%
<b>TOTAL OPERATING REVENUE</b>		<b>18,515,024</b>	<b>18,105,659</b>	<b>16,916,439</b>	<b>(1,189,221)</b>	<b>-7%</b>
<b>OPERATING EXPENSES</b>						
Employee Costs	13	(7,914,485)	(7,282,781)	(7,181,372)	101,409	1%
Materials and Contracts	14	(6,174,911)	(5,572,700)	(4,742,418)	830,282	15%
Utility Charges	15	(851,187)	(759,035)	(885,062)	(126,027)	-17%
Depreciation of Non Current Assets	16	(4,035,413)	(3,698,970)	(3,898,827)	(199,857)	-5%
Interest Expenses		(148,149)	(102,417)	(109,976)	(7,558)	-7%
Insurance Expenses		(471,331)	(471,284)	(446,988)	24,296	5%
Other Expenditure		(346,042)	(245,287)	(245,877)	(590)	0%
<b>TOTAL OPERATING EXPENSE</b>		<b>(19,941,518)</b>	<b>(18,132,474)</b>	<b>(17,510,520)</b>	<b>621,954</b>	<b>-3%</b>
Non Operating Grants Subsidies and Contributions		9,493,449	3,884,375	4,344,067	459,692	-12%
Profit on Asset Disposals		221,271	2,079		(2,079)	100%
Loss on Asset Disposals		(144,749)	(88,638)	(125,749)	(37,111)	-42%
<b>RESULTING FROM OPERATIONS</b>		<b>8,143,477</b>	<b>3,771,001</b>	<b>3,624,236</b>	<b>(146,765)</b>	<b>-4%</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2018

2. BALANCE SHEET

	Ytd Actual \$	Actual 2016/2017 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	9,042,252	11,700,546
Receivables	2,622,336	2,441,368
Inventories	631	631
<b>TOTAL CURRENT ASSETS</b>	<u>11,665,219</u>	<u>14,142,545</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	547,356	547,356
Inventories	0	0
Land and Buildings	54,049,457	50,003,006
Property, Plant and Equipment	6,271,610	5,830,177
Infrastructure	145,711,036	145,527,705
<b>TOTAL NON-CURRENT ASSETS</b>	<u>206,579,459</u>	<u>201,908,244</u>
<b>TOTAL ASSETS</b>	<u>218,244,678</u>	<u>216,050,789</u>
<b>CURRENT LIABILITIES</b>		
Payables	129,211	1,516,537
Interest-bearing Liabilities	6,262	224,611
Provisions	1,049,953	1,049,952
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,185,426</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>3,445,320</u>	<u>5,050,994</u>
<b>NET ASSETS</b>	<u>214,799,358</u>	<u>210,999,795</u>
<b>EQUITY</b>		
Retained Surplus	88,501,692	84,238,303
Reserves - Cash Backed	4,833,631	5,472,789
Reserves - Asset Revaluation	121,464,035	121,288,703
<b>TOTAL EQUITY</b>	<u>214,799,358</u>	<u>210,999,795</u>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2018

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	42,096	0
Intramaps GIS	-	0
<b>Law, Order &amp; Public Safety</b>		
CESM Vehicle	89,363	0
Grass Valley Fire shed Earthworks	35,000	0
Electronic Conversion of Standpipe	12,500	0
CCTV - Fitzgerald St & Peel Tce	91,838	36,040
<b>Education &amp; Welfare</b>		
Fluffy Ducks	232,954	237,596
Killara Commuter Bus	73,539	0
Killara Bus	141,809	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	790,307	707,446
Area Drainage	186,669	47,635
Design of Recycling Station Inkpen	10,000	6,095
Inkpen Site Drainage	110,000	0
Upgrade Riverbank Fencing	36,318	36,193
NRM Grant Capital Expenditure	40,100	0
Exec Mgr Development Services Vehicle	45,000	44,690
Cemetery Lot development	28,600	0
Cemetery Car Parking	40,000	0
CBD Works - Street Scaping	75,000	8,721
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 31 MAY 2018

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 HallI		5,500	7,950
Replace Veranda Ceilings Wundowie Hall		2,200	0
Town Hall Render Remedial Works cfwd		98,423	77,942
Painting Window Frrames Northam Town Hall		3,200	0
Painting and Patching Internal Walls Town Hall		4,200	0
External Turnstile Outdoor Courts Northam Rec Centre		7,450	8,386
Downlights Hospitality Area Northam Rec Centre		4,800	3,800
Rec Centre Scoreboard & Safety Latches		9,790	7,085
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
AVVA - Roof Replacement		145,000	0
Northam Library Server Cabinet		3,500	1,879
Executive Manager Community Services Vehicle		45,000	44,675
Recreation Manager Vehicle		35,000	29,061
Purchase of Land Boulevard Shopping Centre	17	175,000	181,196
Bernard Park Bridge Refurbishment		15,000	0
Wundowie Basketball Surface Upgrade		80,000	0
Upgrade Bernard Park Reticulation		22,578	17,094
Bridge Crossing Fixings		10,000	900
POS Playground Improvements		140,017	52,574
BMX Lighting		0	0
Bert Hawke - Drainage		40,000	0
Bert Hawke - Lighting		20,000	0
Northam Youth Space		859,411	51,449
Swimming Pool Redevelopment		8,000,000	62,246

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2018

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
Jennapullin Road		296,780	120,662
Irishtown Road		105,193	80,285
Irishtown Road		11,941	11,900
Spencers Brook Road		76,785	76,844
Spencers Brook Road		304,215	4,000
Maintenance Capitalised		100,000	0
GEH BS Contribution		64,500	0
Bedford Street C/fwd		109,280	105,153
Fermoy Avenue		126,133	288
Trimmer Road C/fwd	18	131,822	222,797
Rushton Crescent		97,130	0
Katrine Road		221,593	3,964
Carter Road		222,151	189,557
Mitchell Avenue C/fwd		96,247	87,379
Chidlow/Hawes/Burgoyne Street C/fwd		118,598	384
Newman Road - Spray Seal C/fwd	19	116,258	166,238
O'Neill Road C/fwd		286,229	2,860
Mount Ommanney Road C/fwd		10,600	461
Rockett Street		149,914	0
Thomas Street C/fwd		20,735	19,674
Coates Road/ C/fwd		155,317	200
Queen Street		3,000	785
Werribee Road 0.56-2.8 slk - 15/16 Blackspot C/fwd		24,889	2,200
Spencers Brook 1020 C/fwd		39,223	2,668
Spencers Brook Road		224,680	113,620
Kerb Renewal		134,238	22,375
Chinanning Road		80,086	379
Chedaring		223,365	59,191
Laneway Land Acquisition		57,000	0
Mitchell Avenue		188,782	96,859
Fitzgerald Street		84,127	31
Lobellia Avenue		108,882	4,780
Lance Street		60,553	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2018

3. ACQUISITION OF ASSETS (Continued)	Note	17/18 Budget \$	2017 Actual \$
Drainage - Rural		1,182,104	736,154
Culvert Renewal		59,238	0
Airport Line Marking		30,000	28,600
Drop Down Gate Airstrip		20,000	17,000
PN1218 Mitsubishi Fuso		120,000	19,314
PN1706 Volvo Grader		299,000	300,074
PN1221 4T Truck		92,135	0
PN1302 Ferris Mower	20	26,950	28,000
PN1222 3.5T Truck		78,745	0
PN1505, 4X4 Ute		40,000	29,946
Posi Truck Attachment C/fwd		25,000	0
4T Excavator (drainage crew)		95,000	78,460
Grader Blade (Pozitrac)		10,800	7,575
Profiler Attachment (Pozitrac)		18,600	0
Flocon Spraybar		14,259	0
Single Axel Trailer Traffic Management		0	1,439
<b>Economic Services</b>			
Visitors Centre CCTV		11,704	
AEIC Building		4,747,054	4,308,024
AEIC Drainage		33,733	31,312
Waste Water Pump Station		201,181	4,200
Bakers Drainage		25,000	0
Upgrade Caravan Dump Site		3,500	4,025
Signage Tower GEH Mitchell Avenue		10,000	0
Art Collection	21	-	169,072
		<u>23,781,949</u>	<u>8,835,984</u>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2018

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		5,946,151	4,681,612
Plant and Equipment	27	1,572,284	587,433
Furniture and Equipment	28	67,090	178,036
Bush Fire Equipment		0	0
Playground Equipment		0	0
Infrastructure Assets - Roads	24,25,26	3,610,138	1,293,865
Infrastructure Assets - Footpaths		442,344	101,670
Infrastructure Assets - Bridges & Culverts		0	0
Infrastructure Assets - Drainage		2,184,080	1,491,235
Infrastructure Assets - Parks & Ovals	23	1,362,006	303,213
Infrastructure Assets - Airfields		50,000	45,600
Infrastructure Assets - Streetscape		178,500	12,746
Infrastructure Assets - Other		8,369,356	140,574
		23,781,949	8,835,984



