



SHIRE OF NORTHAM

**MINUTES
OF THE
SPECIAL COUNCIL MEETING
HELD ON
WEDNESDAY
6 JUNE 2012**

SHIRE OF NORTHAM

Minutes of the Special Council Meeting held in the Council Chambers on
WEDNESDAY, 6 JUNE 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. **DECLARATION OF OPENING AND WELCOME**

The Presiding Officer, Cr S Pollard declared the meeting open at 5.34pm.

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.

Cr S Pollard has declared a 'Financial' Interest in Item 7.1.1 – National General Assembly of Local Government – Australian Local Government Association 2012 National Conference - as he is to be reimbursed for costs associated with attending ALGA.

Cr S Pollard has declared an 'Impartiality' Interest in Item 7.1.2 – Tender 2 of 2012 Killara Adult Day Care and Respite Centre – as one of the Tenderers (WACB) has recently completed a building project fro a company which he a Director.

Cr R Head has declared an 'Financial' Interest in Item 7.1.2 – Tender 2 of 2012 Killara Adult Day Care and Respite Centre – as his wife is employed at Killara Adult Day Care and Respite Centre.

Cr U Rumjantsev has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as he is a Non Voting Member of Clackline Progress Association and the Special Events Coordinator of Bakers Hill Progress Association.

Cr J Williams has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as she is a Board Member for Avon Tourism.

Cr R Tinetti has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as his daughter is secretary of Northam Toy Library.

Cr R Head has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as he is a non voting, Council representative on AVAS Management Committee.

Cr D Hughes has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as he is a member of the Northam's Mens Shed and Northam Agricultural Society.

Cr K Saunders has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as she is a Member and President of Northam Lawn Tennis Club & Member and Secretary of Southern Brook Community Association.

Cr R Head has declared an 'Impartiality' Interest in Item 7.1.4 – Relocation of Avon Valley Arts Society – as he is a non voting, Council representative on AVAS Management Committee

3. ATTENDANCE

3.1 Council

President	Cr S B Pollard
Councillors	U Rumjantsev
	R W Tinetti
	D G Beresford
	K D Saunders
	R M Head
	A W Llewellyn
	D A Hughes
	J E Williams
Chief Executive Officer	N A Hale
Executive Manager Development Services	P B Steven
Executive Manager Corporate Services	D R Gobbart
Executive Manager Engineering Services	FW (S) Lee
Executive Manager Community Services	J McGready
Project Manager Community Infrastructure	C B Hunt

3.2 Gallery

10 members in the Gallery

4. APOLOGIES

5. LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr T Little requested a leave of absence from all Council Meetings and duties between the following dates:

14 May 2012 to 16 June 2012.

6. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Ms Carole-Anne Jones Wescombe

7. AGENDA ITEMS

7.1. Special Items

Cr S Pollard has declared a 'Financial' Interest in Item 7.1.1 – National General Assembly of Local Government – Australian Local Government Association 2012 National Conference - as he is to be reimbursed for costs associated with attending ALGA.

Cr S Pollard departed the Chambers at 5.42pm, Cr R Head assumed the Chair.

7.1.1 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT - AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION 2012 NATIONAL CONFERENCE

Name of Applicant:	Internal Report
File Ref:	1.6.22
Officer:	Neville Hale
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	24/05/2012

PURPOSE

For Council to endorse Shire President, Cr Steve Pollard to attend the National General Assembly of Local Government (NGA) - Australian Local Government Association 2012 National Conference.

BACKGROUND

The 2012 National Conference will be held at the National Convention Centre, Canberra commencing Sunday, 17 June 2012 commencing at 9:30am.

The National .General Assembly of Local Government (NGA) is the premier local government event bringing together more than 700 mayors, councillors and senior officers from councils across Australia to develop local government policy ideas, meet with key federal politicians and hear from renowned experts on the key issues affecting local government in Australia.

STATUTORY REQUIREMENTS

Local Government Act 1995 s5.98 (2) and (3) and s5.102

s5.98 (2) *A council member who incurs an expense of a kind prescribed as being an expense —*

(a) to be reimbursed by all local governments; or

(b) which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement, is entitled to be reimbursed for the expense in accordance with subsection (3).

s5.98 (3) *A council member to whom subsection (2) applies is to be reimbursed for the expense —*

(a) where the minimum extent of reimbursement for the expense has been prescribed, to that extent; or

(b) where the local government has set the extent to which the expense can be reimbursed and that extent is within the prescribed range (if any) of reimbursement, to that extent.

Local Government Act 1995 s5.102

5.102 Expense may be funded before actually incurred Nothing in this Division prevents a local government from making a cash advance to a person in respect of an expense for which the person can be reimbursed.

Local Government (Administration) Regulations 1996, regulation 32

32. Expenses that may be approved for reimbursement — s. 5.98(2)(b) and (3)

(1) For the purposes of section 5.98(2)(b), the kinds of expenses that may be approved by any local government for reimbursement by the local government are —

(a) an expense incurred by a council member in performing a function under the express authority of the local government;

(b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and

(c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

(2) The extent to which an expense referred to in subregulation (1) can be reimbursed is the actual amount, verified by sufficient information.

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.

