



Shire of Northam

*Heritage, Commerce and Lifestyle*

## **SHIRE OF NORTHAM**

**MINUTES  
OF THE  
ORDINARY COUNCIL MEETING  
HELD ON  
WEDNESDAY  
18 JULY 2012**

# SHIRE OF NORTHAM

## MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 JULY 2012 AT 5:30 PM

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# SHIRE OF NORTHAM

## Minutes of the Ordinary Council Meeting held in the Council Chambers on WEDNESDAY, 18 July 2012 at 5:30 pm

### **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Northam for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. 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 or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a 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 or approval from the Shire of Northam. The Shire of Northam warns that anyone who has an application lodged with the Shire of Northam must obtain and only should 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.

### **1. OPENING AND WELCOME**

The Presiding Officer, Cr T Little declared the meeting open at 5.30pm.

**2. DECLARATION OF INTEREST**

*Parts of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council members and employees to disclose any direct or indirect financial interest or general interest in any matter listed in this agenda.*

*The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.*

*NB A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the disclosed matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.*

**3. ATTENDANCE**

In the absence of President Cr S Pollard, the chair is to be taken by Deputy President Cr T Little.

**COUNCIL**

Deputy President	Cr T M Little
Councillors	K D Saunders
	U Rumjantsev
	R M Head
	A W Llewellyn
	D A Hughes
	J E Williams
	D G Beresford
Chief Executive Officer	N A Hale
Executive Manager Development Services	P B Steven
Executive Manager Corporate Services	D R Gobbart
Executive Manager Engineering Services	S Lee

**GALLERY**

2 members in the gallery and 1 member of the press.

**4. APOLOGIES**

Cr R W Tinetti

**5. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

**5.1 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Cr S Pollard requested a leave of absence from all Council meetings and duties between the following dates:  
05.07.2012 to 22.07.2012

Cr D Beresford requested a leave of absence from all Council meetings and duties between the following dates:  
26.07.2012 to 19.08.2012

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

**6.1 LEAVE OF ABSENCE**

Cr R Head has applied for a leave of absence from all Council meetings and duties between the following dates:  
1 August 2012 to 31 August 2012.

Cr D Hughes has applied for a leave of absence from all Council meetings and duties between the following dates:  
27 July 2012 to 13 August 2012.

**Minute No C.1804**

**Moved: Cr K Saunders**  
**Seconded: Cr A Llewellyn**

**Cr R Head has applied for a leave of absence from all Council meetings and duties between the following dates:  
1 August 2012 to 31 August 2012.**

**Cr D Hughes has applied for a leave of absence from all Council meetings and duties between the following dates:  
27 July 2012 to 13 August 2012.**

**CARRIED 8/0**

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

Nil

**8. PUBLIC QUESTION TIME**

Nil

**9. PUBLIC STATEMENT TIME**

Nil

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**11. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**11.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 20 JUNE 2012.**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No C.1805**

**Moved: Cr U Rumjantsev**

**Seconded: Cr D Hughes**

**That the Minutes of the Ordinary Meeting of Council held on Wednesday, 20 June 2012 be confirmed as a true and accurate record of that meeting.**

**CARRIED 8/0**

**11.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 04 JULY 2012.**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No C.1806**

**Moved: Cr R Head**

**Seconded: Cr K Saunders**

**That the minutes of the Special Meeting of Council held on Wednesday, 04 July 2012 be confirmed as a true and accurate record of that Meeting.**

**CARRIED 8/0**

**12. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION**

**12.1 ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION.**

<b><u>Visitations and Consultations</u></b>	
17/6/12 – 19/6/12	ALGA Conference in Canberra
19/6/12	Minister Bowen re: Detention Centre plans
20/6/12	ABC Regional Radio monthly interview re: Shire affairs
21/6/12	Shire/Northam Chamber of Commerce monthly meeting
27/6/12	Councillor strategic planning monthly session
27/6/12	Media interviews re: Detention centre commencement
28/6/12	Radiowest Live for 55 radio interview re: Shire activities
28/6/12	Media interviews re: Detention Centre commencement
28/6/12	Wheatbelt Development Commission re: Growth Plan finalisation
29/6/12	WALGA Avon Midlands Country Zone meeting
2/7/12	Newspaper re: Detention Centre proposed protest
2/7/12	Councillors budget information session #1
4/7/12	Northam Senior High School re: Detention Centre interaction
5/7/12	Councillors budget information session #2
5/7/12 to 22/7/12	President's Leave of Absence – Cr. Little to deputise
<b><u>Upcoming Events</u></b>	
1/8/12 – 3/8/12	Local Government Week in Perth
3/8/12	Avon Descent 40 <sup>th</sup> Anniversary Festival
4/8/12	Avon Descent 40 <sup>th</sup> Anniversary breakfast and event start
31/8/12	Relay for Life - Cancer Fundraising event

At the Ordinary Meeting of Council 18 July 2012, Council agreed for Cr R Head to attend on behalf of Council the Avon Descent Black Tie Dinner on Friday, 3 August 2012.

**OPERATIONAL ASPECTS**

Computer damage

Unfortunately one of the Shire's main computer hardware servers completely failed in early June and it has been a major job to recover damaged data and systems. Even now gremlins are still surfacing so I would ask for some understanding and patience whilst we continue to fully recover the systems.

### Municipal Heritage Inventory

The adoption of this document is now in its final stages of community comment and finalises all outstanding merger matters from the merger 5 years ago.

### Vehicle number plates

I am pleased to note that the Department of Transport have agreed to reinstate the "N dot" number plate series in addition to the "N" number plates. This issue was raised at the annual electors meeting last year and is a good outcome for those who identify with local areas.

### Yongah Hill IDC

84 asylum seeking refugees were transported in to this facility on Wednesday 27th June from the Wickham Point centre in the NT so the centre is now operational.

## **STRATEGIC ASPECTS**

### Budget 2012/13

Due to the computer crash we have been at least a month late in undertaking rates reviews and modelling, fees and charges calculations, scope of works program, service delivery levels and other aspects of the budget build. We are still hoping to adopt the budget in July.

### 2011 Census Data

It was somewhat disappointing to note that the population numbers coming from the 30<sup>th</sup> June, 2011 census were not as high as we might have thought. The main Northam town was 6,580 (up from 6,009 in 2006) against an estimated 7,011 and the whole Shire 10,557 (up from 10,365 in 2006) against an estimated 11,516. These numbers were surprising as the number of building approvals granted in the Shire suggested a greater resident population. The population statistics and demographics affect State and Federal funding levels and consequent service delivery to our residents. It seems we are partly victims of DIDO (Drive In/Drive Out) employees who do not count in the census unless they cited the Shire as their place residence on 30<sup>th</sup> June, 2011.

### Local Planning Scheme and Strategy

The Department of Planning are still reviewing our proposed scheme and strategy and we await any feedback our various suggestions including Special Zones.

### Regional Centres Development Plan (Supertowns)

Delivering on the two funded business cases will be a major focus for 2012/13 however the thrust of the growth plan will still be uppermost in our minds as we should try to keep moving on with the plan so that forward momentum is steady and not start/stop.

The 2012 version of the Growth Plan must be submitted to the Department of Regional Development and Lands by 31<sup>st</sup> October, not 31<sup>st</sup> August as originally proposed. There is still some work to do around how the Avon sub region affects the town of Northam and vice versa.

**13. REPORTS OF OFFICERS**

**13.1. ADMINISTRATION**

**13.1.1 APPOINTMENT OF CEO PERFORMANCE REVIEW COMMITTEE**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	1.1.1.1
Officer:	Neville Hale
Officer Interest:	Yes
Policy:	N/A
Voting:	Absolute Majority
Date:	05 July 2012

**PURPOSE**

For Council to appoint members of the Chief Executive Officer Review Committee.

**BACKGROUND**

Under the terms and conditions of employment and the Local Government Act 1995, Chief Executive Officer (CEO) Mr Neville Hale is subject to an annual performance review.

Should Council wish to again engage Mr John Phillips of WA Local Government Association’s Workplace Business Solutions to conduct the review in consultation with Councillors, this would need to be arranged through the President.

**STATUTORY REQUIREMENTS**

- Local Government Act 1995 –
- s5.10 appointment of members (absolute majority required)
- s5.17 Limits on delegation
- s5.36 Local Government employees
- s5.38 Annual review of certain employees’ performance

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area: Developing our Organisation

- Goal:** To ensure the residents of the Shire are informed, represented, engaged with and provided with services and facilities expected of a contemporary sub regional centre.
- Outcomes:** To retain, recruit and develop suitable qualified, experienced and skilled staff.
- Strategies:** Annual performance appraisals conducted and development targets set for all staff  
Remuneration packages and working conditions that are competitive with regional centres in WA.

### **BUDGET IMPLICATIONS**

N/A

### **OFFICER'S COMMENT**

The Local Government Act 1995, s5.38 requires the performance of the CEO to be reviewed with recommendations to be presented to Council for its consideration.

### **RECOMMENDATION/COUNCIL DECISION**

#### **Minute No C.1807**

**Moved:** Cr D Hughes  
**Seconded:** Cr A Llewellyn

**That Council appoint the following Councillors to the CEO Review Committee to conduct a review to determine the performance of Chief Executive Officer, Mr N Hale and make recommendation to Council:**

**Cr S Pollard  
Cr T Little  
Cr J Williams  
Cr U Rumjantsev**

**BY ABSOLUTE MAJORITY VOTE**

**CARRIED 8/0**

**13.1.2 COMMITTEES OF COUNCIL**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.2
Officer:	Chadd Hunt / Jean McGready
Officer Interest:	Nil
Policy:	Nil
Voting:	Absolute Majority
Date:	06 July 2012

**PURPOSE**

For Council to establish and appoint members to Committees of Council.

**BACKGROUND**

At its meeting on 16 November 2011, Council re-established the Northam Cultural Precinct Committee, with 2 Council members, Cr Hughes & Cr Rumjantsev. The focus of this Committee has been the area adjacent to the Old Railway Station.

Given a new focus for the planning of the proposed Cultural Centre, Council may wish to consider disbanding this Committee. The proposed development of the Aboriginal/Environmental interpretive area (commonly referred to as the Cultural Centre) adjoining the existing Visitor Centre has been developed under the Northam Growth Plan. It is proposed that the future development plans for this area be managed through the existing SuperTowns consultation process and hence there is no requirement for an additional committee of Council to consider this matter.

**STATUTORY REQUIREMENTS**

Local Government Act 1995 - Part 5 – Administration;  
 - Division 2 – Council Meetings Committees and their meetings;  
 - Subdivision 2 – Committees and their meetings s5.8  
 Establishment of committees.

*Section 5.11 states that a person’s membership of a Committee ceases when the Committee is disbanded.*

Council may establish committees of three (3) or more persons. Committees may consist of council members, employees and/or other persons. Councillors have an entitlement to be on a Committee that consists of Councillors or Councillors and employees. As all members are on the Audit Committee, this is satisfied. It is a

requirement under the Local Government Act, that Minutes are kept of each Meeting held and that the Committees report back through the Council structure.

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area: The Shire Organisation

Goal: To ensure the residents of the Shire are informed, represented, engaged with and provided with services and facilities expected of a contemporary sub regional centre.

Strategies: Specific purpose working groups comprising competent persons are established.

## **BUDGET IMPLICATIONS**

Committee Members attending committee meetings are entitled to claim for expenses incurred. No meeting fees are payable to employees or non councillors.

## **OFFICER'S COMMENT**

The Northam Cultural Precinct Committee met approximately three times per year in 2008, 2009 and 2010 with the main issues of discussion relating to:

- i) Refurbishment of the old Railway Station, and subsequent management by the Northam Heritage Forum, as a museum to be open to the public.
- ii) Development of a cultural centre on the land adjacent to the old Railway building.

Recent discussions on the topic of the future Cultural Centre have preferred the location next the Northam Visitor Centre rather than the old Railway Station. One reason for this is it has not been possible to obtain the transfer or use of Public Transport Authority land adjacent to the old Railway Station for the construction of a Cultural Centre. The proposal for a Cultural Centre extension to the Visitor Centre was included in the Shire's recent Supertowns submission.

Although the Supertowns funding was not successful for this proposal, it has highlighted a divergence of the two main issues of discussion by the Northam Cultural Precinct Committee. This would indicate that the operational aspects of the old Northam Railway Station should be managed by the existing Heritage Forum, and the development of the future Cultural Centre should be managed by the SuperTowns processes.

The Northam Heritage Forum already has 2 Council members (Cr Hughes & Cr Rumjantsev, within the Northam Army Camp Heritage Association), and it is proposed that the Shire Executive Manager of Community Services also attends the meetings on a quarterly basis to give and receive updates on the old Northam Railway Station operations.

## RECOMMENDATION/COUNCIL DECISION

### Minute No C.1808

**Moved: Cr R Head**

**Seconded: Cr U Rumjantsev**

- 1. That Council disband the Northam Cultural Precinct Committee;**
- 2. The proposed development of the Aboriginal/Environmental Interpretative Area be referred to the SuperTowns Project Implementation Working Party to be established by the Chief Executive Officer for the purpose of preparing recommendations to Council; and**
- 3. To include the following Councillors as delegates:**
  - Cr S Pollard**
  - Cr R Head**
  - Cr D Hughes**
  - Cr K Saunders**
  - Cr D Beresford**

**CARRIED 8/0**

**13.2. DEVELOPMENT SERVICES**

**13.2.1 USING EXISTING SHED FOR UPHOLSTERY HOME BUSINESS**

Name of Applicant:	Mathew and Sandra Butterfield
Name of Owner:	Mathew and Sandra Butterfield
File Ref:	A12588
Officer:	Phil Steven / Roy Djanegara
Officer Interest:	Nil
Policy:	Local Planning Policy 1.10 Home Occupations
Voting:	Simple Majority
Date:	20 June 2012

**PURPOSE**

The applicant is requesting that Council grant planning approval for a home business for the purpose of manufacturing and repairing upholstery. The home business is proposed to be located and operated within the existing outbuilding located at Lot 30 (11) Quelquelling Road, Northam.

This application requires Council’s determination due to the proposal exceeding the maximum area permitted for home businesses under Town Planning Scheme No. 5. One objection has been received regarding the proposal.

**BACKGROUND**

Background of Key Dates and Determinations

The following table lists the key dates in regards to this application.

<b>Date</b>	<b>Item / Outcome</b>
28 May 2012	Planning Application received by the Shire.
30 May 2012	Application is assessed by Shire Officers.
13 June 2012	Application was advertised to the adjacent neighbours.
27 June 2012	The end of the advertising period. One submission received. This submission, from the next door neighbour, objected to the application.
28 June 2012	A report is being prepared for the Council.

The applicant is proposing to modify an existing outbuilding at the rear of the property for the purpose of repairing and manufacturing upholstery for both car seats and home furniture. The floor area of the shed is 112.5 m<sup>2</sup>, the proposed working area that is going

to be used for the work bench is around 26.25m<sup>2</sup>, and the rest of the area is for storing material and administrative activities.

This business will be run by a husband and wife team and will not employ anyone else. The operation hours will be limited to normal working hours which are Monday to Friday between 9.00 AM to 5.00 PM and Saturday between 9.00 AM to 1.00 PM.

The applicant will provide a pick up and delivery service to their customers so it will minimise the traffic to and from their property. However, should the need arise, an area at the rear of property can be utilised for customer parking.

The equipment that will be used for the home business are as follows:

Air Compressor

Sewing Machine

Electric Foam cutter

Cordless Drills

All other tools are hand held such as hammers, screwdrivers, hole punch, tape measures etc.

## STATUTORY REQUIREMENTS

The site is approximately 5,716m<sup>2</sup> and zoned 'Residential R15' under the provisions of TPS 5.

The Home Business use of a building in a 'Residential Zone' is an 'A' use under Zoning Table ("Table 1") of TPS 5.

An 'A' use means that the use is not permitted unless the Local Government has exercised its discretion by granting planning approval after giving special notice in accordance with Clause 9.4 of TPS 5.

Public Consultation has taken place with 1 objection being received from a neighbouring landowner.

Town Planning Scheme No. 5 defines Home Business as follows:

**"home business"** means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which —

- (a) does not employ more than 2 people not members of the occupier's household;
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) does not occupy an area greater than 50 square metres;
- (d) does not involve the retail sale, display or hire of goods of any nature;
- (e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in

- the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and
- (f) does not involve the use of an essential service of greater capacity than normally required in the zone;

Home occupations and/or home businesses are specifically dealt with under Council's Local Planning Policy as follows:

## **1.10 HOME OCCUPATIONS**

### **Application**

A home occupation requires application for planning approval.

### **Amenity**

Protection of amenity will take priority in all considerations relating to home occupations. Applicants should therefore understand that if they exceed the limits set down in conditions of approval or complaints are received, and the Shire considers that local amenity is being adversely affected, it may require the immediate discontinuance of the home occupation and withdraw its approval.

### **Chemical Storage**

In the interests of safety, home occupation approvals will contain a condition specifically controlling the storage of dangerous or toxic materials in residential premises (including outbuildings) in accordance with the relevant Australian Standards.

### **Complaints**

The Shire will consider all complaints in a manner consistent with the spirit of home occupations; in particular, the provision that home occupations shall not in any way detract from residential amenity. In the event of any doubt, the Shire will rule in favour of the complainant, accepting that no security of tenure is implied for home occupations.

### **Employees**

Consistent with home occupations remaining incidental to the residential use of premises, employees are limited by the Scheme, and appropriate conditions will be imposed.

### **Food Handling**

In the interests of public health, Council requires applicants for home occupations involving food handling to be made aware of and comply with the Food Hygiene Regulations 1993. The Regulations prohibit the preparation of food for sale in residential premises except in limited circumstances. (NOTE: Applicants are asked to obtain an information sheet on preparation of food at home, from the Shire's Environmental Health Officer).

**Machinery**

All appliances or machinery to be used in a home occupation shall be specified by the applicant and shall be of domestic scale or type. The use of what the Shire considers to be industrial appliances or machinery will be prohibited.

**Residential Use**

As home occupations are conducted from residential premises, the residential use of the premises is to remain the predominant use. Specialised or purpose-built accommodation that cannot readily be used for purposes related to the residential use of the premises will not be implied or allowed.

**Time Limits**

Where a home occupation involves activities other than office administration, approval may be given subject to a specified time limit. The hours of operation of all home occupations shall be 0900 to 1700 hours and be permitted on all days except Sundays.

**Traffic**

Home occupations shall not give rise to vehicular traffic, nor require the provision of parking facilities beyond that which the Shire regards as normal in the neighbourhood concerned. No deliveries or collection of goods by commercial transport vehicles will be permitted.

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

Goal: To maintain a balance between maintenance of our lifestyle and sense of community with population growth and accompanying development.

Approval of this home business will allow the applicant to continue his business that is currently operating from 11 Peel Terrace, Northam.

**BUDGET IMPLICATIONS**

The applicant paid \$329.00 for this application which comprises of \$209.00 for the Home Business application and \$120.00 for advertising related to the application. However, should his application be approved, then they will be liable to pay \$69 per year in annual home business renewal fees.

**OFFICER'S COMMENT**

One (1) objection has been received from the next-door neighbour who is concerned about the issue of privacy. The neighbour's concern relates to the dividing fence at the rear of their property which is directly behind the applicant's property. The dividing fence at the rear of the neighbour's property is made of transparent material. Should the applicant build a fence that is 1,800mm in height and of non-visually permeable material between his outbuilding and the next-door neighbour, then this concern will be eliminated.

Currently the applicants run their business from 11 Peel Terrace, Northam. They are thinking of downsizing and conducting their business in a more mobile fashion. Instead of asking their clients to come to their premises they will go to the customer. This will provide the customer with better service and reduce the applicant's operational costs.

It is therefore recommended that the application be approved for use part of the existing shed for Home Business.