**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 31 MAY 2018**

**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
Killara Bus	24,181		68,181		44,000	
<b>Community Amenities</b>						
Toyota Coaster Bus Community	51,721		45,000		(6,721)	0
Isuzu Mu-X Silver Stsdn Diesel	35,332	35,384	30,000	31,436	(5,332)	(3,948)
<b>Recreation &amp; Culture</b>						
Toyota Hilux T Top 2015 white	23,491	22,152	19,000	17,273	(4,491)	(4,879)
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
Hino 500 Series 4T	61,410		45,000		(16,410)	0
Ferris Mower	10,775	10,835	5,500	6,500	(5,275)	(4,335)
Hino 300 Series 3.5T	42,729		43,000		271	0
Procut Mower		4,036		1,364		(2,673)
Ferris Mower	10,775	10,835	5,500	6,500	(5,275)	(4,335)
Bobcat Trailer 4T	0	1,400	0	783	0	(617)
Volvo Grader PN0806	121,670	121,670	42,595	42,595	(79,075)	(79,075)
Ford Ranger Lte XI 4X4 2015	29,294	28,644	23,636	22,727	(5,658)	(5,917)
	717,517	272,199	793,139	146,451	75,622	(125,749)



**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 31 MAY 2018**

**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
Killara Bus	24,181		68,181		44,000	
Toyota Coaster Bus Community	51,721	0	45,000	0	(6,721)	0
Isuzu Mu-X Silver Stsdn Diesel	35,332	35,384	30,000	31,436	(5,332)	(3,948)
Toyota Hilux T Top 2015 white	23,491	22,152	19,000	17,273	(4,491)	(4,879)
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
Hino 500 Series 4T	61,410	0	45,000	0	(16,410)	0
Procut Mower	0	4,036	0	1,364	0	(2,673)
Ferris Mower	10,775	10,835	5,500	6,500	(5,275)	(4,335)
Hino 300 Series 3.5T	42,729	0	43,000	0	271	0
Ferris Mower	10,775	10,835	5,500	6,500	(5,275)	(4,335)
Bobcat Trailer 4T	0	1,400	0	783	0	(617)
Volvo Grader PN0806	121,670	121,670	42,595	42,595	(79,075)	(79,075)
Ford Ranger Ute XI 4X4 2015	29,294	28,644	23,636	22,727	(5,658)	(5,917)
	717,517	272,199	793,139	146,451	75,622	(125,749)
					17/18 Budget \$	Ytd Actual \$
<b>Summary</b>						
Profit on Asset Disposals					221,271	
Loss on Asset Disposals					(145,649)	(125,749)
					75,622	(125,749)



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2018

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	5,695	9,364	9,364	1,092	809
Loan 219A - Northam Bowling Club **	3.18%	200,386	0	18,378	9,117	182,007	191,269	7,503	3,436
Loan 223 - Recreation Facilities	6.06%	367,975	0	115,413	115,412	252,562	252,563	22,920	12,543
Loan 224 - Recreation Facilities	6.48%	901,436	0	41,165	41,165	860,271	860,271	63,740	50,909
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	13,280	0	0	743	626
<b>Economic Services</b>									
Loan 225 - Victoria Oval Purchase	6.48%	737,539	0	33,680	33,680	703,858	703,859	52,151	41,653
		2,235,675	1,500,000	227,611	218,349	3,508,063	2,017,326	148,149	109,976

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 31 MAY 2018**

	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 Accommodation Reserve	224,877	4,958	5,000	(19,000)	215,835	216,265	4,333			220,598
Employee Liability Reserve	453,025	9,988		(47,246)	415,767	469,890	6,328		47,246	525,464
Housing Reserve	252,463	3,566	-	-	258,029	248,079	4,861			252,940
Reticulation Scheme Reserve	57,515	1,268	10,000	-	68,783	89,815	1,107			90,923
Office Equipment Reserve	96,818	2,135	-	(42,276)	56,677	125,130	3,032			128,162
Plant & Equipment Reserve	282,150	6,221	365,000	(544,565)	108,806	524,607	3,943	179,565		708,115
Road & Bridgeworks Reserve	63,549	1,401	10,000	-	74,950	99,675	1,269			106,944
Refuse Site Reserve	352,842	7,779	114,562	-	475,283	353,859	6,783			370,642
Regional Development Reserve	85,149	1,877	-	(80,000)	7,026	892,704	1,714			894,418
Speedway Reserve	140,349	3,094	-	-	143,443	137,911	2,702			140,613
Community Bus Replacement Reserve	62,381	1,155	10,000	(62,000)	1,536	31,817	10,567	62,000		104,384
Septage Pond Reserve	310,701	6,850	-	(126,500)	191,051	357,491	4,914	126,600		489,995
Killara Reserve	235,896	5,201	133,929	(124,166)	250,860	149,297	4,109	50,539		203,945
Stormwater Drainage Projects Reserve	28,536	629	100,000	-	129,165	28,040	549			28,589
Recreation and Community Facilities Reserve	1,579,933	34,834	382,210	(1,555,817)	441,160	772,149	28,154	260,000		1,060,303
Administration Office Reserve	673,723	14,854	-	(337,500)	351,077	662,257	11,809			674,066
Council Buildings & Amenities Reserve	8,149	180	341,785	(77,015)	273,099	33,038	168			33,206
River Town Pool Dredging Reserve	294,999	6,905	-	-	301,904	289,875	5,680			295,555
Parking Facilities Construction Reserve	192,597	4,247	53,625	(40,000)	210,469	120,488	3,702			124,190
Art Collection Reserve	22,065	486	-	-	22,551	21,682	425			22,107
Election Reserve	15,001	331	-	(15,000)	332		161	15,000		15,161
Revaluation Reserve	20,002	441	20,000	-	40,443		383			383
<b>Total Cash Backed Reserves</b>	<b>5,442,720</b>	<b>120,000</b>	<b>1,545,211</b>	<b>(3,071,085)</b>	<b>4,037,846</b>	<b>5,634,070</b>	<b>108,691</b>	<b>-</b>	<b>740,860</b>	<b>6,483,611</b>
<b>Total Interest</b>			<b>1,666,211</b>				<b>108,691</b>		<b>632,199</b>	