BUDGET IMPLICATIONS

The cost of attending the conference is \$3,847 being Airfare (\$873.00 return), Accommodation (\$966.00) and Conference registration (\$2,008.00). Cr Steve Pollard has paid the cost of airfare and registration associated with attending the conference. Provision for the fees and costs associated for attending the conference is to be expensed against the 2011/2012 budget provision for conference A/C 04042052 which has \$4,430 available to meet this expense. Cr Pollard will be reimbursed upon presentation of receipts.

OFFICER'S COMMENT

The Shire President is encouraged to attend the National General Assembly of Local Government (NGA) - Australian Local Government Association 2012 National Conference. As an opportunity for professional development and a way of increasing awareness of issues facing local government and finding alternative solutions to local issues

COUNCIL DECISION

Minute No C.1782

Moved: Cr D Beresford
Seconded: Cr K Saunders

That Council,

- 1. endorse Cr S. B. Pollard to attend the National General Assembly of Local Government 2012 Conference,**
- 2. reimburse \$2,881. for airfare and conference registration; and**
- 3. agree to meet the cost of accommodation and incidentals eg taxis, meals etc.**

CARRIED 8/0

Cr S Pollard returned to Chambers at 5.43pm and assumed the Chair.

Cr S Pollard has declared an 'Impartiality' Interest in Item 7.1.2 – Tender 2 of 2012 Killara Adult Day Care and Respite Centre – as one of the Tenderers (WACB) has recently completed a building project for a company which he is a Director.

Cr R Head has declared an 'Financial' Interest in Item 7.1.2 – Tender 2 of 2012 Killara Adult Day Care and Respite Centre – as his wife is employed at Killara Adult Day Care and Respite Centre.

Cr R Head departed the Chambers at 5.44pm.

7.1.2 TENDER 2 OF 2012 KILLARA ADULT DAY CARE AND RESPITE CENTRE

Name of Applicant:	Internal Staff Report
File Ref:	1.3.15.1
Officer:	Neville Hale / Chadd Hunt
Officer Interest:	N/A
Policy:	F3.4 Regional Price Preference
Voting:	Simple Majority
Date:	31 May 2012

PURPOSE

For Council to assess tenders received for the construction of Stage 2 of the Killara Adult Day Care and Respite Centre.

BACKGROUND

Council, at its meeting held on 18th April 2012 adopted the specifications and tender documents for the construction of Stage 2 of the Killara Respite Facility.

Following this resolution the process of advertising the tender was carried out and following the close of the prescribed advertising period a total of 10 Tender submissions were received.

As Council would be aware the previous Tender for the design and construct of the facility was not awarded and Council subsequently resolved to undertake a construct only tender.

STATUTORY REQUIREMENTS

Section 3.57 of the Local Government Act 1995;

Local Government (Functions & General) Regulations 1996 prescribe the manner in which Tenders are to be assessed.

“Reg. 18. Choice of tender

- (1) *A tender is required to be rejected unless it is submitted at a place, and within the time specified in the invitation for tenders;*
- (2) *A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender;*
- (3) *If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected;*
- (4) *Tenderers that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks would be most advantageous to the local government to accept.*
 - (4a) *To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.*
- (5) *The local government may decline to accept any tender.*
- (6) *If a local government has accepted a tender but acceptance of the tender does not create a contract and within six (6) months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*
- (7) *If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*

[Regulation 18 amended in Gazette 29 June 2011 p. 3131-2]”

and:

Reg. 20. Variation of requirements before entry into contract

- (1) *If, after it has invited tenders for the supply of goods or services and chosen a successful tenderer but before it has entered into a contract for the supply of the goods or services required, the local government wishes to make a minor variation in the goods or services required, it may, without again inviting tenders, enter into a contract with the chosen tenderer for the supply of the varied requirements subject to such variations in the tender as may be agreed with the tenderer.*
- (2) *If –*
 - (a) *the chosen tenderer is unable or unwilling to enter into a contract to supply the varied requirement; or*

- (b) *the local government and the chosen tenderer cannot agree on any other variation to be included in the contract as a result of the varied requirement, that tenderer ceases to be the chosen tenderer and the local government may, instead of again inviting tenders, choose the tenderer, if any, whose tender the local government considered it would be the next most advantageous to it to accept.*
- (3) *In subregulation (1) – **minor variation** means a variation that the local government is satisfied is minor having regard to the total goods or services that tenderers were invited to supply”*

In addition to the above, Council has an adopted Policy with respect to Regional Price Preference as set out below:

“F 3.4 Regional Price Preference

Council’s Regional Price Preference for locally produced goods and services will apply to all goods and services for which tenders are let, unless the Shire of Northam determines otherwise, and is to be:

Up to 10% when the contract is for goods and services, up to a maximum price reduction of \$50,000.

Up to 10% when the contract is for goods and services, including construction (building) services, up to a maximum price reduction of \$500,000 if the Shire of Northam is seeking tenders from the private sector for the provision of those goods and services for the first time where those goods or services have been a function undertaken by the Shire.

This policy has been applied within the tender assessment process.