## **RECOMMENDATION/COUNCIL DECISION**

### **Minute No C.1809**

**Moved: Cr R Head**

**Seconded: Cr D Hughes**

**That Council grant planning approval for a Home Business (manufacture and repair upholstery) to occur at Lot 30 (11) Quelquelling Road, Northam subject to the following conditions:**

- 1. permission is only granted to the applicant to conduct a home business at the premises.**
- 2. the operating hours of the home business shall be between 9.00am to 5.00pm on Monday to Friday and 9.00am to 1.00pm on Saturday unless written approval from the Shire is obtained.**
- 3. the applicant shall permanently reside at the premises while it is being used for home business purposes.**
- 4. no more than two persons, who are not normally residents at the premises may be employed in the home business.**
- 5. the home business shall be conducted in such a manner that it will be unobtrusive and will not prejudicially affect the amenity of the neighbourhood.**
- 6. any advertisement shall be in accordance with Schedule 5 of the Town Planning Scheme No.5.**
- 7. the home business shall not give rise to vehicular traffic beyond that which is normal to the neighbourhood or to a requirement for parking other than that which can normally be expected at the premises. No parking on the street or road verge will be permitted.**
- 8. collections or deliveries shall not involve anyone other than the applicant visiting the premises.**

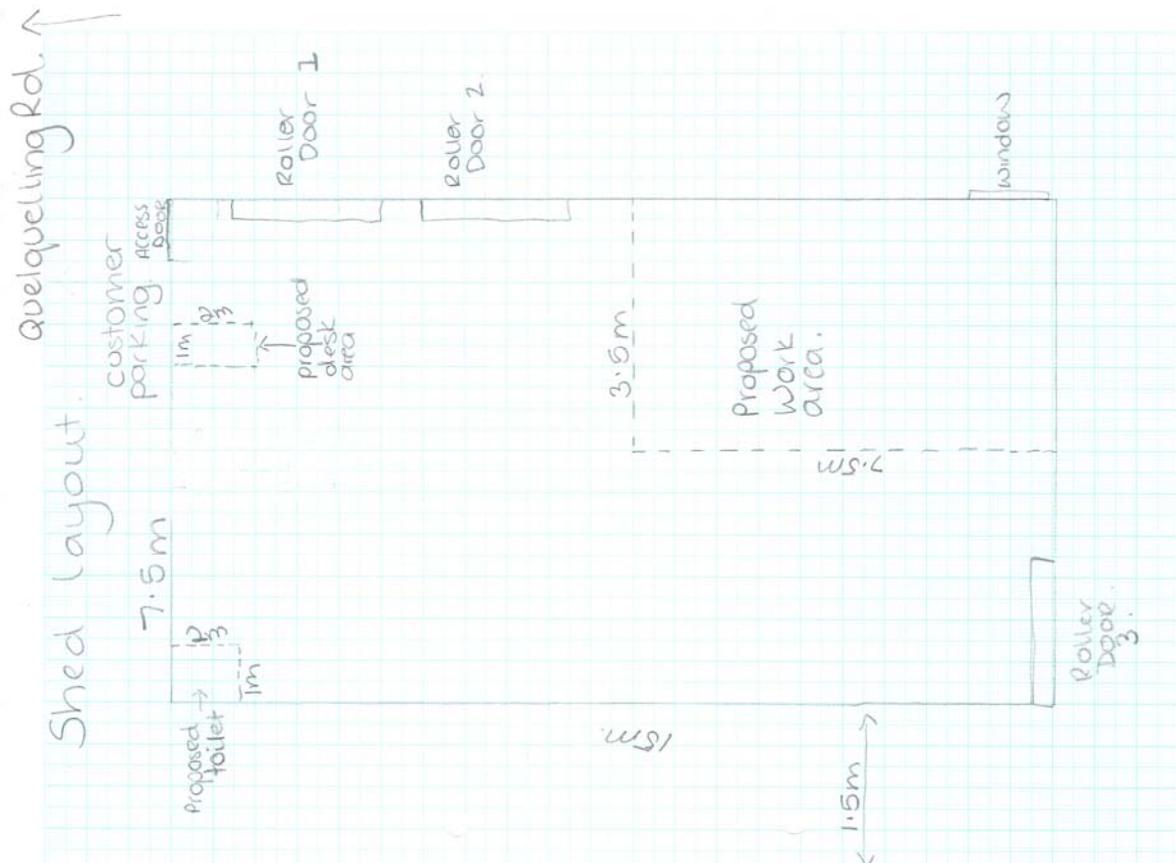
9. goods shall not be sold at the premises.
10. the storage of explosives or dangerous or toxic materials is not authorised under this approval.
11. the Shire reserves the right to inspect the premises and, if any of the above conditions are not being complied with to its satisfaction, to rescind its approval and require the immediate discontinuance of the home business.
12. the home business is to be by appointments only during the operating hours nominated above.
13. the home business shall not exceed the approved 50m2 of floor area.
14. a dividing fence of 1,800mm height and of non-visually permeable material to be erected between the existing outbuilding and the eastside next-door neighbour property (13 Quelquelling Road) at the applicants expense.
15. wall boundary side of shed to be a fire rated wall.
16. the development being compliant with the Environmental (Noise) Regulations 1997.

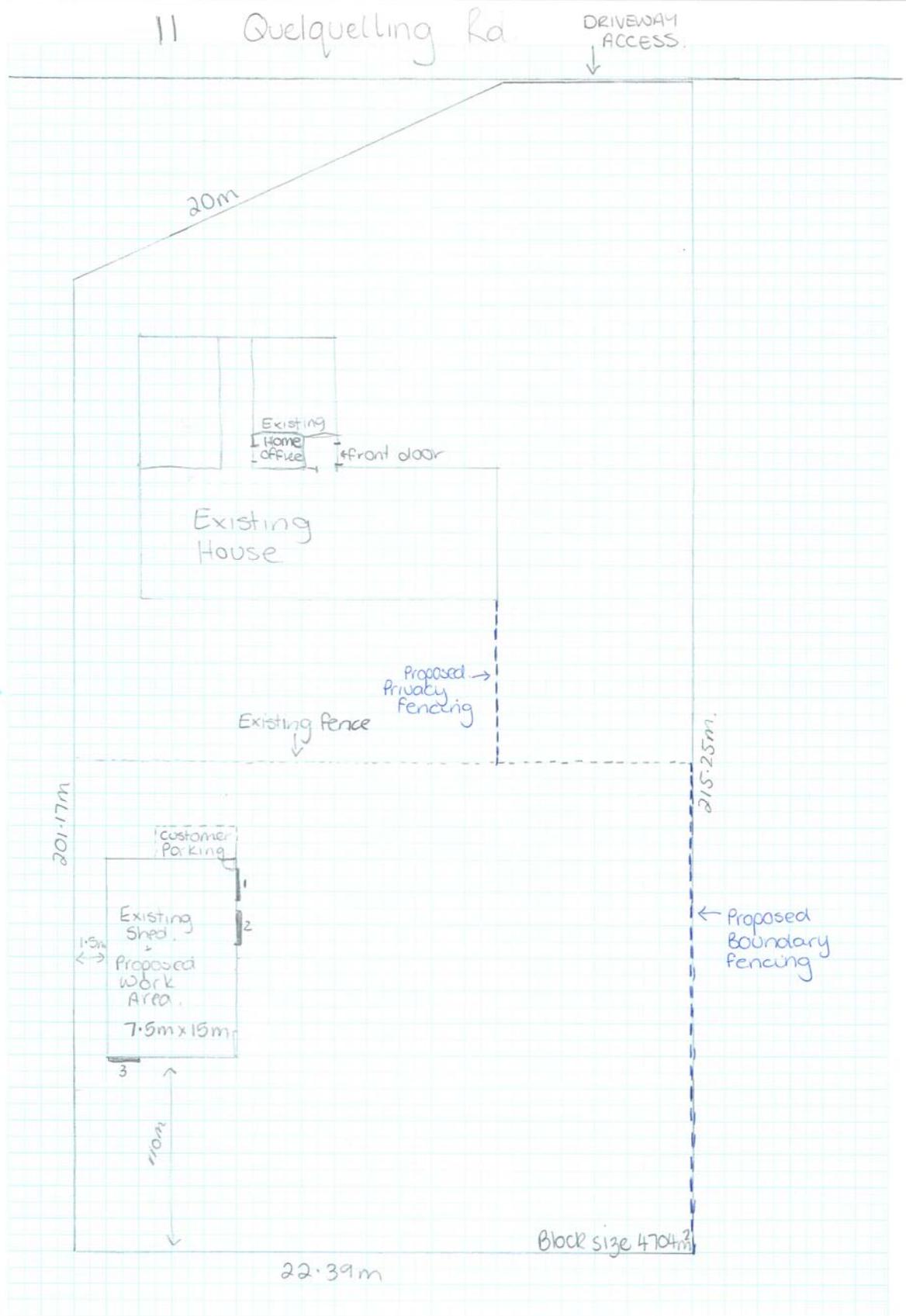
**NOTES:**

- 1) occupancy permit is required for change of classification from 10A building to workshop.
- 2) protection of amenity will take priority in all considerations relating to home businesses. Applicants should therefore understand that if they exceed the limits set down in conditions of approval or complaints are received, and the Shire considers that local amenity is being adversely impacted, it may require the immediate discontinuance of the home business and withdraw its approval.
- 3) should complaints be received in regards to noise, hours of operation being reduced or modifications to equipment being made to the satisfaction of the Local Government.
- 4) in regards to Condition 15, a Building Permit must be obtained from the Local Government prior to the commencement of any works.

**CARRIED 7/1**

The vote against is recorded as Cr D Beresford.





**13.2.2 STATION MASTER'S HOUSE, SPENCERS BROOK - REQUEST TO FREEHOLD LAND**

Name of Applicant:	Department of Regional Development and Land
Name of Owner:	Crown Land Avon Loc 29025, Spencers Brook
File Ref:	A1476
Officer:	Phil Steven / Roy Djanegara
Officer Interest:	Nil
Policy:	Crown Lease 127630
Voting:	Simple Majority
Date:	20 June 2012

**PURPOSE**

The Shire has received a request from the Department of Regional Development and Lands to provide it with advice regarding the freeholding of Station Master's House on Avon Loc 29025, Spencers Brook.

**BACKGROUND**

Department of RDL is seeking Council's advice as to whether it agrees to the sale of lot 29025 to Mr Virgin, (see letter attached).

Background of Key Dates and Determinations

The following table lists the key dates in regards to this application.

<b>Date</b>	<b>Item / Outcome</b>
8 August 2002	Council advised Department for Planning and Infrastructure (DPI) (letter dated 12 August 2002) that it had reaffirmed its decision to demolish the building at the termination of the lease.
14 December 2006	The end of the lease.
8 February 2007	Council agreed to the extension of the lease and declined to support the freeholding of Station Master's House to Mr Virgin.
21 August 2008	DPI considers offering a further long term lease to Mr Virgin (the previous lessee).
3 September 2008	The issue was deferred to enable staff to obtain further information.
10 May 2010	The Department of Regional Development and Lands (RDL) wrote to the Shire advising that the Department is pursuing the sale of Avon Location 29025 as freehold to Mr Virgin.

23 May 2011	The Spencers Brook Progress Association expressed their interest in purchasing the property, for use as a Community Hall.
18 April 2012	Department of RDL provided a confirmation letter from Mrs Virgin, on behalf of Mr VA Virgin regarding their intention to purchase the property.
20 June 2012	A report is being prepared for the Council.

### Additional Information

Over the years, Council has considered the future of the old Station Master's House, which is located on an unvested Crown Reserve at Avon Location 29025 Spencers Brook Road / 93 Thomas Street Spencers Brook. It is understood that Mr Tony Virgin purchased the house in the 1994 for approximately \$35,000 and has leased the land ever since. There have been a number of previous applications by Mr Tony Virgin to the Department for Planning and Infrastructure (DPI) to freehold the property (1993, 2000 and 2002).

In the past, Council has held that the Station Master's House is an intrusion in the road reserve and should not be retained in the long term.

At Council's meeting on 8 August 2002, Council decided to advise DPI (letter dated 12 August 2002) that it had reaffirmed its decision for the demolition of the building at the termination of the lease, and include the land in the road reserve. The DPI advised that the Heritage Council had requested an Archival Record to be done prior to demolition.

The Archival record was completed, which did not result in the Station Master's House being listed on the Heritage Council's State Register, however, it has been listed on its database of places of heritage value. On 14 December 2006, DPI advised Council that it had given on 5 December 2006, Mr Virgin three (3) months notice from that date to remove his improvements, confirmed that the land would be incorporated into the road reserve and sought, in accordance with section S56 of the Land Administration Act 1997, a resolution of Council to dedicate the road.

However, Council at its meeting of 8 February 2007, this decision was then reconsidered when a petition was received from the Spencers Brook Progress Association (SBPA). Council agree to an extension of the lease.

On 21 August 2008, DPI wrote to the Shire advising that the Department was considering offering a further lease with a term of about 21 years.

On 24 September 2008, Council advised it had no objections to a further lease to Mr Virgin, for a period between five (5) and ten (10) years. Subsequently, a new lease was issued for a term of ten (10) years.

In May 2010, the responsibility for reserves was transferred from the DPI to the Department of Regional Development and Lands (RDL), the Department of RDL wrote

to the Shire advising that the Department was pursuing the closure of part of Thomas Road in Spencers Brook. At the same time the Department of RDL proposed to sell the Station Master's House as freehold to Mr Virgin (see attached letter).

In response to the 10 May 2010, letter the Shire provided the following comments:

Area marked "A" – The Shire has been advised that Mr Virgin is no longer the owner of the adjoining farm. Subsequently the new owner will need to be contacted if the reserve land be sold to the adjoining farm.

Area marked "B" – The Shire does not support the proposed road closure. Instead it recommends that this area be combined with the existing Spencers Brook Road Reserve. (The road reserve incorporates the existing Thomas Street.)

Area marked "C" – The Shire does not support the Department's proposal for area "C" to be included into LoC 29025 (the Station Master's House) as there is a need for the existing sealed road (Thomas Street) access to be maintained in order to allow for future growth of the town site. In relation to the proposal for Lot 29025 to be sold as freehold land to the lessee of the Station Master's House, the Shire would advise the Department to seek confirmation about whether the lessee still intends to purchase the property before further action in this matter is pursued.

On 13 April 2012 the Department of RDL advised that Mrs Virgin on behalf of her husband, Mr VA Virgin, affirmed their intention to purchase the property. The Department is seeking the Shire's agreement to the sale of Loc 29025.

Subsequently, the Mrs Virgin indicated, she may not wish to proceed with the purchase of the property at this time.

## **STATUTORY REQUIREMENTS**

Avon Location 29025 is unvested crown land, which is managed by the Department of RDL. The responsibility for this reserve was transferred from the DPI, and included the administration of any leases of land.

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

Outcome: Recognise and preserve our history and heritage.

Strategy: Engage with the community to identify places of heritage and assist with heritage maintenance.

## **BUDGET IMPLICATIONS**

Nil

## **OFFICER'S COMMENT**

The Department of Regional Development and Lands has confirmed the lease, is for an area of 1,397m<sup>2</sup>, for a term of ten (10) years, 1 July 2009 to 30 June 2019. The current annual fee is \$2,000.

Mr Virgin has an interest in the property as he bought the house and leases the land on which it is located. Council has previously expressed its preference for the land to be "reserved" and the house demolished on the expiry of the current lease.

Apart from the improvement on location 29025, Mr Virgin has a number of properties in the Shire of Northam, including two houses in Chidlow Street, Northam and 24 lots in Spencers Brook, suggesting that the house and land is not required for their private residence.

Furthermore in their letter dated 23 May 2011, the Spencers Brook Progress Association (SBPA) expressed interest in purchasing the property should it become available for community meetings or private rental and being involved with any developments with the Station Master's house in Spencers Brook. However, Council has previously approved the use of the local bushfire shed facility for this purpose and has contributed funding to assist with improvements.

The transfer of the land to "road reserve" has merit, as can be seen from the aerial photograph, given the location of the Station Master's house is in the middle of a traffic buffer area between the main road and the residential area of the town (see attachment).

Moreover, in future, should Spencers Brook grow as a result of Super town development in Northam, this may increase the traffic volume on Spencers Brook Road. The location of the Station Master's house is isolated within the wider road reserve, is not visually pleasing, is in the middle of a buffer zone and if rented or sold and not maintained in the future, it could have a detrimental impact on the presentation of the entry to Spencers Brook.

Accordingly, Shire staff recommend, on expiry of the lease, the property be included in the road reserve, consistent with the existence of the buffer zone between the residential area and the Spencers Brook Road.

## RECOMMENDATION/COUNCIL DECISION

### Minute No C.1810

**Moved: Cr J Williams**  
**Seconded: Cr D Beresford**

**That Council,**

- 1. advise the Department of Regional Development and Lands (RDL), that it does not support the sale of Lot 29025 and on expiry of the lease the land be converted to reserve and amalgamated into the Spencers Brook Road Reserve; and**
- 2. requests demolition of the existing house when the lease to Mr Virgin expires.**

**CARRIED 6/2**

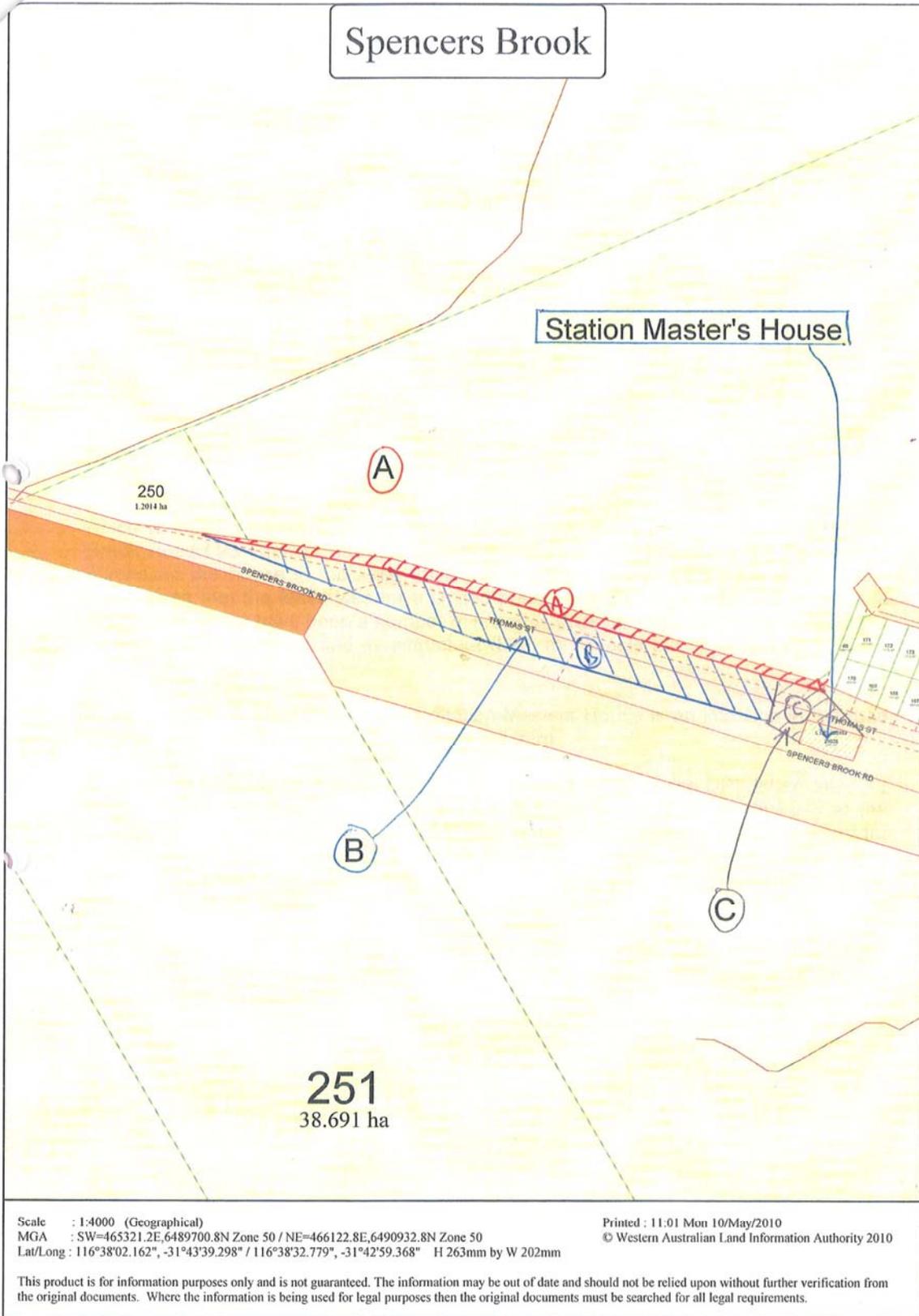
The vote against is recorded as Cr R Head and Cr D Hughes.





Showing 6 Jan 2010







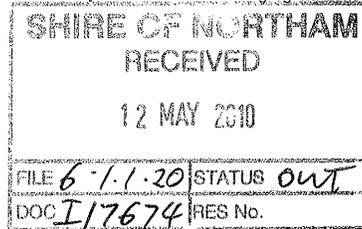
Government of **Western Australia**  
 Department of **Regional Development and Lands**

Lands Division

Your ref: 6.1.1.1, 6.1.1.20, / 07846  
 Our ref: 02041-1993-01RO. Job 074166  
 Enquiries: Greg Martiensen  
 Ph: (08) 9347 5053 Fax: (08) 9347 5002  
 Email [greg.martiensen@lands.rdl.wa.gov.au](mailto:greg.martiensen@lands.rdl.wa.gov.au)

10 May, 2010

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



Dear Sir

**Road Closure and Encroachment onto Crown Land, Spencer's Brook.**

Further to your letter of 28 August, 2008.

To keep you up to date, I advise you that this Department is pursuing the closure of the cultivated area of legal road marked A on the enclosed sketch. The adjoining owner (Mr Virgin) has been advised of indicative prices and costs, and a reply is awaited.

Mr Virgin also has the options of vacating the road, or leasing it from RDL. We will advise the Shire in due course.

**In addition** to the above encroachment, Mr Virgin has advanced a proposal to purchase a further area of road, and Lot 29025 containing the 'Station Master's House'.

This Department has formed a proposal, depicted on enclosed sketch, which is put forth for the Shire's consideration.

Area marked A – road to be closed and sold by amalgamation to Mr Virgin (as above).

Area marked B – road to be closed and reserved for landscape protection under management of the Shire of Northam. (This area includes some constructed road)

Area marked C – road to be closed and included into Lot 29025 (Station Master's House).

Lot 29025 and area C – combined area to be sold in freehold to lessee of Station Master's House (the lessee owns the improvements on Lot 29025).

4166gm17

Postal Address: PO Box 1575, Midland, Western Australia 6936  
 Tel: (08) 9347 5000 <http://lands.rdl.wa.gov.au> ABN 28 807 22 1246



Government of **Western Australia**  
Department of **Regional Development and Lands**

2

The Shire has previously (letter of 09 May, 2007, reference A1476/O5047) declined to support the freeholding of Station Master's House. The Shire may be willing to re-consider the matter.

Your comments on the above are invited.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G. Martiensen'.

**Greg Martiensen**  
**Assistant State Land Officer**  
**State Lands Wheatbelt**  
**Lands Division**



Government of Western Australia  
Department of Regional Development and Lands  
State Land Services

Your ref: 6.1.1.20 /018451  
Our ref: 02041-1993-03RO. Job 074166  
Enquiries: Greg Martiensen  
Ph: (08) 6552 4578 Fax: (08) 6552 4417  
Email greg.martiensen@rdl.wa.gov.au

13 April, 2012

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



Dear Sir

**Lot 29025 – ‘Stationmaster’s House’ – Spencers Brook.**

I refer to your letter of 12 July, 2011.