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

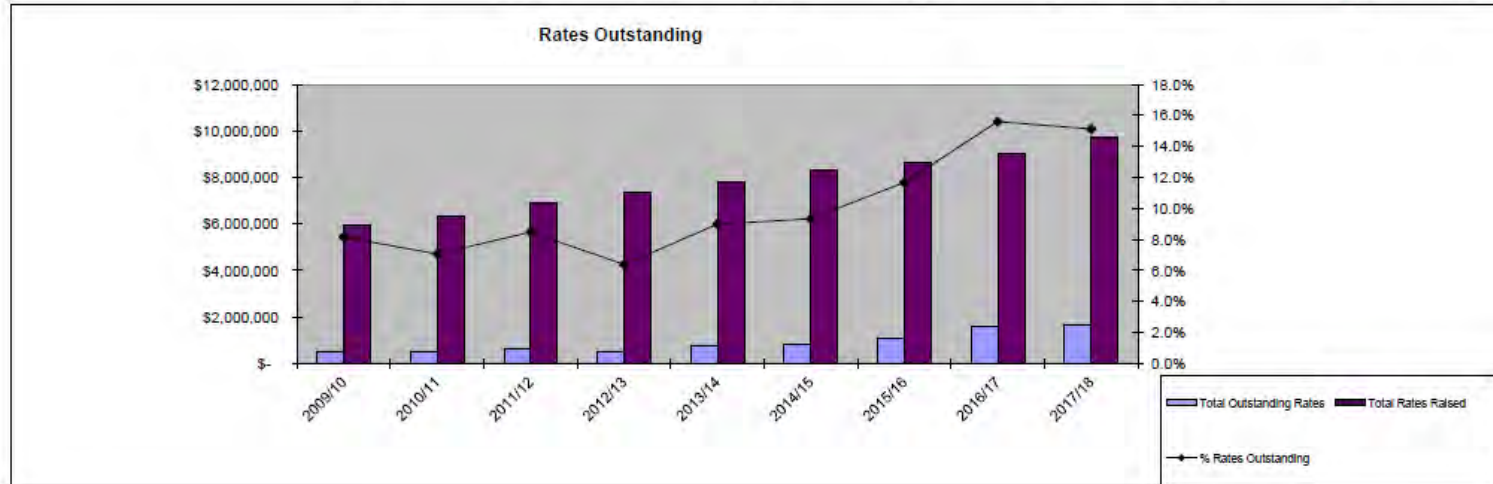
FOR THE PERIOD ENDING 31 MAY 2018

	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	3,121,820	4,102,486
Cash - Restricted Unspent Grants	0	1,079,801	2,125,271
Cash - Restricted Reserves	4,037,846	4,840,631	5,472,790
Self Supporting Loan		288	15,099
Sundry Debtors	2,170,316	428,215	478,800
Rates - Current	0	2,154,114	1,890,598
Pensioners Rates Rebate	0	34,881	0
Provision for Doubtful Debts	0	(151,505)	(151,505)
GST Receivable	0	126,510	178,542
Accrued Income/Prepayments	0	29,834	29,834
Inventories	10,000	631	631
	<u>6,418,162</u>	<u>11,665,220</u>	<u>14,142,545</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(3,320,940)	(129,247)	(1,224,306)
Rates Income in Advance	0	16,000	(2,944)
GST Payable	0	(23,615)	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	(74)	0
Payg Payable	0	7,484	0
Loan Liability	0	(6,262)	(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>(1,185,426)</u>	<u>(2,791,101)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>3,097,222</b>	<b>10,479,793</b>	<b>11,351,444</b>
Less: Cash - Reserves - Restricted	(4,037,846)	(4,840,631)	(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	6,262	224,611
Add: Leave Liability Reserve	415,767	525,464	455,441
Add: Budgeted Leave	297,246	250,000	250,000
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b>0</b>	<b>6,420,888</b>	<b>6,793,607</b>

SHIRE OF NORTHAM  
RATING REPORT  
FOR THE PERIOD ENDED 31 MAY 2018

	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
<b>Key Rating Dates</b>									
RATES ISSUED	28/07/09	04/08/10	08/08/2011	5/08/2012	4/09/2013	14/08/14	14/08/15		1/08/2017
RATES DUE	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
2nd INSTALMENT DUE	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
3rd INSTALMENT DUE	11/01/2010	11/01/2011	23/01/2012	28/01/2013	24/02/2014	9/02/2015	25/01/2016	30/01/2017	15/01/2018
4th INSTALMENT DUE	11/03/2010	14/03/2011	22/03/2012	29/03/2013	24/04/2014	9/04/2015	29/03/2016	30/03/2017	15/03/2018
Outstanding 1st July	\$405,172	\$540,290	\$521,194	\$562,531	\$568,847	\$716,120	\$873,686	\$1,116,220	\$1,492,068.00
Rates Levied	\$5,879,217	\$6,268,889	\$6,851,708	\$7,312,029	\$7,758,147	\$8,222,816	\$8,552,189	\$8,931,257	\$9,584,551.00
Interest, Ex gratia	\$62,427	\$75,632	\$63,079	\$68,857	\$73,630	\$80,154	\$83,173	\$208,077	\$135,313.96
<b>Rates Paid by month</b>									
1 July	48,247	24,586	51,948	38,805	47,443	62,554	29,105	43,333	60,002
2 August	1,402,457	1,272,790	1,120,912	1,043,183	23,961	119,840	700,198	387,776	2,054,983
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	3,764,731
4 October	627,550	374,463	318,701	443,703	3,790,846	2,550,091	630,886	1,186,136	484,607
5 November	494,773	800,065	889,481	680,522	444,497	506,022	842,856	908,844	1,036,340
6 December	179,425	158,023	172,178	160,665	885,338	654,900	214,507	336,154	189,794
7 January	333,075	362,368	441,740	469,219	194,157	295,629	441,681	464,526	637,664
8 February	101,317	99,165	112,296	166,351	502,176	508,828	148,327	260,963	258,355
9 March	304,264	404,575	438,277	448,126	176,270	256,379	601,416	589,684	670,482
10 April	60,140	202,155	105,463	261,010	517,451	484,165	166,567	182,282	164,940
11 May	26,615	182,815	101,999	119,726	110,851	87,473	102,660	91,433	176,543
12 June	69,843	88,639	87,525	30,530	120,455	59,527	115,947	109,069	
Total YTD	5,819,398	6,397,318	6,804,790	7,435,615	7,845,206	8,176,302	8,398,046	8,654,418	9,498,421
% Rates Outstanding	8.2%	7.1%	8.5%	6.4%	9.0%	9.3%	11.7%	15.6%	15.1%

517,418      487,493      631,190      507,803      755,218      842,588      1,111,001      1,601,137      1,693,512



### 12.4.3 Lease Agreement for 298 Fitzgerald Street, Northam - Minister for Works & Finance

Address:	298 Fitzgerald Street Northam
Owner:	Shire of Northam
File Reference:	A11140
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 consider approving a new lease agreement between the Shire of Northam and the Minister for Works for 298 Fitzgerald Street Northam.

#### ATTACHMENTS

Nil.

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#### BACKGROUND / DETAILS

On 15 August 2008 the Minister for Works commenced an agreement with the Shire of Northam for a period of five (5) years with a five (5) year option terminating in August 2018.

The rent was calculated at the rate of \$150 per square metre with the net lettable area being 369.8 sqm making a total of \$55,470.00 per annum.

The tenants on the top floor will be vacating in August 2018, however the Minister would like to retain the bottom floor. Initially it was requested by the Minister to reduce the floor space on the bottom floor, however after looking at the floor plans it would be too difficult to do. As such the Minister would like to lease the entire bottom floor.

#### 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.

- Promote the business case for Government Offices servicing the Wheatbelt to choose to locate in the Shire of Northam.



#### Financial / Resource Implications

- Lease fees will be lost if the building is not leased.
- Cost of market valuation approximately \$1200.
- Cost of advertising approximately \$400.

#### Legislative Compliance

##### *Local Government Act 19953.58. Disposing of property*

*(1) In this section —*

*dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;*

*property includes the whole or any part of the interest of a local government in property, but does not include money.*

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

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

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

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

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

*(i) describing the property concerned; and*

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

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

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

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

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

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

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

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

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

#### Policy Implications

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
- 4.3. 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

Newspaper advertisement with a consultation period of two weeks.

Risk Implications

Loss of income and Government services to Northam.

**OFFICER'S COMMENT**

It is considered that the opportunity to lease this building would have a limited market, therefore it is considered prudent for the Shire to re-lease the ground floor to the Minister (for use by Dept. of Sport & recreation). Should the Shire decide to lease 298 Fitzgerald Street, Northam, a valuation will need to be completed by the Valuer General for the net lettable area and an advertisement will need to be placed in the local newspaper giving a two week consultation period.

While there have been some discussions in the past twelve months in regards to the potential future use of the entire building, given no formal position has been taken by Council staff have formed the view that leasing is the most appropriate outcome at this stage.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3395

Moved: Cr Mencshelyi

Seconded: Cr Proud

That Council:

1. Approve a lease agreement between the Shire of Northam and the Minister for Works & Finance for the ground floor only of 298 Fitzgerald Street, Northam for a period of 3 years with two additional 1 year options for the consideration of a lease fee in accordance with the valuation provided by the Valuer General and all other conditions in accordance with Council policy A 8.5, Section 4.0; and
2. Authorise the CEO to advertise as per the requirements of s3.58(3)(4) of the *Local Government Act 1995*.

CARRIED 9/0

#### 12.4.4 Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2018

Address:	N/A
Owner:	Shire of Northam
File Reference:	2.3.2.15
Reporting Officer:	Cheryl Greenough Coordinator Governance/Administration
Responsible Officer:	Colin Young Executive Manager Corporate Service
Voting Requirement	Absolute Majority

#### BRIEF

This report is for Council to provide an Undertaking to the Joint Standing Committee on Delegated Legislation for the Shire of Northam *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2018* which was Gazetted on 27 February 2018.

Secondly this report is to re-commence s 3.12 of the Local Government Act 1995.

#### ATTACHMENTS

Nil.

#### BACKGROUND / DETAILS

At the Ordinary Council Meeting 17 January 2018 Council made the following decision:

#### RECOMMENDATION / COUNCIL DECISION

Minute No: C.3260

Moved: Cr Ryan  
Seconded: Cr Proud

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*.

CARRIED 10/0  
BY ABSOLUTE MAJORITY

In relation to the table of Modified Penalties provided to the *Government Gazette* in February 2018, a heading was missing from the beginning of the table and therefore made the table unclear as to its intentions.

The Joint Standing Committee have requested an undertaking to correct the error and provide more information in the amendment local law.

## 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.
- (8) In this section —

*making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.*

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

Advertising undertaken in accordance with the *Local Government Act 1995*.