CONFORMITY WITH THE PLAN FOR THE FUTURE

KEY RESULT AREA: BUILDING OUR COMMUNITY

OUTCOME 8: Respect and Care for our aged

STRATEGY: Plan for an aging population ensuring that health facilities and other services are provided by government and other agencies

FINANCIAL IMPLICATIONS

Council has allocated \$2.5 million within the 2011/12 financial year to undertake the project. Approved funding for the project is as follows

2010-11 CLGF Regional Allocation -	\$1,679,860
2011-12 CLGF Regional Allocation -	\$ 700,000
Action Agenda Funding-	\$ 700,000

Lotterywest (Fitout & External works) \$ 250,000

TOTAL **\$3,329,860**

Attached to the Agenda is a detailed breakdown of the proposed budget for the project.

OFFICER'S COMMENT

Following the close of the Tender period an assessment of all tenders was undertaken by Council Staff and the Project Architect. Attached to the Agenda is a summary of the assessment undertaken from this project.

As can be ascertained from the attached assessment there is limited scope to undertake the required works within the available budget. Further discussion and clarification with the project architect has resulted in the recommendation that Council appoint the preferred tenderer.

COUNCIL DECISION

Minute No C.1783

Moved: Cr A Llewellyn
Seconded: Cr D Hughes

That Council,

- 1. award Tender 2 of 2012 - Killara Respite Facility Stage 2 to Projex Management & Construction Pty. Ltd. for the Tender amount of \$2,871,480 ex GST; and**
- 2. endorse the CEO entering into a contract on behalf of Council with Projex Management and Construction Pty. Ltd. to undertake the construction of Killara Respite Facility Stage 2 as stipulated within the Tender documents.**

CARRIED 8/0

Cr R Head returned to Chambers at 5.53pm.

Cr U Rumjantsev has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as he is a Non Voting Member of Clackline Progress Association and the Special Events Coordinator of Bakers Hill Progress Association.

Cr J Williams has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as she is a Board Member for Avon Tourism.

Cr R Tinetti has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as his daughter is secretary of Northam Toy Library.

Cr R Head has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as he is a non voting, Council representative on AVAS Management Committee.

Cr D Hughes has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as he is a member of the Northam's Mens Shed and Northam Agricultural Society.

Cr K Saunders has declared an 'Impartiality' Interest in Item 7.1.3 – Community Grants 2012/2013 – as she is a Member and President of Northam Lawn Tennis Club & Member and Secretary of Southern Brook Community Association.

7.1.3 COMMUNITY GRANTS 2012/2013

Submission To:	Council
Name of Applicant:	Internal Report
Location / Address:	N/A
File Ref:	8.2.5.21
Officer:	Jean McGready / Denise Gobbart
Policy/Legislation:	N/A
Voting:	Simple Majority
Date:	28/05/2012

PURPOSE

To consider the endorsement of the Community Grants Applications as summarised below.

BACKGROUND

Applications for the Shire of Northam's Annual Community Grants for the 2012/2013 Financial Year closed on 18th April 2012. An extensive summary of the 36 applications received was presented to Council at a workshop facilitated on 7th May 2012.

COMMUNITY GROUP	REQUESTED
SCHOOL PRIZES AND DONATIONS (Annual Allocation)	
C Y O'Connor Institute <i>Sponsorship - Award Ceremony - Aboriginal student of the year</i>	\$660 (inc GST)
C Y O'Connor Institute <i>Sponsorship - Award Ceremony - Trainee of the year</i>	\$660 (inc GST)
	<u>\$1,320</u>
SPORTING COMMUNITY SPONSORSHIP	
Northam Bowling Club <i>Event Support - Sponsorship of events</i>	\$2,000
Northam Country Club - Golf Division <i>Prizes/ Awards - Sponsorship of club championships</i>	\$1,573
Northam Country Club - Golf Division <i>Event Support / Sponsorship - Assistance with 2012 Avon Valley Ladies Championships</i>	\$800
Northam Lawn Tennis Club - <i>Junior doubles & Senior Mixed Doubles Tournaments</i>	\$800
Northam & Districts Gun Club <i>Event Support - Trophies for state championships</i>	\$1,500
	<u>\$6,673</u>
RECREATION / SUPPORT	
Avon Events & Marketing <i>Event Support - 2 Events to be relocated to Northam</i>	\$8,700
Avon Valley Showjumping & Pony Club, Inc. <i>Project Grant - Funds to erect storage shed</i>	\$5,000
Bakers Hill Adult Riding Club <i>Project Grant - Completion of veranda roofing & access door</i>	\$3,500
Bakers Hill Progress Association <i>Sponsorship - Portable defibrillator, bike stand, picnic amenities</i>	\$6,000
Cancer Council <i>Event Support - Shire & AROC infrastructure hire</i>	\$2,180
Clontarf Foundation <i>Project Grant - Assistance in funding the program run by the academy</i>	\$5,000
Earth Solutions - Avon Valley, Inc. <i>Event Support - HAEF Festival</i>	\$5,000