The lessees of Stationmaster’s House have expressed an interest in the purchase of Lot 29025. See enclosed copy of their letter.

Can you advise whether the Shire would agree to the sale of Lot 29025?

Please quote our reference number and file number in future correspondence.

Yours sincerely

**Greg Martiensen**  
**Assistant State Land Officer**  
**Wheatbelt Team**  
**State Lands Services**

P.O. Box 330  
Northam W1  
6401  
2/4/12

a 1877544

Assistant State Land Officer  
Wheatbelt Team  
State Land Services  
Greg Martensen.

Ref: 02041-1993-021RO  
JOB 074166.

Dear Sir,

Please accept this letter as affirmation of our interest to purchase Lot 29025 on Deposited Plan 217820 - 'Stationmasters House', Spencers Brook Shire of Northam. We look forward to further information on this matter.

Yours sincerely,  
Mrs. P. D. Virgin  
on behalf of V.A. Virgin



### 13.2.3 LEASE - NORTHAM & DISTRICTS HISTORICAL SOCIETY INC- LOT 600 KATRINE ROAD NORTHAM

Name of Applicant:	Northam & Districts Historical Society Inc
Name of Owner:	N/A
File Ref:	A13075
Officer:	Phil Steven
Officer Interest:	Nil
Policy:	Shire of Northam Lease Policy
Voting:	Simple Majority
Date:	04 July 2012

#### PURPOSE

For Council to lease a portion of Lot 600 (70) Katrine Road to the Northam & Districts Historical Society Inc.

#### BACKGROUND

Morby Cottage has been owned by the Shire (formerly Town) of Northam since 1978. According to a representative from the Northam & Districts Historical Society Inc, Morby Cottage has been managed by volunteers for at least 25 years, who have also been involved in some restoration work.

The Northam & Districts Historical Society is proposing to add a lean-to onto the existing forge on the property. The Society has not yet submitted an application to Lotterywest to fund the proposed work. However, it has been advised that the Society would require a minimum of a five (5) year lease from the Shire in order to be eligible for funding from Lotterywest.

Morby Cottage is on a parcel of land 1,400m<sup>2</sup> and zoned 'residential'.

#### STATUTORY REQUIREMENTS

The process for handling expressions of interest is outlined in the Local Government (Functions & General) Regulations 1996. Leases to charitable and benevolent organisations are exempt from the usual requirements of the Local Government Act and do not require the calling of tenders or the requirements for advertising details of the proposed tenant and rent before entering into the lease.

When considering renewal options for a lease, such as a five (5) year lease with a five (5) year renewal option, recent legal advice has indicated that the Shire does not have

the discretion to refuse the renewal option of a lease if the group is complying with its obligations such as paying outgoings. Therefore, it is suggested that the lease does not have a renewal option built in, but instead a separate document is considered at the expiry of the lease, to provide for a further five year term.

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area: Social Cultural and Community

Goal: Fosters community pride and a sense of place

Outcome 4: Encourage a collaborative approach with residents and special interest groups to identify projects, challenges and solutions.

## **BUDGET IMPLICATIONS**

Responsibilities for various costs would be outlined in the lease. The Historical Society has requested that the proposed lease be based on the previous arrangement. Morby Cottage is open to the general public for tourism purposes. It is open every Sunday from March to December. Entry fees of \$2 per person are charged, which helps to raise funds for the Historical Society.

In summary it is proposed that responsibilities of the Northam & Districts Historical Society Inc are for:

- the costs for public liability and contents insurance
- operating the building and making it available to tourists
- keeping records of visitor attendance
- payment of rental of \$1 per annum on demand by the Shire of Northam

The Shire is responsible for:

- the cost of outgoings
- building insurance
- the cost of drawing up the lease
- structural building maintenance and budgeted building maintenance
- maintenance of reticulation and the front gardens

## **OFFICER'S COMMENT**

The Northam & Districts Historical Society Inc has managed this area with no known issues during the last twenty five (25) years. The proposal from the group is for the Shire to bear the costs of building insurance, outgoings, and lease documentation, which is contrary to the policy for community group leases. However, given that the building is for primarily tourism purposes, this may be appropriate.

Although the group has managed the building for many years, it has not previously had a lease. Therefore, it is suggested that the lease is for a period of five (5) years.

## RECOMMENDATION/COUNCIL DECISION

### Minute No C.1811

**Moved: Cr K Saunders**

**Seconded: Cr D Hughes**

**That Council leases Lot 600 (70) Katrine Road, Northam, to the Northam & Districts Historical Society Inc for a period of 5 years, and reflecting the following conditions:**

**The Northam & Districts Historical Society Inc is responsible for:**

- **the costs for public liability and contents insurance**
- **operating the building and making it available to tourists**
- **keeping records of visitor attendance**
- **payment of rental of \$1 per annum on demand by the Shire of Northam**

**The Shire is responsible for:**

- **the cost of outgoings**
- **building insurance**
- **the cost of drawing up the lease**
- **structural building maintenance and budgeted building maintenance**
- **maintenance of reticulation and the front gardens**

**CARRIED 8/0**

**13.2.4 LEASE - NORTHAM PISTOL CLUB - PART RESERVE 3303 NORTHAM**

Name of Applicant:	Northam Pistol Club
Name of Owner:	Shire of Northam
File Ref:	A15653
Officer:	Phil Steven
Officer Interest:	Nil
Policy:	Shire of Northam Lease Policy
Voting:	Simple Majority
Date:	04 July 2012

**PURPOSE**

For Council to lease a portion of Reserve 3303 Loc N99 Clarke Street Northam to the Northam Pistol Club.

**BACKGROUND**

Council has leased the above portion of Reserve 3303 to the Northam Pistol Club since at least 1996.

The most recent lease was a 2-year lease which commenced on 1 July 2010 and expired on 30 June 2012. The Northam Pistol Club has requested a continuation of the lease arrangement.

**STATUTORY REQUIREMENTS**

The process for handling expressions of interest is outlined in the Local Government (Functions & General) Regulations 1996. Leases to charitable and benevolent organisations are exempt from the usual requirements of the Local Government Act and do not require the calling of tenders or the requirements for advertising details of the proposed tenant and rent before entering into the lease.

Given that the property is a Reserve, the lease will be subject to approval from the Minister for Lands.

When considering renewal options for a lease, such as a five year lease with a five year renewal option, recent legal advice has indicated that the Shire does not have the discretion to refuse the renewal option of a lease if the group is complying with its obligations such as paying outgoings. Therefore, it is suggested that the lease does not

have a renewal option built in, but instead a separate document is considered at the expiry of the lease, if the Shire wishes to provide for a further term.

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area: Social Cultural and Community

Goal: Fosters community pride and a sense of place

Outcome 4: Encourage a collaborative approach with residents and special interest groups to identify projects, challenges and solutions.

## **BUDGET IMPLICATIONS**

Responsibilities for various costs would be outlined in the lease. The proposed lease for the Northam Pistol Club is based on the policy, previously agreed to by Council.

In summary these give responsibility to the Northam Pistol Club for:

- rent of \$1 per annum payable on demand
- the costs of outgoings
- the costs for public liability and contents insurance
- building insurance
- the cost of drawing up the lease

The Shire is responsible for:

- arranging for the lease to be drawn up
- making the land available

## **OFFICER'S COMMENT**

A map of the proposed lease area is attached. The Northam Pistol Club has managed this area with no recorded issues on file. The Club takes care of all building maintenance for the building. There have been recent discussions between Shire staff and representatives from the Northam Shooting Clubs (Gun, Rifle and Pistol) to look at alternative areas for Shooting Clubs that are located outside of the Northam townsite.

Given these discussions, which also influenced the length of the previous lease, it is suggested that the lease is for a period of five (5) years, with a clause for early termination included:

### ***EARLY TERMINATION***

*Notwithstanding anything expressed or implied in the Lease to the contrary, either party may, by giving 3 months notice in writing to the other party, terminate the lease should an alternative site for the Northam Pistol Club be found, and upon the expiration of that 3 month period, the Lease shall cease and determine and the Lessee shall quietly deliver up the Premises to the Lessor in such state of repair and condition as shall be consistent with the proper performance by the Lessee of the covenants herein contained but*

*without prejudice to any right of action of the Lessor in respect of any breach of the Lessee's covenants agreements or of any conditions and provisions herein contained.*

The Club has also requested that the lease allow them to undertake practice from 9am to 5pm on any day of the week, rather than restricting the Club to Sunday mornings as it had apparently been previously advised by the Shire. There is no record of this restriction on the file, and since it would comply with the Environmental Protection (Noise) Regulations which allow most activities to occur from 7am to 7pm Monday to Saturday, and 9am to 7pm on Sundays and public holidays, it appears reasonable to consider this request. When considering this request however, although the noise levels may not be high, the impulsive sound of shots carries an annoyance factor, which if spread over several days may increase the number of complaints received by the Shire.

### **RECOMMENDATION/COUNCIL DECISION**

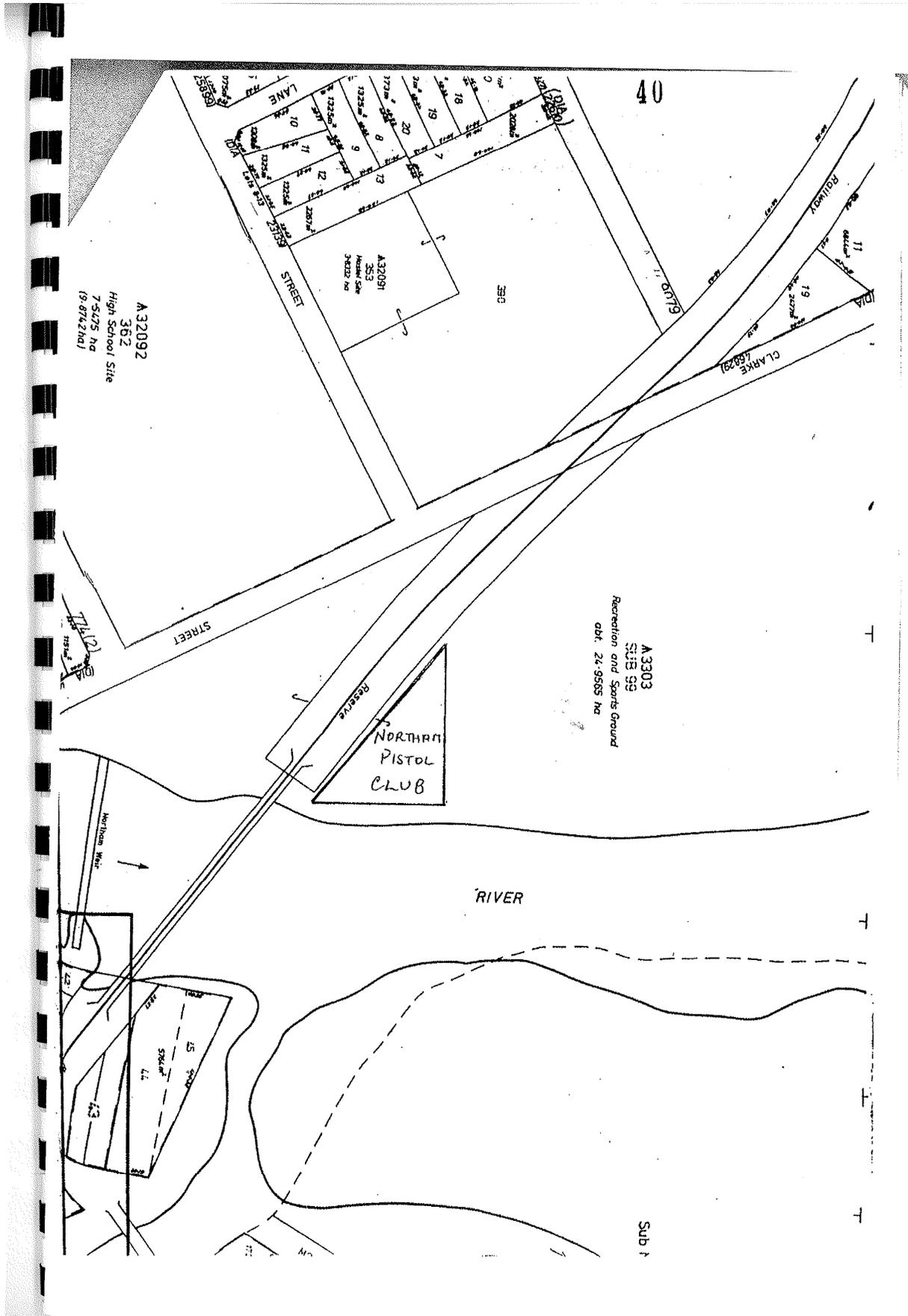
#### **Minute No C.1812**

**Moved: Cr R Head**  
**Seconded: Cr D Beresford**

**That Council leases a portion of Reserve of Reserve 3303 Loc N99 Clarke Street Northam to the Northam Pistol Club for a period of five (5) years, subject to the approval of the Minister of Lands, and reflecting the conditions within this report including:**

- a) responsibility to the Northam Pistol Club for:**
  - rent of \$1 per annum payable on demand**
  - the costs of outgoings**
  - the costs for public liability and contents insurance**
  - building insurance;**
  - the cost of drawing up the lease**
- b) restrictions of shooting activities to the times between 9am and 5pm, on no more than 3 days during a particular calendar week; and**
- c) early termination clause giving three (3) months notice to be included, should an alternative site be found.**

**CARRIED 8/0**



A32092  
362  
High School Site  
7.5475 ha  
(9 8742 hdl)

A32091  
353  
MOUNTAIN VIEW  
3.4222 ha

A3303  
SUB 99  
Recreation and Sports Ground  
abt. 24.9505 ha

NORTHAM  
PISTOL  
CLUB

RIVER

Sub 1

**13.3. CORPORATE SERVICES**

**13.3.1 ACCOUNTS AND STATEMENT OF ACCOUNTS.**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Leasa Osborne
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	02 July 2012

**PURPOSE**

The Accounts due and submitted to the Ordinary Council Meeting on Wednesday, 18 July 2012 are attached.

**RECOMMENDATION/COUNCIL DECISION**

<b>Minute No C.1813</b>	
<b>Moved: Cr D Hughes</b>	
<b>Seconded: Cr K Saunders</b>	
<b>That Council endorse the payments for the period 1 June 2012 to 30 June 2012, as listed, which have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)</b>	
<b>Municipal Fund Bank Vouchers 31590 to 31658</b>	<b>\$ 257,055.64</b>
<b>Trust Bank Vouchers 1639 to 1643</b>	<b>\$ 2,500.04</b>
<b>EFT Trust Bank Vouchers EFT11541 to EFT11541</b>	<b>\$ 50.00</b>
<b>Municipal Fund Bank Electronic Fund Transfer EFT11417 to EFT11540 and EFT11542 to EFT11637</b>	<b>\$1,240,408.64</b>
<b>Direct Debit Fund Transfer 4476.1 and 4537.1</b>	<b>\$ 6,119.79</b>
<b>Municipal Fund Bank Electronic Fund Transfer Payroll 07/06/2012</b>	<b>\$2,146,556.77</b>
<b>Municipal Fund Bank Electronic Fund Transfer Payroll 21/06/2012</b>	<b>\$ 162,128.82</b>
<b>Municipal Fund Bank Electronic Fund Transfer Payroll 27/06/2012</b>	<b>\$ 1,615.66</b>
<b>TOTAL</b>	<b>\$3,816,435.36</b>
	<b>CARRIED 8/0</b>

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT \$
1639	15/06/2012	BUILDERS REGISTRATION BOARD OF WA	MONTHLY BUILDING FEES FOR MAY 2012	754.12
1640	15/06/2012	BUILDING & CONSTRUCTION INDUSTRY	MONTHLY BUILDING FEES FOR MAY 2012	966.12
1641	15/06/2012	CASEY WILLING	REIMBURSEMENT OF BOND MONEY FOR BARK CONTROL COLLAR	50.00
1642	15/06/2012	SHIRE OF NORTHAM	MONTHLY COMMISSION FEES FOR MAY 2012	79.80
1643	25/06/2012	NORTHAM INDOOR HOCKEY ASSOCIATION	REFUND OF BOND - HOSPITALITY ROOM AT REC CENTRE 04/04/2012	650.00
EFT11417	08/06/2012	AVON BRIDGE HOTEL	<b>TOTAL TRUST CHEQUE</b>	<b>2,500.04</b>
EFT11418	08/06/2012	DENIS GRAHAM BERESFORD	ACCOMMODATION FOR FREEWAY ELECTRICAL FOR THE PERIOD 7/05/12 TO 11/05/12	1,939.45
EFT11419	08/06/2012	DESMOND ARNOLD HUGHES	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11420	08/06/2012	FU WING (SIMON) LEE	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11421	08/06/2012	JULIE ELLEN WILLIAMS	REIMBURSEMENT OF MEDICAL & POLICE CLEARANCE	330.00
EFT11422	08/06/2012	LITTLE T M	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11423	08/06/2012	LLEWELLYN A W	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	1,970.90
EFT11424	08/06/2012	POLLARD S B	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11425	08/06/2012	RAYMOND MILNE HEAD	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	3,083.31
EFT11426	08/06/2012	ROBERT WAYNE TINETTI	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11427	08/06/2012	SAUNDERS K D	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11428	08/06/2012	ULO RUMJANTSEV	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11429	08/06/2012	CANCELLED PAYMENT	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	808.32
EFT11430	15/06/2012	CROSSLAND & HARDY PTY LTD	COUNCILLOR MONTHLY PAYMENT MAY 2011-2012	1,150.20
EFT11431	15/06/2012	DEVELOPMENT CARTOGRAPHICS	OLD QUARRY ROAD SITE AND VOLUMETRIC SURVEY. PLAN NUMBER 7139/04 - 17 MAY 2012	1,424.50
EFT11432	15/06/2012	LEWIS MOTORS	PREPARATION OF VARIOUS PLANS FOR NORTHAM	192.50
EFT11433	15/06/2012	CANCELLED PAYMENT	SUPERTOWN GROWTH PLAN	
EFT11434	15/06/2012	ACES ANIMAL CARE EQUIPMENT SERVICES PTY LTD	75,000KM SERVICE ON HOLDEN CRUZE N.3803	694.07
EFT11435	15/06/2012	ANDY'S PLUMBING SERVICE	PURCHASE X 2 DIRECT STOP SPRAY	83.90
EFT11436	15/06/2012	ANTONIQUE GRAY	JUBILEE PAVILION DISCONNECT LEAKING HOT WATER SYSTEM. & VISITOR CENTRE. CONNECT BROKEN SEWER PIPE UNDER BUILDING.	877.80
EFT11437	15/06/2012	ASKWITH COMPANY	REIMBURSEMENT OF MEDICAL & NATIONAL CRIME CHECK	223.95
EFT11438	15/06/2012	ATHENA WEST	RELOCATE CMI SAFE FROM PEEL TCE TO REC CENTRE ON 17/5/2012	550.00
EFT11439	15/06/2012	AUS RECORD	REIMBURSEMENT FOR CANCELLED HOLIDAY ACCOMMODATION	428.05
EFT11440	15/06/2012	AUSTRAL MERCANTILE COLLECTIONS PTY	PURCHASE OF 2D EXTRA SYSTEMS FILES, TUBE CLIP SET AND ASSORTED NUMERIC LABELS FOR RECORDS COMMISSIONS AND CHARGES FOR MAY 2012	757.15
				722.70