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* was drafted to address the minor grammatical and formatting errors raised by the Department. The local law will now be known as the *Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2018*

Elected members and Officers had the opportunity to examine the existing 2008 local law and make any comments during and prior to the Public Comment period. Elected Members requested increases to most penalties to reinforce the severity of the penalties.

The below table of penalties was voted on by Council. However when the amendment local law was presented to Council it should have been made clearer that Schedule 1 was being amended to alter the penalties and not completely replace all penalties.

The Joint Standing Committee have asked for an undertaking that the Shire rectify this matter and re-present the clearer changes to the penalties in the amendment local law.

*"The Committee requests that the Shire's Council provide undertakings that:*

- 1. within six months, the Shire will make an amendment local law which correctly replaces Schedule 1 of the Shire of Northam Activities on Thoroughfares and Public Places and Trading Local Law 2008- particularly with the aim of reducing the modified penalties for breaches of clauses 5.11, 5.13, 5.17 and 5.19.*

2. *Until the Shire of Northam Activities on Thoroughfares and Public Places and Trading Local Law 2008 is amended in accordance with undertaking I, the Shire will:*
- (a) not enforce that local law in a manner contrary to undertaking I*
  - (b) where that local law is made publicly available, whether in hard copy or electronic form (including on the Shire's website), ensure that it is accompanied by a copy of these undertakings.*

*The Committee strongly suggests that the Shire seek legal advice for the drafting of the amendment local law”.*

To rectify the situation the s3.12 process will need to be re-commenced and the newly amended local law advertised for a minimum of 45 days as required by the Act.

The JSC suggested that as there are so many changes to the Penalties it would be better to delete the entire schedule and insert a new schedule. The new changes made to the amendment local law are shown in green and will now read as follows:

Schedule1 Amended
Delete Schedule 1- Modified penalties
Insert New Schedule 1- Modified penalties

The revised Schedule 1 for modified penalties will be presented to Council when the process for section 3.12 of the *Local Government Act 1995* commences where the amended local law will be presented.

In accordance with the provisions of the Act it is necessary to initiate the amendment process which requires the Shire to give State wide public notice of the proposed amendment local law for public inspection. This also includes displaying copies of the amendment local law at the Shire office and both of the **Shire's library services**.

A copy of the proposed amendment local law, this report and a copy of the public notice advertisements, will be forwarded to the Minister for Local Government Sport and Cultural Industries for review. At the expiry of the comment period (minimum of six weeks) all submissions will be reported back to Council prior to the amendment local law being considered for adoption.

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 2018*.

The Shire President is required to read aloud the purpose and effect of the local law.



RECOMMENDATION / COUNCIL DECISION

Minute No: C.3396

Moved: Cr Proud

Seconded: Cr Mencshelyi

That Council provide undertakings that:

1. Within six months, the Shire will make an amendment local law which correctly replaces Schedule I of the Shire of Northam Activities on Thoroughfares and Public Places and Trading Local Law 2008- particularly with the aim of reducing the modified penalties for breaches of clauses 5.11, 5.13, 5.17 and 5.19;
2. Until the Shire of Northam Activities on Thoroughfares and Public Places and Trading Local Law 2008 is amended in accordance with undertaking I, the Shire will:
  - (a) not enforce that local law in a manner contrary to undertaking;
  - (b) where that local law is made publicly available, whether in hard copy or electronic form (including on the Shire's website), ensure that it is accompanied by a copy of these undertakings.
3. That Council, pursuant to section 3.12 of the *Local Government Act 1995* authorise the CEO to give Statewide public notice that the Shire proposes to make the Shire of Northam Activities on 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 2018 makes minor amendments to the Shire of Northam Activities On 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 including increases to some penalties and decreases to other penalties for prescribed offences.

CARRIED 9/0

The Shire President read aloud the purpose and effect of the local law.

Clarification was sought in relation to whether this matter will be represented to Council to consider changes for the local law. The Coordinator Governance / Administration confirmed that this seeks to initiate s 3.12 of the *Local Government Act 1995* which will restart the process.

#### 12.4.5 Dogs Amendment Local Law 2018

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 2018.

#### ATTACHMENTS

- Attachment 1: Dog Amendment Local Law 2018 (with 2<sup>nd</sup> Changes).  
Attachment 2: Dog Amendment Local Law 2018 (Gazettal version).

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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 changes to the Shire's Dogs Local Law 2008 and prepare to make an amendment local law in accordance with Section 3.12.

At the Ordinary Council meeting 28 January 2018 there were some issues raised by Councillors and the matter lay on the table until it was raised again for discussion at the Ordinary Council meeting 23 March 2018 where Councillors made further changes and it was agreed to move on to the next stage with the consultation period closing 21 May 2018.

This report seeks to finalise the s.3.12 process, with Council considering any last 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 2018 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								June meeting
Cemeteries Local law 2008								
Activities on Thoroughfares						18/10/2017		Recommence
Extractive Industries						18/10/2017		June meeting
Standing Orders						20/12/2017		
Operation of Waste Facilities						20/12/2017		No changes
Parking and Parking Facilities						20/12/2017		July meeting
Health Local Law 2008								July meeting
Keeping Control of cats						August Meeting		
Local Government Property								No changes

## 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 adopting local laws.

- (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 2018 has been drafted to address the changes raised by the Department in their email dated 17 May 2018 as well as other minor amendments.

One matter the Department raised was that prohibited dog exercise areas can no longer be prescribed in local laws. Instead, these can be prescribed by Council via resolutions as per the process set out in the Act.

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.

Amend/Delete/ Edit/Replace	Clause	Reason
	Citation	Add updated citation
Amend	Title	Dog Local Law 2018
Insert in	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 or 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>
Delete in	Clause 1.2	<b>'Owner'</b> has the meaning given to it by the Act
Insert in	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 in	Clause 1.2	<b>"townsite" means an area zoned as residential.</b>
Delete in	Clause 1.2	Delete Dog Regulations 1976

Amend/Delete/Edit/Replace	Clause	Reason
Insert in	Clause 1.2	Insert "Dog Regulations 2013"
Delete	Clause 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.
Insert	Clause 2.4	No breaking into or destruction of pound or vehicle A person who unless he or she is the pound keeper or a person authorised to do so, is 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 commits an offence. Penalty: Where the dog is a dangerous dog, \$4,000; otherwise \$2,000.
Amend	Clause 3.1(c)	After the words "dog is on the premises" insert the words "(unless the gate is temporarily opened in a manner that ensures the dog remains confined)"
Amend	Clause 3.1(2)	At the end of "Penalty: Where the dog kept is a dangerous dog, \$2000; otherwise \$1,000." Insert "Where the offence is of a continuing nature, a daily penalty of \$100."
Insert	Clause 3.1(3)	Insert sub clause (3) "Notwithstanding subclause (1) and (2), the confinement of 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 "penalties apply as per the Act and Regulations."
Amend	Clause 4.13(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	DOGS IN PUBLIC PLACES
Delete	Clause 5.1	
Delete	Clause 5.2	
Amend	Clause 6.1	In Penalty: delete \$200 and insert \$500
Amend	Schedule 3	Delete Schedule 3 and insert new Schedule 3

Insert new Schedule 3 Offences where modified penalties apply

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
2.4	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	200	400
3.1(2)	Failing to comply with subclause 1	100	200
6.1(2)	Dog excreting in prohibited place	50	50

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3397

Moved: Cr Williams

Seconded: Cr Mencshelyi

That Council:

1. Pursuant to section 3.12 of the *Local Government Act 1995*, close the review period and adopt the Amendment Dog Local Law 2018 subject to deleting quotation marks and making minor grammar and punctuation amendments within Attachment 2.
2. Authorise the CEO to give Statewide public notice that the Shire has adopted the Shire of Northam Dog Amendment Local Law 2018 with the purpose and effect of this local law being as follows:  
 Purpose: The Shire Northam Dog Amendment Local Law 2018 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(6) of the *Local Government Act 1995*.

CARRIED 8/1  
BY ABSOLUTE MAJORITY

Debate was held around the motion.

Attachment 1

**DOG ACT 1976  
LOCAL GOVERNMENT ACT 1995**

**SHIRE OF NORTHAM**

**DOGS AMENDMENT LOCAL LAW  
2018**



## **DOGS AMENDMENT LOCAL LAW 2018**

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**Application for a licence for an approved kennel establishment**

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**DOG ACT 1976  
LOCAL GOVERNMENT ACT 1995**

**SHIRE OF NORTHAM**

**DOGS AMENDMENT LOCAL LAWS 2018**

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 Dogs Amendment Local Law 2018*.