Federal Football Club <i>Project Grant - Electronic Scoreboard / Cooking equipment for all clubs</i>	\$2,599
Northam Army Camp Heritage Association, Inc. <i>Project Grant - Mannequins/ Visitor Wheelchair</i>	\$5,000
Northam BMX Club, Inc. <i>Project Grant - Upgrade of Northam BMX track</i>	\$5,000
Northam Equestrian Park Committee, Inc. <i>Event Support - Support in kind (Mowing)</i>	\$5,000 In-Kind
Northam Heritage Forum <i>Annual Recurrent Grant - Running of the Old Northam Railway Station</i>	\$8,760
Northam Mens Shed, Inc. <i>Grant - Materials & Equipment</i>	\$5,000
Northam Over 60's Group, Inc. <i>Sponsorship - Administrative items to help with activities</i>	\$1,000
Northam Pistol Club <i>Grant - Maintaining targets and sheds</i>	\$5,000
Northam Senior Citizens Social Club, Inc. <i>Event Support - Hire of Shire Community bus, driver and fuel costs</i>	\$2,668
Northam Sub Branch RSL <i>Project Grant - Construction of honour board</i>	\$2,585
Northam Theatre Group <i>Grant / Sponsorship - Air conditioning/Heating of theatre</i>	\$2,793
Northam Theatre Group <i>Sponsorship of one 3-act play</i>	\$1,000
Northam Toy Library <i>Project Grant - Split system air conditioning</i>	\$9,070
Silver Wings Senior Citizens <i>Grant - Items to enrich lives of seniors</i>	\$2,796.25
Southern Brook Progress Association <i>Event Support - Cocky's Ball</i>	\$5,000
Vintage Sports Car Club WA <i>Event Support - Payment of volunteers</i>	\$15,000
Wundowie Districts Mens Sheds <i>Project Grant - Precision lathe & drilling-milling machine</i>	\$2,500
YouthCARE - Northam District Council <i>Other Donation - Financial support for the Chaplain - Northam Senior High School</i>	\$1,000
	<u>\$117,151.25</u>
AVAS SUBSIDY	
Avon Valley Arts Society <i>Special Grant - Support for AVAS facilities</i>	\$30,000
	<u>\$30,000</u>
ANNUAL AGRICULTURAL SHOWS	

Northam Agricultural Society <i>Annual Recurrent Support - Northam show</i>	\$7,800
	<u>\$7,800</u>
AREA PROMOTION - CHAMBER OF COMMERCE	
Northam Chamber of Commerce <i>Special Community Grant - Support for the activities of the Chamber of Commerce</i>	\$60,000
	<u>\$60,000</u>
AVON TOURISM INC	
Avon Tourism <i>Grant - Implementation of marketing plan</i>	\$15,500
	<u>\$15,500</u>
AUSTRALIA DAY	
Bakers Hill Progress Association	\$700
Southern Brook Community Association	\$500
	<u>\$1,200</u>
<u>Total Requested</u>	<u>\$239,644.25</u>

STATUTORY REQUIREMENTS

N/A

CONFORMITY WITH THE PLAN FOR THE FUTURE

KEY RESULT AREA: SOCIAL, CULTURAL & COMMUNITY

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

BUDGET IMPLICATIONS

For inclusion in the Draft 2012/2013 Annual Budget.

OFFICER'S COMMENT

Please find following a summary of the outcomes of the workshop held on 7th May 2012.

COMMUNITY GROUP	RECOMMENDED
SPORTING COMMUNITY SPONSORSHIP	

Northam Bowling Club <i>Event Support - Sponsorship of events</i>	\$2,000
Northam Country Club - Golf Division <i>Prizes/ Awards - Sponsorship of club championships</i>	\$1,573
Northam Country Club - Golf Division <i>Event Support / Sponsorship - Assistance with 2012 Avon Valley Ladies Championships</i>	\$800
Northam Lawn Tennis Club - <i>Junior doubles & Senior Mixed Doubles Tournaments</i>	\$800
Northam & Districts Gun Club <i>Event Support - Trophies for state championships</i>	\$1,500
	<u>\$6,673</u>
RECREATION / SUPPORT	
Avon Events & Marketing <i>Event Support - 2 Events to be relocated to Northam</i>	\$8,700
Avon Valley Showjumping & Pony Club, Inc. <i>Project Grant - Funds to erect storage shed</i>	\$5,000
Bakers Hill Adult Riding Club <i>Project Grant - Completion of veranda roofing & access door</i>	\$3,500
Bakers Hill Progress Association <i>Sponsorship - Portable defibrillator, bike stand, picnic amenities</i>	\$0
Cancer Council <i>Event Support - Shire & AROC infrastructure hire</i>	\$2,180
Clontarf Foundation <i>Project Grant - Assistance in funding the program run by the academy (The allocation is solely for the provision of Equipment)</i>	\$2,500
Earth Solutions - Avon Valley, Inc. <i>Event Support - HAEF Festival (As per previous funding in-kind support only – no direct cost to Council)</i>	\$5,000 In-Kind
Federal Football Club <i>Project Grant - Electronic Scoreboard / Cooking equipment for all clubs (Funding Provided solely for the Electronic Scoreboard)</i>	\$2,600
Northam Army Camp Heritage Association, Inc. <i>Project Grant - Mannequins / Visitor Wheelchair (Funding Provided for the Mannequins & Boards)</i>	\$3,300
Northam BMX Club, Inc. <i>Project Grant - Upgrade of Northam BMX track</i>	\$5,000
Northam Equestrian Park Committee, Inc. <i>Event Support - Support in kind (Mowing)</i>	\$5,000 In-Kind
Northam Heritage Forum <i>Annual Recurrent Grant - Running of the Old Northam Railway Station (Funding Provided does not include the provision for cleaning)</i>	\$5,000
Northam Mens Shed, Inc. <i>Grant - Materials & Equipment</i>	\$2,500