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL - JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11441	15/06/2012	AUSTRALIA POST	MAY 2012 POST OFFICE ACCOUNT	\$ 1,388.73
EFT11442	15/06/2012	AUTOPRO NORTHAM	X1 8AMP 24C BATTERY CHARGER TO SUIT FIRE APPLIANCE	\$ 330.30
EFT11443	15/06/2012	AVON DEMOLITION & EARTHMOVING	MANAGMENT OF INKPEN ROAD WASTE FACILITY FOR THE APRIL & MAY 2012	\$ 3,136.00
EFT11444	15/06/2012	AVON HOME IMPROVEMENT CENTRE	REPAIR HOLE IN GYPROCK WALL AT REC CENTRE & PAINT TO MATCHING COLOUR	\$ 568.70
EFT11445	15/06/2012	AVON SKIP BINS	7 MAY - 25 MAY 2012, WUNDOWIE (ON OVAL NEAR BANKSIA AVE) 3X10M3 GENERAL HOUSEHOLD BULK WASTE 1X10M3 SCRAP METAL WASTE.	\$ 1,496.00
EFT11446	15/06/2012	AVON TELECOMS PTY LTD	SECURITY MONITORING FOR JUNE 2012	\$ 99.10
EFT11447	15/06/2012	AVON VALLEY BAKERY	SANDWICHES FOR COUNCIL FORUM	\$ 280.00
EFT11448	15/06/2012	AVON VALLEY MOWER & CHAINSAW CENTRE	METAL POLE FOR MANUAL POOL CLEANER	\$ 39.00
EFT11449	15/06/2012	AVON WASTE	AVON WASTE BIN PICKUPS FOR APRIL & MAY 2012	\$ 134,763.60
EFT11450	15/06/2012	AVONBROOK WINES	ACCOMMODATION FOR CRAIG MANCE ON 21/5/2012 & COLIN CRANEY ON 21/5/2012	\$ 646.20
EFT11451	15/06/2012	AVW ELECTRICAL	WUNDOWIE YAC SHACK - ELECTRICAL REPAIRS TO FACILITATE DEPOT WORKERS.	\$ 660.00
EFT11452	15/06/2012	BACK, R J	LONG TERM FINANCIAL PLAN - PREPARE AND DEVELOP - MEETINGS DECEMBER 2011 TO MARCH 2012	\$ 3,828.00
EFT11453	15/06/2012	BEAUREPARES	2 X TYRES FOR N3651 MITSUBISHI CANTER TRUCK	\$ 801.12
EFT11454	15/06/2012	BETTER PETS & GARDENS - MIDLAND	PAL PEDIGREE DOG BISCUITS & DELIVERY TO NORTHAM DOG POUND	\$ 1,201.64
EFT11455	15/06/2012	BLACKWELL PLUMBING PTY LTD	REPAIRS TO PUBLIC TOILETS AT JUBILEE OVAL & REPAIR LEAKING WATER PIPE AT WUNDOWIE	\$ 947.49
EFT11456	15/06/2012	C & D PLANKE & SONS PTY LTD	REINSTATE DRAIN TO WUNDOWIE RESERVE (CROWEA RD) USING PROFILER AND BOBCAT (14/5/2012-18/5/2012)	\$ 7,425.00
EFT11457	15/06/2012	AVON BRIDGE HOTEL	ACCOMMODATION FOR DC RAIL FOR THE PERIOD 7TH & 8TH MAY 2012	\$ 324.00
EFT11458	15/06/2012	CHITIBIN HEIGHTS GETAWAY	ACCOMMODATION FOR PATSIE GUBLER ON 29/4/2012	\$ 405.00
EFT11459	15/06/2012	CITYSONIC PTY LTD	SERVICE JOB NO: 6806 SHIRE OF NORTHAM, LG ERICSSON IPECS 50B, FFS-TBS TYPE: TEL SYS-PT MODEL: LG-ERICSSON IPECS 50B S/NO: 110THQL132204 CALL OUT INCLUDES 1ST 1/2HR WORK COMPLETED 07/05/2012	\$ 594.39
EFT11460	15/06/2012	CJD EQUIPMENT PTY LTD	1 X CH97847 CARTRIDGE FOR N.002 VOLVO	\$ 300.00
EFT11461	15/06/2012	CLACKLINE FENCING CONTRACTORS	VEHICLE IMPOUND SITE - REPAIRS TO FENCE.	\$ 1,487.07
EFT11462	15/06/2012	COMMUNITY NEWSPAPER GROUP LTD	NORTHAM SHIRE NEWSLETTER IN AVON GAZETTE	\$ 10.44
EFT11463	15/06/2012	COVS PARTS PTY LTD	1 X 7 PIN TRAILER CONNECTION	\$ 540.00
EFT11464	15/06/2012	CURTIN UNIVERSITY OF TECHNOLOGY	ACCOMMODATION FOR KYLIE DAVIS ON 11/5/2012	\$ -

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT11465	15/06/2012	CUTLINE ENGRAVING	DESK NAME PLATE - SIMON LEE - EXECUTIVE MANAGER ENGINEERING SERVICES	-\$ 60.50
EFT11466	15/06/2012	DEPARTMENT FOR COMMUNITIES	EARLY YEARS ACTIVITY MONEY REFUND-OVER PAID GRANT DEBTOR INVOICE 8844	-\$ 1,190.00
EFT11467	15/06/2012	DIRECT OFFICE FURNITURE	X4 TAMBOUR CABINET 6 SHELF & X2 TAMBOUR CABINET 3 SHELF FOR SES	-\$ 5,879.50
EFT11468	15/06/2012	DIVERSE AIR PTY LTD	MAINTENANCE TO AIR CONDITIONER UNIT AT REC CENTRE	-\$ 1,177.00
EFT11469	15/06/2012	DUN & BRADSTREET AUSTRALIA	DUN & BRADSTREET (AUSTRALIA) PTY LTD ACCOUNT FOR ASSORTED RATES ASSESSMENTS	-\$ 11,844.14
EFT11470	15/06/2012	DUNLOP G D	NORTHAM RUBBISH TIP - DETECT SERVICES FOR THE INSTALLATION OF SAFETY BARRIERS OUTSIDE GATE HOUSE.	-\$ 331.10
EFT11471	15/06/2012	ENVIRONMENTAL HEALTH AUSTRALIA	FOOD INSPECTION PADS X 5	-\$ 224.75
EFT11472	15/06/2012	EQUAL ENTERPRISES	BBQ CLEANED AND WASHED WEEKLY, CLEAN FILTER, SWEEP AREA, CLEAN BENCH SEAT AND SWEEP AREA FOR THE PERIOD MARCH TO MAY 2012	-\$ 2,653.20
EFT11473	15/06/2012	EXTREME MAKEOVER CLEANING SERVICES	CLEANING SERVICE FOR NORTHAM SES FOR MAY 2012	-\$ 99.00
EFT11474	15/06/2012	FESA OF WA	2011/12 ESL QUARTER 4 IN ACCORDANCE WITH THE FIRE & EMERGENCY SERVICES AUTHORITY OF WA	-\$ 37,117.47
EFT11475	15/06/2012	FRAMESWEST	LIBRARY - MANUFACTURE LEGS FOR PARK BENCH.	-\$ 330.00
EFT11476	15/06/2012	FRANCES ESTHER IRWIN	STOCK PURCHASES FOR NORTHAM VISITORS CENTRE	-\$ 103.00
EFT11477	15/06/2012	FU WING (SIMON) LEE	REIMBURSEMENT FOR RELOCATION COSTS	-\$ 344.69
EFT11478	15/06/2012	GLENN STUART BEVERIDGE	AVON VALLEY ARTS BUILDING - REMOVAL OF ASBESTOS FOR RE- ROOF.	-\$ 6,352.50
EFT11479	15/06/2012	GRAFTON ELECTRICS	MEMORIAL HALL - REPAIRS TO LIGHTS FOR ANZAC DAY.	-\$ 2,469.12
EFT11480	15/06/2012	GROVE WESLEY DESIGN ART	BERNARD PARK. DO NOT FEED SEAGULL SIGNS & TREATED WASTE WATER MAINTENANCE. RECYCLED WATER SIGNS	-\$ 1,453.76
EFT11481	15/06/2012	HART SPORT	SPORTING EQUIPMENT FOR THE NORTHAM RECREATION CENTRE	-\$ 1,876.60
EFT11482	15/06/2012	HI-TECH AG SOLUTIONS PTY LTD	KYKUIO GRASS SEED TO COVER 5000M2	-\$ 395.00
EFT11483	15/06/2012	IMMACU SWEEP	FOOTPATH SWEEPING IN CBD FOR THE PERIOD 29/04/2012 TO 05/05/2012 & SWEEPING SERVICES IN THE SHIRE OF NORTHAM AND ADDITIONAL SWEEPING AS REQUESTED FOR THE PERIOD 29/04/2012 TO 05/05/2012.	-\$ 16,809.84
EFT11484	15/06/2012	IPSWICH VIEW BED & BREAKFAST	ACCOMODATION FOR RALF DRESEN	-\$ 108.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11485	15/06/2012	K & N TRADITIONAL LANDSCAPES	AVAS. REPAIRS TO MORTAR FOLLOWING ROOF REPLACEMENT, REPAIRS TO FRONT WALL & BERNARD PARK PLAY GROUP - REPAIRS TO FRONT WALL.	-\$ 7,500.00
EFT11486	15/06/2012	KALAMAZOO (AUST) PTY LTD	MINUTE BOOK PAPER PK9-1309 & MINUTE BOOK PAPER PK9-1309	-\$ 397.54
EFT11487	15/06/2012	KEVIN & LINDA HERRIDGE	ACCOMMODATION FOR BEN DEVERELL ON 13/6 TO 30TH JUNE 2012 & CLEANING OF HOUSE BEN DEVERELL WAS IN 13/6 TO 30TH JUNE 2012	-\$ 3,147.00
EFT11488	15/06/2012	L & I STOICHEV	FOOTPATH REPAIRS TO BURNSIDE STREET	-\$ 14,608.00
EFT11489	15/06/2012	LANDGATE	LANDGATE. JOB #150814. RURAL UV REVAL 2012/2013	-\$ 21,522.70
EFT11490	15/06/2012	LANDMARK	1 X FORTUNE 500 20 LITRE FOR ANT TREATMENT TOWNSITE WIDE	-\$ 198.00
EFT11491	15/06/2012	LO-GO APPOINTMENTS	WAGES FOR A HASLETT ACTING WORKS MANAGER FOR THE WEEK ENDING 19/05/2012	-\$ 18,298.40
EFT11492	15/06/2012	LOUI'S PLANT HIRE	REPAIR ROADSIDE DRAIN YILGARN AVENUE	-\$ 9,570.00
EFT11493	15/06/2012	M&L AUSTRALIA	CITIZENSHIP CEREMONY - MEDALS	-\$ 520.85
EFT11494	15/06/2012	MALCOLM JOHN EASTWELL	MEAT INSPECTION DUTIES AT HEPPLER-SON ABATTOIRS NORTHAM. 5X8 HOUR DAYS FROM 21/5/12-25/5/12	-\$ 3,040.00
EFT11495	15/06/2012	MARGARET ROSE ARCHER	GARDENING FOR THE PERIOD 16/04/12 TO 07/05/12	-\$ 480.00
EFT11496	15/06/2012	MAYBERRY HAMMOND & CO	LEASE DOCUMENTATION FOR CLACKLINE HALL	-\$ 561.00
EFT11497	15/06/2012	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE - MISSING DOGS/SAFE ISSUE	-\$ 2,072.69
EFT11498	15/06/2012	NEAT N' TRIM UNIFORMS PTY LTD	STAFF UNIFORMS FOR EMDS	-\$ 2,048.72
EFT11499	15/06/2012	NO 90 GALLERY AND MUSIC	TO PROVIDE AUDIO SERVICES MONDAY 21/5/12 YOUTH FORUM AT NORTHAM REC CENTRE	-\$ 1,642.89
EFT11500	15/06/2012	NORTHAM & DISTRICTS GLASS SERVICE	RAILWAY MUSEUM.REPLACE BROKEN WINDOW PANELS.	-\$ 745.80
EFT11501	15/06/2012	NORTHAM CARPETS	BAKERS HILL PAVILLION. R12 SLIP RATED TILES FOR KITCHEN.	-\$ 2,234.75
EFT11502	15/06/2012	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPERS FOR APRIL 2012	-\$ 50.60
EFT11503	15/06/2012	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X60 20KG RAPID SET CONCRETE	-\$ 1,611.68
EFT11504	15/06/2012	NORTHAM MOTEL	ACCOMODATION FOR SHIRE OF NORTHAM - 3 MONTHS (05.03.2012 TO 04.05.2012 FIVE NIGHTS PER WEEK) 23/5/2012 & 24/5/2012	-\$ 170.00
EFT11505	15/06/2012	NORTHAM RAILWAY CAFE	28 ROUNDS MIXED SANDWICHES INDIVIDUALLY WRAPPED	-\$ 174.90
EFT11506	15/06/2012	NORTHAM TOYOTA	REPAIR FRONT FENDER ON N3653 TOYOTA HILUX	-\$ 1,036.16
EFT11507	15/06/2012	OLD GUILDFORDIAN MUNDARING HOCKEY	KIDSPOrts FUNDING	-\$ 300.00
EFT11508	15/06/2012	OPUS INTERNATIONAL CONSULTANTS (PCA) LTD	ROAD CONDITION RATING & SUB-DIVISION ENTRY (VARIATION)	-\$ 8,957.30
EFT11509	15/06/2012	ORICA AUSTRALIA PTY LTD	X1 920KG DRUM CHLORINE GAS	-\$ 2,750.50

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	\$
EFT11510	15/06/2012	OXTER SERVICES	CEMETERY INVOICING FOR THE 3 WEEKS ENDING 1 JUNE 2012 & NEW GRAVE FOR TYRER & HYTYK & GRAVE CERTIFICATION FOR TYRER & HYTYK	-\$	8,714.17
EFT11511	15/06/2012	PEERLESS JAL PTY LTD	25 L DRUM GYM CLEAN FLOOR CLEANER FOR NORTHAM REC CENTRE & FREIGHT CHARGE	-\$	142.71
EFT11512	15/06/2012	PHOENIX PAINTS PTY LTD	X4 GRASS ROLLER BLACK 20L	-\$	395.87
EFT11513	15/06/2012	POLLARD S B	REIMBURSEMENT OF FLIGHTS FOR ALGA CONFERENCE & ALGA REGISTRATION	-\$	2,008.00
EFT11514	15/06/2012	POWER DESMOND JOHN	CLACKLINE TOILETS - GRAFFITI REMOVAL AND REPAINTING & MEMORIAL HALL - GENERAL REPAIRS	-\$	4,125.00
EFT11515	15/06/2012	QUAIRADING EARTHMOVING	DIGGING OF LANDFILL TRENCH APPROXIMATELY 30MX30MX4M DEEP & HIRE OF DIGGER	-\$	12,507.00
EFT11516	15/06/2012	ROAD AND TRAFFIC SERVICES	PROVIDE ROAD TRAFFIC RE MARK (PEE TCE TO WOODLEY FARM DRIVE )	-\$	4,067.80
EFT11517	15/06/2012	ROAD SIGNS AUSTRALIA	ROAD SIGNS	-\$	2,596.11
EFT11518	15/06/2012	ROBERT GORDON	STOCK FOR NORTHAM VISITORS CENTRE	-\$	352.32
EFT11519	15/06/2012	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	TOWN PLANNING SCHEME NO.3 - AMENDMENT NO.23,31,25	-\$	10,714.26
EFT11520	15/06/2012	SAFETCARD MARKETING PTY LTD	SECURE MONITORING OF SAFETCARDS FOR REG SERVICES	-\$	198.00
EFT11521	15/06/2012	SETON AUSTRALIA PTY LTD	WUNDOWIE HALL. S9928 BLACK TACTILE WARNING INDICATORS.	-\$	1,241.10
EFT11522	15/06/2012	SHAMROCK HOTEL	ACCOMMODATION FOR PATRICK KENNIS ON 20/4/2012	-\$	2,717.50
EFT11523	15/06/2012	SHIRE OF GOOMALLING	WHEATBELT CONFERENCE 2012 AT YORK - CR STEVE POLLARD, FULL REGISTRATION 29 & 30.03.2012	-\$	320.00
EFT11524	15/06/2012	SPECIALISED TREE SERVICE	REMOVAL OF TREES FROM COATES ROAD	-\$	46,633.85
EFT11525	15/06/2012	THE BASKETBALL MAN	GALVANISED CHAIN NETBALL NETS FOR NORTHAM REC CENTRE	-\$	264.00
EFT11526	15/06/2012	THE FARM SHOP	4 X RUBBER WASHERS	-\$	5.44
EFT11527	15/06/2012	THE NORTHAM BED & BREAKFAST	ACCOMMODATION FOR G VLASSCO ON 1/6/2012, A JEFFERSON ON 2/6/2012 & ACCOMMODATION A BATTY ON 4/6/2012	-\$	864.00
EFT11528	15/06/2012	THE PAPER COMPANY OF AUSTRALIA	PURCHASE OF X150 A4 COPYMATE TRUTONE PAPER & X10 A3 COPYMATE PAPER	-\$	792.00
EFT11529	15/06/2012	THEA COMMINS	MUGS FOR THE NORTHAM VISITORS CENTRE	-\$	111.10

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11530	15/06/2012	VERNICE PTY LTD	DIGGING OF LANDFILL HOLE FOR WUNDOWIE DEPOT AND ROAD RESERVE ASBESTOS WASTE. HIRE OF 45T DIGGER FOR TEN (10) HOURS PER DAY, FOR 2 DAYS. & DIGGING OF LANDFILL HOLE FOR WUNDOWIE DEPOT AND ROAD RESERVE ASBESTOS WASTE.	\$ 5,241.50
EFT11531	15/06/2012	W GIBBS & SON	AVON VALLEY ARTS SOCIETY BUILDING. REPLACE ROOF AS PER TENDER.	\$ 66,252.16
EFT11532	15/06/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA EXECUTIVE ASSISTANT WORKSHOP- PERTH- 7/8 JUN 2012- VICTORIA JONES	\$ 1,364.00
EFT11533	15/06/2012	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 206 INTEREST PAYMENT - NORTHAM COUNTRY CLUB	\$ 40,562.30
EFT11534	15/06/2012	WHEATBELT OFFICE & BUSINESS MACHINES	SUPPLY FOR SES - A3 PRINTER MFC-5910DW & ADDITIONAL SPARE PRINT CARTRIDGES BLACK & THREE COLORS	\$ 499.60
EFT11535	15/06/2012	WHEATBELT SAFETYWEAR	PROTECTIVE CLOTHING FOR JENNY JONES	\$ 39.00
EFT11536	15/06/2012	WINDWARD BALLOONING	COMMISSION ON BALLOON FLIGHT 6/5/2012	\$ 288.00
EFT11537	15/06/2012	WOODLANDS DISTRIBUTORS & AGENCIES	APEX PARK TOILETS. CASCADE DRINKING FOUNTAIN WITH WHEEL CHAIR ACCESS AND DOG BOWL.	\$ 2,419.89
EFT11538	19/06/2012	BALLANTYNES JEWELLERS	TROPHIES/BADGES FOR NORTHAM TRIATHLON 18/03/2012	\$ 880.00
EFT11539	19/06/2012	SPOOKY HALL - JENNETTE CALLAGHAN	ACCOMMODATION FOR GARRY BURNETT ON 26/4/2012 & LINDSAY HAY 28/4/2012	\$ 514.00
EFT11540	19/06/2012	BORAL ASPHALT	SUPPLY, SPRAY AND SEAL OF VARIOUS ROADS AROUND NORTHAM	\$ 292,718.28
EFT11541	25/06/2012	GLENDA MARGARET GORDON	<b>SUB TOTAL EFT MUNICIPAL</b>	<b>\$ 885,503.61</b>
EFT11542	25/06/2012	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	REFUND OF \$50.00 FOR SMALL ANIMAL TRAP HIRE	\$ 50.00
EFT11543	25/06/2012	ADAMS R K	<b>TOTAL TRUST EFT</b>	<b>\$ 50.00</b>
EFT11544	25/06/2012	ALL-WAYS FOODS	TRAFFIC MANAGEMENT REQUIREMENTS FOR NORTHAM TRIATHLON 2012	\$ 1,097.53
EFT11545	25/06/2012	ANDY'S PLUMBING SERVICE	ENERGY ASSESSMENT AGED CARE 1 AND AGED CARE 2 FOR KILLARA	\$ 500.00
EFT11546	25/06/2012	AROC-SHIRE OF DOWERIN	STOCK FOR NORTHAM SWIMMING POOL RAILWAY MUSEUM - SKIP BIN HIRE.	\$ 1,751.41
EFT11547	25/06/2012	AUSTRALIAN TAXATION OFFICE	REIMBURSTMENT FOR AROC HIRE FEES 5/1/2012 TO 20/6/2012	\$ 440.00
EFT11548	25/06/2012	AV-SEC SECURITY SERVICES	SECURITY CALL OUTS AV-SEC SERVICES	\$ 1,100.00
			BAS MAY 12	\$ 29,888.00
				\$ 495.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT11549	25/06/2012	AVON A PARTY	CLUB KART SET WITH SUPERVISOR-PLAY TRAILER WITH SUPERVISOR-VELCRO WALL WITH SUPERVISOR-2 X GENERATORS FOR 6HRS EACH FOR WUNDOWIE IRON FESTIVAL	2,690.00
EFT11550	25/06/2012	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE FACILITY FOR THE PERIOD 29/05/12 TO 10/06/12	1,792.00
EFT11551	25/06/2012	AVON HOME IMPROVEMENT CENTRE	BAKERS HILL PAVILLION CLEAR WORK AREA REMOVE VINYL FLOORING TILE FLOOR SKIRTING AND OVER BENCHES.	5,099.60
EFT11552	25/06/2012	AVON PAPER SHRED	COLLECT BIN FOR SHREDDING	396.00
EFT11553	25/06/2012	AVON SPICE CAFE	COUNCIL DINNER - ORDINARY MEETING 20/06/12	356.40
EFT11554	25/06/2012	AVON TELECOMS PTY LTD	SECURITY MONITORING FOR NORTHAM REC CENTRE 28/6/2012 - 27/7/2012	47.19
EFT11555	25/06/2012	AVON VALLEY CONTRACTORS	FLOAT STEEL VIBE ROLLER FROM LEEMING RD TO SCOTT RD.	462.00
EFT11556	25/06/2012	AVON VALLEY DESIGN AND DRAFTING SERVICE	PLANS OF EARTHWORKS FOR PROPOSED DEPOT FOR SHIRE OF NORTHAM	1,647.16
EFT11557	25/06/2012	AVON VALLEY MOWER & CHAINSAW CENTRE	REPAIRS TO HEDGE TRIMMER	121.50
EFT11558	25/06/2012	AVON WASTE	AVON WASTE RUBBISH COLLECTION	40,921.56
EFT11559	25/06/2012	BEAUREPAIRS	REPAIR OF PUNCTURE ON KILLARA 3	25.00
EFT11560	25/06/2012	BLACKWELL PLUMBING PTY LTD	VISITOR CENTRE - REPAIR MALE URINAL CISTERN & CHECK TAPS THROUGHOUT.	140.41
EFT11561	25/06/2012	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY BOOKING RETURNS COMMISSION MONTHLY FEES FOR MAY 2012	327.10
EFT11562	25/06/2012	C. Y. O'CONNOR INSTITUTE	CY O'CONNOR ENROLMENTS FOR ALYSHA MAXWELL, LEONIE DOGGETT & JULIE ORTMANN	1,033.29
EFT11563	25/06/2012	CARABOODA INSTANT LAWN	SUPPLY AND INSTALL 8500M2 OF ROLL ON KIKUYA TURF	62,177.50
EFT11564	25/06/2012	CARLVILLE	RECTIFY DRAINAGE TO FRONT OF CEMETERY AND INSIDE GROUNDS	5,720.00
EFT11565	25/06/2012	CARMEN EVE SADLIER	RATES REFUND FOR ASSESSMENT A2456 133 ALMOND AVENUE BAKERS HILL 6562	102.02
EFT11566	25/06/2012	CHITIBIN HEIGHTS GETAWAY	ACCOMMODATION FOR SCOTT BUCKLAND ON 2/6/2012	270.00
EFT11567	25/06/2012	COMMUNITY NEWSPAPER GROUP LTD	NORTHAM SHIRE NEWSLETTER IN AVON GAZETTE	1,487.07
EFT11568	25/06/2012	COURIER AUSTRALIA	COURIER AUSTRALIA ACCOUNT FOR MAY - JUN	341.14
EFT11569	25/06/2012	COVS PARTS PTY LTD	TRAILER PLUG ADAPTOR	16.65
EFT11570	25/06/2012	CURTIN UNIVERSITY OF TECHNOLOGY	COST OF REPAIRING AND REPLACING ACT - BELONG - COMMIT SIGNAGE.	460.00
EFT11571	25/06/2012	DUN & BRADSTREET AUSTRALIA	COURT FEES, SOLICITOR FEES AND KILOMETRE FEES FOR ASSORTED RATES ASSESSMENTS	7,485.91