**1.2 Definitions**

In this local law unless the context otherwise requires -

**Act** means the *Dog Act 1976*;

**authorised person** means a person authorised by the local government to perform all or any of the functions conferred on an authorised 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;

**(inserted) 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** has the meaning given to it by the Act~~

**(inserted) 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;

**person liable for the control of the dog** means each of the following –

- (a) the registered owner of the dog;
- (b) the owner of the dog;
- (c) the occupier of any premises where the dog is ordinarily kept or ordinarily permitted to live; or

- (d) a person who has the dog in his possession or under his control, but does not include –
- (e) a registered veterinary surgeon, or a person acting on his behalf, in the course of his professional practice; or
- (f) a police officer or other person acting under statutory duty or in the administration of this Act;

**pound keeper** means a person authorised by the local government to perform all or any of the functions conferred on a “pound keeper” under this local law;

**premises** shall, for the purpose of determining who is the occupier, be taken to refer to any land or building, or part of any land or building, that is or is intended to be occupied as a separate residence from any adjacent tenement;

**“Regulations”** means the ~~Dog Regulations 1976~~ *Dog Regulations 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;

(inserted) **townsite** means an area zoned as residential;

### 1.3 Application

This local law applies throughout the district.

### 1.4 Repeal

## 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.~~

#### (Insert) 2.4 No breaking into or destruction of pound or vehicle

A person who unless he or she is the pound keeper or a person authorised to do so, is 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 commits an offence.

Penalty: Where the dog is a dangerous dog, ~~\$2,000~~ \$4,000; otherwise ~~\$1,000~~ \$2,000.

### 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, **(inserted) (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.

Penalty: where the dog kept is a dangerous dog, \$2,000, otherwise \$1,000.  
**(Inserted)** Where the offence is of a continuing nature, a daily penalty of \$100.

**(Inserted)**

(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 -

- (a) the matters referred to in clause 4.7;
- (b) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;
- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) 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: ~~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~~

**(Inserted)** 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 licensee is not a fit and proper person~~ **(insert)** 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

- (1) 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).
- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).
- (3) 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.
- (4) 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 authorised person may inspect an approved kennel establishment at any time.

### PART 5 — DOGS IN PUBLIC PLACES

#### 5.1 — Places where dogs are prohibited absolutely

- (1) ~~Subject to section 8 of the Act and section 66J of the *Equal Opportunity Act 1984*, dogs are prohibited absolutely from entering or being in any of the following places—~~
- ~~(a) a public building, unless permitted by a sign;~~
  - ~~(b) a theatre or picture gardens;~~
  - ~~(c) all premises or vehicles classified as food premises or food vehicles with the exceptions as provided under the *Health (Food Hygiene) Regulations 1993* (inserted) *Food Regulations 2009*.~~

- ~~(d) a public swimming pool;~~
- ~~(e) a house of worship; and~~
- ~~(f) Northam Airfield.~~

~~(2) If a dog enters or is in a place specified in subclause (1), every person liable for the control of the dog at that time commits an offence.~~

~~Penalty: Where the dog is a dangerous dog, \$2,000; otherwise \$1,000.~~

## **5.2 Places which are dog exercise areas**

~~(1) Subject to clause 5.1 and subclause (2) of this clause, for the purposes of sections 31 and 32 of the Act, the following are dog exercise areas –~~

- ~~(a) Reserve 33673 lot 401 – Wundowie Townsite;~~
- ~~(b) Jubilee Oval being Reserve 217;~~
- ~~(c) Bert Hawke Sporting Complex being Suburban Locations P29, P30, P31, P32, P33, P34, Lot 2 of P37, Lot 100 of P38, Lot 100 of P39, Lot 100 of P40, Lot 100 of P41, Lot 100 of P42, Lot 100 of P43, Lot 100 of P44, and Lot 1 of P44;~~
- ~~(d) Henry Street Oval being Location N74; and~~
- ~~(e) Bakers Hill Oval being portion Reserve 4200 being the area occupied by the sports oval.~~

~~(2) Subclause (1) does not apply to –~~

- ~~(a) land which has been set apart as a children's playground;~~
- ~~(b) an area being used for sporting or other activities, as permitted by the local government, during the times of such use; or~~
- ~~(c) a car park.~~

## **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~~ (inserted) \$500.

- (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 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the third column of Schedule 3 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 3 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 authorised 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 authorised 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**  
*Dogs Amendment Local Law 2018*

**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/s) .....

(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 (DATE)**

**Schedule 2**  
**(clause 4.8(1))**  
**Shire of Northam**  
**Dogs Amendment Local Law 2018**  
**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 sheeted 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 authorised 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  
Dogs Local law 2018  
**Offences in respect of which modified penalty applies**

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
2.4(a)	Attempting to or causing the unauthorized release of a dog from a pound	200	400
2.4(b)	Interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs	200	
2.4	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	200	400
3.1(2)	Failing to comply with subclause 1	100	200
4.9	Failing to comply with the conditions of a licence	100	200
5.1(2)	Places where dogs are prohibited absolutely	100	200
6.1(2)	Dog excreting in prohibited place	40-50	50

Insert new Schedule 3

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
2.4	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	200	400
3.1(2)	Failing to comply with subclause 1	100	200
6.1(2)	Dog excreting in prohibited place	50	50

Dated this ..... day of ..... 2018

The Common Seal of the Shire of Northam was affixed by authority of a resolution of the Council in the presence of:

Cr CHRISTOPHER RICHARD ANTONIO, President

JASON BRIAN WHITEAKER, Chief Executive Officer



Attachment 2

*Dogs Act 1976*  
*Local Government Act 1995*

SHIRE OF NORTHAM  
DOGS AMENDMENT LOCAL LAW 2018

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 2018*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Principal local law

This local law amends the *Shire of Northam Dogs Local Law 2008* as published in the *Government Gazette* on 16 September 2008.

The Principal local law is amended.

4. Clause 1.2 Amended

Clause 1.2 is amended as follows:

(a) Delete the definition "owner".

(b) Insert the following definitions in alphabetical order:

"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 or 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.

(c) In the definition for "Regulations" delete "*Dog Regulations 1976*" and insert "*Dog Regulations 2013*"

5. Clause 2.4 Amended

Delete Clause 2.4 and insert:

Clause 2.4 No breaking into or destruction of pound or vehicle  
A person who unless he or she is the pound keeper or a person authorised to do so, is 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 commits an offence.

Penalty: Where the dog is a dangerous dog, \$4,000; otherwise \$2,000.

6. Clause 3.1 Amended

Clause 3.1 is amended as follows:

(a) In subclause (1)(c) after the words 'dog is on the premises' insert the words "*(unless the gate is temporarily opened in a manner that ensures the dog remains confined)*"

(b) In subclause (2) after the words 'Penalty: Where the dog kept is a dangerous dog, \$2000; otherwise \$1,000;' insert "Where the offence is of a continuing nature, a daily penalty of \$100."

(c) After clause 3.1(2) insert:

(3) Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations.

7. Clause 4.9 Amended

In Clause 4.9 delete 'Penalty: 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 "Penalty: penalties apply as per the Act and Regulations"

8. Clause 4.13(2)(c) Amended

In Clause 4.13(2)(c) delete: 'if the licensee is not a fit and proper person'; and insert "if the local government is dissatisfied with the conduct of the establishment".

9. PART 5 Amended

Delete PART 5

Delete 'Clause 5.1 and 5.2'

10. Clause 6.1 Amended

In Clause 6.1(2) delete '\$200' and insert "\$500"

11. Schedule 3 – Amended

Delete Schedule 3 and insert:

SCHEDULE 3  
(clause 7.2)  
Shire of Northam  
Dogs Amendment Local law 2018  
Offences where modified penalties apply

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
2.4	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	200	400
3.1(2)	Failing to comply with subclause 1	100	200
6.1(2)	Dog excreting in prohibited place	50	50

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

#### 12.4.6 Extractive Industries Amendment Local Law 2018

Address:	N/A
Owner:	Shire of Northam
File Reference:	2.3.2.15
Reporting Officer:	Cheryl Greenough Coordinator Governance/Administration
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Absolute Majority

#### BRIEF

This report is for Council to consider the 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 2018.

#### ATTACHMENTS

- Attachment 1: Marked up Extractive Industries Local law 2018 (2<sup>nd</sup> changes).  
Attachment 2: Extractive Industries Amendment Local law 2018 (Gazettal version)

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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 2018 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								June meeting
Cemeteries Local law 2008								
Activities on Thoroughfares						18/10/2017		Recommence
Extractive Industries						18/10/2017		June meeting
Standing Orders						20/12/2017		
Operation of Waste Facilities						20/12/2017		No changes
Parking and Parking Facilities						20/12/2017		July meeting
Health Local Law 2008								July meeting
Keeping Control of cats						August Meeting		
Local Government Property								No changes

## 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.

- (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 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 2018 has been drafted to address the minor grammatical and formatting errors raised by the Department and to increase some penalties to enhance the severity of the offences.