Northam Over 60's Group, Inc. <i>Sponsorship - Administrative items to help with activities</i>	\$1,000
Northam Pistol Club Grant - Maintaining targets and sheds	\$0
Northam Senior Citizens Social Club, Inc. <i>Event Support - Hire of Shire Community bus, driver and fuel costs</i>	\$2,668
Northam Sub Branch RSL <i>Project Grant - Construction of honour board</i> (Grant requested \$2,585 reduced to net of GST)	\$2,350
Northam Theatre Group <i>Grant / Sponsorship - Air conditioning / Heating of theatre</i>	\$2,793
Northam Theatre Group <i>Sponsorship of one 3-act play</i>	\$1,000
Northam Toy Library <i>Project Grant - Split system air conditioning</i>	\$0
Silver Wings Senior Citizens <i>Grant - Items to enrich lives of seniors</i> (Chair Stacker to be included in the Draft Budget)	\$0
Southern Brook Progress Association <i>Event Support - Cocky's Ball</i>	\$5,000
Vintage Sports Car Club WA <i>Event Support - Payment of volunteers</i>	\$15,000
Wundowie Districts Mens Sheds <i>Project Grant - Precision lathe & drilling-milling machine</i> (\$2,000 - Concrete Floor & Mesh to be included in the Draft Budget)	\$0
YouthCARE - Northam District Council <i>Other Donation - Financial support for the Chaplain - Northam Senior High School</i>	\$1,000
	<u>\$71,091</u> <u>Plus \$10,000 In-kind</u> <u>= \$81,091</u>
AVAS SUBSIDY	
Avon Valley Arts Society <i>Special Grant- Support for AVAS facilities</i> (To be considered at a later date, when all information is to hand)	\$0
	<u>\$0</u>
ANNUAL AGRICULTURAL SHOWS	
Northam Agricultural Society <i>Annual Recurrent Support- Northam show</i>	\$5,000
	<u>\$5,000</u>
AREA PROMOTION - CHAMBER OF COMMERCE	
Northam Chamber of Commerce <i>Special Community Grant- Support for the activities of the Chamber of Commerce</i>	\$60,000

	<u>\$60,000</u>
AVON TOURISM INC	
Avon Tourism <i>Grant- Implementation of marketing plan</i>	\$6,200
	<u>\$6,200</u>
<u>Total Requested</u>	<u>\$158,964</u>

In addition to the supported allocations, as above, it would be considered prudent for Council to allow a contingency amount of \$50,000 to cover the other support requests which are inevitably received during the year.

The following allocations are outside the scope of the Community Grant funding considerations; however, Councillors should be aware that they will be included in the Draft 2012/2013 Budget.

PROGRESS ASSOCIATIONS ANNUAL BUDGET (Annual Allocation)	
Bakers Hill Progress Association	\$6,600
Clackline Progress Association	\$3,300
Southern Brook Community Association	\$3,300
Grass Valley Progress Association	\$4,400
Spencers Brook Progress Association	\$3,300
Wundowie Progress Association	\$8,800
	<u>\$29,700</u>
SCHOOL PRIZES AND DONATIONS (Annual Allocation)	
Northam Primary School	\$100
West Northam Primary School	\$100
Avonvale Primary School	\$100
Bakers Hill Primary School	\$100
Wundowie Primary School – Family Pool Pass	\$220
St Joseph's School	\$100
St Joseph's School Indigenous Scholarship	\$500
Northam Senior High School	\$500
C Y O'Connor Institute <i>Sponsorship - Award Ceremony - Aboriginal student of the year</i>	\$600
C Y O'Connor Institute <i>Sponsorship - Award Ceremony - Trainee of the year</i>	\$600

	<u>\$2,920</u>
AUSTRALIA DAY (Annual Allocation)	
Bakers Hill Progress Association	650
Clackline Progress Association	300
Southern Brook Progress Association	350
Grass Valley Progress Association	400
Spencers Brook Progress Association	300
Wundowie Progress Association	900
	<u>\$2,900</u>

RECOMMENDATION

That Council endorse the following allocations to be included within the Draft 2012/2013 Budget.

COMMUNITY GROUP	RECOMMENDED
SPORTING COMMUNITY SPONSORSHIP	
Northam Bowling Club <i>Event Support - Sponsorship of events</i>	\$2,000
Northam Country Club - Golf Division <i>Prizes/ Awards - Sponsorship of club championships</i>	\$1,573
Northam Country Club - Golf Division <i>Event Support / Sponsorship - Assistance with 2012 Avon Valley Ladies Championships</i>	\$800
Northam Lawn Tennis Club - <i>Junior doubles & Senior Mixed Doubles Tournaments</i>	\$800
Northam & Districts Gun Club <i>Event Support - Trophies for state championships</i>	\$1,500
	<u>\$6,673</u>
RECREATION / SUPPORT	
Avon Events & Marketing <i>Event Support - 2 Events to be relocated to Northam</i>	\$8,700
Avon Valley Showjumping & Pony Club, Inc. <i>Project Grant - Funds to erect storage shed</i>	\$5,000
Bakers Hill Adult Riding Club <i>Project Grant - Completion of veranda roofing & access door</i>	\$3,500
Bakers Hill Progress Association <i>Sponsorship - Portable defibrillator, bike stand, picnic amenities</i>	\$0
Cancer Council <i>Event Support - Shire & AROC infrastructure hire</i>	\$2,180