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT \$
EFT11572	25/06/2012	DUNCAN GROUP INTERNATIONAL - CLACKLINE VALLEY OLIVES	VISITOR CENTER STOCK	- \$ 43.50
EFT11573	25/06/2012	DUNNING INVESTMENTS PTY LTD	DUNNINGS ACCOUNT FOR MAY 2012	- \$ 27,251.14
EFT11574	25/06/2012	FRANCES ESTHER IRWIN	X3 DRAGONFLY BROOCHES, X2 BUTTERFLY BROOCHES & X2 GLASS ECHIDNAS FOR NORTHAM VISITORS CENTRE	- \$ 58.00
EFT11575	25/06/2012	FU WING (SIMON) LEE	REIMBURSEMENT FOR STATIONARY FROM OFFICE WORKS	- \$ 27.80
EFT11576	25/06/2012	GALAXY EMBROIDERY & PRINTING	ASSORTED STOCK ITEMS FOR NORTHAM VISITORS CENTRE	- \$ 401.39
EFT11577	25/06/2012	GHD PTY LTD	OLD QUARRY ROAD BORE WATER SAMPLE ANSLYSIS APRIL 2012.	- \$ 821.13
EFT11578	25/06/2012	GLENN STUART BEVERIDGE	KURINGAL VILLAGE - REAPIRS TO MR FLINOFF'S CEILING.	- \$ 308.00
EFT11579	25/06/2012	GRAFTON ELECTRICS	CHECK SECURITY LIGHTS AT NORTHAM REC CENTRE	- \$ 716.27
EFT11580	25/06/2012	GSO STAINLESS ENGINEERING	X 2 HAND RAILS FOR KURINGAL VILLAGE	- \$ 1,034.00
EFT11581	25/06/2012	HOLTFRETERS	PARK SWING BRACKET	- \$ 170.50
EFT11582	25/06/2012	HOST AUTO REPAIRS	RECTIFY FUEL LEAK TO N3871 ROLLER	- \$ 421.75
EFT11583	25/06/2012	HOUSE OF SHARDAY	ASSORTED STOCK ITEMS FOR NORTHAM VISITORS CENTRE	- \$ 115.31
EFT11584	25/06/2012	IMMACU SWEEP	FOOTPATH SWEEPING IN CBD FOR THE PERIOD 15/04/2012 TO 21/04/2012 & SWEEPING SERVICES IN THE SHIRE OF NORTHAM AND ADDITIONAL SWEEPING AS REQUESTED FOR THE PERIOD 15/04/2012 TO 21/04/2012.	- \$ 12,812.80
EFT11585	25/06/2012	IRRI - TEC PTY LTD	FINAL PROGRESS PAYMENT NO. 3 FOR HENRY STREET OVAL IRRIGATION PROJECT	- \$ 1,321.10
EFT11586	25/06/2012	JAMES ALAN MCLEVIE	REIMBURSEMENT OF FEES FOR BUILDING SURVEYOR COURSE	- \$ 543.40
EFT11587	25/06/2012	JASON SIGNMAKERS	10 X RED RAISED REFLECTIVE PAVEMENT MARKERS 10 X WHITE RAISED REFLECTIVE PAVEMENT MARKERS 20 X ADHESIVE PADS	- \$ 6,996.00
EFT11588	25/06/2012	KARAFIL BRICKLAYING	MEMORIAL HALL - REMOVAL OF MESH, BRICK UP VERANDAH WALL OPENINGS, LEAVE OPENING FOR ROLLER DOOR & RENDER EXTERIOR OF BRICK WORK.	- \$ 132.25
EFT11589	25/06/2012	LANDGATE	LANDGATE - MINING TENEMENTS DATED 23/3/2012- 08/5/2012 & GROSS RENTAL VALUATIONS DATED 14/04/12 TO 11/05/12	- \$ 500.00
EFT11590	25/06/2012	LEAP INTO LIFE	PROVISION OF FITBALL CLASSES AT NORTHAM REC CENTRE	- \$ 7,700.00
EFT11591	25/06/2012	LGIS - RISK MANAGEMENT	COMPREHENSIVE REVIEW OF HUMAN RESOURCE SYSTEMS - FOR SERVICES TO 06/06/2012	- \$

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL- JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT11592	25/06/2012	LIZARD LANDSCAPE	AIRPORT - REMOVE AND DISPOSE OF FENCING, REPLACE WITH RINGLOCK AND 1 PLAIN 1 BARB GALV PICKETS, REPLACE ELECTRIC FENCE WITH 2 GALV STRAINERS AND STRUTS.	7,700.00
EFT11593	25/06/2012	LO-GO APPOINTMENTS	WAGES WEEK ENDING 09.06.2012 - PAUL BUSBY	418.55
EFT11594	25/06/2012	LOUI'S PLANT HIRE	REMOVE KERBING TO WELLINGTON ST ( WELLINGTON ST UPGRADE )	2,722.50
EFT11595	25/06/2012	MARGARET ROSE ARCHER	ADMINISTRATION BUILDING MAINTENANCE - GARDENING FOR THE PERIOD 14/05/2012 TO 25/06/2012	840.00
EFT11596	25/06/2012	MARK'S ELECTRICAL SERVICE	REPAIR LIGHTING TO AVON MALL AND MINSON AVE	10,616.10
EFT11597	25/06/2012	MIDALIA STEEL	1 X 200MM X 50MM OF 3MM FLAT METAL PLATE	8.93
EFT11598	25/06/2012	MORRIS PEST AND WEED CONTROL	ANNUAL SHIRE INSPECTIONS 2012, 6 MONTH RODENT BAITING FOR ALL SHIRE BUILDINGS.	9,812.00
EFT11599	25/06/2012	NORTHAM CENTRAL NEWSAGENCY	WEST AUSTRALIAN NEWSPAPERS FOR ADMIN FOR THE PERIOD 01/05/2012 TO 26/05/2012	33.90
EFT11600	25/06/2012	NORTHAM COURIER SERVICE	1 x BUNDLE OF SIGNS FROM ROADSIGNS AUSTRALIA 1 x PALLET OF SIGNS FROM ROADSIGNS AUSTRALIA 1 x PALLET FROM SUNNY BRUSHWARE FROM PN017	214.50
EFT11601	25/06/2012	NORTHAM HARDWARE	1 X HEAT GUN FOR GLUING CATS EYES AT TRAFFIC ISLANDS	42.95
EFT11602	25/06/2012	NORTHAM MITRE 10 SOLUTIONS	20 LITRES OF PAVING PAINT FOR ISLAND REPAIRS	1,098.92
EFT11603	25/06/2012	NORTHAM MOTEL	ACCOMODATION FOR ASSORTED CUSTOMERS FOR THE PERIOD 05.03.2012 TO 04.05.2012	1,562.00
EFT11604	25/06/2012	OCLC (UK) LTD	AMLIB ANNUAL MAINTENANCE	275.00
EFT11605	25/06/2012	OXTER SERVICES	CEMETERY INVOICING FOR THE FORTNIGHT ENDING 15/06/2012, NEW GRAVE AND CERTIFICATION FOR ROGAISKI AND ASHES INTERMENT FOR HINKLEY	4,642.61
EFT11606	25/06/2012	PHILLIP BRUCE STEVEN	TELEPHONE EXPENSES EMDS APRIL/MAY 2012	89.90
EFT11607	25/06/2012	POLLARD S B	REIMBURSEMENT FOR ACCOMMODATION PLUS MEALS WHEN ATTENDING ALGA CONFERENCE	760.53
EFT11608	25/06/2012	PROFESSIONAL LOCKSERVICE	VISITOR CENTRE - SUPPLY AND INSTALL MASTER KEY SYSTEM LOCKS	3,318.25
EFT11609	25/06/2012	PROVAX	STAFF FLU VACCINATIONS 2012	526.68
EFT11610	25/06/2012	PT LIMITED	SUPPLY CS1 CRANE SCALES	1,408.00
EFT11611	25/06/2012	QUALITY PUBLISHING AUSTRALIA	VISITOR CENTER STOCK - ROADS AND TRACKS COIL BINDED	120.87
EFT11612	25/06/2012	ROAD SIGNS AUSTRALIA	ROAD SIGNS	295.90
EFT11613	25/06/2012	RURAL PRESS REGIONAL MEDIA (WA) PTY	AVON VALLEY ADVOCATES FOR VC SALE	9.74
EFT11614	25/06/2012	SHAMROCK HOTEL	ACCOMMODATION FOR MICHAEL PICKERING ON 24/5/2012	144.00
EFT11615	25/06/2012	SIMPSON FIONA LESLEY	CLEANING OF PUBLIC TOILETS MAY 2012	500.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11616	25/06/2012	SNAP	PRINTING OF LIBRARY BROCHURE	722.00
EFT11617	25/06/2012	SPECIALISED TREE SERVICE	PRUNE TREES AS PER WESTERN POWER REQUIREMENTS (5/6/12 TO 8/6/12)	5,160.00
EFT11618	25/06/2012	SPORTS POWER NORTHAM	SPORTING EQUIPMENT FOR NORTHAM REC CENTER	500.00
EFT11619	25/06/2012	STATE LIBRARY OF WESTERN AUSTRALIA	FREIGHT CHARGES FOR ILL	2,443.50
EFT11620	25/06/2012	THE DOCTOR SHOP	FULL MEDICAL REPORT FOR MEGAN WORTHINGTON - CHILDCARE	360.00
EFT11621	25/06/2012	THE LIMES ORCHARD STAY - PT & JA PERKINS	PURCHASE OF X8 NATURAL LIME CORDIAL AND X6 LIME ORANGE BLUSH FOR NORTHAM VISITOR CENTRE	78.10
EFT11622	25/06/2012	THE NORTHAM BED & BREAKFAST	ACCOMMODATION FOR DENNIS JETTAOIN 15/5/2012, BRUCE AND SUSAN HENNINGSEN ON 15/5/2012, ALAN AND WENDY NEILSON ON 19/5/2012	756.00
EFT11623	25/06/2012	THEA COMMINS	VISITOR CENTER STOCK	144.54
EFT11624	25/06/2012	UHY HAINES NORTON CHARTERED ACCOUNTANTS	2011/12 LOCAL GOVERNMENT RATE COMPARISON REPORT	198.00
EFT11625	25/06/2012	UMBRELLA MULTICULTURAL COMMUNITY CARE	NORTHAM MULTICULTURAL GROUP- MARCH 7TH MEALS - CENTREBASED DAYCARE	2,611.50
EFT11626	25/06/2012	VALLEY FORD	SUPPLY & FIT VEE BELTS TO FORD RANGER STD C/CAB XL 4X2 TURBO DIESEL 5	206.50
EFT11627	25/06/2012	VICTORIA JONES	REIMBURSEMENT FOR ACCOMMODATION AND EXPENSES - FOR ATTENDANCE AT WALGA EXECUTIVE ASSISTANTS COURSE IN PERTH 7-8/6/2012	655.50
EFT11628	25/06/2012	W GIBBS & SON	AVON VALLEY ARTS SOCIETY BUILDING. REPLACE ROOF AS PER TENDER.	46,581.13
EFT11629	25/06/2012	WEST END CONVENIENCE STORE	MORNING TEA FOR THE SUPERTOWNS ANNOUNCEMENT ON THE 31/5/12 AT THE RECREATION CENTRE.	270.00
EFT11630	25/06/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	NOTICE OF PLANNED TREE FELLING & ROAD WORKS - COATES ROAD, WUNDOWIE	886.41
EFT11631	25/06/2012	WESTERN LOCKSERVICE	KEYS FOR THE DEPOT	737.25
EFT11632	25/06/2012	WESTRAC EQUIPMENT PTY LTD	1 X PRIMARY AIR FILTER AND 1 X SECONDARY AIR FILTER FOR P5013	148.11
EFT11633	25/06/2012	WHEATBELT SAFETYWEAR	SUPPLY BOOTS (JOHN WOODS)	245.00
EFT11634	25/06/2012	WILD EYED PRESS PTY LTD	ASSORTED PURCHASES OF PENCILS, BOOKMARKS, NOTEBOOKS AND CARDS FOR NORTHAM VISITOR CENTRE	320.65
EFT11635	25/06/2012	WILLIAMSON D & S	CART GRAVEL TO SCOTT ROAD ON THE 5TH JUNE-8TH JUNE	3,445.00
EFT11636	25/06/2012	WREN OIL	INKPEN ROAD WASTE OIL RECYCLING 4200L AND ADMIN FEE	526.35

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT11637	26/06/2012	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR MAY 2012	-\$ 2,576.96
31590	08/06/2012	HESTA SUPER FUND	SUB TOTAL EFT MUNICIPAL	-\$ 354,905.03
31591	08/06/2012	AUSTRALIAN SERVICES UNION	SUPERANNUATION CONTRIBUTIONS	-\$ 149.13
31592	08/06/2012	AXA AUSTRALIA	PAYROLL DEDUCTIONS	-\$ 108.00
31593	08/06/2012	CHILD SUPPORT AGENCY	SUPERANNUATION CONTRIBUTIONS	-\$ 71.32
31594	08/06/2012	HSTPLUS SUPER	PAYROLL DEDUCTIONS	-\$ 194.06
31595	08/06/2012	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-\$ 167.75
31596	08/06/2012	SHIRE OF NORTHAM	SUPERANNUATION CONTRIBUTIONS	-\$ 442.27
31597	08/06/2012	SUPERWRAP	PAYROLL DEDUCTIONS	-\$ 750.00
31598	08/06/2012	SYNERGY	SUPERANNUATION CONTRIBUTIONS	-\$ 207.69
31599	08/06/2012	WALGS PLAN PTY LTD	ELECTRICITY CHARGES FOR 2 BURGEOYNE ST NORTHAM	-\$ 33,553.19
31600	08/06/2012	WESTSCHEME	14/11/12-14/3/12 METER# 410M166228	
31601	08/06/2012	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	SUPERANNUATION CONTRIBUTIONS	-\$ 22,938.99
31602	15/06/2012	3 AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	-\$ 339.74
31603	15/06/2012	ART & AUSTRALIA	PAYROLL DEDUCTIONS	-\$ 19.40
31604	15/06/2012	BARBARA MOTTERSHAW	BRIGADE 3 PHONE BILL & SES 3 PHONE BILL	-\$ 907.57
31605	15/06/2012	CHARMAINE DOREEN KING	ANNUAL SUBSCRIPTION TO ART & AUSTRALIA MAGAZINE	-\$ 80.00
31606	15/06/2012	CITY OF ARMADALE	REIMBURSEMENT FOR POLICE CLEARANCE	-\$ 55.50
31607	15/06/2012	DAVID ROSE & ASSOCIATES	REFUND OF OVER PAID CHILD CARE - DEBTOR K28	-\$ 128.00
31608	15/06/2012	DELTA GROUP PTY LTD	CHARMAINE KING	
31609	15/06/2012	FAIRFAX BUSINESS MEDIA	LOST LIBRARY ITEM - DVD KANYINI	-\$ 26.25
31610	15/06/2012	KOMATSU AUSTRALIA PTY LTD	ELECTRICAL DRAWINGS AND SUPERVISION FOR KILLARA	-\$ 3,300.00
31611	15/06/2012	LIDDELOW ON AVON BED & BREAKFAST	RESPIRE CARE STAGE 2 AS PER FEE SCHEDULE	
31612	15/06/2012	NGAIRE HUMPHREY	SUBMITTED TO GARY BATT AND ASSOCIATES	
31613	15/06/2012	NORTHAM BMX CLUB INC	ASBESTOS REMOVAL WUNDOWIE DEPOT	-\$ 53,262.00
31614	15/06/2012	NORTHAM CARAVAN PARK (BEVAN PTY LTD)	FINANCIAL SMART INVESTOR SUBSCRIPTION RENEWAL	-\$ 79.00
31615	15/06/2012	NORTHAM TYREPOWER	2012-2013	
			7500 HOUR SERVICE OF INKPEN ROAD LANDFILL LOADER	-\$ 2,297.80
			WA380-H6	
			ACCOMMODATION FOR NEIL KLING ON 2/6/2012	-\$ 117.00
			YOUTH EYE VIEW PHOTOGRAPHIC WORKSHOPS FOR	-\$ 3,000.00
			THE CREATION OF VISITOR CENTRE BROCHURE, 4 DAYS	
			WORKSHOPS, TRAVEL TO PHOTOGRAPH HISTORICAL	
			BUILDINGS. FURTHER WORKSHOP TO EDIT FINAL	
			BROCHURE.	
			KIDSPORT FUNDING FOR NORTHAM BMX CLUB	-\$ 495.00
			ACCOMMODATION FOR MICHAEL PICKERING ON	-\$ 856.13
			21/5/2012	
			4 X TYRES FOR N.3333. FITTING AND BALANCE INCLUDED	-\$ 1,258.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT \$
31616	15/06/2012	OSCAR GUSTAV DRESCHER C/- GIBSON RAISON SETTLEMENTS	RATES REFUND FOR ASSESSMENT A15806 - 40 BURLONG ROAD NORTHAM 6401	85.55
31617	15/06/2012	PACIFIC MAGAZINES	ANNUAL SUBSCRIPTION TO HOME BEAUTIFUL MAGAZINE	59.00
31618	15/06/2012	PATTON'S PANEL & PAINT	1 X WINDSCREEN AND INSTALLATION FOR PN0917	350.00
31619	15/06/2012	PEEL ENGRAVING & RUBBER STAMP CO	BUILDING STAMP - APPROVED & PLANNING STAMP - ASSESSED PLAN & POSTAGE	171.80
31620	15/06/2012	PERFECT COMPUTER SOLUTIONS PTY LTD	LABOUR FOR RENEWAL OF WESTNET DOMAIN AND INTERNET - INTERNET NOT RENEWED SORT OUT AND PAY	305.90
31621	15/06/2012	PETTY CASH	KILLARA SHOPPING 23/5/12-30/5/12	292.55
31622	15/06/2012	QUAIRADING VINTAGE CLUB	SUPPLY LIL LOUIE TO RUN AT THE WUNDOWIE IRON FESTIVAL ON 20TH MAY 2012	1,150.00
31623	15/06/2012	RETRAVISION	BATTERY CHARGER FOR WORKS MOBILE PHONE	57.85
31624	15/06/2012	SYNERGY	GROUPED ELECTRICITY ACCOUNT FOR THE PERIOD 17/02/2012 TO 30/04/2012	13,049.48
31625	15/06/2012	TELSTRA CORPORATION	TELSTRA ACCOUNT FOR USGAE CHARGES TO 4 MAY 2012, SERVICE AND EQUIPMENT RENTALS TO 2 MAY 2012 AND DIRECTORY CHARGES.	6,582.36
31626	15/06/2012	WALGS PLAN PTY LTD	SUPER CONTRIBUTION FOR C.A.BARTON CHANGED FROM AUSTRALIAN SUPER TO WALGS	106.14
31627	15/06/2012	WATER CORPORATION	WATER CHARGES FOR STANDPIPE AT BODEGUERO WAY WUNDOWIE LOT OPP 11 FROM 30/12/11-7/5/12 WATER METER # KK0900084	3,824.10
31628	15/06/2012	YORK JUNIOR FOOTBALL CLUB INC	KIDSPORT FUNDING FOR YORK JUNIOR FOOTBALL CLUB	150.00
31629	25/06/2012	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	146.29
31630	25/06/2012	ANNE CHRISTMASS	REIMBURSEMENT FOR PURCHASED CLEANING PRODUCTS USED AT MORBY COTTAGE BEFORE OFFICIAL OPENING 25/3/2012 ANNE CHRISTMAS	34.20
31631	25/06/2012	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	86.40
31632	25/06/2012	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	71.32
31633	25/06/2012	CHEM-DRY BETTA FINISH	EMERGENCY CARPET CLEANING OF BEDROOM 2 AT KILLARA RESPIRE CENTRE.	165.00
31634	25/06/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	194.06
31635	25/06/2012	DEPARTMENT OF TREASURY AND FINANCE	REIMBURSEMENT FOR OUTGOINGS SAVINGS 2011/12	17,685.40
31636	25/06/2012	EMU ESSENCE	STOCK FOR VISITOR CENTER	61.50
31637	25/06/2012	FREINDS GARAGE	REPAIR RH 5" CAM SHAFT AND TUBE"	3,214.25
31638	25/06/2012	GREY STREET SURGERY	PRE EMPLOYMENT MEDICAL FOR KATHY SMITH	330.00
31639	25/06/2012	HOSPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	167.75
31640	25/06/2012	CANCELLED PAYMENT		