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.



Modified/Removed/ Inserted/Replaced	Clause	Reason
Modify	1.1 Citation – to be updated	To give correct Local Law name and date
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	<p>3.3 Transport of materials</p> <p>(1) The local government may, from time to time, prescribe by giving written notice to the licensee-</p> <p>(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:</p> <p>(b) the tonnage limits to be transported along a particular route: and</p> <p>(c) the times during which materials from the site may be transported through the roads in the district.</p> <p>(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.</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</p>	This clause has been inserted to cover RAV roads

Modified/Removed/ Inserted/Replaced	Clause	Reason
	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.	
Amend	Clause 6.1 delete \$2,000 and insert \$2,500	
Amend	Clause 6.4(2) delete \$2,000 and insert \$5,000	

Delete Schedule 1 below and insert new Schedule 1

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1	Excavate without a valid and current licence	350
	Carry on extractive industry without licence or in breach of terms and conditions	
6.1	Excavate near boundary	250
6.2(a)	Gateways not kept locked where required	350
6.2(b)	Warning signs not erected or maintained as required	350
6.2(c)	Excavation not drained as required	350
6.3(a)	Remove trees or shrubs near boundary without approval	300
6.3(b)	Store without required approval explosives or explosive devices	350
6.3(c)	Fill or excavate in breach of licence	350
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

Insert New Schedule I

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1	Excavate without a valid and current licence	500
6.1	Excavate near boundary	250
6.2(a)	Gateways not kept locked where required	500
6.2(b)	Warning signs not erected or maintained as required	500
6.2(c)	Excavation not drained as required	500
6.3(a)	Remove trees or shrubs near boundary without approval	500
6.3(b)	Store without required approval explosives or explosive devices	500

6.3(c)	Fill or excavate in breach of licence	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
7.4(a)(b)(c) (d)(e)(f)(g)	Works to be carried out on cessation	500

#### RECOMMENDATION / COUNCIL DECISION

Minute No: C.3398

Moved: Cr Proud

Seconded: Cr Mencshelyi

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 2018 with minor amendments, subject to deleting quotation marks and making minor grammar and punctuation amendments within Attachment 2.
2. Authorise the CEO to give Statewide public notice that the Shire has adopted the Shire of Northam Extractive Industries Amendment Local Law 2018 with the purpose and effect of this local law being as follows:  
 Purpose: The Shire of Northam Extractive Industries Amendment Local Law 2018 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(6) of the *Local Government Act 1995*.

CARRIED 9/0  
BY ABSOLUTE MAJORITY

Attachment 1

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF NORTHAM**

**EXTRACTIVE INDUSTRIES AMENDMENT  
LOCAL LAW 2008 2018**

**Local Government Act 1995**

SHIRE OF NORTHAM

**EXTRACTIVE INDUSTRIES AMENDMENT LOCAL LAW ~~2008~~ 2018**

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- 1.2 Definitions
- 1.3 Application
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- 2.2 ~~Applicant To Advertise Proposal (Deleted)~~
- 2.3 Application For Licence

**Part 3 - Determination of Application**

- 3.1 Determination Of Application
- 3.2 Payment Of Annual Licence Fee
- 3.3 Transport of Materials (Inserted)

**Part 4 - Transfer, Cancellation and Renewal of Licence**

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- 4.2 Cancellation Of Licence
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8.1 Objections and Appeals

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**SCHEDULE 1**  
**Prescribed Offences (Amended)**

## **LOCAL GOVERNMENT ACT 1995**

### **SHIRE OF NORTHAM**

#### **EXTRACTIVE INDUSTRIES AMENDMENT LOCAL LAW ~~2008-2018~~**

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 ....., 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 Amendment Local Law ~~2008-2018~~*.

##### **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
  - (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

~~(1) Unless the local government first approves otherwise, a person seeking the issue of a licence shall, before applying to the local government for a licence –~~

~~(a) forward by registered mail a notice in the form determined by the local government from time to time to –~~

~~(i) the owners and occupiers of all land adjoining the land upon which it is proposed to excavate, or within an area determined by the local government as likely to be affected by the granting of a licence, advising of the application and specifying that they may, within twenty one days from the date of service of the letter, object to or make representations in writing in respect of the issue of a licence by the local government;~~

~~(ii) every authority or person having control or jurisdiction over any of the things referred to in subclause 2.3(1)(a)(vii) and (viii) within 500 metres from the boundaries of the land, or within an area determined by the local government as likely to be affected by the granting of a licence; and~~

~~(b) as soon as practicable after complying with the requirements of paragraph (a) –~~

~~(i) forward a copy of the notice to the CEO; and~~

~~(ii) publish the notice in a newspaper circulating in the area in which the proposed excavation is located.~~

~~(2) The local government may, within 14 days after receiving a copy of a notice referred to in subclause (1), cause to be displayed, or require the proposed applicant to display, in a prominent position on the land one or more notices –~~

~~(a) in the form determined by the local government from time to time;~~

~~(b) the content, size and construction of which have been approved by the CEO;~~

~~(c) specifying particulars of the proposed excavation; and~~

~~(d) inviting objections or comments within 21 days from the placement of the notice.~~



### 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) ~~evidence that the requirements of subclauses 2.2(1) and (2) have been carried out;~~ Deleted
- (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 (Inserted)**

(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 2.2(1) (b) and (c); and
  - (e) any other things referred to in clauses 2.2 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 2.2 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~~ \$2,500

### 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~~ \$5,000

## 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*.

Delete Schedule 1

**SCHEDULE 1**  
Shire of Northam  
**EXTRACTIVE INDUSTRIES LOCAL LAW 2008**  
**PRESCRIBED OFFENCES**

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1	Excavate without a valid and current licence	350
	Carry on extractive industry without licence or in breach of terms and conditions	
6.1	Excavate near boundary	250
6.2(a)	Gateways not kept locked where required	350
6.2(b)	Warning signs not erected or maintained as required	350
6.2(c)	Excavation not drained as required	350
6.3(a)	Remove trees or shrubs near boundary without approval	300
6.3(b)	Store without required approval explosives or explosive devices	350
6.3(c)	Fill or excavate in breach of licence	350
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

Insert new Schedule 1

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1	Excavate without a valid and current licence	500

2.1	Daily penalty	50
6.1	Excavate near boundary	250
6.2(a)	Gateways not kept locked where required	500
6.2(b)	Warning signs not erected or maintained as required	500
6.2(c)	Excavation not drained as required	500
6.2(a)(b)(c)	Daily penalty	50
6.3(a)	Remove trees or shrubs near boundary without approval	500
6.3(b)	Store without required approval explosives or explosive devices	500
6.3(c)	Fill or excavate in breach of licence	500
6.3(a)(b)(c)	Daily penalty	50
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
7.4(a)(b)(c)(d)(e)(f)(g)	Works to be carried out on cessation	500
7.4(a)(b)(c)(d)(e)(f)(g)	Works to be carried out on cessation – daily penalty	50

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 R ANTONIO, Shire President

JASON WHITEAKER Chief Executive Officer

Attachment 2

**LOCAL GOVERNMENT ACT 1995**

**SHIRE OF NORTHAM**

**EXTRACTIVE INDUSTRIES AMENDMENT LOCAL LAW 2018**

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 2018*.

**2. Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**3. Principal local law amended**

This local law amends the *Shire of Northam Extractive Industries Local Law 2008* as published in the *Government Gazette* on 16 September 2008.

**4. Clause 2.2 deleted**

Delete clause 2.2.

**5. Clause 2.3 amended**

In Clause 2.3(1) delete paragraph (f).

**6. Clause 3.3 inserted**

Insert the following new clause 3.3 after clause 3.2

**Clause 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.

**7. Clause 6.1 amended**

In Clause 6.1 delete \$2,000 and insert \$2,500.

**8. Clause 6.4(2) amended**

In Clause 6.4(2) delete \$2,000 and insert \$5,000.

**9. Schedule 1 – amended**

Delete Schedule 1 and insert the following:

**SCHEDULE 1**  
Shire of Northam  
**EXTRACTIVE INDUSTRIES LOCAL LAW 2018**  
**PRESCRIBED OFFENCES**

CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
2.1	Excavate without a valid and current licence	500
6.1	Excavate near boundary	250
6.2(a)	Gateways not kept locked where required	500
6.2(b)	Warning signs not erected or maintained as required	500
6.2(c)	Excavation not drained as required	500
6.3(a)	Remove trees or shrubs near boundary without approval	500
6.3(b)	Store without required approval explosives or explosive devices	500
6.3(c)	Fill or excavate in breach of licence	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
7.4(a)(b)(c) (d)(e)(f)(g)	Works to be carried out on cessation	500

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

#### 12.4.7 Rates Write Off – A866

Address:	A866
Owner:	Name & Address Code: 1396
File Reference:	8.1.1.4/ A554
Reporting Officer:	Codey Redmond Rates Officer
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Simple Majority

#### BRIEF

This report is to request Council to write off the penalty interest of \$574.14 associated with Assessment A866.