Clontarf Foundation <i>Project Grant - Assistance in funding the program run by the academy</i> (The allocation is solely for the provision of Equipment)	\$2,500
Earth Solutions - Avon Valley, Inc. <i>Event Support - HAEF Festival</i> (As per previous funding in-kind support only – no direct cost to Council)	\$5,000 In-Kind
Federal Football Club <i>Project Grant - Electronic Scoreboard / Cooking equipment for all clubs</i> (Funding Provided solely for the Electronic Scoreboard)	\$2,600
Northam Army Camp Heritage Association, Inc. <i>Project Grant - Mannequins / Visitor Wheelchair</i> (Funding Provided for the Mannequins & Boards)	\$3,300
Northam BMX Club, Inc. <i>Project Grant - Upgrade of Northam BMX track</i>	\$5,000
Northam Equestrian Park Committee, Inc. <i>Event Support - Support in kind (Mowing)</i>	\$5,000 In-Kind
Northam Heritage Forum <i>Annual Recurrent Grant - Running of the Old Northam Railway Station</i> (Funding Provided does not include the provision for cleaning)	\$5,000
Northam Mens Shed, Inc. <i>Grant - Materials & Equipment</i>	\$2,500
Northam Over 60's Group, Inc. <i>Sponsorship - Administrative items to help with activities</i>	\$1,000
Northam Pistol Club <i>Grant - Maintaining targets and sheds</i>	\$0
Northam Senior Citizens Social Club, Inc. <i>Event Support - Hire of Shire Community bus, driver and fuel costs</i>	\$2,668
Northam Sub Branch RSL <i>Project Grant - Construction of honour board</i> (Grant requested \$2,585 reduced to net of GST)	\$2,350
Northam Theatre Group <i>Grant / Sponsorship - Air conditioning / Heating of theatre</i>	\$2,793
Northam Theatre Group <i>Sponsorship of one 3-act play</i>	\$1,000
Northam Toy Library <i>Project Grant - Split system air conditioning</i>	\$0
Silver Wings Senior Citizens <i>Grant - Items to enrich lives of seniors</i> (Chair Stacker to be included in the Draft Budget)	\$0
Southern Brook Progress Association <i>Event Support - Cocky's Ball</i>	\$5,000
Vintage Sports Car Club WA <i>Event Support - Payment of volunteers</i>	\$15,000

Wundowie Districts Mens Sheds <i>Project Grant - Precision lathe & drilling-milling machine</i> (\$2,000 - Concrete Floor & Mesh to be included in the Draft Budget)	\$0
YouthCARE - Northam District Council <i>Other Donation - Financial support for the Chaplain - Northam Senior High School</i>	\$1,000
	<u>\$71,091</u> Plus \$10,000 In-kind =<u>\$81,091</u>
AVAS SUBSIDY	
Avon Valley Arts Society <i>Special Grant- Support for AVAS facilities</i> (To be considered at a later date, when all information is to hand)	\$0
	<u>\$0</u>
ANNUAL AGRICULTURAL SHOWS	
Northam Agricultural Society <i>Annual Recurrent Support- Northam show</i>	\$5,000
	<u>\$5,000</u>
AREA PROMOTION - CHAMBER OF COMMERCE	
Northam Chamber of Commerce <i>Special Community Grant- Support for the activities of the Chamber of Commerce</i>	\$60,000
	<u>\$60,000</u>
AVON TOURISM INC	
Avon Tourism <i>Grant- Implementation of marketing plan</i>	\$6,200
	<u>\$6,200</u>
<u>Total Requested</u>	<u>\$158,964</u>

AMENDMENT

Minute No C.1784

Moved: Cr D Hughes
Seconded: Cr R Tinetti

**The \$5,000 “in kind” support for Earth Solutions – Avon Valley Inc, Event Support – HAEF Festival be amended as follows:
\$2,500 cash; and, \$2,500 in kind.**

LOST 4/5

COUNCIL DECISION

Minute No C.1785

Moved: Cr R Head

Seconded: Cr U Rumjantsev

That Council endorse the following allocations to be included within the Draft 2012/2013 Budget.

COMMUNITY GROUP	RECOMMENDED
SPORTING COMMUNITY SPONSORSHIP	
Northam Bowling Club <i>Event Support - Sponsorship of events</i>	\$2,000
Northam Country Club - Golf Division <i>Prizes/ Awards - Sponsorship of club championships</i>	\$1,573
Northam Country Club - Golf Division <i>Event Support / Sponsorship - Assistance with 2012 Avon Valley Ladies Championships</i>	\$800
Northam Lawn Tennis Club - <i>Junior doubles & Senior Mixed Doubles Tournaments</i>	\$800
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	<u>\$6,673</u>
RECREATION / SUPPORT	
Avon Events & Marketing <i>Event Support - 2 Events to be relocated to Northam</i>	\$8,700
Avon Valley Showjumping & Pony Club, Inc. <i>Project Grant - Funds to erect storage shed</i>	\$5,000
Bakers Hill Adult Riding Club <i>Project Grant - Completion of veranda roofing & access door</i>	\$3,500
Bakers Hill Progress Association <i>Sponsorship - Portable defibrillator, bike stand, picnic amenities</i>	\$0
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Clontarf Foundation <i>Project Grant - Assistance in funding the program run by the academy</i> <i>(The collection is solely for the provision of Equipment)</i>	\$2,500