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
31641	25/06/2012	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS	19.40
31642	25/06/2012	NORTHAM CRAFT CENTRE	ART SUPPLIES FOR YOUNG GROUP ART PROGRAM	702.55
31643	25/06/2012	PANDA CHINESE RESTUARANT	REIMBURSEMENT FOR X16 STAFF LUNCHES FOR TRAINING DAY FOR KILLARA	309.00
31644	25/06/2012	PERFECT COMPUTER SOLUTIONS PTY LTD	LAB SUPPORT- PREPURCHASED HOURS FROM 01/06/2012	27,608.25
31645	25/06/2012	PETTY CASH	PETTY CASH RECOUP FOR ADMIN	636.60
31646	25/06/2012	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	446.25
31647	25/06/2012	SHIRE OF MUNDARING	REINSTATEMENT OF LONG SERVICE LEAVE LIABILITY FOR JOHN BALCOMBE	3,767.76
31648	25/06/2012	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS	715.00
31649	25/06/2012	SHIRE OF ROEBOURNE	LONG SERVICE LEAVE LIABILITY FOR RON VAN WELIE	16,553.83
31650	25/06/2012	ST JOHN AMBULANCE AUSTRALIA	19/10/1992 TO 24/04/2009 FIRST AID REGISTRATION FEE FOR MEGAN WORTHINGTON - CHILDCARE	300.00
31651	25/06/2012	SUPERWRAP	SUPERANNUATION CONTRIBUTIONS	242.31
31652	25/06/2012	SYNERGY	ELECTRICITY CHARGES FOR WELLINGTON ST NORTHAM	113.85
31653	25/06/2012	TELSTRA CORPORATION	6401 15/3/2012-15/5/2012 METER# 410M228380	
31654	25/06/2012	WALGS PLAN PTY LTD	TELSTRA LANDLINES JUNE 2012	4,781.37
31655	25/06/2012	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	24,599.83
31656	25/06/2012	YORK JUNIOR FOOTBALL CLUB INC	SUPERANNUATION CONTRIBUTIONS	379.95
31657	25/06/2012	YORK SENIOR NETBALL ASSOCIATION	KIDSPORT FUNDING FOR YORK JUNIOR FOOTBALL CLUB	150.00
31658	26/06/2012	INGRAM GLEN	KIDSPORT FUNDING FOR YORK SENIOR NETBALL ASSN	240.00
			PENCIL SKETCHES FOR AVON MILL, AVON BRIDGE HOTEL, OLD POST OFFICE, TOWN HALL AND RAILWAY STATION	2,345.00
DD4476.1	13/06/2012	BANKWEST	TOTAL CHEQUE MUNICIPAL	257,055.64
			CHADD HUNT MASTERCARD 24/4/2012 TO 24/5/2012, HARRIS TECHNOLOGY - PORTABLE PRINTER, NORTHAM HARDWARE - MAT EASY CLEAN, NORTHAM HARDWARE - HEX KEY SET, ABCB- ONLINE SHOP - NATIONAL CONSTRUCTION 2012 COMPLETE SERIES(HARD COPY & WEB), GST	1,307.00
DD4476.1	13/06/2012	BANKWEST	NEVILLE HALE MASTERCARD 24/4/12 TO 24/5/12, SUBARU OSBORNE PARK -SERVICE FOR SUBARU TRIBECA 20/4/12, LOCAL GOVERNMENT MANAGERS - RESOLUTION OF NATIVE TITLE CLAIM BREAKFAST, NORTHAM TRAVEL - S POLLARD PERTH TO CANBERRA 16/6/12 & CANBERRA TO PERTH 20/6/12	2,811.01

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JULY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD4476.1	13/06/2012	BANKWEST	DENISE GOBBART - MASTERCARD 24/4/12 TO 24/5/12, BP THE LAKES FUEL, SHIRE OF NORTHAM VEHICLE LICENCE, RIVERSEDGE CAFE - ARTS COMMITTEE LUNCH, RIVERSEDGE CAFE - EVENTS LUNCH, WILSON PARKING PERTH - 3/5/12, BOC TICKETING - KILLARA MENS AIRSHOW, LIQUOR BARRON	-\$ 934.78
DD4537.1	26/06/2012	TENNANT AUSTRALIA	LEASE OF FLOOR CLEAN NORTHAM RECREATION CENTRE	-\$ 1,067.00
PAYROLL	07/06/2012	SHIRE OF NORTHAM MAIN PAY RUN	<b>TOTAL DIRECT DEBIT</b>	<b>-\$ 6,119.79</b>
PAYROLL	21/06/2012	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	-\$ 2,146,556.77
PAYROLL	27/06/2012	SHIRE OF NORTHAM LEAVING PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	-\$ 162,128.82
			SHIRE OF NORTHAM EMPLOYEES PAYROLL	-\$ 1,615.66
			<b>TOTAL PAYROLL</b>	<b>-\$ 2,310,301.25</b>
			<b>TOTAL CHEQUE TRUST</b>	<b>-\$ 2,500.04</b>
			TOTAL CHEQUE MUNICIPAL	-\$ 257,055.64
			TOTAL EFT TRUST	-\$ 50.00
			TOTAL EFT MUNICIPAL	-\$ 1,240,408.64
			TOTAL DIRECT DEBIT	-\$ 6,119.79
			TOTAL PAYROLL	-\$ 2,310,301.25
			<b>TOTAL</b>	<b>-\$ 3,816,435.36</b>

The payment of cheque numbers 31590 to 31658 from Municipal Fund (dated 1<sup>st</sup> June 2012 to 30<sup>th</sup> June 2012), the payment of trust cheque numbers 1639 to 1643 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT11417 to EFT11540 and EFT11542 to EFT11637 (dated 1<sup>st</sup> June 2012 to 30<sup>th</sup> June 2012). EFT Trust Fund EFT11541 to EFT11541. Direct Debits 4476.1 and 4537.1 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Fund Bank Vouchers 31590 to 31658	\$ 257,055.64
Trust Bank Vouchers 1639 to 1643	\$ 2,500.04
EFT Trust Bank Vouchers EFT11541 to EFT11541	\$ 50.00
Municipal Fund Bank Electronic Fund Transfer EFT11417 to EFT11540 and EFT11542 to EFT11637	\$1,240,408.64
Direct Debit Fund Transfer 4476.1 and 4537.1	\$ 6,119.79
Municipal Fund Bank Electronic Fund Transfer Payroll 07/06/2012	\$2,146,556.77
Municipal Fund Bank Electronic Fund Transfer Payroll 21/06/2012	\$ 162,128.82
Municipal Fund Bank Electronic Fund Transfer Payroll 27/06/2012	\$ 1,615.66
<b>TOTAL</b>	<b>\$3,816,435.36</b>

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$3,816,435.36 was submitted to the ordinary Meeting of Council on Wednesday 18<sup>th</sup> July 2012.

\_\_\_\_\_ CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering Vouchers and Electronics Funds Transfer payments as per above and totalling \$3,816,435.36 was submitted to each member of the Council Wednesday 18<sup>th</sup> July 2012, 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

**13.3.2 FINANCIAL STATEMENTS TO 31 MAY 2012.**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Hitesh Hans
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	02 July 2012

**PURPOSE**

The Statement of Financial Activity for the period ending 31 May 2012 is included as a separate attachment to this Agenda and includes the following reports:

- Statement of Financial Activity;
- Acquisition of Assets;
- Disposal of Assets;
- Information on Borrowings;
- Reserves;
- Net Current Assets;
- Rating Information;
- Trust Funds;
- Operating Statements;
- Balance Sheet;
- Financial Ratio;
- Budget to Actual Material Variance; and
- Bank Reconciliation

**RECOMMENDATION/COUNCIL DECISION**

<p><b>Minute No C.1814</b></p> <p><b>Moved: Cr R Head</b>  <b>Seconded: Cr U Rumjantsev</b></p> <p><b>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 31 May 2012.</b></p> <p style="text-align: right;"><b>CARRIED 8/0</b></p>
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**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 31 May 2012**

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**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 31 May 2012**

	NOTE	May 2012 Actual \$	May 2012 Y-T-D Budget \$	Projected 2011/12 Budget \$	Variences Actuals to Budget \$	Variences Actual Budget to Y-T-D %
<b>Operating</b>						
<b>Revenues/Sources</b>	8					
Governance		170,453	150,986	152,250	19,467	12.89%
General Purpose Funding		2,656,357	3,232,153	3,505,658	(575,796)	(17.81%)
Law, Order, Public Safety		196,381	603,966	658,686	(407,585)	(67.48%)
Health		114,753	179,604	193,127	(64,851)	(36.11%)
Education and Welfare		1,188,919	1,907,852	1,995,904	(718,933)	(37.68%)
Housing		39,721	42,570	46,466	(2,849)	(6.69%)
Community Amenities		2,304,696	2,352,781	2,433,952	(48,085)	(2.04%)
Recreation and Culture		555,325	896,116	913,650	(340,791)	(38.03%)
Transport		1,315,356	1,472,006	1,816,590	(156,650)	(10.64%)
Economic Services		498,373	962,920	1,048,184	(464,547)	(48.24%)
Other Property and Services		417,544	400,139	432,800	17,405	4.35%
		<u>9,457,878</u>	<u>12,201,093</u>	<u>13,197,267</u>	<u>(2,743,215)</u>	<u>(22.48%)</u>
<b>(Expenses)/(Applications)</b>	8					
Governance		(599,321)	(829,406)	(893,037)	230,085	27.74%
General Purpose Funding		(219,830)	(211,259)	(261,308)	(8,571)	(4.06%)
Law, Order, Public Safety		(776,261)	(977,326)	(1,054,691)	201,065	20.57%
Health		(401,856)	(455,717)	(499,337)	53,861	11.82%
Education and Welfare		(973,724)	(1,040,090)	(1,134,292)	66,366	6.38%
Housing		(74,798)	(89,974)	(97,994)	15,176	16.87%
Community Amenities		(2,467,290)	(2,982,270)	(3,254,246)	514,980	17.27%
Recreation & Culture		(2,766,091)	(2,923,175)	(3,159,856)	157,084	5.37%
Transport		(4,138,955)	(4,388,059)	(4,796,717)	249,104	5.68%
Economic Services		(1,674,570)	(1,792,293)	(1,945,220)	117,723	6.57%
Other Property and Services		(506,054)	(233,423)	(242,022)	(272,631)	(116.80%)
		<u>(14,598,750)</u>	<u>(15,922,992)</u>	<u>(17,338,720)</u>	<u>1,324,242</u>	<u>(8.32%)</u>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	0	342,234	(309,281)	(342,234)	100.00%
Movement in Accrued Interest		(63,475)	0	0	(63,475)	0.00%
Movement in Accrued Salaries and Wages		(113,286)	0	0	(113,286)	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%
Movement in Employee Benefit Provisions		(300,545)	0	0	(300,545)	0.00%
Depreciation on Assets		2,941,824	2,652,628	2,893,915	289,196	(10.90%)
<b>Capital Revenue and (Expenditure)</b>						
Purchase Land Held for Resale	1	0	0	0	0	0.00%
Purchase Land and Buildings	1	(1,649,575)	(4,459,418)	(4,862,184)	2,809,843	63.01%
Purchase Plant and Equipment	1	(180,599)	(924,944)	(1,211,891)	744,345	80.47%
Purchase Furniture and Equipment	1	(78,014)	(162,483)	(177,200)	84,469	51.99%
Purchase Bush Fire Equipment	1	0	(206,250)	(225,000)	206,250	100.00%
Purchase Playground Equipment	1	0	0	0	0	0.00%
Purchase Infrastructure Assets - Roads	1	(2,069,353)	(2,798,485)	(2,957,882)	729,132	26.05%
Purchase Infrastructure Assets - Bridges	1	0	0	(552,000)	0	
Purchase Infrastructure Assets - Footpaths	1	(127,892)	(146,333)	(159,721)	18,441	12.60%
Purchase Infrastructure Assets - Drainage	1	(109,599)	0	(1,398,620)	(109,599)	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(499,173)	(676,356)	(703,844)	177,183	26.20%
Purchase Infrastructure Assets - Airfields	1	(545)	(18,326)	(20,000)	17,781	97.03%
Purchase Infrastructure Assets - Streetscape	1	0	0	0	0	#DIV/0!
Proceeds from Disposal of Assets	2	0	528,000	576,000	(528,000)	100.00%
Repayment of Debentures	3	(367,746)	(362,153)	(395,165)	(5,593)	(1.54%)
Proceeds from New Debentures	3	400,000	400,000	400,000	0	0.00%
Self-Supporting Loan Principal Income	3	48,079	48,079	63,935	0	0.00%
Transfers to Restricted Assets (Reserves)	4	(752,311)	(752,311)	(984,438)	0	0.00%
Transfers from Restricted Asset (Reserves)	4	343,250	343,250	1,345,618	0	0.00%
Transfers to Restricted Assets (Other)		0	0	0	0	
ADD Net Current Assets July 1 B/Fwd	5	5,948,490	5,957,022	5,957,022	(8,532)	0.14%
LESS Net Current Assets Year to Date	5	5,129,316	2,936,360	31,917	2,192,956	74.68%
<b>Amount Raised from Rates</b>	6	<u>(6,900,659)</u>	<u>(6,894,106)</u>	<u>(6,894,106)</u>	<u>(6,553)</u>	<u>0.10%</u>

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

1. ACQUISITION OF ASSETS	May 2012 Actual \$	2011/12 Budget \$
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
<b>Governance</b>		
Furniture & Office Equipment - Administration	6,649.09	45,700
Land & Buildings - Administration	0.00	17,500
Plant & Equipment - Administration	37,815.46	87,000
<b>Law, Order &amp; Public Safety</b>		
Standpipe Controllers x 4	4,453.41	4,070
Snr Ranger Vehicle	0.00	25,400
Ranger Vehicle	0.00	25,400
Security Camera Dog Pound	4,167.09	4,200
Security Camera Bernand Park & Avon Mall	14,890.70	14,891
Graffiti Recording Equipment	0.00	18,254
Brigade Appliance - Fire Prevention	0.00	225,000
Bush Fire Brigade Shed Conststruction	64.78	150,000
<b>Health</b>		
Plant & Equipment - Health Inspection/Admin	0.00	25,000
<b>Education &amp; Welfare</b>		
Land & Buildings - Respite Centre Construction	79,004.86	2,500,000
Killara - Bus Replacement	0.00	218,371
<b>Housing</b>		
<b>Community Amenities</b>		
Drainage - Yilgarn Avenue	109,599.37	101,696
Drainage - King Creek	0.00	406,924
Inkpen-Provision of Infrastructure Shelter Electricity	0.00	40,000

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

1. ACQUISITION OF ASSETS (Continued)	May 2012 Actual \$	2011/12 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Recreation and Culture</b>		
Land & Buildings - Wundowie Hall	39,887.73	46,290
Infrastructure - Streetscape	0.00	0
Furniture & Equipment - Wundowie Pool	0.00	750
Infrastructure Parks - Swimming Areas	28,482.31	29,000
Plant & Equipment - Swimming Areas	18,533.64	19,200
Sound Shell - Bernard Park - R4R Project	28,278.80	29,553
Recreation Centre - Earthworks & Professional Super	26,308.53	26,224
Recreation Centre - Building	636,855.96	623,223
Recreation Centre - Outdoor Courts	237,137.60	302,419
Recreation Centre - Oval Extension	5,470.77	141,155
Recreation Centre - Lighting	228,255.75	383,335
Recreation Centre - Car Parking & Access	172,978.51	223,894
Recreation Centre Manager Utility	0.00	29,200
Executive Manger Community Services Vehicle	31,781.83	32,000
13 Seater Van - Recreation Centre	0.00	46,000
Furniture & Equipment - Other Recreation	64,354.08	81,750
Oval Reticulation	322,720.96	375,000
Play Equipment, Shades & Seating - Bert Hawke	3,423.86	7,380
George Nuich Park	59,619.95	104,882
Play Equipment - Jubilee Oval	0.00	20,000
Play Equipment - Wundowie	0.00	20,000
Bernard Park - Park Furniture & Shade Sails	55,345.98	62,582
Relocate Scoreboard	0.00	2,000
Jubilee Oval - Install Cricket Pitch	0.00	15,000
Henry Street Oval Fencing	0.00	15,000
Sporting Equipment - Backboards, Nets Etc	29,580.00	40,000
Outdoor Seating	0.00	3,000
Outdoor Courts - Boundary Fence	0.00	10,000
Land & Buildings - Libraries	58,659.76	29,316
Furniture & Equipment - Libraries	6,506.36	45,000
Land & Buildings - AVAS Roof	115,842.62	150,000

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

1. ACQUISITION OF ASSETS (Continued)	May 2012 Actual \$	2011/12 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Transport</b>		
Road/Bridge Construction		
- Roadworks - Project Grants	406,930.70	595,860
- Roadworks - General Construction	751,719.76	1,184,937
- Roadworks - Special Projects	636,993.97	731,981
- Roadworks - Bridge Construction	0.00	552,000
- Roadworks - Blackspot Funding	273,708.10	405,104
Land & Building	10,420.00	164,275
Footpath Construction	127,892.42	159,721
Plant & Equipment - Road Plant Purchases	42,545.91	603,690
Airport Infrastructure	544.66	20,000
<b>Economic Services</b>		
Christmas Decorations	26,411.45	33,815
Plant & Equipment - Building Control	0.00	25,400
Old Town Admin Building	317.14	60,000
Town Clock	10,091.93	15,000
Infrastructure Drainage	0.00	890,000
Furniture & Equipment - Visitor Servicing	504.00	4,000
	<u>4,714,749.80</u>	<u>12,268,342</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

1. ACQUISITION OF ASSETS (Continued)	May 2012 Actual \$	2011/12 Budget \$
<b><u>By Class</u></b>		
Land Held for Resale	0.00	0.00
Land and Buildings	1,649,574.74	4,862,184
Plant and Equipment	180,599.49	1,211,891
Furniture and Equipment	78,013.53	177,200
Tools	0.00	0
Bush Fire Equipment	0.00	225,000
Playground Equipment	0.00	0
Infrastructure Assets - Roads	2,069,352.53	2,957,882
Infrastructure Assets - Footpaths	127,892.42	159,721
Infrastructure Assets - Bridges & Culverts	0.00	552,000
Infrastructure Assets - Drainage	109,599.37	1,398,620
Infrastructure Assets - Parks & Ovals	499,173.06	703,844
Infrastructure Assets - Airfields	544.66	20,000
Infrastructure Assets - Streetscape	0.00	0
	<u>4,714,749.80</u>	<u>12,268,342</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

2. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	May 2012 Actual \$	2011/12 Budget \$	May 2012 Actual \$	2011/12 Budget \$	May 2012 Actual \$	2011/12 Budget \$
<b>Governance</b>						
CEO Vehicle - PN1008-Asset MV1008	0.00	47,298	0.00	40,000	0.00	(7,298)
EMCS Vehicle-PN0910-Asset 9248	0.00	25,437	0.00	25,000	0.00	(437)
<b>Law, Order Public Safety</b>						
Snr Ranger Vehicle - PN1010 - Asset MV 1010	0.00	22,283	0.00	16,000	0.00	(6,283)
Ranger Vehicle - PN1011-Asset MV 1011	0.00	22,283	0.00	16,000	0.00	(6,283)
<b>Health</b>						
SnrEnvironmental Health Vehicle - PN0902 - Ass	0.00	19,098	0.00	18,000	0.00	(1,098)
Lot 310 Wandoo Parade, Wundowie - Asset S404	0.00	3,973	0.00	35,000	0.00	31,027
<b>Education &amp; Welfare</b>						
Killara - Bus Replacement	0.00	0	0.00	42,000	0.00	0
<b>Recreation &amp; Culture</b>						
Recreation Manager Ute - PN0811 - Asset 9211	0.00	9,464	0.00	17,000	0.00	7,536
Wundowie Yak Lot 311-Asset S222	0.00	25,924	0.00	200,000	0.00	174,076
<b>Transport</b>						
Isuzu Folcon 2002 - PN008 - Asset S633	0.00	14,234	0.00	20,000	0.00	5,766
Flocon Body - Asset S450	0.00	0	0.00	0	0.00	0
Parks & Gardens Supervisor Utility-P5041- Asset	0.00	0	0.00	9,000	0.00	9,000
Reticulation Utility - P5043 - Asset 9063	0.00	0	0.00	11,000	0.00	11,000
Oval Tractor- P533- Asset 933	0.00	0	0.00	25,000	0.00	25,000
Parks & Gardens 2 Tonne Truck- P589- Asset 983	0.00	0	0.00	18,000	0.00	18,000
Wundowie Tractor & Loader-PN017 - Asset S590	0.00	0	0.00	25,000	0.00	25,000
Wudnowie Quad Bike - PN020- Asset S585	0.00	0	0.00	2,000	0.00	2,000
Construction Supervisor Utility - PN0808 - Asset 9	0.00	6,879	0.00	14,000	0.00	7,121
Works Supervisor Utility - PN0817- Asset 9218	0.00	14,984	0.00	22,000	0.00	7,016
Bobcat Traller	0.00	0	0.00	4,000	0.00	4,000
Grass & Debris Broom / Attached To Tractor	0.00	0	0.00	1,000	0.00	1,000
Shire Depot - Assets 259,260,261,262,266,488	0.00	0	0.00	0	0.00	0
Howard Nugger 100 Rotaslasher 9236B	0.00	0	0.00	0	0.00	0
<b>Economic Services</b>						
Building Surveyor Vehicle - PN0823 - Asset 9226	0.00	12,862	0.00	16,000	0.00	3,138
	0.00	224,719.00	0.00	576,000.00	0.00	309,281.00