#### ATTACHMENTS

Nil.

#### BACKGROUND / DETAILS

Upon completion of property construction the postal address in our system was changed from the ratepayer's former Waikiki address to the care of the Clackline post office. This change was effected 4/10/2011 and a replacement notice was sent for the 2011/12 year.

The ratepayer received their 2012/13, 2013/14 & 2014/15 notices to the Clackline post office and these rates were paid.

The ratepayers address was reverted to his former Waikiki address in our system and the rates for 2015/16 were sent to a property the ratepayer had not resided at for 4 years. There are no requests for this change on the file and the audit trail has no record of the change being made.

Subsequently the ratepayer did not receive the 2016/17 & 2017/18 rate notices and no payments were received in this time.

Upon developing contact with the ratepayer it was discovered this addressing error had occurred. The ratepayer paid the outstanding 3 years of rates in full less the interest accrued over this period. The ratepayer contests the interest accrued as notices had not been sent to him over this period and he would have paid if he had received them.

## 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

All outstanding rates and charges have now been settled by the owner. \$574.14 in penalty interest charges remain outstanding. If written off penalty interest revenue will be reduced by \$574.14.

Legislative Compliance

The Local Government Act 1995 Section 6.12(C) defines council's ability to write off, allowing Council to write off rates & charges:

6.12 *Power to defer, grant discounts, waive or write off debts*

(1) *Subject to subsection (2) and any other written law, a local government may –*

(a) *when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money;*

(b) *wave or grant concessions in relation to any amount of money; or*

(c) *Write off any amount of money, which is owned to the local government.*

*\*Absolute majority required.*

Policy Implications

Nil.

Stakeholder Engagement / Consultation

Consulted with ratepayer who agreed to pay outstanding rates and charges owed, which was done promptly.

Risk Implications

Nil.

## **OFFICER'S COMMENT**

As Council records were not correct for the years in question, service of the rates notice was not effected as per the Act. The ratepayer has a history of good payments and has settled the outstanding account when informed.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3399

Moved: Cr Williams

Seconded: Cr Della

That Council write off the penalty interest charges of \$574.14 on assessment A866.

CARRIED 9/0



## 12.5 COMMUNITY SERVICES

The Shire President advised that there would be a short intermission at 8:23pm. The meeting reconvened at 8:25pm.

### 12.5.1 Budget Amendment-Bilya Koort Boodja

Address:	N/A
Owner:	Shire of Northam
File Reference:	6.1.2.8
Reporting Officer:	Ross Rayson Executive Manager Community Services
Responsible Officer:	Ross Rayson Executive Manager Community Services
Voting Requirement	Absolute Majority

#### BRIEF

This report is to seek approval from Council to amend the 2017/18 budget for the Bilya Koort Boodja Centre by reallocating surplus funds from various operating accounts to Capital Expenditure.

#### ATTACHMENTS

Nil.

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#### BACKGROUND / DETAILS

With the opening of the Bilya Koort Boodja Centre (BKB) having been delayed until July 2018, there has been identified savings from the 2017/18 operating budget. The reallocation of funds will provide additional funds to complete the interpretive display for the Centre. Typically any unspent operational funds would be returned to Municipal funds at the end of the financial year.

Council has budgeted to operate the BKB for 6 months during 2017/18, with the original opening scheduled for December 2017. As the Centre has not been operational, officers have identified surplus funds.

The reallocation of funds have become necessary due to the actual costs for the various elements of the interpretive display being above the anticipated costs as determined by the interpretive designers. The interpretive design elements have been divided into a number of separate deliverable packages, based on the particular works to be carried out.

The packages were:

- Media hardware
- Media software (2 packages)
- Showcases
- Joinery (Cabinets and graphic ribbon)
- Joinery (batten screens)
- Graphics
- Lighting
- Object mounts
- Mirror (for Welcome Space)
- Audio Trail

The funding will be reallocated towards completion of the interpretive works.

#### CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 4: Environment & Heritage.

Outcome 4.2: The Shire of Northam honours, and is recognised for, its unique heritage and cultural identity.

Financial / Resource Implications

As per the table presented below the following amendments will be carried out resulting in nil impact on the 2017/18 budget.

Budget Amendment					
COA	DESCRIPTION	2017/18 BUDGET		REVISED 2017/18 BUDGET	
		REVENUE	EXPENSES	REVENUE	EXPENSES
OPERATING EXPENDITURE					
13781002	Salaries & Wages		\$115,390		\$90,722
13781012	Superannuation		\$10,747		\$7,085
13781022	Staff Costs		\$8,100		\$2,000
13782002	Office Expenditure		\$4,000		
13782012	Subscriptions		\$500		\$500
13782022	Other Expenses		\$19,000		\$509
13782032	Utilities		\$3,000		\$7,016
13782042	Stock Purchases		\$20,000		\$15,000
13782052	Consumables		\$1,000		\$48
13782062	Building Maintenance		\$4,000		\$160
13782072	Bus Tours		\$1,000		\$0
13782082	Art Works Commission		\$6,000		\$1,120
13782092	Marketing & Promotion		\$10,000		\$1,820
OPERATING INCOME					
13773003	Hire Of Conference Rooms	\$0		\$0	

13783003	Entry Fees	-\$12,000		\$0
13783013	Sale Merchandise	-\$7,500		\$0
13783023	Art Work Sales	-\$5,000		\$0
	Art Works			
13783033	Commission	-\$1,000		\$0
13783034	Income Other	-\$20,000		-\$13,636
13783035	Program Income			
13787004	AEIC Building			\$44,892
		-\$45,500	\$202,737	-\$13,636
				\$170,873
	<b>Net Cost to Council</b>		<b>\$157,237</b>	<b>\$157,237</b>

#### Legislative Compliance

Nil.

#### Policy Implications

Nil.

#### Stakeholder Engagement / Consultation

All proposed amendments to the interpretive design specifications have been discussed extensively with both the Aboriginal Advisory Group, the designers and all contractors.

#### Risk Implications

Should Council decide not to endorse the recommendation it is possible the BKB will remain unfinished until additional funds can be sourced, therefore delaying the opening of the Centre.

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

In considering the options available, officers have worked extensively with the interpretive designers and contractors to refine the scope of works for each of the contracted elements, to achieve the highest quality finish possible within the budget parameters.

Officers believe that the above listed reallocations will enable the centre to be completed to the high standard desired, and not delay the opening of the centre further.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.3400

Moved: Cr Ryan

Seconded: Cr Mencshelyi

That Council endorse the reallocation of \$44,892 from various Bilya Koort Boodja Centre operation accounts to Bilya Koort Boodja Centre Capital account 13787004 to assist in the finalisation of the interpretive element of the Centre.

CARRIED 7/2  
BY ABSOLUTE MAJORITY

Clarification was sought in relation to the following matters:

- What the final envelope was for the interpretive element. The Chief Executive Officer advised that this was approximately \$1 million.
- Whether this is the final variation to the cost. The Chief Executive Officer advised that there are a number of elements Officers are working through prior to the final total cost being known. It was advised that it has been challenging managing the project fitout given the number of groups involved, in addition when Council determined the budget this was based on estimates only, not final quotes.

## 12.5.2 BKB Centre - Operational Matters

Address:	Grey Street, Northam
Owner:	Shire of Northam
File Reference:	1.3.13.5
Reporting Officer:	Ross Rayson Executive Manager Community Services
Responsible Officer:	Ross Rayson Executive Manager Community Services
Voting Requirement	Simple Majority

### BRIEF

This report is to gain Council approval for operations of the Bilya Koort Boodja (BKB) Centre, including Fees and Charges and operating hours.

### ATTACHMENTS

- Attachment 1: Comparison Table.  
Attachment 2: Proposed Fees and Charges.

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### BACKGROUND / DETAILS

The BKB Centre is due to open in July 2018. As part of preparations for the opening, officers have been planning the operation of the centre, including opening hours, and fees and charges to be levied.

The recommendations in regard to both fees and charges, and opening hours, have been made after taking into account the operations of similar facilities throughout Western Australia and Australia. (See Attachment 1).

Additionally the opening hours have been considered to align with the current opening hours of the Northam Visitor Centre, and considering one of the prime purposes of the facility, that of a tourist destination.