Earth Solutions - Avon Valley, Inc. <i>Event Support - HAEF Festival</i> (As per previous funding in-kind support only – no direct cost to Council)	\$5,000 In-Kind
Federal Football Club <i>Project Grant - Electronic Scoreboard / Cooking equipment for all clubs</i>	\$2,600
Northam Army Camp Heritage Association, Inc. <i>Project Grant - Mannequins / Visitor Wheelchair</i> (Funding Provided for the Mannequins & Boards)	\$3,300
Northam BMX Club, Inc. <i>Project Grant - Upgrade of Northam BMX track</i>	\$5,000
Northam Equestrian Park Committee, Inc. <i>Event Support - Support in kind (Mowing)</i>	\$5,000 In-Kind
Northam Heritage Forum <i>Annual Recurrent Grant - Running of the Old Northam Railway Station</i>	\$5,000
Northam Mens Shed, Inc. <i>Grant - Materials & Equipment</i>	\$2,500
Northam Over 60's Group, Inc. <i>Sponsorship - Administrative items to help with activities</i>	\$1,000
Northam Pistol Club <i>Grant - Maintaining targets and sheds</i>	\$0
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Northam Toy Library <i>Project Grant - Split system air conditioning</i>	\$0
Silver Wings Senior Citizens <i>Grant - Items to enrich lives of seniors</i> (Chair Stacker to be included in the Draft Budget)	\$0
Southern Brook Progress Association <i>Event Support - Cocky's Ball (Hire of band /dance floor)</i>	\$5,000
Vintage Sports Car Club WA <i>Event Support - Payment of volunteers</i>	\$15,000
Wundowie Districts Mens Sheds <i>Project Grant - Precision lathe & drilling-milling machine</i> (\$2,000 - Concrete Floor & Mesh to be included in the Draft Budget)	\$0

YouthCARE - Northam District Council <i>Other Donation - Financial support for the Chaplain - Northam Senior High School</i>	\$1,000
	<u>\$71,091</u> <u>Plus \$10,000 In-kind</u> <u>=\$81,091</u>
AVAS SUBSIDY	
Avon Valley Arts Society <i>Special Grant- Support for AVAS facilities</i> <i>(To be considered at a later date, when all information is to</i>	\$0
	<u>\$0</u>
ANNUAL AGRICULTURAL SHOWS	
Northam Agricultural Society <i>Annual Recurrent Support- Northam show</i>	\$5,000
	<u>\$5,000</u>
AREA PROMOTION - CHAMBER OF COMMERCE	
Northam Chamber of Commerce <i>Special Community Grant- Support for the activities of the Chamber of Commerce</i>	\$60,000
	<u>\$60,000</u>
AVON TOURISM INC	
Avon Tourism <i>Grant- Implementation of marketing plan</i>	\$6,200
	<u>\$6,200</u>
<u>Total Requested</u>	<u>\$158,964</u>
CARRIED 9/0	

Cr R Head has declared an 'Impartiality' Interest in Item 7.1.4 – Relocation of Avon Valley Arts Society – as he is a non voting, Council representative on AVAS Management Committee

7.1.4 RELOCATION OF AVON VALLEY ARTS SOCIETY

Name of Applicant:	Internal report
Name of Owner:	Shire of Northam
File Ref:	A13095
Officer:	Jean McGready
Officer Interest:	Nil
Policy:	Shire of Northam Lease Policy
Voting:	Simple Majority
Date:	30 May 2012

PURPOSE

The purpose of this report is for Council to consider the relocation of the Avon Valley Arts Society operations from the current building on 33 Wellington Street, Northam to under-utilised rooms at the Northam Visitor Centre building.

BACKGROUND

The Avon Valley Arts Society (AVAS) is a non-profit organisation administered and operated by a board of volunteers and although it has been established for a number of years, it is experiencing financial difficulty due to previous poor management.

They now have a new committee of eight (8) volunteers including a new President, Treasurer and Secretary and they are endeavouring to achieve financial sustainability to become recognised as a visible, vibrant, Society of Arts. Unfortunately, this will take some time and in the meantime they are not able to meet their financial obligations.

STATUTORY REQUIREMENTS

AVAS had a lease with the Shire for its current building on 33 Wellington Street, which expired on 10 December 2011, with a 5-year renewal option which has not been exercised.

Leasing of a building for educational purposes is exempt from the usual Local Government Tender requirements as described in Regulation 30 of the Local Government (Functions & General) Regulations.

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.

FINANCIAL IMPLICATIONS

Since the lease for 33 Wellington Street has not been renewed, It is an opportune time to consider relocation of AVAS from its current location and explore alternative options for the future sustainability of both AVAS and the Shire of Northam.