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

2. DISPOSALS OF ASSETS (Continued)

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	May 2012 Actual \$	2011/12 Budget \$	May 2012 Actual \$	2011/12 Budget \$	May 2012 Actual \$	2011/12 Budget \$
<b>Land &amp; Buildings</b>						
Lot 310 Wandoo Parade, Wundowie - Asset S404	0.00	3,973	0.00	35,000	0.00	31,027
Wundowie Yak Lot 311- Asset S222	0.00	25,924	0.00	200,000	0.00	174,076
<b>Plant &amp; Equipment</b>						
CEO Vehicle - PN1008-Asset MV1008	0.00	47,298	0.00	40,000	0.00	(7,298)
EMCS Vehicle-PN0910-Asset 9248	0.00	25,437	0.00	25,000	0.00	(437)
Snr Ranger Vehicle - PN1010 - Asset MV 1010	0.00	22,283	0.00	16,000	0.00	(6,283)
Ranger Vehicle - PN1011-Asset MV 1011	0.00	22,283	0.00	16,000	0.00	(6,283)
SnrEnvironmental Health Vehicle - PN0902 - Asset	0.00	19,098	0.00	18,000	0.00	(1,098)
Killara - Bus Replacement	0.00	0	0.00	42,000	0.00	0
Recreation Manager Ute - PN0811 - Asset 9211	0.00	9,464	0.00	17,000	0.00	7,536
Isuzu Folcon 2002 - PN008 - Asset S633	0.00	14,234	0.00	20,000	0.00	5,766
Parks & Gardens Supervisor Utility-P5041- Asset	0.00	0	0.00	9,000	0.00	9,000
Reticulation Utility - P5043 - Asset 9063	0.00	0	0.00	11,000	0.00	11,000
Oval Tractor- P533- Asset 933	0.00	0	0.00	25,000	0.00	25,000
Parks & Gardens 2 Tonne Truck- P589- Asset 989	0.00	0	0.00	18,000	0.00	18,000
Wundowie Tractor & Loader-PN017 - Asset S590	0.00	0	0.00	25,000	0.00	25,000
Wudnowie Quad Bike - PN020- Asset S585	0.00	0	0.00	2,000	0.00	2,000
Construction Supervisor Utility - PN0808 - Asset 9	0.00	6,879	0.00	14,000	0.00	7,121
Works Supervisor Utility - PN0817- Asset 9218	0.00	14,984	0.00	22,000	0.00	7,016
Bobcat Trailer	0.00	0	0.00	4,000	0.00	4,000
Grass & Debris Broom / Attached To Tractor	0.00	0	0.00	1,000	0.00	1,000
Shire Depot - Assets 259,260,261,262,266,488	0.00	0	0.00	0	0.00	0
Building Surveyor Vehicle - PN0823 - Asset 9226	0.00	12,862	0.00	16,000	0.00	3,138
	0.00	224,719.00	0.00	576,000.00	0.00	309,281.00

**Summary**

	May 2012 Actual \$	2011/12 Budget \$
Profit on Asset Disposals	0.00	330,680
Loss on Asset Disposals	0.00	(21,399)
	0.00	309,281

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2012

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-11	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$
<b>Governance</b>									
Loan 215 - Admin Office Renovations	162,243	0		22,747	11,184	139,496	151,059	10,605	5,012
<b>Community Amenities</b>									
Loan 210 - River Dredging	27,601	0		4,876	4,876	22,725	22,725	1,616	873
<b>Recreation &amp; Culture</b>									
Loan 206 - Northam Country Club **	285,771	0		31,255	15,399	254,516	270,372	16,517	7,792
Loan 208 - Northam Country Club **	41,708	0		3,670	3,670	38,038	38,038	3,044	2,364
Loan 219 - Northam Bowling Club **	182,199	0		19,954	19,954	162,245	162,245	10,460	8,286
Loan 222 - Northam Trotting Club Building **	88,300	0		9,056	9,056	79,244	79,244	4,705	3,596
Loan 223 - Recreation Facilities	932,800	0		80,666	80,666	852,134	852,134	55,918	32,507
Loan 224 - Recreation Facilities	1,100,000	0	400,000	27,887	27,887	1,072,113	1,072,113	71,712	59,852
Loan 226 - Recreation Facilities	0	400,000	400,000	0	0	400,000	400,000	0	0
<b>Transport</b>									
Loan 221 - Airstrip Upgrade	77,936	0		9,196	9,196	68,740	68,740	4,780	4,376
<b>Economic Services</b>									
Loan 204 - Visitors Centre/Tourist Bureau	14,474	0		9,438	9,438	5,036	5,036	1,086	786
Loan 205 - Visitor Centre Café	25,975	0		17,036	17,036	8,939	8,939	1,425	1,030
Loan 217 - CBD Streetscape	1,030,386	0		123,267	123,267	907,119	907,119	57,800	49,339
Loan 218 - CBD Streetscape	121,605	0		13,300	13,300	108,305	108,305	7,029	3,970
Loan 225 - Victoria Oval Purchase	900,000	0		22,817	22,817	877,183	877,183	58,674	48,969
	4,990,998	400,000	400,000	395,165	367,746	4,995,833	5,023,252	305,371	228,752

Note: \*\* indicates self - supporting loans  
All other debenture repayments are to be financed by general purpose revenue.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

3. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2011/12

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used	
	Actual \$	Budget \$						Actual \$	Budget \$
Loan 226 - Recreation Facilities	400,000	400,000	WATC	Debenture	20	349,237	5.2	0	400,000

(c) Unspent Debentures

Particulars	Date Borrowed	Balance 1-Jul-11 \$	Borrowed During Year \$	Expended During Year \$	Balance Actual \$
Loan 225 - Victoria Oval Purchase	29/04/2011	72,727	0	72,727	0
		879,776	0	879,776	0

(d) Overdraft

Council has not utilised an overdraft facility during the financial year although an overdraft facility of \$100,000 with the Bank of Western Australia does exist. It is not anticipated that this facility will be required to be utilised during 2011/12.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 31 May 2012

	May 2012 Actual \$	2011/12 Budget \$
<b>4. RESERVES - CASH BACKED</b>		
<b>(a) Aged Accomodation Reserve</b>		
Opening Balance	221,701	221,701
Interest	11,561	11,474
Amount Set Aside / Transfer to Reserve	8,399	8,399
Amount Used / Transfer from Reserve	0	(16,000)
	<u>241,661</u>	<u>225,574</u>
<b>(b) Employee Liability Reserve</b>		
Opening Balance	531,320	531,320
Interest	27,703	27,499
Amount Set Aside / Transfer to Reserve	1,791	1,791
Amount Used / Transfer from Reserve	(41,390)	(41,390)
	<u>519,424</u>	<u>519,220</u>
<b>(c) Housing Reserve</b>		
Opening Balance	204,763	204,763
Interest	10,677	10,598
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>215,440</u>	<u>215,361</u>
<b>(d) Meat Inspection Reserve</b>		
Opening Balance	93,263	108,721
Interest	4,863	5,627
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(11,703)
	<u>98,126</u>	<u>102,645</u>
<b>(e) Office Equipment Reserve</b>		
Opening Balance	111,849	111,849
Interest	5,832	5,789
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>117,681</u>	<u>117,638</u>
<b>(f) Plant &amp; Equipment Reserve</b>		
Opening Balance	520,513	520,513
Interest	27,156	26,939
Amount Set Aside / Transfer to Reserve	230,000	230,000
Amount Used / Transfer from Reserve	0	(452,690)
	<u>777,669</u>	<u>324,762</u>
<b>(g) Recreation Reserve</b>		
Opening Balance	43,911	43,911
Interest	2,290	2,272
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(45,799)
	<u>46,201</u>	<u>384</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 31 May 2012

	May 2012 Actual \$	2011/12 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(h) Refuse Reserve</b>		
Opening Balance	51,699	51,699
Interest	2,693	2,676
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>(54,392)</u>	<u>(53,922)</u>
	(0)	453
<b>(i) Road &amp; Bridgeworks Reserve</b>		
Opening Balance	668,676	668,676
Interest	34,860	34,608
Amount Set Aside / Transfer to Reserve	17,650	17,650
Amount Used / Transfer from Reserve	<u>(144,386)</u>	<u>(144,386)</u>
	576,800	576,548
<b>(j) Refuse Site Reserve</b>		
Opening Balance	233,690	233,690
Interest	12,184	12,095
Amount Set Aside / Transfer to Reserve	33,922	33,922
Amount Used / Transfer from Reserve	<u>(62,373)</u>	<u>(40,000)</u>
	217,424	239,707
<b>(k) Regional Development Reserve</b>		
Opening Balance	108,213	108,213
Interest	5,643	5,600
Amount Set Aside / Transfer to Reserve	5,000	5,000
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	118,856	118,813
<b>(l) Speedway Reserve</b>		
Opening Balance	113,832	113,832
Interest	5,936	5,892
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	119,768	119,724
<b>(m) Community Bus Replacement Reserve</b>		
Opening Balance	38,421	38,421
Interest	2,004	1,989
Amount Set Aside / Transfer to Reserve	10,000	10,000
Amount Used / Transfer from Reserve	<u>0</u>	<u>(30,000)</u>
	50,425	20,410

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

	May 2012 Actual \$	2011/12 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(n) Septage Pond Reserve</b>		
Opening Balance	85,794	85,794
Interest	4,476	4,440
Amount Set Aside / Transfer to Reserve	40,000	40,000
Amount Used / Transfer from Reserve	0	0
	<u>130,270</u>	<u>130,234</u>
<b>(o) Killara Reserve</b>		
Opening Balance	216,001	176,556
Interest	11,099	9,138
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	(9,567)	(104,105)
	<u>217,533</u>	<u>81,589</u>
<b>(p) Minson Ave/Bernard Park Reserve</b>		
Opening Balance	29,600	29,600
Interest	1,542	1,532
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	(31,142)	(30,873)
	<u>(0)</u>	<u>259</u>
<b>(q) Stormwater Drainage Projects Reserve</b>		
Opening Balance	5,701	5,701
Interest	297	295
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>5,998</u>	<u>5,996</u>
<b>(r) Recreation and Community Facilities Reserve</b>		
Opening Balance	468,135	468,135
Interest	24,411	24,229
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(174,750)
	<u>492,546</u>	<u>317,614</u>
<b>(s) Administration Office Reserve</b>		
Opening Balance	400,435	400,435
Interest	20,881	20,725
Amount Set Aside / Transfer to Reserve	11,228	11,228
Amount Used / Transfer from Reserve	0	0
	<u>432,544</u>	<u>432,388</u>
<b>(t) Council Buildings &amp; Amenities Reserve</b>		
Opening Balance	204,954	204,954
Interest	10,693	10,607
Amount Set Aside / Transfer to Reserve	100,000	335,000
Amount Used / Transfer from Reserve	0	(200,000)
	<u>315,647</u>	<u>350,561</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 31 May 2012

	May 2012 Actual \$	2011/12 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(u) River Town Pool Dredging Reserve</b>		
Opening Balance	102,477	102,477
Interest	5,347	5,304
Amount Set Aside / Transfer to Reserve	50,000	50,000
Amount Used / Transfer from Reserve	0	0
	<u>157,824</u>	<u>157,781</u>
<b>(v) Parking Facilities Construction Reserve</b>		
Opening Balance	137,549	137,549
Interest	7,173	7,120
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>144,722</u>	<u>144,669</u>
<b>(w) Art Collection Reserve</b>		
Opening Balance	0	0
Interest	0	0
Amount Set Aside / Transfer to Reserve	5,000	5,000
Amount Used / Transfer from Reserve	0	0
	<u>5,000</u>	<u>5,000</u>
<b>Total Cash Backed Reserves</b>	<u>5,001,559</u>	<u>4,207,330</u>
<b>Total Interest</b>	239,321	236,448

All of the above reserve accounts are to be supported by money held in financial institutions.

(S) indicates Old Shire of Northam Reserve Fund

(T) Indicates Old Town of Northam Reserve Fund

NB: As part of the Merger of the Shire and Town of Northam all reserve funds raised in the old districts are to be spent in those old districts for a period of four (4) years.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

	May 2012 Actual \$	2011/12 Budget \$
<b>4. RESERVES (Continued)</b>		
<b>Summary of Transfers to Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Aged Accommodation Reserve	19,960	19,873
Employee Liability Reserve	29,494	29,290
Housing Reserve	10,677	10,598
Meat Inspection Reserve	4,863	5,627
Office Equipment Reserve	5,832	5,789
Plant & Equipment Reserve	257,156	256,939
Recreation Reserve	2,290	2,272
Refuse Reserve	2,693	2,676
Road & Bridgeworks Reserve	52,510	52,258
Refuse Site Reserve	46,106	46,017
Regional Development Reserve	10,643	10,600
Speedway Reserve	5,936	5,892
Community Bus Replacement Reserve	12,004	11,989
Septage Pond Reserve	44,476	44,440
Killara Reserve	11,099	9,138
Minson Ave/Bernard Park Reserve	1,542	1,532
Stormwater Drainage Projects Reserve	297	295
Recreation and Community Facilities Reserve	24,411	24,229
Administration Office Reserve	32,109	31,953
Council Buildings & Amenities Reserve	110,693	345,607
River Town Pool Dredging Reserve	55,347	55,304
Parking Facilities Construction Reserve	7,173	7,120
Art Collection Reserve	5,000	5,000
	<u>752,311</u>	<u>984,438</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

4. RESERVES (Continued)

Summary of Transfers to Cash Backed Reserves

Transfers from Reserves

Aged Accommodation Reserve	0	(16,000)
Employee Liability Reserve	(41,390)	(41,390)
Housing Reserve	0	0
Meat Inspection Reserve	0	(11,703)
Office Equipment Reserve	0	0
Plant & Equipment Reserve	0	(452,690)
Recreation Reserve	0	(45,799)
Refuse Reserve	(54,392)	(53,922)
Road & Bridgeworks Reserve	(144,386)	(144,386)
Refuse Site Reserve	(62,373)	(40,000)
Regional Development Reserve	0	0
Speedway Reserve	0	0
Community Bus Replacement Reserve	0	(30,000)
Septage Pond Reserve	0	0
Killara Reserve	(9,567)	(104,105)
Minson Ave/Bernard Park Reserve	(31,142)	(30,873)
Stormwater Drainage Projects Reserve	0	0
Recreation and Community Facilities Reserve	0	(174,750)
Administration Office Reserve	0	0
Council Buildings & Amenities Reserve	0	(200,000)
River Town Pool Dredging Reserve	0	0
Parking Facilities Construction Reserve	0	0
Art Collection Reserve	0	0
	<u>(343,250)</u>	<u>(1,345,618)</u>
<b>Total Transfer to/(from) Reserves</b>	<b>409,062</b>	<b>(361,180)</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

4. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Aged Accommodation Reserve**

Provision of future capital works requirements for aged units at Kuringal Village, Wundowie, and other sites within the Shire of Northam.

**Employee Liability Reserve**

Provision for employees future liability commitments, ie annual leave, long service leave requirements and negotiated gratuities and sickness payouts.

**Housing Reserve**

Reserve established for future construction of Community Housing in Wundowie

**Meat Inspection Reserve**

Provision for possible future losses in meat inspection operations in the event of abattoir closure.

**Office Equipment Reserve**

Acquisition and upgrading of Council offices, furniture, computers and general equipment. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

**Plant & Equipment Reserve**

Acquisition and upgrading of Council works plant and general equipment in accordance with plant replacement program. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

**Recreation Reserve**

Development and improvement of recreation and sporting facilities within the Shire of Northam. 2% of net rates levied each year set aside for the provision of recreation and sport facilities.

**Refuse Reserve**

Provision of future waste management strategy within the Shire of Northam. Expected to be utilised in 2009/10.

**Road & Bridgeworks Reserve**

Provision for upgrading of road and bridge infrastructure within the Shire of Northam. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

**Recreation Reserve**

Purpose - Development and improvement of Council's Recreation and Sporting facilities, equipment and infrastructure. No date has been specified for the use of this Reserve.

**Refuse Site Reserve**

Purpose - Development of Colebatch Road Refuse Site, including provision for future replacement facility and/or site. No date has been specified for the use of this Reserve.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

4. RESERVES (Continued)

**Regional Development Reserve**

Purpose - To provide for future projects whereby a broader range of development ideas may be required to be encouraged on a regional basis, in consultation with other stakeholders and/or Local Governments. No date has been specified for the use of this Reserve.

**Speedway Reserve**

Purpose - To provide funds for possible future works required at the Northam Speedway site on Fox Road Northam. No date has been specified for the use of this Reserve.

**Community Bus Replacement Reserve**

Purpose - To provide funds for future replacement of the Shire of Northam Community Bus. No date has been specified for the use of this Reserve.

**Septage Pond Reserve**

Purpose - To provide for funds for future septage ponds capital upgrade works. No date has been specified for the use of this Reserve.

**Killara Reserve**

Purpose - To provide a fund for surplus funds from Killara Operations and a restricted cash for and unspent Killara Grants. No date has been specified for the use of this Reserve.

**Stormwater Drainage Projects Reserve**

Purpose - To provide funds for stormwater drainage projects. No date has been specified for the use of this Reserve.

**Recreation and Community Facilities Reserve**

Purpose - To provide fund for Recreation and Public Facilities within the Shire of Northam that are not quarantined for 4 years merger agreement. No date has been specified for the use of this Reserve.

**Administration Office Reserve**

Purpose - To provide a fund for the expansion or relocation of the Shire of Northam Administration Centre. No date has been specified for the use of this Reserve.

**Council Buildings & Amenities Reserve**

Purpose - Provision for maintenance and upgrading of Council buildings and amenities. Funds not expected to be used in a set period as further transfer to the reserve account are anticipated.

**River Town Pool Dredging Reserve**

Purpose - Provision for dredging and maintenance of the River Town Pool. Funds not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Parking Facilities Construction Reserve**

Purpose - Provision for future car parking facilities. Funds not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Art Collection Reserve**

Purpose - To provide maintenance of Councils art collection including acquisition and disposal

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

	May 2012 Actual \$	2010/11 Financial Report \$	2011/12 Budget \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	2,821,376	1,703,928	161,129
Cash - Restricted Unspent Grants	1,775,566	3,176,837	0
Cash - Restricted Unspent Loans	0	879,776	0
Cash - Restricted Reserves	5,001,560	4,592,498	4,250,716
Rates - Current	718,562	550,546	0
Sundry Debtors	639,923	868,151	903,312
Provision for Doubtful Debts	(38,614)	(38,614)	0
Pensioners Rates Rebate	18,981	28,704	0
GST Receivable	0	0	0
Accrued Income/Prepayments	0	19,851	0
Inventories	26,757	25,749	40,000
	<u>10,964,111</u>	<u>11,807,426</u>	<u>5,355,157</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(708,949)	(1,464,435)	(1,072,523)
Rates Income in Advance	(94,176)	0	0
GST Payable	0	73	0
Payroll Creditors	(228)	(343)	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	(29,888)	198,267	0
Other Payables	6	0	0
	<u>(833,235)</u>	<u>(1,266,438)</u>	<u>(1,072,523)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>10,130,876</b>	<b>10,540,988</b>	<b>4,282,634</b>
Less: Cash - Reserves - Restricted	(5,001,560)	(4,592,498)	(4,250,716)
Less: Cash - Unspent Grants - Restricted	0	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b><u>5,129,316</u></b>	<b><u>5,948,490</u></b>	<b><u>31,918</u></b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2012

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2011/12 Rate Revenue \$	2011/12 Interim Rates \$	2011/12 Back Rates \$	2011/12 Total Revenue \$	2011/12 Budget \$
<b>General Rate</b>								
00 Non-Rateable	0.00000	637	687,936	0	0	0	0	0
01 GRV-Norham Town Gen	8.60280	2,701	33,821,632	2,916,385	24,466	568	2,941,419	2,928,708
02 GRV-Norham Town Diff	9.81280	247	11,290,668	1,107,931	(4,243)	0	1,103,687	1,108,531
05 Agricultural Local	0.35800	387	179,621,000	643,043	12,972	0	656,015	648,143
06 Agricultural Regional	0.34140	209	125,035,000	426,869	1,067	242	428,178	431,969
07 Rural Small Holdings	0.49350	545	102,156,000	504,141	431	0	504,572	505,241
08 Springhill (Landuse)	0.49360	1	283,000	1,397	0	0	1,397	1,397
09 Princes (Landuse)	2.39780	1	145,000	3,477	0	0	3,477	3,477
10 Solfame (Landuse)	0.70580	1	567,000	4,002	0	0	4,002	4,002
11 Bennie (Landuse)	0.89200	1	175,000	1,561	0	0	1,561	1,561
12 CSR (Landuse)	1.34000	1	308,000	4,127	0	0	4,127	4,127
<b>Sub-Totals</b>		<b>4,731</b>	<b>454,090,236</b>	<b>5,612,934</b>	<b>34,692</b>	<b>809</b>	<b>5,648,435</b>	<b>5,637,156</b>
<b>Minimum Rates</b>								
01 GRV-Norham Town Gen	725.00	1,171	5,818,476	843,900	0	0	843,900	848,975
02 GRV-Norham Town Diff	725.00	42	176,368	30,450	0	0	30,450	30,450
05 Agricultural Local	725.00	192	42,595,806	215,325	0	0	215,325	215,325
06 Agricultural Regional	725.00	192	24,987,900	139,200	0	0	139,200	139,200
07 Rural Small Holdings	725.00	16	2,173,500	11,600	0	0	11,600	11,600
<b>Sub-Totals</b>		<b>1,613</b>	<b>75,762,050</b>	<b>1,240,475</b>	<b>0</b>	<b>0</b>	<b>1,240,475</b>	<b>1,245,550</b>
Less Rates Written Off							6,888,910	6,882,706
Ex-Gratia Rates							6,888,910	6,882,706
<b>Totals</b>							<b>11,749</b>	<b>11,400</b>
							<b>6,900,659</b>	<b>6,894,106</b>