When setting fees and charges for this facility, Council needs to consider some of the following:

- What concessions, if any, on the normal entry fee will be offered to Shire of Northam residents
- What concessions, if any, will be offered to the local Aboriginal population, or the Aboriginal population of the Ballardong region.

Whilst there is an expectation that the centre will be accessible to the wider community, there is a requirement for operational sustainability in the long term, and as such the requirement to levy fees for a range of circumstances including entry and room hire.

## CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 4: Environment & Heritage

Outcome 4.2: The Shire of Northam honours, and is recognised for, its unique heritage and cultural identity.

Action: Manage Northam Aboriginal & Environmental Interpretive Centre.

Financial / Resource Implications

The proposed fees and charges will have an impact on the revenue collected at the BKB for 2018/19.

As required by section 6.17 of the act, the following was taken into account in determining the amount of a fee or charge for a service;

- (a) the cost to the local government of providing the service or goods;
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

The cost of mailing the free family pass to each resident within the Shire of Northam via an unaddressed Mail delivery is estimated at \$1,000.

Legislative Compliance?

Section 6.16 to 6.19 of the WA Local Government Act (1995) governs the imposition of fees and charges.

Policy Implications

Nil.

Stakeholder Engagement / Consultation

The BKB Centre is a unique facility within Western Australia, and as such determining fees and charges, particularly entry fees, has been difficult to benchmark.

Officers have researched a range of Cultural Centres, and Interpretive Centres across the state and Australia Wide, to gain an understanding of the market rate for fees and charges to be levied at the BKB. (See attachment 1).

The proposed fees and charges are at Attachment 2.

Risk Implications

The risk of setting fees that are not in line with "market rate" is that it reduces the capacity of visitors to have return visitations. Also, by overcharging for the experience, the BKB risks developing a "not value for money" reputation that will reduce the capacity to continue to attract visitors going forward.

## OFFICER'S COMMENT

Officers have researched similar facilities to establish what operating conditions, including opening hours and fees and charges they use. The proposed fees and charges are seen as fair for the interpretive experience being offered. It is proposed the opening hours will correspond with the Northam Visitor Centre opening hours.

As the Centre has been substantially funded by the Shire of Northam, it is proposed that an incentive be provided to all residents and ratepayers in the Shire of Northam to visit the Centre. This is through the provision of a family pass to each household within the Shire in the first year of operation.

Additionally, given the significance of the facility, Officers recommend that a free family pass be given to Aboriginal residents of the greater Ballardong region in the first year of operation.

### RECOMMENDATION / COUNCIL DECISION

Minute No: C.3401

Moved: Cr Ryan

Seconded: Cr Mencshelyi

That Council:

1. Endorse the opening hours of the Bilya Koort Boodja Centre be 9am-4pm each day, excepting Christmas Day, Boxing Day, **New Year's Day, and** Good Friday;
2. Provides a free family pass to all households in the Shire of Northam in the first year of operation;
3. Provides a free family pass to all Aboriginal residents of the greater Ballardong region in the first year of operation;
4. Adopts the schedule of fees and charges for the Bilya Koort Boodja as presented at attachment 2.

CARRIED 9/0

Clarification was sought in relation to the cultural days to close the Centre. The Executive Manager Community Services advised that no dates were raised by the group however requested the option for when there is a funeral/sorry business. The proposed opening dates are to allow the Centre to coincide with the Visitor Centre and when there is expected to be a number of tourists in town.

## Attachment 1

### Cultural Centre Entry Fees & Packages

Centre Name	Entry Fee	Tours	Workshops	Room Hires	Comments
National Anzac Centre	Adults - \$24 Concession - \$20 First child (5-15 years old) \$10 Every child after - \$5 Children under 5 years - FREE	n/a	n/a	n/a	
Araluen Cultural Precinct	Adults \$15 Children \$10 Children under 5 (FREE) Northern Territory Residents (FREE) Family - 2 Adults and 2 Children \$40 Concession - \$10 Other School Groups \$8 Per student Northern Territory Residents (FREE) Northern Territory school groups (FREE)	n/a	n/a	n/a	
Bunjilaka Mebourne Museum	Adult - \$15 Child (to 16 years) FREE Concession (FREE) Members (FREE)	n/a	n/a	n/a	
Narany Aboriginal Cultural Centre	FREE ENTRY		<p><b>Aboriginal Stories for kids 1.5 hours - cost \$10 per person</b> Suitable for kinder- grade 2 note: min charge \$150 (15 people) Learn how to throw a returning boomerang Visit emu's, wallabies and kangaroos Learn about the dream time (dancing, art, stories) Walk through native garden and learn about medicinal plants and bush tucker</p> <p><b>Introduction to aboriginal history - 2 hours - cost \$15 per person</b> (suitable for all ages) - NOTE: min charge \$225 (15 people) Learn how to throw a returning boomerang Walk through native garden and learn about medicinal plants and bush tucker Visit emu's, wallabies and kangaroos Learn about the dream time (dancing, art, stories)</p> <p><b>Extensive aboriginal studies - 2 Hours - Cost \$20 Per person</b> (suitable for curriculum based learning and business - NOTE: min charge \$300 (15 people) Learn how to throw a returning boomerang walk through native gardens and learn about medicinal plants and bush tucker visit emu's and wallabies &amp; kangaroos An hour presentation/discussion of your chosen topic e.g Cultural awareness</p> <p><b>Additional additions to the programs:</b> Bush Tucker (Kangaroo &amp; Damper) - \$5 per person Boomerang Painting - \$7 Per person</p>	<p>Large Rooms Half Day (4Hours) \$200<sup>00</sup> Full Day (8Hours) \$400</p> <p>Small Rooms Half Day (4Hours) \$250 Full Day (8Hours) \$385 (Hourly rate \$50 per hour for Bookings 3hrs and under)</p>	Ask for a gold coin donation for entry
Blue Mountains Culture Centre	Adults \$5 Concession \$3 Children Under 16 (FREE)			<p>Circular Room \$68 Workshop Room \$108 Seminar Theater Room Meeting Lounge \$68</p>	
The Living Cultural Centre	(FREE)		<p><b>Bushucker, History and music Workshop</b>  Cost per person  \$11.25 Student/Concession \$21.50 Adults <b>Weaving Workshop With Elders</b> Cost per person \$12.80 Student/Concession \$23 Adults <b>Art Workshop</b> Cost per person \$12.80 Student/Concession \$23 Adults</p>		<p>Don't charge entry fee They said they use to charge \$10 but wasn't getting a lot of people due to price,</p>
Minjungbal Aboriginal Cultural Centre	Adults - \$15 Concession - \$7.50 Children (FREE)	n/a		n/a	
The Kodja Place	Adult - \$10 Concession & Children \$5 Family - \$25	Price is included in entry fee or can make a gold coin donation		<p>Full Day Hire - \$100 Half Day Hire - \$50</p>	
Armidale and region Cultural Centre	(FREE)		Speak to aboriginal elder: \$100 + GST		
Tjapukai Cultural Park - Cairns	General Admission -Day  Adults \$62 Child (4-14) \$42 Family \$166  General Admission + Cultural Creations and Guided Bush Food trail  Adults \$108 Child (4-14) \$70 Family \$286		<p>General Admission includes all shows  All shows</p>		they also have annual passes- no price details on website



Attachment 2

BILYA KOORT BOODJA	
<p>Entry Fees</p> <ul style="list-style-type: none"> <li>• Adult</li> <li>• Child (5-15 yrs)</li> <li>• Concession</li> <li>• Family ( 2 Adults and 2 Children)</li> <li>• Additional Child</li> <li>• Bus tours (25 + passengers)</li> <li>• School groups</li> </ul>	<p>\$10.00</p> <p>\$5.00</p> <p>\$5.00</p> <p>\$25.00</p> <p>\$5.00</p> <p>80% of full rate</p> <p>80% of full rate</p>
<p>Room Hire</p> <ul style="list-style-type: none"> <li>• Workshop/Exhibition Space</li> <li>• Meeting Room</li> </ul>	<p>Community Rate \$50.00 per half Day/ \$100 per full Day Commercial Rate \$100.00 per half Day/ \$200 per full Day</p> <p>Community Rate \$30.00 per Hour</p> <p>Commercial Rate \$60.00 per Hour</p>



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

There being no further business, the Shire President, Cr C R Antonio declared the meeting closed at 8:36pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 20<sup>th</sup> June 2018 have been confirmed as a true and correct record."

\_\_\_\_\_ President

\_\_\_\_\_ Date

The Shire President acknowledged the Paul Harris Fellowship Award which was received by Cr Pollard for his outstanding service to Rotary.