AVAS are charged an annual rental fee for the AVAS building, however this is returned to them as part of the Shire's annual grant. They have approached the Shire seeking assistance with meeting financial obligations in order to continue operating and have provided a short term Business Plan to reveal their marketing strategy for the next financial year (2012 – 2013). They seek an operational grant of \$30,000 from the Shire which they believe is vital to their success however this Business Plan does not go beyond the 12 month period so their long term sustainability plan is unknown.

Further to this, it has also come to the Shire's attention that the old Girls School next door to AVAS has been sub-leased by AVAS to CY O'Connor of TAFE for 2012 for \$6,000 per annum (The Shire is awaiting a formal request from TAFE to use the building until the end of the year). This is another potential future stream of income that could come directly to the Shire and supports the belief that relocating AVAS would allow the Shire to use number 33 Wellington Street for a commercial rental in a prime location within the central business locality. There is the option of using this building to accommodate the Supertown Project Implementation Team, as a standalone business unit funded by Supertown Funding however this would be a costly and time consuming exercise. The property (Lot 380) is 2860m² and zoned 'public purposes'. There would be a cost (\$10,000) associated with relocating AVAS as explained below in the Officer's comment

OFFICER'S COMMENT

After a thorough investigation of the purpose and usage of the Shire's facilities, it was apparent that the meeting room at the Visitor Centre (VC) is under-utilised (there many other meeting rooms available in town) and would be a prime location for AVAS. They have used the meeting room several times in recent months to display their art and it was evident that this prominent location is ideal for pursuits such as art and culture.

A meeting was held with the Shire of Northam, Avon Valley Arts Society and Northam Heritage Forum on 8 March 2012 to discuss the relocation of AVAS to the Northam

Visitors Centre. AVAS indicated it was happy with the proposal to relocate to the rooms offered as it would offer them more passing trade than they receive at the current location and has good access to roads and parking.

While appraising the relocation of AVAS, the possibility of moving the Sense of Place display was discussed however the Northam Heritage Forum voiced some concerns which warranted further consideration. It has since been determined that AVAS could be relocated to the Visitor Centre without detriment to the Sense of Place as the whole area including the reception area, storage space, the Sense of Display and office space could be rearranged more constructively and opened up so the whole area could still house the Sense of Display and have various exhibitions including works by AVAS, Aboriginal art as well as the Shire's art collection with each subject theme complementing each other. The Visitor Centre staff would administer and manage sales with the AVAS volunteers taking responsibility for the set-up and management/rotation of displays.

AVAS would not need a dedicated building to deliver the range of arts highlighted in the Business Plan (one each month) as the Shire has several other facilities that could be utilised such as the Lesser Hall, Town Hall and Recreation Centre. There will also be the opportunity to negotiate with the Education Department regarding use of the new arts centre when it is built at Northam Senior High School.

The AVAS Business Plan's budget indicates that the anticipated revenue for the 2012/13 budget (excluding the requested amount from the Shire) is \$21,050. Estimated expenditure shows that the cost of providing the 12 exhibitions/events would total approximately \$10,000 whereas their other operating costs such as rent, utilities and insurance would be approximately \$36,000. It would therefore be financially practical for them to utilise the room they already have been provided by the Shire at the Railway Museum as their office space as it is adequate for their administration purposes and this would reduce their operating costs significantly and potentially have a surplus rather than a deficit. Having their office space there would also support their Business Case that they will work with and support the Northam Heritage Group and Northam Historical Society who are based there too.

Rather than Council providing a grant of \$30,000, it could provide AVAS free use of Shire facilities to host their events as 'in kind' support up to \$5,000 which is 50% of the cost of providing the 12 exhibitions/events throughout the year. A further \$5,000 grant could be considered to assist with general operating costs and AVAS would also be able to apply for community grants the same as other community groups.

RECOMMENDATION

That Council,

1. agrees to the relocation of the Avon Valley Arts Society Art works from its current building on 33 Wellington Street Northam to the Northam Visitor Centre Conference Room;

2. agrees that AVAS relocates their office equipment to the Railway Museum;
3. give consent to CY O'Connor of TAFE to use the former Northam Girls School for the remainder of 2012, after which the Shire will determine the future use of that building; and
4. supports AVAS by allowing them free use of Shire's facilities to host their events up to a total cost of \$5,000 and provide a grant of \$5,000 to assist with general operating costs.

ALTERNATIVE MOTION

Minute No C.1786

Moved: Cr R Head
Seconded: Cr K Saunders

That Council,

1. **agrees to the relocation of the Avon Valley Arts Society Art works from its current building on 33 Wellington Street Northam to the Northam Visitor Centre Conference Room;**
2. **agrees that AVAS relocates their office equipment to the Railway Museum;**
3. **supports AVAS by allowing them free use of Shire's facilities to host their events up to a total cost of \$5,000 and provide a grant of \$5,000 to assist with general operating costs; and**
4. **request Shire staff to negotiate all matters relevant to the operational costs of the shop front and shared facilities to the satisfaction of all parties by way of a written agreement.**

CARRIED 6/3

8. DECLARATION OF CLOSURE

There being no further business the Presiding Officer declared the meeting closed at 6.50pm.

"I certify that the Minutes of the Special Meeting of Council held on 6 June 2012 have been confirmed as a true and correct record."

_____ Shire President

_____ Date