**SHIRE OF NORTHAM**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY TO 31 May 2012**

**6. RATING INFORMATION - 2011/12 FINANCIAL YEAR (Continued)**

All land except exempt land in the Shire of Northam is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2011/12 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

At the time of printing for Council Adoption it is not intended that the differential rates or minimum payments will differ from those advertised.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-11 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Facilities - Bonds	330	2,200	(900)	1,630
Town Hall Bond	900	2,200	(2,300)	800
Lesser Hall Bond	1,900	0	0	1,900
Builders Reg Board Levy	0	11,841	(11,069)	772
Footpath/Kerbing Deposit	52,500	48,000	(10,500)	90,000
Retentions	39,481	28,026	(5,412)	62,095
Sundry Trust	8,310	1,560	(1,560)	8,310
Building & Construction (BCITF)	(7)	37,510	(36,518)	985
Standpipe Key	5,500	200	(50)	5,650
Resited Dwellings	34,700	0	(26,000)	8,700
Deposits-Extractive Industries	224,516	26,998	(5,174)	246,340
Other	20,842	2,046	(1,945)	20,943
Other - Rental Bond	800	0	(200)	600
POS - Cash in Lieu	200,089	8,552	0	208,641
Bonds - Building	75,000	0	(27,500)	47,500
Crossovers - Bond	70,392	1,500	(4,500)	67,392
Bonds - Animal Traps	100	400	(400)	100
	<u>735,353</u>	<u>171,753</u>	<u>(134,748)</u>	<u>772,358</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

8. OPERATING STATEMENT

	May 2012 Actual	2011/12 Budget	2010/11 Actual
	\$	\$	\$
<b>OPERATING REVENUES</b>			
Governance	170,453	152,250	97,091
General Purpose Funding	9,557,016	10,399,764	10,760,042
Law, Order, Public Safety	196,381	658,686	412,689
Health	114,753	193,127	157,637
Education and Welfare	1,188,919	1,995,904	2,726,628
Housing	39,721	46,466	40,641
Community Amenities	2,304,696	2,433,952	1,894,647
Recreation and Culture	555,325	913,650	1,675,607
Transport	1,315,356	1,816,590	2,268,727
Economic Services	498,373	1,048,184	1,376,955
Other Property and Services	417,544	432,800	1,590,769
<b>TOTAL OPERATING REVENUE</b>	<b>16,358,537</b>	<b>20,091,373</b>	<b>23,001,433</b>
<b>OPERATING EXPENSES</b>			
Governance	599,321	893,037	696,262
General Purpose Funding	219,830	261,308	265,077
Law, Order, Public Safety	776,261	1,054,691	885,614
Health	401,856	499,337	482,415
Education and Welfare	973,724	1,134,292	1,095,098
Housing	74,798	97,994	94,512
Community Amenities	2,467,290	3,254,246	2,571,419
Recreation & Culture	2,766,091	3,159,856	3,199,798
Transport	4,138,955	4,796,717	4,024,889
Economic Services	1,674,570	1,945,220	1,580,924
Other Property and Services	506,054	242,022	1,832,244
<b>TOTAL OPERATING EXPENSE</b>	<b>14,598,750</b>	<b>17,338,720</b>	<b>16,728,251</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b>1,759,787</b>	<b>2,752,653</b>	<b>6,273,182</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

9. BALANCE SHEET

	May 2012 Actual \$	2010/11 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	9,598,502	10,353,039
Receivables	1,402,786	1,699,815
Inventories	26,757	25,748
<b>TOTAL CURRENT ASSETS</b>	<u>11,028,045</u>	<u>12,078,602</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	784,949	772,734
Inventories	917,401	917,401
Property, Plant and Equipment Infrastructure	24,063,388	23,372,533
	<u>38,255,097</u>	<u>37,170,072</u>
<b>TOTAL NON-CURRENT ASSETS</b>	<u>64,020,835</u>	<u>62,232,740</u>
<b>TOTAL ASSETS</b>	<u>75,048,880</u>	<u>74,311,342</u>
<b>CURRENT LIABILITIES</b>		
Payables	833,235	1,590,149
Interest-bearing Liabilities	27,419	392,209
Provisions	407,415	707,960
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,268,069</u>	<u>2,690,318</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	4,995,834	4,595,834
Provisions	86,385	86,385
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>5,082,219</u>	<u>4,682,219</u>
<b>TOTAL LIABILITIES</b>	<u>6,350,288</u>	<u>7,372,537</u>
<b>NET ASSETS</b>	<u>68,698,592</u>	<u>66,938,805</u>
<b>EQUITY</b>		
Retained Surplus	63,697,032	62,346,307
Reserves - Cash Backed	5,001,560	4,592,498
Reserves - Asset Revaluation	0	0
<b>TOTAL EQUITY</b>	<u>68,698,592</u>	<u>66,938,805</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

10. FINANCIAL RATIO

	2012 YTD	2011	2010	2009
Current Ratio	5.68	1.53	2.23	1.69

The above rates are calculated as follows:

Current Ratio equals 
$$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$$

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 May 2012

11. Material Variances Notes

NOTE	YTD 2012 Actual \$	YTD 2012 Y-T-D Budget \$	2011/12 Budget \$	Variances Actuals to Budget \$	Variances Budget to Actual Y-T-D %	(Variance of 10% or above \$20,000 considered Material)
8						
<b>Revenues/Sources</b>						
Governance	170,453	150,986	152,250	19,467	12.89%	
General Purpose Funding	2,656,357	3,232,153	3,505,658	(575,796)	(17.81%)	Timing of the income
Law, Order, Public Safety	196,381	603,966	658,688	(407,585)	(67.48%)	Timing of the income
Health	114,753	179,604	193,127	(64,851)	(36.11%)	Decrease in income from Meat Inspection
Education and Welfare	1,188,919	1,907,852	1,995,904	(718,933)	(37.68%)	Project Grant Funding
Housing	39,721	42,570	46,466	(2,849)	(6.69%)	
Community Amenities	2,304,696	2,352,781	2,433,952	(48,085)	(2.04%)	
Recreation and Culture	555,325	896,116	913,650	(340,791)	(38.03%)	Timing of the income
Transport	1,315,356	1,472,006	1,816,590	(156,650)	(10.84%)	Timing of the income - income expected to be within budget
Economic Services	498,373	962,920	1,048,184	(464,547)	(48.24%)	Timing of the income
Other Property and Services	417,544	400,139	432,800	17,405	4.35%	Income from 10/11 Storm Damage Insurance Claims
	9,457,878	12,201,093	13,197,267	(2,743,215)	(22.48%)	
<b>(Expenses)/(Applications)</b>						
Governance	(599,321)	(829,406)	(893,037)	230,085	(27.74%)	Timing of Expenditure
General Purpose Funding	(219,830)	(211,259)	(281,308)	(8,571)	4.06%	
Law, Order, Public Safety	(776,281)	(977,326)	(1,054,691)	201,065	(20.57%)	Timing of Expenditure
Health	(401,866)	(455,717)	(499,337)	53,861	(11.82%)	
Education and Welfare	(973,724)	(1,040,090)	(1,134,292)	66,366	(6.38%)	
Housing	(74,798)	(89,974)	(97,994)	15,176	(16.87%)	
Community Amenities	(2,467,290)	(2,982,270)	(3,254,246)	514,980	(17.27%)	Timing of Expenditure
Recreation & Culture	(2,766,091)	(2,923,175)	(3,159,856)	157,084	(5.37%)	
Transport	(4,138,955)	(4,388,059)	(4,796,717)	249,104	(5.68%)	Timing of Expenditure
Economic Services	(1,674,570)	(1,792,293)	(1,945,220)	117,723	(6.57%)	Timing of Expenditure
Other Property and Services	(506,054)	(233,423)	(242,022)	(272,631)	116.80%	Under recovered overheads, this will be costed to jobs at the year end
	(14,598,760)	(15,922,992)	(17,338,720)	1,324,242	(8.32%)	

NOTE	YTD 2012 Actual \$	YTD 2012 Y-T-D Budget \$	2011/12 Budget \$	Variances Actuals to Budget \$	Variances Budget to Actual Y-T-D %	(Variance of 10% or above \$20,000 considered Material)
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	0	342,234	(309,281)	(342,234)	(100.00%)	Timing Difference of Assets Disposals
Movement in Accrued Interest	(63,475)	0	0	(63,475)	(80.47%)	Adjustment of prior year accrual
Movement in Accrued Salaries and Wages	(113,286)	0	0	(113,286)	(100.00%)	Adjustment of prior year accrual
Movement in Deferred Pensioner Rates/ESL	0	0	0	0		
Movement in Employee Benefit Provisions	(300,545)	0	0	(300,545)		Leave Taken during year
Depreciation on Assets	2,941,824	2,652,628	2,893,915	289,196	10.90%	Actual depreciation higher than anticipated.
<b>Capital Revenue and (Expenditure)</b>						
Purchase Land Held for Resale	0	0	0	0		
Purchase Land and Buildings	(1,649,575)	(4,459,418)	(4,862,184)	2,809,843	(63.01%)	Delays in project timing
Purchase Plant and Equipment	(180,599)	(924,944)	(1,211,891)	744,345	(80.47%)	Delays in project timing
Purchase Furniture and Equipment	(78,014)	(162,483)	(177,200)	84,469	(51.99%)	Delays in project timing
Purchase Bush Fire Equipment	0	(206,250)	(225,000)	206,250	(100.00%)	Delays due to supply by FESA
Purchase Playground Equipment	0	0	0	0		
Purchase Infrastructure Assets - Roads	(2,069,353)	(2,798,485)	(2,957,882)	729,132	(26.05%)	Delays in project timing
Purchase Infrastructure Assets - Bridges & Culve	0	(552,000)	(552,000)	552,000	(100.00%)	Delays due to projects undertaken by MRWA
Purchase Infrastructure Assets - Footpaths	(127,892)	(146,333)	(159,721)	18,441	(12.60%)	
Purchase Infrastructure Assets - Drainage	(109,599)	0	(1,398,620)	(109,599)		Variation in project timing
Purchase Infrastructure Assets - Parks & C	(499,173)	(676,356)	(703,844)	177,183	(26.20%)	Variation in project timing
Purchase Infrastructure Assets - Airfields	(545)	(18,326)	(20,000)	17,781	(97.03%)	Delays in project timing
Purchase Infrastructure Assets - Streetsca	0	0	0	0		
Proceeds from Disposal of Assets	(367,746)	(362,153)	(395,165)	(528,000)	(100.00%)	Timing Difference of Assets Disposals
Repayment of Debentures	400,000	400,000	400,000	(5,593)	1.54%	
Proceeds from New Debentures	48,079	48,079	63,935	0	0.00%	
Self-Supporting Loan Principal Income	(752,311)	(752,311)	(984,438)	0	0.00%	
Transfers to Restricted Assets (Reserves)	343,250	343,250	1,345,618	0	0.00%	
Transfers from Restricted Asset (Reserves)	5,948,490	5,957,022	5,957,022	(8,532)	(0.14%)	
ADD Net Current Assets July 1 B/Fwd	5,129,316	2,936,360	31,917	2,192,956	74.66%	
ESS Net Current Assets Year to Date	(6,900,659)	(6,894,106)	(6,894,106)	(6,553)	0.10%	

This statement is to be read in conjunction with the accompanying notes.

**BANK RECONCILIATION STATEMENT**  
 Period Ending 31ST May 2012

	Muni Fund Shire	Trust Fund Shire	Reserve/A/c Shire	Unspent DITRD & LG Grant Shire
<b>Balance as per Bank Statements</b>				
Gold Term Deposit(Muni) 028-0384971	\$ 1,004,315.06			
Business Bonus 028-0331279	\$1,716,300.33			
Muni Operating A/C 028-5350119	\$101,699.70			
Term Deposit (Muni) 035981-7				
Term Deposit (Trust)T183 036059-9		\$23,713.16		
Term Deposit (Trust)T396 0387254		\$30,348.86		
Term Deposit (Trust) 035795-4		\$208,640.37		
Term Deposit (Trust) 695773-2		\$95,677.94		
Term Deposit (Trust)T527 034705-8		\$21,060.76		
Trust Operating A/C 028-5350143		\$394,549.18		
Business Bonus(Reserve) 028-0364535			\$316,696.89	
ANZ Term Deposit 997465714			\$884,863.14	
ANZ Term Deposit 9974-65749			\$3,800,000.00	
ANZ Bani T/D(DITRD & LG) 9971-31749				\$1,775,566.22
Business Bonus Grant Fund 036594-7				
<b>Total As Per Bank Statements</b>	<b>\$2,822,315.09</b>	<b>\$773,990.27</b>	<b>\$5,001,560.03</b>	<b>\$1,775,566.22</b>
<b>Plus</b>				
Outstanding Deposits	20,480.08			
Outstanding Dep (Trust)				
Outstanding Dep ( Muni)				
	<b>\$20,480.08</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Less</b>				
Unpresented Cheques	(24,449.27)	(1,632.00)		
	<b>(\$24,449.27)</b>	<b>(\$1,632.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Adjustments</b>				
Killara Transfer from Muni to Reserve				
Meat Inspection Trans Muni to Reserve				
Killara Transfer from Reserve to Muni				
<b>Bank Statement Balance after Adjustment:</b>	<b>\$2,818,345.90</b>	<b>\$772,358.27</b>	<b>\$5,001,560.03</b>	<b>\$1,775,566.22</b>
<b>General Ledger Accounts</b>				
111000010 MUNI BANK	2,818,345.90			
1111800010 Trust Bank		772,358.27		
1111500010 Reserve Bank Account			0.00	
1111501010 Reserve Inv Bank			5,001,560.03	
1111002010 Unspent Grant				\$1,775,566.22
<b>Balance Per General Ledger Accounts</b>	<b>\$2,818,345.90</b>	<b>\$772,358.27</b>	<b>\$5,001,560.03</b>	<b>\$1,775,566.22</b>
<b>IMBALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Prepared by *J.A. Barber* Confirmed by *[Signature]*  
 POSITION : FINANCE OFFICER POSITION : ACCOUNTANT

**13.3.3 SHIRE OF NORTHAM ART COLLECTION COMMITTEE REPORT**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.2 / 8.1.2.6
Officer:	Denise Gobbart / Victoria Jones
Officer Interest:	Nil
Policy:	N/A
Voting:	Simple Majority
Date:	05 July 2012

**PURPOSE**

For Council to receive the Minutes of the Shire of Northam Art Collection Committee meeting of 31 May 2012.

**BACKGROUND**

The responsibilities of the Committee are:

- Care of the collection;
- Recommend to Council suitable locations for the display of the Shire’s collection;
- To make recommendation to Council in regard to the acquisition and/or disposal of works from the Shire’s collection;
- Recommend Policy changes relating to the future direction of the collection.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

**KEY RESULT AREA:** Building our Community

**OUTCOME:** Enhance our creativity through public & community art.

**BUDGET IMPLICATIONS**

N/A

## **OFFICER'S COMMENT**

The Committee undertakes an advisory function in respect to the Shire's Art Collection and in consultation with Council and the Chief Executive Officer, make recommendations for the good governance of the Collection.

## **RECOMMENDATION/COUNCIL DECISION**

**Minute No C.1815**

**Moved: Cr D Hughes**

**Seconded: Cr U Rumjantsev**

**That Council, receive the minutes of the Shire of Northam Art Collection Committee of 31 May 2012.**

**CARRIED 8/0**

## SHIRE OF NORTHAM

### Minutes of the Shire of Northam Art Collection Committee Meeting held Thursday, 31st May 2012 at 4:00 pm

#### DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Northam for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. 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 or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a 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 or approval from the Shire of Northam. The Shire of Northam warns that anyone who has an application lodged with the Shire of Northam must obtain and only should 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.

#### 1. OPENING AND WELCOME

The Meeting was declared open at 4:00pm.

#### 2. DECLARATION OF INTEREST

*Parts of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council members and employees to disclose any direct or indirect financial interest or general interest in any matter listed in this agenda.*

*The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.*

*NB A Committee member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the disclosed matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.*

**3. ATTENDANCE**

Chairman	Mr TM (Michael) Letch
Councillor	Cr Ulo Rumjantsev
AVAS	Ms Carol-Anne Wescombe
Northam Chamber of Commerce	Ms Pat French
Community Representative	Ms Ann Ashman
Shire of Northam	Ms Denise Gobbart
	Ms Victoria Jones

**4. APOLOGIES**

Cr Denis Beresford

**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

Moved: Ms Ann Ashman  
 Seconded: Ms Pat French

**That the Minutes of the Shire of Northam Art Collection Committee Meeting held on Thursday 31 May 2012, be confirmed as a true and accurate record of that Meeting.**  
**Carried 7/0**

*Ms Wescombe attended at 4:03pm*

**6 AGENDA ITEMS**

**6.1 DISPLAY OF ARTWORK**

**Requests from Northam RSL & Northam Historical Society regarding the display of the portraits of Hugo Throssell & James Mitchell.**

Portrait of Hugo Throssell is too large and heavy. A one condition of loan may be that the portrait hang in its original spot at Northam Town Hall, so as to ensure the security and structural support of the piece.

Portrait of James Mitchell, however, is much smaller and more easily transportable. Ms Wescombe suggested that it may have to be supported rather than hung for safety reasons, and suggested the possibility of a Perspex casing to protect it.

Mr Letch suggested that the portrait may be appropriate for display with the Historical Society, for security reasons, and in keeping with the historical value of the piece.

**6.2 MOSAIC SOFTWARE**

Ms Ashman suggested that enough people have gone through the training to be able to run it adequately already. Consider having a separate account for the art collection, so that the system is not overloaded with information from the Historical Society or Morby Cottage etc. As with the Historical Society, the idea was also raised for the Art Collection Committee to have their own laptop, so as to make the process easier and more readily accessible.

Shire of Northam Art Collection Committee – Minutes

31/05/2012

Excluding the training, Ms French indicated that the estimate for the cost of the program alone would be around \$1,210.00, with Cr Rumjantsev suggesting that we may be able to find it for as little as \$600.00.

## **7. OTHER BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE COMMITTEE**

### **7.1 ART RECORDS**

Cr Rumjantsev informed the committee that the entire collection has been photographed, with the exception of the watercolours, as they need to be de-framed in order to be photographed, due to an unavoidable problem with reflections and glare on the glass. He also stated the importance of documenting pieces in this way, as better defined photographs allow for zooming and reduction to scan for faults or specific details. Stock photographs are primarily to be used to aid in mass theft cases.

It has been previously discussed that the paintings be covered with acid-free paper, it may be prudent to do this when the pictures are de-framed and photographed, in order to save de-framing them twice.

Mr Letch indicated that 2 or 3 pieces need rewrapping or may have frame damage which will need to be addressed. The pieces should be fine where they are until summer at least, but it might be a good idea to recommend to Council that all old watercolours be put with acid-free paper, and a number of the oil works be reframed, and/or encased in Perspex. In addition to this, we will need to take full stock of all works at remote sites, such as the visitor centre, Killara, and library, along with any damage that needs urgent attention. It was also stated that estimates for these costs should be obtained, and this should be done so that we can address how many works are in need of attention.

### **7.2 ARTWORK POLICY**

Local Authority policies should be collated and made into an appropriate format to present to Council. The collection is insured wherever it is, so the only issue is the policy on lending it out.

Ms French put forward that we work with local galleries to find a method that best suits us.

Mr Letch & Cr Rumjantsev discussed the need for provenance cards for each piece, and the fact that these will need to be adequately sized, perhaps on an A4 sheet, and then either heat sealed or encased in a Perspex casing, as some with engraved blocks have caused difficulty.

Mr Letch to obtain quotes and information regarding the best way to approach the issue for the next meeting.

Shire of Northam Art Collection Committee – Minutes

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It was suggested by staff that information gathered from Local Authorities regarding the storage and transport of artwork be collated and made into a suitable format to present to Council.

**7.3 PHILIPPA NIKULINSKY BOOK**

Ms Ashman advised that the book of botanical paintings is currently held at the Shire Administration Office, and it's display should be discussed

**7.6 ROGUES GALLERY**

Mr Letch raised the suggestion of collating all of the historical information from the placards onto one modernised board, although Ms Gobbart advised that we have more pressing matters to attend to before this will be considered by Council.

**8. DATE OF NEXT MEETING**

The next Meeting of the Shire of Northam Art Collection Committee is to be held on Thursday, 19 July 2012, at 4:00pm in the Committee Meeting Room, Shire of Northam Administration Office.

**9. DECLARATION OF CLOSURE**

There being no further business the Presiding Officer declared the Meeting closed at 4.54pm.

"I certify that the Minutes of the Shire of Northam Art Collection Committee Meeting held on Thursday, 31 May 2012, have been confirmed as a true and correct record."

\_\_\_\_\_ Chairman

\_\_\_\_\_ Date

**13.4. COMMUNITY SERVICES**

Nil

**13.5. ENGINEERING SERVICES**

Nil

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

Nil

**15. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

Nil

**15.1. Elected Members**

Nil

**15.2. Officers**

Nil

**16. CONFIDENTIAL ITEM/S**

Nil

**17. DECLARATION OF CLOSURE**

There being no further business the Presiding Officer declared the meeting closed at 6.02pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 18 July 2012 have been confirmed as a true and correct record."

\_\_\_\_\_ President

\_\_\_\_\_ Date